

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA, AUTHORIZING RECORDS DESTRUCTION FOR THE POLICE DEPARTMENT OF THE CITY OF COSTA MESA, PURSUANT TO ORDINANCE NO. 75-60.

THE CITY COUNCIL OF THE CITY OF COSTA MESA DOES HEREBY RESOLVE AS FOLLOWS:

WHEREAS, the City Council adopted Ordinance No. 75-60 on the 15th day of January, 1975, which said ordinance requires the approval of the City Council by resolution for destruction of certain records; and

WHEREAS, the City Attorney's Office, pursuant to requirements of the Government Code, has examined said records to ascertain whether or not retention is legally necessary; and

WHEREAS, the City Attorney's Office has determined that destruction of said records will not adversely affect the functions of government nor impair the legal rights of the City;

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NOW, THEREFORE, BE IT RESOLVED that the records listed in the attached request for records destruction for the Department of the Development Services are hereby authorized to be destroyed in such a manner that will not allow them to be restored or reconstituted.

PASSED AND ADOPTED this 15th day of November, 2004.

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Mayor of the City of Costa Mesa

ATTEST:

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Deputy City Clerk of the City of Costa Mesa

APPROVED AS TO FORM:

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City Attorney

STATE OF CALIFORNIA )  
COUNTY OF ORANGE ) ss  
CITY OF COSTA MESA )

I, JULIE FOLCIK, Deputy City Clerk and ex-officio Clerk of the City Council of the City of Costa Mesa, hereby certify that the above and foregoing Resolution No. \_\_\_\_\_ was duly and regularly passed and adopted by the said City Council at a regular meeting thereof, held on the 15th day of November, 2004, by the following roll call vote:

AYES:

NOES:

ABSENT:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the City of Costa Mesa this 16th day of November, 2004.

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Deputy City Clerk and ex-officio Clerk of  
the City Council of the City of Costa Mesa

Request for City Attorney's approval for destruction of

COSTA MESA POLICE DEPARTMENT Records.

Date: September 16, 2004

Approval granted  
by City Attorney



RECORD NAME OR FORM NO.	CLASS	SPECIFIC DESCRIPTION OF RECORD	YES	NO	COMMENT
	V				
1. 1998-99 Professional Standards Unit Internal & Citizen Complaint files, logs, audio and video tapes.		1. Files are maintained for 5 current years.	X		
2. 1977-2002 Correspondences, memorandums and various forms filed in Chief's Secretary's office. (See attached list.)		2. Files are maintained for 2 current years.	X		
3. 2003-04 informational bulletins from various governmental agencies that are duplicate forms.		3. Files are maintained as information only.	X		