

RESOLUTION NO. RES-05-0035

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 DEPARTMENTS OF FINANCIAL
MANAGEMENT/COMMERCIAL SERVICES, LAW, AND
PARKS, RECREATION AND MARINE/ SPECIAL EVENTS

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 departments of the Financial
Management/Commercial Services, Law, and Parks, Recreation and Marine/Special
Events 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

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

Commission.

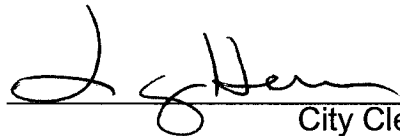
Sec. 3. This resolution shall take effect immediately upon its adoption by the City Council, and the City Clerk shall certify the vote adopting this resolution.

I hereby certify that the foregoing resolution was adopted by the City Council of the City of Long Beach at its meeting of June 7, 2005, by the following vote:

Ayes: Councilmembers: Lowenthal, Baker, Colonna, O'Donnell, Kell,
Richardson, Reyes Uranga, Gabelich, Lerch.

Noes: Councilmembers: None.

Absent: Councilmembers: None.


City Clerk

City of Long Beach

Records Destruction Request

1 Date

5/25/2005

Honorable Council of The City of Long Beach

2 The Law (department) respectfully requests authority to destroy the following 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
17	Hensch, David Chislock, Mike Busby, Pat California Coastal Commission Wright, Deborah R. Grabinski, Ray Joseph, Laura McCanic, Helen Maxine Mills, Mary S.S.U Inc. dba Twin Wheels James, Gaylean Consolidated Electrical Glazer, Barry Consolidated Electrical Banuelos-Villegas, Pedro A. Gilliam, Roger	400-5010 8957 8661 7703 8986 8326 8559 6971 7354 400-5023 400-5073 8761 9141 8765 9144 7382	1997 1997-2000 1997 1993-94 1997-98 1995-96 1995-99 1990-93 1992-95 1997 1995-98 1997-98 1997-98 1997-98 1998-99 1992-97	Records Center Records Center Records Center Records Center Records Center Records Center Records Center Records Center Records Center Records Center Records Center Records Center Records Center Records Center Records Center Records Center

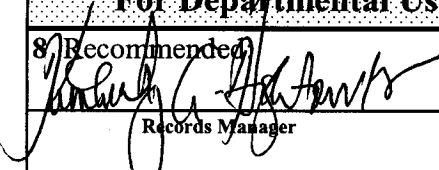
For Departmental Use		City Attorney's Consent	
8 Recommended  Records Manager City Clerk Records Manager		Consent is hereby given to destroy the records enumerated above. Heather A. Mahood Assistant City Attorney	
9 Date <u>5-26-05</u>		10 By 	
11 Date <u>JUNE 1, 2005</u>			

EXHIBIT "A-1"

RECORDS DESTRUCTION REQUEST

1. Date 04/15/2005

Honorable Council of the City of Long Beach

2. The Financial Services Division

respectfully requests authority to destroy the following

departmental records: DEPARTMENT
Utility Service/Customer Service

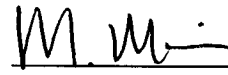
3. RETENTION SCHEDULE ITEM NO.	4. RECORDS TITLE AND DESCRIPTION	5. YEARS INVOLVED	6. BOX NO. ON-SITE	7. BOX NO. OFF-SITE
8. 9. 17. 18.	Monthly Audit Reports – Microfiche Cash Account Adjustments – Microfiche Billing Register – Microfiche Posted Transaction Register – Compact disk	1980 – 1997 1980 – 1997 1980 – 1997 1980 - 1997	N/A	
FOR DEPARTMENTAL USE 8. RECOMMENDED:  RECORDS MANAGER / Dept.		CITY ATTORNEY'S CONSENT Consent is hereby given to destroy the records enumerated above.		
9. APPROVED:  DEPARTMENT HEAD		CITY ATTORNEY 11. By  12. Title _____ 13. Date <u>6/1/05</u>		
10. DATE: <u>5-18-05</u>		14. REMARKS:		

EXHIBIT "A-2"

Audit #
229

Destruction Notification Rpt
City of Long Beach (CLB)
Unknown (TMP)
SPECIAL EVENTS (PARKS&REC)

02/04/2005
15:39:05

Cost Center: ()

Records Coordinator: VALERIE DAVIS Mail Drop: Phone: (562)570-5333 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 01/01/2005 Location	Space#
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☐	12276	10035.3	PUBLIC RELATIONS FILES	01/01/1999 12/31/1999		12/31/2004	0
Box Contents: LST 1475							

