



AGENDA MEMORANDUM

First Reading Ordinance for the City Council Meeting of August 11, 2015
Second Reading Ordinance for the City Council Meeting of August 18, 2015

DATE: August 6, 2015
TO: Ronald L. Olson, City Manager
FROM: Susan Thorpe, Assistant City Manager

Appropriating funds for the purchase of microphones and other electronic equipment, electrical installation, and training for Municipal Court Judges

CAPTION:

Ordinance appropriating \$25,500 from Account 260310 Fund Balance Restricted for Judicial/Court Improvements in the No. 1020 General Fund for the purchase of microphones and other electronic equipment, electrical installation, and training for Municipal Court Judges; and amending the FY2014-2015 Operating Budget adopted by Ordinance No. 030294 to increase expenditures by \$25,500 in the No. 1020 General Fund

PURPOSE:

To install and improve courtroom electronic devices including microphones, installation of electrical boxes in the courtrooms, and training for Municipal Court Judges. These expenditures are allowed and appropriate uses of the funds. The Judicial Efficiency Fund is restricted to use on these types of expenses.

BACKGROUND AND FINDINGS:

This item is being requested by the Judicial Department of the Municipal Court. The Municipal Court has been undergoing renovations since June 2015. The purchases are being made because the remodel and construction of the courtrooms were already planned and these items were not factored into the bid. The installation of floor boxes for electrical and data cabling are needed in the courtrooms so that the cords for computers and other equipment do not pose a tripping hazard. The Tyler Technologies Incode Training was needed for all Judges including the newly appointed Judges to learn the court's new software system. This transfer is being made with the understanding that all unused monies will be returned to the Judicial Efficiency Fund.

The Judicial Efficiency Fund was created by state law to allow a fee on each citation that includes a conviction, deferred disposition and/or driver safety course to be used for improvements in the courtroom. The current fee is \$6.00. Of that amount, \$5.40 goes to the State for judicial and court improvements and \$0.60 goes to the City for judicial and court improvements. The current fund balance is \$65,836.

ALTERNATIVES:

Do not approve the transfer. The Judicial Department would be required to absorb these additional expenses.

OTHER CONSIDERATIONS:

CONFORMITY TO CITY POLICY:

Conforms to City Policy

EMERGENCY / NON-EMERGENCY:

Non-emergency

DEPARTMENTAL CLEARANCES:

Finance

FINANCIAL IMPACT:

X Operating Revenue Capital Not applicable

Fiscal Year: 2014-2015	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget				
Encumbered / Expended Amount				
This item		\$25,500		\$25,500
BALANCE		\$25,500		\$25,500

Fund(s): General

Comments:

RECOMMENDATION:

Staff recommends appropriation of the funds.

LIST OF SUPPORTING DOCUMENTS:

Ordinance