

April 9, 2024

Honorable Mayor and City Council  
City of Long Beach  
California

**RECOMMENDATION:**

Recommendation to approve the destruction of records for the Office of City Prosecutor; and adopt resolution.

**DISCUSSION**

Pursuant to Section 34090 of the California Government Code and Chapter 1.28 of the Long Beach Municipal Code, records destruction for City Manager departments, elected officials and appointed offices must be submitted to the City Council for approval. The records destruction must comply with each department's records retention schedule.

In its capacity as responsible agent for the operation of the Records Center, the Office of the City Clerk has worked with the department listed to review the records destruction (Exhibit A).

The Office of City Prosecutor and the Office of the City Clerk concur in the above recommendation.

**FISCAL IMPACT**

Appropriations have been budgeted in FY 24 for the operation of the City Records Center.

**SUGGESTED ACTION:**

Approve recommendation.

Respectfully submitted,



Monique De La Garza  
City Clerk