

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

RESOLUTION NO. RES-08-0016

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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 CIVIL SERVICE 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 Civil Service 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.

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

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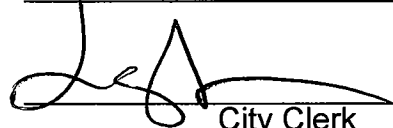
OFFICE OF THE CITY ATTORNEY
ROBERT E. SHANNON, City Attorney
333 West Ocean Boulevard, 11th Floor
Long Beach, CA 90802-4664

1 I hereby certify that the foregoing resolution was adopted by the City
2 Council of the City of Long Beach at its meeting of February 12, 2008, by the
3 following vote:

4 Ayes: Councilmembers: B. Lowenthal, S. Lowenthal, DeLong,
5 O'Donnell, Schipske, Andrews,
6 Reyes Uranga, Gabelich, Lerch.

7 _____
8 Noes: Councilmembers: None.

9 _____
10 Absent: Councilmembers: None.

11 _____
12 
13 _____
14 City Clerk

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27
28 GJA: lkm - 1/22/08
A08-00294

Cost Center: ()

Records Coordinator: SWAN, SUANNE Mail Drop: Phone: (562)570-6058 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 Date	Location	Space#
<input type="checkbox"/>	14053	10001.1	EXAMINATION BUNDLES	01/01/1998	12/31/2000	12/31/2000		12/31/2005	K-02-04	18

Folders within the above box

File Number1
 Iron Mountain Ref #: 14054
 Beginning Date: 01/01/1998 Ending Date: 12/31/2000 Record Title Name: EXAMINATION BUNDLES
 Description: POLICE SERGEANT BOX 1 OF 9

<input type="checkbox"/>	14054	10001.1	EXAMINATION BUNDLES	01/01/1998	12/31/2000	12/31/2000		12/31/2005	K-02-04	19
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Folders within the above box

File Number1
 Iron Mountain Ref #: 14055
 Beginning Date: 01/01/1998 Ending Date: 12/31/2000 Record Title Name: EXAMINATION BUNDLES
 Description: POLICE SERGEANT BOX 2 OF 9

<input type="checkbox"/>	14055	10001.1	EXAMINATION BUNDLES	01/01/1998	12/31/2000	12/31/2000		12/31/2005	K-02-04	20
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Folders within the above box

File Number1
 Iron Mountain Ref #: 14056
 Beginning Date: 01/01/1998 Ending Date: 12/31/2000 Record Title Name: EXAMINATION BUNDLES
 Description: POLICE SERGEANT BOX 3 OF 9

<input type="checkbox"/>	14056	10001.1	EXAMINATION BUNDLES	01/01/1998	12/31/2000	12/31/2000		12/31/2005	C-11-04	1
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Folders within the above box

File Number1
 Iron Mountain Ref #: 14057
 Beginning Date: 01/01/1998 Ending Date: 12/31/2000 Record Title Name: EXAMINATION BUNDLES
 Description: POLICE SERGEANT BOX 4 OF 9

<input type="checkbox"/>	14057	10001.1	EXAMINATION BUNDLES	01/01/1998	12/31/2000	12/31/2000		12/31/2005	C-11-04	2
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Folders within the above box

File Number1
 Iron Mountain Ref #: 14058
 Beginning Date: 01/01/1998 Ending Date: 12/31/2000 Record Title Name: EXAMINATION BUNDLES
 Description: POLICE SERGEANT BOX 5 OF 9

<input type="checkbox"/>	14058	10001.1	EXAMINATION BUNDLES	01/01/1998	12/31/2000	12/31/2000		12/31/2005	C-11-04	3
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Date 11/16/08 *Debra J. [Signature]*
 RECORDS MANAGER

