## **Judicial Administration**

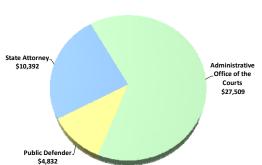
The Judicial Administration function of the Eleventh Circuit (the Circuit) includes the County-funded activities of the State Attorney, the Public Defender and the Administrative Office of the Courts.

As part of the Public Safety strategic area, the various entities of the court system strive to attain justice for all residents of Miami-Dade County through the rule of law as an independent branch of government constitutionally entrusted with the fair and just resolution of disputes. In doing so, the Circuit provides equal access to a fair and effective system of justice for all without excess cost, inconvenience or delay and with sensitivity to an increasingly diverse society. While preserving the constitutional right to trial by an impartial judge or jury, the Circuit also offers efficient methods of dispute resolution such as mediation. The State Attorney is responsible for prosecuting or defending, on behalf of the State, all suits, applications or motions in which the State is a party. The Public Defender represents indigent people who have been arrested or who are at risk of losing their life or liberty and cannot afford to hire a private attorney, as well as individuals facing involuntary civil commitment because of mental illness or mental retardation. The Administrative Office of the Courts (AOC), which provides support services to the Judiciary, includes the following areas: case management, courtroom assignments, court reporting, court technology, interpreter operations, human resources, fiscal and procurement management, facilities management, planning and security. Under Revision 7 to Article V of the Florida Constitution, the State is required to fund the following elements of the state court system on behalf of the State Attorney, Public Defender and Judiciary: Judges and Judicial Assistants, Law Clerks and legal research services, Magistrates and Hearing Officers, State Attorneys, Assistant State Attorneys and staff, Public Defenders, Assistant Public Defenders and staff, alternative dispute resolution/mediation, case management, foreign and sign language interpreter services, court reporting, expert witnesses, mental health professionals, court administration, transportation and travel expenses. The law provides that counties pay reasonable and necessary salaries, costs and expenses of the state court system to meet local requirements and may fund State Attorney and Public Defender efforts toward the prosecution and defense of violations of local ordinances. Pursuant to Florida Statute 29.008, the responsibility rests with the Chief Judge, in conjunction with the State Attorney and the Public Defender, to identify all local requirements within the Circuit. Counties are obligated to fund communications services, existing multi-agency criminal justice information systems and the construction, maintenance, utility and security costs associated with court facilities.

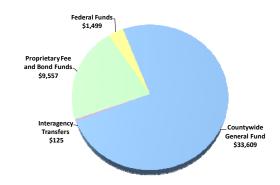
The entities of the court system interact with the Clerk of Courts, other justice agencies, community-based organizations and the general public.

# FY 2020-21 Adopted Operating Budget

# (dollars in thousands)



# Revenues by Source (dollars in thousands)



#### **TABLE OF ORGANIZATION**

**ELECTORATE** 

#### **CHIEF JUDGE\***

Directs the Eleventh Judicial Circuit; acts as liaison in all judicial administrative matters with the Chief Justice of the Florida Supreme Court; develops a plan for the administration of all courts within the Circuit; assigns Judges, General Masters, Special Masters and Hearing Officers to courts and divisions; and oversees the planning for and use of court facilities

FY 19-20 0 FY 20-21

#### STATE ATTORNEY'S OFFICE\*\*

Responsible for prosecuting or defending all suits, applications or mediations on behalf of the State

FY 19-20

FY 20-21 12

# PUBLIC DEFENDER'S OFFICE\*\*\*

Represents indigent people who have been arrested or who are at risk of losing their life or liberty and cannot afford to hire a private attorney, as well as individuals facing involuntary civil commitment because of mental illness or mental retardation

FY 19-20

FY 20-21

Positions noted are those funded only by the County

- \* Positions fully funded by the State of Florida
- \*\* Positions fully funded from County fees, fines and service charges
- \*\*\* Positions partially funded from County reimbursements

#### **COURT ADMINISTRATOR\***

Administers programs and services of the Courts and acts as liaison between the courts, the legal community and the citizens of Miami-Dade County as well as local, state and federal government agencies

FY 19-20

FY 20-21

## **HUMAN RESOURCES\*\***

Oversees the Circuit's personnel related activities including employee relations, recruiting, employee benefits, payroll, attendance, training and the Office of Americans with Disabilities Act (ADA) Coordination

