

**Pima County FY 2004/05 Recommended Budget**

**Justice Courts Tucson – General Fund**

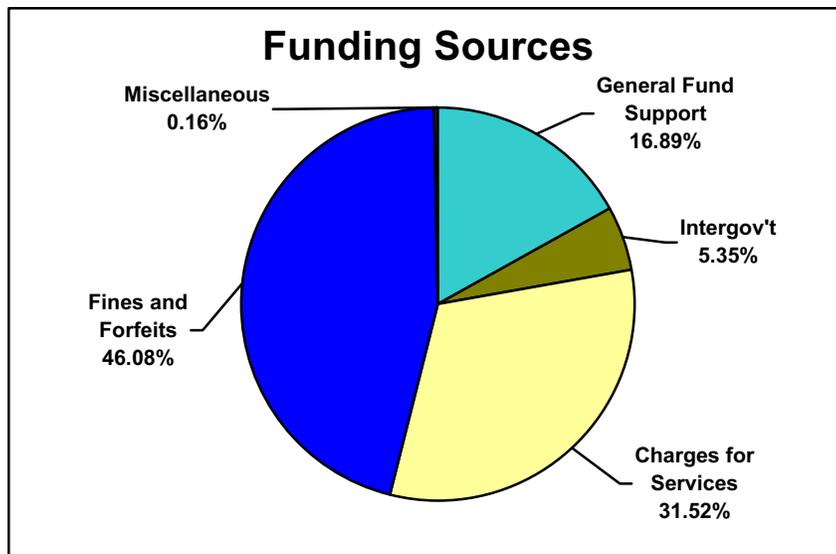
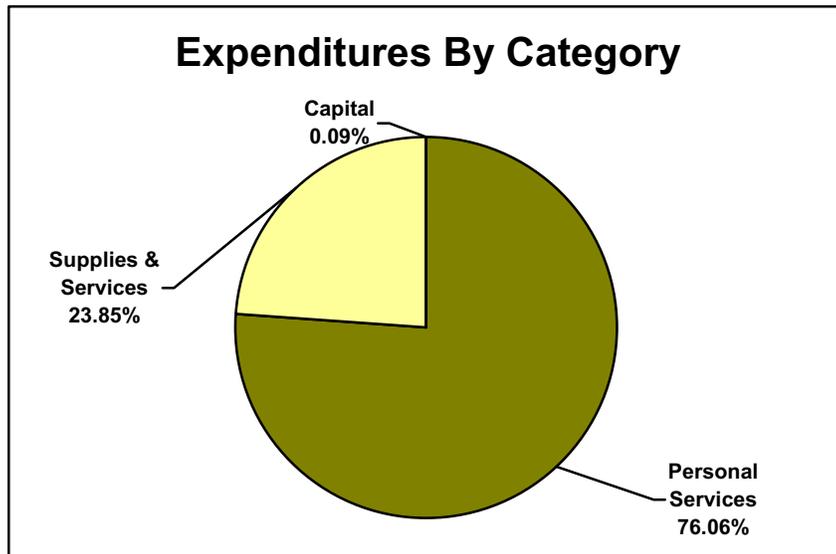
Revenue \$ 4,402,189  
 Expenditures 5,297,083

Fund Impact \$ (894,894)

FTEs 96.3

Function Statement: Serve the public, litigants, and attorneys by the prompt and orderly disposition of civil, criminal, and traffic cases. Maintain orderly, complete, and accurate records. Prepare statistical reports and other reports as prescribed by law. Collect, record, and disburse fees and fines in accordance with statutes, court orders, and policies. Follow court performance guidelines set by court rules, statutes, administrative orders and guidelines established by the Administrative Office of the Supreme Court. Meet ethical standards for court staff and judges, as written and enforced by the Commission on Judicial Conduct. Accomplish financial management, as guided by the Minimum Accounting the standards set and enforced by the State Auditor General. Adhere to the established operational guidelines reviewed by the Court Services Division of the Supreme Court.

Justice Courts Tucson also operates Justice Courts Tucson Time Pay Fees (a special revenue fund) and Justice Courts Tucson Grants (a special revenue fund).



