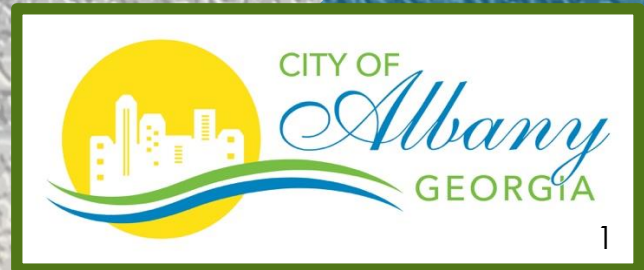


# ALBANY MUNICIPAL COURT

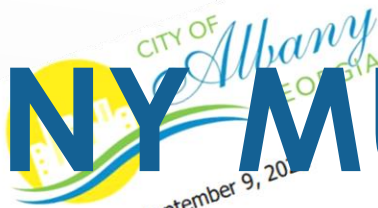
2022 CALENDAR YEAR 2ND QUARTER REPORT

Produced August 2022





# ALBANY MUNICIPAL COURT



## 2022 CALENDAR YEAR 2ND QUARTER REPORT

Honorable Mayor Bo Dorough  
City of Albany  
Government Center  
222 Pine Avenue, Suite 500  
Albany, Georgia 31701

Dear Mayor Dorough,

It is my privilege to provide you with Municipal Court's Second Quarter Report for Calendar Year 2022. 2022 continues to present Municipal Court with many challenges but in meeting those challenges the creativity and dedication of our judicial staff, administrative staff and various city departments continue to create opportunities for success.

While continuing to apply the strategies shared by the ReEngine Consulting, LLC team, a Charter Amendment has been presented for your consideration. Addressed in this report, a Roadmap to Success documents for a modern full-time Municipal Court. With your support and contributions in adopting these documents when presented, this Commission will have the opportunity to take pride in creating a high-performing, full-time Court based in best practices with a structural emphasis on accountability.

During the 2<sup>nd</sup> quarter, City and Court staff have been working with the Albany Technical College to test an important element of the Community Court program, Night Court. As the target date approaches for the pilot session, the required notice will be delivered. The Albany Works! Program continues to move forward. Court staff began working with our Solicitor to transition the program into a true diversion based alternative justice program for the City by allowing the program's successful offenders a pathway to avoid repeat appearances in Court, having the charges essentially dismissed and their Court record cleared.

I look forward to continuing our work with you and the Commission as we strive to make Albany's Court an asset in the City's effort to deliver exceptional services.

Respectfully,

Willie C. Weaver, Sr., Chief Judge

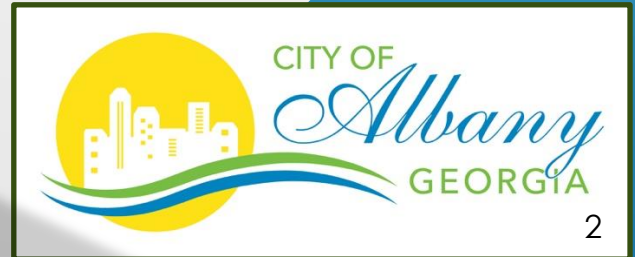
cc: Commissioners Howard, Johnson, Gaines, Warbington, Langstaff and Young  
Steven Carter, City Manager  
C. Nathan Davis, City Attorney  
Sonja Tolbert, City Clerk

MUNICIPAL COURT

31702 | Phone: 229.431.2865 | Fax: 229.431.8193 | www.albanyga.gov



Chief Judge  
Willie C. Weaver, Sr.

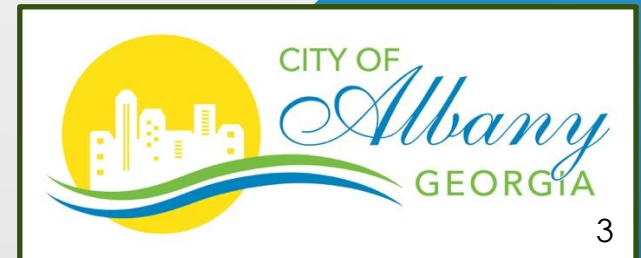


# ALBANY MUNICIPAL COURT

## 2022 CALENDAR YEAR 2ND QUARTER REPORT

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\*NOTE: Courtware and RedSpeed Data are the primary source for the document

# ALBANY MUNICIPAL COURT

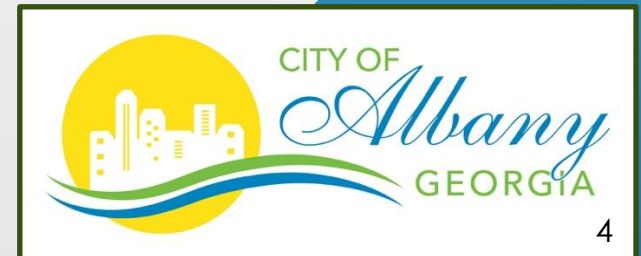
## 2022 CALENDAR YEAR 2ND QUARTER REPORT

### The Challenges:

- **Obtaining sufficient and trained staff to serve as qualified Municipal Court Clerks.**
  - Albany's part-time Municipal Court operates most effectively with five (5) Court capable Clerks.
  - At the end of July 2022, the Court continued to struggle meeting caseload demands with only two (2) Court capable Clerks. However, two (2) vacant Police Records Clerk positions within the Clerk of Court's function have been filled with the new staff expected in August 2022.
  - Moving towards a full-time Municipal Court an **addition of two (2) Court capable clerks** would be warranted to support the need for expanding the current weekly three-day docket.
- **Moving the Court to a full-time operation.**
  - **Amending the City Charter** to reflect the recommendations of the Court Operations Consultant stalled in June Commission Work Session. The initial Governance Document for a major overhaul of Municipal Court will establish the Commission's vision for Albany's Municipal Court.
  - The second Governance document for the Commission's consideration is under draft, however, **a revised Ordinance for Municipal Court** is dependent on the provisions and direction provided in the pending Charter.
  - As referenced in the first challenge, **obtaining the necessary resources** to support a full-time judicial function will be essential for the City.

### NOTES:

- A MAY 2022 COMMUNICATION REGARDING MUNICIPAL COURT CHALLENGES WAS PROVIDED TO CITY STAFF LEADERSHIP AND THE COMMISSION'S MUNICIPAL COURT TASK FORCE MEMBERS.



# ALBANY MUNICIPAL COURT

## 2022 CALENDAR YEAR 2ND QUARTER REPORT

### The Challenges Continued:

#### • **Accuracy of Municipal Court Warrants**

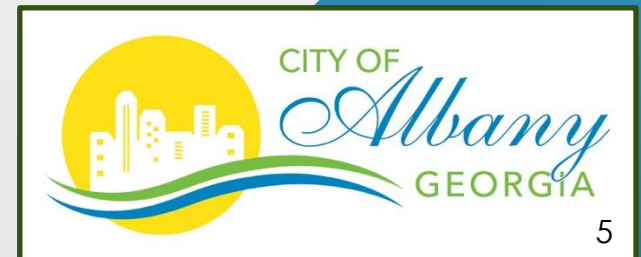
- Municipal Court has experienced issues with closed warrants being served by law enforcement.
- Impacting a person's liberty with a persistent glitch in warrant status is unacceptable.
- In mid-July, Chief Judge Weaver issued an **Administrative Judicial Order #22-001** providing for a 90-day suspension on serving Municipal Warrants (effective July 1.)
- Municipal Court Administrative staff with support from the City's Technology & Communications Department have determined that a lack of automation between Court and law enforcement data systems has created an opportunity for error. Additionally, the law enforcement system developers are creating an audit function to flag potential errors for review.
- By adopting a revised warrant entry process in the Court combined with use of two technology-based audit features, the service of Municipal Court warrants will continue October 1, 2022.

