MUNICIPAL COURT

Circuit Court of Missouri
16th Judicial Circuit Court
Kansas City Municipal Division

Guiding Principles

Values

- **J** (8) Justice
- **U** (1) Understanding
- **S** (1) Service
- **T** (1) Technology
- **I** (1) Integrity
- **C** (3) Communication
- **E** (1) Efficiency

Vision Statement

The Kansas City Municipal Court aspires to be recognized – locally, nationally, and internationally – as the most efficient and technologically advanced municipal court in existence that provides comprehensive services.

Mission Statement

The mission of the Kansas City Municipal Court is to provide exceptional service by ensuring a fair, timely, and impartial judicial process through innovation, efficiencies, and by addressing the underlying causes of recidivism.

Overview

The Kansas City Municipal Court is the largest municipal court in the State of Missouri and processes between 225,000 and 300,000 cases annually. The most common types of cases handled by the court include:

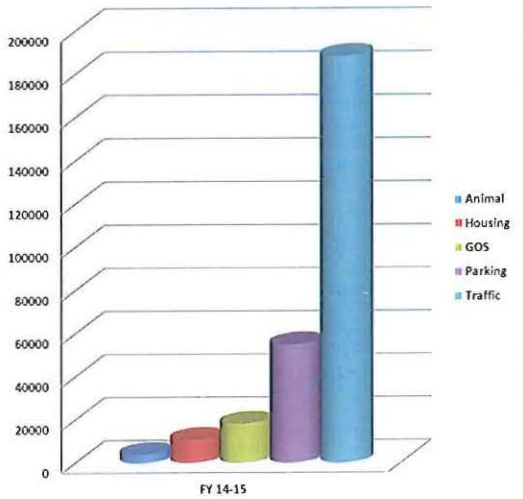
Traffic Violations	• Speeding • Driving under the influence • Parking tickets
General Ordinance Violations	• Trespass • Assault\Domestic violence assault • Disorderly Conduct
Building Codes and Nuisance Violations	• Insufficient property maintenance • Weeds • Trash
Animal Health and Public Safety Violations	• Animal license • Animal abuse • Neglect • Animal attacks

Municipal Court Citation Volume

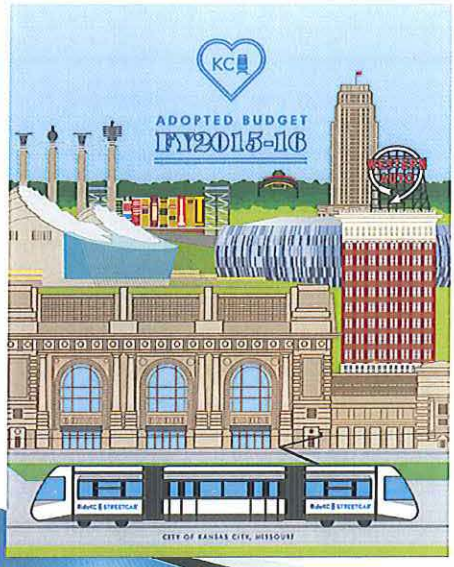
Total: 275,663 (FY2014-15)

Who writes the citations

- Kansas City Police Department
- Airport Police
- Veterans Administration
- University of Missouri-Kansas City Police
- Animal Health and Public Safety
- Regulated Industries
- Fire Marshal
- Neighborhood Preservation



