

RESOLUTION NO. _____, SERIES OF 2021

**RESOLUTION ADOPTING THE FREMONT COUNTY
RECORDS RETENTION POLICY AND SCHEDULES**

WHEREAS, pursuant to C.R.S. §6-17-101, et seq., §30-11-103, and §30-11-107, the Board of County Commissioners has established the Fremont County Records Retention Policy and Schedules and desires to adopt the same; and

WHEREAS, the Board of County Commissioners finds it to be in the best interest of the citizens of Fremont County, Fremont County elected officials and employees to adopt and implement the Fremont County Records Retention Policy and Schedules; and

WHEREAS, the Fremont County Records Retention Policy and Schedules is intended to be a “living” document that is periodically updated, corrected, changed and modified; and

WHEREAS, all employees of Fremont County and members of the public are invited to provide continuing input for improvements and changes to the Policy and Schedules to enable the County’s records retention practices to be effective and useful; and

WHEREAS, the Board of County Commissioners has determined the Fremont County Records Retention Policy and Schedules should be provided in electronic format to all County Departments and available upon request as a public record; and

WHEREAS, the Board of County Commissioners has determined that the Fremont County Records Retention Policy and Schedules should become effective immediately.

NOW, THEREFORE, BE IT RESOLVED:

1. The Board of County Commissioners of Fremont County hereby adopts the Fremont County Records Retention Policy and Schedules, effective immediately.
2. A copy of this Resolution shall be included as part of the Policy and Schedules.
3. All departments shall receive a copy of the policy by electronic method.

Commissioner _____ moved adoption of the foregoing Resolution, seconded by Commissioner _____ and approved by roll call vote as follows:

Debbie Bell	Aye	Nay	Abstain	Absent
Kevin J. Grantham	Aye	Nay	Abstain	Absent
Dwayne McFall	Aye	Nay	Abstain	Absent

Date: _____

BOARD OF COUNTY COMMISSIONERS
OF FREMONT COUNTY

ATTEST:

By: _____
Chairman

By: _____
Clerk to the Board

**(ATTACH A COMPLETE COPY OF FREMONT COUNTY RECORDS RETENTION
POLICY AND SCHEDULES TO THIS RESOLUTION)**