



# CITY OF LONG BEACH

**C-8**

DEPARTMENT OF CITY CLERK

333 West Ocean Boulevard

Long Beach, CA 90802

562/570-6101

FAX 562/570-6789

April 22, 2008

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

**RECOMMENDATION:**

Recommendation to adopt a resolution approving and authorizing the destruction of certain records, papers, and writings by the City Clerk Department as shown in Attachment 1.

DISCUSSION

Pursuant to Section 34090 of the California Government Code and Chapter 1.28 of the Long Beach Municipal Code, records destruction for City Manager departments and elected officials must be submitted to the City Council for approval. The records destruction must comply with each department's records retention schedule.

In its capacity as responsible agent for the operation of the Records Center, the City Clerk Department has worked with the department listed to review the records destruction (Attachment 1).

The City Attorney and City Clerk Department concur in the above recommendation.

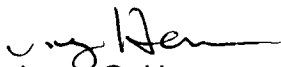
FISCAL IMPACT

Appropriations have been budgeted in FY 08 for the operation of the City Records Center.

**SUGGESTED ACTION:**

Approve recommendation.

Respectfully submitted,

  
Larry G. Herrera  
City Clerk

LH:md

OFFICE OF THE CITY ATTORNEY  
ROBERT E. SHANNON, City Attorney  
333 West Ocean Boulevard, 11th Floor  
Long Beach, CA 90802-4664

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RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONG BEACH APPROVING AND AUTHORIZING THE DESTRUCTION OF CERTAIN RECORDS, PAPERS, AND WRITINGS BY THE LONG BEACH CITY CLERK DEPARTMENT.

The City Council of the City of Long Beach resolves as follows:

Section 1. Pursuant to and in accordance with the provisions of Section 34090 of the Government Code of the State of California and Chapter 1.28 of the Long Beach Municipal Code relating to the destruction of City records, and the City Attorney having heretofore given his written consent, the City Council of the City of Long Beach does hereby approve and authorize the destruction by the Long Beach City Clerk Department of any and all of the records, documents, instruments, books, papers, and writings as set forth in the documents attached hereto and marked Exhibit "A" and by reference thereto made a part hereof, which records are under its charge and are no longer required for use in its respective office, said records being no less than two (2) years old.

Section 2. The City Council hereby finds that none of said records:

- A. Affect the title to real property or liens thereon;
- B. Constitute official court records;
- C. Constitute records which are required to be kept by statute;
- D. Constitute the original or record copies of the minutes,

ordinances or resolutions of the City of Long Beach or any City Board or Commission.

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OFFICE OF THE CITY ATTORNEY  
ROBERT E. SHANNON, City Attorney  
333 West Ocean Boulevard, 11th Floor  
Long Beach, CA 90802-4664

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Section 3. This resolution shall take effect immediately upon its adoption by the City Council, and the City Clerk shall certify the vote adopting this resolution.

I hereby certify that the foregoing resolution was adopted by the City Council of the City of Long Beach at its meeting of \_\_\_\_\_, 2008, by the following vote:

Ayes: Councilmembers: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Noes: Councilmembers: \_\_\_\_\_  
\_\_\_\_\_

Absent: Councilmembers: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
City Clerk

GJA: lkm - 04/7/08  
A08-01055

**Destruction Notification Rpt**  
**City of Long Beach (CLB)**  
**Unknown (TMP)**  
**CITY CLERK (070101)**

Cost Center: ( )

Records Coordinator: MONIQUE DE LA GARZA Mail Drop: LOBBY Phone: (562)570-6981 ext:

ACCORDING TO YOUR RECORDS RETENTION SCHEDULE, THE FOLLOWING BOXES ARE READY FOR DESTRUCTION.

(X) Code	Destroy Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates		On Hold?	Destroy Date 12/31/2007	Location	Space#
					Beg.	Ending				
<input type="checkbox"/>	1	16303	10003.5	ACCOUNTING FILES	01/01/1999	12/31/2000		12/31/2005	D-05-02	10

**Folders within the above box**

**File Number1** Beginning Date: 01/01/1999 Ending Date: 12/31/2000 Record Title Name: ACCOUNTING FILES  
Iron Mountain Ref #: Description: JOURNAL VOUCHERS 1999-2000

**File Number2** Beginning Date: 01/01/1999 Ending Date: 12/31/2000 Record Title Name: ACCOUNTING FILES  
Iron Mountain Ref #: Description: DIRECT PAYMENTS 1999-2000

<input type="checkbox"/>	1	15705	10037.9	ACCOUNTING FILES	01/01/2003	12/31/2003		12/31/2005	E-01-01	14
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**Folders within the above box**

**File Number1** Beginning Date: 01/01/2000 Ending Date: 12/31/2000 Record Title Name: ACCOUNTING FILES  
Iron Mountain Ref #: Description: IRON MOUNTAIN INVOICES 2000

**File Number2** Beginning Date: 01/01/2001 Ending Date: 12/31/2001 Record Title Name: ACCOUNTING FILES  
Iron Mountain Ref #: Description: IRON MOUNTAIN INVOICES 2001

**File Number3** Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ACCOUNTING FILES  
Iron Mountain Ref #: Description: IRON MOUNTAIN INVOICES 2002

<input type="checkbox"/>	9	D-050	10002.5	BUDGET FILES	01/01/1991	01/01/1995		01/01/2000	D-01-03	9
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**Folders within the above box**

**File Number1** Beginning Date: 01/01/1991 Ending Date: 01/01/1995 Record Title Name: BUDGET FILES  
Iron Mountain Ref #: 1 Description: BUDGET WORKING FILES (RETENTION = 5 YEARS)

<input type="checkbox"/>	9	16305	10002.5	BUDGET FILES	01/01/1999	12/31/2002		12/31/2007	D-05-02	12
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**Folders within the above box**

4-2-08 Monique De La Garza  
Date RECORDS MANAGER

4-2-2008 L. G. H.  
Date CITY CLERK

4/14/08 Anthony J. Anderson  
Date CITY ATTORNEY

Destruction Notification Rpt  
City of Long Beach (CLB)  
Unknown (TMP)  
CITY CLERK (070101)

Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Ending	On Hold?	Destroy Date 12/31/2007	Location	Space#
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Folders within the above box

File Number1

Beginning Date: 01/01/1999 Ending Date: 12/31/2002 Record Title Name: BUDGET FILES

Iron Mountain Ref #:

Description: SB-90 CLAIMS & OPEN MEETING ACT

<input type="checkbox"/>	1	15691	10003.3	ELECTION FILES	01/01/1998	12/31/1999	12/31/2005	G-02-02	18
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Folders within the above box

File Number1

Beginning Date: 01/01/1998 Ending Date: 12/31/1999 Record Title Name: ELECTION FILES

Iron Mountain Ref #:

Description: GME 6/02/98 - DIMS

File Number2

Beginning Date: 01/01/1998 Ending Date: 12/31/1999 Record Title Name: ELECTION FILES

Iron Mountain Ref #:

Description: GME 6/2/98 PAYROLL RECORDS

File Number3

Beginning Date: 01/01/1998 Ending Date: 12/31/1999 Record Title Name: ELECTION FILES

Iron Mountain Ref #:

Description: SME 3/30/99 POLLING PLACE & POLLWORKER RECRUITMENT

File Number4

Beginning Date: 01/01/1998 Ending Date: 12/31/1999 Record Title Name: ELECTION FILES

Iron Mountain Ref #:

