

RESOLUTION NO. C-

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 DEPARTMENT OF THE CITY AUDITOR

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 department of the City Auditor 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.

Sec. 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.

Sec. 3. This resolution shall take effect immediately upon its adoption by

Robert E. Shannon  
City Attorney of Long Beach  
333 West Ocean Boulevard  
Long Beach, California 90802-4664  
Telephone (562) 570-2200

Robert E. Shannon  
City Attorney of Long Beach  
333 West Ocean Boulevard  
Long Beach, California 90802-4664  
Telephone (562) 570-2200

1 the City Council, and the City Clerk shall certify the vote adopting this resolution.

2 I hereby certify that the foregoing resolution was adopted by the City  
3 Council of the City of Long Beach at its meeting of \_\_\_\_\_, 2004, by the  
4 following vote:

5 Ayes: Councilmembers: \_\_\_\_\_  
6 \_\_\_\_\_  
7 \_\_\_\_\_  
8 \_\_\_\_\_

9 Noes: Councilmembers: \_\_\_\_\_  
10 \_\_\_\_\_

11 Absent: Councilmembers: \_\_\_\_\_  
12 \_\_\_\_\_

13 \_\_\_\_\_  
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25 \_\_\_\_\_  
26 \_\_\_\_\_  
27 \_\_\_\_\_  
28 \_\_\_\_\_  
City Clerk

Audit #  
190

**Destruction Notification Rpt**  
**City of Long Beach (CLB)**  
**Unknown (TMP)**  
**AUDITOR (050100)**

09/14/2004  
15:37:49

EXHIBIT "A-1"

Cost Center: ( )

Records Coordinator: WILLIAMS, DEBRA Mail Drop: Phone: (562)570-6267 ext:

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

Event (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates		On Hold?	Destroy 12/31/2003	Location	Space#
				Beg.	Ending				
<input type="checkbox"/>	12118	10071.0	ADMINISTRATIVE FILES	01/01/1992	12/31/1998		12/31/2003	C-09-02	14
	File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name			
	1		NOTED COUNCIL AGENDAS 1992-98	01/01/1992	12/31/1998	ADMINISTRATIVE FILES			

Event (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates		On Hold?	Destroy 12/31/2003	Location	Space#
				Beg.	Ending				
<input type="checkbox"/>	D-1035-OF	10006.3	AUDITOR'S WORKING FILE	09/03/1977	02/28/1992		02/28/2002	382723104	0
	File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name			
	1		WORKING FILES - WATER DEPT DOCUMENTS	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE			
	3		CAPITAL IMPROVEMENT PROGRAM 91/92 THRU 95/96	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE			
	4		ORGANIZATIONAL CHARTS 2/91	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE			
	6		WATER QUALITY LAB REPORT 3/91	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE			
	7		ANNUAL REPORT 1991	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE			
	8		ANNUAL BUDGET 90/91	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE			
	9		GOALS FOR FY 90/91	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE			
	10		CAPITAL IMPROVEMENT PROGRAM 89/90	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE			
	12		RULES, REGULATIONS AND CHARGES GOVERNING WATER	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE			
	13		SERVICE 9/89	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE			
	14		PROCEDURAL MANUAL 4/89	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE			
	15		CAPITAL IMPROVEMENT PROGRAM 88/89	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE			
	18		WATER RATE ANALYSIS 1988	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE			
	19		RULES, REGULATIONS AND CHARGES GOVERNING WATER	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE			
	20		SERVICE 9/88	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE			
	21		PROCEDURAL MANUAL 4/88	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE			

9/14/04	Jan Davery	11	[Signature]	9/15/04	[Signature]
Date	RECORDS MANAGER	Date	DEPARTMENT HEAD	Date	CITY ATTORNEY

EXHIBIT "A-1"

Audit #  
190

**Destruction Notification Rpt**  
**City of Long Beach (CLB)**  
**Unknown (TMP)**  
**AUDITOR (050100)**

09/14/2004  
15:37:49

EXHIBIT "A-2"

Cost Center: ( )

Records Coordinator: WILLIAMS, DEBRA Mail Drop: Phone: (562)570-6267 ext:

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

Event (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Dates Ending	On Hold?	Destroy 12/31/2003	Location	Space#
<input type="checkbox"/>	D-1035-OF	10006.3	AUDITOR'S WORKING FILE	09/03/1977	02/28/1992		02/28/2002	382723104	0

Iron Mountain Ref LIST 1121

#:

File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name
22	22	DEPARTMENT INFORMATION SUMMARY 1/15/79	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE
23	23	MEMO-ORGANIZATION SURVEY BY CITY MANAGER'S OFFICE	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE
24	24	5/4/78	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE
25	25	YOURTOWNE ANALYSIS OF METER REPLACEMENT ECONOMICS	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE
26	26	9/30/77	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE
27	27	TREATMENT PLANT PROJECT REPORT	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE

<input type="checkbox"/>	D-1013-OF	10006.3	AUDITOR'S WORKING FILE	06/30/1992	06/30/1992		06/30/2002	382723083	0
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Box Contents: LIST 1185

