



## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager  
**DATE:** September 26, 2016

**SUBJECT:** Authorize City Manager to execute a contract for Municipal Court prosecutorial services and Fastrack Program with Eric Ransleben.

**PRESENTER:** Mark Hindman, City Manager

### **SUMMARY:**

The existing contract for Municipal Court Prosecutorial Services will expire on September 30, 2016. The attached contract will allow the Municipal Court to continue services with the current Prosecutor, Eric Ransleben for the next year. The cost of these services is included in the Municipal Court Operating Budget.

### **GENERAL DESCRIPTION:**

The Municipal Court budget provides funds for contracted Prosecutorial Services in the amount of \$42,000 per year. The Prosecutor provides services to include representation in over 500 bench and jury trials, review and processing approximately 5,000 cases set on attorney dockets and approximately 1,200 cases set on contested dockets. The Prosecutor is also responsible for reviewing all 25,000 citations/complaints filed with the Court from all city departments, including the Police Department. Through the assistance of the City Prosecutor, the Municipal Court currently resolves 98% of filed cases prior to initiating the trial process.

In fiscal year 2012/13, the Municipal Court and Birdville Independent School District (BISD) worked with the Prosecutor to develop the Fastrack program to concentrate on educating truant students and their parents on the issues of school attendance while getting students back on the "fastrack" to completing their high school education. This program operates for 9 months of the fiscal year. The Prosecutor meets with the BISD Attendance Officers, the NRH Juvenile Case Manager and students and parents who have received violations for Child Fail to Attend School and Parent Fail to Send Child to School. Each month a 2 hour educational program is held to inform students and their parents about the importance of education in the job market, school attendance requirements for course credit, as well as goal setting and organization skills. The program focuses on getting the student back to school as soon as possible and aggressively monitoring the student's progress. BISD is pleased with the results and the combined efforts of the agencies working to bring quick resolution to the attendance issues. The Municipal Court collects a program fee and court costs as required by State law to participate in the program. These costs are used to offset the cost of the Fastrack program. The budget includes \$9,000 for this program.



This contract for Prosecutorial Services combines both the Municipal Court Prosecution Services as well as the Fastrack Program Services into one contract totaling \$51,000. There is not an increase in the amounts of the contract.

**RECOMMENDATION:**

Authorize the City Manager to enter into a contract with Eric Ransleben for prosecutorial services for the Municipal Court and the Fastrack Program.