



AGENDA MEMORANDUM

1st Reading Ordinance for the City Council Meeting January 9, 2024
2nd Reading Ordinance for the City Council Meeting January 18, 2024

DATE: December 8, 2023

TO: Peter Zanoni, City Manager

FROM: Gilbert Hernandez, Director of Municipal Court
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<p style="text-align: center;">Ordinance Appropriating Funds for Courtroom Security Upgrades at the Municipal Court</p>
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CAPTION:

Ordinance appropriating \$20,000.00 from the unreserved fund balance of the Municipal Court Security Fund for courtroom security upgrades; and amending the FY 2024 operating budget.

SUMMARY:

This is an ordinance to appropriate \$20,000.00 from the Municipal Court Building Security unreserved fund balance for courtroom security upgrades to include the purchase and installation of maglocks on all courtroom doors, the purchase and installation of badge readers and pneumatic exit buttons, and to reroute the panic buttons; and amending the FY2024 operating budget.

BACKGROUND AND FINDINGS:

The Municipal Court collects \$4.90 in court costs on all citations where a defendant is convicted of a misdemeanor offense. These funds are deposited into the Municipal Court Building Security Fund and are to only be used to finance security personnel for a Municipal Court or to finance items when used for the purpose of providing security services for buildings housing a Municipal Court.

In order to make the Court a safer environment for judges, clerks, and customers, the Municipal Court Security Committee has recommended the purchase and installation of maglocks on all courtroom doors, the purchase and installation of badge readers and pneumatic exit buttons, and the rerouting of panic buttons to alert Police dispatch in the event of an emergency rather than the City Marshal's office that was eliminated in FY 2024. The Municipal Court Security Committee

is comprised of the Presiding Judge, the Director of Municipal Courts, and a member of the Police Department leadership team. These recommendations are being made to address concerns raised in November 2023.

PROCUREMENT DETAIL:

A quote was obtained from the approved vendor, Total Protection Inc., that handles the City’s security system needs citywide.

ALTERNATIVES:

The alternative would be to not install the security upgrades or reroute the panic buttons at this time but wait until the FY 2025 budget process.

FISCAL IMPACT:

The fiscal impact of this ordinance would be to appropriate \$20,000.00 from the unreserved fund balance in the Municipal Court Building Security Fund from the FY 2024 operating budget. This would be a one-time expenditure in FY 2024 to purchase and install maglocks on all courtroom doors, to purchase and install badge readers and pneumatic exit buttons, and to reroute the panic buttons.

FUNDING DETAIL:

Fund:	1035	Municipal Court Security Fund
Organization/Activity:	10491	Municipal Court – Building Security
Mission Element:	022	Court
Project # (CIP Only):	-	
Account:	530000	Professional Services

RECOMMENDATION:

Staff recommends approval of this ordinance appropriating unreserved funds from the Municipal Court Security Fund for the additional court and courtroom security measures; and amending the FY2024 operating budget.

LIST OF SUPPORTING DOCUMENTS:

- Ordinance
- Total Protection Quotes (2)