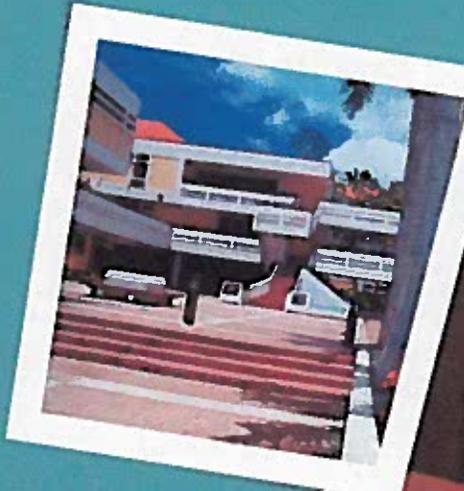




# Superior Court of the U.S. Virgin Islands



## FY 2017 Operating and Capital Improvement Budget Request

**Michael C. Dunston**  
**Presiding Judge**



## **MISSION OF THE SUPERIOR COURT OF THE U.S. VIRGIN ISLANDS**

**It is the mission of the Superior Court of the Virgin Islands to protect the rights and liberties of all, interpret and uphold the law, and resolve disputes promptly peacefully, fairly and effectively in the United States Virgin Islands. The Superior Court meets this mandate by providing an optimum level of service to all while maintaining the highest level of integrity, confidentiality, and public trust in the administration of justice regardless of race, sex, nationality, or creed.**



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# Superior Court of the Virgin Islands

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Chambers of  
**Michael C. Dunston**  
Presiding Judge

(340) 693-6412

Post Office Box 70  
Charlotte Amalie  
St. Thomas  
U.S. Virgin Islands 00804

May 11, 2016

Honorable Rhys S. Hodge  
Chief Justice  
Supreme Court of the Virgin Islands  
P.O. Box 590  
St. Thomas, VI 00804-0590

Dear Chief Justice Hodge:

Pursuant to the provisions of 4 V.I.C. §31(d)(4)(A), as mandated by Act 6965, I hereby submit for inclusion in the total Budget of the Judiciary for submission to the Governor and the Legislature the Superior Court's Annual Budget for Fiscal Year 2017. This budget request is in the amount of \$33,987,310, the amount required to fund the Court's operations during the upcoming Fiscal Year. Also included within this year's budget request is the Court's updated Five-year Capital Projects Budget request which was initially submitted for consideration to both the Executive and Legislative Branches of Government, in addition to a number of other funding agencies within the Government of the Virgin Islands, including the Office of Management and Budget and the Public Finance Authority. However, to date there has been no action or communication regarding this request, hence its update and inclusion in the Superior Court's Operating and Capital Improvement Budget Request for the upcoming fiscal year.

As you are aware, in June 2014 the vendor selected to install a new case management system for the Court ceased its operations and their contractual service with the Superior Court. Although the Court has initiated legal proceedings against this vendor, we are but one of many who are awaiting the final disposition of the vendor's bankruptcy. Although forced to return to the utilization of the aged and malfunctioning eNACT system, the Superior Court is currently involved in the process of vetting several vendors and expects to soon make a final selection to begin the process of implementing a new case management system for the Court's operation that will enhance its efficiency and also include e-filing capabilities and digital storage as well.

In Fiscal Year 2016 the Superior Court requested \$31,276,570 for its operations and was appropriated a total of \$28,586,120 that was \$3.55 million less than requested. Despite a reduction between our budget request and the final appropriation, the Superior Court still continued to function – as did many government agencies - under less than desirable conditions. Despite its reduced funding, the Court continued to manage its recurring and other expenses while attempting to fill critical and much needed vacancies – many that occurred as a result of

Honorable Rhys S. Hodge

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May 11, 2016

employee turnover due to low salaries and the need to relocate to other more lucrative jurisdictions as well as to other entities paying higher salaries within the Territory.

Staff turnover continue to negatively impact our remaining employees, who must still endure performing multiple functions without the requisite compensation, especially the cash payment of overtime. Thus, at the beginning of Fiscal Year 2016, the Court had no choice but to provide a modicum of an adjustment to the salaries of its hardworking staff to enable them to meet their day-to-day living expenses. Notwithstanding that adjustment, the increases in various mandatory deductions have resulted in the virtual negation of that increase. Therefore, without question, there still is a need to provide on-going salary increases to the staff, and we have included an increase for the upcoming fiscal year's budget request.

The level of funding noted in the upcoming fiscal year budget request must be available to meet the Court's payroll, and its fixed and recurring costs, including, but not limited to, personnel services, judicial research, the purchase of other resource material, compensation to attorneys and other expert witnesses, payment for leases and other rental properties, fleet and facilities maintenance and repair, internet access and other communication services, payments for utilities and other related expenses. We also must provide training initiatives for our staff and continue the important work of the Court's school drop-out and juvenile delinquency prevention program – the Rising Stars Youth Steel Orchestra – as it celebrates its 35<sup>th</sup> Anniversary in the St. Thomas-St. John District and its 10<sup>th</sup> Anniversary in the District of St. Croix so that their activities and the core functions and mandates of the Court are not jeopardized due to the limited funding provided to the Court in the past.

Finally, please note the Justification Section of our Budget, which fully explains our funding request of \$33,987,310. We respectfully encourage the Legislature's consideration of the Superior Court's budget request as the amount required to ensure its operations and the continuity of the necessary court services to the community. Remember, as a trial court of general jurisdiction, the Superior Court remains the gateway to all who seek peaceful resolution of their grievances. Therefore, it is absolutely necessary for the Court to be adequately funded as annual budget cuts will continue to negatively impact the court system. It is incumbent that the Legislature appropriate sufficient funds to ensure that the Superior Court's budget is able to satisfy the Court's important responsibilities to the people of this Territory.

I would like to take this opportunity to thank the entire staff of the Superior Court of the Virgin Islands, the Judges, and Magistrates for their collective leadership, contributions, and dedication in service to the people of the U. S. Virgin Islands.

