

AGENDA

Please turn off all cell phones while meeting is in progress.

STALLION SPRINGS COMMUNITY SERVICES DISTRICT 27800 STALLION SPRINGS DRIVE, TEHACHAPI, CA 93561

BOARD OF DIRECTORS REGULAR BOARD MEETING TUESDAY, January 15, 2019 @6:00 PM

- 1) Flag Salute
- 2) Call to Order
- 3) Roll Call:

Directors present:

Directors absent:

- 4) Reserved for President's Comments and Addendum.
- 5) PUBLIC PRESENTATIONS This portion of the meeting is reserved for persons desiring to address the Board on any matter not on this agenda and over which this Board has jurisdiction. "Please be advised however, the Brown Act prohibits action on items that are not listed on the Agenda, or properly added to the Agenda under the provisions of the Brown Act. The Board may set such items for consideration at some future Board meeting." Speakers are limited to three (3) minutes. PLEASE STEP TO THE PODIUM TO MAKE YOUR PRESENTATION. STATE YOUR NAME AND ADDRESS FOR THE RECORD, before making your presentation. Thank you.
- 6) **BOARD MEMBER ITEMS** This portion of the meeting is reserved for Directors to present to the Board and to the public, information, announcements and items that have come to their attention. No formal action will be taken. A Board member may request that an item be placed, for consideration, at a future Board meeting.
- 7) Approval to expend up to \$100,000 for new CERT Building.
- 8) Approval of Resolution No. 2019-01, a Resolution of the Board of Directors of Stallion Springs Community Services District Authorizing the Execution and delivery of an

installment sales agreement for Wastewater Improvements and Taking other actions relating thereto.

- 9) Approval to destroy records as noted on the attached list.
- 10) Personnel Government Code 54957.6-General Manager.
- 11) Approval of the December 18, 2018 Regular Board Meeting Minutes and the December 21, 2018 Special Board Meeting Minutes.
- 12) Approval of Checks for December 2018 and the CalPERS Retirement Payments.
- 13) Financial Reports.
- 14) Police Report.
- 15) General Manager's Report.
- 16) Motion to adjourn.



STALLION SPRINGS COMMUNITY SERVICES DISTRICT

27800 STALLION SPRINGS DRIVE, TEHACHAPI, CA 93561 (661) 822-3268, FAX (661) 822-1878, sscsd@stallionspringscsd.com

AGENDA SUPPORTING INFORMATION

Agenda #7

Subject: Approval to expend up to \$100,000 for a new CERT Building.

Submitted by: David Aranda, General Manager

Meeting Date: January 15, 2018

Background: The District has had a Community Emergency Response Team

(CERT) for a number of years. This is a group of dedicated residents, who have been properly trained and are part of a 501C3 organization that takes direct orders from the Stallion Springs Police Department.

CERT assists in emergencies and other events that warrant

manpower and crowd control.

The District owned a piece of property on the corner of Bold Venture and Stallion Springs Drive that had an old Kern County Fire Station (it housed an old fire engine) on the property. The CERT group was using the building (25x30) to store a portion of the items necessary for deployment in case of an emergency. Other CERT volunteers were storing other CERT items on their residence.

The District had an offer from Woodward to purchase that property for \$125,000. The Board approved the sale of the property to Woodward and verbally approved building a new CERT building to store all the trailers, supplies and equipment that CERT needs when they are deployed for emergencies. This sale to Woodward of the property and the old fire house included an agreement that the CERT group could use the fire house for six months at a rental of \$1.00 per month. The rate would then go up substantially after the six month time frame.

CERT volunteers have worked on a location and a building that would fit their needs. The location would be behind the gymnasium and the proposed building would be a 40 x 70 metal building. Please see the attached information.

I have asked Dave Burt, Vice President of CERT to be available to answer questions in regard to the building, the estimated cost for other items, i.e. concrete pad, installation, electrical etc.

Recommendation: The General Manager is recommending that the Board approve a new CERT building with the District willing to spend up to \$100,000.



