

To: City Council
RE: Municipal Court Report 7/1/20 – 6/30/21

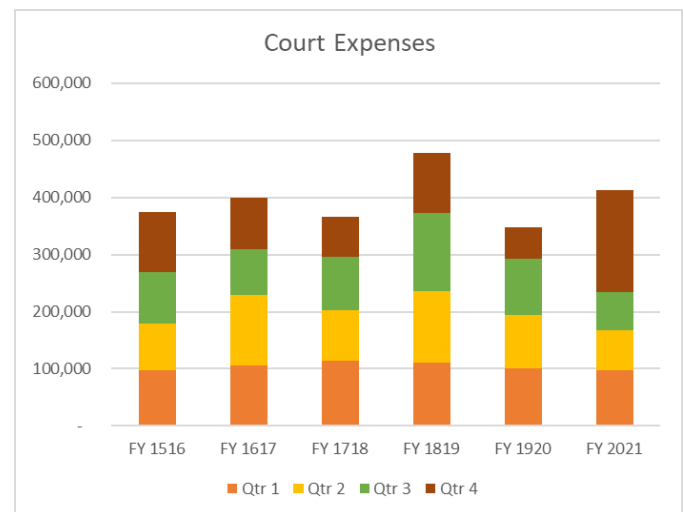
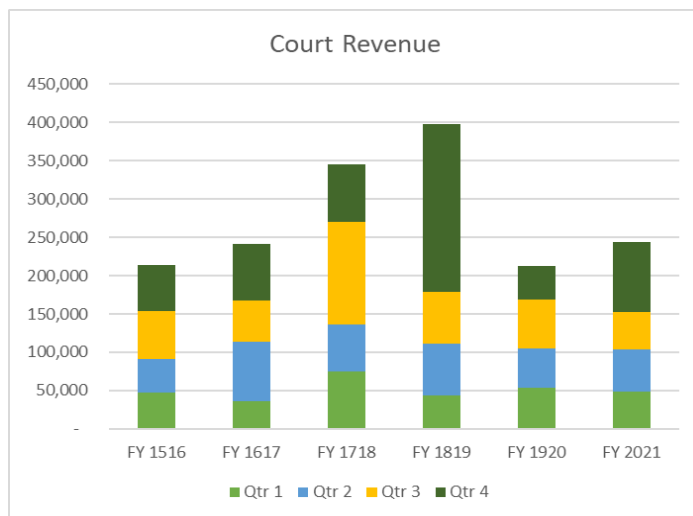


Quarterly Report of Municipal Court Operations:
Matt Brown Deputy City Administrator
Amy Lindgren City Judge
Sam Erskine City Prosecutor

Municipal Court continues to be a positive impact for our community. Since coming to the City, Judge Lindgren and Prosecutor Erskine have been a pleasure to work with and they have improved the effectiveness and outlook of our Municipal Court with our staff, police, and our community.

You may notice an increase in expenses in FY 2021 (Quarter 4) as shown below in the chart on the right. The reason for this increase is for Municipal Court to assist our police with implementation of an e-ticketing platform. Currently, tickets are handwritten by officers, hand entered once at by Police support staff, and then hand-entered again by our Municipal Court Clerks. I anticipate this change to happen over the next fiscal year and will require training for both our Police, Police support staff, and our court staff. The software integrates with our current court software, so I do not anticipate any issues during implementation. This will help our court to continue in becoming efficient with our use of resources and current staffing levels and will also assist in reducing the burden of records management with electronic tickets.

Written reports from Judge Lindgren and Prosecutor Erskine are included here. If you have any questions directly for them, I am happy to get answers for you or invite them to a future meeting.



July 15, 2021

Semi-Annual Report for January 21, 2021 – July 15, 2021

City Prosecutor – Samuel Erskine

To: Mayor Scholl and Council Members

Introductory note:

Thank you for allowing me to appear via this written report at council proceedings today. To build off information provided in previous reports, and to provide a quick snapshot of the health of the prosecutor's office as measured by police reports received and cases charged, I can provide you with the following statistics for the first half of 2021:

	<u>2019</u>	<u>2020</u>	<u>2021</u> (Through June 15)
Police reports received/processed	380	411	160
Total cases referred	242	290	103
Total cases charged	184	190	85
Jury trials held	8	0	0*

*Two cases have resolved on the morning of trial

I am hesitant to draw any significant inferences from the early 2021 statistics yet, as previous patterns seem to suggest that there will be periods of increased case referrals yet to come; the end of summer and the winter holidays generally seem to lead to spikes in case referrals. I will be happy to provide the council with complete 2021 numbers in my next report.

Note on ongoing project:

I worked earlier this year with Chief Greenway, Lt. Hogue, and Crpl. King to develop ideas and outline a plan for enforcement for boat-trespassing issues at (and near) the city docks. I believe that the police department is working with city management to assess infrastructure needs for this project, and I will continue to coordinate with the police department regarding enforcement issues once those infrastructure improvements have been implemented.

Request for feedback:

If acceptable to the city, I would like to distribute forms requesting feedback on my work as city prosecutor to the municipal court staff, members of the police department, and court-appointed attorneys (and any other parties that city staff think would be appropriate). Having had enough time to develop comfort in my work as the city prosecutor here, I would like to solicit feedback to correct any ongoing problems or areas of weaknesses that I might be overlooking in my work patterns.

Closing:

Overall, the municipal court continues to function very well from my perspective. Judge Lindgren, Melanie, April, Matt, Chief Greenway, and all of the members of the police department continue to be a great group of people to work with and to show tremendous dedication to running a municipal court that the city should rightfully be proud of.

All the best to you and your families,

Samuel Erskine

City Prosecutor for the City of St. Helens