



MEMORANDUM

TO: Paul Marzocca, Police Chief
FROM: Aimee Currey, Records Supervisor
SUBJECT: Document Purge
DATE: November 15, 2023

I am requesting review and approval for destruction of municipal documents that have reached the end of their retention period as determined by the State of Arizona's Retention Schedule for All Public Bodies. The below listed documents have all been verified and conform to the pre-approved Arizona State Library, Archives and Public Records Retention Schedule for Human Resources/Personnel Records, Schedule Number GS 1006 and Law Enforcement, Schedule Number GS 1031. Once approved, this memo will serve as back up to the City Council Report for consideration and action.

- 2003, 2005 Arrest Logs
- Booking sheets for misdemeanor and petty offenses, 1999-2002
- Attached list of reports