Description: SME 3/30/99 WORKING SHEETS - RETENTION = 6 YRS

File Number5

Beginning Date: 01/01/1998 Ending Date: 12/31/1999 Record Title Name: ELECTION FILES

Iron Mountain Ref #:

Description: SME 3/30/99 PARYOLL RECORDS

File Number6

Beginning Date: 01/01/1998 Ending Date: 12/31/1999 Record Title Name: ELECTION FILES

Iron Mountain Ref #:

Description: SME 3/30/99 CHECK-IN STATIONS, TROUBLESHOOTERS, AND BALLOT COUNTING

File Number7

Beginning Date: 01/01/1998 Ending Date: 12/31/1999 Record Title Name: ELECTION FILES

Iron Mountain Ref #:

Description: SME 3/30/99 DIMS

<input type="checkbox"/>	1	18146	10041.3	ELECTION FILES - LOSING	01/01/1999	12/31/1999	12/31/2007	G-04-02	9
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Folders within the above box

File Number1

Beginning Date: 01/01/1999 Ending Date: 12/31/2001 Record Title Name: ELECTION FILES - LOSING CANDIDATES

Iron Mountain Ref #:

Description: SPECIAL MUNI ELECTION MARCH 30, 1999 - LOSING CANDIDATES

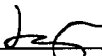
File Number2

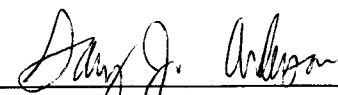
Beginning Date: 01/01/1999 Ending Date: 12/31/2001 Record Title Name: ELECTION FILES - LOSING CANDIDATES

Iron Mountain Ref #:

Description: NOMINATION PAPERS

4-2-08   
Date RECORDS MANAGER

4-2-08   
Date CITY CLERK

4/14/08   
Date CITY ATTORNEY

Destruction Notification Rpt  
City of Long Beach (CLB)  
Unknown (TMP)  
CITY CLERK (070101)

Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Ending	On Hold?	Destroy Date 12/31/2007	Location	Space#
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Folders within the above box

File Number3

Iron Mountain Ref #:

Beginning Date: 01/01/1999 Ending Date: 12/31/2001 Record Title Name: ELECTION FILES - LOSING CANDIDATES  
Description: CANDIDATE STATEMENTS

File Number4

Iron Mountain Ref #:

Beginning Date: 01/01/1999 Ending Date: 12/31/2001 Record Title Name: ELECTION FILES - LOSING CANDIDATES  
Description: DECLARATION OF ELIGIBILITY

File Number5

Iron Mountain Ref #:

Beginning Date: 01/01/1999 Ending Date: 12/31/2001 Record Title Name: ELECTION FILES - LOSING CANDIDATES  
Description: 700 FORM

<input type="checkbox"/> 1	E-186	10003.6	INSURANCE	01/01/1987	01/01/1987		01/01/2007	E-02-05	6
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Folders within the above box

File Number1

Iron Mountain Ref #: 1

Beginning Date: 01/01/1987 Ending Date: 01/01/1987 Record Title Name: INSURANCE POLICIES-CERTIFICATE OF  
Description: INSURANCE EXPIRED 1987

<input type="checkbox"/> 1	15369	10001.6	MEETING FOLDERS	01/01/2000	12/31/2000		12/31/2005	C-01-02	9
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Folders within the above box

File Number1

Iron Mountain Ref #:

Beginning Date: 01/01/2000 Ending Date: 12/31/2000 Record Title Name: MEETING FOLDERS -COMM/CMTE/BD/AUTH  
Description: BELMONT SHORE PBIA 2000

File Number2

Iron Mountain Ref #:

Beginning Date: 01/01/2000 Ending Date: 12/31/2000 Record Title Name: MEETING FOLDERS -COMM/CMTE/BD/AUTH  
Description: BOARD OF HEALTH 2000

File Number3

Iron Mountain Ref #:

Beginning Date: 01/01/2000 Ending Date: 12/31/2000 Record Title Name: MEETING FOLDERS -COMM/CMTE/BD/AUTH  
Description: HUMAN RELATIONS 2000

File Number4

Iron Mountain Ref #:

Beginning Date: 01/01/2000 Ending Date: 12/31/2000 Record Title Name: MEETING FOLDERS -COMM/CMTE/BD/AUTH  
Description: HOMELESS SERVICES ADVISORY COMMITTEE 2000

<input type="checkbox"/> 1	15693	10001.6	MEETING FOLDERS	01/01/2000	12/31/2000		12/31/2005	A-02-02	11
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Folders within the above box

File Number1

Iron Mountain Ref #:

Beginning Date: 01/01/2000 Ending Date: 12/31/2000 Record Title Name: MEETING FOLDERS -COMM/CMTE/BD/AUTH  
Description: BIXBY KNOLLS PBIA 2000

4-2-08   
Date RECORDS MANAGER

4-2-08   
Date CITY CLERK

4/14/08   
Date CITY ATTORNEY

Destruction Notification Rpt  
City of Long Beach (CLB)  
Unknown (TMP)  
CITY CLERK (070101)

Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Ending	On Hold?	Destroy Date 12/31/2007	Location	Space#
<b>Folders within the above box</b>									
<b>File Number2</b> Iron Mountain Ref #: Beginning Date: 01/01/2000 Ending Date: 12/31/2000 Record Title Name: MEETING FOLDERS -COMM/CMTE/BD/AUTH Description: CITIZEN POLICE COMPLAINT COMMISSION 2000									
<b>File Number3</b> Iron Mountain Ref #: Beginning Date: 01/01/2000 Ending Date: 12/31/2000 Record Title Name: MEETING FOLDERS -COMM/CMTE/BD/AUTH Description: PUBLIC SAFETY ADVISORY COMMISSION 2000									
<b>File Number4</b> Iron Mountain Ref #: Beginning Date: 01/01/2000 Ending Date: 12/31/2000 Record Title Name: MEETING FOLDERS -COMM/CMTE/BD/AUTH Description: REDEVELOPMENT AGENCY 2000									
<input type="checkbox"/> 1	17598	10001.6	MEETING FOLDERS	01/01/2002	12/31/2002		12/31/2007	G-04-03	12
<b>Folders within the above box</b>									
<b>File Number1</b> Iron Mountain Ref #: Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: MEETING FOLDERS -COMM/CMTE/BD/AUTH Description: BELMONT SHORE 2002									
<b>File Number2</b> Iron Mountain Ref #: Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: MEETING FOLDERS -COMM/CMTE/BD/AUTH Description: BOARD OF HEALTH 2002									
<b>File Number3</b> Iron Mountain Ref #: Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: MEETING FOLDERS -COMM/CMTE/BD/AUTH Description: HUMAN RELATIONS 2002									
<b>File Number4</b> Iron Mountain Ref #: Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: MEETING FOLDERS -COMM/CMTE/BD/AUTH Description: HOMELESS SERVICES 2002									
<input type="checkbox"/> 1	17599	10001.6	MEETING FOLDERS	01/01/2002	12/31/2002		12/31/2007	G-04-03	13
<b>Folders within the above box</b>									
<b>File Number1</b> Iron Mountain Ref #: Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: MEETING FOLDERS -COMM/CMTE/BD/AUTH Description: CULTURAL HERITAGE COMMISSION									
<b>File Number2</b> Iron Mountain Ref #: Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: MEETING FOLDERS -COMM/CMTE/BD/AUTH Description: ETHICS REVIEW TASK FORCE:									
<input type="checkbox"/> 1	A-555	10004.7	PERSONNEL FILES	01/01/1953	01/01/1992		01/01/2007	A-06-03	13

