



CITY OF BEAUMONT

To: City Clerk
 From: Department Head
 Subject: Request for Destruction of Records

I am requesting approval to destroy the records listed below because they have met the retention as specified in the City of Beaumont Retention Schedule. The records are not the subject of any claim, litigation, investigation, or audit.

[Signature]
 Department Head

1/29/2020
 Date

DATE OF LAST ACT COMPLETED IN FOLDER	DESCRIPTION OF RECORD(S)	TOTAL RETENTION	RETENTION CODE NO.
10/27/1997	Staff Report – Adoption of Recycled Reclaim Water Master Plan 809-03-03	Minimum of 2 years/no longer required	CC-011
07/21/2000	Correspondence with Yucaipa Valley Water District regarding Groundwater Management 809-03-04	Minimum of 2 years/no longer required	CC-011
05/20/1996	Measure A Five Year Projections and Maintenance Report 1001-04-2A	Minimum of 2 years/no longer required	CC-011
10/02/2001	Staff Report – Review of Nexus Study for San Gorgonio Pass Water Agency Connection Fee 809-03-05	Minimum of 2 years/no longer required	CC-011
08/26/1996	Staff Report – Resolution for Appraisal of Real Property 901-01-05	Minimum of 2 years/no longer required	CC-011
01/04/2002	Correspondence from Gabrieleno Band of Indians regarding America Bank Building 901-01-06	Minimum of 2 years/no longer required	CC-011
02/06/2001	Documents and correspondence regarding an auction of tax defaulted city property 901-05-01	Minimum of 2 years/no longer required	CC-011
04/06/1995	Correspondence from DOT regarding SLTPP reporting 1001-01-01	Minimum of 2 years/no longer required	CC-011

2004	Correspondence to DOT regarding time extension for Transit Center Acquisition 1001-13-01	Minimum of 2 years/no longer required	CC-011
06/10/2004	Correspondence to DOT regarding 2003 Triennial Performance Audit 1001-12-01	Minimum of 2 years/no longer required	CC-011
01/23/1996	June 1995 and 1995 Transit Audited Financial Statements 1001-04-03	5 Years	FIN-006
05/23/1994	Staff Report – Parking on 4 th Street 1001-03-02	Minimum of 2 years/no longer required	CC-011
02/03/1993	Interoffice memo- Transmittal to Traffic Court Judge 1001-03-11	Minimum of 2 years/no longer required	CC-011
02/26/1996	Staff Report – Approval of Beaumont and Brookside Traffic Signal 1001-03-03	Minimum of 2 years/no longer required	CC-011
12/23/1996	Staff Report – Proposals for Design of Rail System and Sewer System 1001-04-01	Minimum of 2 years/no longer required	CC-011
12/22/1994	Memo regarding Five Year CIP Certification Maintenance 1001-04-02	Minimum of 2 years/no longer required	CC-011
04/21/1997	Correspondence from RCTC regarding Measure A 5 year projections 1001-04-02	Minimum of 2 years/no longer required	CC-011
09/24/1996	Correspondence to Union Pacific regarding petition for at-grade crossing 1001-04-05	Minimum of 2 years/no longer required	CC-011
11/27/1996	Correspondence to RCTC regarding Reso in support of High Speed Rail 1001-04-06	Minimum of 2 years/no longer required	CC-011
1999	Staff Report – Joint Transit Operation Grant 1001-04-07	Minimum of 2 years/no longer required	CC-011
06/05/2000	Staff Report – SRTP for FY00-06 1001-04-09	Minimum of 2 years/no longer required	CC-011
11/21/2000	Correspondence to Banning re Regional Transit Study 1001-04-11	Minimum of 2 years/no longer required	CC-011
06/12/2001	Staff Report – SRTP FY02-08 1001-04-13	Minimum of 2 years/no longer required	CC-011
08/11/2009	Correspondence from OVC Holdings re pre-annexation and development agreement SunCal Oak Valley 1001-07-01	Minimum of 2 years/no longer required	CC-011
04/29/2003	2002/2003 Staff Report – Transit Short Range Transit Plan 1001-05-20	Minimum of 2 years/no longer required	CC-011

06/12/2001	Staff Report – FY98-00 Triennial Performance Audit of Transit 1001-05-14	Minimum of 2 years/no longer required	CC-011
03/06/2002	Correspondence requesting Public Hearing Notice 1001-05-15	Minimum of 2 years/no longer required	CC-011
03/11/2002	Staff Report – Transit Fleet Maintenance Dept. Overview 1001-05-16	Minimum of 2 years/no longer required	CC-011
04/29/2002	Staff Report – Pass Area Transit Plan	Minimum of 2 years/no longer required	CC-011
06/04/2002	Program Supplement/Amendment State Funded Transit Projects 1001-05-19	Minimum of 2 years/no longer required	CC-011
08/02/2002	Proof of Newspaper Publications 410-05-01	2 Years	CC-002
05/07/1994	CDBG Grant B-94-UC-06-0506 406-01-01	Minimum of 5 years, after audit if required	AD-012
06/25/1993	Milestones Report – County-Wide Projects 406-01-02	Minimum of 5 years, after audit if required	AD-012
06/16/1993	CDBG 93-94 Objectives and Project Use of Funds 406-01-03	Minimum of 5 years, after audit if required	AD-012
09/13/1994	CDBG 1993 406-01-04	Minimum of 5 years, after audit if required	AD-012
06/28/1995	Maintenance of Effort Certification Statement – Measure A RAR-95-03	Minimum of 5 years, after audit if required	AD-012
08/11/1995	Industrial Infrastructure Development Project RAR-95-05	Minimum of 5 years, after audit if required	AD-012
08/28/1996	FY 97-01 Measure A Capital Improvement Plan RAR-96-01	Minimum of 5 years, after audit if required	AD-012
01/09/1991	CDBG Supp Agreement 1992-1993 406-01-04	Minimum of 5 years, after audit if required	AD-012
12/07/1994	CDBG correspondence 406-01-06	2 Years	AD-001

