

RESOLUTION NO. 2242-08

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WINDSOR
AUTHORIZING THE ASSISTANT TOWN MANAGER AND THE SENIOR
MANAGEMENT ANALYST/ECONOMIC DEVELOPMENT TO EXAMINE THE
TOWN OF WINDSOR'S SALES AND USE TAX RECORDS**

WHEREAS, the Town of Windsor entered into a contract with the State Board of Equalization (hereafter referred to as Board) to perform all functions incident to the administration and collection of local sales and use taxes; and

WHEREAS, the Town Council of the Town of Windsor deems it desirable and necessary for authorized representatives of the Town to examine confidential sales and use tax records of the Board pertaining to sales and use taxes collected by the Board for the Town pursuant to that contract; and

WHEREAS, Section 7056 of the California Revenue and Taxation Code sets forth certain requirements and conditions for the disclosure of Board records, and establishes criminal penalties for the unlawful disclosure of information contained in, or derived from, the sales and use tax records of the Board; and

WHEREAS, the Town Manager, the Town Administrative Services Director, and Hinderliter, de Llamas and Associates were authorized by the Town Council in August 2000 to examine the Town's sales and use tax records of the Board; and

WHEREAS, in addition, the Town wishes to designate the Assistant Town Manager and the Town Senior Management Analyst/Economic Development to represent the Town of Windsor to examine the Town's sales and use tax records of the Board.

NOW, THEREFORE, BE IT RESOLVED that the Assistant Town Manager and the Town Senior Management Analyst/Economic Development are hereby appointed to represent the Town of Windsor with authority to examine sales and use tax records of the Board pertaining to sales and use taxes collected for the Town by the Board pursuant to the contract between the Town and the Board. The information obtained by examination of Board records shall be used only for purposes related to the collection of Town sales and use taxes by the Board pursuant to that contract.

BE IT FURTHER RESOLVED that the Assistant Town Manager and the Town Senior Management Analyst/Economic Development are hereby appointed to represent the Town of Windsor with authority to examine those sales and use tax records of the Board, for purposes related to the following governmental functions of the Town:

- (a) City administration
- (b) Revenue management and budgeting

- (c) Community and economic development
- (d) Business license administration

The information obtained by examination of Board records shall be used only for those governmental functions of the Town of Windsor.

PASSED, APPROVED AND ADOPTED this 19th day of March 2008 by the following vote:

**AYES: COUNCILMEMBERS ALLEN, GOBLE, PARKER, SALMON AND
MAYOR FUDGE**
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE


DEBORA FUDGE, MAYOR

ATTEST:


MARIA DE LA O, TOWN CLERK