



Criminal District Court

PARISH OF ORLEANS
OFFICE OF THE
JUDICIAL ADMINISTRATOR

ROBERT J. KAZIK
JUDICIAL ADMINISTRATOR

SHANNON C. SIMS
DEPUTY JUDICIAL ADMINISTRATOR

2700 TULANE AVENUE, SUITE 200
NEW ORLEANS, LA 70119
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August 5, 2025

Aisha Collier
Assistant Clerk of Council
1300 Perdido Street, Room 1E09
Chief Administrative Officer City of New Orleans
1300 Perdido Street, 9th Floor
New Orleans, LA 70112

Dear Ms. Collier:

Please find attached the June 2025 monthly financial and staffing report for the Orleans Parish Criminal District Court as outlined in Chapter 2, Article III, Section 2-63 of the City Code. Should you have any questions or concerns, please feel free to contact Ms. LaKenya Collins, Chief Financial Officer for the Court.

Sincerely,

LaKenya Collins, CPA
Chief Financial Officer

Cc: Joseph Giarrusso, City Councilman District A
Gilbert Montano, Chief Administrative Officer
Brandye DeLarge, City of New Orleans Budget Director
Tracey Flemings-Davillier, Chief Judge, Orleans Parish Criminal District Court
Robert Kazik, Judicial Administrator, Orleans Parish Criminal District Court
Shannon Simms, Deputy Judicial Administrator, Orleans Parish Criminal District Court

Template 1—Orleans Criminal District Court Budget to Actuals and Projections

Fill in column D with year-to-date (YTD) 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 DeLarga at baedelarge@nola.gov for assistance accessing budget reports.

Budget of Revenues for FY2025	JUNE 2025		Notes/Methodology
	Adopted Budget	YTD Revenue	
State Revenue - Supreme Court - Jury Expenses	\$ 449,742	\$ 331,751	Projected Full Year Total \$ 449,742
State Revenue - Supreme Court - Stenography Commission	\$ 58,855	\$ -	\$ 58,855
State Revenue - Supreme Court - Reimbursements	\$ 85,650	\$ -	\$ 85,650
State Revenue - Supreme Court - Supreme Court Drug Court	\$ 480,000	\$ 200,141	\$ 480,000
Federal Revenue	\$ -	\$ -	\$ -
State Grants - LCLE	\$ 106,538	\$ -	\$ 106,538
Re-Entry Grant State	\$ 75,000	\$ -	\$ 75,000
City Revenue - Programs	\$ 1,999,642	\$ 999,822	\$ 1,999,642
City Funding	\$ 6,826,024	\$ 3,413,012	\$ 6,826,024
Intergovernmental/Pass-through (if mult sources, list separately)	\$ -	\$ -	\$ -
Self-Generated	\$ 47,000	\$ 270,820	\$ 47,000
Interest	\$ 16,243	\$ 7,171	\$ 16,243
Donations	\$ -	\$ -	\$ -
Other (specify)	\$ 954,777	\$ -	\$ 954,777
TOTAL REVENUE	\$ 11,099,471	\$ 5,222,717	\$ 11,099,471

Budget of Expenditures for FY2025	JUNE 2025		Notes/Methodology
	Adopted Budget	YTD Expenditures	
Personnel Services	\$ 4,161,677	\$ 2,114,606	Projected Full Year Total \$ 4,161,677
Salaries	\$ -	\$ -	\$ -
Overtime	\$ 66,481	\$ -	\$ 66,481
Medicare Tax	\$ -	\$ -	\$ -
FICA	\$ 135,528	\$ -	\$ 135,528
Hospitalization	\$ -	\$ -	\$ -
Wage Reserve & Vacancies	\$ 1,592,793	\$ 802,343	\$ 1,592,793
Fringe	\$ 35,791	\$ -	\$ 35,791
Other (specify)	\$ -	\$ -	\$ -
Other Operating	\$ 7,500	\$ 2,602	\$ 7,500
Advertising	\$ 18,000	\$ 1,993	\$ 18,000
Bank Fees	\$ 84,000	\$ 2,230	\$ 84,000
Building & Equipment Maintenance	\$ 110,000	\$ -	\$ 110,000
Capital Expenditures	\$ 75,000	\$ 37,347	\$ 75,000
Conferences & Legal Education	\$ 125,000	\$ 81,160	\$ 125,000
Drug Testing Supplies	\$ 19,276	\$ 12,787	\$ 19,276
Dues & Subscriptions	\$ 58,000	\$ 16,688	\$ 58,000
Insurance - Professional Liability	\$ 95,000	\$ 55,325	\$ 95,000
Law Books	\$ 10,000	\$ 3,999	\$ 10,000
Leases	\$ 86,880	\$ 32,170	\$ 86,880
Office Supplies	\$ 28,000	\$ -	\$ 28,000
Printing & Postage	\$ 387,500	\$ 91,092	\$ 387,500
Professional services	\$ 56,000	\$ 20,727	\$ 56,000
Telecommunications	\$ 83,509	\$ 34,168	\$ 83,509
Computer Technology	\$ 150,000	\$ 34,168	\$ 150,000
Travel	\$ 461,642	\$ 207,128	\$ 461,642
Adult Learning - Services (Included in City Revenue Amount)	\$ 483,806	\$ 30,896	\$ 483,806
Domestic Violence	\$ -	\$ -	\$ -
Indigent Transcripts	\$ 889,742	\$ 415,509	\$ 889,742
Jury Expenses	\$ 1,088,000	\$ 363,354	\$ 1,088,000
Pre-Trial Services	\$ 75,000	\$ 34,773	\$ 75,000
Re-Entry Grant - State	\$ 308,895	\$ 56,225	\$ 308,895
Stenography Commission	\$ 480,000	\$ 197,933	\$ 480,000
Supreme Court Drug Court	\$ -	\$ 587	\$ -
Other (specify, add additional rows as needed)	\$ 11,099,471	\$ 4,750,063	\$ 11,099,471
TOTAL EXPENDITURES	\$ 11,099,471	\$ 5,222,717	\$ 11,099,471

Revenues over (under) Expenditures	\$ -	\$ 472,654	\$ -
TOTAL REVENUE	\$ 11,099,471	\$ 5,222,717	\$ 11,099,471
TOTAL EXPENDITURES	\$ 11,099,471	\$ 4,750,063	\$ 11,099,471
Revenues over (under) Expenditures	\$ -	\$ 472,654	\$ -