4-2-08   
Date RECORDS MANAGER

4-2-2008   
Date CITY CLERK

4/14/08   
Date CITY ATTORNEY

Audit #  
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Destruction Notification Rpt  
City of Long Beach (CLB)  
Unknown (TMP)  
CITY CLERK (070101)

04/01/2008 16:26:38  
Page 5

Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Ending	On Hold?	Destroy Date 12/31/2007	Location	Space#
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Folders within the above box

File Number2

Iron Mountain Ref #: 2

Beginning Date: 01/01/1953 Ending Date: 01/01/1992 Record Title Name: PERSONNEL FILES  
Description: THESE ARE ALL MIXED YEARS AND ARE READY FOR

File Number3

Iron Mountain Ref #: 3

Beginning Date: 01/01/1953 Ending Date: 01/01/1992 Record Title Name: PERSONNEL FILES  
Description: DESTRUCTION AT DIFFERENT TIMES

<input type="checkbox"/> 1	13383	10000.4	ROSTERS	04/01/2000	04/01/2000		04/01/2005	383341538	0
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Folders within the above box

File Number1

Iron Mountain Ref #:

Beginning Date: 04/01/2000 Ending Date: 04/01/2000 Record Title Name: ROSTERS  
Description: ROSTERS 3850254A

File Number2

Iron Mountain Ref #:

Beginning Date: 04/01/2000 Ending Date: 04/01/2000 Record Title Name: ROSTERS  
Description: ROSTERS 3850469A

<input type="checkbox"/> 1	13384	10000.4	ROSTERS	04/11/2000	04/11/2000		04/11/2005	383341539	0
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Folders within the above box

File Number1

Iron Mountain Ref #:

Beginning Date: 04/11/2000 Ending Date: 04/11/2000 Record Title Name: ROSTERS  
Description: ROSTERS 4/11/2000

File Number2

Iron Mountain Ref #:

Beginning Date: 04/11/2000 Ending Date: 04/11/2000 Record Title Name: ROSTERS  
Description: ROSTERS 3850517A

File Number3

Iron Mountain Ref #:

Beginning Date: 04/11/2000 Ending Date: 04/11/2000 Record Title Name: ROSTERS  
Description: ROSTERS 6450003A

<input type="checkbox"/> 1	13385	10000.4	ROSTERS	04/11/2000	04/11/2000		04/11/2005	383341540	0
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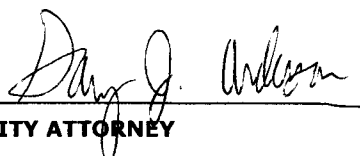
File Number1

Iron Mountain Ref #:

Beginning Date: 04/11/2000 Ending Date: 04/11/2000 Record Title Name: ROSTERS  
Description: ROSTERS 4/11/00

4-2-08   
Date RECORDS MANAGER

4-2-2008   
Date CITY CLERK

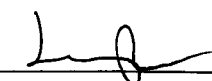
4/14/08   
Date CITY ATTORNEY



Destruction Notification Rpt  
City of Long Beach (CLB)  
Unknown (TMP)  
CITY CLERK (070101)

Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Ending	On Hold?	Destroy Date 12/31/2007	Location	Space#
<b>Folders within the above box</b>									
<b>File Number2</b>									
Iron Mountain Ref #: Beginning Date: 04/11/2000 Ending Date: 04/11/2000 Record Title Name: ROSTERS Description: ROSTERS 3850177A									
<b>File Number3</b>									
Iron Mountain Ref #: Beginning Date: 04/11/2000 Ending Date: 04/11/2000 Record Title Name: ROSTERS Description: ROSTERS 38502941A									
<b>File Number4</b>									
Iron Mountain Ref #: Beginning Date: 04/11/2000 Ending Date: 04/11/2000 Record Title Name: ROSTERS Description: ROSTERS 3850294A									
<input type="checkbox"/>	1	13386	10000.4	ROSTERS	04/11/2000	04/11/2000	04/11/2005	383341541	0
<b>Folders within the above box</b>									
<b>File Number1</b>									
Iron Mountain Ref #: Beginning Date: 04/11/2000 Ending Date: 04/11/2000 Record Title Name: ROSTERS Description: ROSTERS 4/11/2000									
<b>File Number2</b>									
Iron Mountain Ref #: Beginning Date: 04/11/2000 Ending Date: 04/11/2000 Record Title Name: ROSTERS Description: ROSTERS 3850070A									
<input type="checkbox"/>	1	13387	10000.4	ROSTERS	04/11/2000	04/11/2000	04/11/2005	383341542	0
<b>Folders within the above box</b>									
<b>File Number1</b>									
Iron Mountain Ref #: Beginning Date: 04/11/2000 Ending Date: 04/11/2000 Record Title Name: ROSTERS Description: ROSTERS 4/11/00									
<b>File Number2</b>									
Iron Mountain Ref #: Beginning Date: 04/11/2000 Ending Date: 04/11/2000 Record Title Name: ROSTERS Description: ROSTERS 3850018A									
<b>File Number3</b>									
Iron Mountain Ref #: Beginning Date: 04/11/2000 Ending Date: 04/11/2000 Record Title Name: ROSTERS Description: ROSTERS 3850060A									
<input type="checkbox"/>	1	13382	10000.4	ROSTERS	01/06/2000	06/06/2000	06/06/2005	383341537	0
<b>Folders within the above box</b>									
<b>File Number1</b>									
Iron Mountain Ref #: Beginning Date: 01/06/2000 Ending Date: 06/06/2000 Record Title Name: ROSTERS Description: ROSTERS 6/6/2000									
<input type="checkbox"/>	1	14823	10000.4	ROSTERS	01/01/2002	12/31/2002	12/31/2007	138050006	0

4-2-08   
Date RECORDS MANAGER

4-2-2008   
Date CITY CLERK

4/14/08   
Date CITY ATTORNEY

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Unknown (TMP)  
CITY CLERK (070101)

Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg. Ending	On Hold?	Destroy Date 12/31/2007	Location	Space#
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Folders within the above box

**File Number1** Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Iron Mountain Ref #: Description: ELECTION FILES-GME JUNE 4, 2002 - ROSTER OF VOTERS

**File Number2** Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Iron Mountain Ref #: Description: PRECINCTS: 3850001A, 3850004A, 3850007A, 3850008A, 3850010A,

**File Number3** Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Iron Mountain Ref #: Description: 3850011A, 3850015A, 3850016A, 3850018A, 3850019A, 3850020A,

**File Number4** Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Iron Mountain Ref #: Description: 3850021A, 3850024A, 3850025A, 3850026A, 3850030A

<input type="checkbox"/> 1	14824	10000.4	ROSTERS	01/01/2002 12/31/2002		12/31/2007	138050007	0
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Folders within the above box

**File Number1** Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Iron Mountain Ref #: Description: ELECTION FILES-GME JUNE 4, 2002-ROSTER OF VOTERS

**File Number2** Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Iron Mountain Ref #: Description: PRECINCTS: 3850031A, 3850032A, 3850034A, 3850035A, 3850037A,

**File Number3** Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Iron Mountain Ref #: Description: 3850039A, 3850040A, 3850041A, 3850042A, 3850043A, 3850043B,


**File Number4** Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Iron Mountain Ref #: Description: 3850044A, 3850047A, 3850047B, 3850048A, 3850049A, 3850051A

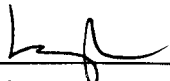
<input type="checkbox"/> 1	14825	10000.4	ROSTERS	01/01/2002 12/31/2002		12/31/2007	138050008	0
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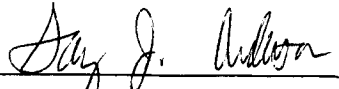
Folders within the above box

