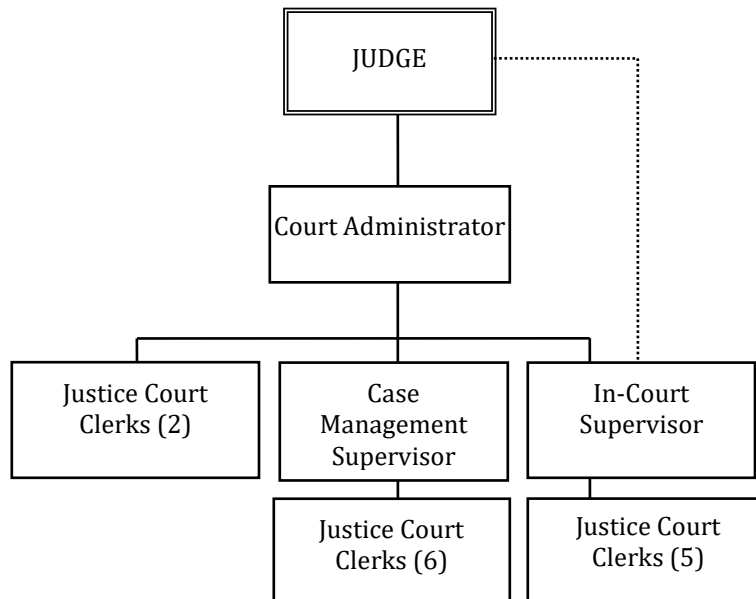


## **Department Organization**

## **Court Services**



## **Department Description**

The Justice Court is a limited jurisdiction court responsible within Sandy City for the adjudication of criminal matters classified as Class B and C misdemeanors, violations of city ordinances, infractions, and small claims actions not to exceed \$11,000 in value.

## **Department Mission**

The mission of the Justice Court is to provide the Sandy City community with an open, impartial, efficient, and independent system for the advancement of justice under the law.

## Policies & Objectives

- Ensure that proceedings are open, impartial, and timely
- Provide appropriate case follow-up to ensure compliance with judicial orders
- Court Services is funded by the city's general fund without regard to the revenue generated by court fines
- Intent of decisions, fines, and enforcement activities is to change behavior and not to generate revenue
- Those who violate criminal, traffic, zoning, and animal-related laws should primarily bear the costs of enforcement rather than the general public
- The court will make every effort to collect all revenue due and handle cash in compliance with city policy and the state money management act

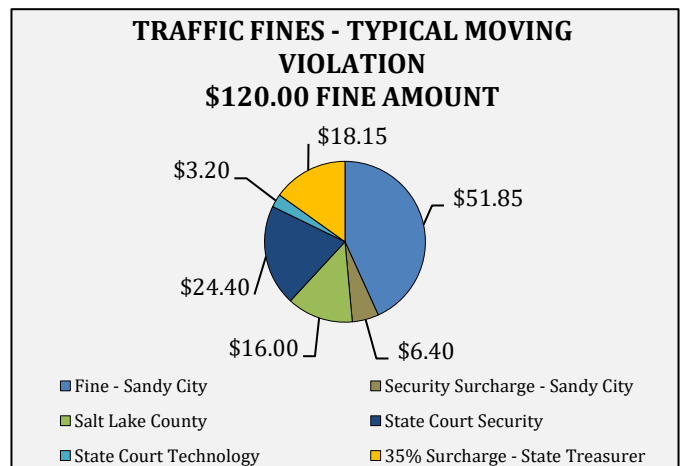
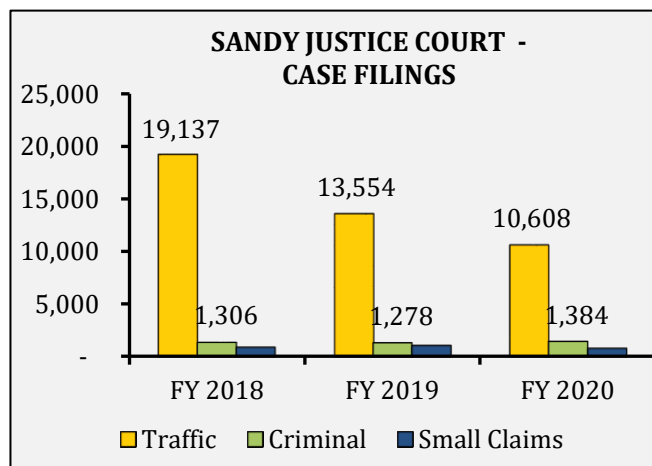
## Prior-year Accomplishments

- As a result of a legislative authorization in 2014, justice courts may now utilize the Office of State Debt Collection to assist with the collection of fines at no cost to the city/county. As a result, the Justice Court has seen increased returns each year. In FY 2020 the justice court collected \$116,795 with the help of OSDC, an increase is just over \$34,000 from FY 2019.
- The no delay telephone response rate (calls answered within 15 seconds) averaged 87.1% in FY 2020. This is almost a 10% improvement from FY 2019 which had a no delay rate of 77.4%.

