AFFIDAVIT OF:
JACK MOSELEY
And TABTHA KODER
DESTRUCTION OF CITY RECORDS PER A.C.A 14-59-114

STATE OF ARKANSAS

COUNTY OF SALINE

Before the undersigned, duly qualified, commissioned, and acting in and for said County and State, appeared **Jack Moseley**, City Council Member, Ward 4, Position 1, and **Tabatha Koder,** City of Bryant employee, satisfactorily proven to be the affiants herein, who state the following under oath:

I Jack Moseley am City Council Member, representing Ward 4, Position 1 for the City of Bryant.

I, Tabatha Koder, am a City of Bryant City employee.

I, Tabatha Koder T.K (initials) and Jack Moseley JCM (initials), am providing this affidavit based upon my personal experience and observation and in accordance with Arkansas Code Annotated § 14-59-114, and pursuant to the City of Bryant Record Retention and Destruction Policy as adopted by City Council Resolution 2015-05.

I was personally present for the transfer of certain documents, identified in the attached Exhibit "A" prepared by the City of Bryant Departments Listed, and approved to be destroyed by Ordinance 2026-01, approved on January 27, 2026, to *Gone for Good Shredding*, of 9720 N. Rodney Parham Road, Little Rock, Arkansas, 72227

I, Tabatha Koder T.K (initials) and Jack Moseley JCM (initials), met the representative of *Gone for Good Shredding* at the City of Bryant City Hall, on February 18, 2026, where 39 boxes of city records, as identified in the attached Exhibit "A", were provided

to the representative for destruction in accordance with *Gone for Good Shredding* policy and practice.

IN WITNESS WHEREOF, I hereunto set my hand this 18th day of February 2026.

Jack Moseley

SUBSCRIBED AND SWORN to before me this 18 day of February, 2026.

Crystal L. Winkler
Notary Public

My commission expires:

3-10-2030

CRYSTAL L. WINKLER
MY COMMISSION EXPIRES
03-10-2030
NOTARY
PUBLIC
COMM. #12375852
SALINE COUNTY - ARKANSAS

-AND-

Tabatha Koder
Tabatha Koder

SUBSCRIBED AND SWORN to before me this 18 day of February, 2026.

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SALINE COUNTY - ARKANSAS

Tabatha Koder TK (initials) and Jack Moseley JEM (initials)

2-18-26 9:00 am

ORDINANCE NO. 2026 01 approved

A ORDINANCE PROVIDING FOR PERMISSION TO DESTROY CERTIAIN CITY RECORDS PER CITY POLICY IN RESOLUTION 2015-5: AND FOR OTHER PURPOSES WITH EMERGENCY CLAUSE

WHEREAS, it is sound administrative practice that the City of Bryant, Arkansas destroy certain records in a systematic procedure: and that

WHEREAS, certain state (not only but including 14-59-114 and 14-237-112) and federal laws require the City records be maintained for the minimum period of time required by a Records Management System: and it is determined that these records listed here have no further administrative, legal or historical value, and are otherwise inappropriate for preservation in the City's archives.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF BRYANT, ARKANSAS THAT:

Section 1. Purpose: the destruction of records by the City Departments for Bryant requires the approval of Council by Affidavit (here in). The mean of destruction shall be Shredding.

Section 2. Authority of Records Management and Retention Plan: Attached find the signed by the Department Head and one Council Member listing of the records to be destroyed and the time periods to which they apply.

Section 3. Emergency Enactment: Whereas this is an exceptional situation and an Emergency is Declared: and this Ordinance shall be effective from and after its date of passage.

PASSED AND APPROVED this_____day of January, 2026.

APPROVED:

_____

Chris Treat, Mayor

ATTEST:

_____

Mark Smith, City Clerk

CITY OF BRYANT, AR

Records Storage Inventory Sheets

2026

Date 1/16/26

Finance Department / Water Department

Department Head Signature _____

The above Department Head requests that the following below described records be certified to the Council for destruction. The Department Head further states that these records have exceeded all retention dates and are no longer needed by this department or the City of Bryant.

