

Attachment A-1

Records Destruction Request Forms – Administration

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CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: Administration/Personnel	Prepared by: Celeste Bird	Date: 07/31/07	Agoura Hills Box No.: N/A	York Storage Box No.: N/A
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Page No.: 4	Item No.: 2	Record Series Title and Contents (as listed in Records Retention Schedule): Criminal History Reports
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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 no longer 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 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: (Description or title of records as listed on file label)	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
Adams, Vincent	10/13/99	04/12/02	12946 /34090	2007
Barari, Mana	07/07/00	08/18/00	12946 /34090	2007
Barros, Erika	10/19/98	02/23/01	12946 /34090	2007
Behm, Nikita	09/10/03	04/19/04	12946 /34090	2007
Bernath, Erika	12/13/99	12/10/04	12946 /34090	2007
Bessard, Ralph	06/05/95	08/20/99	12946 /34090	2007
Brammer, Barbara	10/03/96	07/31/00	12946 /34090	2007
Brassfield, Norrie	07/24/93	01/01/01	12946 /34090	2007
Burch, Stephen	04/21/97	01/21/03	12946 /34090	2007
Carillo, Marisa	09/28/01	09/26/02	12946 /34090	2007
Casey, Tom	04/08/02	07/27/02	12946 /34090	2007
Castle, Ronald	07/16/91	07/17/00	12946 /34090	2007
Daley, Kyle	05/13/02	04/14/04	12946 /34090	2007
Dobrowski, Richard	01/30/97	07/31/00	12946 /34090	2007
Dokken, Jeffrey	05/13/02	01/21/03	12946 /34090	2007
Dritz, Tyler	06/01/99	08/20/99	12946 /34090	2007
Ellis, Kimberly	06/15/99	02/06/04	12946 /34090	2007
Erman, Dmitri	09/24/92	03/29/99	12946 /34090	2007
Hall, Tom	05/17/99	08/31/00	12946 /34090	2007
Harada, Roger	08/02/99	11/09/04	12946 /34090	2007
Hatharasinghe, Sri	05/13/02	01/21/03	12946 /34090	2007
Ireland, Jedediah	08/23/99	09/22/04	12946 /34090	2007
Jones, Robert	01/31/00	10/03/03	12946 /34090	2007
Joshi, Anuradha	06/01/01	01/21/03	12946 /34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD:

 Signature _____
 Date 7/31/07

CITY ATTORNEY:

 Signature _____
 Date 8/09/07

CITY CLERK:

 Signature _____
 Date 8/10/07

Date City Council Approved Records for Destruction: _____ Actual Date Records Destroyed: _____



CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: Administration/Personnel	Prepared by: Celeste Bird	Date: 07/31/07	Agoura Hills Box No.: N/A	York Storage Box No.: N/A
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Page No.: 4	Item No.: 2	Record Series Title and Contents (as listed in Records Retention Schedule): Criminal History Reports
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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 no longer 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 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: (Description or title of records as listed on file label)	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
Kasal, Christine	06/17/00	08/21/00	12946 /34090	2007
Klein, Lisa	11/06/96	06/30/99	12946 /34090	2007
Kovac, Austin	11/13/00	05/29/01	12946 /34090	2007
Lieberman, Jason	04/20/04	08/30/04	12946 /34090	2007
Maltese, Christopher	11/07/00	06/24/02	12946 /34090	2007
McCreary, B.T.	06/26/00	04/01/03	12946 /34090	2007
McCreary, Scott	06/12/00	01/21/03	12946 /34090	2007
McCreadie, Jeffrey	01/09/04	06/09/04	12946 /34090	2007
Mead, John	12/12/00	12/13/02	12946 /34090	2007
Mills, William	09/02/97	01/21/03	12946 /34090	2007
Moss, Ralph	01/22/96	06/30/99	12946 /34090	2007
Newman, Shannon	10/07/96	01/21/03	12946 /34090	2007
Nichol, Claudia	10/07/96	01/21/03	12946 /34090	2007
Nicholas, Garrett	06/08/00	08/21/03	12946 /34090	2007
Oelsen, Amy	06/01/02	08/28/02	12946 /34090	2007
O'Hara, Jennifer	12/06/86	11/25/02	12946 /34090	2007
Pabon, Neal	10/14/01	09/24/02	12946 /34090	2007
Parisi, Ann Marie	02/10/03	03/15/04	12946 /34090	2007
Pavley, Jennifer	05/17/00	01/21/03	12946 /34090	2007
Richardson, Benjamin	08/07/95	01/01/01	12946 /34090	2007
Sander, Judith	08/16/99	01/31/00	12946 /34090	2007
Sherman, Douglas	01/16/97	06/30/99	12946 /34090	2007
Sutherland, Donald	11/11/00	03/18/01	12946 /34090	2007
Sutherland, Mary	06/12/91	01/27/99	12946 /34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD:

 Signature _____
 Date 7/31/07

CITY ATTORNEY:

 Signature _____
 Date 8/28/07

CITY CLERK:

 Signature _____
 Date 8/10/07

Date City Council Approved Records for Destruction: _____

Actual Date Records Destroyed: _____

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Attachment A-2

Records Destruction Request Forms – City Clerk

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CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: City Clerk	Prepared by: Sheila Keckhut	Date: 06/26/07	Agoura Hills Box No.: N/A	York Storage Box No.: N/A
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Page No.: 12	Item No.: 10	Record Series Title and Contents (as listed in Records Retention Schedule): City Council Meetings - Agenda Packets: Staff reports and backup data
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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 no longer 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 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: <i>(Description or title of records as listed on file label)</i>	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
City Council Meeting - Agenda Packet	01/09/02	01/09/02	G.C. 34090	2007
City Council Meeting - Agenda Packet	01/23/02	01/23/02	G. C. 34090	2007
City Council Meeting - Agenda Packet	02/13/02	02/13/02	G. C. 34090	2007
City Council Meeting - Agenda Packet	02/27/02	02/27/02	G. C. 34090	2007
City Council Meeting - Agenda Packet	03/13/02	03/13/02	G. C. 34090	2007
City Council Meeting - Agenda Packet	04/10/02	04/10/02	G. C. 34090	2007
City Council Meeting - Agenda Packet	04/24/02	04/24/02	G. C. 34090	2007
City Council Meeting - Agenda Packet	05/08/02	05/08/02	G. C. 34090	2007
City Council Budget Workshop - Agenda Packet	05/15/02	05/15/02	G. C. 34090	2007
City Council Meeting - Agenda Packet	05/22/02	05/22/02	G. C. 34090	2007
City Council Meeting - Agenda Packet	06/12/02	06/12/02	G. C. 34090	2007
City Council Meeting - Agenda Packet	06/26/02	06/26/02	G. C. 34090	2007
City Council Meeting - Agenda Packet	07/10/02	07/10/02	G. C. 34090	2007
City Council Code Enforcement Workshop - Agenda Packet	07/17/02	07/17/02	G.C. 34090	2007
City Council/Planning Commission Agoura Village Meeting	07/31/02	07/31/02	G.C. 34090	2007
City Council Meeting - Agenda Packet	08/14/02	08/14/02	G.C. 34090	2007
City Council Meeting - Agenda Packet	08/28/02	08/28/02	G.C. 34090	2007
City Council Special Meeting - Agenda Packet	09/10/02	09/10/02	G.C. 34090	2007
City Council Meeting - Agenda Packet	09/25/02	09/25/02	G.C. 34090	2007
City Council Meeting - Agenda Packet	10/09/02	10/09/02	G.C. 34090	2007
City Council Meeting - Agenda Packet	10/23/02	10/23/02	G.C. 34090	2007
City Council Meeting - Agenda Packet	11/13/02	11/13/02	G.C. 34090	2007
City Council Meeting - Reorganization	12/02/02	12/02/02	G.C. 34090	2007
City Council Meeting - Agenda Packet	12/11/02	12/11/02	G.C. 34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD: Signature _____ Date <u>7/27/07</u>	CITY ATTORNEY: Signature _____ Date <u>8/03/07</u>	CITY CLERK: Signature _____ Date <u>8/10/07</u>
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Date City Council Approved Records for Destruction: _____ **Actual Date Records Destroyed:** _____



CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: City Clerk	Prepared by: Sheila Keckhut	Date: 07/31/07	Agoura Hills Box No.: N/A	York Storage Box No.: N/A
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Page No.: 12	Item No.: 12	Record Series Title and Contents (as listed in Records Retention Schedule): City Council Meeting Audio Tapes
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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 no longer 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 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: <i>(Description or title of records as listed on file label)</i>	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
City Council Meeting Audio Tape 1 & 2 of 2	09/24/03	09/24/03	G.C. 340190.7	2007
City Council Meeting Audio Tapes 1 of 1	09/14/05	09/14/05	G.C. 340190.7	2007
City Council Meeting Audio Tapes 1 & 2 of 2	09/28/05	09/28/05	G.C. 340190.7	2007
City Council Meeting Audio Tapes 1 & 2 of 2	10/26/05	10/26/05	G.C. 340190.7	2007
City Council Meeting Audio Tape 1 of 1	12/14/05	12/14/05	G.C. 340190.7	2007
City Council Meeting Audio Tape 1 of 1	01/11/06	01/11/06	G.C. 340190.7	2007
City Council Meeting Audio Tape 1 of 1	02/08/06	02/08/06	G.C. 340190.7	2007
City Council Meeting Audio Tape 1 of 1	03/08/06	03/08/06	G.C. 340190.7	2007
City Council Meeting Audio Tape 1 of 1	03/22/06	03/22/06	G.C. 340190.7	2007
City Council Meeting Audio Tapes 1 & 2 of 2	05/10/06	05/10/06	G.C. 340190.7	2007
City Council Meeting Audio Tape 1 of 1 (Budget)	05/24/06	05/24/06	G.C. 340190.7	2007
City Council Meeting Audio Tape 1 of 1 (Special Meeting)	05/31/06	05/31/06	G.C. 340190.7	2007
CA State Voter Infor. Guide Primary Election Tapes 1 & 2 of 2	03/05/02	03/05/02	G.C. 340190.7	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD: Signature 7/27/07 Date	CITY ATTORNEY: Signature 8/08/07 Date	CITY CLERK: Signature 8/10/07 Date
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Date City Council Approved Records for Destruction: _____ Actual Date Records Destroyed: _____