File Number Iron Mountain Ref # Description Beginning Date Ending Date Record Title Name							
1			CARNIVALS	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES	
2			COASTAL ISSUES	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES	
3			SURVEYS	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES	
4			TIDELANDS	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES	
5			BILLING FOR EVENTS	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES	
6			RECRUITMENT	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES	

☐	12278	10035.3	PUBLIC RELATIONS FILES	01/01/1998 12/31/1999		12/31/2004 C-03-03	7
Box Contents: LST 1475							

File Number Iron Mountain Ref # Description Beginning Date Ending Date Record Title Name							
1			GRAND PRIZ FILES	01/01/1998	12/31/1999	PUBLIC RELATIONS FILES	
2			ACQUARIUM OPENING	01/01/1998	12/31/1999	PUBLIC RELATIONS FILES	
3			POLICY & PROCEDURES FOR QM EVENTS/SHORELINE PARK	01/01/1998	12/31/1999	PUBLIC RELATIONS FILES	
4			ACQUARIUM/QM GENERAL DISCUSSIONS	01/01/1998	12/31/1999	PUBLIC RELATIONS FILES	
5			QM EVENTS PARK	01/01/1998	12/31/1999	PUBLIC RELATIONS FILES	
6			QM EVENTS PARK POSTPONED	01/01/1998	12/31/1999	PUBLIC RELATIONS FILES	
7			SPECIAL EVENTS PARK	01/01/1998	12/31/1999	PUBLIC RELATIONS FILES	
8			USE OF GRASS AREA PINE/ACQUARIUM/PARK AREA	01/01/1998	12/31/1999	PUBLIC RELATIONS FILES	
9			ACQUARIUM GROUNDS USE	01/01/1998	12/31/1999	PUBLIC RELATIONS FILES	

EXHIBIT "A-3"

RECEIVED

MAY 18 2005

BY:

02/07/05	Records Manager	1/1	DEPARTMENT HEAD	6/11/03	CITY ATTORNEY
Date		Date		Date	

Audit #
229

Destruction Notification Rpt
City of Long Beach (CLB)
Unknown (TMP)
SPECIAL EVENTS (PARKS&REC)

02/04/2005
15:39:05

Cost Center: ()

Records Coordinator: VALERIE DAVIS Mail Drop: Phone: (562)570-5333 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)	Beg. Dates	Ending Date	On Hold?	Destroy 01/01/2005	Location	Space#
File Number Iron Mountain Ref # Description									
10			QUEENSWAY BAY PROJECT GP ISSUES	01/01/1998	12/31/1999			PUBLIC RELATIONS FILES	
11			AQUARIUM OF THE PACIFIC	01/01/1998	12/31/1999			PUBLIC RELATIONS FILES	
12			AQUARIUM GENERAL PRE-SCHEDULING INFO	01/01/1998	12/31/1999			PUBLIC RELATIONS FILES	
13			GENERAL CORRESPONDENCE QUEEN MARY PARKS/RAINBOW LAGOON	01/01/1998	12/31/1999			PUBLIC RELATIONS FILES	
14			QUEENSWAY BAY/ AQUARIUM PARK	01/01/1998	12/31/1999			PUBLIC RELATIONS FILES	
15			QUEENSWAY BAY PROJECT	01/01/1998	12/31/1999			PUBLIC RELATIONS FILES	
16			SHORELINE VILLAGE	01/01/1998	12/31/1999			PUBLIC RELATIONS FILES	
17			CLOWNING RENTAL FOR CARNIVAL	01/01/1998	12/31/1999			PUBLIC RELATIONS FILES	
18			7TH STREET CARNIVAL	01/01/1998	12/31/1999			PUBLIC RELATIONS FILES	
19			CARNIVALS DENIED	01/01/1998	12/31/1999			PUBLIC RELATIONS FILES	
20			CARNIVALS 1999	01/01/1998	12/31/1999			PUBLIC RELATIONS FILES	
21			AQUARIUM OF THE PACIFIC REQUEST FOR SITE USE	01/01/1998	12/31/1999			PUBLIC RELATIONS FILES	
22			QUEENSWAY BAY MAPS	01/01/1998	12/31/1999			PUBLIC RELATIONS FILES	
23			QUEENSWAY BAY PARKING	01/01/1998	12/31/1999			PUBLIC RELATIONS FILES	
24			GAY PRIDE COURT DECISION	01/01/1998	12/31/1999			PUBLIC RELATIONS FILES	
25			GAY PRIDE 1998	01/01/1998	12/31/1999			PUBLIC RELATIONS FILES	
26			GAY PRIDE 1997	01/01/1998	12/31/1999			PUBLIC RELATIONS FILES	
27			CVB CALENDAR	01/01/1998	12/31/1999			PUBLIC RELATIONS FILES	
28			MEETINGS	01/01/1998	12/31/1999			PUBLIC RELATIONS FILES	

