



CITY OF LONG BEACH

DEPARTMENT OF CITY CLERK

333 West Ocean Boulevard Long Beach, CA 90802 562/570-6101 FAX 562/570-6789

February 3, 2015

HONORABLE MAYOR AND CITY COUNCIL

City of Long Beach

California

RECOMMENDATION:

Recommendation to approve the destruction of records for the Department of Health and Human Services, Housing Authority Bureau as shown in Exhibit A; and adopt the resolution.

DISCUSSION

Pursuant to Section 34090 of the California Government Code and Chapter 1.28 of the Long Beach Municipal Code, records destruction for City Manager departments and elected officials must be submitted to the City Council for approval. The records destruction must comply with each department's records retention schedule.

In its capacity as responsible agent for the operation of the Records Center, the City Clerk Department has worked with the department listed to review the records destruction (Exhibit A).

The City Attorney and Health and Human Services, Housing Authority concur in the above recommendation.

FISCAL IMPACT

Appropriations have been budgeted in FY 15 for the operation of the City Records Center.

SUGGESTED ACTION

Approve recommendation.

Respectfully submitted,

Larry G. Herrera-Cabrera
City Clerk

LH:md

OFFICE OF THE CITY ATTORNEY
CHARLES PARKIN, City Attorney
333 West Ocean Boulevard, 11th Floor
Long Beach, CA 90802-4664

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RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF LONG BEACH APPROVING AND AUTHORIZING
THE DESTRUCTION OF CERTAIN RECORDS, PAPERS,
AND WRITINGS BY THE DEPARTMENT OF HEALTH AND
HUMAN SERVICES - HOUSING AUTHORITY BUREAU

The City Council of the City of Long Beach resolves as follows:

Section 1. Pursuant to and in accordance with the provisions of Section 34090 of the Government Code of the State of California and Chapter 1.28 of the Long Beach Municipal Code relating to the destruction of City records, and the City Attorney having heretofore given his written consent, the City Council of the City of Long Beach does hereby approve and authorize the destruction by the Department of Health & Human Services - Housing Authority Bureau of any and all of the records, documents, instruments, books, papers, and writings as set forth in the documents attached hereto and marked Exhibit "A" and by reference thereto made a part hereof, which records are under its charge and are no longer required for use in its respective office, said records being no less than two (2) years old.

Section 2. The City Council hereby finds that none of said records:

- A. Affect the title to real property or liens thereon;
- B. Constitute official court records;
- C. Constitute records which are required to be kept by statute;
- D. Constitute the original or record copies of the minutes, ordinances or resolutions of the City of Long Beach or any City Board or Commission.

Section 3. This resolution shall take effect immediately upon its adoption

1 by the City Council, and the City Clerk shall certify the vote adopting this resolution.

2 I hereby certify that the foregoing resolution was adopted by the City
3 Council of the City of Long Beach at its meeting of _____, 2015,
4 by the following vote:

5 Ayes: Councilmembers: _____

6 _____

7 _____

8 _____

9 Noes: Councilmembers: _____

10 _____

11 Absent: Councilmembers: _____

12 _____

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City Clerk

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OFFICE OF THE CITY ATTORNEY
CHARLES PARKIN, City Attorney
333 West Ocean Boulevard, 11th Floor
Long Beach, CA 90802-4664

EXHIBIT A

Cost Center: ()
Records Coordinator: JOSE AGUINAGA Mail Drop: 521 E. 4TH Phone: (562)570-5509 ext:

ACCORDING TO YOUR RECORDS RETENTION SCHEDULE, THE FOLLOWING BOXES ARE READY FOR DESTRUCTION.

Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Beg. Dates	Ending Dates	On Hold?	Destroy Date	Location	Space#
<input type="checkbox"/> 1	23946	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	551785246	0
<input type="checkbox"/> 1	23947	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	551785247	0
<input type="checkbox"/> 1	23948	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	551785248	0
<input type="checkbox"/> 1	23949	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	551785249	0
<input type="checkbox"/> 1	23950	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	551785250	0
<input type="checkbox"/> 1	23951	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898251	0
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<input type="checkbox"/> 1	23953	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898253	0
<input type="checkbox"/> 1	23954	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898254	0
<input type="checkbox"/> 1	23955	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898255	0
<input type="checkbox"/> 1	23956	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898256	0
<input type="checkbox"/> 1	23957	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898257	0
<input type="checkbox"/> 1	23958	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898258	0
<input type="checkbox"/> 1	23959	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898259	0