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


Department: City Clerk	Prepared by: Sheila Keckhut	Date: 07/31/07	Agoura Hills Box No.: N/A	York Storage Box No.: N/A
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Page No.: 12	Item No.: 12	Record Series Title and Contents (as listed in Records Retention Schedule): Planning Commission Meeting Audio Tapes
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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 no longer 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 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: <i>(Description or title of records as listed on file label)</i>	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
Planning Commission Meeting Audio Tapes 1 & 2 of 2	09/01/05	09/01/05	G.C. 340190.7	2007
Planning Commission Meeting Audio Tapes 1, 2, & 3 of 3	09/15/05	09/15/05	G.C. 340190.7	2007
Planning Commission Meeting Audio Tapes 1 & 2 of 2	10/06/05	10/06/05	G.C. 340190.7	2007
Planning Commission Meeting Audio Tape 1 of 1	10/20/05	10/20/05	G.C. 340190.7	2007
Planning Commission Meeting Audio Tapes 1 & 2 of 2	11/03/05	11/03/05	G.C. 340190.7	2007
Planning Commission Meeting Audio Tapes 1 & 2 of 2	11/17/05	11/17/05	G.C. 340190.7	2007
Planning Commission Meeting Audio Tapes 1 & 2 of 2	01/05/06	01/15/06	G.C. 340190.7	2007
Planning Commission Meeting Audio Tape 1 of 1	01/19/06	01/19/06	G.C. 340190.7	2007
Planning Commission Meeting Audio Tape 1 of 1	02/02/06	02/06/06	G.C. 340190.7	2007
Planning Commission Meeting Audio Tapes 1 & 2 of 2	03/16/06	03/16/06	G.C. 340190.7	2007
Planning Commission Meeting Audio Tapes 1 & 2 of 2	04/06/06	04/06/06	G.C. 340190.7	2007
Planning Commission Meeting Audio Tapes 1, 2, & 3 of 3	05/04/06	05/04/06	G.C. 340190.7	2007
Planning Commission Meeting Audio Tapes 1 & 2 of 2	05/18/06	05/18/06	G.C. 340190.7	2007
Planning Commission Meeting Audio Tapes 1, 2, & 3 of 3	06/01/06	06/01/06	G.C. 340190.7	2007
Planning Commission Meeting Audio Tapes 1, 2, & 3 of 3	06/15/06	06/15/06	G.C. 340190.7	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD:

 Signature
 7/27/07
 Date

CITY ATTORNEY:

 Signature
 8/09/07
 Date

CITY CLERK:

 Signature
 8/10/07
 Date

Date City Council Approved Records for Destruction: _____

Actual Date Records Destroyed: _____



CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: City Clerk	Prepared by: Sheila Keckhut	Date: 06/27/07	Agoura Hills Box No.: N/A	York Storage Box No.: N/A
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Page No.: 12	Item No.: 13	Record Series Title and Contents (as listed in Records Retention Schedule): City Council Master Video Tapes
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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 no longer 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 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: <i>(Description or title of records as listed on file label)</i>	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
City Council Master Video Tape 1 & 2 of 2	02/23/05	02/23/05	G.C. 340190.7	2007
City Council Master Video Tape 1 & 2 of 2	06/08/05	06/08/05	G.C. 340190.7	2007
City Council Master Video Tape 1 of 1	06/22/05	06/22/05	G.C. 340190.7	2007
City Council Master Video Tapes 1 & 2 of 2	07/13/05	07/13/05	G.C. 340190.7	2007
City Council Master Video Tape 1 of 1	07/26/05	07/26/05	G.C. 340190.7	2007
City Council Master Video Tapes 1 of 1 and Duplicate	08/10/05	08/10/05	G.C. 340190.7	2007
City Council Master Video Tapes 1 & 2 of 2	08/24/05	08/24/05	G.C. 340190.7	2007
City Council Master Video Tape 1 of 1	09/14/05	09/14/05	G.C. 340190.7	2007
City Council Master Video Tapes 1 & 2 of 2	09/28/05	09/28/05	G.C. 340190.7	2007
City Council Master Video Tape 2 of 2	10/26/05	10/26/05	G.C. 340190.7	2007
City Council Master Video Tape 1 of 1	01/11/06	01/11/06	G.C. 340190.7	2007
City Council Master Video Tape 1 of 1	02/08/06	02/08/06	G.C. 340190.7	2007
City Council Master Video Tape 1 of 1	03/08/06	03/08/06	G.C. 340190.7	2007
City Council Master Video Tapes 1 & 2 of 2	03/22/06	03/22/06	G.C. 340190.7	2007
City Council Master Video Tapes 1 & 2 of 2	05/10/06	05/10/06	G.C. 340190.7	2007
City Council Master Video Tape 1 of 1 Budget Meeting	05/24/06	05/24/06	G.C. 340190.7	2007
City Council Master Video Tapes 1, 2, & 3 of 3	05/24/06	05/24/06	G.C. 340190.7	2007
City Council Master Video Tapes 1 & 2 of 2	06/28/06	06/28/06	G.C. 340190.7	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD:

 Signature _____
 Date 7/27/07

CITY ATTORNEY:

 Signature _____
 Date 8/03/07

CITY CLERK:

 Signature _____
 Date 8/10/07

Date City Council Approved Records for Destruction: _____ Actual Date Records Destroyed: _____



CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM


Department: City Clerk	Prepared by: Sheila Keckhut	Date: 07/23/07	Agoura Hills Box No.: N/A	York Storage Box No.: N/A
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Page No.: 12	Item No.: 13	Record Series Title and Contents (as listed in Records Retention Schedule): City Council Master Video Tapes
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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 No06-1426. I further certify that the records listed no longer 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 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: (Description or title of records as listed on file label)	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
City Council Meeting Video Tapes 1 & 2 of 2 (Copies)	06/08/05	06/08/05	G.C. 340190.7	2007
City Council Meeting Video Tape 1 of 1 (Copies)	06/22/05	06/22/05	G.C. 340190.7	2007
City Council Meeting Video Tapes 1 & 2 of 2 (Copies)	07/13/05	07/13/05	G.C. 340190.7	2007
City Council Meeting Video Tape 1 of 1 (Copies)	07/26/05	07/26/05	G.C. 340190.7	2007
City Council Meeting Video Tape 1 of 1 (Copies)	08/10/05	08/10/05	G.C. 340190.7	2007
City Council Meeting Video Tapes 1 & 2 of 2 (Copies)	08/24/05	08/24/05	G.C. 340190.7	2007
City Council Meeting Video Tape 1 of 1 (Copies)	09/14/05	09/14/05	G.C. 340190.7	2007
City Council Meeting Video Tapes 1 & 2 of 2 (Copies)	09/28/05	09/28/05	G.C. 340190.7	2007
City Council Meeting Video Tape 1 of 1 (Copies)	10/26/05	10/26/05	G.C. 340190.7	2007
City Council Meeting Video Tape 1 of 1 (Copies)	11/09/05	11/09/05	G.C. 340190.7	2007
City Council Meeting Video Tape 1 of 1 (Copies)	12/14/05	12/14/05	G.C. 340190.7	2007
City Council Meeting Video Tape 1 of 1 (Copies)	01/11/06	01/11/06	G.C. 340190.7	2007
City Council Meeting Video Tape 1 of 1 (Copies)	02/08/06	02/08/06	G.C. 340190.7	2007
City Council Meeting Video Tapes 1 & 2 of 2 (Copies)	02/22/06	02/22/06	G.C. 340190.7	2007
City Council Meeting Video Tape 1 of 1 (Copies)	03/08/06	03/08/06	G.C. 340190.7	2007
City Council Meeting Video Tape 1 of 1 (Copies)	03/22/06	03/22/06	G.C. 340190.7	2007
City Council meeting Video Tape 1 & 2 of 2 (Copies)	04/26/06	04/26/06	G.C. 340190.7	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD:

 Signature _____
 Date 7/27/07

CITY ATTORNEY:

 Signature _____
 Date 8/08/07

CITY CLERK:

 Signature _____
 Date 8/10/07

Date City Council Approved Records for Destruction: _____

Actual Date Records Destroyed: _____



CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: City Clerk	Prepared by: Sheila Keckhut	Date: 06/27/07	Agoura Hills Box No.: N/A	York Storage Box No.: N/A
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Page No.: 12	Item No.: 13	Record Series Title and Contents (as listed in Records Retention Schedule): Planning Commission Master Video Tapes
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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 no longer 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 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: <i>(Description or title of records as listed on file label)</i>	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
Planning Commission Master Video Tape 1 & 2 of 2	06/02/05	06/02/05	G.C. 340190.7	2007
Planning Commission Master Video Tape 1 & 2 of 2	06/16/05	06/16/05	G.C. 340190.7	2007
Planning Commission Master Video Tape 1 of 1	07/07/05	07/07/05	G.C. 340190.7	2007
Planning Commission Master Video Tapes 1 & 2 of 2	08/04/05	08/04/05	G.C. 340190.7	2007
Planning Commission Master Video Tape 1 of 1	08/18/05	08/18/05	G.C. 340190.7	2007
Planning Commission Master Video Tapes 1 & 2 of 2	09/01/05	09/01/05	G.C. 340190.7	2007
Planning Commission Master Video Tapes 1, 2 & 3 of 3	09/15/05	09/15/05	G.C. 340190.7	2007
Planning Commission Master Video Tape 2 of 2	10/07/05	10/07/05	G.C. 340190.7	2007
Planning Commission Master Video Tapes 1 & 2 of 2	11/17/05	11/17/05	G.C. 340190.7	2007
Planning Commission Master Video Tape 1 of 1	01/05/06	01/05/06	G.C. 340190.7	2007
Planning Commission Master Video Tape 1 of 1	01/19/06	01/19/06	G.C. 340190.7	2007
Planning Commission Master Video Tape 1 of 1	02/02/06	02/02/06	G.C. 340190.7	2007
Planning Commission Master Video Tape 1 of 1	02/16/06	02/16/06	G.C. 340190.7	2007
Planning Commission Master Video Tapes 1, 2, & 3 of 3	03/16/06	03/16/06	G.C. 340190.7	2007
Planning Commission Master Video Tapes 1 & 2 of 2	04/06/06	04/06/06	G.C. 340190.7	2007
Planning Commission Master Video Tapes 1 & 2 of 2	04/20/06	04/20/06	G.C. 340190.7	2007
Planning Commission Master Video Tapes 1, 2, & 3 of 3	05/04/06	05/04/06	G.C. 340190.7	2007
Planning Commission Master Video Tapes 1 & 2 of 2	05/18/06	05/18/06	G.C. 340190.7	2007
Planning Commission Master Video Tapes 1, 2, & 3 of 3	06/01/06	06/01/06	G.C. 340190.7	2007
Planning Commission Master Video Tapes 1, 2, & 3 of 3	06/15/06	06/15/06	G.C. 340190.7	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD:

 Signature _____
 Date 7/27/07

CITY ATTORNEY:

 Signature _____
 Date 8/08/07

CITY CLERK:

 Signature _____
 Date 8/10/07

Date City Council Approved Records for Destruction: _____ **Actual Date Records Destroyed:** _____



CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: City Clerk	Prepared by: Sheila Keckhut	Date: 07/20/07	Agoura Hills Box No.: N/A	York Storage Box No.: N/A
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Page No.: 12	Item No.: 13	Record Series Title and Contents (as listed in Records Retention Schedule): Planning Commission Video Tapes Copies
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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 no longer 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, and 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 Recommended for Destruction: <i>(Description or title of records as listed on file label)</i>	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
Planning Commission Meeting Video Tapes 1 & 2 of 2 (Copies)	06/02/05	06/02/05	G.C. 340190.7	2007
Planning Commission Meeting Video Tape 1 of 1 (Copies)	06/16/05	06/16/05	G.C. 340190.7	2007
Planning Commission Meeting Video Tape 1 of 1 (Copies)	07/07/05	07/07/05	G.C. 340190.7	2007
Planning Commission Meeting Video Tape 1 & 2 of 2 (Copies)	08/04/05	08/04/05	G.C. 340190.7	2007
Planning Commission Meeting Video Tape 1 of 1 (Copies)	08/18/05	08/18/05	G.C. 340190.7	2007
Planning Commission Meeting Video Tapes 1 & 2 of 2 (Copies)	09/01/05	09/01/05	G.C. 340190.7	2007
Planning Commission Meeting Video Tapes 1, 2, & 3 of 3 (Copies)	09/15/05	09/15/05	G.C. 340190.7	2007
Planning Commission Meeting Video Tapes 1 & 2 of 2 (Copies)	10/06/05	10/06/05	G.C. 340190.7	2007
Planning Commission Meeting Video Tapes 1 of 1 (Copies)	10/20/05	10/20/05	G.C. 340190.7	2007
Planning Commission Meeting Video Tapes 1 & 2 of 2 (Copies)	11/03/05	11/03/05	G.C. 340190.7	2007
Planning Commission Meeting Video Tapes 1 & 2 of 2 (Copies)	11/17/05	11/17/05	G.C. 340190.7	2007
Planning Commission Meeting Video Tapes 1 of 1 (Copies)	01/05/06	01/05/06	G.C. 340190.7	2007
Planning Commission Meeting Video Tapes 1 of 1 (Copies)	01/19/06	01/19/06	G.C. 340190.7	2007
Planning Commission Meeting Video Tapes 1 of 1 (Copies)	02/02/06	02/02/06	G.C. 340190.7	2007
Planning Commission Meeting Video Tapes 1 of 1 + 2 (Copies)	02/16/06	02/16/06	G.C. 340190.7	2007
Planning Commission Meeting Video Tapes 1, 2, & 3 of 3 (Copies)	03/16/06	03/16/06	G.C. 340190.7	2007
Planning Commission Meeting Video Tapes 1 & 2 of 2 (Copies)	04/06/06	04/06/06	G.C. 340190.7	2007
Planning Commission Meeting Video Tapes 1 & 2 of 2 (Copies)	04/20/06	04/20/06	G.C. 340190.7	2007
Planning Commission Meeting Video Tapes 1 & 2, & 3 of 3 (Copies)	05/04/06	05/04/06	G.C. 340190.7	2007
Planning Commission Meeting Video Tape 1 of 2 (Extra Copy)	05/18/06	05/18/06	G.C. 340190.7	2007
Planning Commission Meeting Video Tape 1 & 2 of 2 (Copies)	05/18/06	05/18/06	G.C. 340190.7	2007
Planning Commission Meeting Video Tape 1, 2 & 3 of 3 (Copies)	06/01/06	06/01/06	G.C. 340190.7	2007
Planning Commission Meeting Video Tape 1, 2 & 3 of 3 (Copies)	06/15/06	06/15/06	G.C. 340190.7	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD:

 Signature
 7/27/07

 Date

CITY ATTORNEY:

 Signature
 8/08/07

 Date

CITY CLERK:

 Signature
 8/10/07

 Date

Date City Council Approved Records for Destruction: _____

Actual Date Records Destroyed: _____



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

Department: City Clerk	Prepared by: Kimberly Rodrigues	Date: 07/31/07	Agoura Hills Box No.: N/A	York Storage Box No.: N/A
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Page No.: 15	Item No.: 28	Record Series Title and Contents <i>(as listed in Records Retention Schedule)</i> : Election Records - Petitions
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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 no longer 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 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: <i>(Description or title of records as listed on file label)</i>	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
3/5/02 (Successful) Initiative Measure H - Establish a 60,000 Square Foot Maximum Limit on the Cumulative Gross Floor Area of Any Retail Store (332 Petitions/2846 Signatures)	07/01/01	03/05/02	E.C. 17200	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD:
[Signature]
 Signature _____
 Date 7/27/07 _____

CITY ATTORNEY:
[Signature]
 Signature _____
 Date 8/08/07 _____

CITY CLERK:
[Signature]
 Signature _____
 Date 8/10/07 _____

Date City Council Approved Records for Destruction: _____ **Actual Date Records Destroyed:** _____

Attachment A-3

Records Destruction Request Forms – Community Services

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CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: Community Services	Prepared by: Sheila Schrupp	Date: 07/31/07	Agoura Hills Box No.: N/A	York Storage Box No.: N/A
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Page No.: 34	Item No.: 10	Record Series Title and Contents (as listed in Records Retention Schedule): Community Services - Participation Correspondence and Agreements
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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 no longer 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 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: (Description or title of records as listed on file label)	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
County of LA Dial-A-Ride Program Correspondence and Billing	05/15/89	12/26/96	34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD: Signature _____ Date <u>8/3/07</u>	CITY ATTORNEY: Signature _____ Date <u>8/08/07</u>	CITY CLERK: Signature _____ Date <u>8/10/07</u>
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Date City Council Approved Records for Destruction: _____ Actual Date Records Destroyed: _____



CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: Community Services	Prepared by: Cynthia L. Polich	Date: 07/26/07	Agoura Hills Box No.: P-146	York Storage Box No.: 328702
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Page No.: 35 | Item No.: 11 | Record Series Title and Contents (as listed in Records Retention Schedule):
Programs Files (City-Sponsored)

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 no longer 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 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: (Description or title of records as listed on file label)	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
Skyhawks Sports Academy Summer Camps -				
Waivers, Contracts & Information: April 99 - August 00:				
Waivers: Erika Nakamura - Gina Wright	04/01/99	08/31/02	GC 34090	2007
Contracts: Summer Youth League 2000 - Transportation	04/01/99	08/31/02	GC 34090	2007
Permission Slip Winter Water Polo - Winter 1999	04/01/99	08/31/02	GC 34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD:

Amy Bink
Signature

7/30/07
Date

CITY ATTORNEY:

[Signature]
Signature

8/08/07
Date

CITY CLERK:

[Signature]
Signature

8/10/07
Date

Date City Council Approved Records for Destruction: _____

Actual Date Records Destroyed: _____



CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: Community Services	Prepared by: Cynthia L. Polich	Date: 07/26/07	Agoura Hills Box No.: P-137	York Storage Box No.: 239841
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Page No.: 35	Item No.: 11	Record Series Title and Contents (as listed in Records Retention Schedule) : Programs Files (City-Sponsored)
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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 no longer 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 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: (Description or title of records as listed on file label)	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
Insurance (Misc.):				
Contractors Insurance List Fall 2000 -	01/01/92	12/31/00	GC 34090	2007
Woody Woodworker 07/19/92	01/01/92	12/31/00	GC 34090	2007

DESTRUCTION AUTHORIZATION		
DEPARTMENT HEAD: Signature Date: 7/30/07	CITY ATTORNEY: Signature Date: 8/08/07	CITY CLERK: Signature Date: 8/10/07

Date City Council Approved Records for Destruction: _____ **Actual Date Records Destroyed:** _____



CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: Community Services	Prepared by: Cynthia L. Polich	Date: 07/26/07	Agoura Hills Box No.: P-146	York Storage Box No.: 328702
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Page No.: 35	Item No.: 11	Record Series Title and Contents (as listed in Records Retention Schedule): Programs Files (City-Sponsored)
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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 no longer 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 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: (Description or title of records as listed on file label)	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
Teen Recreation Program - Westlake Village Billing & Budget Information: June 98 - June 02:				
2001-2002 Agreement with City of Westlake Village (copy)	06/01/98	6/31/00	GC 34090	2007
for Teen Recreation Program - Consent 12/31/01-6/20/02 Budget	06/01/98	6/31/00	GC 34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD: Signature 7/30/07 Date	CITY ATTORNEY: Signature 8/09/07 Date	CITY CLERK: Signature 8/10/07 Date
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Date City Council Approved Records for Destruction: _____
 Actual Date Records Destroyed: _____



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

Department: Community Services	Prepared by: Cynthia L. Polich	Date: 07/26/07	Agoura Hills Box No.: P-137	York Storage Box No.: 239841
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Page No.: 35	Item No.: 12	Record Series Title and Contents (as listed in Records Retention Schedule): Recreation Registration Database Records
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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 no longer 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 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: <i>(Description or title of records as listed on file label)</i>	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
Recreation Reg. Database Records (rosters) Summer 1999:				
Camp Summer Fun Rosters 2250.350 7/26/99 -	03/01/99	08/31/99	GC 34090	2007
Caravan/Golf 'N Stuff 2077.300 8/20/99	03/01/99	08/31/99	GC 34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD: <i>Amy Bark</i> Signature Date: <u>7/30/07</u>	CITY ATTORNEY: <i>[Signature]</i> Signature Date: <u>8/08/07</u>	CITY CLERK: <i>[Signature]</i> Signature Date: <u>8/10/07</u>
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Date City Council Approved Records for Destruction: _____ Actual Date Records Destroyed: _____



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

Department: Community Services	Prepared by: Cynthia L. Polich	Date: 07/26/07	Agoura Hills Box No.: P-137	York Storage Box No.: 239841
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Page No.: 35	Item No.: 12	Record Series Title and Contents (as listed in Records Retention Schedule): Recreation Registration Database Records
---------------------	---------------------	--

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 no longer 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 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: <i>(Description or title of records as listed on file label)</i>	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
Recreation Reg. Database Records (rosters)				
Summer 1998 - 2000:				
Brandon Chasin 1/26/98 - Joyce Prouty 11/27/00	03/01/98	08/31/00	GC 34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD: <i>Amy Polich</i> Signature _____ Date <u>7/30/07</u>	CITY ATTORNEY: <i>[Signature]</i> Signature _____ Date <u>8/08/07</u>	CITY CLERK: <i>[Signature]</i> Signature _____ Date <u>8/10/07</u>
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Date City Council Approved Records for Destruction: _____ Actual Date Records Destroyed: _____

