Retention and Classification Report

Agency: Department of Natural Resources. Division of State Parks. Southwestern Region (4702)

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Records Officer: _____

23421	Coral Pink Sand Dunes Park records
23427	Escalante Petrified Forest State Park records
23430	Fremont Indian State Park records
23435	Gunnison Bend records
23438	Iron Mission State Park records
23440	Kodachrome State Park records
23444	Minersville State Park records
23447	Otter Creek State Park records
23450	Paiute State Park records
23448	Palisade State Park records
23451	Quail Creek State Park records
23455	Snow Canyon State Park records
23459	Territorial Statehouse Park records
23464	Yuba Lake State Park records

AGENCY: Department of Natural Resources. Division of State Parks. Southwestern Region

SERIES: 23421 3
TITLE: Coral Pink Sand Dunes Park records
DATES: 1970-
ARRANGEMENT: none
ANNUAL ACCUMULATION: 0.20 cubic feet.
DESCRIPTION:

Records of a state park with heavy off-road vehicle use. Records may include board actions, administrative correspondence, budget, master plans, development proposals, plans and specifications, other facility construction, environmental studies on the endangered tiger beetle, personnel, insurance, monthly reports, signage, driving maps, photographs, brochures, and visitor studies.

RETENTION:

Permanent. Retain for 1 year(s) after final action

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Recreational facility files, GRS-646.

AUTHORIZED: 04-20-2018

FORMAT MANAGEMENT:

Paper: Retain in Office for 1 year after close of park and then transfer to State Archives with authority to weed.

APPRAISAL:

These records have administrative, and/or historical value(s).

AGENCY: Department of Natural Resources. Division of State Parks. Southwestern Region

SERIES: 23427 3
TITLE: Escalante Petrified Forest State Park records
DATES: ca. 1960-
ARRANGEMENT: none
ANNUAL ACCUMULATION: 0.10 cubic feet.
DESCRIPTION:

Records of a geological park; also includes Wide Hollow Reservoir with water recreation. Records may include: board actions, administatitve correspondence, budget, land surveys, aerial maps, deeds or other land transfer documentation, land patents, titles and title reports/insurance, life estates, easements, property appraisals, water rights, initial construction inventory and planning, environmental or soil surveys, master plans, development proposals, plans and specifications, buildings, other facility construction, buildings and grounds operations or current expenses, permits, incident reports, dedication ceremonies, newspaper or magazine articles, brochures, signage, driving maps, press releases, natural studies, archaeological studies, historical studies, photographs, displays and museum exhibits, public activities, and visitor studies.

RETENTION:

Permanent. Retain for 100 year(s)

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Recreational facility files, GRS-646.

AUTHORIZED: 04-20-2018

FORMAT MANAGEMENT:

Paper: Retain in Office until file becomes inactive and then transfer to State Records Center. Retain in State Records Center for 100 years and then transfer to State Archives with authority to weed.

AGENCY: Department of Natural Resources. Division of State Parks. Southwestern Region

SERIES: 23427
TITLE: Escalante Petrified Forest State Park records

(continued)

APPRAISAL:

These records have administrative, and/or historical value(s).

Disposition based on the value of these records in documenting park achievements, policies, procedures, and function.

AGENCY: Department of Natural Resources. Division of State Parks. Southwestern Region

SERIES: 23430 3
TITLE: Fremont Indian State Park records
DATES: ca. 1987-
ARRANGEMENT: none
ANNUAL ACCUMULATION: 0.10 cubic feet.
DESCRIPTION:

Records of an archaeological park and museum. Records may include dedication ceremonies, newspaper or magazine articles, brochures, signage, driving maps, press releases, natural studies, archaeological studies, historical studies, photographs, displays and museum exhibits, public activities, and visitor studies.

RETENTION:

Permanent. Retain for 1 year(s) after final action

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Recreational facility files, GRS-646.

AUTHORIZED: 04-20-2018

FORMAT MANAGEMENT:

Paper: Retain in Office for 1 year after close of park and then transfer to State Archives with authority to weed.

APPRAISAL:

These records have administrative, and/or historical value(s).

