

**FRANKLIN COUNTY MUNICIPAL COURT**  
Columbus, Ohio

**NINETY-SIXTH  
ANNUAL REPORT  
2011**

# Table of Contents

## FRANKLIN COUNTY MUNICIPAL COURT CLERK'S OFFICE

### **INTRODUCTION**

LETTER FROM THE CLERK  
OFFICE OF THE CLERK OF COURT AND MISSION STATEMENT  
HISTORY OF THE COURT  
FRANKLIN COUNTY MUNICIPAL COURT ORGANIZATION

### **SECTION 1**

FRANKLIN COUNTY MUNICIPAL COURT CLERK STAFF  
ORGANIZATIONAL CHART  
FUNDING OF THE FRANKLIN COUNTY MUNICIPAL COURT CLERK'S OFFICE

### **SECTION 2**

CLERK ADMINISTRATION DIVISION

### **SECTION 3**

OFFICE OF INFORMATION SERVICES/IMAGING

### **SECTION 4**

QUALITY CONTROL DIVISION

### **SECTION 5**

COLLECTION DIVISION

### **SECTION 6**

CIVIL DIVISION

### **SECTION 7**

CRIMINAL DIVISION  
COURTROOM SERVICE GROUP  
ENVIRONMENTAL AND EXPUNGEMENTS

### **SECTION 8**

TRAFFIC VIOLATIONS BUREAU AND CORRESPONDENCE

### **SECTION 9**

ACCOUNTING/FINANCE DIVISION

### **SECTION 10**

FINANCIAL STATEMENTS

## **FRANKLIN COUNTY MUNICIPAL COURT**

### **SECTION 11**

LETTER FROM ADMINISTRATIVE JUDGE  
FRANKLIN COUNTY MUNICIPAL COURT ANNUAL REPORT 2011  
MAGISTRATES  
COURTROOM BAILIFFS

### **SECTION 12**

COURT ADMINISTRATION  
COURT INVESTIGATION  
COURT SECURITY PROGRAM  
INTERPRETER SERVICES  
VEHICLE IMMOBILIZATION PROGRAM  
VOLUNTEER SERVICES PROGRAM  
ASSIGNMENT OFFICE  
COURT REPORTERS  
JURY COMMISSIONER'S OFFICE  
LEGAL RESEARCH  
DEPARTMENT OF PROBATION SERVICES  
SERVICE BAILIFFS  
SMALL CLAIMS DIVISION AND DISPUTE RESOLUTION PROGRAM  
SPECIALTY DOCKETS  
SPECIAL PROJECTS FUNDS

### **SECTION 13**

COST SAVINGS AND EFFICIENCY INITIATIVES  
JURY COMMISSIONER'S OFFICE  
DEPARTMENT OF PROBATION SERVICES  
MAGISTRATE'S DEPARTMENT  
LEGAL RESEARCH DEPARTMENT  
INTERPRETER SERVICES  
COURT-APPOINTED COUNSEL PROGRAM  
PAY COPIER SYSTEM  
COPIER SCANNING  
DISPUTE RESOLUTION DEPARTMENT  
SERVICE BALIFF'S DEPARTMENT

## Letter from Clerk Lori M. Tyack

Welcome to the Ninety-Sixth Annual Report of the Franklin County Municipal Court and Clerk's Office. As Clerk, my commitment is to create and implement new efficiencies; continue to find new ways to improve operations; and to cultivate cooperation with other Government agencies and the community. In 2011 the Clerk's Office created an extensive career track development program for thirty-nine (39) Leadership Team members. This program focused on business training and personal growth.

The Information Services Division (OIS) completed a number of new initiatives in 2011. Online services through the CASE Network Website were expanded to provide additional information through password protected access to local attorneys and background companies as well as Federal, State and Local agencies. Every floor of the Municipal Court Building (375 S. High Street) has now been wired for Wi-Fi access. A mirrored image of our entire database has been uploaded into the Ohio Courts Network at the Ohio Supreme Court.

The Clerk's Office strives to follow "Green Initiatives" as outlined by the Franklin County Commissioners and the City of Columbus. Some examples include:

- Our on-line Electronic Payment system reduces the use of paper.
- New Daily Recycling Program saved the equivalent of 681 trees.
- Reduction of carbon footprint using technology.
- Other recycling measures include purchasing recycled paper for copies, file folders and refurbished toner cartridges for printers.

In August 2011, Franklin County launched its first Safe Surrender Program. This Program offered an opportunity for defendants who had outstanding warrants on non-violent misdemeanors and traffic tickets to turn themselves in for favorable consideration by the Court to clear their cases and reinstate their Driver's Licenses. More than 2,000 citizens with active warrants turned themselves in and 2,466 warrants were set aside during this two and one-half day period. This Program further unburdened our justice system by reducing the backlog of cases with active warrants. The Program's success is a result of government agencies and community leaders working together to create a safer environment for everyone.

The Clerk's Office submits Strategic Priorities annually to the City of Columbus and to the Franklin County Commissioners. The objective of these Strategic Priorities is to save valuable taxpayer dollars and better utilize staff resources. The Strategic Priorities for 2011 include:

- A Web-based Garnishment Management System
- Day Forward Imaging
- Expansion of Time-Payment Program
- E-filing for Civil Cases
- Expansion of E-Ticket Program
- Partner with the Ohio Courts Network (OCN)
- Password protected Website Access

It is the Mission of the Franklin County Municipal Court Clerk's Office to accurately maintain, safeguard and store all Court documents as well as collect and disburse all monies as directed by legal mandates. As the Clerk's Office continues to move forward through the creation of new efficiencies, I am constantly mindful that we must work together to conserve essential resources for future generations.

Lori M. Tyack, Clerk  
Franklin County Municipal Court

## **OFFICE OF THE CLERK OF COURT**

The Clerk's Office is entrusted with the responsibility of processing and archiving all Court records in accordance with file retention requirements established by the Supreme Court of Ohio. Additionally, the Clerk's Office calculates and fully details all financial transactions involving the Court. The Clerk's Office compiles and publishes an *Annual Report* each year that details the various categories of Court case filings and all financial transactions connected with all Court cases and statistically reports all relevant data regarding the same.



***Lori M. Tyack, Clerk***

### **MISSION STATEMENT**

The Mission of the Franklin County Municipal Court Clerk of Court's Office is to accurately maintain, safeguard and store all Court documents as well as collect and disburse all monies as directed by legal mandates. This will be accomplished through a knowledgeable and diverse staff that will strive to serve all who use this office through competent customer service, communications and community outreach.

## **FRANKLIN COUNTY MUNICIPAL COURT**

The Franklin County Municipal Court has jurisdiction over traffic citations, criminal misdemeanor charges and civil case filings regarding disputes that range up to an amount of fifteen thousand dollars (\$15,000.00), as well as actions regarding building, health, housing or safety codes.

The Franklin County Municipal Court has county-wide jurisdiction and is divided into two (2) Divisions. The General Division is served by fourteen (14) Municipal Judges and the Environmental Division is served by one (1) Municipal Judge. Six (6) Magistrates also serve the Franklin County Municipal Court. Judges serve for a term of six (6) years.

### **COURT ADMINISTRATION**

#### **Administrative and Presiding Judge**

*Honorable Paul M. Herbert*

#### **General Division Judges**

Honorable Ted Barrows	Honorable Carrie E. Glaeden
Honorable Andrea Peebles	Honorable Anne Taylor
Honorable Mark A. Hummer	Honorable James E. Green
Honorable Scott D. VanDerKarr	Honorable H. William Pollitt, Jr.
Honorable David B. Tyack	Honorable Eric Brown
Honorable Amy Salerno	Honorable Michael T. Brandt
Honorable W. Dwayne Maynard	

#### **Environment Division Judge**

Honorable Harland H. Hale

#### **Magistrates**

Honorable Kathleen E. Graham	Honorable David S. Jump
Honorable Kirk Lindsey	Honorable Dennis R. Kimball
Honorable Antonio Paat	Honorable Denise Mathews

#### **Clerk of Court**

**Honorable Lori M. Tyack**

#### **Court Administrator**

Keith Bartlett

**FRANKLIN COUNTY MUNICIPAL COURT  
CLERK OF COURT MANAGEMENT STAFF 12/31/2011**

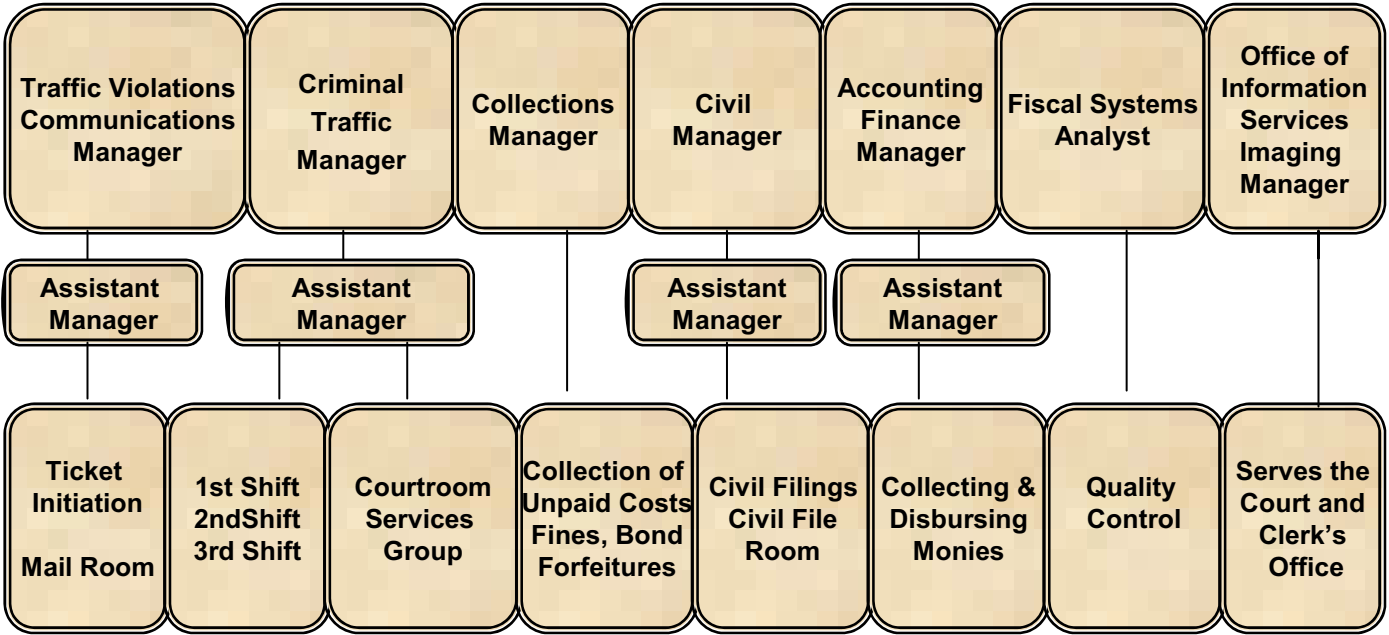
Lori M. Tyack	Clerk of Court
Obie Lucas	Chief Deputy Clerk
Marilynn Stephens	Director of Public Relations
Jerry O'Shaughnessy	Human Resources & Strategic Planning
Michelle LaMarr	Payroll Manager
Crystal Ross	Fiscal Administrator
Terry Brown	Fiscal Systems Analyst
Ken Euman	Assistant Fiscal Administrator
Susan Johnson	Receptionist
Tina Newland	Quality Control
Judy Vance	Quality Control
Mike VanGundy	Manager, Civil Division
Elizabeth Simes	Assistant Manager, Civil Division
Mike Cherry	Manager, Collection Division
Rhonda Ferguson	Manager, Accounting/Finance Division
LeeAnne Sheppard	Assistant Manager, Accounting/Finance
Scott Love/Ahmed Kasheer	Manager, Office of Information Services
Matt Pendency	Manager, Criminal/Traffic Division
Marisa Akamine/Craig Wiley	Assistant Manager, Criminal/Traffic Division
Sancha Young	Manager, Traffic Violations/Communications
Debra Jones	Assistant Manager, Traffic Violations Bureau
Mindy Varga	Supervisor, Civil Division
Kim Mitchell	Supervisor, Civil Division
Colleen Peckens	Supervisor, Criminal/Traffic Division
Jerome Kemp	Supervisor, Criminal/Traffic Division
Rick Kramer	Supervisor, Criminal/Traffic Division
Mike Pizzurro	Supervisor, 2nd Shift Criminal/Traffic Division
Robyn Johnson	Supervisor, 3rd Shift Criminal/Traffic Division
Jeff Dever	Supervisor, Accounting/Finance Division
Matt Davenport	Supervisor, Accounting/Finance Division
Mark Hanson	Supervisor, Office of Information Services

# TABLE OF ORGANIZATION

**Municipal Clerk of Court**

**Chief Deputy Clerk**

**Administrative Division**  
Human Resources Manager/Strategic Planning  
Director of Public Relations  
Fiscal Administration  
Payroll Manager  
Fiscal Systems Analyst  
Assistant Fiscal Administrator  
Internal Accountant  
Receptionist





## Funding of the Franklin County Clerk's Office

### Municipal Court Clerk's Office 2011 General Fund

Personnel Services	\$	9,519,053
Materials and Supplies		136,420
Services for Operations and Maintenance		867,722
		867,722
 Total	 \$	 10,523,195

### Municipal Court Clerk's Office 2011 Special Revenue Fund

Personnel Services	\$	467,620
Materials and Supplies		38,166
Services for Operations and Maintenance		534,790
Other Expenditures		
Capital Outlay		10,067
Transfer Out-Operating		335,200
		335,200
 Total	 \$	 1,385,843

## Clerk Administration Division

The Administrative Division of the Clerk's Office is comprised of the Office of the Clerk, Chief Deputy Clerk, Director of Public Relations, Fiscal Administration, Payroll, and Human Resources which includes education and training. This Division oversees the day to day operations of the Clerk's Office and is governed by directives as set forth in the Annual Budget. Additionally all new programs, contracts, projects, and grants are created and implemented within the Division. It conducts all public relations and internal communications for the Clerk's Office. In 2011, the Clerk's Administrative Division accomplished and completed a wide variety of initiatives which include the following:

- Consolidated Positions.
- Provided professional development opportunities to 39 Leadership Team members.
- Co-Chaired the Franklin County Safe Surrender Program.
- Created a Staff Accountant position.
- Created an extended orientation plan for new hires.

Participated in Community Outreach Programs:

- St. Vincent Family Center Toy Drive.
- Sponsored a Book Fair to benefit the Combined Charitable Campaign.
- Collected food for The Mid Ohio Food Bank.
- Facilitated a Red Cross Blood Drive.
- Provided career path tours for local high school students.
- Awarded Internships to local college students.

## Office of Information Services

The Office of Information Services (OIS) provides technical support and services to the Franklin County Municipal Court and Clerk's Office. OIS is responsible for the operations of information systems including database and related technology infrastructure. Accomplishments for OIS in 2011 are as follows:

- Uploaded a copy of entire database into the Ohio Courts Network (OCN) providing daily updates.
- Enhanced the "Court Access & Search Engine" CASE Network Website.
- Municipal Court Building Wi-Fi access
- Software Upgrades
- Windows 7
- OnBase
- Help Desk tickets in 2011: 5343
- Deployed 155 new PC's.
- Electronic Services (E-Pay & E-Certified)
- Franklin County Safe Surrender Program
- Added extra PC's for Prosecutors and Public Defenders in Arraignment Court (4C).

### Accomplishments for Imaging in 2011 are as follows:

- Inventoried over 3,800 boxes.
- Imaged 1213 boxes of files.
- Saved approximately 129 trees.

## Quality Control Division

The Quality Control Division is responsible for minimizing erroneous data through a system of real-time process monitoring, audit reporting and Total Quality Management Strategies. Through business process improvement and change control programs, the Quality Control team has elevated efforts toward reengineering business processes and is better positioned to identify and leverage new technologies. As a result, the Quality Control Division has been able to improve the services that the Franklin County Municipal Court Clerk's Office provides to both its internal and external customers while saving taxpayer dollars through helping to make the office more efficient. The following are a few of the proactive measures taken to ensure a high level of quality and to identify opportunities for improvement.

In 2011, the Quality Control Division developed a web-based Quality Incident Reporting (QIR) system. This system is available to anyone with access to the Franklin County Municipal Court Intranet Portal. Individuals can use a help ticket system to submit errors that they find in cases or processes in the office. The tickets are then assigned to the appropriate person within the Quality Control Division. The individual responsible for the ticket will then take the appropriate action and report to the individual who submitted the ticket the action taken. This has allowed the Quality Control Division to more quickly address problems and challenges with cases and internal processes.

In addition, the Quality Control Division instituted a quarterly audit pattern for open and closed cases, receipts, disbursements, reliability and integrity testing, customer satisfaction, and payroll audits throughout the office during 2011. Modeled after annual audit procedures and CourTools from the National Center for State courts, these monthly reports provide management with a regular insight into the processes of the office that regular error reports cannot provide. Management has been able to use these quarterly audits to improve processes and decrease errors throughout the Franklin County Municipal Court Clerk's office.

