

**TOWN OF PARADISE
RESOLUTION NO. 16-21**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE
AUTHORIZING DISPOSAL OF CERTAIN TOWN RECORDS MAINTAINED IN THE
TOWN CLERK DEPARTMENT PURSUANT TO
GOVERNMENT CODE SECTION 34090.**

WHEREAS, Government Code Section 34090 authorizes the head of a town department, with the written consent of the Town Attorney, to destroy certain records over two years of age upon approval of the legislative body; and,

WHEREAS, the Town Attorney consent is incorporated into this resolution as Exhibit A approving the destruction of those certain records set forth in Exhibits B, C, and D; and,

WHEREAS the specific records are set forth on Exhibits B, C and D; and,

WHEREAS, the Town Clerk is requesting to dispose certain records maintained in the Town Clerk Department as set forth on the attached Exhibits B, C and D.

NOW, THEREFORE, the Town Council of the Town of Paradise does resolve as follows:

SECTION 1: The Town Clerk of the Town of Paradise is hereby authorized to dispose of the records set forth in Exhibits B, C and D of this resolution.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 14th day of June, 2016, by the following vote:

AYES: Greg Bolin, Steve "Woody" Culleton, Scott Lotter, John J. Rawlings and Jody Jones, Mayor

NOES: None

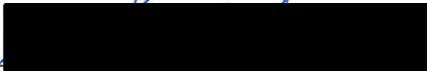
ABSENT: None

NOT VOTING: None



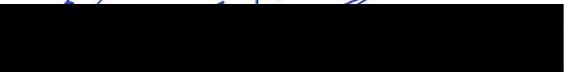
Jody Jones, Mayor

ATTEST: *June 14, 2016*



Joanna Gutierrez, CMC, Town Clerk

APPROVED AS TO FORM:



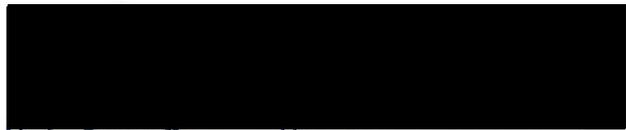
Dwight L. Moore, Town Attorney

EXHIBIT "A"

**Consent to Destruction of Certain Records, Documents
and Papers of the Town of Paradise**

Pursuant to the Government Code Section 34090, I hereby consent to the destruction of those certain records, documents and papers of the Town of Paradise listed on Exhibits B, C and D attached to Resolution No. 16-21.

DATED: June 14, 2016

A large black rectangular redaction box covering the signature of Dwight L. Moore.

DWIGHT L. MOORE, Town Attorney

EXHIBIT “B”
LIST OF FILES ELIGIBLE FOR DESTRUCTION
(Removed from shelf)

	PLANNING & COMMUNITY DEVELOPMENT	Retention
	Planning - Annexations	
760-10-37	Walter Sonntagg Annexation on Merrill Road	Duplicate File
760-10-38	Cummings/Sprague Annexation & Prezone	Duplicate
760-10-39		
760-10-40	Wal Mart Lower Skyway Potential Annexation	2-year
760-10-41	Wal Mart Shopping Center Project – Correspondence for and against 1/1/2010 – 1/20/2012	2-year
760-10-42	Mooney, John & Carol (Prospect Lane)	Duplicate File
	Planning - Census	
760-25-01	July 1980 – Census 1990	Superceded
	Planning – General Plan	
760-40-39	Corrigan – Rezone & General Plan Amendment File #1 (Originals in Planning)	Duplicate File
760-40-40	Corrigan – Rezone & General Plan Amendment File #2	
760-40-43	Corrigan – Rezone & General Plan Amendment File #3	
760-40-44	Corrigan – Rezone & General Plan Amendment File #4	
760-40-47	Niblett – Rezone & General Plan Amendment	Duplicate
760-40-48	Rickards-Anderson Rezone & Land Use Amendment	Duplicate
760-40-49	McGregor – Rezone & General Plan Amendment	Duplicate
760-40-51	Sonntag, Ron - Rezone & General Plan Amendment	Duplicate
760-40-56	Grand Sierra Lodge – Rezone & General Plan Amendment	Duplicate
760-40-58	Gilkey: General Plan Amendment & Rezone	Duplicate
	PLANNING – PLANNING COMMISSION	
760-45-03	Planning Commission – Correspondence through 8/10/2009	2-year
760-45-06	Planning Commission Agendas & Minutes through 12/10/2007	Duplicates
760-45-09	PC Agenda & Minutes 2008 to 2009	Duplicates
760-45-10	Applicants & Appointments 1996 to 2001 (Term + 5)	T + 5
760-45-11	Applicants & Appointments 2003 to 2010 (Term + 5)	T + 5
	PLANNING – SPHERE OF INFLUENCE	
760-50-03	Magalia Dam/Skyway Widening – Correspondence through 2/10/2005	2-year
760-60-01	Planning Director Hearing Agendas through 8/30/2006	2-year
760-70-01	Butte County General Plan correspondence through 8/23/2013	2-year
	Planning - Zoning	
750-85-02	Regulations relating to Adult Entertainment	2-year
750-85-06	Transmittal Letters through 10/21/10	2-year
	Planning – Transportation	
770-05-07	General File 2004	2-year
770-05-13	Intercity Transit through May 2011	2-year
	PUBLIC WORKS/ONSITE/ENGINEERING/STREETS	
910-10-06	Drainage Deposits – Correspondence through 8/13/2002	2-year

