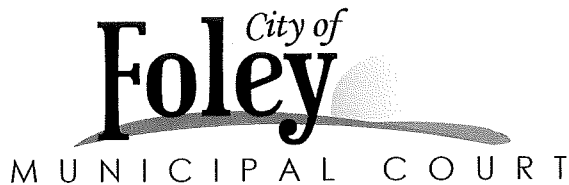


Foley Justice Center
200 East Section Avenue
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Mary E. Murchison
MUNICIPAL COURT JUDGE

Brandy Springsteen
COURT ADMINISTRATOR

May 1, 2017

Mayor and Council,

Please allow the court to hire an intern for 20 hours a week at \$9.00 an hour. This money will come out of the Municipal Court Judicial Administrative checking account. The court has a large project that includes scanning, archiving, and shredding. The project should take several months but this account has plenty of money to be used by the court. The cost will be for 12 weeks, \$2160.00 part time salary expense and \$166.00 payroll tax expense. If you have any questions please contact myself or Brandy Springsteen.

Thanks in advance for your attention in this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "M. Murchison", with a long horizontal line extending to the right.

Mary Murchison