



# 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

March 23, 2010

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

**RECOMMENDATION:**

Recommendation to approve the destruction of records for the Public Works Department Administration Bureau and Public Works Department Engineering Bureau as shown in Exhibit A: and adopt the resolution.

**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 (Exhibit A).

The City Attorney and Public Works Department concur in the above recommendation.

**FISCAL IMPACT**

Appropriations have been budgeted in FY 10 for the operation of the City Records Center.

**SUGGESTED ACTION**

Approve recommendation.

Respectfully submitted,

Larry G. Herrera  
City Clerk

LH:md

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONG BEACH APPROVING AND AUTHORIZING THE DESTRUCTION OF CERTAIN, PAPERS, AND WRITINGS BY THE PUBLIC WORKS DEPARTMENT ADMINISTRATION BUREAU AND THE PUBLIC WORKS DEPARTMENT ENGINEERING BUREAU

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 Public Works Department Administration Bureau and the Public Works Department Engineering Bureau 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.

Section 3. This resolution shall take effect immediately upon its adoption

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

1 by 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 \_\_\_\_\_, 2010,  
4 by the following vote:

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

6 \_\_\_\_\_

7 \_\_\_\_\_

8 \_\_\_\_\_

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

10 \_\_\_\_\_

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

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

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**EXHIBIT "A"**

Cost Center: ()

Records Coordinator: CYNTHIA STAFFORD Mail Drop: 9TH FLOOR Phone: (562)570-5582 ext:

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

Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title (Box Contents)	Dates Beg.	Dates Ending	On Hold?	Destroy Date 12/31/2009	Location	Space#
<input type="checkbox"/> 3	20634	10060.0	DEPARTMENTAL CONFIDENTIAL HRMS REPORTS	01/01/2006	12/31/2006		12/31/2009	C-06-01	1
<input type="checkbox"/> 3	20635	10060.0	DEPARTMENTAL CONFIDENTIAL HRMS REPORTS	01/01/2006	12/31/2006		12/31/2009	C-06-01	2
<input type="checkbox"/> 3	20636	10060.0	DEPARTMENTAL CONFIDENTIAL HRMS REPORTS	01/01/2006	12/31/2006		12/31/2009	C-06-01	3
<input type="checkbox"/> 3	20637	10060.0	DEPARTMENTAL CONFIDENTIAL HRMS REPORTS	01/01/2006	12/31/2006		12/31/2009	C-06-01	4

E = Excluded

Total Eligible Boxes to be destroyed	=	4
Eligible Boxes on Hold	=	0
Eligible Boxes Checked Out	=	0
Eligible Boxes Removed	=	0
Total Available Boxes to be destroyed	=	4

Date 2-24-10  
 RECORDS MANAGER *[Signature]*

DEPARTMENT HEAD *[Signature]*  
 Date 3/10/10  
 CITY ATTORNEY *[Signature]*

Cost Center: ()  
Records Coordinator: SADIE TUUA Mail Drop: 9TH FLOOR Phone: (562)570-5161 ext:

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

Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Dates Ending	On Hold?	Destroy Date 12/31/2009	Location 138049065	Space# 0
<input type="checkbox"/> 1	12297	10073.2	TRAFFIC CORRESPONDENCE	01/01/1990	12/31/1995		12/31/2009	138049065	0

**Folders within the above box**

**File Number1**

Iron Mountain Ref #:

Beginning Date: 01/01/1990 Ending Date: 12/31/1995 Record Title Name: TRAFFIC CORRESPONDENCE  
Description: TRAFFIC PLANNING RECORDS/CORRESPONDENCE 1990-95

<input type="checkbox"/> 1	12298	10073.2	TRAFFIC CORRESPONDENCE	01/01/1990	12/31/1995		12/31/2009	138049066	0
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**Folders within the above box**

**File Number1**

Iron Mountain Ref #:

Beginning Date: 01/01/1990 Ending Date: 12/31/1995 Record Title Name: TRAFFIC CORRESPONDENCE  
Description: TRANSPORTATION PLANNING RECORDS/CORRES

<input type="checkbox"/> 1	12299	10073.2	TRAFFIC CORRESPONDENCE	01/01/1990	12/31/1995		12/31/2009	138049067	0
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**Folders within the above box**

**File Number1**

Iron Mountain Ref #:

Beginning Date: 01/01/1990 Ending Date: 12/31/1995 Record Title Name: TRAFFIC CORRESPONDENCE  
Description: TRANSPORTATION PLANNING RECORDS/CORRES

<input type="checkbox"/> 1	12300	10073.2	TRAFFIC CORRESPONDENCE	01/01/1990	12/31/1995		12/31/2009	138049068	0
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**Folders within the above box**

**File Number1**

Iron Mountain Ref #:

Beginning Date: 01/01/1990 Ending Date: 12/31/1995 Record Title Name: TRAFFIC CORRESPONDENCE  
Description: TRANSPORTATION PLANNING RECORDS/CORRES

<input type="checkbox"/> 1	12301	10073.2	TRAFFIC CORRESPONDENCE	01/01/1990	12/31/1995		12/31/2009	138049069	0
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**Folders within the above box**

**File Number1**

Iron Mountain Ref #:

Beginning Date: 01/01/1990 Ending Date: 12/31/1995 Record Title Name: TRAFFIC CORRESPONDENCE  
Description: TRANSPORTATION PLANNING RECORDS/CORRES

<input type="checkbox"/> 1	12302	10073.2	TRAFFIC CORRESPONDENCE	01/01/1990	12/31/1995		12/31/2009	138049070	0
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**Folders within the above box**

**File Number1**

Iron Mountain Ref #:

Beginning Date: 01/01/1990 Ending Date: 12/31/1995 Record Title Name: TRAFFIC CORRESPONDENCE  
Description: TRANSPORTATION PLANNING RECORDS/CORRES

**Destruction Notification Rpt**  
City of Long Beach (CLB)  
Unknown (TMP)  
PW/ENGINEERING (521101)

Audit #  
299

(X) Code	Destroy	Permanent	Record Title	Record Title Name	Dates	Ending	On Hold?	Destroy Date	Location	Space#
	Code	Box Number	Code	(Box Contents)	Beg.			12/31/2009		

<input type="checkbox"/>	1	12303	10073.2	TRAFFIC CORRESPONDENCE	01/01/1990	12/31/1995		12/31/2009	138049071	0
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**Folders within the above box**

**File Number1**  
Iron Mountain Ref #:  
Beginning Date: 01/01/1990 Ending Date: 12/31/1995 Record Title Name: TRAFFIC CORRESPONDENCE  
Description: TRANSPORTATION PLANNING - MTA PROP A/C CORRES: LB TRANSIT AGREEMENT 1992-95; MIS

<input type="checkbox"/>	1	12304	10073.2	TRAFFIC CORRESPONDENCE	01/01/1995	12/31/1995		12/31/2009	138049070	0
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**Folders within the above box**

**File Number1**  
Iron Mountain Ref #:  
Beginning Date: 01/01/1995 Ending Date: 12/31/1995 Record Title Name: TRAFFIC CORRESPONDENCE  
Description: TRANSPORTATION PLANNING - PROP A QTR RPTS PRIOR TO 1995

<input type="checkbox"/>	1	12328	10073.2	TRAFFIC CORRESPONDENCE	01/01/1993	12/31/1995		12/31/2009	138049094	0
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**Folders within the above box**

**File Number1**  
Iron Mountain Ref #:  
Beginning Date: 01/01/1993 Ending Date: 12/31/1995 Record Title Name: TRAFFIC CORRESPONDENCE  
Description: VEHICLE ACCIDENT REPORT (BIKE) SPECIAL COPIES 1993-95

