



# Resolution 2026-03

STATE OF ALABAMA  
JEFFERSON COUNTY  
CITY OF CLAY

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## A RESOLUTION APPOINTING A CITY ADMINISTRATOR/TREASURER

**WHEREAS**, the City Council of the City of Clay, Alabama adopted Resolution 2025-65; and,

**WHEREAS** Resolution 2025-65 Created the Position of Administrator/Treasurer and,

**WHEREAS** Resolution 2025-65 authorizes the Mayor to determine the pay grade and to begin the hiring process and sign the necessary documents for hiring the candidate.

**WHEREAS**, the City Council desires to appoint a qualified individual to manage the daily operations, implement policies, and assist in the development of municipal programs for the City; and

**WHEREAS**, after careful review and consideration, the City Council finds Scott Collins to be well-qualified for the duties and responsibilities of the City Administrator/Treasurer position;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Clay, Alabama, as follows:

**Section 1.** That Scott Collins is hereby appointed to the position of City Administrator/Treasurer for the City of Clay Alabama.

**Section 2.** That the City Administrator/Treasurer shall serve at the pleasure of the City Council, with a term commencing immediately and shall perform all duties and exercise all powers as prescribed by law and the City Council, including overseeing staff, budget, and public services.

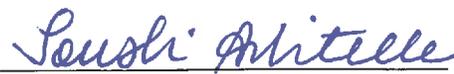
**Section 3.** That the City Administrator/Treasurer compensation and terms of employment shall be as set forth in a separate employment agreement or as determined by the City Council.

**Section 4.** That this Resolution shall become effective immediately upon its adoption.

ADOPTED AND APPROVED, this the 27<sup>th</sup> day of January 2026.



Jane Anderton  
Mayor

Attest: 

Toushi Arbitelle  
City Clerk



Resolution 2026-03

I, the undersigned City Clerk of the City of Clay, Alabama, do hereby certify that the above and foregoing is a true copy of one Resolution lawfully passed and adopted by the City Council named therein, at a regular meeting of such Council, and that such resolution is on file in the City Clerk's Office.

I further certify that said Resolution was posted as required by State Law at the following locations: Clay City Hall; Clay Post Office; Clay Public Library and the Clay Seniors Center all being in the City of Clay.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City on this 29 Day of January 2026.

*Toushi Arbitelle*

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Toushi Arbitelle  
City Clerk