

**ORDINANCE NO. 44 - 02**

By: Mr. Rohyans

An Ordinance to authorize the Mayor and Auditor to enter into a contract for an amount not to exceed \$5,130.00 with Robert W. Schultz and Associates for the purpose of creating a Record and Document Management Policy for fourteen (14) City of Bexley Departments and offices and to appropriate \$5,130.00 from the unencumbered General Fund for the purpose of paying for the services.

**Whereas**, Ohio Revised Code Chapter 149 requires each City department and office to have a Record and Document Management Policy that is in compliance with state law, and

**Whereas**, it is important to create a uniform policy in a timely manner. **NOW, THEREFORE,**

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF BEXLEY, OHIO:**

Section 1. That the Mayor and Auditor are hereby authorized to enter into a contract with Robert W. Schultz and Associates for the purpose of creating a Record and Document Management Policy for the City of Bexley.

Section 2. That the amount of \$5,130.00 should be and hereby is appropriated from the unencumbered General Fund for the purpose of paying Robert W. Schultz and Associates.

Section 3. That this Ordinance shall take effect at the earliest date permitted by law.

Passed: June 11, 2002

Jed Mills  
President of Council

Attest: [Signature]  
Clerk of Council

Approved: 6/11, 2002

[Signature]  
David H. Madison, Mayor

5/14/02 First Reading  
5/28/02 Second Reading  
6/11/02 Third Reading  
Passed