

OFFICE OF THE CITY ATTORNEY  
ROBERT E. SHANNON, City Attorney  
333 West Ocean Boulevard, 11th Floor  
Long Beach, CA 90802-4664

1 RESOLUTION NO. RES-12-0113

2  
3 A RESOLUTION OF THE CITY COUNCIL OF THE  
4 CITY OF LONG BEACH APPROVING AND AUTHORIZING  
5 THE DESTRUCTION OF CERTAIN RECORDS, PAPERS,  
6 AND WRITINGS BY THE DEPARTMENT OF HEALTH AND  
7 HUMAN SERVICES – HOUSING AUTHORITY BUREAU

8  
9 The City Council of the City of Long Beach resolves as follows:

10 Section 1. Pursuant to and in accordance with the provisions of Section  
11 34090 of the Government Code of the State of California and Chapter 1.28 of the Long  
12 Beach Municipal Code relating to the destruction of City records, with the City Attorney  
13 giving his written consent, the City Council of the City of Long Beach does hereby  
14 approve and authorize the destruction by the Department of Health and Human Services  
15 – Housing Authority Bureau, any and all of the records, documents, instruments, books,  
16 papers, and writings as set forth in the documents attached hereto and marked Exhibit  
17 "A" and by reference thereto made a part hereof, which records are under its charge and  
18 are no longer required for use in its respective office, said records being no less than two  
19 (2) years old.

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

- 21 A. Affect the title to real property or liens thereon;  
22 B. Constitute official court records;  
23 C. Constitute records which are required to be kept by statute;  
24 D. Constitute the original or record copies of the minutes,

25 ordinances or resolutions of the City of Long Beach or any City Board or  
26 Commission.

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Section 3. This resolution shall take effect immediately upon its adoption by the City Council, and the City Clerk shall certify the vote adopting this resolution.

I hereby certify that the foregoing resolution was adopted by the City Council of the City of Long Beach at its meeting of December 4, 2012 by the following vote:

Ayes: Councilmembers: Lowenthal, O'Donnell, Schipske,  
Andrews, Austin, Neal, Garcia.

Noes: Councilmembers: None.

Absent: Councilmembers: DeLong, Johnson.

  
City Clerk

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333 West Ocean Boulevard, 11th Floor  
Long Beach, CA 90802-4664

# Exhibit A

Cost Center: H&HS-HOUSING AUTHORITY ( )

Records Coordinator: ROYCE BELL Mail Drop: 521 E. 4TH Phone: (562)570-6348 ext:

H&HS-HOUSING AUTHORITY (2105)

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

(X) Code	Destroy	Permanent Box Number	Record Title	Record Title Name (Box Contents)	Dates		Ending	On Hold?	Destroy Date	Space#
					Beg.	Ending				
<input type="checkbox"/>	1	21801	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2008		12/31/2011	553563501 0
			Range Beginning Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
		ACEVEDO, L	ANDERSON, A		01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	21802	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2008		12/31/2011	553563502 0
			Range Beginning Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
		ANDERSON, L	BIBLE, P		01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	21803	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2008		12/31/2011	553563503 0
			Range Beginning Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
		BISHOP, V	BOATMAN, M		01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	21804	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2008		12/31/2011	553563504 0
			Range Beginning Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
		BOBBITT, E	BROWN, K		01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	21805	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2008		12/31/2011	553563505 0
			Range Beginning Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
		BROWN, S	BURNS, J		01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	21806	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2008		12/31/2011	553563506 0
			Range Beginning Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
		BURTON, L	BUSHNELL, J		01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	21807	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2008		12/31/2011	553563507 0
			Range Beginning Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
		BURTON, L	BUSHNELL, J		01/01/2008	12/31/2008	TENANT FILES - CLOSED			

Destruction Notification Rpt  
City of Long Beach (CLB)  
Unknown (TMP)

H&HS-HOUSING AUTHORITY (2105)

Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title (Box Contents)	Range Beginning	Range Ending	Range Description	Beg. Dates	Ending Dates	On Hold?	Destroy Date	Location	Space#
				Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
				CALHOUN, K	CAMERON, J		01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	21808	10019.9	TENANT FILES - CLOSED				01/01/2008	12/31/2008		12/31/2011	553563508	0
				Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
				CANDLER, Y	CARTER, Y		01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	21809	10019.9	TENANT FILES - CLOSED				01/01/2008	12/31/2008		12/31/2011	553563509	0
				Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
				CAVER, N	CHAN THANWONG, K		01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	21810	10019.9	TENANT FILES - CLOSED				01/01/2008	12/31/2008		12/31/2011	553563510	0
				Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
				CHAY, S	COOPER, A		01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	21811	10019.9	TENANT FILES - CLOSED				01/01/2008	12/31/2008		12/31/2011	553563511	0
				Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
				CORAN, F	CROOM, V		01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	21812	10019.9	TENANT FILES - CLOSED				01/01/2008	12/31/2008		12/31/2011	553563512	0
				Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
				CRUTCHFIELD, L	CUSTER, J		01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	21813	10019.9	TENANT FILES - CLOSED				01/01/2008	12/31/2008		12/31/2011	553563513	0
				Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			

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Destroy (X) Code	Permanent Box Number	Record Title (Box Contents)	Range Beginning	Range Ending	Range Description	Beg. Dates	Ending Dates	On Hold?	Destroy Date	Location	Space#
			Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
	DAVIDSON, J	DELUNA, R	01/01/2008	12/31/2008	TENANT FILES - CLOSED	01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	21814	10019.9	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2011	553563514	0	
			Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
	DELANO, C	DIGGS, D	01/01/2008	12/31/2008	TENANT FILES - CLOSED	01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	21815	10019.9	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2011	553563515	0	
			Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
	DIXON, K	ELIAS, L	01/01/2008	12/31/2008	TENANT FILES - CLOSED	01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	21816	10019.9	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2011	553563516	0	
			Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
	ESCOBAR, G	FARD, A	01/01/2008	12/31/2008	TENANT FILES - CLOSED	01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	21817	10019.9	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2011	553563517	0	
			Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
	FARMER, H	FLORES, V	01/01/2008	12/31/2008	TENANT FILES - CLOSED	01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	21818	10019.9	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2011	553563518	0	
			Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
	FORTUNE, F	FREAR, B	01/01/2008	12/31/2008	TENANT FILES - CLOSED	01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	21819	10019.9	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2011	553563519	0	
			Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
	FRODGE, T	GARTNER, R	01/01/2008	12/31/2008	TENANT FILES - CLOSED	01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	21820	10019.9	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2011	553563520	0	

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(X) Code	Destroy	Permanent Box Number	Range Beginning	Range Ending	Range Description	Record Title Code	Record Title (Box Contents)	Dates		On Hold?	Destroy Date	Location	Space#
								Beg.	Ending				
			Range Beginning	Range Ending	Range Description			Beginning	Ending Date	Record Title Name			
			GILLYARD, D	GODFREY, J				01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	21821	10019.9		TENANT FILES - CLOSED			01/01/2008	12/31/2008	12/31/2011 553563521	0		
			Range Beginning	Range Ending	Range Description			Beginning	Ending Date	Record Title Name			
			GOZY, E	GRABLE, S				01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	21822	10019.9		TENANT FILES - CLOSED			01/01/2008	12/31/2008	12/31/2011 553563522	0		
			Range Beginning	Range Ending	Range Description			Beginning	Ending Date	Record Title Name			
			GRANT, R	GRIGSBY, R				01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	21823	10019.9		TENANT FILES - CLOSED			01/01/2008	12/31/2008	12/31/2011 553563523	0		
			Range Beginning	Range Ending	Range Description			Beginning	Ending Date	Record Title Name			
			GRIM, J	HALBERT, C				01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	21824	10019.9		TENANT FILES - CLOSED			01/01/2008	12/31/2008	12/31/2011 553563524	0		
			Range Beginning	Range Ending	Range Description			Beginning	Ending Date	Record Title Name			
			HALE, M	HAM, M				01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	21825	10019.9		TENANT FILES - CLOSED			01/01/2008	12/31/2008	12/31/2011 553563525	0		
			Range Beginning	Range Ending	Range Description			Beginning	Ending Date	Record Title Name			
			HAMMOND, T	HARRIS, C				01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	21826	10019.9		TENANT FILES - CLOSED			01/01/2008	12/31/2008	12/31/2011 553563526	0		
			Range Beginning	Range Ending	Range Description			Beginning	Ending Date	Record Title Name			
			HARRIS, L	HAYWOOD, M				01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	21827	10019.9		TENANT FILES - CLOSED			01/01/2008	12/31/2008	12/31/2011 553563527	0		

