

CITY OF LONG BEACH

C-13

OFFICE OF THE CITY CLERK

333 West Ocean Boulevard

Long Beach, CA 90802

562-570-6101

FAX 562-570-6789

August 7, 2018

HONORABLE MAYOR AND CITY COUNCIL City of Long Beach California

RECOMMENDATION:

Recommendation to approve the destruction of records for Long Beach 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 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 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 Long Beach Police Department concur in the above recommendation.

FISCAL IMPACT

Appropriations have been budgeted in FY18 for the operation of the City Records Center.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,

Monique De La Garza

City Clerk MD:II

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

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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 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 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.

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

	Section	on 3. This resoluti	ion shall take effect immediately upo	n its adoption
by the	City Council,	and the City Clerk	shall certify the vote adopting this res	olution.
	I here	by certify that the fo	regoing resolution was adopted by th	e City Council
of the	City of Long	Beach at its meet	ing of,	2018, by the
followi	ing vote.			
	Ayes:	Councilmembers:		
	Noes:	Councilmembers:		
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	Absent:	Councilmembers:		
			City Clerk	
			Oity Oleik	

EXHIBIT "A"

RECORDS DESTRUCTION REQUEST

		6/19/2018
1.	Date	

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2.	The	Police Department	respectfully requests authority to destroy the following
		DEPARTMENT	

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9. APPROVED: 11. By Principal Deputs Cits Attorney 12. Title	A R		enumerated above.				
DEPARTMENT HEAD			Ita O Walow	n			
	K. tuv		12. Title Principal Deputy City Attorney				
10. DATE: 6.28.18			13. Date July 16, 201	8			