

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

RESOLUTION NO. RES-10-0099

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 BUSINESS LICENSE SECTION

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 Financial Management Department BUSINESS LICENSE SECTION 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.

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.

Section 3. This resolution shall take effect immediately upon its adoption by the City Council, and the City Clerk shall certify the vote adopting this resolution.

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I hereby certify that the foregoing resolution was adopted by the City Council of the City of Long Beach at its meeting of September 7, 2010, by the following vote:

Ayes: Councilmembers: Garcia, DeLong, O'Donnell, Schipske,  
Johnson, Gabelich, Neal.

Noes: Councilmembers: None.

Absent: Councilmembers: Lowenthal, Andrews.

  
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City Clerk

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**EXHIBIT "A"**

Destruction Notification Rpt  
 City of Long Beach (CLB)  
 Unknown (TMP)  
 FM/BUSINESS LICENSE (1511101)

Cost Center: ()  
 Records Coordinator: JEANNINE MONTOYA Mail Drop: LOBBY Phone: (562)570-5598 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 Name (Box Contents)	Dates Beg.	Dates Ending	On Hold?	Destroy Date 12/31/2008	Location	Space#
<input type="checkbox"/> 1	18064	10020.9	DEPOSIT RECEIPTS - DAILY	01/01/2003	03/31/2003		03/31/2008	A-09-03	9
<input type="checkbox"/> 1	18065	10020.9	DEPOSIT RECEIPTS - DAILY	04/01/2003	06/30/2003		06/30/2008	A-09-03	10
<input type="checkbox"/> 1	18066	10020.9	DEPOSIT RECEIPTS - DAILY	07/01/2003	09/30/2003		09/30/2008	A-09-03	11
<input type="checkbox"/> 1	18067	10020.9	DEPOSIT RECEIPTS - DAILY	10/01/2003	12/31/2003		12/31/2008	A-09-03	12
<input type="checkbox"/> 1	18069	10019.8	LICENSE APPLICATION-SPECIAL	01/01/2003	12/31/2003		12/31/2008	A-09-03	14
<input type="checkbox"/> 1	18070	10019.8	LICENSE APPLICATION-SPECIAL	01/01/2003	12/31/2003		12/31/2008	A-09-03	15
<input type="checkbox"/> 1	21046	10040.8	TRANSIENT OCCUPANCY TAX	01/01/2001	12/31/2003		12/31/2008	A-09-03	4
<input type="checkbox"/> 1	21047	10040.8	TRANSIENT OCCUPANCY TAX	01/01/2001	12/31/2003		12/31/2008	A-09-03	7
<input type="checkbox"/> 1	21048	10040.8	TRANSIENT OCCUPANCY TAX	01/01/2001	12/31/2003		12/31/2008	A-09-03	18

E = Excluded

Total Eligible Boxes to be destroyed	=	9
Eligible Boxes on Hold	=	0
Eligible Boxes Checked Out	=	0
Eligible Boxes Removed	=	0
Total Available Boxes to be destroyed	=	9