FY 19-20 3 FY 20-21

#### **ADMINISTRATIVE SERVICES\*\***

Administers the Court's budget, both County and state; oversees fiscal, legal and grant operations of the courts; and oversees the Court Information and Procurement Divisions in the purchase of goods and services for the Judiciary and the Administrative Office of the Courts

FY 19-20

FY 20-21

#### COURT TECHNOLOGY (CITeS)\*\*

Directs all research and systems analyses, supports all PC and mainframe users Circuit-wide and supports telecommunications services

FY 19-20

FY 20-21

# COURT OPERATIONS\*\*

Directs the operation and case flow management of the Circuit and County Courts and associated court services programs; and coordinates facilities planning, security and court activities with the Judiciary, Clerk of Courts, State Attorney, Public Defender and other justice agencies

FY 19-20

FY 20-21

#### ADDITIONAL INFORMATION

- We appreciate the collaborative efforts of Chief Judge Bertila Soto, Katherine Fernandez-Rundle, State Attorney and Carlos J.
   Martinez, Public Defender, towards the successful completion of the FY 2020-21 Adopted Budget
- Revision 7 to Article V of the Florida Constitution, effective July, 1, 2004, established certain obligations (such as the
  maintenance of facilities, security, technology, telecommunications and existing multi-agency criminal justice information
  systems) on the part of counties; as of September 30, 2019 the County Budget includes funding of more than \$68 million in
  General Fund revenues to support court-related expenditures in the Internal Services Department, the Information Technology
  Department and the court system budget
- The FY 2020-21 Adopted Budget includes approximately \$4.676 million for local requirement Court programs to support: County Mediation, Family Court Services/Supervised Visitation, Dependency Drug Court Program, Mental Health Coordination, Unified Children's Court, Juvenile Drug Court, Adult Drug Court, Civil Court Interpreters, Domestic Violence Fatality Review Team, Domestic Violence Drug Court, Probate for Marchman Act, Urinalysis Needs, Criminal Mental Health Jail Diversion Program, Traffic Operations and Veterans Treatment Court
- Revenues generated from traffic surcharges have decreased 25 percent since FY 2014-15; this reduction in revenues, approximately \$1.145 million, has been replaced by an increased General Fund subsidy; this negative trend may continue into the upcoming fiscal years and would require either service adjustments or further increases to the General Fund subsidy
- The FY 2020-21 Adopted Budget includes the addition of one Judicial Support Administrator 1 (\$102,240) position funded by the U.S. Department of Justice grant for the Mental Health Reentry Collaboration Project
- The FY 2020-21 Adopted Budget includes the transfer of one Systems Programmer from Administration to Court Technology
- The FY 2020-21 Adopted Budget includes \$1.449 million of federal funding for the Drug Court Operations (\$425,000), Adult
  Drug Court Operations (\$800,000) and Criminal Mental Health Project (\$274,000)
- The FY 2020-21 Adopted Budget includes \$3.277 million in self-funded local requirement court programs such as Self-Help (\$1.549 million), Drive Legal (\$1.133 million), Process Servers (\$446,000) and Adult Drug Court (\$149,000)
- The FY 2020-21 Adopted Budget includes funding for the Early Representation Unit (\$1.159 million), a local requirement court program administered by the Public Defender's Office (PDO); the program assists in obtaining a timely release of defendants from jail, reducing the County's cost for housing inmates
- The FY 2020-21 Adopted Budget provides \$203,000 to contract for the timely service of PDO civilian subpoenas; this service
  reduces delays of court cases and County expenditures associated with the incarceration of defendants pending disposition;
  additionally, the Adopted Budget includes recurring funding for licensing agreements and network support for the PDO
  (\$583,000)
- The FY 2020-21 Adopted Budget includes funding for the State Attorney's Office (SAO) (\$9.814 million); the funding supports
  the Civil Citation Program (\$71,000), Mobile Operations Victim Emergency Services (MOVES) program (\$275,000) and the
  subpoena service program (\$246,000); the MOVES and the subpoena service programs have been certified as local
  requirements
- The FY 2020-21 Adopted Budget includes funding for the Expedited Intake System (EIS) in the SAO, which identifies efficiencies in the "file/no-file" decision process through the enhanced ability to obtain personal service of the notices to appear at all pre-file conferences (\$465,000); the EIS program has been certified as a local requirement
- The FY 2020-21 Adopted Budget includes \$28,000 for the PDO and \$5,000 for the SAO to defend and prosecute local ordinance violations; the County remains responsible for the courier functions of the PDO and the SAO and will continue to provide the vehicles required for this activity
- The FY 2020-21 Adopted Budget includes funding for the Children and Special Needs Center, which is administered by the SAO to coordinate multi-jurisdictional interviewing and assessment of children and the mentally impaired who are victims of sexual abuse (\$500,000); the intergovernmental agreement between the County and the State of Florida will be continued as it relates to the appropriation of funds by the Board of County Commissioners (BCC)

