

RESOLUTION NUMBER 16-019

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KETCHUM, IDAHO, AUTHORIZING THE
DESTRUCTION OF SEMI-PERMANENT RECORDS PER IDAHO CODE 50-907.

WHEREAS, Idaho Code 50-907 requires the City Council to authorize destruction of records that are not required to be retained as permanent records and that have met the minimum retention period provided by the city's record retention schedule and are no longer required by law or for city business; and

WHEREAS, the Interim City Clerk has proposed for destruction of certain records that have exceeded their minimum retention; and,

WHEREAS, the Interim City Clerk sent a written notice including a detailed list of the semi-permanent records proposed for destruction, to the Idaho State Historical Society thirty (30) days prior to this Resolution;

NOW, THEREFORE, BE IT RESOLVED BY THE Mayor and Council of the City of Ketchum, Idaho that a list of semi-permanent records shall be destroyed under the direction and supervision of the Interim City Clerk.

SECTION 1. That the following Semi-Permanent Records, which are only required to be kept for ten (10) years after date of issuance or completion of the matter contained within the record, Prior to November 1, 2016 be destroyed (See Attached List)

SECTION 2. The administrative staff of the City is authorized to take all necessary steps to carry out the authorization provided by this Resolution.

PASSED BY THE CITY COUNCIL AND SIGNED BY THE MAYOR THIS 7th day of November, 2016.

CITY OF KETCHUM, IDAHO



Nina Jonas
Mayor



Robin Crotty
Interim City Clerk

***All records in the boxes that were returned from the state archives are research documents from various departments on various matters.

***The maximum retention on these boxes is 10 years. All boxes have exceeded that.

Box Number	Year	Content	Department Head Comments
OLD HTEH FILES (BONDS/FINANCE FILES)			
26	1998	Wildwood Condo	
26	1995	Ketchum Vs. Jenssen	
26	1999	Ketchum Vs. Northwood	
26	1990	Taxi Cab's	
26	1999	Ketchum vs. Northwood Assoc.	
26	1991	Ketchum vs. Highway 75/6th Street	
26	1990	Woodstove Ord.	Planning has taken the file
26	1991	Sewerage Cap Impact Fee	
26	1992	Bergdahl Affordable Housing Project	
26	1993	Ketchum vs. Matthew Brown	
26	1991	Golf Course Expansion	
26	1989	Sun Valley WWTP	
26	1992	Knob Hill HOA / 9th Street	
26	1991	Silver Creek/Tamarack Condo Issue	
26	1987	Ketchum Vs. Blaine County	
27	1992	Ketchum LID Sewer 1.10.1032.123	
27	1992	Ketchum Bond Ins.	
27	1992	Baldwin Residence/Water Chanel	
27	1992	Police Report Comparisons	
27	1992	KPD Commission	
27	1993	KPD Correspondence – Various	
27	1992	Ketchum Utilities Franchise	
27	1992	Mayor & Council Authority Documents	
27	1993	Sewer Easement	
27	1993	P & Z Various Notes	
27	1988	Butch Lotter Lot	Planning has taken the file
27	1992	Helen Nelson Lot	Planning has taken the file
27	1993	KPD Employment Application	
27	1993	Skier Parking – Conditional	
27	1993	City of Ketchum Vs. City of Sun Valley	
27	1993	Forgen Hotel	Planning has taken the file
27	1993	Various Leases	
27	1993	Draft ROW Agreement	Planning has taken the file
27	1993	Area of City Impact	
27	1993	Subdivision Ordinance	Planning has taken the file
27	1996	Txfr of Mentally Ill	
27	1993	Alpen Rose Hotel	Planning has taken the file
OLD HTEH FILES			
28	1994	Martin vs. Ketchum	
28	1989 - 1990	Various Notes	
28	1989 – 1990	Various Agendas & Minutes	
31	Record Date	Box Contents	
31	78, 81, 83	Skyline Apps & Law Suit	
31		Ritzau PUD	
31	1972	Balsam Root Application	
31	1977 & 1978	Ball Application	
31	1974	Garnet Street/Subdivision Waiver Requests 1974	
GENERAL CLOSED FILES			
32	1967	Ketchum Vs. Ketchum Livestock	
32	1986-1987	Ketchum vs. Upland Cond.	
32	1987	Ketchum Vs. Union Pacific Railroad	
32	1986	UPRR vs. Sprenger	
32	1979	Ketchum Motor Lease	Sandy Cady - Scan
32	1986	Koenig/Meyers Hotel – Appeal	
32	1977	KOM Development	Planning has taken the file
32	1979	Knob Hill Park	
32	1967	Ketchum vs. Koutnik	
32	1979	LeLanne Condo's	
32	1981	Connie Maracich Subdivision	
32	1979	City of Ketchum Yard Purchase	Sandy Cady - Scan
32	1978	Cleo Maddox – Pers. In. Claim	
32	1981	Corey Meyer – Parking Issue	
32	1974-1978	Miscellaneous Correspondence	
32	1977	Museum Condemnation	
32	1979	Dave Nance Subdivision	
32	1979	NW Sarchett Proposal	
32	1996	NW Park Circle Prop Question	
32	1980	Ottley Backwoods Building	
32	1975	Park Board	
32	1978	Parkwood LID Delinquents	
32	1970	Planning & Zoning General File	
32	1983	Police Misc. Correspondence	
32	1986	Ptarmigan – Motion Authorize Release	