**Recommended Budget Summary - General Fund**

	<b>Total Expenditures</b>	<b>Total Revenues</b>	<b>Operating Transfers</b>	<b>Net General Fund Impact</b>
<b>FY 2003/04 Adopted</b>	4,590,839	3,958,334	0	(632,505)
Benefits Adjustment	7,740			(7,740)
Twice per Day Initial Appearance	145,448			(145,448)
Transfer of Contract Attorney Costs and Revenue from Indigent Defense	494,176	137,000		(357,176)
Increased Revenue in Fees and Fines		306,855		306,855
Justice of the Peace Pro Tems	58,880			(58,880)

**Supplemental Requests**

Package C: Courtroom Clerk for 2XIA	0
Package D: Upper Management Structure	0
Package E: Compensation Issues	0
Package F: Northside Adult Probation Office	0

<b>Total Recommended Budget</b>	<u>5,297,083</u>	<u>4,402,189</u>	<u>0</u>	<u>(894,894)</u>
<b>Full Time Equivalents (FTEs)</b>	<u>96.3</u>			

**Comments/Issues**

In fiscal year 2003/04, the Contract Attorney Division of Indigent Defense was reorganized, with staff moving to the County Administrator's Office of Revenue and Collections. In fiscal year 2004/05, budget authority for payments to contract attorneys will be transferred from Indigent Defense to the appropriate departments (Superior Court, Juvenile Court, Justice Courts Tucson). The Recommended Budget includes \$494,176 in expenditures and \$137,000 in revenue in the Justice Courts Tucson department.

For fiscal year 2003/04, the Board of Supervisors placed \$205,885 in the Budget Stabilization Fund, which reflects partial year funding in the County Attorney, Indigent Defense, Justice Courts Tucson, and Superior Court for twice a day initial appearances. The program is scheduled to begin in May, 2004. Justice Courts Tucson received an addition to their base budget of \$145,448, which represents full year funding for this program in fiscal year 2004/05.

In fiscal year 2003/04, \$58,880 was set aside in the Budget Stabilization Fund for Justice of the Peace Pro Tem salaries. This amount was added to Justice Courts Tucson's base budget for fiscal year 2004/05.

**Pima County FY 2004/05 Recommended Budget**

**Justice Courts Tucson**

The revenue increase of \$306,855 is the result of higher fees and fines. A majority of this increase is attributed to the repeal of ARS 12-116.04, which ordered the County to forward 75 percent of the net increase in baseline quarterly collections to the state General Fund to assist state agencies with the cost of state retirement and health insurance. The statute was repealed on October 23, 2003, with an effective date of July 1, 2004. This will allow the court to pursue revenue collections more aggressively without losing the majority of the increase to the state.

Recommended General Fund revenue sources:

Justice of the Peace Salary Reimbursement	283,320
Defensive Driving Fees	625,426
Civil Filing Fees	621,618
Cost Recovery Fees	253,752
Probation Fees	31,539
Attorney and Jury Fees	137,350
Criminal Fines	140,780
Traffic Fines	2,271,903
Bond Forfeitures	28,001
Rents and Royalties	7,500
Non-sufficient Funds Fees	1,000
	<hr/>
	4,402,189

Recommended General Fund capital expenditures:

Security Wands for Public Screening	1,000
Personal Computer Replacement - 3	3,700
	<hr/>
	4,700

The department submitted four requests for supplemental funding. The following package is recommended:

Supplemental Package C - Courtroom Clerk for 2XIA - is recommended with funds to be made available from the Kino Employee Transition Fund.

**Five Year History of Expenditures and Revenues - General Fund**

	<b>FY 2000/01</b>	<b>FY 2001/02</b>	<b>FY 2002/03</b>	<b>FY 2003/04</b>	<b>FY 2004/05</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Recommended</b>
<b>Expenditures</b>	3,872,781	4,005,170	4,330,892	4,590,839	5,297,083
<b>Revenues</b>	3,898,494	3,964,672	4,582,575	4,041,162	4,402,189