- The FY 2020-21 Adopted Budget includes funding from the Miami-Dade Police Department (MDPD) (\$125,000), the Miami-Dade Chiefs Association (\$319,000) and carryover (\$134,000) to operate the County Court Standby Program; this program coordinates witness appearances in court through subpoena management, thereby reducing police overtime in various police departments, including MDPD and improving case scheduling in the court system
- In order to carry out the functions funded by the County, separate intergovernmental continuation agreements will be executed administratively between the County and the PDO and the SAO subject to appropriation of funds by the BCC
- The FY 2020-21 Adopted Budget includes funding of \$692,000 for the Law Library; this operation is funded by fees, charges and donations (\$70,000); 25 percent of the criminal court cost \$65 surcharge (\$175,000); Local Business Tax (\$85,000) and carryover (\$362,000)
- The FY 2020-21 Adopted Budget includes funding for the Legal Aid program (\$4.909 million); the funding is comprised of General Fund support (\$3.2 million), Florida Bar Foundation contributions (\$285,000), Grants to Encourage Arrest related to domestic violence (\$150,000), Victims of Crime Act grants (\$629,000), court fees (\$175,000), other miscellaneous revenues (\$350,000) and carryover (\$120,000); in addition, the position count for FY 2019-20 had a scrivener's error of five positions which has been corrected for FY 2020-21
- The Non-Departmental General Fund section of the FY 2020-21 Adopted Budget includes \$2.728 million in funding for the Guardianship Program; the Guardianship Program of Dade County, Inc. provides guardianship assistance for destitute adults who are charged or detained in Miami-Dade County and are appointed a Guardian by the Court

#### CAPITAL BUDGET HIGHLIGHTS AND OPERATIONAL IMPACTS

- The FY 2020-21 Adopted Budget and Multi-Year Capital Plan includes \$500,000 in funding from the General Government Improvement Fund (GGIF) to support various repairs and renovations throughout the court facilities
- The FY 2020-21 Adopted Budget and Multi-Year Capital Plan includes the purchase of one vehicle for the Administrative Office of the Courts (\$25,000); the fleet replacement plan will provide operational savings to the Department in the long-term as it will reduce maintenance costs, fuel consumption and overtime as a result of equipment failure; the County's fleet replacement plan is included under Non-Departmental project #2000000511
- The Department's FY 2020-21 Adopted Budget and Multi-Year Capital Plan includes initial planning and development costs for the new Civil and Probate Courthouse project to be located in downtown Miami; during FY 2020-21, the Internal Services Department will continue its oversight of the design and construction of the state-of-the-art facility in collaboration with building tenants to ensure an on-time and on budget delivery of the project; upon scheduled occupation in January 2024, the new courthouse will have 46 jury courtrooms, 4 shelled courtrooms and office and public spaces to be occupied by the Clerk of Courts, the Administrative Office of the Courts, and the Law Library
- The Department's FY 2020-21 Adopted Budget and Multi-Year Capital Plan includes \$10 million in funding from the Building Better Communities General Obligation Bond (BBC-GOB) program to perform upgrades and improvements to Miami-Dade County court facilities systemwide (total project cost \$36.8 million)

#### **SELECTED ITEM HIGHLIGHTS AND DETAILS**

	(dollars in thousands)								
Line Item Highlights	Actual	Actual	Budget	Projection	Budget				
	FY 17-18	FY 18-19	FY 19-20	FY 19-20	FY 20-21				
Advertisement	1	1	2	3	3				
Fuel	37	36	55	23	49				
Overtime	17	22	0	3	0				
Rent	2,446	2,355	2,978	2,817	4,126				
Security Services	715	925	1,000	743	961				
Temporary Services	2	29	30	51	27				
Travel and Registration	15	10	25	38	39				
Utilities	1,967	1,931	1,991	2,997	3,219				

