

**FRANKLIN COUNTY MUNICIPAL COURT  
COLUMBUS, OHIO  
ONE HUNDRED [and] First  
ANNUAL REPORT  
2016**

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## Letter from Clerk Lori M. Tyack

Welcome to the 101<sup>st</sup> Annual Report of the Franklin County Municipal Court and Clerk's Office. As your Clerk, my commitment is to strategically improve daily operations, effectively collect debt owed the court and vigilantly monitor applicable legislative changes. My Office works diligently to cultivate cooperation with other agencies of the criminal justice system and the community. This report reflects the hard work and commitment demonstrated by the staff of the Clerk's Office and the Court.

New case filings for 2016 totaled 177,744 compared to 179,559 in 2015 for a decrease of 1%. Costs, fines and fees collected equaled \$40,788,846.07 compared to \$39,537,747.72 in 2015 for an increase of 3.16%. In 2016, the Clerk's Office added a fourth collection agency. The total dollar amount sent to four collection agencies in 2016 was \$4.63 Million or 17% more than in 2015. Overall collection of court-ordered fines and costs increased 6%. The collection of court-ordered bond forfeiture judgments increased approximately 25% from 2015 to 2016.

Changes in state laws, local court rules and Federal banking regulations continued to affect processes and procedures through the end of 2016. These changes include:

- New Requirements for EMV Technology -- credit cards (chips)
- Began accepting Partial payments – with follow up to collections
- Contracted with an additional collection agency – for a total of four (4) agencies
- Applied for Special Income Tax Funds from the City of Columbus for Equipment needs for Electronic Filing Initiative
- Published Arraignment list on our website for defendants in custody.
- Acquired new Fingerprint equipment – reducing wait time
- Implemented Address Confidentiality Program per House Bill 359

A New responsive design website was released in early December. The new design was created for readability and user-friendly information access for those on the move. The website self-adjusts to all mobile and desktop devices. Mobile visitors will enjoy directions that link to their phone's navigation and quick linked phone numbers for an easy tap to call experience. The Clerk's public access records search also received a makeover making it more user-friendly.

The annual audit performed by Plante & Moran, PLLC was completed in May. Auditors performed inspections of accounting and financial transactions, file integrity, checks and balances of duties performed by accounting staff and all personnel records including time sheets. Zero infractions were incurred.

Ensuring the growth and development of staff is an essential part of my vision for the Clerk's Office. Managers and staff received exceptional training opportunities in 2016 through resources from the City of Columbus, Franklin County, State Clerk's Associations, and The Ohio Supreme Court. As Clerk, I am also provided training opportunities. In 2016, I completed and received my Fellows Certification from the National Center of State Courts, Institute of Court Management. |

Thank you for taking the time to read our 2016 Annual Report.

## **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.

### **VISION STATEMENT**

To achieve our Mission by establishing and sustaining a knowledgeable and diverse staff that will strive to serve all who use this office through competent customer service, communications and community outreach.

## **HISTORY OF THE FRANKLIN COUNTY MUNICIPAL COURT**

**In 1916, the General Assembly of the State of Ohio created the Columbus Municipal Court. Prior to this time, the court operated under the Justice of the Peace System. On July 5, 1955, the Columbus Municipal Court was given countywide jurisdiction and, in 1968, the State Legislature changed the name of the court to the Franklin County Municipal Court.**

**The court has two (2) judicial divisions. The General Division operates with fourteen (14) judges, and six (6) magistrates. The Environmental Division, which began operations in 1992, has one (1) judge. In addition to performing all of the duties within the general division, the Environmental Division also has exclusive jurisdiction over criminal and civil actions to enforce building, housing, health, or safety codes applicable to premises intended for use as a place of human habitation. The Clerk of Court, serving both divisions, has a myriad of both financial and case management duties, as prescribed by law. The terms for the judges and the clerk are for a period of six (6) years.**

**The Court's administrative functions are overseen by Court Administration. Among these services are the Office of the Jury Commissioner, the Office of the Assignment Commissioner, Probation Services, the Small Claims Division, the Court Reporters, Court Security, the Service Bailiffs, the Courtroom Bailiffs, the Language Interpretation program, the Vehicle Immobilization Program, Legal Research, the Appointed Counsel/Volunteer Coordinator's Office, and Specialized Dockets.**

**In 1979, the court moved from its facilities in City Hall to the Franklin County Municipal Court building, located at 375 South High Street. Currently, the court has two (2) traffic-arraignment courtrooms, two (2) criminal-arraignment courtrooms, two (2) record hearing courtrooms, one duty courtroom and sixteen (16) jury courtrooms in the General Division. The Environmental Division operates with one (1) courtroom for its arraignment sessions, as well as its record and jury trials.**

**The Franklin County Municipal Court Clerk's Office is divided into several divisions. The divisions occupying the first four floors of the Municipal Court Building are: Clerk Administration, Accounting/Finance, Audit and Internal Controls, Civil, Collections, Criminal/Traffic, and the Traffic Violations Bureau/Communications. The Office of Information Services is located of the 16th floor.**

## 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 and city jurisdiction (reaching into Delaware and Fairfield County) 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. Seven (7) full-time and one (1) part-time Magistrates also serve the Franklin County Municipal Court. Judges serve for a term of six (6) years.