Funding Summary By Department - General Fund

	FY 2003/04 Adopted	FY 2004/05 Department Base Request	FY 2004/05 Department Supplementals	FY 2004/05 Department Total Request	FY 2004/05 Administrator Recommended
<b>Expenditures</b>					
Personal Services	3,979,140	4,029,016	276,541	4,481,196	4,029,016
Supplies & Services	606,399	1,263,367	3,040	1,266,407	1,263,367
Capital	5,300	4,700	83,000	87,700	4,700
<b>Total Expenditures</b>	<b>4,590,839</b>	<b>5,297,083</b>	<b>362,581</b>	<b>5,835,303</b>	<b>5,297,083</b>
<b>Revenues</b>					
Intergovernmental	277,184	283,320	0	283,320	283,320
Charges for Services	1,362,222	1,669,685	0	1,669,685	1,669,685
Fines and Forfeits	2,311,728	2,440,684	0	2,440,684	2,440,684
Miscellaneous	7,200	8,500	0	8,500	8,500
<b>Total Revenues</b>	<b>3,958,334</b>	<b>4,402,189</b>	<b>0</b>	<b>4,402,189</b>	<b>4,402,189</b>
General Fund Support	632,505	894,894	362,581	1,433,114	894,894
<b>Total Funding</b>	<b>4,590,839</b>	<b>5,297,083</b>	<b>362,581</b>	<b>5,835,303</b>	<b>5,297,083</b>

### SUMMARY BY ACCOUNT

Department Name: JUSTICE COURTS TUCSON

ACCOUNT NAME	2002/03	2003/04		2004/05	
	ACTUAL	ADOPTED	YTD THRU FEB 29, 2004	DEPARTMENT REQUESTED	RECOMMENDED
<b>EXPENDITURE ACCOUNTS -</b>					
SALARIES & WAGES	2,962,095	3,295,574	1,975,521	3,781,912	3,305,260
OVERTIME	9,261	10,828	4,801	10,796	10,796
SHIFT DIFFERENTIAL	0	0	0	1,664	832
TEMPORARY HELP	9,258	5,553	10,011	5,755	5,755
HOLIDAY PAY	878	1,710	1,247	1,710	1,710
BUDGETED PERSONAL SVCS REDUCTION	0	(99,774)	0	(310,265)	(99,774)
BUDGETED BENEFITS	545,209	861,513	469,186	989,624	880,302
SALARY REDUCTION	(523)	(96,264)	(1,566)	0	(75,865)
<b>** OBJECT TOTALS FOR:</b>					
PERSONAL SERVICES	3,526,178	3,979,140	2,459,200	4,481,196	4,029,016
OFFICE SUPPLIES	51,175	38,894	24,671	36,600	36,600
BOOKS/SUBSCRIPTIONS/VIDEO	30,347	25,130	10,982	13,500	13,500
SOFTWARE / SOFTWARE LICENSES <\$1,000	4,267	2,400	220	1,200	1,200
MISCELLANEOUS SUPPLIES	0	0	0	0	0
FOOD SUPPLIES	511	400	210	375	375
FOOD PREPARATION SUPPLIES	122	200	70	200	200
HOUSEHOLD/INDUSTRIAL SUPPLIES	260	100	94	200	200
CLOTHING/UNIFORMS/SAFETY	864	800	514	1,100	1,100
FILM, MAPS, BLUEPRINTS	0	100	0	100	100
OTHER OPERATING SUPPLIES	214	200	0	225	225
REPAIR & MAINTENANCE SUPPLIES	1,027	1,775	2,131	4,309	4,309
SMALL TOOLS & OFFICE EQUIP < \$1,000	16,701	9,600	1,588	3,425	3,425
<b>** OBJECT TOTALS FOR:</b>					
SUPPLIES	105,488	79,599	40,480	61,234	61,234
OTHER JUDICIAL OFFICERS	131,318	0	19,559	58,880	58,880
COURT REPORTERS	(1,489)	450	0	0	0
LAWYERS	0	0	0	494,176	494,176
EXPERT WITNESSES & INTERPRETERS	14,735	66,600	20,835	30,350	30,350
NON MEDICAL PROFESSIONAL SERVICES	12,711	12,600	2,825	9,500	9,500
MEDICAL PROFESSIONAL SERVICES	525	200	420	210	210
SECURITY	0	27,990	0	0	0
TELEPHONE/VOICE/DATA TELECOMMUNICATION	52,233	50,084	23,884	33,825	33,825
POSTAGE & FREIGHT	65,426	77,100	36,778	55,100	55,100
MILEAGE REIMBURSEMENT	831	300	715	3,310	2,770
IN-STATE TRAVEL	1,185	1,275	1,069	4,350	4,350
IN-STATE TRAINING	8,086	3,930	3,381	11,900	11,900
OUT-OF-STATE TRAVEL/TRAINING	4,111	3,750	360	6,300	6,300
MOTOR POOL	910	875	814	2,100	2,100

