



## Legislation Details (With Text)

<b>File #:</b>	ID-2016-619	<b>Version:</b>	1	<b>Name:</b>	Retention Schedules - Planning, Building, EDH, HR, CS, Finance, IT
<b>Type:</b>	CC Resolution	<b>Status:</b>		<b>Status:</b>	Passed
<b>File created:</b>	10/4/2016	<b>In control:</b>		<b>In control:</b>	City Council
<b>On agenda:</b>	10/18/2016	<b>Final action:</b>		<b>Final action:</b>	10/18/2016

**Title:** Resolution Of The City Council Of The City Of Emeryville Adopting Revised City Of Emeryville Records Retention Schedules For The Planning, Building, Economic Development & Housing, Human Resources, Community Services, Finance And Information Technology Departments And Authorizing The Destruction Of Records Per The Attached Retention Schedules Pursuant To Government Code Section 34090; And Authorizing Destruction Of Duplicate Records Pursuant To Government Code Section 34090.7 (Sheri Hartz / Nanci Lima)

### Sponsors:

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### Code sections:

**Attachments:** 1. Staff Report, 2. Resolution, 3. Final Planning Retention Schedule, 4. Final Building Retention Schedule, 5. Final Economic Development & Housing Schedule, 6. Final Human Resources Retention Schedule, 7. Final Community Services Retention Schedule, 8. Final Finance Retention Schedule, 9. Final Information Technology Retention Schedule

Date	Ver.	Action By	Action	Result
10/18/2016	1	City Council	approve	Pass

Resolution Of The City Council Of The City Of Emeryville Adopting Revised City Of Emeryville Records Retention Schedules For The Planning, Building, Economic Development & Housing, Human Resources, Community Services, Finance And Information Technology Departments And Authorizing The Destruction Of Records Per The Attached Retention Schedules Pursuant To Government Code Section 34090; And Authorizing Destruction Of Duplicate Records Pursuant To Government Code Section 34090.7 (Sheri Hartz / Nanci Lima)

Staff recommends that Council approve the resolution adopting Retention Schedules for Planning, Building, Economic Development & Housing, Human Resources, Community Services, Finance and Information Technology; and authorizing destruction of records pursuant to said retention schedules and authorizing destruction of duplicate records.