



Municipal Court Prosecutor Services

CITY COUNCIL

MAY 18, 2026

Municipal Court Prosecutor Services

- For approximately the past six years, TOASE has scheduled an attorney from its firm to serve as the prosecutor in the City's municipal court, as the firm does for many of its municipal clients.
- Serving multiple different municipal courts, dealing with different attorney schedules, and experiencing standard turnover, however, has led to many different TOASE attorneys serving in the City's municipal court prosecutor role over the years.
- City staff, including the City Secretary, City Attorney, and Sr. Deputy City Attorney, met to determine a method to elevate the legal services provided in the City's municipal court.
- City staff determined that seeking the services of a single, local, and experienced attorney could provide the prosecutor role with consistency for the public and City court staff.
- On February 28, 2026, City staff released Request for Qualifications 2026-016 seeking qualifications from competent attorneys to provide municipal prosecution services.

Municipal Court Prosecutor Services

- In response to the RFQ, the City received qualifications from Toni D. Driver, attorney at law.
- While Ms. Driver was the only person or firm to submit qualifications, the internal City staff evaluation team scored her qualifications exceptionally high – 98.33 points out of a possible 100 points.

City Staff Committee Scoring of Qualifications of Toni D. Driver in RFQ 2026-016					
Criteria Category (Total Possible Points)	Total (100 points)	Municipal Court Experience (40 points)	Qualifications & Courtroom Experience (30 points)	Case Management (10 points)	Municipal References (20 points)
Committee Scoring	98.33 points	40 points	30 points	8.33 points	20 points

- Ms. Driver is a licensed attorney with over 30 years of legal experience.
- In all, Ms. Driver has over 20 years of municipal court experience as both a judge and prosecutor.

Municipal Court Prosecutor Services

- The proposed professional services agreement is a two year agreement with Ms. Driver for her to serve as the municipal prosecutor.
- There is an additional two year renewal option at the City Council's discretion.
- The agreement does contain a termination for convenience clause stating that either party may terminate the contract for any reason by giving thirty days notice to the other party.
- Ms. Driver will be compensated a flat fee of \$3,750 per month, which works out to \$45,000 per year.
- The City will also pay expenses related to an annual continuing education course related to municipal prosecution through the Texas Municipal Court Education Center, such expenses anticipated at being less than \$1,000 annually.
- The compensation amount is generally in line with what the City currently pays TOASE for municipal court prosecutor services.
- If approved by the City Council, the agreement's effective date (and the date Ms. Driver will begin serving as prosecutor) is June 1, 2026.

Action Item

Consider and take possible action on a two year professional services agreement with Toni D. Driver to serve as Deputy Municipal Attorney and provide municipal court prosecutor services in the amount of \$90,000.

- Staff Recommendation: Staff Recommends Approval.

Questions or Comments