Budget



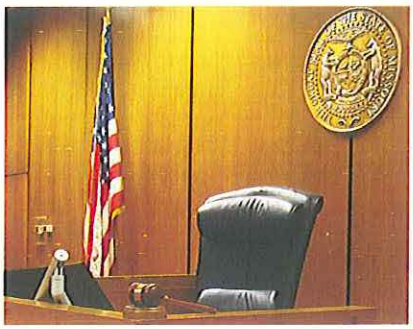
Public Safety:
$399.2 million

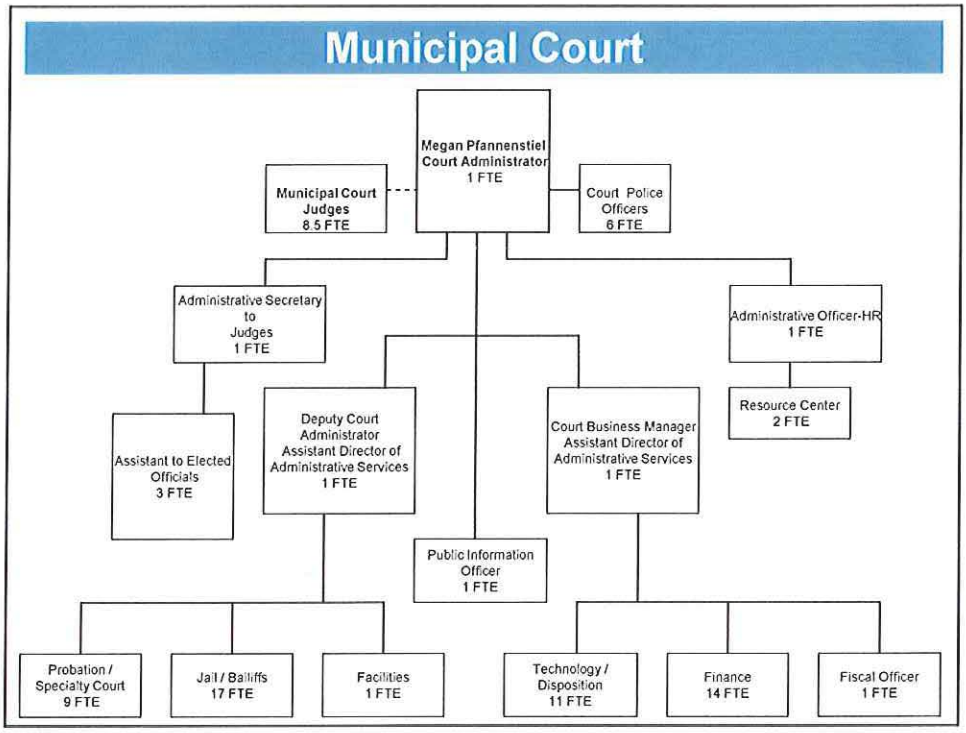
Municipal Court:
$16.9 million (4.23%)

Judges, Administration and Staff

The Circuit Court of Missouri 16th Judicial Circuit Court Kansas City Municipal Division has eight (8) full-time judges and one (1) part-time judge, a Court Administrator, and approximately 80 employees. The Presiding Judge is selected by the judges. There are nine courtrooms labeled alphabetically as A through I.

Judge Anne J. LaBella, Presiding Judge
Judge Ardie A. Bland, Pro tem
Judge Joseph H. Locascio
Judge Elena M. Franco
Judge Katherine B. Emke
Judge Todd D. Wilcher
Judge Courtney A. Wachal
Judge Corey A. Carter
Judge Keith R. Ludwig





Administrative Divisions

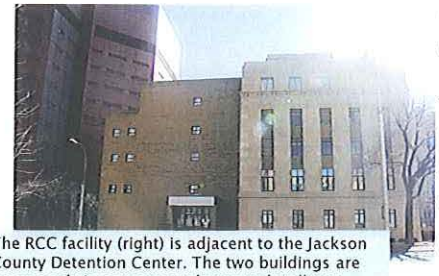
- Administration
  - Finance
  - Technology and Court Operations
- Rehabilitation Services
  - Probation
  - Problem Solving Courts
- Correctional and Security Services
  - Courtroom Bailiffs and Corrections Transportation
  - Police Security Squad
  - Regional Correctional Center – Contract with Jackson County, Missouri
- Indigent/Legal Defense
  - Contracted Service with Legal Aid of Western Missouri

Indigent Defense

For more than 20 years the City has had a contract with Legal Aid of Western Missouri to represent low-income people charged with jailable offenses in Municipal Court.

