

**RESOLUTION NO. 2015-106**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELK GROVE  
AUTHORIZING THE DESTRUCTION OF CERTAIN RECORDS RETAINED BY THE  
POLICE DEPARTMENT**

**WHEREAS**, on July 24, 2013 and September 11, 2013, the City Council approved Resolution No's 2013-130 and 2013-171, respectively, establishing a policy for the retention of records maintained by the Police Department; and

**WHEREAS**, certain Police Department records have become eligible for retention review and were audited by the Police Department; and

**WHEREAS**, certain Police Department records, as indicated on the attached Exhibit A, have been reviewed and determined to hold no administrative or historical value; and

**WHEREAS**, the Chief of Police and the City Attorney have filed written consent to the destruction of the records listed in Exhibit A.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Elk Grove hereby authorizes the destruction of records heretofore identified as no longer required.

**PASSED AND ADOPTED** by the City Council of the City of Elk Grove this 27<sup>th</sup> day of May 2015.



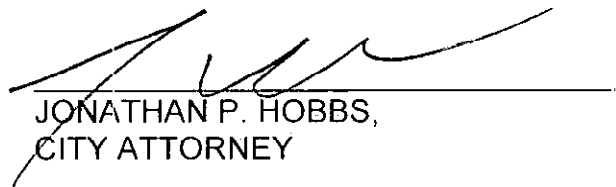
\_\_\_\_\_  
GARY DAVIS, MAYOR of the  
CITY OF ELK GROVE

ATTEST:



\_\_\_\_\_  
JASON LINDGREN, CITY CLERK

APPROVED AS TO FORM:



\_\_\_\_\_  
JONATHAN P. HOBBS,  
CITY ATTORNEY

EXHIBIT A

CY 2000-2013 List of Records for Destruction

City of Elk Grove, Police Department

Request to destroy, the following lists of records pursuant to City of Elk Grove Resolution Numbers 2013-130 and 2013-171:

**Detective Bureau:**

Outside Agency Reports: 2006-2012  
Financial Check Complaint Reports: 2005-2008  
Monthly Detective Stats: 2005-2012

**Dispatch Bureau:**

Dispatch Activity Report: 2011  
Dispatch & 911 Statistical Reports: 2010  
Equipment Report Forms: 2011  
Schedule – Vacation and Shift Bids: 2011  
Sit-Along Applications: 2011

**Facility & Fleet Bureau:**

Log – Fleet Equipment Control Sign Out: 2012  
Fleet Vehicle Repair History (sold vehicles): FY 09-10

**Professional Standards Bureau:**

Internal Affairs Cases: 2009

**Property and Evidence Bureau:**

Property Signature Receipt – Chain of Custody: 2006-2012  
Property Bureau Accounting/Cash Reconciliation: 2013  
Logs – Property & Evidence Access: 2009  
Logs – Money/Narcotic Safe: 2011  
Logs – Auction Manifest: 2013  
Weapon & Narcotic Documentation – Court Order/Firearm & Deadly Weapon Disposition: 2010-2014  
Logs – Preliminary Alcohol Screening Device (PAS) – PAS Device Usage/Maintenance: 2009  
Subpoena Duces Tecum: 2002-2012

**Records Bureau:**

CLETS Teletypes: 2011-2012  
Adult Records Sealings: 2011  
Juvenile Records Sealings 2009  
Parking Citations: 2011  
Requests for Reports and Computer Aided Dispatch Calls: 2011  
Subpoena Duces Tecum: 2012  
Logs – Tow Hearing Appointments: 2011-2012

**Volunteer in Policing (VIPs):**

VIPS Weekly Time sheets: 2008-2011

I certify that I have reviewed the above records and authorize their destruction.

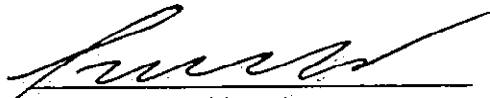


Robert Lehner, Chief of Police

5.11.2015

Date

APPROVED FOR DESTRUCTION



Jonathan P. Hobbs, City Attorney

5/13/15

Date

**CERTIFICATION  
ELK GROVE CITY COUNCIL RESOLUTION NO. 2015-106**

STATE OF CALIFORNIA        )  
COUNTY OF SACRAMENTO    )        ss  
CITY OF ELK GROVE         )

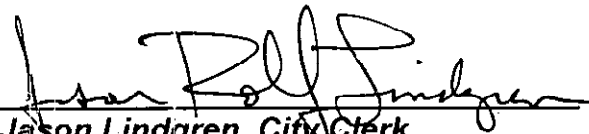
*I, Jason Lindgren, City Clerk of the City of Elk Grove, California, do hereby certify that the foregoing resolution was duly introduced, approved, and adopted by the City Council of the City of Elk Grove at a regular meeting of said Council held on May 27, 2015 by the following vote:*

**AYES :**        **COUNCILMEMBERS:**        *Davis, Hume, Detrick, Ly, Suen*

**NOES:**        **COUNCILMEMBERS:**        *None*

**ABSTAIN :**    **COUNCILMEMBERS:**        *None*

**ABSENT:**     **COUNCILMEMBERS:**        *None*

  
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**Jason Lindgren, City Clerk  
City of Elk Grove, California**