

# SANTA BARBARA COUNTY BOARD AGENDA LETTER



Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Agenda Number:**  
**Prepared on:** 1/4/06  
**Department Name:** Sheriff  
**Department No.:** 032  
**Agenda Date:** 2/7/06  
**Placement:** Administrative  
**Estimate Time:**  
**Continued Item:** NO  
**If Yes, date from:**

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**TO:** Board of Supervisors

**FROM:** Jim Anderson, Sheriff  
Sheriff Coroner

**STAFF CONTACT:** Lieutenant Wesley Maroney  
ext. 7432

**SUBJECT:** Destruction of Records

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## **Recommendation(s):**

That the Board of Supervisors: Endorse the purging and disposal of certain Civil Records.

## **Alignment with Board Strategic Plan:**

The recommendation(s) are primarily aligned with actions required by law or by routine business necessity.

## **Executive Summary and Discussion:**

This destruction is authorized by Government Code section 26205, which allows the destruction of such Civil Records that have been retained in excess of two years.

## **Mandates and Service Levels:**

No impact on mandates or service levels.

## **Fiscal and Facilities Impacts:**

In order to efficiently utilize current space, these types of records are periodically destroyed after conversion. The Department is currently challenged for space to store these records. The Department is looking forward to renewing space for future records.

The cost of destruction of these records was included in the fee for records conversion to electronic media.

## **Special Instructions:**

Clerk of the Board: Please send a copy of the Minute Order to: Lieutenant Wesley Maroney, Sheriff's Department.

**Concurrence:** County Counsel  
Auditor-Controller