RESOLUTION NO. 2016-R 1 2 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF 3 CULVER CITY. CALIFORNIA. **AUTHORIZING** DESTRUCTION OF CERTAIN FILES IN THE HUMAN 4 RESOURCES DEPARTMENT, WHICH ARE MORE THAN TWO (2) YEARS OLD. 5 6 WHEREAS, the Human Resources Director has certified that certain 7 records in the custody of the Human Resources Department, as set forth in Exhibit "A." 8 9 attached hereto and incorporated herein by reference, have been retained for all legally 10 required retention periods; and 11 WHEREAS, the City Attorney has approved and consented to the 12 destruction of these records as required by law. 13 NOW, THEREFORE, the City Council of the City of Culver City, California. 14 DOES HEREBY resolve as follows: 15 16 As authorized by California Government Code §§ 34090 and with the 17 consent of the City Attorney, the City Council hereby approves the destruction by the 18 Human Resources Director, or his or her designee, of the records set forth in Exhibit 19 "A." 20 APPROVED and ADOPTED this day of , 2016. 21 22 23 MICHEÁL O'LEARY, Mayor City of Culver City, California 24 APPROVEDAS TO FORM ATTEST: 25

ROL A. SCHWAB

City Attorney

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MARTIN COLE

City Clerk

EXHIBIT "A"

 <u>Eligible List</u>	Exam #	Expiration Date
Accountant	1146	8/17/2008
Accountant II (Promotional)	1382	2/18/2012
Administrative Intern	1091	6/30/2007
Administrative Intern	1237	12/27/2007
Administrative Intern	1265	3/31/2008
Building Engineer	1310	9/18/2010
Building Services Specialist	1123	5/2/2008
Bus Operator	1271	3/31/2010
Bus Operator	1351	9/19/2012
Business Tax Inspector	1213	9/4/2009
Cashier	1241	6/1/2009
Cashier	1333	6/1/2010
Cashier	1380	12/30/2011
Claims and Safety Coordinator	1273	5/2/2008
Claims and Safety Coordinator	1273	7/31/2008
Claims and Safety Coordinator	1347	1/4/2011
Clerk	1377	11/13/2012
Communications Supervisor	1113	12/13/2009
Custodian	1350	4/19/2012
Deputy Human Resources Director	1302	10/3/2010
Economic Development Manager	1231	3/11/2009
Equipment Maintenance Supervisor	1172	2/20/2008
Fire Captain	1391	7/27/2012
Fire Chief (Promotional)	1360	4/30/2011
Fire Engineer	1323	6/11/2010
Fire Engineer	1359	7/29/2011
Fire Engineer	1415	9/6/2013
Fire Prevention Specialist	1381	1/25/2012
Forensic Specialist	1366	8/12/2012
Information Systems Analyst (Police)	1229	3/10/2009
Lifeguard/Swim Instructor	1337	6/1/2010
Maintenance Electrician	1349	4/5/2011
Maintenance Worker I	1284	11/10/2011
Maintenance Worker I (Parks)	1158	2/22/2008
Maintenance Worker I (Parks)	1284	11/10/2009
Maintenance Worker II (Promotional)	1371	11/9/2011
Management Analyst	1311	12/18/2009
Park Maintenance Supervisor	1154	2/14/2008
Parking Enforcement Officer	1275	5/22/2010
Parking Enforcement Officer	1355	4/1/2011
Parking Enforcement Officer	1374	11/23/2012
Parking Enforcement Officer (Promotional)	1354	4/1/2011
Parking Enforcement Officer (Promotional)	1373	11/23/2012
Police Captain (Promotional)	1296	11/3/2009

EXHIBIT "A"

 Eligible List	Exam#	Expiration Date
Police Lieutenant (Promotional)	1385	5/3/2012
Police Officer - Lateral Entry	1375	11/ 23 /2011
Police Officer - Lateral Entry	1383	4/15/2012
Police Officer - Lateral Entry	1400	5/17/2012
Police Officer - Lateral Entry	1454	8/15/2013
Police Officer Recruit (Pre-Service Academy Graduate)	1402	5/10/2013
Police Recruit	1384	5/10/2013
Police Recruit	1403	5/14/2013
Police Recruit	1452	8/15/2013
Police Sergeant	1396	2/14/2013
Police Sergeant (Promotional)	1420	10/31/2013
Pool Manager	1242	12/31/2009
Pool Manager	1335	6/1/2010
Pool Manager	1378	12/30/2012
Pool Manager	1389	5/27/2013
Recreation Leader (After School Programs)	1340	6/26/2011
Recreation Leader I (After School Programs)	1250	12/31/2008
Recreation Leader I (Day Camps)	1254	12/31/2008
Recreation Leader II	1251	7/7/2009
Recreation Leader II (After School Programs)	1217	1/31/2009
Recreation Leader II (Day Camps)	1387	4/14/2013
Recreation Leader II (After School)	1320	3/27/2010
Recreation Leader II (Day Camps)	1255	12/31/2008
Recreation Specialist	1368	9/27/2010
Recreation Specialist (After School Programs)	1253	12/31/2008
Recreation Specialist (Day Camps)	1257	12/31/2008
Recreation Specialist (Parks and Playgrounds)	1259	12/31/2008
Redevelopment Project Manager	1232	5/6/2009
Senior Civil Engineer	1203	9/17/2009
Senior Computer Programmer Analyst	1235	6/9/2008
Senior Computer Programmer Analyst	1183	4/17/2009
Senior Jailer	1264	5/2/2010
Senior Management Analyst - PRCS (Open & Promo)	1220	10/11/2010
Senior Recreation Leader (After School Programs)	1339	11/5/2009
Senior Recreation Leader (Day Camps)	1364	5/24/2012
Senior Recreation Leader (Day Camps)	1386	4/14/2013
Senior Recreation Leader (Parks & Playgrounds)	1363	5/24/2012
Senior Recreation Leader (After School Programs)	1252	12/31/2008
Senior Recreation Leader (Parks and Playgrounds)	1258	12/31/2008
Senior Enterprise Business Analyst	1303	10/3/2008
Sr. Recreation Leader (After School)	1317	5/15/2010
Sr. Recreation Leader (Day Camps)	1319	5/18/2010
Subdrain Worker (Promotional)	1225	2/5/2008
Transit Operations Supervisor	1370	11/2/2011

EXHIBIT "A"

Eligible List	Exam #	Expiration Date
Warehouse Worker/Deliver Driver	1312	1/26/2009

I hereby certify that the records listed in this Exhibit "A" has been retained for all legally required retention periods.

SERENA WRIGHT

Human Resources Director

Approved for Destruction:

CAROL SCHWAB
City Attorney