

MEETING DATE: 1/26/09

AGENDA ITEM: Consideration of a Resolution Authorizing the Destruction of Examination Material in the Human Resources Department which are more than Two (2) Years Old

ATTACHMENTS

1. Resolution with Attachment "A"

Pages

1 – 2

1 RESOLUTION NO. 2009-R _____

2
3 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
4 CULVER CITY, CALIFORNIA, AUTHORIZING
5 DESTRUCTION OF CERTAIN FILES IN THE HUMAN
6 RESOURCES DEPARTMENT, WHICH ARE MORE THAN
7 TWO (2) YEARS OLD.

8 WHEREAS, the Human Resources Director has certified that certain
9 records in the custody of the Human Resources Division, as set forth in Exhibit "A,"
10 attached hereto and incorporated herein by reference, have been retained for all legally
11 required retention periods; and

12 WHEREAS, the City Attorney has approved and consented to the
13 destruction of these records as required by law.

14 NOW, THEREFORE, the City Council of the City of Culver City, California,
15 DOES HEREBY RESOLVE as follows:

16 As authorized by California Government Code §§ 34090 and Council
17 Policy No. 4305, and with the consent of the City Attorney, the City Council hereby
18 approves the destruction by the Human Resources Director, or his or her designee, of
19 the records set forth in Exhibit "A."

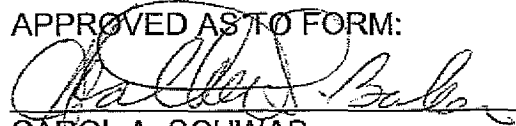
20 APPROVED and ADOPTED this _____ day of _____, 2009.

21
22
23
24
25 ATTEST:

26 _____
27 MARTIN R. COLE
28 City Clerk

D. SCOTT MALSIN, Mayor
City of Culver City, California

APPROVED AS TO FORM:



CAROL A. SCHWAB
City Attorney

EXHIBIT "A"

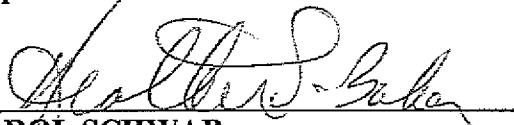
Accountant (Promotional).....	Exam #1116 – Expired 11-28-06
Bus Operator.....	Exam #1105 – Expired 10-19-06
Bus Operator.....	Exam #1079 – Expired 04-19-06
Engineering Services Manager.....	Exam #1078 – Expired 05-18-06
Environmental Coordinator.....	Exam #1085 – Expired 07-01-06
Environmental Coordinator.....	Exam #1063 – Expired 01-28-06
Firefighter.....	Exam #1047 – Expired 11-24-06
Maintenance Operations Manager.....	Exam #1077 – Expired 04-08-06
Mechanic.....	Exam #1070 – Expired 05-31-06
Payroll Technician (Promotional).....	Exam #1068 – Expired 12-03-06
Permit Technician.....	Exam #1075 – Expired 04-08-06
Planning Technician.....	Exam #1099 – Expired 09-21-06
Planning Technician.....	Exam #1032 – Expired 03-30-05
Police Officer – Lateral Entry.....	Exam #1095 – Expired 08-26-06
Police Recruit.....	Exam #1096 – Expired 08-30-06
Police Recruit.....	Exam #1052 – Expired 11-16-05
Property Technician.....	Exam #1052 – Expired 06-14-06
Recreation Coordinator.....	Exam #1049 – Expired 03-22-06
Recreation Coordinator - Aquatics.....	Exam #1049 – Expired 03-22-06
Sanitation Crew Supervisor.....	Exam #1103 – Expired 12-27-06
Sanitation Driver.....	Exam #1030 – Expired 04-15-06
Sanitation Roll-Off Driver.....	Exam #1035 – Expired 06-14-06
Senior Accountant.....	Exam #1041 – Expired 07-26-06
Senior Account Clerk.....	Exam #1082 – Expired 05-29-06
Senior & Social Services Specialist – Nutrition Services.....	Exam #1065 – Expired 01-27-06
Senior & Social Services Specialist – R.S.V.P.	Exam #1066 – Expired 01-27-06
Traffic Painter.....	Exam #1080 – Expired 04-22-06
Transit Operations Supervisor.....	Exam #1073 – Expired 02-09-06
Training & Safety Instructor.....	Exam #1062 – Expired 04-18-06
Warehouse Worker/Delivery Driver.....	Exam #1056 – Expired 12-23-06



SERENA WRIGHT
Human Resources Director

Dated: 1/13/09

Approved for Destruction:



CAROL SCHWAB
for City Attorney

Dated: 1/14/09