

RESOLUTION NO. RES-20-0088

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 DEPARTMENT OF DEVELOPMENT SERVICES

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 Department of Development Services 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.

OFFICE OF THE CITY ATTORNEY  
CHARLES PARKIN, City Attorney  
411 West Ocean Boulevard, 9th Floor  
Long Beach, CA 90802-4664

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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 August 4, 2020, by the following vote:

Ayes: Councilmembers: Zendejas, Pearce, Price, Supernaw,  
Mungo, Uranga, Austin, Richardson,  
Andrews.

Noes: Councilmembers: None.

Absent: Councilmembers: None.

  
City Clerk

OFFICE OF THE CITY ATTORNEY  
CHARLES PARKIN, City Attorney  
411 West Ocean Boulevard, 9th Floor  
Long Beach, CA 90802-4664

# EXHIBIT “A”

# RECORDS DESTRUCTION REQUEST

1. Date 6/8/2020

Honorable Council of the City of Long Beach

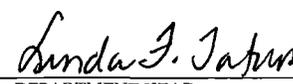
2. The Department of Development Services/  
Neighborhood Service Division

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
21	<b>Grant Administration Files</b> -Social Services Grant Files (Fiscal Year 2006/2007-2008/2009) -Social Services Grant Files Request for Proposal Documents Fiscal Year 2007/2008 -1736 Family Crisis Center – Harbor Halfway House	2006-2009		Box AH06
21	<b>Grant Administration Files</b> -Social Services Grant Files Request for Proposal Documents Fiscal Year 2008-2009 -1736 Family Crisis Center – Alpert Jewish Community Center	2008-2009		Box AH08

<b>FOR DEPARTMENTAL USE</b>  8. RECOMMENDED:  CITY CLERK  9. APPROVED:  DEPARTMENT HEAD  10. DATE: <u>6/16/20</u>	<b>CITY ATTORNEY'S CONSENT</b>  Consent is hereby given to destroy the records enumerated above.  CITY ATTORNEY  11. By  12. Title <u>DEPUTY CITY ATTORNEY</u>  13. Date <u>7/1/20</u>	14. REMARKS:
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# RECORDS DESTRUCTION REQUEST

(Continuation Sheet)

3. RETENTION SCHEDULE ITEM NO.	4.  RECORD TITLE AND DESCRIPTION	5.  YEARS INVOLVED	6.  BOX NO. ON-SITE	7.  BOX NO. OFF-SITE
21	<b>Grant Administration Files</b> -Social Services Grant Files Request for Proposal Documents Fiscal Year 2008-2009 -Children's Dental Health Clinic – Helpline Youth Consulting, Inc.	2008-2009		Box AH10
22	<b>Grant (HUD) Administration Files</b> -Community Development Block Grant Invoices	1998-2004		1
22	<b>Grant (HUD) Administration Files</b> -Community Development Block Grant Invoices	1998-2004		2
22	<b>Grant (HUD) Administration Files</b> -Community Development Block Grant Invoices	1998-2004		3
22	<b>Grant (HUD) Administration Files</b> -Community Development Block Grant Invoices	1998-2004		4
22	<b>Grant (HUD) Administration Files</b> -Community Development Block Grant Invoices A-N -2007 Community Development Block Grant Invoices O-Z -Fiscal Year 2005-2006 Purchase-Card	2005-2007		HUD-1
25	<b>Neighborhood Improvement / Home Improvement Programs – Project Files</b> -Project File 2003 (BxD)	2003		Box AH16
25	<b>Neighborhood Improvement / Home Improvement Programs – Project Files</b> -Project File 2002 (Bx A)	2002		Box AH13
25	<b>Neighborhood Improvement / Home Improvement Programs – Project Files</b> -Project File Fiscal Year 2003-2004 (BxE)	2003-2004		Box AH17

25	<b>Neighborhood Improvement / Home Improvement Programs – Project Files</b> -Project File 2002 (BxB)	2002	Box AH14
25	<b>Neighborhood Improvement / Home Improvement Programs – Project Files</b> -Project File 2003-2004 (BxF)	2003-2004	Box AH18
22	<b>Grant (HUD) Administration Files</b> -Blanket Purchase Order Vendors	2000, 2003	Box AH26
22	<b>Grant (HUD) Administration Files</b> -Blanket Purchase Order Vendors – (A-W)	2004	Box AH27
22	<b>Grant (HUD) Administration Files</b> -Blanket Purchase Order Vendors – (A-W)	2005	Box AH28

# RECORDS DESTRUCTION REQUEST

1. Date 6/16/2020

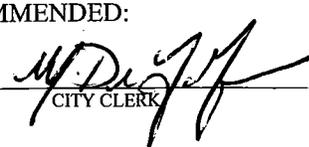
Honorable Council of the City of Long Beach

2. The Development Services Department - AFSB 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
AFSB 32	Journal Vouchers – Invoices	2017		

<p><b>FOR DEPARTMENTAL USE</b></p> <p>8. RECOMMENDED:  CITY CLERK</p> <p>9. APPROVED:  DEPARTMENT HEAD</p> <p>10. DATE: <u>6/16/20</u></p>	<p><b>CITY ATTORNEY'S CONSENT</b></p> <p>Consent is hereby given to destroy the records enumerated above.</p> <p>11. By  CITY ATTORNEY</p> <p>12. Title <u>DEPUTY CITY ATTORNEY</u></p> <p>13. Date <u>7/1/20</u></p>	<p>14. REMARKS:</p>
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