

1024 Criminal Court Clerk - At A Glance

Mission The Criminal Court Clerk performs the clerical duties for the operation of the General Sessions and State Trial Courts. The Clerk is responsible for hard copy and electronic record management, and prepares the minutes (official record) for the Criminal Trial Courts.

Budget Summary

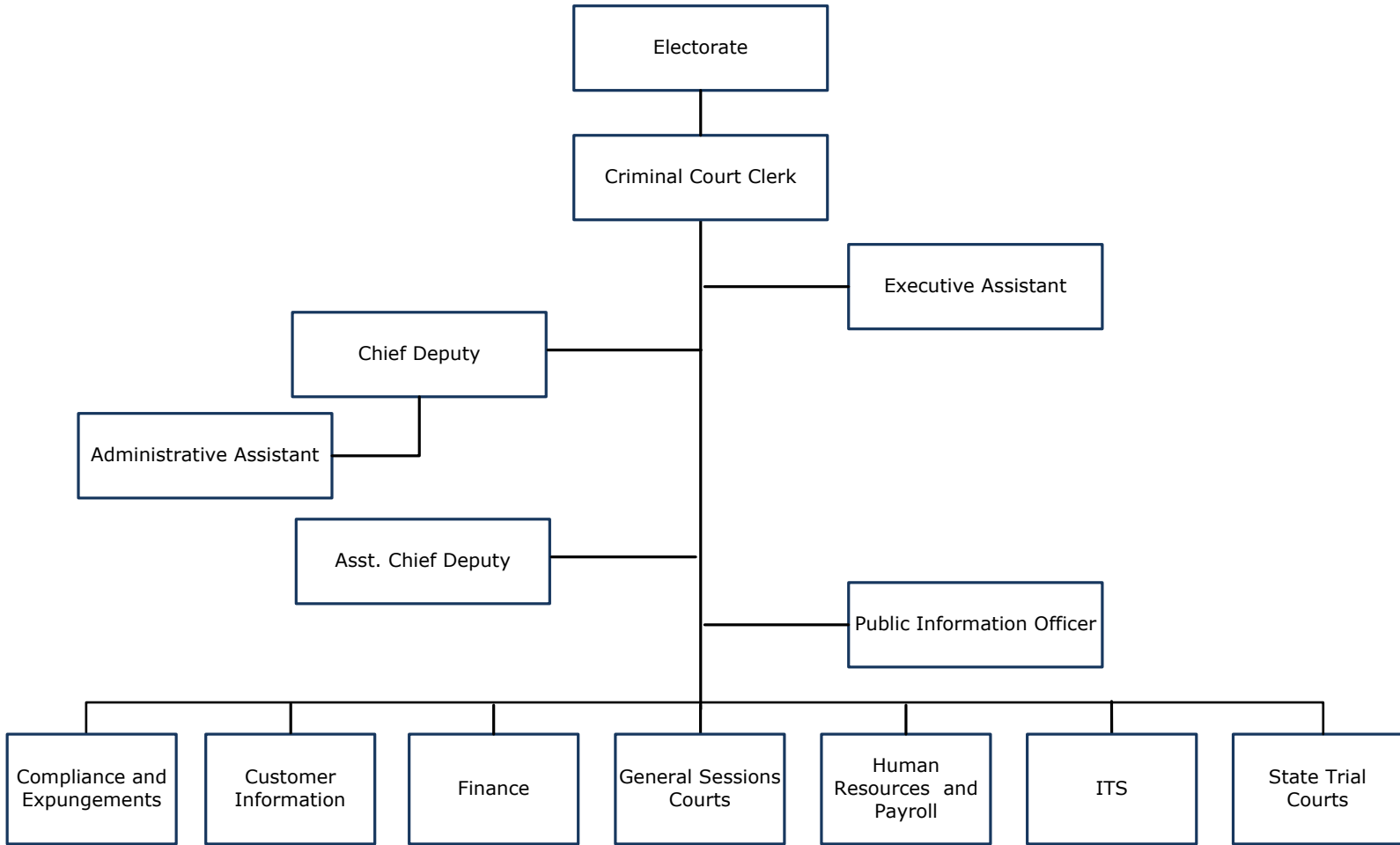
	2024-25	2025-26	2026-27
Expenditures and Transfers:			
GSD General Fund	\$8,930,200	\$9,693,700	\$9,548,300
Special Purpose Fund	266,400	266,400	265,900
Total Expenditures and Transfers	\$9,196,600	\$9,960,100	\$9,814,200
Revenue and Transfers:			
Program Revenue			
Charges, Commissions, and Fees	\$841,000	\$840,000	\$875,000
Other Governments and Agencies	680,000	700,000	775,000
Other Program Revenue	0	0	0
Total Program Revenue	\$1,521,000	\$1,540,000	\$1,650,000
Non-Program Revenue	\$847,200	\$751,700	\$657,200
Transfers from Other Funds and Units	0	0	0
Total Revenue and Transfers	\$2,368,200	\$2,291,700	\$2,307,200
Expenditures per Capita	\$12.48	\$13.35	\$13.00

