

**Resolution 2024-17**  
**Classification of Records of the Kootenai County Elections Department**

**WHEREAS**, the records of the Kootenai County Elections Department are county records under *Idaho Code* §34-217 and §31-871; and

**WHEREAS**, County election records shall be maintained by the county clerk for the period specified beginning with the date the record is created or has become no longer valid, whichever is greater; and

**NOW THEREFORE, IT IS HEREBY RESOLVED** that the following records within the care, custody, and control of the Kootenai County Elections Department, to wit:

2016 Generic

- 2016 March Automark Unused Ballots (1 envelope)
- 2016 May Test Ballots (2 envelopes)

2018 Generic

- Correspondence, Information Requests, Affiliation Change Forms, Vital Statistics, and Moved Voters (2 lg boxes)
- Deleted Registration Cards (10 boxes)

2018 November General Election

- Poll Books, EV, Sequence Cards (3 lg boxes)

2019 Generic

- 1-1-2019 Purged Registration Cards (3 boxes)

2021 Generic

- ABS Applications for 2021 Elections (2 lg boxes)

2021 March Consolidated Election

- Undelivered ABS Ballots (2 envelopes)

2021 November Consolidated Election

- ABS Received Late and Spoiled Ballots (1 lg box)
- Ballot Stubs (3 boxes)

- ES&S Test Deck (1 box)
- UOCAVA/Secured ABS Applications, Ballot Stubs, Reports (1 box)
- Voted Ballots (55 boxes)
- Voted Dup Ballots (1 lg box)
- White ABS Affidavit Envelopes (8 lg boxes and 1 box)

#### 2022 August Consolidated Election

- Unused Ballots (11 boxes)

#### 2023 May Consolidated Election

- Spoiled Ballots (1 box)
- Unused Precinct, Counter, and Test Ballots (31 boxes)
- Yellow Secrecy Sleeves (2 lg tubs)

#### Miscellaneous Items

- 2015 Sample Ballot Stock (1 box)
- 2016 February Automark Election Ballots (1 box)
- 2016-2017 ABS Reports, Vital Statistics; 2021 Vital Statistics (1 box)

**FURTHER**, that the foregoing election records have surpassed the requisite time under *Idaho Code* §34-217 and §31-871 for retention.

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

Commissioner Brooks:	Aye
Commissioner Mattare:	Aye
Chairman Duncan:	Aye

Upon said roll call, the text of the foregoing was duly enacted as a Resolution of the Board of Commissioners of Kootenai County on the 6th day of February, 2024.

KOOTENAI COUNTY  
BOARD OF COMMISSIONERS

ATTEST:  
JENNIFER LOCKE, CLERK



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**Leslie Duncan, Commissioner - Signed 2/6/2024**



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**Teri Johnston, Deputy Clerk - Signed 2/7/2024**



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**Bruce E. Mattare, Commissioner - Signed 2/6/2024**



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**Bill Brooks, Commissioner - Signed 2/6/2024**