

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 has 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

- 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© using Polycom RealPresence©
- 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
 - Criminal - Increased use of video arraignments via VisionNet©.
 - Civil – There has been a 16% increase of civil cases filed. Justice Court has shortened turnaround time when filing documents.
 - Small Claims - There has been a continued increase in small claims filed, due to this increase in claims mediations will continue.
- Continued success with the implementation of the following programs:
 - Order of Protection service
 - Overdue Processing
 - Online Citation payments

The Department's budget includes \$11,000 for copier maintenance and replacement funded in the Copier Revolving Fund.

GENERAL GOVERNMENT

Justice Court

Department Budget

Object of Expenditure	Actual FY 2016	Final FY 2017	Actual FY 2017	Request FY 2018	Preliminary FY 2018	Final FY 2018
Personnel	\$ 606,447	\$ 674,135	\$ 641,939	\$ 683,654	\$ 699,039	\$ 701,875
Operations	113,242	133,697	126,527	131,262	131,262	139,262
Debt Service	-	-	-	-	-	-
Capital Outlay	-	6,500	-	5,000	5,000	8,000
Transfers Out	-	-	-	-	-	-
Total	\$ 719,689	\$ 814,332	\$ 768,466	\$ 819,916	\$ 835,301	\$ 849,137

Budget by Fund Group

General Fund	\$ 714,439	\$ 811,332	\$ 766,216	\$ 816,166	\$ 831,551	\$ 838,137
Special Revenue Funds	-	-	-	-	-	-
Debt Service Funds	-	-	-	-	-	-
Capital Project Funds	-	-	-	-	-	-
Enterprise Funds	-	-	-	-	-	-
Internal Service Funds	5,250	3,000	2,250	3,750	3,750	11,000
Trust & Agency Funds	-	-	-	-	-	-
Total	\$ 719,689	\$ 814,332	\$ 768,466	\$ 819,916	\$ 835,301	\$ 849,137

Funding Sources

Tax Revenues	\$ 152,009	\$ 126,441	\$ 125,177	\$ 177,610	\$ 171,837	\$ 152,061
Non-Tax Revenues	625,572	618,138	622,651	565,135	576,531	610,291
Cash Reappropriated	(57,892)	69,753	20,639	77,171	86,933	86,784
Total	\$ 719,689	\$ 814,332	\$ 768,466	\$ 819,916	\$ 835,301	\$ 849,137

Department Personnel

No. of Positions	FT/PT	Title	FTE 2016	FTE 2017	FTE 2018
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	Clerk of Justice Court	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