### SUMMARY BY ACCOUNT

Department Name: JUSTICE COURTS TUCSON

ACCOUNT NAME	2002/03	2003/04		2004/05	
	ACTUAL	ADOPTED	YTD THRU FEB 29, 2004	DEPARTMENT REQUESTED	RECOMMENDED
ADVERTISING	3,166	3,500	2,716	4,500	4,500
PRINTING AND MICROFILMING	60,940	50,325	28,009	48,200	48,200
OTHER INSURANCE	78	0	0	0	0
LEASES & RENTALS	207,958	202,330	199,821	215,650	215,650
INTERDEPT. SUPPLIES & SERVICES	0	100	0	0	0
R&M MACHINERY & EQUIPMENT	76,352	60,850	49,975	59,500	57,000
R&M BUILDINGS & GROUNDS	7,238	1,100	5,331	8,350	8,350
<b>** OBJECT TOTALS FOR:</b>					
SERVICES & OTHER CHARGES	646,314	563,359	396,492	1,046,201	1,043,161
AID TO GOVERNMENTS & AGENCIES	25,851	28,000	0	129,679	129,679
INVESTIGATIVE EXPENSES	289	300	0	250	250
DUES AND MEMBERSHIPS	2,270	1,000	275	2,900	2,900
LAUNDRY & LINEN SERVICES	39	100	0	100	100
OTHER MISCELLANEOUS CHARGES	24,463	7,450	15,984	26,043	26,043
<b>** OBJECT TOTALS FOR:</b>					
SERVICES & OTHER CHARGES	52,912	36,850	16,259	158,972	158,972
OFF MACH/COMPUTER \$1,000 - \$4,999	0	3,000	2,962	4,700	3,700
LAW ENFORCEMENT EQUIP \$1,000-\$4,999	0	2,300	0	1,000	1,000
SOFTWARE/OFF MACH (\$5,000 OR MORE)	0	0	0	82,000	0
<b>** OBJECT TOTALS FOR:</b>					
CAPITAL OUTLAY	0	5,300	2,962	87,700	4,700
BUDGET REDUCTION	0	(73,409)	0	0	0
<b>** OBJECT TOTALS FOR:</b>					
BUDGET REDUCTION	0	(73,409)	0	0	0
<b>*** TOTAL: EXPENDITURE ACCOUNTS -</b>					
	4,330,892	4,590,839	2,915,393	5,835,303	5,297,083
<b>REVENUE</b>					
STATE REVENUE	210,365	277,184	40,472	283,320	283,320
<b>** OBJECT TOTALS FOR:</b>					
INTERGOVERNMENTAL	210,365	277,184	40,472	283,320	283,320
GENERAL GOVERNMENT FEES	614,002	500,000	423,436	625,426	625,426
COURT FEES	921,326	861,912	590,322	906,909	906,909
DUI SCREENING FEES	6,243	0	0	0	0
ATTORNEY'S FEES	(638)	0	236	137,000	137,000
JURY FEES	155	310	275	350	350
<b>** OBJECT TOTALS FOR:</b>					
CHARGES FOR SERVICES	1,541,088	1,362,222	1,014,269	1,669,685	1,669,685
JUSTICE COURT - CRIMINAL	217,167	195,892	90,104	140,780	140,780

## SUMMARY BY ACCOUNT

Department Name: JUSTICE COURTS TUCSON

	2002/03	2003/04	2004/05		
ACCOUNT NAME	ACTUAL	ADOPTED	YTD THRU FEB 29, 2004	DEPARTMENT REQUESTED	RECOMMENDED
JUSTICE COURT - TRAFFIC FINES	2,542,098	2,055,836	1,519,104	2,271,903	2,271,903
FORFEITS	42,776	60,000	24,184	28,001	28,001
<b>** OBJECT TOTALS FOR:</b>					
FINES AND FORFEITS	<u>2,802,041</u>	<u>2,311,728</u>	<u>1,633,392</u>	<u>2,440,684</u>	<u>2,440,684</u>
RENTS AND ROYALTIES	0	6,000	0	7,500	7,500
MISCELLANEOUS COLLECTIONS	1,175	1,200	606	1,000	1,000
OTHER MISCELLANEOUS REVENUE	27,906	0	466	0	0
<b>** OBJECT TOTALS FOR:</b>					
MISCELLANEOUS	<u>29,081</u>	<u>7,200</u>	<u>1,072</u>	<u>8,500</u>	<u>8,500</u>
<b>*** TOTAL: REVENUE</b>	<u><u>4,582,575</u></u>	<u><u>3,958,334</u></u>	<u><u>2,689,205</u></u>	<u><u>4,402,189</u></u>	<u><u>4,402,189</u></u>

