

City of Independence

MEMORANDUM

DATE: August 9th, 2012

City Council Office

TO: Sheri Hurley, Assistant City Clerk

FROM: Zachary C. Walker, Management Analyst



SUBJECT: Proposed Records Disposition Report for 2012



Per your request, I have reviewed the Records Disposition Report for 2012. Having evaluated your report, I am able to confirm that the records listed have satisfied their necessary retention periods and that an ordinance authorizing final disposition is warranted.

Please let me know if you should have any further questions regarding this matter.

C: Jane Pickett Sharon, City Clerk