

RESOLUTION NO. C-

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 PUBLIC WORKS DEPARTMENT

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 Public Works Department 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 the City Council, and the City Clerk shall certify the vote adopting this resolution.

I hereby certify that the foregoing resolution was adopted by the City

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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1 Council of the City of Long Beach at its meeting of _____, 2004, by the
2 following vote:

3 Ayes: Councilmembers: _____
4 _____
5 _____
6 _____

7 Noes: Councilmembers: _____
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9 Absent: Councilmembers: _____
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City Clerk

Destruction Notification Rpt
City of Long Beach (CLB)
Unknown (TMP)
PUBLIC WORKS/ADMIN (500101)

Cost Center: PUBLIC WORKS/ADMIN ()
 Records Coordinator: ORDONEZ, LU Mail Drop: Phone: (562)570-6342 ext:

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

Event (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Dates Ending	On Hold?	Destroy 12/31/2003	Location	Space#
	15721	10032.2	ADMINISTRATION BUREAU FILES	01/01/1993	12/31/1993		12/31/2003	E-10-03	1
Box Contents: LIST 1697									
	15722	10032.2	ADMINISTRATION BUREAU FILES	01/01/1993	12/31/1993		12/31/2003	E-10-03	2
Box Contents: LIST 1697									
	15723	10032.2	ADMINISTRATION BUREAU FILES	01/01/1993	12/31/1993		12/31/2003	E-10-03	3
Box Contents: LIST 1697									
	15724	10032.2	ADMINISTRATION BUREAU FILES	01/01/1993	12/31/1993		12/31/2003	E-10-03	4
Box Contents: LIST 1697									
	15725	10032.2	ADMINISTRATION BUREAU FILES	01/01/1993	12/31/1993		12/31/2003	E-10-03	5
Box Contents: LIST 1697									
File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name				
1		ADMIN, ENG, IRB	01/01/1993	12/31/1993	ADMINISTRATION BUREAU FILES				

E = Excluded

Eligible Boxes on Hold	=	0
Eligible Boxes Checked Out	=	0
Eligible Boxes Excepted	=	0
Boxes to be Destroyed for this Department (Excluding boxes on hold or boxes with folders on hold or checked out, and excluding boxes selected for exception)	=	5

Date 6/13/04 Van Sawyer RECORDS MANAGER Date 6/17/04 Chantel Anderson DEPARTMENT HEAD Date 6/17/04 Chantel Anderson CITY ATTORNEY