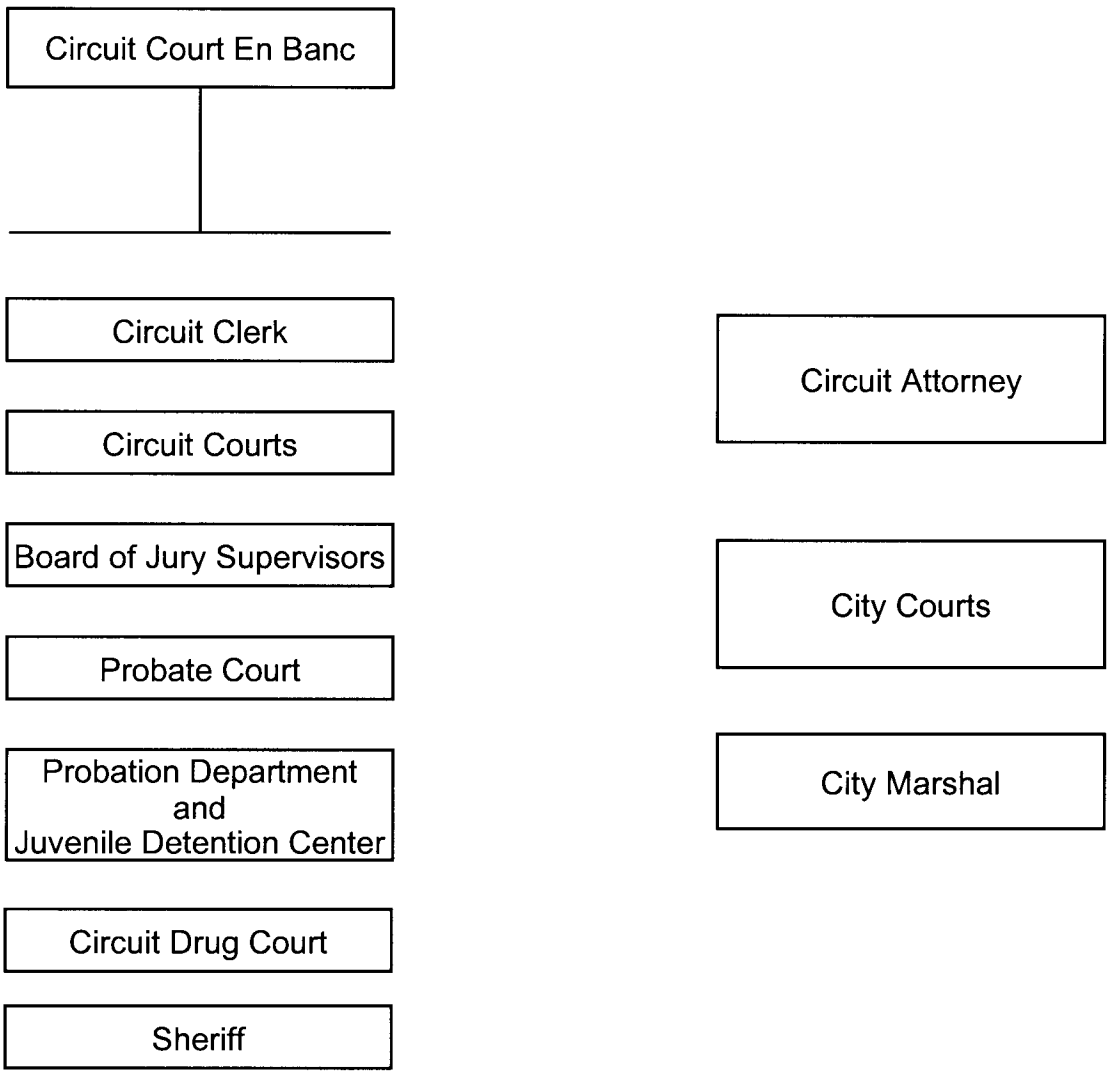
JUDICIAL OFFICES

JUDICIAL OFFICES

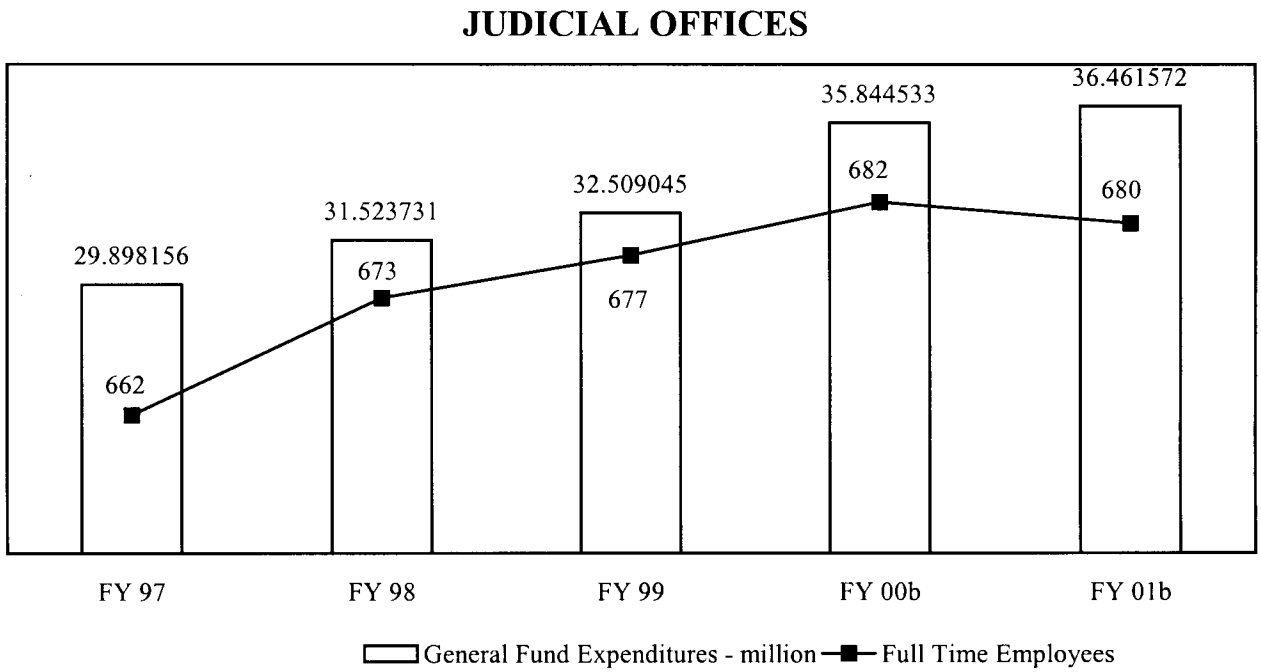


JUDICIAL OFFICES

Budget By Division	Actual FY99	Budget FY00	Budget FY01
310 Circuit Clerk	1,611,130	1,637,275	1,290,038
311 Circuit Court (Court Administrator)	4,601,938	6,016,506	5,504,727
312 Circuit Attorney	4,469,930	4,560,872	4,755,944
313 Board of Jury Supervisors	1,304,736	1,410,077	1,407,581
314 Probate Court	68,010	102,100	105,750
315 Sheriff	5,917,951	6,606,784	6,513,571
316 City Courts	2,366,863	2,561,741	2,670,474
317 City Marshal	1,043,637	1,059,592	1,162,164
320 Probation Dept. and Juvenile Detention	11,124,850	11,889,586	12,654,798
321 Circuit Drug Court	0	0	396,525
Total General Fund	**$32,509,045**	**$35,844,533**	**$36,461,572**
Grant and Other Funds	$2,020,000	$1,491,726	$1,598,521
Total Department All Funds	**$34,529,045**	**$37,336,259**	**$38,060,093**

Personnel By Division	Actual FY99	Budget FY00	Budget FY01
310 Circuit Clerk	1.0	1.0	1.0
311 Circuit Court (Court Administrator)	65.0	66.0	68.0
312 Circuit Attorney	96.0	96.0	93.0
313 Board of Jury Supervisors	10.0	10.0	10.0
314 Probate Court	0.0	0.0	0.0
315 Sheriff	183.0	187.0	185.0
316 City Courts	41.0	41.0	40.0
317 City Marshal	36.0	35.0	35.0
320 Probation Dept. and Juvenile Detention	245.0	246.0	248.0
321 Circuit Drug Court	0.0	0.0	0.0
Total General Fund	**677.0**	**682.0**	**680.0**
Grant and Other Funds	29.0	31.0	32.0
Total Department All Funds	**706.0**	**713.0**	**712.0**

