



**MICHAEL N. FEUER**  
CITY ATTORNEY

REPORT NO.: R 1 5 - 0 1 6 6  
JUN 1 8 2015

REPORT RE:

**REQUEST TO DESTROY CERTAIN OBSOLETE RECORDS  
FROM THE CITY ATTORNEY'S OFFICE**

The Honorable City Council  
Of the City of Los Angeles  
Room 395, City Hall  
200 North Spring Street  
Los Angeles, CA 90012

Honorable Members:

Transmitted herewith are various requests by the City Attorney's Office to destroy certain obsolete records. These requests are as follows:

1. **General Litigation Division** (ATY/07 29 Boxes for the period 01/01/1961 -- 12/31/2002). Fourteen boxes from the original request of 43 boxes are ineligible for destruction at this time. Should you have any questions concerning this request, please contact Wilberta Breedy-Richardson at (213) 978-6934.
2. **Collections Division** (ATY/09 111 Boxes for the period 01/01/1969 -- 12/31/1981). All 111 boxes from the original request are eligible for destruction. Should you have any questions concerning this request, please contact Wilberta Breedy-Richardson at (213) 978-6934.
3. **Consumer Division** (ATY/12 12 Boxes for the period 01/01/1985 -- 12/05/2001). All 12 boxes from the original request are eligible for destruction. Should you have any questions concerning this request, please contact M. Donna Uy-Barreta at (213) 978-8070.

4. **Housing Division** (ATY/15 252 Boxes for the period of 01/01/1976 – 07/02/2002). All 252 boxes from the original request are eligible for destruction. Should you have any questions concerning this request, please contact M. Donna Uy-Barreta at (213) 978-8070.
5. **Special Trials Division** (ATY/25 5 Boxes for the period of 06/01/1976 – 06/20/1990). All 5 boxes from the original request are eligible for destruction. Should you have any questions concerning this request, please contact M. Donna Uy-Barreta at (213) 978-8070.
6. **Environmental Division** (ATY/13 82 Boxes for the period 08/01/1978 – 11/30/1992). All 82 boxes from the original request are eligible for destruction. Should you have any questions concerning this request, please contact Patty Bilgin at (213) 978-8097.
7. **Criminal Appellate Division** (ATY/14 435 Boxes for the period of 01/01/1975 – 01/30/1993). Seventy Seven boxes from the original request of 512 are ineligible for destruction at this time. Should you have any questions concerning this request, please contact Debbie Lew at (213) 978-6900.
8. **Criminal Trials & Hearings Division** (ATY/17 81 Boxes for the period of 06/01/1972 – 12/31/2004). Fifteen boxes from the original request of 96 are ineligible for destruction at this time. Should you have any questions concerning this request, please contact Mary Clare Molidor at (213) 978-4090.
9. **Bauchet Street Division** (ATY/19 97 Boxes for the period of 01/01/1975 – 01/31/1987). All 97 boxes from the original request are eligible for destruction. Should you have any questions concerning this request, please contact Mary Clare Molidor at (213) 978-4090.
10. **Hill Street Division** (ATY/20 2 Boxes for the period of 01/01/2002 – 12/31/2003). All 2 boxes from the original request are eligible for destruction. Should you have any questions concerning this request, please contact Mary Clare Molidor at (213) 978-4090.
11. **West Los Angeles Division** (ATY/22 8 Boxes for the period of 01/01/1971 – 12/31/1984). All 8 boxes from the original request are eligible for destruction. Should you have any questions concerning this request, please contact Mary Clare Molidor at (213) 978-4090.

12. **Van Nuys Division** (ATY/21 2 Boxes for the period of 08/01/1972 – 01/31/1986). These 2 boxes are eligible for destruction. Should you have any questions concerning this request, please contact Richard A. Schmidt at (818) 374-3320.
13. **San Fernando Division** (ATY/23 13 Boxes for the period of 01/01/1983 – 12/31/2004). One box from the original request of 14 boxes is ineligible for destruction at this time. Should you have any questions concerning this request, please contact Robert Fratianne at (818) 374-6800.
14. **Victim Witness Division** (ATY/24 75 Boxes for the period of 01/01/1982 – 12/31/2004). All 75 boxes from the original request are eligible for destruction. Should you have any questions concerning this request, please contact Derek Tennell at (213) 978-2097.
15. **Police-Fire Division** (ATY/26 223 Boxes for the period of 01/01/1972 – 02/19/1993). All 223 boxes from the original request are eligible for destruction. Should you have any questions concerning this request, please contact Wayne H. Song at (213) 978-8200.
16. **Criminal Division** (ATY/28 6 Boxes for the period of 11/01/1973 – 12/31/1977). All 6 boxes from the original request are eligible for destruction. Should you have any questions concerning this request, please contact Kimberly Sanford at (213) 978-1860.
17. **Housing & Community Development Division** (ATY/29 47 Boxes for the period of 01/01/1977 – 06/30/2012). All 47 boxes from the original request are eligible for destruction. Should you have any questions concerning this request, please contact Garcelle Embry at (213) 978-7997.
18. **Real Property / Environment Division** (ATY/31 124 Boxes for the period of 01/01/1962 – 12/31/2012). All 124 boxes from the original request are eligible for destruction. Should you have any questions concerning this request, please contact Timothy McWilliams at (213) 978-8209.
19. **Administrative Services Division** (ATY/02 144 Boxes for the period of 01/01/1976 – 12/19/2009). Six boxes from the original request of 150 are ineligible for destruction at this time. Should you have any questions concerning this request, please contact Michiko Reyes at (213) 978-7020.

20. **Labor Relations Division** (ATY/03 2 Boxes for the period of 01/01/1990 – 12/31/1994). These 2 boxes from the original request are eligible for destruction. Should you have any questions concerning this request, please contact Vivienne Swanigan at (213) 978-7182.
21. **Land Use Division** (ATY/14 279 Boxes for the period of 01/01/1956 – 06/28/2012). Forty Five boxes from the original request of 324 are ineligible for destruction at this time. Should you have any questions concerning this request, please contact Terry Kaufmann Macias at (213) 978-8223.
22. **General Counsel Division** (ATY/05 135 Boxes for the period of 01/01/1970 – 12/31/2009). One box from the original request of 136 is ineligible for destruction at this time. Should you have any questions concerning this request, please contact Valerie Flores at (213) 978-8149.
23. **General Counsel Division** (ATY/06 26 Boxes for the period of 01/01/1973 – 12/31/1992). All 26 boxes are eligible for destruction. Should you have any questions concerning this request, please contact Renee A. Stadel at (213) 978-8149.
24. **Workers' Compensation Division** (ATY/08 395 Boxes for the period of 01/01/1941 – 12/31/1989). All 395 boxes from the original request are eligible for destruction. Should you have any questions concerning this request, please contact Karl L. Moody at (213) 473-9021.

This office finds that this request for destruction of obsolete records has been processed in accordance with the requirements of Los Angeles Administrative Code (LAAC) Section 12.5 and accordingly approves the destruction thereof. Also attached to this letter are the certifications of the City Clerk and the forms of resolution as required by LAAC Section 12.5.

Very truly yours,

MICHAEL N. FEUER, City Attorney

By:

  
LEELA A. KAPUR

Executive Assistant City Attorney

LAK:mo  
Transmittal