



## Legislation Text

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**File #:** 23-0234, **Version:** 1

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**Department:** Constables

**Department Head/Elected Official:** Constable Jerry Garcia

**Regular or Supplemental RCA:** Regular RCA

**Type of Request:** Position

**Project ID (if applicable):** N/A

**Vendor/Entity Legal Name (if applicable):** N/A

**MWDBE Contracted Goal (if applicable):** N/A

**MWDBE Current Participation (if applicable):** N/A

**Justification for 0% MWDBE Participation Goal:** N/A - Goal not applicable to request

**Request Summary (Agenda Caption):**

Request by the Constable of Precinct 2 for approval of a part-time position effective January 14, 2023.

**Background and Discussion:**

Our office has been busy with many calls, forcible detainers, and executions, among other clerical duties. As a result, we need an additional part-time clerk to help alleviate the workload/request(s) coming into our office.

**Expected Impact:**

Constable of Precinct 2 will have no impact on budget and has available funds in the General Fund for a Part-Time clerk.

**Alternative Options:**

N/A

**Alignment with Goal(s):**

- Justice and Safety
- Economic Opportunity
- Housing
- Public Health
- Transportation
- Flooding
- Environment
- Governance and Customer Service

**Prior Court Action** (if any):

Date	Agenda Item #	Action Taken
12/13/2022	192	No Action

**Location:**

Address (if applicable):

Precinct(s): Precinct 2

<b>Fiscal and Personnel Summary</b>			
Service Name	Request for a new part time clerk		
	FY 23	FY 24	Next 3 FYs
<b>Incremental Expenditures (do NOT write values in thousands or millions)</b>			
Labor Expenditures	\$	\$	\$
Non-Labor Expenditures	\$	\$	\$
<b>Total Incremental Expenditures</b>	\$	\$	\$
<b>Funding Sources (do NOT write values in thousands or millions)</b>			
Existing Budget			
1000 - General Fund	\$ 23,015	\$33,244	\$99,732
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
<b>Total Current Budget</b>	\$23,015	\$33,244	\$99,732
Additional Budget Requested			
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
<b>Total Additional Budget Requested</b>	\$	\$	\$
<b>Total Funding Sources</b>	<b>\$23,015</b>	<b>\$33,244</b>	<b>\$99,732</b>
<b>Personnel</b> (Fill out section only if requesting new PCNs)			
Current Position Count for Service	110	-	-
Additional Positions Requested	1	-	-
<b>Total Personnel</b>	<b>111</b>	-	-

**Anticipated Court Date: January 10, 2023**

**Anticipated Implementation Date (if different from Court date): January 14, 2023**

**Emergency/Disaster Recovery Note:** Not an emergency, disaster, or COVID-19 related item

**Contact(s) name, title, department:** Jehieli Garcia, Chief Clerk, Constable Jerry Garcia

**Attachments** (if applicable):

- Harris County Commissioners Court Request for Court Action Constable Jerry Garcia Letterhead

- Constable Jerry Garcia Letter Head
- 3441 for Part time Clerk