**File Number1** Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Iron Mountain Ref #: Description: ELECTION FILES-GME JUNE 4, 2002-ROSTER OF VOTERS

**File Number2** Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Iron Mountain Ref #: Description: PRECINCTS: 3850055A, 3850057A, 3850059A, 3850060A, 3850065A,

4-2-08   
Date RECORDS MANAGER

4-2-2008   
Date CITY CLERK

4/14/08   
Date CITY ATTORNEY

Destruction Notification Rpt  
City of Long Beach (CLB)  
Unknown (TMP)  
CITY CLERK (070101)

Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Ending	On Hold?	Destroy Date 12/31/2007	Location	Space#
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Folders within the above box

File Number3

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: 3850067A, 3850070A, 3850071A, 3850072A, 3850073A, 3850074A,

File Number4

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: 3850075A, 3850077A, 3850079A, 3850081A, 3850082A

<input type="checkbox"/>	1	14826	10000.4	ROSTERS	01/01/2002	12/31/2002	12/31/2007	138050009	0
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Folders within the above box

File Number1

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: ELECTION FILES-GME JUNE 4, 2002-ROSTER OF VOTERS

File Number2

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: PRECINCTS: 3850084A, 3850088A, 3850089A, 3850091A, 3850092C,

File Number3

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: 3850092D, 3850093A, 3850093C, 3850097A, 3850100A, 3850101A,

File Number4

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: 3850103A, 3850104A, 3850106A, 3850110A, 3850116A

<input type="checkbox"/>	1	14827	10000.4	ROSTERS	01/01/2002	12/31/2002	12/31/2007	138050010	0
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Folders within the above box

File Number1

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: ELECTION FILES-GME JUNE 4, 2002-ROSTER OF VOTERS

File Number2

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: PRECINCTS: 3850117A, 3850118A, 3850119A, 3850121A, 3850123A,

File Number3

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: 3850125A, 3850128A, 3850136A, 3850137A, 3850138A, 3850138B,

File Number4

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: 3850143A, 3850145A, 3850145B, 3850149A, 3850150A

<input type="checkbox"/>	1	14828	10000.4	ROSTERS	01/01/2002	12/31/2002	12/31/2007	138050011	0
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4-2-08   
Date RECORDS MANAGER

4-2-2008   
Date CITY CLERK

4/14/08   
Date CITY ATTORNEY

Destruction Notification Rpt  
City of Long Beach (CLB)  
Unknown (TMP)  
CITY CLERK (070101)

Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Ending	On Hold?	Destroy Date 12/31/2007	Location	Space#
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Folders within the above box

File Number1

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: ELECTION FILES-GME JUNE 4, 2002-ROSTER OF VOTERS

File Number2

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: PRECINCTS: 3850157A, 3850159A, 3850175A, 3850177A, 3850177B,

File Number3

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: 3850178A, 3850182A, 3850185A, 3850187A, 3850189A, 3850203A,

File Number4

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: 3850205A, 3850206A, 3850207A, 3850210A, 3850212A

<input type="checkbox"/>	1	14829	10000.4	ROSTERS	01/01/2002	12/31/2002	12/31/2007	138050012	0
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Folders within the above box

File Number1

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: ELECTION FILES-GME JUNE 4, 2002-ROSTER OF VOTERS

File Number2

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: PRECINCTS: 3850215A, 3850217A, 3850218A, 3850224A, 3850227A,

File Number3

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: 3850234A, 3850237A, 3850248A, 3850249A, 3850251A, 3850254A,

File Number4

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: 3850256A, 3850257A, 3850258A, 3850264A, 3850268A, 3850268B,

File Number5

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: 3850275A

<input type="checkbox"/>	1	14830	10000.4	ROSTERS	01/01/2002	12/31/2002	12/31/2007	138050013	0
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Folders within the above box

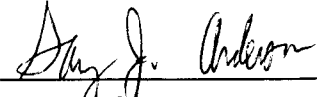
File Number1

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: ELECTION FILES-GME JUNE 4, 2002-ROSTER OF VOTERS

4-2-08   
Date RECORDS MANAGER

4-2-2008   
Date CITY CLERK

4/14/08   
Date CITY ATTORNEY

Destruction Notification Rpt  
City of Long Beach (CLB)  
Unknown (TMP)  
CITY CLERK (070101)

Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates		On Hold?	Destroy Date 12/31/2007	Location	Space#
				Beg.	Ending				

Folders within the above box

File Number2

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: PRECINCTS: 3850279A, 3850280A, 3850283A, 3850287A, 3850289A,

File Number3

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: 3850291A, 3850295A, 3850302A, 3850305A, 3850307A, 3850315A,

File Number4

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: 3850315B, 3850319A, 3850321A, 3850328A, 3850335A, 3850336A

<input type="checkbox"/> 1	14831	10000.4	ROSTERS	01/01/2002	12/31/2002		12/31/2007	138050014	0
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Folders within the above box

File Number1

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: ELECTION FILES-GME JUNE 4, 2002-ROSTER OF VOTERS

File Number2

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: PRECINCTS: 3850345A, 3850346A, 3850348A, 3850350A, 3850355A,

File Number3

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: 3850360A, 3850363A, 3850353A, 3850366A, 3850372A, 3850373A,

File Number4

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: 3850377A, 3850411A, 3850415A, 3850530A, 3850535A, 3850539A,

File Number5

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: 3850549A, 3850551A, 3850552A

<input type="checkbox"/> 1	14832	10000.4	ROSTERS	01/01/2002	12/31/2002		12/31/2007	138050015	0
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Folders within the above box

File Number1


Iron Mountain Ref #:

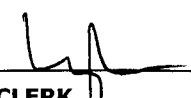
Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: ELECTION FILES-GME JUNE 4, 2002-ROSTER OF VOTERS

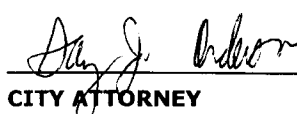
File Number2

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS  
Description: PRECINCTS: 3850560A, 3850564A, 3850591A, 3850593A, 3850593B,

4-2-08  \_\_\_\_\_  
Date RECORDS MANAGER

4-2-2008  \_\_\_\_\_  
Date CITY CLERK

4/14/08  \_\_\_\_\_  
Date CITY ATTORNEY

Destruction Notification Rpt  
City of Long Beach (CLB)  
Unknown (TMP)  
CITY CLERK (070101)

Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Ending	On Hold?	Destroy Date 12/31/2007	Location	Space#
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Folders within the above box

File Number3

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS

Description: 3850610A, 3850613A, 3850617A, 3850621A, 3850625A, 3850636A,

File Number4

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS

Description: 3850647A, 3850650A

<input type="checkbox"/> 1	14833	10000.4	ROSTERS	01/01/2002	12/31/2002		12/31/2007	138050016	0
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Folders within the above box

File Number1

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS

Description: ELECTION FILES-GME JUNE 4, 2002-ROSTER OF VOTERS

File Number2

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS

Description: PRECINCTS: 093001, 345015, 345016, 345025A, 345028, 345034,

File Number3

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS

Description: 345040, 345042, 345048, 345052, 345053, 345060, 345064

<input type="checkbox"/> 1	14834	10000.4	ROSTERS	01/01/2002	12/31/2002		12/31/2007	138050017	0
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Folders within the above box

