

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 2/26/07		Item Number: <u>C-4</u>	
AGENDA ITEM: Adoption of a Resolution Authorizing the Destruction of Certain Records Retained within the Transportation Department.			
Contact Person/Dept.: Jane Leonard		Phone Number: 310-253-6523	
Fiscal Impact: Yes ☐ No ☒		General Fund: Yes ☐ No ☐	
Public Hearing: ☐		Action Item: ☒ Attachments: ☒	
Public Notification: Master Notification List (2/22/2007)			
Department Approval: Steve Cunningham (1/25/2007)		City Attorney Approval: Carol Schwab (by H. Iker) (02/21/2007)	
City Controller Approval: Marlee Chang (2/20/2007)		City Manager Approval: Jerry B. Fulwood (02/21/2007)	
<u>RECOMMENDATION:</u> Staff recommends the City Council adopt a resolution authorizing the destruction of certain records retained within the Transportation Department. <u>BACKGROUND:</u> The Transportation Department has reviewed numerous records, which are more than three (3) years old and have no further administrative, legal or fiscal value. The records, as described in Exhibit "A" of the Resolution, have been reviewed by the City Attorney in accordance with Government Code Section 34090 and have met those requirements for destruction, subject to approval by the City Council. <u>FISCAL ANALYSIS:</u> Records destruction is performed by the City's Graphics Department, therefore, there is no additional fiscal impact associated with this item. <u>ATTACHMENTS:</u> 1. Proposed Resolution <u>MOTION:</u> That the City Council: <u>Adopt the resolution authorizing the destruction of certain records retained within the Transportation Department.</u>			