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Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Beginning Date	Ending Date	On Hold?	Destroy Date 12/31/2011	Location	Space#
			<i>Range Beginning Range Ending Range Description</i>	<i>Beginning</i>	<i>Ending Date</i>		<i>Record Title Name</i>		
			HEBB, R	HOLLIE, C			TENANT FILES - CLOSED		
<input type="checkbox"/>	21828	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008		12/31/2011 553563528		0
			<i>Range Beginning Range Ending Range Description</i>	<i>Beginning</i>	<i>Ending Date</i>		<i>Record Title Name</i>		
			HOPPE, V	HOR, J			TENANT FILES - CLOSED		
<input type="checkbox"/>	21829	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008		12/31/2011 553563529		0
			<i>Range Beginning Range Ending Range Description</i>	<i>Beginning</i>	<i>Ending Date</i>		<i>Record Title Name</i>		
			HOWZE, P	HUNTER, E			TENANT FILES - CLOSED		
<input type="checkbox"/>	21830	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008		12/31/2011 553563530		0
			<i>Range Beginning Range Ending Range Description</i>	<i>Beginning</i>	<i>Ending Date</i>		<i>Record Title Name</i>		
			HUNTSMAN, T	ICE, D			TENANT FILES - CLOSED		
<input type="checkbox"/>	21831	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008		12/31/2011 553563531		0
			<i>Range Beginning Range Ending Range Description</i>	<i>Beginning</i>	<i>Ending Date</i>		<i>Record Title Name</i>		
			JACKSON, P	JACKSON-WILLIS,			TENANT FILES - CLOSED		
<input type="checkbox"/>	21832	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008		12/31/2011 553563532		0
			<i>Range Beginning Range Ending Range Description</i>	<i>Beginning</i>	<i>Ending Date</i>		<i>Record Title Name</i>		
			JOHNSON, B	JOHNSON JR, G			TENANT FILES - CLOSED		
<input type="checkbox"/>	21833	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008		12/31/2011 553563533		0
			<i>Range Beginning Range Ending Range Description</i>	<i>Beginning</i>	<i>Ending Date</i>		<i>Record Title Name</i>		
			JONES, B	JUDD, G			TENANT FILES - CLOSED		
<input type="checkbox"/>	21834	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008		12/31/2011 553563534		0



