



## Legislation Text

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**File #:** 16-0291, **Version:** 1

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Recommendation to approve the destruction of records for Financial Management Department, Administrative Services Division; and adopt resolution.

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 and elected officials 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 Financial Management Department concur in the above recommendation.

Appropriations have been budgeted in FY 16 for the operation of the City Records Center.

Approve recommendation.

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 ADMINISTRATIVE SERVICES DIVISION

MARIA DE LA LUZ GARCIA  
CITY CLERK