AGENCY: Department of Natural Resources. Division of State Parks. Southwestern Region

SERIES: 23435 3
TITLE: Gunnison Bend records
DATES: ca. 1962-
ARRANGEMENT: none
ANNUAL ACCUMULATION: 0.10 cubic feet.
DESCRIPTION:

A reservoir southwest of Delta for which the division provides boating law enforcement. Records may include board actions, correspondence, budget, litigation, legislation, land surveys, aerial maps, deeds or other land transfer documentation, land patents, titles and title reports/insurance, life estates, easements, property appraisals, water rights, initial construction inventory and planning, environmental or soil surveys, master plans, development proposals, plans and specifications, buildings, marinas and docks, other facility construction, buildings and grounds operations or current expenses, permits, incident reports, dedication ceremonies, newspaper or magazine articles, brochures, signage, driving maps, press releases, natural studies, archaeological studies, historical studies, photographs, displays and museum exhibits, public activities, and visitor studies.

RETENTION:

Permanent. Retain for 1 year(s) after final action

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

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AUTHORIZED: 04-20-2018

FORMAT MANAGEMENT:

Paper: Retain in Office for 1 year after close of park and then transfer to State Archives with authority to weed.

AGENCY: Department of Natural Resources. Division of State Parks. Southwestern Region

SERIES: 23435
TITLE: Gunnison Bend records

(continued)

APPRAISAL:

These records have administrative, and/or historical value(s).

AGENCY: Department of Natural Resources. Division of State Parks. Southwestern Region

SERIES: 23438 3
TITLE: Iron Mission State Park records
DATES: ca. 1972-
ARRANGEMENT: none
ANNUAL ACCUMULATION: 0.10 cubic feet.
DESCRIPTION:

Iron Mission is a heritage park with a museum regarding Iron County. Records may include board actions, administrative correspondence, organizational charts, budget, litigation, legislation, land surveys, aerial maps, deeds or other land transfer documentation, land patents, titles and title reports/insurance, life estates, easements, property appraisals, water rights, initial construction inventory and planning, environmental or soil surveys, master plans, development proposals, plans and specifications, buildings, marinas and docks, other facility construction, buildings and grounds operations or current expenses, permits, incident reports, dedication ceremonies, newspaper or magazine articles, brochures, signage, driving maps, press releases, natural studies, archaeological studies, historical studies, photographs, displays and museum exhibits, public activities, and visitor studies.

RETENTION:

Permanent. Retain for 100 year(s)

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Recreational facility files, GRS-646.

AUTHORIZED: 04-20-2018

FORMAT MANAGEMENT:

Paper: Retain in Office until file becomes inactive and then transfer to State Records Center. Retain in State Records Center for 100 years and then transfer to State Archives with authority to weed.

Microfiche master: Retain in State Archives permanently with authority to weed.

AGENCY: Department of Natural Resources. Division of State Parks. Southwestern Region

SERIES: 23438
TITLE: Iron Mission State Park records

(continued)

Microfiche duplicate: Retain in State Archives permanently with authority to weed.

APPRAISAL:

These records have administrative, and/or historical value(s).

Disposition based on the value of these records in documenting park achievements, policies, procedures, and function.

PRIMARY DESIGNATION:

Public

AGENCY: Department of Natural Resources. Division of State Parks. Southwestern Region

SERIES: 23440 3
TITLE: Kodachrome State Park records
DATES: ca. 1969-
ARRANGEMENT: none
ANNUAL ACCUMULATION: 0.10 cubic feet.
DESCRIPTION:

Kodachrome is a scenic park near Bryce Canyon National Park in Southern Utah. Records may include board actions, administrative correspondence, organizational charts, budget, litigation, legislation, land surveys, aerial maps, deeds or other land transfer documentation, land patents, titles and title reports/insurance, life estates, easements, property appraisals, water rights, initial construction inventory and planning, environmental or soil surveys, master plans, development proposals, plans and specifications, buildings, marinas and docks, other facility construction, buildings and grounds operations or current expenses, permits, incident reports, dedication ceremonies, newspaper or magazine articles, brochures, signage, driving maps, press releases, natural studies, archaeological studies, historical studies, photographs, displays and museum exhibits, public activities, and visitor studies.

RETENTION:

Permanent. Retain for 100 year(s)

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Recreational facility files, GRS-646.

AUTHORIZED: 04-20-2018

FORMAT MANAGEMENT:

Paper: Retain in Office until file becomes inactive and then transfer to State Records Center. Retain in State Records Center for 100 years and then transfer to State Archives with authority to weed.

