

Resolution 2022-01
Classify Records/Parks & Waterways

WHEREAS, *Idaho Code* §31-871 provides for the classification of records as permanent, semi-permanent, or temporary; and

WHEREAS, *Idaho Code* §31-871 defines permanent, semi-permanent, and temporary records and requires that permanent records be retained for no less than ten (10) years; semi-permanent records be retained for no less than five (5) years; and temporary records be retained for no less than two (2) years; and

WHEREAS, pursuant to section 31-871A, *Idaho Code*, once a paper document is retained in a non-paper medium, the original paper document may be disposed of or returned to the sender without the need to comply with the otherwise applicable requirements of section 31-871, *Idaho Code*; and

WHEREAS, the Kootenai County Parks and Waterways Department has in its possession those records identified in Exhibit "A", attached hereto and incorporated by reference, which are generated in the normal course of business and are presently maintained by the Parks and Waterways Department; and

WHEREAS, pursuant to *Idaho Code* §31-871 (c), the records referenced herein are considered temporary, have not been retained in a non-paper medium, and have surpassed the statutory retention period; said records are ready for classification.

NOW THEREFORE, BE IT HEREBY RESOLVED that the above-referenced records are hereby classified as temporary as further set forth in Exhibit "A" hereto.

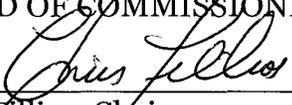
Upon a motion to adopt the text of the foregoing Resolution made by Commissioner Duncan, seconded by Commissioner Brooks, the following vote was recorded:

Commissioner Brooks:	Aye
Commissioner Duncan:	Aye
Chairman Fillios:	Aye

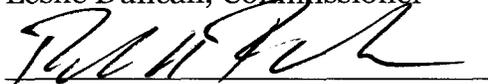
Upon said roll call, the text of the foregoing was duly enacted as a Resolution of the Board of Commissioners of Kootenai County, Idaho on the 4th day of January, 2022.

Dated this 4th day of January, 2022.

KOOTENAI COUNTY
BOARD OF COMMISSIONERS


Chris Fillios, Chairman


Leslie Duncan, Commissioner


Bill Brooks, Commissioner



