

Courts Summary

| | Actual FY 16 | Original Budget FY 17 | Adjusted Budget FY 17 | Budget FY 18 | % Change From Orig. FY 17 | % Change From Adj. FY 17 |
|-------------------------------------|--------------------|-----------------------------|-----------------------------|--------------------|---------------------------------|--------------------------------|
| Circuit Court | \$2,310,060 | \$2,109,970 | \$2,156,930 | \$2,334,060 | 10.62% | 8.21% |
| Circuit Court Magistrates | 614,617 | 514,130 | 470,260 | 492,300 | -4.25% | 4.69% |
| Orphan's Court | 56,748 | 60,510 | 60,510 | 60,510 | 0.00% | 0.00% |
| Volunteer Community Service Program | 245,080 | 195,880 | 229,600 | 206,710 | 5.53% | -9.97% |
| Total Courts | \$3,226,506 | \$2,880,490 | \$2,917,300 | \$3,093,580 | 7.40% | 6.04% |
| Total Without Benefits | \$2,235,125 | \$2,357,640 | \$2,336,230 | \$2,485,450 | 5.42% | 6.39% |

FY 17 Adjusted Budget reflects a change in OPEB allocations.

Mission and Goals

The mission of the Circuit Court for Carroll County is to serve its residents in the determination of litigation in serious criminal matters, substantive civil cases, and domestic and child support cases, in accordance with the Constitution.

Goals include:

- Maintain a commitment to expediting the judicial process in order to preserve and build the public trust and confidence in the justice system
- Provide the framework for proper distribution of estates to legal heirs
- Assist children involved in delinquent behavior to utilize the available resources to receive intervention from appropriate agencies
- Provide prompt resolution of family law issues such as visitation, divorce, and custody
- Ensure as many non-profit organizations and government agencies as possible benefit from services of the Volunteer Community Service Program

Highlights, Changes, and Useful Information

- The Circuit Court is part of a separate and equal branch of government. While the Commissioners have a legal requirement to adequately fund the Circuit Court, they do not have operational authority over it.
- The Circuit Court Magistrates and Volunteer Community Service Program are under the supervision of the Circuit Court.
- The State directly pays the salaries and benefits for the Circuit Court Judges and their law clerks, two Standing Magistrates, and reimburses the County for the salary and fringe benefits of one Standing Magistrate.
- In addition to direct funding to the Circuit Court, the County also provides in-kind support, including health benefits, building maintenance, technology services and support, access to the County's fleet of pool vehicles, and Personnel Services' staff.

Budget Changes

- The increase from FY 17 Original to Adjusted is due to an increase in the OPEB allocation offset by the elimination of a Judicial Assistant position.
- Circuit Court increases due to the salary adjustment for the Bailiffs.
- Volunteer Community Service Program decreases due to the OPEB allocation.

Circuit Court

| Description | Actual FY 16 | Original Budget FY 17 | Adjusted Budget FY 17 | Budget FY 18 | % Change From Orig. FY 17 | % Change From Adj. FY 17 |
|-------------------------------|--------------------|-----------------------------|-----------------------------|--------------------|---------------------------------|--------------------------------|
| Personnel | \$1,552,137 | \$1,626,220 | \$1,631,190 | \$1,761,850 | 8.34% | 8.01% |
| Benefits | 640,075 | 342,160 | 384,150 | 426,520 | 24.66% | 11.03% |
| Operating | 115,144 | 139,280 | 139,280 | 143,880 | 3.30% | 3.30% |
| Capital | 2,704 | 2,310 | 2,310 | 1,810 | -21.65% | -21.65% |
| Total | \$2,310,060 | \$2,109,970 | \$2,156,930 | \$2,334,060 | 10.62% | 8.21% |
| Total Without Benefits | \$1,669,985 | \$1,767,810 | \$1,772,780 | \$1,907,540 | 7.90% | 7.60% |
| Employees FTE | 35.10 | 35.10 | 35.10 | 35.10 | ----- | ----- |

Note: Actuals include a health and fringe allocation and other operating expenditures. Adjusted Budget includes budget changes made during the year. FY 17 Adjusted Benefits reflects a change in OPEB allocations. Ongoing mid-year changes have been annualized for comparison purposes.

Contact

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<http://ccgovernment.carr.org/ccg/circuit-court/Default.aspx>

Mission

The mission of the Circuit Court for Carroll County is to serve its residents in the determination of litigation in serious criminal matters, substantive civil cases, and domestic and child support cases, in accordance with the Constitution.

