

# CITY OF LONG BEACH

DEPARTMENT OF CITY CLERK

333 West Ocean Boulevard

Long Beach, CA 90802

562/570-6101

FAX 562/570-6789

March 17, 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

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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

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

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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 \_\_\_\_\_, 2015, by the following vote:

Ayes: Councilmembers: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Noes: Councilmembers: \_\_\_\_\_

\_\_\_\_\_

Absent: Councilmembers: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
City Clerk

# EXHIBIT A

H&HS-HOUSING AUTHORITY (2105)

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.

(X) Code	Destroy	Permanent Box Number	Record Code	Title (Box Contents)	Dates		On Hold?	Destroy Date	Location	Space#
					Beg.	Ending				
<input type="checkbox"/> 1		25202	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011		12/31/2014	726187902	0
Range Beginning Range Ending Range Description Record Title Name										
	ACEVEZ, I	ALBRECHT, L		TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011		TENANT FILES - CLOSED		
<input type="checkbox"/> 1		25203	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011		12/31/2014	726187903	0
Range Beginning Range Ending Range Description Record Title Name										
	ALEXANDER, D	BASKIN, M		TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011		TENANT FILES - CLOSED		
<input type="checkbox"/> 1		25204	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011		12/31/2014	726187904	0
Range Beginning Range Ending Range Description Record Title Name										
	BEARD, M	BISHOP, D		TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011		TENANT FILES - CLOSED		
<input type="checkbox"/> 1		25205	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011		12/31/2014	726187905	0
Range Beginning Range Ending Range Description Record Title Name										
	BOND, F	BROOKS, W		TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011		TENANT FILES - CLOSED		
<input type="checkbox"/> 1		25206	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011		12/31/2014	726187906	0
Range Beginning Range Ending Range Description Record Title Name										
	BROWN, A.	BROWN, E.		TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011		TENANT FILES - CLOSED		
<input type="checkbox"/> 1		25207	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011		12/31/2014	726187907	0
Range Beginning Range Ending Range Description Record Title Name										
	BROWN, M	BURTON, A		TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011		TENANT FILES - CLOSED		
<input type="checkbox"/> 1		25208	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011		12/31/2014	726187908	0
Range Beginning Range Ending Range Description Record Title Name										

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

(X) Destroy Code	Permanent Box Number	Record Code	Record Title Name (Box Contents)	Beg. Dates	Ending Dates	On Hold?	Destroy Date	Location	Space#
	Range Beginning Range Ending		Range Description	Beginning	Ending Date	Record Title Name			
	CALDWELL, F	CLAVON, P	TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	25209	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014	726187909	0
	Range Beginning Range Ending		Range Description	Beginning	Ending Date	Record Title Name			
	COLLINS, R	CRUZ-GODINEZ, R	TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	25210	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014	726187910	0
	Range Beginning Range Ending		Range Description	Beginning	Ending Date	Record Title Name			
	CUMBY, C	DELHARO, S	TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	25211	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014	726187911	0
	Range Beginning Range Ending		Range Description	Beginning	Ending Date	Record Title Name			
	DIZADARE, R	DUARTE, M	TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	25212	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014	726187912	0
	Range Beginning Range Ending		Range Description	Beginning	Ending Date	Record Title Name			
	DUNHAM, D	FAST, W	TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	25213	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014	726187913	0
	Range Beginning Range Ending		Range Description	Beginning	Ending Date	Record Title Name			
	FARMER, R	FATA, C	TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	25214	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014	726187914	0
	Range Beginning Range Ending		Range Description	Beginning	Ending Date	Record Title Name			
	FERRER, E	FLEWING, P	TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	25215	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014	726187915	0