Destruction Notification Rpt  
City of Long Beach (CLB)  
Unknown (TMP)  
PW/ENGINEERING (521101)

Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Beginning Date	Ending Date	On Hold?	Destroy Date 12/31/2009	Location	Space#
<input type="checkbox"/>	17603	10073.2	TRAFFIC CORRESPONDENCE	01/01/1989	12/31/1995		12/31/2009	E-09-02	1
			<i>Range Description</i>	<i>Beginning</i>	<i>Ending Date</i>		<i>Record Title Name</i>		
A	BR		SUBJECT FILES - BOX 1 OF 5	01/01/1989	12/31/1995		TRAFFIC CORRESPONDENCE		
<input type="checkbox"/>	17604	10073.2	TRAFFIC CORRESPONDENCE	01/01/1989	12/31/1995		12/31/2009	E-09-02	2
			<i>Range Description</i>	<i>Beginning</i>	<i>Ending Date</i>		<i>Record Title Name</i>		
BUS	L		SUBJECT FILES BOX 2 OF 5	01/01/1989	12/31/1995		TRAFFIC CORRESPONDENCE		
<input type="checkbox"/>	17605	10073.2	TRAFFIC CORRESPONDENCE	01/01/1989	12/31/1995		12/31/2009	E-09-02	3
			<i>Range Description</i>	<i>Beginning</i>	<i>Ending Date</i>		<i>Record Title Name</i>		
MARINE	PARK		SUBJECT FILES - BOX 3 OF 5	01/01/1989	12/31/1995		TRAFFIC CORRESPONDENCE		
<input type="checkbox"/>	17606	10073.2	TRAFFIC CORRESPONDENCE	01/01/1989	12/31/1995		12/31/2009	E-09-02	4
			<i>Range Description</i>	<i>Beginning</i>	<i>Ending Date</i>		<i>Record Title Name</i>		
PARKING	SCHOOL		SUBJECT FILES - BOX 4 OF 5	01/01/1989	12/31/1995		TRAFFIC CORRESPONDENCE		
<input type="checkbox"/>	17607	10073.2	TRAFFIC CORRESPONDENCE	01/01/1989	12/31/1995		12/31/2009	E-09-02	5
			<i>Range Description</i>	<i>Beginning</i>	<i>Ending Date</i>		<i>Record Title Name</i>		
SI	Z		SUBJECT FILES - BOX 5 OF 5	01/01/1989	12/31/1995		TRAFFIC CORRESPONDENCE		
<input type="checkbox"/>	17608	10073.2	TRAFFIC CORRESPONDENCE	01/01/1989	12/31/1995		12/31/2009	E-09-02	6
			<i>Range Description</i>	<i>Beginning</i>	<i>Ending Date</i>		<i>Record Title Name</i>		
A	ATH		SUBJECT FILES	01/01/1989	12/31/1995		TRAFFIC CORRESPONDENCE		



Destruction Notification Rpt  
City of Long Beach (CLB)  
Unknown (TMP)  
PW/ENGINEERING (521101)

Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Dates Ending	On Hold?	Destroy Date 12/31/2009	Location	Space#
<input type="checkbox"/> 1	17609	10073.2	TRAFFIC CORRESPONDENCE	01/01/1989	12/31/1995		12/31/2009	E-09-02	7
			<i>Range Description</i>	<i>Beginning</i>	<i>Ending Date</i>		<i>Record Title Name</i>		
	ATL		SUBJECT FILE	01/01/1989	12/31/1995		TRAFFIC CORRESPONDENCE		
<input type="checkbox"/> 1	17610	10073.2	TRAFFIC CORRESPONDENCE	01/01/1989	12/31/1995		12/31/2009	E-09-02	8
			<i>Range Description</i>	<i>Beginning</i>	<i>Ending Date</i>		<i>Record Title Name</i>		
	BEN		SUBJECT FILES	01/01/1989	12/31/1995		TRAFFIC CORRESPONDENCE		
<input type="checkbox"/> 1	17611	10073.2	TRAFFIC CORRESPONDENCE	01/01/1989	12/31/1995		12/31/2009	E-09-02	9
			<i>Range Description</i>	<i>Beginning</i>	<i>Ending Date</i>		<i>Record Title Name</i>		
	CA		SUBJECT FILES	01/01/1989	12/31/1995		TRAFFIC CORRESPONDENCE		
<input type="checkbox"/> 1	17612	10073.2	TRAFFIC CORRESPONDENCE	01/01/1989	12/31/1995		12/31/2009	E-09-02	10
			<i>Range Description</i>	<i>Beginning</i>	<i>Ending Date</i>		<i>Record Title Name</i>		
	CE		SUBJECT FILES	01/01/1989	12/31/1995		TRAFFIC CORRESPONDENCE		
<input type="checkbox"/> 1	17613	10073.2	TRAFFIC CORRESPONDENCE	01/01/1989	12/31/1995		12/31/2009	E-09-02	11
			<i>Range Description</i>	<i>Beginning</i>	<i>Ending Date</i>		<i>Record Title Name</i>		
	CO		SUBJECT FILES	01/01/1989	12/31/1995		TRAFFIC CORRESPONDENCE		
<input type="checkbox"/> 1	17614	10073.2	TRAFFIC CORRESPONDENCE	01/01/1989	12/31/1995		12/31/2009	E-09-02	12
			<i>Range Description</i>	<i>Beginning</i>	<i>Ending Date</i>		<i>Record Title Name</i>		
	E		SUBJECT FILES	01/01/1989	12/31/1995		TRAFFIC CORRESPONDENCE		

Folders within the above box

File Number1

Iron Mountain Ref #:

*Range Beginning* *Range Ending* *Range Description*  
GR LA SUBJECT FILES

Beginning Date: 01/01/1989 Ending Date: 12/31/1995 Record Title Name: TRAFFIC CORRESPONDENCE  
Description: KAREN / SPRING

*Beginning* *Ending Date* *Record Title Name*  
01/01/1989 12/31/1995 TRAFFIC CORRESPONDENCE

Destruction Notification Rpt  
City of Long Beach (CLB)  
Unknown (TMP)  
PW/ENGINEERING (521101)

Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Ending	On Hold?	Destroy Date 12/31/2009	Location	Space#
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<input type="checkbox"/> 1	17615	10073.2	TRAFFIC CORRESPONDENCE	01/01/1989	12/31/1995		12/31/2009	E-09-02	13
			Range Beginning Range Ending	Beginning	Ending Date		Record Title Name		
	LE		LONG SUBJECT FILES	01/01/1989	12/31/1995		TRAFFIC CORRESPONDENCE		
<input type="checkbox"/> 1	17616	10073.2	TRAFFIC CORRESPONDENCE	01/01/1989	12/31/1995		12/31/2009	E-09-02	14
			Range Beginning Range Ending	Beginning	Ending Date		Record Title Name		
	LOR	M	SUBJECT FILES	01/01/1989	12/31/1995		TRAFFIC CORRESPONDENCE		
<input type="checkbox"/> 1	17617	10073.2	TRAFFIC CORRESPONDENCE	01/01/1989	12/31/1995		12/31/2009	E-09-02	16

Folders within the above box

File Number1

Iron Mountain Ref #:

Beginning Date: 01/01/1989 Ending Date: 12/31/1995 Record Title Name: TRAFFIC CORRESPONDENCE  
Description: VCLB04035678