- In FY2014-15 Legal Aid represented 8,967 Municipal Court defendants
- Budget for FY2015-16 is $1 Million for this service
- A staff of 13 is allocated to Legal Aid's Municipal Court representation.

Jail



The RCC facility (right) is adjacent to the Jackson County Detention Center. The two buildings are connected via a secure underground walkway.

On May 1, 2015 the Municipal Court partnered with Kansas City Police Department and Jackson County, Missouri to consolidate detention services under a new ten-year agreement for 175 beds for Municipal Court Offenders at the Regional Correctional Center (RCC) located at 505 E 13th Street.

- The City pays $52.50/day
- 150 beds for male detainees and inmates
- 25 beds for female inmates and detainees

Kansas City Municipal Court Problem-Solving Courts

Drug Court

Participants with substance abuse disorders receive a minimum of 12 months intense treatment, including 21 to 30 days of inpatient treatment and other services to achieve and maintain recovery. Graduation is held twice yearly for those who successfully complete the program.

Veterans Treatment Court

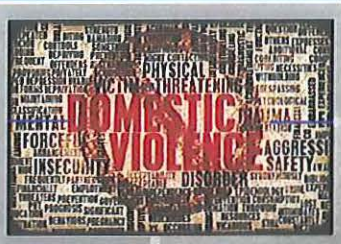
A hybrid of the Drug Court and Mental Health Court that serves veterans with identified treatment needs. The program is a minimum of 12 months and works with the Veterans Administration to provide services. Many veterans connect with the Kansas City Veterans Affairs Medical Center for the first time through the Veterans' Treatment Court.

Mental Health Court

Participants with a qualified mental health diagnosis receive six to 12 months of mental health treatment. They must be realistically treatable within the mental health system and currently engaged in or willing to become engaged in outpatient mental health services.

Domestic Violence Court

A single court dedicated to cases of family violence, stalking and child abuse. Victims receive assistance while offenders are held accountable and can receive batterer's intervention treatment services with the help of social services. Domestic violence cases are processed more efficiently and consistently by committing one courtroom to these cases.



Other Problem Solving Courts

Housing Court

Addresses property code violations effecting the health, safety and welfare of neighborhoods. Offenses can be broken into five basic categories—illegal dumping; dangerous buildings; property maintenance; nuisance; and zoning and building code violations. Many properties also are brought into code compliance with the assistance of the Municipal Court Housing Fund.

Municipal Court Housing Fund renovation

Before After

Animal Violations Court

Handles offenses related to the safety and welfare of animals, and the safety of residents from animals.

health counseling.

Truancy Court

A special docket to address the many challenges that can prevent regular school attendance including, but not limited to: homelessness, language barriers, mental or physical health limitations, little to no adult supervision, tending to younger siblings or to ill parents, and even domestic violence. Truancy Court intervenes with substance abuse counseling, tutoring, mentoring groups and mental

Friends of the Problem-Solving Courts

Board Mission

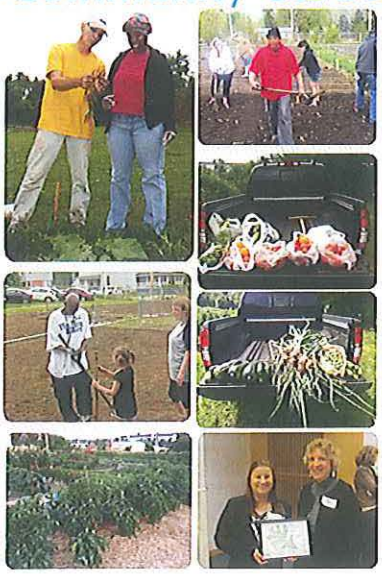
Friends of the Kansas City Problem-Solving Courts support these courts in providing justice, guidance and comprehensive solutions to individuals with mental health and substance abuse treatment needs so they may successfully exit the criminal justice system.

