#### RESOLUTION NO. RES-14-0014

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 PURCHASING 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 Purchasing 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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	Sect	tion 3. This resolution	on shall take effect immediately upon its adoption
-	by the City Counc	il, and the City Clerk sl	hall certify the vote adopting this resolution.
	l hei	reby certify that the fore	egoing resolution was adopted by the City
	Council of the City	y of Long Beach at its r	meeting of February 4, 20_14by
	the following vote:	:	
	Ayes:	Councilmembers:	Garcia, Lowenthal, O'Donnell, Schipske,
			Andrews, Johnson, Austin.
	Noes:	Councilmembers:	None.
	Absent:	Councilmembers:	DeLong, Neal.
			City Clerk
1	,		

### **EXHIBIT** A

## Unknown (TMP) FM/PURCHASING (150103) Destruction Notification Rpt City of Long Beach (CLB)

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Cost Center: ()

Records Coordinator: ANNE TAKII Mail Drop: 7TH FLOOR Phone: (562)570-6362 ext:

ACCORDING TO Y	OUR RECORDS	RETENTION SC	ACCORDING TO YOUR RECORDS RETENTION SCHEDULE, THE FOLLOWING BOXES ARE READY FOR	READY FOR DES	DESTRUCTION.		
Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Ending	On Destroy Date Hold? 12/31/2012 Location	Space#
<b>1</b>	21082	10030.4	FORMAL CONTRACT	01/01/2001	12/31/2005		17
	21083	10030.4	FORMAL CONTRACT	01/01/2001	12/31/2005	12/31/2012 E-08-03	18
	21089	10030.4	FORMAL CONTRACT	01/01/2001	12/31/2004	12/31/2011 D-06-01	10
	21090	10030,4	FORMAL CONTRACT	01/01/2001 12/31/2004	12/31/2004	12/31/2011 D-06-01	11
<b>_</b>	21091	10030,4	FORMAL CONTRACT	01/01/2001	12/31/2004	12/31/2011 D-06-01	12
	22647	10030.3	CONTRACTS & TERM ORDERS	01/01/2004	004 12/31/2005	12/31/2012 395737847	0
Range Beginning Range Ending A BOUND TREE 22648	7 Range Ending BOUND TREE 22648	Range Description BPO FY04 10030.3 CC	tion CONTRACTS & TERM ORDERS	Beginning Ending Date 01/01/2004 12/31/2005 <b>01/01/2004 12/31/2005</b>	Ending Date 12/31/2005 <b>12/31/2005</b>	Record Title Name CONTRACTS & TERM ORDERS (P.O'S) 12/31/2012 395737848	0
Range Beginning Range Ending BRADLEY EB COUNTY OF LA  22649	Range Ending COUNTY OF LA FI 22649	Range Description BPO FY04 10030.3 CC	tion CONTRACTS & TERM ORDERS	Beginning 01/01/2004 <b>01/01/2004</b>	Ending Date 12/31/2005 <b>12/31/2005</b>	Record Title Name CONTRACTS & TERM ORDERS (P.O'S) 12/31/2012 395737849	0
Range Beginning Range Ending CREATIVE BUS. C GARBER, LANCE 22650	Range Ending GARBER, LANCE <b>22650</b>	Range Description BPO FY04 10030.3 CC	tion CONTRACTS & TERM ORDERS	Beginning Ending Date 01/01/2004 12/31/2005 <b>01/01/2004 12/31/2005</b>	Ending Date 12/31/2005 <b>12/31/2005</b>	Record Title Name CONTRACTS & TERM ORDERS (P.O'S) 12/31/2012 395737850	0
Range Beginning Range Ending	Range Ending	Range Description	tion	Beginning	Ending Date	Record Title Name	

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# Destruction Notification Rpt City of Long Beach (CLB)

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Unknown (TMP) FM/PURCHASING (150103)

