

To: City Council
 RE: Municipal Court Report 7/1/20 – 12/31/20



Quarterly Report of Municipal Court Operations:

Matt Brown Assistant City Administrator
 Amy Lindgren City Judge
 Sam Erskine City Prosecutor

Over the last 2 years, the Municipal Court has gone through a revitalization process that saw the review of court procedures and staffing both internally and contractors (Judge & Prosecutor). Over the past 2 years, the Court Department has reviewed old files, updated collection procedures, and finalized many pending charges held as liabilities to the City. The results of those past 2 years are shown financially in FY 1718 and FY 1819 with the higher-than-normal revenue shown below. Additional court expenses were seen in mostly FY 1819 when additional time was needed for our Judge/Prosecutor as well as overtime for internal staff to ensure that items were finalized as we went into fiscal year 1920. Revenue returned to a more normal yearly amount along with reduced expenses from previous years (roughly \$30k in savings).

Staff began using new software earlier this year along with new protocols for working within COVID guidelines. Below are updated stats for Revenue and Expenses. Revenue is on track with historical trends. Court Expenses have continued to decrease with increased productivity due to new standards/practices with our court operations. Clearance rates continue to be over 150%, meaning that staff is continuously working to close old cases. Any clearance rate over 100% means that we are closing out old cases that have been lingering for a number of possible reasons. City Prosecutor Sam Erskine and City Judge Amy Lindgren will report independently and be available for any questions you may have.

