

**Pima County FY 2005/06 Recommended Budget**

**Justice Courts Tucson – General Fund**

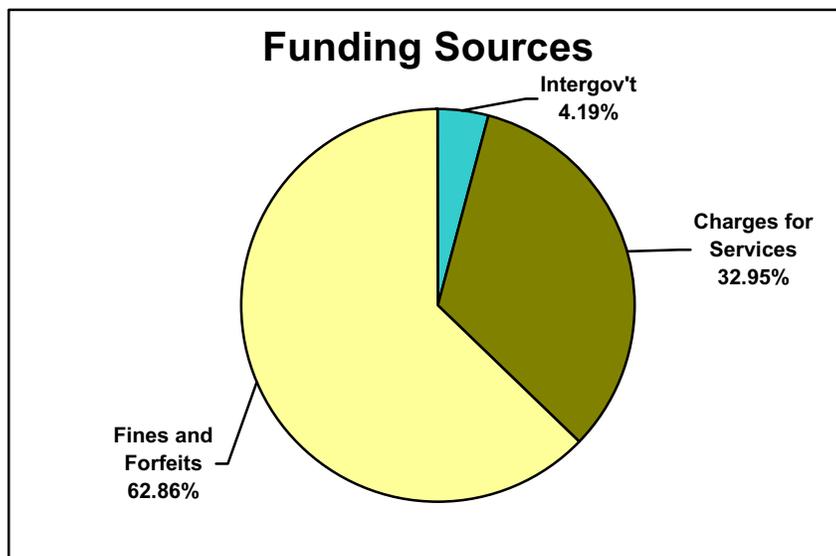
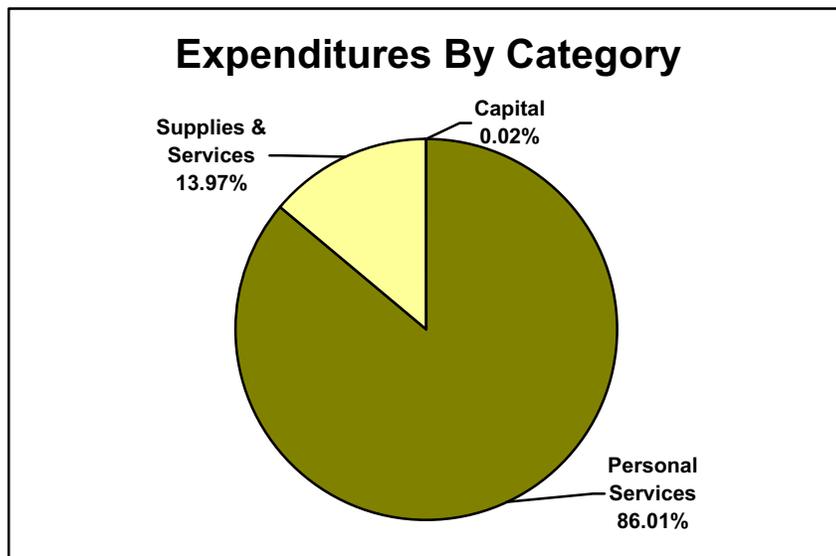
Revenue \$ 6,055,096  
Expenditures 5,367,240

Fund Impact \$ 687,856

FTEs 106.0

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. Follow financial management practices as guided by the minimum accounting 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**

	<u>Total Expenditures</u>	<u>Total Revenues</u>	<u>Operating Transfers</u>	<u>Net General Fund Impact</u>
<b>FY 2004/05 Adopted</b>	4,849,759	4,265,189	0	(584,570)
Annualize FY 2004/05 Salary Adjustment	45,610			(45,610)
Benefits Adjustment	87,000			(87,000)
Increased Diversion Fees, Civil Filings and Collections		952,908		952,908
<b>Supplemental Requests</b>				
Package B: Judicial Hearing Officers and Courtroom Support				0
Package C: Management Structure	146,798	208,999		62,201
Package D: Justice of the Peace Pro Tems				0
Package E: Case Processing Staff	206,993	628,000		421,007
Package F: 2XIA Program and Clerk	31,080			(31,080)
Package G: Facilities and Maintenance				0
Package H: Pay Inequities / COLA				0
<b>Total Recommended Budget</b>	<u>5,367,240</u>	<u>6,055,096</u>	<u>0</u>	<u>687,856</u>
<b>Full Time Equivalent (FTEs)</b>	<u>106.0</u>			

**Comments/Issues**

The fiscal year 2005/06 revenue increase of \$1,789,907 is the net result of increases in defensive driving and diversion fees, court fees from civil filings and records requests, and probation fees. Collections from criminal fines and traffic fines are expected to increase as a result of the Clerk of the Superior Court and Alliance One collections and the Debt Setoff Program. Forfeits are expected to increase due to the implementation of new forfeiture procedures. These increases are offset by reductions in state revenue and rent.

