

**RESOLUTION NO. 2013-237**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELK GROVE  
AUTHORIZING THE DESTRUCTION OF CERTAIN RECORDS RETAINED BY THE  
PUBLIC WORKS DEPARTMENT**

**WHEREAS**, on September 11, 2013, the City Council approved Resolution No. 2013-172 establishing a policy for the retention of records maintained by the Public Works Department; and

**WHEREAS**, staff has worked diligently to identify various Public Works records permissible for destruction; and

**WHEREAS**, as indicated on the attached Exhibit A, certain permit records and project files are eligible for destruction; 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 11<sup>th</sup> day of December 2013.

  
\_\_\_\_\_  
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**

**RECORDS IDENTIFIED FOR DESTRUCTION  
CITY OF ELK GROVE, PUBLIC WORKS DEPARTMENT**

The following list of records is requested to be destroyed pursuant to City of Elk Grove Resolution No. 2013-172.

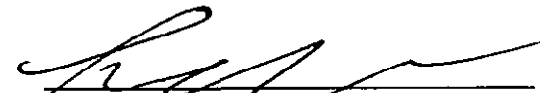
| <b>Items Proposed for Destruction</b> | <b>Year(s)</b> | <b>Policy Retention Period</b>        | <b>Citation</b> |
|---------------------------------------|----------------|---------------------------------------|-----------------|
| Encroachment Permits                  | 1999 – 2005    | CL+ 2<br>(closed/completed + 2 years) | GC34090d        |
| Street Use Permits                    | 1999 – 2005    | CL+ 2<br>(closed/completed + 2 years) | GC34090d        |

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

  
For Richard W. Shepard, Public Works Director

12/5/13  
Date

APPROVED FOR DESTRUCTION:

  
Jonathan P. Hobbs, City Attorney

12/6/13  
Date

**CERTIFICATION  
ELK GROVE CITY COUNCIL RESOLUTION NO. 2013-237**

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

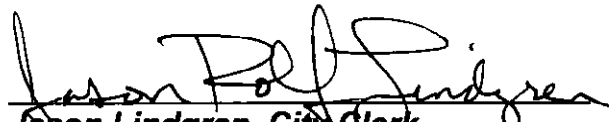
***I, Jason Lindgren, City Clerk of the City of Elk Grove, California, do hereby certify that the foregoing resolution was duly introduced, approved, and adopted by the City Council of the City of Elk Grove at a regular meeting of said Council held on December 11, 2013 by the following vote:***

**AYES :        COUNCILMEMBERS:        Davis, Detrick, Hume, Trigg**

**NOES:        COUNCILMEMBERS:        None**

**ABSTAIN :    COUNCILMEMBERS:        None**

**ABSENT:     COUNCILMEMBERS:        Cooper**

  
**Jason Lindgren, City Clerk  
City of Elk Grove, California**