



# CITY OF LONG BEACH

CITY CLERK

333 WEST OCEAN BOULEVARD • LONG BEACH, CALIFORNIA 90802 • (562) 570-6101 FAX (562) 570-6789

June 7, 2005

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

**RECOMMENDATION:**

To approve the destruction of records for Financial Management/  
Commercial Services, Law, and Parks Recreation and Marine/Special  
Events as shown in Attachment 1; and adopt the resolution.

**DISCUSSION**

Under Municipal Code Section 34090 of the Government Code of the State of California and Chapter 1.28 of the Long Beach Municipal Code, records destruction for City Manager departments and elected officials must be submitted to the City Council for approval. The records destruction must comply with each department's records retention schedule.

In its capacity as responsible agent for operation of the Records Center, the City Clerk Department has worked with the departments listed to review the records destruction (Attachment 1).

**CONCURRENCES**

The City Attorney, Financial Management/Commercial Services, Law, and Parks Recreation and Marine/Special Events Departments concur in the above recommendation.

**FISCAL IMPACT**

Appropriations have been budgeted in FY 05 for operation of the City Records Center.

**SUGGESTED ACTION:**

Approve recommendation.

Respectfully submitted,

Larry G. Herrera  
City Clerk