



# CITY OF LODI

# COUNCIL COMMUNICATION

SUBJECT: Destruction of Certain Records

DATE: February 6, 1991

PREPARED BY: Chief of Police

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 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.

Respectfully submitted,

A handwritten signature in cursive script that reads "Floyd A. Williams".

Floyd A. Williams  
Chief of Police

APPROVED: \_\_\_\_\_

A handwritten signature in cursive script that reads "Thomas A. Peterson".  
THOMAS A. PETERSON  
City Manager

RESOLUTION NO. 91-23

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

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WHEREAS, in accordance with Government Code § 34090, the City Attorney has filed his written consent to the destruction of certain records retained by the Lodi 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: February 6, 1991

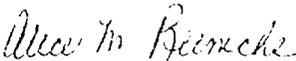
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I hereby certify that Resolution No. 91-23 was passed and adopted by the Lodi City Council in a regular meeting held February 6, 1991 by the following vote:

Ayes: Council Members - Pennino, Pinkerton, Sieglock and Hinchman (Mayor)

Noes: Council Members - None

Absent: Council Members - Snider

  
Alice M. Reimche  
City Clerk

91-23

RES9123/TXTA.02J

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: 1-22-1991

Floyd Williams  
FLOYD A. WILLIAMS  
Chief of Police

APPROVED FOR DESTRUCTION

Bob McNatt  
BOB McNATT  
City Attorney

Dated: 1-22 -, 1991