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

(X) Code	Destroy	Permanent Box Number	Record Code	Record Title Name (Box Contents)	Dates Beg.	Dates Ending	On Hold?	Destroy Date	Location	Space#
	<i>Range Beginning Range Ending Range Description</i>									
	FLORES, I	FULLER, G	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011			TENANT FILES - CLOSED	
<input type="checkbox"/>	1	252216	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011			12/31/2014 726187916	0
	<i>Range Beginning Range Ending Range Description</i>									
	GABOS, K	GARCIA, J	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011			TENANT FILES - CLOSED	
<input type="checkbox"/>	1	252217	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011			12/31/2014 726187917	0
	<i>Range Beginning Range Ending Range Description</i>									
	GARDNER, M	GARNER, J	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011			TENANT FILES - CLOSED	
<input type="checkbox"/>	1	252218	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011			12/31/2014 726187918	0
	<i>Range Beginning Range Ending Range Description</i>									
	GASKIN, V	GOOLSBY, L	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011			TENANT FILES - CLOSED	
<input type="checkbox"/>	1	252219	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011			12/31/2014 726187919	0
	<i>Range Beginning Range Ending Range Description</i>									
	GORDON, L	GUZMAN, I	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011			TENANT FILES - CLOSED	
<input type="checkbox"/>	1	252220	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011			12/31/2014 726187920	0
	<i>Range Beginning Range Ending Range Description</i>									
	HACKATHORN, J	HALL-CROFF, V	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011			TENANT FILES - CLOSED	
<input type="checkbox"/>	1	252221	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011			12/31/2014 726187921	0
	<i>Range Beginning Range Ending Range Description</i>									
	HALSTEAD, A	HARRINGTON, L	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011			TENANT FILES - CLOSED	
<input type="checkbox"/>	1	252222	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011			12/31/2014 726187922	0

H&HS-HOUSING AUTHORITY (2105)  
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(X) Code	Destroy	Permanent Box Number	Record Code	Record Title Name (Box Contents)	Beg. Dates	Ending	On Hold?	Destroy Date	Location	Space#
	<i>Range Beginning Range Ending Range Description</i>									
	HARRIS, N	HERNANDEZ, L	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	252223	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 726187923	0		
	<i>Range Beginning Range Ending Range Description</i>									
	HERRON, A	HILDMAN, J	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	252224	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 726187924	0		
	<i>Range Beginning Range Ending Range Description</i>									
	HILL, M	HILL, V	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	252225	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 726187925	0		
	<i>Range Beginning Range Ending Range Description</i>									
	HOBS, L	HOWARD, W	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	252226	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 726187926	0		
	<i>Range Beginning Range Ending Range Description</i>									
	HUCKLEBY, T	HYMES, B	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	252227	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 726187927	0		
	<i>Range Beginning Range Ending Range Description</i>									
	IM, C	JACK, L	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	252228	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 726187928	0		
	<i>Range Beginning Range Ending Range Description</i>									
	JACKSON, J	JAMISON, D	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	252229	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 726187929	0		



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(X) Code	Destroy	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									
		JEFFERSON, J	JENKINS, A	TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011			TENANT FILES - CLOSED	0
		JOHNSON, B	JOHNSON, E	TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011			TENANT FILES - CLOSED	0
		JOHNSON, K	JOHNSTON, D	TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011			TENANT FILES - CLOSED	0
		JONES, A	JONES, L	TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011			TENANT FILES - CLOSED	0
		JONES, S	KNOX, M	TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011			TENANT FILES - CLOSED	0
		LAEATDONG, O	LEE, M	TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011			TENANT FILES - CLOSED	0
		LEECAN, V	LOFTON, L	TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011			TENANT FILES - CLOSED	0

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	Range Beginning	Range Ending	Range Description		Beginning	Ending Date	Record Title Name			
	LOUIS, C	MALVIN, L	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/> 1		25237	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011		12/31/2014	726187937	0
	Range Beginning	Range Ending	Range Description		Beginning	Ending Date	Record Title Name			
	MARCH, T	MCPHERSON, S	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/> 1		25238	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011		12/31/2014	726187938	0
	Range Beginning	Range Ending	Range Description		Beginning	Ending Date	Record Title Name			
	MELONCON, D	MITCHELL, L	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/> 1		25239	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011		12/31/2014	726187939	0
	Range Beginning	Range Ending	Range Description		Beginning	Ending Date	Record Title Name			
	MONTANO, S	MUSKAL, G	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/> 1		25240	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011		12/31/2014	726187940	0
	Range Beginning	Range Ending	Range Description		Beginning	Ending Date	Record Title Name			
	MUY, K	NAY, M	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/> 1		25241	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011		12/31/2014	726187941	0
	Range Beginning	Range Ending	Range Description		Beginning	Ending Date	Record Title Name			
	NELSON, D	NGUYEN, H	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/> 1		25242	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011		12/31/2014	726187942	0
	Range Beginning	Range Ending	Range Description		Beginning	Ending Date	Record Title Name			
	NGUYEN, J	PARGA, F	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/> 1		25243	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011		12/31/2014	726187943	0