As recommended in the Harvey M. Rose Accountancy Corporation audit, the department is reorganizing staff into business lines of work in order to provide efficiency, accountability, and supervisory oversight. To this end, supplemental packages request additional staff for the processing of case backlogs for warrants, dispositions, defaults, civil dismissals and bond forfeitures. In addition, the department is in the process of implementing a new case management system developed in conjunction with Maricopa County Justice Courts.

**Pima County FY 2005/06 Recommended Budget**

**Justice Courts Tucson**

Recommended General Fund revenue sources:

Traffic Fines	3,490,584
Defensive Driving Fees	847,956
Civil Filing Fees	779,676
Cost Recovery Fees	310,240
Justice of the Peace Salary Reimbursement	254,009
Criminal Fines	132,415
Probation Fees	57,466
Bond Forfeitures	182,750
	<hr/>
	6,055,096

The Recommended Budget includes a General Fund capital expenditure of \$1,000 for a security wand for public screening.

The department submitted seven requests for supplemental funding. The following packages are recommended:

Supplemental Package B - Judicial Hearing Officers and Courtroom Support - is recommended for funding. The package requested \$30,885 in personal services and \$102,748 in supplies & services. A total of \$133,633 is recommended with funds available from the Budget Stabilization Fund.

Supplemental Package C - Management Structure - is recommended for funding. The package requested \$146,798 in personal services and \$208,999 in revenue.

Supplemental Package E - Case Processing Staff - is recommended for funding. The package requested \$206,993 in personal services and \$628,000 in revenue.

Supplemental Package F - 2XIA Program and Clerk - is recommended for partial funding. The package requested \$63,538 for personal services. Only \$31,080 is recommended for the funding of one courtroom clerk. No revenue was requested.

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

	<b>FY 2001/02 Actual</b>	<b>FY 2002/03 Actual</b>	<b>FY 2003/04 Actual</b>	<b>FY 2004/05 Projected</b>	<b>FY 2005/06 Recommended</b>
<b>Expenditures</b>	4,005,170	4,330,892	4,467,187	4,849,759	5,367,240
<b>Revenues</b>	3,964,672	4,582,575	4,491,538	5,048,786	6,055,096

**Funding Summary By Department - General Fund**

	<b>FY 2004/05 Adopted</b>	<b>FY 2005/06 Department Base Request</b>	<b>FY 2005/06 Department Supplementals</b>	<b>FY 2005/06 Department Total Request</b>	<b>FY 2005/06 Administrator Recommended</b>
<b>Expenditures</b>					
Personal Services	4,134,748	4,231,355	593,220	4,824,575	4,616,226
Supplies & Services	710,311	750,014	312,363	1,062,377	750,014
Capital	4,700	1,000	0	1,000	1,000
<b>Total Expenditures</b>	<b>4,849,759</b>	<b>4,982,369</b>	<b>905,583</b>	<b>5,887,952</b>	<b>5,367,240</b>
<b>Revenues</b>					
Intergovernmental	283,320	254,009	0	254,009	254,009
Charges for Services	1,532,685	1,906,005	89,333	1,995,338	1,995,338
Fines and Forfeits	2,440,684	3,058,083	747,666	3,805,749	3,805,749
Miscellaneous	8,500	0	0	0	0
<b>Total Revenues</b>	<b>4,265,189</b>	<b>5,218,097</b>	<b>836,999</b>	<b>6,055,096</b>	<b>6,055,096</b>
General Fund Support	584,570	(235,728)	68,584	(167,144)	(687,856)
<b>Total Funding</b>	<b>4,849,759</b>	<b>4,982,369</b>	<b>905,583</b>	<b>5,887,952</b>	<b>5,367,240</b>

