

**THE LIMBAUGH FIRM**  
—ATTORNEYS AT LAW—  
EST. 1916

## Memo

**To: Mayor, Board of Aldermen and Staff**  
**From: Curt Poore**  
**Date: October 10, 2024**  
**Re: Code Changes to Municipal Court Ordinances**

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The City's ordinances related to municipal court were reviewed by the Office of the State Courts Administrator (OSCA) Municipal Review Unit for compliance with Supreme Court Rules, Court Operating Rules, Missouri State Statutes and state and local reporting requirements. The following ordinances were found to require amendments, and one ordinance required repeal. The original wording caused the City's municipal ordinances to be non-compliant because of several changes in the rules and statutes over the years.

1. Section 53-8 is amended to accurately state the date by which the municipal division is required to submit its monthly case load summary report.
2. Section 53-11 is amended to designate the municipal court clerk as the traffic violations clerk instead of the city clerk.
3. Section 53-24 is amended to require the designation of a special municipal judge in the event of absence, sickness or disqualification of the municipal judge by the presiding judge of the Circuit Court.
4. Section 53-25 is amended to change the clerk from the city clerk to the municipal court clerk.
5. Section 53-26 (B)(3)(c) is amended to reflect that costs collected for the domestic violence shelter fund shall be disbursed to the City rather than the local shelter.
6. Section 53-27 is deleted.
7. Section 53-28 is amended to allow payment plans for city court defendants who are unable to pay amounts due.

The proposed ordinance reflecting these changes is attached. Please let me know if you have any questions.