1   State of Arkansas

2   84th General Assembly   A Bill

3   Regular Session, 2003   SENATE BILL   703

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5   By: Senator Baker

6   By: Representative Scroggin

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9   **For An Act To Be Entitled**

10   AN ACT TO PRESCRIBE TIME PERIODS FOR MAINTAINING

11   VARIOUS MUNICIPAL POLICE DEPARTMENT RECORDS; AND

12   FOR OTHER PURPOSES.

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14   **Subtitle**

15   TO PRESCRIBE TIME PERIODS FOR

16   MAINTAINING VARIOUS MUNICIPAL POLICE

17   DEPARTMENT RECORDS.

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20   BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF ARKANSAS:

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22   SECTION 1. Arkansas Code Title 14, Chapter 2, Subchapter 2, is amended

23   to add an additional section to read as follows:

24   14-2-204. Municipal police department records.

25   (a) All municipalities of the State of Arkansas shall maintain

26   records, if the records are currently being maintained, for the city or town

27   police department or marshal's office as follows:

28   (1) Maintain permanently:

29   (A) Closed municipal police case files for felony and

30   Class A misdemeanor offenses; and

31   (B) Expungement orders of municipal police cases; and

32   (2) Maintain for three (3) years:

33   (A) Accident reports;

34   (B) Incident reports;

35   (C) Offense reports;

36   (D) Fine and bond records;

1   (E) Parking meter records;

2   (F) Radio logs and complaint cards; and

3   (G) Employment records, payroll sheets, time cards, and

4 leave requests.

5   (b)(1) However, if maintained for more than ten (10) years after the

6 date the record was created, records under (a)(1) of this section may be

7 copied and maintained in accordance with § 14-2-203.

8   (2) Records under subdivision (a)(2) of this section may be

9 copied in accordance with § 14-2-203 or are subject to disposal after the

10 specified time period has passed.

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