

# Retention and Classification Report

**Agency:** Weber Fire District (Utah) (2600)

2023 West 1300 North  
Farr West, UT 84404  
801-782-3580

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

29999 \*2002 Winter Olympics preparation records  
30118 Meeting minutes

**AGENCY:** Weber Fire District (Utah)

**SERIES:** 29999

3

**TITLE:** 2002 Winter Olympics preparation records

**DATES:** 1996-2002.

**ARRANGEMENT:** Chronological

**DESCRIPTION:**

These records document the actions taken by the Weber Fire District to prepare the City of Ogden and surrounding areas for the 2002 Olympics. Records include emergency plans, budgets, correspondence, newspaper clippings, brochures, booklets, venue information, operations planning, fire and ems planning, plans of previous Olympics, safety protocols, and other related records.

**RETENTION:**

Retain permanently

**DISPOSITION:**

Transfer to Archives.

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series is authorized by Archives general schedule Agency history records, GRS-1723.

**AUTHORIZED:** 11-28-2018

**FORMAT MANAGEMENT:**

Paper: Retain in Office until administrative value has been met and then transfer to State Archives with authority to weed.

**APPRAISAL:**

These records have historical value(s).

These records are considered historical because they provide evidence of governmental deliberations, decisions, and actions relating to the operation of the 2002 Winter Olympic Games.

**AGENCY:** Weber Fire District (Utah)  
**SERIES:** 29999  
**TITLE:** 2002 Winter Olympics preparation records

(continued)

**PRIMARY DESIGNATION:**

Public

**SECONDARY DESIGNATION(S):**

Protected. Utah Code 63G-2-305(12)(2019)

**REVIEW AND UPDATE STATUS:**

This report was reviewed and updated on 07/2020.

**AGENCY:** Weber Fire District (Utah)

**SERIES:** 30118

3

**TITLE:** Meeting minutes

**DATES:** 1997-

**ARRANGEMENT:** Chronological.

**DESCRIPTION:**

These records are the meeting minutes for the Weber Fire District. May include agenda, meeting minutes, transcripts, and other supporting documentation.

**RETENTION:**

Retain permanently

**DISPOSITION:**

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:**

Compact disc: Retain in Office for 10 years and then transfer to State Archives with authority to weed.

Audio cassettes: For records beginning in 1997 through 2009. Retain in Office for 10 years and then transfer to State Archives with authority to weed.

Paper: Retain in Office for 10 years and then transfer to State Archives with authority to weed.

Computer data files: Retain in Office for 10 years and then transfer to State Archives with authority to weed.

**APPRAISAL:**

These records have historical value(s).

These records are considered historical because they provide evidence of significant policy formulation and business processes of the government.

**AGENCY:** Weber Fire District (Utah)

**SERIES:** 30118

**TITLE:** Meeting minutes

(continued)

**PRIMARY DESIGNATION:**

Public

**REVIEW AND UPDATE STATUS:**

This report was reviewed and updated on 05/2020.