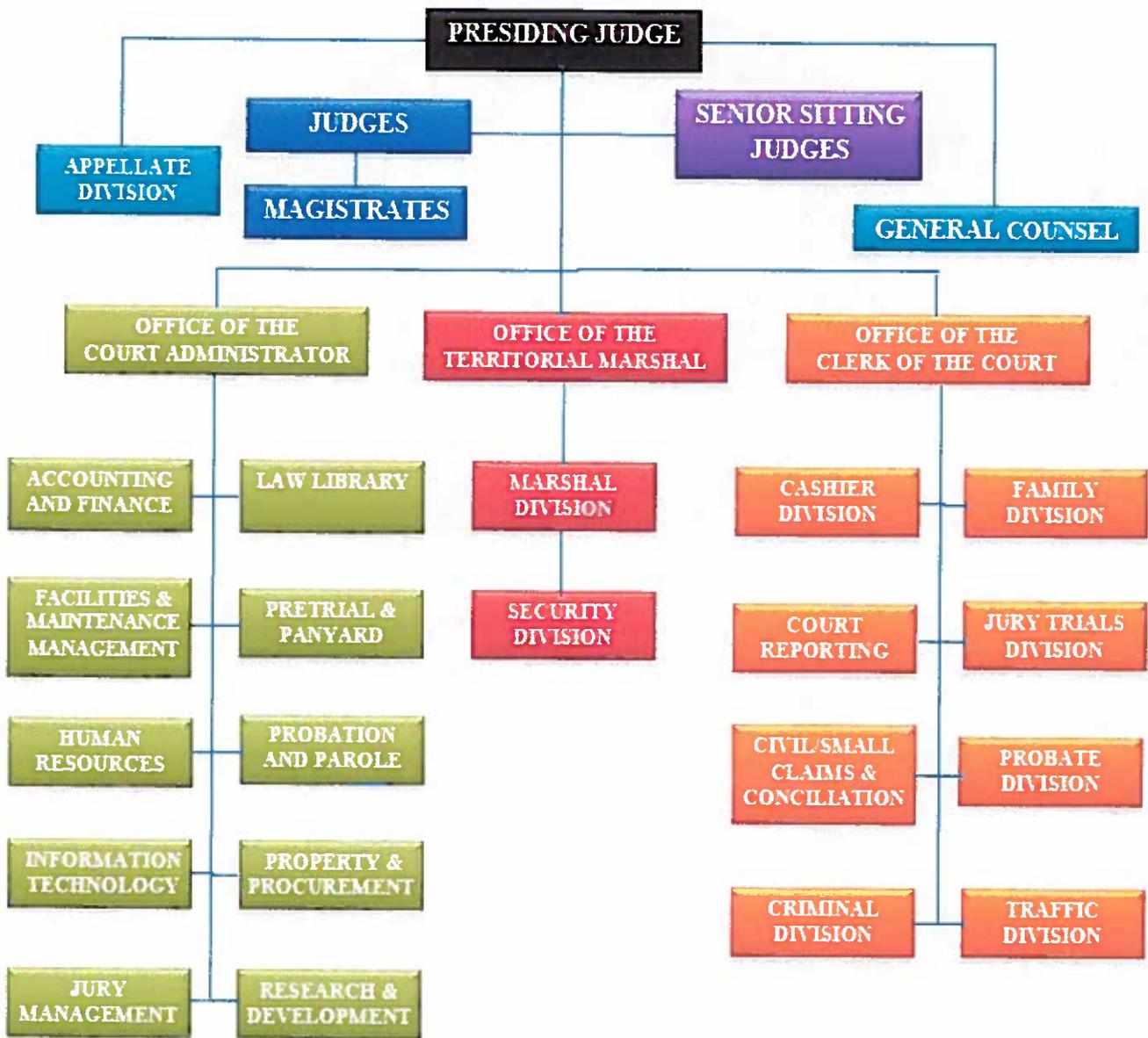
Sincerely,



Michael C. Dunston  
Presiding Judge



## ORGANIZATIONAL CHART





# **SUPERIOR COURT OF THE VIRGIN ISLANDS**

## **BUDGET REQUEST**

### **LISTING BY OBJECTS**

**FISCAL YEAR 2017**

<b><u>OBJECTS</u></b>	<b><u>AMOUNTS</u></b>
1. ALL PERSONAL SERVICES .....	\$18,602,198
2. ALL OPERATING EXPENSES .....	\$ 3,445,000
3. SERVICES OTHER THAN PERSONAL .....	\$ 3,020,783
4. EQUIPMENT .....	\$ 740,000
5. EMPLOYER CONTRIBUTIONS .....	\$ 8,179,329
<b>SUPERIOR COURT FY2017 BUDGET REQUEST . . . .</b>	<b>\$33,987,310</b>

## **SUPERIOR COURT BUDGET REQUEST JUSTIFICATION**

### **ALL PERSONAL SERVICES - \$18,602,198**

Funding for this category is requested to sustain the necessary personnel for all trial court and magistrate services in the districts of St. Thomas-St. John and St. Croix. The sum of \$17,692,198 is being requested to cover the salaries for existing personnel, and positions that are necessary to provide adequate staffing due to the expansion of the Court - which includes the Magistrate Division. The Superior Court must maintain its current personnel/full time employee level, and limit its recruitment to critical areas only, in order to meet its statutory duties and responsibilities. Also, \$750,000 is requested for compensation of attorneys as it relates to court ordered services associated with the legal defense of indigent clients that includes: Court-appointed counsel, Court-appointed translators/interpreters, investigative fees, experts and other professional fees; the sum of \$10,000 for consultant fees; and the sum of \$150,000 for lump-sum payments.

### **ALL OPERATING EXPENSES - \$3,445,000**

**Jury Expenses:** It is estimated that the sum of \$375,000 will be required to cover payment for jurors' compensation, transportation, sequestration and meals in both judicial districts.

**Maintenance of Equipment, Computers, Etc.:** Funding of \$175,000 is needed to provide maintenance service for the upkeep of machinery and equipment, air-condition units, elevators, computer equipment, UPS equipment, house arrest electronic monitoring system, communication systems, other related electrical appliances; and, instruments within the Pretrial/Panyard Division in both districts. Equipment maintenance costs have and will continue to increase as the court gets closer to its goal of complete computerization, including the Magistrates' Division.

**Maintenance of Building and Grounds:** \$150,000 is required to cover the cost for maintaining buildings, archives, storage facilities, and secured sites for seized properties, as well as the upkeep of the surroundings in the St. Thomas-St. John and St. Croix districts, including the Magistrates' courts.

**Reimbursement for Travel Expenses for Recruited Employees:** The sum of \$20,000 is requested to cover the cost of recruitment of the trial court's employees, which includes law clerks, and will include the cost of transportation of their personal and household effects as required.

## SUPERIOR COURT BUDGET REQUEST JUSTIFICATION CONTINUED

**Insurance of Court Facilities, Vehicles and Judicial Liability and Legal Defense Insurance:** An estimated \$375,000 is required to cover payment of insurance premiums for court facilities, including flood insurance; and, insurance related costs for court vehicles and the annual renewals for judicial liability and defense insurance coverage for all Superior Court judges and magistrates.

**Office and Computer Supplies and Materials:** This request is to cover expenses for anticipated equipment and/or industry-standard tools for use by the staff. The sum of \$200,000 is requested to cover expenses related to purchases of routine office and computer supplies and materials for all Superior Court offices in both districts. Some of the requested funds will go towards the purchase of required items for recording and preserving documents. Items included in this category are toners, inkjet cartridges, maintenance supplies, etc.

**Publication, Printing, Traffic Ticket Books, Judicial Forms, Uniforms, Marshals' Accessories, etc.:** the sum of \$150,000 is required to cover the costs for the printing and reproduction of forms, letterheads, business cards, program brochures, reports and envelopes, uniform traffic tickets, subpoena books, checks, cashier receipts, and annual reports; and, for the purchase of legal publications, standardized judicial forms, and stationery for each judicial district, including the additional printing and publication costs associated with the Magistrates' Division. This item also covers the costs for the purchase of uniforms for court personnel and steelband members and also includes the basic accessories for the Marshals' uniforms.

**Leases/Rental of Equipment and Machinery:** The sum of \$75,000 is required to cover payment for the rental of copying and postage machines, in addition to other needed machinery in both districts of the Superior Court, including the leases/rentals of equipment and machinery for the Magistrates' Division.

**Training and Study Leave Expenses:** The sum of \$130,000 is necessary to cover the cost of training and educational expenses for judges, magistrates, and court personnel. With the expected rise in the Court's technological environment, the anticipated purchase of a new Case Management System and the phased-in implementation of E-filing, it is anticipated that extensive and on-going training and continuous staff development will be required and conducted during the fiscal year.

**Travel and Per Diem:** \$55,000 is requested for off-island and inter-island travel for the judges, magistrates, court administrator, clerk of the court, assistant court administrator, and other court personnel to defray costs for transportation and accommodations. National and regional travel is also funded from this category to meet continuing legal education enhancements and other related expenses for seminars, workshops and conferences relative to professional development and judicial education.

## SUPERIOR COURT BUDGET REQUEST JUSTIFICATION CONTINUED

**Contingency Fund:** The Superior Court requests the sum of \$50,000 to cover expenses associated with the statutory duties of the Office of the Presiding Judge. This amount is to cover reasonable expenses that provide funding for official functions which promote public interest and goodwill as it relates to events that will include off-island visitors/guest programs, inter-island judicial exchanges, inter-agency functions, entertaining dignitaries, unanticipated occurrences, other Judiciary-hosted projects and short-falls in other areas within the jurisdiction of the Presiding Judge.

**Gasoline, Batteries, Maintenance and Tires for Court Vehicles:** An estimated sum of \$300,000 is requested to provide for the purchase of fuel and the maintenance of all Superior Court vehicles, especially those vehicles assigned to the Marshals' Division and Magistrates' Division. The Court's fleet is used for probation investigation services, to transport jury pools and judges, to serve court documents, to transport court staff while dispatching other court business, and to provide transportation for the steelband program. Additionally, funds will also be available to be used to reimburse employees for the use of personal vehicles to limit usage of the court's vehicle fleet.

**Security/Security Enhancement Initiative:** The sum of \$300,000 is estimated for security enhancement for the courthouses in the St. Thomas-St. John and St. Croix districts and to complete other security initiatives, including security guard services, monitoring services, and protection for the Magistrate court facilities. Other major security enhancement initiatives are discussed within the Court's Five-year Capital Improvement Budget Request.

**Technology Project/Upgrade and Support:** Estimated funding of \$1,000,000 is necessary to cover the anticipated payment for the Court's new Case Management System (CMS) that will replace the aged and malfunctioning eNACT Case Management System. The new CMS will also include eFiling and digital storage.

**Other Court and Administrative Expenses:** Estimated funding of \$90,000 is necessary to cover payment for printing, publication, and distribution of court opinions; funding of the Employees' Assistance Program, including off-island treatment; judicial memberships and subscriptions, including the National Center for State Courts, National Judicial College, the National Association for Court Management, the American Bar Association, and the National Bar Association; and, funding for transportation expenses, including freight charges.

