

RESOLUTION NO. RES-19-0147

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.

1 I hereby certify that the foregoing resolution was adopted by the City
2 Council of the City of Long Beach at its meeting of October 8, 2019,
3 by the following vote:

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5 Ayes: Councilmembers: Pearce, Price, Supernaw, Mungo,
6 Andrews, Uranga, Richardson.

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9 Noes: Councilmembers: None.

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11 Absent: Councilmembers: Austin.

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15 City Clerk

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

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EXHIBIT “A”

RECORDS DESTRUCTION REQUEST

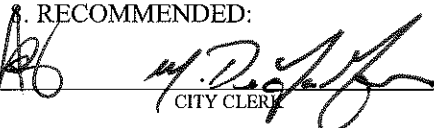
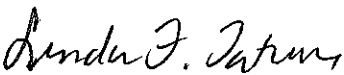
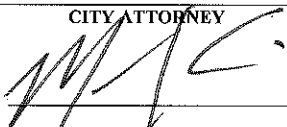
1. Date 8/15/2019

Honorable Council of the City of Long Beach

2. The Development Services/Administration 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
4	Auditor's Copies Cashiering (24 boxes)	2016		

<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>9/4/19</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>9/10/19</u></p>	<p>14. REMARKS:</p>
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RECORDS DESTRUCTION REQUEST

1. Date 9/23/2019

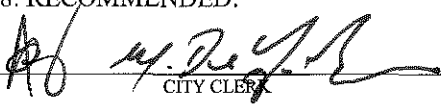


Honorable Council of the City of Long Beach

2. The Development Services/Code Enforcement Bureau 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
N/A	Nuisance Abatement Closed Case Files (10 Boxes)	2007-2013	N/A	N/A
43	Violation Notices – includes 2 boxes of 2 nd Mortgage Assistance Program Files (44 Boxes)	2001-2010	N/A	N/A
9	Board of Examiners, Appeals and Condemnations – Meetings and Case Files (3 Boxes)	2004-2008	N/A	N/A

<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>9-27-19</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>9/30/19</u></p>	<p>14. REMARKS:</p> <p>*Per CA Secretary of State Records Management Guidelines (GC 34090d), the retention of Case Files for Nuisance Abatement is (CL + 2).</p> <p>Retention Schedule used is DV/Building & Safety Bureau April 17, 2012 revision when Code Enforcement was under Building & Safety.</p>
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