



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Destruction of Certain Records Retained by the City Attorney's Department

MEETING DATE: May 21, 2003

PREPARED BY: Randall A Hays, City Attorney

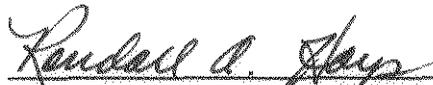
RECOMMENDATION That the City Council grant permission to destroy certain records listed below in excess of two (2) years of age.

BACKGROUND In the interest of conserving storage space and eliminating obsolete files, the City Attorney's Department requests to destroy certain records in excess of two (2) years of age as shown as follows

- 1.) Closed Litigation files in excess of two (2) or more years
- 2.) Miscellaneous Memoranda and Correspondence 1995-2001
- 3.) Miscellaneous Claim Files for years 1995-2001

FUNDING: Not applicable

Respectfully submitted,


Randall A. Hays, City Attorney

APPROVED: _____


H. Dixon Flynn, City Manager

RESOLUTION NO. 2003-88

A RESOLUTION OF THE LODI CITY COUNCIL
AUTHORIZING DESTRUCTION OF CERTAIN RECORDS
RETAINED BY THE CITY ATTORNEY'S OFFICE

=====

WHEREAS, in accordance with Government Code Section 34090, the City Attorney has filed his written consent to the destruction of certain records retained by the Lodi City Attorney's Office, an inventory of which is attached hereto, marked Exhibit A, and thereby made a part hereof.

NOW, THEREFORE, BE IT RESOLVED by the Lodi City Council that:

1. The records heretofore identified are no longer required.
2. The Lodi City Council finds that the City Attorney has given his written consent to the destruction of the records inventoried on Exhibit A attached hereto and the destruction of those records is hereby authorized.

Date May 21, 2003

I hereby certify that Resolution No. 2003-88 was passed and adopted by the Lodi City Council in a regular meeting held May 21, 2003, by the following vote:

AYES: COUNCIL MEMBERS – Beckman, Hansen, Howard, and Land

NOES: COUNCIL MEMBERS – None

ABSENT: COUNCIL MEMBERS – Mayor Hitchcock

ABSTAIN: COUNCIL MEMBERS – None



Susan J. Blackston
City Clerk

EXHIBIT A

DESTRUCTION OF RECORDS

INVENTORY OF CERTAIN RECORDS RETAINED BY THE
LODI CITY ATTORNEY'S OFFICE REQUESTED TO BE
DESTROYED PURSUANT TO GOVERNMENT CODE
SECTION 34090 AS SHOWN BELOW

- 1.) Closed Litigation files in excess of two (2) or more years.
- 2.) Miscellaneous Memoranda and Correspondence 1995-2001
- 3.) Miscellaneous Claim Files for years 1995-2001.

APPROVED FOR DESTRUCTION



Randall A. Hays
City Attorney

Dated: 5-13-03