



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Destruction of Certain Records Retained
by the Lodi Police Department

MEETING DATE: January 5, 1994

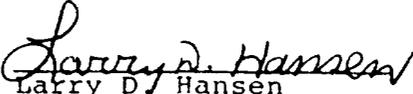
PREPARED BY: Police Chief

RECOMMENDED ACTION: That the City Council grant permission to
destroy certain records listed below in
excess of five (5) years of age.

BACKGROUND INFORMATION: In the interest of conserving
storage space, the Lodi Police
Department makes this annual request to
destroy certain records in excess of
five (5) years of age as follows:

- 1) Background investigations and employment records of
previous employees who have left employment with the City
over five years ago. This does not include retirees.
- 2) Background investigation of previous applicants not hired,
over five years old.
- 3) Crime reports, incident reports and traffic reports over
five years old, except for those with pending court action
and all homicide investigations.
- 4) Investigations of Citizens Complaints over five years old.

FUNDING: None Required


Larry D. Hansen
Chief of Police

LDH:sm
cc: City Attorney

APPROVED



THOMAS A. PETERSON
City Manager



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RESOLUTION NO. 94-01

A RESOLUTION OF THE LODI CITY COUNCIL
AUTHORIZING DESTRUCTION OF CERTAIN RECORDS
RETAINED BY THE LODI POLICE DEPARTMENT

WHEREAS, in accordance with Government Code Section 34090, the City Attorney has filed his written consent to the destruction of certain records retained by the Police Department, an inventory of which is attached hereto, marked Exhibit A, and thereby made a part hereof;

NOW, THEREFORE, BE IT RESOLVED by the Lodi City Council that:

1. The records heretofore identified are no longer required.
2. The Lodi City Council finds that the City Attorney has given his written consent to the destruction of the records inventoried on Exhibit A attached hereto and the destruction of those records is hereby authorized.

Dated: January 5, 1994

I hereby certify that Resolution No. 94-01 was passed and adopted by the Lodi City Council in a regular meeting held January 5, 1994 by the following vote:

Ayes: Council Members - Davenport, Mann, Pennino, Snider,
and Sieglock (Mayor)

Noes: Council Members - None

Absent: Council Members - None


Jennifer M. Perrin
City Clerk

EXHIBIT A

INVENTORY OF CERTAIN RECORDS RETAINED BY THE LODI POLICE
DEPARTMENT REQUESTED TO BE DESTROYED PURSUANT TO GOVERNMENT CODE
SECTION 34090

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- 1) Background investigations and employment records of previous employees who have left employment of the City over five years ago. This does not include retirees.
- 2) Background investigations on previous applicants not hired, over five years old.
- 3) Crime reports, incident reports and traffic reports over five years old, except for those with pending court action and all homicide investigations.
- 4) Investigations of citizens' complaints over five years old.

Dated: 12-22-93

Larry D. Hansen
Larry D. Hansen
Chief of Police

APPROVED FOR DESTRUCTION

Bob McNatt
BOB McNATT
City Attorney

Dated: 1-3, 1994