## SUPERIOR COURT BUDGET REQUEST JUSTIFICATION Continued

### 3. SERVICES OTHER THAN PERSONAL - \$3,020,783

#### A) UTILITIES AND RENTALS - \$2,675,783

##### Utilities

(1) Potable Water. . . . .	\$ 65,000
(2) Electricity. . . . .	\$1,510,000
(3) Telephone/Communications . . . . .	\$ 675,000
<b>SUBTOTAL. . . . .</b>	<b>\$2,250,000</b>

##### Rentals

Barbel Plaza North (Panyard) . . . . .	\$ 86,664
Barbel Plaza South. . . . .	\$ 163,299
Sub Base Warehouse. . . . .	\$ 2,600
Fortress Self-Storage. . . . .	\$ 43,500
St. Croix Storage Corp. . . . .	\$ 39,720
Hannah's Rest (Panyard) . . . . .	\$ 90,000
<b>SUBTOTAL . . . . .</b>	<b>\$ 425,783</b>
<b>TOTAL UTILITIES AND RENTALS . . . . .</b>	<b>\$ 2,675,783</b>
	<b>=====</b>

## **SUPERIOR COURT BUDGET REQUEST JUSTIFICATION Continued**

### **B) OTHER- \$ 345,000**

**Contractual and Janitorial Services:** \$200,000 is estimated to cover payment for the contractual services to court facilities in both districts, including the Magistrates' Court. Said services include, but are not limited to, the cleaning of glass window panes, carpets, and exterminating services.

**Tutorial Services:** \$45,000 is estimated for both districts to cover payment for member's SAT training and tutorial services pursuant to the court's juvenile delinquency and school drop-out prevention program, and to render assistance to other youth programs—based on the availability of funds.

**Miscellaneous Expenses:** Funding of \$100,000 is estimated to cover armored services, weapons and ammunition maintenance, accessories, advertising costs necessary to comply with existing laws on mandatory public announcements for bids, requests for proposals, and judicial public notices; and, other emergency needs.

### **4. EQUIPMENT- \$740,000**

The sum of \$225,000 is necessary to purchase new and replacement volumes, additional law books for the libraries in both judicial districts and to provide supplements for our present law books; \$240,000 to upgrade and replace equipment and vehicles that are scheduled for trade-in, replacement, or modernization during the fiscal year; \$250,000 to upgrade the Superior Court's automation infrastructure through the purchase of computers, printers, servers and other related software and equipment for the continued automation of the Court in both districts; and, \$25,000 for the purchase and replacement of instruments and accessories for the Superior Court Rising Stars Youth Steel Orchestra Program in both districts.

**SUPERIOR COURT BUDGET REQUEST JUSTIFICATION Continued**

**CONTRIBUTIONS (FICA, RETIREMENT, INSURANCE & WORKERS' COMPENSATION):**

**\$ 8,179,329.**

The above estimate is required by law to cover FICA payments and the employer's mandatory contribution to the selected retirement programs for personnel positions, as follows:

<b>FICA .....</b>	<b>\$ 1,339,329</b>
<b>RETIREMENT**.....</b>	<b>\$ 3,664,144</b>
<b>HEALTH &amp; DENTAL .....</b>	<b>\$ 2,559,995</b>
<b>WORKERS' COMPENSATION .....</b>	<b>\$ 31,876</b>
<b>UNEMPLOYMENT INSURANCE .....</b>	<b>\$ 34,385</b>
<b>JUDGES' PENSION FUND .....</b>	<b>\$ 549,600</b>
 <b>TOTAL .....</b>	 <b>\$ 8,179,329</b> <b>=====</b>

The amount requested for FICA is based on 7.65% of each salary, and estimated lump sum, with a salary ceiling of \$118,500 and 20.5% for Retirement, with a salary limitation of \$65,000, with the exception of judicial officers. \*\*The Retirement total includes the projected amount of \$163,978 which represents the additional 3% Employer Retirement Contribution amount that is due from the start of Calendar Year 2015 through May 2015.

**TOTAL SUPERIOR COURT BUDGET REQUEST ..... \$ 33,987,310**  
**=====**

GOVERNMENT OF THE VIRGIN ISLANDS  
SUPERIOR COURT OF THE VIRGIN ISLANDS  
PERSONNEL BUDGET REQUEST

POSITION/TITLE		ANN'L SALARY FY2016	ANN'L SALARY FY2017	FICA	RETIREMENT
<b>ST. THOMAS DISTRICT</b>					
<b>ACCOUNTING</b>					
CHIEF FINANCIAL OFFICER		114,623	117,489	8,988	13,325
ACCOUNTING SUPERVISOR**		75,915	75,915	5,807	13,325
ACCOUNTING CLERK II**		52,667	52,667	4,029	10,797
ACCOUNTING CLERK II		36,365	37,274	2,851	7,641
ACCOUNTING CLERK I		32,029	32,830	2,511	6,730
<b>ADMINISTRATION</b>					
COURT ADMINISTRATOR		103,719	106,312	8,133	13,325
RESEARCH COORDINATOR		79,663	81,655	6,247	13,325
SPECIAL PROJ. COORD. (RECLASS)	V TBF	65,794	65,794	5,033	13,325
ADMINISTRATIVE SECRETARY		56,615	58,030	4,439	11,896
DATA QUALITY ANALYST	V TBF	51,230	51,230	3,919	10,502
ADMIN. OFFICER I (RECLASS)	V	0	0	0	0
LIBRARY TECHNICIAN	V TBF	31,357	31,357	2,399	6,428
COUNSELOR INTERN		44,307	45,414	3,474	9,310
ADMINISTRATIVE OFFICER II		45,059	46,088	3,526	9,448
MAIL CLERK/MESSENGER		23,290	23,872	1,826	4,894
DIR. OF HUMAN RESOURCES		93,624	95,659	7,318	13,325
ASST. DIR. HUMAN RESOURCES		67,018	68,693	5,255	13,325
ADMIN. OFFICER II		45,414	46,550	3,561	9,543
PROP. & PROCUREMENT MGR.		91,379	93,420	7,147	13,325
<b>APPELLATE DIVISION</b>					
APPELLATE LAW CLERK/LAW LIBRARIAN		65,228	66,858	5,115	13,325

GOVERNMENT OF THE VIRGIN ISLANDS  
SUPERIOR COURT OF THE VIRGIN ISLANDS  
PERSONNEL BUDGET REQUEST

POSITION/TITLE		ANN'L SALARY FY2016	ANN'L SALARY FY2017	FICA	RETIREMENT
CASHIER'S OFFICE					
CHIEF CASHIER		38,115	39,067	2,969	8,009
CASHIER**	V	45,280	45,280	3,464	9,282
CASHIER		41,024	42,050	3,217	8,620
CASHIER		26,961	27,635	2,114	5,665
CASHIER		26,961	27,635	2,114	5,665
CASHIER		26,961	27,635	2,114	5,665
CASHIER		25,662	26,303	2,012	5,392
CIVIL DIVISION					
COURT CLERK SUPERVISOR		49,920	51,169	3,914	10,490
COURT CLERK II	V	31,357	31,357	2,399	6,428
COURT CLERK II/INTERPRETER		47,685	48,877	3,739	10,020
COURT CLERK II		37,274	38,205	2,923	7,832
COURT CLERK II/INTERPRETER		34,592	35,456	2,712	7,268
COURT CLERK II		31,357	32,141	2,459	6,589
COURT CLERK I		27,635	28,326	2,167	5,807
COURT CLERK I	V	0	0	0	0
CLERK'S OFFICE					
ACTING CLERK OF THE COURT		96,314	98,721	7,552	13,325
SR. DEPUTY CLERK		73,843	75,689	5,790	13,325
CHIEF DEPUTY CLERK	V	66,858	66,858	5,115	13,325
ADMINISTRATIVE OFFICER II		46,550	47,713	3,650	9,781
PBX OPERATOR/RECEPTIONIST		32,105	32,908	2,517	6,746
PBX OPERATOR/RECEPTIONIST		29,813	30,558	2,338	6,264

