

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

RESOLUTION NO. RES-14-0013

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 FINANCIAL MANAGEMENT
DEPARTMENT PAYROLL DIVISION

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 Financial Management Department Payroll Division, 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.

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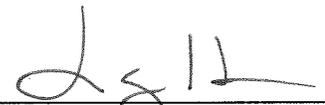
Section 3. This resolution shall take effect immediately upon its adoption by the City Council, and the City Clerk shall certify the vote adopting this resolution.

I hereby certify that the foregoing resolution was adopted by the City Council of the City of Long Beach at its meeting of February 4, 2014 by the following vote:

Ayes: Councilmembers: Garcia, Lowenthal, O'Donnell, Schipske, Andrews, Johnson, Austin.

Noes: Councilmembers: None.

Absent: Councilmembers: DeLong, Neal.



City Clerk

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EXHIBIT A

Cost Center: ()
Records Coordinator: CATHY GRANT Mail Drop: 6TH FLOOR Phone: (562)570-6429 ext:
ACCORDING TO YOUR RECORDS RETENTION SCHEDULE, THE FOLLOWING BOXES ARE READY FOR DESTRUCTION.

Destroy (X) Code	Permanent Box Number	Record Title	Record Title Name (Box Contents)	Beg. Dates	Ending Dates	On Hold?	Destroy Date	Location	Space#
<input type="checkbox"/> 1	BB-512-OF	10033.7	FIXED ASSET RECONCILIATIONS	01/01/1953	01/01/1976			01/01/1986-382720205	0
Removed by Records Manager									
<input type="checkbox"/> 1	B-641-OF	10033.7	FIXED ASSET RECONCILIATIONS	01/01/1983	01/01/1984			01/01/1994-382722693	0
Removed by Records Manager									
<input type="checkbox"/> 1	AA-407-OF	10033.7	FIXED ASSET RECONCILIATIONS	01/01/1984	01/01/1985			01/01/1995-382709283	0
Removed by Records Manager									
<input type="checkbox"/> 1	17399	10040.9	PAYROLL DEDUCTION REGISTER	01/01/1996	12/31/2000			12/31/2010 195616026	0
<input type="checkbox"/> 1	17394	10040.9	PAYROLL DEDUCTION REGISTER	01/01/1997	12/31/2001			12/31/2011 195616021	0
<input type="checkbox"/> 1	17396	10040.9	PAYROLL DEDUCTION REGISTER	01/01/2000	12/31/2002			12/31/2012 195616023	0
<input type="checkbox"/> 9	B-757-OF	10035.5	TAXES	01/01/1970	01/01/1980			01/01/2010 382720383	0
<input type="checkbox"/> 1	12000	10036.6	WITHHOLDING TAX STATEMENT	01/01/1962	12/31/1962			12/31/2012 382723677	0
Range Beginning Range Ending Range Description Beginning Ending Date Record Title Name									
A REED P-1'S 01/01/1962 12/31/1962 WITHHOLDING TAX STATEMENT (W-2)									

Total Eligible Boxes to be destroyed =	8
Eligible Boxes on Hold =	0
Eligible Boxes Checked Out =	0
Eligible Boxes Removed =	3
Total Available Boxes to be destroyed =	5

E = Excluded

Date 12-19-13 W.D. Grant Date 12/19/13 Barbara K. Grant Date 12/19/13 Shirley Anderson
 RECORDS MANAGER DEPARTMENT CITY ATTORNEY