

CITY OF LOS ANGELES
CALIFORNIA

HOLLY L. WOLCOTT
Interim City Clerk



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MAYOR

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When making inquiries relative to
this matter, please refer to the
Council File No.

March 5, 2014

To All Interested Parties:

The City Council adopted the action(s), as attached, under Council File No. 12-1744
, at its meeting held March 4, 2014.

A handwritten signature in black ink, appearing to read 'Holly L. Wolcott', is written in a cursive style.

City Clerk
wrq

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File No. 12-1744

INNOVATION, TECHNOLOGY AND GENERAL SERVICES COMMITTEE REPORT and RESOLUTION relative to authorization to destroy certain obsolete records from the Los Angeles World Airports, Accounting - Main Office (DOA/40 - 365 Boxes) for the period of January 1, 1948 through December 31, 1999.

Recommendation for Council action:

ADOPT the accompanying RESOLUTION to authorize the destruction of certain obsolete records from the Los Angeles World Airports, Accounting - Main Office (DOA/40 - 365 Boxes) for the period of January 1, 1948 through December 31, 1999.

Fiscal Impact Statement: The City Clerk reports that the retention of 365 records boxes beyond the required retention time period, based on industry commercial standard rates, will continue to cost the City the equivalent of a minimum of \$56.94 per month, or \$683.28 per year.

[These records will be retained for a period of 60 days after the City Council's action to authorize their destruction to allow for public inspection. Contact the Records Management Division at (213) 473-8449 or via email at Todd.Gaydowski@lacity.org to arrange for inspection of records.]

Community Impact Statement: None submitted.

Summary:

On February 11, 2014 your Committee considered a January 16, 2014 City Attorney report relative to the authorization to destroy certain obsolete records from the Los Angeles World Airports, Accounting - Main Office (DOA/40 - 365 Boxes) for the period of January 1, 1948 through December 31, 1999.

After providing for an opportunity for public comment, the Committee recommended that Council approve the recommendation contained in the City Attorney report, as reflected above. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

INNOVATION TECHNOLOGY AND GENERAL SERVICES COMMITTEE



MEMBER	VOTE
BLUMENFIELD:	YES
BONIN:	YES
O'FARRELL:	YES

EV
12-1744_rpt_tgs_2-11-2014

-NOT OFFICIAL UNTIL COUNCIL ACTS-

ADOPTED

MAR 4 2014

LOS ANGELES CITY COUNCIL

RESOLUTION

WHEREAS, the City Clerk has submitted a Request for Authority to Destroy Obsolete Records from 01/01/1948 through 12/31/1999 from the Los Angeles World Airports, and the request is signed by authorized designee Samson Mengistu, and is dated December 18, 2009; and

WHEREAS, said records are fully described on the attached Request for Authority to Destroy Obsolete Records and are certified for destruction by the head of said department; and

WHEREAS, none of said records: (a) affect title to real property or liens thereon; (b) are records of any court or any records required to be held by State statute; (c) are less than 2 years old, except those records with a shorter retention period specified by law; or (d) are minutes, ordinances, or resolutions of the City Council of the City of Los Angeles, or of any Board or Commission thereof; and

WHEREAS, all other provisions of Section 12.5 of the Los Angeles Administrative Code have been complied with.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Los Angeles, that, pursuant to the provisions of Section 12.5 of the Los Angeles Administrative Code, the destruction of said records within the limitations recommended by the Information Technology and Government Affairs Committee is hereby approved.

I HEREBY CERTIFY that the foregoing Resolution was adopted by the Los Angeles City Council at its meeting of MAR 4 2014.

HOLLY L. WOLCOTT, Interim City Clerk

BY [Signature]
Deputy



Council File No. 12-1744