



# County of Sonoma

## State of California

Date: August 12, 2025

Item Number: \_\_\_\_\_

Resolution Number: \_\_\_\_\_

☐ 4/5 Vote Required

### **Resolution Of The Board Of Directors Of The Sonoma County Agricultural Preservation and Open Space District (District), Approving Revisions to Records Retention Schedules and Authorizing the Destruction of Records.**

**Whereas,** Sonoma County Agricultural Preservation and Open Space District (District) has an obligation to maintain records in accordance with government laws and regulations and accepted records management practices; and

**Whereas,** Agricultural Preservation and Open Space District records are subject to the records maintenance and destruction provisions of California Government Code Sections 60200, 60201, and 60203 and the Board of Directors, under these codes, may authorize the destruction of such records, and

**Whereas,** the proposed records retention schedules (Attached as Exhibit A: Common Accounting and Administrative Records Retention Schedule Version 9 and Exhibit B: Agricultural Preservation and Open Space District Retention Schedule Version 3) have been extensively reviewed as set forth in the "County of Sonoma Request for Approval of Records Retention Schedules," and

**Whereas,** the records retention schedules approved by this Resolution supersedes any previous schedule approved by the Board of Directors, and

**Whereas,** records retention schedules constitute an active, continuing program for the disposal of records and approval of a records retention schedules constitutes continuing

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approval for the General Manager to properly dispose of the records as indicated on the schedules.

**Now, Therefore, Be It Resolved** that the Board of Directors of the Agricultural Preservation and Open Space District approves these record retention schedules (Attached as Exhibit A and Exhibit B) and authorizes destruction of records in accordance with the approved schedules for the Agricultural Preservation and Open Space District.

**Directors:**

Hermosillo:

Rabbitt:

Coursey:

Gore:

Hopkins:

Ayes:

Noes:

Absent:

Abstain:

**So Ordered.**