

January 7, 2020

**C-6**

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

RECOMMENDATION:

Recommendation to approve the destruction of records for the Police Department as shown in Exhibit A: and adopt the resolution.

DISCUSSION

Pursuant to Section 34090 of the California Government Code and Chapter 1.28 of the Long Beach Municipal Code, records destruction for City Manager departments, elected officials and appointed offices 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 the operation of the Records Center, the Office of the City Clerk has worked with the department listed to review the records destruction (Exhibit A).

The City Attorney and the Police Department concur in the above recommendation.

FISCAL IMPACT

Appropriations have been budgeted in FY 20 for the operation of the City Records Center.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



MONIQUE DE LA GARZA  
CITY CLERK

Prepared by: Lynsey Lascano

MD:ll

2020 JAN 10 10:00 AM

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RESOLUTION NO.

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 LONG BEACH POLICE  
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 Long Beach Police 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.

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 \_\_\_\_\_, 2019, by the following vote:

Ayes: Councilmembers: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Noes: Councilmembers: \_\_\_\_\_

\_\_\_\_\_

Absent: Councilmembers: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
City Clerk

OFFICE OF THE CITY ATTORNEY  
CHARLES PARKIN, City Attorney  
411 West Ocean Boulevard, 9th Floor  
Long Beach, CA 90802-4664

# EXHIBIT "A"

# RECORDS DESTRUCTION REQUEST

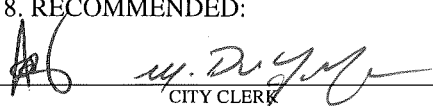


1. Date 11/26/2019

Honorable Council of the City of Long Beach

2. The Police Department, Domestic Violence Detail respectfully requests authority to destroy the following

DEPARTMENT

departmental records:

3. RETENTION SCHEDULE ITEM NO.	4. RECORD TITLE AND DESCRIPTION	5. YEARS INVOLVED	6. BOX NO. ON-SITE	7. BOX NO. OFF-SITE
	<b>CASE DOCUMENTS:</b>			
85	CASE FILES: DR #11-66201 THROUGH 11-68588	2011	BOX 1	
85	CASE FILES: DR #11-68636 THROUGH 11-70886	2011	BOX 2	
85	CASE FILES: DR #11-70900 THROUGH 11-73470	2011	BOX 3	
85	CASE FILES: DR #11-73510 THROUGH 11-75482	2011	BOX 4	
85	CASE FILES: DR #11-75527 THROUGH 11-77395	2011	BOX 5	
85	CASE FILES: DR #11-77409 THROUGH 11-79483	2011	BOX 6	
85	CASE FILES: DR #11-79517 THROUGH 11-81926	2011	BOX 7	
85	CASE FILES: DR #11-84005 THROUGH 12-1077	2011/2012	BOX 8	
85	CASE FILES: DR #12-1123 THROUGH 12-3393	2012	BOX 9	
85	CASE FILES: DR #12-3415 THROUGH 12-5451	2012	BOX 10	
85	CASE FILES: DR #12-5608 THROUGH 12-8491	2012	BOX 11	
85	CASE FILES: DR #12-8509 THROUGH 12-10290	2012	BOX 12	
85	CASE FILES: DR #12-10303 THROUGH 12-12650	2012	BOX 13	
85	CASE FILES: DR #12-12729 THROUGH 12-14691	2012	BOX 14	
85	CASE FILES: DR #12-14704 THROUGH 12-16296	2012	BOX 15	
85	CASE FILES: DR #12-16304 THROUGH 12-18682	2012	BOX 16	
85	CASE FILES: DR #12-18712 THROUGH 12-20946	2012	BOX 17	
85	CASE FILES: DR #12-20955 THROUGH 12-23583	2012	BOX 18	
85	CASE FILES: DR #12-13623 THROUGH 12-26196	2012	BOX 19	
85	CASE FILES: DR #12-26110 THROUGH 12-28894	2012	BOX 20	
85	CASE FILES: DR #12-28911 THROUGH 12-30966	2012	BOX 21	
85	CASE FILES: DR #12-31014 THROUGH 12-32977	2012	BOX 22	
85	CASE FILES: DR #12-33011 THROUGH 12-34957	2012	BOX 23	
85	CASE FILES: DR #12-35004 THROUGH 12-36991	2012	BOX 24	
85	CASE FILES: DR #12-37026 THROUGH 12-39388	2012	BOX 25	
85	CASE FILES: DR #12-39446 THROUGH 12-41419	2012	BOX 26	
85	CASE FILES: DR #12-41434 THROUGH 12-43894	2012	BOX 27	
85	CASE FILES: DR #12-43913 THROUGH 12-45999	2012	BOX 28	
85	CASE FILES: DR #12-46020 THROUGH 12-48613	2012	BOX 29	
85	CASE FILES: DR #12-48713 THROUGH 12-51096	2012	BOX 30	
<b>FOR DEPARTMENTAL USE</b>		<b>CITY ATTORNEY'S CONSENT</b>		<b>14. REMARKS:</b>  DOMESTIC VIOLENCE CASE FILES
8. RECOMMENDED:  CITY CLERK		Consent is hereby given to destroy the records enumerated above.  CITY ATTORNEY		
9. APPROVED:  DEPARTMENT HEAD		11. By  12. Title DEPUTY CITY ATTORNEY		
10. DATE: <u>12.6.19</u>		13. Date <u>12/17/19</u>		