H&HS-HOUSING AUTHORITY (2105)

(X) Code	Destroy	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Beg. Dates	Ending Date	On Hold?	Destroy Date	Location	Space#
		Range Beginning Range Ending	Range Description		Beginning	Ending Date	Record Title Name			
		PARKER, C PEREZ, C	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	25244	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 726187944			0
		Range Beginning Range Ending	Range Description		Beginning	Ending Date	Record Title Name			
		PETE, C PREAP, S	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	25245	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 726187945			0
		Range Beginning Range Ending	Range Description		Beginning	Ending Date	Record Title Name			
		PRIBOY, J QUACH, N	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	25246	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 726187946			0
		Range Beginning Range Ending	Range Description		Beginning	Ending Date	Record Title Name			
		RACHAL, M RAMSEY, D	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	25247	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 726187947			0
		Range Beginning Range Ending	Range Description		Beginning	Ending Date	Record Title Name			
		RASHID, Y ROBINS, M	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	25248	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 726187948			0
		Range Beginning Range Ending	Range Description		Beginning	Ending Date	Record Title Name			
		ROBINSON, K ROEUN, G	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	25249	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 726187949			0
		Range Beginning Range Ending	Range Description		Beginning	Ending Date	Record Title Name			
		ROLAND, G ROSS, K	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	25250	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 726187950			0

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

(X) Code	Destroy	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Beg. Dates	Ending	On Hold?	Destroy Date	Location	Space#
		Range Beginning Range Ending		Range Description	Beginning	Ending Date	Record Title Name			
		ROUSE, L		TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	252551	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 726188251			0
		Range Beginning Range Ending		Range Description	Beginning	Ending Date	Record Title Name			
		RUTH, L		TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	252552	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 726188252			0
		Range Beginning Range Ending		Range Description	Beginning	Ending Date	Record Title Name			
		SANDOVAL, J		TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	252553	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 726188253			0
		Range Beginning Range Ending		Range Description	Beginning	Ending Date	Record Title Name			
		SHAW, B		TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	252554	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 726188254			0
		Range Beginning Range Ending		Range Description	Beginning	Ending Date	Record Title Name			
		SIMS, S		TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	252555	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 726188255			0
		Range Beginning Range Ending		Range Description	Beginning	Ending Date	Record Title Name			
		SMITH, L		TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	252556	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 726188256			0
		Range Beginning Range Ending		Range Description	Beginning	Ending Date	Record Title Name			
		SOLOZANO, B		TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	252557	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 726188257			0

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

(X) Code	Destroy	Permanent Box Number	Record Code	Record Title Name (Box Contents)	Dates	Ending	On Hold?	Destroy Date	Location	Space#
	Range Beginning	Range Ending	Range Description		Beginning	Ending Date	Record Title Name			
	STARKS, C	STINSON, W	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/> 1		25258	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011		12/31/2014	726188258	0
	Range Beginning	Range Ending	Range Description		Beginning	Ending Date	Record Title Name			
	STOVALL, L	SYLER, J	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/> 1		25259	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011		12/31/2014	726188259	0
	Range Beginning	Range Ending	Range Description		Beginning	Ending Date	Record Title Name			
	TAING, N	TAYLOR, T	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/> 1		25260	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011		12/31/2014	726188260	0
	Range Beginning	Range Ending	Range Description		Beginning	Ending Date	Record Title Name			
	THOMAS, K	THOMAS, W	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/> 1		25261	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011		12/31/2014	726188261	0
	Range Beginning	Range Ending	Range Description		Beginning	Ending Date	Record Title Name			
	THOMPSON, L	TOPLIN, C	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/> 1		25262	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011		12/31/2014	726188262	0
	Range Beginning	Range Ending	Range Description		Beginning	Ending Date	Record Title Name			
	TRAN, C	TREIOS, R	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/> 1		25263	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011		12/31/2014	726188263	0
	Range Beginning	Range Ending	Range Description		Beginning	Ending Date	Record Title Name			
	TUNSTALL, R	VANN, M	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/> 1		25264	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011		12/31/2014	726188264	0