EXHIBIT "A-4"

Date	RECORDS MANAGER	Date	DEPARTMENT HEAD	Date	CITY ATTORNEY
/ /		/ /	<i>Valerie Davis</i>	/ /	<i>M</i>

Audit #
229

Destruction Notification Rpt
City of Long Beach (CLB)
Unknown (TMP)
SPECIAL EVENTS (PARKS&REC)

02/04/2005
15:39:05

Cost Center: ()

Records Coordinator: VALERIE DAVIS Mail Drop: Phone: (562)570-5333 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 01/01/2005	Location	Space#
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File Number Iron Mountain Ref # Description								
29			ALISON SIMMON WEDDING COLONNADE	01/01/1998	12/31/1999		PUBLIC RELATIONS FILES	
30			ASR IND. RECEPTION RAINBOW LAGOON	01/01/1998	12/31/1999		PUBLIC RELATIONS FILES	
31			CALIF GOLD RUSH RACE	01/01/1998	12/31/1999		PUBLIC RELATIONS FILES	
32			STERLING AND REID BROS CIRCUS	01/01/1998	12/31/1999		PUBLIC RELATIONS FILES	
33			CANCELLED EVENTS (LAST PORTION OF BOX)	01/01/1998	12/31/1999		PUBLIC RELATIONS FILES	

☐ 12280 10035.3 PUBLIC RELATIONS FILES 01/01/1999 12/31/1999 12/31/2004 C-03-03 9

Box Contents: LIST 1475

File Number Iron Mountain Ref # Description								
1			MARTIN LUTHER KING PARTICIPANT WAIVERS AND VOLUNTEER INFO	01/01/1999	12/31/1999		PUBLIC RELATIONS FILES	

☐ 12281 10035.3 PUBLIC RELATIONS FILES 01/01/1999 12/31/1999 12/31/2004 C-03-03 10

Box Contents: LIST 1475

File Number Iron Mountain Ref # Description								
1			BANNERS 1997-98	01/01/1999	12/31/1999		PUBLIC RELATIONS FILES	
2			CAMBODIAN BUSINESS ASSOC.	01/01/1999	12/31/1999		PUBLIC RELATIONS FILES	
3			RESUMES	01/01/1999	12/31/1999		PUBLIC RELATIONS FILES	
4			RESUMES UNSOLICITED ONGOING	01/01/1999	12/31/1999		PUBLIC RELATIONS FILES	
5			SEGA ENTERPRISE CORRESPONDENCE	01/01/1999	12/31/1999		PUBLIC RELATIONS FILES	
6			SPORTING COMMITTEE	01/01/1999	12/31/1999		PUBLIC RELATIONS FILES	
7			BUDGET REPORTS	01/01/1999	12/31/1999		PUBLIC RELATIONS FILES	
8			BUS SHELTER ADVERTISING	01/01/1999	12/31/1999		PUBLIC RELATIONS FILES	

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

EXHIBIT * A-5 *

Audit #
229

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

02/04/2005
15:39:05

SPECIAL EVENTS (PARKS&REC)

Cost Center: ()

Records Coordinator: VALERIE DAVIS Mail Drop: Phone: (562)570-5333 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)	Beg. Dates	Ending Dates	On Hold?	Destroy 01/01/2005	Location	Space#
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File Number Iron Mountain Ref # Description

9		MISC. VENDORS		01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
10		ALDA BURGUNDY FOLDER (GRAND PRIX)		01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	