### COURT ADMINISTRATION

Administrative and Presiding Judge  
*Honorable Michael T. Brandt*

### General Division Judges

Honorable Ted Barrows	Honorable Eileen Y. Paley
Honorable Cynthia L. Ebner	Honorable Andrea C. Peoples
Honorable James E. Green	Honorable H. William Pollitt, Jr.
Honorable Paul M. Herbert	Honorable Amy Salerno
Honorable Mark A. Hummer	Honorable Jodi L. Thomas
Honorable Cindi Morehart	Honorable David B. Tyack
Honorable James P. O'Grady	

### Environmental Division Judge

Honorable Daniel R. Hawkins

### Magistrates

Honorable Kathleen E. Graham	Honorable Kirk Lindsey
Honorable Gene Edwards (part-time)	Honorable Antonio Paat
Honorable Ben Hoelzel	Honorable Danielle Sparks
Honorable David S. Jump	Honorable Denise Waddy

### Clerk of Court

Honorable Lori M. Tyack

### Court Administrator

Emily Shaw

**FRANKLIN COUNTY MUNICIPAL COURT  
CLERK OF COURT MANAGEMENT STAFF 12.31.2016**

<b>Lori M. Tyack</b>	<b>Clerk of Court</b>
<b>Obie Lucas</b>	<b>Chief Deputy Clerk</b>
<b>Jamie Bryan</b>	<b>Director, Human Resources</b>
<b>Marilynn Stephens</b>	<b>Executive Director, Public Relations</b>
<b>Michelle LaMarr</b>	<b>Administrator, Payroll and Benefits</b>
<b>Crystal Ross</b>	<b>Executive Director, Fiscal Administration</b>
<b>Ken Euman</b>	<b>Administrator, Procurement</b>
<b>Susan Johnson</b>	<b>Administrative Assistant</b>
<b>Mellissia Fuhrmann</b>	<b>Director, Civil Division</b>
<b>Mike Cherry</b>	<b>Administrator, Collections Program</b>
<b>Rhonda Ferguson</b>	<b>Director, Accounting/Finance Division; Treasurer</b>
<b>Heather Kean</b>	<b>Deputy Director, Accounting/Finance Division 8.15.16</b>
<b>LeeAnne Sheppard</b>	<b>Director, Audit and Internal Controls</b>
<b>Ahmed Kasheer</b>	<b>Director, Office of Information Services</b>
<b>James Brad Laver</b>	<b>Deputy Director, Office of Information Services</b>
<b>Matt Pendency</b>	<b>Director, Criminal/Traffic Division</b>
<b>Laura Ricker</b>	<b>Deputy Director, Criminal/Traffic &amp; Courtroom Services Group</b>
<b>Sancha Young</b>	<b>Director, Traffic Violations Bureau/Communications</b>
<b>Debra Jones</b>	<b>Deputy Director, Traffic Violations Bureau</b>
<b>Jessica Clinger</b>	<b>Supervisor, Civil Division</b>
<b>Cynthia Kiener</b>	<b>Supervisor, Civil Division</b>
<b>James "Pete" Brim</b>	<b>Supervisor, Criminal/Traffic Division</b>
<b>Jerome Kemp</b>	<b>Supervisor, Criminal/Traffic Division, Telephones</b>
<b>Rick Kramer</b>	<b>Supervisor, Criminal/Traffic Division, File Room</b>
<b>Jessica Steenburgh</b>	<b>Supervisor, Criminal/Traffic Division 02.01.16</b>
<b>Mike Pizzurro</b>	<b>Supervisor, 2nd Shift Criminal/Traffic Division</b>
<b>Robyn Johnson</b>	<b>Supervisor, 3rd Shift Criminal/Traffic Division</b>
<b>Jeff Dever</b>	<b>Supervisor, Accounting/Finance Division, Civil</b>
<b>Kaleb Perry</b>	<b>Supervisor, Accounting/Finance Division, Criminal/Traffic 10.24.16</b>

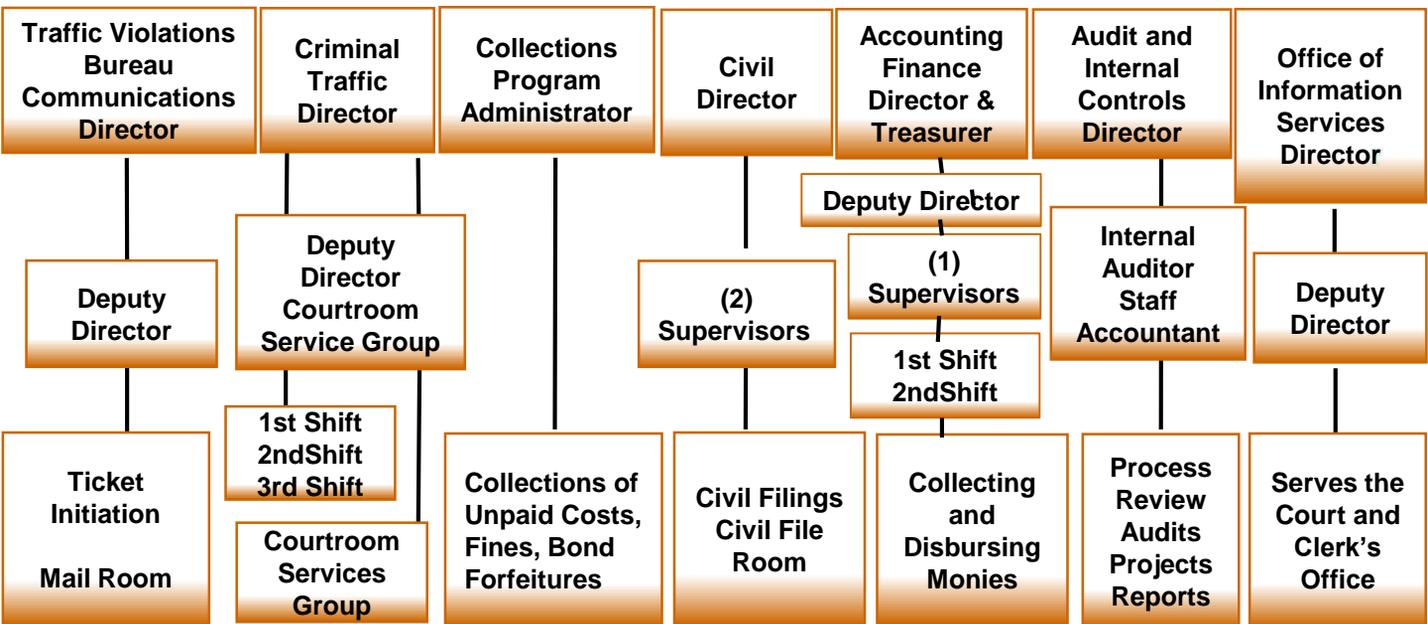
# TABLE OF ORGANIZATION

## MUNICIPAL CLERK OF COURT

### CHIEF DEPUTY CLERK

**Administrative Division**

**Director, Human Resources**  
**Executive Director, Public Relations**  
**Executive Director, Fiscal Administration**  
**Administrator, Payroll & Benefits**  
**Administrator, Procurement**  
**Administrative Assistant**