# RECORDS DESTRUCTION REQUEST

(Continuation Sheet)

3. RETENTION SCHEDULE ITEM NO.	4.  RECORD TITLE AND DESCRIPTION	5.  YEARS INVOLVED	6.  BOX NO. ON-SITE	7.  BOX NO. OFF-SITE
	<b>CASE DOCUMENTS:</b>			
85	CASE FILES: DR #12-51132 THROUGH 12-53240	2012	BOX 31	
85	CASE FILES: DR #12-53314 THROUGH 12-55320	2012	BOX 32	
85	CASE FILES: DR #12-55248 THROUGH 12-56985	2012	BOX 33	
85	CASE FILES: DR #12-57005 THROUGH 12-58794	2012	BOX 34	
85	CASE FILES: DR #12-58824 THROUGH 12-60971	2012	BOX 35	
85	CASE FILES: DR #12-61028 THROUGH 12-63164	2012	BOX 36	
85	CASE FILES: DR #12-63406 THROUGH 12-66260	2012	BOX 37	
85	CASE FILES: DR #12-66312 THROUGH 12-68785	2012	BOX 38	
85	CASE FILES: DR #12-68800 THROUGH 12-72981	2012	BOX 39	
85	CASE FILES: DR #12-73037 THROUGH 12-75495	2012	BOX 40	
85	CASE FILES: DR #12-75523 THROUGH 12-78563	2012	BOX 41	
85	CASE FILES: DR #12-78672 THROUGH 12-80871	2012	BOX 42	
85	CASE FILES: DR #12-81020 THROUGH 12-83627	2012	BOX 43	




# RECORDS DESTRUCTION REQUEST

1. Date 11/19/2019

Honorable Council of the City of Long Beach

2. The Police Department, Internal Affairs Division respectfully requests authority to destroy the following  
DEPARTMENT  
 departmental records:

3. RETENTION SCHEDULE ITEM NO.	4. RECORD TITLE AND DESCRIPTION	5. YEARS INVOLVED	6. BOX NO. ON-SITE	7. BOX NO. OFF-SITE
220	<b>Use of Force Reviews - Original</b>	2011(Nov-Dec) 2012(Jul-Dec) 2013(May-Dec) 2014(Jan-June)		
221	<b>Internal Affairs Complaint Investigations</b>	2014 (Jan-June)		
222	<b>Policy Compliance Review:</b> Vehicle Accident Reviews Forced Entry Reviews Vehicle Pursuit Reviews	2014(Jan-June) 2014(Jan-June) 2012-2013(Jan-Dec)		
223	<b>Pitchess Notifications</b>	2017(Jan-Dec)		

<p><b>FOR DEPARTMENTAL USE</b></p> <p>8. RECOMMENDED:</p> <p>  <small>CITY CLERK</small></p> <p>9. APPROVED:</p> <p>  <small>DEPARTMENT HEAD</small></p> <p>10. DATE: <u>12/11/19</u></p>	<p><b>CITY ATTORNEY'S CONSENT</b></p> <p>Consent is hereby given to destroy the records enumerated above.</p> <p><small>CITY ATTORNEY</small></p> <p>11. By   <small>DEPUTY CITY ATTORNEY</small></p> <p>12. Title</p> <p>13. Date <u>12/29/19</u></p>	<p>14. REMARKS:</p> <p><b>All records listed have been reviewed pursuant to Senate Bill 1421 and do not qualify under the statute.</b></p>
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