Board Goals

- Board Development
- Community Partner Alliances and Services
- Housing
- Treatment
- Community Awareness and Education

Pro-Social Activities

Community Garden



Picnic

2011

- Became the first Municipal Court of its size in the country to go paperless by launching a new automated case management system
- Reduced staff size by 19 positions due to this efficiency
- Eliminated 18 tons of paper

Recent Major Accpmplishments

Expanded probation division

- Expanded probation staff from 4 to 9 employees
- Launched the intense supervision unit of the probation division
- Began collecting a Specialty Court Fee for Drug Court, Mental Health Court and Veterans Treatment Court

Additional domestic violence grant funding

- Secured a domestic violence grant from the Office of Violence Against Women allowing the Kansas City Domestic Violence Court to further model national best practices in this area.

Self-initiated assessment

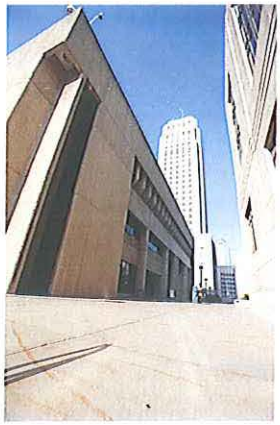
Hosted the National Center for State Courts to study the Municipal Court's docketing practices to ensure best use of technology and other resources.

Customer service improvements

- Time to Pay Plan
- Expanded Web Searches
- Videos to Understand Municipal Court

Major Projects in the Works

- Building Enhancements
  - ADA Upgrades
  - Security
  - Cashier & Customer Service
  - Space Utilization
- Nation Center for State Courts
  - Docketing
- Customer Service
  - Line Queuing System
- Crisis Center



Questions for Municipal Court?

MUNICIPAL COURT

Points of Contact:
Megan Pfannenstiel, Court Administrator
513-6747
Stephanie Boyer, Deputy Court Administrator
513-6769
Benita Jones, Public Information Officer
513-6711

Court Etiquette

Our goal is to provide superior customer service and create a user-friendly court. In return, the court expects all visitors to respect the court and its employees.

⇒ Arrive 30 to 45 minutes before your scheduled hearing to allow enough time to go through security. Defendants are responsible for being on time and present in court when their cases are called. Those who are not could have a warrant issued for their arrest for failing to appear for the hearing.

⇒ The court is a place of business and visitors should wear clean, well-fitted clothes. Shirt and shoes are required. Please take off hats before entering any courtroom. Note: The individual judge sets the dress code for their respective Division.

⇒ All cell phones and pagers must be turned off before entering the courtroom. Audio or video recording devices are prohibited. Food and drinks are not allowed in the courtrooms.

⇒ All weapons, tools and aerosol sprays are strictly prohibited from the building. Alcohol is not allowed on the premises.

All prohibited items will be confiscated and the violator may be appropriately charged. The court will not store prohibited items for pickup. Leave these items at home or in your vehicle.

If you need disability accommodations for your court date, please contact 311 at least three (3) business days prior to your court date, and tell the customer service representative what accommodations you will need.

Need an attorney?

Go to the free Missouri Bar Lawyer Search Service at www.missourilawyershelp.org or call the Missouri Bar Lawyer Referral Service at (573) 636-3635. They will be able to refer you to a lawyer for a $50 referral fee. ($37.50 for veterans). Hours are 9:00 AM to 3:00 PM, Monday-Friday.