GOVERNMENT OF THE VIRGIN ISLANDS  
SUPERIOR COURT OF THE VIRGIN ISLANDS  
PERSONNEL BUDGET REQUEST

POSITION/TITLE		ANN'L SALARY FY2016	ANN'L SALARY FY2017	FICA	RETIREMENT
<b>COMPUTER OPERATIONS</b>					
CHIEF INFORMATION TECH OFFICER		83,447	85,533	6,543	13,325
DATABASE ADMINISTRATOR		59,269	60,751	4,647	12,454
APPLICATION/SYSTEM SUPPORT TECH.		43,183	44,137	3,376	9,048
NETWORK/SYSTEM SUPPORT TECH		36,343	37,251	2,850	7,636
NETWORK/SYSTEM SUPPORT TECH		34,592	35,456	2,712	7,268
NETWORK/SYSTEM SUPPORT TECH		34,592	35,456	2,712	7,268
<b>COURT REPORTERS</b>					
COURT REPORTER SUPERVISOR		90,024	92,275	7,059	13,325
OFFICIAL COURT REPORTER II	V	75,824	75,824	5,801	13,325
OFFICIAL COURT REPORTER II		79,663	81,655	6,247	13,325
OFFICIAL COURT REPORTER II		72,171	73,975	5,659	13,325
OFFICIAL COURT REPORTER II		72,171	73,975	5,659	13,325
OFFICIAL COURT REPORTER II		63,788	65,383	5,002	13,325
OFFICIAL COURT REPORTER II		62,233	63,788	4,880	13,077
OFFICIAL COURT REPORTER I**		73,005	73,005	5,565	13,325
<b>CRIMINAL DIVISION</b>					
COURT CLERK SUPERVISOR		47,515	48,703	3,726	9,984
COURT CLERK II**		52,667	52,667	4,029	10,797
COURT CLERK III/INTERPRETER		39,683	40,637	3,109	8,331
COURT CLERK II		35,944	36,768	2,813	7,537
COURT CLERK II		35,141	35,944	2,750	7,369
COURT CLERK I	V	0	0	0	0

GOVERNMENT OF THE VIRGIN ISLANDS  
SUPERIOR COURT OF THE VIRGIN ISLANDS  
PERSONNEL BUDGET REQUEST

POSITION/TITLE		ANN'L SALARY FY2016	ANN'L SALARY FY2017	FICA	RETIREMENT
<b>FAMILY DIVISION</b>					
COURT CLERK SUPERVISOR		59,340	60,823	4,653	12,469
COURT CLERK II**		53,951	53,951	4,127	11,060
COURT CLERK II		46,550	47,713	3,650	9,781
COURT CLERK II**		51,382	51,382	3,931	10,533
COURT CLERK II		40,140	41,143	3,147	8,434
COURT CLERK II	V	32,141	32,141	2,459	6,589
COURT CLERK II		31,357	32,141	2,459	6,589
COURT CLERK I		29,760	29,760	2,277	6,101
COURT CLERK I	V	27,087	27,087	2,072	5,553
<b>JUDGES</b>					
PRESIDING JUDGE		162,000	162,000	9,696	33,210
JUDGE		152,000	152,000	9,551	31,160
JUDGE		152,000	152,000	9,030	31,160
JUDGE		152,000	152,000	9,030	31,160
JUDGE		152,000	152,000	9,030	31,160
LAW CLERK II		58,509	58,509	4,476	11,994
LAW CLERK II		58,509	58,509	4,476	11,994
LAW CLERK II		58,509	58,509	4,476	11,994
LAW CLERK II		58,509	58,509	4,476	11,994
LAW CLERK I		53,889	53,889	4,123	11,047
LAW CLERK I		53,889	53,889	4,123	11,047
LAW CLERK I		53,889	53,889	4,123	11,047
LAW CLERK I		53,889	53,889	4,123	11,047
LAW CLERK I		53,889	53,889	4,123	11,047
LAW CLERK I		53,889	53,889	4,123	11,047

GOVERNMENT OF THE VIRGIN ISLANDS  
SUPERIOR COURT OF THE VIRGIN ISLANDS  
PERSONNEL BUDGET REQUEST

POSITION/TITLE	ANN'L SALARY FY2016	ANN'L SALARY FY2017	FICA	RETIREMENT
JUDICIAL SECRETARY**	63,011	63,011	4,820	12,917
JUDICIAL SECRETARY**	60,093	60,093	4,597	12,319
JUDICIAL SECRETARY	55,267	56,649	4,334	11,613
JUDICIAL SECRETARY	53,919	55,267	4,228	11,330
JUDICIAL SECRETARY	52,604	53,919	4,125	11,053
ADMIN. SECRETARY	39,917	40,847	3,125	8,374
<b>JUDICIAL MAGISTRATES</b>				
MAGISTRATE	129,200	129,200	9,220	26,486
MAGISTRATE	129,200	129,200	9,220	26,486
LAW CLERK II	58,509	58,509	4,476	11,994
LAW CLERK I	53,889	53,889	4,123	11,047
JUDICIAL SECRETARY	44,254	45,360	3,470	9,299
JUDICIAL SECRETARY	35,435	36,321	2,779	7,446
<b>JURY DIVISION</b>				
COURT CLERK SUPERVISOR	55,103	56,480	4,321	11,578
COURT CLERK II**	57,765	57,765	4,419	11,842
COURT CLERK II	43,226	44,307	3,389	9,083
COURT CLERK II	40,140	41,143	3,147	8,434
COURT CLERK II	41,205	42,161	3,225	8,643
COURT CLERK II	32,944	33,768	2,583	6,922
COURT CLERK I/INTERPRETER	29,724	30,467	2,331	6,246
<b>JURY MANAGEMENT</b>				
JURY MANAGER	62,270	63,826	4,883	13,084
JURY CLERK	46,075	47,152	3,607	9,666
JURY CLERK	39,024	40,000	3,060	8,200
JURY CLERK	41,000	42,025	3,215	8,615

GOVERNMENT OF THE VIRGIN ISLANDS  
SUPERIOR COURT OF THE VIRGIN ISLANDS  
PERSONNEL BUDGET REQUEST

POSITION/TITLE		ANN'L SALARY FY2016	ANN'L SALARY FY2017	FICA	RETIREMENT
<b>LEGAL COUNSEL'S OFFICE</b>					
GENERAL COUNSEL		103,843	106,439	8,143	13,325
ASST. GENERAL COUNSEL		96,486	98,898	7,566	13,325
LEGAL SECRETARY		41,094	42,122	3,222	8,635
<b>MAINTENANCE DIVISION</b>					
BLDG./GRUNDS SUPERVISOR**		51,169	52,448	4,012	10,752
BLDG./GRNDS MAINT./REP. WORKER**		46,835	46,835	3,583	9,601
BLDG./GRUNDS MAINT. WORKER	V	31,488	31,488	2,409	6,455
BLDG./GRNDS MAINT./REP. WORKER		30,467	31,229	2,389	6,402
BLDG./GRNDS MAINT./REP. WORKER		23,858	23,858	1,825	4,891
PROP. & PROCUREMENT ASST.		28,326	29,034	2,221	5,952
CUSTODIAN**		35,837	35,837	2,742	7,347
CUSTODIAN**		35,837	35,837	2,742	7,347
CUSTODIAN		32,928	33,751	2,582	6,919
CUSTODIAN		30,576	31,341	2,398	6,425
CUSTODIAN		22,181	22,735	1,739	4,661
CUSTODIAN		22,181	22,735	1,739	4,661
CUSTODIAN		21,112	21,640	1,655	4,436
<b>PRETRIAL DIVISION</b>					
PRETRIAL INTERVENTION DIRECTOR		65,422	67,058	5,130	13,325
RISING STARS PROG. COORDINATOR		43,068	44,070	3,371	9,034
PRETRIAL INTERVENTION OFFICER		38,456	39,343	3,010	8,065
CHIEF INSTRUCTOR, RISING STARS		72,257	74,063	5,666	13,325
ASST. CHIEF INSTRUCTOR, R/STARS		60,896	62,418	4,775	12,796
STEEPLAN INSTRUCTOR/ARRANGER	V	52,573	52,573	4,022	10,777
STEEPLAN INSTRUCTOR/ARRANGER		52,573	53,887	4,122	11,047
STEEPLAN INSTRUCTOR/ARRANGER		48,333	49,467	3,784	10,141
STEEPLAN INSTRUCTOR		42,475	43,500	3,328	8,918
STEEPLAN INSTRUCTOR		42,000	43,050	3,293	8,825

GOVERNMENT OF THE VIRGIN ISLANDS  
SUPERIOR COURT OF THE VIRGIN ISLANDS  
PERSONNEL BUDGET REQUEST

POSITION/TITLE	ANN'L SALARY FY2016	ANN'L SALARY FY2017	FICA	RETIREMENT
STEELPAN INSTRUCTOR	29,724	30,467	2,331	6,246
STEELPAN INSTRUCTOR	39,001	39,976	3,058	8,195
STEELPAN INSTRUCTOR	28,292	28,999	2,218	5,945
ADMINISTRATIVE OFFICER I	26,961	27,635	2,114	5,665
<b>PROBATE DIVISION</b>				
COURT CLERK SUPERVISOR**	85,562	85,562	6,545	13,325
PROBATE OFFICER II	56,548	57,961	4,434	11,882
PROBATE OFFICER I	33,814	34,598	2,647	7,093
<b>PROBATION OFFICE</b>				
DEPUTY CHIEF PROBATION OFF.	60,715	62,233	4,761	12,758
PROBATION OFFICER	55,267	56,649	4,334	11,613
PROBATION OFFICER	50,069	51,321	3,926	10,521
PROBATION OFFICER	42,122	43,175	3,303	8,851
PROBATION OFFICER	36,969	37,855	2,896	7,760
ADMINISTRATIVE OFFICER II	33,675	33,675	2,576	6,903
<b>SECURITY DIVISION</b>				
CHIEF OF COURT SECURITY	53,759	55,103	4,215	11,296
COURT SECURITY OFFICER	40,000	41,000	3,137	8,405
COURT SECURITY OFFICER	39,024	40,000	3,060	8,200
COURT SECURITY OFFICER	37,144	38,072	2,913	7,805
COURT SECURITY OFFICER	32,029	32,830	2,511	6,730
COURT SECURITY OFFICER	27,618	28,309	2,166	5,803
COURT SECURITY OFFICER	29,742	30,486	2,332	6,250
COURT SECURITY OFFICER	29,742	30,486	2,332	6,250
COURT SECURITY OFFICER	26,945	27,618	2,113	5,662
COURT SECURITY OFFICER	26,945	27,618	2,113	5,662
COURT SECURITY OFFICER	29,917	29,917	2,289	6,133

