



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Meeting Date: February 25, 2025	Department: Municipal Court	Presented By: Michelle Lowe
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AGENDA ITEM

Municipal Court 1st Quarter FY2024 - 2025 Report

BACKGROUND:

Municipal Court quarterly report from 10/01/2024 – 12/31/2024

STAFF/BOARD/COMMISSION RECOMMENDATION:

EXHIBITS:

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	NONE
	Source of Funding	

Municipal Court 1st Quarter Report

October 01, 2024 to December 31, 2024

New Cases Filed this quarter: 525

Dispositions:

Fine Paid – 186
Compliance Dismissals – 101
Financial Responsibility Dismissals – 4
Satisfied Deferred – 106
Satisfied Driving Safety Course – 63
Appeal to County – 2
Jail Credit Given - 21

Total Cases Closed Out – 483

Revenue:

Kept by the City: \$60,841.92

Of that amount \$5,281.32 goes to the special funds below that are only to be used for the court as approved by the Judge.

LCF 1 (Security Fund) -\$1,848.47
LCF 2 (Truancy Prevention Fund) -\$1,886.17
LCF 3 (Technology Fund)-\$1,509.02
LCF 4(Jury Fund-\$37.66

Remitted to State: \$35,235.02

Total: \$96,076.94

202 Cases were sent to Collections during this quarter that totaled the amount of \$75,499.63

Closed Collection cases this quarter totaled \$2,096.10

Attached Reports:

1st Quarter Revenue Report
1st Quarter Offense Report

Updates:

The court has been updating or creating SOP's for all daily, monthly and yearly processes for operating the court.

Upcoming:

February Court Docket: 02/26/2025

March Court Docket: 03/26/2025

April Court Docket: 04/30/2025



Revenue By Offense Type

Willow Park Municipal Court

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Original Offense Type

Fee Code Totals For Posted Date From 10/01/2024 To 12/31/2024

Fee Code	Fee Description	Count	Amount	Non Cash	Disbursement	Total
City Ordinance						
AF	ARREST FEE	4	\$20.00	\$0.00	\$0.00	\$20.00
COLL	COLLECTIONS	1	\$59.10	\$0.00	\$0.00	\$59.10
FINE	FINE	3	\$336.00	\$0.00	\$0.00	\$336.00
LCF1	LOCAL CONSOLIDATED FEE (SECURITY)	4	\$19.60	\$0.00	\$0.00	\$19.60
LCF2	LOCAL CONSOLIDATED FEE (TRUANCY PREVENTION)	4	\$20.00	\$0.00	\$0.00	\$20.00
LCF3	LOCAL CONSOLIDATED FEE (TECHNOLOGY)	4	\$16.00	\$0.00	\$0.00	\$16.00
LCF4	LOCAL CONSOLIDATED FEE (JURY FUND)	4	\$0.40	\$0.00	\$0.00	\$0.40
LTF	LOCAL TRAFFIC FINE	1	\$3.00	\$0.00	\$0.00	\$3.00
SCF	STATE CONSOLIDATED FEE	4	\$248.00	\$0.00	\$0.00	\$248.00
STF	STATE TRAFFIC FINE	1	\$50.00	\$0.00	\$0.00	\$50.00
TITLE7	TITLE 7 TRANS CODE	1	\$116.00	\$0.00	\$0.00	\$116.00
City Ordinance		31	\$888.10	\$0.00	\$0.00	\$888.10
Parking						
AF	ARREST FEE	2	\$10.00	\$0.00	\$0.00	\$10.00
LATE	LATE FINE	1	\$50.00	\$0.00	\$0.00	\$50.00
LCF1	LOCAL CONSOLIDATED FEE (SECURITY)	2	\$9.80	\$0.00	\$0.00	\$9.80
LCF2	LOCAL CONSOLIDATED FEE (TRUANCY PREVENTION)	2	\$10.00	\$0.00	\$0.00	\$10.00
LCF3	LOCAL CONSOLIDATED FEE (TECHNOLOGY)	2	\$8.00	\$0.00	\$0.00	\$8.00
LCF4	LOCAL CONSOLIDATED FEE (JURY FUND)	2	\$0.20	\$0.00	\$0.00	\$0.20
PARKIN	PARKING	2	\$200.00	\$0.00	\$0.00	\$200.00
Parking		13	\$288.00	\$0.00	\$0.00	\$288.00
State						
AF	ARREST FEE	9	\$40.07	\$0.00	\$0.00	\$40.07
EXP	EXPENSE FEE	1	\$48.00	\$0.00	\$0.00	\$48.00
FINE	FINE	11	\$2,258.00	\$0.00	\$0.00	\$2,258.00
LATE	LATE FINE	1	\$50.00	\$0.00	\$0.00	\$50.00
LCF1	LOCAL CONSOLIDATED FEE (SECURITY)	9	\$39.27	\$0.00	\$0.00	\$39.27
LCF2	LOCAL CONSOLIDATED FEE (TRUANCY PREVENTION)	9	\$40.07	\$0.00	\$0.00	\$40.07
LCF3	LOCAL CONSOLIDATED FEE (TECHNOLOGY)	9	\$32.05	\$0.00	\$0.00	\$32.05
LCF4	LOCAL CONSOLIDATED FEE (JURY FUND)	9	\$0.81	\$0.00	\$0.00	\$0.81
SCF	STATE CONSOLIDATED FEE	9	\$496.73	\$0.00	\$0.00	\$496.73
State		67	\$3,005.00	\$0.00	\$0.00	\$3,005.00
Traffic						
3000	LATE FINE	4	\$200.00	\$0.00	\$0.00	\$200.00
AF	ARREST FEE	386	\$1,816.27	\$0.00	\$0.00	\$1,816.27



