

## Retention and Classification Report

**Agency:** Glen Canyon Special Service District of Big Water (Utah) (2043)

Big Water Town Hall  
60 Aaron Burr, Ste. A, Drawer410127  
Big Water, UT 84741  
435-675-3760

**Records Officer:** \_\_\_\_\_

16241      Minutes

**AGENCY:** Glen Canyon Special Service District of Big Water (Utah)

**SERIES:** 16241

3

**TITLE:** Minutes

**DATES:** 1991-

**ARRANGEMENT:** Chronological

**DESCRIPTION:**

These are the official minutes of regular, special, and emergency meetings of municipal committees, boards, and task forces.

**RETENTION:**

Retain permanently

**DISPOSITION:**

May Transfer to Archives.

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series is authorized by Archives general schedule Open meeting minutes & supplementary materials, GRS-1709.

**AUTHORIZED:** 10-28-2020

**FORMAT MANAGEMENT:**

Paper: Retain in Office permanently.

**APPRAISAL:**

These records have administrative, historical, and/or legal value(s).  
These records have evidentiary value and serve as a history of board and committee actions. They contain minutes of open committee and board meetings as required by UCA 52-4-7. (2005)  
Records may also include agenda, recordings, recordings and minutes of closed portions of meetings, and other supporting documentation.