Microfiche master: Retain in State Archives permanently with authority to weed.

AGENCY: Department of Natural Resources. Division of State Parks. Southwestern Region

SERIES: 23440
TITLE: Kodachrome State Park records

(continued)

Microfiche duplicate: Retain in State Archives permanently with authority to weed.

APPRAISAL:

These records have administrative, and/or historical value(s).

Disposition based on the value of these records in documenting park achievements, policies, procedures, and function.

PRIMARY DESIGNATION:

Public

AGENCY: Department of Natural Resources. Division of State Parks. Southwestern Region

SERIES: 23444 3
TITLE: Minersville State Park records
DATES: ca. 1963-
ARRANGEMENT: none
ANNUAL ACCUMULATION: 0.10 cubic feet.
DESCRIPTION:

Records of a water recreation park in northern Utah along the Idaho border. Records may include board actions, administrative correspondence, organizational charts, budget, litigation, legislation, land surveys, aerial maps, deeds or other land transfer documentation, land patents, titles and title reports/insurance, life estates, easements, property appraisals, water rights, initial construction inventory and planning, environmental or soil surveys, master plans, development proposals, plans and specifications, buildings, marinas and docks, other facility construction, buildings and grounds operations or current expenses, permits, incident reports, dedication ceremonies, newspaper or magazine articles, brochures, signage, driving maps, press releases, natural studies, archaeological studies, historical studies, photographs, displays and museum exhibits, public activities, and visitor studies.

RETENTION:

Permanent. Retain for 1 year(s) after final action

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Recreational facility files, GRS-646.

AUTHORIZED: 04-20-2018

FORMAT MANAGEMENT:

Paper: Retain in Office for 1 year after close of park and then transfer to State Archives with authority to weed.

AGENCY: Department of Natural Resources. Division of State Parks. Southwestern Region

SERIES: 23444
TITLE: Minersville State Park records

(continued)

APPRAISAL:

These records have administrative, and/or historical value(s).

AGENCY: Department of Natural Resources. Division of State Parks. Southwestern Region

SERIES: 23447 3
TITLE: Otter Creek State Park records
DATES: ca. 1964-
ARRANGEMENT: none
ANNUAL ACCUMULATION: 0.10 cubic feet.
DESCRIPTION:

Otter Creek is a reservoir and water recreation park in south-central Utah. Records may include board actions, administrative correspondence, organizational charts, budget, litigation, legislation, land surveys, aerial maps, deeds or other land transfer documentation, land patents, titles and title reports/insurance, life estates, easements, property appraisals, water rights, initial construction inventory and planning, environmental or soil surveys, master plans, development proposals, plans and specifications, buildings, marinas and docks, other facility construction, buildings and grounds operations or current expenses, permits, incident reports, dedication ceremonies, newspaper or magazine articles, brochures, signage, driving maps, press releases, natural studies, archaeological studies, historical studies, photographs, displays and museum exhibits, public activities, and visitor studies.

RETENTION:

Permanent. Retain for 1 year(s) after final action

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

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AUTHORIZED: 04-20-2018

FORMAT MANAGEMENT:

Paper: Retain in Office for 1 year after close of park and then transfer to State Archives with authority to weed.

AGENCY: Department of Natural Resources. Division of State Parks. Southwestern Region

SERIES: 23447
TITLE: Otter Creek State Park records

(continued)

APPRAISAL:

These records have administrative, and/or historical value(s).

Disposition based on the value of these records in documenting park achievements, policies, procedures, and function.

AGENCY: Department of Natural Resources. Division of State Parks. Southwestern Region

SERIES: 23450 3
TITLE: Paiute State Park records
DATES: ca. 1963-
ARRANGEMENT: none
ANNUAL ACCUMULATION: 0.10 cubic feet.
DESCRIPTION:

A water recreation park south of Richfield, open year-round for trophy fishing. Records may include board actions, administrative correspondence, organizational charts, budget, litigation, legislation, land surveys, aerial maps, deeds or other land transfer documentation, land patents, titles and title reports/insurance, life estates, easements, property appraisals, water rights, initial construction inventory and planning, environmental or soil surveys, master plans, development proposals, plans and specifications, buildings, marinas and docks, other facility construction, buildings and grounds operations or current expenses, permits, incident reports, dedication ceremonies, newspaper or magazine articles, brochures, signage, driving maps, press releases, natural studies, archaeological studies, historical studies, photographs, displays and museum exhibits, public activities, and visitor studies.

