

24 Criminal Court Clerk-At a Glance

Mission The Criminal Court Clerk of the Metropolitan Government of Nashville and Davidson County is responsible for performing the clerical duties for the operation of the criminal courts in General Sessions and State Trial Courts. The Clerk is responsible for record management of the hard and electronic copies, and responsible for preparing the minutes (official record) for the Criminal State Trial Court. Upon conclusion of cases, the Clerk calculates court costs and begins the collection, as required by statute. The Clerk prepares all cases under appeal for the Court of Criminal Appeals. The Criminal Court Clerk is also the custodian of all evidence submitted to the Criminal State Trial Courts.

Budget Summary

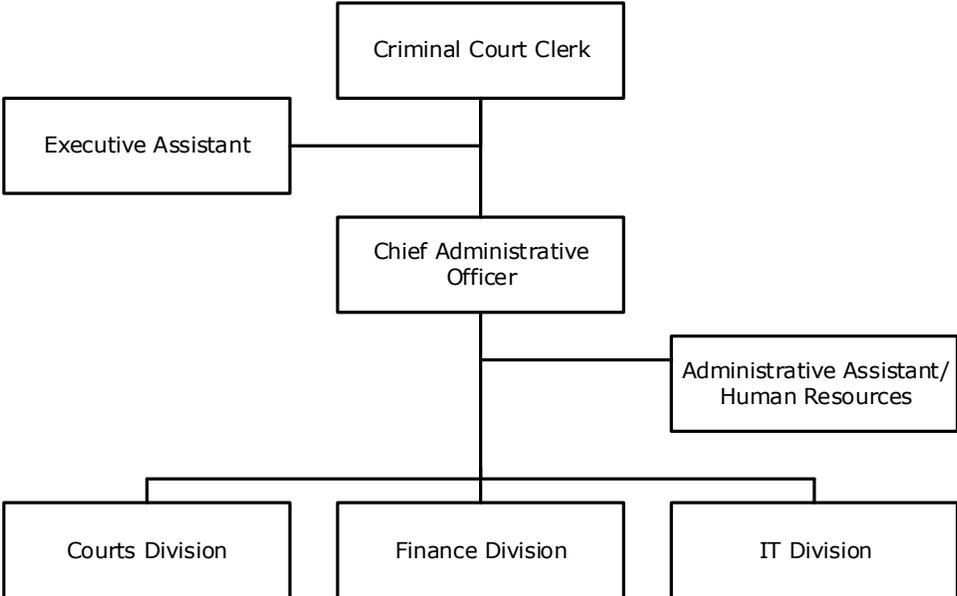
	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>
Expenditures and Transfers:			
GSD General Fund	\$ 5,526,600	\$ 5,847,800	\$ 6,136,900
Special Purpose Fund	327,100	221,400	205,000
Total Expenditures and Transfers	<u>\$ 5,853,700</u>	<u>\$ 6,069,200</u>	<u>\$ 6,341,900</u>
Revenues and Transfers:			
Program Revenue			
Charges, Commissions, and Fees	\$ 2,242,100	\$ 2,035,700	\$ 1,916,000
Other Governments and Agencies	1,338,500	785,000	1,335,500
Other Program Revenue	0	0	0
Total Program Revenue	<u>\$ 3,580,600</u>	<u>\$ 2,820,700</u>	<u>\$ 3,251,500</u>
Non-program Revenue	2,706,300	2,402,600	2,084,400
Transfers From Other Funds and Units	0	0	0
Total Revenues	<u>\$ 6,286,900</u>	<u>\$ 5,223,300</u>	<u>\$ 5,335,900</u>
Expenditures Per Capita	\$ 8.75	\$ 8.94	\$ 9.27

Positions	Total Budgeted Positions	82	85	87
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Organizational Structure



Programs

Administration

Administration
Non-allocated Financial Transactions

Computerization

Computerization

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Budget Changes and Impact Highlights

Recommendation		Impact	
Staff Increase			
Collections Deputy Clerk	GSD	\$58,300 1.00 FTE	Increase in staff to assist with the internal collection of court costs, fines, and fees
Staff Increase			
Deputy Clerk	GSD	28,500 0.50 FTE	Increase in staff to for State Trial Courts in the Second Circuit
Criminal Court Clerk Computerization Fund			
Adjustment in Funding	SPF**	(1,400)	To adjust budget to match projected revenues for Computerization Fund with no impact on performance
Victims Assistance Fund			
Family & Victim Assistance	SPF	(15,000)	To adjust budget to match projected revenues for Victim Assistance with no impact on performance
Non-allocated Financial Transactions			
Internal Service Charges*	GSD	17,300	Delivery of centrally provided services including information systems, fleet management, radio, and surplus property
Pay Plan Adjustment	GSD	185,000	Supports the hiring and retention of a qualified workforce
General Services District Total		\$289,100 1.50 FTEs	
Special Purpose Funds Total		\$(16,400)	
TOTAL		\$272,700 1.50 FTEs	

* See Internal Service Charges section for details

** SPF – Special Purpose Funds