

1 CITY OF WOODCREEK

2
3 ORDINANCE NO. _____

4
5 AN ORDINANCE AMENDING THE CITY OF WOODCREEK CODE OF
6 ORDINANCES CHAPTER 33: RECORDS RETENTION MANAGEMENT;
7 REPEALING CHAPTER 33 AND REPLACING IT.

8 WHEREAS, the City of Woodcreek (“City”) is a Texas General Law Municipality operating
9 under the laws of the State of Texas; and

10 WHEREAS, Title 6, Subtitle C, Local Government Code (Local Government Records Act)
11 provides that a municipality must establish by ordinance an active and continuing records management
12 program to be administered by a Records Management Officer; and

13 WHEREAS, the City desires to amend its regulations for that purpose and to prescribe updated
14 policies and procedures consistent with the Local Government Records Act and in the interests of cost
15 effective and efficient recordkeeping, including but not limited to addressing electronic storage of
16 records; and

17 WHEREAS, the City Council desires to adequately plan for needs of the City as it continues to
18 grow and expand; and

19 WHEREAS, the City Council of the City of Woodcreek, Texas finds that these amendments to
20 the Code of Ordinances are necessary to be in compliance with state law.

21 NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF
22 WOODCREEK, TEXAS, THAT:

23
24 **Section 1.** Findings. All of the recitals contained in the preamble hereto are hereby found to
25 be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes
26 and findings of fact.

27
28 **Section 2.** Amending Code of Ordinances Chapter 33. That provisions in the Code of
29 Ordinances, Chapter 33, are hereby repealed and replaced as provided for in the attached Exhibit A.

30 **Section 3.** The repeal of any ordinance or part of ordinances effectuated by the enactment of this
31 Ordinance shall not be construed as abandoning any action now pending under or by virtue of such
32 ordinance or as discontinuing, abating, modifying, or altering any penalty accruing or to accrue, or as
33 affecting any rights of the City under any section or provisions of any ordinances at the time of passage
34 of this Ordinance.

35 **Section 4.** If any provision of this Ordinance is illegal, invalid, or unenforceable under present
36 or future laws, the remainder of this Ordinance will not be affected and, in lieu of each illegal, invalid,
37 or unenforceable provision, a provision as similar in terms to the illegal, invalid, or unenforceable
38 provision as is possible and is legal, valid, and enforceable will be added to this Ordinance.

39 **Section 5.** All Ordinances or parts thereof in conflict with this ordinance are hereby repealed as
40 to such conflict.

41 **Section 6.** This Ordinance shall be cumulative of all provisions of ordinances of the City except
42 where the provisions of the Ordinance are in direct conflict with the provisions of such ordinances, in
43 which event the conflicting provisions of such ordinances are hereby repealed.
44

45 **Section 7.** This Ordinance shall be construed and enforced in accordance with the laws of the
46 state of Texas and the United States of America.
47

48 **Section 8.** It is officially found, determined, and declared that the meeting at which this
49 Ordinance is adopted was open to the public as required and that public notice of the time, place, and
50 purpose of said meeting was given as required by the Texas Open Meetings Act, Chapter 551, Texas
51 Government Code, as amended.
52

53 **Section 9.** This Ordinance shall be in full force and effect upon its passage, publication and other
54 authorizations as may be required by law.
55

56 **PASSED AND APPROVED** this _____ day of _____, 2024, by a vote of ____ ayes to
57 ____ nays to ____ abstentions of the City Council of Woodcreek, Texas.

58
59 **ATTEST:**

CITY OF WOODCREEK, TEXAS:

60
61
62 _____
63 Jim Burton, City Administrator

Jeff Rasco, **Mayor**