Destruction Notification Rpt  
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Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title (Box Contents)	Range Beginning	Range Ending	Range Description	Beg. Dates	Ending Dates	On Hold?	Destroy Date	Location	Space#
				Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
				KELLEY, F	KEO, K		01/01/2008	12/31/2008		TENANT FILES - CLOSED		
<input type="checkbox"/>	21835	10019.9	TENANT FILES - CLOSED				01/01/2008	12/31/2008		12/31/2011 553563535		0
				Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
				KERN, C	KHIEV, S		01/01/2008	12/31/2008		TENANT FILES - CLOSED		
<input type="checkbox"/>	21836	10019.9	TENANT FILES - CLOSED				01/01/2008	12/31/2008		12/31/2011 553563536		0
				Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
				KHOTH, T	KOL, S		01/01/2008	12/31/2008		TENANT FILES - CLOSED		
<input type="checkbox"/>	21837	10019.9	TENANT FILES - CLOSED				01/01/2008	12/31/2008		12/31/2011 553563537		0
				Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
				KURTZ, M	LAWSON, A		01/01/2008	12/31/2008		TENANT FILES - CLOSED		
<input type="checkbox"/>	21838	10019.9	TENANT FILES - CLOSED				01/01/2008	12/31/2008		12/31/2011 553563538		0
				Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
				LE, T	LEIGH, E		01/01/2008	12/31/2008		TENANT FILES - CLOSED		
<input type="checkbox"/>	21839	10019.9	TENANT FILES - CLOSED				01/01/2008	12/31/2008		12/31/2011 553563539		0
				Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
				LELEA, M	LYNCH, D		01/01/2008	12/31/2008		TENANT FILES - CLOSED		
<input type="checkbox"/>	21840	10019.9	TENANT FILES - CLOSED				01/01/2008	12/31/2008		12/31/2011 553563540		0
				Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
				MACIAS, E	MARTINEZ, M		01/01/2008	12/31/2008		TENANT FILES - CLOSED		
<input type="checkbox"/>	21841	10019.9	TENANT FILES - CLOSED				01/01/2008	12/31/2008		12/31/2011 553563541		0

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

Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title (Box Contents)	Beg. Dates	Ending Dates	On Hold?	Destroy Date	Location	Space#
	Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
	MARTINSEN, E	MAY, P		01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	21842	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2011 553563542	0		
	Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
	MAYFIELD, B	MC COY, L		01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	21843	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2011 553563543	0		
	Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
	MCKINLEY, A	MENESEE, L		01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	21844	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2011 553563544	0		
	Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
	METCALF, I	MEYHARDIE, T		01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	21845	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2011 553563545	0		
	Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
	MILLER, D	MIMS, R		01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	21846	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2011 553563546	0		
	Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
	MIRANDA, J	MOM, O		01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	21847	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2011 553563547	0		
	Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
	MONTELLANO, P	MOORE, T		01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	21848	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2011 553563548	0		

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

(X) Code	Destroy Code	Permanent Box Number	Range Beginning	Range Ending	Range Description	Record Title (Box Contents)	Dates		Ending	On Hold?	Destroy Date	Location	Space#
							Beg.	End					
<input type="checkbox"/>	1	MORBLEY, G	21849	10019.9	TENANT FILES - CLOSED	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2008		12/31/2011	553563549	0
<input type="checkbox"/>	1	MOT, M	21850	10019.9	TENANT FILES - CLOSED	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2008		12/31/2011	553563550	0
<input type="checkbox"/>	1	NGOUN, S	21851	10019.9	TENANT FILES - CLOSED	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2008		12/31/2011	553563551	0
<input type="checkbox"/>	1	NIEDWEIZ, J	21852	10019.9	TENANT FILES - CLOSED	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2008		12/31/2011	553563552	0
<input type="checkbox"/>	1	NORWOOD, T	21853	10019.9	TENANT FILES - CLOSED	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2008		12/31/2011	553563553	0
<input type="checkbox"/>	1	ONTIVEROS, F	21854	10019.9	TENANT FILES - CLOSED	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2008		12/31/2011	553563554	0
<input type="checkbox"/>	1	OVERTON, G	21855	10019.9	TENANT FILES - CLOSED	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2008		12/31/2011	553563555	0

Destruction Notification Rpt  
City of Long Beach (CLB)  
Unknown (TMP)

H&HS-HOUSING AUTHORITY (2105)

