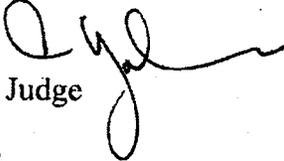


City of Santa Fe, New Mexico

memo

To: Mayor David Coss
City Councilors
City Manager, Brian Snyder

From: Ann Yalman 
Municipal Court Judge

Date: February 6, 2014

Re: State of the Municipal Court

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1. New Software/Hardware
 1. Full Court Enterprise
 - trained staff
 - installed
 - imaging all 2014 cases and anything that comes up in open case
 2. Need to increase full use of system
 - overdue processing: MVD
 - batch bench warrants
 3. Need improvements
 - eliminate glitches
 - may need some modifications
 - software not as complete as expected in some areas
 4. Move server to Court
 2. Increase in Traffic Cases
 - 1) Almost 30% increase since 2011
 - 2) Annexation will probably increase it even more
 - may be seeking additional staff to meet increased traffic
 3. Need to Study Parking

- 1) import/export T2 waiting till we have server at court – too many breakdowns
 - 2) Need to study effect of sending out tickets – have been dealing with walkins
 - 3) moving Parking to Tuesday due to increase in traffic
4. Future
- 1) Need term employees to scan all open cases and closed DUIs
 - 2) 3 new staff to handle increased traffic
 - 3) Pay Increases: very skilled staff; losing them do to pay issues