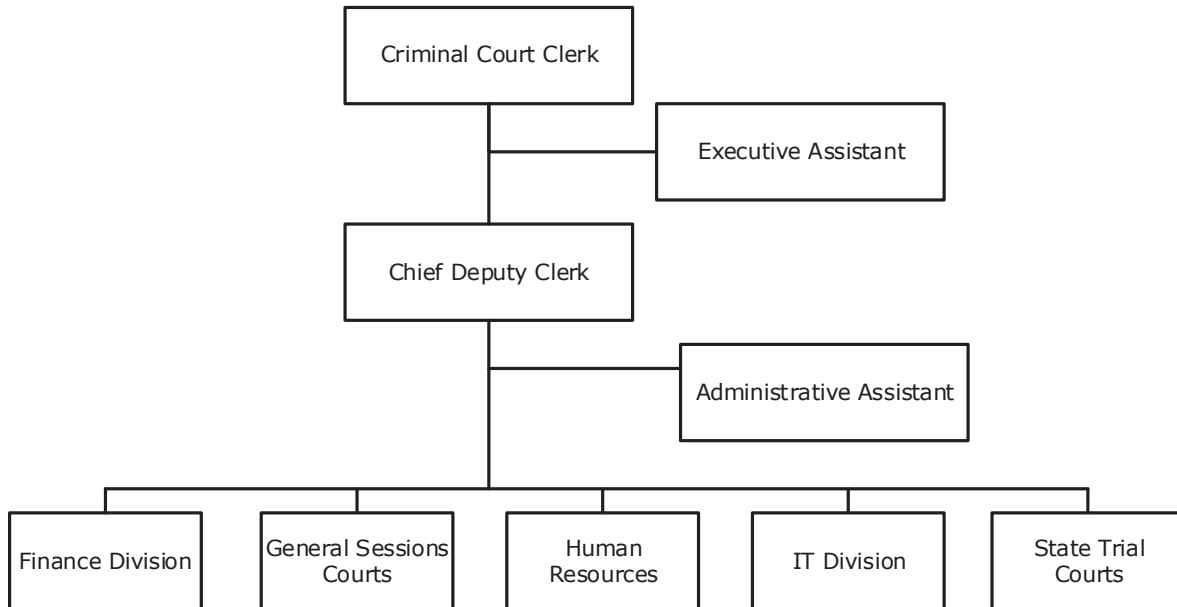


24 Criminal Court Clerk - At a Glance

Mission	The Criminal Court Clerk performs the clerical duties for the operation of the criminal courts, both General Sessions Courts and State Trial Courts. The Clerk is responsible for record management, both hard copy and electronic, and prepares the minutes (official record) for the Criminal Trial Courts.			
Budget Summary		2019-20	2020-21	2021-22
	Expenditures and Transfers:			
	GSD General Fund	\$ 6,453,200	\$ 6,465,200	\$ 6,991,900
	Special Purpose Fund	365,900	267,900	266,400
	Total Expenditures and Transfers	\$ 6,819,100	\$ 6,733,100	\$ 7,258,300
	Revenues and Transfers:			
	Program Revenue			
	Charges, Commissions, and Fees	\$ 1,481,800	\$ 557,600	\$ 676,900
	Other Governments and Agencies	869,000	850,000	748,800
	Other Program Revenue	0	0	0
	Total Program Revenue	\$ 2,350,800	\$ 1,407,600	\$ 1,425,700
	Non-program Revenue	\$ 1,673,300	\$ 950,000	\$ 897,800
	Transfers From Other Funds and Units	0	0	0
	Total Revenues and Transfers	\$ 4,024,100	\$ 2,357,600	\$ 2,323,500
	Expenditures Per Capita	\$ 9.82	\$ 9.55	\$ 10.20
Positions	Total Budgeted Positions	88	88	90
Contacts	Criminal Court Clerk: Howard Gentry	email: howardgentry@jis.nashville.org		
	Finance Manager: Stephanie Patterson	email: stephaniepatterson@jis.nashville.org		
	408 2nd Avenue North, Suite 2120 37201	Phone: 615-862-5601		

24 Criminal Court Clerk - At a Glance

Organizational Structure



Programs

Administration

Administration
Non-allocated Financial Transactions

Computerization

Computerization

24 Criminal Court Clerk - At a Glance

Budget Changes and Impact Highlights

Recommendation			Impact
Warrant and Bond Office			
Additional Staff	GSD	\$114,600 2.00 FTEs	Addition of two employees to provide adequate coverage to effectively maintain 24/7 operations in the Warrant & Bond Office
Training and Development			
Additional Training Expenses	GSD	12,000	Travel Funds to enable attendance at conferences, certification training, and remote training for systems such as e-filing
Victims Assistance Fund			
Special Fund Operating Expense	SPF	(1,500)	Adjustment to budget to match a reduction in anticipated revenue
Non-allocated Financial Transactions			
Fringe Benefit Requirements	GSD	1,400	Funds required for projected fringe benefit expenses
Longevity	GSD	42,000	Reinstatement of longevity pay to support the retention of employees with a significant level of institutional knowledge and commitment
Pay Plan Allocation	GSD	317,100	Supports the hiring and retention of a qualified workforce.
Internal Service Charges*	GSD	39,600	Delivery of centrally provided services including information systems, fleet management, radio, and surplus property
General Services District Total		\$526,700 2.00 FTEs	
Special Purpose Funds Total		(\$1,500)	
TOTAL		\$525,200 2.00 FTEs	

*See Internal Service Charges section for details
 GSD - General Services District
 SPF - Special Purpose Funds