

**RESOLUTION NO. 00-04
OF THE IMMOKALEE WATER AND SEWER DISTRICT**

WHEREAS, The Board of Commissioners of the IMMOKALEE WATER AND SEWER DISTRICT (hereinafter referred to as the "Board") is empowered to construct, operate, and maintain a Water and Sewer System within the boundaries of the land described in Florida Statue Chapter 98-495 and

WHEREAS, the District is required to comply with F.S. 119 and F.S. 257, pertaining to "Public Records"; and

WHEREAS, on May 17, 2000, at a duly advertised pubic meeting, the "Board" desires to set forth a Records and Retention Policy.

THEREFORE BE IT RESOLVED, that the "Board" hereby authorizes and instructs the Staff of Immokalee Water and Sewer District to adhere to the minimum requirements on the attached, "Records Retention Schedule", in accordance with F.S. 119, F.S. 257: and

BE IT FURTHER RESOLVED, that a copy of this Resolution and attached Schedule, shall be transmitted to each individual "Records Custodian", appointed by the Director, so that its purposes and effect may be carried out in accordance with the State of Florida General Records Schedule for State and Local Government Agencies. (Schedule GS1)

If any phase or portion of this Resolution is held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not effect the validity of the remaining portion.

This resolution shall become effective immediately upon adoption.

PASSED AND DULY ADOPTED by the Board of Commissioners of the **IMMOKALEE WATER AND SEWER DISTRICT**, this 17th day of May, 2000.

IMMOKALEE WATER
AND SEWER DISTRICT

ATTEST:

By: _____
Lucy V. Ortiz
Secretary of the Board of Commissioners

By: _____
Leo F. Rodgers
Chairman of the Board of Commissioners