

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF BEAUMONT AUTHORIZING
DESTRUCTION OF CERTAIN RECORDS IN ACCORDANCE
WITH THE RECORDS RETENTION SCHEDULE ADOPTED BY
CITY COUNCIL**

WHEREAS, on October 2, 2018 the City Council of the City of Beaumont (“City”) adopted Resolution No. 2018-51 entitled A Resolution of the City Council of the City of Beaumont, California, adopting a Records Retention Schedule, Authorizing Destruction of Certain City Records and Rescinding Resolutions 2012-01 and 1997-24; and

WHEREAS, the City’s Records Retention Schedule (“Schedule”) establishes a records management system which is a systematic control over the creation, acquisition, processing, use, protection, storage, and final disposition of all recorded information required by a municipal government to effectively conduct its business; and

WHEREAS, as set forth in the Schedule, City staff recommends that the documents described in Exhibit “A” attached hereto be authorized for destruction.

NOW, THEREFORE, BE IT RESOLVED, that the City of Beaumont authorizes that staff dispose of the documents described in Exhibit “A” attached hereto as authorized in the City of Beaumont’s Records Retention Schedule.

MOVED, PASSED AND ADOPTED this 4th day of February 2020.

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVED:

Rey Santos, Mayor

ATTEST:

Steven Mehlman, City Clerk

APPROVED AS TO FORM:

John O. Pinkney, City Attorney

Exhibit A

Request for Destruction of Records