

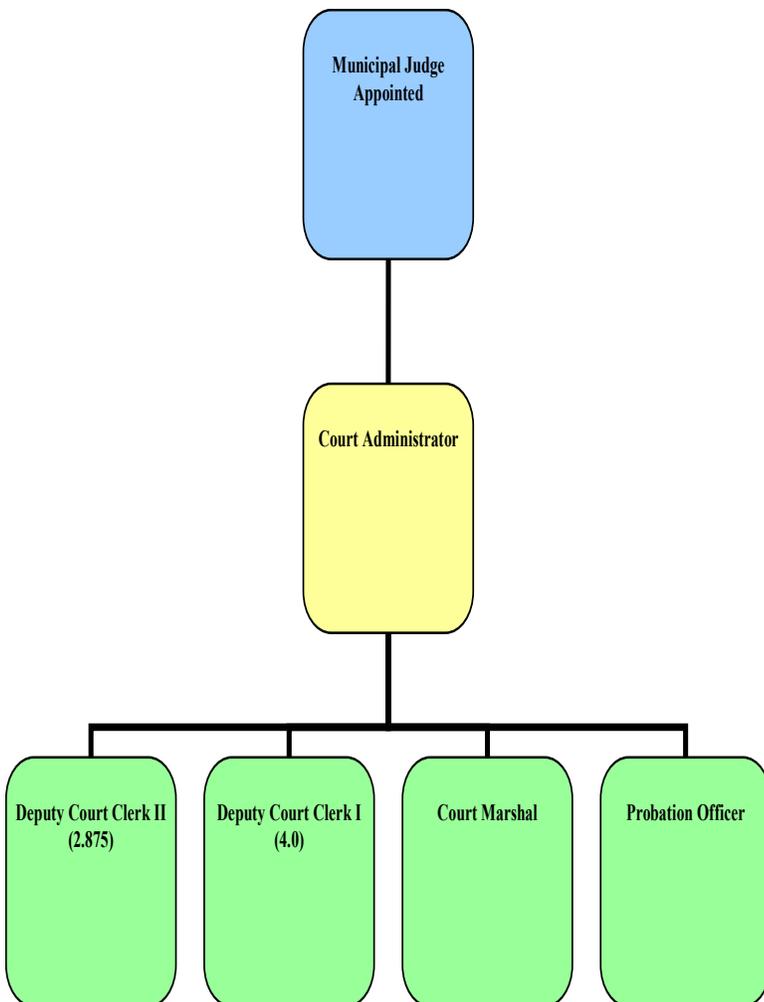
Municipal Court

About Municipal Court

The Municipal Court is a limited jurisdiction court of record established to hear and resolve City Charter and ordinance violations for the City of Wheat Ridge. The Court has jurisdiction over traffic violations and local ordinances that include theft, assault, damage to property, harassment, code and animal violations, and domestic violence matters. Most criminal matters carry up to a \$1000 fine and up to one year in jail. The Court Clerk's Office is open full-time Monday through Friday. Court is in session three days per week. Court acts as a check and balance on the legislative and executive branches of government. The Court's sentencing philosophy is to rehabilitate the defendant, to protect the public, and to provide restitution to victims.

**2010
Budget
Highlights**

- Implement on-line payment of fines
- Implement process for juvenile tobacco and business permit cases
- Redesign of front counter space to improve customer services and increase efficiency



**MUNICIPAL
COURT**

Municipal Court



DID YOU KNOW

The Municipal Court processes an average of 77% of prisoners via a video arraignment system, alleviating the need to transport them to Court?

Municipal Court

Overview

- Adjudicate misdemeanors, traffic, juvenile, domestic violence, nuisance, code, abatement, animal control, and sales tax cases
- Conduct 147 Court sessions annually
- Process domestic violence violations on a fast-track basis
- Monitor special domestic violence counseling program and monitor compliance with probation and general sentencing
- Collect revenues for fines, costs, judgments, defaults, and services
- Process escrow funds for restitution, jury demands, and bonds
- Appoint attorneys for indigent defendants in criminal cases
- Create, maintain, and distribute an average of 6,000 annual filings
- Process prisoners by video arraignment or in Court as applicable
- Issue bench warrants and outstanding judgment

2009 Achievements

- Developed Municipal Court mission and goals
- Scanned closed files for efficient storage, retention and retrieval
- Researched alternatives for collection of outstanding fines and fees
- Implemented cross-training for more efficient case processing
- Replaced walk-through metal detector
- Installed a portable scanner for screening of briefcases and purses
- Researched on-line payments for implementation in 2010
- Monitored number of prisoners and length of prison sentences
- Redistributed work load of vacant positions among Court Staff
- Updated Orders regarding traffic matters, fines, and early payment
- Implemented electronic transfer of case files from Police Records to the Municipal Court
- Implemented a pre-screening process whereby notifications are issued to victim(s) filing restitution cases
- Hired two temporary Deputy Court Clerks to cover staff shortages
- Considered alternatives to prison sentences

2010 Objectives

- Finalize on-line payments with Court Management Software
- Prepare and update policies and procedures for Court processes
- Continue to monitor number of prisoners and length of sentences
- Continue scanning of closed cases
- Research mediation, restorative justice, and teen court as potential alternatives to the traditional court process
- Redesign front counters to improve customer service and efficiency
- Implement process for juvenile tobacco and business permit cases

Municipal Court

Staffing and Financial Summary

	2007 Authorized	2008 Authorized	2009 Authorized	2010 Authorized
Municipal Judge	Contracted	Contracted	Contracted	Contracted
Court Administrator	1	1	1	1
Deputy Court Clerk II	2.875	2.875	2.875	2.875
Deputy Court Clerk I	4	4	4	4
Probation Officer	1	1	1	1
Court Marshal	1	1	1	1
TOTAL	9.875	9.875	9.875	9.875

	2008 Actual	2009 Adjusted	2009 Estimated	2010 Adopted
Personnel Services	\$676,598	\$725,275	\$695,609	\$661,685
Materials & Supplies	\$12,671	\$15,115	\$14,150	\$14,945
Other Services & Charges	\$22,309	\$33,220	\$23,920	\$26,995
Capital Outlay	\$0	\$0	\$0	\$0
TOTAL	\$711,578	\$773,610	\$733,679	\$703,625

Total 2010 Budget by Object