12283 10035.3 PUBLIC RELATIONS FILES 01/01/1997 12/31/1999 12/31/2004 C-03-03 12

Box Contents: LIST 1475

File Number Iron Mountain Ref # Description

1		DAY OF THE DRUM 1999		01/01/1997	12/31/1999			PUBLIC RELATIONS FILES	
2		MARCIA HANSON IN VISION PROMOTIONS		01/01/1997	12/31/1999			PUBLIC RELATIONS FILES	
3		RUN RIDE AND ROLL GRAND PRIX		01/01/1997	12/31/1999			PUBLIC RELATIONS FILES	
4		WHEN WORDS COLLIDE		01/01/1997	12/31/1999			PUBLIC RELATIONS FILES	
5		WAL-MART VENDOR APPRECIATION PICNIC		01/01/1997	12/31/1999			PUBLIC RELATIONS FILES	
6		CSULB FUN RUN		01/01/1997	12/31/1999			PUBLIC RELATIONS FILES	
7		SIDEWALK SALE BENCH PRESS		01/01/1997	12/31/1999			PUBLIC RELATIONS FILES	
8		FAMILY PRESERVATION HALLOWEEN ST		01/01/1997	12/31/1999			PUBLIC RELATIONS FILES	
9		HALLOWEEN FUNDRAISER		01/01/1997	12/31/1999			PUBLIC RELATIONS FILES	
10		CONCERT BY THE SEA		01/01/1997	12/31/1999			PUBLIC RELATIONS FILES	
11		BULL RIDERS		01/01/1997	12/31/1999			PUBLIC RELATIONS FILES	
12		REC PARK BLOCK PARTY AND BBQ		01/01/1997	12/31/1999			PUBLIC RELATIONS FILES	
13		NEW LIFE BEGININGS		01/01/1997	12/31/1999			PUBLIC RELATIONS FILES	
14		JONATHAN JACQUES		01/01/1997	12/31/1999			PUBLIC RELATIONS FILES	
15		FRONT ROW COLLECTIBLES		01/01/1997	12/31/1999			PUBLIC RELATIONS FILES	

EXHIBIT - A-6 -

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

Audit #
229

Destruction Notification Rpt
City of Long Beach (CLB)
Unknown (TMP)
SPECIAL EVENTS (PARKS&REC)

02/04/2005
15:39:05

Cost Center: ()

Records Coordinator: VALERIE DAVIS Mail Drop: Phone: (562)570-5333 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)	Beg. Dates	Ending Dates	On Hold?	Destroy 01/01/2005	Location	Space#
	File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name			
	16		RIO STYLE CARNIVAL	01/01/1997	12/31/1999	PUBLIC RELATIONS FILES			
	17		CANCELLED EVENTS / PRELIMINARYS	01/01/1997	12/31/1999	PUBLIC RELATIONS FILES			
	18		GOODWILL RUBBER DUCKY DERBY	01/01/1997	12/31/1999	PUBLIC RELATIONS FILES			
	19		BP RACING	01/01/1997	12/31/1999	PUBLIC RELATIONS FILES			
	20		LB TO CATALINA AND BACK	01/01/1997	12/31/1999	PUBLIC RELATIONS FILES			
	21		IN THE WATER BOAT SHOW	01/01/1997	12/31/1999	PUBLIC RELATIONS FILES			
	22		SCOPE REGISTRATION AND SET UP	01/01/1997	12/31/1999	PUBLIC RELATIONS FILES			
	23		CRACKER BOX RACING	01/01/1997	12/31/1999	PUBLIC RELATIONS FILES			
	24		CATALINA SKI RACE	01/01/1997	12/31/1999	PUBLIC RELATIONS FILES			
	25		REXALL SHOWCASE	01/01/1997	12/31/1999	PUBLIC RELATIONS FILES			
	26		MARCH OF DIMES WALKATHON	01/01/1997	12/31/1999	PUBLIC RELATIONS FILES			
	27		LOS MINOS ANNUAL WALK	01/01/1997	12/31/1999	PUBLIC RELATIONS FILES			
	28		NATIONAL MULTIPLE SCLEROSIS SOCIETY	01/01/1997	12/31/1999	PUBLIC RELATIONS FILES			
	29		ST ANTHONY STATION	01/01/1997	12/31/1999	PUBLIC RELATIONS FILES			
	30		RINGLING BROS CIRCUS	01/01/1997	12/31/1999	PUBLIC RELATIONS FILES			
	31		AMERICAN DIABETES WALK	01/01/1997	12/31/1999	PUBLIC RELATIONS FILES			
	32		BERTH WALK	01/01/1997	12/31/1999	PUBLIC RELATIONS FILES			
	33		THE CHILDREN'S CLINIC	01/01/1997	12/31/1999	PUBLIC RELATIONS FILES			
	34		HEART WALK	01/01/1997	12/31/1999	PUBLIC RELATIONS FILES			

EXHIBIT "A-7"

Date	RECORDS MANAGER	Date	DEPARTMENT HEAD	Date	CITY ATTORNEY
/ /		/ /	<i>Valerie Davis</i>	/ /	

Audit #
229

Destruction Notification Rpt
City of Long Beach (CLB)
Unknown (TMP)
SPECIAL EVENTS (PARKS&REC)