Range Beginning Range Ending Range Description	Range Beginning Range Ending Range Description  A R PO'S FY04  22656 10030.3 CONTRACTS	Range Beginning Range Ending Range Description UNISOURCE YANG CHAN YOE BPO FY04  1 22655 10030.3 CONTRACTS	Range Beginning Range Ending Range Description  SAN DIEGO UNIQUE BPO FY04  COMMO MANAGEME  10030.3 CONTRACTS	Range Beginning Range Ending Range Description  MEDINA, LUCINDA SALVATION ARMY BPO FY04  22653 10030.3 CONTRACTS	Range Beginning Range Ending Range Description  K MIDORI GARDENS BPO FY04  22652 10030.3 CONTRACTS	Range Beginning Range Ending Range Description GARCIA, DANIEL J BPO FY04  22651 10030.3 CONTRACTS	(X) Code Box Number Code (Box Contents)
Beginning	ion Beginning 01/01/2004 CONTRACTS & TERM ORDERS 01/01/2004	ion Beginning 01/01/2004 CONTRACTS & TERM ORDERS 01/01/2004	ion Beginning 01/01/2004  CONTRACTS & TERM ORDERS 01/01/2004	ion Beginning 01/01/2004 CONTRACTS & TERM ORDERS 01/01/2004	ion Beginning 01/01/2004 CONTRACTS & TERM ORDERS 01/01/2004	ion Beginning 01/01/2004  CONTRACTS & TERM ORDERS 01/01/2004	Beg.
Ending Date	Ending Date 4 12/31/2005	9 Ending Date 4 12/31/2005	Ending Date 12/31/2005 12/31/2005	Finding Date 4 12/31/2005 04 12/31/2005	<ul><li>Ending Date</li><li>12/31/2005</li><li>12/31/2005</li></ul>	7 Ending Date 4 12/31/2005 <b>004 12/31/2005</b>	Dates Ending
Record Title Name	Record Title Name CONTRACTS & TERM ORDERS (P.O'S) 12/31/2012 395737856	Record Title Name CONTRACTS & TERM ORDERS (P.O'S) 12/31/2012 395737855	Record Title Name CONTRACTS & TERM ORDERS (P.O'S) 12/31/2012 395737854	Record Title Name CONTRACTS & TERM ORDERS (P.O'S) 12/31/2012 395737853	Record Title Name CONTRACTS & TERM ORDERS (P.O'S) 12/31/2012 395737852	Record Title Name CONTRACTS & TERM ORDERS (P.O'S) 12/31/2012 395737851	On Destroy Date Hold? 12/31/2012 Location
	0	0	0	0	0	0	Space#

# Destruction Notification Rpt City of Long Beach (CLB) Unknown (TMP) FM/PURCHASING (150103)

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0	CONTRACTS & TERM ORDERS (P.O'S) 12/31/2012 395737863	12/31/2005 <b>12/31/2005</b>	01/01/2004 <b>01/01/2004</b>	CONTRACTS & TERM ORDERS	10030.3	REED REFERENCE  22663	NBS GOV
	Record Title Name	Ending Date	Beginning	ription		Range Beginning Range Ending	Range Be
0	12/31/2012 395737862	12/31/2005	01/01/2004	CONTRACTS & TERM ORDERS	10030.3	22662	
	CONTRACTS & TERM ORDERS (P.O'S)	12/31/2005	01/01/2004		I BPO FY05	KEYSTA MARSTON NATIR ENGINEERI	KEYSTA MA
	Record Title Name	Ending Date	Beginning	ription	Range Description	Range Beginning Range Ending	Range Be
0	12/31/2012 395737861	12/31/2005	01/01/2004	CONTRACTS & TERM ORDERS	10030.3	22661	i i
	CONTRACTS & TERM ORDERS (P.O'S)	12/31/2005	01/01/2004		S BPO FY05	GARTEK TECH INC KEITH COMPANIES BPO FY05	GARTEK TE
	Record Title Name	Ending Date	Beginning	ription	Range Description	Range Beginning Range Ending	Range Be
0	12/31/2012 395737860	12/31/2005	01/01/2004	CONTRACTS & TERM ORDERS	10030.3	22660	
	CONTRACTS & TERM ORDERS (P.O'S)	12/31/2005	01/01/2004		RP BPO FY05	GARRISON ENTERP BPO FY05	ם ס
	Record Title Name	Ending Date	Beginning	ription	Range Description	Range Beginning Range Ending	Range Be
0	12/31/2012 395737859	12/31/2005	01/01/2004	CONTRACTS & TERM ORDERS	10030.3	22659	H
	CONTRACTS & TERM ORDERS (P.O'S)	12/31/2005	01/01/2004		BPO FY05	JX INC C	BIOMERIEUX INC
	Record Title Name	Ending Date	Beginning	ription	Range Description	Range Beginning Range Ending	Range Be
0	12/31/2012 395737858	12/31/2005	01/01/2004	CONTRACTS & TERM ORDERS	10030.3	22658	
	CONTRACTS & TERM ORDERS (P.O'S)	12/31/2005	01/01/2004		A BPO FY05	BIKESTATION COA BPO FY05	Α
	Record Title Name	Ending Date	Beginning	ription	Range Description	Range Beginning Range Ending	Range Be
0	12/31/2012 395737857	12/31/2005	01/01/2004	CONTRACTS & TERM ORDERS	10030.3	22657	<u> </u>
	CONTRACTS & TERM ORDERS (P.O'S)	12/31/2005	01/01/2004		PO'S FY04	Z	S
	Record Title Name	Ending Date	Beginning	ription	Range Description	Range Beginning Range Ending	Range Be
Space#	On Destroy Date Hold? 12/31/2012 Location	Ending	Dates Beg.	Record Title Name (Box Contents)	Record Title Code	Permanent Box Number	Destroy (X) Code

