



**RECORDS & INFORMATION MANAGEMENT (RIM) PROGRAM
RECORDS LIST**

RECORDS FORMAT: Hard Copy Electronic Other Media: _____
PURPOSE: Records for On-Site Storage Records for Off-Site Storage Records for Destruction

DEPARTMENT: Planning **PROGRAM** Long Range Policy and Planning **PREPARED BY:** Laura Dawson Bodner
RECORD SERIES TITLE: Metro Land Use Decision Records – Other Records
RECORD SERIES NO: M08-02-13(b)
MINIMUM RETENTION: Permanent
DATE RANGE/FROM: 03/01/09
DATE RANGE/TO: 09/30/09

If you checked Records for Storage, complete the following information:
METRO BOX NO: PLANN0188
ARCHIVE SYSTEMS BOX NO: GI6293
BOX TITLE: Urban and Rural Reserves Master Record

Folder No.	Description	Date Range	Comments
14	Urban and Rural Reserves Master Record	03/01/09 – 03/18/09	
15	Urban and Rural Reserves Master Record	03/19/09	
16	Urban and Rural Reserves Master Record	03/20/09 – 04/08/09	
17	Urban and Rural Reserves Master Record	04/09/09 – 05/31/09	
18	Urban and Rural Reserves Master Record	06/01/09 – 06/30/09	
19	Urban and Rural Reserves Master Record	07/01/09 – 07/31/09	
20	Urban and Rural Reserves Master Record	08/01/09 – 08/12/09	
21	Urban and Rural Reserves Master Record	08/13/09 – 08/31/09	
22	Urban and Rural Reserves Master Record	09/01/09 – 09/08/09	

23	Urban and Rural Reserves Master Record	09/09/09 – 09/22/09	
24	Urban and Rural Reserves Master Record	09/23/09	
25A	Urban and Rural Reserves Master Record	09/24/09 1 of 2	
25B	Urban and Rural Reserves Master Record	09/24/09 2 of 2	
26	Urban and Rural Reserves Master Record	09/25/09 – 09/30/09	