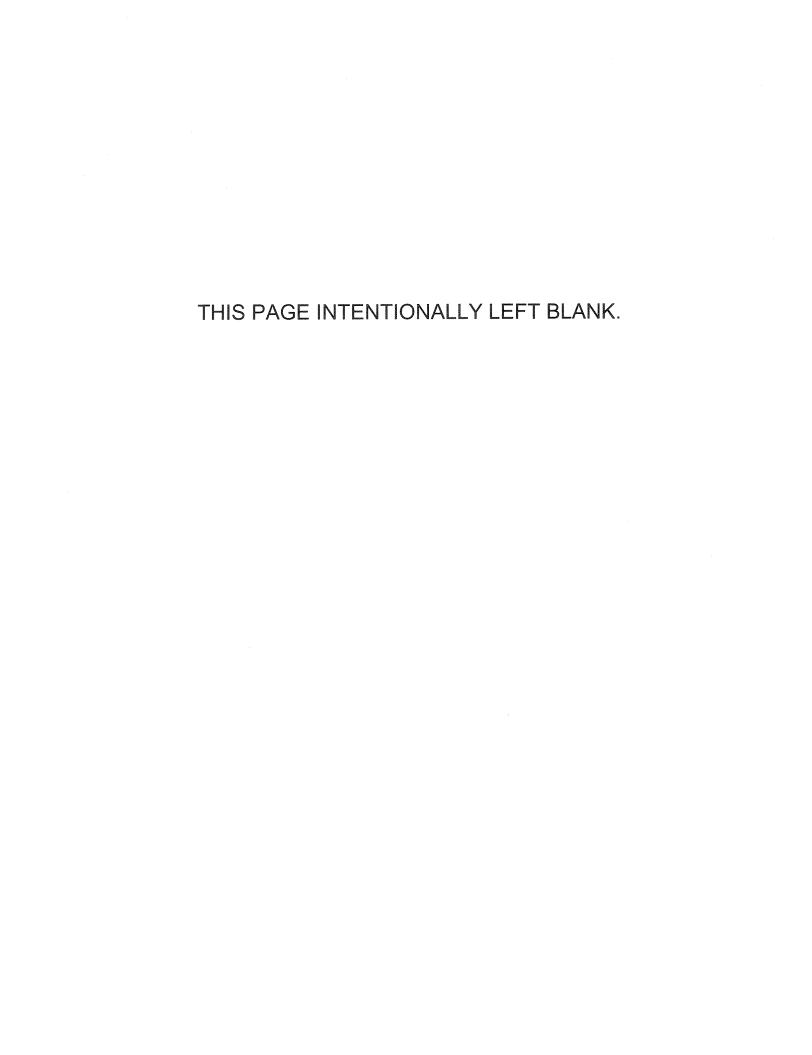
#### Attachment A-1

Records Destruction Request Forms – Administration





Date City Council Approved Records for Destruction: \_\_\_

#### **CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM**

York Storage Box

Department: Prepared by:			Prepared by:	Date:	Agoura Hi	lls Box	York St	torage Box	
Adminis	stration/P	ersonnel	Celeste Bird	09/19/06	No.: N/A		No.: N/	A	
Page	Item		Title and Contents (as listed in Re	ecords Rete	ntion Sched	lule) :			
No.: 4	No.: 4	19 Forms	ed list of records for which I am requesting d	estruction Th	e list includes	a description o	of each red	cord sufficient for	
identificat	ion, includi	na the retention scl	nedule page no., record series title and conte	ents, record da	tes, retention i	requirements,	and destru	uction date.	
Unless of	herwise dir	ected, the method	of destruction proposed is shredding. I herel	by certify that t	he records list	ed below and/	or attache	d are more than	
two years	old and/or	have been retained	d for the minimum retention period specified	in Resolution I	No. 06-1426.   fact the title to	further certify	that the re	ecords listed no	
longer ha	ve any adn	ninistrative, legal, e of to my knowledge	vidential, fiscal or research and historic value e, required to be kept further by a statute, are	not the minute	es, ordinances	or resolutions	of the Cit	y Council or any	
City board	City board or committee, and are no longer required by the City. I request authority to destroy same pursuant to Section 34090 of the California								
Government Code.									
		commended fo		Date of Records		Citatio		Destruction	
(Descri	otion or t	itle of records a	s listed on file label)	From:	То:	Numb		Date:	
Antonse	en, Joanr	na		2000	2001	G.C. 34		2006	
Armstrong, Roger			2000	2000	G.C. 34	1090	2006		
Barari, Mana				2000	2000	G.C. 34	1090	2006	
Berger,	Annette			1997	2000	G.C. 34	1090	2006	
Davis, k	 Celly	-		2001	2002	G.C. 34	1090	2006	
Gibson,				1999	2000	G.C. 34	1090	2006	
	Christine			2000	2000	G.C. 34	1090	2006	
Kovac,				2000	2001	G.C. 34090		2006	
Maltese				2000	2002	G.C. 34	1090	2006	
	an, Rach	el		2000	2000	G.C. 34	1090	2006	
Mead, J				2000	2002	G.C. 34	1090	2006	
Mulick,				2000	2002	G.C. 34	1090	2006	
	wong, Pa	nida		2000	2002	G.C. 34	1090	2006	
	Matthey			1996	1998	G.C. 34	1090	2006	
	ann, Elke			1997	2000	G.C. 34	1090	2006	
	and, Don			2000	2001	G.C. 34	1090	2006	
Taday,				1998	2001	G.C. 34	1090	2006	
	ey, Timot	hv		1999	2000	G.C. 34	1090	2006	
THOOKIN	<i>y</i> , , , , , , , , , , , , , , , , , , ,	• • •							
							······································		
				<u> </u>					
						w			
			DESTRUCTION AUT	HORIZA	TION				
DEDAD	TMENT	HEAD.	CITY ATTORNEY:			CITY/CLE	RK:-		
DEPARTMENT HEAD: CITY ATTORNEY:						YVU	Ulla		
Signature Signature				. /	•	Signature	. /		
10/03/06					1014	1106			
Date			Date		·	Date			



#### **CITY OF AGOURA HILLS** RECORDS DESTRUCTION REQUEST FORM

Agoura Hills Box York Storage Box

Actual Date Records Destroyed: \_\_\_\_\_

Depart	ment:	Prepared I	by:	Date:	Agoura Hills Box		York Storage Box				
		ersonnel Celeste Bir	<sup>-</sup> d	08/19/06	No.: S294	374	No.: P0	No.: P009			
Page	Item	Record Series Title and	Contents (as listed in Re	cords Rete	ntion Sched	dule) :					
No.: 4	No.: 6	Personnel Files									
Listed be	low and/or	attached is a detailed list of recor	ds for which I am requesting de	estruction. The	e list includes	a description of	of each rec	ord sufficient for			
identifica	tion, includ	ing the retention schedule page nected, the method of destruction	<ul> <li>record series title and content</li> <li>proposed is shredding. I hereb</li> </ul>	nts, record da v certify that t	tes, retention he records list	requirements, ted below and/	or attached	d are more than			
two years	old and/o	have been retained for the minin	num retention period specified i	n Resolution N	No. 06-1426.	I further certify	that the re	ecords listed no			
longer ha	ive anv adr	ninistrative, legal, evidential, fisca	I or research and historic value	and do not af	fect the title to	real property	or liens the	ereon, are not			
court reco	court records, are not, to my knowledge, required to be kept further by a statute, are not the minutes, ordinances or resolutions of the City Council or any City board or committee, and are no longer required by the City. I request authority to destroy same pursuant to Section 34090 of the California										
	Government Code.										
		commended for Destruct	ion:	Date of	Records	Citati	on	Destruction			
		itle of records as listed on f		From:	To:	Numb	er:	Date:			
Nakasue, Cory				04/13/98	01/14/99	G.C. 1294	6/34090	2006			
	and, Mar	V		06/12/91	01/27/99	G.C. 1294	6/34090	2006			
Erman,				09/24/92	03/29/99	G.C. 1294	6/34090	2006			
Storm,				03/08/99	05/25/99	G.C. 1294	6/34090	2006			
	Christine			01/19/99	05/27/00	G.C. 1294	6/34090	2006			
	d, Charle	S		10/07/96	06/30/99	G.C. 1294	6/34090	2006			
Hood, I				01/26/98	06/30/99	G.C. 1294	6/34090	2006			
Klein, L				11/01/96	06/30/99	G.C. 1294	6/34090	2006			
Laskin,				11/24/97	06/30/99	G.C. 1294	6/34090	2006			
Moss, F				01/22/96	06/30/99	G.C. 1294	6/34090	2006			
Otis, O				03/07/98	06/30/99	G.C. 1294	6/34090	2006			
	r, Bernar	d		04/01/96	06/30/99	G.C. 1294	6/34090	2006			
	an, Doug	**************************************		01/16/97	06/30/99	G.C. 1294	6/34090	2006			
	s, Micha			09/08/97	06/30/99	G.C. 1294	6/34090	2006			
	on, Julie			06/17/97	07/29/99	G.C. 1294	6/34090	2006			
	Julienne			06/10/98	08/21/99	G.C. 1294	6/34090	2006			
Bessar	d, Ralph			06/05/95	08/20/99	G.C. 1294	6/34090	2006			
Dritz, T	yler			06/01/99	08/20/99	G.C. 1294	6/34090	2006			
	Michael			06/22/99	09/09/99	G.C. 1294	6/34090	2006			
Spitz, N	/liriam			06/12/91	09/24/99	G.C. 1294	6/34090	2006			
	quale, Sy	lvia		09/12/83	09/25/99	G.C. 1294	6/34090	2006			
	la, Robe			03/07/99	10/09/99	G.C. 1294	6/34090	2006			
Vest, K				09/13/99	01/10/00	G.C. 1294	6/34090	2006			
	, Judith			08/16/99	01/31/00	G.C. 1294	6/34090	2006			
	ay, John			04/15/91	03/02/00	G.C. 1294	6/34090	2006			
	ams, Lor			02/01/99	04/11/00	G.C. 1294	6/34090	2006			
			DESTRUCTION AUT	HORIZA'	TION						
DED 4 -	~~~		CITY ATTORNEY:			CITY CLE	RK:				
DEPAR	TMENT	ACAD:	OIL ALLORNETS	_			BAUN				
Signatu	ire		Signature	3	•	Signature	, , , ,				
C,g, iaio	[o]	ulor	10/03/06	ı	_		14/06				
Date	* 1		Date		-	Date					



Department:	Prepared by:	Date:	Agoura Hi	lls Box	York St	orage Box
Administration/Personnel	Celeste Bird	08/19/06	No.: S2943	374	No.: P0	09
	Series Title and Contents (as liste	d in Records Reter	ntion Sched	lule) :		
No.: 4 No.: 6 Personne	el Files					
Listed below and/or attached is a	a detailed list of records for which I am requ	esting destruction. The	e list includes	a description of	of each rec	ord sufficient for
identification, including the retent	tion schedule page no., record series title a tethod of destruction proposed is shredding	ing contents, record dai	nes, retermon i he records list	ed below and/	or attached	d are more than
hun years old and/or have been r	etained for the minimum retention period s	pecified in Resolution N	No. 06-1426. ∣	turther certify	that the re	coras listea no
longer have any administrative.	egal, evidential, fiscal or research and histo	oric value and do not af	fect the title to	real property	or liens the	ereon, are not
court records, are not, to my kno	wledge, required to be kept further by a state no longer required by the City. I request a	itute, are not the minute uthority to destroy same	es, ordinances e pursuant to	Section 34090	of the Cal	ifornia
Government Code.	s no longer required by the Oity. Frequest a	adjointy to door by burn	- p =			
List of Files Recommend	led for Destruction:	Date of	Date of Records		on	Destruction
(Description or title of reco	rds as listed on file label)	From:	То:	Numb	er:	Date:
Berger, Annette		11/01/97	05/11/00	G.C. 1294		2006
Thackrey, Timothy		02/08/99	05/25/00	G.C. 1294	6/34090	2006
Kane, Douglas		03/07/00	06/23/00	G.C. 1294		2006
Castle, Ron		07/16/91	07/17/00	G.C. 1294	6/34090	2006
Brammer, Barbara		10/03/96	07/31/00	G.C. 1294	6/34090	2006
Brennan, Ryan		04/30/98	07/31/00	G.C. 1294	6/34090	2006
Burciaga, David		10/11/98	07/31/00	G.C. 1294	6/34090	2006
Dobrowski, Richard		01/30/97	07/31/00	G.C. 1294	6/34090	2006
Gibson, Jane		11/12/99	07/31/00	G.C. 1294	6/34090	2006
Stemmann, Elke		04/29/97	07/31/00	G.C. 1294	6/34090	2006
Twarowski, Robin		06/12/91	07/31/00	G.C. 1294	6/34090	2006
Warfield, Chester		10/22/97	07/31/00	G.C. 1294	6/34090	2006
Weltor, Francis		06/27/11	07/31/00	G.C. 1294	6/34090	2006
Barari, Mana		07/07/00	08/18/00	G.C. 1294	6/34090	2006
Kasal, Christine		06/17/00	08/21/00	G.C. 1294	6/34090	2006
Hall, Tom		05/17/99	08/31/00	G.C. 1294	6/34090	2006
Adler, David		10/15/99	5/9/2000	G.C. 1294	6/34090	2006
	DESTRUCTION	N AUTHORIZA	TION			
DEPARTMENT HEAD:	CITY ATTORN	EY:	_	CITY CLE	RK:	
Signature	103/06	_	Signature / O/4	1/06		
Date	Date			Date		

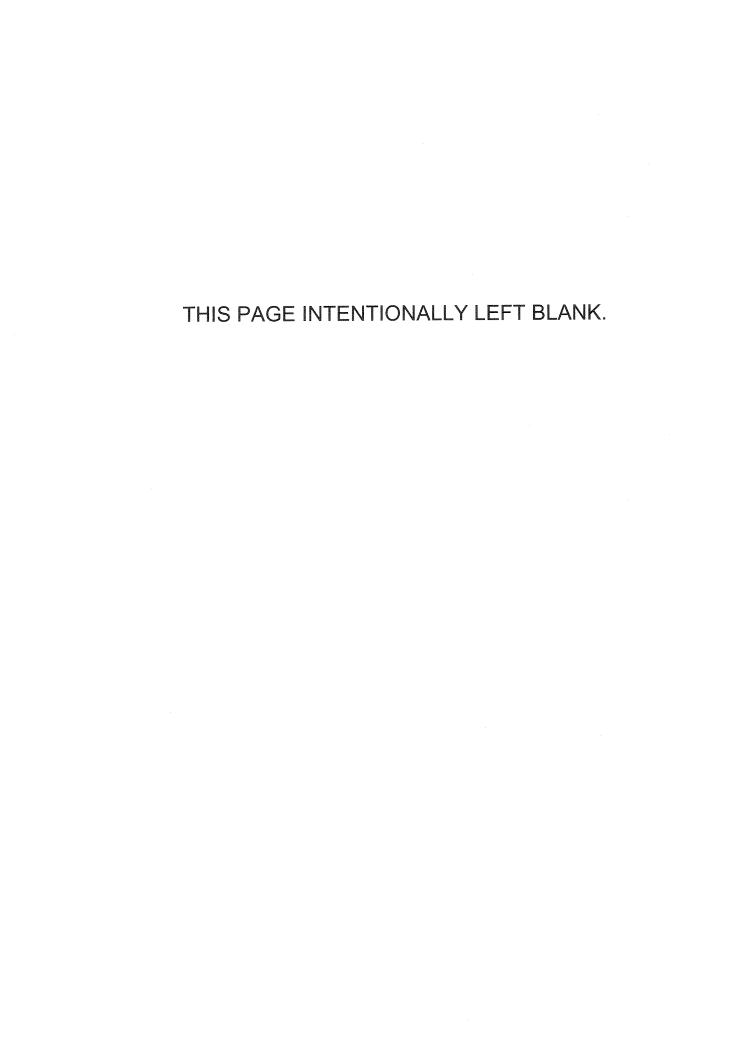
Actual Date Records Destroyed:



Depart			Prepared by:		Agoura Hi			rk Storage Box .: N/A	
Admini		ersonnel	Celeste Bird	09/19/06			NO N//		
Page No.: 5	Item No.: 7	Recruitment F	s Title and Contents (as listed in iles						
identification Unless of two year longer had court recorts	ation, includ otherwise did s old and/or ave any adre cords, are no rd or comm	ing the retention so rected, the method r have been retaine ninistrative, legal, e of to my knowledge	led list of records for which I am requesting the led list of records for which I am requesting the led list of destruction proposed is shredding. It is destruction period specific the minimum retention period specific vidential, fiscal or research and historic view, required to be kept further by a statute in many required by the City. I request authorized to the control of the control of the led list of the l	contents, record data nereby certify that the fied in Resolution Nature and do not aff are not the minute	tes, retention r he records list No. 06-1426. I fect the title to es, ordinances	ed below and/ further certify real property or resolutions	and destri for attache that the re or liens the s of the Cit	d are more than ecords listed no ereon, are not by Council or any	
	nent Code.	commanded fo	or Destruction:	Date of	Records	Citati	on	Destruction	
			s listed on file label)	From:	То:	Numb		Date:	
<u> </u>			o notos on mo races,	01/23/03	02/28/03	29 CFR 1	1627.3	2006	
	g Inspect	vices Coordinat	Or.	06/25/03	07/31/03	29 CFR 1		2006	
Comm	unity Ser	vices Coordinat	OI	00/20/00	01701700				
	AND THE OWNER WHEN THE PARTY OF								
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					**************************************				
	## Wester 0/1000 A. H								
							***************************************		
			DESTRUCTION A	UTHORIZA	TION				
â	RTMENT	HEAD:	CITY ATTORNEY			CITY CLE	RK:	L	
Signat	<u>60.</u> ure	4	Signature	n-K	<b>-</b>	Signature	4104		
Date	101	4/06		00	-	Date	· (17)		