The Quality Control Division has also established monthly meetings with division management to ensure open dialogue regarding Quality Control issues. This dialogue allows the Quality Control Division and management teams to work together to improve the services provided to both our internal and external customers. In addition the Quality Control Division and management teams have been able to work together to institute changes in processes and procedures that benefit the office and take into account the needs of both the Quality Control Division and management within the divisions.

## Collection Division

The Collection Division oversees and coordinates the collection of debts owed to the Court, with the primary objective of seeking monies due to the City of Columbus taxpayers. The Collection Division operated in conjunction with four (4) outside agencies in 2011. Additionally, the Collection Division is responsible for securing Surety Bond agent registration, monitoring compliance of State and Local Statutes and processing monthly billing statements. Accomplishments for Collections in 2011 are as follows:

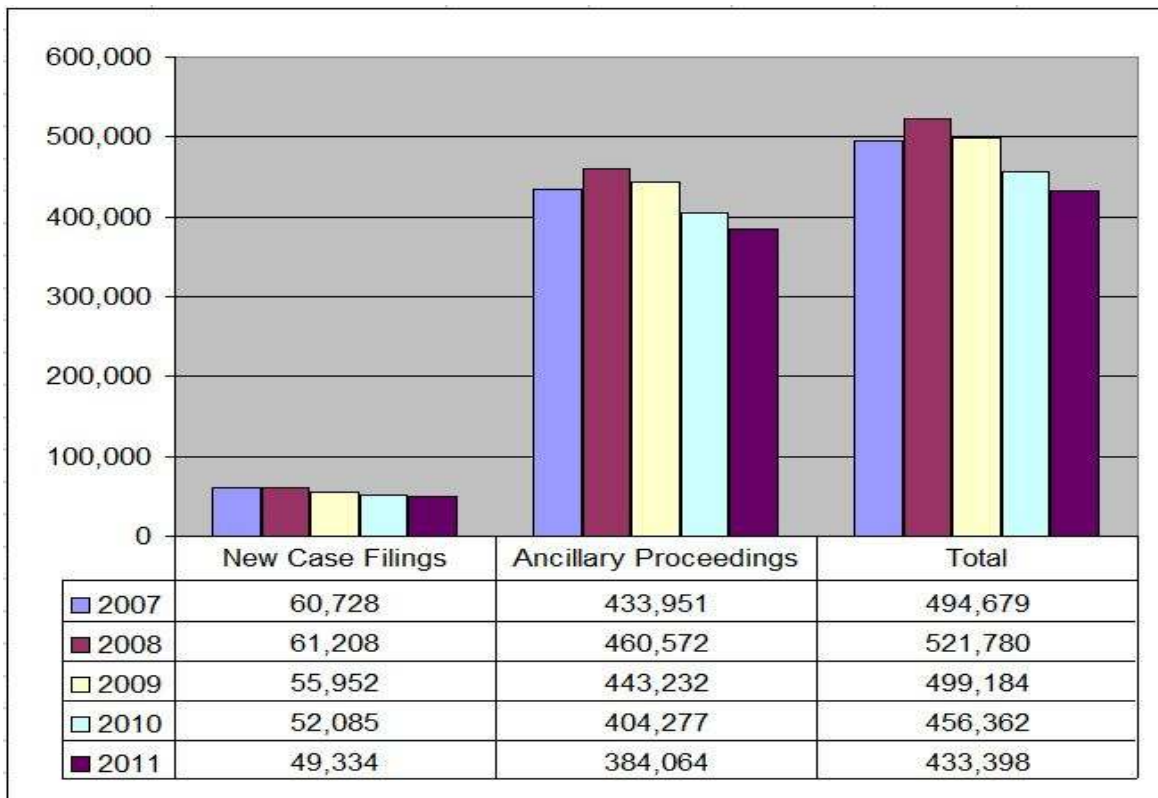
- Collected over \$982,000.
- Generated past due notices in-house on payable tickets.
- Collected outstanding funds due on Bond Forfeiture Judgments.
  - \$62,502.00 forfeited by the Court
  - \$17,683.75 paid
- Managed billings and compliance for:
  - 21 Bond Companies; and
  - 130 Surety Agents
- Per the Court's direction, discontinued sending payable tickets/cases to collections.

AGENCIES	TOTAL AMOUNT SENT IN 2011	TOTAL COLLECTED 2011	COMMISSION PAID 2011
LINEBARGER	\$1,108,105.00	\$ 339,880.15	\$ 79,455.89
APELLES	\$3,571,227.06	\$ 186,247.75	\$44,550.38
CAPITAL RECOVERY Bond Forfeitures	\$ 95,294.25	\$ 12,194.75	\$ 2,466.05
CAPITAL RECOVERY Enforcement Cases	\$1,285,048.00	\$ 294,235.92	\$ 81,843.71
DANA & PARISER	\$ 210,691.00	\$ 149,860.10	\$ 34,217.00
<b>TOTALS</b>	<b>\$6,270,365.31</b>	<b>\$ 982,418.67</b>	<b>\$ 530,532.89</b>

## Civil Division

The Civil Division is responsible for accepting, filing, issuing service, docketing, processing and maintaining records for Civil cases. Civil cases include: contract disputes; personal injury; property damage; evictions; small claims; certificate of judgment transfers; foreclosures; declaratory judgments; housing and safety code issues. Accomplishments for the Civil Division in 2011 are as follows:

- Focused on creating a “Team” environment.
- Replaced 1000 file buckets.
- Incorporated new handling policies for:
  - Small Claims Dismissals
  - Civil Case Dismissals
  - Notice of Appeals Cases
- Removed 2001-2004 closed case files to be imaged.
- Restructured shelving to accommodate all Environmental case files.



<b>New Civil Case Filings</b>	<b>1st Qtr.</b>	<b>2nd Qtr.</b>	<b>3rd Qtr.</b>	<b>4th Qtr.</b>	<b>Total</b>
Personal Injury/Property Damage	380	255	223	186	1,044
Contracts, Notes and Accounts	5,721	5,480	4,608	5,159	20,968
Forcible Entry & Detainer (Evictions)	4,334	4,955	5,608	4,634	19,531
Small Claims	1,559	1,552	1,574	1,731	6,416
Parking Violation Bureau	10	0	5	26	41
BMV Petition	288	226	260	214	988
Certificate of Judgment	32	3	5	0	40
Declaratory Judgment	11	3	4	3	21
Red Light Appeal	0	1	2	2	5
Civil Environmental	68	123	28	61	280
<b>Total</b>	<b>12,403</b>	<b>12,598</b>	<b>12,317</b>	<b>12,016</b>	<b>49,334</b>

<b>Civil Ancillary Proceedings</b>	<b>1st Qtr.</b>	<b>2nd Qtr.</b>	<b>3rd Qtr.</b>	<b>4th Qtr.</b>	<b>Total</b>
Certified Mail Service Issued	16,797	15,679	16,153	16,640	65,269
Ordinary Mail Service Issued	9,679	10,386	10,730	9,715	40,510
Bailiff Service Issued	5,910	6,626	7,217	6,214	25,967
Process Server Service Issued	82	125	50	94	351
Sheriff Service Issued	2	3	3	6	14
Service by Publication Issued	16	3	9	3	31
Registered Mail	1	0	0	1	2
Express Mail	0	0	0	0	0
Garnishments Issued	5,794	7,311	6,178	5,822	25,105
Garnishments Released	1,193	1,222	1,146	1,127	4,688
Writs of Restitution Issued	2,450	2,637	3,566	3,191	11,844
Requests for Set Outs Processed	1,766	1,930	2,412	2,018	8,126
Writs of Replevin Issued	12	20	17	17	66
Writs of Execution Issued	24	104	50	45	223
Judgments Certified to the BMV	26	26	14	14	80
Certificates of Judgment Issued	2,606	3,097	2,760	2,653	11,116
Transfers to Common Pleas Court	14	21	15	10	60
Civil Appeals Processed	13	12	9	8	42
Notice of Final Order Issued	13,964	19,738	19,378	14,260	67,340
Notice of Failed Service Issued	4,129	4,249	4,258	4,140	16,776
Exemplified Copies	42	50	21	34	147
Revivors of Judgment	81	134	214	227	656
Judgment Debtors	384	181	192	448	1,205
Civil Capias Warrants	57	23	22	32	134
Motion and Order for Show Cause	16	53	21	36	126
Motion for Contempt Orders	30	23	28	40	121
Mail Payments Processed	25,912	26,563	26,232	25,358	104,065
<b>Total</b>	<b>91,000</b>	<b>100,216</b>	<b>100,695</b>	<b>92,153</b>	<b>384,064</b>



## Criminal/Traffic Division

The Criminal Traffic Division processes and maintains Criminal, Traffic, and Environmental cases. The Criminal/Traffic Division provides a multitude of services to the general public, law enforcement and the Court. This Division plays an integral role in the promotion of public safety by providing support twenty-four (24) hours per day to law enforcement agencies throughout the County. Twenty-four (24) hour support is necessary for the filing and processing of Criminal complaints as well as the verification of active warrants. The Criminal/Traffic Division is also responsible for collection and disbursement of bail/bond monies for defendants who are in custody. This process includes providing documentation to the Franklin County Sheriff's Office so that defendants may be released from custody. The Criminal/Traffic Division is responsible for electronically reporting several types of violations to the Ohio Bureau of Motor Vehicles (BMV). Daily, the Criminal/Traffic Division provides numerous services to assist the public, law enforcement, court personnel, and the legal community. Some of these services include collecting payment for court fines or for posting bond. The division also processes applications for the Expungement of records and maintains and secures records ordered expunged. Other examples of service include administering oaths, accepting criminal and traffic charges, filing motions, filing search warrants, providing information about court cases, dispositions, future court dates, as well as assisting in the courtroom. Accomplishments for Criminal/Traffic in 2011 are as follows:

- Extended Hours to accept payments (8:00 a.m. to Midnight).
- Adjusted Probation Fees due to legislative changes (effective July 1, 2011).
- Participated in undercover operations with Columbus Division of Police.
- Added Disposition window to better assist the public with public record requests.
- Expanded Daily Operations to include new police agency at Otterbein College.
- FSS- Staff the hotline, organized flow of program, and maintained control of defendants.
- Coordinated with the Columbus City Attorney's Office to update cases (from 1990) for summons not served.
- Bond Forfeitures were extended from 30 days to 60 days (effective September 27, 2011).
- Followed Court's directives for handling Warrants of Pardons issued by Governor.
- Created Individual Development Plan for staff.
- Wants and Warrants – Participated in discussion with CPD regarding upgrades.

Criminal Cases 2011	
Type A-Felony	6,331
Type B-Criminal	23,161
Type C-OVI	1
Type D-All Other	30
<b>Total</b>	<b>29,523</b>

Traffic Cases 2011	
Type A-Felony	346
Type B-Criminal	13
Type C-OVI	6,703
Type D-All Other	84,379
<b>Total</b>	<b>91,441</b>

Five Year Comparative Review of Cases Filed					
	2007	2008	2009	2010	2011
Environmental	5,943	5,959	5,463	4,834	4,358
Criminal	31,414	30,921	30,393	28,907	29,523
Traffic	122,109	119,523	120,111	95,174	91,441
<b>Total</b>	<b>159,466</b>	<b>156,403</b>	<b>155,967</b>	<b>128,915</b>	<b>125,322</b>

Five Year Comparative Review of Charges Filed					
	2007	2008	2009	2010	2011
Environmental	11,406	11,760	10,252	9,900	7,960
Criminal	46,933	43,541	42,352	43,414	56,691
Traffic	189,093	181,760	182,288	143,727	127,964
<b>Total</b>	<b>247,432</b>	<b>237,061</b>	<b>234,892</b>	<b>197,041</b>	<b>192,615</b>

## **COURT SERVICES GROUP**

The Courtroom Service Group (CSG) is a select group of highly skilled Deputy Clerks in the Criminal/Traffic Division responsible for the daily processing and updating of all cases on the Criminal/Traffic dockets. A CSG Deputy Clerk is assigned to each of the fifteen Judges as well as the Arraignment courtrooms (4C, 4D, 1A, 1B, 15C). On a daily basis, CSG Deputy Clerks docket subpoenas and motions, process unpaid fines and costs, enter sentencing information, issue warrants, process continuances, enter limited driving privileges (LDP), add Temporary Protections Orders, update bond information, and update all entries on CourtView. Additionally, CSG Deputy Clerks are responsible for routing files to the Assignment Office, Probation Department, Accounting/Finance Department, Expungement Department, Prosecutor's Office, and to the Vehicle Immobilization Coordinator. The Group also time stamps, docket, pulls and routes Statement of Violations filed by the Probation Department. CSG also staffs LDP Court held on Mondays at 1:30 pm. In addition, CSG Deputy Clerks run and process case management reports. Each CSG member acts as a liaison between the Court personnel and the Clerk's Office. CSG Deputy Clerks are the neutral party in the courtroom there to assist, and provide information, to everyone. After Court, CSG members assist with the public and attorney counters, answering telephones, working in the file room, and/or helping the Traffic Violations Bureau. Accomplishments for Courtroom Services Group in 2011 are as follows:

- Increased the number of training classes attended and developed in-house.
- Developed a Pilot Program that evolved into standard operating procedure to help meet the needs of the Probation Intake Department.
- Restructured the daily schedule to assign one courtroom clerk per afternoon to the Criminal/Traffic staff level.
- Participated in the Franklin County Safe Surrender program ensuring all files were updated and processed by the close of each session.
- Participated in the Annual United Way Volley Ball Tournament.
- Participated in a charity fundraiser for Cystic Fibrosis.
- Helped develop a program with the Specialty Court Dockets to provide information to those defendants with BMV concerns.

## Expungements & Sealing of Cases in 2011

<b>Number of Applications Received For Expungement Proceedings</b>	<b>2,965</b>
<b>Number of Cases That Were Ordered Expunged By The Court</b>	<b>2,611</b>
<b>Number of Applications Denied For Expungement</b>	<b>324</b>
<b>Number of Expungement Applications Withdrawn</b>	<b>30</b>
<b>Number of Cases Expunged By Order Of The Common Pleas Court</b>	<b>244</b>

## Environmental Division

The Environmental Division of the Court began operations in 1992. This division has exclusive jurisdiction over criminal and civil actions to enforce building, housing, health, or safety codes applicable to premises intended for the use as a place of human habitation.

Environmental Cases 2011	
Type A-Felony	16
Type B-Criminal	2,943
Type C-OVI	17
Type D-All Other	1,382
Total	4,358

<b>ENVIRONMENTAL CHARGES FILED IN 2011</b>	<b>CITY OF COLUMBUS ORDINANCE</b>	<b>OHIO REVISED CODE</b>	<b>OTHER MUNICIPAL ORDINANCES</b>
<b>DOG VIOLATIONS</b>			
DOG REGISTRATION	0	1,976	0
DOG CONFINEMENT	1	445	0
CONFINED VICIOUS DOG	0	443	16
VICIOUS DOG INSURANCE	0	701	0
RABIES QUARANTINE	0	1,209	0
ABANDONING OR CRUELTY TO ANIMALS	27	39	2
DISPLAY DOG TAG	0	49	0
DOG RUNNING AT LARGE	16	0	4
PROHIBITIONS CONCERNING ANIMALS	3	129	1
<b>TOTAL</b>	<b>47</b>	<b>4,991</b>	<b>23</b>
<b>CODE VIOLATIONS/PERMITS</b>			
BUILDING CODE	429	0	4
ZONING CODE	274	0	8
NUISANCE ABATEMENT CODE	43	0	0
FIRE CODE	8	0	0
HEALTH CODE	149	0	5
<b>TOTAL</b>	<b>903</b>	<b>0</b>	<b>17</b>
<b>NATURAL RESOURCES / WILDLIFE</b>			
WILDLIFE VIOLATION	0	26	0
LITTERING	165	157	3
NO HUNTING LICENSE	0	7	0
NO FISHING LICENSE	0	21	0
UNLAWFUL SPITTING	19	0	0
DISTURBING THE QUIET	31	0	0
POLLUTING WATERS/AIR POLLUTION	0	6	0
PARK RESTRICTIONS	36	29	0
<b>TOTAL</b>	<b>251</b>	<b>246</b>	<b>3</b>

<b>FAILURE TO HAVE LICENSE</b>			
NO MASSAGE LICENSE	0	0	0
NO PEDDLERS LICENSE	40	0	0
<b>TOTAL</b>	<b>40</b>	<b>0</b>	<b>0</b>
<b>FIRE VIOLATIONS</b>			
ARSON	0	1	0
OPEN BURNING/DUMPING	0	9	0
FIREWORKS	3	2	0
<b>TOTAL</b>	<b>1</b>	<b>12</b>	<b>0</b>
<b>COMMERCIAL TRUCKING OFFENSES</b>			
LOAD DRIPPING/DROPPING	70	49	0
EXCEEDING MAXIMUM	26	10	0
WIDTH/ HEIGHT/ AND WEIGHT	26	515	0
MAXIMUM WHEEL LOAD	1	387	0
WHEEL PROTECTORS	2	8	0
TRANSPORT HAZARD WASTE	17	0	0
<b>TOTAL</b>	<b>142</b>	<b>969</b>	<b>0</b>
<b>OTHER</b>			
LOUD SOUND	266	0	1
GRAFFITI	48	0	0
<b>TOTAL</b>	<b>314</b>	<b>0</b>	<b>1</b>