02/04/2005
15:39:05

Cost Center: ()

Records Coordinator: VALERIE DAVIS Mail Drop: Phone: (562)570-5333 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)	Beg.	Dates Ending	On Hold?	Destroy 01/01/2005	Location	Space#
File Number Iron Mountain Ref # Description									
	35		AIDS WALK	Beginning Date	Ending Date			Record Title Name	
				01/01/1997	12/31/1999			PUBLIC RELATIONS FILES	
	36		CAMBODIAN PEACE MARCH	01/01/1997	12/31/1999			PUBLIC RELATIONS FILES	
	37		UNSIGNED HYPE TALENT	01/01/1997	12/31/1999			PUBLIC RELATIONS FILES	
	38		CONSERVATION CORP	01/01/1997	12/31/1999			PUBLIC RELATIONS FILES	
	39		CAMBODIAN BAPTIST CHURCH 10TH ANNIVERSARY	01/01/1997	12/31/1999			PUBLIC RELATIONS FILES	
	40		SAMOAN CHURCH FEST	01/01/1997	12/31/1999			PUBLIC RELATIONS FILES	
	41		ST BARNABUS CHURCH SOCIAL	01/01/1997	12/31/1999			PUBLIC RELATIONS FILES	
	42		BIXBY KNOLLS STREET FAIR	01/01/1997	12/31/1999			PUBLIC RELATIONS FILES	
	43		4TH STREET FAIR	01/01/1997	12/31/1999			PUBLIC RELATIONS FILES	
	44		UNIVERSAL HEALTH FAIR	01/01/1997	12/31/1999			PUBLIC RELATIONS FILES	
	45		MISSIONARY BAPTIST CHURCH ST FAIR	01/01/1997	12/31/1999			PUBLIC RELATIONS FILES	
	46		HOUSE OF PRAISE YOUTH RALLY	01/01/1997	12/31/1999			PUBLIC RELATIONS FILES	
☐	12285	10035.3	PUBLIC RELATIONS FILES	01/01/1999	12/31/1999			12/31/2004 C-03-03	14
Box Contents: LIST 1475									
File Number Iron Mountain Ref # Description									
	1		INSURANCE EXPIRED	Beginning Date	Ending Date			Record Title Name	
				01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	2		PARTICIPANT WAIVERS	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
☐	13863	10035.3	PUBLIC RELATIONS FILES	01/01/1999	12/31/1999			12/31/2004 E-01-02	10
Box Contents: LIST 1579									
File Number Iron Mountain Ref # Description									
				Beginning Date	Ending Date			Record Title Name	

EXHIBIT A-8

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

Audit #
229

Destruction Notification Rpt
City of Long Beach (CLB)
Unknown (TMP)
SPECIAL EVENTS (PARKS&REC)

02/04/2005
15:39:05

Cost Center: ()

Records Coordinator: VALERIE DAVIS Mail Drop: Phone: (562)570-5333 ext:

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Event (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Beg. Beginning Date	Dates Ending Date	On Hold?	Destroy 01/01/2005	Location	Space#
1		YEAR 2000 COMMITTEE		01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
2		VICTORY OUTREACH		01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
3		HAFELE DEMONSTRATION		01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
4		ICE AND LIGHT PARKING AND REROUTE		01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
5		STATE FIRE MARSHALL		01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
6		FESTIVAL OF LIGHTS		01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
7		SPECIAL EVENTS HELD WITHOUT PERMITS		01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
8		MARINA GREEN PICNICS NO PERMIT REQUIRED		01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
9		PENINSULA/BEACH ACTIVITIES		01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
10		DLBA DISTRICT NO PERMITS NEEDED		01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
11		S. PROMENADE MISC REQUESTS		01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
12		MAYOR/COUNCIL MISC APPEARANCES		01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
13		MOBILE RECREATION		01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
14		SPECIAL EVENTS NO PERMIT REQUIRED		01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
15		USE OF N. PROMENADE		01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
16		CONVENTION CENTER		01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
17		THE BEAT 92.3 CONCERNS REC PARK		01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
18		RAY PEAVY COSTA DEL SOL PARKING		01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
19		EVENTED RELATED PROBLEMS PARKS		01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	

EXHIBIT "A-9"