File Number1

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS

Description: ELECTION FILES-GME APRIL 9, 2002-ROSTER OF VOTERS BOX #1

<input type="checkbox"/> 1	14835	10000.4	ROSTERS	01/01/2002	12/31/2002		12/31/2007	138050018	0
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Folders within the above box

File Number1

Iron Mountain Ref #:

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS

Description: ELECTION FILES-GME APRIL 9, 2002-ROSTER OF VOTERS BOX #2

<input type="checkbox"/> 1	14836	10000.4	ROSTERS	01/01/2002	12/31/2002		12/31/2007	138050019	0
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Folders within the above box

4-2-08   
Date RECORDS MANAGER

4-2-2008   
Date CITY CLERK

4/14/08   
Date CITY ATTORNEY

Destruction Notification Rpt  
City of Long Beach (CLB)  
Unknown (TMP)  
CITY CLERK (070101)

Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg. Ending	On Hold?	Destroy Date 12/31/2007	Location	Space#
<b>Folders within the above box</b>								
<b>File Number1</b> Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS								
Iron Mountain Ref #: Description: ELECTION FILES-GME APRIL 9, 2002-ROSTER OF VOTERS BOX #3								
<input type="checkbox"/> 1	14837	10000.4	ROSTERS	01/01/2002 12/31/2002		12/31/2007	138050020	0
<b>Folders within the above box</b>								
<b>File Number1</b> Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS								
Iron Mountain Ref #: Description: ELECTION FILES-GME APRIL 9, 2002-ROSTER OF VOTERS BOX #4								
<input type="checkbox"/> 1	14838	10000.4	ROSTERS	01/01/2002 12/31/2002		12/31/2007	138050021	0
<b>Folders within the above box</b>								
<b>File Number1</b> Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS								
Iron Mountain Ref #: Description: ELECTION FILES-GME APRIL 9, 2002-ROSTER OF VOTERS BOX #5								
<input type="checkbox"/> 1	14839	10000.4	ROSTERS	01/01/2002 12/31/2002		12/31/2007	138050022	0
<b>Folders within the above box</b>								
<b>File Number1</b> Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS								
Iron Mountain Ref #: Description: ELECTION FILES-GME APRIL 9, 2002-ROSTER OF VOTERS BOX #6								
<input type="checkbox"/> 1	14841	10000.4	ROSTERS	01/01/2002 12/31/2002		12/31/2007	138050023	0
<b>Folders within the above box</b>								
<b>File Number1</b> Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS								
Iron Mountain Ref #: Description: ELECTION FILES-GME APRIL 9, 2002-ROSTER OF VOTERS BOX #7								
<input type="checkbox"/> 1	14842	10000.4	ROSTERS	01/01/2002 12/31/2002		12/31/2007	138050024	0
<b>Folders within the above box</b>								
<b>File Number1</b> Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS								
Iron Mountain Ref #: Description: ELECTION FILES-GME APRIL 9, 2002-ROSTER OF VOTERS BOX #8								
<input type="checkbox"/> 1	14843	10000.4	ROSTERS	01/01/2002 12/31/2002		12/31/2007	138050025	0

4-2-08  \_\_\_\_\_  
Date RECORDS MANAGER

4-2-2008  \_\_\_\_\_  
Date CITY CLERK

4/19/08  \_\_\_\_\_  
Date CITY ATTORNEY

**Destruction Notification Rpt  
City of Long Beach (CLB)  
Unknown (TMP)  
CITY CLERK (070101)**

Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Beg.	Dates Ending	On Hold?	Destroy Date 12/31/2007	Location	Space#
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**Folders within the above box**

**File Number1**

Beginning Date: 01/01/2002 Ending Date: 12/31/2002 Record Title Name: ROSTERS

Iron Mountain Ref #:

Description: ELECTION FILES-GME APRIL 9, 2002-ROSTER OF VOTERS BOX #9

<input type="checkbox"/> 1	15690	10060.5	STATEMENT OF ECONOMIC	01/01/1998	12/31/1998		12/31/2005	G-02-02	17
<input type="checkbox"/> 1	17115	10001.4	STENO BOOKS	01/01/2003	12/31/2003		12/31/2005	E-01-03	11

**Folders within the above box**

**File Number1**

Beginning Date: 01/01/2003 Ending Date: 12/31/2003 Record Title Name: STENO BOOKS

Iron Mountain Ref #:

Description: STENO BOOK 2003 (ATTY/CLIENT)

**File Number2**

Beginning Date: 01/01/2003 Ending Date: 12/31/2003 Record Title Name: STENO BOOKS

Iron Mountain Ref #:

Description: HOUSING ACTION PLAN 02/03/04

<input type="checkbox"/> 1	14814	10060.9	STREET INDEXES	11/07/2000	11/07/2000		11/07/2005	138049998	0
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**Folders within the above box**

**File Number1**

Beginning Date: 11/07/2000 Ending Date: 11/07/2000 Record Title Name: STREET INDEXES

Iron Mountain Ref #:

Description: GENERAL MUNICIPAL ELECTION - NOVEMBER 7, 2000 - DIST 1-9

<input type="checkbox"/> 1	14815	10060.9	STREET INDEXES	04/09/2002	04/09/2002		04/09/2007	138049999	0
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**Folders within the above box**

**File Number1**

Beginning Date: 04/09/2002 Ending Date: 04/09/2002 Record Title Name: STREET INDEXES

Iron Mountain Ref #:

Description: PRIMARY NOMINATING ELECTION - APRIL 9, 2002 - DIST 1-9

<input type="checkbox"/> 1	14816	10060.9	STREET INDEXES	06/04/2002	06/04/2002		06/04/2007	138050000	0
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**Folders within the above box**

**File Number1**

Beginning Date: 06/04/2002 Ending Date: 06/04/2002 Record Title Name: STREET INDEXES


Iron Mountain Ref #:

Description: GENERAL MUNICIPAL ELECTION - JUNE 4, 2002 - DIST 1-9

<b>Total Eligible Boxes to be destroyed</b>	<b>=</b>	<b>43</b>
<b>Eligible Boxes on Hold</b>	<b>=</b>	<b>0</b>
<b>Eligible Boxes Checked Out</b>	<b>=</b>	<b>0</b>
<b>Eligible Boxes Removed</b>	<b>=</b>	<b>0</b>
<b>Total Available Boxes to be destroyed</b>	<b>=</b>	<b>43</b>

4-2-08   
Date RECORDS MANAGER

4-2-2008   
Date CITY CLERK

4/14/08   
Date CITY ATTORNEY



# RECORDS DESTRUCTION REQUEST


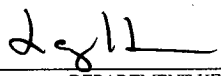
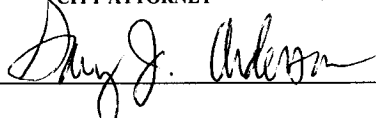
1. Date 5/16/07

Honorable Council of the City of Long Beach

2. The CITY CLERK respectfully requests authority to destroy the following

DEPARTMENT

departmental records:

3. RETENTION SCHEDULE ITEM NO.	4.  RECORDS TITLE AND DESCRIPTION	5.  YEARS INVOLVED	6.  BOX NO. ON-SITE	7.  BOX NO. OFF-SITE
8	<b>APPLICATIONS-CHARITABLE PERMITS</b>  ABILITY FIRST AFFIRM FOUNDATION AGAPE CHRISTIAN HOMES AIDS FOOD STORE, INC.1 AIDS FOOD STORE, INC.2 AIDS FOOD STORE, INC.3 AIDS FOOD STORE, INC.4 ALCOHOLICS ANONYMOUS AMERICAN CANCER SOCIETY1 AMERICAN CANCER SOCIETY2 AMERICAN CANCER SOCIETY3 AMERICAN CANCER SOCIETY4 AMERICAN CANCER SOCIETY5 AMERICAN CRIMINAL JUSTICE ASSOCIATION AMERICAN DIABETES ASSOCIATION AMERICAN HEART ASSOCIATION1 AMERICAN HEART ASSOCIATION2 AMERICAN YOUTH SOCCER ORGANIZATION ALPERT JEWISH COMMUNITY CENTER AQUARIUM OF THE PACIFIC ASSISTANCE LEAGUE OF LONG BEACH1 ASSISTANCE LEAGUE OF LONG BEACH2 ASSOCIATED STUDENTS INC. CSULB ASSOCIATED STUDENTS, INC./CSULB ASSOCIATED STUDENTS CA STATE UNIVERSITY LONG BEACH ASSOCIATED STUDENTS, CSULB ATHLETES AND ENTERTAINERS FOR KIDS THE ATLANTIC ALANO CLUB, INC. AYSO 114 SOCCER	1997-2004	1	
<b>FOR DEPARTMENTAL USE</b>  8. RECOMMENDED:  <small>RECORDS MANAGER</small>		<b>CITY ATTORNEY'S CONSENT</b>  Consent is hereby given to destroy the records enumerated above.		14. REMARKS:
9. APPROVED:  <small>DEPARTMENT HEAD</small>		11. By 	12. Title <u>DEPUTY CITY ATTORNEY</u>	
10. DATE:		13. Date <u>4/14/08</u>		

# RECORDS DESTRUCTION REQUEST

(Continuation Sheet)

3. RETENTION SCHEDULE ITEM NO.	4. RECORDS TITLE AND DESCRIPTION	5. YEARS INVOLVED	6. BOX NO. ON-SITE	7. BOX NO. OFF-SITE
	AYSO 114 1 AYSO 114 2 AYSO 114 3 AYSO-AMERICAN YOUTH SOCCER BARD IN THE YARD BEACH CHARITIES BEACH CHARITIES LLC BEACH CHARITIES1 BEACH CHARITIES2 BEACH CHARITIES3 BETTER WORLD FUND, INC.1 BETTER WORLD FUND, INC.2 BLACK POLICE EMPLOYEES ORGANIZATION1 BLACK POLICE EMPLOYEES ORGANIZATION2 BLACK POLICE EMPLOYEES ORGANIZATION3 BOEING LONG BEACH MANAGEMENT ASSOCIATION BOY SCOUT COUNCIL OF AMERICA BOY SCOUTS OF AMERICA BOY SCOUTS OF AMERICA LONG BEACH AREA COUNCIL CALIFORNIA POLICE ACTIVITIES LEAGUE1 CALIFORNIA POLICE ACTIVITIES LEAGUE2 CALIFORNIA POLICE ATHLETIC LEAGUE CALIFORNIA POOLS OF HOPE CALIFORNIA POOL OF HOPE, INC.1 CALIFORNIA POOL OF HOPE, INC.2 CALIFORNIA POOL OF HOPE, INC.3 CAMBODIAN COORDINATING COUNCIL CAMBODIAN ASSOCIATION OF AMERICA CAMBODIAN ASSOCIATION OF AMERICA,CRB CAMBODIAN NEW YEAR 2000 CAMP DEL CORAZON1 CAMP DEL CORAZON2 CAMP DEL CORAZON3 CAMPUS CALIFORNIA TG CANCER RESEARCH, PREVENTION, EDUCATION CANNING HUNGER CANYON ACRES CHILDREN'S CATHOLIC CHARITIES OF LOS ANGELES, INC. CENTRO C.H.A. INC. CHADWICH PARENTS ASSOCIATION CHILDNET YOUTH AND FAMILY SERVICES1 CHILDNET YOUTH AND FAMILY SERVICES2 CHILDNET YOUTH AND FAMILY SERVICES3 CHILDNET YOUTH AND FAMILY SERVICES4 CHRISTIAN RECORD SERVICE, INC.1 CHRISTIAN RECORD SERVICE, INC.2 CHRISTIAN RECORD SERVICE, INC.3 CHRISTIAN RECORD SVCS CLARENDON FOUNDATION COLORADO LAGOON PLAYGROUP1			

# RECORDS DESTRUCTION REQUEST

(Continuation Sheet)

3. RETENTION SCHEDULE ITEM NO.	4.  RECORDS TITLE AND DESCRIPTION	5.  YEARS INVOLVED	6.  BOX NO. ON-SITE	7.  BOX NO. OFF-SITE
	COLORADO LAGOON PLAYGROUP2 COLORADO LAGOON PLAYGROUP3 COLORADO LAGOON PLAYGROUP4 COLORADO LAGOON PLAYGROUP5 COMMUNITY ACTION TEAM1 COMMUNITY ACTION TEAM2 COMMUNITY HOSPITAL OF LONG BEACH FOUNDATION COMMUNITY PROJECTS COMMUNITY REHABILITATION INDUSTRIES COMPREHENSIVE CHILD DEVELOPMENT1 COMPREHENSIVE CHILD DEVELOPMENT2 COMPREHENSIVE CHILD DEVELOPMENT3 COMPREHENSIVE CHILD DEVELOPMENT4 COMPREHENSIVE CHILD DEVELOPMENT5 CHRON'S & COLITIS FOUNDATION CHRON'S & COLITIS FOUNDATION OF AMERICA1 CHRON'S & COLITIS FOUNDATION OF AMERICA2 CHRON'S & COLITIS FOUNDATION OF AMERICA3 CSULB ASSOCIATED STUDENTS DELTA ZETA LAMPLIGHTERS OF SO. CAL DIABETIC YOUTH SERVICES DOWN SYNDROM ASSOCIATION OF L.A. DOWNTOWN LIONS CLUB OF LONG BEACH1 DOWNTOWN LIONS CLUB OF LONG BEACH2 DOWNTOWN LIONS CLUB OF LONG BEACH3 DOWNTOWN LIONS CLUB OF LONG BEACH4 DOWNTOWN LIONS CLUB OF LONG BEACH5 DOWNTOWN LIONS CLUB OF LONG BEACH6 EASTER SEALS OF SO.CAL THE EBELL OF LONG BEACH FAMILY SERVICE OF LONG BEACH1 FAMILY SERVICE OF LONG BEACH2 FAMILY SERVICE OF LONG BEACH3 FOUNDATION FOR THE LONG BEACH SYMPHONY FREEDOM FESTIVAL INC. FRIENDS OF CAGAYANONS FRIENDS OF LONG BEACH ANIMALS FRIENDS OF LONG BEACH ANIMAL SHELTER1 FRIENDS OF LONG BEACH ANIMAL SHELTER2 FRIENDS OF LONG BEACH ANIMAL SHELTER3 FRIENDS OF LONG BEACH ANIMAL SHELTER4 FRIENDS OF LONG BEACH ANIMAL SHELTER5 FRIENDS OF VILLA RIVIERA FRIENDS WITHOUT A BORDER FOUNDATION FOR THE LONG BEACH SYMPHONY FYSICLY FITS PROJECT YOUTH FITNESS GIRL SCOUT COUNCIL OF GREATER LONG BEACH1 GIRL SCOUT COUNCIL OF GREATER LONG BEACH2 GIRL SCOUT COUNCIL OF GREATER LONG BEACH3 GIRL SCOUT COUNCIL OF GREATER LONG BEACH4			