#### • **SPE Program Disputes**

- During the 21/22 School Year roll-out of the RedSpeed School Zone photo enforced speeding violations, **Municipal Court was identified as the appropriate Court of jurisdiction** for addressing disputes that have been filed associated with implementation of the program.
- Court Administrative staff, working with appropriate stakeholders have created a best-practices policy and process to **address the SPE disputes in a Civil forum.**

### NOTES:

- THE 90-DAY SUSPENSION OF CITY WARRANTS IS SCHEDULED TO BE LIFTED OCTOBER 1, 2022.
- THE TEMPORARY FIX FOR THE INACCURACY OF WARRANT DATA BETWEEN THE COURT AND LAW ENFORCEMENT SYSTEMS WILL BE DEPLOYED.
- A POLICY, FOR COMMISSION CONSIDERATION, AWAITS ACTION THAT PROVIDES AN ADMINISTRATIVE HEARING TO ADDRESS DISPUTES UNDER THE SPE PROGRAM.





# ALBANY MUNICIPAL COURT

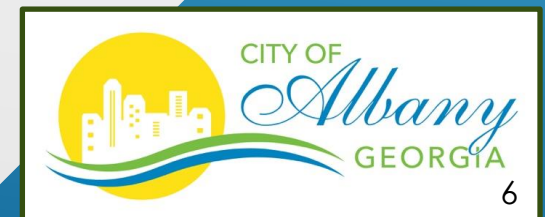
## 2022 CALENDAR YEAR 2ND QUARTER REPORT

### The Successes:

- **Court Case Backlog Reduced**
  - During the Second Quarter of 2022, Municipal Court continues to work through a backlog of cases pending a judicial hearing. Deploying procedures developed during the comprehensive consultant review, a significantly reduced Court administrative staff has been able to maintain about a three-month window for citizens to appear in Court to address their violations. **The target for a well functioning ticket-to-court timeline would be a month or less.**
- **The Albany Works! (AW!) Initiative (Community Court umbrella) began operations on March 1, 2022.**
  - This initiative is building an infrastructure to offer **alternative problem-solving justice options** that link judicially-supervised offenders to drug treatment, alternative sanctions, and other services in order to reduce drug use, crime, incarceration, and recidivism. The implementation team is composed of member from the AW! design team, court staff, community stakeholders, and community service providers. An advisory panel of Subject Matter Experts (SME) are being utilized to support the creation of deliberate processes for a successful Community Court Initiative that includes significant community engagement. The Court has access to services provided by over 30 community service providers.

### NOTES:

- FOLLOWING 2019 WHEN DEVASTATING FACTORS EMERGED DISRUPTING AN EFFECTIVE CITY JUDICIAL PROCESS, THE MAYOR AND COMMISSION DECIDED TO ESTABLISH A COMMISSION TASK FORCE TO REVIEW THE CURRENT OPERATIONS OF THE COURT AND CONSIDER HOW THE COURT, IF ANY, SHOULD LOOK IN THE FUTURE.
- THIS EXTENSIVE REVIEW BY THE TASK FORCE AND A SELECTED CONSULTANT BEGAN IMPLEMENTING BEST PRACTICES AND HAVE PROVIDED A ROADMAP TO CONSIDER FOR THE OPERATIONS OF COURT IN THE FUTURE.



# ALBANY MUNICIPAL COURT

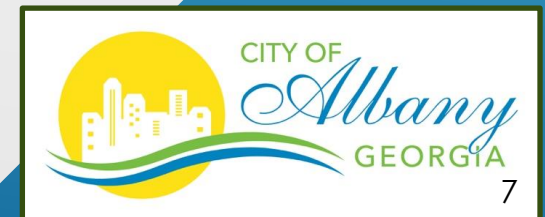
## 2022 CALENDAR YEAR 2ND QUARTER REPORT

### The Successes Continued:

- **AW! has a partnership with Goodwill Industries of the Southern Rivers**
  - Goodwill, as an anchor partner, supports the facilitation of program entry, community providers intake, and job placement access on site at their Career Center in Albany, Ga.
- **AW!'s partnership with Albany Technical College (ATC) moves forward**
  - As another anchor partner ATC and the Municipal Court has created and supports the following options for AW! participants:
    - Direct enrollment for completion of GED
    - Direct enrollment for Technical skill tracks (including financial assistance)
    - Individualized assistance to support successful matriculation through the Technical College's programs (inclusive of Social Services, Finances, Wellness and Mental Health)
    - Support services targeting the successful matriculation of Black men through the college's programs – **Teaching, Empowering African American Males to Succeed (TEAAMS grant)**
- **AW! Is working to establish Evening/Night Court hours to better serve the community's needs.**
  - This additional Court docket may be physically conducted in the Mock Court Room, Criminal Justice Department on the campus of Albany Technical College. **A pilot docket is being planned for October 2022.**

### NOTES:

- **ALBANY WORKS! BEGAN WORKING WITH CLIENTS THIS QUARTER AND HAS MET SOME INITIAL SUCCESS. EXPANSION OF THE CLIENT LOAD IS PLANNED FOR THE 2<sup>ND</sup> QUARTER.**
- **STAFF HAS INITIATED RESEARCH FOR ADDITIONAL GRANT FUNDING FOR THE PROGRAM AS THE BUREAU OF JUSTICE ADMINISTRATION'S 2-YEAR FUNDING START-UP GRANT WILL BE COMPLETE BY OCTOBER 2022.**