H&HS-HOUSING AUTHORITY (2105)
Unknown (TMP)

(X) Code	Destroy	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates		On Hold?	Destroy Date	Location	Space#
					Begin	Ending				
<input type="checkbox"/>	1	23960	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898260	0
<input type="checkbox"/>	1	23961	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898261	0
<input type="checkbox"/>	1	23962	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898262	0
<input type="checkbox"/>	1	23963	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898263	0
<input type="checkbox"/>	1	23964	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898264	0
<input type="checkbox"/>	1	23965	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898265	0
<input type="checkbox"/>	1	23966	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898266	0
<input type="checkbox"/>	1	23967	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898267	0
<input type="checkbox"/>	1	23968	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898268	0
<input type="checkbox"/>	1	23969	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898269	0
<input type="checkbox"/>	1	23970	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898270	0
<input type="checkbox"/>	1	23971	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898271	0
<input type="checkbox"/>	1	23972	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898272	0
<input type="checkbox"/>	1	23973	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898273	0
<input type="checkbox"/>	1	23974	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898274	0
<input type="checkbox"/>	1	23975	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898275	0

(X) Code	Destroy	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates		On Hold?	Destroy Date	Location	Space#
					Req.	Ending				
<input type="checkbox"/>	1	23976	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898276	0
<input type="checkbox"/>	1	23977	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898277	0
<input type="checkbox"/>	1	23978	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898278	0
<input type="checkbox"/>	1	23979	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898279	0
<input type="checkbox"/>	1	23980	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898280	0
<input type="checkbox"/>	1	23981	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898281	0
<input type="checkbox"/>	1	23982	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898282	0
<input type="checkbox"/>	1	23983	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898283	0
<input type="checkbox"/>	1	23984	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898284	0
<input type="checkbox"/>	1	23985	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898285	0
<input type="checkbox"/>	1	23986	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898286	0
<input type="checkbox"/>	1	23987	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898287	0
<input type="checkbox"/>	1	23988	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898288	0
<input type="checkbox"/>	1	23989	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898289	0
<input type="checkbox"/>	1	23990	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898290	0
<input type="checkbox"/>	1	23991	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898291	0

H&HS-HOUSING AUTHORITY (2105)
Unknown (TMP)

(X) Code	Destroy	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates		On Hold?	Destroy Date	Location	Space#
					Beg.	Ending				
<input type="checkbox"/>	1	23992	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898292	0
<input type="checkbox"/>	1	23993	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898293	0
<input type="checkbox"/>	1	23994	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898294	0
<input type="checkbox"/>	1	23995	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898295	0
<input type="checkbox"/>	1	23996	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898296	0
<input type="checkbox"/>	1	23997	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898297	0
<input type="checkbox"/>	1	23998	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898298	0
<input type="checkbox"/>	1	23999	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898299	0
<input type="checkbox"/>	1	24000	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898300	0
<input type="checkbox"/>	1	24001	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898301	0
<input type="checkbox"/>	1	24002	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898302	0
<input type="checkbox"/>	1	24003	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898303	0
<input type="checkbox"/>	1	24004	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898304	0
<input type="checkbox"/>	1	24005	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898305	0
<input type="checkbox"/>	1	24006	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898306	0
<input type="checkbox"/>	1	24007	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898307	0

H&HS-HOUSING AUTHORITY (2105)
Unknown (TMP)

(X) Code	Destroy	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates		On Hold?	Destroy Date	Location	Space#
					Req.	Ending				
<input type="checkbox"/> 1		24008	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898308	0
<input type="checkbox"/> 1		24009	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898309	0
<input type="checkbox"/> 1		24010	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898310	0
<input type="checkbox"/> 1		24011	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898311	0
<input type="checkbox"/> 1		24012	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898312	0
<input type="checkbox"/> 1		24013	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898313	0
<input type="checkbox"/> 1		24014	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898314	0
<input type="checkbox"/> 1		24015	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898315	0
<input type="checkbox"/> 1		24016	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898316	0
<input type="checkbox"/> 1		24017	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898317	0
<input type="checkbox"/> 1		24018	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898318	0
<input type="checkbox"/> 1		24019	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898319	0
<input type="checkbox"/> 1		24020	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898320	0
<input type="checkbox"/> 1		24021	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898321	0
<input type="checkbox"/> 1		24022	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898322	0
<input type="checkbox"/> 1		24023	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898323	0

