

# OFFICE OF THE CITY CLERK AND TREASURER

DIANE WHITBEY  
City Clerk / Treasurer



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## MEMORANDUM

To: North Little Rock City Council Members  
From: Diane Whitbey, City Clerk / Treasurer  
Date: January 10, 2017  
Subject: Records Damaged, December 2016

Tuesday, December 27, 2016, I was advised by Mr. Bill Bush, Maintenance Director for the City of North Little Rock that the basement had flooded during the four-day holiday weekend. I proceeded to check to see what was damaged in our area. Attached is an inventory of items which were waterlogged. After talking to Finance Director Karen Scott, I determined it would not be worth the money to have the records professionally dried. Therefore, on Friday, January 6, 2017, the North Little Rock Sanitation Department assisted with removal and destruction of the damaged records in the area of the basement used by the City Clerk / Treasurer.

Ordinances, Resolutions and Minutes are all kept in the vault in our office in City Hall. Items that may be of historic nature which include our newspaper archives are sent to the North Little Rock History Commission for storage and research.

Please know that the history of our city is very important to us. As we progress into the future, more of our records will be imaged which will provide a backup in the event of a future disaster.

Please let me know if you have any questions.

Thank you.

FILED \_\_\_\_\_ A.M. \_\_\_\_\_ P.M.  
BY Diane Whitbey  
DATE 1/10/17  
Diane Whitbey, City Clerk and Collector  
North Little Rock, Arkansas  
RECEIVED by D. Taylor

# Items lost due to water damage - December 2016

**Item**

**Year**

## **Airport**

Revenue - Exp 06-07

## **Audit Reports**

1945 - 1973

1973 - 1977

1990 - 1995

## **Bank Statements**

2007

## **Boards and Commissions**

2013 Board and Commission folders

2014 Board and Commission folders

A&P Unknown

A&P files

1975-1995

A&P Minutes

1975

A&P Minutes

1977

A&P Minutes

1978

A&P Minutes

1979

A&P Minutes

1980

A&P Minutes

1983

A&P Minutes

1990

A&P Minutes

1993

A&P Minutes

1995

A&P (Misc)

2003

A&P Financials (Acct and Statements)

2004

A&P Minutes

2005

A&P Minutes

2006

A&P Minutes

2007

A&P Minutes

2011

A&P Minutes

2012

A&P Minutes

2013

Elizabeth A&P files

## **Bonds - In Lieu of**

1991 - 1997

## **City Clerk Daily Reports**

7-12-11 to 8-30-11

to 12-30-11

1-4-12 to 1-25-12  
1-27-12 to 2-29-12  
6-26-12 to 8-7-12  
8-9-12 to 9-28-12  
10-3-12 to 11-28-12  
11-29-12 to 12-31-12

1-3-13 to 1-30-13  
1-31-13 to 3-7-13  
3-8-13 to 4-4-13  
5-20-13 to 6-30-13  
7-1-13 to 8-15-13  
10-1-13 to 11-19-13  
11-20-13 to 12-31-13

1-2-14 to 1-24-14  
1-27-14 to 2-13-14  
3-19-14 to 4-17-14  
5-28-14 to 7-8-14  
8-15-14 to 9-25-14  
9-26-14 to 11-13-14  
11-14-14 to 12-31-14

## **Council Packs**

2012

## **Misc lost files**

Business License copies

Rental Property copies

Bonds (Surety Bonds filed by contractors)

Deposit Slip