



AGENDA MEMORANDUM

Future Item for the City Council Meeting of December 10, 2013
Action Item for the City Council Meeting of December 17, 2013

DATE: November 20, 2013
TO: Ronald L. Olson, City Manager
FROM: Kimberly Jozwiak, Director of Municipal Court
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Appropriating Funds for the remodeling of the City Detention and Magistration Center to create a safety vestibule for all arresting entities to bring arrested person(s)

CAPTION:

Ordinance appropriating and transferring \$50,000.00 from the Unreserved Fund Balance in the No. 1020 General Fund for the remodeling of the City Detention and Magistration Center to create a safety vestibule; and changing the FY 2013-2014 Adopted Annual Operating Budget adopted by Ordinance No 029915 by increasing expenditures by \$50,000 in the No. 1020 General Fund.

PURPOSE:

To create a secure space for all arresting entities to bring arrested person(s) into a safety vestibule for the initial booking process.

BACKGROUND AND FINDINGS:

Since its inception in 2004, the City Detention and Magistration Center (CDC) has functioned as a short-term holding facility that allows City-employed law enforcement agencies to bring arrested persons for identification and magistration purposes. Once these processes are completed, arrested persons with Class A and B Misdemeanor and/or Felony charges, are transported to the Nueces County Jail for housing. The current layout of the CDC offers no secure area for law enforcement to complete the requirements of the "pre-book-in" process, which includes completing arrest reports, affidavits, and computer data entry. Currently, arresting officers are forced to complete these tasks, within the confines of their patrol cars, with the arrested person detained in the rear seat of the same patrol car. Depending on the circumstances of the arrest, this can be a lengthy process.

Since the safety of those in custody and that of law enforcement is paramount, this safety vestibule will provide an enclosed, secure area, within the CDC, where an arresting officer may safely secure an arrested person, while he or she completes the appropriate "pre-book-in" process at computer workstations and/or work areas.

ALTERNATIVES:

Leave the layout of the City Detention and Magstration Center in its present condition and have the arresting entities continue to initiate the booking process in their patrol cars

OTHER CONSIDERATIONS:

Non-applicable

CONFORMITY TO CITY POLICY:

This Ordinance conforms to City policies for appropriation of funds.

EMERGENCY / NON-EMERGENCY:

Non-emergency

DEPARTMENTAL CLEARANCES:

Not applicable

FINANCIAL IMPACT:

Operating Revenue Capital X Not applicable

| Fiscal Year: 2013-2014 | Project to Date Expenditures (CIP only) | Current Year | Future Years | TOTALS |
|-----------------------------------|--|---------------------|---------------------|---------------|
| Line Item Budget | | 0 | TBD | 0 |
| Encumbered / Expended Amount | | \$50,000.00 | | \$50,000.00 |
| This item | | \$50,000.00 | TBD | \$50,000.00 |
| BALANCE | | 0 | 0 | 0 |

Fund(s):

Comments: None

RECOMMENDATION:

City Staff recommends the approval of this Ordinance.

LIST OF SUPPORTING DOCUMENTS:

Ordinance