



## Memorandum

**Date:** April 9, 2021  
**TO:** Stacey Haddon, City Clerk  
**FROM:** Chanel Ovalle, Community Development Program Manager  
**SUBJECT:** Destruction of Obsolete Records

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Please find attached a log of obsolete records for destruction. They include the following boxes:

CDD-063  
CDD-064  
CDD-065  
CDD-066  
CDD-068  
CDD-069  
CDD-023

Please include the attached list to be included in the May 4<sup>th</sup> Council Agenda.

Thank you,

A handwritten signature in black ink, appearing to read "Chanel Ovalle".

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Chanel Ovalle  
Community Development Program Manager



## CITY OF LOMPOC

<b>BOX NO.</b>	<b>CDD-063</b>	Destruction Requested:	
		Destruction Approved:	
		Destroyed Date:	
<b>DEPT:</b>	Economic Development		
<b>SUB-DEPT:</b>	Housing		
<b>LOCATION:</b>	Anderson Recreation Center - Garage		
<b>BOX LABEL</b>	<b>DESCRIPTION:</b>	CDBG	
	<b>PERIOD COVERED:</b>	2/5/2015 thru 6/5/2015	
	<b>DESTRUCTION DATE:</b>	12/31/2019	
<b>BOX CONTENTS DETAIL</b>			
<b>Description</b>		<b>File Name</b>	<b>Fiscal Year</b>
<b>PAID LOANS</b>			
59416		GAY	PAID LOAN 4/10/2015
59452		PETTY	PAID LOAN 8/21/2015
59653		SHANKS	PAID LOAN 4/14/2015
59430		TOLLES	PAID LOAN 4/30/2015
59634		MICHAELS	PAID LOAN 4/28/2015
59619		SHANKS	PAID LOAN 4/14/2015

# CITY OF LOMPOC

<b>BOX NO.</b>	<b>CDD-064</b>	Destruction Requested:		
		Destruction Approved:		
		Destroyed Date:		
<b>DEPT:</b>	Economic Development			
<b>SUB-DEPT:</b>	Housing			
<b>LOCATION:</b>	Anderson Recreation Center - Garage			
<b>BOX LABEL</b>	<b>DESCRIPTION:</b>		CDBG	
	<b>PERIOD COVERED:</b>		2/5/2015 thru 6/5/2015	
	<b>DESTRUCTION DATE:</b>		12/31/2019	
<b>BOX CONTENTS DETAIL</b>				
<b>Description</b>		<b>File Name</b>		<b>Fiscal Year</b>
<b>PAID LOANS</b>				
59664		CROWE	PAID LOAN	2/5/2015
59654		JACKSON	PAID LOAN	6/5/2015
59489		BRADLY	PAID LOAN	3/11/2015
59620		KLAWITER	PAID LOAN	2/26/2015

**CITY OF LOMPOC**

<b>BOX NO.</b>	<b>CDD-065</b>	Destruction Requested:		
		Destruction Approved:		
		Destroyed Date:		
<b>DEPT:</b>	Economic Development			
<b>SUB-DEPT:</b>	Housing			
<b>LOCATION:</b>	Anderson Recreation Center - Garage			
<b>BOX LABEL</b>	<b>DESCRIPTION:</b>	CDBG		
	<b>PERIOD COVERED:</b>	d-0		
	<b>DESTRUCTION DATE:</b>	12/31/2019		
<b>BOX CONTENTS DETAIL</b>				
<b>Description</b>		<b>File Name</b>		<b>Fiscal Year</b>
PAID LOANS				
851691		SHELTER SERVICES	PAID LOAN	1/8/2016
59490		RUSSELL	PAID LOAN	11/25/2015
59465		RUIZ	PAID LOAN	3/11/2013