Date 11/15/08 *Wesley [Signature]*
 DEPARTMENT HEAD

Date 1/22/08 *Shirley Anderson*
 CITY ATTORNEY

Event (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Beg. Date	Dates Ending	On Hold?	Destroy Date 12/31/2005	Location	Space#
			Folders within the above box						
			File Number1						
			Iron Mountain Ref #:						
<input type="checkbox"/>	14059	10001.1	EXAMINATION BUNDLES	01/01/1998	12/31/2000		12/31/2005	C-11-04	4
			Folders within the above box						
			File Number1						
			Iron Mountain Ref #:						
<input type="checkbox"/>	14060	10001.1	EXAMINATION BUNDLES	01/01/1998	12/31/2000		12/31/2005	C-11-04	5
			Folders within the above box						
			File Number1						
			Iron Mountain Ref #:						
<input type="checkbox"/>	14061	10001.1	EXAMINATION BUNDLES	01/01/1998	12/31/2000		12/31/2005	C-11-04	6
			Folders within the above box						
			File Number1						
			Iron Mountain Ref #:						
<input type="checkbox"/>	15236	10001.1	EXAMINATION BUNDLES	01/01/2000	12/31/2000		12/31/2005	E-09-03	12
			Folders within the above box						
			File Number1						
			Iron Mountain Ref #:						
<input type="checkbox"/>	15237	10001.1	EXAMINATION BUNDLES	01/01/2000	12/31/2000		12/31/2005	E-09-03	13

Beginning Date: 01/01/1998 Ending Date: 12/31/2000 Record Title Name: EXAMINATION BUNDLES
Description: POLICE SERGEANT BOX 6 OF 9

Beginning Date: 01/01/1998 Ending Date: 12/31/2000 Record Title Name: EXAMINATION BUNDLES
Description: POLICE SERGEANT BOX 7 OF 9

Beginning Date: 01/01/1998 Ending Date: 12/31/2000 Record Title Name: EXAMINATION BUNDLES
Description: POLICE SERGEANT BOX 8 OF 9

Beginning Date: 01/01/1998 Ending Date: 12/31/2000 Record Title Name: EXAMINATION BUNDLES
Description: POLICE SERGEANT BOX 9 OF 9

Beginning Date: 01/01/1999 Ending Date: 12/31/1999 Record Title Name: EXAMINATION BUNDLES
Description: EXAMINATION BUNDLE - INACTIVE

Beginning Date: 01/01/1999 Ending Date: 12/31/1999 Record Title Name: EXAMINATION BUNDLES
Description: FIRE RECRUIT ORALS BOX 1 OF 11

1/14/08 *Alvin B...* 1/22/08 *Stacy J. Anderson*
Date RECORDS MANAGER Date CITY ATTORNEY

DEPARTMENT HEAD

Destruction Notification Rpt
City of Long Beach (CLB)
Unknown (TMP)
CIVIL SERVICE (110105)

Event (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Beg. Dates	Ending Dates	On Hold?	Destroy Date	Location	Space#
			Folders within the above box						
			File Number1						
			Iron Mountain Ref #:	Beginning Date: 01/01/1999	Ending Date: 12/31/1999				
				Description: EXAMINATION BUNDLE - INACTIVE					
			File Number2	Beginning Date: 01/01/1999	Ending Date: 12/31/1999				
			Iron Mountain Ref #:	Description: FIRE RECRUIT ORALS BOX 2 OF 11					
<input type="checkbox"/>	15238	10001.1	EXAMINATION BUNDLES	01/01/2000	12/31/2000			12/31/2005 E-09-03	14
			Folders within the above box						
			File Number1	Beginning Date: 01/01/2000	Ending Date: 12/31/2000				
			Iron Mountain Ref #:	Description: EXAMINATION BUNDLE - INACTIVE					
			File Number2	Beginning Date: 01/01/2000	Ending Date: 12/31/2000				
			Iron Mountain Ref #:	Description: FIRE RECRUIT ORALS BOX 3 OF 11					
<input type="checkbox"/>	15239	10001.1	EXAMINATION BUNDLES	01/01/2000	12/31/2000			12/31/2005 E-09-03	15
			Folders within the above box						
			File Number1	Beginning Date: 01/01/2000	Ending Date: 12/31/2000				
			Iron Mountain Ref #:	Description: EXAMINATION BUNDLE - INACTIVE					
			File Number2	Beginning Date: 01/01/2000	Ending Date: 12/31/2000				
			Iron Mountain Ref #:	Description: FIRE RECRUIT ORALS BOX 4 OF 11					
<input type="checkbox"/>	15240	10001.1	EXAMINATION BUNDLES	01/01/2000	12/31/2000			12/31/2005 E-09-03	16
			Folders within the above box						
			File Number1	Beginning Date: 01/01/2000	Ending Date: 12/31/2000				
			Iron Mountain Ref #:	Description: EXAMINATION BUNDLE - INACTIVE					
			File Number2	Beginning Date: 01/01/2000	Ending Date: 12/31/2000				
			Iron Mountain Ref #:	Description: FIRE RECRUIT ORALS BOX 5 OF 11					
<input type="checkbox"/>	15241	10001.1	EXAMINATION BUNDLES	01/01/2000	12/31/2000			12/31/2005 E-09-03	17

