

CITY OF CARSON REQUEST FOR PERMISSION TO PURGE DOCUMENTS

The City Clerk's Office seeks permission to purge the records listed below (or on the attached list).

The records have met their retention requirements and are not the subject of any claim, litigation, investigation, or audit.

(List records here, or attach a list)

Record Type	Records Description	From (Start Date)	To (End Date)	Retention Period
Legislative (Box 1)	Agenda Packet	11/17/09	12/15/09	CU + 2
Legislative (Box 2)	Agenda Packet	9/6/05	10/18/05	CU + 2
Legislative (Box 3)	Agenda Packet	12/3/02	12/3/02	CU + 2
Legislative (Box 4)	Agenda Packet	4/16/13	6/14/13	CU + 2
Legislative (Box 5)	Agenda Packet	8/7/12	10/2/12	CU + 2
Legislative (Box 6)	Agenda Packet	1/15/13	4/2/13	CU + 2
Legislative (Box 7)	Agenda Packet	5/6/14	6/24/14	CU + 2
Legislative (Box 8)	Agenda Packet	12/16/14	2/18/15	CU + 2
Legislative (Box 9)	Request for Proposal	4/8/13	12/19/13	3 Years
Legislative (Box 10)	Agenda Packet, Certificate of Posting	7/94	4/11/96	CU + 2
Legislative (Box 11)	Agenda Packet	7/21/15	9/21/15	CU + 2
Legislative (Box 12)	Agenda Packet	9/3/12	10/21/13	CU + 2
Legislative (Box 13)	Agenda Packet	5/2/00	6/11/00	CU + 2
Legislative (Box 14)	Completed Public Records Act Request	5/08	6/9/08	CU + 2
Legislative (Box 15)	Agenda Packet	3/20/12	5/14/12	CU + 2
Legislative (Box 16)	Agenda Packet	8/16/94	10/8/94	CU + 2
Legislative (Box 17)	Agenda Packet	9/7/93	11/29/93	CU + 2
Legislative (Box 18)	Agenda Packet	12/9/08	3/18/09	CU + 2
Legislative (Box 19)	Notice of Special Meeting	1976	1999	CU + 2
Legislative (Box 20)	Agenda Packet	7/23/08	10/7/08	CU + 2

Check one option for destruction:

☒ Shredding is Required (Records contain private information) OR

☐ Recycle (Records do NOT contain private information)

Tomisha Haywood
Employee Preparing Form

3/27/23
Date

DOCUMENTS HAVE BEEN REVIEWED AND APPROVED FOR DESTRUCTION

K. Bradshaw
City Clerk

3/27/23
Date

BASED ON THE DESCRIPTION OF THE DOCUMENTS LISTED IN THIS FORM, I CONCUR WITH THE CITY CLERK'S DECISION TO DESTROY THE DOCUMENTS LISTED HERE.

[Signature]
City Attorney

3-27-23
Date