# ALBANY MUNICIPAL COURT

## A ROADMAP FOR A MODERN FULL-TIME COURT

### Modern Full-Time Municipal Court



BEGIN AT CURRENT PART-TIME MUNICIPAL COURT

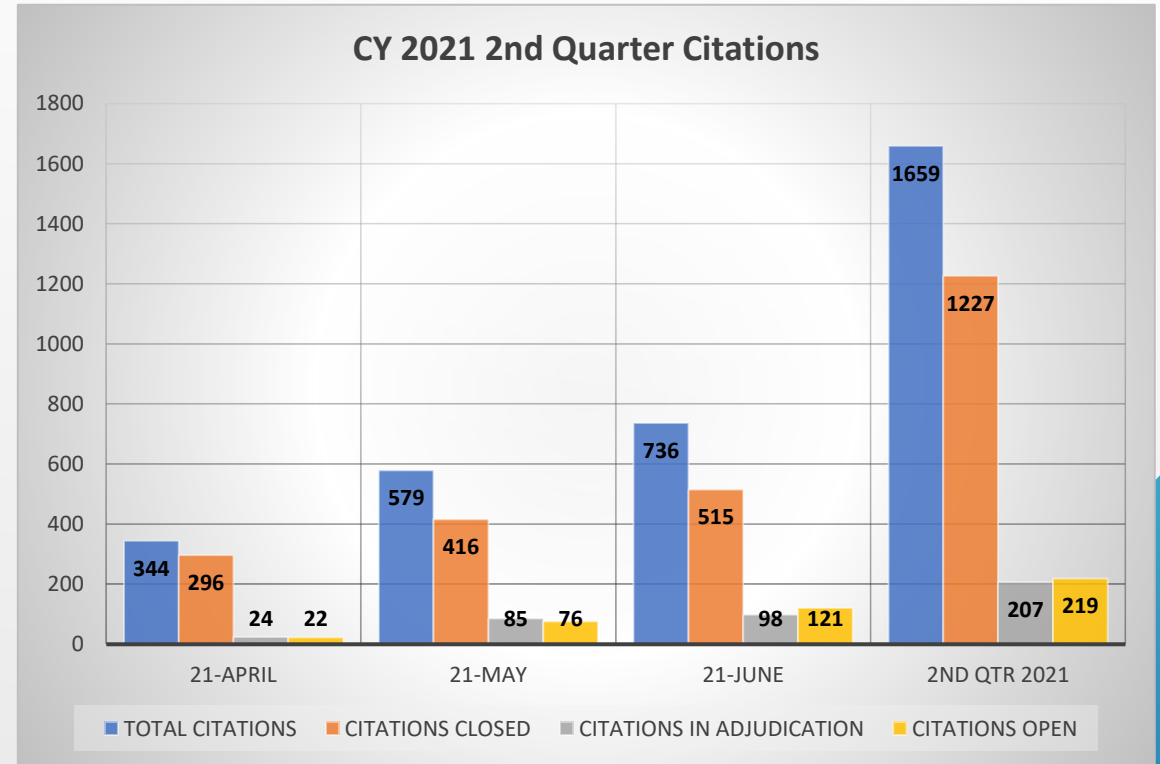
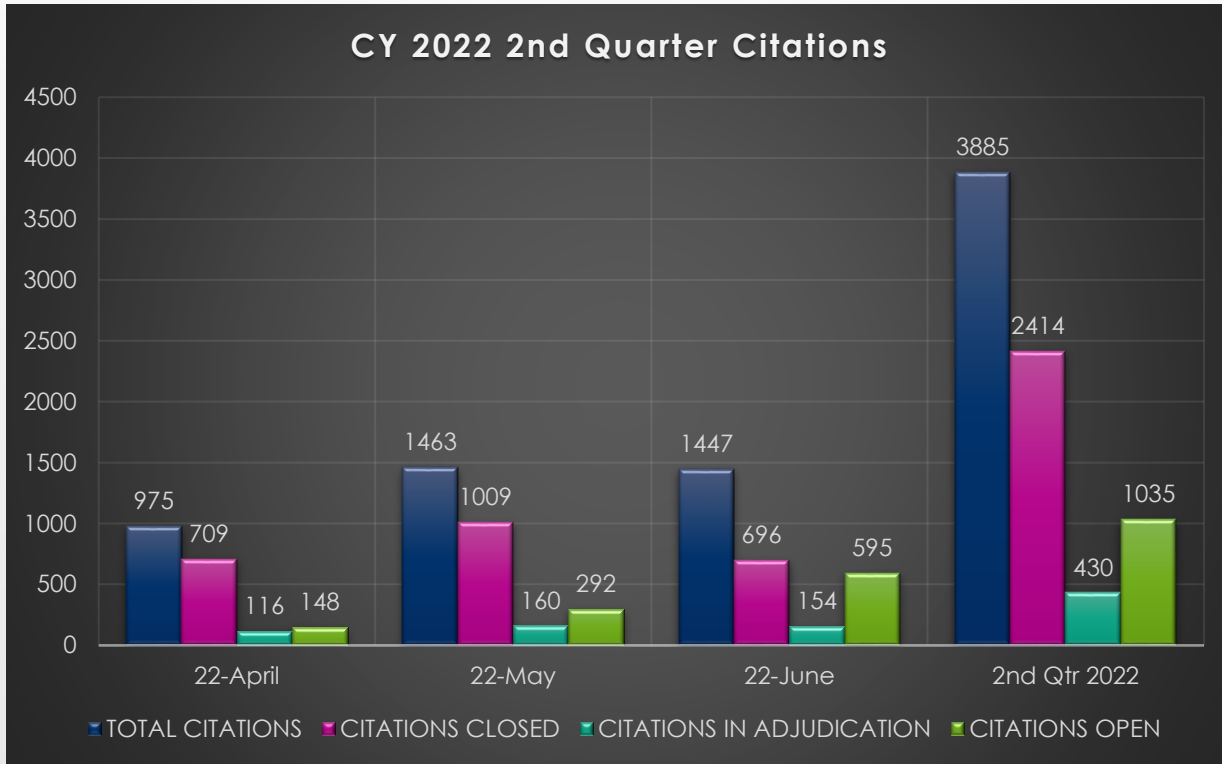
- ↑ Head forward to Adopt Charter Revision.
- ↑ Continue forward by Applying Resources.
- ↑ Continue Path by Appointing Judicial Officers.
- ↑ Continue forward to Adopt Ordinance Revision.
- ↑ Complete Journey with revisions to Policies.

YOU HAVE REACHED YOUR DESTINATION FOR A MODERN FULL-TIME MUNICIPAL COURT



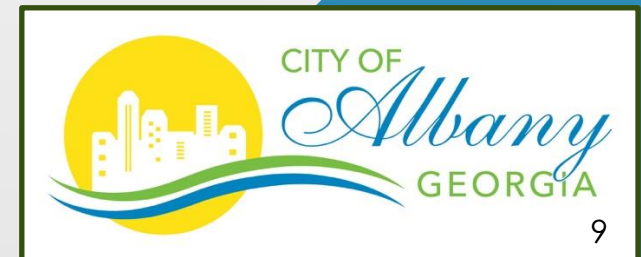
# ALBANY MUNICIPAL COURT

## 2022 CALENDAR YEAR 2ND QUARTER REPORT



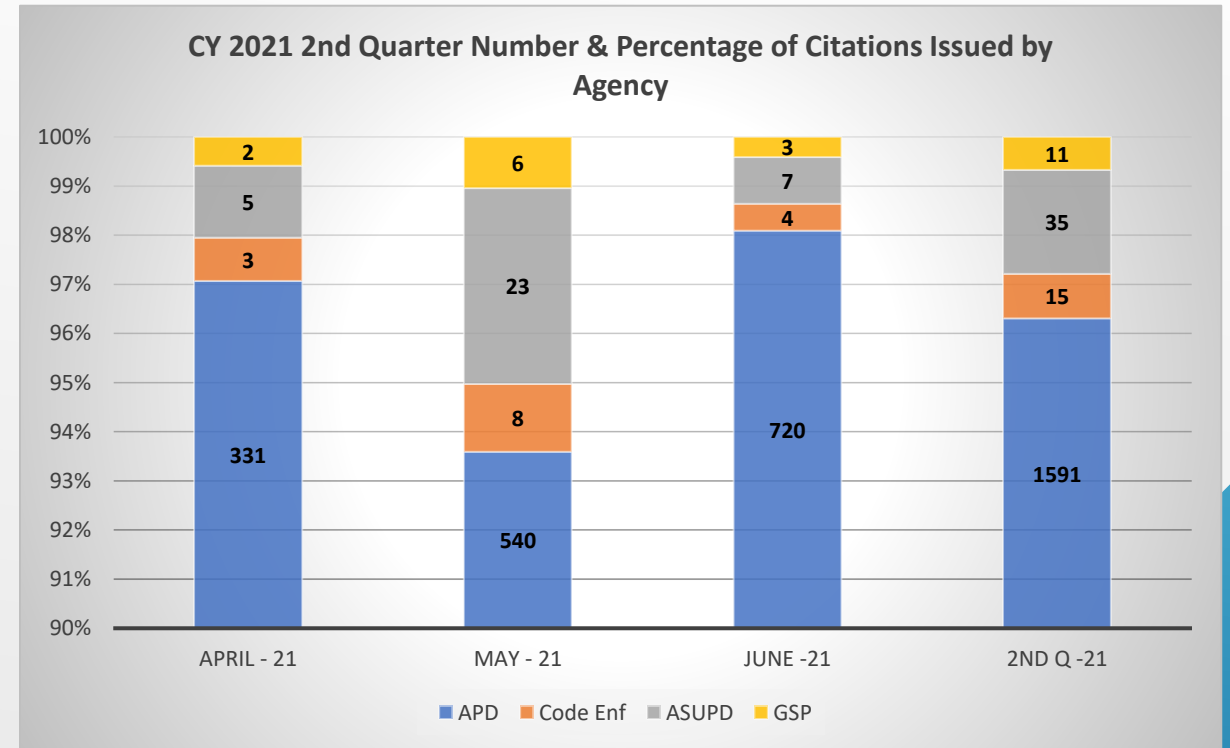
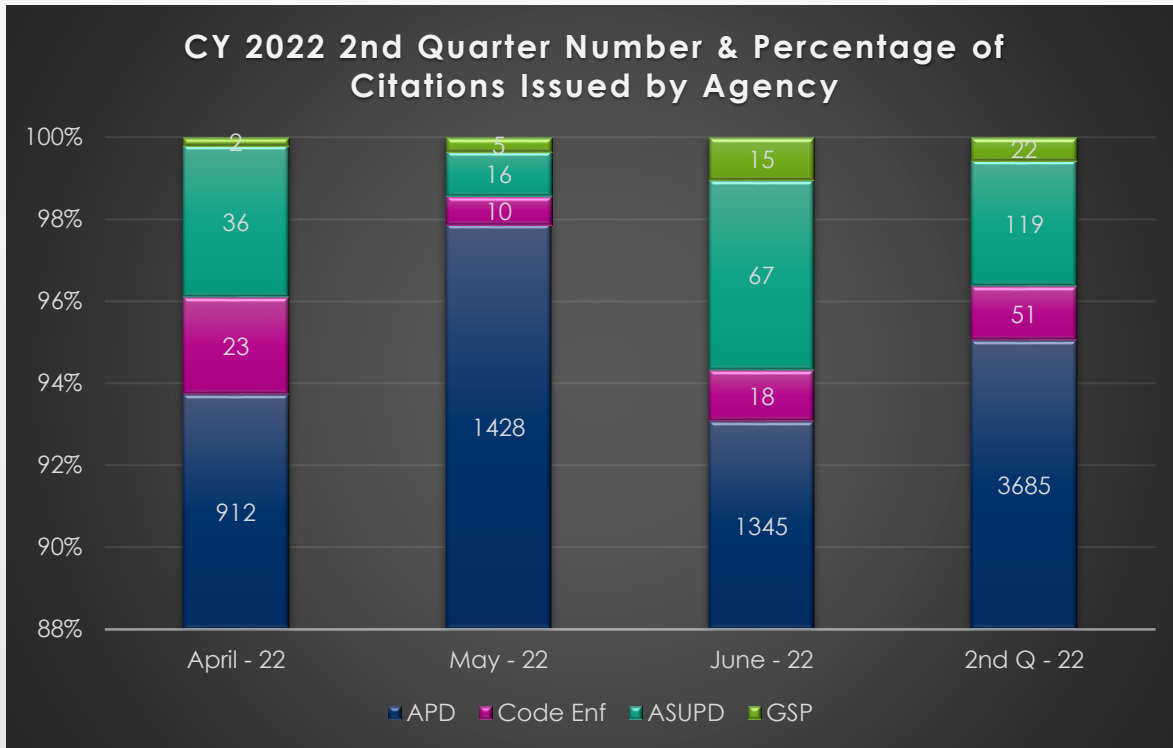
### NOTES:

- CY 22 SECOND QUARTER CITATION VOLUME IS UP BY 43% COMPARED TO CY 21.
- OPEN CASES FOR THE SAME PERIOD COMPARISON ARE UP BY 21%.



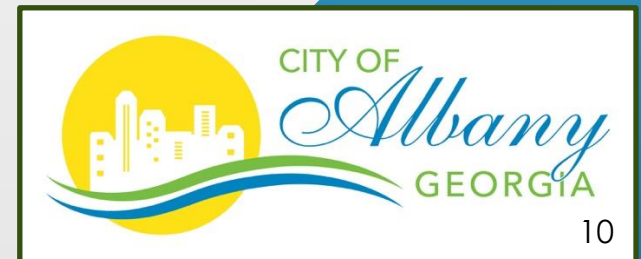
# ALBANY MUNICIPAL COURT

## 2022 CALENDAR YEAR 2ND QUARTER REPORT



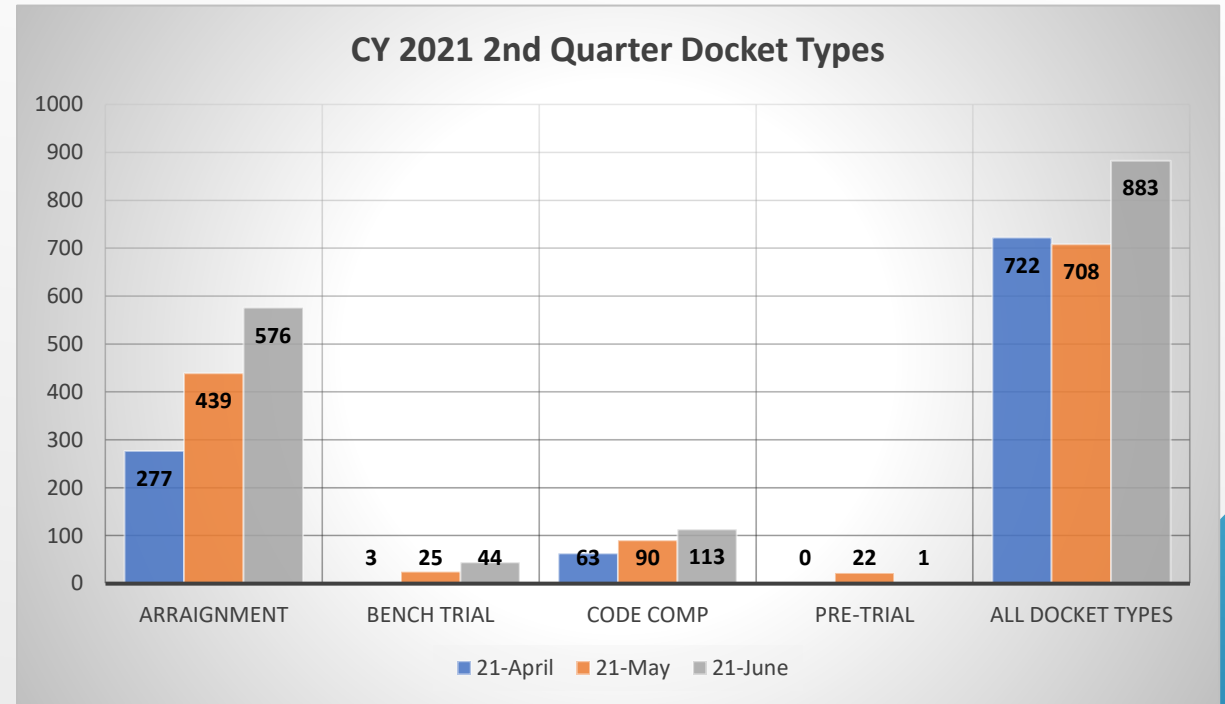
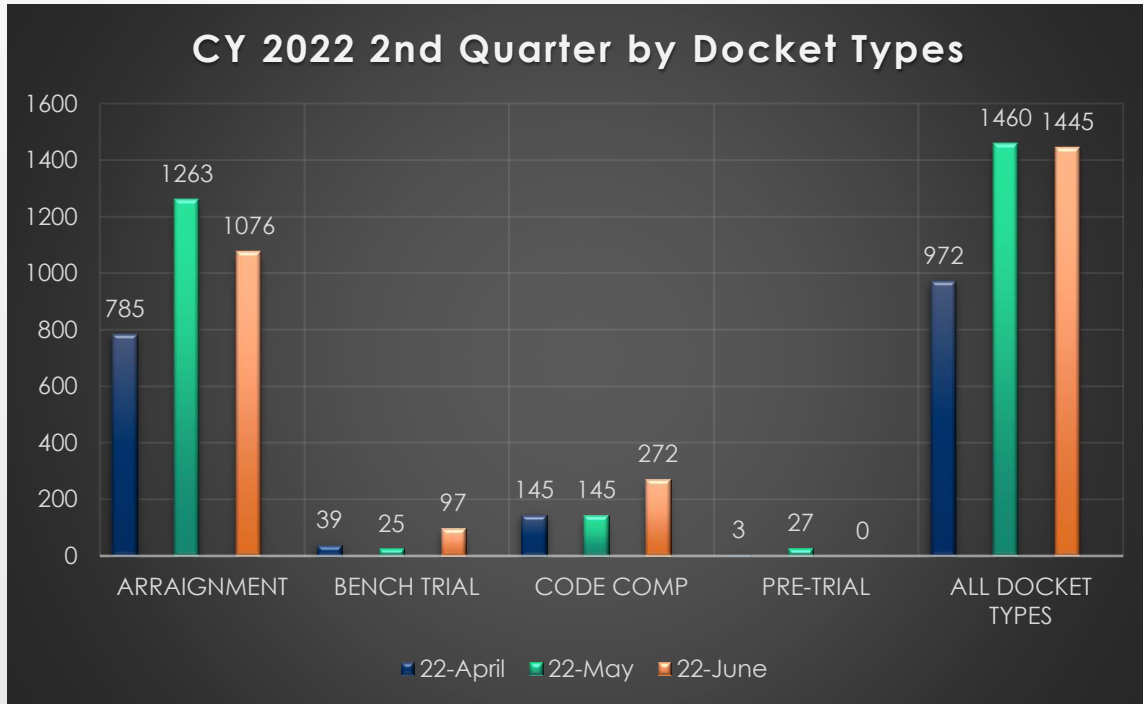
**NOTES:**

- ALBANY'S POLICE DEPARTMENT IS THE PRIMARY LAW ENFORCEMENT AGENCY UTILIZING THE COURT.
- APD'S CITATIONS HAVE INCREASED BY 43% IN CY 22 2ND Q VS. THE 2ND Q OF CY 21.