<b>CRIMINAL CHARGES FILED IN 2011</b>	<b>CITY OF COLUMBUS ORDINANCE</b>	<b>OHIO REVISED CODE</b>	<b>OTHER MUNICIPAL ORDINANCES</b>
<b>MURDER/ASSAULT</b>			
AGGRAVATED MURDER	0	9	0
MURDER	0	31	0
VEHICULAR MANSLAUGHTER	2	6	0
VEHICULAR HOMICIDE	1	5	0
ATTEMPTED MURDER	0	0	0
AGGRAVATED VEHICLE ASSAULT	0	6	0
FELONIOUS ASSAULT	0	388	0
FELONY ASSAULT	0	42	0
ASSAULTING A PEACE OFFICER	0	91	0
ASSAULT, NEGLIGENT ASSAULT, & AGGRAVATED ASSAULT	271	4372	44
MENACING AND AGGRAVATED MENACING	170	1006	28
MENACING BY STALKING	0	0	0
FELONY AGGRAVATED MENACING	0	7	0
FELONY MENACING BY STALKING	0	2	0
<b>TOTAL</b>	<b>444</b>	<b>5965</b>	<b>72</b>
<b>KIDNAPPING &amp; ENTICEMENT</b>			
KIDNAPPING	0	64	0
ABDUCTION	0	23	0
UNLAWFUL RESTRAINT	11	31	0
CHILD ENTICEMENT	0	0	0
<b>TOTAL</b>	<b>11</b>	<b>118</b>	<b>0</b>

<b>SEX OFFENSES</b>			
RAPE	0	86	0
RAPE-UNDER 13 YEARS OLD	0	0	0
UNLAWFUL SEXUAL CONDUCT WITH A MINOR	0	48	0
GROSS SEXUAL IMPOSITION	0	16	0
GROSS SEXUAL IMPOSITION-UNDER 13 YEARS OLD	0	19	0
SEXUAL IMPOSITION	2	32	0
SEXUAL BATTERY	0	11	0
FELONY IMPORTUNING	0	3	0
IMPORTUNING	0	29	0
VOYEURISM	0	9	0
PUBLIC INDECENCY	83	88	4
SOLICITATION	683	17	0
PROSTITUTION	1	3	0
LOITERING FOR PROSTITUTION	3	190	0
PANDERING OBSCENITY	0	51	0
FAILURE TO REGISTER AS SEX OFFENDER	0	1	0
FAILURE TO CHANGE OR RE-VERIFY ADDRESS AS SEX OFFENDER	0	60	0
<b>TOTAL</b>	<b>772</b>	<b>663</b>	<b>4</b>



<b>ARSON, VANDALISM &amp; CRIMINAL MISCHIEF</b>			
FELONY AGGRAVATED ARSON	0	30	0
AGGRAVATED ARSON	0	29	0
VANDALISM	0	32	0
CRIMINAL MISCHIEF	70	34	6
CRIMINAL DAMAGE & ENDANGERMENT	221	236	22
<b>TOTAL</b>	<b>291</b>	<b>361</b>	<b>28</b>
<b>DRUG ABUSE</b>			
TRAFFICKING IN DRUGS	0	203	0
FELONY DRUG ABUSE	0	1,525	0
MISDEMEANOR DRUG ABUSE	0	2,808	103
DRUG PARAPHERNALIA	0	1949	110
DECEPTION TO OBTAIN DANGEROUS DRUGS	0	83	0
ILLEGAL PROCUREMENT OF DRUG DOCUMENTS	0	62	0
MANUFACTURE OF DRUGS	0	21	2
POSSESS/SELL FAKE DRUGS	0	13	0
POSSESSION OF DRUG INSTRUMENTS	0	172	18
LOITER-DRUG OFFENSES	7	0	0
<b>TOTAL</b>	<b>7</b>	<b>6836</b>	<b>233</b>
<b>ROBBERY, BURGLARY &amp; TRESPASSING</b>			
AGGRAVATED ROBBERY	0	300	0
ROBBERY	0	228	0
AGGRAVATED BURGLARY	0	114	0
BURGLARY	0	410	0
BREAKING & ENTERING	0	197	0
SAFECRACKING & TAMPERING WITH A COIN MACHINE	1	14	0
CRIMINAL TRESPASSING	399	663	28
AGGRAVATED CRIMINAL TRESPASSING	0	36	0
<b>TOTAL</b>	<b>400</b>	<b>1962</b>	<b>28</b>

<b>WEAPONS</b>			
CCW/FELONY	0	47	0
CCW	4	490	3
IMPROPER HANDLING OF FIREARM	3	221	1
WEAPONS UNDER DISABILITY	0	169	0
WEAPON USE WHILE INTOXICATED	0	21	2
DISCHARGING WEAPONS	50	34	2
POSSESSION OF CRIMINAL TOOLS	0	217	5
ATTEMPT/FELONY	0	81	0
ATTEMPT	1	122	2
COMPLICITY	13	143	5
<b>TOTAL</b>	<b>71</b>	<b>1545</b>	<b>20</b>
<b>THEFT &amp; FRAUD</b>			
GRAND THEFT	0	100	0
FELONY THEFT	0	42	0
THEFT/PETTY THEFT	679	3,947	176
FELONY THEFT BY DECEPTION	0	0	0
THEFT BY DECEPTION	0	76	3
UNAUTHORIZED USE OF MOTOR VEHICLES	10	38	5
FELONY UNAUTHORIZED USE OF MOTOR VEHICLES-48 HOURS	0	25	0
UNAUTHORIZED USE OF PROPERTY	0	4	1
FELONY UNAUTHORIZED USE OF PROPERTY	0	0	0
FORGERY & UTTERING	0	404	1
PASSING BAD CHECKS	1	735	2
RSP	78	914	12
MISUSE OF CREDIT CARD MIS.	0	15	1
DEFRAUD, COUNTERFEIT & TAMPER WITH RECORDS	1	47	0
CRIMINAL SIMULATION	0	9	2
FELONY CRIMINAL SIMULATION	0	1	0
FELONY TAKING IDENTITY OF ANOTHER	0	68	0
TAKING IDENTITY OF ANOTHER	0	0	0
<b>TOTAL</b>	<b>769</b>	<b>6425</b>	<b>203</b>

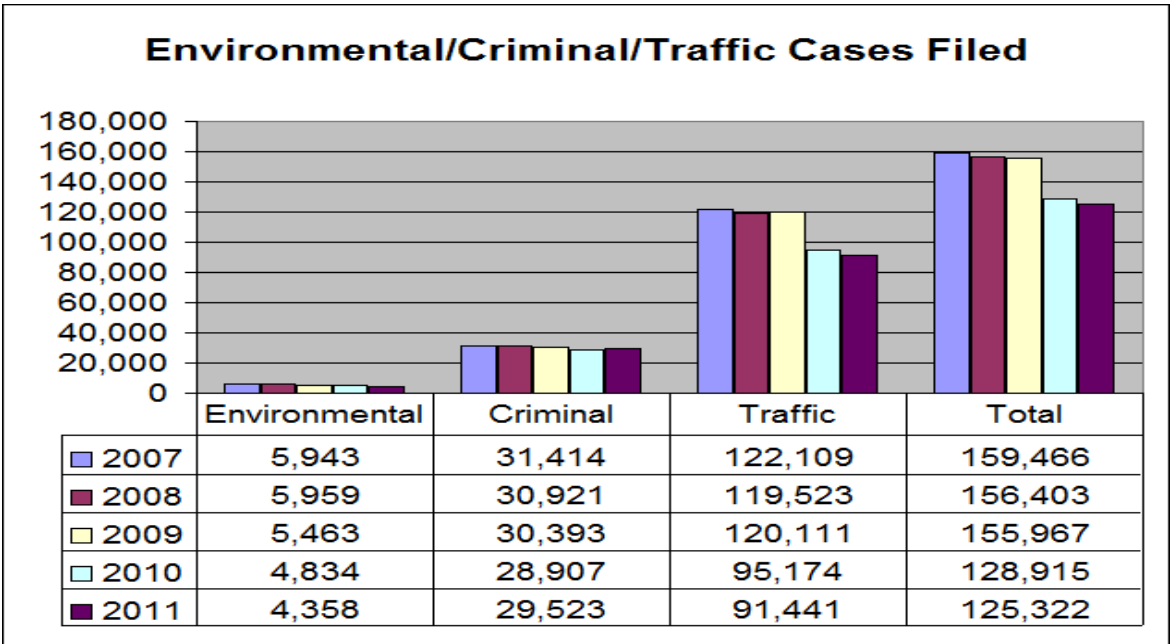
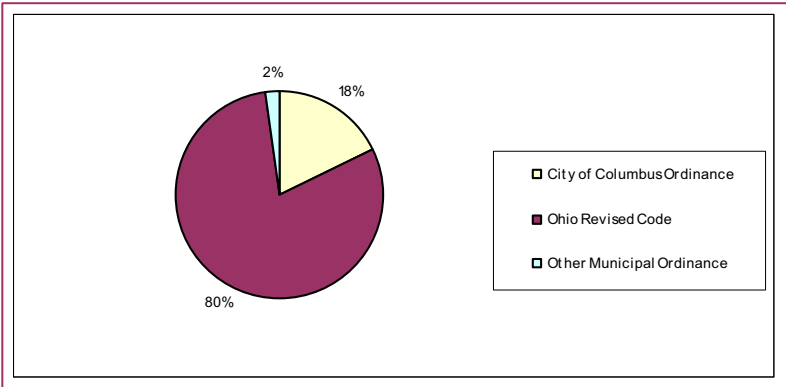
<b>OFFENSES AGAINST PEACE OFFICERS</b>			
DISORDERLY CONDUCT	929	498	32
RESISTING ARREST	330	277	6
FALSIFICATION/CERTAIN ACTS PROHIBITED	394	373	16
FAILURE TO COMPLY/ ELUDE	1	79	1
MISCONDUCT AT EMERGENCY	6	14	2
INDUCING PANIC	4	24	2
MAKING FALSE ALARMS	3	18	2
IMPROPER USE OF 911	47	4	2
RIOT- ENTICING VIOLENCE	0	6	0
OBSTRUCTING OFFICIAL BUSINESS	436	398	29
OBSTRUCTING OFFICIAL BUSINESS FELONY	0	31	0
IMPERSONATING AN OFFICER	0	3	1
ASSAULT ON POLICE OFFICER	0	0	0
FLEEING AND ELUDING/FELONY	0	37	5
ESCAPE	0	56	0
FELONY ESCAPE	0	0	0
<b>TOTAL</b>	<b>2150</b>	<b>1818</b>	<b>98</b>
<b>OFFENSES AGAINST FAMILY</b>			
ENDANGERING CHILDREN	0	421	15
ENDANGERING CHILDREN /OVI	0	29	0
FELONY ENDANGERING CHILDREN	0	22	0
INTERFERING WITH CUSTODY	0	15	1
DOMESTIC VIOLENCE	0	4,548	0
FELONY VIOLATION TEMPORARY PROTECTION ORDER	0	828	0
PROTECTION ORDER FOR STALKING	0	0	0
CONTRIBUTE, INFLUENCE WITH MINOR	3	3	6
<b>TOTAL</b>	<b>3</b>	<b>5866</b>	<b>22</b>

<b>OFFENSES AGAINST PUBLIC ADMINISTRATION</b>			
CONTEMPT OF COURT	0	66	0
WITNESS INTIMIDATION	0	6	0
FELONY FORCE OR THREATEN WITNESS INTIMIDATION	0	7	0
TAMPERING WITH EVIDENCE	0	128	0
PUBLIC URINATION	134	0	0
CONVEY ILLEGAL CONTRABAND TO JAIL	0	48	0
HARRASSMENT BY INMATE	0	39	0
TELEPHONE HARRASSMENT	0	160	9
DISRUPT PUBLIC SERVICES	45	7	0
<b>TOTAL</b>	<b>179</b>	<b>461</b>	<b>9</b>
<b>ALCOHOL OFFENSES</b>			
PROHIBITED ALCOHOL UNDER 21 YEARS OLD	280	689	11
MINOR PURCHASING	0	4	21
OPEN CONTAINER	980	53	11
OPEN CONTAINER IN PUBLIC PLACE	0	207	4
OPEN CONTAINER IN MOTOR VEHICLE	26	66	8
KEEPER OF PLACE	9	0	0
<b>TOTAL</b>	<b>1295</b>	<b>1019</b>	<b>55</b>
<b>GAMBLING</b>			
PUBLIC GAMING	0	0	0
GAMING	1	1	0
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>0</b>

<b>MISC CRIMINAL VIOLATION</b>			
FUGITIVE FROM JUSTICE	0	82	0
HOLD FOREIGN JURISDICTION	0	302	0
CIVIL CAPIAS	0	49	0
ILLEGAL TOBACCO DISTRIBUTION	0	80	0
TAX FORMS	0	24	1
AGGRESSIVE PANHANDLING	29	0	0
EXPOSING OTHERS-CONTAGION	0	10	0
MOTOR VEHICLE DEALER VIOLA.	0	10	0
<b>TOTAL</b>	<b>29</b>	<b>557</b>	<b>1</b>
<b>OVI &amp; PHYSICAL CONTROL</b>			
OVI	2203	9,758	357
OVI PER SE	1101	2,086	54
PHYSICAL CONTROL	70	56	214
<b>TOTAL</b>	<b>3374</b>	<b>11,900</b>	<b>625</b>

### Summary of Cases

City of Columbus Ordinance	Ohio Revised Code	Other Municipal Ordinance
11496	51715	1442



## Traffic Violations Bureau

The Traffic Violations Bureau manages all complaints issued by the following jurisdictions within Franklin County: Columbus Division of Police, Ohio State Highway Patrol, Franklin County Sheriff, Ohio State University Police, Port Columbus Police, Eight Townships, and other Municipal law enforcement agencies. The Communications Department is an integral part of the Traffic Violations Bureau. The function of the Communications Department is to further promote ongoing communications and the delivery of excellent public service to the general public, law enforcement agencies, attorneys, court personnel, other courts and governmental agencies. The responsibilities of The Traffic Violations Bureau and Communications Department include the following:

- Initiating payable and mandatory offenses for traffic, criminal, and environmental cases.
- Sending out notices and summonses for new court dates on traffic, criminal and environmental cases.
- Housing payable traffic cases with future court dates and cases 30 days after the original court date.
- Preparing cases to be processed for the Court's signature.
- Opening, logging and processing mail for all divisions.
- Processing payments to ensure accuracy prior to being receipted.
- Referring cases to Magistrates and Judges for payment determinations.
- Sending out letters for invalid car insurance and payments for traffic, criminal and environmental cases.
- Processing cases transferred from Mayor's Courts.
- Assisting the public, employers, City, County and State Agencies by providing case dispositions pertaining to public record requests.
- Preparing the daily traffic court docket sheets.
- Entering Identification Tracking Numbers (ITN's) into CourtView.
- Accomplishments for Traffic Violations Bureau in 2011 are as follows:
  - Cross-trained staff to improve efficiency.
  - Held weekly staff meetings.
  - Maintained effective communication with Police Agencies, Prosecutors, Mayor Court Clerks and Courtroom Clerks.
  - Attended continuing education classes.