Description

The Circuit Court is a trial court of general jurisdiction, which handles major civil cases and serious criminal matters, and has appellate jurisdiction over the District Court and certain administrative agencies. The Circuit Court has full common law, equity powers and jurisdiction in all civil and criminal cases within the County and all additional powers and jurisdiction conferred by the Constitution and by law, except where by law a jurisdiction has been limited or conferred upon by another tribunal.

Program Highlights

- Juror terms continue to be one week in order to minimize the economic impact to the citizens of Carroll County.
- Carroll County is now on the statewide jury system which allows citizens to log onto the Court's website and send their information to the Court via web forms.
- Awarded a Courthouse Physical Security Grant from the State Administration Office in the amount of \$116,167.

Budget Changes

- The increase in Personnel from the FY 17 Original Budget is due to a reorganization. This increase is offset in the Circuit Court Magistrate's budget.
- Personnel increases due to a salary adjustment for the Bailiffs.
- Benefits increase due to OPEB allocations.

Total County Funding

| Department | Estimated Cost |
|----------------------|--------------------|
| Circuit Court | \$2,334,060 |
| Health Benefits | 315,000 |
| Public Safety | 1,200 |
| Utilities | 243,650 |
| Building Maintenance | 141,100 |
| Technology Support | 50,860 |
| Grant's Cash Match | 86,900 |
| Total | \$3,172,770 |

Circuit Court Magistrates

| Description | Actual FY 16 | Original Budget FY 17 | Adjusted Budget FY 17 | Budget FY 18 | % Change From Orig. FY 17 | % Change From Adj. FY 17 |
|-------------------------------|------------------|-----------------------------|-----------------------------|------------------|---------------------------------|--------------------------------|
| Personnel | \$365,190 | \$383,680 | \$357,340 | \$368,070 | -4.07% | 3.00% |
| Benefits | 242,365 | 123,790 | 106,260 | 117,610 | -4.99% | 10.68% |
| Operating | 7,062 | 6,660 | 6,660 | 6,620 | -0.60% | -0.60% |
| Capital | 0 | 0 | 0 | 0 | 0.00% | 0.00% |
| Total | \$614,617 | \$514,130 | \$470,260 | \$492,300 | -4.25% | 4.69% |
| Total Without Benefits | \$372,252 | \$390,340 | \$364,000 | \$374,690 | -4.01% | 2.94% |
| Employees FTE | 7.00 | 6.67 | 6.00 | 6.00 | ----- | ----- |

Note: Actuals include a health and fringe allocation and other operating expenditures. Adjusted Budget includes budget changes made during the year. FY 17 Adjusted Benefits reflects a change in OPEB allocations. Ongoing mid-year changes have been annualized for comparison purposes.

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<http://ccgovernment.carr.org/ccg/circuit-court/judges.aspx>

Mission

The mission of this court is to see that children are given the appropriate services to assist them and that all children involved in delinquent behavior receive intervention from appropriate agencies.

Description

The Juvenile Court functions as part of the Circuit Court, but the Circuit Court Magistrates preside over the hearings. All Delinquency, Child in Need of Assistance, and Child in Need of Supervision cases are heard in Juvenile Court. The Juvenile Court works closely with other agencies such as the Department of Juvenile Services, the Carroll County Department of Social Services, and the State's Attorney's Office, the Office of the Public Defender, and the Board of Education.

Program Highlights

The County is reimbursed by the State for the salary and benefits of one full-time Standing Circuit Court Magistrate.

Budget Changes

- Personnel decreases from FY 17 Original to Adjusted is due to the elimination of a Judicial Assistant position and a reorganization. The decrease from the reorganization is offset in the Circuit Court's budget.
- A 3.0% salary increase is included in FY 18.
- Benefits increase due to OPEB allocations.

Total County Funding

| Title | Estimated Cost |
|---------------------------|------------------|
| Circuit Court Magistrates | \$492,300 |
| Health Benefits | 105,000 |
| Total | \$597,300 |

Orphan's Court

| Description | Actual FY 16 | Original Budget FY 17 | Adjusted Budget FY 17 | Budget FY 18 | % Change From Orig. FY 17 | % Change From Adj. FY 17 |
|-------------------------------|-----------------|-----------------------------|-----------------------------|-----------------|---------------------------------|--------------------------------|
| Personnel | \$46,860 | \$46,500 | \$46,500 | \$46,500 | 0.00% | 0.00% |
| Benefits | 9,170 | 12,050 | 12,050 | 12,050 | 0.00% | 0.00% |
| Operating | 718 | 1,960 | 1,960 | 1,960 | 0.00% | 0.00% |
| Capital | 0 | 0 | 0 | 0 | 0.00% | 0.00% |
| Total | \$56,748 | \$60,510 | \$60,510 | \$60,510 | 0.00% | 0.00% |
| Total Without Benefits | \$47,578 | \$48,460 | \$48,460 | \$48,460 | 0.00% | 0.00% |
| Employees FTE | 3.00 | 3.00 | 3.00 | 3.00 | ----- | ----- |

Note: Adjusted Budget includes budget changes made during the year. Ongoing mid-year changes have been annualized for comparison purposes.