## Funding of the Franklin County Clerk's Office

### Municipal Court Clerk's Office 2016 General Fund

<b>Personnel Services</b>	<b>\$10,769,486</b>
<b>Materials and Supplies</b>	<b>158,857</b>
<b>Services for Operations and Maintenance</b>	<b><u>838,788</u></b>
 <b>Total</b>	 <b>\$11,767,131</b>

### Municipal Court Clerk's Office 2016 Special Revenue Fund

<b>Personnel Services</b>	<b>\$ 233,516</b>
<b>Materials and Supplies</b>	<b>30,025</b>
<b>Services for Operations and Maintenance</b>	<b>714,503</b>
<b>Debt Principal Payments</b>	<b>260,000</b>
<b>Interest on City Debt</b>	<b><u>14,700</u></b>
 <b>Total</b>	 <b>\$ 1,252,744</b>

## **Clerk Administration Division**

**The Administrative Division of the Clerk's Office is comprised of the Office of the Clerk, Chief Deputy Clerk, Executive Director Public Relations, Executive Director Fiscal Administration, Director Human Resources, Administrator Payroll & Benefits, Administrator Procurement, and Administrative Assistant. 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 and the Ohio Revised Code. Additionally, all new programs, contracts, projects, and grants are established and implemented within the Division. It conducts all public relations and internal communications for the Clerk's Office. Accomplishments for the Administration Division in 2016 are as follows:**

- Integrated Training Program Coordinator's responsibilities into the Human Resources Department.**
- Expanded online payment options to include electronic checks for customers to have greater payment flexibility.**
- Launched automated staff alignment review portal, which facilitates more rapid assessment of staff allocation.**
- Worked with National Center for State Courts & BCI to acquire and deploy new "LiveScan" fingerprint equipment making fingerprint capture six (6) times faster.**
- Designated development protocols to facilitate E-Filing implementation.**

## Office of Information Services

### IT Mission Statement

The Office of Information Services provides services related to information technology to the Franklin County Municipal Court and Clerk's Office staff. This Division's responsibilities include: Maintaining a stable electronic work environment, collaborating with other staff to use information technology to better serve the Franklin County Municipal Court, identifying emerging technologies for the Court's investment in technology, and providing training to staff on the proper use of software programs and equipment. Accomplishments for OIS in 2016 are as follows:

- Launched new responsive design website.
- Upgraded printing equipment.
- Continued work on E-Filing.
- Collaborated with Columbus Division of Police to upgrade equipment for Fingerprint Station.
- Started work on New Jury web data collection program to interface with Court's Jury Plus Program.
- Installed new desktop scanners office wide.
- Enhanced CourtView production/training environment.
- Completed 5264 Help Desk tickets.
- Created and set up new contested probation revocation hearing event types for all the judges.
- Designed and applied new Courtesy Probation and Clerks Courtesy Probation case types and forms.
- Worked with Probation Department on other CourtView setup and information requests.

## Office of Information Services

### Accomplishments for Office of Information Services in 2016 continued .....

- **Generated scheduling blocks, hearing types, and forms for the (4) new Judges.**
- **Performed identity consolidation and cleanup project in preparation for E-Filing.**
- **Conducted code table cleanup in preparation for E-Filing.**
- **Provided information services to local police agencies and Prosecutors Office by customizing Crystal Reports to meet special needs and projects. (OVI's, Offenses by Location, No Buy List information, ticket counts, case counts by agency, warrant lists by agency and statically agency information)**

## **Audit and Internal Controls Division**

**The Audit and Internal Controls Division is responsible for minimizing erroneous data through a system of real time process assurance and monitoring, audit reporting and quality management. The objective is to achieve operational effectiveness and efficiency, assure reliable and accurate financial reporting in compliance with state and local laws, regulations and policies.**

**The main purpose of the division is to help direct and protect resources of the office while improving internal processes and services that the Franklin County Municipal Court Clerk's Office provides to its customer base, the Court, law enforcement, all external partners and most importantly, the public. Accomplishments for Audit and Internal Controls for 2016 are as follows:**

- First full year of PCI Compliancy (credit/debit card assurance of security and excellence).**
- In 2016 all positions received new titles that accurately reflect the job and its responsibilities.**
- Monitored four (4) bank accounts for fraudulent bank activity and suspicious debits/credits.**
- Directed, collaborated, and led the effort toward another successful external audit conducted by Plante & Moran. Zero infractions, 6<sup>th</sup> year.**
- Financial Analyst conducted numerous audits within the Accounting/Finance Division. Cash Office, cashier audits, verification log, and statistical reporting audits completed fulfilling the separation of duties requirement.**

