



KEVIN L. FAULCONER
MAYOR

MEMORANDUM

DATE: March 4, 2014

TO: Scott Chadwick, Chief Operating Officer

FROM: Mayor Kevin L. Faulconer

SUBJECT: Implementation of Administrative Regulation 90.67 re: Email Retention

I am hereby directing you to place on hold the implementation of Administrative Regulation 90.67 regarding email retention and deletion pending further review. All City emails shall continue to be stored pending further review.

KLF:mta

cc: Honorable City Councilmembers
Honorable Jan Goldsmith, City Attorney
Andrea Tevlin, Independent Budget Analyst