Unknown (TMP)
H&S-HOUSING AUTHORITY (2105)

(X) Code	Destroy	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates		On Hold?	Destroy Date	Location	Space#
					Beg.	Ending				
<input type="checkbox"/>	1	24024	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898324	0
<input type="checkbox"/>	1	24025	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898325	0
<input type="checkbox"/>	1	24026	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898326	0
<input type="checkbox"/>	1	24027	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898327	0
<input type="checkbox"/>	1	24028	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898328	0
<input type="checkbox"/>	1	24029	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898329	0
<input type="checkbox"/>	1	24030	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898330	0
<input type="checkbox"/>	1	24031	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898331	0
<input type="checkbox"/>	1	24032	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898332	0
<input type="checkbox"/>	1	24033	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898333	0
<input type="checkbox"/>	1	24034	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898334	0
<input type="checkbox"/>	1	24035	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898335	0
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<input type="checkbox"/>	1	24037	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	557898337	0
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H&HS-HOUSING AUTHORITY (2105)
Unknown (TMP)

(X) Code	Destroy	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates		On Hold?	Destroy Date	Location	Space#
					Begin	Ending				
<input type="checkbox"/>	1	25183	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726187883	0
<input type="checkbox"/>	1	25184	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726187884	0
<input type="checkbox"/>	1	25185	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726187885	0
<input type="checkbox"/>	1	25186	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726187886	0
<input type="checkbox"/>	1	25187	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726187887	0
<input type="checkbox"/>	1	25188	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726187888	0
<input type="checkbox"/>	1	25189	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726187889	0
<input type="checkbox"/>	1	25190	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726187890	0
<input type="checkbox"/>	1	25191	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726187891	0
<input type="checkbox"/>	1	25192	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726187892	0
<input type="checkbox"/>	1	25193	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726187893	0
<input type="checkbox"/>	1	25194	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726187894	0
<input type="checkbox"/>	1	25195	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726187895	0
<input type="checkbox"/>	1	25196	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726187896	0
<input type="checkbox"/>	1	25197	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726187897	0
<input type="checkbox"/>	1	25198	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726187898	0

H&HS-HOUSING AUTHORITY (2105)
Unknown (TMP)

(X) Code	Destroy	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates		On Hold?	Destroy Date	Location	Space#
					Beg.	Ending				
<input type="checkbox"/>	1	25199	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726187899	0
<input type="checkbox"/>	1	25200	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726187900	0
<input type="checkbox"/>	1	25201	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726187901	0
<input type="checkbox"/>	1	25283	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726188283	0
<input type="checkbox"/>	1	26524	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726205924	0
<input type="checkbox"/>	1	26525	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726205925	0
<input type="checkbox"/>	1	26526	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726205926	0
<input type="checkbox"/>	1	26527	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726205927	0
<input type="checkbox"/>	1	26528	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726205928	0
<input type="checkbox"/>	1	26529	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726205929	0
<input type="checkbox"/>	1	26530	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726205930	0
<input type="checkbox"/>	1	26531	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726205931	0
<input type="checkbox"/>	1	26532	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726205932	0
<input type="checkbox"/>	1	26533	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726205933	0
<input type="checkbox"/>	1	26534	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726205934	0
<input type="checkbox"/>	1	26535	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726205935	0

Unknown (TMP)
H&HS-HOUSING AUTHORITY (2105)

Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Beg. Dates	Ending Dates	On Hold?	Destroy Date	Location	Space#
<input type="checkbox"/> 1	26536	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726205936	0
<input type="checkbox"/> 1	26537	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726205937	0
<input type="checkbox"/> 1	26538	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726205938	0
<input type="checkbox"/> 1	26539	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726205939	0
<input type="checkbox"/> 1	26540	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726205940	0
<input type="checkbox"/> 1	26570	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726205970	0
<input type="checkbox"/> 1	26597	10019.9	TENANT FILES - CLOSED	01/01/2010	12/31/2010		12/31/2013	726205987	0

Total Eligible Boxes to be destroyed =	133
Eligible Boxes on Hold =	0
Eligible Boxes Checked Out =	0
Eligible Boxes Removed =	0
Total Available Boxes to be destroyed =	133

Date 1/2/15 [Signature] RECORDS MANAGER
 Date 1/16/15 [Signature] CITY ATTORNEY
 DEPARTMENT APPROVAL