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### **Destruction Notification Rpt** City of Long Beach (CLB)

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Unknown (TMP)

**Record Title Name** FM/PURCHASING (150103)

(X) Code Range Beginning Range Ending Range Beginning Range Ending Range Beginning Range Ending Range Beginning Range Ending REISGEN INC Range Beginning Range Ending Range Beginning Range Ending Range Beginning Range Ending Destroy TAKIGUCHI RONAL Z 22667 22670 22668 22669 22666 22665 22664 **Box Number** Permanent 10030.3 Code 10030.3 10030.3 10030.3 **Record Title** 10030.3 10030.3 10030.3 Range Description Range Description Range Description PA-00504 HEALTH & SAFETY PRODUCTS to PA-00604 CUSTODIAL PA-00304 LANDSCAPE SERVICES to PA00404 QUEENSWAY BAY Range Description SERVICES II RES. EMERGENCY VEHICLES to PA-00304 LANDSCAPE SERVICES BPO FY05 Range Description PO FY05 Range Description BPO FY05 Range Description CONTRACTS & TERM ORDERS **CONTRACTS & TERM ORDERS CONTRACTS & TERM ORDERS** (Box Contents) 01/01/2004 12/31/2005 01/01/2004 01/01/2004 01/01/2004 01/01/2004 01/01/2004 01/01/2004 01/01/2004 01/01/2004 01/01/2004 Beginning Beginning Beg. Beginning 01/01/2004 Beginning 01/01/2004 Beginning 01/01/2004 Beginning 01/01/2004 Beginning Dates 12/31/2005 12/31/2005 12/31/2005 12/31/2005 12/31/2005 12/31/2005 Ending Ending Date **Ending Date** Ending Date 12/31/2005 12/31/2005 12/31/2005 12/31/2005 Ending Date **Ending Date** Ending Date Ending Date 12/31/2005 12/31/2005 12/31/2005 CONTRACTS & TERM ORDERS (P.O'S) Record Title Name CONTRACTS & TERM ORDERS (P.O'S) Record Title Name Record Title Name CONTRACTS & TERM ORDERS (P.O'S) Record Title Name CONTRACTS & TERM ORDERS (P.O'S) CONTRACTS & TERM ORDERS (P.O'S Record Title Name CONTRACTS & TERM ORDERS (P.O'S) Record Title Name Record Title Name CONTRACTS & TERM ORDERS (P.O'S) Hold? 12/31/2012 395737870 12/31/2012 395737869 12/31/2012 395737868 12/31/2012 395737866 12/31/2012 395737867 12/31/2012 395737865 12/31/2012 Location Destroy Date 12/31/2012 395737864 Space# 0 0 0 0 0 0 0

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Destroy (X) Code

Permanent Record Title
Box Number Code

## Destruction Notification Rpt City of Long Beach (CLB) Unknown (TMP)

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(Box Contents)	Record Title Name	FM/PI	
Beg.	Dates	FM/PURCHASING (150103)	Unknown (IMF)

