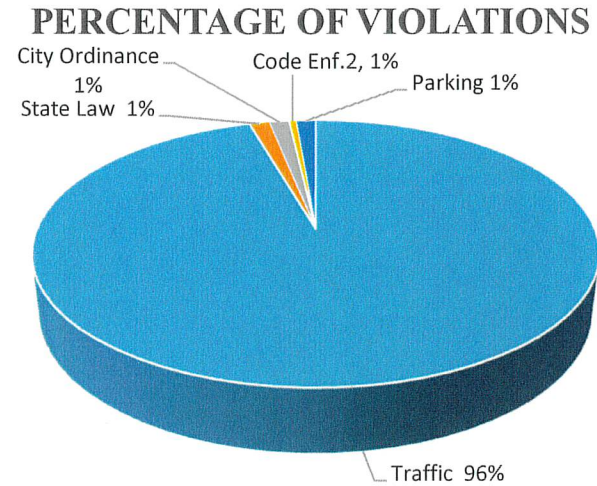


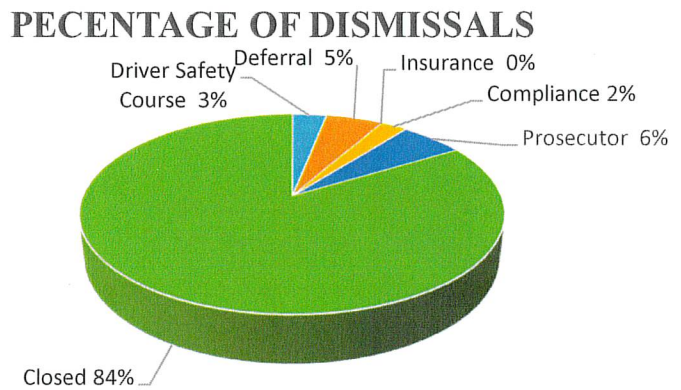
City of Manor Municipal Court

AUGUST 2023

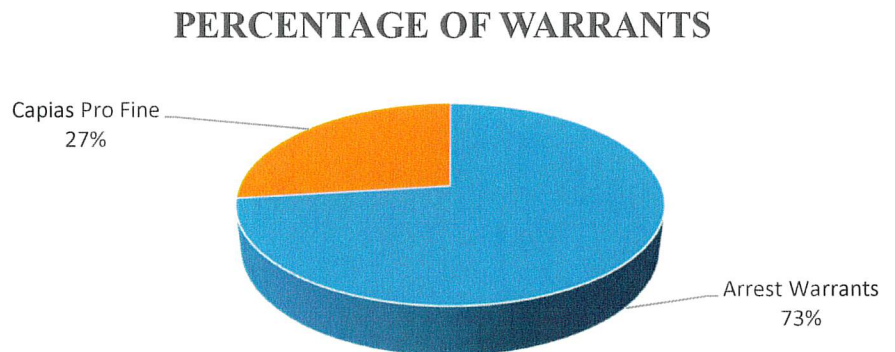
Violations Filed	Aug-23	Aug-22
Traffic	421	142
State Law	6	13
City Ordinance	6	5
Code Enforcement	2	0
Parking	6	13
Total	441	173



Dismissals	Aug-23	Aug-22
Driver Safety Course	9	6
Deferral	15	23
Insurance	0	2
Compliance	7	2
Prosecutor	17	26
Closed	245	211
Total	293	270



Warrants	Aug-23	Aug-22
Arrest Warrants	46	80
Capias Pro Fine	17	6
Total	63	86



Money Collected in August 2023

Kept By City	\$42,264.24
Kept By State	\$21,165.18
Total	\$63,429.42

Money Collected in August 2022

Kept By City	\$34,139.15
Kept By State	\$11,501.88
Total	\$45,641.03



MEMORANDUM

To: Mayor and City Council Members
From: Sarah Friberg, Court Administrator
Date: September 1st, 2023
Re: Municipal Court Security Committee meeting

