



AGENDA ITEM

Consent Agenda

REPORT TO: Work Session (06/05/23)

REPORT TO: Voting Meeting (06/08/23)

ITEM NO: 282/2023

SUBJECT: Approval and authorization for the Chairman to execute a resolution to amend the Code of Ordinances of Hall County, Georgia relating to records management, subject to the review and approval of the County Attorney.

Meetings:

Work Session Date: 06/05/23

Voting Meeting Date: 06/08/23

Executive Summary:

Presenter: WJLICA
Recommendation: Approval.

Purpose of Request:
Approval and authorization for the Chairman to execute a resolution to amend the Code of Ordinances of Hall County, Georgia relating to records management, subject to the review and approval of the County Attorney.

History:
The County originally enacted its Records Management Ordinance in 1989, and the Ordinance was most recently amended in 1991.

Facts and Issues:
O.C.G.A. Section 50-18-99 contains the State of Georgia requirements for records management programs for local governments. The Resolution would amend the County's current Records Management Ordinance in full compliance with O.C.G.A. Section 50-18-99, clarify the provisions of the County's Records Management Ordinance, provide for the adoption of the State's Records Retention Schedule by County Agencies that do not create their own records retention schedules, and require County Agencies to adhere to litigation hold/preservation of evidence notices from the County's Law Department so as to avoid court sanctions.

Options:
Approve or deny the Resolution amending Chapter 2.80.

Funding Requested \$ 0.00

Are funds within current budget?

Yes

Source of Funds

Does the action involve a Resolution, Ordinance, Contract, Agreement, etc.?

Yes

Has it been reviewed by the County Attorney?

Yes

Is there a deadline for this item?

2023-06-08

Approvals:

Submit	Budget	Finance	Attorney
WLI	EW	WG	WLI
Administration		Clerk	
CR		JR	

Attachments:

Resolution Amending the County's Records Management Ordinance



**HALL COUNTY BOARD OF COMMISSIONERS
FINANCIAL SUPPLEMENT REPORT**

AGENDA ITEM 282/2023

Funds Requested: \$ 0.00

Request Budgeted: Yes

Proposed Source of Funding:

Budget Transfer Requested:

No

Funding Source Items:

Budget Transfer Items:

Additional Information/Comments:

Contact for Questions: WJLICA

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