### SUMMARY BY ACCOUNT

Department Name: JUSTICE COURTS TUCSON

ACCOUNT NAME	2003/04	2004/05		2005/06	
	ACTUAL	ADOPTED	YTD THRU FEB 28, 2005	DEPARTMENT REQUESTED	RECOMMENDED
<b>EXPENDITURE ACCOUNTS -</b>					
SALARIES & WAGES	2,965,666	3,410,992	2,025,672	3,695,751	3,649,991
OVERTIME	7,769	10,796	10,239	0	0
ON-CALL PAY	0	0	774	1,560	1,560
SHIFT DIFFERENTIAL	294	832	764	1,331	1,331
TEMPORARY HELP	12,039	5,755	3,752	9,422	9,422
HOLIDAY PAY	1,248	1,710	2,300	1,271	1,271
BUDGETED PERSONAL SVCS REDUCTION	0	(99,774)	0	(104,538)	(104,538)
BUDGETED BENEFITS	700,150	880,302	474,883	1,263,283	1,100,694
SALARY REDUCTION	(9,076)	(75,865)	(1,823)	(43,505)	(43,505)
<b>** OBJECT TOTALS FOR:</b>					
PERSONAL SERVICES	3,678,090	4,134,748	2,516,561	4,824,575	4,616,226
OFFICE SUPPLIES	71,474	36,600	45,201	58,800	58,800
BOOKS/SUBSCRIPTIONS/VIDEO	17,318	13,500	12,341	15,000	15,000
SOFTWARE / SOFTWARE LICENSES <\$1,000	423	1,200	285	0	0
FOOD SUPPLIES	384	375	0	1,752	1,752
FOOD PREPARATION SUPPLIES	95	200	0	200	200
HOUSEHOLD/INDUSTRIAL SUPPLIES	212	200	268	300	300
CLOTHING/UNIFORMS/SAFETY	4,922	1,100	0	1,600	1,600
FILM, MAPS, BLUEPRINTS	0	100	0	0	0
OTHER OPERATING SUPPLIES	386	225	350	500	500
REPAIR & MAINTENANCE SUPPLIES	3,612	4,309	3,852	2,600	2,600
SMALL TOOLS & OFFICE EQUIP < \$1,000	36,929	3,425	5,542	67,900	4,000
OTHER JUDICIAL OFFICERS	89,668	0	71,988	90,675	0
COURT REPORTERS	(702)	0	0	0	0
EXPERT WITNESSES & INTERPRETERS	35,995	30,350	24,080	45,350	45,350
NON MEDICAL PROFESSIONAL SERVICES	4,379	9,500	315	104,248	1,500
MEDICAL PROFESSIONAL SERVICES	420	210	0	210	210
TELEPHONE/VOICE/DATA TELECOMMUNICATION	44,139	33,825	27,031	46,440	46,440
POSTAGE & FREIGHT	55,947	55,100	39,257	57,000	57,000
MILEAGE REIMBURSEMENT	935	2,770	728	3,650	3,650
IN-STATE TRAVEL	2,136	4,350	415	1,500	1,500
IN-STATE TRAINING	7,334	11,900	5,025	12,800	12,800
OUT-OF-STATE TRAVEL/TRAINING	365	6,300	1,449	2,500	2,500
MOTOR POOL	1,304	2,100	604	900	900
ADVERTISING	3,587	4,500	5,073	5,000	5,000
PRINTING AND MICROFILMING	57,035	48,200	26,385	49,500	49,500
LEASES & RENTALS	208,993	215,650	208,511	215,623	215,623
R&M MACHINERY & EQUIPMENT	59,436	57,000	65,449	70,530	70,530
R&M RENEWAL SOFTWARE AGREEMENTS	0	0	1,458	0	0

