

RESOLUTION NO. 13/2014

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF CORTE MADERA
AUTHORIZING THE EXAMINATION OF TRANSACTIONS (SALES)
AND USE TAX RECORDS**

WHEREAS, pursuant to Ordinance No. 934 of the Town of Corte Madera hereinafter called District and Section 7270 of the Revenue and Taxation Code, the District entered into a contract with the State Board of Equalization to perform all functions incident to the administration and operation of the Transactions and Use Tax Ordinance; and

WHEREAS, the District deems it desirable and necessary for authorized representatives of the District to examine confidential transactions and use tax records of the State Board of Equalization pertaining to transactions and use taxes collected by the Board for the District pursuant to that contract; and

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

NOW, THEREFORE IT IS RESOLVED AND ORDERED AS FOLLOWS:

Section 1. That the Director of Administrative Services or other officer or employee of the District designated in writing by the Director of Administrative Services to the State Board of Equalization (hereafter referred to as Board) is hereby appointed to represent the District with authority to examine transactions and use tax records of the Board pertaining to transactions and use taxes collected for the District by the Board pursuant to the contract between the District and the Board. The information obtained by examination of Board records shall be used only for purposes related to the collection of the District's transactions and use taxes by the Board pursuant to the contract, in this Section 1 as well as Section 2 below.

Section 2. That the Director of Administrative Services or other officer or employee of the District designated in writing by the Director of Administrative Services to the Board of Equalization is hereby appointed to represent the District with authority to examine those transactions and use tax records of the Board for purposes related to the following governmental functions of the District:

- a) Town Administration
- b) Revenue Management
- c) Community and Economic Development
- d) Business License Tax Administration

The information obtained by examination of Board records shall be used only for those governmental functions of the District listed in this Section 2 as well as Section 1 above.

BE IT FURTHER RESOLVED that the information obtained by examination of Board records shall be used only for purposes related to the collection of District's transactions and use taxes by the Board pursuant to the contracts between the District and Board as stated above in Sections 1 and 2.

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I hereby certify that the foregoing is a full, true and correct copy of Resolution No. 13/2014 duly passed and adopted by the Town Council of the Town of Corte Madera, at a meeting thereof duly held on the 18th day of March, 2014, by the following vote:

AYES, and in favor thereof, Councilmembers: Bailey, Condon, Furst, Ravasio and Lappert

NOES, Councilmembers: None

ABSENT, Councilmembers: None



Lisa Harper, Interim Town Clerk

APPROVED:



Michael Lappert, Mayor