RETENTION:

Permanent. Retain for 1 year(s) after final action

DISPOSITION:

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AUTHORIZED: 04-20-2018

FORMAT MANAGEMENT:

Paper: Retain in Office for 1 year after close of park and then transfer to State Archives with authority to weed.

AGENCY: Department of Natural Resources. Division of State Parks. Southwestern Region

SERIES: 23450
TITLE: Paiute State Park records

(continued)

APPRAISAL:

These records have administrative, and/or historical value(s).

Disposition based on the value of these records in documenting park achievements, policies, procedures, and function.

AGENCY: Department of Natural Resources. Division of State Parks. Southwestern Region

SERIES: 23448 3
TITLE: Palisade State Park records
DATES: ca. 1958-
ARRANGEMENT: none
ANNUAL ACCUMULATION: 0.10 cubic feet.
DESCRIPTION:

Palisade is reservoir and water recreation park. It has an 18-hole golf course. Records may include board actions, administrative correspondence, organizational charts, budget, litigation, legislation, land surveys, aerial maps, deeds or other land transfer documentation, land patents, titles and title reports/insurance, life estates, easements, property appraisals, water rights, initial construction inventory and planning, environmental or soil surveys, master plans, development proposals, plans and specifications, buildings, marinas and docks, other facility construction, buildings and grounds operations or current expenses, permits, incident reports, dedication ceremonies, newspaper or magazine articles, brochures, signage, driving maps, press releases, natural studies, archaeological studies, historical studies, photographs, displays and museum exhibits, public activities, and visitor studies.

RETENTION:

Permanent. Retain for 1 year(s) after final action

DISPOSITION:

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RETENTION AND DISPOSITION AUTHORIZATION:

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AUTHORIZED: 04-20-2018

FORMAT MANAGEMENT:

Paper: Retain in Office for 1 year after close of park and then transfer to State Archives with authority to weed.

AGENCY: Department of Natural Resources. Division of State Parks. Southwestern Region

SERIES: 23448
TITLE: Palisade State Park records

(continued)

APPRAISAL:

These records have administrative, and/or historical value(s).

Disposition based on the value of these records in documenting park achievements, policies, procedures, and function.

AGENCY: Department of Natural Resources. Division of State Parks. Southwestern Region

SERIES: 23451 3
TITLE: Quail Creek State Park records
DATES: ca. 1985-
ARRANGEMENT: none
ANNUAL ACCUMULATION: 0.10 cubic feet.
DESCRIPTION:

Quail Creek is a water recreation park in southwestern Utah near St. George. Records may include board actions, administrative correspondence, organizational charts, budget, litigation, legislation, land surveys, aerial maps, deeds or other land transfer documentation, land patents, titles and title reports/insurance, life estates, easements, property appraisals, water rights, initial construction inventory and planning, environmental or soil surveys, master plans, development proposals, plans and specifications, buildings, marinas and docks, other facility construction, buildings and grounds operations or current expenses, permits, incident reports, dedication ceremonies, newspaper or magazine articles, brochures, signage, driving maps, press releases, natural studies, archaeological studies, historical studies, photographs, displays and museum exhibits, public activities, and visitor studies.

RETENTION:

Permanent. Retain for 1 year(s) after final action

DISPOSITION:

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RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Recreational facility files, GRS-646.

AUTHORIZED: 04-20-2018

FORMAT MANAGEMENT:

Paper: Retain in Office for 1 year after close of park and then transfer to State Archives with authority to weed.

AGENCY: Department of Natural Resources. Division of State Parks. Southwestern Region

SERIES: 23451
TITLE: Quail Creek State Park records

(continued)

APPRAISAL:

These records have administrative, and/or historical value(s).

