

RESOLUTION NUMBER 18-018

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

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

SECTION 1. That the following Temporary & Semi-Permanent Records, which are only required to be kept for two (2) to ten (10) years after date of issuance or completion of the matter contained within the record. (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 16th day of July, 2018

CITY OF KETCHUM, IDAHO



Neil Bradshaw
Mayor



Robin Crotty
City Clerk

2008-038	Fuewell Residence Staging Plan	2008
2008-043	Bockman Residence	2008
2008-043	Bockman Residence	2008
2008-048	Lee Residence Remodel	2008
2008-057	Middleton Residence	2008
2008-060	Hill Remodel	2008
2008-065	Zauner Remodel	2008
2008-067	410 River Street	2008
2008-100	Hall Residence Remodel	2008
2008-102	Irby Residence Laundry	2008
2008-117	Mickelson Residence Remodel	2008
2008-135	Thomas Studio Residence	2008
2008-141	Dorman Remodel	2008
2008-145	Gerstenfeld Residence	2008
2008-148	Thad Nicolai Remodel	2008
2008-148A	Nicolai Remodel	2008
2008-170	Herbert Residence Addition/Remodel	2008
2009-000	DeWolf Residence Addition	2009
2009-003	Hancheck Residence	2009
2009-013	Albertson Residence	2009
2009-014	Garvey Residence Remodel	2009
2009-018	Hartley Remodel	2009
2009-022	Ashton Residence	2009
2009-024	Thompson Residence	2009
2009-034	Woods Cold Entry Addition	2009
2009-043	Gibson Residence	2009
2009-057	Struyve Residence	2009
2009-067	McGowan Duplex	2009
2009-071	Dewolfe Residence	2009
2009-079	Barschack Residence Remodel	2009
2009-084	Staum Residence	2009
2009-094	McEntee Residence Remodel	2009
2009-096	Barshack Residence	2009
2009-099	Pyle Residence Remodel	2009
2009-104	206 Aniceto Condos	2009
2009-114	Carol Residence	2009
2009-116	Fuller Residence	2009
2009-121	Waller Residence	2009
2010-0	Pyle Residence	2010
2010-009	Jordan Residence	2012
2012-000	East Ave Residence	2012
2012-000	Warm Springs Ranch - Pre-App Design Review	2013
2013-000	411 E. 6th St Penthouse	2014
2014-000	Jensen Remodel	2014
2014-000	Jesse's Restaurant Planning Set	2014
2015-000	Limelight Jotel Landscaping	2015
2015-000	Rohlen Residence Remodel	2015



City of Ketchum Fire Department

June 29, 2018

Items to be destroyed:

Fire Safety Plans for Businesses no longer in Operation

1. Aqua Investors – Washington Ave. Plaza
2. Bachi – Trail Creek Village
3. Big Fish Condos – 211 Sun Valley Rd East
4. Bistro 44 – 200 Sixth Street East
5. The Blue Room – 380 Washington Ave N
6. Brimley Store – 411 Sun Valley Rd East Unit #2
7. Butler Painting – 500 Bell Drive Unit#15
8. Cantho Restaurant – 280 Sixth Street
9. Clearwater Land – 400 Bell Drive
10. Crisis Hotline Fireworks – 131 Sun Valley Rd East
11. Dalzell Residence – 13507 Hwy 75
12. Della Mano – 260 Main Street North
13. Dominos Pizza - Helm Station Bldg, Sun Valley Rd
14. Dos Amigos – 116 7th Street West
15. Eagle Crest Timeshare – 100 Picabo Street
16. Entertaining Sun Valley – 880 Warm Springs Rd
17. Felix's Restaurant – 360 First Ave North
18. Free Style Hair Salon – 260 West Second
19. Nanette Ford, M.D. Office – 180 East Avenue North
20. Gerry's Food & Deli – 980 Warm Springs Rd
21. Grant – Fuel Tank – 540 Fourth Avenue
22. Grey Studio – 460 First Street East
23. Gyurkey – 931 Main Street North
24. Hailey Auto Body – 12724 Hwy 75
25. Hana Sushi Restaurant –
26. Hood Inspections – 2007 through 2011
27. Kentwood Café – 180 Main Street North
28. Kerbs Oil McHanville & Hwy 75
29. Ketchum Liquor Store – 360 Leadville Avenue North
30. Kidsitter – 620 Main Street
31. Kneizenbeck Remodel
32. The Kitchen – 100 Wood River Drive
33. Leoni Design Ass. – 931 Main Street North
34. Louie's – 3310 Leadville Avenue North
35. Kathy Lynn Real Estate – 251 1st Avenue N.
36. MacIntosh Bldg. – 260 First Avenue
37. Mama Inez – 7th and Warm Springs Rd
38. Markin Animal Clinic – 871 Warm Springs Rd
39. Moose Girls – Courtyard Bldg.
40. Nomads Mongolian – 571 4th Avenue N
41. Old City Hall – 4th and Main
42. Otter's Restaurant – 180 6th Street
43. Pinnacle @ Greyhawk – 220 Lloyd dr
44. The Pinnacle Units 7,8,9 – Lloyd Dr
45. Price Fisher Garden Store – Old Post Office
46. Purple Sage – 211 Main Street North
47. Ruscitto Residence – 500 First Avenue North
48. Rustic Moose – 131 Washington Avenue
49. Sawtooth Beverage – Bell Drive
50. Salvatore's Restaurant – 111 First Avenue
51. Smith Optics
52. Stockpot Soup – 371 Main Street North
53. Sun Valley Repertory Theatre – 120 Main Street South
54. Trail Creek Center – 1039 Warm Springs Rd
55. Trail Creek Pub – 310 Main Street South
56. Trinity Springs – Trail Creek Village
57. Western Café – 191 Main Street No
58. Williams Market – Main Street

