

City Council Meeting Agenda Item Data Sheet

Meeting Date: 03/03/2025

Topic:

Assistant Court Clerk Margaret Reyna of the Tomball Municipal Court in Tomball TX has completed all the requirements for Level 1 of the Texas Court Clerk Certification Program Awarded on January 21, 2025.

Background:

To qualify for this certification, a clerk must complete 40 hours of continuing education and pass a three part four hour exam given by TCCA a nonprofit professional association of municipal and justice courts court clerks and administrators.

Origination: Municipal Court

Recommendation:

Party(ies) responsible for placing this item on agenda: Maria Morris, Court Administrator

FUNDING (IF APPLICABLE)

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes: _____ No: _____ If yes, specify Account Number: # _____

If no, funds will be transferred from account # _____ To account # _____

Signed _____ Approved by _____
Staff Member Date City Manager Date