



CITY OF LONG BEACH

CITY CLERK

C-4

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November 22, 2005

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

To approve the destruction of records for the departments of Community Development/Code Enforcement and Financial Management/Administration sections as shown in Attachment 1; and adopt the resolution.

DISCUSSION

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 operation of the Records Center, the City Clerk Department has worked with the departments listed to review the records destruction (Attachment 1).

CONCURRENCES

The City Attorney, Community Development/Code Enforcement and Financial Management/Administration Departments concur in the above recommendation.

FISCAL IMPACT

Appropriations have been budgeted in FY 06 for operation of the City Records Center.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,


for Larry G. Herrera
City Clerk

Attachment