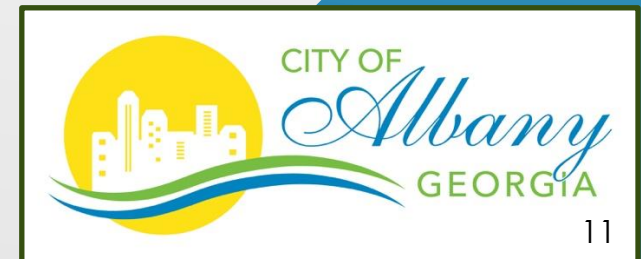
# ALBANY MUNICIPAL COURT

## 2022 CALENDAR YEAR 2ND QUARTER REPORT



### NOTES:

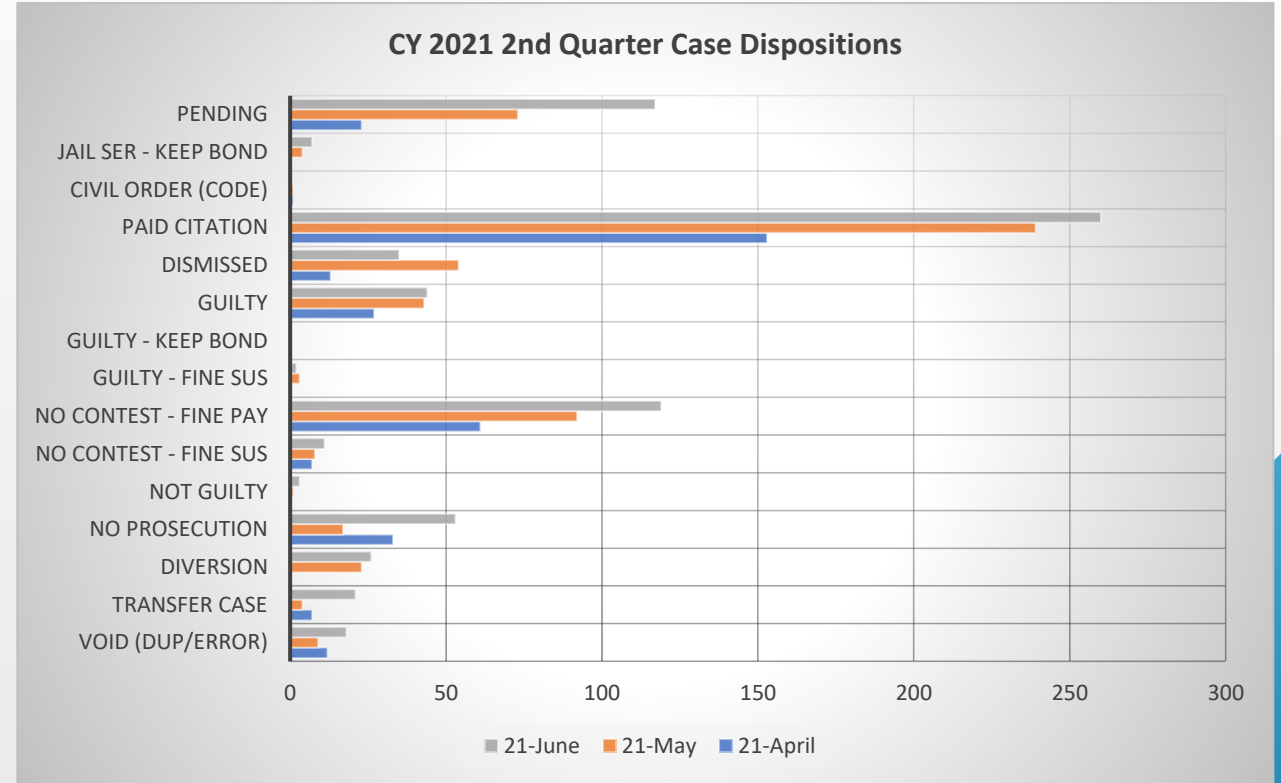
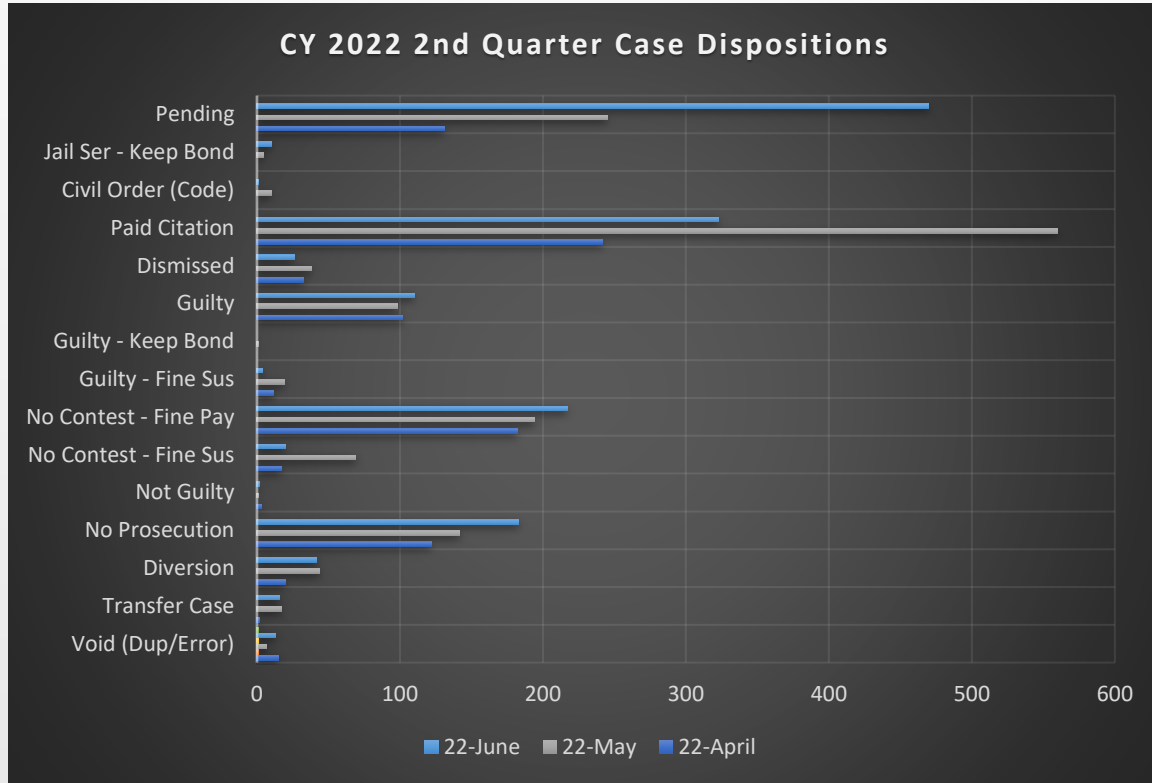
- MUNICIPAL COURT HAD A 60% INCREASE IN ITS MONTHLY CASELOADS IN THE 2ND Q OF CY 22 VS. CY 21'S 2ND Q.
- IMPROVEMENTS IN THE VOLUME OF CASES MAY BE ATTRIBUTED TO IMPROVED COURT PROCESSES AND LARGER CASE DOCKETS IN CY 22 VS. CY 21 (COVID).