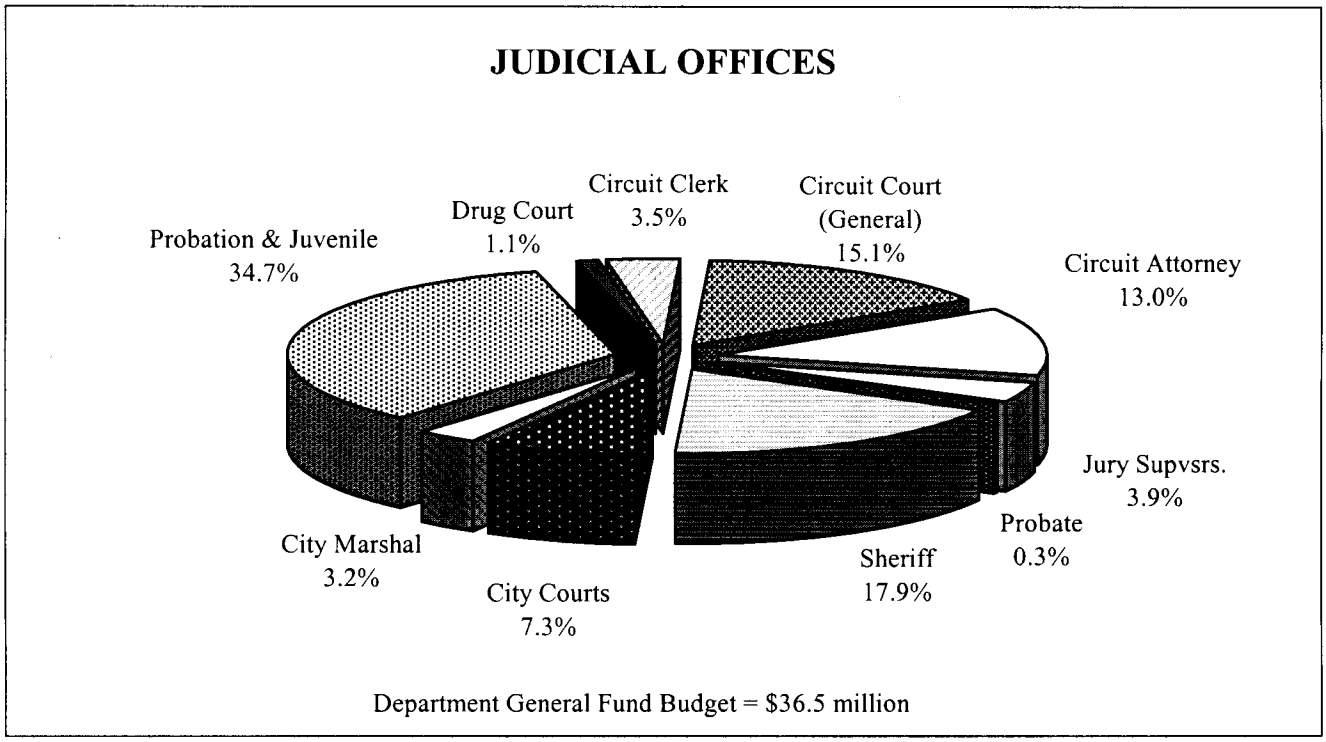
JUDICIAL OFFICES



Major Goals and Highlights

- o Establish new cost center and general revenue subsidy for Circuit Drug Court
- o Provide for the institutional placement of an average of 21 juveniles per day
- o Establish new "community court" at City Courts to address habitual ordinance violators
- o Provide parking and or public transportation for 26,000 petit jurors
- o Paint all exterior metal window frames and entablatures of the Civil Courts building
- o Maintain training for Deputy City Marshals at a level of 40-50 in service hours

JUDICIAL OFFICES



- Continue upgrade of computer equipment in the Circuit Clerk's office

Department: **Judicial Offices**
Division: **310 Circuit Clerk**

Division Budget

Services Provided & FY01 Highlights

The Circuit Clerk is responsible for recording the judgements, rules, orders and other proceedings of the Circuit Court En Banc. The Circuit Clerk also handles and accounts for the funds generated from Circuit Court fees. As employees of this office are state employees, the budget for personal services contains only those salary costs of the position of Circuit Clerk. In FY01, the Circuit Clerk's office is seeking to purchase a file locator system which will permit the Clerk's office to track the location of civil and juvenile case files.

