

RESOLUTION NO. R02-31

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
PALOS VERDES ESTATES, CALIFORNIA, AMENDING THE RECORDS  
RETENTION SCHEDULE OF THE CITY CLERK, FINANCE AND  
CITY TREASURER'S DEPARTMENTS

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 requested to amend certain City records listed in Exhibit A and attached hereto; and

WHEREAS, the City desires to destroy unneeded records where no law prohibits their destruction; and

WHEREAS, the City has prepared a records retention schedule covering all records of this City; and

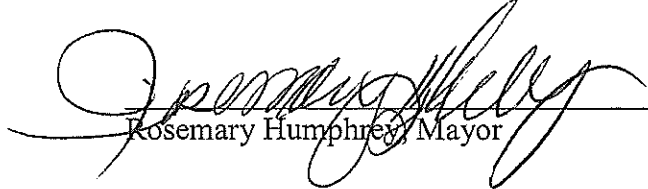
WHEREAS, the City recognizes that this records retention schedule represents a policy and guideline only and that actual destruction of records will require a separate and specific resolution of the City Council;

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Palos Verdes Estates, California does hereby declare as follows:


Section 1. That the records retention schedule for the City Clerk, Finance and City Treasurer's Departments be amended and that the amended schedule be incorporated into the official Records Retention Schedule of the City of Palos Verdes Estates and shall serve as a guideline for the retention and destruction of records unless and until amended or repealed.

Section 2. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Records.

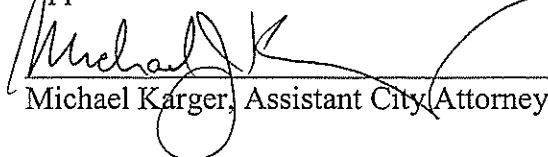
PASSED, APPROVED AND ADOPTED this 24<sup>th</sup> day of September, 2002.

  
Rosemary Humphrey, Mayor

Attest:

  
Judy Smith, City Clerk

Approved as to Form:

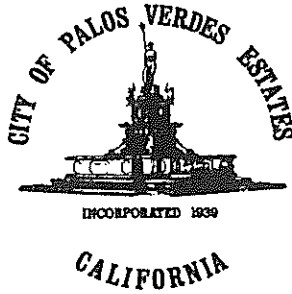
  
Michael Karger, Assistant City Attorney





# CITY OF PALOS VERDES ESTATES

(310) 378-0383



CITY HALL

PALOS VERDES ESTATES  
CALIFORNIA 90274-0283

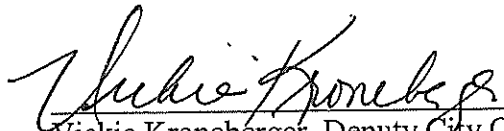
STATE OF CALIFORNIA )  
COUNTY OF LOS ANGELES ) SS:  
CITY OF PALOS VERDES ESTATES )

I, Vickie Kroneberger, Deputy City Clerk for the City of Palos Verdes Estates, California, do hereby certify that the foregoing Resolution **R02-31** 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 24th day of September, 2002, by the following vote:

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

NOES: COUNCILMEMBERS: None

ABSENT: COUNCILMEMBERS: None

  
Vickie Kroneberger, Deputy City Clerk