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**OTHER FUNDS UNDER THE OPERATIONAL MANAGEMENT OF JUSTICE COURTS TUCSON ARE:**

- **TIME PAY FEES SPECIAL REVENUE FUND**
- **JUSTICE COURTS TUCSON GRANTS SPECIAL REVENUE FUND**

**BUDGET INFORMATION ON THESE FUNDS IS PROVIDED ON THE FOLLOWING PAGES.**

## JC TUCSON TIME PAY FEES

Expenditures: 350,000

Revenues: 153,666

FTEs: 0.0

**Function Statement:** Assess fees which are used to improve case processing and administration.

**Mandates:** ARS 12-116

### Funding Summary

Department	FY2003/04 Adopted	FY2004/05 Department Base Request	FY2004/05 Department Supplemental	FY2004/05 Department Requested	FY2004/05 Administrator Recommended
<b>Expenditures</b>					
<b>SUPPLIES AND SERVICES</b>	161,000	160,000	0	160,000	160,000
<b>CAPITAL OUTLAY</b>	40,000	190,000	0	190,000	190,000
<b>Total Expenditures</b>	201,000	350,000	0	350,000	350,000
<b>Revenues</b>					
<b>CHARGES FOR SERVICES</b>	153,666	153,666	0	153,666	153,666
<b>Total Revenues</b>	153,666	153,666	0	153,666	153,666
<b>Total Transfers In/(Out)</b>	0	0	0	0	0
<b>Fund Balance Decrease/(Increase)</b>	47,334	196,334	0	196,334	196,334
<b>Total Funding</b>	201,000	350,000	0	350,000	350,000

A time payment fee in the amount of twenty dollars shall be assessed on each person who pays a court ordered penalty, fine, or sanction on a time payment basis. Eleven dollars of the time payment fee shall be deposited with state treasurer for the judicial collection enhancement fund . Two dollars of the time payment fee shall be deposited with the state treasurer for the public defender training fund. Seven dollars of the time payment fee shall be kept by the court imposing the fee to be utilized by the court to improve, maintain, and enhance the ability to collect and manage monies assessed or received by the court.

### Five Year History of Expenditures and Revenues

	FY2000/01 Actuals	FY2001/02 Actuals	FY2002/03 Actuals	FY2003/04 Projected	FY2004/05 Recommended
<b>Expenditures</b>	0	11,800	184,514	106,912	350,000
<b>Revenues</b>	161,924	167,128	172,205	148,091	153,666
<b>Net Operating Transfers In/(Out)</b>	0	0	0	0	0

### SUMMARY BY ACCOUNT

Department Name: JC TUCSON TIME PAY FEES

ACCOUNT NAME	2002/03	2003/04		2004/05	
	ACTUAL	ADOPTED	YTD THRU FEB 29, 2004	DEPARTMENT REQUESTED	RECOMMENDED
<b>EXPENDITURE ACCOUNTS -</b>					
SALARIES & WAGES	0	0	10,880	0	0
BUDGETED BENEFITS	0	0	2,046	0	0
** OBJECT TOTALS FOR:					
PERSONAL SERVICES	0	0	12,926	0	0
SOFTWARE / SOFTWARE LICENSES <\$1,000	46,428	38,000	0	40,000	40,000
SMALL TOOLS & OFFICE EQUIP < \$1,000	32,264	30,000	0	30,000	30,000
** OBJECT TOTALS FOR:					
SUPPLIES	78,692	68,000	0	70,000	70,000
R&M MACHINERY & EQUIPMENT	2,182	5,000	2,299	5,000	5,000
** OBJECT TOTALS FOR:					
SERVICES & OTHER CHARGES	2,182	5,000	2,299	5,000	5,000
OTHER MISCELLANEOUS CHARGES	0	88,000	50	85,000	85,000
** OBJECT TOTALS FOR:					
SERVICES & OTHER CHARGES	0	88,000	50	85,000	85,000
OFF MACH/COMPUTER \$1,000 - \$4,999	104,481	40,000	175	40,000	40,000
SOFTWARE/OFF MACH (\$5,000 OR MORE)	0	0	0	150,000	150,000
** OBJECT TOTALS FOR:					
CAPITAL OUTLAY	104,481	40,000	175	190,000	190,000
CAPITAL LEASE INTEREST PAYMENT	(841)	0	0	0	0
** OBJECT TOTALS FOR:					
OTHER FIN. SOURCES/USES	(841)	0	0	0	0
*** TOTAL: EXPENDITURE ACCOUNTS -	184,514	201,000	15,450	350,000	350,000
<b>REVENUE</b>					
COURT FEES	172,205	153,666	98,727	153,666	153,666
** OBJECT TOTALS FOR:					
CHARGES FOR SERVICES	172,205	153,666	98,727	153,666	153,666
*** TOTAL: REVENUE	172,205	153,666	98,727	153,666	153,666