Date 1/14/08 Maria B... DEPARTMENT HEAD
 Date 1/22/08 Angie Johnson CITY ATTORNEY

Destruction Notification Rpt
City of Long Beach (CLB)
Unknown (TMP)
CIVIL SERVICE (110105)

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

File Number1 Beginning Date: 01/01/2000 Ending Date: 12/31/2000 Record Title Name: EXAMINATION BUNDLES

Iron Mountain Ref #:

File Number2

Beginning Date: 01/01/2000 Ending Date: 12/31/2000 Record Title Name: EXAMINATION BUNDLES

Iron Mountain Ref #:

15242 **10001.1** **EXAMINATION BUNDLES** **01/01/2000** **12/31/2000** **12/31/2005 E-09-03** **18**

Description: EXAMINATION BUNDLE - INACTIVE

Description: FIRE RECRUIT ORALS BOX 6 OF 11

Folders within the above box

File Number1 Beginning Date: 01/01/2000 Ending Date: 12/31/2000 Record Title Name: EXAMINATION BUNDLES

Iron Mountain Ref #:

File Number2

Beginning Date: 01/01/2000 Ending Date: 12/31/2000 Record Title Name: EXAMINATION BUNDLES

Iron Mountain Ref #:

15243 **10001.1** **EXAMINATION BUNDLES** **01/01/2000** **12/31/2000** **12/31/2005 E-08-02** **3**

Description: EXAMINATION BUNDLE - INACTIVE

Description: FIRE RECRUIT ORALS BOX 7 OF 11

Folders within the above box

File Number1 Beginning Date: 01/01/2000 Ending Date: 12/31/2000 Record Title Name: EXAMINATION BUNDLES

Iron Mountain Ref #:

File Number2

Beginning Date: 01/01/2000 Ending Date: 12/31/2000 Record Title Name: EXAMINATION BUNDLES

Iron Mountain Ref #:

15244 **10001.1** **EXAMINATION BUNDLES** **01/01/2000** **12/31/2000** **12/31/2005 E-08-02** **14**

Description: EXAMINATION BUNDLE - INACTIVE

Description: FIRE RECRUIT ORALS BOX 8 OF 11

Folders within the above box

File Number1 Beginning Date: 01/01/2000 Ending Date: 12/31/2000 Record Title Name: EXAMINATION BUNDLES

Iron Mountain Ref #:

File Number2

Beginning Date: 01/01/2000 Ending Date: 12/31/2000 Record Title Name: EXAMINATION BUNDLES

Iron Mountain Ref #:

15245 **10001.1** **EXAMINATION BUNDLES** **01/01/2000** **12/31/2000** **12/31/2005 E-08-02** **15**

Description: EXAMINATION BUNDLE - INACTIVE

Description: FIRE RECRUIT ORALS BOX 9 OF 11

Date: 1/14/08 Alton B. Bean DEPARTMENT HEAD

Date: 1/22/08 Stacy J. Anderson CITY ATTORNEY

Destruction Notification Rpt
City of Long Beach (CLB)
Unknown (TMP)
CIVIL SERVICE (110105)

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

<input type="checkbox"/>	File Number1			Beginning Date: 01/01/2000	Ending Date: 12/31/2000			Record Title Name: EXAMINATION BUNDLES	
	Iron Mountain Ref #:							Description: EXAMINATION BUNDLE - INACTIVE	
<input type="checkbox"/>	File Number2			Beginning Date: 01/01/2000	Ending Date: 12/31/2000			Record Title Name: EXAMINATION BUNDLES	
	Iron Mountain Ref #:							Description: FIRE RECRUIT ORALS BOX 10 OF 11	
<input type="checkbox"/>	15246	10001.1	EXAMINATION BUNDLES	01/01/2000	12/31/2000				12/31/2005 E-08-02 16