8/7/10 Date 8/16/10 Date 8/16/10  
 CITY CLERK CITY ATTORNEY  
 DEPARTMENT

Cost Center: ()  
 Records Coordinator: JEANNINE MONTOYA Mail Drop: LOBBY Phone: (562)570-5598 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	Ending	On Hold?	Destroy Date	Space#
<input type="checkbox"/> 1	20067	10020.9	DEPOSIT RECEIPTS - DAILY	Beg. 01/01/2004	04/30/2004		04/30/2009 A-09-03	1
<i>Range Beginning Range Ending Range Description</i> JAN 2004 APRIL 2004 DEPOSIT RECEIPTS - DAILY								
<input type="checkbox"/> 1	20068	10020.9	DEPOSIT RECEIPTS - DAILY	Beg. 05/01/2004	08/31/2004		08/31/2009 A-09-03	2
<i>Range Beginning Range Ending Range Description</i> MAY 2004 AUGUST 2004 DEPOSIT RECEIPTS - DAILY								
<input type="checkbox"/> 1	20069	10020.9	DEPOSIT RECEIPTS - DAILY	Beg. 09/01/2004	12/31/2004		12/31/2009 A-09-03	3
<i>Range Beginning Range Ending Range Description</i> SEPT. 2004 DEC. 2004 DEPOSIT RECEIPTS - DAILY								
<input type="checkbox"/> 1	18071	10019.8	LICENSE APPLICATION-SPECIAL	Beg. 01/01/2004	12/31/2004		12/31/2009 A-09-03	16
<i>Range Beginning Range Ending Range Description</i> SEPT. 2004 DEC. 2004 DEPOSIT RECEIPTS - DAILY								
<b>Folders within the above box</b> File Number1 Iron Mountain Ref #:								
<input type="checkbox"/> 1	19871	10019.8	LICENSE APPLICATION-SPECIAL	Beg. 01/01/2004	12/31/2004		12/31/2009 A-09-03	17
Description: ALARM PERMITS								
<input type="checkbox"/> 1	G-718	10021.1	TOT - TRANSIENT OCCUPANCY TAX	Beg. 07/01/1992	07/31/1994		07/31/2001 G-09-01	16
Description: ALARM PERMITS								
<b>Folders within the above box</b> File Number1 Iron Mountain Ref #: 1								
<input type="checkbox"/> 1	G-719	10021.1	TOT - TRANSIENT OCCUPANCY TAX	Beg. 07/01/1992	07/31/1994		07/31/2001 G-09-01	17
Description: ALARM PERMITS								
<b>Folders within the above box</b> File Number1 Iron Mountain Ref #: 1								
<input type="checkbox"/> 1	G-719	10021.1	TOT - TRANSIENT OCCUPANCY TAX	Beg. 07/01/1992	07/31/1994		07/31/2001 G-09-01	17
Description: ALARM PERMITS								
<b>Folders within the above box</b> File Number1 Iron Mountain Ref #: 1								
<input type="checkbox"/> 1	G-719	10021.1	TOT - TRANSIENT OCCUPANCY TAX	Beg. 07/01/1992	07/31/1994		07/31/2001 G-09-01	17
Description: ALARM PERMITS								

**Destruction Notification Rpt  
City of Long Beach (CLB)  
Unknown (TMP)  
FM/BUSINESS LICENSE (151101)**

Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title (Box Contents)	Dates Beg.	Dates Ending	On Hold?	Destroy Date	Location	Space#
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<input type="checkbox"/> 1	G-720	10021.1	TOT - TRANSIENT OCCUPANCY TAX	07/01/1992	07/31/1994		07/31/2001	G-09-01	18
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**Folders within the above box**

**File Number1**  
Iron Mountain Ref #: 1  
Beginning Date: 07/01/1992 Ending Date: 07/31/1994 Record Title Name: TOT - TRANSIENT OCCUPANCY TAX RPTS  
Description: TOT - TRANSIENT OCCUPANCY TAX (R-Z) 7/92 - 7/94

**File Number2**  
Iron Mountain Ref #: 2  
Beginning Date: 07/01/1992 Ending Date: 07/31/1994 Record Title Name: TOT - TRANSIENT OCCUPANCY TAX RPTS  
Description: TOT LEDGER CARDS FOR 7/88 - 6/90

Total Eligible Boxes to be destroyed	=	8
Eligible Boxes on Hold	=	0
Eligible Boxes Checked Out	=	0
Eligible Boxes Removed	=	0
Total Available Boxes to be destroyed	=	8

Date 8-7-10

*[Signature]*  
RECORDS MANAGER

Date

*[Signature]*  
DEPARTMENT HEAD

Date 8/10/10

*[Signature]*  
CITY ATTORNEY