

**City of Culver City, California
Agenda Item Report**

Meeting Date: 02/11/2013		Item Number: <u>C-5</u>	
CITY COUNCIL AGENDA ITEM: Adoption of a Resolution Authorizing the Destruction of Certain Records Retained Within the Public Works Department			
Contact Person/Dept.: Mate Gaspar/PW		Phone Number: 310-253-5602	
Fiscal Impact: Yes ☐ No ☒		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☐ Attachments: ☒	
Commission Action Required: Yes ☐ No ☒		Date: _____	
Public Notification: (E-Mail) Agenda and Meetings – City Council (02/05/2013)			
Department Approval: Charles D. Herbertson (01/17/13)		City Attorney Approval: Carol Schwab (by H. Baker) (01/31/13)	
Chief Financial Officer Approval: Jeff Muir (02/05/13)		City Manager Approval: John M. Nachbar (02/05/13)	

RECOMMENDATION:

Staff recommends the City Council adopt a Resolution authorizing the destruction of certain records retained within the Public Works Department.

BACKGROUND/DISCUSSION:

California Government Code Section 34090 provides authority for the destruction of documents that are no longer legally required to be retained after written consent of the City Attorney and authorization of the City Council are obtained.

The documents listed on Exhibit "A" of the proposed Resolution have been reviewed in accordance with the provisions of Government Code § 34090 and meet the requirements for destruction. The City Attorney has consented in writing to the destruction of these records

FISCAL ANALYSIS:

There is no fiscal impact associated with the adoption of this resolution.

ATTACHMENT:

1. Proposed Resolution (with Exhibit "A" Listing of Documents)

MOTION:

That the City Council:

Adopt a Resolution authorizing the destruction of certain records retained within the Public Works Department.