



Legislation Text

File #: 23-0808, **Version:** 1

Department: Justices of the Peace

Department Head/Elected Official: Judge Jo Ann Delgado JP 2-1

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 Justice of the Peace, Precinct 2, Place 1, for approval of two positions effective February 11, 2023 and FY 2023 funding in the amount of \$73,300 for the criminal division.

Background and Discussion:

Due to toll road citations, the court is in need of additional traffic clerks to efficiently process these cases. This will give motorists the opportunity to pay online and/or request a court appearance.

Expected Impact:

The requested clerks would assist the court in timely entering citations into our case management system. The clerks will assist the motorist in handling their offense at the window by taking payments, processing deferred disposition, requesting defensive driving, preparing cases for trials and assisting motorists over the phone.

Alternative Options:

To pay clerks overtime which would result in an increase over the projected funds requested.

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

Location:

Address (if applicable):

Precinct(s): Precinct 2

Fiscal and Personnel Summary

Service Name	Criminal Proceedings		
	FY 23	FY 24	Next 3 FYs
Incremental Expenditures (do NOT write values in thousands or millions)			
Labor Expenditures	\$88,160	\$151,130	\$453,390
Non-Labor Expenditures	\$	\$	\$
Total Incremental Expenditures	\$88,160	\$151,130	\$453,390
Funding Sources (do NOT write values in thousands or millions)			
Existing Budget			
1000 - General Fund	\$14,860	\$	\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Total Current Budget	\$14,860	\$	\$
Additional Budget Requested			
1000 - General Fund	\$73,300	\$151,130	\$453,390
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Total Additional Budget Requested	\$73,300	\$151,130	\$453,390
Total Funding Sources	\$88,160	\$151,130	\$453,390
Personnel (Fill out section only if requesting new PCNs)			
Current Position Count for Service	-	2	2
Additional Positions Requested	2	-	-
Total Personnel	2	2	2

Anticipated Court Date: 1/31/2023**Anticipated Implementation Date (if different from Court date):** February 11, 2023**Emergency/Disaster Recovery Note:** Not an emergency, disaster, or COVID-19 related item

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Contact(s) name, title, department: Luis Garza, Chief Clerk, 321 - Justice of the Peace 2-1

Attachments (if applicable): 3441 and Letter