

Retention and Classification Report

Agency: Ogden (Utah). Commission (726)
2549 Washington Blvd 210
Ogden, UT 84401
(801)629-8100

Records Officer

26381 *City Commissioners files
05693 *City improvement lists registers
05691 *Claims of the city
05689 *Contracts and agreements register
05690 *Estray registers
05694 *Parks Department correspondence
05692 *Warrant registers

AGENCY: Ogden (Utah). Commission

SERIES: 26381

3

TITLE: City Commissioners files

DATES: circa. 1896-1910.

ARRANGEMENT: chronological by case file

DESCRIPTION:

This series contains Committee Reports, correspondence, contracts, ordinances, and other assorted material from the files of the Ogden City Commissioner. There are multiple out cards throughout these records documenting various records that were pulled out and filed in other offices over time.

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

This series was discovered during a 2006 inventory of the permanent collection of the Utah State Archives and is being saved based on its informational value in documenting the history of Ogden around the turn of the 20th century.

PRIMARY CLASSIFICATION:

Public

AGENCY: Ogden (Utah). Commission

SERIES: 5693

3

TITLE: City improvement lists registers

DATES: 1912-1914.

ARRANGEMENT: Alphanumerical

DESCRIPTION:

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.

AGENCY: Ogden (Utah). Commission

SERIES: 5691

3

TITLE: Claims of the city

DATES: 1893-1895.

ARRANGEMENT: Alphanumerical

DESCRIPTION:

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.

AGENCY: Ogden (Utah). Commission

SERIES: 5689

3

TITLE: Contracts and agreements register

DATES: 1889-1905.

ARRANGEMENT: Chronological by date.

DESCRIPTION:

This volume was used to record the various contracts, agreements, and leases entered into by Ogden City between 6 August 1889 and 3 May 1905. The city contracted with various individuals and companies to provide various services to the municipality, e.g., care of city parks, sprinkling, lighting, hospital leases, and grading, curbing, guttering, paving, building concrete waterways, and constructing sandstone crosswalks. Some individuals and companies were also required to post bonds, which are also recorded in this volume.

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

This disposition is based on the legal and historical value of registers which function as a chronological list of papers filed and fees paid relative to individual actions.

PRIMARY CLASSIFICATION:

Public

AGENCY: Ogden (Utah). Commission

SERIES: 5690

3

TITLE: Estray registers

DATES: 1889-1935.

ARRANGEMENT: Alphanumerical.

DESCRIPTION:

Information recorded in these volumes includes: type of animal, where found, by whom, fine amount, date, and type of brand or mark (if any). Receipts of fines paid are also included. Known holdings: (1) 27 February 1892 to 28 December 1900, 10 January 1901 to 29 September 1908; and (2) 1908-1910.

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

This disposition is based on the legal and historical value of registers which function as a chronological list of papers filed and fees paid relative to individual actions.

PRIMARY CLASSIFICATION:

Public

AGENCY: Ogden (Utah). Commission

SERIES: 5694

3

TITLE: Parks Department correspondence

DATES: 1907-1914.

ARRANGEMENT: Chronological by date.

DESCRIPTION:

Holdings: Two Woodruff boxes, 13 August 1907-20 December 1912 and 1 July 1908-14 March 1914.

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.

PRIMARY CLASSIFICATION:

Public

AGENCY: Ogden (Utah). Commission

SERIES: 5692

3

TITLE: Warrant registers

DATES: 1896-1935.

ARRANGEMENT: chronological, thereunder alphabetical

DESCRIPTION:

Record individual's name and warrant or claim numbers issued.
Known holdings: 1896-1906; 1907-1913; 1914-1916; 1917-1921;
1922-1926; 1927-1931; 1932-1935.

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 Records Center for 7 years and then destroy.

APPRAISAL:

This disposition is based on Utah Municipal General Records Retention Schedule, Schedule 5, Item 26.