



pennsylvania

OFFICE OF OPEN RECORDS

RTK 528

STANDARD RIGHT-TO-KNOW REQUEST FORM

DATE REQUESTED: 4/16/2018

REQUEST SUBMITTED BY: E-MAIL U.S. MAIL FAX IN-PERSON

REQUEST SUBMITTED TO (Agency name & address): SLK GLOBAL SOLUTIONS
2727 LBJ FREEWAY

NAME OF REQUESTER: CRISSY MARTINEZ

STREET ADDRESS: 2727 LBJ FREEWAY STE 420

CITY/STATE/COUNTY/ZIP(Required): DALLAS, TX 75234

TELEPHONE (Optional): [REDACTED] EMAIL (optional): [REDACTED]

RECORDS REQUESTED: **Provide as much specific detail as possible so the agency can identify the information. Please use additional sheets if necessary*

PLEASE PROVIDE ANY OTHER ASSESSMENTS DUE ON THIS PROPERTY INCLUDING, BUT NOT LIMITED TO WATER/SEWER AND TRASH, SNOW REMOVAL, AND ANY OTHER PENDING MUNICIPAL LIENS OR CODE VIOLATIONS

Please verify whether there are any open, expired, and outstanding code and permit violation on the property: 125 OAKLEIGH DRIVE (PARCEL:460001300710000000). If there are any violations, please provide the case#, type of violation, amount due, and any special instructions on how to clear the property of the violation.

- DO YOU WANT COPIES? YES NO
- DO YOU WANT TO INSPECT THE RECORDS? YES NO
- DO YOU WANT CERTIFIED COPIES OF RECORDS? YES NO
- DO YOU WANT TO BE NOTIFIED IN ADVANCE IF THE COST EXCEEDS \$100? YES NO

**** PLEASE NOTE: RETAIN A COPY OF THIS REQUEST FOR YOUR FILES ****
**** IT IS A REQUIRED DOCUMENT IF YOU WOULD NEED TO FILE AN APPEAL ****

FOR AGENCY USE ONLY

OPEN-RECORDS OFFICER: A.G. [Signature]

I have provided notice to appropriate third parties and given them an opportunity to object to this request

DATE RECEIVED BY THE AGENCY: 4/16/18

AGENCY FIVE (5) BUSINESS DAY RESPONSE DUE: 4/23/18
30 Day Response Due: 5/23/18

***Public bodies may fill anonymous verbal or written requests. If the requestor wishes to pursue the relief and remedies provided for in this Act, the request must be in writing. (Section 702.) Written requests need not include an explanation why information is sought or the intended use of the information unless otherwise required by law. (Section 703.)*



COAT OF ARMS OF SPRINGETT PENN
1701-1731

SPRINGETTSBURY TOWNSHIP

1501 Mt. Zion Road
York, Pennsylvania 17402
717-757-3521 Fax: 717-757-7856
www.springettsbury.com
email: info@springettsbury.com

Police: 717-757-3525 Fax: 717-840-1908
Police and Fire Emergencies - Dial 911
Recreation Office: 717-505-0406

Wastewater Treatment Facility
3501 North Sherman Street
717-757-3521 Fax: 717-840-0680

BOARD OF SUPERVISORS

Mark M. Swomley
Chairman

George M. Dvoryak
Vice Chairman

Kathleen A. Phan
Assistant Secretary/Treasurer

Blanda E. Nace

Charles A. Wurster

TOWNSHIP MANAGER

Benjamin B. Marchant

April 23, 2018

Ms. Crissy Martinez
SKL Global Solutions
2727 LBJ Freeway STE 420
Dallas, TX 75234

Re: **RIGHT-TO-KNOW REQUEST – 125 Oakleigh Drive**

Dear Ms. Martinez,

Thank you for writing to Springettsbury Township with your request:

“Please provide any other assessments due on this property including, but not limited to water/sewer and trash, snow removal, an any other municipal liens or code violations. Please verify whether there are any open, expired, and outstanding code and permit violation on the property: 125 Oakleigh Drive (PARCEL: 460001300710000000). If there are any violations, please provide the case#, type of violation, amount due, and any special instructions on how to clear the property of the violation.”

I have reviewed the request and an extension of time to respond is required due to the reasons set forth below. The Township anticipates responding to your request no later than May 23, 2018.

- The extent or nature of the request precludes a response within the required time period.
- Timely response to the access cannot be accomplished due to bona fide and specified staffing limitations.

At this time there are no fees associated with your request, you will be advised of any fees required upon the complete review of available records.

If you have any questions, please do not hesitate to contact me.

Thank you,

Abegale Gibb
Right to Know Officer

File: Right-to-Know 528



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1701-1731

SPRINGETTSBURY TOWNSHIP

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Charles A. Wurster

TOWNSHIP MANAGER

Benjamin B. Marchant

May 8, 2018

Ms. Crissy Martinez
SKL Global Solutions
2727 LBJ Freeway STE 420
Dallas, TX 75234

Re: **RIGHT-TO-KNOW REQUEST – 125 Oakleigh Drive**

Dear Ms. Martinez,

Thank you for writing to Springettsbury Township with your request:

“Please provide any other assessments due on this property including, but not limited to water/sewer and trash, snow removal, an any other municipal liens or code violations. Please verify whether there are any open, expired, and outstanding code and permit violation on the property: 125 Oakleigh Drive (PARCEL: 460001300710000000). If there are any violations, please provide the case#, type of violation, amount due, and any special instructions on how to clear the property of the violation.”

The Township has reviewed its files and no records exist related to your request. Stefani Zarragoitia sent you the Sewer Certification for 125 Oakleigh Drive on April 18 We sent the extension request for additional review of records and wanted to send an update on the sewer payment. Payment that was due on May 1 was not received and a late fee was incurred. Current owed sewer fee is \$75.34.

Please be advised that this correspondence will serve to close this record with our office as permitted by law.

If you have any questions, please do not hesitate to contact me.

Thank you,

Abegale Gibb
Right to Know Officer

File: Right-to-Know 528