File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name
1	1	WORKING FILES: LB PUBLIC TRANSPORTATION	06/30/1992	06/30/1992	AUDITOR'S WORKING FILE
2	2	PERMANENT FILE	06/30/1992	06/30/1992	AUDITOR'S WORKING FILE
3	3	"A" WORKPAPERS	06/30/1992	06/30/1992	AUDITOR'S WORKING FILE
4	4	"B110-130" WORKPAPERS	06/30/1992	06/30/1992	AUDITOR'S WORKING FILE
5	5	"B" WORKPAPERS	06/30/1992	06/30/1992	AUDITOR'S WORKING FILE
6	6	"C-N" WORKPAPERS	06/30/1992	06/30/1992	AUDITOR'S WORKING FILE
7	7	"P-U" WORKPAPERS	06/30/1992	06/30/1992	AUDITOR'S WORKING FILE
8	8	COMPUTER CONTROL REVIEW	06/30/1992	06/30/1992	AUDITOR'S WORKING FILE

<input type="checkbox"/>	D-1032-OF	10006.3	AUDITOR'S WORKING FILE	01/01/1992	12/31/1992		12/31/2002	382723101	0
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Iron Mountain Ref LIST 1117

#:

EXHIBIT "A-2"

11		11	<i>J. Williams</i>	09/14/2004	
Date	RECORDS MANAGER	Date	DEPARTMENT HEAD	Date	CITY ATTORNEY

Audit #  
190

**Destruction Notification Rpt**  
**City of Long Beach (CLB)**  
**Unknown (TMP)**  
**AUDITOR (050100)**

09/14/2004  
15:37:49

EXHIBIT "A-3"

Cost Center: ( )

Records Coordinator: WILLIAMS, DEBRA Mail Drop: Phone: (562)570-6267 ext:

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

Event (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Dates Ending	On Hold?	Destroy 12/31/2003	Location	Space#
<input type="checkbox"/>	D-1032-OF	10006.3	AUDITOR'S WORKING FILE	01/01/1992	12/31/1992		12/31/2002	382723101	0

Iron Mountain Ref LIST 1117  
#:

File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name
1	1	WORKING FILES - CONDENSED ANNUAL FINANCIAL REPORT	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
2	2	6/30/92 - HARBOR	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
3	3	INDEPENDENT REVIEW PACKAGE	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
4	4	CONTROL AND REVIEW A1-A3	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
5	5	CONTROL AND REVIEW A4-A7	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
6	6	CONTROL AND REVIEW A8-PLANNING	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
7	7	CONTROL AND REVIEW A9-A13	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
8	8	SYSTEM DOCUMENTATION	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
9	9	WORKPAPERS C-G	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
10	10	WORKPAPERS H-L	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
11	11	WORKPAPERS U AND W	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
12	12	WORKPAPERS M-Q	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
13	13	WORKPAPERS R-T	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE

<input type="checkbox"/>	L-040	10006.3	AUDITOR'S WORKING FILE	01/01/1988	12/31/1992		12/31/2002	L-01-02	20
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File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name
1		Transient Occupancy Tax-Friendship Inn 1991	01/01/1988	12/31/1992	AUDITOR'S WORKING FILE
2		Hispanic Services Agency - 91-347 1991	01/01/1988	12/31/1992	AUDITOR'S WORKING FILE
3		BAYSIDE YACHT SALES 92-815 1992	01/01/1988	12/31/1992	AUDITOR'S WORKING FILE

//		//	<i>J. Williams</i>	09/15/2004	
Date	RECORDS MANAGER	Date	DEPARTMENT HEAD	Date	CITY ATTORNEY

EXHIBIT "A-3"

Audit #  
190

**Destruction Notification Rpt**  
**City of Long Beach (CLB)**  
**Unknown (TMP)**  
**AUDITOR (050100)**

09/14/2004  
15:37:49

EXHIBIT "A-4"

Cost Center: ( )

Records Coordinator: WILLIAMS, DEBRA Mail Drop: Phone: (562)570-6267 ext:

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

Event (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Dates Ending	On Hold?	Destroy 12/31/2003	Location	Space#
<input type="checkbox"/>	L-040	10006.3	AUDITOR'S WORKING FILE	01/01/1988	12/31/1992		12/31/2002	L-01-02	20

File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name
4		LBPD IMPREST CASH 92-572 1992	01/01/1988	12/31/1992	AUDITOR'S WORKING FILE
5		CONDENSED REPORT 1991	01/01/1988	12/31/1992	AUDITOR'S WORKING FILE
6		MARINA BONDS 89-316 1988	01/01/1988	12/31/1992	AUDITOR'S WORKING FILE
7		MARINA BONDS 90-32A 88-89	01/01/1988	12/31/1992	AUDITOR'S WORKING FILE
8		MARINA BONDS 91-336 90	01/01/1988	12/31/1992	AUDITOR'S WORKING FILE
9		HARBOR DEPT MAINTENANCE BUREAU 89-536 (1 OF 2) 1989	01/01/1988	12/31/1992	AUDITOR'S WORKING FILE
10		HARBOR DEPT MAINTENANCE BUREAU 89-536 (2 OF 2) 1989	01/01/1988	12/31/1992	AUDITOR'S WORKING FILE