Folders within the above box

<input type="checkbox"/>	File Number1			Beginning Date: 01/01/2000	Ending Date: 12/31/2000			Record Title Name: EXAMINATION BUNDLES	
	Iron Mountain Ref #:							Description: EXAMINATION BUNDLE - INACTIVE	
<input type="checkbox"/>	File Number2			Beginning Date: 01/01/2000	Ending Date: 12/31/2000			Record Title Name: EXAMINATION BUNDLES	
	Iron Mountain Ref #:							Description: FIRE RECRUIT ORALS BOX 11 OF 11	
<input type="checkbox"/>	15247	10001.1	EXAMINATION BUNDLES	01/01/2000	12/31/2000				12/31/2005 E-08-03 6

Folders within the above box

<input type="checkbox"/>	File Number1			Beginning Date: 01/01/2000	Ending Date: 12/31/2000			Record Title Name: EXAMINATION BUNDLES	
	Iron Mountain Ref #:							Description: EXAMINATION BUNDLE - INACTIVE	
<input type="checkbox"/>	File Number2			Beginning Date: 01/01/2000	Ending Date: 12/31/2000			Record Title Name: EXAMINATION BUNDLES	
	Iron Mountain Ref #:							Description: FIRE RECRUIT SCANTRONS BOX 1 OF 5	
<input type="checkbox"/>	15248	10001.1	EXAMINATION BUNDLES	01/01/2000	12/31/2000				12/31/2005 E-08-03 7

Folders within the above box

<input type="checkbox"/>	File Number1			Beginning Date: 01/01/2000	Ending Date: 12/31/2000			Record Title Name: EXAMINATION BUNDLES	
	Iron Mountain Ref #:							Description: EXAMINATION BUNDLE - INACTIVE	
<input type="checkbox"/>	File Number2			Beginning Date: 01/01/2000	Ending Date: 12/31/2000			Record Title Name: EXAMINATION BUNDLES	
	Iron Mountain Ref #:							Description: FIRE RECRUIT SCANTRONS BOX 2 OF 5	
<input type="checkbox"/>	15249	10001.1	EXAMINATION BUNDLES	01/01/2000	12/31/2000				12/31/2005 E-08-03 14

Date 1/14/08 *[Signature]*
RECORDS MANAGER

Date 1/14/08 *[Signature]*
DEPARTMENT HEAD

Date 1/22/08 *[Signature]*
CITY ATTORNEY

Event (X) Code	Permanent Box Number	Record Title Code	Record Title (Box Contents)	Dates Beg.	Dates Ending	On Hold?	Destroy Date	Location	Space#
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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: EXAMINATION BUNDLES
Description: EXAMINATION BUNDLE - INACTIVE

File Number2
Iron Mountain Ref #: Beginning Date: 01/01/2000 Ending Date: 12/31/2000 Record Title Name: EXAMINATION BUNDLES
Description: FIRE RECRUIT SCANTRONS BOX 3 OF 5

<input type="checkbox"/>	15250	10001.1	EXAMINATION BUNDLES	01/01/2000	12/31/2000		12/31/2005 E-08-03		17
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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: EXAMINATION BUNDLES
Description: EXAMINATION BUNDLE - INACTIVE

File Number2
Iron Mountain Ref #: Beginning Date: 01/01/2000 Ending Date: 12/31/2000 Record Title Name: EXAMINATION BUNDLES
Description: FIRE RECRUIT SCANTRONS BOX 4 OF 5

<input type="checkbox"/>	15251	10001.1	EXAMINATION BUNDLES	01/01/2000	12/31/2000		12/31/2005 E-08-01		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: EXAMINATION BUNDLES
Description: EXAMINATION BUNDLE - INACTIVE

File Number2
Iron Mountain Ref #: Beginning Date: 01/01/2000 Ending Date: 12/31/2000 Record Title Name: EXAMINATION BUNDLES
Description: FIRE RECRUIT SCANTRONS BOX 5 OF 5

Total Eligible Boxes to be destroyed	=	25
Eligible Boxes on Hold	=	0
Eligible Boxes Checked Out	=	0
Eligible Boxes Removed	=	0
Total Available Boxes to be destroyed	=	25

