



**Date:** February 14, 2018  
**To:** Patrick H. West, City Manager *PHW*  
**From:** *CB* Craig A. Beck, Director of Public Works  
**For:** Mayor and Members of the City Council  
**Subject:** **Free Document Shredding Event – March 10, 2018**

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Long Beach residents are invited to participate in the "Free Document Shredding" event on Saturday, March 10, 2018, from 9:00 to 11:00 a.m. at Veterans Memorial Stadium, located at 5000 East Lew Davis Street.

A mobile shredding truck will be at the event, providing residents with a location to securely dispose of confidential documents, white or colored paper, manila file folders, and envelopes. There is a limit of three boxes per car.

For more information, including event flyer, please visit [www.longbeach-recycles.org](http://www.longbeach-recycles.org).

If you have any questions regarding this matter, please call Diko Melkonian, Manager of Environmental Services Bureau, at (562) 570-2856.

CB:EC

ATTACHMENT

CC: CHARLES PARKIN, CITY ATTORNEY  
LAURA L. DOUD, CITY AUDITOR  
TOM MODICA, ASSISTANT CITY MANAGER  
KEVIN JACKSON, DEPUTY CITY MANAGER  
REBECCA GARNER, ASSISTANT TO THE CITY MANAGER  
DEPARTMENT HEADS



# FREE Document Shredding Event



## Saturday, March 10, 2018 • 9:00 AM to 11:00 AM

The City of Long Beach is hosting a free shredding event to help residents securely dispose of confidential documents.

- ▶ 3 box maximum per car (no larger than 24x12x10" each)
- ▶ Mobile shredding truck on-site until truck gets full

**Accepted:**

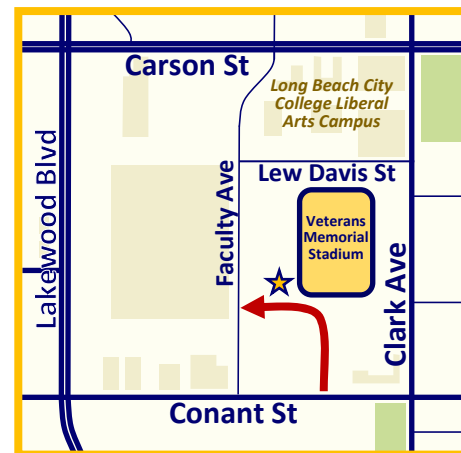
Confidential documents, white or colored paper, manila file folders, and envelopes.

**NOT Accepted:**

Hanging file folders, metal objects, plastics, glass, plastic bags, food materials, batteries, weapons, hard drives, cell phones, 3-ring binders, cardboard or wet material.

**Veteran's Memorial Stadium Parking Lot  
5000 E. Lew Davis St.**

(Enter from south on Conant St, event in west lot)



**For more information:**

Visit [www.longbeach-recycles.org](http://www.longbeach-recycles.org) or call Environmental Services at 562-570-2850.



Long Beach Recycles



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The City of Long Beach intends to provide reasonable accommodations in accordance with the Americans with Disabilities Act of 1990. This information is available in an alternative format by request to 562-570-2850. Printed on recycled paper.



# Evento GRATUITO de Destrucción de Documentos



**Sábado, 10 de Marzo del 2017 • 9:00 a.m a 11:00 a.m.**

La ciudad de Long Beach está organizando un evento gratuito de destrucción de documentos para ayudar a los residentes a disponer en forma segura de documentos confidenciales.

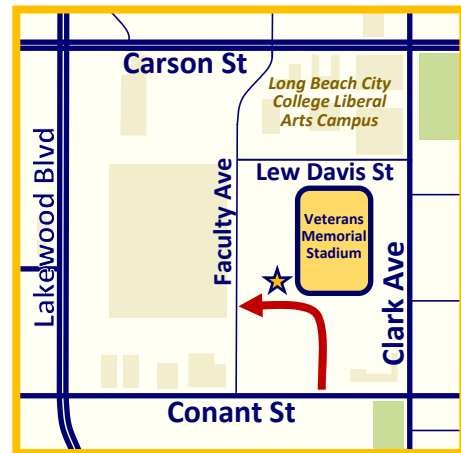
- ▶ Máximo de 3 cajas por auto (no debe exceder 24x12x10" por caja)
- ▶ El camión de destrucción móvil estará presente hasta que se llene

**Aceptamos:** Documentos confidenciales, papel blanco o de color, carpetas de archivos y sobres.

**NO Aceptamos:** Carpetas de archivo colgantes, objetos de metal, plásticos, plástico / bolsas de plástico, vidrio, materiales alimenticios, baterías, armas, discos duros internos o externos de computadora, celulares, carpetas de 3 anillos, cartón, o material mojado.

## Estacionamiento de Veteran's Memorial Stadium—5000 E. Lew Davis St.

(Acceso desde el sur por Conant St, evento en el lote oeste)



### Para más información:

Visite [www.longbeach-recycles.org](http://www.longbeach-recycles.org) o llame a la Oficina de Servicios Ambientales al 562-570-2850.



Long Beach Recycles



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La ciudad de Long Beach planea ofrecer adaptaciones razonables de acuerdo a la Ley de Estadounidenses con Discapacidades de 1990. Esta información se encuentra disponible en formato alternativo pidiéndola al 562-570-2850.