Date City Council Approved Records for Destruction: \_\_\_\_\_\_ Actual Date Records Destroyed: \_\_\_\_\_

	Attachment	: A-2		
Records Destructi	on Request For	ms - Building an	d Safety	





Department:	F	repared by:		Date:	Agoura Hi	lls Box	York St	torage Box		
Building & Safety	1	aren Sanders		09/10/06	No.: N/A		No.: N/.	Α		
Page Item F	Record Series	Fitle and Contents (as liste	ed in Rec	ords Rete	ntion Sched	lule) :				
No.: 48 No.: 9	Building & Safety	/ - Plans and Drawings (Re	sidential	- C+90 Da	ıys)					
Listed below and/or at	ttached is a detailed	list of records for which I am requ	uesting des	truction. The	e list includes	a description	of each red	ord sufficient for		
Identification, including	g the retention sche	dule page no., record series title a destruction proposed is shredding	and content a. I hereby	certify that t	he records list	ed below and/	or attache	d are more than		
two years old and/or h	nave been retained t	or the minimum retention period s	specified in	Resolution N	No. 06-1426.	further certify	that the re	ecords listed no		
longer have any admi	nistrative, legal, evid	dential, fiscal or research and historequired to be kept further by a sta	oric value a	and do not af	fect the title to	real property	or liens the	ereon, are not		
City board or committee	ee, and are no long	er required by the City. I request a	uthority to	destroy sam	e pursuant to	Section 34090	of the Ca	lifornia		
Government Code.										
List of Files Rec				Date of	Records	Citati		Destruction		
(Description or titl	le of records as	listed on file label)		From:	То:	Numb		Date:		
6352 Acadia Aver	nue - Pool and S	ipa		05/04/04	08/11/05	H&S 19		2006		
5529 Adelina Cou	urt-Pool and Spa			09/12/96		H&S 19		2006		
5533 Aldren Cour	t SF Addition			01/20/04	07/27/05	H&S 19		2006		
5539 Aldren Cour	t-Retaining Wal	S		11/19/04	12/10/04	H&S 19	9850	2006		
5304 Alfonso Driv	/e-Pool & Spa			04/06/04	03/15/05	H&S 19	2006			
5319 Alfonso Driv	e-Pool And Spa			03/09/04	05/09/05	H&S 19	2006			
30114 Amelia Dri	ve-Outdoor Fire	olace		07/05/05	08/10/05	H&S 19	9850	2006		
6320 Aquarius Av	enue-Pool And	Spa		11/12/04	05/05/05	H&S 19	9850	2006		
6334 Aquarius Av	venue-Remodel	Kit. Bath		07/11/05	12/07/05	H&S 19	9850	2006		
28955 Bardell Dri	ve Pool & Spa			01/06/05	08/25/05	H&S 19	9850	2006		
29448 Bertrand D	rive-2nd Floor E	Bedroom		05/13/04	09/06/05	H&S 19	9850	2006		
5620 Buffwood Pl	lace-Pool & Spa			02/19/04	06/29/05	H&S 19	9850	2006		
5333 Captain's Pl	lace-Patio Enclo	sure	į	05/12/05	08/10/05	H&S 19	9850	2006		
30424 Caspian C	ourt-Pool And S	ра		06/15/05	11/07/05	H&S 19	9850	2006		
5431 Cedarhaver	n Drive-Pool & S	ра		06/15/05	11/07/05	H&S 19	9850	2006		
5918 Chesebro R	Road-Remodel G	uest House		12/29/03	02/03/05	H&S 19	9850	2006		
6018 Chesebro R	Road-Front Porch	)		08/25/05	11/08/05	H&S 19	9850	2006		
6070 Chesebro R	Road-New SFR			06/28/04	06/09/05	H&S 19	9850	2006		
6070 Chesebro R	Road-Horse Stru	cture		08/26/04	05/08/05	H&S 19	9850	2006		
6070 Chesebro R	loadNew SFR R	evisions		06/28/04	06/09/05	H&S 19	9850	2006		
6070 Chesebro R	Road-Fire Sprink	ers		03/28/05	06/09/05	H&S 19	9850	2006		
6070 Chesebro R	Road-Foundation	Only		06/28/04	06/09/05	H&S 19	9850	2006		
6100 Chesebro Road-Walls				09/22/05	10/06/05	H&S 19	9850	2006		
5560 Colodny Dri		04/30/02	07/17/03	H&S 19	9850	2006				
5560 Colodny Drive-New SFR				04/30/02	07/17/03	H&S 19	9850	2006		
5740 Colodny Drive-Trellis and Extending height of wall				11/19/02	09/26/03	H&S 19	9850	2006		
5826 Colodny Dri	ve-Barn			01/25/05	05/06/05	H&S 1	9850	2006		
		DESTRUCTION	MALITI	JODIZA'	TION					

	DESTRUCTION AUTHORIZA	THOM .
DEPARTMENT HEAD:	CITY ATTORNEY:	CITY CLERK:
	11:12	TXVIII II
Signature /	Signature	Signature
9/28/06	10/04/06	12/9/26
Daté	Date	Date
		·

Date City Council Approved Records for Destruction: \_\_\_\_\_\_ Actual Date Records Destroyed: \_\_\_\_\_



				In a dia	A 1111	la Day	Vork 64	orage Bey
Depart			Prepared by:	Date: 09/10/06	Agoura Hil	IS DOX	No.: N/	orage Box Δ
	& Safet		Karen Sanders			lulo) :	140 14//	
_	Item		s Title and Contents (as listed in ety - Plans and Drawings (Reside			uie):		
Listed be	low and/or	attached is a detail	ed list of records for which I am requesting	ng destruction. The	e list includes :	a description o	of each rec	ord sufficient for
identificat	ion includ	ing the retention sc	hedule page no., record series title and o	contents, record dat	tes, retention r	equirements,	and destru	iction date.
Unless of	herwise di	rected, the method	of destruction proposed is shredding. It do not be minimum retention period speci	nereby certify that the	he records list	ed below and/ further certify	or attached	are more than
longer ha	ve anv adr	ministrative, legal, e	vidential, fiscal or research and historic v	value and do not af	fect the title to	real property	or liens the	ereon, are not
court reco	ords are n	of to my knowledge	e, required to be kept further by a statute	, are not the minute	es, ordinances	or resolutions	s of the City	y Council or any
		ittee, and are no lor	nger required by the City. I request author	rity to destroy same	e pursuant to t	Section 34090	of the Cal	itornia
	ent Code. Files Re	commended for	or Destruction:	Date of	Records	Citati	on	Destruction
			s listed on file label)	From:	То:	Numb	er:	Date:
		Drive- Pool and	09/27/02	03/04/03	H&S 19	9850	2006	
		Drive-Patio Cov		12/06/02	04/21/05	H&S 19	9850	2006
4039 Defender Drive-Spa				07/08/04	08/30/05	H&S 19	9850	2006
		rive-SF Addition		03/15/04	01/14/05	H&S 19	9850	2006
		renue-New SFR		10/18/02	02/10/05	H&S 19	9850	2006
		enue-Pool & Sp		05/14/03	02/10/05	H&S 19	9850	2006
		enue-Retaining		09/11/02	02/10/05	H&S 19	9850	2006
		enue-Block Wa	10/48/00	08/16/04	H&S 19	9850	2006	
29929 Eastvale Court-Master Bedroom Remodel				09/03/04	08/22/05	H&S 19	9850	2006
5444 Fairgrange Drive-Pool & Spa				11/05/04	05/05/05	H&S 19	9850	2006
5734 Fairview Place-New SFD			02/10/04	03/02/05	H&S 19	9850	2006	
5743 Fairview Place-Fire Sprinklers				03/15/05	03/02/05	H&S 1	9850	2006
		Place-Pool & Spa		08/20/02	05/27/03	H&S 1	9850	2006
		Place-Pool & Spa		06/02/04	06/21/05	H&S 19	9850	2006
		Place-Pergolas		04/15/05	06/21/05	H&S 1	9850	2006
		Place-New SFR		06/17/04	08/24/05	H&S 1	9850	2006
		nue-Pool & Spa		06/17/04	08/24/05	H&S 1	9850	2006
		Prive-SF Addition	n	01/28/05	11/03/05	H&S 1	9850	2006
28326	Foothill D	Prive-Coral Shad	de Structure	05/14/03	05/15/03	H&S 1	9850	2006
		Prive-SF Addition		05/16/05	10/27/05	H&S 1	9850	2006
			l/Electrical for Kit Remodel	01/05/05	11/08/05	H&S 1	9850	2006
28338	Foothill D	Prive-Pool & Spa	1	08/14/03	03/07/05	H&S 1	9850	2006
		wood Street-Po		04/13/04	12/10/04	H&S 1	9850	2006
		wood Street-Wa		02/13/02	09/12/02	H&S 1	9850	2006
		ter Drive-SF Add		01/18/05	10/20/05	H&S 1	9850	2006
4114 G	adshill L	ane-SF Addition	ı	11/10/04	07/12/05	H&S 1	9850	2006
6375 G	ermania	Court-SF Additi	on	01/11/05	10/04/05	H&S 1		2006
5513 G	ladehollo	ow Court-SF Ad	dition	06/04/04	11/08/05	H&S 1	9850	2006
			DESTRUCTION A	AU7/HORIZA	TION			
DEPARTMENT HEAD: CITY ATTORNEY:					CITY CLE	RK:		
Signatu	re/ 2 8/	106	Signature	100	<b>-</b>	Signature	4106	
Date	<u>~ ~ ~ / </u>	Nad	Date		_	Date	<u>, , , , , , , , , , , , , , , , , , , </u>	

Actual Date Records Destroyed:



Depart	ment:		Prepared by:		Date:	Agoura Hi	Is Box	York St	orage Box
	g & Safet	y	Karen Sanders		09/10/06	No.: N/A		No.: N/A	
Page	Item		Title and Contents (as	listed in Red	ords Rete	ntion Sched	ule):		
No.: 48	No.: 9	Building & Safe	ety - Plans and Drawings	(Residential	- C+90 Da	ys)			
Listed be	low and/or	attached is a detail	ed list of records for which I an	n requesting des	struction. The	e list includes :	a description of	of each red	ord sufficient for
identifica	tion, includ	ing the retention so	nedule page no., record series of destruction proposed is shre	title and conten edding. I hereby	ts, record da certify that t	tes, retention r he records list	equirements, ed below and/	and desire or attached	d are more than
two years	s old and/or	r have been retaine	d for the minimum retention pe	riod specified in	Resolution N	No. 06-1426. I	further certify	that the re	cords listed no
longer ha	ve anv adr	ministrative, legal, e	vidential, fiscal or research and	d historic value a	and do not af	fect the title to	real property	or liens the	ereon, are not
court rec	ords, are n	ot, to my knowledge	e, required to be kept further by ager required by the City. I requ	/ a statute, are r	ot the minute destroy sam	es, ordinances e nursuant to :	or resolutions Section 34090	of the Cit	y Council or any i ifornia
	a or comm ent Code.	ittee, and are no ior	iger required by the City. Frequ	dest authority to	destroy sam	c parsuant to t	30000011 0 4000	7 01 1110 00	
	List of Files Recommended for Destruction: Date of Records Citation Destruction								Destruction
(Description or title of records as listed on file label)						To:	Numb	er:	Date:
30340	Goodspri	ng Drive-Pool &	Spa		10/13/04	03/08/05	H&S 19	9850	2006
5900 G	reenbria	r Court-Interior I	Remodel		09/14/04	03/25/05	H&S 19	9850	2006
5709 G	reen Me	adow Drive-SF	Addition		11/09/04	11/23/05	H&S 19	9850	2006
5725 G	reen Me	adow Drive-Enc	lose Atrium		10/19/04	04/21/05	H&S 19	9850	2006
5905 G	rey Rock	Road-Gazebo			03/30/05	08/12/05	H&S 19	9850	2006
		Road-Interior F	Remodel		04/26/05	09/20/05	H&S 19	9850	2006
		k Road-Bathro			05/01/03	03/03/04	H&S 19	9850	2006
		Road-Trellis			02/10/03	03/14/00	H&S 19	9850	2006
		d Drive-Remod	el		10/06/05	12/19/05	H&S 19	9850	2006
29305 Hillrise Drive-SF Addition					01/27/05	07/08/05	H&S 19	9850	2006
29449	Hillrise D	rive - Demo Exi	sting Rear Deck		08/08/05	10/08/05	H&S 19	9850	2006
28902 Hollowbrook Avenue - Pool and Spa					03/11/04	11/07/05	H&S 19	9850	2006
		ive - Pool and S			11/04/04	04/05/05	H&S 19	9850	2006
		Drive - SF Addi			05/11/05	10/20/05	H&S 19	9850	2006
		Drive - SF Addi			08/24/05	12/14/05	H&S 19	9850	2006
		t Drive - SF Add			04/26/05	12/14/05	H&S 19	9850	2006
		ero Drive - SF A			08/04/05	11/03/05	H&S 19	9850	2006
		e - SF Addition			04/26/04	01/21/05	H&S 19	9850	2006
		e - SF Addition			04/26/04	01/21/05	H&S 19	9850	2006
		e - SF New			08/28/03	01/14/05	H&S 19	9850	2006
		e - Fireplace			04/06/05	08/26/05	H&S 19	9850	2006
	Laro Driv				03/08/05	08/26/05	H&S 19	9850	2006
		e - Patio Cover			04/05/05	08/26/05	H&S 19	9850	2006
		e - SF Addition			05/12/05	07/27/05	H&S 19	9850	2006
		Place - Pool ar	nd Spa		04/22/04	07/27/04	H&S 19	9850	2006
		id - Fireplace, L			09/14/04	02/23/05	H&S 1	9850	2006
		id - Pool and Sp			01/06/04	02/23/05	H&S 1	9850	2006
		d - Revisions			11/04/04	10/06/05	H&S 1	9850	2006
			DESTRUC	TION AUT	HORIZA	TION		U 13	
DEPAR	DEPARTMENT HEAD: CITY ATTORNEY:				Signature Columb				
	Stal				<b>-</b> ,	YXV	unu		
Signatu	ire 2 /		Signature /	0/03/	W.		Signature	/ulob	
Data	~010	U					Date	-	**************************************

Actual Date Records Destroyed: \_\_\_\_\_



Department:	Prepared b	y:	Date:	Agoura Hil	Is Box	York St	orage Box
Building & Safety			09/10/06	No.: N/A		No.: N/	4
Page Item	Record Series Title and C		cords Reter	ntion Sched	lule):		
No.: 48 No.: 9	Building & Safety - Plans ar	nd Drawings (Residentia	I - C+90 Da	ys)			
Listed below and/or	attached is a detailed list of record	ls for which I am requesting de	estruction. The	e list includes a	a description o	of each rec	ord sufficient for
identification, includi	ing the retention schedule page no rected, the method of destruction p	o., record series title and conte	nts, record dat	es, retention r ne records liste	equirements, ed below and/	and destru or attached	d are more than
two years old and/or	r have been retained for the minimu	um retention period specified i	n Resolution N	lo. 06-1426. ∣	further certify	that the re	cords listed no
longer have any adm	ministrative, legal, evidential, fiscal	or research and historic value	and do not aff	fect the title to	real property	or liens the	ereon, are not
court records, are no	ot, to my knowledge, required to be	e kept further by a statute, are	not the minute	es, ordinances	or resolutions	of the City	y Council or any
City board or commi Government Code.	ittee, and are no longer required by	y the City. I request authority t	o destroy sam	e pursuant to t	Section 34090	or the Cal	noma
	commended for Destruction	on:	Date of	Records	Citatio	on	Destruction
	itle of records as listed on fil	From:	То:	Number:		Date:	
	d - Pool and Spa		11/04/04	10/06/05	H&S 19	9850	2006
	Drive - SF Addition		06/08/05	10/21/05	H&S 19	9850	2006
	Street - Master Bedroom Rer	nodel	01/20/05	12/07/05	H&S 19	9850	2006
	Street - SF Addition		06/24/04	12/16/05	H&S 19	9850	2006
	ok Place - SF Addition		11/30/04	07/19/05	H&S 19	9850	2006
	mist Way - SF Addition		04/21/04	08/30/05	H&S 19	9850	2006
5547 Modena Pl			05/17/05	11/01/05	H&S 19	9850	2006
	nmitt Road - Addition and Re	model	04/22/02	12/05/05	H&S 19	9850	2006
	Drive - SF Addition		05/20/05	12/22/05	H&S 19	9850	2006
	age - Pool and Spa		11/18/05	12/29/05	H&S 19	9850	2006
29002 Old Carri			12/04/00	01/15/02	H&S 19	9850	2006
28925 Park Hea	01/20/05	02/09/05	H&S 19	9850	2006		
	way Place - Pool and Spa		06/09/05	12/06/05	H&S 19	9850	2006
	way Place - Pool and Spa		10/14/04	04/29/05	H&S 19	9850	2006
	way Place - SF Addition		12/04/03	08/29/05	H&S 19	9850	2006
	enry Place - Pool and Spa		01/04/05	07/01/05	H&S 19		2006
	enry Place - Solar System		05/26/04	08/19/04	H&S 19	9850	2006
29322 Quail Rur			05/17/05	09/20/05	H&S 19	9850	2006
29444 Quail Rur	n Drive - SF Alteration		12/16/04	03/07/05	H&S 19		2006
	n Drive - SF Alteration		06/28/05	11/21/05	H&S 19	9850	2006
	n Drive - SF Alteration		07/09/04	11/03/05	H&S 19	9850	2006
	Hill Road - SF Addition		11/19/04	08/01/05	H&S 19	9850	2006
	Hill Road - SF Addition		04/28/04	11/30/05	H&S 19	9850	2006
	k Drive - SF Alteration		08/20/02	11/18/04	H&S 19	9850	2006
5849 Ridgebroo	k Drive - SF Alteration		10/15/04	03/11/05	H&S 19		2006
	k Drive - SF Addition		03/29/04	03/11/05	H&S 19		2006
	k Drive - Revisions		10/15/04	03/11/05	H&S 1		2006
	y Drive - SF Alteration		10/29/04	04/26/05	H&S 19	9850	2006
DESTRUCTION AUTHORIZATION							
DEPARTMENT	HEAD:	CITY ATTORNEY:			CITY CLE	RK:	- Commence of the Commence of
Signatura	- Car	Signature			Signature	<u>u u</u>	
Signature 9/28	106	10/03/06		_	101	4106	
Date		Date			Date		

