

Retention and Classification Report

Agency: Water and Power Board (1330)

, UT

Records Officer

02559 *Administrative records
02561 *Correspondence
12314 *Minutes
22695 *Publications

AGENCY: Water and Power Board

SERIES: 2559

3

TITLE: Administrative records

DATES: 1947-1956.

ARRANGEMENT: Chronological by date.

DESCRIPTION:

This series contains unpublished reports, project reports, contracts, project outlines, policies, etc.

RETENTION:

Retain Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

STATE RECORDS COMMITTEE STATUS:

This retention has not been approved by the State Records Committee.

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in State Archives permanently with authority to weed.

APPRAISAL:

Historical

Disposition based on the value of these records in documenting agency/program achievements, policies, procedures, and function.

AGENCY: Water and Power Board

SERIES: 2559

TITLE: Administrative records

(continued)

PRIMARY CLASSIFICATION:

Public

AGENCY: Water and Power Board

SERIES: 2561

3

TITLE: Correspondence

DATES: 1954-1955.

ARRANGEMENT: Alphanumerical.

DESCRIPTION:

Correspondence regarding the Upper Colorado River storage project, Echo Park dam, etc. Much of the correspondence is between George Clyde, Director Water and Power Board and Frederick Champ, President Cache Valley Banking Company.

RETENTION:

Retain Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

STATE RECORDS COMMITTEE STATUS:

This retention has not been approved by the State Records Committee.

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in State Archives permanently with authority to weed.

APPRAISAL:

Historical

Disposition based on the value of these records in documenting agency/program achievements, policies, procedures, and function.

AGENCY: Water and Power Board

SERIES: 2561

TITLE: Correspondence

(continued)

PRIMARY CLASSIFICATION:

Public

AGENCY: Water and Power Board

SERIES: 12314

3

TITLE: Minutes

DATES: 1958-1967.

ARRANGEMENT: Chronological by date.

DESCRIPTION:

Minutes of open and closed committee and board meetings as required by UCA 52-4-7.5(2009), et seq. "Written minutes shall be kept of all open meetings" UCA 52-4-7 (2009). May include agenda, meeting minutes, transcripts, and other supporting documentation.

RETENTION:

Retain 0 years

DISPOSITION:

Transfer to the State Archives with authority to weed.

STATE RECORDS COMMITTEE STATUS:

This retention was approved by the State Records Committee on 10/01/2001.

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in State Archives permanently with authority to weed.

APPRAISAL:

Administrative Historical Legal This disposition is based on Utah State General Records Retention Schedule, Schedule 1, Item 51.

These records have evidentiary value and serve as a history of board and committee actions. They contain minutes of open committee and board meetings as required by UCA 52-4-7. (2005) Records may also include agenda, recordings, recordings and minutes of closed portions of meetings, and other supporting documentation.

AGENCY: Water and Power Board

SERIES: 12314

TITLE: Minutes

(continued)

PRIMARY CLASSIFICATION:

Public

AGENCY: Water and Power Board

SERIES: 22695

3

TITLE: Publications

DATES: 1948-1967.

ARRANGEMENT: Chronological by date.

DESCRIPTION:

Documents created by the agency, including pamphlets, reports, leaflets, file manuals, and other published or processed documents. These records include information on administration, legal matters, fiscal and financial operations, power, water, irrigation, conservation, history and all other activities of the Water and Power Board. Consists primarily of isolated publications not part of a more specific series.

RETENTION:

Retain 0 years

DISPOSITION:

Transfer to the State Archives with authority to weed.

STATE RECORDS COMMITTEE STATUS:

This retention was approved by the State Records Committee on 07/01/1990.

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in State Archives permanently with authority to weed.

Microfiche master: Retain in State Archives permanently with authority to weed.

AGENCY: Water and Power Board

SERIES: 22695

TITLE: Publications

(continued)

APPRAISAL:

Historical This disposition is based on Utah State General Records Retention Schedule, Schedule 1, Item 25.

These records serve to document the history of the agency and to inform the public of the agency's services and programs.

PRIMARY CLASSIFICATION:

Public