ACDA	6,209	Failure to Display Headlights	418
Appr Pub Safety Veh w/Lts Dis	83	Failure to Display License	5
Back Across Center Line	1	Failure to Display Two Plates	196
Backing from Alley,Priv Dr,Bldg	36	Failure to Register	19
Backing on a Freeway	11	Failure to Reinstate License	1,361
Backing w/out Safety	419	Failure to Signal	2,032
Backup Lights/Forward	2	Failure to Stop-School Bus	45
Bicycle Brake/Bell Req	28	Failure to Stop/Grade Crossing	2
Bicycle Illegal Prk/Sidewlk Restr	4	Failure to Stop-Accident	372
Bicycle Lamps/Refl Req at Night	172	Failure to Yield Emerg Veh-Ped	3
Bicycle Operate w/o Safety	47	Failure to Yield from Private Dr	668
Bicycle Ride on Sidewalk	118	Failure to Yield to Pedestrian	76
Bicycle Signal Device	25	Failure to Yield Pub Safety Veh	50
Bicycle to Ride on Right Side	42	Failure to Yield- Funeral Proc	3
Bicycle Yield Right of Way Cross	3	False Info to Issuing Officer	25
Blue Light Prohibited	40	Flashing Lights Prohibited	3
Board/Alight in Motion Proh	4	Flashing Red/Blue Lights Proh	3
Brake Equipment Req	14	Flashing Traffic Signal	59
Bumper Requirements	5	Following Emergency Vehicle	2
Certain Acts Prohibited	91	Following Too Closely	164
Chg Course w/o Safety	445	FTY "T" Intersection	21
Counterfeit Plates	2	FTY Right on Red	12
Cycle-Helmet/Glasses	7	Hazardous or No Pass Zone	116
Drive Across Grade Crossing	2	Hit Skip-Pers/Property	1
Drive on Closed Highway	29	Hit Skip-Pub Street	473
Drive on Curb/Sidewalk	64	Improper Left Turn	341
Drive over Fire Hose	1	Improper Passing	91
Drive Through Safety Zone	3	Improper Right Turn	425
Driving Left of Center Proh	105	Inadequate Brakes	3
Driving on Right Side	81	Intersec w/Non Wrkn Traff Cntrl	11
Driving Outside License Restr	55	Lane Control Signals	1
Driving u/FRA Susp-Immob	3,038	Let Unlicensed Driver Drive	1
Driving u/OVI Susp	222	License Plate Violation	4
Driving w/Susp-Rev	4,459	Lights Req on Prkd/Stopped Veh	2
Driving Unsafe Vehicle	95	Lights Req on Slow Mov Veh	1
Driving Within Lanes	371	Load Extension Limitations	1
Duties/Non-Wrking Signal	1	Manner of Signal	1
Emerg Veh-Fail to Slow Down	3	Manner of Signal-Bicycle	3
Expired Tags	801	Marked Lanes	1,721
Fail/Keep to Right	4	Max Number of Headlights	1
Failure to Control	3,112	Mirror-Unobstructed View	3
Failure to Display	40	Motor Vehicle/Cycle Noise	42





Muffler, Excessive, Gas or Smoke	174	Prohibited Number of Headlights	141
No Motorcycle Endorsement	54	Prohibited Riding In/On Veh	2
No Operator's License	6,085	Prohibited Right Turn	71
No Ops License Exp < 6 Months	280	Prohibited Start/Backing	35
Non-Transparent Mat on Window	9	Prohibited Turn	108
Obscured Lights	3	Prohibited Use of Mobile Comm	41
Obscured Windshield Prohibited	31	Prohibition/Highway	16
Obstructing Intersec/RR Xing	54	Rear View Mirror, Clear View	28
Obstructed View-Driver	14	Red Light/Flag Req on Ext Load	2
One Way-Bicycle	6	Red Reflectors Req on MV/Trlr	12
One Way Highway/Rotary	467	Registration Violation	13
Open Door in Traffic	22	Repeat Offender Suspension	51
Open Door w/o Safety	5	Req: Distr of Headlight Beam	104
Operate w/Foreign Tag	2	Resisting Traff Enf Official	12
Operate w/Tag from Prev Owner	11	Riding Bicycle/MC Abreast	3
Operating w/Outside Rider Proh	3	Riding Bicycle/Motorcycle Restr	10
Operation of MV/MC on Sidewlk	1	Riding on Outside Prohibited	3
Operation w/Proh Window Tint	1,322	Right of Way-Pedestrian	14
Parking Violations	18	Rt of Way/Stop/Yield	70
Pass R/Car in Opp Direction	9	Rt of Way: Intersection	57
Passing Left of Center	110	Rt of Way When Turning Left	1,506
Passing on the Left	8	Safety Light on Comm Veh Req	2
Passing on the Right	67	Side Cowl,Fender,Backup Lght	3
Passing Vehicle Stopped at Xwvk	1	Signal Terms/Lights	516
Pedestrian Control Signal	41	Signal Terms/Lights-Bicycle	3
Pedestrian Cross w/o Safety	97	Skates,Coaster,Toy in Rdway	4
Pedestrian Diagonal Xng Restr	33	Slow Speed	198
Pedestrian on Roadway	113	Slow/Mov Veh Dr on R Side	3
Pedestrian Outside Xwvk to Yield	58	Speed	10,250
Pedestrian Solicit from Roadway	821	Speed/School Zone < 35 MPH	1,885
Pedestrian Solicit Ride Proh	18	Speed/School Zone > 35 MPH	281
Pedestrian to Face Traffic	22	Squealing Tires	129
Pedestrian to Yield Right of Way	3	Stop-Sidewalk Area	115
Pedestrian Under Influence Proh	94	Stop Lights Required	81
Pedestrian Use of Shoulder Req	172	Stop Sign	2,758
Pedestrian Use of Sidewlk Req	472	Street Racing	5
Pedestrian Use of Xwvk Req	263	Tag Violations	1,777
Poss/Sale of Traffic Cntrl Device	1	Tail/License Plate Light Req	616
Posses Xtra Licences	2	Tampering w/Traff Control Dev	3
Poster/Sign Window	2	Temp Permit/MC Violation	8
Proh Left of Center	22	Temp Plate-Display	5
Prohibited Use of Cane	1	Temp Permit w/o Lic Driver	3



Temporary Permit Violation	317		
Title/Violation	13		
Traffic Control Device	3,039		
Traffic Control Device-Ped	40		
Turn into Priv Dr/Alley/Bldg	20		
Turn on Red	95		
Turn/From One Way St	15		
Turn/Stop Signals	38		
Turning at Intersections	1,232		
Two Lights Required	325		
Unnecessary Horn	23		
Use Fictitious Plates	77		
Use of Headphones	16		
Use Tag to Another Vehicle	407		
U-Turn	555		
Valid Ops/Exp Ops	14		
Windshield Req	7		
Windshield Wiper Req	1		
Wrong Side-Divided Road	58		
Wrongful Entrustment	99		
Yield Sign	34		



ACDA	1,230	Failure to Signal	875
Apply Registration	1,935	Failure to Stop/Grade Crossing	1
Bicycle Lamps/Refl Req at Night	16	Failure to Stop-Accident	86
Bicycle To Ride on Right Side	4	False Info to Issuing Officer	59
Brake Equipment Req	2	False Statements/Lic	1
Certain Acts Prohibited	4	Flashing Lights Prohibited	1
Certificate of Title Violation	2	Flashing Traffic Signal	9
Child Restraint	565	Focus and Aim of Headlights	1
Counterfeit Plates	6	Following Too Close	213
Dealer Tag Display	3	FTS Veh When Ordered	1
Display Regs-Comm	2	FTY From Private Drive	134
Drag Racing	5	FTY Public Safety Vehicle	45
Drive Across Grade Crossing	5	FTY To Emrg Veh: Pedestrian	1
Drive on Curb/Walk	5	FTY To Ped in Xwalk/Sidwlk	8
Drive Thru Safety Zone	5	FTY-Funeral Procession	1
Drive-Closed Highway	78	Handicapped Parking	116
Drivers License Restrictions	15	Hazard/No Pass Zone	64
Driving Action Appr Emg Veh	176	Hit Skip-Personal Property	14
Driving Left of Center	100	Hit Skip-Public Street	92
Driving on Right Side of Rdway	147	Illegal Dealer Tag	1
Driving Outside License Restr	43	Impaired Alert-Comm	1
Driving u/FRA Susp/Cancel	2,692	Improper Bumper	6
Driving u/Repeat Traff Off Susp	208	Improper Passing	24
Driving u/Susp-FTP Child Suprt	53	Inter w/Non-Wrk Traf Cntrl Dev	11
Driving Under OVI Susp	392	Interfere w/Officer	4
Driving Under Suspension	4,068	Lane Controls Signals	1
Driving Unsafe Vehicle	106	Let Unlicensed Driver Drive	40
Driving w/o A Valid License	270	Marked Lanes	1,746
Driving Within Lanes	668	Max Number of Headlights	1
Duties/Non Working	13	Motor Bicycle Reg	1
Emrg Veh-FT Slow Down	3	Muffler,Excessive Gas or Smoke	120
Engine Noise Viol	4	MV Reg-Dealer	1
Equipment Turn Signals	4	No Motorcycle Endorsement	22
Fail to Stop-School Bus	16	No Ops Lic Exp < 6 Months	154
Failure to Comply Traffic	35	No Operators License	4,799
Failure to Control	1,083	Obscured Lights	1
Failure to Display	67	Obstructed View-Driver	1
Failure to Display Headlights	381	Obstructing Interection/RR Xng	6
Failure to Display License	164	One Way-Highway Rotary	38
Failure to Display Two Plates	20	Open Door in Traffic	1
Failure to Register	17	Operate w/Foreign Tag	5
Failure to Reinstate License	1,253	Operate w/Tag From Prev Ownr	26



Operating w/Outside Rider Proh	1	Req:Distr of Headlight Beams	129
Operation Veh On/Near Highway	1	Riding Bicycle/Motorcycle Rest	31
Operation W/Proh Window Tint	280	Riding on Outside Prohibited	1
Park on Rdway/Freeway/Xpreswy	6	Right of Way at Intersections	349
Park on Sidewalk	12	ROMV-Off Street	34
Park Within One Foot	1	Rules for Passing on the Right	16
Park-Driveway	5	Safety Glass	10
Park-Fire Hydrant	12	Safety Lghting on Com Veh Req	7
Park-Gvt Regulations	23	Seatbelt-Allow Pass	101
Parking Near Curb	13	Seatbelt-Operator	8,476
Parking on Highway	16	Seatbelt-Passenger	555
Parking Wrong Direction	2	Side Cowl/Fender/Back-Up Lght	17
Park-Intersection	6	Signal Terms/Lights	408
Park-Obstruct Traffic	8	Slow Speed	83
Park-Private Rules	51	Slow Vehicle Headlight Req	2
Park-Safety Zone	88	Speed	17,794
Park-Traffic Control Device	19	Speed/Private Roads	1
Pass on the Right/Cars Opp Dir	2	Starting and Backing Vehicle	115
Passing Left of Center	68	Stop Light Required	111
Pedestrian Crossing Prohibited	11	Stop Sign	651
Pedestrian on Freeway	5	Stop-Sidewalk Area	11
Pedestrian on Roadway	1	Suspension Drug Offense	11
Pedestrian Outside Crosswalk	8	Tag Violations	1,852
Pedestrian Solicit From Roadway	36	Tail/License Plate Light Req	505
Pedestrian Solicit Ride Prohibited	7	Temp Permit Violation	26
Pedestrian Cross w/o Safety	1	Temp Permit w/o License Driver	46
Pedestrian to Face Traffic	1	Temp Permit/MC Violation	6
Pedestrian to Yield Right of Way	2	Temp Plate Reg	2
Pedestrian Under Influence Proh	14	Title & Reg Transfer	47
Pedestrian Use of Shoulder Req	1	Traffic Control Device	1,519
Pedestrian Use of Sidewalk Req	16	Traffic Control Device-Ped	2
Permit Minor to Operate Veh	1	Traffic Device-Pedestrian	1
Proh Against Pass Left of Center	29	Turn on Red	411
Prohibited Attaching to Veh	1	Turning at Intersections	296
Proh Bus Loading/Unloading	2	Two Lights Required	185
Prohibited Number of Headlights	263	Unattended Motor Vehicle	6
Prohibited Riding in/on Veh	2	Unauthorized Signs and Signals	4
Prohibited U-Turn	144	Use Fictitious Plates	225
Proof of FRA	59	Use of Headphones	8
Rear View Mirror, Clear View	31	Use Tag to Another Vehicle	346
Red Light/Flag Req on Ext Load	10	Vehicle Stop/Grade Crossing	1
Red Reflectors Req on Motor Veh	16	Windshield Placard Violations	2



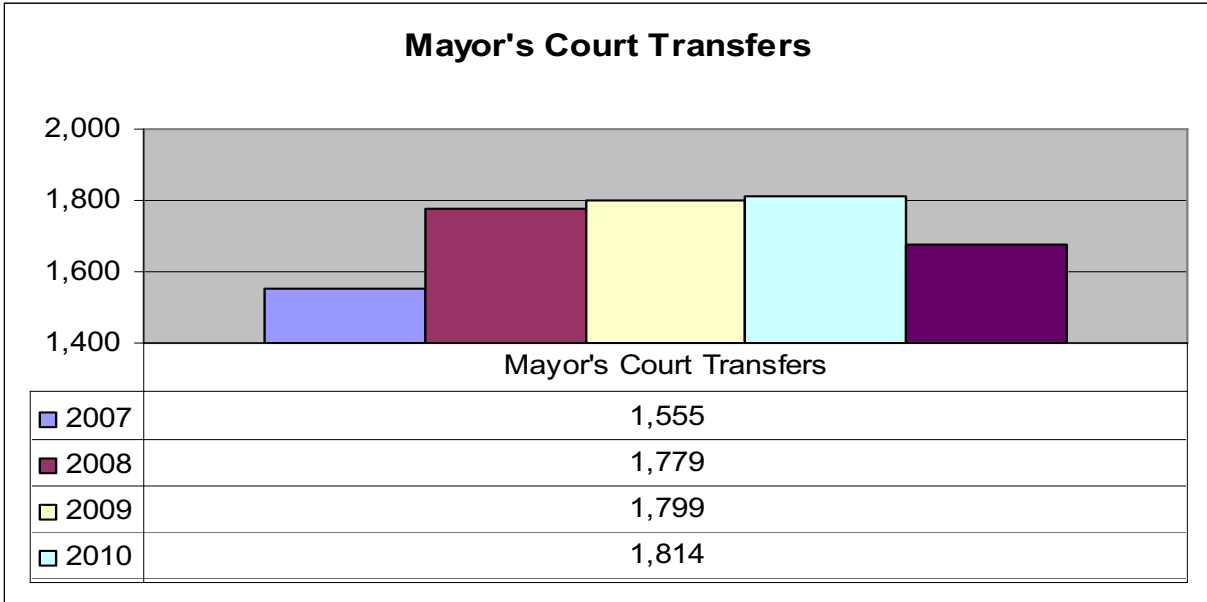
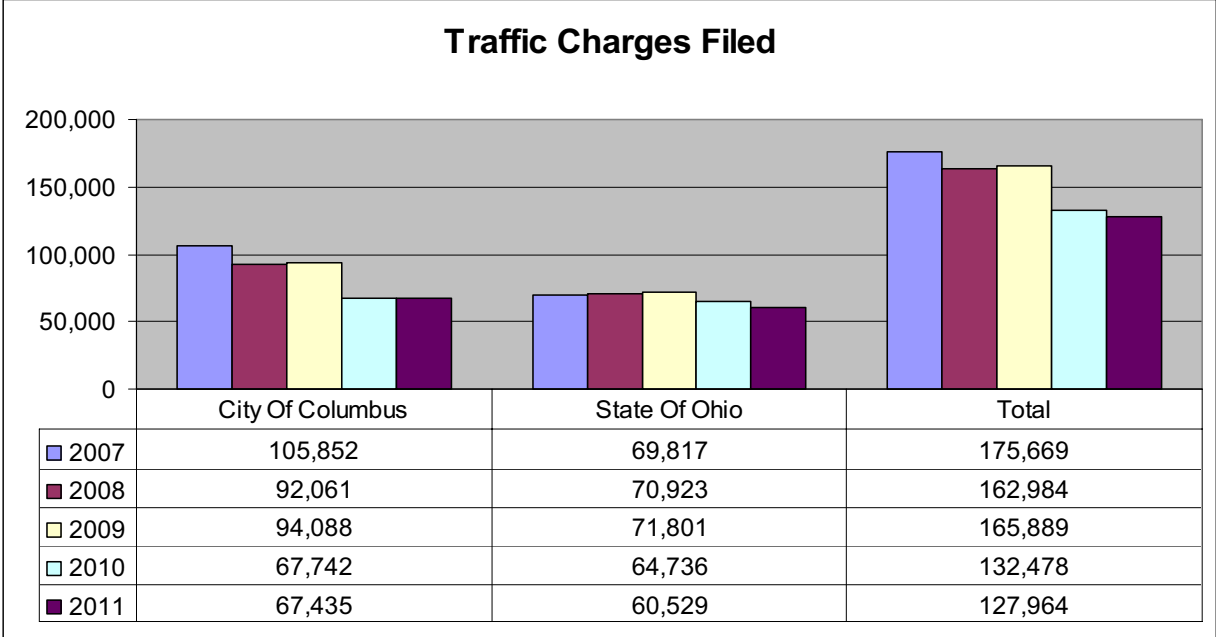
Windshield Required	58		
Windshield Wiper Required	2		
Wrong Side-Divided Road	66		
Wrongful Entrustment	101		
Yield Sign	27		

### 2011 MAYOR COURT TRANSFERS

AGENCY	TOTAL
BEXLEY	27
BRICE	16
CANAL WINCHESTER	23
DELAWARE	1
DUBLIN	92
GAHANNA	211
GRANDVIEW HEIGHTS	66
GROVE CITY	294
GROVEPORT	17
HARRISBURG	4
HILLIARD	194
MARBLE CLIFF	24
MINERVA PARK	28
NEW ALBANY	47
OBETZ	7
REYNOLDSBURG	180
UPPER ARLINGTON	48
VALLEYVIEW	20
WESTERVILLE	109
WHITEHALL	193
WORTHINGTON	75

**TOTAL CASES FILED:**

**1,676**



## Accounting/Finance Division

The Accounting/Finance Division oversees the collection of and accounting for all fines, court costs, fees, bail, garnishments, and judgments issued by the Court. The Division oversees the disbursement of collected funds to the appropriate parties, and releases funds in satisfactions, judgments, attachments, garnishments, and executions. The Accounting Division also has three internal payment programs in compliance with the Ohio Revised Code and Local Court Rules. The programs are as follows:

### Time Payment Program

This program under authorization by the sentencing Judge allows a defendant to make monthly payments on court fines and costs up to twelve months or until balance is paid in full.