Date City Council Approved Records for Destruction:



Department:	Prepared by:	Date:	Agoura Hi	ls Box	York Storage Box	
Building & Safety		09/10/06	No.: N/A		No.: N/	4
	Record Series Title and Contents (as listed in R	ecords Rete	ntion Sched	lule) :		
No.: 48 No.: 9	Building & Safety - Plans and Drawings (Residenti	al - C+90 Da	ays)			
Listed below and/or	attached is a detailed list of records for which I am requesting of	lestruction. Th	e list includes	a description o	of each rec	ord sufficient for
identification, includi	ng the retention schedule page no., record series title and cont ected, the method of destruction proposed is shredding. I here	ents, record da by certify that t	tes, retention r he records list	ed below and/	or attached	d are more than
two years old and/or	have been retained for the minimum retention period specified	in Resolution I	No. 06-1426.  I	further certify	that the re	coras listea no
longer have any adm	ninistrative, legal, evidential, fiscal or research and historic valu	e and do not af	fect the title to	real property	or liens the	ereon, are not
court records, are no	ot, to my knowledge, required to be kept further by a statute, are ttee, and are no longer required by the City. I request authority	e not the minute to destrov sam	es, ordinances e pursuant to t	Section 34090	of the Cal	ifornia
Government Code.	title, and are no longer required by the easy medical datasets					
	commended for Destruction:	Date of	Records	Citatio		Destruction
(Description or t	itle of records as listed on file label)	From:	То:	Numb		Date:
6061 Rustling O	aks Drive - SF Addition	11/23/04	11/15/05	H&S 19		2006
	rcle - SF Addition	08/24/04	04/15/05	H&S 19		2006
5973 Saint Laure	ent Drive - Pool and Spa	07/13/04	05/18/05	H&S 19		2006
5641 Slicers Circ	cle - SF Addition	04/26/05	09/21/05	H&S 19	9850	2006
5641 Slicers Circ	cle - SF Addition Revisions	04/26/05	09/21/05	H&S 19		2006
	ry Hills Lane - Underpin Foundation	08/28/00	01/08/03	H&S 19	9850	2006
	Drive - Pool and Spa	04/04/05	08/08/05	H&S 19	9850	2006
	ek Drive - SF Addition	06/01/04	05/25/05	H&S 19	9850	2006
	ek Drive - Pool and Spa	05/11/04	04/04/05	H&S 19	9850	2006
29241 Trailway I		08/02/05	09/14/05	H&S 19	9850	2006
	Lane - SF Alteration	09/28/04	02/25/05	H&S 19	9850	2006
	Lane - Patio Cover	10/21/04	02/25/05	H&S 19	9850	2006
	Lane - SF Alteration	05/24/05	10/11/05	H&S 19	9850	2006
	ow Glen - Sf Alteration	11/06/02	01/27/03	H&S 19	9850	2006
	ine - Pool and Spa	11/08/04	05/31/05	H&S 19	9850	2006
	ad - Pool and Spa	04/08/04	02/10/05	H&S 19	9850	2006
	tosa - Pool and Spa	05/31/01	12/02/02	H&S 19	9850	2006
	Avenue - Pool and Spa	07/25/02	04/03/03	H&S 19	9850	2006
	at Place - Patio Cover	05/25/04	08/11/04	H&S 19	9850	2006
	ek Court - Pool and Spa	07/08/05	11/16/05	H&S 19	9850	2006
	ek Court - SF Addition	12/01/04	09/16/05	H&S 19	9850	2006
	a Avenue - SF Alteration	04/20/04	11/07/05	H&S 19	9850	2006
	DESTRUCTION AU	THORIZA	TION		-	
	-2	VIVIEA		OUTV of A	DIC.	
DEPARTMENT	HEAD: CITY ATTORNEY	\		CITY CLE	77. NI	
Citrotina	Signature	<u></u>	-	Signature	UN VI	7
Signature	(06 10/03/M	76			4/06	
Data	Date	•	<del></del>	Date		

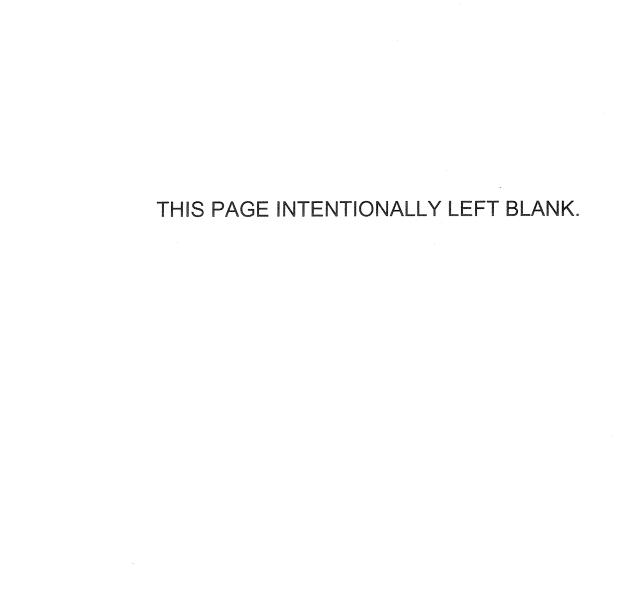
Actual Date Records Destroyed:



Department:	Prepared by:	Date:	Agoura Hi	ils Box	York St	orage Box
Building & Safety	<b>.</b>	09/10/06	No.: N/A		No.: N/	4
Page Item	Record Series Title and Contents	(as listed in Records Reter	ntion Schea	lule) :		
No.: 48 No.: 9	Building & Safety - Plans and Drawir	ngs (Residential - C+90 Da	ıys)			
Listed below and/or	attached is a detailed list of records for which	I am requesting destruction. The	e list includes	a description of	of each rec	cord sufficient for
identification, includi	ng the retention schedule page no., record se ected, the method of destruction proposed is	shredding. I hereby certify that the	he records list	ed below and/	or attached	d are more than
two years old and/or	have been retained for the minimum retentio	n period specified in Resolution N	No. 06-1426. I	further certify	that the re	ecords listed no
longer have any adm	ninistrative, legal, evidential, fiscal or research	n and historic value and do not aff	fect the title to	real property	or liens the	ereon, are not
court records, are no	ot, to my knowledge, required to be kept furthe ttee, and are no longer required by the City. I	er by a statute, are not the minute request authority to destroy same	es, ordinances e pursuant to :	Section 34090	of the Cal	ifornia
Government Code.						
	commended for Destruction:	Date of	Records	Citatio		Destruction
(Description or t	itle of records as listed on file label)	From:	То:	Numb		Date:
28906 Bardell Di	rive (843) Calcs	07/10/00	03/21/01	H&S 19		2006
27918 Blythedal	e Rd (5885) Calcs	12/18/03	03/09/05	H&S 19		2006
	Rd - (6618) - 2 Copies Demo	06/28/04	06/14/05	H&S 19		2006
6210 Chesebro	Rd - (4009,4007,4204,3669)	06/06/02	01/24/03	H&S 19		2006
5560 Colodny Di	′ (3126) Calcs	01/09/03	07/17/03	H&S 19		2006
5560 Colodny Di	(5195) Barn	03/13/03	07/17/03	H&S 19		2006
5560 Colodny Di	r (4924) Fire Sprinklers	04/30/02	07/17/03	H&S 19		2006
6144 Colodny Di	′ (3958) Calcs	07/03/02	11/14/03	H&S 19		2006
6057 Dovetail Dr	(2384) Addition	08/02/01	12/06/05	H&S 19		2006
6072 Dovetail Dr	12/03/02	06/20/03	H&S 19		2006	
28232 Driver Av	e (3641) Calcs	10/18/02	02/10/05	H&S 19		2006
28241 Driver Av	e (862) Calcs	04/30/01	03/05/02	H&S 19		2006
6129 Fairview Pl	. (1926) Calcs	03/05/01	04/18/02	H&S 19	9850	2006
5815 Green Mea	adow Dr (7436) Pool and Spa	06/12/97	02/11/98	H&S 19		2006
	8262) Patio Cover	09/07/05	11/16/05	H&S 19		2006
29205 Laro Dr (2	2856) Interior Remodel	12/20/01	04/10/02	H&S 19		2006
5900 Misty Ct (2	242) Pool	08/29/01	04/28/04	H&S 19		2006
5513 Oakfen Ct	(2338) Cals	06/27/01	02/14/02	H&S 19		2006
29177 Oak Path	Dr (6195) Cals	03/15/04	08/31/04	H&S 19		2006
	dny Ct (1612) Calcs	02/28/01		H&S 19		2006
	lill Dr (8352) Sf Alteration	09/22/05		H&S 19		2006
29724 Strawberr	y Hill Dr Calcs	06/20/02	09/26/02	H&S 19		2006
29223 Trailway l	_ane (3511) Calcs	02/25/02	03/07/02	H&S 19		2006
30621 Vets Ct (2		11/07/01	11/07/01	H&S 19		2006
30729 Whaleboa	at PI (7071) Calcs	01/31/05	05/20/05	H&S 19	9850	2006
	DESTRI	ICTION ÂUTHORIZA	TION	19		
DED45512.		TTORNEY:		CITY CLE	sk.	
DEPARTMENT	HEAD: CITY A	1. OKMET.			Uni	
Signature	Signatu	re 10/03/06	•	Signature	1106	
7 70 / Date	Date	- /	•	Date	** **	

Actual Date Records Destroyed: \_\_\_\_\_

Attach	ment A-3		
Records Destruction Re	equest Forms – City Ci	lerk	





Department:		Prepared by:	Date:	Agoura Hi	lls Box Y	York Storage Box		
City Clerk		Sheila Schrupp	08/15/06	No.: N/A	N	lo.: N/A	<b>L</b>	
Page Item	Record Series	Title and Contents (as list	ed in Records Rete	ntion Sche	dule) :			
No.: 12 No.: 10/11	City Council Me	eeting Agenda Packets and	City Council Agend	las - Agoura	a Hills Redeve	elopme	nt Agency	
Listed below and/or attach	ned is a detailed list	of records for which I am requestin	g destruction. The list in	ncludes a desc	cription of each re	ecord sut	fficient for	
identification, including the	retention schedule	page no., record series title and co	ntents, record dates, re	tention require	ments, and dest	truction d	ate. Unless	
otherwise directed, the me	ethod of destruction	proposed is shredding. I hereby co	ertify that the records lis	ted below and	or attached are	more tha	n two years old	
and/or have been retained	I for the minimum re	tention period specified in Resoluti	on No. 06-1426. I furthe	er certiry that t	ne records listed	no longe	ords are not to	
administrative, legal, evide	ential, fiscal or resea	arch and historic value and do not a	nect the title to real prop	the City Coun	cil or any City bo	ard or co	mmittee, and	
ny knowledge, required to be kept further by a statute, are not the minutes, ordinances or resolutions of the City Council or any City board or committee, and are no longer required by the City. I request authority to destroy same pursuant to Section 34090 of the California Government Code.								
List of Files Recom				Records	Citation	ı T	Destruction	
(Description or title o			From:	To:	Number	r:	Date:	
City Council Meeting			01/13/99	01/13/99	GC 3409	90	2006	
City Council Meeting			01/19/99	01/19/99	GC 3409	90	2006	
City Council Meeting			01/27/99	01/27/99	GC 3409	90	2006	
City Council Meeting			02/10/99	02/10/99	GC 3409	90	2006	
City Council Meeting			02/24/99	02/24/99	GC 3409	90	2006	
City Council Meeting			03/10/99	03/10/99	GC 3409	90	2006	
City Council Meeting			03/24/99	03/24/99	GC 3409	90	2006	
City Council Meeting			04/14/99	04/14/99	GC 3409	90	2006	
City Council Meeting			04/28/99	04/28/99	GC 3409	90	2006	
Finance Authority Me		2)	04/28/99	04/28/99	GC 3409	90	2006	
City Council Meeting			05/12/99	05/12/99	GC 3409	90	2006	
City Council Meeting			05/26/99	05/26/99	GC 3409	90	2006	
City Council Budget		licate)	05/26/99	05/26/99	GC 3409	90	2006	
City Council Meeting		1104.07	06/09/99	06/09/99	GC 3409	90	2006	
City Council Meeting			06/23/99	06/23/99	GC 3409	90	2006	
City Council Meeting			07/14/99	07/14/99	GC 3409	90	2006	
Special City Council		ate)	08/03/99	08/03/99	GC 3409		2006	
City Council Meeting		0.00	08/11/99		GC 3409		2006	
City Council Meeting			08/25/99	08/25/99	GC 3409	90	2006	
City Council Meeting			09/08/99	09/08/99	GC 3409		2006	
City Council Meeting			09/22/99	09/22/99	GC 3409	90	2006	
		ın Workshop (Duplicate)	09/29/99	09/29/99	GC 340		2006	
City Council Meeting		III Workenop (Daphodio)	10/14/99	10/14/99	GC 340		2006	
City Council Meeting		A CONTRACTOR OF THE CONTRACTOR	10/27/99	10/27/99	GC 340		2006	
Redevelopment Age		ınlicate)	11/17/99	11/17/99	GC 340		2006	
City Council Meeting		iphoato	12/01/99	12/01/99	GC 340		2006	
City Council Meeting			12/13/99		GC 340		2006	
City Council Meeting		12/15/99		GC 340		2006		
Oity Council Meeting	(Duplicate)							
	ag a grandigi	DESTRUCTION	1/	UN				
DEPARTMENT HEA	ND:	CITY ATTORN	EY:		CITY CLERI	K: ///	<i>K</i> .	
JYUU U	Signature Signature			-	Signature,	<u>u u</u>	1	
Signature 128/06		Signature (0/03	106		10/4	166		
Date	<i>*</i>	Date	/00	-	Date	· ·		

Actual Date Records Destroyed:



Departi	ment:		Prepared by:	Date:	Agoura Hi	lls Box	s Box York Storage Box				
City Cle			Sheila Schrupp	08/18/06	No.: N/A		No.: N/	Δ			
Page	Item	Record Series	Title and Contents (as listed in Re	∍cords Retei	ntion Sched	lule) :					
No.:12	No.:10	City Council Me	eeting Agenda Packets (Duplicates)								
Listed he	low and/or	attached is a detaile	ed list of records for which I am requesting of	lestruction. The	e list includes	a description	of each rec	cord sufficient for			
l Inlace at	herwise dir	rected the method	hedule page no., record series title and control of destruction proposed is shredding. I here	by certify that th	he records list	ed below and/	or attache	d are more than			
two years	old and/or	r have been retained	d for the minimum retention period specified	in Resolution N	No. 06-1426.  I	further certify	that the re	ecords listed no			
longer ha	ve anv adn	ninistrative, legal, e	vidential, fiscal or research and historic value	e and do not afi	fect the title to	real property	or liens the	ereon, are not			
court reco	court records, are not, to my knowledge, required to be kept further by a statute, are not the minutes, ordinances or resolutions of the City Council or any City board or committee, and are no longer required by the City. I request authority to destroy same pursuant to Section 34090 of the California										
	Government Code.										
List of	Files Re	commended fo		Date of	Date of Records Citation Destri						
			s listed on file label)	From:	То:	Numb	Control Control Control	Date:			
Special	Joint Mt	g Las Virgenes	Unified School District (Duplicate)_	02/06/00	02/06/00	GC 340		2006			
			a Hills RDA Meeting (Duplicate)	01/10/01	01/10/01	GC 340		2006			
			Packet (Duplicate)	01/24/01	01/24/01	GC 340		2006			
			Packet (Duplicate)	02/14/01	02/14/01	GC 340		2006			
			Packet (Duplicate)	02/28/01	02/28/01	GC 340	)90.7	2006			
			Packet (Duplicate)	03/14/01	03/14/01	GC 340	)90.7	2006			
			Packet (Duplicate)	03/28/01	03/28/01	GC 340	)90.7	2006			
			Packet (Duplicate)	04/11/01	04/11/01	GC 340	)90.7	2006			
			Packet (Duplicate)	04/25/01	04/25/01	GC 340	)90.7	2006			
-			Packet (Duplicate)	05/09/01	05/09/01	GC 340	090.7	2006			
			Packet (Duplicate)	05/23/01	05/23/01	GC 340	090.7	2006			
			Packet (Duplicate)	06/13/01	06/13/01	GC 340	090.7	2006			
			Packet (Duplicate)	06/27/01	06/27/01	GC 340	090.7	2006			
1			Packet (Duplicate)	07/11/01	07/11/01	GC 340	090.7	2006			
			Packet (Duplicate)	07/25/01	07/25/01	GC 340		2006			
			Packet (Duplicate)	08/08/01	08/08/01	GC 340	090.7	2006			
			Packet (Duplicate)	08/22/01	08/22/01	GC 340		2006			
			Packet (Duplicate)	09/19/01	09/19/01	GC 340	090.7	2006			
			Packet (Duplicate)	10/10/01	10/10/01	GC 340		2006			
			Packet (Duplicate)	10/24/01	10/24/01	GC 340		2006			
			Packet (Duplicate)	11/14/01	11/14/01	GC 34		2006			
			Packet (Duplicate)	11/28/01	11/28/01	GC 34		2006			
			Packet (Duplicate)	12/05/01	12/05/01	GC 34		2006			
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DEPAR	TMENT	HEAD:	CITY ATTORNEY	_		CITY CLE	RK:	1			
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Date	1/401	<u> </u>	Date		-	Date					

Date City Council Approved Records for Destruction:



Depart	ment:		Prepared by:	Date:	Agoura Hi	ills Box	York S	torage Box
City Cle			Sheila Schrupp		No.: N/A		No.: N/	- 1
Page	Item	Record Series	Title and Contents (as listed		<u> </u>	dule):	<b></b>	
			eeting Audio Tapes					
Listed be	low and/or	attached is a detail	ed list of records for which I am reque	esting destruction. Th	e list includes	a description	of each re	cord sufficient for
identifica	tion, includ	ing the retention sc	nedule page no., record series title ar of destruction proposed is shredding.	id contents, record da	ites, retention	requirements, ted below and	and destri or attache	uction date.
two years	tnerwise di s old and/oi	rected, the method r have been retaine	of destruction proposed is shredding. d for the minimum retention period sp	ecified in Resolution	No. 06-1426.	I further certify	that the r	ecords listed no
longer ha	ve anv adr	ninistrative, legal, e	vidential, fiscal or research and histor	ic value and do not a	fect the title to	real property	or liens th	ereon, are not
court rec	ords, are n	ot, to my knowledge	e, required to be kept further by a stat ager required by the City. I request au	ute, are not the minut	es, ordinances	s or resolutions	of the Ci	ty Council or any
	d or comm ent Code.	ittee, and are no ior	iger required by the City. I request au	ulonly to destroy sair	e puisuain to	Section 54090	or the Oc	illorila
		commended for	or Destruction:	Date of	Records	Citati	on	Destruction
(Descri	ption or t	itle of records a	s listed on file label)	From:	To:	Numb	er:	Date:
City Co	uncil Me	eting Audio Tap	es 1, 2 & 3	08/08/01	08/08/01	G.C. 34	090.7	2006
City Co	uncil Me	eting Audio Tap	e 1 - 2 copies	08/22/01	08/22/01	G.C. 34	090.7	2006
City Co	uncil Me	eting Audio Tap	e 1	09/19/01	09/19/01	G.C. 34	090.7	2006
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			DESTRUCTION	AVITHORIZA	TION			
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DEPAR	TMENT	HEAD:	CITY ATTORNE	X		CITY CLE	<b>KK</b> :	lx .
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Signatu	9/281	06	Signature 10 /o	2/06		P	1466	
Date	11001	The state of the s	Date		-	Date		
Date Ci	ty Counc	il Approved Rec	ords for Destruction:	A	ctual Date I	Records Des	stroyed:	



Department:	Prepared by:	Date:	Agoura Hi	lls Box	York St	orage Box
City Clerk	Sheila Schrupp	08/16/06		= <del></del>	No.: N/	· ·
	es Title and Contents (as listed in		<u> </u>	lule) :		
No.:12 No.:12 City Council N	Meeting Audio Tapes					
Listed below and/or attached is a deta	iled list of records for which I am requesting	g destruction. The	e list includes	a description (	of each rec	ord sufficient for
identification, including the retention s	chedule page no., record series title and co	ontents, record da	tes, retention i	requirements,	and destru	action date.
Unless otherwise directed, the method	d of destruction proposed is shredding. I he ed for the minimum retention period specif	ied in Resolution N	No. 06-1426.	further certify	that the re	ecords listed no
longer have any administrative, legal.	evidential, fiscal or research and historic vi	alue and do not af	fect the title to	real property	or liens the	ereon, are not
court records, are not, to my knowledge	ge, required to be kept further by a statute,	are not the minute	es, ordinances	or resolutions	s of the Cit	y Council or any
•	onger required by the City. I request author	ity to destroy sam	e pursuant to	Section 34090	or the Ca	lifornia
Government Code.  List of Files Recommended	for Destruction:	Date of	Records	Citati	on	Destruction
(Description or title of records		From:	То:	Numb	er:	Date:
City Council Meeting Audio Ta		07/28/04	07/28/04	G.C. 34	090.7	2006
City Council Meeting Audio Ta		08/11/04	08/11/04	G.C. 34		2006
City Council Meeting Audio Ta		08/25/04	08/25/04	G.C. 34	090.7	2006
City Council Meeting Audio Ta	pe 1	09/08/04	09/08/04	G.C. 34	090.7	2006
City Council Meeting Audio Ta	pes 1, 2, & 3	09/22/04	09/22/04	G.C. 34		2006
City Council Meeting Audio Ta	pes 1, 2, & 3	10/13/04		G.C. 34		2006
City Council Meeting Audio Ta	pes 1 & 2	10/27/04		G.C. 34		2006
City Council Meeting Audio Ta	pes 1 & 2	11/10/04		G.C. 34		2006
City Council Meeting Audio Ta	pe 1	12/02/04		G.C. 34		2006
City Council Meeting Audio Ta	pes 1 & 2	12/06/04	12/06/04	G.C. 34	090.7	2006
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	DESTRUCTION A	UTHORIZA'	TION		11.77	
DEPARTMENT HEAD:	CITY ATTORNEY:			CITY CLE	RK.	
DEPARTMENT NEAD:	OI I ATTORNET.			YXV	Un	10
Signature	Signaturé	4	-	Signature	1,.1	
9/28/06	10/03/8	<u> </u>	<b>-</b>	10	1766	<i>}</i>
Date	Date			Date		
Date City Council Approved Re	cords for Destruction:	A	ctual Date I	Records De	stroyed:	



Depar	ment:		Prepared by:		Date:	Agoura Hi		York Storage Box		
City Cl	erk		Sheila Schrupp		08/16/06			No.: N/	Δ	
Page	ltem		es Title and Conten		cords Rete	ntion Sched	lule):			
No.:12	No.:12	City Council	Meeting Audio Tapes	·		a liatinaludaa	a description of	onch roc	ord sufficient for	
Listed be	elow and/or	attached is a det	ailed list of records for wh schedule page no., record	ich i am requesting de I series title and conter	struction. The nts. record da	e list includes tes, retention r	equirements, a	nd destru	iction date.	
Unless o	therwise di	rected, the metho	d of destruction proposed	l is shredding. I hereb	y certify that t	he records list	ed below and/o	r attache	d are more than	
two year	s old and/o	r have been retail	ned for the minimum reter, evidential, fiscal or resea	ntion period specified in	n Resolution N	No. 06-1426. I	further certify t	hat the re	ecords listed no	
longer ha	ave any adi ords, are n	ministrative, legal of to my knowled	, evidential, fiscal or resea Ige, required to be kept fu	rther by a statute, are	not the minute	es, ordinances	or resolutions	of the Cit	y Council or any	
City boa	rd or comm	ittee, and are no	longer required by the Cit	y. I request authority to	destroy sam	e pursuant to	Section 34090	of the Ca	lifornia	
	nent Code.					<u> </u>	0:4-4:-		Destruction	
			for Destruction:	n		Records	Citatio Numbe		Destruction Date:	
			as listed on file labe	)	From:	To:				
		eting Audio Ta			01/26/05	01/26/05	G.C. 340		2006	
		eting Audio Ta			02/09/05	02/09/05	G.C. 340		2006	
		eting Audio Ta			02/23/05	02/23/05	G.C. 340		2006	
		eting Audio Ta			03/09/05	03/09/05	G.C. 340		2006	
	····	eting Audio Ta			04/13/05	04/13/05	G.C. 340		2006	
City Co	ouncil Me	eting Audio Ta	apes 1 & 2		05/18/05	05/18/05	G.C. 340		2006	
City Co	ouncil Me	eting Audio Ta	ape 1		05/25/05	<b>.</b>	G.C. 340		2006	
City Co	ouncil Me	eting Audio Ta	apes 1 & 2		06/08/05	06/08/05	G.C. 340		2006	
City Co	ouncil Me	eting Audio Ta	ape 1		06/22/05	06/22/05	G.C. 340		2006	
City Co	ouncil Me	eting Audio Ta	apes 1 & 2		07/13/05	07/13/05	G.C. 340	90.7	2006	
City Co	ouncil Spe	ecial Meeting /	Audio Tape 1		07/26/05	07/26/05	G.C. 340	90.7	2006	
City Co	ouncil Me	eting Audio Ta	ape 1		08/10/05	08/10/05	G.C. 340	90.7	2006	
City Co	ouncil Me	eting Audio Ta	ape 1 & 2		08/24/05	08/24/05	G.C. 340	90.7	2006	
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l	1/28/	26		10/03/06				1146		
Date	4		Date				Date			

Actual Date Records Destroyed: \_\_\_\_\_



Dene	mont		Prepared by:	Date:	Agoura Hil	Is Box	York Sto	orage Box		
Depart			Sheila Schrupp	08/16/06			No.: N/A	_		
City Cle	T	December 1	Title and Contents (as listed i							
Page No.:12	Item No.:12	Planning Comr	mission Meeting Audio Tapes							
Listed be	low and/or	attached is a detail	ed list of records for which I am reques	ting destruction. The	e list includes a	a description of	f each reco	ord sufficient for		
identificat	tion includi	na the retention sc	hedule page no., record series title and	contents, record da	tes, retention r	equirements, a	ana aestrud	ction date.		
Unless of	therwise dir	ected, the method	of destruction proposed is shredding. I d for the minimum retention period spec	nereby certify that t cified in Resolution N	ne records liste No. 06-1426. I	further certify f	that the re	cords listed no		
longer ha	ve anv adn	ninistrative, legal, e	vidential, fiscal or research and historic	value and do not af	fect the title to	real property of	or liens the	reon, are not		
court reco	ords are no	nt to my knowledge	e, required to be kept further by a statut	e, are not the minute	es, ordinances	or resolutions	of the City	Council or any		
		ttee, and are no lor	nger required by the City. I request auth	ority to destroy sam	e pursuant to S	Section 34090	of the Call	tornia		
	Government Code.  List of Files Recommended for Destruction:  Date of Records  Citation  Destruction									
(Description or title of records as listed on file label) From: To: Number: Date:								Date:		
Planning Commission Meeting Audio Tapes 1, 2, 3, & 4 05/07/92 05/07/92 G.C. 34090.7 2006								2006		
			Audio Tapes 1, 2, 3, & 4	06/04/92	06/04/92	G.C. 340	90.7	2006		
			Audio Tapes 1, 2, & 3	07/02/92	07/02/92	G.C. 340	90.7	2006		
			Audio Tapes 1, 2, & 3	07/16/92	07/16/92	G.C. 340	90.7	2006		
			Audio Tapes 1, 2, 3, & 4	08/06/92	08/06/92	G.C. 340		2006		
			Audio Tapes 1, 2, & 3	09/03/92	09/03/92	G.C. 340	90.7	2006		
			Audio Tapes 1, 2, & 3	09/17/92	09/17/92	G.C. 340	90.7	2006		
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			DESTRUCTION	AUTHORIZA'	TION		100			
DEPAR	TMENT	HEAD:	CITY ATTORNEY	<u>}</u> [/		CITY CLEF	ξ <b>Κ</b> ://, "			
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Date			Date			Date				

Date City Council Approved Records for Destruction:



Departi	ment:		Prepared by:	Date:	Agoura Hi	<b>B</b>	Storage Box
City Cle	erk		Sheila Schrupp	08/17/06	<u> </u>	No.: N	/A
Page	Item		s Title and Contents (as listed in	n Records Rete	ntion Sched	lule) :	
No.:12	No.:12	Planning Com	mission Meeting Audio Tapes		- 1:-6 ' 1 '		noord outfinited for
Listed be	low and/or	attached is a detai	led list of records for which I am requesti chedule page no., record series title and	ing destruction. The	e list includes tes, retention r	a description of each re requirements, and dest	ecora sumicient for ruction date.
I Inless of	herwise dir	rected, the method	of destruction proposed is shredding. I	hereby certify that t	the records list	ed below and/or attach	ed are more than
two years	old and/or	r have been retaine	ed for the minimum retention period spec	ified in Resolution I	No. 06-1426. I	further certify that the	records listed no
longer ha	ve any adr	ninistrative, legal, ε	evidential, fiscal or research and historic e, required to be kept further by a statute	value and do not af	tect the title to	real property or liens to or resolutions of the C	nereon, are not city Council or any
City hoar	ords, are no d or commi	ot, to my knowledget ttee, and are no lo	e, required to be kept further by a statute nger required by the City. I request autho	ority to destroy sam	e pursuant to	Section 34090 of the C	alifornia
Governm	ent Code.						
			or Destruction:	·	Records	Citation	Destruction
		The second secon	as listed on file label)	From:	To:	Number:	Date:
Plannin	g Comm	ission Meeting	Audio Tapes 1 through 5	01/21/99	01/21/99	G.C. 34090.7	2006
			Audio Tapes 1 through 5	02/04/99	02/04/99	G.C. 34090.7	2006
			Audio Tapes 1 through 5	02/18/99	02/18/99	G.C. 34090.7	2006
Planning Commission Meeting Audio Tape				03/04/99	03/04/99	G.C. 34090.7	2006
			Audio Tapes 1 & 2	03/18/99	03/18/99	G.C. 34090.7	2006
			Audio Tapes 1, 2, & 3	04/01/99	04/01/99	G.C. 34090.7	2006
			Audio Tapes 1 through 6	04/15/99	04/15/99	G.C. 34090.7	2006
			Audio Tapes 1 & 2	05/20/99	05/20/99	G.C. 34090.7	2006
			Audio Tapes 1 through 5	05/06/99	05/06/99	G.C. 34090.7	2006
			Audio Tapes 1 & 2	07/15/99	07/15/99	G.C. 34090.7	2006
			Audio Tapes 1, 2, & 3	06/03/99	06/03/99	G.C. 34090.7	2006
			Audio Tapes 1 through 5	10/07/99	10/07/99	G.C. 34090.7	2006
			Audio Tapes 1 through 7	10/21/99	10/21/99	G.C. 34090.7	2006
			Audio Tapes 1 through 4	11/04/99		G.C. 34090.7	2006
			Audio Tapes 1 & 2	12/16/99	12/16/99	G.C. 34090.7	2006
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			DESTRUCTION	AUTHORIZA	TION		
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Date			Date			Date	

Date City Council Approved Records for Destruction:



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Depart			Sheila Schrupp	08/17/06	. •		lork Storag lo.: N/A			
City Cle	T				<u> </u>					
Page No.:12	No.:12	Planning Comr	Title and Contents (as listed mission Meeting Audio Tapes							
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two years	old and/or	have been retaine	d for the minimum retention period sp	ecified in Resolution I	No. 06-1426.  I	further certify the	nat the records	listed no		
longer ha	ve anv adn	ninistrative, legal, e	vidential, fiscal or research and histor	ic value and do not af	fect the title to	real property or	liens thereon,	are not		
City boar	ords, are no	ot, to my knowledge ttee, and are no lor	e, required to be kept further by a stat nger required by the City. I request au	ute, are not the minut thority to destrov sam	e pursuant to s	Section 34090 o	of the California	. J., J. ally		
Governm	City board or committee, and are no longer required by the City. I request authority to destroy same pursuant to Section 34090 of the California Government Code.									
	List of Files Recommended for Destruction:  Date of Records  Citation  Destruction									
			s listed on file label)	From:	То:	Numbe		Date:		
Plannin	g Comm	ssion Meeting	Audio Tapes 1, 2, & 3	08/05/04	08/05/04	G.C. 3409		2006		
			Audio Tapes 1 & 2	08/19/04	08/19/04	G.C. 3409		2006		
		ssion Meeting		09/02/04	09/02/04	G.C. 3409		2006		
		ssion Meeting		09/16/04	09/16/04	G.C. 3409		2006		
		ission Meeting		10/21/04	10/21/04	G.C. 3409		2006		
	<u> </u>	ssion Meeting		11/04/04	11/04/04	G.C. 3409		2006		
		ssion Meeting		11/18/04	11/18/04	G.C. 3409		2006		
			Audio Tapes 1 & 2	12/02/04	12/02/04	G.C. 3409	90.7	2006		
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Signature 10/3/00  Date  Signature 10/3/00  Date  Signature 10/4/06  Date										

