

RESOLUTION NO. RES-24-0038

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF LONG BEACH APPROVING AND AUTHORIZING
THE DESTRUCTION OF CERTAIN RECORDS, PAPERS,
AND WRITINGS BY THE CITY PROSECUTOR
DEPARTMENT

The City Council of the City of Long Beach resolves as follows:

Section 1. Pursuant to and in accordance with the provisions of Section 34090 of the Government Code of the State of California and Chapter 1.28 of the Long Beach Municipal Code relating to the destruction of City records, and the City Attorney having heretofore given written consent, the City Council of the City of Long Beach does hereby approve and authorize the destruction by the City Prosecutor Department of any and all of the records, documents, instruments, books, papers, and writings as set forth in the documents attached hereto and marked Exhibit "A" and by reference thereto made a part hereof, which records are under its charge and are no longer required for use in its respective office, said records being no less than two (2) years old unless otherwise authorized by law.

Section 2. The City Council hereby finds that none of said records:

- A. Affect the title to real property or liens thereon;
- B. Constitute official court records;
- C. Constitute records which are required to be kept by statute;
- D. Constitute the original or record copies of the minutes, ordinances or resolutions of the City of Long Beach or any City Board or Commission.

Section 3. This resolution shall take effect immediately upon its adoption

OFFICE OF THE CITY ATTORNEY
DAWN MCINTOSH, City Attorney
411 West Ocean Boulevard, 9th Floor
Long Beach, CA 90802-4511

1 by the City Council, and the City Clerk shall certify the vote adopting this resolution.

2 I hereby certify that the foregoing resolution was adopted by the City
3 Council of the City of Long Beach at its meeting of April 9, 2024,
4 by the following vote:

5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28

Ayes: Councilmembers: Allen, Duggan, Supernaw, Kerr, Saro, Uranga,
Austin, Ricks-Oddie.

Noes: Councilmembers: None.

Absent: Councilmembers: Zendejas.

Recusal(s): Councilmembers: None.



City Clerk

EXHIBIT “A”

Date*
12/28/2023

Department*
City Prosecutor

Bureau, Division, and/or Section
Law Enforcement

RECORDS DESTRUCTION APPROVAL

Department Head Approval
Douglas Haubert

City Clerk Approval
Monique DeLaGarza

City Attorney Approval
Anita Lakhani

Department Head Approval Date
1/12/2024

City Clerk Approval Date
1/12/2024

City Attorney Approval Date
3/12/2024

DEPARTMENTAL RECORDS

Retention Schedule Item No *	Record Title *	Description	Years Involved *	Box No. On-Site *	Box No. Off-Site *
NA	Criminal case files - Domestic Violence cases	Case No. 6LB00036 to 6LB08224 (All cases have been closed for 2+ years)	2016	12	NA
NA	Criminal case files - Domestic Violence cases	Case NO. 7LB00021 to 7LB11606 (All cases have been closed for 2+ years)	2017	23	NA
NA	Criminal Case Files - Misdemeanor Cases	Case No. 7LB00001 to 7LB05475 (All cases have been closed for 2+ years)	2017	87	NA
NA	Criminal case files - Domestic Violence Cases	Case No. 8LB00001 tot 8LB06078 (All cases have been closed for 2+ years)	2018	51	NA

Remarks

All these cases were closed on or before 11/01/2021. Applicable statute is California Government Code Section 34090(d) which requires a record to be kept for a minimum of 2 years after it was closed.