

Number	Category	Bellefontaine Neighbors (Non-Compliant)	Ferguson (Compliant)
1	<b>Written Procedures &amp; Policies</b>	No written procedures for detention timeframes (48/72 hours). No administrative orders in place.	Has written procedures and administrative orders in accordance with Section 479.360.1, RSMo outlining proper detention timeframes.
2	<b>Failure to Appear Ordinance</b>	Section 18.34 allows additional charges for failure to appear on minor traffic violations, violating 479.360.6 (RSMo).	Ordinances comply with current law - no additional charges for failure to appear on minor traffic violations.
3	<b>Fine Schedule Posting</b>	Posted fine schedule is from 2020 (outdated by 5 years). Not current as of September 2025.	Current Statewide Uniform Fine Schedule (September 2025) posted on website and at payment window with costs clearly identified.
4	<b>Jailing Costs Ordinance</b>	Section 18.19 improperly lists board bills as court costs, violating Supreme Court ruling (SCR7604, SCR7630).	Uses OSCA bench card for authorized costs only. No improper board bills or unauthorized costs assessed.
5	<b>Violation Notices</b>	Tickets do not provide accused with schedule of fines and costs at time of violation notice, violating SCR 37.33(b).	Provides fines/costs information with tickets via QR codes, website links, or separate documents per SCR 37.33(b).
6	<b>Website Information</b>	Extremely outdated website lists former judge and clerk. No current calendar, no accurate VB fine schedule.	Updated website with current staff, hours, location, calendar, and accurate VB fine schedule with link to casenot.
7	<b>Separation of Powers</b>	Court clerk's office housed within city clerk's office. Small, non-noticeable exterior signage. Poor interior signage.	Court clerk has separate, distinct office space. Clear exterior and interior signage identifying municipal division as independent.
8	<b>Notice of Rights Display</b>	Two courtroom screens not being used to display Notice of Rights. Notice not in Supreme Court approved form. No Spanish version available.	Supreme Court approved Notice of Rights displayed on screens and poster boards. Available in English and Spanish. Made available as handouts and on website.
9	<b>Records Storage</b>	Records stored in unsecured steel. Open and closed records not separated. No locked file cabinets. Mixed with city records. City clerk will have key to shed.	Records maintained per COR 4-22.1 in secure, locked file cabinets. Open/closed records properly separated.
10	<b>Records Retention</b>	Clerk unaware of current on records destruction. No systematic retaining/ destruction schedule.	Court only access to confidential records.
11	<b>Payment Security</b>	Previous clients placed payments in the vault in city clerk's office. Unknown if deposited to correct accounts. Missing funds being investigated by OSCA since 2023.	Current on records retention periods. Follows COR 8 with uniform system for retention, transfer, and destruction by presiding judge approval.
12	<b>Staffing Levels</b>	Two part-time clerks (30 hours and 15 hours). Backlog of unfilled cases. Storage third full of unprocessed records.	Adequate staffing to manage day-to-day duties, court dockets, and maintain records per Section 479.060.1 RSMO without backlog.
13	<b>DWI Reporting Policy</b>	No written policy for reporting Intoxication-related offenses to central repository provided to OSCA and Highway Patrol.	Written policy adopted and provided to OSCA and Highway Patrol per Section 479.172.1-2, RSMo.
14	<b>Semiannual DWI Report</b>	Unknown. If January-June 2025 semiannual DWI report provided to circuit court. Not attached to MOS Certification.	Semiannual DWI disposition reports consistently provided to circuit court en banc per Section 479.172.3, RSMo.
15	<b>Case Management (Cognos)</b>	1,773 cases on Past Events without Outcome Report. 76 cases of pending cases with no scheduled events. 4 cases disposed without sentence. 13 electronic traffic report problems.	Review Cognos reports immediately after court. Maintains accurate outcomes, scheduled events, proper sentences, and correct DOR reporting.
16	<b>Plea Agreements</b>	Plea agreements from Plead and Pay not presented to judge for approval, violating SCR 37.58(c).	All plea agreements presented to judge for signature and approval. Quarterly review of Cases Disposed by Writer Guilty Plea report.
17	<b>Bank Reconciliation</b>	No current. Draft reconciliations from November 2023 to March 2024. OSCA still working to reconcile accounts as of December 2025.	Monthly bank reconciliations performed. Reconciling items resolved promptly with documented adjustments to accounting records.
18	<b>Accounts Receivable</b>	Does not generate accounts receivable listing.	Routinely generates and reviews accrued costs list for accuracy per Municipal Clerk Manual 4-5 and COR 4-5.7.
19	<b>Payment Plans</b>	Judge's administrative order excludes certain violations from debt collection program. \$23,281 in outstanding costs not on payment plans. Not following COR 21.05, 21.07, 21.09.	All amounts not paid in full at disposition placed on payment plans in Show Me Courts. Participates in Court Debt Collection and Tax Offset programs per COR requirements.
20	<b>Outstanding Checks</b>	Nine outstanding checks from March-May 2025 have not cleared. Status unknown.	Monthly liabilities list prepared and reconciled. Outstanding checks promptly investigated for stop payment/reissuance as needed.

# much of this info is  
verified on City of  
Ferguson's website

21	<b>Community Service Receipts</b>	Not providing non-monetary receipts to defendants for community service.	Non-monetary receipts provided to all defendants performing community service.
22	<b>Fee Adjustments</b>	56 pages of cases on Fee Adjustment Report. No detailed text box explanations for adjustments.	Non-monetary receipts provided to all defendants performing community service. Use Text Box to document detailed reasons for all fee adjustments. Judge periodically reviews for financial oversight.
23	<b>Financial Documentation Issues</b>	Undeposited money orders. Cash deposited to wrong account (~4945 instead of 1209-9052). Credit card deposits missing trail. Over \$30,000 in open bonds.	All payments properly deposited to correct court accounts. Complete audit trail for all payment methods. Bonds properly reconciled. No unexplained cash or overdrawn accounts.
24	<b>Ticket Filing Procedures</b>	\$581.50 miscellaneous cash found. Account overdrawn June 2015. Tickets filed days before or after court dates (ongoing issue through December 2015).	Tickets filed timely with adequate notice before court dates. Proper coordination with police and prosecutor's office.