



# State of Louisiana

## Municipal and Traffic Court of New Orleans



Honorable Robert E. Jones, III  
Administrative Judge, Division B

Honorable Paul N. Sens  
Judge, Division A

Honorable Charlene C. Larche-Mason  
Judge, Division C

Honorable Mark J. Shea  
Judge, Division D

Honorable Bobbie C. Smith  
Judge, Division E

Honorable Joseph B. Landry  
Judge, Division F

Honorable Steven M. Jupiter  
Judge, Division G

Monique Boissiere  
Judicial Administrator

Christopher P. Sens  
Clerk Of Court

February 3, 2026

Clerk of City Council  
New Orleans City Council  
1300 Perdido Street  
New Orleans, LA 70112

Dear Clerk of City Council:

In accordance with Chapter 2, Article III, Section 2-63 of the City Code, please see the attached revenue, expenditure, and staffing report for December 2025 on behalf of the Municipal and Traffic Court. If you have any questions, please contact me at [lscrowley@nola.gov](mailto:lscrowley@nola.gov).

Sincerely,

*Lenée S. Crowley*

Lenée S. Crowley  
Deputy Judicial Administrator

Encl: Budget to Actual Monthly Report  
Staffing Report

CC: Joseph Giarrusso  
Brandy DeLarge

**Monthly Template – Budget to Actuals and Projections**

Fill in column D with your monthly revenue and expenditures for the previous calendar month (e.g., reports due on February 29 should cover revenue and expenditures through January 31). Reporting should be on a cash basis (not an accrual basis). Fill in column E with the full year projected total revenue and expenditures for each category. Column F should be used to provide any supplemental information, including an explanation of projection methodologies. **A narrative explanation of the methodology used to project personnel expenditures is required.**

Agencies that use the City's payroll and/or financial systems can contact Brandye DeLarge at badelarge@nola.gov for assistance accessing budget reports.

Budget of Revenues for FY2025	Adopted Budget	Monthly Revenue	Projected Full Year Total	Notes/Methodology
State Revenue	\$0.00		\$0.00	
State Grants	\$0.00		\$0.00	
Federal Revenue	\$0.00		\$0.00	
Federal Grants	\$241,722.00	\$18,623.36	\$243,124.00	
<b>City Revenue</b>				
On behalf city payroll support	\$6,188,770.00	\$432,644.18	\$5,802,742.00	
Operating Judicial Expense Fund support	\$948,470.00		\$948,470.00	
City Grants	\$0.00		\$0.00	
Intergovernmental/Pass-through (if multiple sources, list separately)	\$0.00		\$0.00	
Self-Generated -Judicial Expense Fund	\$508,900.00	\$46,617.87	\$597,450.00	
Self-Generated - Probation Fund	\$44,000.00	\$3,792.57	\$50,727.00	
Self-Generated -Building & Maintenance Fund -Fees	\$36,000.00	\$3,763.26	\$48,619.00	
Interest	\$0.00	\$23,299.65	\$184,734.00	
Donations	\$0.00		\$0.00	
Other (specify)	\$0.00		\$0.00	

Budget of Expenditures for FY2025	Monthly Expenditures		Notes/Methodology
<b>Personal Services</b>			
Salaries & Fringes-Judges	\$960,475.00	\$78,152.23	\$981,159.00
Salaries & Fringes- Employees	\$5,228,295.00	\$354,491.95	\$4,821,583.00
<b>Other Operating (Judicial Expense Fund)</b>			
<i>Travel and support expenses</i>			
Judge travel	\$105,000.00	\$8,799.15	\$105,000.00
Judge Dues and Subscriptions	\$14,830.00	\$3,500.00	\$15,907.00
Judge Liability insurance	\$25,000.00	\$10,687.48	\$25,000.00
Judge cellphone	\$4,480.00	\$997.64	\$12,478.00
Employee travel	\$20,000.00		\$15,740.00
Employee Dues and Subscriptions	\$7,892.00	\$385.00	\$8,000.00
Employee Seminar & Training	\$6,580.00		\$6,000.00
Employee cellphone	\$5,000.00	\$1,227.07	\$9,040.00
Professional services	\$841,000.00	\$24,401.03	\$803,787.00
<i>Operating expenses and services</i>			
Advertising	\$500.00		\$756.00
Bank Service Charge	\$5,500.00	\$795.11	\$7,000.00
Copier equipment rental	\$13,500.00	\$1,166.97	\$13,500.00
Credit card fees	\$200.00	\$36.89	\$254.00
Internal meeting expenses	\$7,000.00	\$466.00	\$4,000.00
Miscellaneous ( including Drug testing fees, finance charge & late fees)	\$450.00	\$810.00	\$123,377.00
Postage	\$6,000.00	\$46.45	\$6,000.00
Postage Meters Lease	\$3,600.00	\$342.96	\$3,600.00
Printing	\$2,000.00	\$0.00	\$3,000.00
Parking	\$43,200.00	\$0.00	\$51,523.00
Storage	\$40,000.00	\$4,286.62	\$43,121.00
Office supplies	\$22,400.00	\$427.59	\$24,400.00
Office equipment & Furniture	\$25,000.00	\$1,349.90	\$48,981.00
Facilities/building expenses-Cable	\$2,700.00	\$71.36	\$2,340.00
<b>Other Operating Expenditure ( B&amp;M Fund)</b>			
Building and Maintenance	\$25,000.00		\$25,000.00
<b>Grant Fund Expenditure</b>			
Federal Grants covered Expenses			
Personnel Services	\$231,104.00	\$18,623.36	\$243,124.00
Subawards	\$10,618.00		
<b>Other Operating Expenditure (Probation Fund)</b>			
Community Court Professional Services		\$16,010.00	