### Rent Escrow Program

This program allows tenants with complaints regarding their residential housing conditions to deposit rent due into an escrow account until the matter has been resolved. Cases filed in 2011: 284

### Trusteeship Program

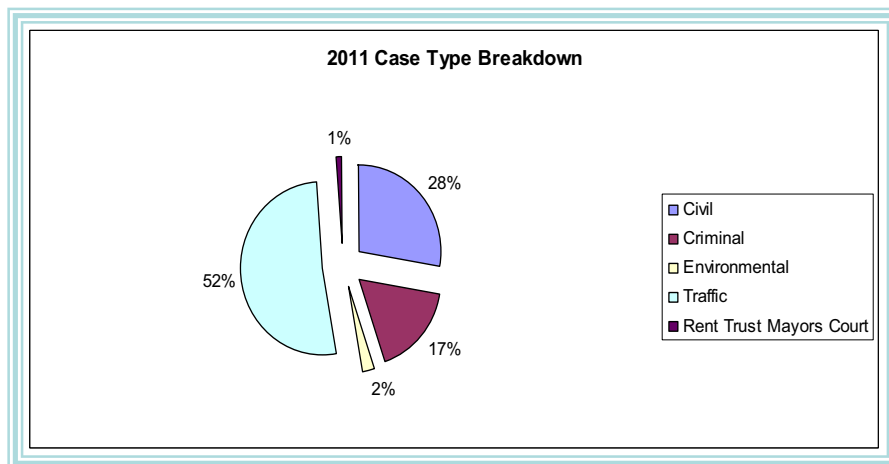
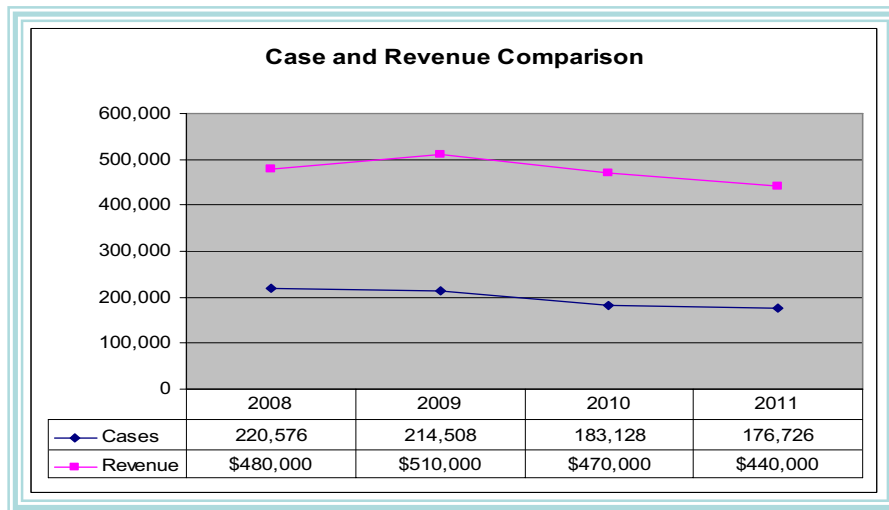
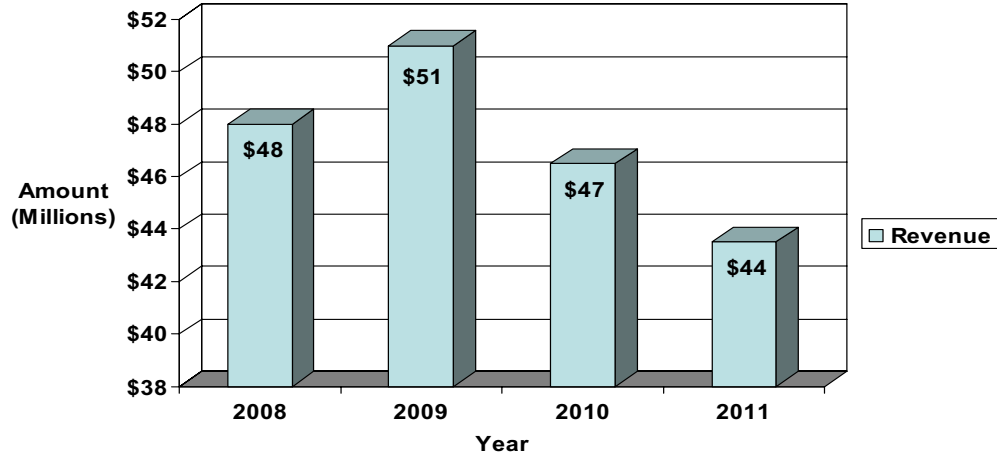
This program allows a debtor to deposit a portion of the personal earnings with the Clerk of Courts to avoid legal proceedings by creditors. The funds collected are disbursed to creditors equally until all debt is paid in full. Cases filed in 2011: 110

The Accounting/Finance Division is responsible for preparing a monthly general accounting for all funds received and disbursed by the Clerk's Office. These records are audited annually by a licensed certified public accounting firm and approved by the State Auditor's Office.

Accomplishments for Accounting/Finance in 2011 are as follows:

- Integrated a new Assistant Manager Position.
- Evaluated and maintained staff positions and performance levels to ensure checks and balances.
- Trained all Cashiers to set up Time Payments for Defendants.
- Converted deposit verification to Excel Worksheets.
- Cross-trained staff to provide backup to all Controller positions.
- Maintained E-Pay services for 39,467 cases and collected approximately \$7M.
- Provided public with BMV Limited Driving Privilege requirements.
- Improved Garnishment process.
- Developed New Employee Packet, Completed Positions Manual Project., Reduced Cashier over/short issues, and Cleared all outstanding bank account adjustments.

### Funds Received





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**2011 Franklin County Municipal Court  
Financial Statements**

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**Financial Statements**  
**Balance Sheet**  
**For the Year Ending December 31, 2011**

<b>Assets</b>	
Cash Civil	\$1,370,259.91
Cash Criminal/Traffic/Bail Fund	\$1,438,678.42
Cash Rent Escrow Fund	\$109,988.56
Cash Trusteeship Fund	\$3,854.39
<b>Total Assets</b>	<b>\$2,922,781.28</b>
<b>Liabilities</b>	
Due to Payee Civil Fund	\$1,370,259.91
Due to Payee Criminal/Traffic/Bail Fund	\$1,438,678.42
Due to Payee Rest Escrow Fund	\$109,988.56
Due to Payee Trusteeship Fund	\$3,854.39
<b>Total Liabilities</b>	<b>\$2,922,781.28</b>

**Statement of Receipts & Disbursements**  
**For the Year Ending December 31, 2011**

<b>Receipts</b>	
Receipts Civil Fund	\$24,382,396.97
Receipts Criminal/Traffic/Bail Fund	\$18,734,711.01
Receipts Rent Escrow Fund	\$259,094.62
Receipts Trusteeship Fund	\$209,785.94
<b>Total Receipts</b>	<b>\$43,585,988.54</b>
<b>Disbursements</b>	
Disbursements Civil Fund	\$24,429,974.05
Disbursements Criminal/Traffic/Bail Fund	\$18,627,033.90
Disbursements Rent Escrow Fund	\$243,806.05
Disbursements Trusteeship Fund	\$208,727.14
<b>Total Disbursements</b>	<b>\$43,509,541.14</b>



**Statement of Civil Fund Receipts  
For the Year Ending December 31, 2011**

**City of Columbus**

Administrative 1% Legal Aid Fees	\$11,306.69
Civil Contempt Fines	\$250.00
Civil Court Costs	\$5,419,237.95
Civil Security Facilities Fees	\$327,512.00
Civil Specialty Docket Programs	\$46,349.00
Copier Debit Cards	\$4,739.10
Municipal Clerk Computer Fees	\$468,157.00
Municipal Court Computer Fees	\$140,448.00
Return Check Fees	\$375.00
Small Claims Dispute Resolution Sub-Fund	\$855.00

**Total City of Columbus**

**\$6,419,229.74**

**State of Ohio**

State Legal Aid Fees	\$1,119,376.32
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**Daily Reporter**

Publication Fees	\$411,989.00
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**Other Entities**

Civil Bond Deposits	\$69,674.66
Civil Deposits	\$7,710.05
Civil Judgement Deposits	\$16,289,853.91
Civil Jury Deposits	\$29,500.00
Civil Overpayment Deposits	\$27,089.49
Civil Sheriff Deposits	\$2,310.00
Civil Towing Deposits	\$1,600.00
Civil Witness Deposits	\$3,553.80
Environmental Appraisal	\$450.00
Environmental Injunctive	\$0.00
Environmental Mortgage	\$0.00
Environmental Sheriff	\$60.00

**Total Other Entities**

**\$16,431,801.91**

**Total Civil Fund Receipts**

**\$24,382,396.97**



**Statement of Criminal/Traffic Fund Receipts  
For the Year Ending December 31, 2011**

**City of Columbus**

Appearance Bond Costs	\$110,191.79
City Jury Fees	\$4,526.13
Collection Account 14450	\$183,827.00
Columbus City Code Fines	\$2,180,894.59
Court Costs	\$4,137,274.86
CR/TR Clerk Computerization Fund	\$889,204.65
CR/TR Collection Fee	\$248,465.20
CR/TR Court Computerization Fund	\$266,755.80
CR/TR Environmental Fines	\$19,764.70
CR/TR Probation Services	\$313,016.21
CR/TR Security Facilities Fee	\$610,543.64
CR/TR Specialty Docket Program	\$84,460.00
Criminal Diversion Fee	\$219.00
DUI Education Fund	\$26,228.15
Home Incarceration Equipment Cost	\$16,309.00
Home Incarceration Program	\$15,856.00
Immobilizing/Disabling Devices Fine	\$121,541.40
Indigent Driver's Alcohol Treatment Fund DUI	\$187,670.91
Local Expungements City Share	\$7,000.00
Local Witness Fees	\$31,614.79
Ohio Highway Patrol Fines 14050	\$365,541.14
Prosecutor's Check Resolution Program	\$36,391.00
Returned Check Fees	\$2,840.00

<b>Total City of Columbus</b>	<b>\$9,860,135.96</b>
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**State of Ohio**

Bail Surcharge-Indigent Defense Support	\$190,954.00
Child Restraint Law State Share	\$9,622.50
Drug Law Enforcement Fund	\$243,527.40
Indigent Defense Support Fund	\$2,197,148.87
Indigent Driver's Alcohol Treatment Fund	\$700.50
Justice Program Services Fund	\$7,116.28
Local Expungements State Share	\$10,500.00
Ohio Highway Patrol Fines State Share	\$419,816.27
Public Defender-Indigent Defense Support Fund	\$44,708.37
State Expungements State Share	\$22,080.00
State Liquor Fines State Share	\$36,853.50
State Seatbelt Fines	\$166,485.00
Trauma and EMT Fund	\$46,646.14
Victims of Crime	\$751,259.14

**Statement of Criminal Traffic Fund Receipts Continued  
For the Year Ending December 31, 2011**

**State of Ohio-BMV**

BMV License Suspension/Reinstatement Fee	\$440.00
BMV Warrant Block Reinstatement Fee	\$673.00

**State of Ohio-DUI**

Ohio Highway Patrol DUI Education Fund	\$21,844.50
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**State of Ohio-ODNR**

State Watercraft Fund	\$250.00
State Wildlife Fund	\$3,415.00

**Total State of Ohio**

**\$4,174,040.47**

**Franklin County**

	<b>State Traffic 4511 &amp; 4513</b>	<b>Other State Traffic Violations</b>	<b>Other State Violations</b>	
Bureau of Motor Vehicles	\$0.00	\$0.00	\$7,188.91	\$7,188.91
Capitla Area Humane Society	\$0.00	\$0.00	\$550.00	\$550.00
Columbus Development Center	\$0.00	\$200.00	\$325.00	\$525.00
Columbus State University	\$411.00	\$20.00	\$0.00	\$431.00
County Road & Bridge Fund	\$0.00	\$0.00	\$249,382.00	\$249,382.00
Department of Animal Control	\$0.00	\$0.00	\$81,587.24	\$81,587.24
Franklin County Development Center	\$7,984.80	\$0.00	\$0.00	\$7,984.80
Municipal Police	\$453,633.68	\$86,888.41	\$172,792.88	\$713,314.97
Ohio Department of Natural Resouces	\$0.00	\$0.00	\$65.00	\$65.00
Ohio Department of Public Safety	\$0.00	\$75.00	\$3,062.00	\$3,137.00
Ohio Department of Taxation	\$0.00	\$0.00	\$3,804.00	\$3,804.00
Ohio Ethics Commission	\$0.00	\$0.00	\$66.00	\$66.00
Ohio Highway Patrol	\$92,967.11	\$267.60	\$57.80	\$93,292.51
Ohio State Agencies	\$0.00	\$250.00	\$513.00	\$763.00
Ohio State University	\$19,316.00	\$5,300.00	\$4,090.97	\$28,706.97
Port Columbus Airport	\$55,120.00	\$3,931.00	\$1,294.00	\$60,345.00
	<b>\$629,432.59</b>	<b>\$96,932.01</b>	<b>\$524,778.80</b>	
Indigent Application Fee				\$107,099.90
State Expungements-County Share				\$14,720.00
State Jury Fees				\$3,514.00
State Liquor Fines-County Share				\$36,853.50
State Witness Fees				\$23,405.10



**Statement Of Criminal/Traffic Fund Receipts Continued  
For the Year Ending December 31, 2011**

<b>Townships County Share</b>	<b>State Traffic 4511 &amp; 4513</b>	<b>Other State Traffic Violations</b>	<b>Other State Violations</b>	
Blendon	\$37,569.01	\$8,458.75	\$465.50	\$46,493.26
Clinton	\$13,501.49	\$9,978.00	\$922.50	\$24,401.99
Franklin	\$9,219.00	\$8,294.20	\$1,292.50	\$18,805.70
Madison	\$19,354.07	\$5,664.47	\$1,245.00	\$26,263.54
Mifflin	\$8,205.02	\$4,713.44	\$871.97	\$13,790.43
Perry	\$48,563.85	\$21,150.75	\$225.00	\$69,939.60
Sharon	\$17,666.50	\$2,782.00	\$75.00	\$20,523.50
	<b>\$154,078.94</b>	<b>\$61,041.61</b>	<b>\$5,097.47</b>	
<b>Total Township County Share</b>				<b>\$220,218.02</b>
<b>Franklin County Sheriff</b>	<b>State Traffic 4511 &amp; 4513</b>	<b>Other State Traffic Violations</b>	<b>Other State Violations</b>	
Sheriff Blendon	\$23,422.00	\$2,050.00	\$2,458.50	\$27,930.50
Sheriff Brown	\$1,765.00	\$250.00	\$0.00	\$2,015.00
Sheriff Clinton	\$8,712.00	\$0.00	\$4,600.00	\$13,312.00
Sheriff Franklin	\$11,401.00	\$0.00	\$14,486.50	\$25,887.50
Sheriff Hamilton	\$0.00	\$12,497.00	\$0.00	\$12,497.00
Sheriff Jackson	\$17,610.00	\$4,553.00	\$0.00	\$22,163.00
Sheriff Jefferson	\$12,373.41	\$0.00	\$0.00	\$12,373.41
Sheriff Madison	\$8,002.00	\$0.00	\$3,079.50	\$11,081.50
Sheriff Mifflin	\$11,705.00	\$1,309.00	\$3,569.00	\$16,583.00
Sheriff Non-Township	\$66,768.07	\$29,574.00	\$11,945.60	\$108,287.67
Sheriff Norwich	\$2,947.00	\$434.50	\$0.00	\$3,381.50
Sheriff Perry	\$255.00	\$0.00	\$225.00	\$480.00
Sheriff Plain	\$4,345.00	\$1,150.00	\$0.00	\$5,495.00
Sheriff Pleasant	\$7,517.00	\$1,313.00	\$0.00	\$8,830.00
Sheriff Prairie	\$20,099.74	\$18,410.37	\$300.00	\$38,810.11
Sheriff Sharon	\$2,338.00	\$0.00	\$875.00	\$3,213.00
Sheriff Truro	\$11,998.00	\$22,547.50	\$0.00	\$34,545.50
Sheriff Washington	\$1,464.00	\$160.00	\$0.00	\$1,624.00
	<b>\$212,722.22</b>	<b>\$94,248.37</b>	<b>\$41,539.10</b>	
<b>Total Franklin County Sheriff</b>				<b>\$348,509.69</b>
<b>Total Franklin County Receipts</b>				<b>\$2,005,463.61</b>



