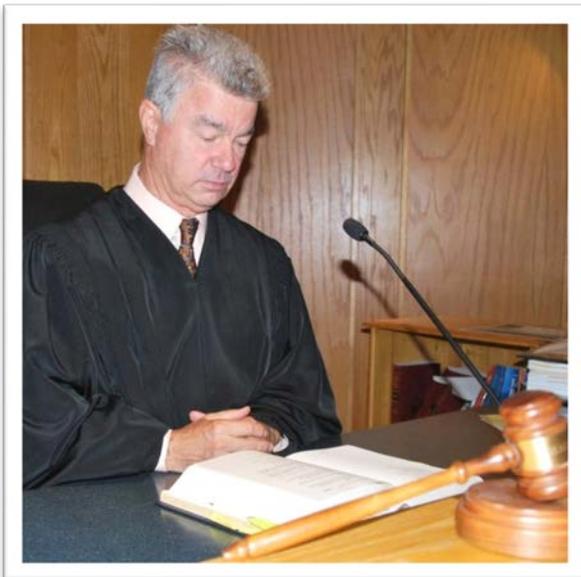


# Municipal Court

## About Municipal Court

01-109

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 \$1,000 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, and trials to jury are in addition to regular Court days. The 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.



**2014  
Budget Priorities**

- Implement web-based Court Management System
- Improve Courtroom security and functionality
- Increase the efficiency and operations of Court Clerk's Office



*The majority of a court's budget is human resources. Wheat Ridge Municipal Court recognizes this and understands that its team members are its most valuable asset.*

## Municipal Court

01-109

### Core Business

- Create, maintain, and adjudicate annual case filings for criminal, traffic, juvenile, domestic violence, nuisance, code abatement, animal control, and sales tax
- Conduct 146 Court sessions annually for various hearings; arraignments, pre-trials, trials by judge, trials by jury, probation compliance, restitution, and sentencing
- Process domestic violence violations on a fast-track basis, and monitor state-mandated counseling program; monitor compliance with probation and sentencing conditions
- Collect and process escrow funds for restitution, jury demands, and bonds; collect and account for revenue received for fines and fees
- Process arrested defendants by video or in Court; transport prisoners; monitor number of prisoners and length of sentence
- Issue bench warrants, default judgments, and outstanding judgment warrants
- Operate diversion program for first time juvenile drug and alcohol offenders
- Maintain a secure courtroom

### 2013 Strategic Accomplishments

- Recruited and filled two positions; Deputy Court Clerk II and Deputy Court Clerk I
- Monitored number of prisoners and length of sentences and considered alternative non-prison sentences
- Researched, tested, and improved web-based Court Management System for implementation in 2014
- Fulfilled duties and responsibilities of vice president for the Colorado Municipal Judges' Association (Judge Randall was appointed to this position)

### 2014 Strategic Priorities

- Implement web-based Court Management System
- Improve Courtroom security and functionality
- Increase efficiency and ergonomics of work stations
- Address modern sentencing principles and defendant's criminogenic needs

# Municipal Court

## Staffing and Financial Summary

01-109

	2011 Authorized	2012 Authorized	2013 Authorized	2014 Authorized
Municipal Judge	Contracted	Contracted	Contracted	Contracted
Court Administrator	1	1	1	1
Deputy Court Clerk II	3	3	3	3
Deputy Court Clerk I	3.875	3.875	3.875	3.875
Probation Officer	1	1	1	1
Court Marshal	1	1.26	1.26	1.26
	9.875	10.135	10.135	10.135

	2012 Actual	2013 Adjusted	2013 Estimated	2014 Adopted
Personnel Services	\$683,353	\$703,742	\$681,465	\$702,058
Materials and Supplies	\$19,375	\$23,950	\$22,600	\$23,900
Other Services and Charges	\$16,410	\$32,350	\$30,350	\$28,000
Capital Outlay	\$0	\$0	\$0	\$0
	\$719,138	\$760,042	\$734,415	\$753,958

### Total 2014 Budget by Object