# **OPERATING FINANCIAL SUMMARY**

	Actual	Actual	Budget	Adopted
(dollars in thousands)	FY 17-18	FY 18-19	FY 19-20	FY 20-21
Revenue Summary				
General Fund Countywide	25,022	25,563	30,097	33,609
Carryover	2,981	2,932	2,838	2,590
Court Fees	5,184	5,149	4,919	4,975
Court Standby Revenue	318	464	320	319
Interest Income	35	41	17	48
Process Server Fees	113	105	110	86
Program Income	1,581	1,646	2,174	1,539
Federal Grants	0	0	0	1,499
Interagency Transfers	123	0	125	125
Total Revenues	35,357	35,900	40,600	44,790
Operating Expenditures				
Summary				
Salary	13,804	14,147	16,620	17,191
Fringe Benefits	5,936	6,548	7,398	7,565
Court Costs	223	249	208	208
Contractual Services	2,270	2,955	4,101	4,461
Other Operating	6,821	6,847	7,315	10,733
<b>Charges for County Services</b>	1,399	1,126	1,385	1,140
Grants to Outside	0	26	35	14
Organizations				
Capital	1,423	804	698	1,421
Total Operating Expenditures	31,876	32,702	37,760	42,733
Non-Operating Expenditures				
Summary				
Transfers	0	0	0	(
Distribution of Funds In Trust	0	0	0	C
Debt Service	549	318	304	308
Depreciation, Amortizations and Depletion	0	0	0	(
Reserve	0	0	2,536	1,749
Total Non-Operating	549	318	2,840	2,057
Expenditures	549	310	2,040	2,037

	Total Funding			Total Positions		
(dollars in thousands)	Budget	Ad	opted	Budget	Adopted	
Expenditure By Program	FY 19-20	FY 2	20-21	FY 19-20	FY 20-21	
Strategic Area: Public Safety	/					
Administrative Office of th	e 25,	343	27,50	09 291	. 292	
Courts						
Public Defender	3,	760	4,83	32 C	0	
State Attorney	8,	657	10,39	92 12	. 12	
Total Operating Expenditur	es 37,	760	42,73	33 303	304	

# CAPITAL BUDGET SUMMARY

(dollars in thousands)	PRIOR	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FUTURE	TOTAL
Revenue									
BBC GOB Financing	32,926	13,475	23,360	27,503	29,714	0	0	0	126,978
General Government Improvement Fund (GGIF)	0	500	0	0	0	0	0	0	500
JMH General Obligation Bonds	0	8,000	0	0	0	0	0	0	8,000
Total:	32,926	21,975	23,360	27,503	29,714	0	0	0	135,478
Expenditures									
Strategic Area: PS									
Court Facilities	32,926	21,975	13,360	10,703	19,714	0	0	0	98,678
Public Safety Facilities	0	0	10,000	16,800	10,000	0	0	0	36,800
Total:	32,926	21,975	23,360	27,503	29,714	0	0	0	135,478

## **FUNDED CAPITAL PROJECTS**

(dollars in thousands)

ADDITIONAL COURTROOMS AND ADMINISTRATION FACILITIES (BUILDING BETTER COMMUNITIES BOND PROGRAM)

PROJECT #: 305200

PROJECT #: 3010620

PROJECT #: 2000001484

DESCRIPTION: Provide an updated Courts Master Plan for both Civil and Criminal courts; construct new and/or improve

existing courtrooms and administration facilities

LOCATION: To Be Determined District Located: Countywide

To Be Determined District(s) Served: Countywide

REVENUE SCHEDULE:	PRIOR	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	FUTURE	TOTAL
BBC GOB Financing	4,826	1,300	10,535	10,703	19,714	0	0	0	47,078
TOTAL REVENUES:	4,826	1,300	10,535	10,703	19,714	0	0	0	47,078
EXPENDITURE SCHEDULE:	PRIOR	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	FUTURE	TOTAL
Construction	1,822	1,000	10,000	10,000	19,300	0	0	0	42,122
Planning and Design	2,500	300	535	703	414	0	0	0	4,452
Project Administration	504	0	0	0	0	0	0	0	504
TOTAL EXPENDITURES:	4.826	1.300	10.535	10.703	19.714	0	0	0	47.078

