

**MINUTES OF MEETING
RECORDS CONTROL COMMITTEE
OF THE CITY OF LADUE
ST. LOUIS COUNTY, MISSOURI
WEDNESDAY, OCTOBER 28, 2020**

A meeting of the Records Control Committee of the City of Ladue, St. Louis County, Missouri, was held on Wednesday, October 28, 2020, at 3:40 p.m., via Zoom video conference and at City Hall, 9345 Clayton Road. The following members were present:

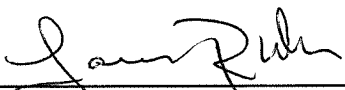
Sam Zes, Finance Director (via Zoom)
Laura Rider, City Clerk (City Hall via Zoom)
Erin Seele, City Attorney (via Zoom)

The minutes of the July 21, 2020 meeting were approved upon motion by Ms. Seele and second by Mr. Zes.

Ms. Seele moved approval of the request from the Municipal Court for destruction of Traffic and Ordinance Violation Case Files (3-year files) covering the period of 2009, 2012 and 2014, and Confidential Case Files (12-year files) covering the period of 2006-2007, which records meet the respective retention periods, in accordance with the proposed method of shredding by Citishred, upon second by Mr. Zes, the motion passed unanimously.

Ms. Rider moved approval of the request from the Police Department for destruction of Arrest Records covering the period of 11/19/14 – 10/22/15, Incident Reports covering the period of 1970-1980 and 1997-2015, Non-Criminal Incident Reports covering the period of 2007-2015, Returned Missing Person Reports covering the period of 2008, Found Property Reports covering the period of 2015, Auto Accident Reports (non-fatal/non-felony) covering the period of 1970-1980 and 2008-2015, which records meet the respective retention periods, in accordance with the proposed method of shredding by Citishred, upon second by Mr. Zes, the motion passed unanimously.

Adjournment: The meeting adjourned at 3:44 PM.



Laura Rider, City Clerk