910-20-01	Capital Improvement Resolutions	Duplicates
910-30-02	Operation & Maintenance General File through 10/10/2006	2-year
920-20-01	Plan Checks General File through 10/10/2007	
920-30-01	Surveys – through 9/8/2009 (one agenda summary)	2-year
930-20-01	DBE Resolutions 2000-2006	Duplicates
930-30-01	Cal Trans Minority Bus Regulations – through June 3, 1991	2-year
930-30-02	Highway – General Information through 9/10/2012	2-year
940-10-07	Used Oil Grant – correspondence through 6/29/2004	2-year
940-10-11	Container Recycling & Litter Reduction Act	2-year
940-10-13	Regional Electronic Hazardous Waste Grant Program Newsletter	2-year
940-10-18	Citizen Rate Review Committee Agendas through Jan 8, 2008	2-year
950-15-06	Banner Program – Discontinued June 8, 2004	2-year
950-15-07	Temporary Street Closure Procedure – Resolution No 08-18	Duplicate
950-25-02	Dean Road – Encroachment (Gate Proposal) – 2/6/2004	2-year
950-25-03	Encroachments – General 2/10/2011	2-year
950-25-01	Encroachment Paradise of Flags 11/1/1999	2-year
950-40-01	Capital Improvement Projects – correspondence & duplicate resolutions	2-year
950-45-02	Stop Sign Locations - Correspondence through Jan 12 1999	2-year
950-60-03	Citizen Complaint/Notification – Correspondence through Oct 23 2009	2-year
950-60-05	Snow Removal Plan Policy	Duplicate

EXHIBIT “C”
LIST OF FILES ELIGIBLE FOR DESTRUCTION
5-Year Retention

Box No.		Date closed
2010-00002	Redevelopment Agency – Real Property/Contracts for Services	
1340-20-10	Serenity Woods Lease – 5456 Black Olive Drive – 1/13/2010	01/13/2010
1320-10-01	7-H Technical Services Group – Downtown WWTR Master Plan – 5/23/2007	05/23/2007
1320-10-04	Butte College SBDA – RDA Business Partnership Program	12/01/2006
1320-10-08	Repayment of 2005 Loan from Town to RDA \$124,149 at 5%	06/27/2006
1320-10-09	Murphy & Davis–Special Counsel-Compliance w/Redevelopment Housing Law	11/30/2006
1320-10-11	A.M. Miller & Co – Financial Consulting for 2003 Tax Allocation Notes	12/31/2003
1320-10-12	Orrick, Herrington & Sutcliffe Legal Services re 2003 Tax Allocation Notes	12/31/2003
1320-10-13	James Saake Real Estate Appraisal Services	08/07/2007
1320-10-14	David G Anderson – Façade Renovation at 5456 Black Olive Drive	02/28/2006
1320-10-16	Wilsey Ham – Foster Rd Streetscape (Engineering Services)	10/17/2007
1320-10-18	Colleen Corners – Business Development Consulting	05/13/2008
	CONTRACTS	
C85-14	Newport Federal (CDBG Loan – Grant #83-EDBG-020) Pd in Full	03/04/2010
C05-12	L & L Surveying	11/04/2010
C07-17	Spherion Staffing – Temporary Employment Agency Services	04/29/2009
C07-18	Sierra Heating & Air – HVAC Maintenance Services	09/15/2009
C07-21	Paradise Community Village (\$7500 was approved but never allocated)	10/14/2008
C07-22	Government Staffing Services, Inc (dba Munitemps)	03/26/2009
C07-23	Willdan – Building Plan Check Examination	03/16/2009
C07-04	Butte & Fire Safe Council Fuel Clearance Grants	10/20/2010
C08-01	Peters, Rush, Habib & McKenna – Legal Services re Appeal of Sherfield	09/16/2008
C08-03	TeChico –Information Services (Josh Marquis)	09/04/2008
C08-10	Liebert Cassidy Whitmore – Training & Consulting Service re: HR Mgt	06/30/2009
C08-12	Fire Storm, Inc.(20-person on call crew)	05/13/2009
C09-01	Pacific Municipal Consultants – Env Analysis Services for Mtn Terrace Dev	09/21/2009
C09-06	DeNovo Planning Group – Certification of Housing Element of General Plan	04/29/2010
C09-10	Private Industry Council of Butte County – Youth Workforce Investment	06/08/2010
C09-11	CHEC Pavement Management	11/03/2010
C09-14	Motorola, Inc – Records Mgt & Computer Aided Dispatch Program	04/13/2010
	LEASES	
880-30-02	4047 Neal Road (Property sold 8/19/05)	08/19/2005
880-30-03	5551 Skyway – Lease Terminated	10/20/2005
880-30-04	Community Action Agency Lease of 5533 B Skyway	01/02/2005
880-30-05	4047 Neal Rd – Habitat For Humanity (Town sold this property)	03/17/2010