Revenue By Offense Type

Willow Park Municipal Court

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Original Offense Type

Fee Code Totals For Posted Date From 10/01/2024 To 12/31/2024

Fee Code	Fee Description	Count	Amount	Non Cash	Disbursement	Total
Traffic						
COLL	COLLECTIONS	22	\$2,037.00	\$0.00	\$0.00	\$2,037.00
CS	CHILD SAFETY	11	\$275.00	\$0.00	\$0.00	\$275.00
DS20	COMPLIANCE DISMISSAL \$20	96	\$1,920.00	\$0.00	\$0.00	\$1,920.00
DDC	DEFENSIVE DRIVING FEE	78	\$780.00	\$0.00	\$0.00	\$780.00
EXP	EXPENSE FEE	88	\$3,981.79	\$0.00	\$0.00	\$3,981.79
FINE	FINE	66	\$10,561.15	\$0.00	\$0.00	\$10,561.15
LATE	LATE FINE	64	\$3,042.18	\$0.00	\$0.00	\$3,042.18
LCF1	LOCAL CONSOLIDATED FEE (SECURITY)	386	\$1,779.80	\$0.00	\$0.00	\$1,779.80
LCF2	LOCAL CONSOLIDATED FEE (TRUANCY PREVENTION)	386	\$1,816.10	\$0.00	\$0.00	\$1,816.10
LCF3	LOCAL CONSOLIDATED FEE (TECHNOLOGY)	386	\$1,452.97	\$0.00	\$0.00	\$1,452.97
LCF4	LOCAL CONSOLIDATED FEE (JURY FUND)	386	\$36.25	\$0.00	\$0.00	\$36.25
LTF	LOCAL TRAFFIC FINE	314	\$890.46	\$0.00	\$0.00	\$890.46
OP	OVERPAYMENT	1	\$50.00	\$0.00	\$0.00	\$50.00
PP-JE	PAYMENT PLAN- JUDICIAL EFFICIENCY	20	\$212.87	\$0.00	\$0.00	\$212.87
SCF	STATE CONSOLIDATED FEE	386	\$22,520.61	\$0.00	\$0.00	\$22,520.61
STF	STATE TRAFFIC FINE	314	\$14,841.88	\$0.00	\$0.00	\$14,841.88
TITLE7	TITLE 7 TRANS CODE	229	\$23,681.51	\$0.00	\$0.00	\$23,681.51
	Traffic	3623	\$91,895.84	\$0.00	\$0.00	\$91,895.84

