

Function

Court Operation is administered by the Fiscal Services Department. The Court Operations are divided into three divisions. The divisions are:

- **Court Administration**

Court Administration provides for direct courtroom proceedings including scheduling, jury selection, conducting trials, issuing warrants, and other disposition orders. In addition, Municipal Court Receipts performs the record and receipt functions necessary to follow through with Municipal Court dispositions. These functions include appearance bond accounting, court appearance check in, fine and forfeiture collection and related records maintenance.

- **Elected Judge**

The Elected Judge is an elected official whose support staff is administered by the Fiscal Services Department.

- **Jail Alternatives**

The Jail Alternatives division budgets for the various professional service programs the City participates in, which support Municipal Court operations. The judicial system would be toothless without the ability to penalize; therefore, it is also necessary to have the flexibility/capability to issue a variety of penalties ranging from fines, house arrest or work programs to incarceration. Traditional jailing cannot handle the volume, and is not always the best method. Accordingly, the City participates in a number of jail alternatives.

Court Operations organizational chart is under Fund 615 - Fiscal Services.

Budget Highlights

<i>Court Administration</i> Fiscal Services Department	FY 2003	FY 2004		FY 2005	
	Actual	Original	Amended	Projected	Adopted
Personal Services	129,223	136,437	136,437	140,054	147,478
Supplies & Materials	1,008	2,115	2,115	2,187	1,900
Purchased Services	16,457	21,795	21,795	21,855	13,166
Other Costs	22,646	21,720	720	760	0
Debt Service - Interest & Fees	0	0	0	0	0
Internal Service, Interfund	42,191	45,380	45,380	45,380	44,332
Subtotal Operating Expenses	211,525	227,447	206,447	210,236	206,876
Debt Service - Principal	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Total Court Administration	211,525	227,447	206,447	210,236	206,876

<i>Court Administration</i> Fiscal Services Department	FY 2003	FY 2004		FY 2005	
	Actual	Original	Amended	Projected	Adopted
Personal Services	108,708	119,288	119,288	112,271	130,573
Supplies & Materials	2,876	1,752	1,752	1,786	1,750
Purchased Services	33,450	12,472	36,472	39,978	40,826
Other Costs	0	0	0	0	0
Debt Service - Interest & Fees	0	0	0	0	0
Internal Service, Interfund	42,429	45,986	45,986	45,986	46,088
Subtotal Operating Expenses	187,463	179,498	203,498	200,021	219,237
Debt Service - Principal	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Total Court Administration	187,463	179,498	203,498	200,021	219,237

Budget Highlights (continued)

<i>Court - Elected Judge</i>	FY 2003	FY 2004			FY 2005
	Actual	Original	Amended	Projected	Adopted
Fiscal Services Department					
Personal Services	79,365	81,793	81,793	81,800	83,561
Supplies & Materials	74	63	63	63	50
Purchased Services	4,804	30,750	6,750	6,763	6,750
Other Costs	4,640	0	0	0	0
Debt Service - Interest & Fees	0	0	0	0	0
Internal Service, Interfund	0	4,646	4,646	4,646	4,474
Subtotal Operating Expenses	88,883	117,252	93,252	93,272	94,835
Debt Service - Principal	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Total Court - Elected Judge	88,883	117,252	93,252	93,272	94,835
<i>Jail Alternatives</i>	FY 2003	FY 2004			FY 2005
Fiscal Services Department	Actual	Original	Amended	Projected	Adopted
Personal Services	0	0	0	0	0
Supplies & Materials	0	0	0	0	0
Purchased Services	115,123	104,000	101,750	106,017	85,000
Other Costs	0	0	0	0	0
Debt Service - Interest & Fees	0	0	0	0	0
Internal Service, Interfund	1,472	2,151	2,151	2,151	2,477
Subtotal Operating Expenses	116,595	106,151	103,901	108,168	87,477
Debt Service - Principal	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Total Jail Alternatives	116,595	106,151	103,901	108,168	87,477

Goals and Objectives**Major Accomplishments – In The Past Year**

- Court and Police:
 - Streamlining of court receipts filing system.
 - Evaluation and implementation of court documents.
- Ongoing evaluation of systems flow for efficiency.

Priority Goals & Objectives – For The Upcoming Year

- Records retention - file conversion in progress.
- Enhanced collections.
- Electronic data transfers to State.
- Replacing court supervisor due to retirement.