General Fund Budget By Expenditure Category	**Actual FY99**	**Budget FY00**	**Budget FY01**
Personal Services	101,842	103,655	107,738
Supplies	96,101	114,700	105,600
Materials	0	0	0
Equipment	237,504	241,000	268,000
Contractual Services	1,162,833	1,157,920	788,700
Fixed and Miscellaneous Charges	12,850	20,000	20,000
Total General Fund	**$1,611,130**	**$1,637,275**	**$1,290,038**
Grant and Other Funds	$0	$0	$0
Total Budget All Funds	**$1,611,130**	**$1,637,275**	**$1,290,038**

Number of Full Time Positions			
General Fund	1.0	1.0	1.0
Other	0.0	0.0	0.0
Total	1.0	1.0	1.0

Department: **Judicial Offices**
Division: **311 Circuit Court (General)**

Division Budget

Services Provided & FY01 Highlights

The Circuit Court Administrator's Office is responsible for the overall administration of the Circuit Court in accordance with State and local court rules. Duties include budget preparation, personnel management for approximately 200 employees, data processing, pretrial release and the administration of the Juvenile Division. In FY01, the Court Administrator's office will be adding a computer hardware specialist postion as well additional secretarial positions. In FY00, the budget for fixed and miscellaneous charges included $500,000 toward the completion of the Civil Courts building improvement project. With completion of the project pending, this amount is eliminated in FY01.

General Fund Budget By Expenditure Category	**Actual FY99**	**Budget FY00**	**Budget FY01**
Personal Services	2,420,923	2,751,648	2,857,119
Supplies	160,644	146,893	158,488
Materials	9,849	9,000	9,000
Equipment	55,432	226,095	180,268
Contractual Services	1,919,171	2,227,492	2,152,459
Fixed and Miscellaneous Charges	35,919	655,378	147,393
Total General Fund	**$4,601,938**	**$6,016,506**	**$5,504,727**
Grant and Other Funds	$0	$0	$0
Total Budget All Funds	**$4,601,938**	**$6,016,506**	**$5,504,727**

Number of Full Time Positions			
General Fund	65.0	66.0	68.0
Other	0.0	0.0	0.0
Total	65.0	66.0	68.0

Department: **Judicial Offices**
Division: **312 Circuit Attorney**

Division Budget

Services Provided & FY01 Highlights

The Circuit Attorney's Office is responsible for the prosecution of all felony and misdemeanor crimes committed in the City of St. Louis, plus the enforcement of child support obligations on behalf of dependent children living within the City. In FY00, the Circuit Attorney's office began implementation of a new prosecutor case management system. With computerization of the office nearing completion, the need for new computers will be minimized and the reliance on services such as REJIS will likewise be reduced.

General Fund Budget By Expenditure Category	**Actual FY99**	**Budget FY00**	**Budget FY01**
Personal Services	4,186,560	4,199,872	4,496,101
Supplies	39,430	41,050	51,000
Materials	0	0	0
Equipment	2,972	35,200	6,802
Contractual Services	230,284	233,750	151,041
Fixed and Miscellaneous Charges	10,684	51,000	51,000
Total General Fund	**$4,469,930**	**$4,560,872**	**$4,755,944**
Grant and Other Funds	$1,287,762	$1,491,726	$1,598,521
Total Budget All Funds	**$5,757,692**	**$6,052,598**	**$6,354,465**

Number of Full Time Positions			
General Fund	96.0	96.0	93.0
Other	29.0	31.0	32.0
Total	125.0	127.0	125.0

Department: **Judicial Offices**
Division: **313 Board of Jury Supervisors**

Division Budget

Services Provided & FY01 Highlights

The Board of Jury Supervisors exercises a general supervisory control over the Jury Commissioner and the method of obtaining jurors for the Circuit Court. The budget for this division consists of the office of the Jury Commissioner and includes funds for the payment of juror fees and expenses. Anticipated juror expenses are based on an estimate of 26,000 petit jurors serving an average of 2.2 days, four grand juries and four sequestered juries.

General Fund Budget By Expenditure Category	**Actual FY99**	**Budget FY00**	**Budget FY01**
Personal Services	319,610	340,802	361,554
Supplies	5,998	7,950	7,525
Materials	0	0	0
Equipment	10,449	3,300	10,600
Contractual Services	70,506	96,525	84,902
Fixed and Miscellaneous Charges	898,173	961,500	943,000
Total General Fund	**$1,304,736**	**$1,410,077**	**$1,407,581**
Grant and Other Funds	$0	$0	$0
Total Budget All Funds	**$1,304,736**	**$1,410,077**	**$1,407,581**

Number of Full Time Positions			
General Fund	10.0	10.0	10.0
Other	0.0	0.0	0.0
Total	10.0	10.0	10.0

Department: **Judicial Offices**
Division: **314 Probate Court (Probate Judge)**

Division Budget

Services Provided & FY01 Highlights

The Probate Division is responsible for hearing cases and making orders pertaining to the appointment of guardians and conservators for incapacitated and disabled persons and for minors. The division also provides for the appointment of personal representatives for decedent estates, the oversight of estates and guardianships and involuntary civil commitments.

