



City of Long Beach
Working Together to Serve

Memorandum

Date: February 27, 2020
To: Thomas B. Modica, Acting City Manager *T. Modica*
From: *CB* Craig A. Beck, Director of Public Works
For: Mayor and Members of the City Council
Subject: **Free Document Shredding Event – March 7, 2020**

Long Beach residents are invited to participate in a free document shredding event on Saturday, March 7, 2020, from 9:00 a.m. to 11:00 a.m., at Veterans Memorial Stadium, located at 5000 East Lew Davis Street.

A mobile shredding truck will provide residents with the opportunity 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 <http://www.longbeach.gov/lbrecycles>.

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

CB:DM:co

CC: CHARLES PARKIN, CITY ATTORNEY
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REBECCA GARNER, ACTING ASSISTANT CITY MANAGER
KEVIN JACKSON, DEPUTY CITY MANAGER
DIKO MELKONIAN, PUBLIC WORKS DEPUTY DIRECTOR AND ENVIRONMENTAL SERVICES BUREAU MANAGER
DEPARTMENT HEADS