

April 14, 2020

C-11

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Recommendation to approve the destruction of records for the Department of Development Services, Building and Safety Bureau 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 officials 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 Department of Development Services concur in the above recommendation.

FISCAL IMPACT

Appropriations have been budgeted in FY 20 for the operation of the City Records Center.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



MONIQUE DE LA GARZA
CITY CLERK

MD:ll

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

1 RESOLUTION NO.
2

3 A RESOLUTION OF THE CITY COUNCIL OF THE
4 CITY OF LONG BEACH APPROVING AND AUTHORIZING
5 THE DESTRUCTION OF CERTAIN RECORDS, PAPERS,
6 AND WRITINGS BY THE DEPARTMENT OF
7 DEVELOPMENT SERVICES
8

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

10 Section 1. Pursuant to and in accordance with the provisions of Section
11 34090 of the Government Code of the State of California and Chapter 1.28 of the Long
12 Beach Municipal Code relating to the destruction of City records, and the City Attorney
13 having heretofore given his written consent, the City Council of the City of Long Beach
14 does hereby approve and authorize the destruction by the Department of Development
15 Services of any and all of the records, documents, instruments, books, papers, and
16 writings as set forth in the documents attached hereto and marked Exhibit "A" and by
17 reference thereto made a part hereof, which records are under its charge and are no
18 longer required for use in its respective office, said records being no less than two (2)
19 years old.

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

- 21 A. Affect the title to real property or liens thereon;
22 B. Constitute official court records;
23 C. Constitute records which are required to be kept by statute;
24 D. Constitute the original or record copies of the minutes,

25 ordinances or resolutions of the City of Long Beach or any City Board or
26 Commission.

27 Section 3. This resolution shall take effect immediately upon its adoption
28 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 _____, 2020, by the following vote:

Ayes: Councilmembers: _____

Noes: Councilmembers: _____

Absent: Councilmembers: _____

City Clerk

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

EXHIBIT "A"

DESTRUCTION NOTIFICATION REPORT

CITY OF LONG BEACH

Department BUILDING & SAFETY BUREAU

According to your departmental records retention schedule, the following boxes are eligible for destruction.

Perm Box Number	Record Title Box Description	Dates		Destroy Date	Storage Room	Location
		Begin	End			
28429	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 130 E. 1ST ST - 2827 E. 3RD ST	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864891
28430	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 2844 E. 3RD ST - 1820 E. 7TH ST	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864892
28431	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 1824 E. 7TH ST - 2828 E. 15TH ST	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864893
28432	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 3223 E. 15TH ST - 1059 46TH ST	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864894
28433	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 21 W. 47TH ST - 2531 67TH ST	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864895

Perm Box Number	Record Title Box Description	Dates		Destroy Date	Storage Room	Location
		Begin	End			
28434	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 2531 67TH ST - 3735 ALBURY AVE	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864896
28435	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 3735 ALBURY AVE - 200 AQUARIUM WA	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864897
28436	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 3528 ARABELLA S - 4215 ATLANTIC A	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864898
28437	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 4223 ATLANTIC A - 2341 BELLFLOWER	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864899
28438	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 2341 BELLFLOWER - 3408 E. BROADWA	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864900
28439	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 3504 E. BROADWA - 7631 CARSON BLV	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864901

Perm Box Number	Record Title Box Description	Dates Begin	End	Destroy Date	Storage Room	Location
28440	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 7641 CARSON BLV - 38263 CHATWIN A	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864902
28441	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 130 CHERRY AVE - 4228 COLORADO S	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864903
28442	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 4343 COLORADO S - 202 CUMMINGS ST	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864904
28443	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 1701 CURRY ST - 3740 EAST AVE	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864905
28444	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 5208 EBELL ST - 3639 FALCON AVE	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864906
28445	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 3712 FALCON AVE - 4213 GARDENIA A	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864907

Perm Box Number	Record Title Box Description	Dates		Destroy Date	Storage Room	Location
		Begin	End			
28446	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 4300 GARDENIA A - 4833 GRAYWOOD A	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864908
28447	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 1621 GREENBRIER - 6125 HUNTDAL E S	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864909
28448	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 390 HAVANA AVE - 1445 JUDSON AVE	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864910
28449	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 3100 JULIAN AVE - 2841 LADOGA AVE	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864911
28450	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 2841 LADOGA AVE - 1216 LEIGH CT	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864912
28451	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 1324 LEMON AVE - 1055 LINDEN AVE	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864913

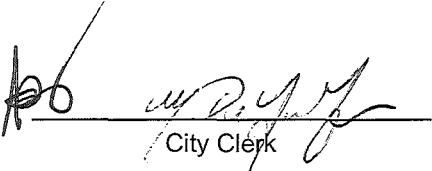
Perm Box Number	Record Title Box Description	Dates Begin	End	Destroy Date	Storage Room	Location
28452	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 1135 LINDEN AVE - 3397 LONG BEACH	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864914
28453	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 3401 LONG BEACH - 3860 MCGOWEN ST	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864915
28454	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 1625 MCKENZIE S - 1017 E. MARKET	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864916
28455	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 1017 E. MARKET - 460 MORNINGSIDE	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864917
28456	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 85 E. MTN VIEW - 6790 OBISPO AVE	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864918
28457	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 2172 OCANA AVE - 100 OCEANGATE	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864919

Perm Box Number	Record Title Box Description	Dates Begin	End	Destroy Date	Storage Room	Location
28458	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 100 OCEANGATE - 3001 OREGON AVE	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864920
28459	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 3026 OREGON AVE - 3900 E. PCH	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864921
28460	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 4200 E. PCH - 6390 PARAMOUNT	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864922
28461	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 6410 PARMAOUNT - 2401 PIER A WAY	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864923
28462	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 1300 PIER B ST - 1055 PINE AVE	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864924
28463	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 1141 PINE AVE - 4300 RANSON ST	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864925

Perm Box Number	Record Title Box Description	Dates Begin	End	Destroy Date	Storage Room	Location
28464	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 5054 RATON CIR - 8049 ROSINA ST	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864926
28465	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 55 ROSWELL AVE - 2680 SAN VICENT	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864927
28466	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 5248 SANDWOOD S - 1241 SILVA ST	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864928
28467	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 1321 SILVA ST - 6340 STEARNS ST	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864929
28468	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 6400 STEARNS ST - 2141 TEVIS AVE	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864930
28469	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 2285 TEVIS AVE - 131 VICTORIA ST	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864931

Perm Box Number	Record Title Box Description	Dates Begin	End	Destroy Date	Storage Room	Location
28470	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 131 VICTORIA ST - 1990 E. WARDLOW	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864932
28471	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 2401 E. WARDLOW - 1 WORLD TRADE C	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864933
28472	PERMITS-BUILDING CONSTRUCTION BUILDING AND SAFETY PERMITS RANGE: PERMITS, 1 WORLD TRADE C - 431 ZONA CT	6/1/2012	6/30/2014	6/30/2019	IRON MOUNTAIN	965864934

Total Boxes to be Destroyed: 44



City Clerk

3/11/20

Date



Department Head

3/9/20

Date



City Attorney

3/18/20

Date