

RESOLUTION NO. RES-19-0020

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 SECTION

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 Section 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.

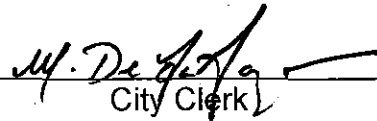
Section 3. This resolution shall take effect immediately upon its adoption by the City Council, and the City Clerk shall certify the vote adopting this resolution.

I hereby certify that the foregoing resolution was adopted by the City Council  
of the City of Long Beach at its meeting of March 5, 2019, by the  
following vote.

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

Noes: Councilmembers: None.

Absent: Councilmembers: Price.

  
City Clerk

# EXHIBIT “A”

# DESTRUCTION NOTIFICATION REPORT

CITY OF LONG BEACH

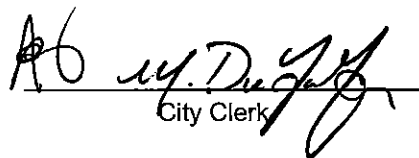
Department FM/ACCOUNTING/PAYROLL

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			
AA-407-OF	FIXED ASSET RECONCILIATIONS LIST 660	1/1/1984	1/1/1985	1/1/1995	IRON MOUNTAIN	382709283
BB-512-OF	FIXED ASSET RECONCILIATIONS LIST 298	1/1/1953	1/1/1976	1/1/1986	IRON MOUNTAIN	382720205
D-641-OF	FIXED ASSET RECONCILIATIONS LIST 660	1/1/1983	1/1/1984	1/1/1994	IRON MOUNTAIN	382722693
11999	WITHHOLDING TAX STATEMENT (W-2) W2'S	1/1/1967	12/31/1967	12/31/2017	IRON MOUNTAIN	382723676
17395	PAYROLL DEDUCTION REGISTER LIST 1798	1/1/1998	12/31/2003	12/31/2013	IRON MOUNTAIN	195616022
17397	PAYROLL DEDUCTION REGISTER LIST 1798	1/1/1999	12/31/2003	12/31/2013	IRON MOUNTAIN	195616024

Perm Box Number	Record Title Box Description	Dates Begin	End	Destroy Date	Storage Room	Location
21926	FINANCIAL STATEMENT WORKPAPERS	1/1/2006	12/31/2006	12/31/2016	IRON MOUNTAIN	368646530
21927	FINANCIAL STATEMENT WORKPAPERS	1/1/2006	12/31/2006	12/31/2016	IRON MOUNTAIN	368646531
21928	FINANCIAL STATEMENT WORKPAPERS	1/1/2006	12/31/2006	12/31/2016	IRON MOUNTAIN	368646532
21929	FINANCIAL STATEMENT WORKPAPERS	1/1/2007	12/31/2007	12/31/2017	IRON MOUNTAIN	368646533
35731	BILLING/COLLECT RPT/RECONCILIATIONS  BILLING & COLLECTION SYSTEM REPORTS  JAN 2011 - DEC 2011 JAN 2012 - DEC 2012 JAN 2013 - DEC 2013	10/1/2011	9/30/2013	12/31/2017	IRON MOUNTAIN	965864742

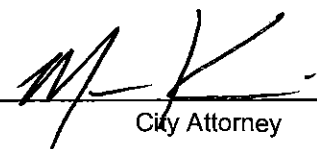
Total Boxes to be Destroyed: 11

  
City Clerk

2-8-19  
Date

  
Department Head

2/6/2019  
Date

  
City Attorney

2/14/19  
Date