

INNOVATION TECHNOLOGY AND GENERAL SERVICES COMMITTEE REPORT and RESOLUTION relative to authorization to destroy obsolete records from the Los Angeles Department of Transportation, various Divisions (DOT/14, DOT/21, DOT31, DOT/33, DOT/66, DOT/70 and DOT/75 - 158 Boxes) for the period covering January 1, 1988 to December 31, 2010.

Recommendation for Council action:

ADOPT the accompanying RESOLUTION to authorize the destruction of certain obsolete records from the Los Angeles Department of Transportation, various Divisions (DOT/14, DOT/21, DOT31, DOT/33, DOT/66, DOT/70 and DOT/75 - 158 Boxes) for the period covering January 1, 1988 to December 31, 2010.

Fiscal Impact Statement: The City Clerk reports that the retention of the 158 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 \$25.60 per month, or \$307.15 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 Los Angeles Department of Transportation, various Divisions (DOT/14, DOT/21, DOT31, DOT/33, DOT/66, DOT/70 and DOT/75 - 158 Boxes) for the period covering January 1, 1988 to December 31, 2010.

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

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