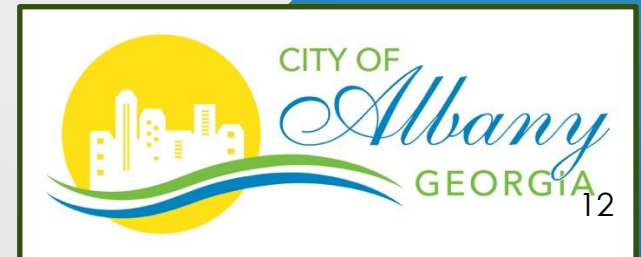
# ALBANY MUNICIPAL COURT

## 2022 CALENDAR YEAR 2ND QUARTER REPORT



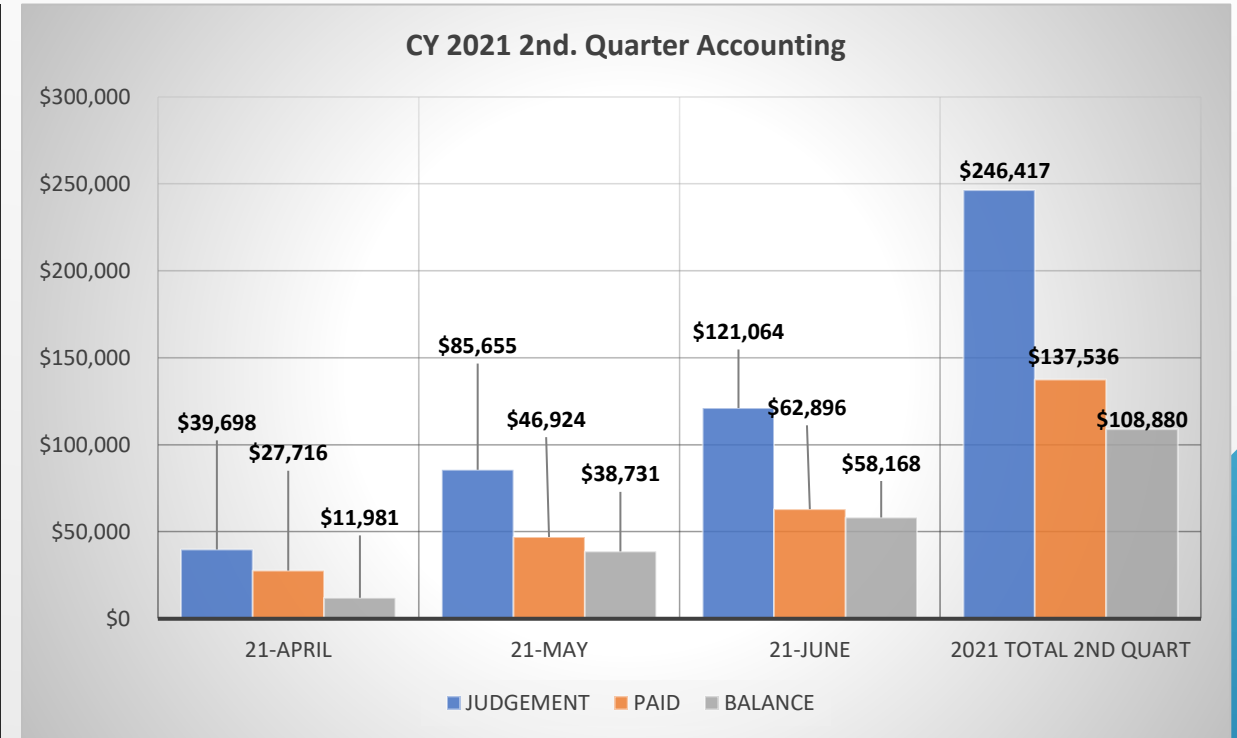
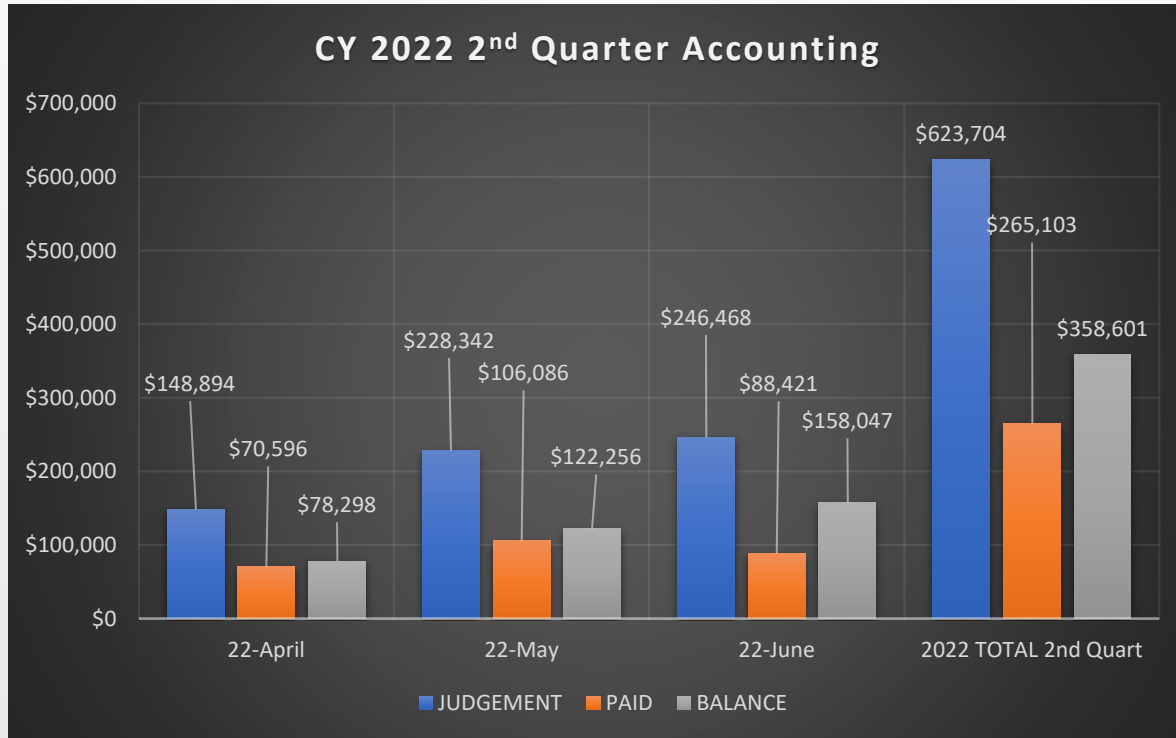
### NOTES:

- CITATIONS PAID REMAINS THE LARGEST DISPOSITION FOR TICKETS ISSUED EACH MONTH OVER THE QUARTER.
- THE CURRENT BACKLOG OF CASES IS REFLECTED IN THE CASES PENDING. WITH MORE CITATIONS BEING ISSUED THE COURT'S BACKLOG HAS BEEN SIGNIFICANT FOR THE 2022 SECOND QUARTER.



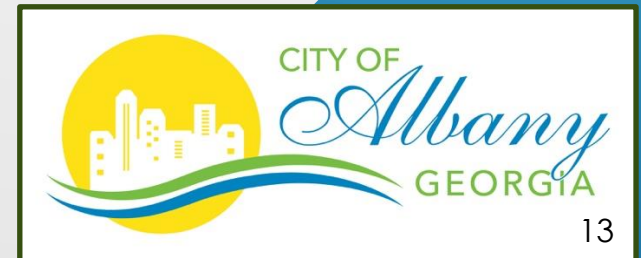
# ALBANY MUNICIPAL COURT

## 2022 CALENDAR YEAR 2ND QUARTER REPORT



### NOTES:

- TO ADDRESS THE BALANCE DUE FOR PAYMENT, THE COURT IS CONSIDERING AN AMNESTY PROGRAM BEFORE THE YEAR IS COMPLETE.
- THE MOST RECENT AMNESTY PROGRAM ADMINISTERED BY THE COURT RESULTED IN APPROXIMATELY \$600K FOR THE CITY'S GENERAL FUND WHILE HELPING CITIZENS ELIMINATE OUTSTANDING JUDGEMENTS.