**Statement Of Criminal/Traffic Fund Receipts Continued  
For the Year Ending December 31, 2011**

<b>Municipalities</b>	<b>DUI Education</b>	<b>Fines</b>	<b>Mayors Court</b>	
Bexley	\$859.00	\$2,770.00	\$0.00	\$3,629.00
Brice	\$25.00	\$767.00	\$0.00	\$792.00
Canal Winchester	\$275.00	\$329.00	\$0.00	\$604.00
Dublin	\$900.00	\$13,662.00	\$4,088.50	\$18,650.50
Gahanna	\$1,225.00	\$14,070.78	\$5,245.50	\$20,541.28
Grandview Heights	\$400.00	\$14,827.97	\$0.00	\$15,227.97
Grove City	\$900.00	\$12,697.87	\$480.00	\$14,077.87
Groveport	\$300.00	\$1,148.00	\$20.00	\$1,468.00
Harrisburg	\$0.00	\$0.00	\$0.00	\$0.00
Hilliard	\$450.00	\$18,975.00	\$5,979.00	\$25,404.00
Minerva Park	\$694.00	\$4,595.00	\$35.00	\$5,324.00
New Albany	\$339.00	\$7,318.00	\$2,683.87	\$10,340.87
Obetz	\$296.00	\$792.00	\$30.00	\$1,118.00
Reynoldsburg	\$3,042.00	\$18,159.38	\$1,433.00	\$22,634.38
Upper Arlington	\$300.00	\$23,177.50	\$1,321.00	\$24,798.50
Urbancrest	\$0.00	\$0.00	\$0.00	\$0.00
Valleyview	\$250.00	\$525.00	\$0.00	\$775.00
Westerville	\$1,222.00	\$33,783.13	\$3,320.00	\$38,325.13
Whitehall	\$850.00	\$6,295.57	\$1,414.50	\$8,560.07
Worthington	\$1,386.00	\$6,542.00	\$2,310.00	\$10,238.00
	<b>\$13,713.00</b>	<b>\$180,435.20</b>	<b>\$28,360.37</b>	
<b>Total Municipalities</b>				<b>\$222,508.57</b>
<b>Townships</b>	<b>DUI Education</b>	<b>Fines</b>		
Blendon	\$1,992.00	\$46,493.25		\$48,485.25
Clinton	\$240.00	\$24,402.01		\$24,642.01
Franklin	\$175.00	\$18,805.70		\$18,980.70
Hamilton	\$0.00	\$12,497.00		\$12,497.00
Madison	\$1,141.00	\$26,263.54		\$27,404.54
Mifflin	\$1,018.35	\$13,790.39		\$14,808.74
Norwich	\$0.00	\$3,381.50		\$3,381.50
Perry	\$2,063.00	\$69,939.60		\$72,002.60
Prairie	\$0.00	\$38,810.13		\$38,810.13
Sharon	\$274.00	\$20,523.50		\$20,797.50
Washington	\$0.00	\$1,624.00		\$1,624.00
	<b>\$6,903.35</b>	<b>\$276,530.62</b>		
<b>Total Townships</b>				<b>\$283,433.97</b>



**Statement Of Criminal/Traffic Fund Receipts Continued  
For the Year Ending December 31, 2011**

**Other Entities**

**Central Ohio Crime Stoppers**

CR/TR Crime Stoppers Fee \$8,909.85

**Columbus Airport Authority**

Port Columbus PD DUI Education Fund \$378.50

**Columbus & Franklin County Metro Parks**

Metro Parks Police Fines \$2,018.00

**Columbus Development Center**

Col Develop Center DUI Education Fund \$25.00

**Franklin County Sheriff**

Sheriff DUI Education Fund \$8,086.00

DUI Offender Housing Fund \$165,874.03

**Ohio Department of Public Safety**

ODPS Drug Law Enforcement Fund \$2,558.00

**The Ohio State Board of Pharmacy**

State Drug/Pharmacy Fund \$76,605.00

**The Ohio State University**

Ohio State University DUI Education Fund \$1,325.00

**Overpayments**

Criminal/Traffic Overpayment Deposits \$64,358.26

Criminal/Traffic Applied Overpayment Deposits (\$98.00)

**Time Payments**

Time Payment Receipts \$577,649.70

Applied Time Payments (\$577,644.36)

**Total Other Entities**

**\$330,044.98**





**Statement of Bail Fund Receipts  
For the Year Ending December 31, 2011**

<b>Appearance Bonds</b>	
Appearance Bond Receipts	\$1,058,373.79
Applied Appearance Bonds	(\$189,608.75)
	<b>\$868,765.04</b>
<b>Bond Costs</b>	
Bond Cost Receipts	\$117,714.09
Applied Bond Costs	(\$109,981.29)
	<b>\$7,732.80</b>
<b>Bond Surcharge</b>	
Bond Surcharge Receipts	\$320,400.00
Applied Bond Surcharge	(\$191,300.00)
	<b>\$129,100.00</b>
<b>Cash Bonds</b>	
Cash Bond Receipts	\$699,686.86
Applied Cash Bonds	(\$68,592.25)
	<b>\$631,094.61</b>
<b>Moving Violations</b>	
Moving Violation Receipts	\$49,200.00
Applied Moving Violations	(\$38,680.00)
	<b>\$10,520.00</b>
<b>Non-Moving Violations</b>	
Non-Moving Violation Receipts	\$1,000.00
Applied Non-Moving Violations	(\$550.00)
	<b>\$450.00</b>
<b>Public Defender</b>	
Public Defender Receipts	\$273,566.00
Applied Public Defender	(\$150,535.00)
	<b>\$123,031.00</b>
<b>Victims-Of-Crime</b>	
Victims-Of-Crime Receipts	\$156,684.00
Applied Victims-Of-Crime	(\$68,294.00)
	<b>\$88,390.00</b>
<b>Total Bail Fund Receipts</b>	<b>\$1,859,083.45</b>
<b>Total Receipts Crim/Traf/Bail</b>	<b>\$18,734,711.01</b>



**Statement of Rent Escrow Fund Receipts  
For the Year Ending December 31, 2011**

Court Costs	\$2,889.90
Deposits	\$256,204.72
Overpayment Deposits	\$0.00
<b>Total</b>	<b>\$259,094.62</b>

**Statement of Trusteeship Fund Receipts  
For the Year Ending December 31, 2011**

Court Costs	\$2,658.00
Deposits	\$206,498.57
Applied Deposits	(\$206,529.51)
Disbursement	\$206,517.51
Overpayment Deposits	\$641.37
Applied Overpayment Deposits	\$0.00
<b>Total</b>	<b>\$209,785.94</b>



**Statement of Disbursements Treasurer City Of Columbus  
For the Year Ending December 31, 2011**

**Civil Fund**

Administrative 1% Legal Aid Fees	\$11,291.38
Civil Contempt Fines	\$250.00
Civil Court Costs	\$5,404,641.05
Civil Security Facilities Fees	\$327,106.00
Civil Specialty Docket Programs	\$46,291.00
Copier Debit Cards	\$4,674.00
Municipal Clerk Computer Fees	\$467,597.00
Municipal Court Computer Fees	\$140,280.00
Return Check Fees	\$325.00
Small Claims Dispute Resolution Sub-Fund	\$855.00

**Total Civil Fund**

**\$6,403,310.43**

**Criminal/Traffic Fund**

Appearance Bond Costs	\$109,657.91
City Jury Fees	\$4,623.13
Collection Account 14450	\$183,859.00
Columbus City Code Fines	\$2,170,252.90
Court Costs	\$4,127,683.56
CR/TR Clerk Computerization Fund	\$886,725.65
CR/TR Collection Fee	\$262,089.45
CR/TR Court Computerization Fund	\$266,017.80
CR/TR Environmental Fines	\$20,012.70
CR/TR Probation Services	\$307,586.32
CR/TR Security Facilities Fee	\$608,826.64
CR/TR Specialty Docket Program	\$84,191.00
Criminal Diversion Fee	\$244.00
DUI Education Fund	\$26,282.35
Home Incarceration Equipment Cost	\$16,419.00
Home Incarceration Program	\$15,966.00
Immobilizing/Disabling Devices Fine	\$121,229.18
Indigent Driver's Alcohol Treatment Fund DUI	\$187,200.22
Local Expungements City Share	\$6,880.00
Local Witness Fees	\$32,007.81
Ohio Highway Patrol Fines 14050	\$365,833.14
Prosecutor's Check Resolution Program	\$36,571.00
Returned Check Fees	\$2,815.00

**Total Criminal Traffic Fund**

**\$9,842,973.76**

**Rent Escrow Fund**

Court Costs	\$2,906.99
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**Trusteeship Fund**

Court Costs	\$2,706.00
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**Disbursements Treasurer City Of Columbus**

**\$16,251,897.18**



**Statement Of Disbursements Treasurer State Of Ohio  
For the Year Ending December 31, 2011**

**Civil Fund**

State Legal Aid Fees \$1,117,860.63

**Criminal Traffic Fund**

Bail Surcharge-Indigent Defense Support	\$190,154.00
Child Restraint Law State Share	\$9,251.50
Drug Law Enforcement Fund	\$242,410.00
Indigent Defense Support Fund	\$2,189,068.48
Indigent Driver's Alcohol Treatment Fund	\$742.50
Justice Program Services Fund	\$7,085.18
Local Expungements State Share	\$10,320.00
Ohio Highway Patrol Fines State Share	\$420,067.82
Public Defender-Indigent Defense Support Fund	\$45,585.27
State Expungements State Share	\$21,930.00
State Liquor Fines State Share	\$37,023.00
State Seatbelt Fines	\$166,413.00
Trauma and EMT Fund	\$46,674.09
Victims of Crime	\$748,855.74
<b>Total Criminal Traffic Fund</b>	<b>\$4,135,580.58</b>

**Total Treasurer State Of Ohio**

**\$5,253,441.21**

**Statement Of Disbursements Franklin County Treasurer  
For the Year Ending December 31, 2011**

**CriminalTraffic Fund**

Agency	State Traffic 4511 & 4513	Other State Traffic Violations	Other State Violations	
Bureau of Motor Vehicles	\$0.00	\$0.00	\$7,907.91	\$7,907.91
Captial Area Humane Society	\$0.00	\$0.00	\$550.00	\$550.00
Columbus Development Center	\$0.00	\$200.00	\$325.00	\$525.00
Columbus State University	\$411.00	\$20.00	\$0.00	\$431.00
County Road & Bridge Fund	\$0.00	\$0.00	\$249,814.00	\$249,814.00
Department of Animal Control	\$0.00	\$0.00	\$81,511.24	\$81,511.24
Franklin County Development Center	\$7,966.40	\$0.00	\$0.00	\$7,966.40
Municipal Police	\$441,200.38	\$87,879.91	\$173,053.45	\$702,133.74
Ohio Department of Natural Resouces	\$0.00	\$0.00	\$25.00	\$25.00
Ohio Department of Public Safety	\$0.00	\$75.00	\$3,112.00	\$3,187.00
Ohio Department of Taxation	\$0.00	\$0.00	\$3,904.00	\$3,904.00
Ohio Ethics Commission	\$0.00	\$0.00	\$66.00	\$66.00
Ohio Highway Patrol	\$93,057.81	\$232.80	\$57.80	\$93,348.41
Ohio State Agencies	\$0.00	\$250.00	\$513.00	\$763.00
Ohio State University	\$19,626.00	\$5,325.00	\$4,110.97	\$29,061.97
Port Columbus Airport	\$53,618.00	\$4,031.00	\$290.00	\$57,939.00
	<b>\$615,879.59</b>	<b>\$98,013.71</b>	<b>\$525,240.37</b>	
Indigent Application Fee				\$107,181.96
State Expungements-County Share				\$14,620.00
State Jury Fees				\$3,514.00
State Liquor Fines-County Share				\$37,023.00
State Witness Fees				\$23,579.92



**Statement Of Disbursements Franklin County Treasurer Continued  
For the Year Ending December 31, 2011**

<b>Townships County Share</b>	<b>State Traffic 4511 &amp; 4513</b>	<b>Other State Traffic Violations</b>	<b>Other State Violations</b>	
Blendon	\$37,815.51	\$8,304.75	\$465.50	\$46,585.76
Clinton	\$13,894.49	\$10,335.00	\$922.50	\$25,151.99
Franklin	\$9,199.00	\$8,260.45	\$1,207.50	\$18,666.95
Madison	\$19,092.57	\$5,341.47	\$1,236.50	\$25,670.54
Mifflin	\$8,512.02	\$4,668.94	\$871.97	\$14,052.93
Perry	\$48,334.35	\$21,017.75	\$225.00	\$69,577.10
Sharon	\$17,446.50	\$2,694.50	\$75.00	\$20,216.00
	<b>\$154,294.44</b>	<b>\$60,622.86</b>	<b>\$5,003.97</b>	
<b>Total Township County Share</b>				<b>\$219,921.27</b>
<b>Franklin County Sheriff</b>	<b>State Traffic 4511 &amp; 4513</b>	<b>Other State Traffic Violations</b>	<b>Other State Violations</b>	
Sheriff Blendon	\$23,779.00	\$2,050.00	\$2,434.50	\$28,263.50
Sheriff Brown	\$1,765.00	\$250.00	\$0.00	\$2,015.00
Sheriff Clinton	\$8,757.00	\$0.00	\$4,448.00	\$13,205.00
Sheriff Franklin	\$11,446.00	\$0.00	\$14,386.50	\$25,832.50
Sheriff Hamilton	\$0.00	\$12,763.50	\$0.00	\$12,763.50
Sheriff Jackson	\$17,720.00	\$4,678.00	\$0.00	\$22,398.00
Sheriff Jefferson	\$12,271.41	\$0.00	\$0.00	\$12,271.41
Sheriff Madison	\$8,172.00	\$0.00	\$3,079.50	\$11,251.50
Sheriff Mifflin	\$11,645.00	\$1,412.00	\$3,569.00	\$16,626.00
Sheriff Non-Township	\$66,043.07	\$29,118.00	\$11,551.60	\$106,712.67
Sheriff Norwich	\$3,019.50	\$447.00	\$0.00	\$3,466.50
Sheriff Perry	\$255.00	\$0.00	\$225.00	\$480.00
Sheriff Plain	\$4,350.00	\$1,150.00	\$0.00	\$5,500.00
Sheriff Pleasant	\$7,337.00	\$1,425.00	\$0.00	\$8,762.00
Sheriff Prairie	\$19,803.13	\$18,546.75	\$300.00	\$38,649.88
Sheriff Sharon	\$2,228.00	\$0.00	\$875.00	\$3,103.00
Sheriff Truro	\$11,933.00	\$22,728.00	\$0.00	\$34,661.00
Sheriff Washington	\$1,483.50	\$85.00	\$0.00	\$1,568.50
	<b>\$212,007.61</b>	<b>\$94,653.25</b>	<b>\$40,869.10</b>	
<b>Total Franklin County Sheriff</b>				<b>\$347,529.96</b>
<b>Total Franklin County Treasurer</b>				<b>\$1,992,503.78</b>

**Statement Of Disbursements Municipalities  
For the Year Ending December 31, 2011**

<b>Criminal Traffic Fund</b>	<b>DUI Education</b>	<b>Fines</b>	<b>Mayors Court</b>	
Bexley	\$857.00	\$2,726.00	\$0.00	\$3,583.00
Brice	\$25.00	\$767.00	\$0.00	\$792.00
Canal Winchester	\$275.00	\$329.00	\$0.00	\$604.00
Dublin	\$900.00	\$13,651.00	\$4,174.50	\$18,725.50
Gahanna	\$1,200.00	\$13,936.78	\$5,055.50	\$20,192.28
Grandview Heights	\$400.00	\$14,384.97	\$0.00	\$14,784.97
Grove City	\$887.00	\$12,948.87	\$490.00	\$14,325.87
Groveport	\$310.00	\$648.00	\$20.00	\$978.00
Hilliard	\$450.00	\$18,984.00	\$5,952.00	\$25,386.00
Minerva Park	\$694.00	\$4,685.00	\$35.00	\$5,414.00
New Albany	\$314.00	\$8,253.00	\$2,831.87	\$11,398.87
Obetz	\$296.00	\$761.00	\$30.00	\$1,087.00
Reynoldsburg	\$3,066.00	\$17,859.38	\$1,418.00	\$22,343.38
Upper Arlington	\$300.00	\$23,511.50	\$1,231.00	\$25,042.50
Valleyview	\$250.00	\$525.00	\$0.00	\$775.00
Westerville	\$1,222.00	\$32,302.13	\$3,270.00	\$36,794.13
Whitehall	\$850.00	\$6,085.57	\$1,411.50	\$8,347.07
Worthington	\$1,446.00	\$6,763.00	\$2,328.00	\$10,537.00
	<b>\$13,742.00</b>	<b>\$179,121.20</b>	<b>\$28,247.37</b>	
<b>Total Municipalities</b>				<b>\$221,110.57</b>



**Statement Of Disbursements Townships  
For the Year Ending December 31, 2011**

<b>Criminal Traffic Fund</b>	<b>DUI Education</b>	<b>Fines</b>	
Blendon	\$2,022.90	\$46,585.75	\$48,608.65
Clinton	\$240.00	\$25,152.01	\$25,392.01
Franklin	\$175.00	\$18,666.95	\$18,841.95
Hamilton	\$0.00	\$12,763.50	\$12,763.50
Madison	\$1,100.00	\$25,670.54	\$26,770.54
Mifflin	\$1,032.00	\$14,052.89	\$15,084.89
Norwich	\$0.00	\$3,466.50	\$3,466.50
Perry	\$2,125.00	\$69,577.10	\$71,702.10
Prairie	\$0.00	\$38,649.89	\$38,649.89
Sharon	\$274.00	\$20,216.00	\$20,490.00
Washington	\$0.00	\$1,568.50	\$1,568.50
	<b>\$6,968.90</b>	<b>\$276,369.63</b>	
<b>Total Townships</b>			<b>\$283,338.53</b>