**CITY OF LOMPOC**

<b>BOX NO.</b>	<b>CDD-066</b>	Destruction Requested:	
		Destruction Approved:	
		Destroyed Date:	
<b>DEPT:</b>	Economic Development		
<b>SUB-DEPT:</b>	SHA/CDBG/CHAFA1/HTF		
<b>LOCATION:</b>	Anderson Recreation Center - Garage		
<b>BOX LABEL</b>	<b>DESCRIPTION:</b>	RDA/CDB/LHTF	
	<b>PERIOD COVERED:</b>	2003-2011	
	<b>DESTRUCTION DATE:</b>	10/28/2016	
<b>BOX CONTENTS DETAIL</b>			
<b>Description</b>	<b>File Name</b>	<b>Fiscal Year</b>	
Paid Loan	Read More Books	5/23/03	
Paid Loan	Carnahan Therapy	1/20/06	
Foreclosed Loan	T Street Condos HTF loan #59822	10/28/11	
Foreclosed Loan	T Street Condos CDBG loan #59806	10/28/11	
Loan File	Portabello Apartments CAL CHAFA1 #59702	11/17/05	

**CITY OF LOMPOC**

<b>BOX NO.</b>	<b>CDD-068</b>	<b>Destruction Requested:</b>	
		<b>Destruction Approved:</b>	
		<b>Destroyed Date:</b>	
<b>DEPT:</b>	Economic Development		
<b>SUB-DEPT:</b>	Human Service Agency Files 2014-15		
<b>LOCATION:</b>	Anderson Recreation Center - Garage		
<b>BOX LABEL</b>	<b>DESCRIPTION:</b>	CDBG Funded Projects	
	<b>PERIOD COVERED:</b>	2014-15	
	<b>DESTRUCTION DATE:</b>	12/31/2019	
<b>BOX CONTENTS DETAIL</b>			
<b>Description</b>	<b>File Name</b>	<b>Fiscal Year</b>	
HS File	Legal Aid Foundation-Fair Housing Services	2014-15	
HS File	Housing Rehab Revolving	2014-15	
HS File	Catholic Charities-Community Services	2014-15	
HS File	General Admin	2014-15	
HS File	Domestic Violence Solutions	2014-15	
HS File	Legal Aid Foundation-Emergency Services	2014-15	
HS File	Good Sam-Marks House	2014-15	
HS File	Catholic Charities-Food Distribution Services	2014-15	
HS File	Catholic Charities-Food Distribution Services	2014-15	

<b>CITY OF LOMPOC</b>			
<b>BOX NO.</b>	<b>CDD-069</b>	<b>Destruction Requested:</b>	
		<b>Destruction Approved:</b>	
		<b>Destroyed Date:</b>	
<b>DEPT:</b>	Economic Development		
<b>SUB-DEPT:</b>	Human Service Agency Files 2013-14 & 2014-15		
<b>LOCATION:</b>	Anderson Recreation Center - Garage		
<b>BOX LABEL</b>	<b>DESCRIPTION:</b>	CDBG Funded Projects	
	<b>PERIOD COVERED:</b>	2014-15	
	<b>DESTRUCTION DATE:</b>	12/31/2019	
<b>BOX CONTENTS DETAIL</b>			
<b>Description</b>	<b>File Name</b>	<b>Fiscal Year</b>	
HS File	Code Enforcement	2014-15	
HS File	Catholic Charities-MERG ERG	2014-15	
HS File	Administration	2014-15	
HS File	Attachments for DVS Application	2013-14	
HS File	Attachments for Community Partners in Caring	2013-14	
HS File	Attachments for Community Action Committee	2013-14	
HS File	Original Applications for 2013-2014	2013-14	



## CITY OF LOMPOC

<b>BOX NO.</b>	<b>CDD-023</b>	Destruction Requested:	
		Destruction Approved:	
		Destroyed Date:	

**DEPT:** Economic Development

**SUB-DEPT:** Housing

**LOCATION:** Anderson Recreation Center - Garage

<b>BOX LABEL</b>	DESCRIPTION:	CDBG
	PERIOD COVERED:	7/31/2014
	DESTRUCTION DATE:	7/31/2019(T+5)

### BOX CONTENTS DETAIL

Description	File Name	Fiscal Year
CDBG	Paid RR Loan Laney	
	Paid RR Loan Glidden	
	Paid RR Loan Gransie	
	Paid RR Loan Armstrong	
	Paid RR Loan Oldread	
	Paid RR Loan Reed	
	Paid RR Loan Saletti	