

Justice Court

Department Overview

Gallatin County has two Justice Courts, Department 1 and Department 2, each one administered by a full-time Justice of the Peace Judge. Justice Court is the venue responsible for original jurisdiction of all civil and criminal cases outside the city limits of Bozeman. The two courts provide an effective and efficient court system for the residents of the County through dedicated staff and efficient management, while being fiscally responsible within the allocated budget.

Gallatin County Justice Court is divided into three divisions: Criminal, Civil and Small Claims. Each Department handles all divisions. Below is a brief overview of each of the divisions:

The criminal division handles citations issued by the Gallatin County Sheriff's Office, Fish and Game, Highway Patrol, Airport and the Department of Transportation. The Court is also responsible for seeing people making their initial appearance on felony charges.

The civil division of Justice Court handles orders of protections, landlord/tenant disputes and contract disputes. The amount in dispute cannot exceed \$12,000.

Justice Court's small claims division handles contracts involving the recovery of money or recovery of specific personal property. The total amount cannot exceed \$7,000.

Department Goals

- To increase the quality of services through education, training, and technology.
- Ensure staff is helpful, friendly, and accurate in their dealings with the public.
- More efficient use of video arraignments via VisionNet© and SKYPE whenever appropriate.
- Increase training for department.
- Move forward in implementing technology into the courts' operations as it becomes feasible and applicable.

Recent Accomplishments

- Increased productivity in all three divisions of Justice Court while boasting an increased case load of 7% annually.
 - Criminal - Increased use of video arraignments via VisionNet©.
 - Civil - Shortened turnaround time when filing documents by 5 days and continued use of mediation services, resulting in an 85% settlement rate.
 - Small Claims - There has been an increase in the amount of small claims filed by 35%, due to this increase in claims we have begun to schedule mediation for this type of case.
- Increased revenue of previous collection cases of debt that are 5 years old.
- Fish, Wildlife and Parks citations now electronically imported into the case management system.
- Continued success with the implementation of the following programs:
 - Order of Protection service
 - Overdue Processing
 - Online Citation payments

GENERAL GOVERNMENT

Justice Court

Department Budget

Object of Expenditure	Actual FY 2015	Budget FY 2016	Actual FY 2016	Request FY 2017	Preliminary FY 2017	Final FY 2017
Personnel	\$ 620,100	\$ 662,162	\$ 606,447	\$ 661,832	\$ 674,638	\$ 674,135
Operations	136,138	134,982	112,575	134,647	133,447	133,697
Debt Service	-	-	-	-	-	-
Capital Outlay	1,761	12,000	-	12,000	12,000	6,500
Transfers Out	-	-	-	-	-	-
Total	\$ 757,999	\$ 809,144	\$ 719,022	\$ 808,479	\$ 820,085	\$ 814,332

Budget by Fund Group

General Fund	\$ 757,999	\$ 802,144	\$ 713,772	\$ 800,229	\$ 811,835	\$ 811,332
Special Revenue Funds	-	-	-	-	-	-
Debt Service Funds	-	-	-	-	-	-
Capital Project Funds	-	-	-	-	-	-
Enterprise Funds	-	-	-	-	-	-
Internal Service Funds	-	7,000	5,250	8,250	8,250	3,000
Trust & Agency Funds	-	-	-	-	-	-
Total	\$ 757,999	\$ 809,144	\$ 719,022	\$ 808,479	\$ 820,085	\$ 814,332

Funding Sources

Tax Revenues	\$ 183,359	\$ 148,129	\$ 152,009	\$ 159,152	\$ 153,815	\$ 145,435
Non-Tax Revenues	605,506	578,228	625,217	585,900	588,825	589,116
Cash Reappropriated	(30,866)	82,786	(58,205)	63,428	77,445	79,781
Total	\$ 757,999	\$ 809,144	\$ 719,022	\$ 808,479	\$ 820,085	\$ 814,332

Department Personnel

No. of Positions	FT/PT	Title	FTE 2015	FTE 2016	FTE 2017
2	Full-Time	Justice of the Peace	2.00	2.00	2.00
1	Full-Time	Executive Assistant	1.00	1.00	1.00
1	Full-Time	Management Supervisor	1.00	1.00	1.00
8	Full-Time	Justice Court Clerks	8.00	8.00	8.00
12		Total Program	12.00	12.00	12.00