



**City of Long Beach**  
Working Together to Serve

**Memorandum**

**Date:** August 23, 2019  
**To:** Patrick H. West, City Manager *P.H.W.*  
**From:** *CB* Craig A. Beck, Director of Public Works  
**For:** Mayor and Members of the City Council  
**Subject:** Free Paper Shredding Event – September 21, 2019

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Long Beach residents are invited to participate in a free paper shredding event on Saturday, September 21, 2019, from 9:00 a.m. to 11:00 a.m., at Veterans Memorial Stadium Parking Lot, 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 up to three file 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 call Diko Melkonian, Manager of Environmental Services Bureau/Deputy Director of Public Works, at (562) 570-2856.

CB:DM:EC

ATTACHMENT

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



## FREE DOCUMENT SHREDDING EVENT



## Recycle Unwanted Documents and Save Space!

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

**When:** Saturday, September 21, 2019

**Time:** 9:00 a.m. to 11:00 a.m.

**Where:** Veterans Memorial Stadium Parking Lot  
5000 E. Lew Davis St.

- **Dispose of up to 3 file boxes per car (Dimensions 24" wide x 12" high)**
- **Mobile shredding truck will be on-site (until truck gets full)**

**WE ACCEPT:**

- Confidential documents, white or colored paper
- Manila file folders, paper with staples and paperclips
- Envelopes and cardboard

**WE DO NOT ACCEPT:**

Hanging file folders, metal objects, plastics, glass, plastic bags, food materials, batteries, weapons.



**FOR MORE INFORMATION**

Visit [www.longbeach.gov/lbrecycles](http://www.longbeach.gov/lbrecycles) or call our Hotline at (562) 570-2876

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



### ¡Triture y recicle los documentos no deseados para ahorrar espacio!

La ciudad de Long Beach ha organizado un evento gratuito de destrucción de papel para ayudar a residentes disponer de documentos confidenciales en una forma segura.

**Cuando:** Sábado, 21 de septiembre del 2019

**Hora:** 9:00 a.m a 11:00 a.m.

**Dónde:** Estacionamiento de Veteran's Memorial Stadium  
5000 E. Lew Davis St.

- **Máximo de 3 cajas de archivo por auto (Dimensiones 24" ancho x 12" largo)**
- **Camión de destrucción móvil estará presente (hasta que el camión se llene)**

#### ACEPTAMOS:

- Documentos confidenciales, papel blanco o de color
- Carpetas de archivos, papel engrapado o con clips
- Sobres y cartón

#### NO ACEPTAMOS:

Carpetas de archivo colgantes, objetos de metal, plásticos, vidrio, bolsas de plástico, materiales alimenticios, baterías, armas.



#### PARA MÁS INFORMACIÓN

Visite [www.longbeach.gov/lbrecycles](http://www.longbeach.gov/lbrecycles) o llame a Servicios Ambientales al (562) 570-2876

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.