# RECORDS DESTRUCTION REQUEST

(Continuation Sheet)

3. RETENTION SCHEDULE ITEM NO.	4.  RECORDS TITLE AND DESCRIPTION	5.  YEARS INVOLVED	6.  BOX NO. ON-SITE	7.  BOX NO. OFF-SITE
	GIRL SCOUT COUNCIL OF GREATER LONG BEACH5 HARBOR AREA ALCOHOLICS ANONYMOUS HARBOR AREA SERVICE COMMITTEE OF AA1 HARBOR AREA SERVICE COMMITTEE OF AA2 HARBOR AREA SERVICE COMMITTEE OF AA3 HARBOR PREGNANCY HEALTH CENTER HATTIE ANDERSON BREAST CANCER FOUNDATION HINIGARAN OF AMERICA HISTORICAL SOCIETY OF LONG BEACH HMONG ASSOCIATION OF LONG BEACH1 HMONG ASSOCIATION OF LONG BEACH2 HMONG ASSOCIATION OF LONG BEACH3 HMONG ASSOCIATION OF LONG BEACH4 HMONG ASSOCIATION OF LONG BEACH5 JUNIOR LEAGUE OF LONG BEACH1 JUNIOR LEAGUE OF LONG BEACH2 JUNIOR LEAGUE OF LONG BEACH3 KEYS TO SUCCESS, INC.1 KEYS TO SUCCESS, INC.2 KEYS TO SUCCESS, INC.3 KIWANIS CLUB OF NORTH LONG BEACH1 KIWANIS CLUB OF NORTH LONG BEACH2 KIWANIS CLUB OF NORTH LONG BEACH/BIXBY KNOLLS1 KIWANIS CLUB OF NORTH LONG BEACH/BIXBY KNOLLS2 KIWANIS CLUB OF NORTH LONG BEACH/BIXBY KNOLLS3 KIWANIS CLUB OF NORTH LONG BEACH/BIXBY KNOLLS4 L.A. TRAD TECH COLLEGE LAGOON PLAYGROUP1 LAGOON PLAYGROUP2 LEGAL AID FOUNDATION OF L.A. DBA LB GRAND CRU LEGAL AID FOUNDATION OF L.A.1 LEGAL AID FOUNDATION OF L.A.2 LEGAL AID FOUNDATION OF L.A.3 LEGAL AID FOUNDATION OF LONG BEACH1 LEGAL AID FOUNDATION OF LONG BEACH2 AQUARIUM OF THE PACIFIC LONG BEACH AQUARIUM OF THE PACIFIC1 LONG BEACH AQUARIUM OF THE PACIFIC2 LONG BEACH AREA COUNCIL BOY SCOUTS OF AMERICA1 LONG BEACH AREA COUNCIL BOY SCOUTS OF AMERICA2 LONG BEACH AREA COUNCIL BOY SCOUTS OF AMERICA3 LONG BEACH BLACK POLICE EMPLOYEES ORGANIZATION LONG BEACH BLAST LONG BEACH CHORALE AND CHAMBER ORCHESTRA, INC. LONG BEACH COMMUNITY MEDICAL CENTER FOUNDATION1 LONG BEACH COMMUNITY MEDICAL CENTER FOUNDATION2 LONG BEACH COMMUNITY MEDICAL CENTER FOUNDATION3 LONG BEACH COMMUNITY MEDICAL CENTER FOUNDATION4 LONG BEACH COMMUNITY MEDICAL CENTER FOUNDATIONS LONG BEACH HERITAGE COALITION1			

# RECORDS DESTRUCTION REQUEST

(Continuation Sheet)

3. RETENTION SCHEDULE ITEM NO.	4.  RECORDS TITLE AND DESCRIPTION	5.  YEARS INVOLVED	6.  BOX NO. ON-SITE	7.  BOX NO. OFF-SITE
	LONG BEACH HERITAGE COALITION2 LONG BEACH HERITAGE COALITION3 LONG BEACH HERITAGE COALITION4 LONG BEACH HERITAGE COALITION5 LONG BEACH HERITAGE COALITION6 LONG BEACH LEAGUE FOR JOHN TRACY1 LONG BEACH LEAGUE FOR JOHN TRACY2 LONG BEACH LEAGUE FOR JOHN TRACY3 LONG BEACH LESBIAN AND GAY PRIDE1 LONG BEACH LESBIAN AND GAY PRIDE2 LONG BEACH LESBIAN AND GAY PRIDE3 LONG BEACH LESBIAN AND GAY PRIDE4 LONG BEACH LESBIAN AND GAY PRIDE5 LONG BEACH POLICE BLACK ORGANIZATION LONG BEACH SPECIAL OLYMPICS LONG BEACH SYMPHONY ASSOCIATION1 LONG BEACH SYMPHONY ASSOCIATION2 LONG BEACH SYMPHONY ASSOCIATION3 LONG BEACH SYMPHONY ASSOCIATION4 LONG BEACH SYMPHONY ASSOCIATION5 LONG BEACH YOUTH HOME BOOSTERS LONG BEACH YOUTH SOCCER ORGANIZATION1 LONG BEACH YOUTH SOCCER ORGANIZATION2 LONG BEACH YOUTH SOCCER ORGANIZATION3 MARCH OF DIMES MARCH OF DIMES SO CAL CHAPTER1 MARCH OF DIMES SO CAL CHAPTER2 MCCORMICK DIVERS BOOSTER CLUB1 MCCORMICK DIVERS BOOSTER CLUB2 MCCORMICK DIVERS BOOSTER CLUB3 MEMORIAL MEDICAL CENTER FOUNDATION MEMORIAL MED CENTER FOUND. MOMS HELPING MOMS1 MEMORIAL MED CENTER FOUND. MOMS HELPING MOMS2 MENS 12 STEP HOUSE MENTAL HEALTH ASSOCIATION IN L.A. COUNTY MINNIE GANT ELEMENTARY PTA MISSING CHILDREN HELP CENTER INC.1 MISSING CHILDREN HELP CENTER INC.2 MOTHERS AGAINST DRUNK DRIVING MR.CLEANS HOUSE MUSCALAR DYSTROPHY ASSOCIATION NATIONAL CONFERENCE FOR COMMUNITY&JUSTICE1 NATIONAL CONFERENCE FOR COMMUNITY&JUSTICE2 NATIONAL MULTIPLE SCLEROSIS SOCIETY NATIONAL ORG FOR THE ADV OF CHAMORRO PEOPLE1 NATIONAL ORG FOR THE ADV OF CHAMORRO PEOPLE2 NATIONAL ORG FOR THE ADV OF CHAMORRO PEOPLE3 NATIONAL ORG FOR THE ADV OF CHAMORRO PEOPLE4 NATIONAL ORG FOR THE ADV OF CHAMORRO PEOPLE5 NATIONAL ORG FOR THE ADV OF CHAMORRO PEOPLE6			

# RECORDS DESTRUCTION REQUEST

(Continuation Sheet)

