

RESOLUTION NO. RES-23-0122

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
TECHNOLOGY AND INNOVATION

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 written consent, the City Council of the City of Long Beach does hereby approve and authorize the destruction by the City Department of Technology and Innovation 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 unless otherwise authorized by law.

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

1 by 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 September 5, 2023,
4 by the following vote:

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6 Ayes: Councilmembers: Zendejas, Allen, Duggan, Supernaw, Kerr,
7 Saro, Austin, Ricks-Oddie.

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10 Noes: Councilmembers: None.

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12 Absent: Councilmembers: Uranga.

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14 Recusal(s): Councilmembers: None.

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City Clerk

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EXHIBIT “A”

DESTRUCTION NOTIFICATION REPORT

CITY OF LONG BEACH

Department TECHNOLOGY SERVICES


According to your departmental records retention schedule, the following boxes are eligible for destruction.

| Perm Box Number | Record Title Box Description | Dates Begin End | | Destroy Date | Storage Room | Location |
|-----------------|---|--------------------|------------|--------------|---------------|-------------|
| 36601 | VOUCHERS (COPIES) RANGE: VCTS17004201-5010 - VCTS1800001-100 | 10/01/2017 | 09/30/2018 | 12/31/2020 | IRON MOUNTAIN | RF018641547 |
| 36602 | VOUCHERS (COPIES) RANGE: VCTS18000101-1050 | 10/01/2017 | 09/30/2018 | 12/31/2020 | IRON MOUNTAIN | RF018641548 |
| 36603 | VOUCHERS (COPIES) RANGE: VCTS18001051-1800 | 10/01/2017 | 09/30/2018 | 12/31/2020 | IRON MOUNTAIN | RF018641549 |
| 36604 | VOUCHERS (COPIES) RANGE: VCTS18001801-2800 | 10/01/2017 | 09/30/2018 | 12/31/2020 | IRON MOUNTAIN | RF018641550 |
| 36605 | VOUCHERS (COPIES) RANGE: VCTS18002801-3800 | 10/01/2017 | 09/30/2018 | 12/31/2020 | IRON MOUNTAIN | RF018641551 |
| 36606 | VOUCHERS (COPIES) RANGE: VCTS18003801-4800 | 10/01/2017 | 09/30/2018 | 12/31/2020 | IRON MOUNTAIN | RF018641552 |
| 37439 | BILLING RECORDS VERIZON ACCT#964067981-06 (1/2018-09/2018) | 01/01/2018 | 12/31/2018 | 12/31/2020 | IRON MOUNTAIN | RF049512566 |
| 37441 | BILLING RECORDS VERIZON ACCT#964067891-06 (10/2018-11/2018) | 01/01/2018 | 12/31/2018 | 12/31/2020 | IRON MOUNTAIN | RF049512568 |
| 37442 | BILLING RECORDS VERIZON ACCT#642011607-01 (1/2018-2/2019) | 01/01/2018 | 12/31/2019 | 12/31/2021 | IRON MOUNTAIN | RF049512569 |


| Perm Box Number | Record Title Box Description | Dates | | Destroy Date | Storage Room | Location |
|--------------------|---|------------|------------|--------------|---------------|-------------|
| | | Begin | End | | | |
| 37443 | BILLING RECORDS VERIZON ACCT#964067981-01 (1/2018-12/2018) | 01/01/2018 | 12/31/2018 | 12/31/2020 | IRON MOUNTAIN | RF049512570 |
| 37444 | BILLING RECORDS VERIZON ACCT#964067981-06 (12/2018-2/2019) | 01/01/2018 | 12/31/2019 | 12/31/2021 | IRON MOUNTAIN | RF049512571 |
| 37445 | BILLING RECORDS SPRINT ACCT#578543827 (1/2018-2/2019) | 01/01/2018 | 12/31/2019 | 12/31/2021 | IRON MOUNTAIN | RF049512572 |
| 37446 | BILLING RECORDS SPRINT ACCT#987265521 (1/2018-12/2018) | 01/01/2018 | 12/31/2018 | 12/31/2020 | IRON MOUNTAIN | RF049512573 |
| 37447 | VOUCHERS (COPIES) AP VOUCHERS VCTS18003650-VCTS19000500 | 10/01/2018 | 09/30/2019 | 12/31/2021 | IRON MOUNTAIN | RF049512574 |
| 37448 | VOUCHERS (COPIES) AP VOUCHERS VCTS19000501-VCTS19001300 | 10/01/2018 | 09/30/2019 | 12/31/2021 | IRON MOUNTAIN | RF049512575 |
| 37449 | VOUCHERS (COPIES) AP VOUCHERS VCTS19001301-VCTS19002300 | 10/01/2018 | 09/30/2019 | 12/31/2021 | IRON MOUNTAIN | RF049512576 |
| 37458 | INVOICES SUPPORT SERVICES-REPRO REQUEST FORMS OCTOBER 2017 - MARCH 2018 | 10/01/2017 | 03/31/2018 | 12/31/2020 | IRON MOUNTAIN | RF049512579 |
| 37459 | INVOICES SUPPORT SERVICES-REPRO REQUEST FORMS APRIL 2018 - SEPTEMBER 2018 | 04/01/2018 | 09/30/2018 | 12/31/2020 | IRON MOUNTAIN | RF049512580 |
| 37461 | INVOICES OCTOBER 2017 - SEPTEMBER 2018 | 10/01/2017 | 09/30/2018 | 12/31/2020 | IRON MOUNTAIN | RF049512582 |

| Perm Box Number | Record Title Box Description | Dates | | Destroy Date | Storage Room | Location |
|-------------------------------|---------------------------------|------------|------------|--------------|---------------|-------------|
| | | Begin | End | | | |
| 37462 | JOURNAL VOUCHERS | 10/01/2016 | 09/30/2018 | 12/31/2020 | IRON MOUNTAIN | RF049512583 |
| OCTOBER 2016 - SEPTEMBER 2018 | | | | | | |

Total Boxes to be Destroyed: 20


City Clerk

8/5/23
Date


Department Head

7/26/23
Date


City Attorney

8-16-23
Date