

RESOLUTION NO. R01-49

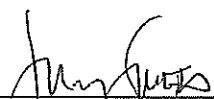
**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF PALOS VERDES ESTATES, CALIFORNIA,
AUTHORIZING THE DESTRUCTION OF
SPECIFIC OBSOLETE RECORDS OF THE
CITY TREASURER'S DEPARTMENT**

WHEREAS, the City Council of the City of Palos Verdes Estates, California has received a communication from the City Clerk in words as follows:

Pursuant to the authority contained in the Government Code Section 34090, permission is required to destroy certain City records without making a copy thereof ("Exhibit A") attached thereto.

I certify that the foregoing records for destruction, "Exhibit A" do not contain:

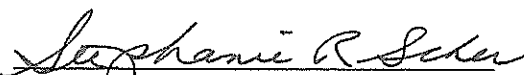
- a. Records affecting the title to real property or liens thereon;
- b. Court records;
- c. Records required to be kept by statute;
- d. Records less than two years old; and
- e. The original minutes, ordinances or resolutions of the legislative body or a City committee or commission.



Judy Smith, City Clerk

WHEREAS, the City Attorney has given her written consent to the request of the City Clerk in words as follows:

The City Attorney consents in writing to the destruction of the foregoing records.



Stephanie R. Scher, City Attorney

NOW, THEREFORE, THE CITY COUNCIL HEREBY FINDS AND RESOLVE AS FOLLOWS:

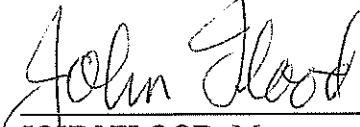
Section 1. That the records the City Clerk has requested to be destroyed ("Exhibit A") are not:

- a. Records affecting the title to real property or liens thereon;
- b. Court records;
- c. Records required to be kept by statute;
- d. Records less than two years old; and
- e. The original minutes, ordinances or resolutions of the legislative body or of a City committee or commission.

Section 2. The legislative body does hereby approve the destruction of the records and documents set forth in the City Clerk communication attached as "Exhibit A".

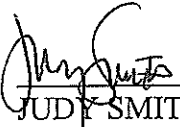
Section 3. The City Clerk shall certify the adoption of this Resolution.

PASSED, APPROVED and ADOPTED this 11th day of September, 2001.



JOHN FLOOD, Mayor

ATTEST:



JUDY SMITH, City Clerk

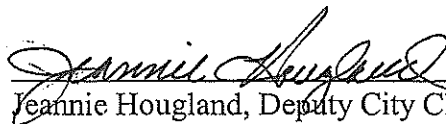
STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF PALOS VERDES ESTATES)

I, Jeannie Hougland, Deputy City Clerk for the City of Palos Verdes Estates, California, do hereby certify that the foregoing Resolution R01-49 was duly and regularly approved and adopted by the City Council of the City of Palos Verdes Estates at its regular meeting of the City Council on the 13th day of November, 2001, by the following vote:

AYES: COUNCILMEMBERS: Flood, Humphrey, Mackenbach, Sherwood,
Turner

NOES: COUNCILMEMBERS: None

ABSENT: COUNCILMEMBERS: None


Jeannie Hougland, Deputy City Clerk

CITY CLERK
CITY OF PALOS VERDES ESTATES

REQUEST FOR
AMENDMENT TO RECORDS RETENTION SCHEDULE

RECORDS OF
CITY TREASURER

DATE: OCTOBER 1994

(DEPARTMENT)

ITEM NO.	TITLE OF RECORD SERIES	ADD	CHANGE	DELETE	DESCRIPTION OF REQUESTED AMENDMENT
1	Proposition A & Proposition B billing (cards)	2 yr.			Not addressed in original schedule
2	Assessment District unused interest coupons on closed bonds	2 yr.			Not addressed in original schedule

[Signature]
DEPARTMENT HEAD
11/1/94
DATE

[Signature]
CITY MANAGER

[Signature]
CITY ATTORNEY

[Signature]
CITY COUNCIL

DATE: 11-2-94

DATE: 11-9-94

DATE: 11-9-94

RECORDS OF CITY TREASURER
DEPARTMENT

ITEM NO.	TITLE OR DESCRIPTION	TOTAL RETEN. PERIOD	INCLUSIVE DATES FROM TO	QUANTITY
1	Proposition A & Proposition B billing cards	2 yr	1989 1990	
2	Cancelled checks	10 yrs	1986 1989	

The above records are submitted for destruction in accordance with procedures outlined in the City of Palos-Verdes Estates' Records Management Manual 1986.

Approved: Ed Roberts Date 10/5/01
Department Head

Approved: Jim Jones Date 10-8-01
City Clerk

Approved: Stephanie R. Schaefer Date 10-23-01
City Attorney

Approved: _____ Date _____
City Council

Retention Code:
(in yrs. unless noted)

AR = Annual Review
LA = Last Arrest
P = Permanent
AS = After Settlement
LR = Last Report
S = Superseded
T = Termination

C = Completion
MO = Months
P/M/A = Permanent Microfilm/Archive Copy
P/M = Permanent/Microfilm/Destroy Paper
E/C = Expired or Cancelled
OI = Ownership of Items

