

ROSS Linda * DEQ

From: CRAIG Barbara J
Sent: Thursday, January 28, 2021 2:59 PM
To: YELLESETTY Leela
Subject: FW: Records Destruction Again (Medford Office Inactive 1200 Permits)
Attachments: RECORDS LIST FOR DESTRUCTION (Medford Office Inactive 1200 Permits) 01-28-21.docx; Copy of Records Destruction Auth-Inactive 1200 Permits 01-28-21.xlsx

Follow Up Flag: Follow up
Flag Status: Flagged

Hello Leela, I have another list of records to destroy. (See manager approval below.)

Barbara

From: LOBOY Zach
Sent: Thursday, January 28, 2021 2:14 PM
To: CRAIG Barbara J
Cc: GATES LeeAnn
Subject: FW: Records Destruction Again (Medford Office Inactive 1200 Permits)

Approved. Here is a fund code, 21-62640-20346

Here is a Q-time if you need it: Construction Stormwater Permitting 26940

From: CRAIG Barbara J <Barbara.J.CRAIG@deq.state.or.us>
Sent: Thursday, January 28, 2021 9:45 AM
To: LOBOY Zach <Zach.LOBOY@deq.state.or.us>
Subject: Records Destruction Again (Medford Office Inactive 1200 Permits)

Hey Zach, I am ready to submit another round of 1200s for destruction (beings as we've entered into a new year), and I need your approval. Also, I need a fund code for charging my time and destruction.

Barbara

*Barbara Craig
Oregon Dept. of Environmental Quality
221 Stewart Ave., Suite 201
Medford, OR 97501
Ph 541-776-6266, Fax 541-776-6262*

RE: Approved FW: Records Destruction for Medford Office Inactives files

From YELLESETTY Leela <Leela.YELLESETTY@deq.oregon.gov>

Date Fri 1/8/2021 3:10 PM

To NOMURA RANEI * DEQ <RANEI.NOMURA@deq.oregon.gov>; CRAIG Barbara J <Barbara.J.CRAIG@deq.state.or.us>

Approved. Thanks!

From: NOMURA Ranei <RANEI.NOMURA@deq.state.or.us>

Sent: Friday, January 8, 2021 2:15 PM

To: CRAIG Barbara J <Barbara.J.CRAIG@deq.state.or.us>; YELLESETTY Leela <Leela.YELLESETTY@deq.state.or.us>

Subject: Approved FW: Records Destruction for Medford Office Inactives files

Barbara,

I approve of the attached destruction list. Thank you!

Ranei

From: CRAIG Barbara J <Barbara.J.CRAIG@deq.state.or.us>

Sent: Friday, January 8, 2021 2:04 PM

To: NOMURA Ranei <RANEI.NOMURA@deq.state.or.us>

Subject: FW: Records Destruction for Medford Office Inactives files

Am I okay to destroy the files? I just want to let Leela know so she has it on record.

Thanks,

Barbara

From: CRAIG Barbara J

Sent: Friday, January 08, 2021 9:11 AM

To: YELLESETTY Leela <Leela.YELLESETTY@deq.state.or.us>; NOMURA Ranei <RANEI.NOMURA@deq.state.or.us>

Subject: Records Destruction for Medford Office Inactives files

Here is the **fourth** of four record destructions. This one is for **Medford Office Inactives**.

(Ranei, here is the corrected version of Medford Office Inactives. (I've deleted all of the yellow highlighted files that you requested be saved.)

Thank you,

Barbara

*Barbara Craig
Oregon Dept. of Environmental Quality*

221 Stewart Ave., Suite 201

Medford, OR 97501

Ph 541-776-6266, Fax 541-776-6262

DEQ Records Destruction Authorization Form

Before destroying records, email this form to your manager & agency records officer (Leela Yellesetty) to obtain authorization.

Authorization is by email only, no signatures required.

[Records destruction procedure](#)

[DEQ Retention Schedule](#)

[State General Retention Schedule](#)

Program/section name:	<u>Water Quality</u>	Date approved by records officer:	<u></u>
Program staff requesting destruction:	<u>Barbara Craig</u>	Date destroyed:	<u></u>
Approving Manager:	<u>Zach Loboy</u>		

Schedule Name/ # (select from dropdown in space below)	Series # (from schedule)	Series Name (from schedule)	Retention period (from schedule)	Contents (any additional description or attach detailed list)	Date(s)
Information & Records Management Records: 166-300-0030	2008-0009-314C	Stormwater Permit Records	Retain permit development records, MS4 stormwater management plans, and MS4 annual reports, 10 years after superseded or obsolete, destroy	See attached list	





RECORDS LIST FOR DESTRUCTION
(MEDFORD OFFICE “INACTIVE 1200 PERMITS”)