33	1992	Glen Black vs. City of Ketchum	
34	1972-1977	Bigwood Lawsuit	
34	1976	Sprenger Land Investment	
35	1993	Weyyakin vs. City of Ketchum	
36	1968-1986	Sewer Matters – Closed Files	
38	1984	Raeber/Stevenson Vs. Hess/Ketchum	
38	1973	Ready to Pour Concrete Co.	Planning has taken the file
38	1977	Lee, Renfro vs. Ketchum	
38	1980	Reinhart Vs. City of Ketchum	
38	1981	Ritzau, PUD Denial	
38	1983	Rosenstien, Lloyd – Notice of Claim	
39 & 30	1983	City of Ketchum Vs. Carl Curtis	
40	1979	Carl Curtis – dba Skyline Development vs. City of Ketchum	
		All Closed Files	
41	1980	Ketchum vs. Tyrolean Assoc.	
41	1967	Warranty Deed – Sterling & Elsa Vaughn	Sandy Cady pulled file
41	1972	Warm Springs Bridge	
41	1979	Warm Springs Golf Course	
41	1981	Water System Municipal Easements	Planning has taken the file
41	1976	JUB – Eng. Serv. Contract – Water System	
41	1979	Water System LID	
41	1981	Water System – McNeil/Lane Ranch	
41	1978	Water System Ord. 287	
41	1979	Water System Municipal Well Site	
41	1974	Sun Valley Office – West Ketchum Condo's	
41	1985	Daon ReZone	
41	1981	Zoning Design Review Commercial & Residential	Planning has taken the file
41	1971	P & Z Commission	
41	1979	Zoning Enforcement – Closed	Planning has taken the file
41	1981	Zoning Enforcement Sun Chateau	Planning has taken the file
41	1979	Zoning – In Lieu Parking	Planning has taken the file
41	1980	Zoning – Monge Re-Zone	Planning has taken the file
41	1971	Zoning Ord. 85	Planning has taken the file
41	1974	Zoning Map Ordinance	Planning has taken the file
41	1981-1984	Zoning Enforcement	Planning has taken the file
41	1966	Zoning Ordinance	Planning has taken the file
41	1966	Zoning Matters	Planning has taken the file
41	1967	Zoning Ord. (2 Files)	Planning has taken the file
41	1983	Parking Lease	
41	1978	Parking Variances Repealed	
41	1977	Sign Enforcement	
41	1981	Zoning Violations	Planning has taken the file
42	1979	Schernthanner, Andy – Illegal Lot Split	
42	1974	Sharpe, Ron	
42	1980	Ketchum Vs. Shillington	
42	1983	Silver Bend Subdivision	
42	1977	Simpson, Owen – Variances	
42	1975	City of Ketchum Vs. Simpson	
42	1980	Skarperud vs. Ketchum – Evidence File	
42	1986	SNUG Bond	
42	1985	Solar Information	
42	1981	Ted Stevenson (House or Hotel)	
42	1971	Sprenger, Land Inv. Prop Purchase Agreement	
42	1974	Street Construction Standards	
42	1980	Anderson Lumber Street Vacation	Planning has taken the file
42	1979	Medical Clinic Street Vacation	Planning has taken the file
42	1983	Street Vendors	Planning has taken the file
42	1972	Ord. 317 Subdivision	
42	1982	Sun Mountain Condo's	
42	1982	Sewer User Rates – Re-Adjustments	
42	1972	Tax Assessment Questions	
42	1985	Taxi Ordinance	
42	1984	Trail Creek Village	
42	1984	Taxi Cab Exclusive Franchise	
42	1942	Taxi Limo Lawsuit	
42	1979	Trail Creek Condo's	
42	1978	Tyrolean Association vs. City of Ketchum	
42	1981	Tax Anticipation Bond Res. #124	
43	1977-1989	Conditional Use Permits	Planning has taken the file
44	1992	Ketchum Spring Water vs. City of Ketchum	
45	1996	Ketchum Spring Water Vs. Ketchum, Northwood, And Bigwood Trial Exhibits	
46	1983	Ketchum Spring Water vs. City of Ketchum	
47	1983	Ketchum Spring Water vs. City of Ketchum	