Date City Council Approved Records for Destruction:



Departn	nent:		Prepared by:	Date:	Agoura Hi	1	torage Box
City Cle	rk		Sheila Schrupp	08/17/06	<u> </u>	No.: N/	Α
	ltem		es Title and Contents (as liste	d in Records Rete	ntion Sched	lule) :	
No.:12	No.:12	Planning Con	nmission Meeting Audio Tapes	· · · · · · · · · · · · · · · · · · ·	- link in aluman	a description of each re	cord sufficient fo
Listed belo	ow and/or	attached is a deta	ailed list of records for which I am requeschedule page no., record series title a	esting destruction. In	e list includes t tes, retention r	equirements, and destr	uction date.
Inlace of	ih asiwaa	ected the metho	d of destruction proposed is shredding	<ul> <li>I hereby certify that t</li> </ul>	he records list	ed below and/or attache	ed are more than
two vears	old and/or	have been retain	ed for the minimum retention period s	pecified in Resolution I	No. 06-1426. I	further certify that the r	ecoras listea no
onger hav	e any adr	ninistrative, legal,	evidential, fiscal or research and histoge, required to be kept further by a sta	tute, are not the minut	es, ordinances	or resolutions of the Ci	ty Council or any
City board	l or comm	ittee, and are no l	onger required by the City. I request a	uthority to destroy sam	e pursuant to	Section 34090 of the Ca	alifornia
Governme	ent Code.						
			for Destruction:	Construction of the Constr	Records	Citation	Destruction Date:
		THE RESERVOIR ASSESSMENT OF THE PARTY OF THE	as listed on file label)	From:	To:	Number:	
		ission Meeting		01/06/05	01/06/05	G.C. 34090.7	2006
Planning	g Comm	ission Meeting	g Audio Tape	01/20/05	01/20/05	G.C. 34090.7	2006
Planning	g Comm	ission Meeting	Audio Tapes 1 & 2	02/03/05	02/03/05	G.C. 34090.7	2006
Planning	g Comm	ission Meeting	g Audio Tape	02/17/05	02/17/05	G.C. 34090.7	2006
Planning	g Comm	ission Meeting	g Audio Tape	03/03/05	03/03/05	G.C. 34090.7	2006
Planning	g Comm	ission Meeting	g Audio Tapes 1 & 2	03/17/05		G.C. 34090.7	2006
			y Audio Tapes 1 & 2	04/07/05	04/07/005	G.C. 34090.7	2006
			y Audio Tapes 1 & 2	05/19/05	05/19/05	G.C. 34090.7	2006
			g Audio Tape 1, 2, & 3	05/05/05	05/05/05	G.C. 34090.7	2006
			y Audio Tapes 1 & 2	06/02/05	06/02/05	G.C. 34090.7	2006
			Audio Tapes 1 & 2	06/16/05	06/16/05	G.C. 34090.7	2006
	T	ission Meeting		07/07/05	07/07/05	G.C. 34090.7	2006
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		ission Meeting		08/18/05	08/18/05	G.C. 34090.7	2006
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	ne on the section of the section of						L
			DESTRUÇTIO	VAUTHORIZA	TION		
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Signatu	re	100-	Signature	. /	-	Signature	
Jigi iala	9/28/	06	10/2	100		10/4/06	·
Date	11-01	3	Date			Date	

Date City Council Approved Records for Destruction:



Department:	Prepared by:	Date:	Agoura Hi	ills Box York S		Storage Box			
City Clerk	Sheila Schrupp	09/19/06	No.: N/A		No.: N/	4			
	ies Title and Contents (as listed in Re	cords Rete	ntion Sched	lule):		-			
No.:12 No.:13 City Council	Meeting Video Tapes								
Listed below and/or attached is a de	stailed list of records for which I am requesting d	estruction. Th	e list includes	a description of	of each rec	cord sufficient for			
identification, including the retention	schedule page no., record series title and conte od of destruction proposed is shredding. I here	ents, record da by certify that t	tes, reterriion r he records list	equirements, ed below and/	or attache	d are more than			
two years old and/or have been reta	ined for the minimum retention period specified	in Resolution I	No. 06-1426. I	further certify	that the re	ecords listed no			
longer have any administrative, lega	<ol> <li>evidential, fiscal or research and historic value</li> </ol>	e and do not af	fect the title to	real property	or liens the	ereon, are not			
court records, are not, to my knowle	dge, required to be kept further by a statute, are	not the minute	es, ordinances e nursuant to :	or resolutions Section 34090	of the Cal	lifornia			
City board or committee, and are no longer required by the City. I request authority to destroy same pursuant to Section 34090 of the California Government Code.									
List of Files Recommended	for Destruction:	Date of	Records	Citati	on	Destruction			
(Description or title of records		From:	То:	Numb	er:	Date:			
City Council Meeting Video T	ape 1 of 1 - Master	07/28/04	07/28/04	G.C. 340		2006			
City Council Meeting Video T	ape 1 of 1 - Master	08/11/04	08/11/04	G.C. 340		2006			
City Council Meeting Video T	ape 1 of 1 - Master	08/25/04	08/25/04	G.C. 340	090.7	2006			
City Council Meeting Video T		08/25/04	08/25/04	G.C. 34	090.7	2006			
City Council Meeting Video T		09/08/04	09/08/04	G.C. 34	090.7	2006			
City Council Meeting Video T	ape 1 of 1 - Copy	09/08/04	09/08/04	G.C. 34	090.7	2006			
City Council Meeting Video T	ape 1, 2, & 3 of 3 - Master	09/22/04	09/22/04	G.C. 34	090.7	2006			
City Council Meeting Video T	ape 1, 2, & 3 of 3 - Copy (2 Sets)	09/22/04	09/22/04	G.C. 34	090.7	2006			
City Council Meeting Video T		10/13/04	10/13/04	G.C. 34	090.7	2006			
City Council Meeting Video T		10/13/04	10/13/04	G.C. 34	090.7	2006			
City Council Meeting Video T	ape 1 & 2 of 2 - Master	10/27/04	10/27/04	G.C. 34	090.7	2006			
City Council Meeting Video T		10/27/04	10/27/04	G.C. 34	090.7	2006			
City Council Meeting Video T		11/10/04	11/10/04	G.C. 34	090.7	2006			
City Council Meeting Video T		11/10/04	11/10/04	G.C. 34	090.7	2006			
City Council Meeting Video T		12/02/04	12/02/04	G.C. 34	090.7	2006			
City Council Meeting Video T		12/06/04	12/06/04	G.C. 34	090.7	2006			
City Council Meeting Video T		12/06/04	12/06/04	G.C. 34	090.7	2006			
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					allowed the balance of the con-				
	DESTRUCTION AU	THORIZA	04407754						
DEPARTMENT HEAD:	CITY ATTORNEY:	7		CITY CLE	RK:	k _			
- TXVUIUN	Signatura	<del></del>	-	Signature	1111				
Signature 9/28/04	Signature / / / / / / / / / / / / / / / / / / /	106			141d				
Date	Date		<del></del>	Date					

Actual Date Records Destroyed:



Department:			Prepared by:	Date:	Agoura Hil	ls Box	York Storage Box	
City Cle			Sheila Schrupp	09/19/06	_		No.: N/	Α
Page	Item	Record Series	Title and Contents (as listed in	Records Reter	ntion Sched	ule):		
No :12	No.:13	City Council Me	eeting Video Tapes					
Listed he	low and/or	attached is a detail	ed list of records for which I am requesting	g destruction. The	e list includes a	a description	of each red	ord sufficient for
identifica	tion, includi	ing the retention sci	nedule page no., record series title and co	ontents, record dat	tes, retention r	equirements, ed below and	and destru or attache	d are more than
Unless o	therwise dii and/or	ected, the method have been retained	of destruction proposed is shredding. I hdd for the minimum retention period specif	ied in Resolution N	No. 06-1426. I	further certify	that the re	ecords listed no
longer ha	ve anv adn	ninistrative, legal, e	vidential, fiscal or research and historic v	alue and do not af	fect the title to	real property	or liens the	ereon, are not
court rec	ords are no	ot to my knowledge	e, required to be kept further by a statute,	are not the minute	es, ordinances	or resolutions	s of the Cit	y Council or any
		ittee, and are no lor	nger required by the City. I request author	ity to desiroy same	e puisuant to t	Jecaon 54050	01 1110 00	morria.
Government Code.  List of Files Recommended for Destruction:  Date of Records							on	Destruction
			s listed on file label)	From:	То:	Numb	oer:	Date:
			e 1 of 1 - Master	01/12/05	01/12/05	G.C. 34	090.7	2006
		eting Video Tap		01/12/05	01/12/05	G.C. 34	090.7	2006
			e 1 of 1 - Master	01/26/05	01/26/05	G.C. 34	090.7	2006
		eting Video Tap		01/26/05	01/26/05	G.C. 34	090.7	2006
			e 1 of 1 - Master	01/27/05	01/27/05	G.C. 34	090.7	2006
			e 1 & 2 of 2 - Master	02/09/05	02/09/05	G.C. 34	090.7	2006
			e 1 & 2 of 2 - Copy	02/09/05	02/09/05	G.C. 34	090.7	2006
			e 1 & 2 of 2 - Copy	02/23/05	02/23/05	G.C. 34	090.7	2006
			e 1 of 1 - Master	03/09/05	03/09/05	G.C. 34	090.7	2006
		eting Video Tap		03/09/05	03/09/05	G.C. 34	090.7	2006
			e 1 & 2 of 2 - Copy	03/23/05	03/23/05	G.C. 34	090.7	2006
			e 1 & 2 of 2 - Master	04/13/05	04/13/05	G.C. 34	090.7	2006
			e 1 & 2 of 2 - Copy	04/13/05	04/13/05	G.C. 34	090.7	2006
			e 1 & 2 of 2 - Copy	04/27/05	04/27/05	G.C. 34	090.7	2006
			e 1 & 2 of 2 - Master	05/18/05	05/18/05	G.C. 34	090.7	2006
			e 1 & 2 of 2 - Copy	05/18/05	05/18/05	G.C. 34	090.7	2006
			e 1 of 1 - Master	05/25/05		G.C. 34	090.7	2006
		eting Video Tap		05/25/05	05/25/05	G.C. 34	090.7	2006
City Ct	Julion IVIC	cuing video rap	3 1 3 1 3 3 5					
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Signature						Signature	W W	
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Data	1120			1/0-		Date	-1168	
Date			Date			- <del>-</del>		
Date C	ity Counc	il Approved Rec	ords for Destruction:	A	ctual Date F	Records De	stroyed:	



Depart	ment:		Prepared by:	Date:	Agoura Hi	lls Box	York Storage Box		
City Cle			Sheila Schrupp		/19/06 <b>No.: N/A</b>		No.: N/A		
Page	Item	Record Series	Title and Contents (as listed in Re	<u> </u>		lule) :	<b>5</b>		
No.:12	No.:13	Planning Com	mission Meeting Video Tapes						
Listed be	low and/or	attached is a detail	ed list of records for which I am requesting de	estruction. The	e list includes	a description	of each rec	cord sufficient for	
identifica	tion, includ	ing the retention so	hedule page no., record series title and conte of destruction proposed is shredding. I heret	ints, record da	tes, retention r he records list	equirements, ed below and/	and desiri or attache	d are more than	
two year:	s old and/or	have been retaine	d for the minimum retention period specified	in Resolution N	No. 06-1426. I	further certify	that the re	ecords listed no	
longer ha	ave anv adr	ninistrative, legal, e	vidential, fiscal or research and historic value	and do not af	fect the title to	real property	or liens the	ereon, are not	
court rec	ords, are n	ot, to my knowledge	e, required to be kept further by a statute, are nger required by the City. I request authority t	not the minute	es, ordinances	or resolutions Section 34090	s of the Cit of the Ca	y Council or any lifornia	
	a or comm ent Code.	ittee, and are no ior	iger required by the City. Frequest authority to	o desiroy sam	c parsuant to	5000011 04000	, 01 2.10 00		
		commended fo	or Destruction:	Date of	Records	Citati	on	Destruction	
			s listed on file label)	From:	То:	Numb	er:	Date:	
Plannir	ng Comm	ission Meeting	Video Tape 1, 2, & 3 of 3 - Master	08/05/04	08/05/04	G.C. 34	090.7	2006	
			Video Tape 1, 2, & 3 - Copy 2 sets	08/05/04	08/05/04	G.C. 34	090.7	2006	
			Video Tape 1 & 2 of 2 - Master	08/19/04	08/19/04	G.C. 34	090.7	2006	
			Video Tape 1 & 2 of 2 - Copy	08/19/04	08/19/04	G.C. 34	090.7	2006	
			Video Tape 1 of 1 - Master	09/02/04	09/02/04	G.C. 34	090.7	2006	
			Video Tape 1 of 1 - Copy	09/02/04	09/02/04	G.C. 34	090.7	2006	
			Video Tape 1 & 2 of 2 - Master	09/16/04	09/16/04	G.C. 34	090.7	2006	
			Video Tape 1 & 2 of 2 - Copy	09/16/04	09/16/04	G.C. 34	090.7	2006	
			Video Tape 1 of 1 - Master	10/21/04	10/21/04	G.C. 34	090.7	2006	
			Video Tape 1 of 1 - Copy	10/21/04	10/21/04	G.C. 34	090.7	2006	
			Video Tape 1 of 1 - Master	11/04/04	11/04/04	G.C. 34	090.7	2006	
			Video Tape 1 of 1 - Copy	11/04/04	11/04/04	G.C. 34	090.7	2006	
			Video Tape 1 of 1 - Master	11/18/04	11/18/04	G.C. 34	090.7	2006	
			Video Tape 1 of 1 - Copy	11/18/04	11/18/04	G.C. 34	090.7	2006	
			Video Tape 1 & 2 of 2 - Master	12/02/04	12/02/04	G.C. 34	090.7	2006	
			Video Tape 1 & 2 of 2 - Copy	12/02/04	12/02/04	G.C. 34	090.7	2006	
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		Control of the contro							
	·····					<u> </u>			
							***************************************		
			DESCRIPTION :::	ALCOITE	TION				
			DESTRUCTION AUT	HURIZA		15			
DEPA	RTMENT	HEAD:	CITY ATTORNEY:			CITY CLE	RK;	12	
	DVILL	1W	_ ()'/	*	-	JXV	us n	1	
Signati	lre	1	Signature / / / / / /	. [		Signature	4/06		
	011781	06		07		Date	100	(1.1.) Live to the control of the co	
Date			Date			Date			