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

Audit #
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File Number Iron Mountain Ref # Description									
20			BIXBY KNOLLS STREET FAIR	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
21			2ND ST CAR SHOW	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
22			2ND STREET EVENTS JAB FOLDER	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
23			BSBA X-MAS PARADE SURVEYS	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
24			BSBA X-MAS PARADE	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
25			4TH ST MDTOWN FAIR	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
26			NAPLES BOAT PARADE	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
27			PANARTIKUM	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
28			SHOREFEST	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
29			BSBA STROLL AND SAVOR	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
30			BEING ALIVE LONG BEACH	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
31			KEYS TO SUCCESS CARNIVAL	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
32			CARNIVALS 1999	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
33			CARNIVAL DISPUTES	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
34			4TH DISTRICT SAFETY FAIR	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
35			BEACH FEST	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
36			JAMES PRODUCTIONS	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
37			LAWRENCE FAMILY REUNION	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
38			SHELDS FAMILY PICNIC	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	

EXHIBIT "A-10"

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

Audit #
229

Destruction Notification Rpt
City of Long Beach (CLB)
Unknown (TMP)
SPECIAL EVENTS (PARKS&REC)

02/04/2005
15:39:05

Cost Center: ()

Records Coordinator: VALERIE DAVIS Mail Drop: Phone: (562)570-5333 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)	Beg. Dates	Ending Dates	On Hold?	Destroy 01/01/2005	Location	Space#
File Number Iron Mountain Ref # Description									
	39		AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	40		ART SHOW BLUFF PARK	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	41		ATLAS INT'L	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	42		BLUE CAFE	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	43		2ND ANNUAL COMMUNITY FEST	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	44		BERNINA OF AMERICA	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	45		SOCIETY HEALTH SYSTEMS PHARMACIES	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	46		CHAMPIONS RUN FOR LIFE	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	47		LB LESBIAN AND GAY PRIDE FESTIVAL	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
☐	13864	10035.3	PUBLIC RELATIONS FILES	01/01/1999	12/31/1999			12/31/2004 E-01-02	11
Box Contents: LST 1579									
File Number Iron Mountain Ref # Description									
	1		GRAND PRIX FILES	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
☐	13865	10035.3	PUBLIC RELATIONS FILES	01/01/1999	12/31/1999			12/31/2004 E-01-02	12
Box Contents: LST 1579									
File Number Iron Mountain Ref # Description									
	1		FILMING CORRESPONDENCE	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	2		DEKRA LITE HOLIDAY BANNERS	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	3		DOWNTOWN MARKET PLACE	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	4		4TH OF JULY CITY-WIDE	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	

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

EXHIBIT A-11

Audit #
229

Destruction Notification Rpt
City of Long Beach (CLB)
Unknown (TMP)
SPECIAL EVENTS (PARKS&REC)

02/04/2005
15:39:05

Cost Center: ()
Records Coordinator: VALERIE DAVIS Mail Drop: Phone: (562)570-5333 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)	Beg. Beginning Date	Dates Ending Date	On Hold?	Destroy 01/01/2005	Location	Space#
File Number Iron Mountain Ref # Description									
	5		GREENBELT PLANNING PARTY	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	6		LONG BEACH HEALTH FAIR	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	7		PENNISULA GARDEN CLUB PANCAKE BREAKFAST	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	8		ANAHEIM ST FESTIVAL	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	9		CHRISTIAN OUTREACH CARNIVAL	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	10		LADY OF GUADALUPE	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	11		PORTRAITS OF PRINCE OF PEACE	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	12		RIBBON CUTTING	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	13		ST. LUCY'S CHRISTMAS PROCESSION	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	14		SAFETY RODEO	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	15		SUMMER FAIR AND YOUTH ART WALK	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	16		ST. ANTHONY'S STATIONS OF THE CROSS	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	17		WHITE CANE DAY	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	18		STREET CLOSURES DENIED	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	19		GREEK FLAG RAISING CEREMONY	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	20		SONGS OF NORWAY	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	21		4TH OF JULY	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	22		ROCKWELL AUTO CONVENTION	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	23		SAMBALA	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	