## **Accomplishments for Audit and Internal Controls in 2016 continued .....**

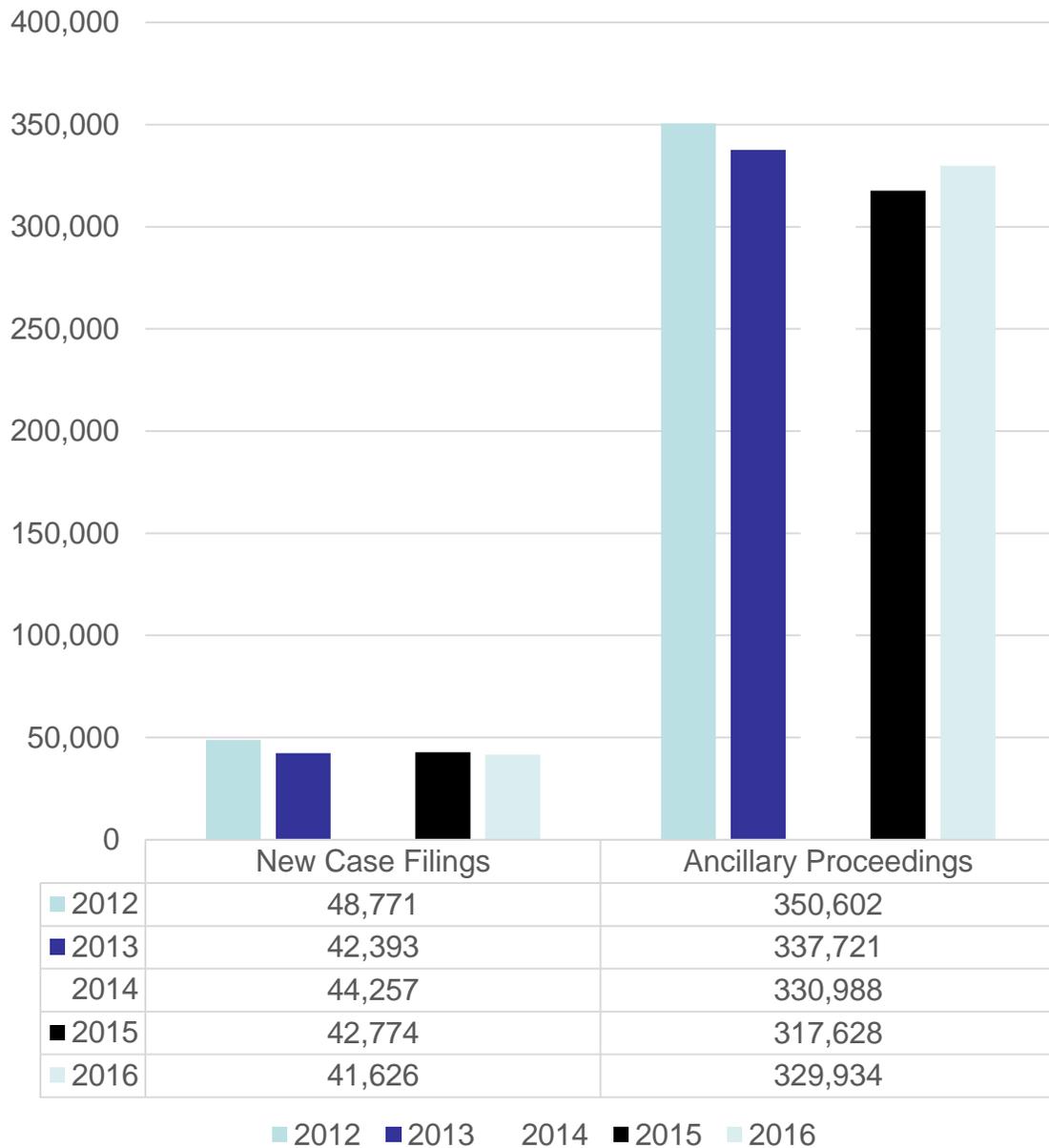
- **Assisted Accounting/Finance with upgrades of cash office equipment including a new bill discriminator (bill counter), processing software, and a new check scanner from Huntington Banks.**
- **Completed and maintained all Supreme Court reporting and monthly updating for Administrative Judges only. This is completed by the Civil and Criminal/Traffic Internal Auditors.**
- **E-Filing Project- Project Manager and Project Coordinator were given responsibilities of leading the project with assistance from Civil, Office of Information Services, and Accounting/Finance staff.**
- **Met with and assisted Criminal/Traffic and Traffic Violations Bureau with the Case Sequencing Project to resume auto case assignment in CourtView for initiation of cases.**
- **Audited more than 20,000 cases in Civil, Rent Escrow, Trusteeship, Civil Accounting/Finance.**

## 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, certificates of judgment, cognovits, declaratory judgments, and housing/safety code issues. The Civil Division also processes applications for driving privileges. Accomplishments for the Civil Division in 2016 are as follows:

- Partnered with Columbus State Paralegal Program to provide internships and volunteer opportunities.
- Streamlined internal process for BMV license reinstatement.
- Prepared for and implemented small claims jurisdictional increase from \$3,000 to \$6,000.
- Partnered with the Legal Aid Society to provide pro bono attorneys' information needed to assist in eviction cases.
- Assisted the Criminal/Traffic Division in the removal of active civil capias warrants issued prior to 2011.
- Updated software to improve internal issuing of Certified Mail.
- Collaborated with the City Attorney's Office to begin testing the E-Filing Portal.
- Established process for the revival of dormant judgments for Environmental Court.
- Provided information to the Columbus Division of Police Legal Division to ensure correct information is disseminated to the public regarding the evictions process.
- Cooperated with the Environmental Court to create a process for filing documents under seal.