<input type="checkbox"/>	L-144	10006.3	AUDITOR'S WORKING FILE	01/01/1992	12/31/1992		12/31/2002	L-02-03	14
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File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name
1		Airport Bureau Sustum Parking 90-542 (1 of 2) 1989	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
2		Airport Bureau System Parking 90-542 (2 of 2) 1989	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
3		Consultants 90-537 1989	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
4		Belmont Plaza Pool 90-545 1990	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
5		LB Fair Housing Audit Report 90-733 6/89	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
6		Public Works Traffic Division 89-525 1988	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE

<input type="checkbox"/>	A-885-OF	10006.3	AUDITOR'S WORKING FILE	01/01/1981	01/01/1993		01/01/2003	382709689	0
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Box Contents: LIST 1133

File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name
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11		11	<i>J. Williams</i>	09/15/2004	
Date	RECORDS MANAGER	Date	DEPARTMENT HEAD	Date	CITY ATTORNEY

EXHIBIT "A-4"

Audit #  
190

**Destruction Notification Rpt**  
**City of Long Beach (CLB)**  
**Unknown (TMP)**  
**AUDITOR (050100)**

09/14/2004  
15:37:49

EXHIBIT "A-5"

Cost Center: ()  
Records Coordinator: WILLIAMS, DEBRA Mail Drop: Phone: (562)570-6267 ext:

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

Event (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Dates Ending	On Hold?	Destroy 12/31/2003	Location	Space#
<input type="checkbox"/>	A-885-OF	10006.3	AUDITOR'S WORKING FILE	01/01/1981	01/01/1993		01/01/2003	382709689	0

Box Contents: LIST 1133

File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name
1	1	WORKING FILES - CLOSED	01/01/1981	01/01/1993	AUDITOR'S WORKING FILE
2	2	TIDELANDS PARCELS/CONVENTION CENTER	01/01/1981	01/01/1993	AUDITOR'S WORKING FILE
3	3	LEGAL DOCUMENTS 1981	01/01/1981	01/01/1993	AUDITOR'S WORKING FILE
4	4	LB AIRPORT LEASE-SYSTEM PARKING 1991	01/01/1981	01/01/1993	AUDITOR'S WORKING FILE
5	5	UNION PACIFIC LEASE 1991	01/01/1981	01/01/1993	AUDITOR'S WORKING FILE
6	6	DRAFT-JOINT ESCROW/KOAR LB INVESTMENT PARTNERSHIP	01/01/1981	01/01/1993	AUDITOR'S WORKING FILE
7	7	RESOLUTION C-24864 1990	01/01/1981	01/01/1993	AUDITOR'S WORKING FILE
8	8	RESOLUTION C-23864 1982	01/01/1981	01/01/1993	AUDITOR'S WORKING FILE
9	9	ORDINANCE C-6727 1990	01/01/1981	01/01/1993	AUDITOR'S WORKING FILE
10	10	ORDINANCE C-6731 1990	01/01/1981	01/01/1993	AUDITOR'S WORKING FILE
11	11	ORDINANCE C-6732 1990	01/01/1981	01/01/1993	AUDITOR'S WORKING FILE
12	12	ORDINANCE C-6733 1990	01/01/1981	01/01/1993	AUDITOR'S WORKING FILE
13	13	ORDINANCE C-6734 1990	01/01/1981	01/01/1993	AUDITOR'S WORKING FILE
14	14	ORDINANCE C-6735 1990	01/01/1981	01/01/1993	AUDITOR'S WORKING FILE
15	15	ORDINANCE C-6737 1990	01/01/1981	01/01/1993	AUDITOR'S WORKING FILE
16	16	ORDINANCE C-6722 1990	01/01/1981	01/01/1993	AUDITOR'S WORKING FILE
17	17	ORDINANCE C-6723 1990	01/01/1981	01/01/1993	AUDITOR'S WORKING FILE
18	18	ORDINANCE C-6727 1990	01/01/1981	01/01/1993	AUDITOR'S WORKING FILE
19	19	ORDINANCE C-6728 1990	01/01/1981	01/01/1993	AUDITOR'S WORKING FILE
20	20	NORTH AMERICAN TITLE 1993	01/01/1981	01/01/1993	AUDITOR'S WORKING FILE

EXHIBIT "A-5"

11		11		09/15/2004	
Date	RECORDS MANAGER	Date	DEPARTMENT HEAD	Date	CITY ATTORNEY

Audit #  
190

Destruction Notification Rpt  
City of Long Beach (CLB)  
Unknown (TMP)  
AUDITOR (050100)

09/14/2004  
15:37:49

EXHIBIT "A-6"

Cost Center: ()

Records Coordinator: WILLIAMS, DEBRA Mail Drop: Phone: (562)570-6267 ext:

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

Event (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Dates Ending	On Hold?	Destroy 12/31/2003	Location	Space#
<input type="checkbox"/>	A-885-OF	10006.3	AUDITOR'S WORKING FILE	01/01/1981	01/01/1993		01/01/2003	382709689	0

Box Contents: LIST 1133

File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name
21		AGREEMENT OF PURCHASE & SALE & JOINT ESCROW INSTRUCTIONS BY AND BETWEEN---	01/01/1981	01/01/1993	AUDITOR'S WORKING FILE
22		CONT... KOAR - LB INVESTMENT PARTNERSHIP (SELLER) & C OF L.B. (BUYER)	01/01/1981	01/01/1993	AUDITOR'S WORKING FILE
23		HYATT L.B. CORP. AMENDED & RESTATED GROUND LEASE (#15326A)	01/01/1981	01/01/1993	AUDITOR'S WORKING FILE
24		FOR LEASE OF TIDELANDS PARCEL FOR DEVELOPEMENT OF CONVENTION HOTEL	01/01/1981	01/01/1993	AUDITOR'S WORKING FILE
25		COPY OF ORDINANCE C-6737 COUNCIL MTG. MAY 15, 1990	01/01/1981	01/01/1993	AUDITOR'S WORKING FILE
26		12 BOOKS OF "NORTH AMERICAN TITLE Co." PREPARED FOR C OF L.B.	01/01/1981	01/01/1993	AUDITOR'S WORKING FILE

<input type="checkbox"/>	D-1005-OF	10006.3	AUDITOR'S WORKING FILE	01/01/1992	01/01/1993		01/01/2003	382723075	0
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File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name
1	1	DEPT OF PLANNING & BUILDING FRAUD CASE	01/01/1992	01/01/1993	AUDITOR'S WORKING FILE
2	2	SUMMARY OF FEES	01/01/1992	01/01/1993	AUDITOR'S WORKING FILE

<input type="checkbox"/>	G-242	10006.3	AUDITOR'S WORKING FILE	01/01/1993	01/01/1993		01/01/2003	G-03-03	1
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File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name
1	1	GENERAL BINDER	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE
2	2	NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE

__/__/__	RECORDS MANAGER	__/__/__		09/15/2004	CITY ATTORNEY
Date		Date	DEPARTMENT HEAD	Date	

EXHIBIT "A-6"



Audit #  
190

Destruction Notification Rpt  
City of Long Beach (CLB)  
Unknown (TMP)  
AUDITOR (050100)

09/14/2004  
15:37:49

EXHIBIT "A-7"

Cost Center: ( )

Records Coordinator: WILLIAMS, DEBRA Mail Drop: Phone: (562)570-6267 ext:

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

Event (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Dates Ending	On Hold?	Destroy 12/31/2003	Location	Space#
<input type="checkbox"/>	G-242	10006.3	AUDITOR'S WORKING FILE	01/01/1993	01/01/1993		01/01/2003	G-03-03	1

File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name
3	3	GENERAL FUND 1993	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE
4	4	SPECIAL REVENUE	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE
5	5	CIVIC CENTER	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE
6	6	MISSING	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE
7	7	CAPITAL PROJECTS	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE
8	8	ENTERPRISE FUNDS	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE
9	9	INSURANCE FUND	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE
10	10	SERRF	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE
11	11	INTERNAL SERVICES	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE
12	12	FIDUCIARY FUNDS	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE
13	13	TIDELANDS OPERATING FUNDS	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE

<input type="checkbox"/>	G-243	10006.3	AUDITOR'S WORKING FILE	01/01/1993	01/01/1993		01/01/2003	G-03-03	2
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File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name
1	1	AGENCY FUNDS	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE
2	2	DEBT FINDER	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE
3	3	COMMON AUDIT AREAS	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE
4	4	CONFIRM CONTROL LOG	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE
5	5	SINGLE AUDIT RDA MINUTES - (1 BINDER)	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE
6	6	CITY COUNCIL MINUTES - (1 BINDER)	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE

__/__/__	RECORDS MANAGER	__/__/__	<i>J. Williams</i> DEPARTMENT HEAD	09/15/2004	CITY ATTORNEY
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EXHIBIT "A-7"

Audit #  
190

Destruction Notification Rpt  
City of Long Beach (CLB)  
Unknown (TMP)  
AUDITOR (050100)

09/14/2004  
15:37:49

EXHIBIT "A-8"

Cost Center: ()  
Records Coordinator: WILLIAMS, DEBRA Mail Drop: Phone: (562)570-6267 ext:

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

Event (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Dates Ending	On Hold?	Destroy 12/31/2003	Location	Space#
<input type="checkbox"/>	G-243	10006.3	AUDITOR'S WORKING FILE	01/01/1993	01/01/1993		01/01/2003	G-03-03	2

