KENAI PENINSULA BOROUGH
RESOLUTION 2011-030

A RESOLUTION AMENDING THE BOROUGH’S RISK MANAGEMENT
RECORDS RETENTION SCHEDULE

WHEREAS, the Records Management Division provides the Borough with a comprehensive
system for the creation, maintenance, preservation, retention and disposal of
information; and

WHEREAS, state and federal guidelines prescribe specific time periods for the retention of
certain records; and

WHEREAS, Resolution 2005-038 provided for the current records retention schedule; and

WHEREAS, the current retention schedule should be amended in accordance with state and
federal regulations;

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI
PENINSULA BOROUGH:

SECTION 1. That the attached amended Kenai Peninsula Borough Risk Management Retention
Schedule, is hereby adopted.

SECTION 2. That this resolution becomes effective immediately upon its adoption.

ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 5TH
DAY OF APRIL, 2011.

ATTEST:

Gary Knopp, Assembly President

John Blankenship, Borough Clerk
Yes: Haggerty, Johnson, McClure, Murphy, Pierce, Smalley, Smith, Tauriainen, Knopp
No: None
Absent: None