## JUSTICE COURTS TUCSON GRANTS

Expenditures: 40,748

Revenues: 40,948

FTEs: 1.0

**Function Statement:** Actively pursue any grant funding that becomes available from federal, state, or private sources that can be used to enhance the operations of the Justice Courts Tucson.

**Mandates:** None

### Funding Summary

Department	FY2003/04 Adopted	FY2004/05 Department Base Request	FY2004/05 Department Supplemental	FY2004/05 Department Requested	FY2004/05 Administrator Recommended
<b>Expenditures</b>					
<b>PERSONAL SERVICES</b>	40,189	40,748	0	40,748	40,748
<b>Total Expenditures</b>	40,189	40,748	0	40,748	40,748
<b>Revenues</b>					
<b>INTEREST</b>	200	200	0	200	200
<b>MISCELLANEOUS</b>	40,189	40,748	0	40,748	40,748
<b>Total Revenues</b>	40,389	40,948	0	40,948	40,948
<b>Total Transfers In/(Out)</b>	0	0	0	0	0
<b>Fund Balance Decrease/(Increase)</b>	(200)	(200)	0	(200)	(200)
<b>Total Funding</b>	40,189	40,748	0	40,748	40,748

Current grant is from the Pima County Attorney for processing bad check cases.

### Five Year History of Expenditures and Revenues

	FY2000/01 Actuals	FY2001/02 Actuals	FY2002/03 Actuals	FY2003/04 Projected	FY2004/05 Recommended
<b>Expenditures</b>	54,570	35,366	48,311	66,038	40,748
<b>Revenues</b>	41,807	41,741	63,956	62,003	40,948
<b>Net Operating Transfers In/(Out)</b>	0	0	0	0	0

### SUMMARY BY ACCOUNT

Department Name: JUSTICE COURTS TUCSON GRANTS

ACCOUNT NAME	2002/03	2003/04		2004/05	
	ACTUAL	ADOPTED	YTD THRU FEB 29, 2004	DEPARTMENT REQUESTED	RECOMMENDED
<b>EXPENDITURE ACCOUNTS -</b>					
SALARIES & WAGES	40,852	33,363	35,366	33,363	33,363
SHIFT DIFFERENTIAL	3	0	0	0	0
BUDGETED BENEFITS	7,456	6,826	8,659	7,385	7,385
** OBJECT TOTALS FOR:					
PERSONAL SERVICES	<u>48,311</u>	<u>40,189</u>	<u>44,025</u>	<u>40,748</u>	<u>40,748</u>
*** TOTAL: EXPENDITURE ACCOUNTS -	<u>48,311</u>	<u>40,189</u>	<u>44,025</u>	<u>40,748</u>	<u>40,748</u>
<b>REVENUE</b>					
STATE REVENUE	63,666	0	0	0	0
** OBJECT TOTALS FOR:					
INTERGOVERNMENTAL	<u>63,666</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
INTEREST	290	200	207	200	200
** OBJECT TOTALS FOR:					
INTEREST	<u>290</u>	<u>200</u>	<u>207</u>	<u>200</u>	<u>200</u>
OTHER MISCELLANEOUS REVENUE	0	40,189	41,335	40,748	40,748
** OBJECT TOTALS FOR:					
MISCELLANEOUS	<u>0</u>	<u>40,189</u>	<u>41,335</u>	<u>40,748</u>	<u>40,748</u>
*** TOTAL: REVENUE	<u>63,956</u>	<u>40,389</u>	<u>41,542</u>	<u>40,948</u>	<u>40,948</u>