

OFFICE OF THE CITY ATTORNEY
ROBERT E. SHANNON, City Attorney
333 West Ocean Boulevard, 11th Floor
Long Beach, CA 90802-4664

RESOLUTION NO. RES-11-0001

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 DEPARTMENT OF HEALTH AND
HUMAN SERVICES

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 Department of Health And Human Services 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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1 Section 3. This resolution shall take effect immediately upon its adoption
2 by the City Council, and the City Clerk shall certify the vote adopting this resolution.

3 I hereby certify that the foregoing resolution was adopted by the City
4 Council of the City of Long Beach at its meeting of January 4, 2011,
5 by the following vote:

6 Ayes: Councilmembers: Garcia, Schipske, Andrews, Johnson,
7 Gabelich, Neal.

8 _____
9 _____

10 Noes: Councilmembers: None.

11 _____

12 Absent: Councilmembers: Lowenthal, DeLong, O'Donnell.

13 _____

14 
15 _____
16 City Clerk

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EXHIBIT

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Cost Center: ()
Records Coordinator: MAGGIE HONG Mail Drop: 2525 GRAND Phone: (562)570-4464 ext:

ACCORDING TO YOUR RECORDS RETENTION SCHEDULE, THE FOLLOWING BOXES ARE READY FOR DESTRUCTION.

Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title (Box Contents)	Dates Beg.	Dates Ending	On Hold?	Destroy Date 12/31/2010	Location	Space#
<input type="checkbox"/> 1	17631	10002.5	BUDGET FILES	01/01/1993	12/31/2003		12/31/2008	D-05-01	14

Box Contents: LIST 1813

E = Excluded

Total Eligible Boxes to be destroyed	=	1
Eligible Boxes on Hold	=	0
Eligible Boxes Checked Out	=	0
Eligible Boxes Removed	=	0
Total Available Boxes to be destroyed	=	1

approved to destroy

A

8-4022

11/24/10
RECORDS MANAGER

Date

11/24/10 See Above

Date

Saren Lucik

CITY ATTORNEY

12-1-10
Date

Date

CITY ATTORNEY