File #	Source Name	Permit Type	Dates	Contents
27125	Jackson County Parks and Rec	GEN12C	2000	Permit/Correspondence
107242	Rogue Waste System LLC	GEN12Z	1996-2007	Permit/Correspondence
109865	Three Rivers School Dist	GEN12C	2001-2009	Permit/Correspondence
109948	Beaver Marsh Properties LLC	GEN12C	1998-2010	Permit/Correspondence
110059	Copeland Paving Inc	GEN12C	1998-2007	Permit/Correspondence
110180	Pacific Crest Properties	GEN12C	1998-2005	Permit/Correspondence
112878	Canyon Creek Development	GEN12C	2004-2010	Permit/Correspondence
113117	Berkeley Hills LLC	GEN12C	2004-2010	Permit/Correspondence
113317	Pioneer Village Investments LLC	GEN12C	2005-2010	Permit/Correspondence
113467	L A Kellems Building & Dev	GEN12C	2004-2010	Permit/Correspondence
113498	Eagle Ridge Development LLC	GEN12C	2004-2010	Permit/Correspondence
113717	Pactrend Inc	GEN12C	2005-2010	Permit/Correspondence
113837	Carter-Hop Holding Co LLC	GEN12C	2005-2010	Permit/Correspondence
113855	Spring Village Retirement Ctr LLC	GEN12C	2005-2010	Permit/Correspondence
113906	Richard Ward	GEN12C	2005-2010	Permit/Correspondence
114424	Amy's Kitchen Inc	GEN12C	2005-2010	Permit/Correspondence
114607	B & D Investors Inc	GEN12C	2005-2010	Permit/Correspondence

114622	R J Boehm	GEN12C	2005-2010	Permit/Correspondence
114873	Vesta Enterprises Inc	GEN12C	2005-2010	Permit/Correspondence
115025	Peter Bucklin	GEN12C	2006-2010	Permit/Correspondence
115081	David McDonald	GEN12C	2006-2010	Permit/Correspondence
115098	Shade Tree Investments Inc	GEN12C	2006-2010	Permit/Correspondence
115290	Slayden Construction Group Inc	GEN12C	2006-2010	Permit/Correspondence
115359	Kellems Building & Development	GEN12C	2006-2010	Permit/Correspondence
115458	Patrick Copley	GEN12C	2006-2010	Permit/Correspondence
115503	City of Medford Parks Dept	GEN12C	2006-2010	Permit/Correspondence
115883	Daisy Creek Development LLC	GEN12C	2006-2010	Permit/Correspondence
115912	Laurel Pines Subdivision	GEN12C	2006-2010	Permit/Correspondence
115915	Lithia Motors Inc	GEN12C	2006-2010	Permit/Correspondence
116323	Patrick Lawrence	GEN12C	2006-2010	Permit/Correspondence
116425	Pheasant Run – Phase 1	GEN12C	2007-2010	Permit/Correspondence
116435	WTW Development	GEN12C	2007-2010	Permit/Correspondence
116462	Wyndhaven Properties LLC	GEN12C	2007-2010	Permit/Correspondence
116603	Foresite LLC	GEN12C	2007-2010	Permit/Correspondence
116659	Eagle Point Developments LLC	GEN12C	2007-2010	Permit/Correspondence
116768	Northridge Real Estate LLC	GEN12C	2007-2010	Permit/Correspondence
116803	Four Corners Industrial Park	GEN12C	2007-2010	Permit/Correspondence
116935	PBP Inc	GEN12C	2007-2010	Permit/Correspondence
117241	LTM Inc	GEN12C	2007-2010	Permit/Correspondence

117362	Southwest Medford LLC	GEN12C	2007-2010	Permit/Correspondence
117456	Northridge Enterprises LLC	GEN12C	2007-2010	Permit/Correspondence
117491	Kellems Building & Development	GEN12C	2007-2010	Permit/Correspondence
117505	Kellems Building & Development	GEN12C	2007-2010	Permit/Correspondence
117539	Hunter Holdings LLC	GEN12C	2007-2010	Permit/Correspondence
117577	Kirtland Rock LLC	GEN12C	2007-2010	Permit/Correspondence
117690	Slayden Construction Group Inc	GEN12C	2007-2010	Permit/Correspondence
117717	Jeanette Lewis	GEN12C	2008-2010	Permit/Correspondence
117731	Grant Jantzer	GEN12C	2008-2010	Permit/Correspondence
118178	City of Medford Parks Dept	GEN12C	2008-2010	Permit/Correspondence
118454	Rogue Federal Credit Union	GEN12C	2008-2010	Permit/Correspondence
118511	Andrew & Laurel Quady Family	GEN12C	2008-2010	Permit/Correspondence
118562	Sage Road Partners LLC	GEN12C	2008-2010	Permit/Correspondence
118571	Jackson County	GEN12C	2008-2010	Permit/Correspondence
118582	Medford School Dist	GEN12C	2008-2010	Permit/Correspondence
118628	Wilma LLC	GEN12C	2008-2010	Permit/Correspondence
118665	Ausland Builders Inc	GEN12C	2009-2010	Permit/Correspondence
118815	Pear Valley Inc	GEN12C	2009-2010	Permit/Correspondence
118892	Medford School Dist	GEN12C	2009-2010	Permit/Correspondence
119051	Medford School Dist	GEN12C	2009-2010	Permit/Correspondence
119226	River Lane Homes	GEN12C	2009-2010	Permit/Correspondence
119299	City of Medford	GEN12C	2009-2010	Permit/Correspondence

[illegible]