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Attachment A-4

Records Destruction Request Forms – Finance

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CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: Finance	Prepared by: Carol Novak	Date: 07/11/07	Agoura Hills Box No.: F254	York Storage Box No.: 262020
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Page No.: 37	Item No.: 3	Record Series Title and Contents (as listed in Records Retention Schedule): Accounts Payable Files
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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 no longer 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 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: (Description or title of records as listed on file label)	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
A Misc	07/01/99	06/30/00	G.C. 34090	2007
Acorn	07/01/99	06/30/00	G.C. 34090	2007
Agoura Chamber of Commerce	07/01/99	06/30/00	G.C. 34090	2007
Agoura Family Practice	07/01/99	06/30/00	G.C. 34090	2007
Agoura Lock Technologies	07/01/99	06/30/00	G.C. 34090	2007
Agoura Hills Calabasas Community Center	07/01/99	06/30/00	G.C. 34090	2007
All West	07/01/99	06/30/00	G.C. 34090	2007
All City Management	07/01/99	06/30/00	G.C. 34090	2007
America Planning Association (APA)	07/01/99	06/30/00	G.C. 34090	2007
Andersen, Kimberly	07/01/99	06/30/00	G.C. 34090	2007
Animal Behavior	07/01/99	06/30/00	G.C. 34090	2007
Antelope Valley Bus	07/01/99	06/30/00	G.C. 34090	2007
A Rental Company	07/01/99	06/30/00	G.C. 34090	2007
Armgardt Design	07/01/99	06/30/00	G.C. 34090	2007
Arrowhead Drinking Water	07/01/99	06/30/00	G.C. 34090	2007
AT&T	07/01/99	06/30/00	G.C. 34090	2007
Avcom	07/01/99	06/30/00	G.C. 34090	2007
B Misc	07/01/99	06/30/00	G.C. 34090	2007
Bank of America	07/01/99	06/30/00	G.C. 34090	2007
BFI Portable Services	07/01/99	06/30/00	G.C. 34090	2007
Boggs, Patton	07/01/99	06/30/00	G.C. 34090	2007
Bogoyetvac, Pete	07/01/99	06/30/00	G.C. 34090	2007
Book Publishing Company	07/01/99	06/30/00	G.C. 34090	2007
Broad-Based Communication	07/01/99	06/30/00	G.C. 34090	2007
Browns Photo Center	07/01/99	06/30/00	G.C. 34090	2007
BSN Corp	07/01/99	06/30/00	G.C. 34090	2007
C Misc	07/01/99	06/30/00	G.C. 34090	2007
CA Do It Center	07/01/99	06/30/00	G.C. 34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD:
 Signature: [Signature]
 Date: 7/11/07

CITY ATTORNEY:
 Signature: [Signature]
 Date: 8/09/07

CITY CLERK:
 Signature: [Signature]
 Date: 8/10/07

Date City Council Approved Records for Destruction: _____

Actual Date Records Destroyed: _____



CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: Finance	Prepared by: Carol Novak	Date: 07/11/07	Agoura Hills Box No.: F254	York Storage Box No.: 262020
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Page No.: 37	Item No.: 3	Record Series Title and Contents (as listed in Records Retention Schedule): Accounts Payable Files
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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 no longer 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 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: <i>(Description or title of records as listed on file label)</i>	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
Canada Life Assurance	07/01/99	06/30/00	G.C. 34090	2007
Coach USA	07/01/99	06/30/00	G.C. 34090	2007
Conejo Awards	07/01/99	06/30/00	G.C. 34090	2007
Conejo Courier & Cartage	07/01/99	06/30/00	G.C. 34090	2007
Conejo Recreation & Park District	07/01/99	06/30/00	G.C. 34090	2007
Conejo Valley Signs	07/01/99	06/30/00	G.C. 34090	2007
Cotton Beland Associates	07/01/99	06/30/00	G.C. 34090	2007
County Clerk-County of LA	07/01/99	06/30/00	G.C. 34090	2007
County of Los Angeles-Registrar Recorder	07/01/99	06/30/00	G.C. 34090	2007
CPRS	07/01/99	06/30/00	G.C. 34090	2007
Custom Coffee	07/01/99	06/30/00	G.C. 34090	2007
Cybercopy	07/01/99	06/30/00	G.C. 34090	2007
D Misc	07/01/99	06/30/00	G.C. 34090	2007
Daily News	07/01/99	06/30/00	G.C. 34090	2007
Dapeer & Rosenblit	07/01/99	06/30/00	G.C. 34090	2007
D&D Shirt	07/01/99	06/30/00	G.C. 34090	2007
Delta Care	07/01/99	06/30/00	G.C. 34090	2007
Delta Dental	07/01/99	06/30/00	G.C. 34090	2007
Department of Animal Care & Control	07/01/99	06/30/00	G.C. 34090	2007
Department of Conservation Division	07/01/99	06/30/00	G.C. 34090	2007
Design-A-Sign	07/01/99	06/30/00	G.C. 34090	2007
Design Consortium	07/01/99	06/30/00	G.C. 34090	2007
Dieterich Post	07/01/99	06/30/00	G.C. 34090	2007
Driver, Robert F Company	07/01/99	06/30/00	G.C. 34090	2007
Durham Transportation	07/01/99	06/30/00	G.C. 34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD:
 Signature: J. Holt
 Date: 7/11/07

CITY ATTORNEY:
 Signature: [Signature]
 Date: 8/08/07

CITY CLERK:
 Signature: [Signature]
 Date: 8/10/07

Date City Council Approved Records for Destruction: _____

Actual Date Records Destroyed: _____



CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: Finance	Prepared by: Carol Novak	Date: 07/11/07	Agoura Hills Box No.: F255	York Storage Box No.: 262021
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Page No.: 37	Item No.: 3	Record Series Title and Contents (as listed in Records Retention Schedule): Accounts Payable Files
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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 no longer 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 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: <i>(Description or title of records as listed on file label)</i>	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
E Misc	07/01/99	06/30/00	G.C. 34090	2007
EIP Associates	07/01/99	06/30/00	G.C. 34090	2007
F Misc	07/01/99	06/30/00	G.C. 34090	2007
Fedex	07/01/99	06/30/00	G.C. 34090	2007
First American Real Estate Solution	07/01/99	06/30/00	G.C. 34090	2007
Future Kids	07/01/99	06/30/00	G.C. 34090	2007
G Misc	07/01/99	06/30/00	G.C. 34090	2007
Gilmore, Joan	07/01/99	06/30/00	G.C. 34090	2007
Golden Bear Arborists	07/01/99	06/30/00	G.C. 34090	2007
Greeley, Kay (formerly Kay Carlson)	07/01/99	06/30/00	G.C. 34090	2007
H Misc	07/01/99	06/30/00	G.C. 34090	2007
Hansons and Sons Construction	07/01/99	06/30/00	G.C. 34090	2007
Harris Engineering	07/01/99	06/30/00	G.C. 34090	2007
Hart to Hart Production	07/01/99	06/30/00	G.C. 34090	2007
Help Me Rhonda	07/01/99	06/30/00	G.C. 34090	2007
Hillside Rubbish/Recycling	07/01/99	06/30/00	G.C. 34090	2007
Hinderliter De Llamas and Associates	07/01/99	06/30/00	G.C. 34090	2007
Hugg, John	07/01/99	06/30/00	G.C. 34090	2007
I Misc	07/01/99	06/30/00	G.C. 34090	2007
IMPAC	07/01/99	06/30/00	G.C. 34090	2007
Impact Sciences	07/01/99	06/30/00	G.C. 34090	2007
International Conference of Building Officials (ICBO)	07/01/99	06/30/00	G.C. 34090	2007
Internet Specialties West	07/01/99	06/30/00	G.C. 34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD:

 Signature *[Signature]*

 Date 7/11/07

CITY ATTORNEY:

 Signature *[Signature]*

 Date 8/28/07

CITY CLERK:

 Signature *[Signature]*

 Date 8/10/07

Date City Council Approved Records for Destruction: _____

Actual Date Records Destroyed: _____



CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: Finance	Prepared by: Carol Novak	Date: 07/11/07	Agoura Hills Box No.: F256	York Storage Box No.: 262022
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Page No.: 37	Item No.: 3	Record Series Title and Contents (as listed in Records Retention Schedule): Accounts Payable Files
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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 no longer 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 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: <i>(Description or title of records as listed on file label)</i>	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
J Misc	07/01/99	06/30/00	G.C. 34090	2007
Jagard Audio	07/01/99	06/30/00	G.C. 34090	2007
Jones-Brink, Amy	07/01/99	06/30/00	G.C. 34090	2007
K Misc	07/01/99	06/30/00	G.C. 34090	2007
Kalban	07/01/99	06/30/00	G.C. 34090	2007
Kamino, Mike	07/01/99	06/30/00	G.C. 34090	2007
Kelsey, Susan	07/01/99	06/30/00	G.C. 34090	2007
Kinkos	07/01/99	06/30/00	G.C. 34090	2007
L Misc	07/01/99	06/30/00	G.C. 34090	2007
Las Virgenes School District	07/01/99	06/30/00	G.C. 34090	2007
Las Virgenes Water District	07/01/99	06/30/00	G.C. 34090	2007
Lautzenhiser's Stationary	07/01/99	06/30/00	G.C. 34090	2007
League of California Cities	07/01/99	06/30/00	G.C. 34090	2007
Lina Cigna	07/01/99	06/30/00	G.C. 34090	2007
Los Angeles County Assessor	07/01/99	06/30/00	G.C. 34090	2007
Los Angeles County Public Works	07/01/99	06/30/00	G.C. 34090	2007
Los Angeles County Sanitation District	07/01/99	06/30/00	G.C. 34090	2007
Los Angeles County Sheriff's Dept	07/01/99	06/30/00	G.C. 34090	2007
M Misc	07/01/99	06/30/00	G.C. 34090	2007
Major League Maintenance	07/01/99	06/30/00	G.C. 34090	2007
Marquette National Bank	07/01/99	06/30/00	G.C. 34090	2007
Marriott Hotel	07/01/99	06/30/00	G.C. 34090	2007
Marvins Promotional	07/01/99	06/30/00	G.C. 34090	2007
MDG Associates	07/01/99	06/30/00	G.C. 34090	2007
Minolta Business Systems	07/01/99	06/30/00	G.C. 34090	2007
MMASC	07/01/99	06/30/00	G.C. 34090	2007
Moreland & Associates	07/01/99	06/30/00	G.C. 34090	2007
Mulder, Alan	07/01/99	06/30/00	G.C. 34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD:
 Signature: *[Signature]*
 Date: 7/11/07

CITY ATTORNEY:
 Signature: *[Signature]*
 Date: 8/10/07

CITY CLERK:
 Signature: *[Signature]*
 Date: 8/10/07

Date City Council Approved Records for Destruction: _____

Actual Date Records Destroyed: _____



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

Department: Finance	Prepared by: Carol Novak	Date: 07/11/07	Agoura Hills Box No.: F256	York Storage Box No.: 262022
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Page No.: 37	Item No.: 3	Record Series Title and Contents (as listed in Records Retention Schedule): Accounts Payable Files
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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 no longer 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 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: <i>(Description or title of records as listed on file label)</i>	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
N Misc	07/01/99	06/30/00	G.C. 34090	2007
Newbury Park Tree Service	07/01/99	06/30/00	G.C. 34090	2007
O Misc	07/01/99	06/30/00	G.C. 34090	2007
Office Depot	07/01/99	06/30/00	G.C. 34090	2007
O'Hara, Jennifer	07/01/99	06/30/00	G.C. 34090	2007
Old Reliable Pest Control				

