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RESOLUTION NO. RES-05-0073

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 DEPARTMENTS OF FINANCIAL MANAGEMENT/BUSINESS LICENSE AND FIRE

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 departments of the Financial Management/Business License and Fire 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.

Sec. 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.

Sec. 3. This resolution shall take effect immediately upon its adoption by

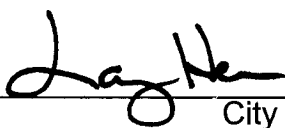
1 the City Council, and the City Clerk shall certify the vote adopting this resolution.

2 I hereby certify that the foregoing resolution was adopted by the City  
3 Council of the City of Long Beach at its meeting of August 16, 2005, by the  
4 following vote:

5 Ayes: Councilmembers: Lowenthal, Baker, Colonna, O'Donnell,  
6 Kell, Richardson, Reyes Uranga, Gabelich,  
7 Lerch.

8  
9 Noes: Councilmembers: None.

10  
11 Absent: Councilmembers: None.

12  
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14   
15 \_\_\_\_\_  
16 City Clerk

Robert E. Shannon  
City Attorney of Long Beach  
333 West Ocean Boulevard  
Long Beach, California 90802-4664  
Telephone (562) 570-2200


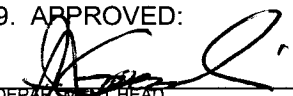
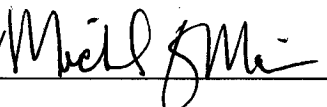
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**RECORDS DESTRUCTION REQUEST**

1. Date June 13, 2005

Honorable Council of the City of Long Beach

2. The Financial Management/Commercial Services /Business License Department respectfully requests authority to destroy the following departmental records: DEPARTMENT

3. RETENTION SCHEDULE ITEM NO.	4. RECORDS TITLE AND DESCRIPTION	5. YEARS INVOLVED	6. BOX NO. ON-SITE	7. IRON MOUNTAIN BOX NO.	
	Retention = 5 Years (Destroy 2004)				
41	Deposit Receipts – Daily	January 1999	N/A		
41	Deposit Receipts – Daily	Feb-Mar 1999			
41	Deposit Receipts – Daily	April 1999			
41	Deposit Receipts – Daily	August 1999			
<b>FOR DEPARTMENTAL USE</b>  8. RECOMMENDED:  <small>RECORDS MANAGER</small>  9. APPROVED:  <small>DEPARTMENT HEAD</small>  10. Date <u>7/15/05</u>		<b>CITY ATTORNEY'S CONSENT</b>  Consent is hereby given to destroy the records enumerated above.  <small>CITY ATTORNEY</small>  11. By  12. Title <u>Asst. City Attorney</u> 13. Date <u>8/9/05</u>		14. REMARKS:	

# RECORDS DESTRUCTION REQUEST

07/01/05

1. Date \_\_\_\_\_

Honorable Council of the City of Long Beach

2. The FIRE DEPARTMENT

DEPARTMENT

respectfully requests authority to destroy the following

departmental records:

3. RETENTION SCHEDULE ITEM NO.	4.  RECORDS TITLE AND DESCRIPTION	5.  YEARS INVOLVED	6.  BOX NO. ON-SITE	7.  BOX NO. OFF-SITE
20	PAYROLL REGISTERS, PAYROLL TIME RECORDS, ACCRUED HOURS REPORT	1998-1999	N/A	
<b>FOR DEPARTMENTAL USE</b>  8. RECOMMENDED:  <i>Georgia Pon</i> <small>RECORDS MANAGER</small>		<b>CITY ATTORNEY'S CONSENT</b>  Consent is hereby given to destroy the records enumerated above.  <small>CITY ATTORNEY</small>		14. REMARKS:
9. APPROVED:  <i>Will Bullen for</i> <small>DEPARTMENT HEAD</small> CHIEF DAVE EMIS		11. By <i>Michael J. Morris</i>		
10. DATE:		12. Title <i>Asst City Atty.</i>		
13. Date <i>8/9/05</i>		14. REMARKS:		

EXHIBIT **A-2**