Actual Date Records Destroyed: \_\_\_\_\_



Department:			Prepared by:	1	Agoura Hills Box		York Storage Box		
City Cle	rk		Sheila Schrupp	09/19/06	No.: N/A		No.: N/	No.: N/A	
Page No.:12	Item No.:13		Title and Contents (as listed in Insteed in	Records Rete	ntion Sched	ule):			
Listed be	low and/or	attached is a detail	ed list of records for which I am requesting	destruction. The	e list includes a	a description of	of each re	cord sufficient for	
identificat	tion, includi	ng the retention sc	hedule page no., record series title and co	ntents, record da	tes, retention r	equirements,	and destri	uction date.	
Unless of	herwise dir	ected, the method	of destruction proposed is shredding. I he d for the minimum retention period specific	reby certify that t	ne records liste No. 06-1426. I	further certify	that the r	ecords listed no	
two years	old and/or ve anv adn	nave been retaine ninistrative legal e	vidential, fiscal or research and historic va	lue and do not af	fect the title to	real property	or liens th	ereon, are not	
court reco	ords, are no	ot, to my knowledge	e, required to be kept further by a statute, a	are not the minute	es, ordinances	or resolutions	s of the Ci	ty Council or any	
City board	d or commi	ttee, and are no lor	nger required by the City. I request authorit	ty to destroy sam	e pursuant to S	Section 34090	of the Ca	llifornia	
	ent Code.				Danasala I	Citati	- 12	Destruction	
			or Destruction:		Records	Numb		Destruction Date:	
			s listed on file label)	From:	To:				
			Video Tape 1 of 1 - Master	01/06/05	01/06/05	G.C. 34		2006	
Plannin	g Comm	ission Meeting '	Video Tape 1 of 1 - Copy	01/06/05	01/06/05	G.C. 34		2006	
Plannin	g Comm	ission Meeting `	Video Tape 1 of 1 - Master	01/20/05	01/20/05	G.C. 34	090.7	2006	
			Video Tape 1 of 1 - Copy	01/20/05	01/20/05	G.C. 34	090.7	2006	
			Video Tape 1 & 2 of 2 - Master	02/03/05	02/03/05	G.C. 34	090.7	2006	
			Video Tape 1 & 2 of 2 - Copy	02/03/05	02/03/05	G.C. 34	090.7	2006	
	-T		Video Tape 1 of 1 - Master	02/17/05	02/17/05	G.C. 34		2006	
	Z			02/17/05	02/17/05	G.C. 34		2006	
			Video Tape 1 of 1 - Copy	03/03/05		G.C. 34		2006	
			Video Tape 1 of 1 - Master		t			2006	
			Video Tape 1 of 1 - Copy	03/03/05		G.C. 34		·	
			Video Tape 1 & 2 of 2 - Master	03/17/05		G.C. 34		2006	
Plannin	g Comm	ission Meeting `	Video Tape 1 & 2 of 2 - Copy	03/17/05	03/17/05	G.C. 34		2006	
Plannin	g Comm	ission Meeting '	Video Tape 1 & 2 of 2 - Master	04/07/05	04/07/05	G.C. 34	090.7	2006	
Plannin	g Comm	ission Meeting `	Video Tape 1 & 2 of 2 - Copy	04/07/05	04/07/05	G.C. 34	090.7	2006	
Plannin	g Comm	ission Meeting '	Video Tape 1 & 2 of 2 - Master	05/05/05	05/05/05	G.C. 34	090.7	2006	
	-T		Video Tape 1 & 2 of 2 - Copy	05/05/05	05/05/05	G.C. 34	090.7	2006	
			Video Tape 1 & 2 of 2 - Master	05/19/05	05/19/05	G.C. 34	090.7	2006	
			Video Tape 1 & 2 of 2 - Copy	05/19/05	05/19/05	G.C. 34	090.7	2006	
riai ii ii i	g Comm	ISSION WEETING	video Tape Ta 2 of 2 oopy						
					·	The Control of Control			
			DESTRUCTION AU	JTHORIZA	TION				
DEPAR	RTMENT	HEAD:	CITY ATTORNEY:			CITY CLE	RK:	1.2	
Signatu	IXVUC ire	1 UD	Signature	3		Signature	<u>UJU</u>	<i></i>	
	9/28	106	10/3/0	nd de		; 5	14106		
Date			Date			Date			
Date Cit	ty Counc	il Approved Rec	ords for Destruction:	A	ctual Date R	Records Des	stroyed:		



#### Attachment A-4

 $Records\ Destruction\ Request\ Forms-Finance$ 





Department:	Prepared b	Prepared by: Dat		Agoura Hills Box		York Storage Box	
Finance	Carol Noval	<b>(</b>	08/10/06	F247	202245		
		ontents (as listed in Re	cords Rete	ntion Sched	ule):		
No.: 37 No.: 3 Account Listed below and/or attached is	s Payable Files	s for which I am requesting de	estruction. The	e list includes	a description of	of each red	cord sufficient for
identification, including the rete	ention schedule page no	record series title and conte	ints, record da	tes, retention r	equirements,	and destri	action date.
Unless otherwise directed, the two years old and/or have beer	method of destruction p	roposed is shredding. I hereb	by certify that t	he records list no 06-1426. I	ed below and/ further certify	or attacne that the re	d are more than ecords listed no
longer have any administrative	legal, evidential, fiscal	or research and historic value	and do not af	fect the title to	real property	or liens the	ereon, are not
court records, are not to my kr	nowledge, required to be	kept further by a statute, are	not the minute	es, ordinances	or resolutions	of the Cit	y Council or any
City board or committee, and a Government Code.	re no longer required by	the City. I request authority t	o destroy sam	e pursuant to	Section 34090	or the Ca	IIIOITIIA
List of Files Recommer	nded for Destruction	on:	Date of	Records	Citati	on	Destruction
(Description or title of red			From:	То:	Numb	er:	Date:
101 Auto Parts			07/01/98	06/30/99	G.C. 34	1090	2006
A Misc		·	07/01/98	06/30/99	G.C. 34	1090	2006
ABS Telephone Co.			07/01/98	06/30/99	G.C. 34	1090	2006
Acorn			07/01/98	06/30/99	G.C. 34		2006
Agoura Chamber of Com	nmerce		07/01/98	06/30/99	G.C. 34	1090	2006
Agoura Lock			07/01/98	06/30/99	G.C. 34	1090	2006
AIG Life Insurance			07/01/98	06/30/99	G.C. 34	1090	2006
All City Mgmt			07/01/98	06/30/99	G.C. 34	1090	2006
All West			07/01/98	06/30/99	G.C. 34	1090	2006
American Planning Asso	С		07/01/98	06/30/99	G.C. 34	4090	2006
Anderson, Kimberly			07/01/98	06/30/99	G.C. 34	4090	2006
Animal Behavior			07/01/98	06/30/99	G.C. 34	4090	2006
Antelope Valley Bus			07/01/98	06/30/99	G.C. 34		2006
Armgardt Design			07/01/98	06/30/99	G.C. 34	4090	2006
Arrowhead Drinking Wat	er		07/01/98	06/30/99	G.C. 34	4090	2006
AT&T			07/01/98	06/30/99	G.C. 3		2006
B Misc			07/01/98	06/30/99	G.C. 3		2006
Bank of America			07/01/98	06/30/99	G.C. 3		2006
Bessard, Ralph			07/01/98	06/30/99	G.C. 3	4090	2006
BFI Portable Services			07/01/98	06/30/99	G.C. 3		2006
Bianchini, Doris			07/01/98	06/30/99	G.C. 3	4090	2006
Board-Based Communic	ations		07/01/98	06/30/99	G.C. 3	4090	2006
Boething Treeland			07/01/98	06/30/99	G.C. 3		2006
Boggs, Patton			07/01/98	06/30/99	G.C. 3		2006
Bogoyevac, Pete			07/01/98	06/30/99	G.C. 3		2006
Book Publishing Co			07/01/98	06/30/99	G.C. 3	4090	2006
Brown's Photo Center			07/01/98	06/30/99	G.C. 3	4090	2006
C Misc			07/01/98	06/30/99	G.C. 3	4090	2006
	D	ESTRUCTION AUT	HORIZA	TION		,	
DEPARTMENT HEAD:		CITY ATTORNEY			CITY CLE	RK,	W
Signature //		Signature	-/	-	Signature	1 .1	
9/28/06	7	10/03/	00		Doto 10	14106	
Date //		Date	_		Date	- 4w I ·	
Date City Council Approv	ed Records for Des	truction:	_ A	ctual Date F	records Des	stroyed:	***



<b>Department:</b> Finance			Prepared by: Carol Novak	<b>Date:</b> 08/10/06	Agoura Hills Box F247		York Storage Box 202245	
			<u> </u>			lulo):		
No.: 37	Item No.: 3	Accounts Paya	s Title and Contents (as listed in the state of the state					
Listed belo	w and/or	attached is a detail	led list of records for which I am request hedule page no., record series title and	ting destruction. The contents, record da	e list includes a tes, retention r	a description ( equirements,	or eacn re and destr	cord sufficient for uction date.
Inless oth	erwise dir	ected, the method	of destruction proposed is shredding. I	hereby certify that the	ne records liste	ed below and/	or attache	ed are more than
wo vears	old and/or	have been retaine	d for the minimum retention period spec	cified in Resolution N	lo. 06-1426. ∣	further certify	that the r	ecords listed no
longer hav	e any adn	ninistrative, legal, e	evidential, fiscal or research and historic e, required to be kept further by a statut	value and do not at	rect the title to	or resolutions	or liens tr	tv Council or anv
court recor City board	or commi	ttee, and are no lo	nger required by the City. I request auth	ority to destroy same	e pursuant to	Section 34090	of the Ca	alifornia
Governme	nt Code.						and the same of th	
List of F	iles Re	commended fo	or Destruction:	Date of	Records	Citati		Destruction
(Descrip	tion or t	itle of records a	s listed on file label)	From:	То:	Numb		Date:
CA Cont	ract Citi	es		07/01/98	06/30/99	G.C. 34		2006
CA Do It	Center			07/01/98	06/30/99	G.C. 34		2006
CA Joint	Powers	s Insurance Aut	hority	07/01/98	06/30/99	G.C. 34	4090	2006
CA Land	Iscape N	Maintenance		07/01/98	06/30/99	G.C. 34	1090	2006
Canada	Life Ass	surance		07/01/98	06/30/99	G.C. 34	4090	2006
Carlson,	Kay			07/01/98	06/30/99	G.C. 34	4090	2006
Conejo A				07/01/98	06/30/99	G.C. 34	4090	2006
Conejo (	Courier	& Cartage		07/01/98	06/30/99	G.C. 34	4090	2006
		on and Park Di	strict	07/01/98	06/30/99	G.C. 34	4090	2006
		Associates		07/01/98	06/30/99	G.C. 34	4090	2006
		ounty of Los An	geles	07/01/98	06/30/99	G.C. 3	4090	2006
CPR's	<del>,,,,,,</del>		<u> </u>	07/01/98	06/30/99	G.C. 3	4090	2006
Custom	Coffee			07/01/98	06/30/99	G.C. 3	4090	2006
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			DESTRUCTION	AUTHORIZA'				
DEPAR	TMENT	HEAD:	CITY ATTORNEY	9.4		CITY CLE	RK;	W
Signatur	e / 11/	. / . /	Signature	106		Signature	lulne	
Date	9	128/06		/ 0 3		Date	U U UA	AND THE RESIDENCE OF THE PROPERTY OF THE PROPE

Actual Date Records Destroyed:



Department:			Prepared by:	Date:	1 -		York Storage Box				
Finance	)		Carol Novak	06/05/06	F248 202246						
Page No.: 37	b.: 37 No.: 3 Accounts Payable Files										
Listed bel	isted below and/or attached is a detailed list of records for which I am requesting destruction. The list includes a description of each record sufficient for										
identificat	dentification, including the retention schedule page no., record series title and contents, record dates, retention requirements, and destruction date.  Juless otherwise directed, the method of destruction proposed is shredding. I hereby certify that the records listed below and/or attached are more than										
two years	wo years old and/or have been retained for the minimum retention period specified in Resolution No. 06-1426. I further certify that the records listed no										
ionger hav	onger have any administrative, legal, evidential, fiscal or research and historic value and do not affect the title to real property or liens thereon, are not court records, are not, to my knowledge, required to be kept further by a statute, are not the minutes, ordinances or resolutions of the City Council or any										
court reco	ords, are no	ot, to my knowledge	e, required to be kept further by a statute, are nger required by the City. I request authority t	not the minute	es, ordinances	or resolutions Section 34090	s of the Cit of the Ca	y Council or any lifornia			
Governme		ttee, and are no loi	iger required by the City. Frequest authority to	o destroy sam	o pursuant to	000000000000000000000000000000000000000					
		commended fo	or Destruction:	Date of	Records	Citati	on	Destruction			
(Descrip	otion or t	itle of records a	s listed on file label)	From:	То:	Numb	er:	Date:			
Creative	Screen	print		07/01/98	06/30/99	G.C. 34	4090	2006			
D Mis				07/01/98	06/30/99	G.C. 34	1090	2006			
D&D Sh	nirts			07/01/98	06/30/99	G.C. 34	4090	2006			
Daily Ne				07/01/98	06/30/99	G.C. 34	4090	2006			
	& Roser	nblit		07/01/98	06/30/99	G.C. 34	4090	2006			
Delta C				07/01/98	06/30/99	G.C. 34	4090	2006			
Depasq	uale, Syl	via		07/01/98	06/30/99	G.C. 34	4090	2006			
	Animal (			07/01/98	06/30/99	G.C. 34	4090	2006			
	Convers			07/01/98	06/30/99	G.C. 34	4090	2006			
Design-				07/01/98	06/30/99	G.C. 34	4090	2006			
Dieteric				07/01/98	06/30/99	G.C. 34	4090	2006			
Driver,	Robert F	Со		07/01/98	06/30/99	G.C. 34	4090	2006			
	Transpo			07/01/98	06/30/99	G.C. 34	4090	2006			
E Misc				07/01/98	06/30/99	G.C. 34	4090	2006			
EIP Ass	SOC			07/01/98	06/30/99	G.C. 34	4090	2006			
	mental C	Solf		07/01/98	06/30/99	G.C. 34	4090	2006			
Experia				07/01/98	06/30/99	G.C. 34	4090	2006			
F Misc				07/01/98	06/30/99	G.C. 3	4090	2006			
Fedex				07/01/98	06/30/99	G.C. 3	4090	2006			
	nerican F	Real Estate Solu	utions	07/01/98	06/30/99	G.C. 3	4090	2006			
Forrest	Commu	nications		07/01/98	06/30/99	G.C. 3	4090	2006			
Future I	Kids			07/01/98	06/30/99	G.C. 3	4090	2006			
G Misc				07/01/98	06/30/99	G.C. 3	4090	2006			
Gilmore				07/01/98	06/30/99	G.C. 3	4090	2006			
	alk, Janic	е		07/01/98	06/30/99	G.C. 3	4090	2006			
	Bear Art			07/01/98	06/30/99	G.C. 3	4090	2006			
Greeley				07/01/98	06/30/99	G.C. 3	4090	2006			
			DESTRUCTION AUT	THORIZA	TION						
DEPARTMENT HEAD: CITY ATTORNEY:						CITY CLE	RK:	L			
Signatu	re//	Lolar	Signature / 0/03/0	<i>'</i>	•	Signature	4666				
Date		126/06	Date		oda	Date					
Date Cit	ty Counc	il Approved Rec	ords for Destruction:	_ A	ctual Date F	Records Des	stroyed:				



Department:			Prepared by:	Date:	Agoura Hills Box		York Storage Box	
Financ			Carol Novak	08/10/06	No.: F248		No.: 202246	
Page	Item	Record Serie	s Title and Contents (as listed	in Records Rete	ntion Sched	lule):		
No.: 37	7 No.: 3	Accounts Pay	able Files					
Listed be	elow and/or	attached is a deta	iled list of records for which I am reques	ting destruction. The	e list includes	a description of	f each rec	ord sufficient for
identifica	ition, includ	ing the retention s	chedule page no., record series title and	contents, record da	tes, retention r	equirements, a	and destru	ction date.
Unless c	therwise di	rected, the method	I of destruction proposed is shredding. I ed for the minimum retention period spe	nereby certify that t	ne records list In 06-1426	ed below and/o further certify t	that the re	cords listed no
longer h	ave anv adr	ninistrative, legal.	evidential, fiscal or research and historic	value and do not af	fect the title to	real property of	or liens the	reon, are not
court red	ords, are n	ot, to my knowledg	e, required to be kept further by a statut	e, are not the minute	es, ordinances	or resolutions	of the City	Council or any
-		ittee, and are no lo	onger required by the City. I request auth	ority to destroy sam	e pursuant to	Section 34090	of the Cali	fornia
	nent Code.		for Destruction:	Date of	Records	Citatio	n I	Destruction
				From:	To:	Numbe	1	Date:
		ille of records	as listed on file label)		06/30/99	G.C. 34		2006
H Misc				07/01/98				
	····	/Recycling		07/01/98	06/30/99	G.C. 34		2006
Hinder	liter De L	amas & Assoc		07/01/98	06/30/99	G.C. 34		2006
Hugg,	John			07/01/98	06/30/99	G.C. 34		2006
I Misc				07/01/98	06/30/99	G.C. 34	090	2006
ICBO				07/01/98	06/30/99	G.C. 34	090	2006
Impact	Sciences	3		07/01/98	06/30/99	G.C. 34	090	2006
	×	ties West		07/01/98	06/30/99	G.C. 34	090	2006
J Misc				07/01/98	06/30/99	G.C. 34	090	2006
Jagard	Audio			07/01/98	06/30/99	G.C. 34	090	2006
	Brink, An	nv.		07/01/98	06/30/99	G.C. 34	090	2006
301163	Dillin, All	1 <b>y</b>						
								······································
								**************************************
	<del>, ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,</del>							
						The second secon		
		( ) ( ) ( ) ( ) ( ) ( ) ( ) ( ) ( ) ( )	DESTRUCTION	AUT/HORIZA	TION	18 2 g		
DEPA	RTMENT	HEAD:	CITY ATTORNE	KA .		CITY CLER	ik: IlM	
Signat	ure /	178/2	Signature /	3/06	-	Signature	4/06	# I ***********************************
Date		19/11/6	Date	<u> </u>	•	Date	4,	

Date City Council Approved Records for Destruction:



Department:			Prepared by:	1 1	Agoura Hil			orage Box
- Finance	e		Carol Novak	08/10/06			202247	
			s Title and Contents (as listed i	in Records Rete	ntion Sched	lule) :		
No.: 37	No.: 3	Accounts Paya	able Files ed list of records for which I am request	ing destruction. The	) list includes	a description of	of each rec	ord sufficient for
identificat	tion includir	na the retention sch	hedule page no., record series title and	contents, record dat	tes, retention r	equirements,	and destru	ction date.
Linless of	herwise dire	ected, the method of	of destruction proposed is shredding. I	hereby certify that the	he records liste	ed below and/o	or attached	d are more than
two years	old and/or	have been retained	d for the minimum retention period spectividential, fiscal or research and historic	cified in Resolution N	No. 06-1426. I	further certify	that the re	cords listed no
court reco	ords, are no	at, to my knowledge	e, required to be kept further by a statute	e, are not the minute	es, ordinances	or resolutions	of the City	y Council or any
City board	d or commit	ttee, and are no lon	nger required by the City. I request auth	ority to destroy same	e pursuant to s	Section 34090	of the Cal	ifornia
Governme	ent Code.					Citatio	The state of the s	Destruction
1			or Destruction:	Date of From:	Records To:	Citatio Numb	6	Destruction Date:
	vuon or ti	ue or records a	s listed on file label)	07/01/98	06/30/99	G.C. 34		2006
K Misc				07/01/98	06/30/99	G.C. 34		2006
Kalban	F 4.1			07/01/98	06/30/99	G.C. 34		2006
Kamino	, MIKE			07/01/98	06/30/99	G.C. 34		2006
Kinkos	<u> </u>			07/01/98	06/30/99	G.C. 34		2006
L Misc	_1. *	<b>.</b>		07/01/98	06/30/99	G.C. 34		2006
	nty Asses		-)	07/01/98	06/30/99	G.C. 34		2006
		c Works (2 Files		07/01/98	06/30/99	G.C. 34		2006
		Escrow Accour	IIL	07/01/98	06/30/99	G.C. 34		2006
		riff's Dept		07/01/98	06/30/99	G.C. 34		2006
		chool District		07/01/98	06/30/99	G.C. 34		2006
	genes Wa			07/01/98	06/30/99	G.C. 3 <sup>2</sup>		2006
	heiser St			07/01/98	06/30/99	G.C. 3 <sup>2</sup>		2006
	of CA Ci	illes		07/01/98	06/30/99	G.C. 3 <sup>2</sup>		2006
LINA Ci		ECHOCOCOCIO CONTROL MANAGEMENTO CONTROL MANAGE			06/30/99	G.C. 3 <sup>2</sup>		2006
M Misc		1		07/01/98		G.C. 34		2006
		aintenance		07/01/98	06/30/99 06/30/99	G.C. 34		2006
	ette Natl E			07/01/98		G.C. 3 <sup>2</sup>		2006
	s Promot	ional		07/01/98 07/01/98	06/30/99 06/30/99	G.C. 34		2006
MDG A		-1		07/01/98	06/30/99	G.C. 3 <sup>2</sup>		2006
	rizala Sy				1	G.C. 34		2006
	<u>Deborah</u>			07/01/98	06/30/99 06/30/99	G.C. 34		2006
		s Systems		07/01/98				2006
MMASC				07/01/98	06/30/99	G.C. 34 G.C. 34		2006
	nd & Asso	oc		07/01/98	06/30/99			2006
Mulder,			.1\	07/01/98	06/30/99	G.C. 34		2006
		isc (2 Files Tota	31)	07/01/98	06/30/99	G.C. 34 G.C. 34		2006
	, Jennifer			07/01/98 07/01/98	06/30/99 06/30/99	G.C. 34 G.C. 34		2006
Uld Rel	nable Pes	st Control				J.U. 3	.000	
			DESTRUCTION	71/	TION	1-1		
DEPARTMENT HEAD: CITY ATTORNEY!				4		CITYCLE	RK: <u>M</u> W	
Signature 9/28/06 Signature 10/3/06				66	_	Signature	1105	
Date	<del>/</del>	1-420	Date		-	Date		

Actual Date Records Destroyed:



Depart			Prepared by:	08/10/06	Agoura Hi	IIS DUX	293977	orage box
Finance			Carol Novak		<u> </u>	lulo) :	233311	
Page	item	Record Series Accounts Paya	Title and Contents (as listed in Re	ecoras Kete	ntion Sched	iuie) :		
Listed be	low and/or	attached is a detail	ed list of records for which I am requesting d	estruction. Th	e list includes	a description of	of each rec	ord sufficient for
identifica	tion includ	na the retention scl	hedule page no., record series title and conte	ents, record da	tes, retention r	requirements,	and destru	iction date.
Unless of	therwise di	ected, the method	of destruction proposed is shredding. I herel d for the minimum retention period specified	by certify that t	the records list	ed below and/	or attached	are more than
two years	s old and/ol	nave been retainet ninistrative legal e	vidential, fiscal or research and historic value	and do not at	fect the title to	real property	or liens the	ereon, are not
court rec	ords, are no	ot, to my knowledge	e, required to be kept further by a statute, are	not the minut	es, ordinances	or resolutions	s of the Cit	y Council or any
	d or commi ent Code.	ittee, and are no lor	nger required by the City. I request authority t	o destroy sam	e pursuant to	Section 34090	of the Cal	ifornia
		commended fo	or Destruction:	Date of	Records	Citati	on	Destruction
			s listed on file label)	From:	To:	Numb	er:	Date:
P Misc				07/01/98	06/30/99	G.C. 34	1090	2006
	Bell (2 Fi	les)		07/01/98	06/30/99	G.C. 34	1090	2006
		g Maintenance		07/01/98	06/30/99	G.C. 34	4090	2006
	of Los A		07/01/98		G.C. 34	4090	2006	
		wer Systems		07/01/98	1	G.C. 34	4090	2006
Pers M				07/01/98	06/30/99	G.C. 34	4090	2006
		- AP Invoices		07/01/98	06/30/99	G.C. 34	4090	2006
		ng & Data		07/01/98	06/30/99	G.C. 34	4090	2006
Petty C		<u> </u>		07/01/98	06/30/99	G.C. 34	4090	2006
Picon				07/01/98	06/30/99	G.C. 34	4090	2006
PIP			07/01/98	06/30/99	G.C. 34	4090	2006	
Pitney Bowes					06/30/99	G.C. 34	4090	2006
Plannin	***			07/01/98	06/30/99	G.C. 34	4090	2006
	Cynthia			07/01/98	06/30/99	G.C. 34	4090	2006
	<del> </del>	ess Machines		07/01/98	06/30/99	G.C. 34	4090	2006
Prentic				07/01/98	06/30/99	G.C. 34	4090	2006
Prime I	Matrix			07/01/98	06/30/99	G.C. 34	4090	2006
Printing	System	S		07/01/98	06/30/99	G.C. 34	4090	2006
	tional Cor			07/01/98	06/30/99	G.C. 34	4090	2006
Purkiss	-Rose R	SI		07/01/98	06/30/99	G.C. 34	4090	2006
Q Misc				07/01/98	06/30/99	G.C. 34	4090	2006
R Misc				07/01/98	06/30/99	G.C. 3	4090	2006
	on Hotel			07/01/98	06/30/99	G.C. 3	4090	2006
	Grocery			07/01/98	06/30/99	G.C. 3	4090	2006
		ion Services		07/01/98	06/30/99	G.C. 3	4090	2006
	rdt, Jeff			07/01/98	06/30/99	G.C. 3	4090	2006
RFT III	Producti	ons		07/01/98	06/30/99	G.C. 3	4090	2006
			DESTRUCTION AUT	THORIZA	TION			
DEPARTMENT HEAD: CITY ATTORNEY						CITYCLE	RK:	_
Signature Signature 10/3/			6	-	Signature	4/06		
Date	<del>/</del>	ieri ou	Date			Date		Backetana Communication (Communication Communication Communication Communication Communication Communication Co
D-4- Ci	Data City Council Approved Records for Destruction:  Actual Date Records Destroyed:							



Departi			Prepared by:		Agoura Hii			lorage box
Finance	;		Carol Novak	08/10/06			293977	
Page	ltem	8	Title and Contents (as listed	in Records Rete	ntion Sched	ule) :		
No.: 37	No.: 3	Accounts Paya	able Files	tion deatweller. The	a liat includes s	docorintion	f oach ro	cord sufficient for
Listed bel	iow and/or	attached is a detail	ed list of records for which I am reques hedule page no., record series title and	sung destruction. The	tes, retention re	equirements.	and destr	uction date.
Unless of	herwise dir	rected, the method	of destruction proposed is shredding.	I hereby certify that t	he records liste	ed below and/o	or attache	d are more than
two vears	old and/or	have been retaine	d for the minimum retention period spe	cified in Resolution N	No. 06-1426. I	further certify	that the r	ecords listed no
longer ha	ve any adn	ninistrative, legal, e	vidential, fiscal or research and historice, required to be kept further by a statu	c value and do not at te, are not the minute	es ordinances	real property α or resolutions	or ilens in of the Ci	ereon, are not ty Council or any
City board	d or commi	ittee, and are no lor	nger required by the City. I request auth	hority to destroy sam	e pursuant to S	Section 34090	of the Ca	llifornia
Governm	ent Code.			WWW.Sourceson Control of The Control		- September	Service and the service and th	
			or Destruction:		Records	Citatio	-	Destruction
(Descrij	otion or t	itle of records a	s listed on file label)	From:	То:	Numb		Date:
Richard	s Watso	n & Gerson		07/01/98	06/30/99	G.C. 34		2006
Richard	son, GW	1		07/01/98	06/30/99	G.C. 34	090	2006
Ricon				07/01/98	06/30/99	G.C. 34	090	2006
RLF Pu	blishing			07/01/98	06/30/99	G.C. 34	090	2006
	& McDo	nalds	30240000	07/01/98	06/30/99	G.C. 34	090	2006
	esign Gr			07/01/98	06/30/99	G.C. 34	090	2006
S Misc				07/01/98	06/30/99	G.C. 34	090	2006
	ts & Craf	fts		07/01/98	06/30/99	G.C. 34	.090	2006
	a Lands			07/01/98	06/30/99	G.C. 34	090	2006
SCAG	a Lanao	<u> </u>		07/01/98	06/30/99	G.C. 34	090	2006
Schein,	ΔΙργ			07/01/98	06/30/99	G.C. 34		2006
Schopp				07/01/98	06/30/99	G.C. 34		2006
SCMAF				07/01/98	06/30/99	G.C. 34		2006
		el Services		07/01/98	06/30/99	G.C. 34		2006
		3 Selvices		07/01/98	06/30/99	G.C. 34		2006
Sharp S	nstalatio	20		07/01/98	06/30/99	G.C. 34		2006
		IS		07/01/98	06/30/99	G.C. 34		2006
SkyHav				07/01/98	06/30/99	G.C. 34		2006
So CA I				07/01/98	06/30/99	G.C. 34		2006
So Ca C					<del></del>			2006
		an Church			06/30/99	G.C. 34		
Staples				07/01/98	06/30/99	G.C. 34		2006
		Productions		07/01/98	06/30/99	G.C. 34		2006
Sumers	ille, Dale	2		07/01/98	06/30/99	G.C. 34	1090	2006
	o		WWW.					
				<b></b>				
			DESTRUCTION	AUTHORIZA"	TION			7,736
DEDAD	TRACALT	HEAD.	CITY ATTORNE	-1/	District Control of the Control of t	CITY/CL/EF	ok.	
DEPAR	TMENT	MEAU:	CITT AT FORNE	<del>A</del> —	'		THU.	K
Signatu	re V	<u>. / /                                 </u>			Signature	/		
Signature 9/28/06 Signature 10/3/06						10/4	106	
Date		<del></del>	Date		-	Date	<u> </u>	
Date Cit	y Counc	il Approved Rec	ords for Destruction:	A	ctual Date R	ecords Des	troyed:	



Department:		Prepared by:		Date:	Agoura Hi			k Storage Box	
Finance	)		Carol Novak		<u> </u>	No.: F252		No.: 293	3978
	Item			ntents (as listed in Re	cords Rete	ntion Scheo	lule) :		
No.: 37	No.: 3	Accounts Paya	ble Files						and autoria
Listed bel	ow and/or	attached is a detaile	ed list of records f	for which I am requesting de record series title and conter	estruction. The	e list includes : les, retention r	a description of the description	or each rec	ora sufficient for ction date.
Unless of	herwise dir	ected, the method of	of destruction prop	posed is shredding. I hereb	y certify that th	he records list	ed below and/	or attached	are more than
two vears	old and/or	have been retained	d for the minimum	retention period specified in	n Resolution N	No. 06-1426. I	further certify	that the re	cords listed no
longer hav	ve any adn	ninistrative, legal, e	vidential, fiscal or	research and historic value ept further by a statute, are	and do not af	rect the title to	real property	or liens the of the City	reon, are not Council or any
City board	ภนร, are no Lor commi	א, נט וווץ גווטשופטשפ ttee, and are no lon	, required to be ki iger required by th	ept further by a statute, are ne City. I request authority to	o destroy sam	e pursuant to	Section 34090	of the Cal	ifornia
Governme	ent Code.								
		commended fo		· ·		Records	Citatio	1	Destruction
	otion or ti	itle of records as	s IIsted on file I	iabei)	From:	To:	Numb	CAT COMMUNICATION AND STREET	Date:
T Misc		***************************************			07/01/98	06/30/99	G.C. 34		2006
	Enterprixe				07/01/98	06/30/99	G.C. 34		2006
	i and Par	tners	Management of the second of th		07/01/98	06/30/99	G.C. 34		2006
Thorsen, Jim					07/01/98	06/30/99	G.C. 34		2006
Thousand oaks Cab					07/01/98	06/30/99	G.C. 34		2006
Town & Country Printing					07/01/98	06/30/99	G.C. 34		2006
Transar	merica Li	fe			07/01/98	06/30/99	G.C. 34		2006
Travelte	ch Enter	prises			07/01/98	06/30/99	G.C. 34		2006
Trophie	s ETC				07/01/98	06/30/99	G.C. 34		2006
Tubelis,	Carol				07/01/98	06/30/99	G.C. 34		2006
U Misc	***************************************				07/01/98	06/30/99	G.C. 34		2006
Univers	al Mail D	elivery			07/01/98	06/30/99	G.C. 34		2006
US Pos	tal Servic	<u>се</u>	**************************************		07/01/98	06/30/99	G.C. 34		2006
US Pos	tmaster				07/01/98	06/30/99	G.C. 34		2006
V Misc					07/01/98	06/30/99	G.C. 34		2006
Venco V	Vestern				07/01/98	06/30/99	G.C. 34		2006
Ventura	County	Star	Management Management of the Control		07/01/98	06/30/99	G.C. 34		2006
Vision S	Service P	lan	The state of the s		07/01/98	06/30/99	G.C. 34		2006
Volt			W		07/01/98	06/30/99	G.C. 34	4090	2006
W Misc					07/01/98	06/30/99	G.C. 34	<del></del>	2006
Walton	Associat	es, Charles			07/01/98	06/30/99	G.C. 34		2006
Wellwor	th Comp	outer Group			07/01/98	06/30/99	G.C. 34		2006
	& Associ				07/01/98	06/30/99	G.C. 34		2006
X Misc					07/01/98	06/30/99	G.C. 34		2006
Xerox			22400		07/01/98	06/30/99	G.C. 34		2006
Y Misc					07/01/98	06/30/99	G.C. 34		2006
	g & Asso	ociates			07/01/98	06/30/99	G.C. 34		2006
York Business Records					07/01/98	06/30/99	G.C. 34	4090	2006
			DE	STRUCTION AUT	HORIZA				
DEPARTMENT HEAD: CITY ATTORNEY:						CITY CLE	RK: UUTU		
Signature Signature 10/3/26				West of the second seco		Signature	14106		
Data	1/28/06					-	Date	· · · · · · · · ·	<u></u>

Actual Date Records Destroyed:



			D	In <sub>o</sub> 4	Agoure Uill	s Boy	Vork St	orage Box
Depart			Prepared by:	Date:	Agoura Hill No.: F252	S DOX	No.: 29	_
Finance	T		Carol Novak		L	ا ۱۵۱۰	NU 29.	J310
Page No.: 37	Item No.: 3	Accounts Paya	s Title and Contents (as liste able Files					
identifica Unless o two years longer ha court rec City boar Governm	tion, including therwise directions of and/or ave any adrords, are not or comminent Code.	ing the retention so rected, the method have been retaine ninistrative, legal, e ot, to my knowledge titee, and are no lo	ed list of records for which I am requested hedule page no., record series title a of destruction proposed is shredding defor the minimum retention period servidential, fiscal or research and histoge, required to be kept further by a stanger required by the City. I request an	nd contents, record da . I hereby certify that to pecified in Resolution Noric value and do not af tute, are not the minute uthority to destroy sam	tes, retention re he records lister No. 06-1426. If fect the title to res, ordinances on the pursuant to Section 1997.	quirements, and below and/ourther certify eal property or resolutions ection 34090	and destru or attached that the re or liens the of the City of the Cal	iction date.  d are more than ecords listed no ereon, are not y Council or any ifornia
			or Destruction:		Records	Citatio		Destruction
	iption or t	itle of records a	s listed on file label)	From:	To:	Numb		Date:
Z Misc				07/01/98	06/30/99	3409		2006
Zucker	, Rhonda			07/01/98	06/30/99	3409	IU	2006
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DEDAT	<b>)TAAF</b> LIT	UEAD.	DESTRUCTION CITY ATTORNS	$\sim$ 1	\$800,000 CO.	CITY CLE	9K∙	
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Date	ate Date Date							