GOVERNMENT OF THE VIRGIN ISLANDS  
SUPERIOR COURT OF THE VIRGIN ISLANDS  
PERSONNEL BUDGET REQUEST

POSITION/TITLE		ANN'L SALARY FY2016	ANN'L SALARY FY2017	FICA	RETIREMENT
TRAFFIC DIVISION					
COURT CLERK SUPERVISOR		46,356	47,515	3,635	9,741
COURT CLERK II (RECLASS CCI)	V	0	0	0	0
COURT CLERK II		32,944	33,768	2,583	6,922
COURT CLERK II/INTERPRETER		35,456	36,343	2,780	7,450
COURT CLERK I		29,034	29,760	2,277	6,101
COURT CLERK I		25,662	25,662	1,963	5,261
COURT CLERK I		26,961	26,961	2,063	5,527
TERRITORIAL MARSHAL					
CHIEF MARSHAL		83,271	85,068	6,508	13,325
ASSISTANT MARSHAL		62,085	63,637	4,868	13,046
DEPUTY MARSHAL IV		67,018	68,693	5,255	13,325
DEPUTY MARSHAL IV		63,788	65,383	5,002	13,325
DEPUTY MARSHAL III		60,823	62,344	4,769	12,781
DEPUTY MARSHAL III	V	44,122	44,122	3,375	9,045
DEPUTY MARSHAL III	TBF	57,892	59,340	4,540	12,165
DEPUTY MARSHAL III		60,209	61,553	4,709	12,618
DEPUTY MARSHAL III		55,103	56,480	4,321	11,578
DEPUTY MARSHAL III		51,169	52,448	4,012	10,752
DEPUTY MARSHAL III		66,737	68,081	5,208	13,325
DEPUTY MARSHAL III		44,122	45,226	3,460	9,271
DEPUTY MARSHAL III**		44,122	45,226	3,460	9,271
DEPUTY MARSHAL II		45,333	46,467	3,555	9,526
DEPUTY MARSHAL II		41,070	42,096	3,220	8,630
DEPUTY MARSHAL II		42,096	43,149	3,301	8,846
DEPUTY MARSHAL II		40,068	41,070	3,142	8,419

GOVERNMENT OF THE VIRGIN ISLANDS  
SUPERIOR COURT OF THE VIRGIN ISLANDS  
PERSONNEL BUDGET REQUEST

POSITION/TITLE		ANN'L SALARY FY2016	ANN'L SALARY FY2017	FICA	RETIREMENT
DEPUTY MARSHAL II		38,137	39,091	2,990	8,014
DEPUTY MARSHAL II		36,300	37,207	2,846	7,627
DEPUTY MARSHAL II		36,300	37,207	2,846	7,627
DEPUTY MARSHAL II		36,300	37,207	2,846	7,627
DEPUTY MARSHAL I		43,401	44,331	3,391	9,068
DEPUTY MARSHAL I		40,780	41,687	3,189	8,546
DEPUTY MARSHAL I		36,173	37,078	2,836	7,601
DEPUTY MARSHAL I		38,296	39,136	2,994	8,023
DEPUTY MARSHAL I		41,730	42,549	3,255	8,723
DEPUTY MARSHAL I		31,192	31,192	2,386	6,394
DEPUTY MARSHAL I		31,192	31,192	2,386	6,394
DEPUTY MARSHAL I		32,771	32,771	2,507	6,718
DEPUTY MARSHAL I*	V	29,864	29,864	2,285	6,122
DEPUTY MARSHAL I***	V	33,788	33,788	2,585	6,927
DEPUTY MARSHAL I	V	30,610	30,610	2,342	6,275
DEPUTY MARSHAL I"	V	40,827	40,827	3,123	8,370
DEPUTY MARSHAL I"	V	32,160	32,160	2,460	6,593
DEPUTY MARSHAL I^	V	34,344	34,344	2,627	7,041
ADMINISTRATIVE OFFICER II**		61,371	61,371	4,695	12,581
ADMINISTRATIVE OFFICER I		32,048	32,849	2,513	6,734
<b>TOTAL ST. THOMAS DISTRICT</b>	<b>24</b>	<b>10,052,550</b>	<b>10,212,797</b>	<b>767,387</b>	<b>1,997,490</b>

GOVERNMENT OF THE VIRGIN ISLANDS  
SUPERIOR COURT OF THE VIRGIN ISLANDS  
PERSONNEL BUDGET REQUEST

POSITION/TITLE		ANN'L SALARY FY2016	ANN'L SALARY FY2017	FICA	RETIREMENT
<b>ST. CROIX DISTRICT</b>					
<b>ACCOUNTING</b>					
ACTING ACCOUNTING SUPERVISOR		57,858	59,304	4,537	12,157
ACCOUNTING CLERK II**	V	53,469	53,469	4,090	10,961
ACCOUNTING CLERK I	V	29,684	29,684	2,271	6,085
<b>ADMINISTRATION</b>					
ASST. COURT ADMINISTRATOR		103,781	106,376	8,138	13,325
ADMINISTRATIVE SECRETARY		40,068	41,070	3,142	8,419
ADMINISTRATIVE OFFICER II		49,213	50,406	3,856	10,333
MAIL CLERK/MESSENGER		35,438	36,324	2,779	7,446
LIBRARY TECHNICIAN	V	31,357	31,357	2,399	6,428
ASST. DIR. HUMAN RESOURCES		73,693	75,411	5,769	13,325
ADMINISTRATIVE OFF. II		34,172	34,996	2,677	7,174
PROP. & PROCUREMENT MGR.		64,429	65,838	5,037	13,325
<b>APPELLATE DIVISION</b>					
APPELLATE LAW CLERK/LAW LIBRARIAN		66,858	68,530	5,243	13,325
<b>CASHIER'S OFFICE</b>					
CHIEF CASHIER		53,855	55,201	4,223	11,316
CASHIER		40,024	41,024	3,138	8,410

GOVERNMENT OF THE VIRGIN ISLANDS  
SUPERIOR COURT OF THE VIRGIN ISLANDS  
PERSONNEL BUDGET REQUEST

POSITION/TITLE		ANN'L SALARY FY2016	ANN'L SALARY FY2017	FICA	RETIREMENT
<b>CIVIL DIVISION</b>					
COURT CLERK SUPERVISOR		52,448	53,759	4,113	11,021
COURT CLERK II		49,498	50,579	3,869	10,369
COURT CLERK II		35,478	36,365	2,782	7,455
COURT CLERK II		31,357	32,141	2,459	6,589
COURT CLERK I		27,635	28,326	2,167	5,807
<b>CLERK'S OFFICE</b>					
CHIEF DEPUTY CLERK		80,779	82,535	6,314	13,325
DIR. OF INTERPRETING SERVICES	V	0	0	0	0
ADMIN. SECRETARY (RECLASS)	V	50,039	50,039	3,828	10,258
RECEPTIONIST**		37,065	37,065	2,835	7,598
<b>COMPUTER OPERATIONS</b>					
CHIEF INFORMATION SECURITY OFF.		75,599	77,489	5,928	13,325
SYSTEMS/NETWORK ADMINISTRATOR	V	43,072	43,072	3,295	8,830
NETWORK/SYSTEM SUPPORT TECH		33,748	35,456	2,712	7,268
DATABASE ANALYST		36,300	37,207	2,846	7,627
<b>COURT REPORTERS</b>					
COURT REPORTER SUPERVISOR		77,628	79,568	6,087	13,325
OFFICIAL COURT REPORTER I**	V	73,140	73,140	5,595	13,325
OFFICIAL COURT REPORTER II	V	65,383	65,383	5,002	13,325
OFFICIAL COURT REPORTER II		67,018	68,693	5,255	13,325
OFFICIAL COURT REPORTER I	V	57,927	57,927	4,431	11,875
OFFICIAL COURT REPORTER I		45,252	45,252	3,462	9,277

