

Retention and Classification Report

Agency: Brigham City (Utah). Traffic Advisory Board (3085)

20 North Main
Brigham City, UT 84302
(435)734-6600

Records Officer

23386 *Minutes

AGENCY: Brigham City (Utah). Traffic Advisory Board

SERIES: 23386

3

TITLE: Minutes

DATES: 1962-1972.

ARRANGEMENT: Chronological

DESCRIPTION:

These are the minutes of the traffic advisory board which gave advice to the Brigham City mayor and city council on roads, traffic safety, crosswalks, traffic signals, speed limits, etc. Minutes include date and time held, members present, and summary of topics discussed.

RETENTION AND DISPOSITION AUTHORIZATION:

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

AUTHORIZED: 07-01-2014

FORMAT MANAGEMENT:

Paper: Retain in Office until administrative use ends and then transfer to State Archives with authority to weed.

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.

PRIMARY DESIGNATION:

Public UCA 52-4-7(3)(2008)

SECONDARY DESIGNATION(S):

Protected. UCA 63G-2-305(32)(2008)