DEPARTMENT HEAD: _____
[Signature]
 Signature
 7/11/07

CITY ATTORNEY: _____
[Signature]
 Signature
 8/09/07

CITY CLERK: _____
[Signature]
 Signature
 8/10/07
 Date

Actual Date Records Destroyed: _____



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

Department: Finance	Prepared by: Carol Novak	Date: 07/11/07	Agoura Hills Box No.: F257	York Storage Box No.: 262023
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Page No.: 37	Item No.: 3	Record Series Title and Contents (as listed in Records Retention Schedule): Accounts Payable Files
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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 no longer 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 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: (Description or title of records as listed on file label)	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
P Misc	07/01/99	06/30/00	G.C. 34090	2007
Pacific Bell	07/01/99	06/30/00	G.C. 34090	2007
Parker Bozylinski, Joyce	07/01/99	06/30/00	G.C. 34090	2007
Peerless Building Maintenance	07/01/99	06/30/00	G.C. 34090	2007
Pepper of Los Angeles	07/01/99	06/30/00	G.C. 34090	2007
Performance Power Systems	07/01/99	06/30/00	G.C. 34090	2007
PERS Medical	07/01/99	06/30/00	G.C. 34090	2007
PERS Retirement	07/01/99	06/30/00	G.C. 34090	2007
Petty Cash	07/01/99	06/30/00	G.C. 34090	2007
Picon	07/01/99	06/30/00	G.C. 34090	2007
PIP	07/01/99	06/30/00	G.C. 34090	2007
Pitney Bowes	07/01/99	06/30/00	G.C. 34090	2007
Planning Corp	07/01/99	06/30/00	G.C. 34090	2007
Polich, Cynthia	07/01/99	06/30/00	G.C. 34090	2007
Portosan Company	07/01/99	06/30/00	G.C. 34090	2007
Prime Matrix	07/01/99	06/30/00	G.C. 34090	2007
Purkiss Rose RSI	07/01/99	06/30/00	G.C. 34090	2007
Q Misc	07/01/99	06/30/00	G.C. 34090	2007
R Misc	07/01/99	06/30/00	G.C. 34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD:
 Signature: [Signature]
 Date: 7/11/07

CITY ATTORNEY:
 Signature: [Signature]
 Date: 8/08/07

CITY CLERK:
 Signature: [Signature]
 Date: 8/10/07

Date City Council Approved Records for Destruction: _____ **Actual Date Records Destroyed:** _____



CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: Finance	Prepared by: Carol Novak	Date: 07/11/07	Agoura Hills Box No.: F258	York Storage Box No.: 262024
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Page No.: 37	Item No.: 3	Record Series Title and Contents (as listed in Records Retention Schedule): Accounts Payable Files
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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 no longer 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 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: <i>(Description or title of records as listed on file label)</i>	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
Rabbit Valley Repertory	07/01/99	06/30/00	G.C. 34090	2007
Raddison Hotel	07/01/99	06/30/00	G.C. 34090	2007
Ralph's Grocery	07/01/99	06/30/00	G.C. 34090	2007
RCM Reproduction Services	07/01/99	06/30/00	G.C. 34090	2007
Reinhardt, Jeff	07/01/99	06/30/00	G.C. 34090	2007
RFT III Productions	07/01/99	06/30/00	G.C. 34090	2007
Richards, Watson & Gershon	07/01/99	06/30/00	G.C. 34090	2007
Richardson, GW	07/01/99	06/30/00	G.C. 34090	2007
Rincon	07/01/99	06/30/00	G.C. 34090	2007
RLF Publishing	07/01/99	06/30/00	G.C. 34090	2007
Rodgers & McDonald	07/01/99	06/30/00	G.C. 34090	2007
RRM Design Group	07/01/99	06/30/00	G.C. 34090	2007
S Misc	07/01/99	06/30/00	G.C. 34090	2007
Savanna Landscape	07/01/99	06/30/00	G.C. 34090	2007
Schein, Alex	07/01/99	06/30/00	G.C. 34090	2007
Select Personnel Services	07/01/99	06/30/00	G.C. 34090	2007
Sharp Seating Company	07/01/99	06/30/00	G.C. 34090	2007
Sherman, Doug	07/01/99	06/30/00	G.C. 34090	2007
Sierra Installations	07/01/99	06/30/00	G.C. 34090	2007
Skyhawks	07/01/99	06/30/00	G.C. 34090	2007
Smart & Final	07/01/99	06/30/00	G.C. 34090	2007
Solid Waste Solution	07/01/99	06/30/00	G.C. 34090	2007
Southern California Association of Govts. (SCAG)	07/01/99	06/30/00	G.C. 34090	2007
Southern California Municipal Athletic Fed (SCMAF)	07/01/99	06/30/00	G.C. 34090	2007
Southern California Edison	07/01/99	06/30/00	G.C. 34090	2007
Southern California Gas Co	07/01/99	06/30/00	G.C. 34090	2007
St Paul's Lutheran Church	07/01/99	06/30/00	G.C. 34090	2007
Staples	07/01/99	06/30/00	G.C. 34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD:
 Signature: *C. Hect*
 Date: 7/11/07

CITY ATTORNEY:
 Signature: *[Signature]*
 Date: 8/08/07

CITY CLERK:
 Signature: *[Signature]*
 Date: 8/10/07

Date City Council Approved Records for Destruction: _____

Actual Date Records Destroyed: _____



CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

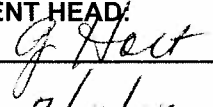
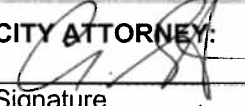
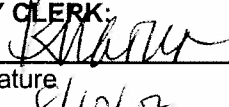
Department: Finance	Prepared by: Carol Novak	Date: 07/11/07	Agoura Hills Box No.: F258	York Storage Box No.: 262024
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Page No.: 37	Item No.: 3	Record Series Title and Contents (as listed in Records Retention Schedule): Accounts Payable Files
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Listed 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 no longer 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 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: (Description or title of records as listed on file label)	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
Stephan's Video	07/01/99	06/30/00	G.C. 34090	2007
Sumersille, Dale	07/01/99	06/30/00	G.C. 34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD:  Signature _____ Date <u>7/11/07</u>	CITY ATTORNEY:  Signature _____ Date <u>8/28/07</u>	CITY CLERK:  Signature _____ Date <u>8/10/07</u>
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Date City Council Approved Records for Destruction: _____ Actual Date Records Destroyed: _____



CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: Finance	Prepared by: Carol Novak	Date: 07/11/07	Agoura Hills Box No.: F259	York Storage Box No.: 262025
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Page No.: 37	Item No.: 3	Record Series Title and Contents (as listed in Records Retention Schedule): Accounts Payable Files
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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 no longer 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 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: (Description or title of records as listed on file label)	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
T Misc	07/01/99	06/30/00	G.C. 34090	2007
Tapuz Enterprises	07/01/99	06/30/00	G.C. 34090	2007
Tatsumi	07/01/99	06/30/00	G.C. 34090	2007
Thorsen, Jim	07/01/99	06/30/00	G.C. 34090	2007
Thousand Oaks Cab	07/01/99	06/30/00	G.C. 34090	2007
Thousand Oaks Printing	07/01/99	06/30/00	G.C. 34090	2007
Transamerica Life	07/01/99	06/30/00	G.C. 34090	2007
Traveltech Enterprises	07/01/99	06/30/00	G.C. 34090	2007
Trophies Etc	07/01/99	06/30/00	G.C. 34090	2007
Tubelis, Carol	07/01/99	06/30/00	G.C. 34090	2007
U Misc	07/01/99	06/30/00	G.C. 34090	2007
Udall, Collette	07/01/99	06/30/00	G.C. 34090	2007
Universal Mail Delivery	07/01/99	06/30/00	G.C. 34090	2007
Unocal	07/01/99	06/30/00	G.C. 34090	2007
US Postal Service	07/01/99	06/30/00	G.C. 34090	2007
US Postmaster	07/01/99	06/30/00	G.C. 34090	2007
USE Community Services	07/01/99	06/30/00	G.C. 34090	2007
V Misc	07/01/99	06/30/00	G.C. 34090	2007
Venco Western	07/01/99	06/30/00	G.C. 34090	2007
Ventura County Star	07/01/99	06/30/00	G.C. 34090	2007
Vision Service Plan	07/01/99	06/30/00	G.C. 34090	2007
Volt	07/01/99	06/30/00	G.C. 34090	2007
W Misc	07/01/99	06/30/00	G.C. 34090	2007
Waite Bros Plumbing	07/01/99	06/30/00	G.C. 34090	2007
Watson, Alan	07/01/99	06/30/00	G.C. 34090	2007
Wellworth Computer Group	07/01/99	06/30/00	G.C. 34090	2007
Wildan & Associates	07/01/99	06/30/00	G.C. 34090	2007
Wurzel Landscape Maintenance	07/01/99	06/30/00	G.C. 34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD:
 Signature: *G. Heer*
 Date: 7/11/07

CITY ATTORNEY:
 Signature: *[Signature]*
 Date: 8/08/07

CITY CLERK:
 Signature: *[Signature]*
 Date: 8/10/07

Date City Council Approved Records for Destruction: _____ **Actual Date Records Destroyed:** _____



CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: Finance	Prepared by: Carol Novak	Date: 07/11/07	Agoura Hills Box No.: F259	York Storage Box No.: 262025
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Page No.: 37	Item No.: 3	Record Series Title and Contents (as listed in Records Retention Schedule): Accounts Payable Files
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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 no longer 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 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: (Description or title of records as listed on file label)	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
X Misc	07/01/99	06/30/00	G.C. 34090	2007
Xerox	07/01/99	06/30/00	G.C. 34090	2007
Y Misc	07/01/99	06/30/00	G.C. 34090	2007
Yen, Bing & Associates	07/01/99	06/30/00	G.C. 34090	2007
York Business Records	07/01/99	06/30/00	G.C. 34090	2007
Z Misc	07/01/99	06/30/00	G.C. 34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD:

 Signature _____
 Date: 7/11/07

CITY ATTORNEY:

 Signature _____
 Date: 8/08/07

CITY CLERK:

 Signature _____
 Date: 8/10/07

Date City Council Approved Records for Destruction: _____ **Actual Date Records Destroyed:** _____



CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: Finance	Prepared by: Carol Novak	Date: 07/11/07	Agoura Hills Box No.: F240	York Storage Box No.: 202237
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Page No.: 38	Item No.: 7	Record Series Title and Contents (as listed in Records Retention Schedule): Bank Deposit Files: Deposit Receipts
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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 no longer 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 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: (Description or title of records as listed on file label)	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
Cash Receipts	07/01/99	08/31/99	G.C. 34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD:

 Signature

 Date

CITY ATTORNEY:

 Signature

 Date

CITY CLERK:

 Signature

 Date



CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: Finance	Prepared by: Carol Novak	Date: 07/11/07	Agoura Hills Box No.: F241	York Storage Box No.: 202238
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Page No.: 38	Item No.: 7	Record Series Title and Contents (as listed in Records Retention Schedule): Bank Deposit Files:Deposit Receipts
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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 no longer 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 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: <i>(Description or title of records as listed on file label)</i>	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
Cash Receipts	09/01/99	10/31/99	G.C. 34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD:

 Signature _____
 Date 7/11/07

CITY ATTORNEY:

 Signature _____
 Date 8/08/07

CITY CLERK:

 Signature _____
 Date 8/10/07

Date City Council Approved Records for Destruction: _____

Actual Date Records Destroyed: _____



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

Department: Finance	Prepared by: Carol Novak	Date: 07/11/07	Agoura Hills Box No.: F242	York Storage Box No.: 202239
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Page No.: 38	Item No.: 7	Record Series Title and Contents (as listed in Records Retention Schedule): Bank Deposit Files:Deposit Receipts
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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 no longer 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 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: (Description or title of records as listed on file label)	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
Cash Receipts	11/01/99	12/31/99	G.C. 34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD: Signature <u><i>[Signature]</i></u> Date <u>7/11/07</u>	CITY ATTORNEY: Signature <u><i>[Signature]</i></u> Date <u>8/08/07</u>	CITY CLERK: Signature <u><i>[Signature]</i></u> Date <u>8/10/07</u>
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Date City Council Approved Records for Destruction: _____ Actual Date Records Destroyed: _____



CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: Finance	Prepared by: Carol Novak	Date: 07/11/07	Agoura Hills Box No.: F243	York Storage Box No.: 202240
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Page No.: 38	Item No.: 7	Record Series Title and Contents (as listed in Records Retention Schedule): Bank Deposit Files: Deposit Receipts
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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 no longer 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 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: <i>(Description or title of records as listed on file label)</i>	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
Cash Receipts	01/01/00	02/29/00	G.C. 34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD:

J. Hall
 Signature

 7/11/07
 Date

CITY ATTORNEY:

C. J.
 Signature

 8/08/07
 Date

CITY CLERK:

[Signature]
 Signature

 8/10/07
 Date

Date City Council Approved Records for Destruction: _____ **Actual Date Records Destroyed:** _____



CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: Finance	Prepared by: Carol Novak	Date: 07/11/07	Agoura Hills Box No.: F244	York Storage Box No.: 202241
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Page No.: 38	Item No.: 7	Record Series Title and Contents (as listed in Records Retention Schedule): Bank Deposit Files: Deposit Receipts
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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 no longer 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 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: (Description or title of records as listed on file label)	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
Cash Receipts	03/01/00	04/14/00	G.C. 34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD: _____ Signature <i>[Signature]</i> _____ Date 7/11/07	CITY ATTORNEY: _____ Signature <i>[Signature]</i> _____ Date 8/08/07	CITY CLERK: _____ Signature <i>[Signature]</i> _____ Date 8/10/07
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Date City Council Approved Records for Destruction: _____ Actual Date Records Destroyed: _____



CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: Finance	Prepared by: Carol Novak	Date: 07/11/07	Agoura Hills Box No.: F245	York Storage Box No.: 202242
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Page No.: 38	Item No.: 7	Record Series Title and Contents (as listed in Records Retention Schedule): Bank Deposit Files: Deposit Receipts
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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 no longer 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 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: <i>(Description or title of records as listed on file label)</i>	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
Cash Receipts	04/15/00	05/31/00	G.C. 34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD:
 Signature: *[Signature]*
 Date: 7/11/07

CITY ATTORNEY:
 Signature: *[Signature]*
 Date: 8/09/07

CITY CLERK:
 Signature: *[Signature]*
 Date: 8/10/07

Date City Council Approved Records for Destruction: _____ **Actual Date Records Destroyed:** _____



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

Department: Finance	Prepared by: Carol Novak	Date: 07/11/07	Agoura Hills Box No.: F246	York Storage Box No.: 202243
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Page No.: 38	Item No.: 7	Record Series Title and Contents (as listed in Records Retention Schedule): Bank Deposit Files: Deposit Receipts
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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 no longer 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 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: (Description or title of records as listed on file label)	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
Cash Receipts	06/01/00	06/30/00	G.C. 34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD:
Signature: *[Signature]*
Date: 7/11/07

CITY ATTORNEY:
Signature: *[Signature]*
Date: 8/08/07

CITY CLERK:
Signature: *[Signature]*
Date: 8/10/07

Date City Council Approved Records for Destruction: _____ **Actual Date Records Destroyed:** _____

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Attachment A-5

Records Destruction Request Forms – Planning

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CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: Planning Department	Prepared by: Sally Schneider	Date: 07/27/07	Agoura Hills Box No.: N/A	York Storage Box No.: N/A
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Page No.: 25	Item No.: 1	Record Series Title and Contents (as listed in Records Retention Schedule): Code Enforcement
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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 no longer 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 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: <i>(Description or title of records as listed on file label)</i>	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
Attorney Correspondence (facsimiles-Colorful Garden Center)	01/16/97	04/30/97	P.C. 801	2007
B&S Inspec	01/27/97	02/25/98	P.C. 801	2007
CCEC Certification Information	1994	1994	P.C. 801	2007
City Prosecutor (copies of letters)	09/01/96	06/21/01	P.C. 801	2007
Closed Cases - Agoura to Calmfield	1998	2000	P.C. 801	2007
Closed Cases - Calmfield to Carrell	1998	2000	P.C. 801	2007
Closed Cases - Chesbro to Hackers	1998	2000	P.C. 801	2007
Closed Cases - Kanan to Passageway	1998	2000	P.C. 801	2007
Closed Cases - Quail Run to Slicers	1998	2000	P.C. 801	2007
Closed Cases - Slicers to Wheelhouse	1998	2000	P.C. 801	2007
Correspondence (84-SPR-021/93-ZE-084 -Colorful Garden Center)	12/01/93	11/25/96	P.C. 801	2007
Declarant (93-ZE-084-Colorful Garden Center)	04/15/98	04/15/98	P.C. 801	2007
File Notes (84-SPR-021-Colorful Garden Center)	01/13/98	02/30/98	P.C. 801	2007
Neons, Neons, Neons	10/7/097	06/01/99	P.C. 801	2007
Misc. Correspondence	2001	2002	P.C. 801	2007
Ownership (Colorful Garden Center)	01/16/97	04/30/97	P.C. 801	2007
Photographs (84-SPR-021- Colorful Garden Center)	02/26/98	09/14/98	P.C. 801	2007
Rasmussen File	07/26/00	01/16/01	P.C. 801	2007
Requests for Tapes (84-SPR-021)	04/19/98	04/19/88	P.C. 801	2007
Resolutions (copies - 84-SPR-021)	04/14/88	06/09/88	P.C. 801	2007
TUP (97-TUP-001)	01/27/97	08/10/97	P.C. 801	2007
Violations (turned over to other departments)	01/12/98	11/29/01	P.C. 801	2007
Warning Notices (1of2)	2000	2000	P.C. 801	2007
Warning Notices (2of2)	2001	2001	P.C. 801	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD:

 Signature _____
 Date 7/27/07

CITY ATTORNEY:

 Signature _____
 Date 8/08/07

CITY CLERK:

 Signature _____
 Date 8/10/07

Date City Council Approved Records for Destruction: _____

Actual Date Records Destroyed: _____




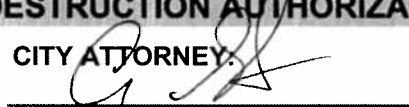

CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: Planning Department	Prepared by: Sally Schneider	Date: 07/23/07	Agoura Hills Box No.: N/A	York Storage Box No.: N/A
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Page No.: 27	Item No.: 9	Record Series Title and Contents (as listed in Records Retention Schedule): Filming Permits
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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 no longer 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 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: (Description or title of records as listed on file label)	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
Film Permits	01/10/03	12/16/04	G.C. 34090	2007

DESTRUCTION AUTHORIZATION		
DEPARTMENT HEAD:  _____ Signature 7/27/07 _____ Date	CITY ATTORNEY:  _____ Signature 8/08/07 _____ Date	CITY CLERK:  _____ Signature 8/10/07 _____ Date

Date City Council Approved Records for Destruction: _____ Actual Date Records Destroyed: _____

CITY OF AGOURA HILLS APPLICATION LOG

Application #	Date Filed	Applicant	Location	Assessor's Parcel #	Request	Reference Case #	Traffic Improvement Fund Amount	Date Rec'd
02-FP-004	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]
02-FP-005	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]
02-FP-006	5/28/02	LIGHT ROOM INC for "Semente"	2929 Camarillo	[Redacted]	filming 5-29-02	[Redacted]	[Redacted]	[Redacted]
02-FP-007	6/11/02	Production Services AVO ZULL	2870 Riverside Dr FT CENTER	[Redacted]	filming 6-15-02 6:30 AM - 9:30 AM at "St Center" (interior)	15-07	[Redacted]	[Redacted]
02-FP-008	6/20/02	[Redacted]	[Redacted]	[Redacted]	filming June 26, and June 28, 2002 Jan - Jan	[Redacted]	[Redacted]	[Redacted]
02-FP-009	8/11/02	[Redacted]	[Redacted]	[Redacted]	filming 8-21-02 6am - 3pm	[Redacted]	[Redacted]	[Redacted]
02-FP-010	8/26/02	JORDAN WRIGHT FOR "BAY YARD AREA"	2802 BAL KINS	[Redacted]	filming 8-30-02 7am - 10pm	[Redacted]	[Redacted]	[Redacted]
02-FP-011	11/1/02	[Redacted]	[Redacted]	[Redacted]	filming 11-11-02 and 1-12-02 7am - 10pm	[Redacted]	[Redacted]	[Redacted]
02-FP-001	1/19/03	[Redacted]	[Redacted]	[Redacted]	filming 1-16-03 (parking area) 7am - 10pm	[Redacted]	[Redacted]	[Redacted]
02-FP-002	1/16/03	[Redacted]	[Redacted]	[Redacted]	filming 1-16-03 7am - 10pm	[Redacted]	[Redacted]	[Redacted]
02-FP-003	1/30/03	Bruce Kudachoff for Epoch film	SE corner Epigone Richardson	[Redacted]	filming 2-5-03 7am - 10pm on street lot and driveway adjacent to Epigone Richardson	[Redacted]	[Redacted]	[Redacted]

CITY OF AGOURA HILLS APPLICATION LOG

Application #	Date Filed	Applicant	Location	Assessor's Parcel #	Request	Reference Case #	Traffic Improvement Fund Amount	Date Rec'd
03-FP-004	2/18/03	GND Prod. Inc.	General Rd between Shopping center driveway and Corral de Urey		Close street for filming on 2-23-03	2-23-03	(Sum.)	
03-FP-005	2/21/03	Rashed Media	Chunash Park		Filming 2-28-03 (approval from Parks + Rec. attached)			
03-FP-006	3/1/03	Black House Films	6055-Mendocino Rd		Filming 3-19-03 and 3-22-03 at both addresses Jan-10pm.			
03-FP-007	4/1/03	FUNHOUSE PRO "Dobblivins" - TV	32886 T.O. Blvd		Filming 4-3-03 7am-6pm			
03-FP-008	4/15/03	JASON PERLMAN "Head in my shoes"	4950 Reyes Cobble		Filming 4-16-03 9:00am - 2:00pm			
03-FP-009	5/14/03	Bounce Event Productions	Jake Lindero		Filming 5-14-03 7:00pm - 8:00pm			
03-FP-010	6/1/03	Karnd Filho, H.C.	Whisper Canyon		Stopping operation 2 days 6-16 + 17, 03 for filming on Mulholland Blvd			
03-FP-011	6/17/03	Spinechiropractor Film Kennedy International Solutions	5900 Gray Rock Rd		Interior exterior filming at 5900 Gray Rock Rd			
03-FP-012	8/19/03	Denise Wheeler for Jewelz Films	5076 Chescho		Filming 8-20-03 7am-2pm			
03-FP-013	8/30/03	Denise Wheeler for Original Productions	30433 Great Trp		Interiors + Exterior Filming 9-2-03 through 9-9-03			
03-FP-014	9/5/03	Denise Wheeler for Touchstone T.V.	28311 Agoura Rd		Filming T.V. Series "Threat Matrix"			

