

This schedule has been discontinued. Please use GRS-111: Property maintenance and repair records.

Street maintenance records (GRS-694) (DISCONTINUED)

Utah General Retention Schedule

Description

These records document the repairs and maintenance work on county streets, street lights, and sidewalks. They include reports, logs, or similar records, completed on a daily, weekly, and/or monthly basis. They include date, supervisor's name, county name, district, employees' names, and location.

Retention and Disposition

Retain for 3 years, and then destroy records.

Categories

Public Works

Effective

06/1994 – 04/2018

Previous Schedule Number

CO-29-27