07/24/1995	1995-96 CDBG Agreement 406-01-07	Minimum of 5 years, after audit if required	AD-012
08/31/1995	1995-96 CDBG Supplemental Agreement 406-01-08	Minimum of 5 years, after audit if required	AD-012
02/26/1996	1996-97 CDBG Supplemental Agreement 406-01-09	Minimum of 5 years, after audit if required	AD-012
11/26/1996	1997-99 CDBG Agreement 406-01-10	Minimum of 5 years, after audit if required	AD-012
06/24/1996	Comprehensive Grant Program Application 406-01-11	Minimum of 5 years, after audit if required	AD-012
02/11/1997	1997-98 CDBG Applications 406-01-12	Minimum of 5 years, after audit if required	AD-012
05/15/1998	1997-98 CDBG Supplemental Agreement 406-01-13	Minimum of 5 years, after audit if required	AD-012
02/23/1999	Proposal for CDBG Funds 406-01-14	Minimum of 5 years, after audit if required	AD-012
06/18/1999	Amended supplemental agreement for FY 1998-199 CDBG Funds 406-01-15	Minimum of 5 years, after audit if required	AD-012
03/18/2003	Application for CDBG funding for FY2003-2004 406-02-01	Minimum of 5 years, after audit if required	AD-012
02/01/2005	CDBG Milestone report -- December 2004 406-03-01	Minimum of 5 years, after audit if required	AD-012
05/16/2006	Supplemental Agreement for CDBG FY2005-2006 406-04-01	Minimum of 5 years, after audit if required	AD-012
01/09/2007	Supplemental Agreement for CDBG funds for FY2006-2007 406-05-01	Minimum of 5 years, after audit if	AD-012

		required	
05/15/1995	Comprehensive Grant Program Statement 1995 410-02-01	Minimum of 5 years, after audit if required	AD-012
03/05/1997	Application for Federal Assistance 1997	Minimum of 5 years, after audit if required	AD-012
10/11/2002	Legal Advertising 304-03-02	2 Years	CC-002
12/10/2003	Staff Report – Request to Purchase New Fire Squad and Engine 302-08-01	Minimum of 2 years/no longer required	CC-011
12/19/2006	Staff Report – Authorization of Preparation of Real Estate Purchase 302-10-01	Minimum of 2 years/no longer required	CC-011
10/11/1994	Correspondence regarding code violations 303-01-01	Minimum of 2 years/no longer required	CC-011
01/03/1995	Correspondence regarding “The Stop and Look Store” 303-01-02	Minimum of 2 years/no longer required	CC-011
01/03/1994	Correspondence regarding Formation of County Vector Control 303-02-01	Minimum of 2 years/no longer required	CC-011
10/11/1991	Correspondence regarding Graffiti Programs 303-03-01	Minimum of 2 years/no longer required	CC-011
06/25/2002	Weed Abatement 2002 302-06-01	Minimum of 2 years/no longer required	PD-026
08/17/1994	Code Enforcement Case – 980 E 6 th St 303-05-02	Minimum of 2 years/no longer required	PD-026
09/11/1995	Code Enforcement Case - 501 Maple Ave 303-05-03	Minimum of 2 years/no longer required	PD-026
08/26/1996	Code Enforcement Case – 865 Chestnut Ave 303-05-04	Minimum of 2 years/no longer required	PD-026
08/26/1996	Code Enforcement Case – 690 Edgar Ave 303-05-05	Minimum of 2 years/no longer required	PD-026
08/26/1996	Code Enforcement case – 1160 Pennsylvania Ave 303-05-06	Minimum of 2 years/no longer required	PD-026
02/24/1997	Code Enforcement Case – 1097 Wellwood Ave 303-05-08	Minimum of 2 years/no longer required	PD-026

02/24/1997	Code Enforcement Case – 1085 California Ave 303-05-09	Minimum of 2 years/no longer required	PD-026
01/10/2000	Code Enforcement correspondence – 1085 Beaumont Ave 303-05-11	Minimum of 2 years/no longer required	PD-026
04/26/2000	Code Enforcement Case – 980 E 6 th St 303- 05-12	Minimum of 2 years/no longer required	PD-026
07/27/1999	Code Enforcement correspondence – 814 Elm 303-05-14	Minimum of 2 years/no longer required	PD-026
08/29/2001	Code Enforcement Case – 862 Maple 303-05- 15	Minimum of 2 years/no longer required	PD-026
06/03/2000	Code Enforcement correspondence – 1314 Massachusetts 303-05-16	Minimum of 2 years/no longer required	PD-026
11/19/2002	Code Enforcement Case - 862 Maple 303-05- 17	Minimum of 2 years/no longer required	PD-026
03/16/2002	Staff Report – Building Dept Activity Report 303-06-01	Minimum of 2 years/no longer required	CC-011
06/04/2002	Code Enforcement Case – 1254 Palm Ave 303-07-01	Minimum of 2 years/no longer required	PD-026
09/13/2002	Code Enforcement correspondence 303-08-01	Minimum of 2 years/no longer required	PD-026

APPROVALS:



City Attorney

01/14/2020

Date

City Manager

Date

I certify that such destruction meets the requirements of the City's Records Retention Schedule and all applicable requirements of State and Federal law and have been approved by City Council by Resolution No. _____

City Clerk

Date of Records Destruction