## **RESOLUTION # 22-** <u>79</u>

# ASSESSOR'S OFFICE DESTRUSTION OF RECORDS

WHEREAS the Assessor has reviewed files from Jan 2004 thru Dec 2021 and found certain records needing to be destroyed per Idaho Code 31-871 and per specific listing of Assessor records by the Idaho Association of Assessors in accordance with that code.

**NOW THEREFORE BE IT RESOLVED** by the Board of County Commissioners of Bonner County, Idaho, that the following documents listed on the attached page be destroyed.

Upon a motion to adopt the text of the foregoing Resolution made by Commissioner			
Bredslaw	and seconded by Commissioner	Conardly	
the foregoing was duly enacted as a Resolution of the Board of County			
Commissioners of	Bonner County, Idaho, on the 4th day o	of October, 2022	

#### **BOARD OF BONNER COUNTY COMMISSIONERS**

Dan McDonald, Commissioner, Chairman

Jeff Connolly, Commissioner

Steve Bradshaw, Commissioner

**ATTEST: Michael Rosedale** 

Deputy Clerk

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Year Item

1001	item
2010-2017	Personel Property Files ( Roughly 54 boxes ) shred
2004-2021	Mobile Home Deadfiles ( What we have scanned )
2013	Property Tax Reductions (state has complete files) shred
2018-2019	Property Tax Reductions (state has complete files) shred
2010-2015	Priest lake auction lot information (2 boxes)
2009-2012	Homeowner applications
2007-2017	New Construction rolls
2009-2012	Misc reports
2014-2017	BOE & SBTA files
2009-2012	Yield Tax Reports
2017-2020	Returned Assessment Notices
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#### OFFICE OF Donna Gow BONNER COUNTY ASSESSOR

1500 Highway 2, Suite 205 Sandpoint, ID 83864 Phone: 208-265-1440 Fax: 208-265-1451

### Memorandum

October 4, 2022

To: Commissioners

From: Donna Gow

Bonner County Assessor

Re: Assessor's Office - Destruction of Records

The Assessor's Office is seeking approval to destroy records as per Idaho Code 31 -871 and as outlined in the Assessor's Office Records Retention Policy per the Idaho Association of Assessors in accordance with that code.

See attached list

A suggested motion would be: Mr. Chairman, based on the information before us, I move to approve Resolution #22 ? authorizing the County Assessor to destroy the attached documents as listed and outlined in the Assessor's Retention Policy.

Recommended Acceptance: Y yes \_\_\_\_ no Commissioner Dan McDonald, Chairman

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