Destroy (X) Code	Permanent Box Number	Range Beginning	Range Ending	Record Title Code	Record Title (Box Contents)	Dates		On Hold?	Destroy Date	Location	Space#
						Beg.	Ending				
		Range Beginning Range Ending Range Description									
		PALOMINO, V	PETERSON, T		TENANT FILES - CLOSED	01/01/2008	12/31/2008			TENANT FILES - CLOSED	0
<input type="checkbox"/>	21856	10019.9	21856	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008			12/31/2011 553563556	0
		Range Beginning Range Ending Range Description									
		PETRY, S	POLK, L		TENANT FILES - CLOSED	01/01/2008	12/31/2008			TENANT FILES - CLOSED	0
<input type="checkbox"/>	21857	10019.9	21857	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008			12/31/2011 553563557	0
		Range Beginning Range Ending Range Description									
		RALLS, K	ROBINSON, M		TENANT FILES - CLOSED	01/01/2008	12/31/2008			TENANT FILES - CLOSED	0
<input type="checkbox"/>	21858	10019.9	21858	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008			12/31/2011 553563558	0
		Range Beginning Range Ending Range Description									
		ROBINSON, P	RODROGUEZ, C		TENANT FILES - CLOSED	01/01/2008	12/31/2008			TENANT FILES - CLOSED	0
<input type="checkbox"/>	21859	10019.9	21859	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008			12/31/2011 553563559	0
		Range Beginning Range Ending Range Description									
		ROLAND, T	ROSS, W		TENANT FILES - CLOSED	01/01/2008	12/31/2008			TENANT FILES - CLOSED	0
<input type="checkbox"/>	21860	10019.9	21860	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008			12/31/2011 553563560	0
		Range Beginning Range Ending Range Description									
		ROSTON, T	RUELAS, P		TENANT FILES - CLOSED	01/01/2008	12/31/2008			TENANT FILES - CLOSED	0
<input type="checkbox"/>	21861	10019.9	21861	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008			12/31/2011 553563561	0
		Range Beginning Range Ending Range Description									
		RUIZ, T	SALIM, H		TENANT FILES - CLOSED	01/01/2008	12/31/2008			TENANT FILES - CLOSED	0
<input type="checkbox"/>	21862	10019.9	21862	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008			12/31/2011 553563562	0

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Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Dates Beg.	Dates Ending	On Hold?	Destroy Date 12/31/2011	Location	Space#
	Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
	SALISBURY, T	SAN, S		01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	21863	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2011 553563563	0		
	Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
	SANCHEZ, M	SCHNEIDER, B		01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	21864	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2011 553563564	0		
	Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
	SCHOENK, H	SCOTT, E		01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	21865	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2011 553563565	0		
	Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
	SCOTT, L	SEGURA, L		01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	21866	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2011 553563566	0		
	Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
	SEJA, R	SIMRIL, L		01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	21867	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2011 553563567	0		
	Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
	SIVERAND, R	STEWART-HARRIS,		01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	21868	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2011 553563568	0		
	Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name			
	SUAREZ, H	SWAN, T		01/01/2008	12/31/2008	TENANT FILES - CLOSED			
<input type="checkbox"/>	21869	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2011 553563569	0		

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(X) Code	Destroy Box Number	Permanent Box Number	Record Title Code	Record Title (Box Contents)	Dates		Ending	On Hold?	Destroy Date	Location	Space#
					Beg.	Ending					
				Range Description	Beginning	Ending Date	Record Title Name				
		TANNER, K		TAYLOR, W	01/01/2008	12/31/2008	TENANT FILES - CLOSED				
<input type="checkbox"/>	1	21870	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2011 553563570	0			
				Range Description	Beginning	Ending Date	Record Title Name				
		TECH, S		TEP, P	01/01/2008	12/31/2008	TENANT FILES - CLOSED				
<input type="checkbox"/>	1	21871	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2011 553563571	0			
				Range Description	Beginning	Ending Date	Record Title Name				
		TERRY, T		THLANG, S	01/01/2008	12/31/2008	TENANT FILES - CLOSED				
<input type="checkbox"/>	1	21872	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2011 553563572	0			
				Range Description	Beginning	Ending Date	Record Title Name				
		THOMAS, J		THOMPSON, T	01/01/2008	12/31/2008	TENANT FILES - CLOSED				
<input type="checkbox"/>	1	21873	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2011 553563573	0			
				Range Description	Beginning	Ending Date	Record Title Name				
		THORNTON, B		TONG, A	01/01/2008	12/31/2008	TENANT FILES - CLOSED				
<input type="checkbox"/>	1	21874	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2011 553563574	0			
				Range Description	Beginning	Ending Date	Record Title Name				
		TRUJILLO, J		TUCKER, T	01/01/2008	12/31/2008	TENANT FILES - CLOSED				
<input type="checkbox"/>	1	21875	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2011 553563575	0			
				Range Description	Beginning	Ending Date	Record Title Name				
		TURNER, A		VAZQUEZ, C	01/01/2008	12/31/2008	TENANT FILES - CLOSED				
<input type="checkbox"/>	1	21876	10019.9	TENANT FILES - CLOSED	01/01/2008	12/31/2008	12/31/2011 553563576	0			