On Destroy Date Hold? 12/31/2012 Location

Space#

Range Beginnir	Range Beginnir PA-01205	<b>P</b>	Range Beginnin 3221 INDUSTRY		Range Beginnii	<u>_</u>	Range Beginnii	Range Beginni
Range Beginning Range Ending	Range Beginning Range Ending PA-01205 PA-01805 <b>1 24236</b>	24235	Range Beginning Range Ending 3221 INDUSTRY XEROX 1 24234	24231	Range Beginning Range Ending	22672	Range Beginning Range Ending	Range Beginning Range Ending <b>1 22671</b>
Range Description	Range Description FY05  10030.5 PU	10030.5	Range Description BPO'S 10030.5 PU	10030.5	Range Description PA-01904 STREET SV TOOLS	10030.3	Range Description PA-01004 CUSTODIAL P FIREFIGHTING VEHICLE	Range Description PA-00904 TOW TRUC
ption	ption PURCHASE ORDERS	PURCHASE ORDERS	ption PURCHASE ORDERS	PURCHASE ORDERS	Range Description PA-01904 STREET SWEEPS to PA-02604 MISCELLANEOUS HAND TOOLS	CONTRACTS & TERM ORDERS	Range Description PA-01004 CUSTODIAL PAPER PRODUCTS toPA-01804 WATER/FOAM FIREFIGHTING VEHICLE	Range Description PA-00904 TOW TRUCKS to PA-001204 PLUMBING SUPPLIES  O030.3 CONTRACTS & TERM ORDERS
Beginning	Beginning 01/01/2004 <b>01/01/2004</b>	01/01/2004 12/31/2005	Beginning 01/01/2002 <b>01/01/2002</b>	01/01/2002	Beginning 01/01/2004	01/01/2004 12/31/2005	<i>Beginning</i> 01/01/2004	Beginning 01/01/2004 <b>01/01/2004</b>
Ending Date	Ending Date 12/31/2005 <b>12/31/2005</b>	12/31/2005	Ending Date 12/31/2003 <b>12/31/2003</b>	12/31/2003	Ending Date 12/31/2005	12/31/2005	Ending Date 12/31/2005	Ending Date 12/31/2005 <b>12/31/2005</b>
Record Title Name	Record Title Name PURCHASE ORDERS 12/31/2012 G-09-04	12/31/2012 G-09-04	Record Title Name PURCHASE ORDERS 12/31/2010 G-09-04	12/31/2010 G-09-04	Record Title Name CONTRACTS & TERM ORDERS (P.O'S)	12/31/2012 395737872	Record Title Name CONTRACTS & TERM ORDERS (P.O'S)	Record Title Name CONTRACTS & TERM ORDERS (P.O'S) 12/31/2012 395737871
	O	GI	4	14		0		0

		39	Total Eligible Boxes to be destroyed Eligible Boxes on Hold Elgibile Boxes Checked Out Eligible Boxes Removed	Total Eligible Boxes to be Eligible Box Elgibile Boxes Ch Eligible Boxes			
	PURCHASE ORDERS		01/01/2002		FY06	PA-02105	PA-00304
	Record Title Name	Ending Date	Beginning	otion	Range Description	Range Beginning Range Ending	Range Beginn
10	12/31/2010 G-09-04	12/31/2003	01/01/2002	PURCHASE ORDERS	10030.5	24240	Ļ
	PURCHASE ORDERS		01/01/2004	•	FY05	PA-02805	PA-00105
	Record Title Name	Ending Date	Beginning	otion ·	Range Description	Range Beginning Range Ending	Range Beginn
9	12/31/2012 G-09-04	12/31/2005	01/01/2004	PURCHASE ORDERS	10030.5	24239	Ļ
	PURCHASE ORDERS	12/31/2005	01/01/2004		FY05	PA-01105	PA-00105
	Record Title Name	Ending Date	Beginning	ption	Range Description	Range Beginning Range Ending	Range Beginn
œ	12/31/2012 G-09-04	12/31/2005	01/01/2004 12/31/2005	PURCHASE ORDERS	10030.5	24238	ř
	PURCHASE ORDERS	12/31/2005	01/01/2004		FY05	PA-02905	PA-02015
	Record Title Name	Ending Date	Beginning	ption	Range Description	Range Beginning Range Ending	Range Beginn
7	12/31/2012 G-09-04	12/31/2005	01/01/2004 12/31/2005	PURCHASE ORDERS	10030.5	24237	Ļ
	PURCHASE ORDERS	12/31/2005	01/01/2004		FY05	PA-002705	PA-01905
	Record Title Name	Ending Date	Beginning	ption	Range Description	Range Beginning Range Ending	Range Beginn
Space#	On Destroy Date Hold? 12/31/2012 Location	Ending	Dates Beg.	Record Title Name (Box Contents)	Record Title Code	Permanent Box Number	Destroy (X) Code
			Unknown (TMP) FM/PURCHASING (150103)	Unkno FM/PURCH <i>E</i>			
;	Page 6		City of Long Beach (CLB)	City of Lon			332
46	12/05/2012 09:35:46		Destruction Notification Rpt	Destruction			Audit #

||-||-|3 Date

RECORDS MANAGER

Date

DEPARTMENT

Date

CITY ATTORNEY UNLUND