## Civil Cases & Ancillary Proceedings



<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>
<b>Personal Injury/Property Damage</b>	<b>242</b>	<b>269</b>	<b>249</b>	<b>196</b>	<b>956</b>
<b>Contracts, Notes and Accounts</b>	<b>4,384</b>	<b>3,094</b>	<b>3,782</b>	<b>4,270</b>	<b>15,530</b>
<b>Forcible Entry &amp; Detainer (Evictions)</b>	<b>4,065</b>	<b>4,522</b>	<b>4,996</b>	<b>4,306</b>	<b>17,889</b>
<b>Small Claims</b>	<b>1,366</b>	<b>1,288</b>	<b>1,898</b>	<b>1,401</b>	<b>5,953</b>
<b>Parking Violation Bureau</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>7</b>
<b>BMV Petition</b>	<b>276</b>	<b>243</b>	<b>183</b>	<b>188</b>	<b>890</b>
<b>Certificate of Judgment</b>	<b>3</b>	<b>2</b>	<b>4</b>	<b>0</b>	<b>9</b>
<b>Declaratory Judgment</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>3</b>
<b>Civil Environmental</b>	<b>91</b>	<b>106</b>	<b>135</b>	<b>57</b>	<b>389</b>
<b>Total</b>	<b>10,432</b>	<b>9,527</b>	<b>11,248</b>	<b>10,419</b>	<b>41,626</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>
<b>Certified Mail Service Issued</b>	13,808	12,620	14,251	12,734	53,413
<b>Ordinary Mail Service Issued</b>	7,936	8,691	9,265	8,156	34,048
<b>Bailiff Service Issued</b>	5,751	6,190	6,778	6,341	25,060
<b>Process Server Service Issued</b>	145	131	154	145	575
<b>Sheriff Service Issued</b>	10	3	6	1	20
<b>Service by Publication Issued</b>	27	33	14	8	82
<b>Registered Mail</b>	4	3	1	1	9
<b>Express Mail</b>	0	0	0	0	0
<b>Garnishments Issued</b>	4,271	4,354	4,036	3,694	16,355
<b>Garnishments Released</b>	778	854	751	706	3,089
<b>Writs of Restitution Issued</b>	2,380	2,536	2,971	2,550	10,437
<b>Requests for Set Outs Processed</b>	1,432	1,623	1,949	1,638	6,642
<b>Writs of Replevin Issued</b>	5	9	8	2	24
<b>Writs of Execution Issued</b>	5	4	3	1	13
<b>Judgments Certified to the BMV</b>	11	16	18	23	68
<b>Certificates of Judgment Issued</b>	2,668	2,233	2,368	2,217	9,486
<b>Transfers to Common Pleas Court</b>	6	5	8	5	24
<b>Civil Appeals Processed</b>	10	0	9	7	26
<b>Court order issued by ordinary mail</b>	13,931	14,800	15,441	13,426	57,598
<b>Notice of Failed Service Issued</b>	3,784	4,242	4,079	4,108	16,213
<b>Exemplified Copies</b>	36	42	38	34	150
<b>Revivors of Judgment</b>	488	438	530	456	1,912
<b>Judgment Debtors</b>	77	105	66	60	308
<b>Civil Capias Warrants</b>	13	26	29	14	82
<b>Motion and Order for Show Cause</b>	23	18	32	16	89
<b>Motion for Contempt Orders</b>	20	10	19	10	59
<b>Mail Payments Processed</b>	23,109	23,618	23,650	23,775	94,152
<b>Total</b>	<b>80,764</b>	<b>82,604</b>	<b>86,474</b>	<b>80,128</b>	<b>329,934</b>

## 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 2016. 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 2016 are as follows:

- Collected \$1,013,485.26
- Continued generating past due notices in-house for payable tickets.
- Generate notices when a partial payment is received on a payable ticket and refer to collection.
- Bond money forfeited by the Court for 2016 - \$77,418.50
- Bond Forfeiture Judgments paid for 2016 - \$25,501.21
- Managed billings and compliance for twenty one (21) active bond companies and over one hundred (100) surety agents.

AGENCIES	TOTAL AMOUNT SENT IN 2016	TOTAL COLLECTED 2016	COMMISSION PAID 2016
LINEBARGER	\$ 1,402,279.00	\$ 313,292.56	\$ 71,222.80
APELLES	\$ 1,237,531.00	\$ 321,000.76	\$ 73,624.63
CAPITAL RECOVERY Bond Forfeitures	\$ 268,234.25	\$ 14,080.90	\$ 2,926.19
CAPITAL RECOVERY Enforcement Cases	\$ 1,222,217.00	\$ 326,157.24	\$ 74,911.65
SCHUERGER LAW OFFICES	\$ 506,364.00	\$ 38,953.80	\$ 8,993.40
<b>TOTALS</b>	<b>\$ 4,636,625.25</b>	<b>\$ 1,013,485.26</b>	<b>\$ 231,678.67</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. 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 Traffic violations to the Ohio Bureau of Motor Vehicles (BMV). The Division also processes applications for the expungement of case records as well as maintaining and securing records which have been ordered by the Court to be sealed. 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 2016 are as follows:**

- Implemented a new process of issuing notices to the Prosecutor's Office for expungement hearings.**
- Worked with Court to apply new procedural requirements for human trafficking victims.**
- Participated in discussions with the Franklin County Sheriff's Office regarding clerking services in the new jail.**
- Provided continuous service during multiple planned, building-wide power outages.**
- Acquired and installed new Live Scan fingerprint equipment, creating a more efficient process for capturing fingerprints of defendants charged with a reportable misdemeanor. 4371 defendants fingerprinted in 2016.**
- Sent leadership and front line staff to conferences organized by the Ohio Association of County/Municipal Court Clerks, Ohio Association of Court Administrators and National Association of Court Managers.**

## Accomplishments for Criminal/Traffic in 2016 continued .....

- Collaborated with the Columbus Division of Police on multiple vice arrests.
- Referred old cases to City Prosecutor's Office for consideration and dismissal.
- Complied with Administrative Order #01-2016 to cancel civil capias warrants and close cases from 1992-2010.
- Replaced remote clerking fax machines at both jails.
- Finished block scheduling for all arraignment courtrooms through 2020.
- Adapted expungement/sealing process to reflect guidelines contained on the new bench card issued by the Ohio Supreme Court for indigent defendants.
- Created and implemented a new scanning process for all sentencing entries.

