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RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIALTO
AUTHORIZING THE DESTRUCTION OF CERTAIN MUNICIPAL
RECORDS OF THE RIALTO UTILITIES DEPARTMENT.**

WHEREAS, This Resolution sets forth the City of Rialto (“City”) adopted Records Retention Policy in conformance with Government Code Section 34090 (“Policy”); and

WHEREAS, the Policy sets forth the retention period for records of the City and authorizes the destruction of certain records and documents by a Records Specialist, with the approval of the legislative body by resolution and the written consent of the City Attorney; and

WHEREAS, staff has recommended that certain obsolete records identified in Exhibit “A” are no longer required or necessary; and

WHEREAS, the City Attorney has given written consent for the destruction of the records herein set forth as Exhibit “A”.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF RIALTO DOES
HEREBY FIND, RESOLVE AND ORDER AS FOLLOWS:**

SECTION 1. The City Council hereby finds and determines that the records identified in Exhibit A are older than the applicable retention period set forth in the City’s Policy and are no longer needed or required to be kept by statute or law.

SECTION 2. The City Council hereby authorizes and directs the destruction of the records described on Exhibit “A” in accordance with the terms and conditions of the City’s Policy.

1 **SECTION 3.** This Resolution shall be effective immediately upon its passage and approval.

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3 **SECTION 4.** The City Clerk shall certify the passage and adoption of this Resolution.

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6 **PASSED, APPROVED AND ADOPTED** this 10th day of March 2026.

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JOE BACA, Mayor

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11 **ATTEST:**

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BARBARA A. McGEE, City Clerk

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15 **APPROVED AS TO FORM:**

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ERIC S. VAIL, City Attorney

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