

RESOLUTION NO. 2015-017

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELK GROVE
AUTHORIZING THE DESTRUCTION OF CERTAIN RECORDS
RETAINED BY THE OFFICE OF THE CITY CLERK**

WHEREAS, on March 26, 2008, the City Council approved Resolution No. 2008-63 establishing a policy for the retention of records maintained by the Office of the City Clerk; and

WHEREAS, at the close of the 2014 calendar year, certain records became eligible for retention review and were audited by the Office of the City Clerk; and


WHEREAS, certain records, as indicated on the attached Exhibit A, have been reviewed and determined to hold no administrative or historical value; and

WHEREAS, the City Attorney has filed written consent to the destruction of the records indicated on Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Elk Grove that:

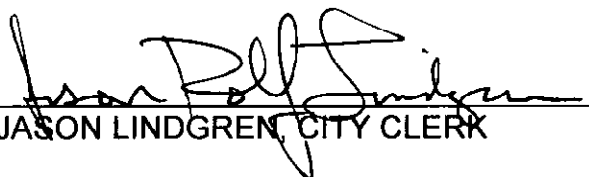
- 1) The records heretofore identified are no longer required.
- 2) The City Attorney has given written consent to the destruction of the records inventoried on Exhibit A and the destruction of those records is hereby authorized.

PASSED AND ADOPTED by the City Council of the City of Elk Grove this 28th day of January 2015.



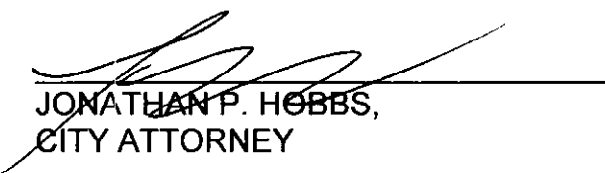
GARY DAVIS, MAYOR of the
CITY OF ELK GROVE

ATTEST:



JASON LINDGREN, CITY CLERK

APPROVED AS TO FORM:



JONATHAN P. HOBBS,
CITY ATTORNEY

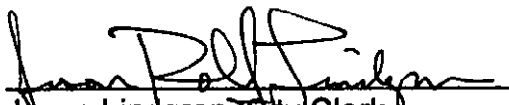
EXHIBIT A

**2014 LIST OF RECORDS FOR DESTRUCTION CITY
OF ELK GROVE, OFFICE OF THE CITY CLERK**

The following list of records is requested to be destroyed pursuant to City of Elk Grove Resolution No. 2008-63:

1. 2011 Unsuccessful Bid Submittals
2. 2011 Unsuccessful Request for Proposal Submittals
3. 2011 Requests for Information
4. 2011 Returned envelopes (*i.e. undeliverable*) for Public Hearing Notices
5. 2011 City Clerk General Correspondence (*e.g. facsimile receipts; cover letters forwarding documents to the Recorder's Office and transmitting information; notification letters regarding filing obligations and committee applicants of their appointment or non-selection; general incoming communications; outdated rosters of regional boards, committees, and commissions, etc.*)
6. 2011 Candidate applications for service on City Committees and Commissions – non-appointed
7. 2013 City Council meeting audio tapes – duplicate records (*i.e. to be erased and reused; Note: Video recordings are available for these meetings.*)
8. 2008 Claims (*Only includes filed claim form and filing correspondence closed prior to January 1, 2009, claim case file not on file with the Office of the City Clerk*)
9. 2011 Appeals (*Only includes filed appeal form and filing correspondence*)
10. 2007 Statements of Economic Interest (*includes designated filers, unsuccessful candidates for Council, and copies of Government Code §87200 filers*)
11. 2008 Campaign Disclosure Statements – (*Unsuccessful Candidates for Council*)
12. 2008 Contracts (*verified contract terms completed prior to January 1, 2009*)

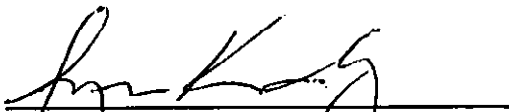
I certify that I have reviewed the above records and authorize their destruction:



Jason Lindgren, City Clerk

January 22, 2015
Date

APPROVED FOR DESTRUCTION:


FOR _____
Jonathan P. Hobbs, City Attorney

1-22-15
Date

CERTIFICATION
ELK GROVE CITY COUNCIL RESOLUTION NO. 2015-017

STATE OF CALIFORNIA)
COUNTY OF SACRAMENTO) ss
CITY OF ELK GROVE)

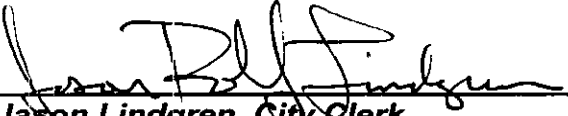
I, Jason Lindgren, City Clerk of the City of Elk Grove, California, do hereby certify that the foregoing resolution was duly introduced, approved, and adopted by the City Council of the City of Elk Grove at a regular meeting of said Council held on January 28, 2015 by the following vote:

AYES : COUNCILMEMBERS: Davis, Hume, Detrick, Ly, Suen

NOES: COUNCILMEMBERS: None

ABSTAIN : COUNCILMEMBERS: None

ABSENT: COUNCILMEMBERS: None



Jason Lindgren, City Clerk
City of Elk Grove, California