<b>Criminal Cases 2016</b>	
<b>Type A-Felony</b>	<b>6,503</b>
<b>Type B-Criminal</b>	<b>22,304</b>
<b>Total</b>	<b>28,807</b>
<b>Traffic Cases 2016</b>	
<b>Type C-OVI</b>	<b>5,852</b>
<b>Type D-All Other</b>	<b>95,299</b>
<b>Total</b>	<b>101,151</b>

### Five Year Comparative Review of Cases Filed

	2012	2013	2014	2015	2016
<b>Environmental</b>	<b>4,892</b>	<b>4,453</b>	<b>4,061</b>	<b>4,814</b>	<b>4,504</b>
<b>Criminal</b>	<b>31,595</b>	<b>32,338</b>	<b>32,854</b>	<b>29,962</b>	<b>28,807</b>
<b>Traffic</b>	<b>109,856</b>	<b>106,456</b>	<b>107,602</b>	<b>99,776</b>	<b>101,151</b>
<b>Total</b>	<b>146,343</b>	<b>143,247</b>	<b>144,517</b>	<b>134,552</b>	<b>134,462</b>

### Five Year Comparative Review of Charges Filed

	2012	2013	2014	2015	2016
<b>Environmental</b>	<b>8,274</b>	<b>8,512</b>	<b>7,052</b>	<b>8,545</b>	<b>7,424</b>
<b>Criminal</b>	<b>53,845</b>	<b>43,765</b>	<b>42,806</b>	<b>40,488</b>	<b>40,939</b>
<b>Traffic</b>	<b>151,708</b>	<b>157,259</b>	<b>161,212</b>	<b>148,006</b>	<b>141,625</b>
<b>Total</b>	<b>213,827</b>	<b>209,536</b>	<b>211,070</b>	<b>197,039</b>	<b>189,988</b>

## **COURT SERVICES GROUP**

The Courtroom Services 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 (15) judges as well as the traffic arraignment courtrooms (1A and 1B). On a daily basis, CSG Deputy Clerks docket subpoenas and motions, process unpaid fines and costs, enter sentencing information, issue/recall warrants, process continuances, enter limited driving privileges, add Temporary Protection Orders, and update bond information along with all other entries in CourtView. Additionally, CSG Deputy Clerks are responsible for routing files to the Assignment Office, Probation Department, Accounting/Finance Department, Expungement Department, Prosecutor's Office, Collections Department and to the Vehicle Immobilization Coordinator. They also time stamp, docket, and route Statement of Violations filed by the Probation Department. In addition, CSG Deputy Clerks run and process case management reports.

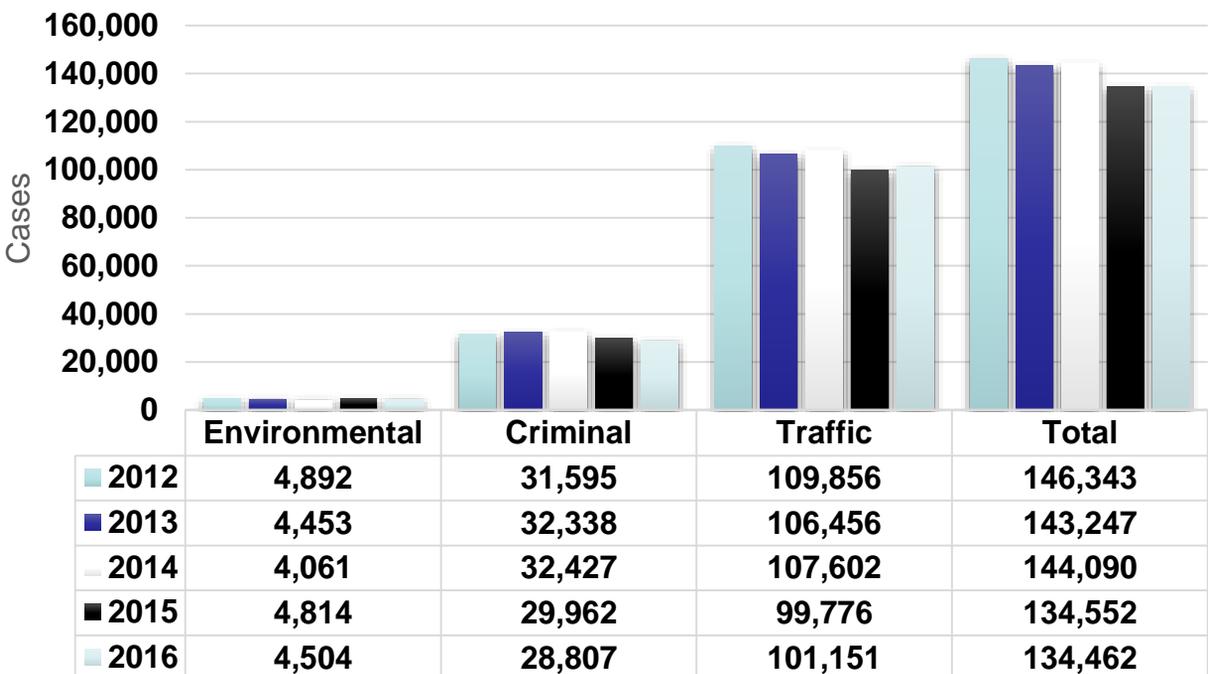
Each CSG member acts as a liaison between Court personnel and the Clerk's Office. After court, CSG Deputy Clerks provide assistance to other divisions of the Clerks' Office. In 2016, the Courtroom Service Group accomplished the following:

- Implemented a new process for imaging all Statement of Violations filed by the Probation Department.
- Continued assisting in the breakdown of files for the imaging process.
- Incorporated several new docket codes to coincide with new forms and/or processes.
- Collaborated with FCSO during home OSU football games to provide Clerk's Office representation.

## Accomplishments for Courtroom Services Group in 2016 continued .....

- Provided assistance to Criminal/Traffic and the Traffic Violations Bureau when needed.
- Provided training and observation opportunities in the arraignment courtrooms for new hires.
- Adjusted to changes in the courtrooms regarding newly elected judges and their bailiffs.
- Cross-trained other employees in the Specialty Docket Programs.
- Represented the Clerk's Office at the Franklin County Fair, Columbus Zoo and Aquarium.
- Continued to scan all sentencing entries out of court.
- Continued to update old dismissals from the Prosecutor's Office.
- Attended various training classes.