EXHIBIT - A-12

Date	/ /	RECORDS MANAGER	Date	/ /	DEPARTMENT HEAD	Date	/ /	CITY ATTORNEY
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Cost Center: ()
Records Coordinator: VALERIE DAVIS Mail Drop: Phone: (562)570-5333 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 01/01/2005	Location	Space#
File Number Iron Mountain Ref # Description								
24			9TH ANNUAL RIDE SHARE FAIR	01/01/1999 12/31/1999			PUBLIC RELATIONS FILES	
25			SENIOR OLYMPICS	01/01/1999 12/31/1999			PUBLIC RELATIONS FILES	
26			ANIMAL PLANET RESCUE	01/01/1999 12/31/1999			PUBLIC RELATIONS FILES	
27			AQUARIUM FOOTLOOSE EVENT	01/01/1999 12/31/1999			PUBLIC RELATIONS FILES	
28			ACQUARIUM FOUNTAIN DEDICATION	01/01/1999 12/31/1999			PUBLIC RELATIONS FILES	
29			SMG USE OF PARK BEHIND AQUARIUM	01/01/1999 12/31/1999			PUBLIC RELATIONS FILES	
30			UNIVERSITY OF REDLANDS PICNIC	01/01/1999 12/31/1999			PUBLIC RELATIONS FILES	
31			NAPLES PANCAKE BREAKFAST	01/01/1999 12/31/1999			PUBLIC RELATIONS FILES	
32			NIA MEMBERSHIP PARTY	01/01/1999 12/31/1999			PUBLIC RELATIONS FILES	
33			NIA COLONADE ACTIVITY'S	01/01/1999 12/31/1999			PUBLIC RELATIONS FILES	
34			QUEEN MARY EVENTS PARK	01/01/1999 12/31/1999			PUBLIC RELATIONS FILES	
35			QUEEN MARY EVENTS PARK DENIED/CANCELLED	01/01/1999 12/31/1999			PUBLIC RELATIONS FILES	
36			QUEEN MARY USE OF DIRT LOT HALLOWEEN	01/01/1999 12/31/1999			PUBLIC RELATIONS FILES	
37			QUEEN MARY CITY STAFFING EQUIPMENT	01/01/1999 12/31/1999			PUBLIC RELATIONS FILES	
38			NIA HARVEST FESTIVAL	01/01/1999 12/31/1999			PUBLIC RELATIONS FILES	
39			8TH ANNUAL ALOHA CONCERT	01/01/1999 12/31/1999			PUBLIC RELATIONS FILES	
40			CAJUN ZYDECO FESTIVAL	01/01/1999 12/31/1999			PUBLIC RELATIONS FILES	
41			SCMA BOAT SHOW	01/01/1999 12/31/1999			PUBLIC RELATIONS FILES	
42			GRAND BETHEL PICNIC	01/01/1999 12/31/1999			PUBLIC RELATIONS FILES	

EXHIBIT "A-13"

Cost Center: ()

Records Coordinator: VALERIE DAVIS Mail Drop: Phone: (562)570-5333 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)	Beg. Dates	Ending Dates	On Hold?	Destroy 01/01/2005	Location	Space#
File Number Iron Mountain Ref # Description									
	43		HYATT CO. EMPLOYEE PICNIC	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	44		ORANGE COUNTY MENSA GATHERING	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	45		LA CHURCH OF CHRIST PICNIC	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	46		B OF A PRESIDENTS CUP	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	47		RAINBOW LAGOON USE	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	48		SOCIETY OF YOUNG GUTARTIS	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	49		COFFEE BEAN AND TEA LEAF	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	50		ST. PATRICK'S DAY PROMO	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	51		IN AND OUT BURGER	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	52		GRAND OPENING LONG BEACH TRAVEL	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	53		PROTEST AND DEMONSTRATIONS	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	54		INTERNATIONAL ELEMENTARY SCHOOL PARADE	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
☐	13866	10035.3	PUBLIC RELATIONS FILES	01/01/1999	12/31/1999			12/31/2004 E-01-02	13
Box Contents: LIST 1579									
File Number Iron Mountain Ref # Description Beginning Date Ending Date Record Title Name									
	1		AIDS WALK	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	2		5K WALK AMERICAN DIABETES	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	3		AMERICAN HEART ASSOC & PARTICIPANT WAIVERS	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	4		ATHLETES FETE WALK FOR KIDS	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	5		CALVARY FELLOWSHIP	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	

EXHIBIT A-14

Date	RECORDS MANAGER	Date	DEPARTMENT HEAD	Date	CITY ATTORNEY

Audit #
229

Destruction Notification Rpt
City of Long Beach (CLB)
Unknown (TMP)
SPECIAL EVENTS (PARKS&REC)