File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name
7	7	COMMON AUDIT AREAS INTERNAL CONTROL #93-366	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE
8	8	RDA - (1 BINDER)	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE
9	9	RDA CAPITAL PROJECTS (1 BINDER)	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE
10	10	PARKS & RECREATION/SENIOR SERVS & SPECIAL PROGRAMS	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE
11	11	DIVISION SPROTS OFFICE (2 BINDERS)	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE

<input type="checkbox"/>	G-244	10006.3	AUDITOR'S WORKING FILE	01/01/1993	01/01/1993		01/01/2003	G-03-03	3
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File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name
1	1	HOUSING DEVL-EVERGREEN APTS (1 BINDER)	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE
2	2	HOUSING DEVELOPMENT - FINANCIAL AUDIT #93-366	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE
3	3	HOUSING DEVL - GENERAL BINDER (1 BINDER)	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE

Eligible Boxes on Hold	=	0
Eligible Boxes Checked Out	=	0
Eligible Boxes Excepted	=	0
<b>Boxes to be Destroyed for this Department</b>	=	<b>11</b>

( Excluding boxes on hold or boxes with folders on hold or checked out, and excluding boxes selected for exception )

///		///	<i>Chiu</i>	09/15/2004	
Date	RECORDS MANAGER	Date	DEPARTMENT HEAD	Date	CITY ATTORNEY

EXHIBIT "A-8"

Audit #  
190

**Destruction Notification Rpt**  
**City of Long Beach (CLB)**  
**Unknown (TMP)**  
**AUDITOR (050100)**

11/04/2004  
09:52:46

EXHIBIT "A-9"

Cost Center: ()  
Records Coordinator: WILLIAMS, DEBRA Mail Drop: Phone: (562)570-6267 ext:

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

Event (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Dates Ending	On Hold?	Destroy 12/31/2003	Location	Space#												
<input type="checkbox"/>	12118	10071.0	ADMINISTRATIVE FILES	01/01/1992	12/31/1998		12/31/2003	C-09-02	14												
<table border="1"> <thead> <tr> <th>File Number</th> <th>Iron Mountain Ref #</th> <th>Description</th> <th>Beginning Date</th> <th>Ending Date</th> <th>Record Title Name</th> </tr> </thead> <tbody> <tr> <td>1</td> <td></td> <td>NOTED COUNCIL AGENDAS 1992-98</td> <td>01/01/1992</td> <td>12/31/1998</td> <td>ADMINISTRATIVE FILES</td> </tr> </tbody> </table>										File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name	1		NOTED COUNCIL AGENDAS 1992-98	01/01/1992	12/31/1998	ADMINISTRATIVE FILES
File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name																
1		NOTED COUNCIL AGENDAS 1992-98	01/01/1992	12/31/1998	ADMINISTRATIVE FILES																
<input type="checkbox"/>	D-1035-OF	10006.3	AUDITOR'S WORKING FILE	09/03/1977	02/28/1992		02/28/2002	382723104	0												

Iron Mountain Ref LIST 1121  
#:

File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name
1	1	WORKING FILES - WATER DEPT DOCUMENTS	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE
3	3	CAPITAL IMPROVEMENT PROGRAM 91/92 THRU 95/96	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE
4	4	ORGANIZATIONAL CHARTS 2/91	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE
6	6	WATER QUALITY LAB REPORT 3/91	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE
7	7	ANNUAL REPORT 1991	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE
8	8	ANNUAL BUDGET 90/91	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE
9	9	GOALS FOR FY 90/91	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE
10	10	CAPITAL IMPROVEMENT PROGRAM 89/90	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE
12	12	RULES, REGULATIONS AND CHARGES GOVERNING WATER	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE
13	13	SERVICE 9/89	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE
14	14	PROCEDURAL MANUAL 4/89	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE
15	15	CAPITAL IMPROVEMENT PROGRAM 88/89	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE
18	18	WATER RATE ANALYSIS 1988	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE
19	19	RULES, REGULATIONS AND CHARGES GOVERNING WATER	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE
20	20	SERVICE 9/88	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE
21	21	PROCEDURAL MANUAL 4/88	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE

EXHIBIT "A-9"

11/04/04	<i>Jan Sawyer</i>	11	<i>J. Williams</i>	11/04/2004	<i>[Signature]</i>
Date	RECORDS MANAGER	Date	DEPARTMENT HEAD	Date	CITY ATTORNEY

Audit #  
190

**Destruction Notification Rpt  
City of Long Beach (CLB)  
Unknown (TMP)  
AUDITOR (050100)**

11/04/2004  
09:52:46

EXHIBIT "A-16"

Cost Center: ( )

Records Coordinator: WILLIAMS, DEBRA Mail Drop: Phone: (562)570-6267 ext:

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

Event (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Dates Ending	On Hold?	Destroy 12/31/2003	Location	Space#
<input type="checkbox"/>	D-1035-OF	10006.3	AUDITOR'S WORKING FILE	09/03/1977	02/28/1992		02/28/2002	382723104	0

Iron Mountain Ref LIST 1121  
#:

File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name
22	22	DEPARTMENT INFORMATION SUMMARY 1/15/79	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE
23	23	MEMO-ORGANIZATION SURVEY BY CITY MANAGER'S OFFICE	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE
24	24	5/4/78	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE
25	25	YOURTOWNE ANALYSIS OF METER REPLACEMENT ECONOMICS	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE
26	26	9/30/77	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE
27	27	TREATMENT PLANT PROJECT REPORT	09/03/1977	02/28/1992	AUDITOR'S WORKING FILE

<input type="checkbox"/>	D-1013-OF	10006.3	AUDITOR'S WORKING FILE	06/30/1992	06/30/1992		06/30/2002	382723083	0
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Box Contents: LIST 1185

File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name
1	1	WORKING FILES: LB PUBLIC TRANSPORTATION	06/30/1992	06/30/1992	AUDITOR'S WORKING FILE
2	2	PERMANENT FILE	06/30/1992	06/30/1992	AUDITOR'S WORKING FILE
3	3	"A" WORKPAPERS	06/30/1992	06/30/1992	AUDITOR'S WORKING FILE
4	4	"B110-130" WORKPAPERS	06/30/1992	06/30/1992	AUDITOR'S WORKING FILE
5	5	"B" WORKPAPERS	06/30/1992	06/30/1992	AUDITOR'S WORKING FILE
6	6	"C-N" WORKPAPERS	06/30/1992	06/30/1992	AUDITOR'S WORKING FILE
7	7	"P-U" WORKPAPERS	06/30/1992	06/30/1992	AUDITOR'S WORKING FILE
8	8	COMPUTER CONTROL REVIEW	06/30/1992	06/30/1992	AUDITOR'S WORKING FILE

<input type="checkbox"/>	D-1032-OF	10006.3	AUDITOR'S WORKING FILE	01/01/1992	12/31/1992		12/31/2002	382723101	0
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Iron Mountain Ref LIST 1117  
#:

EXHIBIT "A-16"

Date	RECORDS MANAGER	Date	DEPARTMENT HEAD	Date
				CITY ATTORNEY

Audit #  
190

**Destruction Notification Rpt**  
**City of Long Beach (CLB)**  
**Unknown (TMP)**  
**AUDITOR (050100)**

11/04/2004  
09:52:46

EXHIBIT *A-11*

Cost Center: ()

Records Coordinator: WILLIAMS, DEBRA Mail Drop: Phone: (562)570-6267 ext:

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

Event (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Dates Ending	On Hold?	Destroy 12/31/2003	Location	Space#
<input type="checkbox"/>	D-1032-OF	10006.3	AUDITOR'S WORKING FILE	01/01/1992	12/31/1992		12/31/2002	382723101	0

Iron Mountain Ref LIST 1117  
#:

File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name
1	1	WORKING FILES - CONDENSED ANNUAL FINANCIAL REPORT	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
2	2	6/30/92 - HARBOR	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
3	3	INDEPENDENT REVIEW PACKAGE	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
4	4	CONTROL AND REVIEW A1-A3	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
5	5	CONTROL AND REVIEW A4-A7	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
6	6	CONTROL AND REVIEW A8-PLANNING	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
7	7	CONTROL AND REVIEW A9-A13	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
8	8	SYSTEM DOCUMENTATION	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
9	9	WORKPAPERS C-G	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
10	10	WORKPAPERS H-L	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
11	11	WORKPAPERS U AND W	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
12	12	WORKPAPERS M-Q	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
13	13	WORKPAPERS R-T	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE

<input type="checkbox"/>	L-040	10006.3	AUDITOR'S WORKING FILE	01/01/1988	12/31/1992		12/31/2002	L-01-02	20
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File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name
1		Transient Occupancy Tax-Friendship Inn 1991	01/01/1988	12/31/1992	AUDITOR'S WORKING FILE
2		Hispanic Services Agency - 91-347 1991	01/01/1988	12/31/1992	AUDITOR'S WORKING FILE
3		BAYSIDE YACHT SALES 92-815 1992	01/01/1988	12/31/1992	AUDITOR'S WORKING FILE

EXHIBIT *A-11*

///		///		///	
Date	RECORDS MANAGER	Date	DEPARTMENT HEAD	Date	CITY ATTORNEY

Audit #  
190

**Destruction Notification Rpt**  
**City of Long Beach (CLB)**  
**Unknown (TMP)**  
**AUDITOR (050100)**

11/04/2004  
09:52:46

EXHIBIT "A-12"

Cost Center: ( )

Records Coordinator: WILLIAMS, DEBRA Mail Drop: Phone: (562)570-6267 ext:

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

Event (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Dates Ending	On Hold?	Destroy 12/31/2003	Location	Space#
<input type="checkbox"/>	L-040	10006.3	AUDITOR'S WORKING FILE	01/01/1988	12/31/1992		12/31/2002	L-01-02	20