### Environmental/Criminal/Traffic Case Filed



## Expungements & Sealing of Cases in 2016

<b>Number of Applications Received For Expungement Proceedings</b>	<b>3,592</b>
<b>Number of Cases That Were Ordered Expunged By The Court</b>	<b>2,950</b>
<b>Number of Applicatons Denied For Expungement</b>	<b>448</b>
<b>Number of Expungement Applications Withdrawn</b>	<b>194</b>
<b>Number of Cases Expunged By Order Of The Common Pleas Court</b>	<b>146</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 2016

Type A-Felony	11
Type B-Criminal	3,353
Type C-OVI	14
Type D-All Other	1,126
<b>Total</b>	<b>4,504</b>

<b>ENVIRONMENTAL CHARGES FILED IN 2016</b>	<b>CITY OF COLUMBUS ORDINANCE</b>	<b>OHIO REVISED CODE</b>	<b>OTHER MUNICIPAL ORDINANCES</b>
<b>DOG VIOLATIONS</b>			
<b>DOG REGISTRATION</b>		2,199	
<b>DOG CONFINEMENT</b>		843	
<b>CONFINED VICIOUS DOG</b>		479	1
<b>VICIOUS DOG INSURANCE</b>			
<b>RABIES QUARANTINE</b>		2	1
<b>ABANDONING OR CRUELTY TO ANIMALS</b>	5	116	3
<b>DISPLAY DOG TAG</b>		105	
<b>DOG RUNNING AT LARGE</b>	3		4
<b>PROHIBITIONS CONCERNING ANIMALS</b>		1236	
<b>TOTAL</b>	<b>8</b>	<b>4980</b>	<b>9</b>
<b>CODE VIOLATIONS/PERMITS</b>			
<b>BUILDING CODE</b>	3		21
<b>ZONING CODE</b>	20		2
<b>NUISANCE ABATEMENT CODE</b>	13		8
<b>FIRE CODE</b>	5		2
<b>HEALTH CODE</b>	99		2
<b>TOTAL</b>	<b>140</b>	<b>0</b>	<b>35</b>

<b>NATURAL RESOURCES / WILDLIFE</b>				
<b>WILDLIFE VIOLATION</b>		24	1	
<b>LITTERING</b>	93	94	1	
<b>NO HUNTING LICENSE</b>		4		
<b>NO FISHING LICENSE</b>		36		
<b>UNLAWFUL SPITTING</b>	1			
<b>DISTURBING THE QUIET</b>		2		
<b>POLLUTING WATERS/AIR POLLUTION</b>		6		
<b>PARK RESTRICTIONS</b>		14		
<b>TOTAL</b>	<b>94</b>	<b>180</b>	<b>2</b>	
<b>FAILURE TO HAVE LICENSE</b>				
<b>NO MASSAGE LICENSE</b>				
<b>NO PEDDLERS LICENSE</b>	5			
<b>TOTAL</b>	<b>5</b>	<b>0</b>	<b>0</b>	

<b>FIRE VIOLATIONS</b>			
ARSON		1	1
OPEN BURNING/DUMPING		3	
FIREWORKS			
<b>TOTAL</b>	<b>0</b>	<b>4</b>	<b>1</b>
<b>COMMERCIAL TRUCKING OFFENCES</b>			
LOAD DRIPPING/DROPPING	42	82	2
EXCEEDING MAXIMUM	3	888	
WIDTH/ HEIGHT/WEIGHT		7	
MAXIMUM WHEEL LOAD			
WHEEL PROTECTORS	5	61	
TRANSPORT HAZARD WASTE	744	6	
TOWING VIOLATIONS / RESTRICTIONS	1	2	
<b>TOTAL</b>	<b>795</b>	<b>1046</b>	<b>2</b>
<b>OTHER</b>			
LOUD SOUND	116	1	
GRAFFITI	6		
<b>TOTAL</b>	<b>122</b>	<b>1</b>	<b>0</b>

<b>CRIMINAL CHARGES FILED IN 2016</b>	<b>CITY OF COLUMBUS ORDINANCE</b>	<b>OHIO REVISED CODE</b>	<b>OTHER MUNICIPAL ORDINANCES</b>
<b>MURDER/ASSAULT</b>			
<b>AGGRAVATED MURDER</b>		2	
<b>MURDER</b>		74	
<b>INVOLUNTARY MANSLAUGHTER DURING FELONY</b>		5	
<b>VEHICULAR MANSLAUGHTER</b>		2	
<b>VEHICULAR HOMICIDE</b>		3	
<b>NEGLIGENT HOMICIDE</b>		2	
<b>AGGRAVATED VEHICLE ASSAULT</b>		5	
<b>FELONIOUS ASSAULT</b>		415	
<b>ASSAULT, NEGLIGENT ASSAULT, &amp; AGGRAVATED ASSAULT</b>	1467	3655	26
<b>MENACING AND AGGRAVATED MENACING</b>	187	1067	28
<b>MENACING BY STALKING</b>		9	
<b>FELONY AGGRAVATED MENACING</b>		3	
<b>FELONY MENACING BY STALKING</b>		6	
<b>TOTAL</b>	<b>1654</b>	<b>5248</b>	<b>54</b>
<b>KIDNAPPING &amp; ENTICEMENT</b>			
<b>KIDNAPPING</b>		89	
<b>ABDUCTION</b>		43	
<b>UNLAWFUL RESTRAINT</b>	14	28	1
<b>CHILD ENTICEMENT</b>		3	
<b>TOTAL</b>	<b>14</b>	<b>163</b>	<b>1</b>