CUSTOMER INFO AND BUILDING SPECS

Stallion Springs Community Service District CUSTOMER NAME Dave Cox ADDRESS 18150 Rawhide Court CITY ST ZIP

CA

93561

CONTACT INFORMATION

PHONE NUMBER

661-827-7139

EMAIL ADDRESS

stallionspringscert@gmail.com

YOUR GENERAL STEEL BUILDING

WIDTH **LENGTH GAUGE COLLATERAL** 40 70 26 .5 SIZE **HEIGHT PITCH GROUND** WIND 16 30 115

OLORS

Tehachapi

WALL COLOR

STANDARD / TBD

ROOF COLOR

TRIM COLOR

GALVALUME

STANDARD / TBD

if you need space...you NEED the General!

our customer are our best advertisement











BUILDING DETAILS

QTY	ITEM		PRICE
1	STRAIGHT WALL BUILDING - ALL STE	EL \$	42,950.00
THE	FOLLOWING ITEMS ARE NOT INCLUDED UNLESS EXPRESSLY INDICATED	O IN THE QUANTITY OF PRICE	COLUMNS BELOW
QTY	ITEM		PRICE
3	WINDOWS: 3030 WINDOWS	\$	INCLUDED
3	DOORS: (2) 12X14, (1) 10X10 SECTIONAL DOORS	\$	INCLUDED
Χ	INSULATION: 6" ROOF AND 4" WALL INSULATION	\$	INCLUDED
	FIBERGLASS SKYLIGHTS:	\$	N/A
	VENTS:	\$	N/A
	FRAMED OPENINGS:	\$	INCLUDED
2	SERVICE DOORS: 3070 WALK DOORS	\$	INCLUDED
	FOUNDATION DESIGN:	\$	N/A
X	ENGINEERED CALCULATIONS:	\$	INCLUDED
	WEATHER STRIPPING: ALL	\$	INCLUDED
	NUTS, BOLTS, WASHERS: ALL	\$	INCLUDED
	ANCHOR BOLT PLANS: ALL	\$	INCLUDED
	COMMERCIAL TRIM PACKAGE UPGRADE:	\$	INCLUDED
	ENGINEERED STATE CERTIFIED STAMPED DRAWINGS:	\$	INCLUDED
	N/A	\$	N/A
		BUILDING PRICE \$	42,950.00
P	PRINT NAME	PRIVATE FREIGHT \$	N/A
CONSOLIDATED FREIGHT		OLIDATED FREIGHT \$	INCLUDED
ave Co	OX CUSTOM	ER PICK UP (\$250 per truck) \$	N/A
		TAX (where applicable) \$	MAY BE ADDED
C	SIGNATURE DATE	TOTAL PRICE \$	42,950.00
	DAIL	INITIAL DEPOSIT \$	9,000.00
	BALANCE	DUE ON DELIVERY \$	33,950.00

THIS ORDER IS SUBJECT TO THE TERMS AND CONDITIONS ON THIS PACE AND ON THE SEPARATE CONDITIONS WHICH BUYER RENEWAY ACKNOWLEDGES RECEIVING ALL DESPAIRED AT JUDICIAL ARBITRATED AT JUDICIAL ARBITRATED AND THE CONDITIONS WHICH GROW INC. IN DENVEY COLORADO, PURSUANT TO PAVACRAPH & OF THE CONDITIONS WHICH SERVED IN THIS CONTINUE. THE TRUCE AGREED HETEIN IS FOR ONE MAIN STRUCTURE ONLY INCLUDING ROOF AND SHEETED WALLS AND SPECIFICALLY EXCLUDES ACCESSORY HEMS RECURBING. BUT NOT LIMITED TO DOGRES, WINDOWS, INSULATION, FEMALE OPENINGS, EUROPATION DESIGNS, ENGINEERED CALCULATIONS, BUILDING AND SIZE MADERICATIONS OR ANY OTHER COCOS OR SERVICES, ALL DEPOSITS PAID ARE NOW-REPURDABLE PURSUANT TO INTRODUCED IN THE COLORITONS, UPDATED 11-21-2018



TERMS AND CONDITIONS

By initialing these Conditions, Buyer represents that Buyer has read, understood and accepted the Conditions. Buyer's acceptance of these Conditions is material to this Agreement.

INITIALS

1. Scope. Buyer is not ordering a completed building or a "turnkey" project. Buyer's building project may involve a variety of other aspects that are not provided by Seller, including but not limited to concrete; foundation; interior design and finish; systems such as plumbing, heating, and electrical; and doors, windows and insulation not included on this Agreement. These items may or may not be necessary for Buyer's specific project, but may add expense to Buyer's project. Buyer acknowledges that Seller has offered pre-construction design and planning services to Buyer through Design Services Group, LLC.

