

OFFICE OF THE CITY ATTORNEY
CHARLES PARKIN, City Attorney
333 West Ocean Boulevard, 11th Floor
Long Beach, CA 90802-4664

1 RESOLUTION NO. RES-17-0081

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3 A RESOLUTION OF THE CITY COUNCIL OF THE
4 CITY OF LONG BEACH APPROVING AND AUTHORIZING
5 THE DESTRUCTION OF CERTAIN RECORDS, PAPERS,
6 AND WRITINGS BY THE MAYOR'S OFFICE
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8 The City Council of the City of Long Beach resolves as follows:

9 Section 1. Pursuant to and in accordance with the provisions of Section
10 34090 of the Government Code of the State of California and Chapter 1.28 of the Long
11 Beach Municipal Code relating to the destruction of City records, and the City Attorney
12 having heretofore given his written consent, the City Council of the City of Long Beach
13 does hereby approve and authorize the destruction by the Mayor's Office, of any and all
14 of the records, documents, instruments, books, papers, and writings as set forth in the
15 documents attached hereto and marked Exhibit "A" and by reference thereto made a part
16 hereof, which records are under its charge and are no longer required for use in its
17 respective office, said records being no less than two (2) years old.

18 Section 2. The City Council hereby finds that none of said records:

- 19 A. Affect the title to real property or liens thereon;
- 20 B. Constitute official court records;
- 21 C. Constitute records which are required to be kept by
22 statute;
- 23 D. Constitute the original or record copies of the minutes,
24 ordinances or resolutions of the City of Long Beach or
25 any City Board or Commission.

26 Section 3. This resolution shall take effect immediately upon its adoption
27 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 August 15, 2017, by the following vote:

Ayes: Councilmembers: Gonzalez, Pearce, Price,
Supernaw, Mungo, Andrews,
Uranga, Austin, Richardson.

Noes: Councilmembers: None.

Absent: Councilmembers: None.

City Clerk

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EXHIBIT “A”

RECORDS DESTRUCTION REQUEST



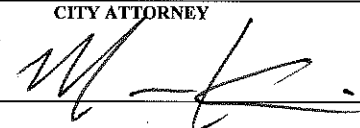
1. Date 07/21/2017

Honorable Council of the City of Long Beach

2. The Mayor's Office respectfully requests authority to destroy the following
DEPARTMENT

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
8	Personnel Files 1970s-1995	1970s-1995	1	
8	Personnel Files 1996-1999	1996-1999	2	
8	Personnel Files 2000-June 2002	2000-2002	3	
4	Casework Files 2007	2007	4	
7	Timesheets 2014	2014	5	
7	Timesheets 2013-14	2013-14	6	
7	Timesheets 2012-13	2012-13	7	
1,7	Timesheets 2011; Budget FY10	2010-11	8	
2,5,7	Administrative, Correspondence 2000-3; Timesheets 2012	2000-2012	9	
2,4,5	Administrative, Constituent, Correspondence	2005-2010	10	
2,4,5	Administrative, Constituent, Correspondence	2007	11	
1	Invoices	2005-10	12	

<p>FOR DEPARTMENTAL USE</p> <p>8. RECOMMENDED:  A6 <small>RECORDS MANAGER</small></p> <p>9. APPROVED:  <small>DEPARTMENT HEAD</small></p> <p>10. DATE: <u>07/21/17</u></p>	<p>CITY ATTORNEY'S CONSENT</p> <p>Consent is hereby given to destroy the records enumerated above.</p> <p style="text-align: center;"><small>CITY ATTORNEY</small></p> <p>11. By </p> <p>12. Title <u>DEPUTY CITY ATTORNEY</u></p> <p>13. Date <u>8/3/17</u></p>	<p>14. REMARKS:</p>
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