<input type="checkbox"/> 1	17618	10073.2	TRAFFIC CORRESPONDENCE	01/01/1989	12/31/1995		12/31/2009	E-09-02	17
			Range Beginning Range Ending	Beginning	Ending Date		Record Title Name		
	N	O	SUBJECT FILES	01/01/1989	12/31/1995		TRAFFIC CORRESPONDENCE		
<input type="checkbox"/> 1	17619	10073.2	TRAFFIC CORRESPONDENCE	01/01/1989	12/31/1995		12/31/2009	E-09-03	1
			Range Beginning Range Ending	Beginning	Ending Date		Record Title Name		
	P	PAL	SUBJECT FILES	01/01/1989	12/31/1995		TRAFFIC CORRESPONDENCE		
<input type="checkbox"/> 1	17620	10073.2	TRAFFIC CORRESPONDENCE	01/01/1989	12/31/1995		12/31/2009	E-09-03	2
			Range Beginning Range Ending	Beginning	Ending Date		Record Title Name		
	PAR	Q	SUBJECT FILES	01/01/1989	12/31/1995		TRAFFIC CORRESPONDENCE		
<input type="checkbox"/> 1	17621	10073.2	TRAFFIC CORRESPONDENCE	01/01/1989	12/31/1995		12/31/2009	E-09-03	2
			Range Beginning Range Ending	Beginning	Ending Date		Record Title Name		
	R	SH	SUBJECT FILES	01/01/1989	12/31/1995		TRAFFIC CORRESPONDENCE		

Destruction Notification Rpt  
 City of Long Beach (CLB)  
 Unknown (TMP)  
 PW/ENGINEERING (521101)

Destroy (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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<input type="checkbox"/> 1	17621	10073.2	TRAFFIC CORRESPONDENCE	01/01/1989	12/31/1995		12/31/2009	E-09-03	3
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Range Beginning Range Ending Range Description  
 SI TEM 17622 10073.2 SUBJECT FILES  
 Beginning Ending Date Record Title Name  
 01/01/1989 12/31/1995 TRAFFIC CORRESPONDENCE

<input type="checkbox"/> 1	17622	10073.2	TRAFFIC CORRESPONDENCE	01/01/1989	12/31/1995		12/31/2009	E-09-03	4
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Range Beginning Range Ending Range Description  
 TER Z 17623 10073.2 SUBJECT FILES  
 Beginning Ending Date Record Title Name  
 01/01/1989 12/31/1995 TRAFFIC CORRESPONDENCE

<input type="checkbox"/> 1	17623	10073.2	TRAFFIC CORRESPONDENCE	01/01/1989	12/31/1995		12/31/2009	E-09-03	5
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Range Beginning Range Ending Range Description  
 1ST 7TH 17624 10073.2 NUMBERED STREET FILES  
 Beginning Ending Date Record Title Name  
 01/01/1989 12/31/1995 TRAFFIC CORRESPONDENCE

<input type="checkbox"/> 1	17624	10073.2	TRAFFIC CORRESPONDENCE	01/01/1989	12/31/1995		12/31/2009	E-09-03	6
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Range Beginning Range Ending Range Description  
 8TH END 17625 10073.2 NUMBERED STREET FILES  
 Beginning Ending Date Record Title Name  
 01/01/1989 12/31/1995 TRAFFIC CORRESPONDENCE

<input type="checkbox"/> 1	17625	10073.2	TRAFFIC CORRESPONDENCE	01/01/1989	12/31/1995		12/31/2009	E-09-03	7
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Folders within the above box

File Number1  
 Iron Mountain Ref #: Beginning Date: 01/01/1989 Ending Date: 12/31/1995 Record Title Name: TRAFFIC CORRESPONDENCE  
 Description: LEGAL FILES BOX 1 OF 2

<input type="checkbox"/> 1	17626	10073.2	TRAFFIC CORRESPONDENCE	01/01/1989	12/31/1995		12/31/2009	E-08-01	18
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Folders within the above box

File Number1  
 Iron Mountain Ref #: Beginning Date: 01/01/1989 Ending Date: 12/31/1995 Record Title Name: TRAFFIC CORRESPONDENCE  
 Description: LEGAL FILES BOX 2 OF 2

PW/ENGINEERING (521101)

Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Ending	On Hold?	Destroy Date 12/31/2009	Location	Space#
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<input type="checkbox"/> 1	D-147	10057.6	CONSTRUCTION JOB HISTORY	01/01/1981	12/31/1981		12/31/1996	D-02-03	6
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**Folders within the above box**

**File Number1**  
Iron Mountain Ref #: Beginning Date: 01/01/1981 Ending Date: 12/31/1981 Record Title Name: CONSTRUCTION JOB HISTORY FILES  
Description: R-5295

<input type="checkbox"/> 1	D-568	10057.6	CONSTRUCTION JOB HISTORY	01/01/1993	12/31/1994		12/31/2009	442900386	0
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**Folders within the above box**

**File Number1**  
Iron Mountain Ref #: Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES  
Description: R-5942 ST. LGT ORG,LIME BIXBY

**File Number2**  
Iron Mountain Ref #: Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES  
Description: R-6094 CNTR ISLE ARTESIA

**File Number3**  
Iron Mountain Ref #: Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES  
Description: R-6097 EL DO NATURE CENTER BLDG

**File Number4**  
Iron Mountain Ref #: Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES  
Description: R-6100 CONSTR BUS PULL OUT VA

<input type="checkbox"/> 1	D-569	10057.6	CONSTRUCTION JOB HISTORY	01/01/1993	12/31/1994		12/31/2009	442900387	0
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**Folders within the above box**

**File Number1**  
Iron Mountain Ref #: Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES  
Description: R-6109 SKYLINKS PARK LOT EXPAND

**File Number2**  
Iron Mountain Ref #: Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES  
Description: R-6121 RUNWAY 7L-25R & SIGNS

<input type="checkbox"/> 1	D-570	10057.6	CONSTRUCTION JOB HISTORY	01/01/1993	12/31/1994		12/31/2009	442900388	0
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**Folders within the above box**

**File Number1**  
Iron Mountain Ref #: Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES  
Description: R-6129 AIRPORT SECURITY SYS

**File Number2**  
Iron Mountain Ref #: Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES  
Description: R-6130 IMPROVE ORANGE & 20TH

PW/ENGINEERING (521101)

Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Ending	On Hold?	Destroy Date	Location	Space#
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<input type="checkbox"/> 1	D-572	10057.6	CONSTRUCTION JOB HISTORY	01/01/1993	12/31/1994		12/31/2009	442900389	0
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Folders within the above box

- File Number1**  
Iron Mountain Ref #: Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES  
Description: R-6131 STREET LIGHT DIST 91-1
- File Number2**  
Iron Mountain Ref #: Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES  
Description: R-6135 IMPROVE LOCAL ST 91-92
- File Number3**  
Iron Mountain Ref #: Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES  
Description: R-6140 CNTR ISLE ARTESIA ATL & UP
- File Number4**  
Iron Mountain Ref #: Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES  
Description: R-6142 ALLEY IMPROVE WEST II

<input type="checkbox"/> 1	D-573	10057.6	CONSTRUCTION JOB HISTORY	01/01/1993	12/31/1994		12/31/2009	442900390	0
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Folders within the above box

- File Number1**  
Iron Mountain Ref #: Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES  
Description: R-6144 TREE TRIMMING
- File Number2**  
Iron Mountain Ref #: Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES  
Description: R-6146 TRAFFIC SIGNAL DAISY 6TH & 7TH
- File Number3**  
Iron Mountain Ref #: Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES  
Description: R-6147 DOWNTOWN MARINA FISH PIER
- File Number4**  
Iron Mountain Ref #: Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES  
Description: R-6149 ARPORT AREA INTERSECTIONS