EXHIBIT "D"
LIST OF FILES ELIGIBLE FOR DESTRUCTION
5-Year Retention

BOX NO.		Date of Loss
2010-00006		
File No.	LEGAL & LEGISLATIVE Claims – Statute of Limitations Expired	
520-30-05	2007 through 12/10/2008 – Miscellaneous Complaints	
520-30-06	2009 through 12/02/2010 – Miscellaneous Complaints	
520-40-50	CASEY, Ralph & Shirley	11/13/2006
520-40-51	WOODWARD, Robert	11/19/2007
520-40-52	MacNEILL, Cristina	11/03/2007
520-40-53	GRESLIE, David & Yarrow	11/05/2007
520-40-54	LANGLEY, Norman & Scott (BOGASIAN)	10/26/2006
520-40-55	KRAUSE, Otis & Mary Lou	04/30/2007
520-40-56	ROUDYBUSH, Steven	02/14/2007
520-40-57	HARDWICK, Roy L., Jr.	02/02/2008
520-40-58	BLACKWELDER, William Dale	10/10/2007
520-40-60	DARBY, Bill	01/31/2008
520-40-61	Enterprise Rent-A-Car	01/29/2008
520-40-64	ODELL, Markham	03/03/2008
520-40-65	KESTER, Charles	03/17/2008
520-40-66	COBBLE, Shin Lee	03/21/2008
520-40-67	DEVORE, Jeff	02/11/2008
520-40-68	FORBES, Deborah	04/28/2008
520-40-69	CAMERON, Marjorie	03/17/2008
520-40-70	WILLIAMS, Barbara	03/18/2008
520-40-71	WEST, Wilma	03/05/2008
520-40-72	BARKER, Jason	08/08/2008
520-40-73	STECHEK, Kathryn	01/13/2009
520-40-75	VAIRO, Michael	12/9/2008
520-40-77	PICKARD, Stephen	06/12/2008
520-40-78	NESMITH, Rodney	01/29/2008
520-40-78	KOUNS, Ken	08/28/2009
520-40-80	BLANDFORD, Charleen	07/20/2010
520-40-83	ARNOLD, William	12/29/2009
520-40-84	WITHEROW, Trista	02/18/2010
2010-00005		
520-30-04	Miscellaneous Closed Complaints/Claims (1/1/2004 – 8/31/2006)	
520-40-13	HOUTMAN, John	11/02/2005
520-40-08	ROBERTS, Robert	06/02/2004
520-40-10	NEWTON, Harold	12/07/2004
520-40-12	SAWYER, Gary	07/25/2005

BOX NO.		
520-40-14	MICHELS, Kimberly	05/29/2004
520-40-15	MALOSH, Corynne & MURRAY, Cathy	09/25/2005
520-40-16	ANDERSEN, Carl	07/06/2006
520-40-17	DOLINAR, Bill	08/24/2006
520-40-18	HARRIS, Kory Allan	10/30/2006
520-40-19	LAMB, Jeff	11/12/2006
520-40-20	BALTIERRA, Justin	12/10/2006
520-40-35	TYLER, Gary & Kathryn	07/27/2005
520-40-36	LAW, Kimberly	06/01/2005
520-40-37	CARUS, Valerie	03/23/2005
520-40-38	MADSEN, Aage	05/19/2004
520-40-39	BAUER, Janet	10/12/2004
520-40-42	COLETT, Mary	02/10/2002
520-40-43	CONNORS, Cathleen	11/19/2002
520-40-44	CHENEY, Robert	10/15/2005
520-40-45	GILSTRAP, Barbara	02/26/2006
520-40-46	FREDERICK, George	03/07/2006
520-40-47	THOMAS, Carolina	01/20/2006
520-20-48	PICKARD, Douglas	01/16/2006
502-40-49	ERTA, Margaret	10/21/2005