INITIALS

2. No Responsibility for Erection. Seller shall have no responsibility whatsoever for the erection of the structure or structures furnished under this Agreement. Buyer shall hold Seller harmless and indemnify Seller with respect to damages arising out of erecting the structure(s). Seller shall have no responsibility for the work or actions of any third party contractor hired by Buyer to do any work related to erection of the structure(s), regardless of whether Seller provided Buyer with a referral to such third-party contractor. Buyer agrees to perform his/her own due diligence into the qualifications and background of any contractor referral received from Seller. Customer must use his or her own efforts and equipment to unload building material upon delivery and pay driver balance due by guaranteed funds before unloading.

INITIALS

3. Default and Damages. Buyer agrees that all deposits made to Seller are **nonrefundable.** If Buyer defaults in the performance of any obligation under this Agreement, Seller shall have the right to terminate this Agreement and shall be entitled to retain all of the Initial Deposit and any additional Deposits as liquidated damages ("Seller's Liquidated Damages"). Upon Buyer's default, Seller may elect to terminate this Agreement and recover its actual damages resulting from Buyer's default, in which case Seller may retain all deposits and apply such funds toward satisfaction of an award of actual damages. Buyer's failure to pay any amount when due or notification by Buyer that Buyer will be unable to pay any amount that will be due shall constitute material default. Any past due amounts under this Agreement will accrue interest at the rate of 11/2% per month.



TERMS AND CONDITIONS

INITIALS

4. Buyer's Duties Upon Delivery. Buyer shall be responsible for unloading all building materials upon delivery, including furnishing all equipment (forklifts, etc.) and labor necessary to unload the building material upon delivery. Buyer must pay the delivery driver the full contract balance owing in guaranteed / certified funds at or before the time of unloading any building materials at time of delivery.

INITIALS

5. Price Protection and Buyer's Duties. Buyer understands that Seller's costs to complete this Agreement may change over time. Buyer must approve the engineered building plans pursuant to Seller's "Plan Approval Form" within 30 days of executing this Agreement and complete Seller's "Shipping Agreement and Requested Delivery Date" form to schedule delivery within 45 days of executing this Agreement. If, for any reason, Buyer does not complete these documents within these time frames, Buyer is responsible for all cost increases Seller incurs related to this Agreement from the date of its execution. Any taxes which Seller may be required to pay or collect under existing or future laws related to this Agreement shall be reimbursed, paid or indemnified by Buyer.

INITIALS

6. Time of Performance. Buyer understands that time is NOT of the essence for any matters related to Seller's performance of this Order.

INITIALS

7. Local Codes / Zoning. Other than as expressly stated in this Agreement, Buyer is responsible for investigating, ordering and erecting a structure that when complete, complies with all applicable bylaws, rules, regulations, ordinances, covenants and zoning/building codes, and that will be sufficient to withstand local environmental conditions. Seller shall be held harmless against Buyer's failure to do so.

INITIALS

8. Warranty. Buyer hereby acknowledges receipt of Seller's 50 Year Warranty. Seller's 50 Year Warranty IS PROVIDED EXPRESSLY AND IN PLACE OF ALL OTHER EXPRESS OR IMPLIED WARRANTIES, INCLUDING BUT NOT LIMITED TO IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. Buyer's exclusive remedies shall be those afforded under the 50 Year Warranty. Under no circumstances shall Seller be liable to Buyer or any other person for any special, incidental, or consequential damages, including without limitation, damages based on lost goodwill, lost sales or profits, work stoppage, impairment of other goods, personal injury, property damage, regardless of the legal theory under which such claim or damages may be asserted.



