

FRANK CAPRIO
Chief Justice

ANTHONY A. GIANNINI, JR.
Associate Judge

CATHERINE E. GRAZIANO
Associate Judge



Municipal Court

325 Washington Street
Providence, R.I. 02903

LOUIS PAVAO
Clerk

JOAN S. LAPATIN
Deputy Court Administrator

January 13, 2004

Mr. Michael R. Clement
City Clerk
City Clerk's Office
25 Dorrance Street
Providence, Rhode Island 02903

Re: Annual Report

Dear Mr. Clement

In accordance with the Code of Ordinances of the City of Providence,
Chapter 8, Section 8-4.

Please be advised that the amount of revenue collected by this
department from 1/2/2003 thru 12/31/2003 was \$4,800,308.16 for violations.

Very truly yours,

Louis M. Pavao
Clerk
Municipal Court

cc Council President John Lombardi
Finance Chairperson Kevin Jackson

IN CITY COUNCIL
FEB 5 2004

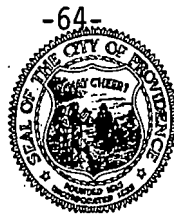
READ
WHEREUPON IT IS ORDERED
THAT THE SAME BE RECORDED

Providence Municipal Court
325 Washington Street
Providence, Rhode Island 02903

Mr. Michael Clement
City Clerk
City Clerk's Office
25 Dorrance Street 02903
City Hall

PROVIDENCE

12 P. M.



**PROBATE COURT OF THE CITY OF PROVIDENCE
RHODE ISLAND**

January 20, 2004

To The Honorable David N. Cicilline, Mayor and
The Honorable Council of the City of Providence

I hereby submit the annual report of the operations of the Probate Court of the City of Providence for the fiscal year beginning July 1, 2002 and ending June 30, 2003.

The cash receipts for this fiscal period was \$221,226.44. Our collections for the period of July 1, 2003 to December 31, 2003 was \$107,440.26 one of the highest collections totals over the past twelve years.

If the receipts continue as in the past, I would anticipate that the receipts for the fiscal year ending June 30, 2004 to be between \$220,000.00 and \$225,000.00, also reflecting an anticipated increase.

While actual hearing on will petitions have slightly decreased from the previous year, the Court staff has seen an increase in the will filings and petitions for administration. We accepted 212 will filings and 85 petitions for administration. Additionally, the staff handled 6 custodianships during this period.

The Court continues to see consistent activity with guardianships and the clerical responsibility associated therewith. The number of guardianships and temporary guardianships granted by the Court for this fiscal year was 90. In most cases, these required special hearings. In addition thereto, the Court oversaw the filing of 293 status reports. This latter figure actually represents an underestimation since several status reports are filed by attorneys but never actually heard. Nonetheless, they must be processed by the staff. The Court has approximately 407 active guardianships that must be monitored on a yearly basis.

There were 120 name changes granted. In addition thereto, many were denied based on statutory reasons. The Court also heard 49 petitions for the sale of real estate filed by various executors, guardians, and administrators. There were 361 miscellaneous petitions filed and granted or denied for various reasons. We also processed and handled 6 petitions to re-open estates that were previously closed. Lastly, the Court processed two foreign wills and 3 adult adoptions.

Additionally, under the small estate process, the court oversaw 33 Voluntary Informal Executors and 74 Voluntary Informal Administrators. Under the old law, staff would not have been required to oversee small estates. Under the new law 107 additional petitions were reviewed.

There were 284 inventories filed by the fiduciaries and the necessary fees calculated, collected and reflected in the total receipts of the year. It should be noted that the court staff monitors each inventory to determine accuracy of the account and conformity to existing court orders and statutory mandates. During the year, there were 107 accounts processed and heard by the court. There were 185 Affidavits of Completed Administration filed. Once again, the staff must monitor these accounts and affidavits individually for accuracy and statutory compliance.

During the year, there were 2 new registry accounts opened for absentees totaling \$8,229.81. There were 5 new registry accounts opened for minors totaling \$57,730.58.

All of the above petitions were processed by the staff and advertised when required by statute. In addition, all petitions requiring a hearing were acted upon by the Judge or the Acting Judge, in his absence. Needless to say, the court's responsibility with monitoring and accountability of all estates kept our staff extremely busy. In all, the court's total filings for the year increased by approximately 10%.

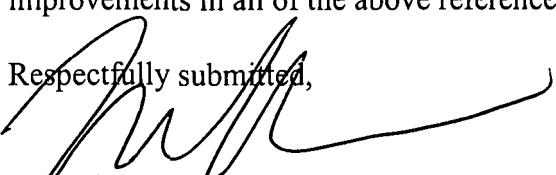
The court has continued its tracking of pending estates. While the court has continued with its' manual tracking system of monitoring guardianships for the filing of annual accounts and status reports, it has continued the process towards computerization.

All registry accounts are currently computerized in two separate formats. This has facilitated the presentation of these accounts to the internal auditors. In short, auditors can be provided with "on the spot" current status of all registry accounts. More importantly, the Court is in the process of installing, IMAS, Probate PCS, a new software specifically designed to facilitate the probate process from docketing to deadline. It is our hope to have the system up and running in 2004. Through the support of the Honorable City Council, this modernization was made possible.

The Court continues to send out notices and orders regarding petitions which have been pending for a considerable time without activity. In addition, we order attorneys and/or fiduciaries to file inventories, accounts, status reports and/or pay bond premiums, when said fiduciaries have failed to comply with the applicable statutes. During this report period, we have sent citations and orders to various attorneys and fiduciaries. The automation of the Court has facilitated in the endeavor as well. Compliance by attorneys is the ultimate goal of the Court in this regard. We have seen a dramatic increase in accountability to our Court. We are proud of this accomplishment.

The Probate Court, as stated above, has taken action, sua sponte in all estate matters, in order to insure that the fiduciaries are complying with Rhode Island General Laws. Additionally, the staff has endeavored to ensure appropriate checks and balances with respect to Court bank accounts by forwarding all accounts to the City Collector while simultaneously internally reconciling these accounts. Accordingly, our workload continues in maintaining accurate reports of all financial accounts associated with our Court. The Probate Court is committed to further improvements in all of the above references areas.

Respectfully submitted,


Frank S. Lombardi, Esq.
Clerk

IN CITY COUNCIL
FEB 5 2004

READ
WHEREUPON IT IS ORDERED
THE SAME BE RECEIVED.
