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RESOLUTION NO 2024-7

RESOLUTION OF THE BOARD OF DIRECTORS OF THE TRINITY CENTER  
COMMUNITY SERVICES DISTRICT (TCCSD) AUTHORIZING  
DESTRUCTION OF CERTAIN DISTRICT RECORDS

**WHEREAS**, the maintenance of numerous records is expensive, slows document retrieval, and is not necessary after a certain period of time for the effective and efficient operation of the government of the TCCSD; and

**WHEREAS**, Section 60200 of the Government Code of the State of California provides that the legislative body of a special district may authorize at any time the destruction or disposition of any duplicate record, paper, or document, the original or a permanent photographic record of which is in the files of any officer or department of the district; and

**WHEREAS**, Section 60201 of the Government Code of the State of provides that district records which have served their purpose, which are not expressly required by law to be filed and persevered, and which will not adversely affect any interest of the district or public may be destroyed; and

**WHEREAS**, The TCCSD Board of directors adopted Policy 109 Records Retention (July 1 2008) which provides direction to the TCCSD on the retention of records (Policy 109.20), and

**WHEREAS**, the TCCSD Board adopted specific retention and disposal guidelines in Policies 109,201 through 109.210 including timeframes for disposal of certain categories of records and the permanent retention of other categories of records.

**NOW, THEREFORE, THE DISTRICT BOARD OF DIRECTORS OF THE TRINITY CENTER COMMUNITY SERVICES DISTRICT DOES RESOLVE AS FOLLOWS:**

**Section 1.** The Board of Directors finds that the destruction or disposition of the records that have exceeded the retention periods as set forth in the Records Retention Policy 109 effective July 1, 2008 will not adversely affect any interest of the TCCSD or the public.

**Section 2.** All records of the TCCSD, as set forth in Record retention Policy 109, that are destroyed shall be Listed as Records Destroyed in accordance with Policy 109 in an annual report to the Board and that list ratified by the Board as destroyed incorporated herein by this reference, are

provided by Section 60201 et seq. of the Government Code of the State of California;

**Section 3.** This resolution shall become effective immediately upon its passage and adoption and supersedes any early resolution regarding records retention and destruction..

**PASSED AND ADOPTED** by the District Board of Directors of the District of Trinity Center CSD on December 10, 2024 by the following vote:

**AYES:** Pat Frost, Martie Mullen, Steve Finley


**NOES:** none

**ABSTAIN:** none

**ABSENT:** Kristin Halliday

**I HEREBY CERTIFY** that the foregoing Resolution No. 2024-7 was duly and regularly adopted at a regular meeting of the District Board of Directors of the Trinity Center CSD on December 10, 2024.

**ATTEST:**   
CSD Secretary

**APPROVED:**   
Chairman