Position	Total Budgeted Positions	91	92	92
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Contacts	Criminal Court Clerk: Howard Gentry Chief Deputy: Julius Sloss Finance Director: Stephanie Patterson 408 2nd Avenue North Suite 2120 37201	email: hgentry@jnsnashville.gov email: juliussloss@jnsnashville.gov email: spatterson@jnsnashville.gov Phone: 615-862-5601
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Organizational Structure



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Budget Changes and Impact Highlights

Recommendation			Impact
Grant and Special Fund Adjustment			
Special Fund Expense Reduction	SPF	(\$500)	Decrease expense of special fund with limited impact on performance
Non-Allocated Financial Transactions			
Budget Efficiency Adjustment	GSD	(145,400)	Agency's share of 1.5% Budget Efficiency Adjustment.
General Services District Total		(\$145,400)	
Special Purpose Funds Total		(\$500)	
TOTAL		(\$145,900)	

GSD - General Services District

SPF - Special Purpose Funds

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GSD General Fund

	FY2025 Budget	FY2025 Actual	FY2026 Budget	FY2027 Budget	FY26-FY27 Difference	FY26-FY27 % Change
OPERATING EXPENSE:						
PERSONNEL EXPENSES:						
Regular, Leave & Holiday Pay	6,331,500	6,099,021	6,900,800	6,900,800	0	0.00%
Overtime	4,000	7,688	5,600	5,600	0	0.00%
All Other Salary Codes	(77,900)	114,641	35,000	35,000	0	0.00%
Fringe Benefits	2,167,900	2,201,040	2,283,600	2,283,600	0	0.00%
TOTAL PERSONNEL EXPENSES	8,425,500	8,422,390	9,225,000	9,225,000	0	0.00%
OTHER SERVICES:						
Utilities	800	716	800	800	0	0.00%
Professional & Purchased Services	17,000	9,084	25,900	25,900	0	0.00%
Travel, Tuition & Dues	0	0	0	0	0	0.00%
Communications	0	0	0	0	0	0.00%
Repairs & Maintenance Services	1,700	917	1,200	1,200	0	0.00%
Internal Service Fees	375,400	377,703	333,200	333,200	0	0.00%
All Other Expenses	109,800	119,319	107,600	(37,800)	(145,400)	-135.13%
TOTAL OTHER SERVICES	504,700	507,739	468,700	323,300	(145,400)	-31.02%
TOTAL OPERATING EXPENSES	8,930,200	8,930,129	9,693,700	9,548,300	(145,400)	-1.50%
TRANSFERS TO OTHER FUNDS	0	0	0	0	0	0.00%
TOTAL EXPENSES & TRANSFERS	8,930,200	8,930,129	9,693,700	9,548,300	(145,400)	-1.50%
PROGRAM REVENUE:						
Charges, Commissions, & Fees	815,000	857,298	814,000	845,000	31,000	3.81%
Federal (Direct & Pass Through)	0	0	0	0	0	0.00%
State Direct	680,000	754,375	700,000	775,000	75,000	10.71%
Other Government Agencies	0	0	0	0	0	0.00%
Other Program Revenue	0	2,070	0	0	0	0.00%
TOTAL PROGRAM REVENUE	1,495,000	1,613,743	1,514,000	1,620,000	106,000	7.00%
NON-PROGRAM REVENUE:						
Compensation from Property	0	0	0	0	0	0.00%
Local Option Sales Tax	0	0	0	0	0	0.00%
Property Taxes	0	0	0	0	0	0.00%
Other Tax, Licenses & Permits	0	0	0	0	0	0.00%
Fines, Forfeits & Penalties	796,700	627,827	701,700	607,200	(94,500)	-13.47%
TOTAL NON-PROGRAM REVENUE	796,700	627,827	701,700	607,200	(94,500)	-13.47%
TRANSFERS FROM OTHER FUNDS	0	0	0	0	0	0.00%
TOTAL REVENUE & TRANSFERS	2,291,700	2,241,570	2,215,700	2,227,200	11,500	0.52%
Expenditures Per Capita	\$12.12	\$12.12	\$13.00	\$12.64	(\$0.36)	-2.77%