48		City of Ketchum Sun Valley Water & Sewer Appraisal & Engineering	
49	1994	Sun Valley Water Sewer Vs. Harris	
50	1981	JWP Comp Plan	Planning has taken the file
51		Pharmingham Time Share Permit	
52	1984	Ketchum Springwater vs. Ketchum, Northwood & Bigwood – Trial Exhibits	
53	1996	Wildwood vs. City of Ketchum	
55	1994	City of Ketchum Vs. Sun Valley Water & Sewer – Notes/Corres/Pleadings	
57 & 54	1993	Sun Valley Co. and Sinclair Oil vs. City of Ketchum	
58	1987	Exhibits & Facts for Carl Curtis Pleadings	
		HTEH are Bonds & Finance Files	
59	1989	Hailey Lease – Ladder Truck	
59	1992	Timeshare Ordinance	Planning has taken the file
59	1992	City of Ketchum Auto Sale or Abandoned	Planning has taken the file
59	1992	Bankruptcy Calendar	
59	1992	Bankruptcy/Joler	
59	1992	D.N.R. Policy	
59	1992	Giacobbi Square	
59	1992	Prov. Fed/87 C.P. Rezone	
59	1992	Whittier, Terry	
59	1992	Street Vacation Black	
59	1992	Street Vacation Hemingway School	Planning has taken the file
59	1992	Alchemie	
59	1992	Credit Bureau – Ketchum Spring Walk	
59	1992	Sun Valley Motors	
59	1992	Gem Street Subdivision	
59	1992	Aho, Mathrew	
59	1992	Sharp, Ronald	
59	1992	World Cup Ski V	
59	1992	Hospice of the Wood River Valley	
59	1992	Overson Car Wash	
59	1992	Atrium Building	
59	1992	SNUG Bankruptcy	
59	1992	Henriksen, Ray	
59	1993	Murphy	
59	1993	Budget	
		GENERAL CLOSED FILES	
60	1976	Ordinance 229	Planning has taken the file
60	1977	Cemetery – Myers Land Trade	
60	1974	Ketchum vs. Roberts, Chambers Rezoning	
60	1974	Ketchum vs James Clay dba/Alpine Development	
60	1973	Claims for Damages	
60	1981	Colonnade Parking	
60	1986	City Hall - 1st Interstate – Property Tax	
60	1976	Comp Olan #242	
60	1980	Conesco vs. Christiansen (water System)	
60	1981	Condominium – Conversion Moratorium	Planning has taken the file
60	1973	Jack Corrock Building Permit	Planning has taken the file
60	1981	Cullen – Zoning Building	Planning has taken the file
60	1983	Deeds Miscellaneous	Sandy Cady pulled file
60	1974	City of Ketchum Dempsey Const. (violation of Ord.)	
60	1980	Development Allotment	
60	1979	Development of Allotment Ord. 79	
60	1978	Development of Allotment Commission	
60	1982	Dog Control Joint Agreement	
60	1983	Dollarhide House Lease	
60	1969	City of Ketchum Vs. Herbert Edwards	
60	1982	Estate Claims	
60	1974	FIMC Vs. Ketchum (time-share)	
60	1979	Ketchum Fire Dept. County Ambulance Agreement	
60	1984	Ketchum Fire Dept. Sale of Ambulance	
60	1976	Rural Fire Agreement	
60	1984	Ketchum Fire Dept. Comm. Center	
60	1986	Ketchum Fire Dept. Bishop Appeal	
60	1976	Uniform Fire Code	
60	1976	Fire Correspondence, Miscellaneous	
60	1977	Flood Control	
60	1977	Flood Insurance Program	
60	1979	Foster Subdivision	
60	1973	Four Season's	Planning has taken the file
60	1972	Frenchman's Gulch – Reconveying 5 Acre Tract to City	
62	1992	Magic Lantern Vs. Ketchum	
63	1986	Allred Driveway in Street Agreement	
63	1978	Andora Villa – Sewer Construction & Easement	
63	1978	Annexation – Warm Springs	
63	1965	Ketchum – Annexation 1965	