CITY OF AGOURA HILLS APPLICATION LOG

Application #	Date Filed	Applicant	Location	Assessor's Parcel #	Request	Reference Case #	Traffic Improvement Fund Amount	Date Rec'd
02-FP-015	10/13/03	MT Networks (17000 - 3000)	5291 Coleridge "M62" Garage	2551-205-041	Applying "Business" on 10/7-03 at Agoura Town Center			
03-FP-016	10/16/03	Alayne Walker for C Squared TV	5630 Foxhall Dr		Applying on 10-7 and 10-8 2003			
03-FP-017	11/14/03	Genevieve Walker for Green Tech Production	5291 Coleridge (condos)	interior dialogue	Applying on "Quality To Go" called "Merry" 11-17 and 11-25 2003 (Callers engaged 02/04/04)			
03-FP-018	12/8/03	Pragmatic Films (Archie Comptonne)	28028 Beckins		Applying 12-10-03 "Archie" 7:00pm - 10:00pm			
04-FP-001	1/8/04	Genevieve Walker for HKM Prod.	28028 Beckins		Applying 1-12, 13, 14 15:15 - 16:04			
04-FP-002	1/15/04	JILL KELLY PROD.	28347 Beckins		Applying 1-16-04 5:00pm - 10:00pm			
04-FP-003	1/20/04	Winstan West	5630 Foxhall Dr		Applying "HEARST" preb at about			
04-FP-004	2/12/04	Compulyn Pictures	28028 Beckins Dr		Racon scrap Commercial			
04-FP-005	2/12/04	Sell Kelly Prod, "Dark Intent"	28347 Beckins		Video "Dark Intent"			
04-FP-006	2/19/04	Genevieve Walker for Kate Howard Photo	6015 Chisley Rd		Photo 2/10-14			
04-FP-007	2/23/04	American Film Institute	Target Range at Agoura Center		Video "Gangster" Student Film			

CITY OF AGOURA HILLS APPLICATION LOG

Application #	Date Filed	Applicant	Location	Assessor's Parcel #	Request	Reference Case #	Traffic Improvement Fund Amount	Date Rec'd
04-FP-014	6/24/04	Spex Kelly Producers	28347 Wilshire Dr.		Filming interview only 6-23-04 3:00pm-4:00pm			
04-FP-020	7/28/04	Portfolio One, Inc.	6270 Lapworth Dr.		Filming (still photo shoot) "Endgame" mug. 8-1-04 7am-9pm			
04-FP-021	7/30/04	Genieve Whaley for "Drea 51 Films"	28028 Brackens Dr. D 9.		Filming "Kellayp" Oct. 4 2004 7am-10am (entire)			
04-FP-022	8/13/04	MTV Networks	6272 Lapworth		Filming T.V. Reality show "I Know Who You Are" 7-17-04 7am-4pm Commercial			Aug. 16, 17, 18, 19, 20, 2
04-FP-023	9/16/04	DARKLIGHT PICTURES for FOX ENT. GROUP	29901 Cypress Rd. "LINE 6" Blvd.		Filming "Victoria" Dialogue at "Line 6" 7-17-04 7am-4pm Commercial			
04-FP-024	9/20/04	Darklight Pictures	23023 Brackens		Filming on 9-20-04 7am-4pm - Ent. Interview			
04-FP-025	10/5/04	Blanco Prod. Service for FOX ENT. GROUP	28912 Brackens		Filming 2 days on 10-6-04 and 10-13-04 7:00am-5:00pm "Remitted" TV Series			
04-FP-026	10/28/04	Dalalio McHorn Entertainment	28912 Brackens		Filming 7 days (on 10/23, 10/24, 10/25, 10/26, 10/27, 10/28, 10/29) 7:00am-10:00pm Red Light Green Light			
04-FP-027	11/2/04	Villians for "Donkavall Com"	Lake Lindero "Donkavall Com"		Shots 11-4-04 7-8 P - for "Donkavall Com"			
04-FP-028	11/10/04	Genesius Media for DNA Productions	6272 Lapworth		Film Nov. 15 '04 7:00am to 10:00am			
04-FP-029	11/16/04	Die Standy agent for ON THE ICE PROD	28028 Brackens Dr.		Film Nov. 17-20 Nov. 21-22 and Nov. 23-24 "The Princess" feature film filming will be from 5am-11am subject			

CITY OF AGOURA HILLS APPLICATION LOG

Application #	Date Filed	Applicant	Location	Assessor's Parcel #	Request	Reference Case #	Traffic Improvement Amount	Fund Date Rec'd
04-FP-030	12/16/04	MOXIE PICTURES	Old Lapsus Park or 5800 Chubbuck Rd		Film at park + park also thru.			
04-FP-031	12/16/04	Suzanne Wheeler FOR MICHAEL TRIKI	6272 LAPWORTH DR LIS PROD.		Film interior + exterior dialogue on Dec. 9	7am-10pm		
04-FP-032	12/17/04	Backyard Prod.	5742 Farnsworth 5930 Gage Road Dr.		Film interior (Farnsworth) exterior (Gage Road)	12/21/04 + 12/22/04		" 7am-10pm
05-FP-001	1/1/05	NST	28028 Backing Dr.					
05-FP-002	2/12/05	Benj. Prodn. Co.	Chumuck Park ball field		Film at park 4/6-4/8 + 4/11-4/15 + 4/18-4/22 and parking at Ball 05-11-003	6am-8pm 4/25-4/26		Chumuck Park
05-FP-003	3/1/05	Gene... at Gues	Gene... between Poleto roads + Park Dr.		Driving photo take during on set for 3-17-05			
05-FP-004	3/1/05	Gene... at Gues	28028 Backing Dr.		exterior dialogue			
05-FP-005	3/1/05	Gene... at Gues	2854 "Agoura Hills"		exterior + exterior dialogue			
05-FP-006	3/1/05	Gene... at Gues	Agoura High Sch		Film at H.S. H-11-05 6:00 am - 7:00 pm			
05-FP-007	3/1/05	Gene... at Gues	Agoura High Sch		Film at H.S. - on site H-11-05 1pm - 2pm			



CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM


Department: Planning Department	Prepared by: Sally Schneider	Date: 07/27/07	Agoura Hills Box No.: N/A	York Storage Box No.: N/A
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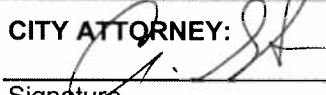
Page No.: 32	Item No.: 28	Record Series Title and Contents (as listed in Records Retention Schedule): Temporary Use Permits
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List of Files Recommended for Destruction: <i>(Description or title of records as listed on file label)</i>	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
1993-TUP-009 Baseball City (File 1 of 3)	06/17/93	04/21/94	G.C. 34090	2007
1993-TUP-009 Baseball City (File 2 of 3)	06/17/93	04/21/94	G.C. 34090	2007
1993-TUP-009 Baseball City (File 3 of 3)	06/17/93	4/21/094	G.C. 34090	2007
1998-TUP-001 Orami Congregation	01/15/97	01/07/98	G.C. 34090	2007
1998-TUP-002 Teradyne, Inc.	01/22/98	02/18/98	G.C. 34090	2007
1998-TUP-003 Heraux (H. Warshawsky)	01/22/98	10/21/98	G.C. 34090	2007
1998-TUP-004 O'Connor	03/09/98	04/18/98	G.C. 34090	2007
1998-TUP-005 Vtr (G. Shmuliver)	03/09/98	08/25/98	G.C. 34090	2007
1998-TUP-006 Chamber of Commerce (Agoura/Las Virgenes)	05/15/98	05/28/98	G.C. 34090	2007
1998-TUP-007 Community Services - City of Agoura Hills	05/12/98	05/27/98	G.C. 34090	2007
1998-TUP-008 Rasmussen	06/20/98	06/30/98	G.C. 34090	2007
1998-TUP-009 Hillside Rubbish	08/25/98	09/21/98	G.C. 34090	2007
1998-TUP-010 Parrott	08/27/98	09/29/98	G.C. 34090	2007
1998-TUP-011 Kronke	09/17/98	11/30/98	G.C. 34090	2007
1998-TUP-012 Beth Emunah	09/24/98	10/01/98	G.C. 34090	2007
1998-TUP-013 Agoura Valley Women's Club	10/01/98	10/15/98	G.C. 34090	2007
1998-TUP-014 Henderson	10/13/98	01/25/99	G.C. 34090	2007
1998-TUP-015 Hard Castle Ent.	10/20/98	01/25/99	G.C. 34090	2007
1998-TUP-016 Ralph's Market	10/26/98	10/26/98	G.C. 34090	2007
1998-TUP-017 Bianglala Pictures	11/05/98	11/18/98	G.C. 34090	2007
1998-TUP-018 M. Volchev (Northwest Christmas Trees)	11/18/98	01/25/99	G.C. 34090	2007
1998-TUP-019 Morrison Ranch	12/28/98	02/08/99	G.C. 34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD:

 Signature
 7-27-07
 Date

CITY ATTORNEY:

 Signature
 8/08/07
 Date

CITY CLERK:

 Signature
 8/10/07
 Date

Date City Council Approved Records for Destruction: _____ **Actual Date Records Destroyed:** _____



CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: Planning Department	Prepared by: Sally Schneider	Date: 07/27/07	Agoura Hills Box No.: N/A	York Storage Box No.: N/A
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Page No.: 32	Item No.: 28	Record Series Title and Contents (as listed in Records Retention Schedule): Temporary Use Permits
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List of Files Recommended for Destruction: (Description or title of records as listed on file label)	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
1999-TUP-001 Abbey Event Svcs	01/07/99	01/20/99	G.C. 34090	2007
1999-TUP-002 (For B. Wickman) Jones Construction	01/14/99	01/26/99	G.C. 34090	2007
1999-TUP-003 Circus Chimora	03/25/99	04/07/99	G.C. 34090	2007
1999-TUP-004 Agoura Valley Women's Club	04/22/99	04/27/99	G.C. 34090	2007
1999-TUP-005 Temple Haverim	04/26/99	05/25/99	G.C. 34090	2007
1999-TUP-006 (Chateau Park HOA) Woodruff	04/28/99	05/11/99	G.C. 34090	2007
1999-TUP-007 Silagi	06/29/99	06/30/99	G.C. 34090	2007
1999-TUP-008 Circus Vargas	07/15/99	11/03/99	G.C. 34090	2007
1999-TUP-009 Union Powers	07/29/99	09/16/99	G.C. 34090	2007
1999-TUP-010 Beth Emunah Synagogue	09/08/99	09/16/99	G.C. 34090	2007
1999-TUP-011 Agoura Park LLC (Tulare Lane - 18 Lots)	09/20/99	09/22/99	G.C. 34090	2007
1999-TUP-012 Kronke	09/30/99	10/07/99	G.C. 34090	2007
1999-TUP-013 (For the Do-It Center) AV Party Rental	10/05/99	10/25/99	G.C. 34090	2007
1999-TUP-014 Agoura Valley Women's Club	10/25/99	10/28/99	G.C. 34090	2007
1999-TUP-015 Northwest Christmas Trees	11/09/99	11/29/99	G.C. 34090	2007
1999-TUP-016 Vanloon	11/16/99	01/08/00	G.C. 34090	2007
1999-TUP-017 Bednar	11/23/99	11/29/99	G.C. 34090	2007
1999-TUP-018 Ralph's Grocery	11/23/99	11/29/99	G.C. 34090	2007
1999-TUP-019 Star Physique (Garba Onadia)	11/17/99	12/07/99	G.C. 34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD:

