

CITY OF GEORGETOWN, STATE OF IDAHO

RESOLUTION NO. 2026-01

Destruction of Records

WHEREAS, the Clerk of the City of Georgetown, Idaho has deemed that it is not necessary or in the best interest of the City to retain certain records within its possession, as the same occupy needed space within the City's facilities, which facilities are limited, and

WHEREAS, the Clerk of the City of Georgetown has requested that said records and documents be destroyed, and

WHEREAS, Idaho Code 50-907 outlines record retention requirements, and

WHEREAS, the City Council for the City of Georgetown, has reviewed the list of items that the Clerk desires to have destroyed, and finds that all are classified as either semi-permanent or temporary records of the City as defined in I.C. § 50-907, and need not be retained for more than five years, and,

WHEREAS, the City Clerk and the Council have consulted with the City Attorney,

NOW, THEREFORE BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF GEORGETOWN, BEAR LAKE COUNTY IDAHO, AS FOLLOWS:

Section 1: The following records that are seven (7) years old or older, that are records of the City of Georgetown, Idaho, and that are in the custody and care of the Clerk of the City of Georgetown, Idaho, are hereby authorized to be destroyed:

Records of Dog Licenses issued

CCR Reports Re: the City's Drinking Water System

Records of Water and Sewer Account Histories

Records of Bills Paid

Bank Statements

Records of Building Permits Issued

Records of 1099's and W-2's issued by the City

Section 2: Said records shall be destroyed, and said destruction shall be under the direction and supervision of the Clerk of the City of Georgetown, Idaho.

PASSED AND APPROVED by the Mayor and the City Council of the City of Georgetown,
Bear Lake County, Idaho, this _____ day of April, 2026.

Anthony Price, Mayor

ATTEST:

Lynette Smith, City Clerk