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Destroy (X) Code	Permanent Box Number	Range Beginning	Range Ending	Range Description	Record Title (Box Contents)	Record Title Name	Beginning Dates	Ending Dates	On Hold?	Destroy Date	Location	Space#
		VIDANA, E	WALKER, V				Beginning	Ending Date		Record Title Name		
<input type="checkbox"/>	21877	10019.9		TENANT FILES - CLOSED			01/01/2008	12/31/2008		TENANT FILES - CLOSED	12/31/2011 553563577	0
		WALLS, E	WASHINGTON, M				Beginning	Ending Date		Record Title Name		
<input type="checkbox"/>	21878	10019.9		TENANT FILES - CLOSED			01/01/2008	12/31/2008		TENANT FILES - CLOSED	12/31/2011 553563578	0
		WHITE, L	WHITE, R				Beginning	Ending Date		Record Title Name		
<input type="checkbox"/>	21879	10019.9		TENANT FILES - CLOSED			01/01/2008	12/31/2008		TENANT FILES - CLOSED	12/31/2011 553563579	0
		WHITMAN, R	WILLIAMS, K				Beginning	Ending Date		Record Title Name		
<input type="checkbox"/>	21880	10019.9		TENANT FILES - CLOSED			01/01/2008	12/31/2008		TENANT FILES - CLOSED	12/31/2011 553563580	0
		WILLIAMS, RACHE	WILLIAMS, ROBER				Beginning	Ending Date		Record Title Name		
<input type="checkbox"/>	21881	10019.9		TENANT FILES - CLOSED			01/01/2008	12/31/2008		TENANT FILES - CLOSED	12/31/2011 553563581	0
		WILSON, A	WILSON, D				Beginning	Ending Date		Record Title Name		
<input type="checkbox"/>	21882	10019.9		TENANT FILES - CLOSED			01/01/2008	12/31/2008		TENANT FILES - CLOSED	12/31/2011 553563582	0
		YOUNG, N	ZAK, J				Beginning	Ending Date		Record Title Name		
<input type="checkbox"/>	22122	10019.9		TENANT FILES - CLOSED			01/01/2007	12/31/2008		TENANT FILES - CLOSED	12/31/2011 553563622	0

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Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title (Box Contents)	Range Beginning	Range Ending	Range Description	Beg. Dates	Ending Dates	On Hold?	Destroy Date	Location	Space#
<input type="checkbox"/>	22123	10019.9	TENANT FILES - CLOSED	ABERNATHY	CRUDUP		01/01/2007	12/31/2008		12/31/2011	553563623	0
<input type="checkbox"/>	22124	10019.9	TENANT FILES - CLOSED	DAVIS	GREENE		01/01/2007	12/31/2008		12/31/2011	553563624	0
<input type="checkbox"/>	22125	10019.9	TENANT FILES - CLOSED	GREEN	JOHNSON		01/01/2007	12/31/2008		12/31/2011	553563625	0
<input type="checkbox"/>	22126	10019.9	TENANT FILES - CLOSED	KIRKLAND	OCHOA		01/01/2007	12/31/2008		12/31/2011	553563626	0
<input type="checkbox"/>	22127	10019.9	TENANT FILES - CLOSED	OWEN	STEWART		01/01/2007	12/31/2008		12/31/2011	553563627	0
<input type="checkbox"/>	22139	10019.9	TENANT FILES - CLOSED	TAPLIN	WISHUM		01/01/2007	12/31/2008		12/31/2011	553563639	0
<input type="checkbox"/>	22140	10019.9	TENANT FILES - CLOSED	A	Z		01/01/2007	12/31/2008		12/31/2011	553563640	0





