



## MEMORANDUM

**To:** Mayor and City Council

**From:** Elizabeth Labori, Court Administrator

**Date:** June 11, 2024

**Reference:** Consider approval of awarding contract to Visionality, for the Municipal Court AV System upgrade, utilizing DIR contract number DIR CPO 5092 in the amount of \$90,744.57, and available in the Municipal Court Building Security Fund; and authorizing the City Manager to sign any necessary documents.

**2040:** Sustainable Government

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### Introduction:

The purpose of this agenda item is to request City Council approval of a contract with Visionality through DIR contract number DIR CPO 5092 for the upgrade of the Municipal Courts AV System in the amount of \$90,744.57 available in the Municipal Court Building Security Fund.

### Background:

The Coppel Municipal Court is a Court of Record and one of the statutory requirements is that it must provide an audio recording of court proceedings. The current courtroom setup does not allow for an ease of use or efficient way to handle this process. Upgrading the current system and adding the necessary court AV software to handle this process will adequately comply with statutory requirements and allow court staff to handle the audio recording process that is currently being done by the Enterprise Solutions Team. This upgrade will allow for a video teleconferencing system and better digital signage for all parties involved in court proceedings. The AV upgrade will reduce the number of court personnel in the courtroom to allow for better court security.

### Benefit to the Community:

This AV upgrade allows the Coppel Municipal Court to follow the required statutory requirements for being a Court of Record. The AV upgrade will also allow for a more efficient judicial experience for any citizen appearing in the court.

### Legal Review:

City Attorney's office has reviewed the contract and approved the utilization of the Municipal Court Building Security Fund.

**Fiscal Impact:**

The fiscal impact of this Agenda Item is \$90,744.57, funded through the Municipal Court Building Security Fund.

**Recommendation:**

The Municipal Court Department recommends approval of this item.