



Department Source: Municipal Court
To: City Council
From: City Manager & Staff
Council Meeting Date: April 3, 2023
Re: Amending Chapter 15 of the City Code

Executive Summary

Amending Chapter 15 of the City Code as it relates to sessions of municipal court; and fixing the time when this ordinance shall become effective.

Discussion

The amended ordinance allows for the municipal judge to set when court is held; including scheduling outside of a standard workweek, special sessions, and closing or canceling court. For example, court could be scheduled on a weekend or at a location other than the municipal court building; to attend Project Homeless Connect or a similar event. The amendment will also allow the court to be more flexible in the scheduling of staff; including testing a ten hour, four day workweek for employees. Currently the Court is open Monday to Friday; 7:30 to 5:30 and over lunch each day, plus two night Courts per month. This 50+ hours per week schedule is generally accomplished with flex scheduling staff and not using overtime. This is difficult to sustain with current staffing levels and turnover. With the current case load reduced and the courts desire to maintain the 7:30 to 5:30 hours of operation during the rest of the week; this is an ideal time to test a Monday to Thursday work week. This would minimize the disruption to extended hours and should significantly reduce the difficulty to maintain staffing levels to meet this level of accessibility. Importantly the new schedule will also offer a better work life balance for staff.

Fiscal Impact

Short-Term Impact: None
Long-Term Impact: None

Strategic & Comprehensive Plan Impact

Strategic Plan Impacts:

Primary Impact: Organizational Excellence, Secondary Impact: Inclusive Community, Tertiary Impact: Not Applicable

Comprehensive Plan Impacts:

Primary Impact: Mobility, Connectivity, and Accessibility, Secondary Impact: Not applicable, Tertiary Impact: Not Applicable

Legislative History

Date	Action
5-18-15	Ord No. 22444, 5-18-15 <u>the judge</u> replaced the word he

Suggested Council Action

Request Council pass Amended Ordinance.