TERMS AND CONDITIONS

INITIALS

Dispute Resolution. Any dispute, claim or controversy arising out of or relating in any manner to this Agreement, or the breach thereof, shall be resolved exclusively by binding arbitration conducted by the Judicial Arbiter Group in Denver, Colorado, by a single arbitrator, to be completed within six months from the date of filing. The party initiating arbitration shall advance all costs of the arbitration filings and hearings or otherwise related to the arbitration. Seller's employees are third-party beneficiaries of this Condition. The law applicable to any dispute arising out of or relating to this Agreement shall be that of Colorado, except that (a) the Federal Arbitration Act shall govern the enforcement of this arbitration provision and review of the arbitration result, (b) the arbitration shall be conducted according to the AAA Construction Industry Arbitration Rules in effect at the time of this Agreement's execution except that each party may take a total of two depositions, each not to exceed four hours, (c) the Colorado Rules of Evidence (but not the rules of civil procedure) will apply to all arbitration proceedings, and (d) no arbitration Award or ruling will have collateral estoppel or other precedential effect. The parties agree that the arbitrator will have no authority to treble or otherwise multiply actual damages. and that pursuant to Colorado Revised Statute § 13-21-102(5), will have no authority to impose exemplary damages. No dispute between the parties shall be brought as a putative class or consolidated or joint action. The parties agree that no arbitration proceeding hereunder shall be brought or certified as a class action or proceed as a class action, and no arbitration proceeding hereunder shall be consolidated with, or joined in any way with, any other arbitration proceeding. Buyer shall be liable to Seller for all attorney's fees and costs incurred by Seller in any dispute, claim or controversy arising out of or relating in any manner to this Agreement if Seller substantially prevails in the dispute. No failure of Seller to notify Buyer of Seller's chosen remedy or exercise any right occurring from Buyer's default shall constitute a waiver of that right. This Condition is severable from the remainder of this Agreement.

INITIALS

10. Confidentiality. Neither a party (including attorneys and agents for the parties) nor an arbitrator may disclose the existence, content, or result of any dispute related to this Agreement or the existence, content, or results of any arbitration without the prior written consent of the other party. This Condition's confidentiality requirements will remain in full force and effect during and after the conclusion of any arbitration, regardless of any arbitration finding as to this Agreement as a whole.

INITIALS

11. Entire Agreement. This Agreement will be the entire agreement of the parties, subject to modification only by written component change or purchase orders signed by Buyer and Seller. If any part of this Agreement is invalid, unlawful or incapable of being enforced, it shall be severed and the remaining provisions given full force and effect. No verbal promises, representations, or discussions are enforceable against either party. Buyer has satisfied itself that all promises, representations, and discussions that will bind Seller have been written into this Agreement and agreed to by Seller in writing.



ERECTOR REFERRAL ACKNOWLEDGEMENT

I have requested that General Steel Domestic Sales, LLC d/b/a General Steel Corporation ("General Steel") provide me with the name and contact information for a building erector, dealer or general contractor ("Contractor") who may be able to erect a steel building for me. General Steel is a supplier of pre-engineered steel buildings and components. General Steel does not erect steel buildings, have its own erectors or contractors, or have any duty to me in regard to the erection of my steel building or locating and/or hiring a Contractor, and is not responsible for estimated or total project cost. General Steel is only providing me with known information that it may have regarding any Contractor. General Steel is not vouching for the background, experience, credentials, history, finances, or business dealings of any Contractor, and General Steel has no duty to me to investigate the referred party. General Steel has recommended that I perform my own due diligence into any Contractor, and that I obtain other Contractor names and/or referrals from sources other than General Steel.

All terms and conditions of the Customer's Contract with General Steel are incorporated herein, including but not limited to the Dispute Resolution Condition no. 9.

I understand, acknowledge, and agree that the Contractor is not an employee or agent of General Steel or any affiliate of General Steel. In exchange for the referral, I agree to waive and hold General Steel and each affiliate, subsidiary, director, officer, agent, and employee of General Steel, harmless from and against any and all claims, losses, liabilities, damages, and expenses, resulting from, related to or arising from General Steel's referral of a Contractor.

I hereby confirm by my signature below that I have read, understand and executed this

		romiowiouginom on mis.	
	1	DATE	
	Dave Cox	CUSTOMER NAME	
_	Dave Cox		

Acknowledgment on this:

BUYER SIGNATURE

Page 1 of 1 Updated 11-21-2018



50 YEAR WARRANTY

General Steel provides a fifty year warranty on the structural material and workmanship for a period of fifty years from the date of shipment from the factory. During this period of time, General Steel's sole responsibility will be to replace defective material whose failure is within the terms of this guarantee. This guarantee covers ONLY THE REPLACEMENT OF ANY DEFECTIVE MATERIAL AND DOES NOT COVER LABOR.

(%)	This warranty is null and void unless General Steel is advised in writing of any defect or failure within ten (10) days after the owner knew or ought to have known of such defect or failure.

