



To: Commissioners Court
From: Bill Bilyeu
Date: April 7, 2014
Re: JP and Constable Redistricting

Discussion regarding redistricting of JP and Constable Districts

Pertinent facts:

Facilities

1. A JP courtroom must be located within the precinct it serves.
2. Constable 2 does not have staff office space in Wylie.
3. Operationally, the constable office space should be adjacent to the JP's office.
4. The 920 E. Park building has parking issues. The addition of more employees in the building could exacerbate the issue.
5. A new combined JP and Constable office requires around 5,000 square feet and would cost approximately \$60 per foot for standard build-out plus AV, IT, courtroom millwork, security features, furniture and architect fees for a total cost of approximately \$700,000.
6. Wylie rental rates are approximately \$16 per square foot (\$80,000 annually).
7. Current rents paid by the County are attached.

Operational

1. There must be a Constable for each district. There can be multiple JP's in each district (Place 1, Place 2, etc.)
2. The County is required to have a minimum of 4 JP's and Constable districts.
3. If workloads are moved from one precinct to another, the Commissioners Court will need to move/budget personnel accordingly.
4. The eviction case counts from the southwest corner of the County (Dallas) are the highest in the County. Evictions are a large workload for Constables.
5. JP 2 currently operates full-time offices in both Wylie and Farmersville to reduce constituent confusion. One group of users (such as landlords) can adjust to reduced office schedules, but the infrequent users (traffic tickets and tenants) become frustrated by infrequent hours.
6. Some types of case filings impact JP and Constable offices differently. A typical eviction case is a paperwork action in the JP court but can require multiple physical trips to the residence or place of business for the Constable.
7. Performance measures for each of the Constables and JP's are attached.
8. The Commissioners Court and Auditor have previously agreed that an office must be staffed by a minimum of 2 to provide for financial controls. Because of this, the cost

of adding an additional satellite office (JP 1 offices in McKinney and Farmersville, JP 2 offices in the 920 Building and Wylie) could result in no staff savings.

9. If multiple satellite offices are operated, could be an increase in bailiff costs.
10. The salary and benefits for a JP is \$118,053 per year.
11. The salary and benefits for a Constable is \$118,066.

Decisions:

1. Does the Commissioners Court want to redistrict JP and Constables?
2. If the Court does want to redistrict, what are the ultimate goal(s)?
 - Less offices (office size, access and parking need to be considered)
 - Redistribution of workload (difficult to project, but generally follows population, toll roads and high traffic areas)
 - Eliminate JP position
 - Which offices are to stay open and when do the leases expire (lease report attached)
3. When do the new districts become effective?
4. Schedule future workshop(s), public hearings, vote(s).

Schedule if decision is made to redistrict:

1. Hold workshop
2. Public notification of hearing(s) (English and Spanish)
3. Hold public hearing(s)
4. Vote on redistricting (can be held in conjunction with public hearing)
5. Determine when new districts become effective