GOVERNMENT OF THE VIRGIN ISLANDS  
SUPERIOR COURT OF THE VIRGIN ISLANDS  
PERSONNEL BUDGET REQUEST

POSITION/TITLE		ANN'L SALARY FY2016	ANN'L SALARY FY2017	FICA	RETIREMENT
<b>CRIMINAL DIVISION</b>					
COURT CLERK SUPERVISOR		60,823	62,344	4,769	12,781
COURT CLERK II	V	0	0	0	0
COURT CLERK II		38,205	39,161	2,996	8,028
COURT CLERK II		33,938	34,722	2,656	7,118
COURT CLERK II		31,357	32,141	2,459	6,589
COURT CLERK II/INTERPRETER	V TBF	27,087	27,087	2,072	5,553
<b>FAMILY DIVISION</b>					
COURT CLERK SUPERVISOR		52,448	53,759	4,113	11,021
COURT CLERK II**		53,951	53,951	4,127	11,060
COURT CLERK II		48,906	50,129	3,835	10,276
COURT CLERK II		34,612	35,478	2,714	7,273
COURT CLERK II	V TBF	31,357	31,357	2,399	6,428
COURT CLERK I		25,662	25,662	1,963	5,261
COURT CLERK I	V TBF	24,569	24,569	1,880	5,037
COURT CLERK II	V	0	0	0	0
<b>JUDGES</b>					
ADMINISTRATIVE JUDGE		152,000	152,000	9,551	31,160
JUDGE		152,000	152,000	9,551	31,160
JUDGE		152,000	152,000	9,551	31,160
JUDGE		152,000	152,000	9,551	31,160
JUDGE	V TBF	152,000	152,000	9,551	31,160
LAW CLERK II		58,509	58,509	4,476	11,994
LAW CLERK I		53,889	53,889	4,123	11,047
LAW CLERK I		53,889	53,889	4,123	11,047
LAW CLERK I		53,889	53,889	4,123	11,047

GOVERNMENT OF THE VIRGIN ISLANDS  
SUPERIOR COURT OF THE VIRGIN ISLANDS  
PERSONNEL BUDGET REQUEST

POSITION/TITLE		ANN'L SALARY FY2016	ANN'L SALARY FY2017	FICA	RETIREMENT
LAW CLERK I		53,889	53,889	4,123	11,047
LAW CLERK I		53,889	53,889	4,123	11,047
LAW CLERK I		53,889	53,889	4,123	11,047
LAW CLERK I		53,889	53,889	4,123	11,047
LAW CLERK I	V	53,889	53,889	4,123	11,047
LAW CLERK I*	V	53,889	53,889	4,123	11,047
JUDICIAL SECRETARY		50,069	51,321	3,926	10,521
JUDICIAL SECRETARY		53,919	55,267	4,228	11,330
JUDICIAL SECRETARY		46,494	47,657	3,646	9,770
JUDICIAL SECRETARY		53,919	55,267	4,228	11,330
JUDICIAL SECRETARY	V	40,092	40,092	3,067	8,219
<b>JUDICIAL MAGISTRATES</b>					
MAGISTRATE		129,200	129,200	9,220	26,486
MAGISTRATE		129,200	129,200	9,220	26,486
LAW CLERK II		58,509	58,509	4,476	11,994
LAW CLERK I		53,889	53,889	4,123	11,047
JUDICIAL SECRETARY		41,094	42,122	3,222	8,635
JUDICIAL SECRETARY		42,122	43,175	3,303	8,851
<b>JURY DIVISION</b>					
COURT CLERK SUPERVISOR		46,356	47,515	3,635	9,741
COURT CLERK II		40,140	41,143	3,147	8,434
COURT CLERK II/INTERPRETER		38,183	39,137	2,994	8,023
COURT CLERK II		40,140	41,143	3,147	8,434
COURT CLERK II/INTERPRETER		38,183	39,137	2,994	8,023
COURT CLERK II	V	31,357	31,357	2,399	6,428
<b>JURY MANAGEMENT</b>					
JURY MANAGER		59,269	60,751	4,647	12,454
JURY CLERK		36,238	37,144	2,842	7,615

GOVERNMENT OF THE VIRGIN ISLANDS  
SUPERIOR COURT OF THE VIRGIN ISLANDS  
PERSONNEL BUDGET REQUEST

POSITION/TITLE	ANN'L SALARY FY2016	ANN'L SALARY FY2017	FICA	RETIREMENT
<b>MAINTENANCE DIVISION</b>				
BLDG./GROUNDS SUPERVISOR	60,823	62,344	4,769	12,781
BLDG./GRNDS MAINT/REP WKR	39,976	40,975	3,135	8,400
BLDG./GROUNDS MAINT. WORKER**	38,546	38,546	2,949	7,902
BLDG./GROUNDS MAINT. WORKER**	38,342	38,342	2,933	7,860
BLDG./GROUNDS MAINT. WORKER	30,540	31,304	2,395	6,417
CUSTODIAN**	35,044	35,044	2,681	7,184
CUSTODIAN**	35,044	35,044	2,681	7,184
CUSTODIAN	21,640	22,181	1,697	4,547
CUSTODIAN	21,112	21,640	1,655	4,436
<b>PRETRIAL DIVISION</b>				
PRETRIAL INTERVENTION DIRECTOR	70,422	72,058	5,512	13,325
RISING STARS PROG. COORDINATOR	52,573	53,887	4,122	11,047
PRETRIAL INTERVEN. OFF.	37,925	38,748	2,964	7,943
CHIEF INSTRUCTOR, RISING STARS	64,310	65,721	5,028	13,325
ASST. CHIEF INSTRUCTOR, RYSTARS	48,761	49,980	3,823	10,246
STEELPAN INSTRUCTOR/ARRANGER	37,207	38,137	2,917	7,818
STEELPAN INSTRUCTOR/ARRANGER	36,300	37,207	2,846	7,627
STEELPAN INSTRUCTOR	28,292	28,999	2,218	5,945
STEELPAN INSTRUCTOR	27,765	27,765	2,124	5,692
STEELPAN INSTRUCTOR	27,087	27,087	2,072	5,553
ADMINISTRATIVE OFFICER I	24,569	24,569	1,880	5,037
<b>PROBATE DIVISION</b>				
COURT CLERK SUPERVISOR	57,892	59,340	4,540	12,165
PROBATE OFFICER II	47,506	47,506	3,634	9,739
<b>PROBATION OFFICE</b>				
CHIEF PROBATION OFFICER	78,755	80,599	6,166	13,325
PROBATION OFFICER	42,122	43,175	3,303	8,851
PROBATION OFFICER	40,092	41,094	3,144	8,424

GOVERNMENT OF THE VIRGIN ISLANDS  
SUPERIOR COURT OF THE VIRGIN ISLANDS  
PERSONNEL BUDGET REQUEST

POSITION/TITLE		ANN'L SALARY FY2016	ANN'L SALARY FY2017	FICA	RETIREMENT
PROBATION OFFICER**		59,517	59,517	4,553	12,201
PROBATION OFFICER		37,707	38,571	2,951	7,907
ADMINISTRATIVE OFFICER II	V	34,493	34,493	2,639	7,071
<b>SECURITY DIVISION</b>					
COURT SECURITY OFFICER		47,544	47,544	3,637	9,747
COURT SECURITY OFFICER		44,386	44,386	3,396	9,099
COURT SECURITY OFFICER	V	36,451	36,451	2,789	7,472
COURT SECURITY OFFICER*	V	33,023	33,023	2,526	6,770
COURT SECURITY OFFICER		29,017	29,742	2,275	6,097
COURT SECURITY OFFICER		26,945	27,618	2,113	5,662
<b>TRAFFIC DIVISION</b>					
COURT CLERK SUPERVISOR		57,440	58,751	4,494	12,044
COURT CLERK II		40,140	41,143	3,147	8,434
COURT CLERK II/INTERPRETER		32,925	33,748	2,582	6,918
COURT CLERK II		31,357	32,141	2,459	6,589
COURT CLERK I	V	24,569	24,569	1,880	5,037
<b>TERRITORIAL MARSHAL</b>					
ASSISTANT MARSHAL		75,644	77,535	5,931	13,325
DEPUTY MARSHAL IV		63,788	65,383	5,002	13,325
DEPUTY MARSHAL IV		57,789	59,234	4,531	12,143
DEPUTY MARSHAL III (NEW)	V	45,226	45,226	3,460	9,271
DEPUTY MARSHAL III (NEW)*	V	45,226	45,226	3,460	9,271
DEPUTY MARSHAL III	V	45,226	45,226	3,460	9,271
DEPUTY MARSHAL III		46,356	47,515	3,635	9,741
DEPUTY MARSHAL III		51,199	52,329	4,003	10,727

