

RESOLUTION NO. 2025-025-R

**APPROVING THE DISPOSAL OR DESTRUCTION OF CERTAIN
MUNICIPAL COURT DEPARTMENT RECORDS**

WHEREAS, the Municipal Court Clerk has identified certain City records from the Municipal Court Department, more specifically described below, that are eligible for destruction under guidelines established by the Administrative Office of Courts;

- 2014 Case Files
- 2022 Deposits
- 2019 Traffic Tickets-Non DUI
- 2022 UTC Transmittal Forms
- 2025 Warrants-10 Year
- 2023 Miscellaneous

WHEREAS, the Municipal Court Director has concurred with the disposal or destruction of these records; and

WHEREAS, the City Council desires to authorize the Municipal Court Clerk to destroy the records identified as eligible for destruction under such guidelines pursuant to a Notification of Record Disposal Notice submitted to the Administrative Office of Courts.

NOW, THEREFOR, BE IT RESOLVED, that the Municipal Court Clerk is hereby authorized to proceed with the destruction of records pursuant to the Notice prepared by Municipal Court Department in accordance with guidelines established by the Administrative Office of Courts.

READ, APPROVED, AND ADOPTED this 10th day of February 2025

John D. Seifert II, Council President
City of Madison, Alabama

ATTEST:

Lisa D. Thomas, City Clerk-Treasurer
City of Madison, Alabama

APPROVED this _____ day of February 2025

Paul Finley, Mayor
City of Madison, Alabama