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

**PW/ENGINEERING (521101)**

Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Dates Ending	On Hold?	Destroy Date	Location	Space#
<input type="checkbox"/> 1	D-574	10057.6	<b>CONSTRUCTION JOB HISTORY</b>	01/01/1993	12/31/1994		12/31/2009	442900391	0
	<b>File Number1</b>		Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES						
	Iron Mountain Ref #:		Description: R-6150 PINE AVE STORM DRAIN MODIFY						
	<b>File Number2</b>		Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES						
	Iron Mountain Ref #:		Description: R-6152 CAL REC CENTER REHAB						
	<b>File Number3</b>		Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES						
	Iron Mountain Ref #:		Description: R-6153 STR. LGT REDONDO 2ND & ANA						
	<b>File Number4</b>		Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES						
	Iron Mountain Ref #:		Description: R-6154 HVAC UPGRADE CENTRAL FAC						
	<b>File Number5</b>		Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES						
	Iron Mountain Ref #:		Description: R-6155 OBISPO STW ANAHEIM & PCH						
	<b>File Number6</b>		Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES						
	Iron Mountain Ref #:		Description: R-6156 REROOF EL DO COMM. CNTR						
<input type="checkbox"/> 1	D-575	10057.6	<b>CONSTRUCTION JOB HISTORY</b>	01/01/1993	12/31/1994		12/31/2009	442900392	0

**Folders within the above box**

<b>File Number1</b>	Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES
Iron Mountain Ref #:	Description: R-6157 HVAC UPGRADE MARK TWAIN
<b>File Number2</b>	Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES
Iron Mountain Ref #:	Description: R-6159 BEACH STAIRS 2ND & ORIZABA
<b>File Number3</b>	Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES
Iron Mountain Ref #:	Description: R-6160 ARTESIA HARBOR & LA RIVER

Destruction Notification Rpt  
City of Long Beach (CLB)  
Unknown (TMP)  
PW/ENGINEERING (521101)

(X) Code	Destroy	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Ending	On Hold?	Destroy Date	Location	Space#
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<input type="checkbox"/> 1		D-577	10057.6	CONSTRUCTION JOB HISTORY	01/01/1993	12/31/1994		12/31/2009	442900394	0
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**Folders within the above box**

<b>File Number1</b>	Iron Mountain Ref #:	Beginning Date: 01/01/1993	Ending Date: 12/31/1994	Record Title Name: CONSTRUCTION JOB HISTORY FILES	Description: R-6180 EMER GEN FIRE TRAINING
<b>File Number2</b>	Iron Mountain Ref #:	Beginning Date: 01/01/1993	Ending Date: 12/31/1994	Record Title Name: CONSTRUCTION JOB HISTORY FILES	Description: R-6187 NATURE CENTER HANDICAP
<b>File Number3</b>	Iron Mountain Ref #:	Beginning Date: 01/01/1993	Ending Date: 12/31/1994	Record Title Name: CONSTRUCTION JOB HISTORY FILES	Description: R-6188 CITYWIDE RES. STREET REP.
<b>File Number4</b>	Iron Mountain Ref #:	Beginning Date: 01/01/1993	Ending Date: 12/31/1994	Record Title Name: CONSTRUCTION JOB HISTORY FILES	Description: R-6193 STUDEBAKER STEARNS/SPRING

<input type="checkbox"/> 1		D-578	10057.6	CONSTRUCTION JOB HISTORY	01/01/1993	12/31/1994		12/31/2009	442900395	0
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**Folders within the above box**

<b>File Number1</b>	Iron Mountain Ref #:	Beginning Date: 01/01/1993	Ending Date: 12/31/1994	Record Title Name: CONSTRUCTION JOB HISTORY FILES	Description: R-6195 LOS COY BTW BELLF & CIRCLE
<b>File Number2</b>	Iron Mountain Ref #:	Beginning Date: 01/01/1993	Ending Date: 12/31/1994	Record Title Name: CONSTRUCTION JOB HISTORY FILES	Description: R-6203 6TH ST. BTW ALAMITOS & BLVD
<b>File Number3</b>	Iron Mountain Ref #:	Beginning Date: 01/01/1993	Ending Date: 12/31/1994	Record Title Name: CONSTRUCTION JOB HISTORY FILES	Description: R-6210 DEMO ROCHELLES
<b>File Number4</b>	Iron Mountain Ref #:	Beginning Date: 01/01/1993	Ending Date: 12/31/1994	Record Title Name: CONSTRUCTION JOB HISTORY FILES	Description: R-6212 CHERRY BTW WARDLOW FRWY

