

# CITY OF LOS ANGELES

CALIFORNIA



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

August 23, 2013

To All Interested Parties:

The City Council adopted the action(s), as attached, under Council File No. 13-0660,  
at its meeting held August 21, 2013.

City Clerk  
VCW

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INNOVATION TECHNOLOGY AND GENERAL SERVICES COMMITTEE REPORT and RESOLUTION relative to authorization to destroy obsolete records from the Department of Transportation, Parking Operations/Support and Adjudication Division (DOT/12, and DOT/62 - 50 Boxes) for the period covering January 1, 2001 to December 31, 2008.

Recommendation for Council action:

ADOPT the accompanying RESOLUTION to authorize the destruction of certain obsolete records from the Los Angeles Department of Transportation, Parking Operations/Support and Adjudication Division (DOT/12, and DOT/62 - 50 Boxes) for the period covering January 1, 2001 to December 31, 2008.

Fiscal Impact Statement: The City Clerk reports that the retention of the 50 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 \$8.10 per month, or \$97.20 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 August 13, 2013 your Committee considered a May 28, 2013 City Attorney report and resolution relative to authorization to destroy certain obsolete records from the Department of Transportation, Parking Operations/Support and Adjudication Division (DOT/12, and DOT/62 - 50 Boxes) for the period covering January 1, 2001 to December 31, 2008.

After providing 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

<b>MEMBER</b>	<b>VOTE</b>
BLUMENFIELD:	YES
BONIN:	YES
O'FARRELL:	YES



**ADOPTED**

AUG 21 2013

**LOS ANGELES CITY COUNCIL**

RESOLUTION

WHEREAS, the City Clerk has submitted a Request for Authority to Destroy 9 boxes of Obsolete Records from 01/01/2001 through 12/31/2008 from the Los Angeles Department of Transportation, and the request is signed by authorized designee Robert Andalón, and is dated January 24, 2013; 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,

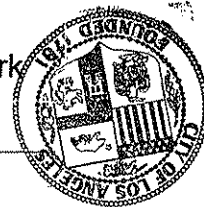
NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Los Angeles, that, pursuant to the provisions of Section 12.5 of the Los Angeles Administrative Code, the destruction of said records within the limitations recommended by the Information Technology and Governmental Affairs Committee is hereby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

I HEREBY CERTIFY that the foregoing Resolution was adopted by the Los Angeles City Council at its meeting of AUG 21 2013

HOLLY L. WOLCOTT, Interim City Clerk

BY 

Deputy



Council File No. 13-01110