



CITY OF LONG BEACH

OFFICE OF THE CITY CLERK

C-5

333 WEST OCEAN BOULEVARD • LONG BEACH, CALIFORNIA 90802 • (562) 570-6101 • FAX (562) 570-6789

February 19, 2019

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Recommendation to approve the destruction of records for the City Attorney's Office, as shown in Exhibit A: and adopt the resolution.

DISCUSSION

Pursuant to Section 34090 of the California Government Code and Chapter 1.28 of the Long Beach Municipal Code, records destruction for City Manager departments, elected offices, and appointed offices must be submitted to the City Council for approval. The records destruction must comply with each department's records retention schedule.

In its capacity as responsible agent for the operation of the Records Center, the Office of the City Clerk has worked with the department listed to review the records destruction (Exhibit A).

The City Attorney and the Office of the City Clerk concur in the above recommendation.

FISCAL IMPACT

Appropriations have been budgeted in FY 19 for the operation of the City Records Center.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Morrique De La Garza".

Morrique De La Garza
City Clerk

MD:ll

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RESOLUTION NO.

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 CITY ATTORNEY'S OFFICE

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 City Attorney's Office 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 _____, 2019, by the following vote:

Ayes: Councilmembers: _____

Noes: Councilmembers: _____

Absent: Councilmembers: _____

City Clerk

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

EXHIBIT “A”

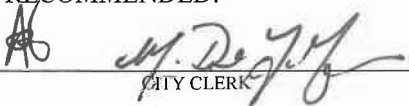

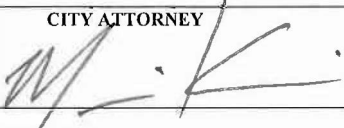
RECORDS DESTRUCTION REQUEST

1. Date 2/6/19

Honorable Council of the City of Long Beach

2. The City Attorney's Office respectfully requests authority to destroy the following
DEPARTMENT

departmental records:

3. RETENTION SCHEDULE ITEM NO.	4. RECORD TITLE AND DESCRIPTION	5. YEARS INVOLVED	6. BOX NO. ON-SITE	7. BOX NO. OFF-SITE
17	Closed Court Cases	1981-2010	1-71 73-82 84-88 90-211 213-232 234-243 245-280 306-309 315-349 382-470 472-503 505-582 584-672 675-679 683-958 960-971 973-1011 1013-1126	
FOR DEPARTMENTAL USE		CITY ATTORNEY'S CONSENT		14. REMARKS:
8. RECOMMENDED:  <small>CITY CLERK</small>		Consent is hereby given to destroy the records enumerated above.		
9. APPROVED:  <small>DEPARTMENT HEAD</small>		11. By  <small>CITY ATTORNEY</small>		
10. DATE: <u>2/6/19</u>		12. Title <u>DEPUTY CITY ATTORNEY</u> 13. Date <u>2/6/19</u>		

RECORDS DESTRUCTION REQUEST

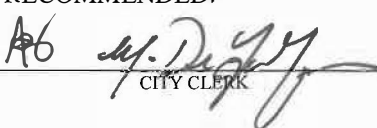

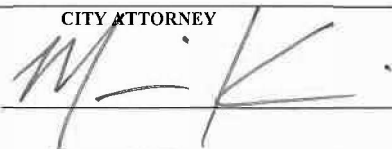
1. Date 2/6/2019

Honorable Council of the City of Long Beach

2. The City Attorney's Office respectfully requests authority to destroy the following
DEPARTMENT

departmental records:

3. RETENTION SCHEDULE ITEM NO.	4. RECORD TITLE AND DESCRIPTION	5. YEARS INVOLVED	6. BOX NO. ON-SITE	7. BOX NO. OFF-SITE
17	COURT CASES L08-0079 Su'e, Sagaia Fagloa Mose	2008-2009		
	COURT CASES L08-0048 Jones, Emerson Leverson	2008-2010		
	COURT CASES L08-0054 Thoin/Crea/PPc Long Beach Town Center PO, LLC	2008-2011		
	COURT CASES L10-0161 Castro, Jayson Paul by G.A.L. Margaret Castro L10-0145 Anderson, William; Monica Anderson; William Brady; Medhat Behiri et al L10-0058 Diamond Sports and Entertainment	2010-2012		
	COURT CASES L11-0058 Abel, Argy Diamantides L11-0064 Ramirez, Leonel	2011-2012		
	COURT CASES L10-0164 Stefano, Debra, et al.	2010-2012		
	COURT CASES L09-0140 Graham, Jack	2009-2011		

<p>FOR DEPARTMENTAL USE</p> <p>8. RECOMMENDED:  <small>CITY CLERK</small></p> <p>9. APPROVED:  <small>DEPARTMENT HEAD</small></p> <p>10. DATE: <u>2/6/19</u></p>	<p>CITY ATTORNEY'S CONSENT</p> <p>Consent is hereby given to destroy the records enumerated above.</p> <p>11. By  <small>CITY ATTORNEY</small></p> <p>12. Title <u>DEPUTY CITY ATTORNEY</u></p> <p>13. Date <u>2/6/19</u></p>	<p>14. REMARKS:</p>
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RECORDS DESTRUCTION REQUEST

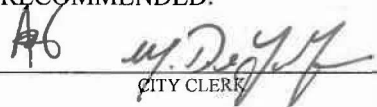
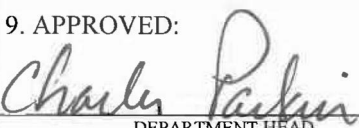

1. Date 02/07/2019

Honorable Council of the City of Long Beach

2. The City Attorney – Workers Compensation Office respectfully requests authority to destroy the following
DEPARTMENT

departmental records:

3. RETENTION SCHEDULE ITEM NO.	4. RECORD TITLE AND DESCRIPTION	5. YEARS INVOLVED	6. BOX NO. ON-SITE	7. BOX NO. OFF-SITE
28	Lifetime Medical Files (Worker's Compensation) Record Copy	1960 - 2006	1 – 185	
28	Lifetime Medical Files (Worker's Compensation) Record Copy – Microfiche	1980 - 2000	186-190	

FOR DEPARTMENTAL USE 8. RECOMMENDED:  <small>CITY CLERK</small>	CITY ATTORNEY'S CONSENT Consent is hereby given to destroy the records enumerated above. <small>CITY ATTORNEY</small>	14. REMARKS:
9. APPROVED:  <small>DEPARTMENT HEAD</small>	11. By  12. Title <u>DEPUTY CITY ATTORNEY</u>	
10. DATE: <u>2-8-19</u>	13. Date <u>2/7/19</u>	

RECORDS DESTRUCTION REQUEST


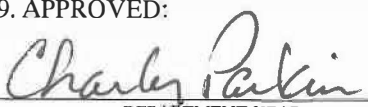

1. Date 2/8/19

Honorable Council of the City of Long Beach

2. The CITY ATTORNEY respectfully requests authority to destroy the following

DEPARTMENT

departmental records:

3. RETENTION SCHEDULE ITEM NO.	4. RECORD TITLE AND DESCRIPTION	5. YEARS INVOLVED	6. BOX NO. ON-SITE	7. BOX NO. OFF-SITE
17	COURT CASES (PITCHESS MOTIONS)	2009 - 2010		
FOR DEPARTMENTAL USE		CITY ATTORNEY'S CONSENT		14. REMARKS:
8. RECOMMENDED:  <small>CITY CLERK</small>		Consent is hereby given to destroy the records enumerated above.		
9. APPROVED:  <small>DEPARTMENT HEAD</small>		11. By  <small>CITY ATTORNEY</small>		
10. DATE: <u>2-8-19</u>		12. Title <u>DEPUTY CITY ATTORNEY</u>		
		13. Date <u>2-8-19</u>		