 Signature
 7-27-07
 Date

CITY ATTORNEY:

 Signature
 8/08/07
 Date

CITY CLERK:

 Signature
 8/10/07
 Date

Date City Council Approved Records for Destruction: _____ **Actual Date Records Destroyed:** _____



CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: Planning Department	Prepared by: Sally Schneider	Date: 07/27/07	Agoura Hills Box No.: N/A	York Storage Box No.: N/A
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Page No.: 32	Item No.: 28	Record Series Title and Contents (as listed in Records Retention Schedule): Temporary Use Permits
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List of Files Recommended for Destruction: <i>(Description or title of records as listed on file label)</i>	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
2000-TUP-001 Chabad of the Conejo	03/15/00	04/04/00	G.C. 34090	2007
2000-TUP-002 D&D Com. Construction	06/15/00	06/19/00	G.C. 34090	2007
2000-TUP-003 Temple Beth Haverim	08/22/00	09/06/00	G.C. 34090	2007
2000-TUP-004 Morrison Ranch	09/11/00	09/14/00	G.C. 34090	2007
2000-TUP-005 Kronke	09/14/00	10/05/00	G.C. 34090	2007
2000-TUP-006 Teradyne	09/25/00	01/25/01	G.C. 34090	2007
2000-TUP-007 Agoura Bus Ctr. East (HMH Construction Co.)	10/02/00	08/08/01	G.C. 34090	2007
2000-TUP-008 Litton Data System	10/02/00	10/10/00	G.C. 34090	2007
2000-TUP-009 Keller (for Katel Prop.)	10/09/00	10/11/00	G.C. 34090	2007
2000-TUP-010 YMCA	10/05/00	10/12/00	G.C. 34090	2007
2000-TUP-011 Murphy/Bennett Xmas Tree	10/10/00	01/25/01	G.C. 34090	2007
2000-TUP-012 Beth Emunah Synagogue	10/11/00	10/11/00	G.C. 34090	2007
2000-TUP-013 Agoura Valley Woman's Club	10/25/00	11/06/00	G.C. 34090	2007
2000-TUP-014 Pacbell PCS-Comm Club	11/02/00	11/15/00	G.C. 34090	2007
2000-TUP-015 Ralph's	11/27/00	12/07/00	G.C. 34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD: Signature _____ Date <u>7-27-07</u>	CITY ATTORNEY: Signature _____ Date <u>8/08/07</u>	CITY CLERK: Signature _____ Date <u>8/10/07</u>
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Date City Council Approved Records for Destruction: _____ **Actual Date Records Destroyed:** _____



CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: Planning Department	Prepared by: Sally Schneider	Date: 07/27/07	Agoura Hills Box No.: N/A	York Storage Box No.: N/A
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Page No.: 32	Item No.: 28	Record Series Title and Contents (as listed in Records Retention Schedule): Temporary Use Permits
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List of Files Recommended for Destruction: (Description or title of records as listed on file label)	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
2001-TUP-001 Davidson Hotel Company (for Renaissance)	03/01/01	03/28/01	G.C. 34090	2007
2001-TUP-002 Chabad of the Conejo	03/01/01	06/06/01	G.C. 34090	2007
2001-TUP-003 Spectrum Construction (for Chuys & Islands Rest)	05/14/01	05/16/01	G.C. 34090	2007
2001-TUP-004 Power Station	05/14/01	06/07/01	G.C. 34090	2007
2001-TUP-005 Do-It Center	05/22/01	05/24/01	G.C. 34090	2007
2001-TUP-006 Western Pacific Housing (Brent Reed)	08/08/01	08/15/01	G.C. 34090	2007
2001-TUP-007 Western Rock Co.	08/14/01	08/16/01	G.C. 34090	2007
2001-TUP-008 (Rich) For Hampton Inn Project	08/22/01	08/28/01	G.C. 34090	2007
2001-TUP-009 Temple Beth Emunah	08/12/01	08/29/01	G.C. 34090	2007
2001-TUP-010 Bennett	09/12/01	09/26/01	G.C. 34090	2007
2001-TUP-011 Bennett	09/12/01	09/26/01	G.C. 34090	2007
2001-TUP-012 Kronke Enterprises	09/20/01	09/24/01	G.C. 34090	2007
2001-TUP-013 (YMCA) Kerry Kalman	10/08/01	10/20/01	G.C. 34090	2007
2001-TUP-014 Agoura Valley Women's Club	10/15/01	10/29/01	G.C. 34090	2007
2001-TUP-015 Swissa	10/16/01	10/21/01	G.C. 34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD:
Mike Kamilo
 Signature
7-27-07
 Date

CITY ATTORNEY:
[Signature]
 Signature
8/08/07
 Date

CITY CLERK:
[Signature]
 Signature
8/10/07
 Date

Date City Council Approved Records for Destruction: _____ Actual Date Records Destroyed: _____



CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: Planning Department	Prepared by: Sally Schneider	Date: 07/27/07	Agoura Hills Box No.: N/A	York Storage Box No.: N/A
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List of Files Recommended for Destruction: <i>(Description or title of records as listed on file label)</i>	Date of Records		Citation Number:	Destruction Date:
	From:	To:		
2002-TUP-001 (NW Rugs) Shawn Nili	02/18/02	03/01/02	G.C. 34090	2007
2002-TUP-002 (Whizin Foundation) Vance Moran	02/20/02	03/01/02	G.C. 34090	2007
2002-TUP-003 Tishman (for Temple Beth Havrim)	03/07/02	03/25/02	G.C. 34090	2007
2002-TUP-004 URS	03/29/02	04/12/02	G.C. 34090	2007
2002-TUP-005 Heschel West Day School	04/17/02	04/18/02	G.C. 34090	2007
2002-TUP-006 Canter	04/30/02	05/02/02	G.C. 34090	2007
2002-TUP-007 Levy	08/01/02	08/02/02	G.C. 34090	2007
2002-TUP-008 Bennett	08/29/02	03/10/03	G.C. 34090	2007
2002-TUP-009 Star Physique/Garba Onadja	09/05/02	09/11/02	G.C. 34090	2007
2002-TUP-010 Beth Emunah	09/11/02	09/13/02	G.C. 34090	2007
2002-TUP-011 Kronke Enterprises	09/25/02	10/22/02	G.C. 34090	2007
2002-TUP-012 Bennett	10/08/02	03/10/03	G.C. 34090	2007
2002-TUP-013 Greenberg (Endurance Events)	10/14/02	10/25/02	G.C. 34090	2007
2002-TUP-014 YMCA	11/07/02	11/08/02	G.C. 34090	2007
2002-TUP-015 Research Design Specialists (Renaissance Hotel)	12/05/02	12/10/02	G.C. 34090	2007
2002-TUP-016 Cary Jones for Rick Simeone (Leader Carpet)	12/11/02	12/23/02	G.C. 34090	2007
2002-TUP-017 T.A. Staben (for J.H. Snyder)	12/12/02	12/18/02	G.C. 34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD: Signature _____ Date <u>7-27-07</u>	CITY ATTORNEY: Signature _____ Date <u>8/08/07</u>	CITY CLERK: Signature _____ Date <u>8/10/07</u>
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Date City Council Approved Records for Destruction: _____ **Actual Date Records Destroyed:** _____



CITY OF AGOURA HILLS RECORDS DESTRUCTION REQUEST FORM

Department: Planning Department	Prepared by: Sally Schneider	Date: 07/27/07	Agoura Hills Box No.: N/A	York Storage Box No.: N/A
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	From:	To:		
2003-TUP-001 Research Design Specialists	01/08/03	01/13/03	G.C. 34090	2007
2003-TUP-002 Whizin Foundation (Gillian Anguish)	01/22/03	12/10/03	G.C. 34090	2007
2003-TUP-003 Jones for Wickman	01/27/03	02/03/03	G.C. 34090	2007
2003-TUP-004 Hill for J.H. Snyder	02/06/03	02/19/03	G.C. 34090	2007
2003-TUP-005 Kestly for Tireman Site	02/10/03	02/18/03	G.C. 34090	2007
2003-TUP-006 L.A. Party Rents for Temple Beth Havarim	02/13/03	02/26/03	G.C. 34090	2007
2003-TUP-007 Temple Beth Havarim	03/07/03	03/07/03	G.C. 34090	2007
2003-TUP-008 Davis for Mad Dog Custom Cycles	03/31/03	04/15/03	G.C. 34090	2007
2003-TUP-009 HMH Construction for Sleep Shoppe	04/02/03	04/03/03	G.C. 34090	2007
2003-TUP-010 Turelk for Countrywide	04/09/03	10/13/03	G.C. 34090	2007
2003-TUP-011 Nicki Laine	05/01/03	05/05/03	G.C. 34090	2007
2003-TUP-012 Do-It Center	05/16/03	05/22/03	G.C. 34090	2007
2003-TUP-013 Sabat Spa Sales	06/17/03	06/23/03	G.C. 34090	2007
2003-TUP-014 Bennett's Best/Doug Bennett	08/27/03	09/23/03	G.C. 34090	2007
2003-TUP-015 Beth Emunah	09/12/03	10/08/03	G.C. 34090	2007
2003-TUP-016 Bennett's Best	08/27/03	10/06/03	G.C. 34090	2007
2003-TUP-017 Colorful Garden Center	09/30/03	10/20/03	G.C. 34090	2007
2003-TUP-018 Falafel Grill/Amos	10/06/03	10/08/03	G.C. 34090	2007
2003-TUP-019 Bennett's Best/Doug Bennett	10/20/03	11/06/03	G.C. 34090	2007
2003-TUP-020 YMCA (Triunfo YMCA)	10/28/03	10/29/03	G.C. 34090	2007
2003-TUP-021 Disco Dash (Endurance Events)	10/29/03	11/07/03	G.C. 34090	2007
2003-TUP-022 Arch. Archives	11/25/03	12/23/03	G.C. 34090	2007

DESTRUCTION AUTHORIZATION

DEPARTMENT HEAD: Signature 7/27/07 Date	CITY ATTORNEY: Signature 8/10/07 Date	CITY CLERK: Signature 8/1/07 Date
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Date City Council Approved Records for Destruction: _____ **Actual Date Records Destroyed:** _____