**Statement Of Disbursements Other Entities  
For the Year Ending December 31, 2011**

<b>Civil Fund</b>		
<b>Daily Reporter</b>		
Publication Fees		\$411,359.00
<b>Other Entities</b>		
Civil Bond Deposits		\$24,545.08
Civil Deposits		\$7,126.67
Civil Judgement Deposits		\$16,397,536.04
Civil Jury Deposits		\$30,100.00
Civil Sheriff Deposits		\$2,472.09
Civil Towing Deposits		\$5,600.00
Civil Witness Deposits		\$2,268.76
Environmental Appraisal		\$450.00
Environmental Injunctive		\$0.00
Environmental Mortgage		\$0.00
Environmental Sheriff		\$60.00
<b>Criminal Traffic Fund</b>		
<b>Central Ohio Crime Stoppers</b>		
CR/TR Crime Stoppers Fee		\$8,936.85
<b>Columbus Airport Authority</b>		
Port Columbus PD DUI Education Fund		\$378.50
<b>Columbus &amp; Franklin County Metro Parks</b>		
Metro Parks Police Fines		\$1,928.00
<b>Columbus Development Center</b>		
Col Develop Center DUI Education Fund		\$25.00
<b>Franklin County Sheriff</b>		
Sheriff DUI Education Fund		\$7,970.00
DUI Offender Housing Fund		\$166,248.84



**Statement Of Disbursements Other Entities Continued  
For the Year Ending December 31, 2011**

<b>Franklin County Law Library</b>	
Law Library Fund	\$15,000.00
<b>Ohio Department of Public Safety</b>	
ODPS Drug Law Enforcement Fund	\$2,656.00
<b>The Ohio State Board of Pharmacy</b>	
State Drug/Pharmacy Fund	\$77,261.00
<b>The Ohio State University</b>	
Ohio State University DUI Education Fund	\$1,300.00
<b>State of Ohio-BMV</b>	
BMV License Suspension/Reinstatement Fee	\$455.00
BMV Warrant Block Reinstatement Fee	\$733.00
<b>State of Ohio-DUI</b>	
Ohio Highway Patrol DUI Education Fund	\$21,654.50
<b>State of Ohio-ODNR</b>	
State Watercraft Fund	\$250.00
State Wildlife Fund	\$3,115.00
<b>Rent Escrow Fund</b>	
Rent Deposit Payments	\$240,899.06
<b>Trusteeship Fund</b>	
Trust Deposit Payments	\$0.00
Trust Disbursements	\$205,343.77
<b>Total Other Entities</b>	<b>\$17,635,672.16</b>

**Statement Of Bail Fund Disbursements  
For the Year Ending December 31, 2011**

Appearance Bonds	\$839,706.37
Bond Costs	\$2,099.85
Bond Surcharge	\$107,275.00
Cash Bonds	\$632,458.70
Moving Violations	\$8,868.50
Non-Moving Violations	\$480.00
Public Defender	\$109,900.00
Victims-Of-Crime	\$82,597.00
<b>Total Bail Fund Disbursements</b>	<b>\$1,783,385.42</b>

**Statement Of Overpayment Refunds  
For the Year Ending December 31, 2011**

Civil Refunds	\$27,285.35
Criminal/Traffic Refunds	\$60,229.57
Rent Escrow Refunds	\$0.00
Trusteeship Refunds	\$677.37
<b>Total Overpayment Refunds</b>	<b>\$88,192.29</b>

**Statement Of Unclaimed Funds Disbursements City Of Columbus  
For the Year Ending December 31, 2011**

Civil Unclaimed Funds	\$11,034.22
Criminal/Traffic Unclaimed Funds	\$40,378.10
Rent Escrow Unclaimed Funds	\$594.00
Trusteeship Unclaimed Funds	\$0.00
<b>Total Unclaimed Funds</b>	<b>\$52,006.32</b>



**FRANKLIN COUNTY MUNICIPAL COURT**  
**Columbus, Ohio**

**NINETY- SIXTH**  
**ANNUAL REPORT**  
**2011**



## FRANKLIN COUNTY MUNICIPAL COURT

375 South High Street  
Columbus, Ohio 43215-4520

Chambers of  
**Judge James E. Green**  
Administrative & Presiding Judge  
Telephone: 614/645-8295

March 12, 2012

Columbus City Council  
Columbus City Clerk  
Franklin County Municipal Court Clerk  
Board of Commissioners of Franklin County  
Citizens of Franklin County

Ladies and Gentlemen:

In accordance with section 1901.14 of the Ohio Revised Code, it is my pleasure to provide you with the 2011 Annual Report of the Franklin County Municipal Court.

From all indications, the Franklin County Municipal Court remains the largest and busiest municipal court in Ohio. We continually strive to improve our services to every citizen who appears in this Court and to be wise and efficient stewards of taxpayer resources. We appreciate the financial support that we receive in these difficult economic times and hope that this continued support is a reflection of your trust in the way we conduct our operations and expend taxpayer dollars.

In 2011 we successfully conducted the first-ever Safe Surrender program, which enabled hundreds of citizens to resolve outstanding traffic and criminal charges. We are especially proud of the continuing success of our Work Release, Foreclosure Mediation, and Eviction Resolution programs. Our specialty dockets – drug court, mental health, and solicitation – will soon be joined by a new docket designed specifically to serve the needs of our military veterans. Our success is a direct result of the sustained, enthusiastic support given to the Court in general and to these programs in particular. For that support, we are indebted to the Mayor, City Council, County Commissioners, and all others who have contributed to our efforts.

Please feel free to contact me at 645-8295 if you have any questions or would like any additional information.

Yours truly,

*/s/ James E. Green*

James E. Green

Administrative and Presiding Judge

Enclosure

# THE FRANKLIN COUNTY MUNICIPAL COURT

375 South High Street  
Columbus, Ohio 43215-4520  
614-645-8214



## 2011 ANNUAL REPORT

The Franklin County Municipal Court traces its origin to the creation of the Columbus Municipal Court in 1916. Now, the geographic jurisdiction of the Court is all of Franklin County and those portions of the City of Columbus that extend beyond the boundaries of Franklin County. The Court has 14 judges in the General Division and one judge in the Environmental Division. Judges serve six-year terms, unless appointed or elected to fill a vacancy. Annually, they elect one of their peers to serve as the Administrative and Presiding Judge.

The judges who served the Franklin County Municipal Court during the year 2011 were Judge Paul M. Herbert, who served as Administrative and Presiding Judge, and Judges Anne Taylor, W. Dwayne Maynard, James E. Green, Scott D. VanDerKarr, H. William Pollitt, Jr., Michael T. Brandt, Harland H. Hale, Ted Barrows, Carrie E. Glaeden, Amy Salerno, Andrea C. Peeples, David B. Tyack, Mark A. Hummer, Eric Brown, and James P. O'Grady.

Judges preside over civil, criminal, and traffic cases and conduct both jury and non-jury or court trials. In jury trials, judges interpret the law and the jury determines the facts. Court trials are the most common trials in this Court. In these trials, judges have the dual role of interpreting the law and determining the facts. The judges also conduct criminal arraignments and preliminary hearings on felony cases; set bond on criminal charges; issue search warrants; and impose sentence when a defendant is found guilty of a traffic or criminal charge. The judges hear civil cases with an amount in controversy of \$15,000 or less, and cases that are transferred from the Small Claims Division to the General Division of the Court. Other civil disputes resolved in this Court included evictions, rent escrow proceedings, and proceedings to aid in the collection of judgments.

The Environmental Division has exclusive jurisdiction to enforce local codes and regulations affecting real property, such as fire and building codes. The Environmental Division has injunctive powers, and there is no monetary limit on those cases that fall within the Division's exclusive jurisdiction.

Each week a different judge is assigned to the Duty Session to handle a variety of responsibilities, such as applications from law enforcement officers for search warrants, probable cause hearings, and civil wedding ceremonies.

### MAGISTRATES

The Court employs an Administrative Magistrate, five full-time magistrates and one part-time magistrate who preside over traffic arraignments, landlord-tenant actions, wage garnishments, small claims cases, and other civil matters. Judges may refer a specific case to a magistrate to take testimony, make legal rulings, and render a decision that is subject to final approval by the judge. Magistrates have the authority in misdemeanor cases to accept guilty and no contest pleas. If the parties agree, they may also hear contested criminal cases and preside over civil cases heard by a jury. Consent is not required from either party for a magistrate to hear a minor misdemeanor criminal case.

### BAILIFFS

Bailiffs coordinate activities in the courtrooms, schedule cases, provide docket management, provide information to the public about the status of cases, and act as liaisons between their assigned judge or magistrate and attorneys, court personnel, and the general public. Each judge has an assigned courtroom bailiff, there is an unassigned or "floater" bailiff who rotates among the judges when a judge's bailiff is absent, and there is a Duty Room Bailiff. Each magistrate also has a bailiff.

## COURT ADMINISTRATION

Court Administration oversees the administrative and operational functions of the Court. It carries out the non-judicial policies of the Court. In addition to providing overall support and direction to the Court's nearly 200 employees, some of its specific functions include personnel management, budgeting and fiscal management, purchasing, liaison with other courts and agencies, public information, appointment of counsel, court investigation, court security, interpreter services, vehicle immobilization, and volunteer services. The Court Administrator, Keith Bartlett, is the chief non-judicial officer.

The Court's General Fund Operating budget for 2011 was \$14,814,101 with an additional \$1,824,418 Secure Facilities Fund budget and \$717,065 Computer Fund budget.

### General Fund Operating Budget 2011

Personal services	\$13,798,722
Materials and supplies	28,600
Services	968,779
Other expenditures	18,000
Total General Fund Expenditures	\$14,814,101

### Court Investigation

Court Investigation is a two-person unit that helps defendants resolve matters such as extensions of time to pay fines and court costs; delaying the start of court-ordered incarceration; issuance of or change in limited driving privileges; withdrawal of warrant or order-in that has been issued; assistance with impounded vehicle; assistance with Bureau of Motor Vehicle problems; and continuance of a court date. In 2011, Court Investigation assisted approximately 15,218 individuals – 10,463 in-office interviews; 2,092 telephone interviews; and 1,853 other requests for information and assistance.

### Court Security Program

The Court Security Program was established to maintain a safe environment in the courthouse for elected officials, Court employees, and all others having business in the courthouse. The staff consists of a Security Director, Security Supervisor, Administrative Assistant, control room operator, and 14 security officers on the first shift, plus a control room operator on the second and third shifts. In addition, the Court contracts with a private security company that provides evening, weekend, and holiday coverage.

### Interpreter Services

During 2011, the Court employed two full-time Spanish language interpreters and contracted for one part-time Somali language interpreter. Together they completed an estimated 11,380 requests for service. As well, there were 420 requests for 34 other languages. The Court has multiple contracts with outside vendors to provide foreign language and ASL interpreters. The top foreign languages for which interpreters were requested were Spanish, Somali, Arabic, French, Amharic and Russian. Also, the Court filled 149 requests for American Sign Language interpreters.

### Vehicle Immobilization Program

State law mandates the immobilization or forfeiture of vehicles operated by defendants who are convicted of the following offenses: repeat OVI offenses (operating a vehicle while under the influence of alcohol or drugs); driving under certain court or BMV-issued suspensions; Financial Responsibility/Accountability (FRA) suspensions; and wrongful use of a vehicle. A steering wheel locking device is used to immobilize vehicles. In 2011, the Court processed 7,149 driving under suspension cases and 6,729 OVI cases. The program's two employees provide the communication from and to the courts, law enforcement and defendants to ensure compliance with the court's orders involving the defendant's vehicle.

## ASSIGNMENT OFFICE

The Assignment Office is responsible for randomly assigning cases to the judges. Criminal and traffic cases are assigned when a not guilty plea has been entered. Civil cases are assigned after an answer or motion is filed. The

Court employs a single assignment system. This means that when a person is charged with a criminal or traffic offense and already has a pending criminal or traffic case, or the person is on probation to this Court, the new charges will be assigned to the judge who presided in the previous case. Once a case is assigned to a judge, the Assignment Office is responsible for the management of the case as it proceeds through the system. In 2011, the eight Assignment Coordinators scheduled 93,843 judicial proceedings. In addition, the Assignment Office is responsible for completing the monthly judges' reports for the Ohio Supreme Court and for obtaining visiting judges when needed.

## **COURT REPORTERS**

Court reporters make a verbatim record of court proceedings, prepare a transcript from the record of court proceedings upon request, and maintain records of exhibits introduced at court proceedings. The Court has an obligation to provide a transcript of all proceedings upon request of a party, and there must be a court record of all pleas and waivers. There were 14 full-time and one part-time Court Reporters.

## **JURY COMMISSIONER'S OFFICE**

It is the duty of the Jury Commissioner's Office to summon, orient and assign prospective trial jurors to courtrooms when needed. The Jury Commission tracks *voir dire* results and trial verdicts, and collects demographic data to ensure the jury venire is a true sampling of Franklin County's qualified population. Jury service is limited to two weeks, except in those cases in which additional days are required to reach a verdict. In certain instances, jurors will serve for one week only. Several different reporting times are offered to accommodate parking issues and work schedules. The number of jurors summoned in 2011 was 4,021. Jurors are paid \$20 per day for each day they are in attendance.

## **LEGAL RESEARCH**

The Court employs a Legal Research Supervisor who provides legal research, supervises the work of part-time law clerks, and serves as a part-time magistrate. The Supervisor and law clerks research and prepare memoranda on issues pending before the Court, maintain research and reference materials, review new case law to ensure the Court's compliance with the decisions, review pending legislation that may affect the Court, and advise the judges and employees regarding new legal developments and applications of current law to court procedures.

## **DEPARTMENT OF PROBATION SERVICES**

The Department of Probation Services promotes public safety by accountable rehabilitation. Currently 46 badged officers are assigned to eight different work units and 20 additional staff cover four essential rehabilitation related programs. Support and administrative staff coordinate and document the many processes involved.

**General Supervision Unit** officers enforce all court-ordered conditions of probation, which may include obtaining assessments and needed treatment for addiction and/or mental health problems; payment of fines, fees and court costs; serving time in the work release program, electronically monitored house arrest, driver intervention program, or county jail; attendance by drunk drivers at Victim Impact Panel presentations; drug or alcohol testing; performance of community service work; payment of restitution; completion of anger management counseling; and compliance with a wide variety of other court orders. **Domestic Violence** officers specialize in domestic partner abuse cases, require that substance abuse and/or mental health matters be addressed, and attend a minimum of 40 weeks of successful domestic violence counseling. Two additional staff work exclusively with victims of crime while offender compliance is monitored. The **Alcohol and Drug Addiction Program (ADAP)** officer supervises this court's Specialty Docket of drug offenders. The **Mental Health** officers direct those who participate in the Court's Mental Health Docket to comply with counseling, prescribed medication, and with the law. The Changing Actions to Change Habits (**CATCH**) **Specialty Docket** officer works extensively with repeat solicitation offenders. Repetitive drunk driving cases receive intensive supervision from the State-funded **Multiple Offender Program** officers. Two specially trained officers supervise caseloads of sex offenders and those who victimize children. The **Electronically Monitored Home Incarceration** program officers continuously kept track of the exact location of 179 offenders as they served 8,922 days on community supervision. The State and City funded **Work Release** program required 108 offenders to serve a total of what would have been 4,241 jail days, requiring payment of 25% of their earnings.

Slightly over 80% of those so sentenced successfully completed their term, thereby saving approximately \$72,000 in taxpayer expense and their own jobs in the bargain. During 2011 the Department supervised 11,667 total cases, including 7,208 new probation placements. The **Community Service** officers arranged completion of 38,243 hours of labor out of 50,444 ordered. \$266,779 in **restitution** was ordered in 497 cases last year, and \$217,359 was collected and disbursed, with 341 successful case closures. 7,320 **Supervised Provided No Conviction** cases were monitored for compliance, including 2,921 new cases. In addition, the **Pre-Sentence Investigation** officers researched and prepared 3,104 sentencing and expungement reports. At year's end 17,846 cases remained assigned to the Probation Department.

Funding has been secured to provide indigent probationers with alcohol monitoring devices; camera mounted ignition interlocks to prevent drunk driving; assessment and counseling for addiction, mental illness, positive parenting, and domestic violence. Probationers paid a record \$312,774 in probation user fees, holding down costs to taxpayers. Probation staff participated in the Court wide **Safe Surrender** program, which reduced the number of active warrants by over 2,400.

## SERVICE BAILIFFS

Service bailiffs assist litigants, attorneys, and the Court by delivering court documents to parties and enforcing both pre-judgment and post-judgment remedies. Responsibilities include service of complaints, summonses, criminal and civil subpoenas, garnishments, juror letters, and revocation hearing notices. Writs of replevin are enforced through seizure of property to be returned to the rightful owner, and writs of execution through levy and sale of personal property for the purpose of satisfying a judgment. Additionally, service bailiffs supervise the set-out of tenants' property during an eviction.

The Service Bailiffs' Department processed or served in excess of 49,700 legal documents in 2011 and supervised over 1,700 set-outs. The Department currently employs 17 full-time individuals: a Chief Service Bailiff, two Deputy Chief Service Bailiffs, 13 Service Bailiffs, and a Secretary/Receptionist.

