

**EXHIBIT A
CITY OF PALM DESERT
AUTHORITY TO DESTROY OBSOLETE RECORDS**

Dept.	Retention No.	Description of Record	Years Covered	Retention Period	Shred or Discard
CODE	CE-001	Abandoned Vehicle Abatement Reports	2011-2018	5 years	Shred
CODE	CE-010	Golf Cart Applications	2013-2018	5 years	Shred

I consent to the destruction of these obsolete records according to accepted policies and procedures.

_____ Date
City Clerk

_____ Date
City Attorney

Approved by City Council:

Original: City Clerk's Office

Copy: Department