

**CITY OF EL PASO, TEXAS**  
**AGENDA ITEM**  
**DEPARTMENT HEAD'S SUMMARY FORM**

DEPARTMENT: Municipal Clerk & Courts

AGENDA DATE: August 9, 2016

CONTACT PERSON NAME AND PHONE NUMBER: Richarda Duffy Momsen 212-1212

**DISTRICT(S) AFFECTED: ALL**

**STRATEGIC GOAL: NO. 2: Set the Standard for a Safe and Secure City of El Paso**

**SUBJECT: APPROVE a resolution / ordinance / lease to do what? OR AUTHORIZE the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.**

***For notation:** Municipal Court monthly activity reports and Office of Court Administration reports for May 2016 and June 2016.*

**BACKGROUND /DISCUSSION:**

**Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?**

*As requested by City Council, the Municipal Court is placing the monthly activity reports for notation on City Council agenda.*

**PRIOR COUNCIL ACTION:**

**Has the Council previously considered this item or a closely related one?**

*None*

**AMOUNT AND SOURCE OF FUNDING:**

**How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?**

*None*

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**BOARD/COMMISSION ACTION:** N/A

**\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\***

DEPARTMENT HEAD: \_\_\_\_\_