

**FORTUNA POLICE DEPARTMENT
RECORDS FOR DESTRUCTION
MAY 4, 2026**

TYPES OF RECORDS

Closed Police Case Reports (2014–2015) eligible for destruction under applicable retention requirements, excluding categories subject to extended or permanent retention.

The following records are expressly excluded from this authorization and shall not be destroyed:

1. Felony cases subject to extended or unlimited statutes of limitation, including homicide, capital crimes, or offenses punishable by life imprisonment.
2. Cases involving child abuse, domestic violence, sexual assault, stalking, elder abuse, or hate crimes.
3. Registrant-related cases, including those involving sex or arson registrants.
4. Any case that is open, pending, suspended, under appeal, or otherwise unresolved.
5. Cases involving unserved warrants or unidentified suspects where prosecution remains viable.
6. Missing persons cases where the individual has not been located.
7. Cases involving evidence or property that has not been returned, destroyed, or otherwise lawfully disposed of.
8. Records subject to litigation holds, pending or reasonably anticipated litigation, Public Records Act requests, or subpoenas.
9. Officer-involved shootings, use-of-force investigations, personnel complaints, and internal or administrative investigations, including records subject to Penal Code sections 832.5, 832.7, or 832.8.
10. Traffic collision reports involving fatalities.
11. Any record required to be retained for a longer period under state or federal law or the City's records retention schedule.

Only those records not falling within the above exclusions and otherwise eligible under applicable retention requirements may be destroyed pursuant to this authorization.

TOTAL STORAGE BOXES INVOLVED = APPROX. 30 STANDARD STORAGE BOXES

Reviewed By:

Matthew Eberhardt, Interim Chief of Police

Kendra Bailey, Administrative Assistant III



Two handwritten signatures in blue ink are present. The top signature is for Matthew Eberhardt, and the bottom signature is for Kendra Bailey. Both signatures are written over horizontal lines.