

OFFICE OF THE CITY ATTORNEY  
CHARLES PARKIN, City Attorney  
333 West Ocean Boulevard, 11th Floor  
Long Beach, CA 90802-4664

RESOLUTION NO. RES-14-0060

A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF LONG BEACH APPROVING AND AUTHORIZING  
THE DESTRUCTION OF CERTAIN RECORDS, PAPERS,  
AND WRITINGS BY THE CIVIL SERVICE DEPARTMENT

The City Council of the City of Long Beach resolves as follows:

Section 1. Pursuant to and in accordance with the provisions of Section 34090 of the Government Code of the State of California and Chapter 1.28 of the Long Beach Municipal Code relating to the destruction of City records, and the City Attorney having heretofore given his written consent, the City Council of the City of Long Beach does hereby approve and authorize the destruction by the Civil Service Department, of any and all of the records, documents, instruments, books, papers, and writings as set forth in the documents attached hereto and marked Exhibit "A" and by reference thereto made a part hereof, which records are under its charge and are no longer required for use in its respective office, said records being no less than two (2) years old.

Section 2. The City Council hereby finds that none of said records:

- A. Affect the title to real property or liens thereon;
- B. Constitute official court records;
- C. Constitute records which are required to be kept by statute;
- D. Constitute the original or record copies of the minutes, ordinances or resolutions of the City of Long Beach or any City Board or Commission.

Section 3. This resolution shall take effect immediately upon its adoption by the City Council, and the City Clerk shall certify the vote adopting this resolution.

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I hereby certify that the foregoing resolution was adopted by the City Council of the City of Long Beach at its meeting of July 22, 2014, by the following vote:

Ayes: Councilmembers: Gonzalez, Lowenthal, Price, O'Donnell,  
Mungo, Andrews, Uranga, Austin,  
Richardson.

Noes: Councilmembers: None.

Absent: Councilmembers: None.

  
\_\_\_\_\_  
City Clerk

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# EXHIBIT A

**Destruction Notification Rpt**  
**City of Long Beach (CLB)**  
 Unknown (TMP)  
**CIVIL SERVICE (110105)**

Cost Center: ()

Records Coordinator: SWAN, SUANNE Mail Drop: Phone: (562)570-6058 ext:

**ACCORDING TO YOUR RECORDS RETENTION SCHEDULE, THE FOLLOWING BOXES ARE READY FOR DESTRUCTION.**

Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates		On Hold?	Destroy Date 12/31/2013	Location	Space#
				Beg.	Ending				
<input type="checkbox"/> 1	24450	10001.1	EXAMINATION BUNDLES ADMINISTRATIVE ANALYST 2008 INACTIVE APPLICATIONS	01/01/2008	12/31/2008		12/31/2013	D-01-05	6
<input type="checkbox"/> 1	24457	10001.1	EXAMINATION BUNDLES POLICE LIEUTENANT 2006-2008	01/01/2006	12/31/2008		12/31/2013	D-01-05	7
<input type="checkbox"/> 1	24458	10001.1	EXAMINATION BUNDLES POLICE LIEUTENANT 2006-2008	01/01/2006	12/31/2008		12/31/2013	D-01-05	8
<input type="checkbox"/> 1	24459	10001.1	EXAMINATION BUNDLES POLICE LIEUTENANT 2006-2008	01/01/2006	12/31/2008		12/31/2013	D-01-05	9

E = Excluded

Total Eligible Boxes to be destroyed	=	4
Eligible Boxes on Hold	=	0
Eligible Boxes Checked Out	=	0
Eligible Boxes Removed	=	0
Total Available Boxes to be destroyed	=	4

6-12-14 *[Signature]*  
Date RECORDS MANAGER

*[Signature]*  
Date DEPARTMENT HEAD

6/20/2014 *[Signature]* 7/1/14  
Date CITY ATTORNEY