

**RESOLUTION NO. 2024 - \_\_\_\_**

**RESOLUTION ACCEPTING PROOF OF RECORD DESTRUCTION AUTHORIZED BY ORDINANCE NO. 2024-1**

**WHEREAS, The City of Bryant City Council Authorized the destruction of certain records via the authority granted in Ordinance No. 2024-1, adopted January 30, 2024;**

**WHEREAS, Under that Ordinance, City Policy and State Law, an affidavit from witnessing officials is necessary to certify the destruction of authorized documents occurred; and**

**WHEREAS, attached hereto are the affidavits of City of Bryant Officials who witnessed and certify that the authorized records were transferred to a Gone for Good Shredding, for destruction by that service within the parameters of their agreement with the City of Bryant; and**

**WHEREAS, The City Council accepts that the authorized documents have been removed from the possession of the City of Bryant and are thereby destroyed under City Ordinance, City Policy and according to authorizing State Law.**

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRYANT, ARKANSAS**

**Section 1.** The City Council of the City of Bryant accepts the attached documents as proof of destruction of the approved documents per Ordinance No. 2024-1.

**Section 2.** Any resolution, resolution section, policy, or directive in conflict with this Resolution is repealed or amended to reflect and achieve the purposes stated herein.

**PASSED AND APPROVED this 26th day of March, 2024.**

APPROVED:

\_\_\_\_\_  
Chris Treat, Mayor

ATTEST:

\_\_\_\_\_  
Mark Smith, City Clerk

**AFFIDAVIT OF:  
JACK MOSELEY  
And TABTHA KODER  
DESTRUCTION OF CITY RECORDS PER A.C.A 14-59-114**

STATE OF ARKANSAS

COUNTY OF SALINE

Before the undersigned, duly qualified, commissioned, and acting in and for said County and State, appeared **Jack Moseley**, City Council Member, Ward 4, Position 1, and **Tabatha Koder**, City of Bryant employee, satisfactorily proven to be the affiants herein, who state the following under oath:

I Jack Moseley am City Council Member, representing Ward 4, Position 1 for the City of Bryant.

I, Tabatha Koder, am a City of Bryant City employee.

I, Tabatha Koder T.K. (initials) and Jack Moseley JEM (initials), am providing this affidavit based upon my personal experience and observation and in accordance with Arkansas Code Annotated § 14-59-114, and pursuant to the City of Bryant Record Retention and Destruction Policy as adopted by City Council Resolution 2015-05.

I was personally present for the transfer of certain documents, identified in the attached Exhibit "A" prepared by the City of Bryant Departments Listed, and approved to be destroyed by Ordinance 2024-01, approved on January 30, 2024, to *Gone for Good Shredding*, of 9720 N. Rodney Parham Road, Little Rock, Arkansas, 72227

I, Tabatha Koder T.K. (initials) and Jack Moseley JEM (initials), met the representative of *Gone for Good Shredding* at the City of Bryant City Hall, on March 07, 2024, where 47 boxes of city records, as identified in the attached Exhibit "A", were provided to the representative for destruction in accordance with *Gone for Good Shredding* policy and practice.

Page 1 of 2  
Tabatha Koder T.K. (initials) and Jack Moseley JEM (initials)

IN WITNESS WHEREOF, I hereunto set my hand this 7<sup>th</sup> day of March 2024.

Jack Moseley  
Jack Moseley

SUBSCRIBED AND SWORN to before me this 7 day of March, 2024.

Crystal L. Winkler  
Notary Public

My commission expires:

3-10-2030



-AND-

Tabatha Koder  
Tabatha Koder

SUBSCRIBED AND SWORN to before me this 7 day of March, 2024.

Crystal L. Winkler  
Notary Public

My commission expires:


3-10-2030





**CITY OF BRYANT, AR**  
**Records Storage Inventory Sheets**  
**2024**

Date 3-7-24

Finance Department / Water Department  
 Department Head Signature 

The above Department Head requests that the following below described records be certified to the Council for destruction. The Department Head further states that these records have exceeded all retention dates and are no longer needed by this department or the City of Bryant.