<input type="checkbox"/> 1		D-579	10057.6	CONSTRUCTION JOB HISTORY	01/01/1993	12/31/1994		12/31/2009	442900396	0
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**Folders within the above box**

<b>File Number1</b>	Iron Mountain Ref #:	Beginning Date: 01/01/1993	Ending Date: 12/31/1994	Record Title Name: CONSTRUCTION JOB HISTORY FILES	Description: R-6127 REMOD PUB HEALTH FACILITY
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**Destruction Notification Rpt**  
City of Long Beach (CLB)  
Unknown (TMP)  
PW/ENGINEERING (521101)

Destroy (X)Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Ending	On Hold?	Destroy Date 12/31/2009	Location	Space#
<input type="checkbox"/> 1	D-580	10057.6	CONSTRUCTION JOB HISTORY	01/01/1993	12/31/1994		12/31/2009	442900397	0
<b>Folders within the above box</b> <b>File Number1</b> Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES Description: R-6127 REMOD PUB HEALTH FACILITY Iron Mountain Ref #:									
<input type="checkbox"/> 1	D-583	10057.6	CONSTRUCTION JOB HISTORY	01/01/1993	12/31/1994		12/31/2009	442900398	0
<b>Folders within the above box</b> <b>File Number1</b> Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES Description: R-6127 REMOD PUB HEALTH FACILITY Iron Mountain Ref #:									
<input type="checkbox"/> 1	D-584	10057.6	CONSTRUCTION JOB HISTORY	01/01/1993	12/31/1994		12/31/2009	442900399	0
<b>Folders within the above box</b> <b>File Number1</b> Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES Description: R-6127 REMODEL PUBLIC HEALTH FACILITY Iron Mountain Ref #:									
<input type="checkbox"/> 1	D-585	10057.6	CONSTRUCTION JOB HISTORY	01/01/1993	12/31/1994		12/31/2009	442900402	0
<b>Folders within the above box</b> <b>File Number1</b> Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES Description: R-6148 2ND ST. TW BAYSHORE & LIVINGSTON Iron Mountain Ref #:									
<input type="checkbox"/> 1	D-586	10057.6	CONSTRUCTION JOB HISTORY	01/01/1993	12/31/1994		12/31/2009	442900400	0
<b>Folders within the above box</b> <b>File Number1</b> Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: CONSTRUCTION JOB HISTORY FILES Description: MISC PURCHASE ORDERS 93/94 Iron Mountain Ref #:									
<input type="checkbox"/> 1	D-587	10057.6	CONSTRUCTION JOB HISTORY	01/01/1993	12/31/1994		12/31/2009	442900401	0
<b>Folders within the above box</b> <b>File Number1</b> Beginning Date: 01/01/1993 Ending Date: 12/31/1994 Record Title Name: EASEMENTS & QUITCLAIMS Description: MISC PURCHASE ORDERS 93/94 Iron Mountain Ref #:									



Destruction Notification Rpt  
City of Long Beach (CLB)  
Unknown (TMP)  
PW/ENGINEERING (521101)

Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Dates Ending	On Hold?	Destroy Date 12/31/2009	Location	Space#
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Total Eligible Boxes to be destroyed	=	52
Eligible Boxes on Hold	=	0
Eligible Boxes Checked Out	=	0
Eligible Boxes Removed	=	2
Total Available Boxes to be destroyed	=	5.0

2-24-10  
Date

*[Signature]*  
RECORDS MANAGER

*[Signature]*  
Date

DEPARTMENT HEAD

3/10/10  
Date

*[Signature]*  
CITY ATTORNEY