



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

A-29

Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

Department Name: Public Works  
Department No.: 054  
For Agenda Of: 07/15/08  
Placement: Administrative  
Estimated Time:  
Continued Item: No  
If Yes, date from:  
Vote Required: 4/5

**TO:** Board of Supervisors

**FROM:** Department Director Scott D. McGolpin, Director of Public Works, 568-3010  
Contact Info: Dacé Morgan, Deputy Director of Transportation, 568-3064

FOR SENT  
DSM

**SUBJECT:** Destruction of Construction Project Records – All Supervisorial Districts

**County Counsel Concurrence**

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Other Concurrence:** N/A

As to form: No

**Recommended Actions:**

That the Board of Supervisors:

Review and approve the Application for Destruction of Records.

**Summary Text:**

The Public Works Department requests an order to destroy the records described in the attached schedule. The Department's policy is to maintain records for no longer than five years. The Board must approve this action with a 4/5 vote.

**Background:**

Your Board approved similar requests on May 23, 2006 (File Reference No. 06-00464) and September 26, 2006 (File Reference No. 06-00893).

**Fiscal and Facilities Impacts:**

Budgeted: N/A

**Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>Current FY Cost:</u></b>	<b><u>Annualized On-going Cost:</u></b>	<b><u>Total One-Time Project Cost</u></b>
General Fund			
State			
Federal			
Fees			
Other:			
Total	\$ -	\$ -	\$ -

Narrative:

There is no fiscal impact with the approval of this action.

**Staffing Impacts:**

**Legal Positions:**

**FTEs:**

**Special Instructions:**

Retain the original Application and return one copy with Minute Order to Public Works-Transportation, Roads Construction Section, 4417 Cathedral Oaks Road.

**Attachments:**

Application for Destruction of Records  
Schedule of Project Files to be Destroyed (1) page

**Authored by:**

Eric Pearson, Construction Section Manager – 681-5686

**APPLICATION FOR DESTRUCTION OF RECORDS**

**TO:** Board of Supervisors  
County of Santa Barbara, California

The undersigned officer hereby applies, pursuant to the law cited below, for an order to destroy the records described in the attached schedule and to excuse said officer and his assistants, deputies and employees from further custody of said records.

Government Code 26205

Said records consist of items incorporated in the performance of contract construction performed through the calendar year of 2002, which is not required to be retained and is no longer needed in order to save storage space and more efficiently utilize its facilities, as authorized by Section 26202 of the Government Code which provides for such records to be destroyed upon 4/5 vote of the Board of Supervisors. All of the records are field originals and none are to be duplicated.

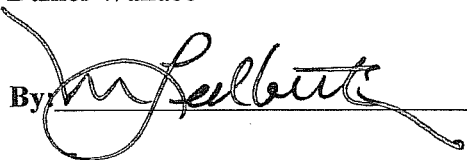
The undersigned officer declares under penalty of perjury that he is the supervisor and custodian of the described records of his department of the County of Santa Barbara, and that he has read the foregoing application and knows the contents thereof, on his information and belief, to be true.

**Executed in Santa Barbara, California, on \_\_\_\_\_, 2008.**

**By:** \_\_\_\_\_  
Scott D. McGolpin  
Director of Public Works

**APPROVED AS TO FORM:**  
**INTERIM COUNTY COUNSEL**  
Daniel Wallace

**APPROVED AS TO FORM:**  
**AUDITOR-CONTROLLER**  
Robert Geis

**By:**  \_\_\_\_\_

**By:**  \_\_\_\_\_

**CERTIFICATION OF APPROVAL**

I hereby certify that the above application was approved and adopted on \_\_\_\_\_, 2008, by the following vote of the Board of Supervisors:

**AYES:**

**NOES:**

**ABSENT:**

**By:** \_\_\_\_\_  
Michael Brown, Clerk of the Board of Supervisors,  
Santa Barbara, State of California

County of Santa Barbara  
 Department of Public Works  
 Construction Section

05-07-2008

Schedule of Project Files to be Destroyed

Project No.	Project Description	Date of Project	Storage Area	Misc. Information
120127	Via Real Bike Lanes	1998	SP	
120142	Gobenador Canyon Rd Culvert	4/4/02	13	
210068	Calle Real & Encina Ln Traffic Signals	2/7/96	10	Goleta
310264	Hollister Av Storm Drain Repair	3/21/00		
310280	Cathedral Oaks Rd Widening & Signals	4/20/01	13	Goleta
310293	Harris Grade Rd Slipout Repair	8/25/99	26	
310294	I. V. Sidewalks	1/1/00	TP	
310300	Phase I Del Playa Sidewalks	3/28/02	19	
310300	Phase II Del Playa Sidewalks	1/22/02	19	
310305	Winchester Canyon Slope Repair	9/25/02	7	
420188	Vandenberg Village Tree Removal	6/20/97	10	
420193	Hummel Dr Storm Drain Repair	2/22/00	26	
420197	San Antonio Rd culvert Repl MP 3.19 & 3.70	7/19/02	2	
510138	Tepusquet Dr. Summer Crossing MP 7.38	6/12/02	1	
720606	UVP Irrigation	5/31/01	16	
810425	99/00 Meas D Overlay	5/23/01	15	
810427	00/01 Meas D Concrete Repair & Overlay	7/9/02	19	
810436	97/98 Meas D Overlay No. County	4/18/00		
810448	98 STIP & 99/00 Meas D Overlay	11/30/01	9	
810451	00/01 STIP No County Overlay	7/10/02	21	
810452	Del Norte Dr Concrete Repair & Overlay	3/1/01	3	
810453	00/01 Meas D Overlay County Wide	6/27/01	16	
810461	00/01 Gen Fund Concrete Repair & Overlay	1/28/02	7	
810462	Gen Fund Rehab & Overlay	10/8/01	TP	
810463	STIP Rehab 2nd & 3rd Districts	10/4/02	4	
810464	STIP Rehab & Overlay 3rd District	11/30/01	9	RPL-5951 9 (065)
810465	00/01 STIP No County Pavement Rehab	3/26/02	17	
810471	00/01 Meas D Overlay	5/14/02	12	
810474	Meas D Overlay 3rd District	9/6/02	1	
810475	01/02 Meas D Overlay So. County	10/24/02	11	
810479	00/01 Meas D Overlay	5/14/02	12	
810480	01/02 Gen Fund Overlay	10/4/02	20	
820354	94 Meas D Concrete Repair	11/21/95	10	
820414	97/98 Meas D Concrete Repair So County	1998	SP	
820424	98/99 Meas D So County Concrete Repair	4/8/00	SP	
820426	99/00 Meas D Concrete Repair	10/10/00	20	
820454	00/01 Meas D Concrete Repair Countywide	8/31/01	TP	
820458	00/01 Meas D Slurry Seal	3/11/02	12	
820459	00/01 Meas D Fog Seal	11/9/01	20	
820472	01/02 Concrete Repair	2002	TP	
820482	Meas D concrete Repair No County	10/1/02	2	
822005	Hollister & Fairview Signals	10/1/96	22	Goleta
860012	Stroke Rd & Phelps Dr Traffic Signals	5/17/01	7	
862019	Orcutt Park & Ride	3/29/02	18	CML-5951-(078)
862023	Bonita School Rd Bridge 51C-230	2/5/02	25	BRLO-5951-(055)
862027	STIP Overlay & Bike Lanes Los Carneros	8/10/01	3	STPLE-5951 (068)

County of Santa Barbara  
 Department of Public Works  
 Construction Section

05-07-2008

Schedule of Project Files to be Destroyed

Project No.	Project Description	Date of Project	Storage Area	Misc. Information
862106	Cathedral Oaks & Alameda Traffic Signals	9/7/01	9	Goleta
863004	01/02 GF Overlay & Bike Ln on Baseline Ave.	12/1/02	1	
863020	Alamo Pintado & Grand Ave Bike Lanes	8/5/99	4	
863029	Lassen Bikeway Bridge 51C-267	2/15/02	7	
864004	Cathedral Oaks Segment 2	00	TP	Goleta
864007	Cathedral Oaks Segment 3	2000	TP	Goleta
864012	No Jameson Widening	7/98	24	
864015	Finney St Beach Access	7/22/97	10	
864007A	Erosion Control 2nd District	1/2/01	TP	
93S004	Foxen Canyon Rd	5/23/97	24	ER-2418 (018)
93S012	Palmer Road Drainage Repair	5/23/97	24	ER-2418 (025)
93S024	Greenwell Ave Slipout Repair	12/30/94	10	ER-2418 (007)
95R008	Painted Cave Rd	8/5/96	TP	
95R026	E Mountain Drive Storm Drain Repair	9/11/02	7	ER-2860 (004)
95R049	W Camino Cielo MP 5.6	98	SP	
95R076	E Mtn Dr Debris Basin	8/8/97	23	
95R133	Jalama Rd Culvert Repl	3/27/07	24	
95R325	Tepusquet Rd. Slipout Repair	5/2/96	24	
95R336	San Marcos Rd Slipout Repair	11/12/97	23	
B00001	Countyside Infrastructure Maintenance	4/18/00	26	