Actual Date Records Destroyed: \_\_\_\_\_



Depart	ment:		Prepared by:	Date:	Agoura Hill		York Storage Box	
Finance			Carol Novak	08/10/06	F228	20	8699	
Page	Item		Title and Contents (as listed		ntion Schedu	ıle) :		
No.: 38	No.: 7	Bank Deposit	Files - Deposit Receipt Reports led list of records for which I am reque	sting doctruction. Th	o liet includes a	description of e	each record sufficient for	
identifica	tion includi	na the retention so	hedule page no., record series title an	d contents, record da	tes, retention re	quirements, and	d destruction date.	
Unless o	therwise dir	ected, the method	of destruction proposed is shredding.	I hereby certify that t	the records liste	d below and/or a	attached are more than	
two years	s old and/or	have been retaine	d for the minimum retention period special or research and histor	ecified in Resolution I ic value and do not at	No. 06-1426.     1 1 fect the title to r	urtner certity that eat property or l	iens thereon, are not	
court rec	ords, are no	ot, to my knowledge	e, required to be kept further by a statu	ute, are not the minut	es, ordinances o	or resolutions of	the City Council or any	
City boar	d or commi	ttee, and are no lo	nger required by the City. I request au	thority to destroy sam	e pursuant to S	ection 34090 of	the California	
	ent Code.			T Data of	Records	Citation	Destruction	
			or Destruction:	From:	To:	Number		
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Jigriall	19 1.	28/06	10/	3 106	`		1/06	
Date	7/00/00							

Actual Date Records Destroyed:



Department		Prepared by:	Date:	Agoura Hil	Is Box	York St	orage Box	
Department:		Carol Novak	08/10/06	_	io Dox	208700		
Finance	- ia :		1		u(a) :	1200.00		
No.: 38 No.: 7	Bank Deposit F	Title and Contents (as listed in Files - Deposit Receipt Reports						
Listed below and/or	attached is a detail	ed list of records for which I am requestin	g destruction. Th	e list includes a	a description	of each rec	ord sufficient for	
identification, includi	ng the retention scl	nedule page no., record series title and co of destruction proposed is shredding. I he	ontents, record da	tes, retention r	equirements, ad below and	and destru or attached	ction date.	
Unless otherwise dir	ected, the method have been retained	of destruction proposed is shredding. The difference of the minimum retention period specification is the control of the contr	led in Resolution i	No. 06-1426. I	further certify	that the re	cords listed no	
longer have any adm	ninistrative, legal, e	vidential, fiscal or research and historic va	alue and do not af	fect the title to	real property	or liens the	ereon, are not	
court records, are no	ot, to my knowledge	e, required to be kept further by a statute,	are not the minute	es, ordinances	or resolutions	s of the City	Council or any	
City board or commi Government Code.	ttee, and are no lor	nger required by the City. I request author	ity to destroy sam	e pursuant to a	Section 34090	or the Car	iioma	
List of Files Re	commended for	or Destruction:	Date of	Records	Citati	on	Destruction	
		s listed on file label)	From:	То:	Numb	er:	Date:	
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9/28/	106	70/5/	~		Date	17100		
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Date City Council Approved Records for Destruction: Actual Date Records Destroyed:								



Department:	Prepared by:	Date:	Agoura Hil			orage Box
Finance	Carol Novak	08/10/06			208701	
No.: 38 No.: 7	Record Series Title and Contents (as listed in Bank Deposit Files - Deposit Receipt Reports					
Listed below and/or identification, includi Unless otherwise dir two years old and/or longer have any admount records, are no	attached is a detailed list of records for which I am requesting the retention schedule page no., record series title and concepted, the method of destruction proposed is shredding. I he have been retained for the minimum retention period specification inistrative, legal, evidential, fiscal or research and historic value, to my knowledge, required to be kept further by a statute, ttee, and are no longer required by the City. I request authority	ontents, record da ereby certify that t ed in Resolution Nalue and do not af are not the minute	tes, retention re he records liste No. 06-1426. I fect the title to es, ordinances	equirements, ed below and/ further certify real property or resolutions	and destru or attached that the re or liens the of the City	ction date. I are more than cords listed no reon, are not Council or any
Government Code.	titlee, and are no longer required by the Oity. Frequest author	ty to destroy sam	o parodant to c			
	commended for Destruction:		Records	Citatio	5	Destruction
(Description or t	tle of records as listed on file label)	From:	То:	Numb		Date:
Receipts		04/01/99	05/31/99	G.C. 34	1090	2006
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Signature /	Signature 10 /3 /0 Date	16		Signature	4106	
Date City Council	I Approved Records for Destruction:	A	ctual Date R		stroyed: _	



Department:	Prepared by:		Date:	Agoura Hi	lls Box	York St 208702	orage Box
Finance	Carol Novak		08/10/06			208702	
Page Item No.: 38 No.: 7	Record Series Title and Con Bank Deposit Files - Deposit F	Receipt Reports					
Listed below and/or identification, includ Unless otherwise di two years old and/or longer have any adr court records, are no	attached is a detailed list of records for ing the retention schedule page no., reprected, the method of destruction proper have been retained for the minimum ministrative, legal, evidential, fiscal or root, to my knowledge, required to be keittee, and are no longer required by the	or which I am requesting de- ecord series title and conte- osed is shredding. I hereba retention period specified i esearch and historic value pt further by a statute, are	nts, record da by certify that to n Resolution I and do not at not the minute	tes, retention r the records liste No. 06-1426. If fect the title to es, ordinances	equirements, ed below and/ further certify real property or resolutions	and destru for attached that the re or liens the s of the Cit	action date.  d are more than ecords listed no ereon, are not y Council or any
	commended for Destruction:		Date of	Records	Citati	on	Destruction
	itle of records as listed on file la		From:	То:	Numb	er:	Date:
Receipts			06/01/99	06/30/99	G.C. 34	4090	2006
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	DES	STRUCTION AUT	HORIZA	TION	and the second	arger (Leisen)	6,500
DEPARTMENT	1	ITY ATTORNEY		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	CITY CLE	RK:	
Signature /	<u>*************************************</u>	ignature , /			Signature	V-V1 1V	<i>a</i>
9/2	-8/06	10/3/00		_	<u> </u>	4106	
Date /	/ D	ate			Date		

Actual Date Records Destroyed:



# Attachment A-5 $Records\ Destruction\ Request\ Forms-Public\ Works$





Department:		Prepare	ed by:	Date:	Agoura Hi	lls Box	York St	orage Box
Public Works		a -	Petrelli	08/15/06	1 -	=	No.: 30	_
Page Page	Item		Title and Contents (as		L	tention Sch	I	
			& Maint., Cap. Improve.				, ·	
Listed below and/or	attached is a	detailed list of recor	ds for which I am requesting d	estruction. Th	e list includes	a description of	of each rec	ord sufficient for
identification, include	ling the retention	on schedule page no	o., record series title and conte	ents, record da	ites, retention	requirements,	and destru	ction date.
Unless otherwise di	irected, the me or have been re	tinoa of destruction   tained for the minim	proposed is shredding. I herel num retention period specified	by certify that the in Resolution I	ne records ils No. 06-1426.	led below and/ I further certify	that the re	cords listed no
longer have any ad	ministrative, le	gal, evidential, fiscal	I or research and historic value	and do not af	ffect the title to	real property	or liens the	ereon, are not
court records, are n	ot, to my know	ledge, required to b	e kept further by a statute, are	not the minute	es, ordinances	or resolutions	of the City	y Council or any
City board or comm Government Code.	nittee, and are i	no longer required b	y the City. I request authority	o destroy sam	ie pursuant to	34090	or the Cal	IIUIIIIa
	commende	ed for Destruct	ion:	Date of	Records	Citatio	on	Destruction
		ds as listed on fi		From:	То:	Numb	er:	Date:
Ed Cline Chron				01/01/99	12/31/99	3409	00	2006
Jim Thorsen Th		n 1998 Jan-Jul		01/01/98	07/31/98	3409	00	2006
Jim Thorsen Ch				08/01/98	07/31/98	3409	00	2006
Jim Thorsen Chron 1st Qtr 1999				01/01/99	03/30/99	3409	00	2006
Jim Thorsen Ch				04/01/99	06/30/99	3409	00	2006
Jim Thorsen Chron 3rd Qtr 1999				07/01/99	09/30/99	3409	00	2006
Jim Thorsen Chron 4th Qtr 1999				10/01/99	12/31/99	3409	00	2006
	-2003 (prevail.wg.)	01/01/99	12/31/04	3409	00	2006		
Service Reques				01/01/98	12/31/98	3409	00	2006
Service Reques				01/01/99	12/31/99	3409	00	2006
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	UEAD:	_	CITY ATTORNEY:	09783389899999999999999999999	· ·	CITY/ELEF	ok.	
DEPARTMENT	HEAD:		CIVI ALLIGANET:			1 / \ / / .	// / / / / \	
Signature		>	Signature		-	Signature	1.	<u></u>
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Date Date						Date		- Additional and Addi

Actual Date Records Destroyed: \_\_\_\_\_



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•	tment:		Prepared by:	ı	Date:	Agoura Hi	iis Box		orage Box
Public	Works		Shelley Petrelli		08/15/06			No.: 30	<b>2</b> 030
Page No.:43	Item 1	Admin.	es Title and Contents (as						
Listed h	alow and	or attached is a det	ailed list of records for which I an schedule page no., record series	n requesting des	truction. Th	e list includes	a description	of each rec	ord sufficient for ction date.
I Inless o	otherwise	directed, the metho	d of destruction proposed is shre	edding. I hereby	certify that t	he records list	ed below and/	or attached	are more than
two year	s old and	l/or have been retair	ed for the minimum retention pe	eriod specified in	Resolution I	No. 06-1426.  I	further certify	that the re	cords listed no
longer h	ave any a	administrative, legal,	evidential, fiscal or research and ge, required to be kept further by	d nistoric value a v a statute, are n	ot the minute	es, ordinances	or resolutions	of the Cit	y Council or any
City boa	rd or con	nmittee, and are no	onger required by the City. I requ	uest authority to	destroy sam	e pursuant to	Section 34090	of the Cal	ifornia
	nent Cod				Data of	Records	Citati	on	Destruction
			for Destruction:	-	From:	To:	Numb		Destruction Date:
		naga pandida kan ang ang ang ang di Pandida kan kan kan kan kan kan kan kan kan ka	as listed on file label)		01/01/00	12/31/00	3409	NATIONAL PROPERTY OF THE PROPE	2006
		n 2000 Chron 1st Otr 20	00		01/01/00	03/30/00	3409		2006
		Chron 1st Qtr 20			04/01/00	06/30/00	3409		2006
		Chron 2nd Qtr 20 Chron 3rd Qtr 20			07/01/00	09/30/00	3409		2006
		Chron 4th Qtr 20			10/01/00	12/31/00	3409		2006
JIII II	orserr	5111011 4th Qti 20			10/01/00	12701700			
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DEPA	RTMEN	IT HEAD:	CITY ATT	/ / //			CITY/CLE		
Signat			Signature	13/06		-	Signature	1106	
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Actual Date Records Destroyed: \_\_\_\_\_



Department:			Prepared by:			Agoura m	IIIS DOX	Tork Storage Box	
Public Worl	ks		Shelley Petrelli		08/15/06	No.: 96	V.,,	No.:	
Page	ltem	Record	Series Title and Conten	ts (as liste	d in Recor	ds Retenti	ion Schedu	le) :	
No.:43,45	No.:1,8	Admin.	, Operations & Maintena	nce					
Listed below an	nd/or attache	d is a deta	iled list of records for which I am	requesting de	estruction. Th	ne list include:	s a description	of each re	cord sufficient
for identification	n, including t	he retentio	n schedule page no., record seri	dding. I hereb	ontents, record	the records lis	sted below and	l/or attache	ed are more than
two vears old a	nd/or have b	een retain	ed for the minimum retention per	riod specified i	n Resolution	No. 06-1426.	I further certif	y that the r	ecords listed no
longer have any	y administrat	ive, legal,	evidential, fiscal or research and	I historic value	and do not a	ffect the title t	to real property	or liens th	ereon, are not
court records, a	are not, to my	y knowledg Id are no lo	e, required to be kept further by onger required by the City. I requ	a statute, are lest authority t	not the minu o destrov san	ne pursuant to	Section 3409	0 of the Ca	alifornia
Government Co		d alo no ic	migor rodullou by the only residu						
		ended 1	or Destruction:		Date of	Records	Citati		Destruction
(Description	or title of	records a	as listed on file label)		From:	То:	Numb	er:	Date:
Ed Cline Ch	ron 2000				01/01/00	<del>12/31/00</del> -	<del>-340</del> 9	90	<del>-2006</del>
Jim Thorsen	Chron 20	01 1st C	tr		01/01/01	03/31/01	3409	90	2006
Jim Thorsen	Chron 20	01 2nd (	Qtr		04/01/01	06/30/01	3409	90	2006
Jim Thorsen	lim Thorsen Chron 2001 3rd Qtr					09/30/01	3409	90	2006
lim Thorsen Chron 2001 4th Qtr					10/01/01	12/31/01	3409	90	2006
Jim Thorsen	Chron 20	02 1st C	tr		01/01/02	03/31/02	3409	90	2006
Jim Thorsen	Chron 20	02 2nd (	Qtr		04/01/02	06/30/02	3409	90	2006
Jim Thorsen	Chron 20	02 3rd C	(tr		07/01/02	09/30/02	3409	90	2006
Jim Thorsen	Chron 20	02 4th C	tr		10/01/02	12/31/02	3409	90	2006
Jed Ireland (	Chron 200	0-01			01/01/00	12/31/01	3409	90	2006
Brian Allen 8	& Jed Irela	nd Chro	า 2002		01/01/02	12/31/02	3409	90	2006
Shelley Petro	elli Chron	2001			01/01/01	12/31/01	3409	90	2006
Shelley Petro	elli Chron	2002			01/01/02	12/31/02	3409	90	2006
Service Req	uests 200	0			01/01/00	12/31/00	3409	90	2006
Service Req	uests 200	1			01/01/01	12/31/01	3409	90	2006
Service Req	uests 200	2			01/01/02	12/31/02	3409	90	2006
6.2 Caltrans	General F	ile 1985	-1994		01/01/85	12/31/94	340	90	2006
6.2.1 Cal Tra	ans Freew	ay Land	scaping		01/01/82	12/31/94	340	90	2006
6.2.2 DBE 1	990-1999				01/01/90	12/31/99	3409	90	2006
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DEPARTME	NT HEAD	):	CITY ATTO	RNEY:		_	CITY CLE	RK://	NU
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Date	<del>3-4-6</del>		Date	and the famous and the same and		-	Date	M	
Date City Co	uncil Appı	oved Re	cords for Destruction:		_ A	ctual Date	Records Des	stroyed:	



Donartman	4.		Prepared by:	Date:	Agoura Hill	s Box	York Storage Box		
Department: Public Works			Shelley Petrelli		No.: No Box #		No.: No Box #		
		Page	rd Series Title and Contents (as listed in Records Retention Schedule):						
Page No.:43.45	Item No.:1.9	4	nin., Collision Reports						
Listed below and/or attached is a detailed list of records for which I am requesting destruction. The list includes a description of each record sufficient									
for identification, including the retention schedule page no., record series title and contents, record dates, retention requirements, and destruction									
date. Unless otherwise directed, the method of destruction proposed is shredding. I hereby certify that the records listed below and/or attached are more than two years old and/or have been retained for the minimum retention period specified in Resolution No. 06-1426. I further certify that the									
records listed i	no longer hav	e anv a	dministrative, legal, evidential, fiscal or	research and histori	ic value and do	not affect the	e title to re	al property or	
liens thereon	are not court	records	are not, to my knowledge, required to	be kept further by a	statute, are not	t the minutes	, ordinance	es or resolutions	
of the City Cou	uncil or any Ci	ity boar	d or committee, and are no longer requi	ired by the City. I red	quest authority	to destroy sa	me pursua	ant to Section	
34090 of the C				Data of	Date of Records   Citation   Destruction				
			d for Destruction:	From:	Date of Records From: To:		on er:	Destruction Date:	
		ecora	ls as listed on file label)	01/01/02	12/31/02	34090		2006	
Ed Cline Ch		02.4	l Otr	01/01/02	03/31/03	34090		2006	
Jim Thorse				04/01/03	06/30/03	34090		2006	
Jim Thorse					<u> </u>			2006	
Jim Thorse				07/01/03	09/30/03	34090		2006	
Jim Thorse			n Qtr	10/01/03	12/31/03	34090		<del>-</del>	
Shelley Pet				01/01/03	12/31/03	3409		2006	
			Chron 2003	01/01/03	12/31/03	3409		2006	
Service Red				01/01/03	12/31/03	3409		2006	
11 Graffiti				01/01/88	12/31/94	3409		2006	
Traffic Colli	sion Repor	ts (TC	R) Oct & Nov. 2000	Oct-Nov	11/30/00	3409		2006	
Traffic Colli	sion Repor	ts Dec	2000	Dec.	12/31/00	34090		2006	
Traffic Colli	sion Repor	ts Jan	ı, Feb, Mar 2001	Jan-Mar	03/31/01	34090		2006	
Traffic Colli	sion Repor	ts Apr	, My 2001	Apr-May	05/13/01	34090		2006	
Traffic Colli				June	06/30/01	34090		2006	
Traffic Colli				Jul-Aug	08/30/01	34090		2006	
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