# ALBANY MUNICIPAL COURT

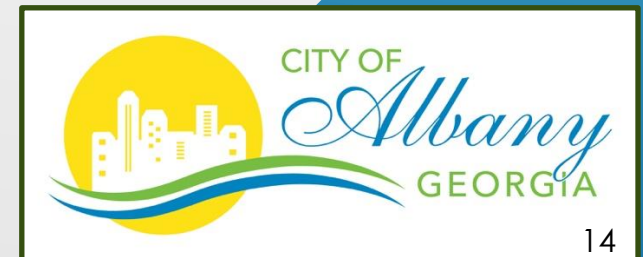
## 2022 CALENDAR YEAR 2ND QUARTER REPORT

### FY 2023 Municipal Court Budget Combined (Judicial & Administration)

MUNICIPAL COURT	FY 23 Budget	END of June 2022	% Used YTD FY 23	FY 23 Balance
TOTAL Salaries & Benefits	\$1,046,500	0	00%	\$1,046,500
TOTAL Expenses	\$267,913	0	00%	\$267,913
TOTAL Capital Outlay	\$0	0	00%	\$0
<b>GRAND TOTAL MUNI COURT</b>	<b>\$1,314,413</b>	<b>0</b>	<b>00%</b>	<b>\$1,314,413</b>

### NOTES:

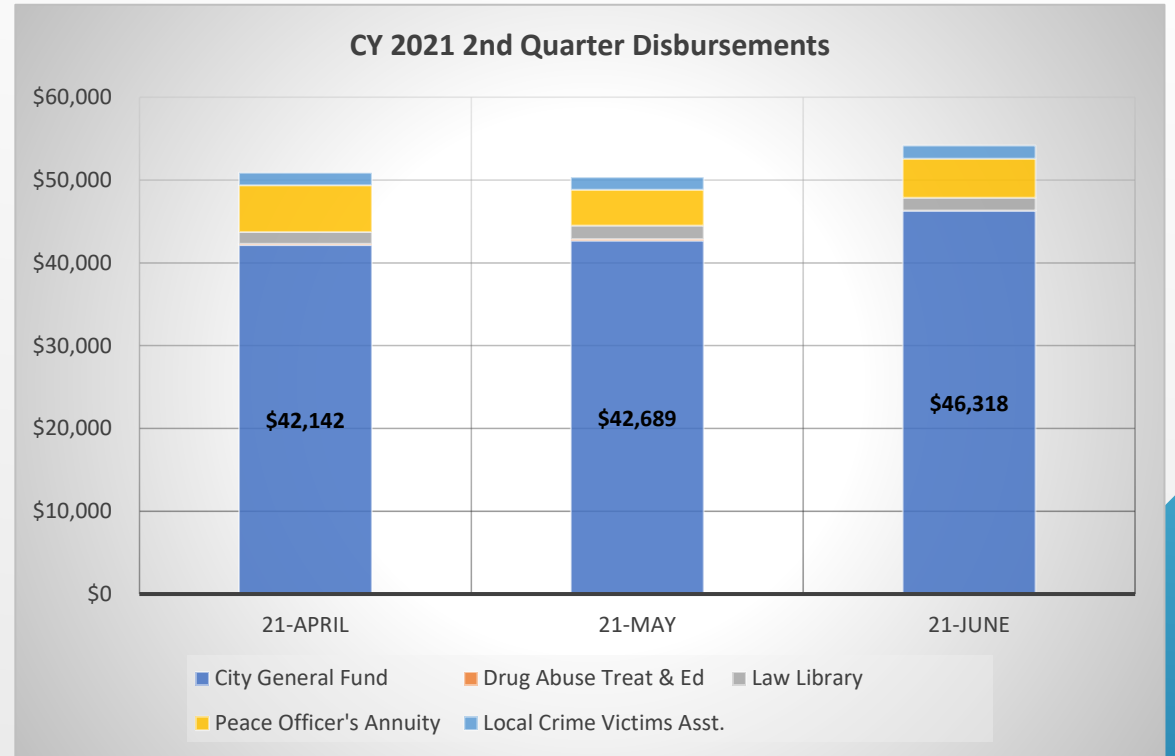
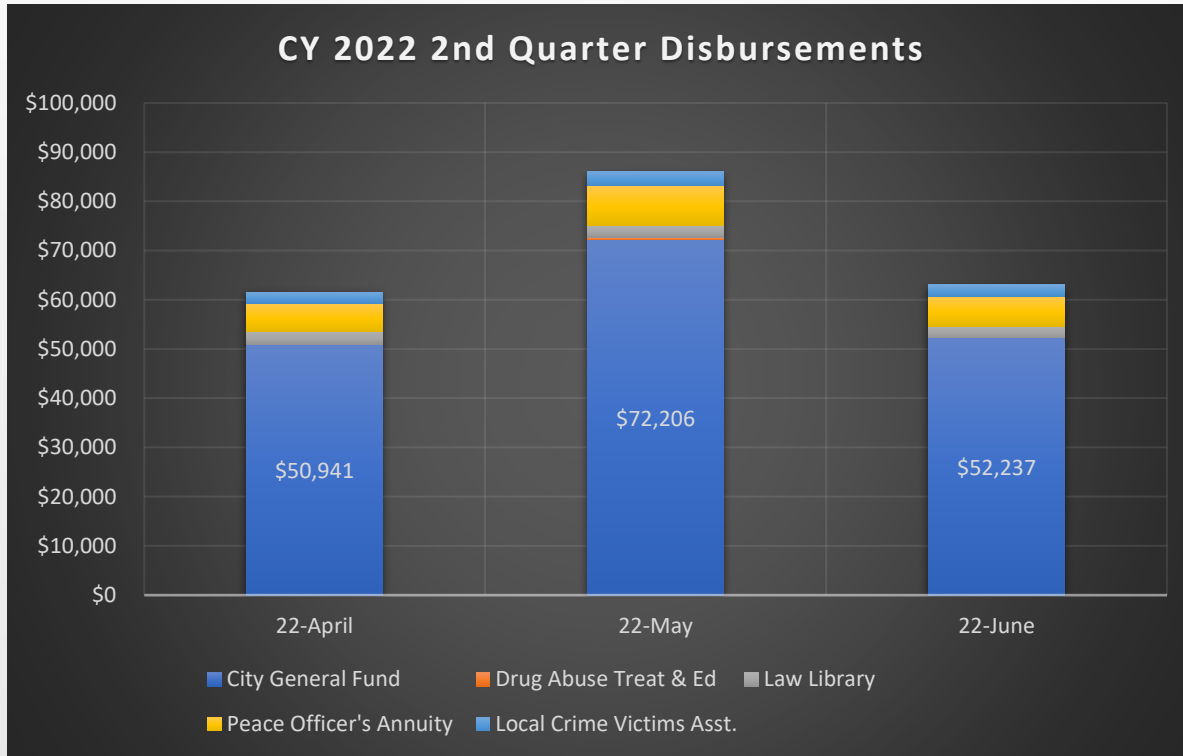
- THE FY 23 BUDGET PROVIDES FUNDING FOR A FULL-TIME SOLICITOR AND PUBLIC DEFENDER.
- TO SUPPORT A FULL-TIME COURT ADDITIONAL LEGAL AUTHORITY AND RESOURCES WILL BE REQUIRED.
- COURT STAFF HAS DEVELOPED UNVERIFIED ESTIMATES OF THE NECESSARY STAFFING AND FUNDING TO FULLY SUPPORT THE OPERATIONS OF A FULL-TIME MUNICIPAL COURT.