Records Series Number	Description of Contents	Misc Info	Binder	Box	Dept	Initials
✓ #2	2017 Journal Entries			X	Finance	CLW
✓ FIN20-10	2019 AP Gen A-S			X	Finance	CLW
✓ FIN20-11	2019 AP Misc A-Z			X	Finance	CLW
✓ #3	2017 Finance Director Files			X	Finance	CLW
✓ #4	2015 Council Notes			X	Finance	CLW
✓ #5	2015 Gen Misc Cash			X	Finance	CLW
✓ #6	2018 Water Billing Receipts			X	Finance	CLW
✓ #7	2015 Finance Director Files			X	Finance	CLW
✓ FIN20-16	2019 Utility Bills			X	Finance	CLW
✓ FIN20-01	2019 Council Notes			X	Finance	CLW
✓ FIN20-09	2019 AP Gen T-Z			X	Finance	CLW
✓ FIN20-29	2019 Voided Checks			X	Finance	CLW
✓ FIN20-15	2019 AP Special Funds			X	Finance	CLW
✓ FIN20-05	2019 AP W / WW A-Z			X	Finance	CLW
✓ FIN20-07	2019 AP Gen A-C			X	Finance	CLW
✓ #8	2017 Payroll Reports			X	Finance	CLW
✓ FIN20-03	2019 AP Gen N-Z			X	Finance	CLW
✓ FIN20-08	2019 AP Gen D-S			X	Finance	CLW
✓ #9	2019 AT Street A-Z			X	Finance	CLW
✓ FIN20-04	2019 AP Gen A-M			X	Finance	CLW
✓ #1	2006 Finance Director Files			X	Finance	CLW
✓ #10	2006-2007 Budget Notes			X	Finance	CLW
✓ #11	2008-2009 Budget Notes			X	Finance	CLW
✓ FIN20-13	2019 Regions Credit Cards			X	Finance	CLW
✓ FIN20-12	2019 AP Statements			X	Finance	CLW
✓ #12	2017 Council Notes			X	Finance	CLW
✓ FIN15-014	2014 Accounts Payable			X	Finance	CLW
✓ FIN15-021	2014 Cash Receipts Springbrook			X	Finance	CLW
✓ 2024-01	2019 Receipts			X	Water Billing	AS
✓ 2024-02	2019 Receipts			X	Water Billing	AS
✓ 2024-03	2019 Receipts			X	Water Billing	AS
✓ 2024-04	2019 PO's/Mthly Xfers/Ret Checks/Stop Pays			X	Water Billing	AS
✓ 2024-05	2019 Receipts			X	Water Billing	AS
✓ 2024-06	2019 Receipts			X	Water Billing	AS
✓ 2024-07	2019 Adjustments/Fees			X	Water Billing	AS
✓ 2024-08	2019 Deposit/Receipts			X	Water Billing	AS
✓ 2024-09	2019 Deposits			X	Water Billing	AS
✓ 2024-10	2018 Receipts			X	Water Billing	AS
✓ 2024-11	2018 Receipts			X	Water Billing	AS
✓ 2024-12	2018 PO's Xfers & WSAC			X	Water Billing	AS
✓ 2024-13	2018 Cashier End of Day			X	Water Billing	AS
✓ 2024-14	2018 Receipts			X	Water Billing	AS
✓ 2024-15	2018 Deposits, Adjustments & Fees			X	Water Billing	AS
✓ 2024-16	2018 Receipts			X	Water Billing	AS
✓ 2024-17	2018 Receipts			X	Water Billing	AS







Gone for Good Shredding  
 9720 N. Rodney Parham Rd. · Little Rock, AR 72227  
 (501) 228-3827 Service  
 (501) 228-3909 Billing/Payment

Thu Mar 7, 2024

next: Fri 4/12/24

Off-Site

Ticket # 54233

City of Bryant  
 Municipal Building-City Hall  
 210 SW. 3rd St.  
 Bryant, AR 72022

Contacts  
 Joy Black (501)943-0318

**Directions**

**Special Instructions**

SERVICE DATE: 3/7/24  
 (47) Boxes @ 9:00AM

**Routine Instructions**

(3) Total Consoles- enter building then to the left  
 1 console located by front desk-copy room  
 1 console located up front in conference room  
 1 console located down hall way-take a right (by copier)

Room	Description	Container	Service Item	Qty	Actual
	Boxes (count)		Boxes (count)	0.00	
	Boxes (weight)		Boxes (weight)	0.00	

Time In:

Time Out:

Driver: *Don*

Quantity: +/-

**Service / Comments**

*Pl 47 Boxes*

Gone for Good Shredding hereby certifies that the materials received on the above date will be confidentially handled and destroyed and that the shredded material will then be recycled. A certificate of destruction will be included on your invoice.

X

*Joy Black*



**Gone for Good Shredding**  
 9720 N. Rodney Parham Rd. · Little Rock, AR 72227  
 (501) 228-3827 Service  
 (501) 228-3909 Billing/Payment

**Fri Mar 8, 2024**

next: 3/29/2024

**Off-Site**

**Ticket # 54280**

City of Bryant  
 Municipal Building-City Hall  
 210 SW. 3rd St.  
 Bryant, AR 72022

Contacts  
 Joy Black (501)943-0318

**Directions**

**Routine Instructions**

(3) Total Consoles- enter building then to the left  
 1 console located by front desk-copy room  
 1 console located up front in conference room  
 1 console located down hall way-take a right (by copier)

**Special Instructions**

*CAN Perform Regular SERVICE on 3/7/24 w/ Poige*

Room	Description	Container	Service Item	Qty	Actual
	1 Service Charge		Service Charge	1.00	<input type="text"/>
	3 Console - Count		Console - Count	3.00	<input type="text"/>
	Weight		Weight	0.00	<input type="text"/>

**Time In:**

**Time Out:**

**Driver:** *DUN*

**Quantity:**

**+/-**

*STEVE JONES* **Service / Comments**

*Gone for Good Shredding hereby certifies that the materials received on the above date will be confidentially handled and destroyed and that the shredded material will then be recycled. A certificate of destruction will be included on your invoice.*

**X** \_\_\_\_\_