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

(X) Code	Destroy	Permanent Box Number	Record Code	Record Title Name (Box Contents)	Dates Beg.	Dates Ending	On Hold?	Destroy Date	Location	Space#
	<i>Range Beginning Range Ending Range Description</i>									
	VARGAS, D	VU, T		TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011			TENANT FILES - CLOSED	0
<input type="checkbox"/>	1	25265	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011			12/31/2014 726188265	0
	<i>Range Beginning Range Ending Range Description</i>									
	WALKER, A	WASHINGTON, V		TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011			TENANT FILES - CLOSED	0
<input type="checkbox"/>	1	25266	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011			12/31/2014 726188266	0
	<i>Range Beginning Range Ending Range Description</i>									
	WATTE, S	WILCZYNSKI, V		TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011			TENANT FILES - CLOSED	0
<input type="checkbox"/>	1	25267	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011			12/31/2014 726188267	0
	<i>Range Beginning Range Ending Range Description</i>									
	WILLIAMS, A	WILLIAMS, I		TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011			TENANT FILES - CLOSED	0
<input type="checkbox"/>	1	25268	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011			12/31/2014 726188268	0
	<i>Range Beginning Range Ending Range Description</i>									
	WILLIAMS, J	WILLIAMS, K		TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011			TENANT FILES - CLOSED	0
<input type="checkbox"/>	1	25269	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011			12/31/2014 726188269	0
	<i>Range Beginning Range Ending Range Description</i>									
	WILLIAMS, L	WILLIAMS, S		TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011			TENANT FILES - CLOSED	0
<input type="checkbox"/>	1	25270	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011			12/31/2014 726188270	0
	<i>Range Beginning Range Ending Range Description</i>									
	WILLIS, D	WISE, G		TENANT FILES - CLOSED - SECTION 8	01/01/2011	12/31/2011			TENANT FILES - CLOSED	0
<input type="checkbox"/>	1	25271	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011			12/31/2014 726188271	0

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

(X) Code	Destroy	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Beg. Dates	Ending Dates	On Hold?	Destroy Date	Location	Space#
	Range Beginning	Range Ending	Range Description							
	WITHERSPOON, D	WREN, E	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011			TENANT FILES - CLOSED	
<input type="checkbox"/>	1	252272	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011			12/31/2014 726188272	0
	Range Beginning	Range Ending	Range Description							
	YOELUTH, P	ZDONCZYK, J	TENANT FILES - CLOSED - SECTION 8		01/01/2011	12/31/2011			TENANT FILES - CLOSED	
<input type="checkbox"/>	1	252273	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011			12/31/2014 726188273	0
	Range Beginning	Range Ending	Range Description							
	BLACK, C	MUMFORD, H	2011 CLOSED VASH		01/01/2011	12/31/2011			TENANT FILES - CLOSED	
<input type="checkbox"/>	1	252274	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011			12/31/2014 726188274	0
	Range Beginning	Range Ending	Range Description							
	ANDERSON, T	WOODS, W	2011 CLOSED VASH		01/01/2011	12/31/2011			TENANT FILES - CLOSED	
<input type="checkbox"/>	1	252275	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011			12/31/2014 726188275	0
	Range Beginning	Range Ending	Range Description							
	BAKER, J	WEAVER-THOMAS, J	2011 CLOSED VASH		01/01/2011	12/31/2011			TENANT FILES - CLOSED	
<input type="checkbox"/>	1	252276	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011			12/31/2014 726188276	0
	Range Beginning	Range Ending	Range Description							
	BELL, R	ROGERS, J	2011 CLOSED VASH		01/01/2011	12/31/2011			TENANT FILES - CLOSED	
<input type="checkbox"/>	1	252277	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011			12/31/2014 726188277	0
	Range Beginning	Range Ending	Range Description							
	ALLEN, T	ZARATE, C	2011 CLOSED HOPWA FILES		01/01/2011	12/31/2011			TENANT FILES - CLOSED	
<input type="checkbox"/>	1	252278	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011			12/31/2014 726188278	0

