

**TOWN OF PRESCOTT VALLEY
REQUEST FOR COUNCIL ACTION
Date: June 12, 2014**

SUBJECT: Liberty Digital Audio Recording System for Courtroom

SUBMITTING DEPARTMENT: Magistrate Court

PREPARED BY: Dyhanna Anderson, Court Supervisor for Hon. R. Keith Carson, Magistrate

AGENDA LOCATION: Comments/Communications , Consent , Work/Study ,
New Business , Public Hearing , Second Reading

ATTACHMENTS: a) Purchase Quote b) AZ Supreme Court approval of Judicial Court Enhancement Funds (JCEF) funds utilization and application

SUMMARY/BACKGROUND: The court would like to upgrade the current courtroom audio recording system to an entire courtroom digital recording system utilizing Judicial Court Enhancement Funds (JCEF) monies of which there are sufficient local Judicial Court Enhancement Funds. The court currently utilizes a dual cassette recorder and handheld digital recorder. The new system would enable court staff to store the recordings on a PC hard drive and create CD's for parties upon request using a more current recording medium. The current cassette tapes require a special variable speed cassette player and the tapes are hard to find and are an outdated medium. The handheld digital recorder does not monitor each microphone, whereas the new system has the capability to adjust the volume/recording of all the microphones and provide immediate, real time playback for court staff if any questions arise.

OPTIONS ANALYSIS: The Council may approve this purchase using Judicial Court Enhancement Funds (JCEF), direct staff to address additional concerns prior to approval, or decline to approve this digital audio recording system purchase.

ACTION OPTION: Motion to approve the purchase of the Liberty Digital Audio Recording System for the Courtroom. **VOTE.**

RECOMMENDATION: Staff recommends approving this purchase of the Liberty Digital Audio Recording System for the Courtroom.

FISCAL ANALYSIS: The cost of system will be paid directly from the court Judicial Court Enhancement Funds (JCEF) savings account. The Maintenance Support Services Package for fiscal year 2014-2015 is \$495.00 is included in the total amount approved in the grant. The 2015-2016 Maintenance support services will be included in our future annual budget requests.

REVIEWED BY:

Management Services Director _____

Town Clerk _____

Town Attorney _____

Town Manager _____

COUNCIL ACTION:

Approved Denied Tabled/Deferred Assigned to _____