63	1973	City of Ketchum vs. Arlington Construction Co.	
63	1987	Atkinson's Fire Claim	
63	1976	Bald Mountain Hot Springs	Planning has taken the file
63	1986	Bankruptcy – Scott U.S.A.	
63	1987	Bankruptcy – General Files	
63	1979	Beaversprings Easements	Planning has taken the file
63	1983	Beaversprings Subdivision	Planning has taken the file
63	1979	Berg, Lisa (Horse Violation)	
63	1968	Bond Election Contest – Sun Valley Office	
63	1972	City of Ketchum Bond Election	
63	1965	LID Bonds	
63	1964	General Obligation Bonds	
63	1963-1964	Revenue Bonds	
63	1986	Board of Appeals	
63	1986	UBC – Bishop Violations	
63	1980	Building Code Enforcement	
63	1986	UBC – Path Appeal	
63	1983	Bridge Point – Sewer	
63	1976	Building Contractor's Ordinance	Planning has taken the file
63	1983	Draft Business License Ordinance	Planning has taken the file
64	1991	City of Ketchum Vs. Kanshar 1 of 6	
65	1991	City of Ketchum Vs. Kanshar 2 of 6	
66	1991	City of Ketchum Vs. Kanshar 3 of 6	
67	1991	City of Ketchum Vs. Kanshar 4 of 6	
68	1991	City of Ketchum Vs. Kanshar 5 of 6	
69	1991	City of Ketchum Vs. Kanshar 6 of 6	
		LITIGATION FILES	
70		Bureau of Public Affairs Research, University of Idaho 1979	
70	1979-1985	Bureau of the Census	
70	1962-1978	Bureau of the Census	
70	1992-1993	Capital Improvement Fund	
70	1975	City of Hailey, Street Costs, Local Improvement District	
70	1975	City of Petaluma, U.S. Court of Appeals Opinion	
70	1993	City of Sun Valley, Budget Documents	
70	1979	Bureau of Public Affairs Research, University of Idaho	
70	1979-1985	Bureau of the Census	
70	1962-1978	Bureau of the Census	
70	1992-1993	Capital Improvement Fund	
70	1975	City of Hailey, Street Costs, Local Improvement District	
70	1975	City of Petaluma, U.S. Court of Appeals Opinion	
70	1993	City of Sun Valley, Budget Documents	
70	1978	City of Sun Valley, Animal Control Agreement	
70	1990-1991	City of Sun Valley, Building Expenses	
70	1970 -1987	City Street Numbering System	
70	1976	Conflict of Interest Statute	
70	1960-1978	Civil Defense	
70	1977-1979	Consultant Services	
70	1977-1985	Department of Employment	
70	1986-1989	Department of Highways- correspondence, plans, drawings	
70	1979-1985	Department of Highways,- correspondence, plans, drawings	
70	1973-1978	Department of Highways-correspondence, plans, drawings	
70	1960-1972	Department of Highways - correspondence, plans, drawings	
70	1990-1994	Department of Highways - correspondence, plans, drawings	
70	1966-1978	Department of Housing & Urban Development (HUD)	
70		Dollarhide Houses, correspondence, lease agreement, photograph	
70	1979	City of Ketchum Municipal Buildings Energy Audit 1979	
70	1977	Federal Unemployment Compensation Program, Constitutional Challenge	
70	1976-1980	Fire Hydrant Installation Ordinance #235	
70	1977	EPA, Environmental Organizations Directory	
70	1975	Idaho Dept. of Water Resources Water Information Bulletin No. #40, December 1975 for Effects of Urbanization on the Water Resources of the Sun Valley – Ketchum Area, Blaine County, Idaho	
70	1997	Curtis vs. Ketchum	
70	1989	Canter vs. Ketchum	
70	1998	Ban Snowblower vs. City of Ketchum	
70	1996	Gnojek vs. City of Ketchum	
70	1994	EPA vs. City of Ketchum	
71	1985	Esmerelda Sub- Division – Record of Proceeding	
71	1985	Ketchum vs. Sinclair Oil	
71	1985	Ketchum Vs. McDonald	
71	1985	Ketchum vs. Stevenson & Loken	
72	1999	Banducci, Michael	
72	1999	Bigwood Budget Reports and Information	
72	1998	Notes and Correspondence	
72	1998	Development Agreements and Amend.	
72	1998	Staff Reports & Findings	
72	1999	Bridgepoint Condominiums	
72	1999	Britton Replat	

