

STAFF REPORT
City of Lancaster

CC 5
05/27/08
MVB

Date: May 27, 2008

To: Mayor Parris and City Council Members

From: Geri K. Bryan, City Clerk

Subject: **Resolution Authorizing the Destruction of Certain Records**

Recommendation:

Adopt Resolution No. 08-36, authorizing the destruction of certain records (Plans & Plan checks).

Background:

Section 34090 of the Government Code provides a procedure whereby any City record, which has served its purpose and is no longer required, may be destroyed. After a thorough review of the Records Retention Schedule, which was adopted by City Council on September 12, 2000, it has been determined that certain records for Public Works are ready for destruction.