### SUMMARY BY ACCOUNT

Department Name: JUSTICE COURTS TUCSON

ACCOUNT NAME	2003/04	2004/05		2005/06	
	ACTUAL	ADOPTED	YTD THRU FEB 28, 2005	DEPARTMENT REQUESTED	RECOMMENDED
R&M BUILDINGS & GROUNDS	9,833	8,350	10,066	55,040	0
AID TO GOVERNMENTS & AGENCIES	32,879	129,679	50,203	129,679	129,679
OTHER INTEREST CHARGES	0	0	25	0	0
INVESTIGATIVE EXPENSES	0	250	0	0	0
DUES AND MEMBERSHIPS	394	2,900	705	2,360	2,360
LAUNDRY & LINEN SERVICES	561	100	532	600	600
OTHER MISCELLANEOUS CHARGES	25,506	26,043	20,505	20,120	20,120
<b>** OBJECT TOTALS FOR:</b>					
SUPPLIES & SERVICES	775,899	710,311	627,643	1,062,377	750,014
OFF MACH/COMPUTER \$1,000 - \$4,999	13,198	3,700	0	0	0
LAW ENFORCEMENT EQUIP \$1,000-\$4,999	0	1,000	0	1,000	1,000
<b>** OBJECT TOTALS FOR:</b>					
CAPITAL OUTLAY	13,198	4,700	0	1,000	1,000
<b>*** TOTAL: EXPENDITURE ACCOUNTS -</b>	<b>4,467,187</b>	<b>4,849,759</b>	<b>3,144,204</b>	<b>5,887,952</b>	<b>5,367,240</b>
<b>REVENUE</b>					
STATE REVENUE	190,373	283,320	126,580	254,009	254,009
<b>** OBJECT TOTALS FOR:</b>					
INTERGOVERNMENTAL	190,373	283,320	126,580	254,009	254,009
GENERAL GOVERNMENT FEES	692,390	625,426	532,127	847,956	847,956
COURT FEES	917,181	906,909	599,742	1,123,036	1,123,036
PROBATION FEES	0	0	15,682	24,346	24,346
ATTORNEY'S FEES	236	0	0	0	0
JURY FEES	275	350	486	0	0
<b>** OBJECT TOTALS FOR:</b>					
CHARGES FOR SERVICES	1,610,082	1,532,685	1,148,037	1,995,338	1,995,338
JUSTICE COURT - CRIMINAL	148,667	140,780	85,291	132,415	132,415
JUSTICE COURT - TRAFFIC FINES	2,491,871	2,271,903	1,581,231	3,490,584	3,490,584
FORFEITS	26,679	28,001	27,446	182,750	182,750
<b>** OBJECT TOTALS FOR:</b>					
FINES AND FORFEITS	2,667,217	2,440,684	1,693,968	3,805,749	3,805,749
RENTS AND ROYALTIES	6,000	7,500	4,000	0	0
MISCELLANEOUS COLLECTIONS	1,500	1,000	457	0	0
OTHER MISCELLANEOUS REVENUE	16,366	0	28,016	0	0
<b>** OBJECT TOTALS FOR:</b>					
MISCELLANEOUS	23,866	8,500	32,473	0	0
<b>*** TOTAL: REVENUE</b>	<b>4,491,538</b>	<b>4,265,189</b>	<b>3,001,058</b>	<b>6,055,096</b>	<b>6,055,096</b>

### JC TUCSON TIME PAY FEES

Expenditures: 450,000

Revenues: 225,000

FTEs: 0.0

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

**Mandates:** ARS 12-116

### Funding Summary

Department	FY2004/05 Adopted	FY2005/06 Department Base Request	FY2005/06 Department Supplemental	FY2005/06 Department Requested	FY2005/06 Administrator Recommended
<b>Expenditures</b>					
SUPPLIES AND SERVICES	160,000	165,000	0	165,000	165,000
CAPITAL OUTLAY	190,000	285,000	0	285,000	285,000
<b>Total Expenditures</b>	<b>350,000</b>	<b>450,000</b>	<b>0</b>	<b>450,000</b>	<b>450,000</b>
<b>Revenues</b>					
CHARGES FOR SERVICES	153,666	225,000	0	225,000	225,000
<b>Total Revenues</b>	<b>153,666</b>	<b>225,000</b>	<b>0</b>	<b>225,000</b>	<b>225,000</b>
<b>Total Transfers In/(Out)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fund Balance Decrease/(Increase)</b>	<b>196,334</b>	<b>225,000</b>	<b>0</b>	<b>225,000</b>	<b>225,000</b>
<b>Total Funding</b>	<b>350,000</b>	<b>450,000</b>	<b>0</b>	<b>450,000</b>	<b>450,000</b>

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

	FY2001/02 Actuals	FY2002/03 Actuals	FY2003/04 Actuals	FY2004/05 Projected	FY2005/06 Recommended
<b>Expenditures</b>	11,800	184,514	107,549	391,890	450,000
<b>Revenues</b>	167,128	172,205	156,354	153,666	225,000
<b>Net Operating Transfers In/(Out)</b>	0	0	0	0	0