Contact

The Honorable Dorothy V. Utz, Chief Judge (410) 386-2086
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Mission and Goals

To review all estates, verify that each personal representative has complied with the Annotated Code of Maryland-Estates and Trusts, and distribute the estate according to the deceased's will.

Goals include:

- Enforce the statutes for the assessment and collection of inheritance tax
- Educate the public about the need for a will
- Provide the framework for the proper distribution of the net distributable estate to the legal heirs
- Read and examine every estate of persons who die in Carroll County

Description

The Judges of the Orphan's Court probate wills greater than \$20,000. Their functions are to:

- Ensure that all deceased person's wills are carried out in accordance with their desires
- Protect the rights of heirs in the absence of a will
- Preside over probate hearings where there are disputes as to the administration of the estate

In addition, the Court approves all petitions for personal representative fees, attorney fees, and funeral expenses in accordance with the laws of the State of Maryland.

In accordance with the laws of the State of Maryland, the County pays the salaries and expenses of three Orphan's Court Judges. Salaries of the Orphan's Court Judges are set by law and may change only at the beginning of their four-year term.

Volunteer Community Service Program

| Description | Actual FY 16 | Original Budget FY 17 | Adjusted Budget FY 17 | Budget FY 18 | % Change From Orig. FY 17 | % Change From Adj. FY 17 |
|-------------------------------|------------------|-----------------------------|-----------------------------|------------------|---------------------------------|--------------------------------|
| Personnel | \$141,500 | \$144,650 | \$144,610 | \$148,950 | 2.97% | 3.00% |
| Benefits | 99,770 | 44,850 | 78,610 | 51,950 | 15.83% | -33.91% |
| Operating | 3,811 | 6,380 | 6,380 | 5,810 | -8.93% | -8.93% |
| Capital | 0 | 0 | 0 | 0 | 0.00% | 0.00% |
| Total | \$245,080 | \$195,880 | \$229,600 | \$206,710 | 5.53% | -9.97% |
| Total Without Benefits | \$145,310 | \$151,030 | \$150,990 | \$154,760 | 2.47% | 2.50% |
| Employees FTE | 3.00 | 3.00 | 3.00 | 3.00 | ----- | ----- |

Note: Actuals include a health and fringe allocation and other operating expenditures. Adjusted Budget includes budget changes made during the year. FY 17 Adjusted Benefits reflects a change in OPEB allocations. Ongoing mid-year changes have been annualized for comparison purposes.

Contact

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<http://ccgovernment.carr.org/ccg/circuit-court/vcsp.aspx>

Mission and Goals

To offer a positive alternative to the traditional sentencing options used by the Courts.

Goals include:

- To assist offenders in finding opportunities to perform court-ordered community service at private, non-profit organizations, and government agencies
- To ensure as many organizations and agencies as possible benefit from the services that Volunteer Community Service Program (VCSP) provides

Description

The VCSP, functioning under the authority of the Circuit Court of Carroll County, has been in operation since October 1980. VCSP interviews, places, and monitors juvenile and adult non-violent offenders who have been referred to the program by the Circuit Court, District Court, Juvenile Court, and the Department of Juvenile Justice as part of their rehabilitation.

The VCSP's crew works from 7 a.m. until 12 noon most Sunday mornings, staffed by Community Service workers and supervised by the Community Service Coordinator. The group travels throughout Carroll County helping various County agencies and non-profit organizations with special projects.

Benefits of the program include:

- Provides sentencing alternatives for Judges
- Reduces the jail population
- Enables offenders to meet family and employment commitments
- Utilizes work as a rehabilitation tool
- Makes clients personally accountable for their actions
- Supplies manpower to public and private non-profit agencies

Program Highlights

- Since the inception of the program in 1980 through November 2015, a total of 32,844 volunteers have been referred to the program and volunteered a total of 1,043,842 hours.
- There were 626 juvenile and adult offenders in the Community Service Program in FY 16.

Budget Changes

- A 3.0% salary increase is included in FY 18.
- Benefits decrease due to the OPEB allocation.
- Operating decreases due to a decrease in liability insurance.

Total County Funding

| Title | Estimated Cost |
|-----------------------------|------------------|
| Volunteer Community Service | \$206,710 |
| Health Benefits | 52,500 |
| Fleet | 2,000 |
| Total | \$261,210 |