AGENCY: Department of Natural Resources. Division of State Parks. Southwestern Region

SERIES: 23455 3
TITLE: Snow Canyon State Park records
DATES: ca. 1960-
ARRANGEMENT: none
ANNUAL ACCUMULATION: 0.10 cubic feet.
DESCRIPTION:

Records of a water recreation park in northern Utah along the Idaho border. Records may include board actions, administrative correspondence, organizational charts, budget, litigation, legislation, land surveys, aerial maps, deeds or other land transfer documentation, land patents, titles and title reports/insurance, life estates, easements, property appraisals, water rights, initial construction inventory and planning, environmental or soil surveys, master plans, development proposals, plans and specifications, buildings, marinas and docks, other facility construction, buildings and grounds operations or current expenses, permits, incident reports, dedication ceremonies, newspaper or magazine articles, brochures, signage, driving maps, press releases, natural studies, archaeological studies, historical studies, photographs, displays and museum exhibits, public activities, and visitor studies.

RETENTION:

Permanent. Retain for 1 year(s) after final action

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Recreational facility files, GRS-646.

AUTHORIZED: 04-20-2018

FORMAT MANAGEMENT:

Paper: Retain in Office for 1 year after close of park and then transfer to State Archives with authority to weed.

AGENCY: Department of Natural Resources. Division of State Parks. Southwestern Region

SERIES: 23455
TITLE: Snow Canyon State Park records

(continued)

APPRAISAL:

These records have administrative, and/or historical value(s).

AGENCY: Department of Natural Resources. Division of State Parks. Southwestern Region

SERIES: 23459 3
TITLE: Territorial Statehouse Park records
DATES: ca. 1957-
ARRANGEMENT: none
ANNUAL ACCUMULATION: 0.10 cubic feet.
DESCRIPTION:

A heritage park in Fillmore centered around the territorial capitol building whcih was used between 1855-1857. Records may include correspondence, organizational charts, budget, board actions, legislation, land surveys, aerial maps, deeds or other land transfer documentation, land patents, titles and title reports/insurance, life estates, easements, property appraisals, water rights, initial construction inventory and planning, environmental or soil surveys, master plans, development proposals, plans and specifications, buildings, marinas and docks, other facility construction, buildings and grounds operations or current expenses, permits, incident reports, dedication ceremonies, newspaper or magazine articles, brochures, signage, driving maps, press releases, natural studies, archaeological studies, historical studies, photographs, displays and museum exhibits, public activities, and visitor studies.

RETENTION:

Permanent. Retain for 1 year(s) after final action

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Recreational facility files, GRS-646.

AUTHORIZED: 04-20-2018

FORMAT MANAGEMENT:

Paper: Retain in Office for 1 year after close of park and then transfer to State Archives with authority to weed.

AGENCY: Department of Natural Resources. Division of State Parks. Southwestern Region

SERIES: 23459
TITLE: Territorial Statehouse Park records

(continued)

APPRAISAL:

These records have administrative, and/or historical value(s).

Disposition based on the value of these records in documenting park achievements, policies, procedures, and function.

AGENCY: Department of Natural Resources. Division of State Parks. Southwestern Region

SERIES: 23464 3
TITLE: Yuba Lake State Park records
DATES: ca. 1965-
ARRANGEMENT: none
DESCRIPTION:

Records of a fishing and water recreation park in southeastern Juab County. Records may include board actions, administrative correspondence, organizational charts, budget, litigation, legislation, land surveys, aerial maps, deeds or other land transfer documentation, land patents, titles and title reports/insurance, life estates, easements, property appraisals, water rights, initial construction inventory and planning, environmental or soil surveys, master plans, development proposals, plans and specifications, buildings, marinas and docks, other facility construction, buildings and grounds operations or current expenses, permits, incident reports, dedication ceremonies, newspaper or magazine articles, brochures, signage, driving maps, press releases, natural studies, archaeological studies, historical studies, photographs, displays and museum exhibits, public activities, and visitor studies.

RETENTION:

Permanent. Retain for 1 year(s) after final action

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

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AUTHORIZED: 04-20-2018

FORMAT MANAGEMENT:

Paper: Retain in Office for 1 year after close of park and then transfer to State Archives with authority to weed.

Microfiche master: Retain in State Archives permanently with authority to weed.

Microfiche duplicate: Retain in State Archives permanently with authority to weed.

AGENCY: Department of Natural Resources. Division of State Parks. Southwestern Region

SERIES: 23464
TITLE: Yuba Lake State Park records

(continued)

APPRAISAL:

These records have administrative, and/or historical value(s).

Disposition based on the value of these records in documenting park achievements, policies, procedures, and function.

PRIMARY DESIGNATION:

Public