

STAFF REPORT

City Council Consent Item

DATE: October 16, 2023

TO: Honorable Mayor and Council Members

FROM: Casey Day, Chief of Police

THROUGH: Merritt Perry, City Manager

SUBJECT: **Authorization of Destruction of Selected Fortuna Police Department Files, Resolution 2023-30**

STAFF RECOMMENDATION:

Authorize the destruction of the selected Fortuna Police Department files by approving *Resolution 2023-30*.

EXECUTIVE SUMMARY:

A routine audit of Fortuna Police Department Internal Affairs files was performed in September 2023. As a result of this audit, the attached list of files were selected for destruction. The files selected for destruction meet the criteria covered by law according to California Penal Code § 832.5(b), California Government Code § 34090, California Government Code § 26202 and the City of Fortuna Records Retention Policy, dated March 2001.

State law provides that these records may be destroyed at the direction of the Chief of Police and with the approval of the City Council by Resolution. In addition, a copy of this staff report was sent to the City Attorney for review and approval.

File destruction information was provided by the following department:

Department: Fortuna Police Department
File(s): Internal Affairs

RECOMMENDED COUNCIL ACTION:

Adopt *Resolution 2023-30*. Consent Agenda vote.

ATTACHMENTS:

- *Resolution 2023-30: A Resolution of the City Council Authorizing the Destruction of Records*