## Performance Measures & Analysis

- The pandemic hit the Justice Court hard requiring a massive re-evaluation of all business processes. The additional clerk time needed to do simple tasks, such as holding court, increased substantially.
- Since May 2020 the Sandy Justice Court has held all hearings remotely and since August most Trials, with the Defendant's permission, have been able to be heard remotely. Trials and Jury Trials still have a significant backlog due to pandemic restrictions.
- The Justice Court heard a total of 6,028 Hearings in 2020. This is a substantial increase in total hearings held from 2019 which had 4,099 hearings. Trials are down from 2019 which saw 586 Trials to only 195 in 2020.

| Performance Measures (Fiscal Year) | 2020<br>Actual | 2021<br>Forecast | 2021<br>Estimated | 2022<br>Forecast |
|------------------------------------|----------------|------------------|-------------------|------------------|
| Traffic Cases                      | 10,608         | 10,029           | 10,029            | 13,000           |
| Criminal Cases                     | 1,384          | 1,113            | 1,113             | 1,384            |
| Small Claims Cases                 | 715            | 446              | 446               | 715              |
| New Cases Filed per Clerk          | 876            | 799              | 799               | 1,041            |
| Cases Pending (FY 6/30)            | 6,305          | 6,100            | 6,100             | 6,000            |
| Trials                             | 422            | 372              | 372               | 575              |
| Arraignments                       | 2,533          | 3,522            | 3,522             | 3,300            |
| Incoming Phone Calls               | 21,560         | 23,000           | 23,000            | 24,761           |
| Calls Answered Without Delay       | 87.1%          | 87.0%            | 87.0%             | 87.0%            |
| OSDC Collections                   | \$ 116,795     | \$ 70,000        | \$ 70,000         | \$ 90,000        |



## Court Services

| Department 1500                  | 2020<br>Actual      | 2021<br>Budget      | 2021<br>Estimated   | 2022<br>Tentative   |
|----------------------------------|---------------------|---------------------|---------------------|---------------------|
| <b>Financing Sources:</b>        |                     |                     |                     |                     |
| General Taxes & Revenue          | \$ 209,634          | \$ 105,505          | \$ 460,225          | \$ 337,888          |
| 315100 Court Fines               | 1,052,662           | 1,226,000           | 883,727             | 1,101,000           |
| 315300 Court Surcharge           | 49,174              | 65,000              | 52,601              | 65,000              |
| 316930 JC Attorney Recoupment    | 404                 | 1,500               | 1,452               | 1,500               |
| <b>Total Financing Sources</b>   | <b>\$ 1,311,874</b> | <b>\$ 1,398,005</b> | <b>\$ 1,398,005</b> | <b>\$ 1,505,388</b> |
| <b>Financing Uses:</b>           |                     |                     |                     |                     |
| 411111 Regular Pay               | \$ 765,706          | \$ 784,008          | \$ 784,008          | \$ 842,522          |
| 411131 Overtime/Gap              | 463                 | 2,300               | 2,300               | 2,300               |
| 411211 Variable Benefits         | 173,167             | 174,310             | 174,310             | 186,709             |
| 411213 Fixed Benefits            | 174,921             | 203,297             | 203,297             | 226,967             |
| 411215 PTO Disbursement          | -                   | 5,090               | 5,090               | 2,200               |
| 411320 Mileage Reimbursement     | 922                 | 200                 | 200                 | 200                 |
| 411350 Phone Allowance           | 186                 | -                   | -                   | -                   |
| 412100 Books, Sub. & Memberships | 2,096               | 2,800               | 2,800               | 2,800               |
| 412310 Travel                    | (68)                | 8,500               | 8,500               | 8,500               |
| 412320 Meetings                  | 369                 | 750                 | 750                 | 750                 |
| 412350 Training                  | (4)                 | 500                 | 500                 | 500                 |
| 412411 Office Supplies           | 6,482               | 8,000               | 8,000               | 8,000               |
| 412414 Computer Supplies         | 2,060               | 1,000               | 1,000               | 1,000               |
| 412421 Postage                   | 13,506              | 19,500              | 19,500              | 19,500              |
| 412431 Printing                  | 248                 | 2,000               | 2,000               | 2,000               |
| 412511 Equipment O & M           | 1,782               | 5,000               | 5,000               | 5,000               |
| 412611 Telephone                 | 19,382              | 19,208              | 19,208              | 15,595              |
| 413420 Credit Card Processing    | 21,643              | 33,300              | 33,300              | 33,300              |
| 413790 Professional Services     | 19,952              | 23,086              | 23,086              | 23,086              |
| 413810 Witness Fees              | 2,202               | 4,500               | 4,500               | 5,500               |
| 413820 Jury Fees                 | 315                 | 700                 | 700                 | 1,200               |
| 413890 Miscellaneous Services    | 6,085               | 7,500               | 7,500               | 7,500               |
| 414164 IT Charges                | 97,493              | 92,456              | 92,456              | 110,259             |
| 417400 Equipment                 | 2,967               | -                   | -                   | -                   |
| <b>Total Financing Uses</b>      | <b>\$ 1,311,874</b> | <b>\$ 1,398,005</b> | <b>\$ 1,398,005</b> | <b>\$ 1,505,388</b> |