Report Totals: 3734 \$96,076.94 \$0.00 \$0.00 \$96,076.94



Revenue By Offense Type

Willow Park Municipal Court

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Original Offense Type

Transaction Totals For Posted Date From 10/01/2024 To 12/31/2024

Transaction Description	Trans Code	Count	Amount	Non Cash	Disbursement	Total
City Ordinance						
Payments	P	31	\$888.10	\$0.00	\$0.00	\$888.10
	City Ordinance	31	\$888.10	\$0.00	\$0.00	\$888.10
Parking						
Payments	P	13	\$288.00	\$0.00	\$0.00	\$288.00
	Parking	13	\$288.00	\$0.00	\$0.00	\$288.00
State						
Payments	P	67	\$3,005.00	\$0.00	\$0.00	\$3,005.00
	State	67	\$3,005.00	\$0.00	\$0.00	\$3,005.00
Traffic						
Payments	P	3623	\$91,895.84	\$0.00	\$0.00	\$91,895.84
	Traffic	3623	\$91,895.84	\$0.00	\$0.00	\$91,895.84

Report Totals:		3734	\$96,076.94	\$0.00	\$0.00	\$96,076.94
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Offense By Year Report

Municipal Court
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Violations For Filed Date From 10/01/2024 To 12/31/2024

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
0438 CITY CODE NOT ZONED FOR THIS BUSINESS										1	1		2
0453 CITY ORD. DISOBEY TRAFFIC CONTROL DEVICE										1			1
1692 PARKING - FIRE HYDRANT										1			1
1693 PARKING - FIRE LANE										1			1
1695 PARKING - LEFT SIDE OF STREET										1			1
1830 ANIMAL(S) AT LARGE										2			2
2025 ABANDONED AND/OR JUNKED VEHICLES											1	1	2
3001 SPEEDING										117	26	72	215
3006 RAN STOP SIGN										5	3	1	9
3007 RAN RED LIGHT										1	1	2	4
3008 SPEEDING 25 MILES AND OVER POSTED SPEED LIMIT										21	8	22	51
3009 IMPROPER LANE CHANGE										1		4	5
3016 DROVE WRONG WAY ON ONE-WAY ROADWAY										1	1		2
3017 FOLLOWING TOO CLOSE										5	2		7
3032 NO SEAT BELT - DRIVER										2			2
3049 NO MOTOR VEHICLE LIABILITY INSURANCE										10	8	3	21
3049A NO MOTOR VEHICLE INSURANCE (UVFR)										12	3	5	20
3059 DISREGARDED TRAFFIC CONTROL SIGNALS										1		1	1
3084 FAILURE TO SIGNAL LANE CHANGE										1	1	3	5
3096 FAILED TO SIGNAL TURN										2			2
3101 DRIVING WHILE LICENSE INVALID										6	1	1	8
3103 NO DRIVERS LICENSE										15	6	7	28
3112 NO MOTORCYCLE ENDORSEMENT										11	1	1	12
3127 DROVE ONTO/FM CONT ACCESS HWY WHERE PROH										1		1	2
3150A DEFECTIVE EQUIPMENT										1		1	2
3170 DEFECTIVE EQUIPMENT - STOP LAMPS										2			2



Offense By Year Report

Municipal Court

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Violations For Filed Date From 10/01/2024 To 12/31/2024

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
3205A DISPLAY WRONG/ALTERED OR OBSCURED MOTOR VEHICLE										2			2
3259 EXPIRED OPERATORS LICENSE										1		3	4
3596 SPEEDING 10% OVER LIMIT SCHOOL ZONE										5		4	9
3628 USED UNAPPROVED EQUIPMENT										1			1
3656 EXPIRED VEHICLE REGISTRATION										97	22	60	179
3657 DISPLAY WRONG LICENSE PLATE										2			2
3667 OPERATE MOTOR VEHICLE W/O LICENSE PLATES OR W/O REGISTRATION IN SIGNIA										2			2
3668 OPERATE UNREGISTERED MOTOR VEHICLE										2			2
4390 ILLEGAL PARKING OF COMMERCIAL VEHICLE										1	2	1	4
5051 DISORDERLY CONDUCT-ABUSIVE LANGUAGE										1			1
5095 MINOR IN POSSESSION OF TOBACCO												9	9
5130 POSSESSION OF DRUG PARAPHERNALIA										2		12	14
5140 PUBLIC INTOXICATION										2	5	1	8

Report Totals:										337	93	214	644
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