



CITIZENS SUMMARY

Findings in the audit of the Sixteenth Judicial Circuit, City of Independence Municipal Division

Municipal Division Procedures	The municipal judges do not review and document their approval of court dockets for traffic tickets paid at the violation bureau, and the municipal judges do not review or document their approval of other court dockets after case dispositions are recorded in the case tracking system. Municipal judges neither sign warrants nor authorize the Court Administrator to sign warrants on their behalf, so there is no documentation that warrants are authorized. The municipal division does not prepare a monthly list of all cases and file it with the city, as required by state law.
Ticket Accountability	The Police Department and the municipal division do not work together to ensure all traffic citations and general ordinance summonses are accounted for properly. Police Department personnel could not locate 4 summonses and, although they said the summonses should now be voided, void forms had not been completed as required by Police Department policy.
Security Controls	The municipal division does not have security controls in place to lock computers after a certain period of inactivity, so unauthorized individuals could access an unattended computer and have unrestricted access to programs and data files.

In the areas audited, the overall performance of this entity was **Good**.*

*The rating(s) cover only audited areas and do not reflect an opinion on the overall operation of the entity. Within that context, the rating scale indicates the following:

- Excellent:** The audit results indicate this entity is very well managed. The report contains no findings. In addition, if applicable, prior recommendations have been implemented.
- Good:** The audit results indicate this entity is well managed. The report contains few findings, and the entity has indicated most or all recommendations have already been, or will be, implemented. In addition, if applicable, many of the prior recommendations have been implemented.
- Fair:** The audit results indicate this entity needs to improve operations in several areas. The report contains several findings, or one or more findings that require management's immediate attention, and/or the entity has indicated several recommendations will not be implemented. In addition, if applicable, several prior recommendations have not been implemented.
- Poor:** The audit results indicate this entity needs to significantly improve operations. The report contains numerous findings that require management's immediate attention, and/or the entity has indicated most recommendations will not be implemented. In addition, if applicable, most prior recommendations have not been implemented.