

RESOLUTION NO. 19-URA1

BY THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF KETCHUM, IDAHO:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF KETCHUM, IDAHO, APPROVING PUBLIC RECORDS GUIDELINES AND DESIGNATING A RECORDS CUSTODIAN AND ALTERNATE; AND PROVIDING AN EFFECTIVE DATE.

THIS RESOLUTION, made on the date hereinafter set forth by the Urban Renewal Agency of Ketchum, Idaho, also known as the Ketchum Urban Renewal Agency, an independent public body, corporate and politic, authorized under the authority of the Idaho Urban Renewal Law of 1965, Chapter 20, Title 50, Idaho Code, as amended (hereinafter the "Law") and the Local Economic Development Act, Chapter 29, Title 50, Idaho Code, as amended (hereinafter the "Act"), a duly created and functioning urban renewal agency for Ketchum, Idaho, hereinafter referred to as the "Agency."

WHEREAS, the City Council ("City Council") of the City of Ketchum (the "City") by adoption of Ordinance No. 992 on November 15, 2006, duly adopted the Ketchum Urban Renewal Plan (the "2006 Plan") to be administered by the Agency;

WHEREAS, upon the approval of Ordinance No. 1077 adopted by the City Council on November 15, 2010, and deemed effective on November 24, 2010, the Agency began implementation of the amended Ketchum Urban Renewal Plan (the "Amended Plan");

WHEREAS, § 74-119, Idaho Code, requires that public agencies adopt guidelines that identify the general subject matter of all public records kept or maintained by the agency, the custodian(s), and the physical location of such documents;

WHEREAS, § 74-119, Idaho Code also requires Idaho public agencies to designate records custodians and alternates to help members of the public who want to request public records;

WHEREAS, Agency currently has no formal guidelines in place regarding public records but follows the requirements under chapter 1, title 74, Idaho Code ("Public Records Act"), concerning custodian and disclosure of public records;

WHEREAS, Agency counsel has prepared formal guidelines required by § 74-119, Idaho Code, as set forth in full below;

WHEREAS, the Agency Board finds it in the best interests of the Agency and the public to approve and adopt the guidelines.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE BOARD OF COMMISSIONERS OF THE KETCHUM URBAN RENEWAL AGENCY OF THE CITY OF KETCHUM, IDAHO, AS FOLLOWS:

Section 1. That the above statements are true and correct.

Section 2: That the Guidelines set forth below are hereby approved and adopted by the District.

GUIDELINES UNDER THE PUBLIC RECORDS ACT

1. The subject matter of the public records kept or maintained by the Agency is related to operation and management of the Ketchum Urban Renewal Agency, located in Ketchum, Blaine County, Idaho.
2. The physical locations of the public records kept or maintained by the Agency are:

Agency Secretary, Robin Crotty, City of Ketchum, 480 East Avenue North, Ketchum, Idaho 883340;
3. Agency Secretary, Robin Crotty, is designated as the primary records custodian for Agency.
4. Grant Gager, Agency Treasurer, is designated as the alternate records custodian for the Agency.

Section 3. That this Resolution shall be in full force and effect immediately upon its adoption and approval.

PASSED by the Urban Renewal Agency of Ketchum, Idaho, on January 22, 2019. Signed by the Chair of the Board of Commissioners and attested by the Secretary to the Board of Commissioners, on January 22, 2019.

URBAN RENEWAL AGENCY OF KETCHUM

By Suzan Stovell
Chair

ATTEST.

By Robin Crotty
Secretary