FILES to be DESTROYED**Records Retention - Files over 5 years old (Sign Permits and Fence Permits)**

Permit #		Type	Date
11-012	Roxy's Market	sign	2011
11-019	Lotus	sign	2011
11-024	Dashi	sign	2011
11-026	First Ave Contemporary Gallery	sign	2011
11-039	Boulder Mtn Village	sign	2011
11-043	Heathern	sign	2011
11-063	Ketchum Lighting	sign	2011
11-092	Tranquility Tea House	sign	2011
11-097	Main St Market	sign	2011
11-001	Keith Joe Dick Sign Permit - Ketchum Sign Works	Sign	1/7/2011
11-009	Capitol Law Group Sign Permit, 200 S. Main St	Sign	2/16/2011
11-027	Johnson/Underwood Fence Permit, 220 Buss Elle	Fence	5/18/2011
11-079	Burns/Remington Fence Permit	Fence	6/23/2011
12-122	Richard Giegel, 151 Irene St., Fence	Fence	10/2/2012
11-030	Seiller Fence Permit, 206 Fox Run	Fence	5/25/2011
11-031	Sun Valley Staffing, LLC, 471 E. 10th St. Sign Permit	Sign	5/25/2011
11-035	Kofler Fence Permit, 423 Broadway Blvd.	Fence	6/2/2011
11-040	RE 620, LLC Fence Permit, 620 4th Ave N., #2	Fence	6/9/2011
11-041	Tidwell Fence Permit, 585 Wood River Dr.	Fence	6/9/2011
11-044	Redfern Fence Permit, 311 1st St.	Fence	7/1/2011
11-057	Robyn Rogers , 140 Saddle Road	Fence	8/22/2011
11-055	John Simpson, 291 River St.	Fence	8/1/2011
11-053	Lilac 4, 891 N. 3rd Ave.	Fence	7/21/2011
13-005	Enchanted Alpaca	sign	2013
13-006	Enchanted Alpaca	sign	2013
13-009	Sun Valley Shoes	sign	2013
13-040	Velocio	sign	2013
13-060	Blackburn Residence	Fence	2013

Year	Building Permit Receipts - Retention 5 years	Date
1971 02.	February	1971
1971 03.	March	1971
1971 04.	April	1971
1971 05.	May	1971
1971 06.	June	1971
1971 07.	July	1971
1971 08.	August	1971
1971 11.	Novemebr	1971
1971 12.	December	1971
1971 09.	Septmeber	1971
1971 10.	October	1971
1972 01.	January	1972
1972 02.	February	1972
1972 03.	March	1972
1972 04.	April	1972
1972 05.	May	1972
1972 06.	June	1972
1972 07.	July	1972
1972 08.	August	1972
1972 09.	Septmeber	1972
1972 10.	October	1972
1972 11.	Novemebr	1972
1972 12.	December	1972

Permit #	Residential Plans to be destroyed - 2 year retention	Date
1991-000	Janssen Residence Remodel	1997
1997-000	Wirth Residence	1999
1999-057	Betzold Residence Remodel	1999
1999-058	Cooper-Tache Residence	1999
1999-080	Fischer Residence	1999
1999-094	Kadesh Residence Remodel	1999
1999-116	Spauling Residence Remodel	2003
2003-116	Rheinschild Residence	2005
2005-000	Sawtooth Condos	2005
2005-021	Spar Remodel	2007
2007-000	Fenwick Duplex	2007
2007-000	Irby Guest Cabin	2007
2007-121	Edelwiess 211B Remodel	2007
2007-157	901 N. Canyon Remodel	2007
2007-157	Lee Residence - Planning Set	2008
2008-000	Reiting er Residence	2008
2008-000	Karr Residence	2008
2008-021	Apple Orchard Townhomes - Construction Staging Map	2008
2008-024	Freeman Remodel	2008