

Memorandum

Date:

April 9, 2021

TO:

Stacey Haddon, City Clerk

FROM:

Chanel Ovalle, Community Development Program Manager

SUBJECT:

Destruction of Obsolete Records

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

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CDD-023

Please include the attached list to be included in the May 4th Council Agenda.

Thank you,

Chanel Øvalle

Community Development Program Manager

Community Development Department Boxes Requested for Destruction

				It Doxes Requesi			Data
Box	Destruction	Destruction	<u>Date</u>		Destruction		<u>Date</u>
<u>Number</u>	<u>Date</u>	<u>Requested</u>	<u>Destructed</u>	Box Number	<u>Date</u>	<u>Requested</u>	<u>Destructed</u>
CDD-063	12/31/2019	5/4/2021					
CDD-064	12/31/2019	5/4/2021					
CDD-065	12/31/2019	5/4/2021					
CDD-066	10/28/2016	5/4/2021					
CDD-068	12/31/2019	5/4/2021					
CDD-069	12/31/2019	5/4/2021					
CDD-023	7/31/2019	5/4/2021					
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	CITY OF LC	MPOC			
		Destruction Requested:			
BOX NO.	CDD-063	Destruction Approved:			
		Destroyed Date:			
DEPT:	Economic Development				
SUB-DEPT:	Housing				
LOCATION:	Anderson Recreation Center - Gara	ge			
	DESCRIPTION:	CD	BG		
BOX LABEL	PERIOD COVERED:	2/5/2015 thru 6/5/2015			
	DESTRUCTION DATE:	12/31	12/31/2019		
	BOX CONTENT	S DETAIL			
Description	File Name		Fiscal Year		
PAID LOANS					
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 LOMP	OC	,				
			Destruction Request	ed:		
BOX NO.		CDD-064	Destruction Approve	d:		
			Destroyed Date:			
DEPT:	Economic I	Development				
SUB-DEPT:	Housing					
LOCATION:	Anderson F	Recreation Cen	ter - Garage			
	DESCRIPTION:			CDBG		
BOX LABEL	PERIOD COVERED:		2/5/2015	2/5/2015 thru 6/5/2015		
	DESTRUCTION DATE:		12/	12/31/2019		
		BOX CON	ITENTS DETAIL			
Description		File Name		Fiscal Year		
PAID LOANS						
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 LOM	POC	
	CDD-065		Destruction Requested:	
BOX NO.			Destruction Approved:	
			Destroyed Date:	
DEPT:	Economic Deve	elopment		
SUB-DEPT:	Housing			
LOCATION:	Anderson Recre	eation Center - Garage		
	DESCRIPTION:		CDBG	
BOX LABEL	PERIOD COVERED:		d-0	
	DESTRUCTION DATE:		12/31/2019	
		BOX CONTENTS [DETAIL	
Description		File Name		Fiscal Year
PAID LOANS				
851691		SHELTER SERVICES	PAID LOAN	1/8/2016
59490		RUSSELL	PAID LOAN	11/25/2015
59465		RUIZ	PAID LOAN	3/11/2013

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CITY OF L	OMPOC		
	Destruction Requested:		
CDD-066	Destruction Approved:		
	Destroyed Date:		
Economic Development			
SHA/CDBG/CHAFA1/HTF			
Anderson Recreation Center - Ga	arage		
DESCRIPTION:	RDA/CD	B/LHTF	
PERIOD COVERED:	3-2011		
DESTRUCTION DATE:	10/28/	8/2016	
BOX CONTEN	NTS DETAIL		
File Name		Fiscal Year	
Read More Books		5/23/03	
Carnahan Therapy		1/20/06	
T Street Condos HTF loan #598	22	10/28/11	
T Street Condos CDBG Ioan #5	9806	10/28/11	
Portabello Apartments CAL CH	AFA1 #59702	11/17/05	
	CDD-066 Economic Development SHA/CDBG/CHAFA1/HTF Anderson Recreation Center - Ga DESCRIPTION: PERIOD COVERED: DESTRUCTION DATE: BOX CONTENT File Name Read More Books Carnahan Therapy T Street Condos HTF loan #598 T Street Condos CDBG loan #5	CDD-066 Destruction Approved: Destroyed Date: Economic Development SHA/CDBG/CHAFA1/HTF Anderson Recreation Center - Garage DESCRIPTION: PERIOD COVERED: DESTRUCTION DATE: BOX CONTENTS DETAIL File Name Read More Books	

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CITY OF LOMPO	C	., <u>.</u>	
		Destruction Requested:	
BOX NO.	CDD-068	Destruction Approved:	
		Destroyed Date:	
DEPT:	Economic Development		
SUB-DEPT:	Human Service Agency Files 2014-15		
LOCATION:	Anderson Recreation Center - Garage		
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	DESCRIPTION:	CDBG Funded Projects	
BOX LABEL	PERIOD COVERED:	2014-15	
	DESTRUCTION DATE:	12/31/2019	
BOX CONTENTS DET	AIL		
Description	File Name		Fiscal Year
HS File	Legal Aid Foundation-Fair Housing Se	rvices	2014-15
HS File	Housing Rehab Revolving		2014-15
HS File	Catholic Charities-Community Service	S	2014-15
HS File	General Admin		2014-15
HS File	Domestic Violence Solutions		2014-15
HS File	Legal Aid Foundation-Emergency Ser	vices	2014-15
HS File	Good Sam-Marks House		2014-15
HS File	Catholic Charities-Food Distribution S	ervices	2014-15
HS File	Catholic Charities-Food Distribution S	ervices	2014-15

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		Destruction Requested	1:
BOX NO.	CDD-069	Destruction Approved:	
		Destroyed Date:	
DEPT:	Economic Development		-
SUB-DEPT:	Human Service Agency Files 2	013-14 & 2014-15	
LOCATION:	Anderson Recreation Center - 0	Garage	<u> </u>
BOX LABEL	DESCRIPTION:	CDBG Funded Project	S
	PERIOD COVERED:	2014-15	2014-15
	DESTRUCTION DATE:	·	
BOX CONTENTS	DETAIL		
Description	File Name		Fiscal Year
HS File	Code Enforcement		2014-15
HS File	Catholic Charities-MERG ERG		2014-15
HS File	Administration	Administration	
HS File	Attachments for DVS Application	on	2013-14
HS File	Attachments for Community Pa	Attachments for Community Partners in Caring	
HS File	Attachments for Community Ac	Attachments for Community Action Committee	
HS File	Original Applications for 2013-2	2044	2013-14

	CITY OF LO	DMPOC		
		Destruction Requested:		
BOX NO.	CDD-023	Destruction Approved:		
		Destroyed Date:		
DEPT:	Economic Development		· · · · · · · · · · · · · · · · · · ·	
SUB-DEPT:	Housing			
LOCATION:	Anderson Recreation Center	er - Garage		
	DESCRIPTION:	CDBG	CDBG	
BOX LABEL	PERIOD COVERED:	7/31/2014		
	DESTRUCTION DATE:	7/31/2019(T+5)		
*	BOX CONTENT	S DETAIL		
-			Fise	
Description	File Name		Ye	
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		