

STAFF REPORT
City of Lancaster

CC 5
4/14/09
MVB

Date: April 14, 2009
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. 09-15**, a Resolution of the City Council of the City of Lancaster, California, 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 Finance are ready for destruction. A list of the records is attached to the Resolution as Exhibit A.

GKB:ba

Attachment:

Resolution No. 09-15
Exhibit A