

INFORMATION, TECHNOLOGY, AND GENERAL SERVICES COMMITTEE REPORT
relative to a proposed new records disposition schedule for the Bureau of Sanitation (BOS),
Fats, Oils and Grease (FOG) Division, Schedule SAN/7013.

Recommendation for Council action:

APPROVE the proposed new records disposition schedule for the BOS, FOG Division,
Schedule SAN/7013.

Fiscal Impact Statement: None submitted by the City Attorney. Neither the City Administrative
Officer nor the Chief Legislative Analyst has completed a financial analysis of this report.

Community Impact Statement: None submitted.

SUMMARY:

At its regular meeting held on November 13, 2018, the Information, Technology, and General
Services Committee considered a City Attorney report relative to the proposed new records
disposition schedule for the BOS, FOG Division, Schedule SAN/7013.

After providing an opportunity for public comment, the Committee moved to approve the
recommendation contained in the City Attorney report dated October 25, 2018, as detailed
above. This matter is now transmitted to the Council for its consideration.

Respectfully Submitted,

INFORMATION, TECHNOLOGY, AND GENERAL SERVICES COMMITTEE



<u>MEMBER</u>	<u>VOTE</u>
RODRIGUEZ:	YES
BLUMENFIELD:	YES
O'FARRELL:	YES

LC 11/13/18

-NOT OFFICIAL UNTIL COUNCIL ACTS-