**COURT FACILITIES REPAIRS AND RENOVATIONS** 

DESCRIPTION: Repair and renovate court facilities as needed

LOCATION: Various Sites District Located: Countywide Various Sites District(s) Served: Countywide

**REVENUE SCHEDULE: PRIOR** 2020-21 2021-22 2022-23 2023-24 2024-25 2025-26 **FUTURE TOTAL** General Government Improvement 0 500 0 0 0 0 0 500 0 Fund (GGIF) 500 TOTAL REVENUES: 0 500 0 0 0 0 0 0 **EXPENDITURE SCHEDULE:** PRIOR 2020-21 2021-22 2022-23 2023-24 2024-25 2025-26 **FUTURE** TOTAL **Building Acquisition/Improvements** 500 0 500 O O 0 O O TOTAL EXPENDITURES: 0 500 0 0 0 0 0 0 500

INFRASTRUCTURE IMPROVEMENTS - COURT FACILITIES SYSTEMWIDE

DESCRIPTION: Perform upgrades and improvements to Miami-Dade County court facilities systemwide to include but not

limited to life safety, HVAC and electrical improvements

LOCATION: Various Sites District Located: Countywide

Throughout Miami-Dade County District(s) Served: Countywide

**REVENUE SCHEDULE: FUTURE TOTAL PRIOR** 2020-21 2021-22 2022-23 2023-24 2024-25 2025-26 **BBC GOB Financing** 0 0 10,000 16,800 10,000 0 0 36,800 **TOTAL REVENUES:** 36,800 0 0 10,000 16,800 10,000 0 0 0 **EXPENDITURE SCHEDULE: PRIOR** 2020-21 2021-22 2022-23 2023-24 2024-25 2025-26 **FUTURE TOTAL** Infrastructure Improvements 0 0 10,000 16,800 10,000 0 36,800 **TOTAL EXPENDITURES:** 0 0 10,000 16,800 10,000 0 0 0 36,800

PROJECT #: 305410

# MENTAL HEALTH DIVERSION FACILITY (BUILDING BETTER COMMUNITIES BOND

PROGRAM)

DESCRIPTION: Construct new mental health facility on property leased from the State of Florida
LOCATION: 2200 NW 7 Ave District Located:

City of Miami District(s) Served: Countywide

REVENUE SCHEDULE:	PRIOR	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	FUTURE	TOTAL
BBC GOB Financing	28,100	12,175	2,825	0	0	0	0	0	43,100
JMH General Obligation Bonds	0	8,000	0	0	0	0	0	0	8,000
TOTAL REVENUES:	28,100	20,175	2,825	0	0	0	0	0	51,100
EXPENDITURE SCHEDULE:	PRIOR	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	FUTURE	TOTAL
Construction	14,763	19,445	2,825	0	0	0	0	0	37,033
Furniture Fixtures and Equipment	668	165	0	0	0	0	0	0	833
Land Acquisition/Improvements	20	0	0	0	0	0	0	0	20
Permitting	51	0	0	0	0	0	0	0	51
Planning and Design	12,272	0	0	0	0	0	0	0	12,272
Project Administration	275	263	0	0	0	0	0	0	538
Project Contingency	51	272	0	0	0	0	0	0	323
Technology Hardware/Software	0	30	0	0	0	0	0	0	30
TOTAL EXPENDITURES:	28,100	20,175	2,825	0	0	0	0	0	51,100

Department Operational Unmet Needs			
	(dollars in the		
Description	Startup Costs/ Non-Recurring Costs	Recurring Costs	Positions
Provide additional funding to support the Early Representation Unit (Public Defender)	\$0	\$1,200	0
Fund the acquisition of 50 replacement printers for the Public Defender's Office	\$100	\$0	0
Fund two Judicial Administration Computer Technician 2 positions needed to maintain the Administrative Office of the Court's newly implemented technology	\$0	\$161	2
Fund the reclassification of three part time Mediator 1s and one part time Court Security Specialist to full time positions to reduce the number of cases being referred to mediation, which would result in a higher resolution rate	\$0	\$41	4
Fund two Judicial Services Coordinator 2 for the Criminal Mental Health Jail Diversion Program	\$0	\$166	0
Fund 18 Network Data switches dedicated to Due Process requirement (DCR) in the Richard E. Gerstein Justice Center and other court facilities	\$408	\$0	0
Total	\$508	\$1,568	6