02/04/2005
15:39:05

Cost Center: ()
Records Coordinator: VALERIE DAVIS Mail Drop: Phone: (562)570-5333 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)	Beg. Dates	Ending Dates	On Hold?	Destroy 01/01/2005	Location	Space#
	File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name			
	6		ST. ANTHONY'S 6TH ANNUAL WALKATHON	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	7		CARE TRIATHALON	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	8		ARTESINA WELL WALK	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	9		STATE BAR ASSOCIATION 5K RUN	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	10		CHAIR ACADEMY FUN RUN	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	11		BEACH WALK	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	12		CORP HUNGER WALK	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	13		DALE SHIMIZU	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	14		DIABETIC YOUTH SERVICES PICNIC	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	15		DOWN SYNDROME BUDDY WALK	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	16		FRIENDS WITHOUT A BORDER	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	17		HARBOR AREA JAPANESE COMMUNITY	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	18		JC BIKE RATTLE AND ROLL	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	19		LOS NINOS WALKATHON	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	20		ST. MARK BAPTIST CHURCH WALK	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	21		NATIONAL MULTIPLY SCLEROSIS SOCIETY	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	22		NEW BEGINNINGS WALK A THON	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	23		RACE PACE	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	24		RHF AWARENESS	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			

EXHIBIT "A-15"

Date	RECORDS MANAGER	Date	DEPARTMENT HEAD	Date	CITY ATTORNEY
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Audit #
229

Destruction Notification Rpt
City of Long Beach (CLB)
Unknown (TMP)
SPECIAL EVENTS (PARKS&REC)

02/04/2005
15:39:05

Cost Center: ()

Records Coordinator: VALERIE DAVIS Mail Drop: Phone: (562)570-5333 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)	Beg. Dates	Ending Dates	On Hold?	Destroy 01/01/2005	Location	Space#
	File Number	Iron Mountain Ref #	Description	Beginning Date	Ending Date	Record Title Name			
	25		SANDROCK PRODUCTIONS 5K	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	26		SHORELINE FRONTRUNNERS RUN	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	27		LB POLY HIGH/CSULB WALK FOR PEACE	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	28		MTS CYCLING AND PARTICIPANT WAIVERS	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	29		VELO ALEGRO POSTAL RACE	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	30		A AND E MOCH BATTLE	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	31		HARBOR PUBLIC CRUISES	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	32		LONG BEACH TO CATALINA AND BACK	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	33		CATALINA AND BACK	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	34		IN THE WATER BOAT SHOW	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	35		PACIFIC OFFSHORE POWERBOAT RACE	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	36		ROYAL WHOLESale APPRECIATION EVENING	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	37		TALLSHIP SEQUENTIAL	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	38		LANDSBERG BERGERON WEDDING	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	39		SPAak WEDDING	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	40		BEACH MARATHON	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	41		WEST MARINE TRAWLER FEST	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	42		CRACKERBOX RACING DENIED	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			
	43		BRENDA BROCK BEACH PARTY DENIED	01/01/1999	12/31/1999	PUBLIC RELATIONS FILES			

EXHIBIT A-16

Date	RECORDS MANAGER	Date	DEPARTMENT HEAD	Date	CITY ATTORNEY
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Destruction Notification Rpt
City of Long Beach (CLB)
Unknown (TMP)
SPECIAL EVENTS (PARKS&REC)

02/04/2005
15:39:05

Cost Center: ()

Records Coordinator: VALERIE DAVIS Mail Drop: Phone: (562)570-5333 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)	Beg. Dates	Ending Dates	On Hold?	Destroy	Location	Space#
File Number Iron Mountain Ref # Description									
44			NARCOTICS ANONYMOUS BBQ	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
45			VIP RECORDS PROMOTIONAL EVENT	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
46			JACKIE ROBINSON ACADEMY	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
47			NO PARKING ELM FROM OCEAN TO WESTIN	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
48			PCA PROJECTS	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
49			NO PERMIT REQUIRED EVENTS	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
50			OPERATION STAND DOWN	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
51			GUTENBURG EXHIBITION	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
52			NEW YEARS EVE	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
53			NEW YEARS EVE BASH ON BEACH DENIED	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
54			PRO BEACH SOCCER TOUR	01/01/1999	12/31/1999			PUBLIC RELATIONS FILES	
	13867	10035.3	PUBLIC RELATIONS FILES	01/01/1999	12/31/1999			12/31/2004 E-01-02	14
Box Contents: LIST 1579									

File Number Iron Mountain Ref # Description Beginning Date Ending Date Record Title Name
1 BILLING AND DEPOSIT INFORMATION FOR SPECIAL EVENTS & FILMING 01/01/1999 12/31/1999 PUBLIC RELATIONS FILES

Eligible Boxes on Hold	=	0
Eligible Boxes Checked Out	=	0
Eligible Boxes Excepted	=	0
Boxes to be Destroyed for this Department	=	11
(Excluding boxes on hold or boxes with folders on hold or checked out, and excluding boxes selected for exception)		

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

EXHIBIT 14