72	1995	Chateaux of Northwood		
72	1996	Clancy Systems International		
72	1996	Communications Dept – Personnel Issues		
72	1998	Communications Enhanced 911		
72	1998	Eagle Crest Timeshares		
72	1995	Esmerelda Lot Line Shift		
72	1997	Evergreen Dumpster Agreement		
73		Legals Files		
73	2000	Glenn Lots		
73	2000	Joe Henderson Property		
73	2000	Koenig Vs. Cemetary District		
73	2000	Legal Assistants Day – Proclamation		
73	1998	McCannville – Title Search		
73	1999	Napa Bldg – Non Conforming uses		
73	1998	Post Office Locations		
73	2000	Ritzau/Broadie Agreements		
73	1999	St. Luke’s – McHanville		
73	1998	Sales Tax – Base Mountain Properties		
73	2000	Scada System- Wastewater Department		
73	1998	Seyern Gallery		
73	1998	Silver Creek/Bigwood River		
73	1998	Ski Time 4 Cinema		
73	1999	Sludge Handling		
73	1997	Sun Valley Rd. – Land Acquisition		
73	1999	Tort Claim – pat Tucker (KFD)		
73	2000	Trail Creek Village		
73	1997	Treatment Plant Improvements		
73	1999	Villas at the Crossing		
73	1996	Westwood Homes		
73	2000	Wicke Strasse Street Vacation		
73	1996	Wood River Townhouses		
73	1999	Y2K Compliance		
73	1999	York Building		
80	1987	Ketchum Vs. Curtis & Jans/Pleadings Appeal		
83	1983	Running Rhino Subdivision		
83	1972	Saviers vs. Mayor & Council		
83	1967	Ketchum Vs. Owen Simpson		
83	1982	Sewer Bond Misc.		
83	1983	Sewer Miscellaneous		
83	1984-1985	Sewer Plant Construction		
A	86-89	P & Z Meeting Cassette Tapes	5 years	1994
B	89-92	P & Z Meeting Cassette Tapes	5 years	1997
C	82-85	P & Z Meeting Cassette Tapes	5 years	1990
D	92-96	P & Z Meeting Cassette Tapes	5 years	2001
E	78-88	P & Z Meeting Cassette Tapes	5 years	1993