

**CITY OF SAN ANTONIO
CITY ATTORNEY'S OFFICE
City Council Agenda Memorandum**

TO: Mayor and City Council

FROM: Andrew Martin, City Attorney

SUBJECT: Recognizing the Appointment of the Interim Clerk of the Municipal Courts of Record.

DATE: January 27, 2004

SUMMARY AND RECOMMENDATIONS

This ordinance recognizes the Interim City Manager's appointment of an Interim Clerk of the Municipal Courts of Record.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

Quentin Porter is the current Director and Clerk of the San Antonio Municipal Courts of Record. After 33 years of employment with the City, including 13 years working at Municipal Court in these two capacities, he is scheduled to retire on January 31, 2005. Upon his retirement, the position of the municipal court clerk will lapse because the City has not passed a specific ordinance for the appointment of a clerk of the municipal courts of record.

POLICY ANALYSIS

State law requires that the City Council shall by ordinance provide for the appointment of a clerk of the municipal courts of record. At the same time, the City Charter specifically provides that the City Manager shall have the power and be required to appoint and remove all officers and employees in the administrative service of the city. The clerk of the municipal courts of record is such an administrative position. This action fulfills the City Council's obligations under state law to provide by ordinance for the municipal court clerk and complies with the direction imposed by Charter. Recognizing, by ordinance, the Interim City Manager's appointment of this position on an interim basis is critical for the effective and efficient operation of the municipal courts.

FISCAL IMPACT


There is no fiscal impact associated with this ordinance.

COORDINATION

This Council action has been coordinated with the City Manager's Office.

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Andrew Martin
City Attorney

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J. Rolando Bono
Interim City Manager