

ORDINANCE NUMBER 464

An Ordinance regulating the destruction of papers, letters, documents and records relating to fiscal affairs, which are in the custody of city officers, departments, boards and agencies, and are deemed of no value, and forbidding the destruction of same in any other manner.

The City of Milwaukie does Ordain as Follows:

Section 1. Unless otherwise provided by law, any city officer, department, board or agency having in his or its possession papers, letters, documents and records relating to the fiscal affairs of his or its office which have no historical value and which are more than ten years old and are considered by such city officer, board, department or agency to be of no value, may submit a statement or summary thereof, by and with the advise and assistance of the city attorney, to the Council of the City of Milwaukie, certifying the type and nature of such papers, letters, documents and records. Upon receipt of the approval of the Council of the City of Milwaukie, the said city officer, department, board or agency shall file the same, together with a copy of his or its statement and certificate made to the said Council in the permanent files of his or its office, and may thereupon destroy or otherwise dispose of such paper, letters, documents and records.

Section 2. No paper, letter, document or record pertaining to the fiscal affairs of the City of Milwaukie shall be destroyed by any officer, department, board or agency of the City of Milwaukie, except on the full compliance with Section 1 hereof.

Passed by the Council this 13 day of August 1945

Approved by the Mayor this 14 day of August 1945

*Paul Sporn*  
Mayor

ATTEST:

*Ellen Martin*  
Recorder.