General Fund Budget By Expenditure Category	**Actual FY99**	**Budget FY00**	**Budget FY01**
Personal Services	0	0	0
Supplies	21,864	25,600	26,300
Materials	0	2,000	0
Equipment	20,831	26,100	24,350
Contractual Services	25,016	47,900	48,300
Fixed and Miscellaneous Charges	299	500	6,800
Total General Fund	**$68,010**	**$102,100**	**$105,750**
Grant and Other Funds	$0	$0	$0
Total Budget All Funds	**$68,010**	**$102,100**	**$105,750**
Number of Full Time Positions			
General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
Total	0.0	0.0	0.0

Department: **Judicial Offices**
Division: **315 Sheriff**

Division Budget

Services Provided & FY01 Highlights

The Sheriff's Office is responsible for the security of the thirty-one divisional courtrooms of the Circuit Court and the transportation of prisoners between the Courts and detention facilities. The Sheriff also has the duty of serving court papers and eviction notices and issuing jury summons and gun permits. In FY00, the Sheriff's office began transportation of City inmates that have been transferred to the St. Louis County Justice Center pending completion of the City's new Justice Center downtown.

General Fund Budget By Expenditure Category	**Actual FY99**	**Budget FY00**	**Budget FY01**
Personal Services	5,575,160	6,233,059	6,146,712
Supplies	22,436	45,775	47,125
Materials	0	0	0
Equipment	17,092	120,000	106,250
Contractual Services	289,263	193,950	195,484
Fixed and Miscellaneous Charges	14,000	14,000	18,000
Total General Fund	**$5,917,951**	**$6,606,784**	**$6,513,571**
Grant and Other Funds	$30,326	$0	$0
Total Budget All Funds	**$5,948,277**	**$6,606,784**	**$6,513,571**

Number of Full Time Positions			
General Fund	183.0	187.0	185.0
Other	0.0	0.0	0.0
Total	183.0	187.0	185.0

Department: **Judicial Offices**
Division: **316 City Courts**

Division Budget

Services Provided & FY01 Highlights

The Municipal Division of the St. Louis Circuit Court (City Courts) is structured into four court divisions that hear St. Louis City violations filed by the City Counselor's Office. In FY01, City Courts will be pursuing the implementation of a "community court" that will focus on adressing the causes of defendants' behavior. The new court will deal with two daily confined dockets, the Neighborhood Quality of Life Crime Docket as well as the Neighborhood Intervention and Treatment Program. The Police Department is in the process of locating a substation in the court building to facilitate the prompt court appearance of those suspected of ordinance violations. City Courts will make use of provisional judges rather than a fifth full-time judge to cover the increased judicial duties of the new court.

General Fund Budget By Expenditure Category	**Actual FY99**	**Budget FY00**	**Budget FY01**
Personal Services	1,291,938	1,411,274	1,513,007
Supplies	9,578	9,000	9,000
Materials	0	0	0
Equipment	784	0	0
Contractual Services	1,042,899	1,107,717	1,114,717
Fixed and Miscellaneous Charges	21,664	33,750	33,750
Total General Fund	**$2,366,863**	**$2,561,741**	**$2,670,474**
Grant and Other Funds	$701,912	$0	$0
Total Budget All Funds	**$3,068,775**	**$2,561,741**	**$2,670,474**

Number of Full Time Positions			
General Fund	41.0	41.0	40.0
Other	0.0	0.0	0.0
Total	41.0	41.0	40.0

Department: **Judicial Offices**
Division: **317 City Marshal**

Division Budget

Services Provided & FY01 Highlights

The City Marshal provides courtroom security for the four courtrooms of the City Courts as well as the entrances and other areas of City Courts. The City Marshal is also responsible for City Court prisoners seen over video-link, those brought over from the Sheriff's office and individual arrests out of court. The City Marshal also provides security for other city buildings including City Hall, Soldiers' Memorial, 634 N. Grand and 1300 Convention Plaza. Beginning in December 1999, the City Marshal's office joined with Park Rangers to receive in-service training from the Eastern Missouri Law Enforcement Training Academy. The majority of Deputy City Marshals have now received approximately 40 to 50 hours of training.