Records Series Number	Description of Contents	Misc Info	Binder	Box	Dept	Initials
Wat 2021-01	Cashier Receipts			x	Water	AS
Wat 2021-02	Cashier Receipts			x	Water	AS
Wat 2021-03	Cashier Receipts			x	Water	AS
Wat 2021-04	Cashier Receipts			x	Water	AS
Wat 2021-05	Work Orders			x	Water	AS
Wat 2021-06	Work Orders			x	Water	AS
Wat 2021-07	Cashier Receipts			x	Water	AS
Wat 2021-08	Cashier Receipts			x	Water	AS
Wat 2021-09	End Of Day Reports			x	Water	AS
Wat 2021-10	End of Day & Deposit Receipts			x	Water	AS
Wat 2021-11	Adj., Xfers,Rtn Chks,Bankruptcy,PO's&Refunds			x	Water	AS
Wat 2021-12	End of Day & Deposit Receipts			x	Water	AS
Fin19-24	Finance director - council notes JE's & misc 2022					
Fin22-18	Bank statements non bond 2022					
Fin22-06	Misc cash receipts 2022					
Fin19-03	AR sales tax, State WH, Fed 941, Suta					
Fin22-02	Payroll packets, contract payables 2022					
Fin22-05	Cash receipts gen Sep-Dec 2022					
Fin22-04	Cash receipts gen Mar-Jun 2021					
Fin22-03	Payroll liabilities B-Z cash receipts Jan-Fec 2022					
Fin22-05	Cash receipts gen Jul-Sep 2021					
Fin22-14	AP P-Z 2021					
Fin22-13	AP G-O 2021					
Fin22-11	AP A-C 2021					
Fin22-18	Misc AP, Statements, PO Reports 2022					
Fin22-07	Misc cash receipts 2021					
Fin22-09	Finance director - council notes 2022					
Fin22-19	Misc AP, Statements, PO Reports 2021					
Fin22-01	Contract Payables 2021					
Fin22-04	Cash receipts gen May-Aug 2022					
#1	Utilities 2021					
Fin22-12	AP D-F 2021					
Fin22-17	Misc AP Statements, PO reports 2021					
Fin22-01	Payroll liabilities 2022					
Fin22-03	Cash receipts gen Jan-Apr 2022					
Fin22-02	Payroll packets, payroll liabilites 2022					
Fin22-08	Audit / misc 2021					
Fin22-15	Regions CC 2022	Pulled by Lisa Meyer - 12th				
Fin22-06	Cash receipts gen Oct-Nov 2021					
Fin22-17	Finance director - council notes, JE's W9's 2022					

12

28

Less 1

Ordinance 2024-_____Permission to Destroy Records per the Records Management System

GONE FOR GOOD
NAID AAA CERTIFIED

Gone for Good Shredding
9720 N. Rodney Parham Rd. · Little Rock, AR 72227
(501) 228-3827 Service
(501) 228-3815 Billing/Payment

Wed Feb 18, 2026 next:Fri 3/13/26

Off-Site

Ticket # 65026

City of Bryant
Municipal Building-City Hall
210 SW. 3rd St.
Bryant, AR 72022

Contacts
Joy Black (501)943-0318

Directions

Special Instructions

Send Cert & Invoice to CRYSTAL

Routine Instructions

(5) Total Consoles- enter building then to the left
1 console located by front desk-copy room
1 console located in conference room area by door
1 console located up front in conference room
1 console locate in hall by the court/gate
1 console located down hall way-take a right (by copier)

Room	*Description*	*Container*	*Service Item*	*Qty*	*Actual*
	Boxes (count)		Boxes (count)	0.00	
	Weight		Weight	0.00	

Time In: 9:00Am **Time Out:** 9:30AM **Driver:** M. PAGAN **Quantity:** +/-

Service / Comments

Picked up (39) Boxes of MATERIAL FOR SECURE SHREDDING

Gone for Good Shredding hereby certifies that the materials received on the above date will be confidentially handled and destroyed and that the shredded material will then be recycled. A certificate of destruction will be included on your invoice.

X _____