- This warranty applies to only those materials furnished by General Steel in a finished condition, and does not apply to unfinished material such as primer paint on structural steel.
- This warranty does not apply to any defect due to overloading caused by cranes or other attachments to the frame or structural members, or the installation of any signs, vents, machinery or weights in excess of design conditions, or to other loads in excess of those for which the material was designed.
- This warranty does not apply to any material which has been subjected to misuse or negligence, or has been moved from its original place of erection, or to any material which has not been erected in strict accordance with all applicable General Steel erection instructions, MBMA and local building codes.
- This warranty does not apply if the defects or failures are caused to any extent by abnormal weather conditions, acts of God, hail or other falling objects, mechanical damage (including but not limited to damage caused by rust creepage at sheared end laps), explosions, fire, riots, civil commotions, external forces, faulty or inadequate foundations or soil-bearing, acts of war, radiation, harmful fumes or foreign substances in the atmosphere, corrosion, improper or extended field storage or floods.
- This warranty is conditioned upon the materials furnished receiving normal and necessary maintenance including timely removal of excessive snow from the roof.

This warranty is issued solely to the General Steel customer. This warranty is not assignable to any other party. Further, this guarantee does not apply to any party more commercially remote than the original owners of the metal building constructed with the product. It is likewise agreed that this limited warranty does not apply to any failure or defect that occurs after the sale or transfer of ownership of the buildings.

The express warranty contained on the face hereof is General Steel's sole and exclusive warranty with respect to materials and workmanship. General Steel disclaims any other warranty, express or implied, including warranties of merchantability or fitness for a particular purpose. General Steel shall not have any liability for consequential, special, exemplary damages, or bodily injury to any person, however occasioned, including without limitation, loss to the building or to its contents, or loss of profits.

PRINT NAME	DATE
Dave Cox	
SIGNATURE	JOB NUMBER
-	

Page 1 of 1



AUTOMATED CLEARING HOUSE (ACH) DOCUMENT

INSTRUCTIONS:

- (1) Make your check payable to GENERAL STEEL CORP for the deposit amount.
- (2) Sign and date the check.

 NOTE: the signer must be an authorized signer on the account**
- (3) Attach the check to the contract by taking a picture of the check with your phone or you may scan and attach the check. To attach with your phone, you must sign the contract on your phone.
- (4) Sign, date, print your name and indicate your title in the space provided authorizing General Steel Corp to convert the attached check into an ACH transaction. NOTE: this authorization signature must match the authorized check signature****

ATTACH CHECK HERE

By signing below, you hereby authorize General Steel Corp to convert the attached check into an ACH transaction. By converting your check to an ACH transaction, your check will be electronically deducted from your account the same day. Further, you authorize the institution listed on the check to accept and to remove the amount of such entry from your account. **Please make certain that the funds are available in the account as stated on the check AND that your account is not blocked (is properly set up) for ACH transactions**

PRINT NAME	AUTHORIZED SIGNATURE	DATE
Dave Cox		



STALLION SPRINGS COMMUNITY SERVICES DISTRICT

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AGENDA SUPPORTING INFORMATION

Agenda #8

Subject: Approval of Resolution 2019-01, A Resolution of the Board of

Directors of Stallion Springs Community Services District Authorizing

the Execution and delivery of an installment sale agreement for Wastewater Improvements and Taking Other Actions Relating

Thereto.

Submitted by: David Aranda, General Manager

Meeting Date: January 15, 2019

Background: The Board approved moving forward with the construction of a new lift

station and approved the contract with HPS as the vendor to do the

work. The Board also approved a loan for \$510,000 through

California Infrastructure Bank.

This Resolution is another document in the process of obtaining the

loan for the lift station project.

Recommendation: Approve Resolution No. 2019-01.

BEFORE THE BOARD OF DIRECTORS OF THE STALLION SPRINGS COMMUNITY SERVICES DISTRICT

Resolution No. 2019-01

RE: A RESOLUTION OF THE BOARD OF DIRECTORS OF STALLION SPRINGS COMMUNITY SERVICES DISTRICT AUTHORIZING THE EXECUTION AND DELIVERY OF AN INSTALLMENT SALE AGREEMENT FOR WASTEWATER IMPROVEMENTS AND TAKING OTHER ACTIONS RELATING THERETO

WHEREAS, the Stallion Springs Community Services District (the "District") is a public agency duly organized and existing under and pursuant to the laws of the State of California; and

WHEREAS, the District desires to provide for financing in a principal amount not-to-exceed \$510,000.00 for the acquisition and construction of wastewater improvements (the "Improvements"); and

