Howard County Circuit Court

Memorandum

May 4, 2012

RE: Howard County Circuit Court FY 2012
Spending Authority Increase

Dear Lonnie Robbins:

The Howard County Circuit Court requests the transfer of $30,000.00 from the general fund contingency to cover the cost of jury stipends for the remaining months of the fiscal year. These costs are 100% reimbursable by the State of Maryland through the Administrative Office of the Courts. This line item represents the stipend given to jurors on a daily basis during their time spent on jury duty. Our approved FY2012 budget includes stipends in the amount of $87,855.00 which cannot support the anticipated number of jurors expected through the remainder of this fiscal year. As of the latest invoice, we are over budget by $7,270.00 and unable to increase the stipends account with a budget adjustment. The Court has seen an increase in the number of jurors called for court and the number of jury trials this fiscal year, including multiple murder trials that have increased the overall amount spent on juror stipends.

The Court is asking for an increase in the amount of $30,000.00. Jury costs are unpredictable, but this amount should cover our jury trials through May 30, 2012. Historically each budget year covers 12 months of juror stipends. Reimbursements from the Administrative Office of the Courts which are invoiced on a quarterly basis are current and we anticipate collecting 100% of the requested funds within a 30 day net period after submission of invoices. Since this is a cost reimbursable line item we do not foresee any hardship or financial burden on the county's overall budget for FY 2012.

If you have any questions or need additional information, please feel free to contact me at (410) 313-2028.

Sincerely,

Suzanne H. James
Court Administrator
Howard County Circuit Court

RECIPIENT ACCOUNT FOR SUPPLEMENTAL FUNDS:

GENERAL FUND 1000000000-7300000000-999999999999999999999900-513510 $30,000.00