11/6/08 *[Signature]*
Date RECORDS MANAGER

11/4/08 *[Signature]*
Date DEPARTMENT HEAD

11/20/08 *[Signature]*
Date CITY ATTORNEY

Destruction Notification Rpt
City of Long Beach (CLB)
Unknown (TMP)
CIVIL SERVICE (110105)

Cost Center: ()
 Records Coordinator: SWAN, SUANNE Mail Drop: Phone: (562)570-6058 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 Date 12/31/2006	Location	Space#
<input type="checkbox"/>	14062	10001.1	EXAMINATION BUNDLES	01/01/1999	12/31/2001		12/31/2006	C-11-04	7
Folders within the above box									
File Number1				Beginning Date: 01/01/1999	Ending Date: 12/31/2001		Record Title Name: EXAMINATION BUNDLES		
Iron Mountain Ref #:				Description: POLICE LIEUTENANT BOX 1 OF 3					
<input type="checkbox"/>	14063	10001.1	EXAMINATION BUNDLES	01/01/1999	12/31/2001		12/31/2006	C-11-04	8
Folders within the above box									
File Number1				Beginning Date: 01/01/1999	Ending Date: 12/31/2001		Record Title Name: EXAMINATION BUNDLES		
Iron Mountain Ref #:				Description: POLICE LIEUTENANT BOX 2 OF 3					
<input type="checkbox"/>	14064	10001.1	EXAMINATION BUNDLES	01/01/1999	12/31/2001		12/31/2006	C-11-04	9
Folders within the above box									
File Number1				Beginning Date: 01/01/1999	Ending Date: 12/31/2001		Record Title Name: EXAMINATION BUNDLES		
Iron Mountain Ref #:				Description: POLICE LIEUTENANT BOX 3 OF 3					
<input type="checkbox"/>	15257	10001.1	EXAMINATION BUNDLES	01/01/1999	12/31/2001		12/31/2006	E-08-03	15
Folders within the above box									
File Number1				Beginning Date: 01/01/1999	Ending Date: 12/31/2001		Record Title Name: EXAMINATION BUNDLES		
Iron Mountain Ref #:				Description: EXAMINATION BUNDLE - INACTIVE					
File Number2				Beginning Date: 01/01/1999	Ending Date: 12/31/2001		Record Title Name: EXAMINATION BUNDLES		
Iron Mountain Ref #:				Description: FIRE ENGINEER					
<input type="checkbox"/>	15258	10001.1	EXAMINATION BUNDLES	01/01/2001	12/31/2001		12/31/2006	E-08-03	16
Folders within the above box									

1/16/08 *Ch. Pugh* 1/14/08 *Alta Bern*
 Date RECORDS MANAGER Date DEPARTMENT HEAD
 1/22/08 *Sam J. Adams* Date CITY ATTORNEY

Destruction Notification Rpt
City of Long Beach (CLB)
Unknown (TMP)
CIVIL SERVICE (110105)

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

File Number1 Beginning Date: 01/01/1999 Ending Date: 12/31/2001 Record Title Name: EXAMINATION BUNDLES

Iron Mountain Ref #:

Description: EXAMINATION BUNDLE - INACTIVE

File Number2 Beginning Date: 01/01/1999 Ending Date: 12/31/2001 Record Title Name: EXAMINATION BUNDLES

Iron Mountain Ref #:

Description: FIRE ENGINEER

15259 **10001.1** **EXAMINATION BUNDLES** **01/01/2001** **12/31/2001** **12/31/2006 E-08-03** **18**

Folders within the above box

File Number1 Beginning Date: 01/01/2001 Ending Date: 12/31/2001 Record Title Name: EXAMINATION BUNDLES

Iron Mountain Ref #:

Description: EXAMINATION BUNDLE - INACTIVE

File Number2 Beginning Date: 01/01/2001 Ending Date: 12/31/2001 Record Title Name: EXAMINATION BUNDLES

Iron Mountain Ref #:

Description: CLERK TYPIST

Total Eligible Boxes to be destroyed	=	6
Eligible Boxes on Hold	=	0
Eligible Boxes Checked Out	=	0
Eligible Boxes Removed	=	0
Total Available Boxes to be destroyed	=	6

1/16/08 *[Signature]*
Date RECORDS MANAGER

1/14/08 *[Signature]*
Date DEPARTMENT HEAD

1/22/08 *[Signature]*
Date CITY ATTORNEY