WHEREAS, the California Infrastructure and Economic Development Bank ("IBank") has proposed a cost-effective thirty-year installment sale financing arrangement for the Improvements, pursuant to an Installment Sale Agreement, a form of which has been presented to the Board of Directors and is on file with the District's Secretary, and the Board now desires to approve said form of Installment Sale Agreement and the financing contemplated therein;

NOW, THEREFORE, it is resolved by the Board of Directors of the Stallion Springs Community Services District as follows:

SECTION 1. <u>Installment Sale Agreement</u>. The President of the Board of Directors, the General Manager or a designee in writing is hereby authorized to enter into an Installment Sale Agreement for the Improvements (the "Agreement") with IBank to finance the Improvements. The amount financed under the Agreement shall not exceed the maximum principal amount of \$550,000.00, and shall bear interest at a rate not to exceed 3.2%, and the annual fee due and payable to IBank shall not exceed 0.30%. Payments to IBank for origination of the financing shall not exceed \$10,000, and total payments for IBank's Annual Fee shall not exceed \$30,000. The good faith estimate of the total payment amount, including principal, interest, annual fees and origination fees, shall not exceed \$850,000. The President of the Board of Directors, the General Manager, the Secretary, or their designees, are authorized and directed to take all steps and actions which are necessary to accomplish execution of the Agreement pursuant to the authorization given by and the conditions specified in this resolution. The President, or a Director designated by the President, or the General Manager, are authorized to execute the Agreement on behalf of the District.

SECTION 2. <u>Approval of Agreement</u>. The Board of Directors approves and authorizes the District to enter into the Agreement in the form presented to the Board of Directors at the meeting at which this resolution is adopted, together with any changes

therein or additions thereto which are deemed advisable by the General Manager, or his designee, in consultation with general counsel to the District.

SECTION 3. <u>Attestations</u>. The Secretary of the Board or other appropriate District officer is hereby authorized and directed to attest the signature of the President of the Board of Directors, the General Manager or of such other person or persons as may have been designated by the President of the Board of Directors or the General Manager, and to affix and attest the seal of the District, as may be required or appropriate in connection with the execution and delivery of the Agreement.

SECTION 4. <u>Authorization to Establish Projects Funds</u>. The Board of Directors hereby authorizes and directs the President of the Board, the General Manager or a designee in writing to make appropriate arrangements to establish a special fund for the Improvements into which the proceeds of the Agreement are deposited for the purpose of paying the costs of the Improvements.

SECTION 5. Other Actions. The President of the Board of Directors, the General Manager and other officers of the District are each hereby authorized and directed, jointly and severally, to take any and all actions and to execute and deliver any and all documents, agreements and certificates which they may deem necessary or advisable in order to carry out, give effect to and comply with the terms of this Resolution and the Agreement. Such actions are hereby ratified, confirmed and approved.

SECTION 6. Qualified Tax-Exempt Obligations. The Agreement is hereby designated as a "qualified tax-exempt obligation" within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the "Code"). The District, together with all subordinate entities of the District, do not reasonably expect to issue during the calendar year in which the Agreement is to be issued more than \$10,000,000 of obligations which it could designate as "qualified tax-exempt obligations" under Section 265(b) of the Code.

SECTION 7. Effect. This Resolution shall take effect immediately upon its passage.

PASSED, APPROVED AND All following vote:	DOPTED this day of, 2019, by the
AYES: . NOES: ABSENT: ABSTAIN:	
Ed Gordon, President Board of Directors	
A	ttest:, Secretary Board of Directors



STALLION SPRINGS COMMUNITY SERVICES DISTRICT

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AGENDA SUPPORTING INFORMATION

Agenda #9

Subject: Approval to

Approval to destroy records as noted on the attached list.

Submitted by:

David Aranda, General Manager

Meeting Date:

January 15, 2019

Background:

Attached is a record retention list. The numbers below are the boxes

that the General Manager is asking to be destroyed.

All the Record Retention boxes the General Manager is requesting to

be destroyed meet the criteria for destruction.

The records will be destroyed on a date and time TBD by shredding company. All residents are invited to bring their confidential records

for destruction on that date at no charge.

Recommendation: The Board approves destroying records from Record Retention boxes

as noted.

49	168
60	182
63	185
73	186
79	187
98	188
105	190
106	192
114	193
130	197
155	210
160	
161	