



# Mendocino County

## Legislation Text

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**File #:** 19-0038, **Version:** 1

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**To:** Board of Supervisors

**From:** Transportation

**Meeting Date:** January 22, 2019

**Department Contact:** Howard N. Dashiell

**Phone:** 463-4363

**Item Type:** Consent Agenda

**Time Allocated for Item:** N/A

**Agenda Title:**

Adoption of Resolution Authorizing the Destruction of Various County Records Related to Previous Solid Waste Operations (Countywide)

**Recommended Action/Motion:**

Adopt Resolution authorizing the destruction of various County records related to previous solid waste operations (Countywide); and authorize Chair to sign same.

**Previous Board/Board Committee Actions:**

By Resolution Number 09-238 (October 20, 2009), the Board approved and executed a memorandum of agreement with the Mendocino Solid Waste Management Authority, for administration and management of County solid waste operations.

**Summary of Request:**

The administration and management of County solid waste operations has been contracted with Mendocino Solid Waste Management Authority since October 2009. Mendocino County Department of Transportation (MCDOT) continues to retain solid waste records from operations prior to that time. The storage of these records occupies a large amount of space which is needed to store other, more pertinent documents. MCDOT has researched record retention requirements and found all the records on the attached Exhibit A to be past the required retention time periods. MCDOT requests the Board authorize the destruction of these records. MCDOT will continue to retain any solid waste records which are found to be within the required retention time period or otherwise related to or necessary for current solid waste or landfill closure activities.

**Alternative Action/Motion:**

Do not adopt Resolution and provide direction to staff.

**Supplemental Information Available Online at:** N/A

**Fiscal Impact:**

**Source of Funding:** N/A

**Current F/Y Cost:** N/A

**Budgeted in Current F/Y:** N/A

**Annual Recurring Cost:** N/A

**Supervisory District:** All

**Vote Requirement:** 4/5's

**Agreement/Resolution/Ordinance Approved by County Counsel:** Yes

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**CEO Liaison:** Steve Dunncliff, Deputy CEO

**CEO Review:** Yes

**CEO Comments:**



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**FOR COB USE ONLY**

Executed By: Meribeth Dermond, Deputy Clerk II

Date: January 23, 2019

Final Status: **Adopted**

Executed Item Number: **Resolution** Item  
Number: 19-020