### SUMMARY BY ACCOUNT

Department Name: JC TUCSON TIME PAY FEES

	2003/04	2004/05	YTD THRU FEB 28, 2005	2005/06	
ACCOUNT NAME	ACTUAL	ADOPTED		DEPARTMENT REQUESTED	RECOMMENDED
<b>EXPENDITURE ACCOUNTS -</b>					
SALARIES & WAGES	22,815	0	22,762	0	0
BUDGETED BENEFITS	4,468	0	4,891	0	0
<b>** OBJECT TOTALS FOR:</b>					
PERSONAL SERVICES	27,283	0	27,653	0	0
SOFTWARE / SOFTWARE LICENSES <\$1,000	0	40,000	0	40,000	40,000
SMALL TOOLS & OFFICE EQUIP < \$1,000	69,447	30,000	0	30,000	30,000
POSTAGE & FREIGHT	0	0	0	0	0
R&M MACHINERY & EQUIPMENT	2,299	5,000	0	10,000	10,000
R&M BUILDINGS & GROUNDS	0	0	0	0	0
OTHER MISCELLANEOUS CHARGES	50	85,000	0	85,000	85,000
<b>** OBJECT TOTALS FOR:</b>					
SUPPLIES & SERVICES	71,796	160,000	0	165,000	165,000
OFF MACH/COMPUTER \$1,000 - \$4,999	8,470	40,000	0	50,000	50,000
SOFTWARE/OFF MACH (\$5,000 OR MORE)	0	150,000	0	235,000	235,000
<b>** OBJECT TOTALS FOR:</b>					
CAPITAL OUTLAY	8,470	190,000	0	285,000	285,000
<b>*** TOTAL: EXPENDITURE ACCOUNTS -</b>					
	107,549	350,000	27,653	450,000	450,000
<b>REVENUE</b>					
COURT FEES	156,354	153,666	105,514	225,000	225,000
<b>** OBJECT TOTALS FOR:</b>					
CHARGES FOR SERVICES	156,354	153,666	105,514	225,000	225,000
<b>*** TOTAL: REVENUE</b>					
	156,354	153,666	105,514	225,000	225,000

## JUSTICE COURTS TUCSON GRANTS

Expenditures: 43,260

Revenues: 43,758

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	FY2004/05 Adopted	FY2005/06 Department Base Request	FY2005/06 Department Supplemental	FY2005/06 Department Requested	FY2005/06 Administrator Recommended
<b>Expenditures</b>					
PERSONAL SERVICES	40,748	43,260	0	43,260	43,260
<b>Total Expenditures</b>	<b>40,748</b>	<b>43,260</b>	<b>0</b>	<b>43,260</b>	<b>43,260</b>
<b>Revenues</b>					
INTEREST	200	200	0	200	200
MISCELLANEOUS	40,748	43,558	0	43,558	43,558
<b>Total Revenues</b>	<b>40,948</b>	<b>43,758</b>	<b>0</b>	<b>43,758</b>	<b>43,758</b>
<b>Total Transfers In/(Out)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fund Balance Decrease/(Increase)</b>	<b>(200)</b>	<b>(498)</b>	<b>0</b>	<b>(498)</b>	<b>(498)</b>
<b>Total Funding</b>	<b>40,748</b>	<b>43,260</b>	<b>0</b>	<b>43,260</b>	<b>43,260</b>

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

### Five Year History of Expenditures and Revenues

	FY2001/02 Actuals	FY2002/03 Actuals	FY2003/04 Actuals	FY2004/05 Projected	FY2005/06 Recommended
<b>Expenditures</b>	35,366	48,311	67,976	46,481	43,260
<b>Revenues</b>	41,741	63,956	41,640	55,078	43,758
<b>Net Operating Transfers In/(Out)</b>	0	0	0	0	0

### SUMMARY BY ACCOUNT

Department Name: JUSTICE COURTS TUCSON GRANTS

ACCOUNT NAME	2003/04	2004/05		2005/06	
	ACTUAL	ADOPTED	YTD THRU FEB 28, 2005	DEPARTMENT REQUESTED	RECOMMENDED
<b>EXPENDITURE ACCOUNTS -</b>					
SALARIES & WAGES	54,318	33,363	24,884	35,050	35,050
OVERTIME	144	0	0	0	0
BUDGETED BENEFITS	13,514	7,385	5,667	8,210	8,210
** OBJECT TOTALS FOR:					
PERSONAL SERVICES	67,976	40,748	30,551	43,260	43,260
OTHER INTEREST CHARGES	0	0	1	0	0
** OBJECT TOTALS FOR:					
SUPPLIES & SERVICES	0	0	1	0	0
*** TOTAL: EXPENDITURE ACCOUNTS -	67,976	40,748	30,552	43,260	43,260
<b>REVENUE</b>					
STATE REVENUE	0	0	12,176	0	0
** OBJECT TOTALS FOR:					
INTERGOVERNMENTAL	0	0	12,176	0	0
INTEREST	305	200	241	200	200
** OBJECT TOTALS FOR:					
INTEREST	305	200	241	200	200
OTHER MISCELLANEOUS REVENUE	41,335	40,748	42,661	43,558	43,558
** OBJECT TOTALS FOR:					
MISCELLANEOUS	41,335	40,748	42,661	43,558	43,558
*** TOTAL: REVENUE	41,640	40,948	55,078	43,758	43,758