General Fund Budget By Expenditure Category	**Actual FY99**	**Budget FY00**	**Budget FY01**
Personal Services	1,007,449	1,035,792	1,137,064
Supplies	16,785	12,200	12,200
Materials	0	0	0
Equipment	13,396	1,000	1,500
Contractual Services	4,499	8,600	9,400
Fixed and Miscellaneous Charges	1,508	2,000	2,000
Total General Fund	**$1,043,637**	**$1,059,592**	**$1,162,164**
Grant and Other Funds	$0	$0	$0
Total Budget All Funds	**$1,043,637**	**$1,059,592**	**$1,162,164**

Number of Full Time Positions			
General Fund	36.0	35.0	35.0
Other	0.0	0.0	0.0
Total	36.0	35.0	35.0

Service Description	**Actual FY99**	**Estimated FY00**	**Estimated FY01**
o Courtroom hallway security hours	10,400	10,400	10,400
o Electronic detection security hours	3,051	3,051	3,051
o Jail security hours	2,288	2,288	2,288
o Mayor's Office security hours	2,160	2,160	2,080
o City Hall security hours	10,640	10,640	10,640
o Soldier's Memorial security hours	3,260	3,260	3,260
o 1300 Convention Plaza security hours	2,160	2,160	2,160
o Special security services	1,080	1,080	1,080

Department: **Judicial Offices**
Division: **320 Probation Dept. & Juvenile Detention Center**

Division Budget

Services Provided & FY01 Highlights

The purpose of the Juvenile Division is to facilitate the care, protection and discipline of children who come under the jurisdiction of the Juvenile Court. The Juvenile Court has jurisdiction of delinquency and status offense matters up to the seventeenth birthday, and abuse and neglect matters up to the eighteenth birthday. Contained within the Juvenile Division budget is the cost of institutional care for delinquent juveniles. The FY01 budget allows for the placement of an average of 17 juveniles per day at $75 per day and 4 juveniles in placement at a rate of $106 per day. Those juveniles placed at the higher rate usually require a secure facility and very close supervision. Recent grant funds had previously provided for some placements. The FY01 budget includes an increase of two grant funded positions. As a state office these grant funds are not subject to City appropriation.

General Fund Budget By Expenditure Category	**Actual FY99**	**Budget FY00**	**Budget FY01**
Personal Services	9,491,107	10,048,669	10,494,517
Supplies	239,153	259,307	257,420
Materials	426	1,000	1,000
Equipment	162,934	141,721	137,113
Contractual Services	499,828	534,743	657,336
Fixed and Miscellaneous Charges	731,402	904,146	1,107,412
Total General Fund	**$11,124,850**	**$11,889,586**	**$12,654,798**
Grant and Other Funds	$0	$0	$0
Total Budget All Funds	**$11,124,850**	**$11,889,586**	**$12,654,798**

Number of Full Time Positions			
General Fund	245.0	246.0	248.0
Other	0.0	0.0	0.0
Total	245.0	246.0	248.0

Department: **Judicial Offices**
Division: **321 Circuit Drug Court**

Division Budget

Services Provided & FY01 Highlights

The Circuit Drug Court is a new cost center for FY01. The Drug court was established several years ago using primarily state grant funds. The purpose of the Drug Court is to address those defendants appearing habitually before the court on drug offenses and intervene with a system of counseling and treatment. The program is funded in part by Local Law Enforcement block grant funds secured the Div. of Neighborhood Stabilization. FY01 will be the first year in which there will be a major subsidy of the Court utilizing City general revenues.

General Fund Budget By Expenditure Category	**Actual FY99**	**Budget FY00**	**Budget FY01**
Personal Services	0	0	0
Supplies	0	0	23,875
Materials	0	0	0
Equipment	0	0	7,600
Contractual Services	0	0	349,050
Fixed and Miscellaneous Charges	0	0	16,000
Total General Fund	**$0**	**$0**	**$396,525**
Grant and Other Funds	$0	$0	$0
Total Budget All Funds	**$0**	**$0**	**$396,525**
Number of Full Time Positions			
General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
Total	0.0	0.0	0.0

This page intentionally left blank.