Municipal Court Security Committee Meeting

Date: August 10th, 2023, 3:00 PM + 4:00 PM
Place: Council Chambers back conference room

Attendees: John Yeager - Presiding Judge
Craig Struble – Police Sergeant
Sarah Friberg – Court Administrator

Meeting Objectives:

1. Discussion of Manor PD Directive for Municipal Court operations review
2. Discussion of cameras for City Hall building
3. Discussion of walk-thru metal detector for court room
4. Discussion of obtaining report from Technik for panic buttons

Results to Objectives:

1. Sarah Friberg provided all attendees with a copy of the expired Manor PD Directive for Municipal Court Operations. All attendees reviewed the directive and at this time do not have any changes / amendments that would need to be implemented. Sarah Friberg will forward the directive to Police Chief Phipps and Assistant Police Chief Collins to review and renew.
2. A discussion was had by all attendees regarding the need for cameras surrounding the city hall building. The areas of concern that were discussed are Lexington Street, Eggleston Street and Burnet Street. Sergeant Struble expressed his concern for not having video camera access to the Lexington Street, Eggleston Street and Burnet Streets portions next to city hall in which multiple incidents have occurred and video evidence or surveillance would have been useful for investigations. Sarah Friberg will speak to the IT team to see if there is a coverage map of the current cameras in place at City Hall.
3. Sarah Friberg presented all attendees with the quote Assistant Police Chief Collins provided her from Guardian Security Solutions, LC relating to a walk-thru metal detector (including installation and a handheld metal detector) to be placed in the breezeway before entering the Council Chambers / Court room. All attendees were favorable to have a walk-thru metal detector for court security. Sarah Friberg informed all attendees if the funds are available and approved, the walk-thru metal detector could be paid for through the Court Security Fund. A map was also provided to Sarah Friberg by Assistant Police Chief Collins, indicating where the walk-thru metal detector would be



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placed. All attendees were unsure of the exact placement for the walk-thru metal detector. Sergeant Struble stated he will speak to Assistant Police Chief Collins regarding the placement location.

4. Sarah Friberg asked for all attendees input on obtaining a report from Technik (panic button provider) regarding usage, testing, etc. All attendees were favorable of requesting the report from Technik.



GUARDIAN

Security Solutions, LC

3214 122nd Street
Lubbock, TX 79423

806-794-7767
TX LIC# B11916, OK #1235

Date	Proposal
8/1/2023	11562

City of Manor
Lydia Collins

Mailing address: PO Box 53874, Lubbock, TX 79453
 Fax: 806-794-7789
 Web: www.myshield.org
 E-RATE CERTIFIED
 Coop Members: TIPS, Buyboard, Good Buy

COOP NAME	TERMS	Sales Person
	Due on receipt	Cade Wheeler

Item	Description	Location	Qty	Price Each	Total
	SALE AND INSTALLATION OF METAL DETECTOR THIS PROPOSAL IS FOR BUDGETARY CONSIDERATION ONLY, IF THE CUSTOMER ELECTS TO MOVE FORWARD WITH THIS PROJECT. A REVISED PROPOSAL AND SCOPE OF WORK DETAILING THE PROJECT WILL BE PRESENTED TO CUSTOMER FOR FINAL APPROVAL.				
GAMD33	Metal Detector, 33 Zone		1	6,595.00	6,595.00T
GASS6	Superwand Handheld Metal Detector		1	295.00	295.00T
Professional Services	Professional Services		1	1,000.00	1,000.00T

SEND APPROVED PURCHASE ORDER TO
 Angie Gentry agentry@myshield.org
 Joe Dunn accounting@myshield.org

Prices on this proposal are guaranteed for 30 days

Date: _____	CUSTOMER PO # _____	Subtotal	\$7,890.00
Offer accepted and approved	GOING THROUGH COOP ? _____	Sales Tax (0.0%)	\$0.00
Signature	COOP NAME _____	Total	\$7,890.00

E-RATE CERTIFIED