

Municipal Court

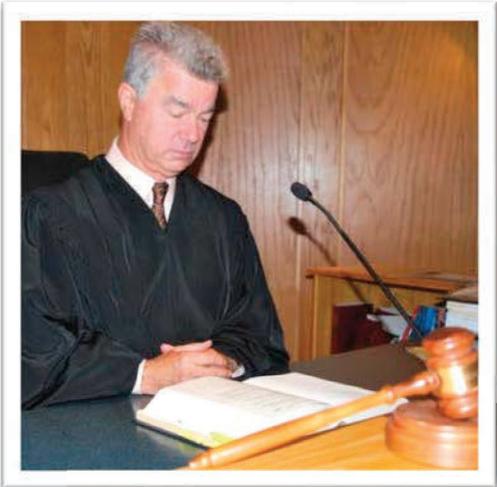
About Municipal Court

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 \$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.

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.

2015 Budget Priorities

- Improve Courtroom security, ergonomics, functionality and efficiency
- Proposed addition of one FTE for a Deputy Court Administrator position



Municipal Court

01-109

Core Business

- Create, maintain, and adjudicate annual case filings for criminal, traffic, juvenile, domestic violence, nuisance, property abatement, animal control, and sales tax
- Conduct 147 Court sessions 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 unbonded defendants by video, 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
- Process administrative appeal hearings for code violations
- Maintain sensitivity to vulnerable populations

2014 Strategic Accomplishments

- Implemented web-based Court management system
- Improved Courtroom security and functionality
- Addressed modern sentencing principles and defendant's criminogenic needs
- Developed new payment plan process and eliminated *pay or serve* warrants

2015 Strategic Priorities

- Increase efficiency and ergonomics of work stations within Court Clerk's Office
- Remodel Courtroom and improve Courtroom security and functionality
- Conduct recruitment process for Deputy Court Administrator upon approval of new FTE

Municipal Court

Staffing and Financial Summary
01-109

	2012 Authorized	2013 Authorized	2014 Authorized	2015 Authorized
Municipal Judge	Contracted	Contracted	Contracted	Contracted
Court Administrator	1	1	1	1
Deputy Court Administrator	0	0	0	1
Deputy Court Clerk II	3	3	3	3
Deputy Court Clerk I	3.875	3.875	3.875	3
Probation Officer	1	1	1	1
Court Marshal	1.26	1.26	1.26	1.25
	10.135	10.135	10.135	10.25

	2013 Actual	2014 Adjusted	2014 Estimated	2015 Adopted
Personnel Services	\$662,002	\$708,018	\$697,835	\$786,263
Materials and Supplies	\$19,547	\$23,900	\$23,400	\$23,300
Other Services and Charges	\$18,577	\$31,000	\$26,350	\$34,415
Capital Outlay	\$0	\$0	\$0	\$1,000
	\$700,126	\$762,918	\$747,585	\$844,978

Total 2015 Budget by Object