File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name
4		LBPD IMPREST CASH 92-572 1992	01/01/1988	12/31/1992	AUDITOR'S WORKING FILE
5		CONDENSED REPORT 1991	01/01/1988	12/31/1992	AUDITOR'S WORKING FILE
6		MARINA BONDS 89-316 1988	01/01/1988	12/31/1992	AUDITOR'S WORKING FILE
7		MARINA BONDS 90-32A 88-89	01/01/1988	12/31/1992	AUDITOR'S WORKING FILE
8		MARINA BONDS 91-336 90	01/01/1988	12/31/1992	AUDITOR'S WORKING FILE
9		HARBOR DEPT MAINTENANCE BUREAU 89-536 (1 OF 2) 1989	01/01/1988	12/31/1992	AUDITOR'S WORKING FILE
10		HARBOR DEPT MAINTENANCE BUREAU 89-536 (2 OF 2) 1989	01/01/1988	12/31/1992	AUDITOR'S WORKING FILE

<input type="checkbox"/>	L-144	10006.3	AUDITOR'S WORKING FILE	01/01/1992	12/31/1992		12/31/2002	L-02-03	14
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File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name
1		Airport Bureau Sustem Parking 90-542 (1 of 2) 1989	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
2		Airport Bureau System Parking 90-542 (2 of 2) 1989	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
3		Consultants 90-537 1989	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
4		Belmont Plaza Pool 90-545 1990	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
5		LB Fair Housing Audit Report 90-733 6/89	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE
6		Public Works Traffic Division 89-525 1988	01/01/1992	12/31/1992	AUDITOR'S WORKING FILE

<input type="checkbox"/>	D-1005-OF	10006.3	AUDITOR'S WORKING FILE	01/01/1992	01/01/1993		01/01/2003	382723075	0
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File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name
1	1	DEPT OF PLANNING & BUILDING FRAUD CASE	01/01/1992	01/01/1993	AUDITOR'S WORKING FILE

EXHIBIT "A-12"

Date	RECORDS MANAGER	Date	DEPARTMENT HEAD	Date
				CITY ATTORNEY

Audit #  
190

**Destruction Notification Rpt**  
**City of Long Beach (CLB)**  
**Unknown (TMP)**  
**AUDITOR (050100)**

11/04/2004  
09:52:46

EXHIBIT "A-13"

Cost Center: ()  
Records Coordinator: WILLIAMS, DEBRA Mail Drop: Phone: (562)570-6267 ext:

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

Event (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Dates Ending	On Hold?	Destroy 12/31/2003	Location	Space#																																																																								
<input type="checkbox"/>	D-1005-OF	10006.3	AUDITOR'S WORKING FILE	01/01/1992	01/01/1993		01/01/2003	382723075	0																																																																								
<table border="0"> <tr> <td>File Number</td> <td>Iron Mountain Ref #</td> <td>Description</td> <td>Beginning Date</td> <td>Ending Date</td> <td>Record Title Name</td> </tr> <tr> <td>2</td> <td>2</td> <td>SUMMARY OF FEES</td> <td>01/01/1992</td> <td>01/01/1993</td> <td>AUDITOR'S WORKING FILE</td> </tr> </table>										File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name	2	2	SUMMARY OF FEES	01/01/1992	01/01/1993	AUDITOR'S WORKING FILE																																																												
File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name																																																																												
2	2	SUMMARY OF FEES	01/01/1992	01/01/1993	AUDITOR'S WORKING FILE																																																																												
<input type="checkbox"/>	G-243	10006.3	AUDITOR'S WORKING FILE	01/01/1993	01/01/1993		01/01/2003	G-03-03	2																																																																								
<table border="0"> <tr> <td>File Number</td> <td>Iron Mountain Ref #</td> <td>Description</td> <td>Beginning Date</td> <td>Ending Date</td> <td>Record Title Name</td> </tr> <tr><td>1</td><td>1</td><td>AGENCY FUNDS</td><td>01/01/1993</td><td>01/01/1993</td><td>AUDITOR'S WORKING FILE</td></tr> <tr><td>2</td><td>2</td><td>DEBT FINDER</td><td>01/01/1993</td><td>01/01/1993</td><td>AUDITOR'S WORKING FILE</td></tr> <tr><td>3</td><td>3</td><td>COMMON AUDIT AREAS</td><td>01/01/1993</td><td>01/01/1993</td><td>AUDITOR'S WORKING FILE</td></tr> <tr><td>4</td><td>4</td><td>CONFIRM CONTROL LOG</td><td>01/01/1993</td><td>01/01/1993</td><td>AUDITOR'S WORKING FILE</td></tr> <tr><td>5</td><td>5</td><td>SINGLE AUDIT RDA MINUTES - (1 BINDER)</td><td>01/01/1993</td><td>01/01/1993</td><td>AUDITOR'S WORKING FILE</td></tr> <tr><td>6</td><td>6</td><td>CITY COUNCIL MINUTES - (1 BINDER)</td><td>01/01/1993</td><td>01/01/1993</td><td>AUDITOR'S WORKING FILE</td></tr> <tr><td>7</td><td>7</td><td>COMMON AUDIT AREAS INTERNAL CONTROL #93-366</td><td>01/01/1993</td><td>01/01/1993</td><td>AUDITOR'S WORKING FILE</td></tr> <tr><td>8</td><td>8</td><td>RDA - (1 BINDER)</td><td>01/01/1993</td><td>01/01/1993</td><td>AUDITOR'S WORKING FILE</td></tr> <tr><td>9</td><td>9</td><td>RDA CAPITAL PROJECTS (1 BINDER)</td><td>01/01/1993</td><td>01/01/1993</td><td>AUDITOR'S WORKING FILE</td></tr> <tr><td>10</td><td>10</td><td>PARKS &amp; RECREATION/SENIOR SERVS &amp; SPECIAL PROGRAMS</td><td>01/01/1993</td><td>01/01/1993</td><td>AUDITOR'S WORKING FILE</td></tr> <tr><td>11</td><td>11</td><td>DIVISION SPROTS OFFICE (2 BINDERS)</td><td>01/01/1993</td><td>01/01/1993</td><td>AUDITOR'S WORKING FILE</td></tr> </table>										File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name	1	1	AGENCY FUNDS	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE	2	2	DEBT FINDER	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE	3	3	COMMON AUDIT AREAS	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE	4	4	CONFIRM CONTROL LOG	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE	5	5	SINGLE AUDIT RDA MINUTES - (1 BINDER)	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE	6	6	CITY COUNCIL MINUTES - (1 BINDER)	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE	7	7	COMMON AUDIT AREAS INTERNAL CONTROL #93-366	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE	8	8	RDA - (1 BINDER)	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE	9	9	RDA CAPITAL PROJECTS (1 BINDER)	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE	10	10	PARKS & RECREATION/SENIOR SERVS & SPECIAL PROGRAMS	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE	11	11	DIVISION SPROTS OFFICE (2 BINDERS)	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE
File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name																																																																												
1	1	AGENCY FUNDS	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE																																																																												
2	2	DEBT FINDER	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE																																																																												
3	3	COMMON AUDIT AREAS	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE																																																																												
4	4	CONFIRM CONTROL LOG	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE																																																																												
5	5	SINGLE AUDIT RDA MINUTES - (1 BINDER)	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE																																																																												
6	6	CITY COUNCIL MINUTES - (1 BINDER)	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE																																																																												
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10	10	PARKS & RECREATION/SENIOR SERVS & SPECIAL PROGRAMS	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE																																																																												
11	11	DIVISION SPROTS OFFICE (2 BINDERS)	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE																																																																												
<input type="checkbox"/>	G-244	10006.3	AUDITOR'S WORKING FILE	01/01/1993	01/01/1993		01/01/2003	G-03-03	3																																																																								
<table border="0"> <tr> <td>File Number</td> <td>Iron Mountain Ref #</td> <td>Description</td> <td>Beginning Date</td> <td>Ending Date</td> <td>Record Title Name</td> </tr> <tr> <td>1</td> <td>1</td> <td>HOUSING DEVL-EVERGREEN APTS (1 BINDER)</td> <td>01/01/1993</td> <td>01/01/1993</td> <td>AUDITOR'S WORKING FILE</td> </tr> <tr> <td>2</td> <td>2</td> <td>HOUSING DEVELOPMENT - FINANCIAL AUDIT #93-366</td> <td>01/01/1993</td> <td>01/01/1993</td> <td>AUDITOR'S WORKING FILE</td> </tr> </table>										File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name	1	1	HOUSING DEVL-EVERGREEN APTS (1 BINDER)	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE	2	2	HOUSING DEVELOPMENT - FINANCIAL AUDIT #93-366	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE																																																						
File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name																																																																												
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2	2	HOUSING DEVELOPMENT - FINANCIAL AUDIT #93-366	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE																																																																												

EXHIBIT "A-13"

Date	RECORDS MANAGER	Date	DEPARTMENT HEAD	Date
				CITY ATTORNEY

Audit #  
190

**Destruction Notification Rpt  
City of Long Beach (CLB)  
Unknown (TMP)  
AUDITOR (050100)**

11/04/2004  
09:52:46

EXHIBIT "A-14"

Cost Center: ( )

Records Coordinator: WILLIAMS, DEBRA Mail Drop: Phone: (562)570-6267 ext:

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

Event (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg. Ending		On Hold?	Destroy 12/31/2003	Location	Space#
<input type="checkbox"/>	G-244	10006.3	AUDITOR'S WORKING FILE	01/01/1993	01/01/1993		01/01/2003	G-03-03	3

File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name
3	3	HOUSING DEVL - GENERAL BINDER (1 BINDER)	01/01/1993	01/01/1993	AUDITOR'S WORKING FILE

Eligible Boxes on Hold	=	0
Elgibile Boxes Checked Out	=	0
Elgibile Boxes Excepted	=	0
<b>Boxes to be Destroyed for this Department</b>	<b>=</b>	<b>9</b>
<b>( Excluding boxes on hold or boxes with folders on hold or checked out, and excluding boxes selected for exception )</b>		

EXHIBIT "A-14"

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Date	RECORDS MANAGER	Date	DEPARTMENT HEAD	Date	CITY ATTORNEY