GOVERNMENT OF THE VIRGIN ISLANDS  
SUPERIOR COURT OF THE VIRGIN ISLANDS  
PERSONNEL BUDGET REQUEST

POSITION/TITLE			ANN'L SALARY FY2016	ANN'L SALARY FY2017	FICA	RETIREMENT
DEPUTY MARSHAL II			39,091	40,068	3,065	8,214
DEPUTY MARSHAL III			45,959	47,063	3,600	9,648
DEPUTY MARSHAL II			50,245	51,349	3,928	10,527
DEPUTY MARSHAL II			45,333	46,467	3,555	9,526
DEPUTY MARSHAL II			39,286	39,286	3,005	8,054
DEPUTY MARSHAL II			42,273	43,180	3,303	8,852
DEPUTY MARSHAL II	V	TBF	38,137	38,137	2,917	7,818
DEPUTY MARSHAL I			43,252	44,333	3,391	9,088
DEPUTY MARSHAL I			39,046	39,865	3,050	8,172
DEPUTY MARSHAL I			31,972	32,771	2,507	6,718
DEPUTY MARSHAL I			31,192	31,972	2,446	6,554
DEPUTY MARSHAL I			36,173	37,078	2,836	7,601
DEPUTY MARSHAL I			44,355	45,281	3,464	9,283
DEPUTY MARSHAL I			31,972	32,771	2,507	6,718
DEPUTY MARSHAL I			37,165	37,945	2,903	7,779
DEPUTY MARSHAL I			31,192	31,972	2,446	6,554
DEPUTY MARSHAL I	V	TBF	42,197	42,197	3,228	8,650
DEPUTY MARSHAL I	V	TBF	35,837	35,837	2,742	7,347
DEPUTY MARSHAL CADET			31,192	31,192	2,386	6,394
DEPUTY MARSHAL CADET			31,192	31,192	2,386	6,394
DEPUTY MARSHAL CADET	V	TBF	34,362	34,362	2,629	7,044
DEPUTY MARSHAL CADET	V	TBF	29,864	29,864	2,285	6,122
ADMINISTRATIVE OFFICER II			46,550	47,713	3,650	9,781
ADMINISTRATIVE OFF. I			26,303	26,961	2,063	5,527
<b>TOTAL ST. CROIX DISTRICT</b>	<b>35</b>	<b>32</b>	<b>7,380,816</b>	<b>7,478,401</b>	<b>560,467</b>	<b>1,502,676</b>
<b>TOTAL BOTH DISTRICTS</b>	<b>59</b>	<b>52</b>	<b>17,433,366</b>	<b>17,692,198</b>	<b>1,327,854</b>	<b>3,500,166</b>
<b>GRAND TOTAL INCL. FRINGE</b>						<b>22,520,218</b>



# **Superior Court** **of the U. S. Virgin Islands**



## **Fiscal Year 2015 Vision 2020 Capital Projects Budget Request**

Updated May 2017



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# Superior Court of the Virgin Islands



Chambers of  
**Michael C. Dunston**  
Presiding Judge

(340) 693-6412

Post Office Box 70  
Charlotte Amalie  
St. Thomas  
U.S. Virgin Islands 00804

February 1, 2016

Honorable Kenneth E. Mapp  
Governor of the U.S. Virgin Islands  
Office of the Governor  
21-22 Kongens Gade  
St. Thomas, VI 00802

## **RE: SUPERIOR COURT VISION FY15 2020 CAPITAL PROJECTS BUDGET REQUEST**

Dear Governor Mapp:

As you requested during our recent meeting, enclosed is another copy of the Court's Fiscal Year 2015 Vision 2020 Capital Projects Budget Request. Since the development of this request in 2014, the Court has circulated it to all branches of government seeking their assistance to make the required appropriation a reality. This document was also provided to you and Lt. Governor Potter during the 2014 transition period. However, to date, no one has addressed the financial needs of the Court regarding these projects. Copies of relevant transmittals are also enclosed.

Our aging facilities in both districts were designed and constructed long before the expansion of the jurisdiction of the Court, before the Magistrate Division was even contemplated, and in accordance with the significantly lesser needs of the Court at the time of the development of those facilities. The construction of an annex in the District of St. Croix, the maintenance of our facilities, necessary security enhancements, upgrades to our parking and storage facilities, and the other projects cited in this Capital Projects Budget Request are of great importance to the operations of the Superior Court. Despite the fact that we have not received any responses to our request, the Court will and must continue to seek the requisite appropriation to bring these projects to fruition.

I sincerely appreciate the interest that you have taken in this matter and look forward to your assistance, which will enable the Court to better serve the community and fulfill its mission as a high performing court. I look forward to any assistance that you may be able to provide in this regard.

**Hon. Kenneth E. Mapp**  
**RE: SC 2020 Capital Projects Budget Request**  
**February 1, 2016**  
**Page 2**

Please contact me at your convenience regarding the possibility of including this request in the upcoming Capital Projects Financing for the Territory.

Sincerely,

A handwritten signature in blue ink, appearing to read "Michael C. Dunston", with a horizontal line extending to the right.

**Michael C. Dunston**  
**Presiding Judge**

Enclosures

xc: **Hon. Harold W.L. Willocks, Administrative Judge**  
**Glendia B. Caines, Court Administrator**

# SUPERIOR COURT OF THE VIRGIN ISLANDS

## VISION 2020 CAPITAL IMPROVEMENT PLAN

**Introduction:** *The Vision 2020 Capital Improvement Plan* is the foundation for the Court's long-range development effort to upgrade the Court's facilities and to prepare for an anticipated continued increase in the use of the Court by the public. Our plan calls for building new structures, enhancing existing facilities, improving our security and surveillance systems, and upgrading our technological base to further our ultimate goal of becoming a high-performance court.

This Territory-wide five-year capital improvement plan is a compilation of structural enhancements necessary to address present and future needs and represents the Court's identification of fundamental physical upgrades and facilities improvements essential for our continued operation. During the past year we have embarked on the first phase of this effort by conducting a comprehensive assessment of our infrastructure to determine our most pressing current needs, as well as those that will become evident in the near future, concerning improvement of the overall condition of the Court's physical plant. Our ongoing comprehensive maintenance and repair program can only postpone the eventual incursion of these expenses. We must build new and improved court facilities in both districts to accommodate our expanded role in the Virgin Islands legal system and the growing population of court users, while incorporating "green" construction techniques and technological enhancements that will allow us to function more efficiently and cost-effectively.

Although both districts have common needs, each has its own unique requirements based on the limitations of our aging existing facilities, their different designs, and their different dates of construction. Our courthouses were designed and constructed long before the expansion of the jurisdiction of the Superior Court, the creation of the Magistrates Division, the Appellate Division necessitated by decisions of the Supreme Court, and the growth of the Rising Stars Youth Steel Orchestra. While the Alexander A. Farrelly Justice Complex and the R.H. Amphlett Leader Justice Center were certainly well conceived and have proven enormously useful, they were not meant for the level of activity that the passage of time and changing circumstances have brought. Nor can we continue to afford our high utility fees, substantial charges for off-site storage, and the rental cost of leased space.

We have now reached the point at which we require a substantial capital infusion to begin to address the most pressing shortcomings of our existing structures. Of course, several factors will affect our capital improvement priorities going forward, including the advance of technology, the changing demographics of our user population, and the economic climate against which spending decisions must be made. But, it is essential that we begin this process with a substantial capital infusion before construction costs rise to a prohibitive level.



