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CITY COUNCIL MEETING
DECEMBER 4, 1985

DESTRUCTION OF
PUBLIC WORKS RECORDS
AUTHORIZED

RES. NO. 85-166

Council adopted Resolution No. 85-166 approving the
destruction of certain records in the Public Works
Department.



CITY OF LODI

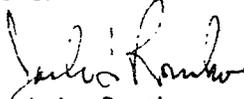
PUBLIC WORKS DEPARTMENT

COUNCIL COMMUNICATION

TO: City Council
FROM: City Manager
DATE: November 21, 1985
SUBJECT: Destruction of Records - Public Works

RECOMMENDED ACTION: That the City Council adopt a resolution authorizing the destruction of certain files in the Public Works Department.

BACKGROUND INFORMATION: Attached is a list of files, all of which are in excess of five years old, that we would like to dispose of. The majority of the information contained in these files deals with specific projects listed in the files and contains routine correspondence, quantity estimates, payment records, etc. Original plans for all the work is being retained. The City Attorney has reviewed the files and has no objection to their destruction.


Jack L. Ronsko
Public Works Director

JLR/GER/eeh

Attachments

APPROVED:


THOMAS A. PETERSON, City Manager

FILE NO.

RESOLUTION NO. 85 - 166

A RESOLUTION AUTHORIZING DESTRUCTION OF
CERTAIN RECORDS RETAINED BY THE PUBLIC WORKS DEPARTMENT

In accordance with Government Code Section 34090, the City Attorney has filed his written consent to the destruction of records retained by the Public Works Department, an inventory of which is attached hereto, marked Exhibit "A", and thereby made a part hereof.

BE IT RESOLVED, by the City Council of the City of Lodi that:

1. The records heretofore identified are more than five years old and are no longer required.
2. The City Council of the City of Lodi finds that the City Attorney has given his written consent to the destruction of the records inventoried on Exhibit "A" attached hereto and the destruction of these records is hereby authorized.

Dated: December 4, 1985

I hereby certify that Resolution No. 85-166 was passed and adopted by the City Council of the City of Lodi in a Regular Meeting held December 4, 1985 by the following vote:

AYES: Council Members - Pinkerton, Olson, Reid,
Snider, and Hinchman (Mayor)

NOES: Council Members - None

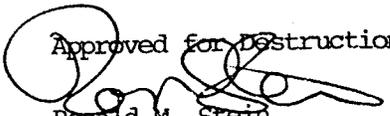
ABSENT: Council Members - None

Alice M. Reimche
ALICE M. REIMCHE
City Clerk

FILES FOR DESTRUCTION

Box 1

Approved for Destruction:


 Ronald M. Stein
 City Attorney
Sewer/Water - M

Miscellaneous

Streets

Holly Dr. St, Light District - Mills to Crescent

S & D - Developments

Cherokee Ln - 940 & 920 - Peters Pontiac
 Cherokee Ln - 2 North - Herb Preszler
 Cherokee Ln -923 S - Russell Triolo
 Cluff Ave., Cluff & Victor - Howard O. Lenz
 Cochran Rd., 2223 - Paul Georguson
 Fairmont Ave., S/E Corner Ham & Vine, - Fairmont Medical Center
 Harney Ln., 835 W. (The Oaks)- FPI Community Developers
 Houston Ln., 125 North - Levi Reich
 Hutchins St., 1830 S. - Woodbrook Condominium
 Iris Dr., 1416 - Iris Professional Group
 Iris Dr., 1520 - Dean Pearson
 Kettleman Ln. - 1130 West - Aladdin Real Estate (Stockton Savings)
 Kettleman Ln.- 1020 West- F & B Bank Parcel
 " " - 820 West - Kings Table Restaurant
 " " - 700 West - Bank of America
 " " - 500 - 600 - Mervyn's/Fry etc.
 " " - 500 East - Joseph F. Monnie
 Lodi Ave. - 200 West - McDonald's
 Mills Ave. North - LUSD - (Millswood School Site)
 Oak St., - 631 East - Hansen
 Pine St., - 605 East - Howard Clark
 " " - 115 East - Lind, A. L.
 Turner Rd.- 812 East - Casa de Lodi - Homer Bldg.
 " " - 2000 West - General Mills
 Victor Road - W. H. Medlen
 Vine & Garfield - Wm. Clemings
 The Vineyard #3
 Washington St. - 1002 South - Inez Huppert

