



Legislation Text

File #: 17-0174, **Version:** 1

Recommendation to approve the destruction of records for the Human Resources Department; 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 City Clerk Department has worked with the department listed to review the records destruction (Exhibit A).

The City Attorney and Human Resources concur in the above recommendation.

Appropriations have been budgeted in FY 17 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 HUMAN RESOURCES DEPARTMENT**

**POONAM DAVIS
CITY CLERK**