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Special Purpose Fund

	FY2025 Budget	FY2025 Actual	FY2026 Budget	FY2027 Budget	FY26-FY27 Difference	FY26-FY27 % Change
OPERATING EXPENSE:						
PERSONNEL EXPENSES:						
Regular, Leave & Holiday Pay	0	0	0	0	0	0.00%
Overtime	0	0	0	0	0	0.00%
All Other Salary Codes	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0.00%
TOTAL PERSONNEL EXPENSES	0	0	0	0	0	0.00%
OTHER SERVICES:						
Utilities	0	0	0	0	0	0.00%
Professional & Purchased Services	5,000	620	0	0	0	0.00%
Travel, Tuition & Dues	0	0	0	0	0	0.00%
Communications	0	0	0	0	0	0.00%
Repairs & Maintenance Services	0	0	0	0	0	0.00%
Internal Service Fees	0	0	0	0	0	0.00%
All Other Expenses	261,400	72,643	266,400	265,900	(500)	-0.19%
TOTAL OTHER SERVICES	266,400	73,262	266,400	265,900	(500)	-0.19%
TOTAL OPERATING EXPENSES	266,400	73,262	266,400	265,900	(500)	-0.19%
TRANSFERS TO OTHER FUNDS	0	0	0	0	0	0.00%
TOTAL EXPENSES & TRANSFERS	266,400	73,262	266,400	265,900	(500)	-0.19%
PROGRAM REVENUE:						
Charges, Commissions, & Fees	26,000	25,964	26,000	30,000	4,000	15.38%
Federal (Direct & Pass Through)	0	0	0	0	0	0.00%
State Direct	0	0	0	0	0	0.00%
Other Government Agencies	0	0	0	0	0	0.00%
Other Program Revenue	0	15,060	0	0	0	0.00%
TOTAL PROGRAM REVENUE	26,000	41,024	26,000	30,000	4,000	15.38%
NON-PROGRAM REVENUE:						
Compensation from Property	0	0	0	0	0	0.00%
Local Option Sales Tax	0	0	0	0	0	0.00%
Property Taxes	0	0	0	0	0	0.00%
Other Tax, Licenses & Permits	0	0	0	0	0	0.00%
Fines, Forfeits & Penalties	50,500	57,767	50,000	50,000	0	0.00%
TOTAL NON-PROGRAM REVENUE	50,500	57,767	50,000	50,000	0	0.00%
TRANSFERS FROM OTHER FUNDS	0	0	0	0	0	0.00%
TOTAL REVENUE & TRANSFERS	76,500	98,791	76,000	80,000	4,000	5.26%
Expenditures Per Capita	\$0.36	\$0.10	\$0.36	\$0.35	(\$0.01)	-2.78%

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Title	Grade	Class	FY2025		FY2026		FY2027		Variance	
			Budgeted Pos.	FTE	Budgeted Pos.	FTE	Budgeted Pos.	FTE	Pos.	FTE
GSD General 10101										
Chief Dpty Criminal Ct Clerk	NS	01061	1	1.00	1	1.00	1	1.00	0	0.00
Criminal Ct Clerk	NS	01358	1	1.00	1	1.00	1	1.00	0	0.00
Deputy Criminal Ct Clerk 1	NS	06502	7	7.00	7	7.00	7	7.00	0	0.00
Deputy Criminal Ct Clerk 2	NS	06503	3	3.00	3	3.00	3	3.00	0	0.00
Deputy Criminal Ct Clerk 3	NS	06504	20	20.00	20	20.00	20	20.00	0	0.00
Deputy Criminal Ct Clerk 4	NS	06505	28	28.00	28	28.00	28	28.00	0	0.00
Deputy Criminal Ct Clerk 5	NS	06506	31	30.11	32	31.11	32	31.11	0	0.00
10101 Total Positions & FTEs			91	90.11	92	91.11	92	91.11	0	0.00

Department Totals	91	90.11	92	91.11	92	91.11	0	0.00
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Program Purpose Statements

Administration Line of Business

Administration Program

The purpose of the Administration Program is to provide clerical and record management duties for the operation of the criminal courts, both General Sessions and State Trial Courts.

Computerization Line of Business

Computerization Program

The purpose of the Computerization Program is to further technological advancement of the Criminal Court Clerk's Office and the criminal courts.