



CITY COUNCIL AGENDA ITEM

SUBJECT: A Resolution to Adopt the Official Judicial Branch Records Retention Schedules for the Municipal Court of the City of Stonecrest

AGENDA SECTION: *(check all that apply)*

☐ PRESENTATION ☐ PUBLIC HEARING ☒ CONSENT AGENDA ☐ OLD BUSINESS
☐ NEW BUSINESS ☐ OTHER, PLEASE STATE: Click or tap here to enter text.

CATEGORY: *(check all that apply)*

☐ ORDINANCE ☒ RESOLUTION ☐ CONTRACT ☐ POLICY ☐ STATUS REPORT
☐ OTHER, PLEASE STATE: Click or tap here to enter text.

ACTION REQUESTED: ☒ DECISION ☐ DISCUSSION, ☐ REVIEW, or ☐ UPDATE ONLY

Previously Heard Date(s): 02/13/23 & Click or tap here to enter text.

Current Work Session: Click or tap to enter a date.

Current Council Meeting: Monday, March 27, 2023

SUBMITTED BY: Mallory Minor, Court Administrator

PRESENTER: Hon. Chief Judge Curtis W. Miller and Court Administrator Mallory Minor

PURPOSE: A Resolution to Adopt a Records Retention Policy for the Municipal Court

FACTS: The Municipal Court proposes a Resolution to the Official Judicial Branch Record Retention Schedule. The Municipal Court of Stonecrest utilize the Official Judicial Branch Record Retention Schedules that is Published by the Judicial Council of Georgia and the Administrative Office of the Courts in compliance with OCGA § 15-5-24 and by Order of the Supreme Court of Georgia dated June 12, 1978

OPTIONS: Approve, Deny, Defer APPROVE

RECOMMENDED ACTION: Approve

ATTACHMENTS:

(1) Attachment 1 - A Resolution to Adopt the Official Judicial Branch Record Retention Schedules for the Municipal Court of the City of Stonecrest.



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- (2) Attachment 2 - Official Judicial Branch Record Retention Schedules
- (3) Attachment 3 -
- (4) Attachment 4 -
- (5) Attachment 5 -