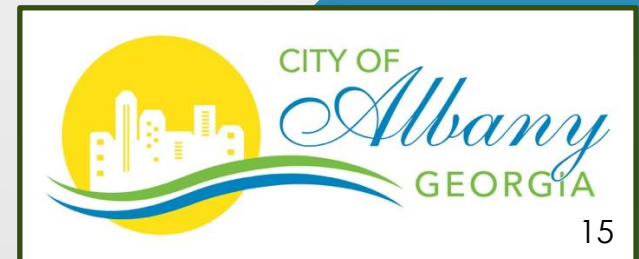
# ALBANY MUNICIPAL COURT

## 2022 CALENDAR YEAR 2ND QUARTER REPORT



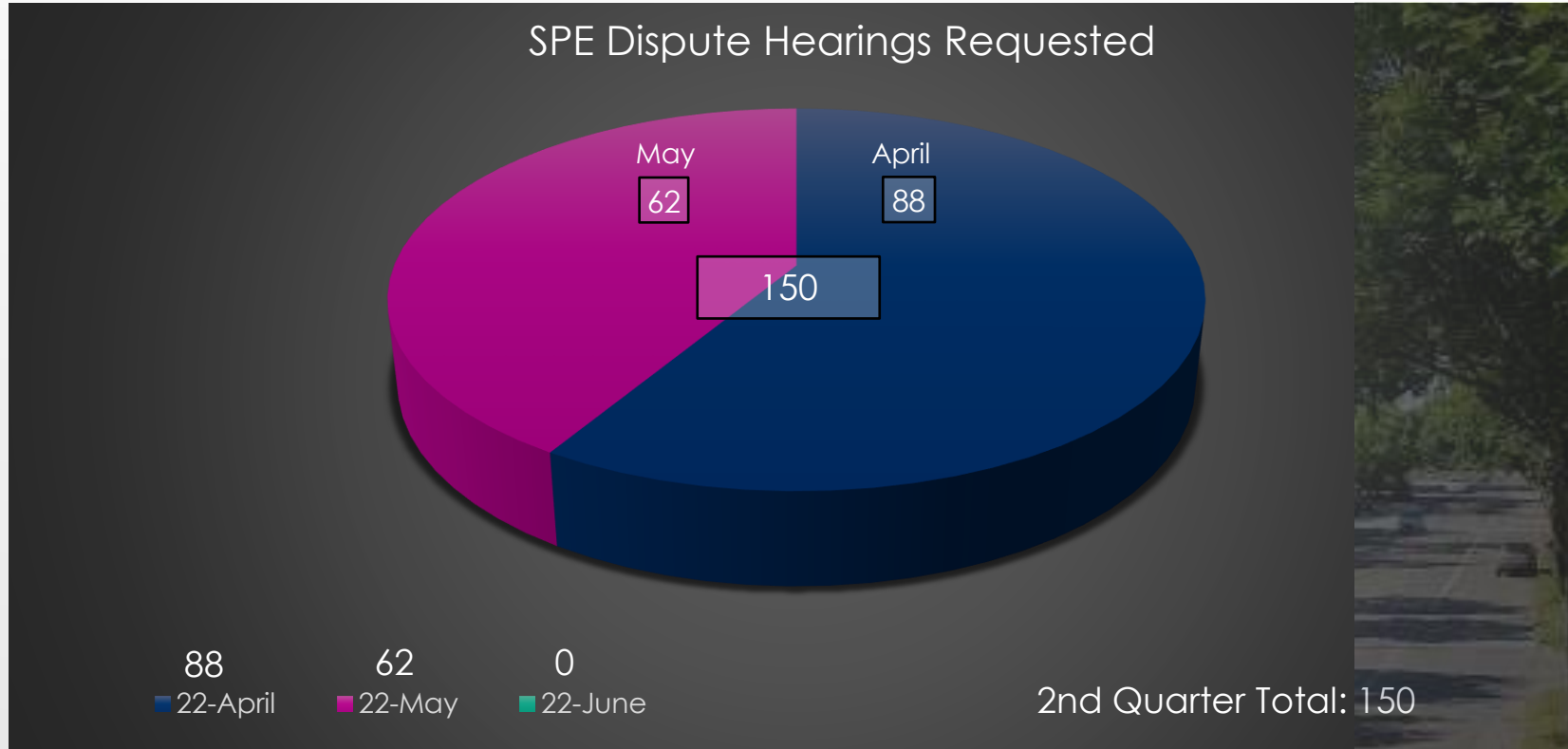
### NOTES:

- THE DISTRIBUTIONS OF PAYMENTS RECEIVED BY THE COURT ARE CALCULATED MONTHLY THROUGH THE COURTWARE SOFTWARE.



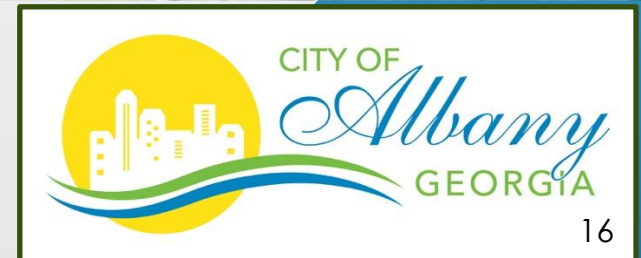
# ALBANY MUNICIPAL COURT

## 2022 CALENDAR YEAR 2ND QUARTER REPORT



### NOTES:

- AS OF THE END OF THE QUARTER APPROXIMATELY 500 DISPUTES FROM THE 2021 /22 SCHOOL YEAR WERE PENDING A HEARING.
- MUNICIPAL COURT STAFF HAVE DEVELOPED A CIVIL COURT PROCESS TO HEAR THE PENDING DISPUTES FROM THE 2021 /22 SCHOOL YEAR WITH THE INITIAL CIVIL HEARING SCHEDULED FOR SEPTEMBER 22, 2022.
- SCHOOL YEAR 2022/23 AND FUTURE DISPUTES ARE SCHEDULED TO BE HEARD THROUGH AN ADMINISTRATIVE HEARING PROCESS WITH THE INITIAL HEARING SCHEDULED FOR OCTOBER 27, 2022 (PENDING COMMISSION ACTION)



# ALBANY MUNICIPAL COURT

## 2022 CALENDAR YEAR 2ND QUARTER REPORT

### Municipal Court Contacts – Payment & Hours:

Main line Number ..... (229)431.2865  
Fax line Number ..... (229)432.8193

#### STREET ADDRESS:

Albany Municipal Court  
Albany-Dougherty Judicial Building  
225 Pine Ave. Suite 201  
Albany, Georgia 31701

#### WEBSITE:

[www.albanyga.gov/about-us/city-departments/municipal-court](http://www.albanyga.gov/about-us/city-departments/municipal-court)

### COURTHOUSE PAYMENT WINDOW SCHEDULE:

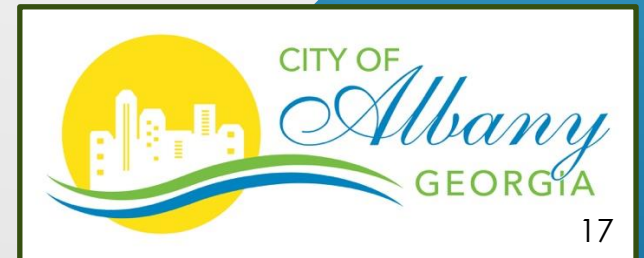
Monday through Friday (Except for Holidays & Special Circumstances)  
8:00 am – 4:00 pm

**\*\*NO CASH - Certified Funds and Credit Cards Accepted for Payments\*\***

**\*\*Credit Card Payments have a Convenience Fee\*\***

### ONLINE PAYMENTS:

[www.ticketfastpay.com](http://www.ticketfastpay.com)





# ALBANY MUNICIPAL COURT

## 2022 CALENDAR YEAR 2ND QUARTER REPORT

*The Municipal Court is a misdemeanor court that has jurisdiction over City Ordinance violations and State and Local traffic offenses. Specific type cases handled by the court include routine traffic offenses, driving under the influence of alcohol, possession and consumption by a minor, truancy and curfew violations, possession of marijuana less than an ounce, firearms violations, nuisance and abatement cases, animal control citations, false alarm, and lot cleaning cases.*

**Produced August 2022**

Developed by  
Mr. Barry G. Brooks, MPA, CFCA Director of Municipal Court  
Administration