S & D Subdivision

Aaron Subdivision
 Burlington Manor
 Hansen Industrial Park
 Homestead Manor #2
 " " #3
 Industrial Way Business Park
 Sullivan Oaks Condominium
 Sunwest Unit #3
 Teresi Industrial Park
 Winchester Acres

FILES FOR DESTRUCTION

Box 2

Traffic

Parking - No Parking - 1975

Projects

Improvements - PR - C&G

Central Ave. Curb & Gutter Replacement, Elm to Locust
Cherokee Ln. Sidewalk
Curb & Gutter Replacement - Central, Oak, Washington

Electrical PR-E

Downtown Underground

Parks

English Oaks Common
Lodi Lake Shade Structure

Sanitary

WSW - PCP Expansion - Contract Admin. (2)
WSW - PCP Expansion - Statements
WSW - PCP - Warranties & Maint, Contracts

Storm Drain

Cluff Ave. Storm Drain - EDA - Preapplication Papers & Instructions
Cluff Ave. Storm Drain - Right-of-Way General

Streets PR-ST

Lockeford St. Widening
Vine St. Improvements - 125' W/Kramer Dr. to WID Canal
Walnut & Oak St. Crossing - Protection SPRR

Water - PR

Well Drilling, Well 19
City Hall Landscaping
Fire Station #2, Structural Information
MSC Phase 1 - inspector's Daily Reports
Stadium Parking

Administration

Departmental Policy, Engineering Procedures
" " " "
Dept. Policy - Personnel Procedures
Creative Secretary
File System Information
Utility Coordinating Committee - 77-78

FILES FOR DESTRUCTION

Box 3

Equipment & Maintenance

Equipment Bids & Notices - 1979
Office Equipment
Material Bids & Notices -'77 -'78
Budget Information for '78-'79 Budget

Finance

Capital Improvement Program - 1969-79
" " " - 1978-79
" " " - 1979-80
" " " - 5 yrs. '79-84
Operating Budget - 1979-80
5-Year Capital Improvement Program
Operating Budget - 1980-81 Budget Memorandums
Claims - 1979
Supplemental Budget Requests - 1979-80
" " " - 1980-81

General Expenditure Reports

San Joaquin County - COG - TSM Subcommittee
SSCCOG - TIP, Miscellaneous
Easement Vacations - 1979-80

Personnel

Building & Equipment - Maintenance
College Student Employer & Volunteers
Education / Training
Engineering Division - Payroll - 1983
" " - Payroll - 1982
" Personnel Data, 7-1-1977
General Personnel Information - 7-1-1977
" " " - 1-1-1980
Performance Reports - 1979 - Engineering Division
" " - 1979 - Street Division
" " - 1979 - Water/Sewer Division
" " - 1980 - " " "
Construction Inspector - Information
Contract Inspector's Daily Work - Reports
Streets, Water/Sewer Personnel Data (7-1-77)

Public Safety

Safety, General - 1977-1980
ESIS Reports -
" " - 1979
Safety General - Jan. 1980 - Dec. 1980
" " - July 1977 - June 1978

Box 4

FILES FOR DESTRUCTION

EDA - Stockton St. Improvement, Century Blvd & Beckman RD. SS
EDA Project #07-01-01709 - Stockton, Century & Beckman Sanitary Sewer & SD
EDA " " - Plans & Specs for the above project.
EDA - Stockton St Storm Drain - Century - Kettleman (Photos)
Ernst & Ernst - Statement of Project Cost for EDA - #07-01-01709 10/14/77
EDA Grant Project - Estimate & Appraisal Reports
EDA - Stockton Street Storm Drain - Payroll
EDA - Century Blvd Sanitary Sewer Project #07-01-01709 File of letters etc.
EDA Grant Project - Property Acquisition Papers
" " " Work Papers

PR-SD

Stockton St Storm Drain - Century - Kettleman
" " " " - Inspection Daily Reports

DROUGHT RELIEF - 07-81-00084

- Application
Conservation - Water Meters
Correspondence
Well # 1
Well # 3
" # 4
" # 6
" # 7
9
#11

File of Government Booklets on "Regional Seminar on the Public Works Employment ACT
Grant Offer - Forms

P.W. Employment Act: A Guide to Round II Funding
Booklets on Round II Rules & Regulations 5/77

Inspector's Daily Reports-Lodi Library 1979