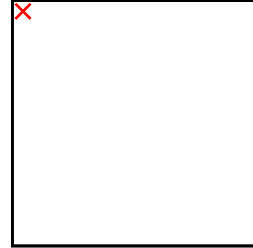


**CITY OF FLAGSTAFF**  
**STAFF SUMMARY REPORT**

**To:** The Honorable Mayor and Council  
**From:** Jessica Cortes, Court Administrator  
**Date:** 01/09/2019  
**Meeting Date:** 01/15/2019



---

**TITLE:**

**Consideration of Appointments:** On-Call Magistrates for the Flagstaff Municipal Court.

**STAFF RECOMMENDED ACTION:**

Approve the appointments of Rebecca Plevel, Amy Criddle and Matthew Mansfield as On-Call Magistrates.

**Executive Summary:**

Appointment of all magistrates is required to be completed by the Flagstaff City Council for a two-year term under both the City Charter and FCC Section 1-15-001-0002(A). Appointment of On-Call Magistrates for the Municipal Court allows for ongoing operations of the court without interruption.

On-Call Magistrates hear criminal, civil, traffic and local code violations that are filed in the Flagstaff Municipal Court. They conduct trials, both jury and non-jury, and sentence individuals within the parameters set by law. On-Call Magistrates are required for the ongoing operational needs of the Municipal Court. On-Call Magistrates are critical to the criminal and civil processes of the judicial branch.

**Financial Impact:**

Funding for all judicial positions are included in the approved budget of the Flagstaff Municipal Court. No additional budgetary impact is anticipated.

**Policy Impact:**

On-Call Magistrates are critical to the criminal and civil processes of the judicial branch. These appointments help maintain an independent judiciary that is necessary for the ongoing operations of our local government. A strong, independent and fair judicial branch provides balance to criminal and civil matters that require resolution within our municipality.

**Connection to Council Goal, Regional Plan and/or Team Flagstaff Strategic Plan:**

Personnel - Attract and retain quality staff.

**Has There Been Previous Council Decision on This:**

No, all On-Call Magistrate Candidates would be newly appointed.

**Options and Alternatives:**

Approve the appointments.

Don't approve the appointments and request alternative candidates for Council consideration.

**Expanded Options and Alternatives:**

Inform.

---

**Attachments:**