## SMALL CLAIMS DIVISION AND DISPUTE RESOLUTION DEPARTMENT

The **Small Claims Division** helps people and businesses file complaints for money damages up to \$3,000. Small Claims Court is less formal than the General Division of the Court. Small Claims Court may also resolve cases more quickly. Usually, an attorney is not required in small claims cases.

The Small Claims Division has all of the required forms, information, brochures and booklets about how to proceed in every phase of a small claims case. Forms and information are also available on the Court's web page: [www.fmcclerk.com](http://www.fmcclerk.com). In addition, the Small Claims Division helps people who have won their cases take steps to collect their judgments.

The Division has five full-time employees. They provide support for the magistrates who hear small claims cases. The staff initiates, assigns, and schedules each case for trial. The Division processed more than 6,300 new small claims cases in 2011. The Small Claims Division Staff set new trial dates or re-issued service in more than 5,000 cases. The Small Claims Division also supports the Court's Dispute Resolution Department.

The **Dispute Resolution Department** (Department) offers a no-cost opportunity to resolve disputes without a trial. Parties may request mediation before filing a claim, to collect an outstanding unpaid check or account (**Check and Account Resolution Service**) or parties may be referred to this program by the **Rent Escrow** Department in the Clerk of Court's office. In 2011, there were twenty-five evening sessions. The Department scheduled 826 mediations and held 225 mediations. During mediation, 130 cases (57.8%) reached a formal resolution. Parties resolved 106 cases (13%) before the mediation date. The mediators for this program are volunteers from the community at large, Nationwide Insurance Company, Capital University Law School and the Moritz College of Law at The Ohio State University. Each mediator is specially trained to mediate in this program. Volunteer mediators contributed more than 500 hours to this program in 2011.

Volunteer mediators also serve the **Eviction Docket**. Mediators are available three days per week. These volunteers contributed more than 300 hours of service to the Court.

Mediators from both law schools mediate on the day of trial in Small Claims Court. These mediators provided more than 750 hours of service to the court in 2011.

Judges and Magistrates referred 1,250 filed cases to mediation. This is a 66% increase over 2010. As of December 31, 2011, 931 cases were closed without a trial; 291 of these were resolved during mediation and 319 settled prior to the mediation date. Of the remaining cases referred to mediation, 30 cases were closed after a trial was held, 3 cases are still open after a trial has been held, and 287 cases disposition are not yet reported.

In November 2008, the Court agreed to provide mediation services for foreclosure cases filed in the Franklin County Court of Common Pleas. The Franklin County Foreclosure Mediation Project (FCFMP) provides mediation services that bring borrowers and lenders together to discuss resolution of these cases. In 2011, FCFMP accepted referrals for mediation in over 1,500 cases.

The goals of the Small Claims Division and Dispute Resolution Department are to provide excellent customer service, support the Magistrates and Judges of the Court, and expand dispute resolution services in 2012.

## **SPECIALTY DOCKETS**

The CATCH docket (Changing Actions to Change Habits) is focused on establishing a process that restores women trapped in street prostitution to lawful, productive citizenship. It is a voluntary two-year program offering outreach, connection, advocacy, and counseling to women with multiple solicitation charges who desire to end their lifestyle of addiction and street life. By uniting women with a diverse and dedicated team as well as to other participants for the treatment of specific issues related to this crime, CATCH helps them change actions to change habits that have long bound them to a dangerous and deadly way of life. The program benefits not only the women who participate, but also the local community through cost savings, reverse of neighborhood decline, and the development of citizens who are able to contribute in a positive way to society. In 2011, 70 women were referred to CATCH, of which 42 were accepted into the program. In 2011, the costs savings for CATCH is calculated at \$200,825 in probable jail costs alone.

In 2009, the Court and the Franklin County Prosecutor's office entered an agreement to provide expedited court arraignments and prosecution of low-level drug offenders. In many cases, a defendant charged in Common Pleas Court with a fourth or fifth degree felony ended up entering a plea to a misdemeanor offense. Under this program, a defendant charged with a fourth or fifth degree felony may be referred to the ADAP (Alcohol and Drug Addiction Program) 101 program if both the prosecutor and defendant agree. This reduces the time and money spent processing these cases in Common Pleas Court. In 2011, there were 282 defendants referred to ADAP 101, and 268 successfully completed the Program. The Court estimates that those 268 clients spent an average of 3.3 nights in jail, instead of an average of 16.6 nights in jail without the Program, for a savings to the taxpayers of \$281,588.

The ADAP Long-Term Docket Program is a two-year specialty docket that allows defendants to be connected to long-term treatment, with intensive monitoring and support services offered through the ADAP staff and the presiding judge. The Court calculates that the ADAP Long Term Program resulted in a savings in jail costs alone of \$217,325. The average number of summonses per client prior to ADAP Long Term was 3.3 per year. That figure for program participants was substantially reduced, resulting in estimated additional savings of \$47,520 in 2011.

The Mental Health Program Docket, established in 2004, continued to achieve remarkable success in not only saving lives but in saving taxpayers' money. In 2011, the MHPD resulted in a \$367,787 total costs savings in jail nights. The Program provides a mechanism to promote effective treatment as an alternative to incarceration for a person whose symptoms of mental illness, history of treatment non-compliance, and/or refusal to accept treatment results in a recurring pattern of misdemeanor offenses. The Program provides a comprehensive, coordinated approach to the misdemeanor cases of selected defendants with severe mental illness and/or co-occurring disorders in order to decrease criminal recidivism, improve public safety, and improve the defendant's quality of life. Limited court involvement in treatment planning and compliance is required, which results in more effective utilization of other court resources. Literally hundreds of thousands of dollars have been saved by this program in reduced jail costs and in breaking the cycle of arrest-release-arrest that plagues some of our most vulnerable citizens, those with treatable mental health issues. The Mental Health Program Docket is a voluntary 18-24 month long program consisting of four phases.

## Special Projects Funds

### Dispute Resolution & CARS Fund – 2011 - Revised Code section 1901.262

Beginning balance	\$109,034.59
Revenue	+ 49,419.77
Total funds	158,454.36
Expenses	- 91,351.48
Ending balance	\$67,102.88

### Computerized Legal Research Fund – 2011 - Revised Code section 1901.261(A)

Beginning balance	\$684,161.85
Revenue	+ 406,297.80
Total funds	1,090,459.65
Expenses	- 356,764.58
Ending balance	\$733,695.07

### Secure Facilities Fund – 2011 - Revised Code section 1901.26(B)(1)

Beginning balance	\$1,161,209.24
Revenue	+ 1,248,743.24
Total funds	2,409,952.48
Expenses	- 1,607,821.98
Ending balance	\$802,130.50

## Cost Savings and Efficiency Initiatives

The Franklin County Municipal Court continually strives to improve its programs and operating procedures in increase efficiency and save valuable dollars. Over the last several years, the following have been undertaken in pursuit of those objectives.

### Assignment Office

- Bar code scanners for labels and court sheets. The Office added bar coding to the judges’ court sheets and installed bar code readers to read the case number on case files. These resulted in increased accuracy and speed when assigning cases, and reduced the number of errors when scheduling new cases and adding and updating case information. The bar coding on the court sheets allows us to quickly scan in the case number on a very busy worksheet and quickly check on case dispositions, and schedule cases in which we did not have the case file.
- Public defender, suburban prosecutor, and law firm notices and pick up. Modified the mailing address of the public defenders, a number of suburban prosecutors, and the firm of Weltman, Weinberg, and Reis to allow quick determination and recognition when sorting notices. These notices are pulled out and placed in trays for these users to pick up on a daily basis, increasing efficiency and saving sorting time and postage costs.
- Time Clock. Instituted the use of the TIME CLOCK program, which allows employees to log in their computer each day and tracks the number of hours each employee works. This replaced a very time-consuming manual paper system. It is more accurate and saves the employee and supervisors time in preparing attendance and payroll. T program is also used to request, approve, and monitor time off. In



addition, it reduces the supervisor's time in trying to verify when employees report to work, go to lunch, return from lunch, and leave for the day.

- Printers. The assignment office has a number of aging printers used for printing civil notices. As these machines have become inoperable, Assignment has utilized our other high volume printers in the office to handle this job instead of purchasing new printers. We are doing more with less.
- Cross training Assignment Clerk to perform Case Coordinator functions. Assignment has cross trained some of their assignment clerks to perform case coordinator functions. As a result, the assignment office has been able to utilize a staff member to fill in for case coordinators who are on extended leave without having to hire additional personnel.
- Hand notices out of the court rooms. The Assignment Office has worked with the court room bailiffs to create a system in which the defendant, defense attorney, and prosecutor are provided a notice of the next court appearance from the bailiff out of the court room instead of having these notices printed and sent to the City Mail room for folding, gluing and postage. This has resulted in increased efficiency in providing notice of future court events to the parties involved in these cases, and reduced processing and postage costs.

### **Jury Commissioner's Office**

- We print our official letterhead and envelopes on our own printers instead of purchasing print-quality stationery.
- Several years ago we lowered the total summons mailed and the number of days jurors were required to be in attendance, thereby reducing the per diem allocation by \$39,000.00. This action had the same cost savings effect on postage, juror badges, stationery, and envelopes.
- We order some standard items to cover two years of inventory (instead of one) so we can purchase needed items prior to cost increases.
- The jury program is a "mixed" program, which means that a percentage of the jurors can report at 1:30 instead of 10:30 which is the start of the morning court session. Jurors will report earlier to cover special jury requests and earlier jury trials if needed but only the amount needed to start the trial. This helps all sectors of private business as well as government to save due to the fact they do not have to cover their employee's absence for a full day.
- We clean and reuse juror badge covers.

### **Department of Probation Services**

- Instead of using an employee almost full time to shred documents, we obtained a contract with Shred-it at the rate of \$9.00 per shred barrel. We now spend only about \$25 per week to keep all our confidential documents shredded. In addition we have allowed other Court Departments to make use of our barrels, including Service Bailiffs and the Jury Commission. Estimated savings on shredding costs over two years are \$70,000.
- The purging project was undertaken because the Department had run out of space for dead files in the main storage area. According to the building engineer, the system was overloaded and was causing flooring to bend excessively. Staff sorted through the files, removing over 20,000 pounds of paper from the overloaded system. All the files have been rearranged and are much more retrievable. The cost of additional storage would have been prohibitive since no extra space was available within the building, and off-site storage would have been costly and inefficient also.
- By revising the Probation User Fee structure, additional funding has been obtained to cover expenses which would have accrued to the General Fund. New equipment, staff salary and fringe benefits, ongoing staff training, staff mileage, and rehabilitation programs for indigent offenders are being covered out of User Fee funding. Estimated savings to taxpayers are accruing at the rate of over \$200,000 annually and may well grow.

- The reinstated Work Release program is saving approximately \$70,000 annually for taxpayers by avoiding jail costs of \$79 per day and paying Alvis House only \$62 per day. The additional savings of keeping people employed is incalculable but real.

### **Magistrates Department**

- Presence of Public Defenders in the traffic arraignment courtroom. In January 2010, The Franklin County Public Defender's office initiated putting public defenders back in the traffic arraignment courtrooms after an absence of many years. This has reduced the number of traffic cases being individually assigned to the judges. With Court Administration's assistance we obtained an additional LEADS terminal behind Courtroom 1B so that the prosecutors and public defenders can address cases more quickly. This has helped the traffic docket run more efficiently and the public is served more quickly because there is not as much of a wait time for LEADS information. Savings is related to taking the time to resolve cases in the arraignment courts instead of referring them through a not-guilty plea to the judges assigned dockets and the attendant costs associated with that, such as subpoena time for officers for pre-trials or trials.
- Traffic Court Sentencing Entries. The traffic sentencing entries were revised to allow the judges and magistrates to make certain entries, in their discretion, that would eliminate the need for the Clerk's office to present the file to the sentencing judge again when a case is to be referred to a collection agency only ( no warrant) when the defendant fails to pay fine and court costs. The savings here is related to saving the time of clerks and judges because they do not have to get the files to judges for supplemental orders.
- Courtroom 11A morning dockets. In 2011, we changed the magistrates' morning schedule to require that a second magistrate handle a docket in Courtroom 11B. Previously, the magistrate presiding in Courtroom 11A would determine whether additional assistance from another magistrate was necessary. This new schedule helps us move through this increasingly large morning docket, composed primarily of eviction and post judgment collection cases, so the public is better served.

### **Legal Research Department**

- Online Legal Research. The Court changed its online research contract from Westlaw to LexisNexis in January 2011. A new three-year contract with Westlaw would have cost approximately \$85,250. The new three-year contract with LexisNexis cost a total of \$40,643, saving almost \$45,000.

### **Interpreter Services**

- The Interpreter Program has been totally revamped and updated to reduce unit costs, allow for increased accuracy in billing, utilize electronic communications and publish scheduling to allow more use of interpreters, minimize continuances due to unavailability of an interpreter, and provide greater ability to collect information on past interpreter needs to increase planning for the future.
- A formal bid process was undertaken for both foreign language and American Sign Language interpreters. Contracts were entered into with three foreign language agencies and three ASL agencies. This reduced the cost per hour of service from \$50 to approximately \$28. The prioritization of the use of the three foreign language agencies from lowest to highest cost, in that order, has also reduced our overall costs for interpreter services. Also, a billing system was created that requires all agencies to submit invoices with all Interpreter Verification forms attached to allow us to more accurately reconcile their bill with requested assignments.
- A form was created for bailiffs and others to request the services of an interpreter via e-mail. This allows them to submit requests right from their desktops and from the courtroom. It also allows the coordinator to relay the request to our contract agencies faster and keep better records of assignments.
- The coordinator created a weekly schedule for interpreters that is e-mailed to all users and posted on the Intranet. It allows our two primary agencies to more accurately fill our requests, allows the coordinator to

check their work faster and find problems in their assignments, and allows requestors to know that their requests have been filled.

### **Court-Appointed Counsel Program**

- Logging in and date stamping of receipt of motions for payment to increase ability to answer inquiries from providers and the court which decreases reductions in payments for late submission and allows the coordinator to assist in finding lost bills.
- Found a quarter million dollars in the county's hands that we can use to pay for the Court-Appointed Counsel Program for the next four years without supplementation from the general fund.
- Increased the use of electronic communications to allow for decreased time in obtaining reconciliation of monthly Ohio Public Defender reports. Usually reconciled by the coordinator and received by the County budget office within one day instead of one week.
- Increased use of electronic storage of paid bills via spreadsheets to allow searching on one database to find payments when inquiries are made from attorneys or the Court. This increases the confidence of service providers (attorney) in our system of payment
- Decreased from one month to one-to-two weeks the time from bill submission to receipt of payment by attorneys.

### **Pay Copier System**

- All public copiers were changed to pay for use in mid 2010. This has reduced the use of these copiers and the expense of paper and the expense of our maintenance contract which is based upon usage.

### **Copier Scanning**

- The 10<sup>th</sup> & 16<sup>th</sup> Floor copiers have been made scanners as well. They can now scan documents and e-mail them or send them to a central folder. This allows Court employees to send documents more quickly and increases the use of electronic storage over paper storage thereby reducing paper costs.

### **Dispute Resolution Department**

- As the number of judge and magistrate referrals to mediation increases, we have improved Courtview functions and the ways we communicate with the assignment offices and the judges' staff. Thus, we will process more than 1,200 referrals to mediation in 2012 compared with electronic means of reporting case status using the same staff as in 2010 when there were 798 referrals. Volunteers and work-study students assist with scheduling and follow-up in these cases. For the 2011-2012 academic year, we have five work-study students and three volunteers assisting with all of the mediation programs.
- Probably the greatest time and cost saving program is the Judge and Magistrate Referral Program. When judges refer cases to mediation soon after an answer is filed, the case can be resolved in mediation before it is set for pre-trial or court trial. Of 753 cases referred to mediation in 2010, only 5.2% (39 cases) resulted in trial. More than 60% of the cases resulted in dismissals or agreed judgment entries. These case dispositions require fewer scheduled court hearings, as well as reducing the time that judges and their staff spend processing the cases.
- We continue to work with both Capital University Law School and Moritz College of Law at The Ohio State University to coordinate mediation services for the pre-filing, small claims, and eviction mediation programs. About 22 students provide mediation services each semester. If each magistrate refers one case per week to mediation and the students mediate for 25 weeks (125 cases) that saves the court \$9,375 that we would have to pay contract mediators to mediate those cases at \$75 per case.

- In addition to mediation that Community Mediation Services provides for the eviction docket, Volunteer mediators from Nationwide Insurance Company have increased the number of days that they provide eviction case mediators from one to three days a week.
- Our pre-filing mediation program diverts over 500 cases per year from the small claims docket, and more than 70 rent escrow cases are resolved in mediation before a court hearing is required.

### **Service Bailiffs Department**

- The department's logs, which were previously manually processed, are now organized in an Excel database. This has reduced the use of paper products as well as increased efficiency in providing information to our customers.
- Bailiwicks have been redesigned to equalize workloads, and service bailiffs have been assigned bailiwicks closest to their homes. This has played a part in reducing overall mileage in that the bailiffs no longer are required to drive unnecessary distances when serving papers in the evenings or on weekends.