



**EXHIBIT A**

**DEPARTMENT OF POLICE  
Records to be Approved for Destruction**

<b><u>DESCRIPTION OF RECORDS</u></b>	<b><u>YEAR(S)</u></b>	<b><u>BOX SIZE</u> L x W x H</b>	<b><u># OF</u> <u>BOXES</u></b>	<b><u>RECORDS</u> <u>MANUAL</u> <u>SECTION</u></b>
Smooth Operator Agg Driving	2007-2010	18" x 11" x 9.5"	1	PO-10
Pawn Shop transaction logs	2015	24" x 12" x 10"	1	PO-6
Hit and Run crashes	2000-2001	10.5 x 12" x 12"	1	PO-8
Crime Offenses	2010-2011	20" x 12" x 9"	1	PO-6
Status Sheet offenses	2015	18" x 11.5" x 9"	3	PO-6
Traffic Citation	2014	18" x 11.5" x 9"	3	PO-4
Purchasing orders	2009/10	18" x 11.5" x 9"	1	FN-18
Arrests	2013	18" x 11.5" x 9"	2	PO-8
Status Sheets	2014-15	18" x 11.5" x 9"	3	PO-6
Missing Persons returned	2009-2011	18" x 11.5" x 9"	2	PO-17
Vehicle Check Sheets	2012-2015	16" x 15" x 12"	2	PO-10
Faulty Slips	2013-14	13" x 10" x 8"	2	PO-4
Time entry verifications	2008	18" x 11.5" x 9"	1	PL-14