(X) Destroy Code	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Beg. Dates	Ending Dates	On Hold?	Destroy Date	Location	Space#
<b>Range Beginning Range Ending Range Description</b>									
	ALLEN, C	YOUNG, C	2011 CLOSED PALACE APTS	01/01/2011	12/31/2011		TENANT FILES - CLOSED		
<input type="checkbox"/> 1	25279	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011		12/31/2014	726188279	0
<b>Range Beginning Range Ending Range Description</b>									
	ALVARADO, A	TORRES-ARENAS,	2011 CLOSED PORT FILES	01/01/2011	12/31/2011		TENANT FILES - CLOSED		
<input type="checkbox"/> 1	25280	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011		12/31/2014	726188280	0
<b>Range Beginning Range Ending Range Description</b>									
	BROWN, P	RIDOUT, T	2011 CLOSED SPC FILES	01/01/2011	12/31/2011		TENANT FILES - CLOSED		
<input type="checkbox"/> 1	25281	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011		12/31/2014	726188281	0
<b>Range Beginning Range Ending Range Description</b>									
	ADAMS, G	ZAMORA, A	2011 CLOSED SPC FILES	01/01/2011	12/31/2011		TENANT FILES - CLOSED		
<input type="checkbox"/> 1	25282	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011		12/31/2014	726188282	0
<b>Range Beginning Range Ending Range Description</b>									
	CARTHEW, J	REED, N	2011 CLOSED SPC FILES	01/01/2011	12/31/2011		TENANT FILES - CLOSED		
<input type="checkbox"/> 1	26541	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011		12/31/2014	726205941	0
<b>Range Beginning Range Ending Range Description</b>									
	BINNUM, E	NOK, H	EXTRA 2010 CLOSED SECTION 8	01/01/2011	12/31/2011		TENANT FILES - CLOSED		
<input type="checkbox"/> 1	26542	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011		12/31/2014	726205942	0
<b>Range Beginning Range Ending Range Description</b>									
	GARDNER, M	THACH, H	EXTRA 2010 CLOSED SECTION 8	01/01/2011	12/31/2011		TENANT FILES - CLOSED		
<input type="checkbox"/> 1	26543	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011		12/31/2014	726205943	0



(X) Code	Destroy	Permanent Box Number	Record Code	Record Title (Box Contents)	Beg. Dates	Ending	On Hold?	Destroy Date	Location	Space#
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	Range Beginning Range Ending		Range Description		Beginning	Ending Date	Record Title Name			
<input type="checkbox"/>	1	26544	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	TENANT FILES - CLOSED		12/31/2014 726205944	0

	Range Beginning Range Ending		Range Description		Beginning	Ending Date	Record Title Name			
<input type="checkbox"/>	1	26545	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	TENANT FILES - CLOSED		12/31/2014 726205945	0

	Range Beginning Range Ending		Range Description		Beginning	Ending Date	Record Title Name			
<input type="checkbox"/>	1	26546	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	TENANT FILES - CLOSED		12/31/2014 726205946	0

	Range Beginning Range Ending		Range Description		Beginning	Ending Date	Record Title Name			
<input type="checkbox"/>	1	26547	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	TENANT FILES - CLOSED		12/31/2014 726205947	0

	Range Beginning Range Ending		Range Description		Beginning	Ending Date	Record Title Name			
<input type="checkbox"/>	1	26548	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	TENANT FILES - CLOSED		12/31/2014 726205948	0

	Range Beginning Range Ending		Range Description		Beginning	Ending Date	Record Title Name			
<input type="checkbox"/>	1	26549	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	TENANT FILES - CLOSED		12/31/2014 726205949	0

	Range Beginning Range Ending		Range Description		Beginning	Ending Date	Record Title Name			
<input type="checkbox"/>	1	26550	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	TENANT FILES - CLOSED		12/31/2014 726205950	0

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(X) Code	Destroy	Permanent Box Number	Record Code	Record Title (Box Contents)	Dates	Ending	On Hold?	Destroy Date	Location	Space#
					Beginning	Ending Date	Record Title Name			
					01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	26551	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	TENANT FILES - CLOSED	12/31/2014	726205951	0
					Beginning	Ending Date	Record Title Name			
					01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	26552	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	TENANT FILES - CLOSED	12/31/2014	726205952	0
					Beginning	Ending Date	Record Title Name			
					01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	26553	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	TENANT FILES - CLOSED	12/31/2014	726205953	0
					Beginning	Ending Date	Record Title Name			
					01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	26554	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	TENANT FILES - CLOSED	12/31/2014	726205954	0
					Beginning	Ending Date	Record Title Name			
					01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	26555	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	TENANT FILES - CLOSED	12/31/2014	726205955	0
					Beginning	Ending Date	Record Title Name			
					01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	26556	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	TENANT FILES - CLOSED	12/31/2014	726205956	0
					Beginning	Ending Date	Record Title Name			
					01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	26557	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	TENANT FILES - CLOSED	12/31/2014	726205957	0