3. RETENTION SCHEDULE ITEM NO.	4. RECORDS TITLE AND DESCRIPTION	5. YEARS INVOLVED	6. BOX NO. ON-SITE	7. BOX NO. OFF-SITE
	NEVER ALONE RECOVERY CENTER NEW YORK POLICE AND FIRE DEPT. SCHOLARSHIP NORTH LONG BEACH LIONS CLUB1 NORTH LONG BEACH LIONS CLUB2 ONE IN LONG BEACH OPERATION HOMEFRONT OPERATION JUMPSTART1 OPERATION JUMPSTART2 OPERATION JUMPSTART3 PARENTS AGAINST CANCER, INC.1 PARENTS AGAINST CANCER, INC.2 PARENTS AGAINST CANCER, INC.3 PLAZA PRE SCHOOL RECREATION DOG PARK ASSOCIATION1 RECREATION DOG PARK ASSOCIATION2 RECREATION DOG PARK ASSOCIATION3 RECREATION DOG PARK ASSOCIATION4 RECREATION DOG PARK ASSOCIATION5 RENAISSANCE ARTS GUILD SOCIETY1 RENAISSANCE ARTS GUILD SOCIETY2 RETIREMENT HOUSING FOUNDATION ROLLING HILLS PREP SCHOOL 7 <sup>TH</sup> STREET COMMUNITY POLICE CENTER1 7 <sup>TH</sup> STREET COMMUNITY POLICE CENTER2 7 <sup>TH</sup> STREET COMMUNITY POLICE CENTER3 SEXUAL ASSAULT CRISIS AGENCY1 SEXUAL ASSAULT CRISIS AGENCY2 SHORELINE FRONTRUNNERS OF LONG BEACH SO. CAL ALCOHOL&DRUGS PROGRAMS, INC.1 SO. CAL ALCOHOL&DRUGS PROGRAMS, INC.2 SOUTHWESTERN SOCCER LEAGUE, INC. SO. CAL SPEEDBOAT CLUB STRAIGHT WAY INC. SUBJECT 2 CHANGE SUBSTANCE ABUSE FOUNDATION OF LONG BEACH SUBSTANCE ABUSE FOUNDATION SUCCESS IN CHALLENGES INC. THE BOYS AND GIRLS CLUB OF LONG BEACH THE PROMISE GROUP TURTLE AND TORTOISE CARE SOCIETY1 TURTLE AND TORTOISE CARE SOCIETY2 TURTLE AND TORTOISE CARE SOCIETY CAL CHAPTER UNITED MITOCHONDRIAL DISEASE FOUND SO.CAL CHAPTER UNITED NATIONS FOUNDATION, INC.1 UNITED NATIONS FOUNDATION, INC.2 UNITED NETHERLANDS1 UNITED NETHERLANDS2 UPTOWN LONG BEACH LIONS CLUB1 UPTOWN LONG BEACH LIONS CLUB2 VANGUARD CANCER FOUNDATION WOMENSHELTER OF LONG BEACH1 WOMENSHELTER OF LONG BEACH2			

# RECORDS DESTRUCTION REQUEST


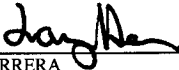
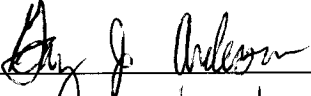
1. Date 10/08/07

Honorable Council of the City of Long Beach

2. The City Clerk Department respectfully requests authority to destroy the following departmental records:  
DEPARTMENT

3. RETENTION SCHEDULE ITEM NO.	4. RECORDS TITLE AND DESCRIPTION	5. YEARS INVOLVED	6. BOX NO. ON-SITE	7. BOX NO. OFF-SITE
22	<b>ELECTION WORKING FILES – retention 6 years</b> <u>SPECIAL MUNICIPAL ELECTION JUNE 26, 2001</u> Election Working Files – LBUSD	2001	1	N/A
22	<u>SPECIAL MUNICIPAL ELECTION MARCH 27, 2001</u> Election Working Files – DISTRICT 1	2001	2	N/A

<b>FOR DEPARTMENTAL USE</b>  8. RECOMMENDED:   <small>ADMINISTRATIVE OFFICER</small>	<b>CITY ATTORNEY'S CONSENT</b>  Consent is hereby given to destroy the records enumerated above.  <small>CITY ATTORNEY</small>	14. REMARKS:
9. APPROVED:   <small>LARRY HERRERA</small>	11. By  12. Title <u>Deputy City Atty.</u> 13. Date <u>4/14/08</u>	
10. DATE:		





# RECORDS DESTRUCTION REQUEST

1. Date 1/11/08

Honorable Council of the City of Long Beach

2. The CITY CLERK respectfully requests authority to destroy the following  
DEPARTMENT

departmental records:

3. RETENTION SCHEDULE ITEM NO.	4. RECORDS TITLE AND DESCRIPTION	5. YEARS INVOLVED	6. BOX NO. ON-SITE	7. BOX NO. OFF-SITE
19	CORRESPONDENCE FILES – Summons & Complaint & Public Records Request	2004	1	NA
19	CORRESPONDENCE FILES – Summons & Complaint & Public Records Request	2005	2	
19	CORRESPONDENCE FILE – Misc.	2001 - 2005	3	

<p><b>FOR DEPARTMENTAL USE</b></p> <p>8. RECOMMENDED:</p> <p><i>Mouigne De La Haza</i>  <small>RECORDS MANAGER</small></p> <p>9. APPROVED:</p> <p><i>L. Haza</i>  <small>DEPARTMENT HEAD</small></p> <p>10. DATE:</p>	<p><b>CITY ATTORNEY'S CONSENT</b></p> <p>Consent is hereby given to destroy the records enumerated above.</p> <p style="text-align: center;"><small>CITY ATTORNEY</small></p> <p>11. By <i>Doug J. Anderson</i></p> <p>12. Title <u>DEPUTY CITY ATTORNEY</u></p> <p>13. Date <u>4/14/08</u></p>	<p>14. REMARKS:</p>
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# RECORDS DESTRUCTION REQUEST

1. Date 02/01/08

Honorable Council of the City of Long Beach

2. The City Clerk Department respectfully requests authority to destroy the following

DEPARTMENT

departmental records:

3. RETENTION SCHEDULE ITEM NO.	4. RECORDS TITLE AND DESCRIPTION	5. YEARS INVOLVED	6. BOX NO. ON-SITE	7. BOX NO. OFF-SITE
31.	File Folders – Bixby Knolls PBIA	2001-2002	N/A	N/A
31.	File Folders – Citizen Police Complaint Commission	2001-2002	N/A	N/A
31.	File Folders – Public Safety Advisory Commission	2001-2002	N/A	N/A
51.	Steno Books – Cultural Heritage Commission	12/2004-2005	N/A	N/A
51.	Steno Book – Human Relations Commission	2005	N/A	N/A
51.	Steno Book – Board of Health	2005	N/A	N/A
51.	Steno Books – Homeless Services Advisory Committee	2004-2005	N/A	N/A
51.	Steno Books – Belmont Shore PBIA	2004-2005	N/A	N/A
51.	Steno Books – Redevelopment Agency	2004-2005 & 1,2/2006	N/A	N/A
51.	Steno Books – Citizen Police Complaint Commission	2004	N/A	N/A
51.	Steno Books – Public Safety Advisory Commission	2004	N/A	N/A

<p><b>FOR DEPARTMENTAL USE</b></p> <p>8. RECOMMENDED:</p> <p style="text-align: center;"><i>Mougin De Gargan</i> RECORDS MANAGER</p> <p>9. APPROVED:</p> <p style="text-align: center;"><i>[Signature]</i> DEPARTMENT HEAD</p> <p>10. DATE:</p>	<p><b>CITY ATTORNEY'S CONSENT</b></p> <p>Consent is hereby given to destroy the records enumerated above.</p> <p style="text-align: center;">CITY ATTORNEY</p> <p>11. By <i>[Signature]</i></p> <p>12. Title <i>Deputy City Atty.</i></p> <p>13. Date <i>4/14/08</i></p>	<p>14. REMARKS:</p>
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