Other Contacts

Legal Aid of Western Missouri
816-474-6750

Kansas City Police Department reports
816-234-5100
Online accident reports:
www.kcmo.gov/police

Missouri Department of Revenue
573-526-0939
Fax: 573-526-2511 or 573-526-7366

Circuit Court of Missouri
Sixteenth Judicial Circuit Court
Kansas City Municipal Division

1101 Locust Street
Kansas City, Missouri, 64106
Phone: 816-513-2700
Fax: 816-513-6782
E-mail: court@kcmo.org
Like us on Facebook at
www.facebook.com/kcmoMuniCourt

City of Kansas City, Missouri

Municipal Court 101

- Case Information
- Ticket Payments
- Court Etiquette
- What to expect at court

A quick guide to the Kansas City, MO Municipal Court

What you need to know

Some violations require mandatory court appearances. Others may be paid without going to court and the fine amount will be in a summons that is mailed to you.

Phone information line: Find your court date or fine amount by calling the 311 automated information line. You will need your ticket number. Ticket payments cannot be made by phone.

Fine amounts and other case information is available within 48 hours online at www.kcmo.gov/court, or www.kcmo.gov/pay or via the 311 automated phone line.

If the case is payable, you may:

Pay online at kcmo.gov/pay with a credit or debit card.

Mail a check or money order for the amount payable to "Municipal Court," to: P.O. Box 219381, Kansas City, MO 64121-9381. Write your ticket number in the memo field.

Pay in person at the Violations Bureau on the first floor of the Kansas City Municipal Court, 1101 Locust St., between 8 a.m.- 5 p.m. Monday-Friday.

Use the drop box in the lobby during business hours. Place a check or money order for the amount payable to "Municipal Court," in a provided envelope. Write your ticket number on the check. Please do not put cash payments in the drop box.

You also may choose to go to court rather than pay the fine ahead of time.

If your case goes to court:

The hearing time, date and courtroom are at the top of the ticket and on the summons you will receive by mail.

Continuances:

You may obtain a first-time continuance (postponement) on some violations: see www.kcmo.gov/court, call 311 or visit the Violations Bureau for details.

When you get to Court:

- When your name is called, walk up to the judge.
- When the judge asks you a question answer only the question asked; and answer it as directly as possible."
- **If you are financially unable to hire legal counsel you may be able to have your case referred to a court appointed attorney.**
- You may plead Guilty, Not Guilty or request a Continuance.
- If a continuance is granted, write down your next court date.

If you plead guilty:

The judge may impose a fine, jail sentence and/or probation with classes, treatment or community service. Most fines are between $1 and $500, but some may go up to $1,000. Jail sentences are up to 6 months.

If you plead not guilty:

The court may hold trial that day or continue it to a later date. The prosecutor must prove your guilt beyond a reasonable doubt. You may be represented by an attorney and you have the right to present evidence and witnesses. The court can give witnesses subpoenas to tell them they must come to court for you. You may choose to testify or choose to remain silent.

- **If found not guilty at trial:**

Your case ends.

- **If found guilty at trial:**

The judge decides the penalty.

- **Appeal (trial de novo):** You may file an appeal within 10 days for a new trial (trial de novo) in the Circuit Court.

When is my fine due?

Payable ticket fines are due by the scheduled court date. Fines ordered by the judge are due immediately.

Send payments questions to: mcpayments@kcmo.org

Need additional time to pay?

You must go in person to the Violations Bureau at the courthouse. The cashier will enter all outstanding money due on a payment contract. Fines for multiple tickets can be included in one contract.

You will be required to pay 10% of the total balance to the court within 15 days.

If you have any cases in warrant status for failure to pay, you will be required to pay 10% of the total balance to the court before the payment contract will be issued and the warrants canceled.

The remainder of your balance will be due in equal monthly installment payments. **Installment payments cannot be made online and must be made in person or by mail or at the drop box in the lobby. Please do not put cash payments in the drop box.**

Municipal Court Probation:

The Municipal Court probation office governs City ordinance violators who are found guilty and ordered by the court to complete probation. A term of probation in Municipal Court can last up to two years. **To contact Municipal Court probation, call 816-513-2700 or send email to probation@kcmo.org.**