**SUPERIOR COURT OF THE VIRGIN ISLANDS**  
**CAPITAL PROJECTS BUDGET REQUEST**  
**FISCAL YEAR 2015**

<u>DESCRIPTION</u>	<u>AMOUNTS</u>
1. FACILITIES BUILDING CONSTRUCTION .....	\$ 36,425,000
District of St. Croix .....	\$15,025,000
District of St. Thomas/St. John .....	\$21,400,000
2. FACILITIES MAINTENANCE AND REPAIR .....	1,875,000
District of St. Croix .....	\$ 800,000
District of St. Thomas/St. John .....	\$ 1,075,000
 FY2015 CAPITAL PROJECTS BUDGET REQUEST ...	 <u>\$ 38,300,000</u>

## SUPERIOR COURT CAPITAL PROJECTS JUSTIFICATION

### **FACILITIES BUILDING CONSTRUCTION: DISTRICT OF ST. CROIX - \$15,025,000**

Funding for this category is requested to facilitate the following in the district of St. Croix:

- ◆ **Annex Complex:** \$10 - \$12 million dollars for the construction of a 25,000 square foot multistory structure to accommodate two courtrooms, family judge chambers, visiting judge chambers, family division, probate division, secure juvenile holding areas, marshal sub-station, storage facility, testing room, conference room, administration offices, accounting division, and supply closet.
- ◆ **Parking Garage/Parking Lots:** \$1.5 million dollars for the design and construction of a second-level parking garage over the existing main parking lot to accommodate 75-100 vehicles, and for the resurfacing, paving and striping of both parking lots.
- ◆ **Courtyard Build-Out:** \$175,000 - \$225,000 for the construction of a covered facility in the existing courtyard. **\*Existing courtyard is a poor use of space and rarely used due to the lack of shelter from direct sunlight and inclement weather.**
- ◆ **Storage Facility:** \$350,000 for the construction of a 42 x 80 x 19 steel warehouse-style building for the storage of court files currently stored in leased space.
- ◆ **Rising Stars Facility:** \$350,000 - \$500,000 for the construction of a 10,000 square foot building to accommodate offices, recording studio, practice area, conference room, classrooms, computer workstations, kitchen, storage area, covered garage and parking lot.
- ◆ **Roof Replacement:** \$375,000 - \$450,000 for the replacement of the 30-year old roof, to include guttering and spouts. **(Leaks are evident throughout the facility, and can potentially create other health concerns, such as mold.)**

### **FACILITIES BUILDING CONSTRUCTION: DISTRICT OF ST. THOMAS-ST. JOHN - \$21,400,000**

Funding for this category is requested to facilitate the following in the district of St. Thomas-St. John:

- ◆ **New Magistrate Facility:** \$15 million dollars to purchase land, secure A & E specifications, and to design and construct a multistory structure to include at least four courtrooms to accommodate chambers for three Magistrates and a visiting judge, complete with secured holding areas, Marshal sub-station, office space, storage areas, and conference rooms.

## **CAPITAL PROJECTS JUSTIFICATION cont'd**

- ◆ **Rising Stars Facilities:** \$3 million dollars to secure A & E specifications and to construct a 10,000-plus square foot building in the Long Bay Panyard location that will provide accommodations for the requisite offices, classrooms, practice area, conference room, recording studio, concession, storage area, a covered garage area to accommodate trolleys and a parking lot.
- ◆ **Parking Facility:** \$1.5 million dollars to secure A & E specifications and to design and construct a second-level or multi-story parking garage over the existing employee parking lot and/or Marshal's parking lot to accommodate employee and juror parking as well as other court clients that will also provide a revenue generation source to aid in the maintenance of said parking facilities.
- ◆ **Court Security Enhancement:** \$1.5 million dollars for the preparatory demolition and construction of an entrance/exit area security checkpoint, including the relocation of the first floor security stations into the courtyard to enhance the security of the Court.
- ◆ **Storage Facility:** \$400,000 to secure A & E specifications and to construct a steel framed, temperature controlled warehouse-style building for the purpose of archiving court files complete with the applicable technology, with space to accommodate a Records Clerk.

### **FACILITIES MAINTENANCE AND REPAIR: DISTRICT OF ST. CROIX - \$800,000**

- ◆ **A/C Duct System:** \$175,000 for the upgrade of the existing air conditioning duct system from fiberglass to metal.
- ◆ **Prisoner Passage Elevators (2):** \$225,000 for the upgrade of the existing elevators to ensure ADA Compliance.
- ◆ **Floor Replacement:** \$350,000 to \$400,000 to replace office floors throughout the courthouse to include the Clerk's Office, Jury Assembly Room, Juvenile Hearing Room, Family, Probation, Pretrial/Human Resources and Marshal's Divisions in addition to the passages utilized by the prisoners.

### **FACILITIES MAINTENANCE AND REPAIR: DISTRICT OF ST. THOMAS-ST. JOHN - \$1,075,000**

- ◆ **Court Security Surveillance Upgrades:** \$300,000 to facilitate the upgrading and enhancement of the Court's aged video surveillance and security camera monitoring systems including additional access controls for the North and South Wings of the Farrelly Justice Complex, the Magistrate Division and the Barbel Plaza Panyard.

## CAPITAL PROJECTS JUSTIFICATION cont'd

- ◆ **Physical Plant Infrastructure Repair and Maintenance:** \$100,000 to caulk, seal and paint the exterior walls and windows of the Farrelly Complex to eliminate the leaks that seep through the walls, including numerous areas in the North and South Wings.
- ◆ **Main Entrance Doors:** \$175,000 to replace the existing doors with automatic sliding glass doors at entry points, to include the requisite security, which will facilitate access and ADA compliance.
- ◆ **Office Lighting:** \$200,000 - \$250,000 to replace existing ballasts, fluorescent lights and fixtures in all facilities with energy efficient LED lighting, thereby reducing overall utilities expenses.
- ◆ **Hurricane Shutters:** \$200,000 - \$250,000 to upgrade and replace the existing storm shutters with motorized roller shutters for protection from hurricanes and other natural disasters, and to assist in the elimination of the nesting of pigeons on office window sills.

## SUPERIOR COURT FACILITIES LISTING

**R.H. Amphlett Leader Justice Complex**  
**RR 1-9000**  
**Kingshill, VI 00850**

**Constructed in 1983**

**Alexander A. Farrelly Justice Center**  
**5400 Veterans Drive**  
**St. Thomas, VI 00802**

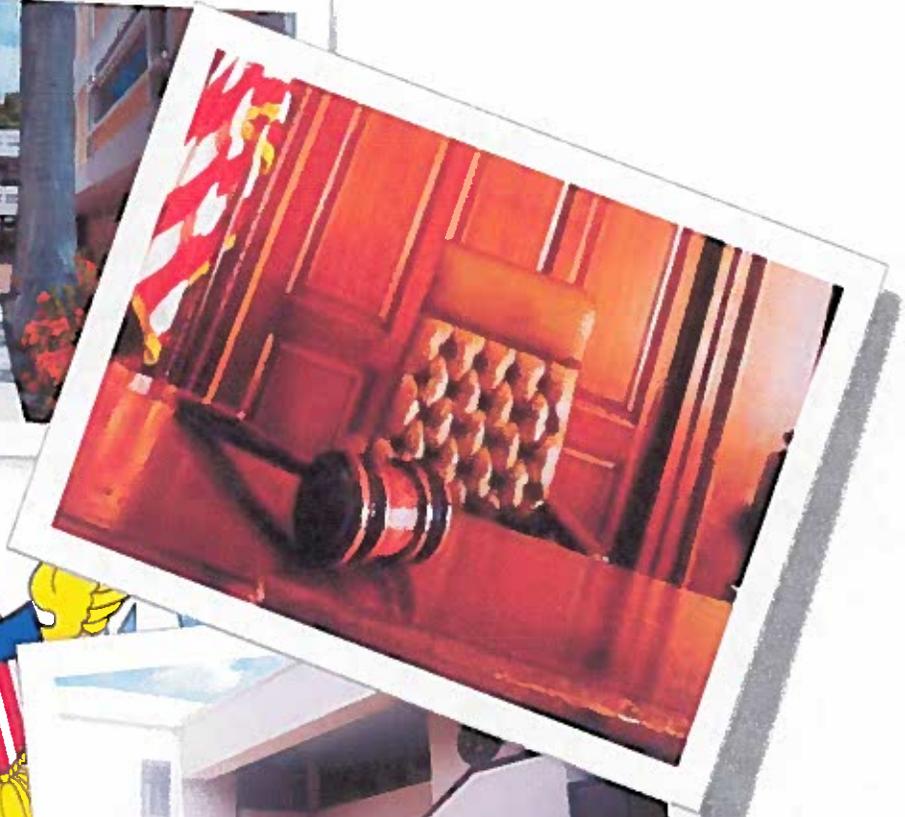
**Constructed in 1993**

**Rising Stars Panyard (STX)**  
**No. 50 Estate Hannah's Rest**  
**Fredericksted, St. Croix VI 008340**

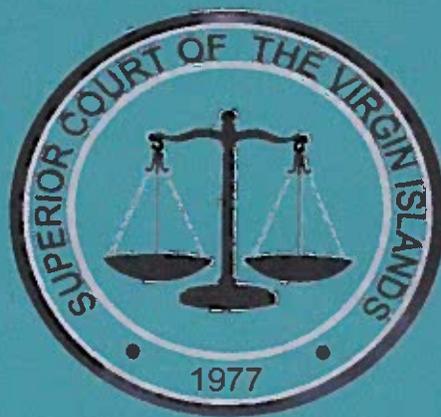
**Leased Premises**

**Rising Stars Panyard (STT/J)**  
**Parcel No. 8Ac Estate Ross**  
**No. 8 Kings Quarter**  
**St. Thomas, VI 00802**

**Leased Premises**







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