

RESOLUTION NO. 22-343

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
MISSION HILLS COMMUNITY SERVICES DISTRICT
ADOPTING POLICIES AND PROCEDURES GOVERNING
THE DISPOSAL OF SURPLUS PROPERTY**

WHEREAS, California Government Code Sections 54201 et seq. requires local agencies to adopt policies and procedures for the purchase of supplies and equipment; and

WHEREAS, there is not a California Government Code Section specifically regulating the disposal of supplies and equipment; and

WHEREAS, it is common practice for public agencies to adopt policies and procedures for the disposal of supplies and equipment; and

WHEREAS, policies and procedures for the disposal of surplus property will ensure that disposition of surplus property will be fair and impartial; and

WHEREAS, it is the desire of the Board of Directors of the Mission Hills Community Services District to adopt policies and procedures for the disposal of supplies and equipment.

NOW, THEREFORE, IT IS HEREBY RESOLVED, by the Board of Directors ("Board") of the Mission Hills Community Services District ("District"), as follows:

1. The disposal of supplies or equipment by District shall be made pursuant to these policies and procedures.
2. Periodically, the District General Manager ("Manager") shall inventory District property and shall recommend for Board approval items to be declared surplus for disposal and to drop accountability of lost or missing accountable items.
3. The Manager is authorized, in his or her sole discretion, to determine the appropriate manner and method of disposal of District property that has been determined by the Board to be surplus to the needs of the District.
4. Disposal methods may include negotiated sale, auction, consignment, scrap or salvage, or donation to non-profit charitable or government entities.
5. Disposal should attempt to maximize the overall dollar return to the District if a buyer can be found.
6. In the event the Manager determines there is no salvage value, no buyers, or no donee to benefit from donation, the surplus items may be discarded.

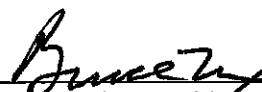
7. The Manager shall document the disposal of items originally purchased using Federal or State grants and shall review such grant to determine if the grant requires that the revenue received from the disposition be applied towards similar funding uses.
8. To the extent feasible, the District shall document disposal of surplus District property.

On motion of Director _____, seconded by Director _____, and on the following roll call vote, to wit:

AYES:
NOES

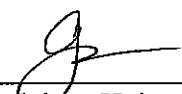
ABSENT:

Passed and approved this 21st day of September, 2022.



Bruce Nix, President
Board of Directors

ATTEST:



Guadalupe Huitron, Secretary
Board of Directors