

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 05/12/08		Item Number: <u>C-4</u>	
AGENDA ITEM: Adoption of a Resolution Authorizing the Destruction of Certain Records Retained by the Finance Department.			
Contact Person/Dept.: Mary V. Noller/ Finance		Phone Number: 310-253-6012	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☐ Attachments: ☒	
Public Notification: Master Notification List (05/07/08)			
Department Approval: Jeff Muir (05/07/08)		City Attorney Approval: Carol Schwab (by H. Iker) (05/07/08)	
Fiscal Impact Review: Jeff Muir (05/07/08)		City Manager Approval: Jerry B. Fulwood (05/07/08)	
<u>RECOMMENDATION:</u> Staff recommends the City Council adopt a Resolution authorizing the destruction of certain records retained by the Finance Department. <u>BACKGROUND / DISCUSSION:</u> 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. The documents listed in Exhibit "A," attached to the Resolution, have been reviewed in accordance with the provisions of Government Code § 34090 and meet those requirements for destruction. The City Attorney has consented in writing to the destruction of these records. <u>FISCAL ANALYSIS:</u> There is no fiscal impact associated with this item. The destruction of records will be completed in house. <u>ATTACHMENTS:</u> Proposed Resolution			

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MOTION:

That the City Council:

Adopt the Resolution authorizing the destruction of certain records retained by the Finance Department.