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Destroy (X) Code	Permanent Box Number	Record Title Code	Record Title (Box Contents)	Range Beginning	Range Ending	Range Description	Beg. Dates	Ending Date	On Hold?	Destroy Date 12/31/2011	Location	Space#
<input type="checkbox"/>	22480	10019.9	TENANT FILES - CLOSED			DEWITT - EUBANKS	Beginning 01/01/2008	Ending Date 12/31/2008		TENANT FILES - CLOSED	12/31/2011 395737880	0
<input type="checkbox"/>	22481	10019.9	TENANT FILES - CLOSED			ADAMS - GODFREY	Beginning 01/01/2008	Ending Date 12/31/2008		TENANT FILES - CLOSED	12/31/2011 395737881	0
<input type="checkbox"/>	22482	10019.9	TENANT FILES - CLOSED			ABRAMS - WALKER	Beginning 01/01/2008	Ending Date 12/31/2008		TENANT FILES - CLOSED	12/31/2011 395737882	0
<input type="checkbox"/>	22483	10019.9	TENANT FILES - CLOSED			ABRAMS - WALKER	Beginning 01/01/2008	Ending Date 12/31/2008		TENANT FILES - CLOSED	12/31/2011 395737883	0
<input type="checkbox"/>	22484	10019.9	TENANT FILES - CLOSED			ACEVIDO - MIK	Beginning 01/01/2008	Ending Date 12/31/2008		TENANT FILES - CLOSED	12/31/2011 395737884	0
<input type="checkbox"/>	22485	10019.9	TENANT FILES - CLOSED			BORBON - WILLIAMS	Beginning 01/01/2008	Ending Date 12/31/2008		TENANT FILES - CLOSED	12/31/2011 395737885	0

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Destroy (X) Code	Permanent Box Number	Range Beginning	Range Ending	Record Title Code	Range Description	Dates		Ending	On Hold?	Destroy Date	Location	Space#
						Beg.	Ending					
<input type="checkbox"/>	22486			10019.9	TENANT FILES - CLOSED	Beginning	Ending Date	12/31/2008		12/31/2011	395737886	0
					BLCKMOM - SEDA	01/01/2008	12/31/2008				TENANT FILES - CLOSED	
<input type="checkbox"/>	22487			10019.9	TENANT FILES - CLOSED	Beginning	Ending Date	12/31/2008		12/31/2011	395737887	0
					ANTWINE - SIMPSON	01/01/2008	12/31/2008				TENANT FILES - CLOSED	
<input type="checkbox"/>	22488			10019.9	TENANT FILES - CLOSED	Beginning	Ending Date	12/31/2008		12/31/2011	395737888	0
					BAYLOR - WASHINGTON	01/01/2008	12/31/2008				TENANT FILES - CLOSED	
<input type="checkbox"/>	22489			10019.9	TENANT FILES - CLOSED	Beginning	Ending Date	12/31/2008		12/31/2011	395737889	0
					BURTON - WILLIAMS	01/01/2008	12/31/2008				TENANT FILES - CLOSED	
					BURROUGH - WAITTS	01/01/2008	12/31/2008				TENANT FILES - CLOSED	

Total Eligible Boxes to be destroyed	=	106
Eligible Boxes on Hold	=	0
Eligible Boxes Checked Out	=	0
Eligible Boxes Removed	=	0
Total Available Boxes to be destroyed	=	106

10-12-12 W. De G. [Signature] 11/8/12 [Signature]  
 Date RECORDS MANAGER Date DEPARTMENT HEAD Date CITY ATTORNEY