(X) Code	Destroy	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Beg. Dates	Ending Dates	On Hold?	Destroy Date	Location	Space#
			<i>Range Beginning Range Ending</i>	<i>Range Description</i>	<i>Beginning</i>	<i>Ending Date</i>	<i>Record Title Name</i>			
<input type="checkbox"/>		AGUILAR, G	YOUNG, M	EXTRA 2010 CLOSED SECTION 8	01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	26558	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 726205958			0
			<i>Range Beginning Range Ending</i>	<i>Range Description</i>	<i>Beginning</i>	<i>Ending Date</i>	<i>Record Title Name</i>			
<input type="checkbox"/>		ALANTZ, M	LAW, O	EXTRA 2010 CLOSED SECTION 8	01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	26559	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 726205959			0
			<i>Range Beginning Range Ending</i>	<i>Range Description</i>	<i>Beginning</i>	<i>Ending Date</i>	<i>Record Title Name</i>			
<input type="checkbox"/>		AGUIRRE, A	HARRELL, T	EXTRA 2010 CLOSED SECTION 8	01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	26560	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 726205960			0
			<i>Range Beginning Range Ending</i>	<i>Range Description</i>	<i>Beginning</i>	<i>Ending Date</i>	<i>Record Title Name</i>			
<input type="checkbox"/>		BROWN, E	WILSON, D	EXTRA 2010 CLOSED SECTION 8	01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	26561	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 726205961			0
			<i>Range Beginning Range Ending</i>	<i>Range Description</i>	<i>Beginning</i>	<i>Ending Date</i>	<i>Record Title Name</i>			
<input type="checkbox"/>		BOND, F	WATSON, T	EXTRA 2010 CLOSED SECTION 8	01/01/2011	12/31/2011	TENANT FILES - CLOSED			
<input type="checkbox"/>	1	26571	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 726205971			0
<input type="checkbox"/>	1	26598	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 726205988			0
<input type="checkbox"/>	1	26599	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 726205989			0
<input type="checkbox"/>	1	26600	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 726205990			0
<input type="checkbox"/>	1	27684	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	12/31/2014 796745384			0

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

(X) Code	Destroy	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Beg. Dates	Ending	On Hold?	Destroy Date	Location	Space#
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	Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name				
<input type="checkbox"/>	1	27685	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	TENANT FILES - CLOSED			0

	Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name				
<input type="checkbox"/>	1	27686	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	TENANT FILES - CLOSED			0

	Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name				
<input type="checkbox"/>	1	27687	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	TENANT FILES - CLOSED			0

	Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name				
<input type="checkbox"/>	1	27688	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	TENANT FILES - CLOSED			0

	Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name				
<input type="checkbox"/>	1	27689	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	TENANT FILES - CLOSED			0

	Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name				
<input type="checkbox"/>	1	27690	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	TENANT FILES - CLOSED			0

	Range Beginning	Range Ending	Range Description	Beginning	Ending Date	Record Title Name				
<input type="checkbox"/>	1	27691	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011	TENANT FILES - CLOSED			0

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

(X) Code	Destroy	Permanent Box Number	Record Title Code	Record Title Name (Box Contents)	Beg. Dates	Ending	On Hold?	Destroy Date	Location	Space #
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<input type="checkbox"/>	1	27692	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011			TENANT FILES - CLOSED	0
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<input type="checkbox"/>	1	27693	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011			TENANT FILES - CLOSED	0
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<input type="checkbox"/>	1	27694	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011			TENANT FILES - CLOSED	0
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<input type="checkbox"/>	1	27695	10019.9	TENANT FILES - CLOSED	01/01/2011	12/31/2011			TENANT FILES - CLOSED	0
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Range Beginning Range Ending Range Description  
CUEVAS, D REGU, D TENANT FILES - CLOSED

Total Eligible Boxes to be destroyed	=	118
Eligible Boxes on Hold	=	0
Eligible Boxes Checked Out	=	0
Eligible Boxes Removed	=	0
Total Available Boxes to be destroyed	=	118

1/13/15 *[Signature]* 1/20/15 *[Signature]* 3/2/15 *[Signature]*  
Date RECORDS MANAGER Date DEPARTMENT HEAD Date CITY ATTORNEY Deputy