<b>SEX OFFENCES</b>			
RAPE		70	
RAPE-UNDER 13 YEARS OLD		38	
UNLAWFUL SEXUAL CONDUCT WITH A MINOR		37	
GROSS SEXUAL IMPOSITION		12	
GROSS SEXUAL IMPOSITION-UNDER 13 YEARS OLD		37	
SEXUAL IMPOSITION	2	18	1
SEXUAL BATTERY		8	
FELONY IMPORTUNING		4	
IMPORTUNING		1	
VOYEURISM		6	
PUBLIC INDECENCY	44	63	4
SOLICITATION / PROCURING	1424	16	
COMPELL/PROMOTE PROSTITUTION		3	
PROSTITUTION	1	1	
LOITERING FOR PROSTITUTION / SOLICITING		179	1
PANDERING OBSCENITY		26	
PANDERING / DISSEMINATING / DISPLAYING HARMFUL MATTER TO JUV		76	
FAILURE TO REGISTER AS SEX OFFENDER		30	
FAILURE TO CHANGE OR RE-VERIFY ADDRESS AS SEX OFFENDER		112	
<b>TOTAL</b>	<b>1471</b>	<b>737</b>	<b>6</b>

<b>ARSON, VANDALISM &amp; CRIMINAL MISCHIEF</b>			
FELONY ARSON		7	
AGGRAVATED ARSON		24	
VANDALISM		203	
CRIMINAL MISCHIEF	36	35	7
CRIMINAL DAMAGE & ENDANGERMENT	155	2	23
<b>TOTAL</b>	<b>191</b>	<b>271</b>	<b>30</b>
<b>DRUG ABUSE</b>			
TRAFFICKING IN DRUGS		152	
FELONY DRUG ABUSE		1,421	
MISDEMEANOR DRUG ABUSE	10	2,862	135
DRUG PARAPHERNALIA	2	1558	265
DECEPTION TO OBTAIN DANGEROUS DRUGS		58	
ILLEGAL PROCUREMENT OF DRUG DOCUMENTS		9	
MANUFACTURE OF DRUGS		20	
POSSESS/SELL FAKE DRUGS		373	
<b>TOTAL</b>	<b>12</b>	<b>6453</b>	<b>400</b>
<b>ROBBERY, BURGLARY &amp; TRESPASSING</b>			
AGGRAVATED ROBBERY		273	
ROBBERY		186	
AGGRAVATED BURGLARY		121	
BURGLARY		311	
BREAKING & ENTERING		129	
SAFECRACKING & TAMPERING WITH A COIN MACHINE	1	11	
CRIMINAL TRESPASSING	462	640	35
AGGRAVATED CRIMINAL TRESPASSING		13	
<b>TOTAL</b>	<b>463</b>	<b>1684</b>	<b>35</b>

<b>WEAPONS</b>			
CCW		239	3
IMPROPER HANDLING OF FIREARM		323	1
WEAPONS UNDER DISABILITY	1	324	
WEAPON USE WHILE INTOXICATED		24	
DISCHARGING WEAPONS	24	54	2
FAIL TO INFORM OFFICER (CCW / FIREARM)		27	
POSSESSION OF CRIMINAL TOOLS		181	9
POSSESSION/UNSECURED OF DANGEROUS ORDINANCE	2	3	
ATTEMPT/FELONY	1	27	
COMPLICITY	12	167	4
<b>TOTAL</b>	<b>40</b>	<b>1369</b>	<b>19</b>
<b>THEFT &amp; FRAUD</b>			
GRAND/ FELONY THEFT		41	
THEFT/PETTY THEFT	1109	4,718	500
FELONY THEFT BY DECEPTION	31		
THEFT BY DECEPTION		84	
EXTORTION		1	
UNAUTHORIZED USE OF MOTOR VEHICLES	1	38	8
FELONY UNAUTHORIZED USE OF MOTOR VEHICLES 48 HOURS		32	
UNAUTHORIZED USE OF PROPERTY		9	
FORGERY & UTTERING		528	1
PASSING BAD CHECKS		76	3
RSP	69	914	31
MISUSE OF CREDIT CARD MIS.		8	
MISUSE OF CREDIT CARD FELONY		2	
DEFRAUD, COUNTERFEIT & TAMPER WITH RECORDS		20	
CRIMINAL SIMULATION		8	2
TAKING IDENTITY OF ANOTHER		142	
TRAFFICKING IN FOOD STAMPS		4	
<b>TOTAL</b>	<b>1210</b>	<b>6625</b>	<b>545</b>

OFFENCES AGAINST PEACE OFFICERS			
DISORDERLY CONDUCT	709	408	35
RESISTING ARREST	205	227	13
FALSIFICATION/CERTAIN ACTS PROHIBITED	295	361	41
FAILURE TO COMPLY/ ELUDE	47		
MISCONDUCT AT EMERGENCY	11	7	
INDUCING PANIC	2	12	3
MAKING FALSE ALARMS	12	10	
IMPROPER USE OF 911	36	2	3
RIOT- ENTICING VIOLENCE	1	17	
OBSTRUCTING OFFICIAL BUSINESS	271	408	24
OBSTRUCTING OFFICIAL BUSINESS FELONY		5	
FALSE INFORMATION TO MISLEAD / FALSE REPORT / FALSE ALLEGATION	5	191	2
IMPERSONATING AN OFFICER		2	
ASSAULT ON POLICE OFFICER		54	
FLEEING AND ELUDING/FELONY		57	
FLEEING AND ELUDING		74	7
ESCAPE		52	
<b>TOTAL</b>	<b>1594</b>	<b>1887</b>	<b>128</b>
OFFENCES AGAINST FAMILY			
ENDANGERING CHILDREN		418	13
ENDANGERING CHILDREN /OVI		51	
INTERFERING WITH CUSTODY	1	16	2
DOMESTIC VIOLENCE (FELONY)		3	
DOMESTIC VIOLENCE		4,042	
FELONY VIOLATION TEMPORARY PROTECTION ORDER		11	
VIOLATION OF PROTECTION ORDER		835	
CONTRIBUTE, INFLUENCE WITH MINOR	3	14	7
<b>TOTAL</b>	<b>4</b>	<b>5390</b>	<b>22</b>

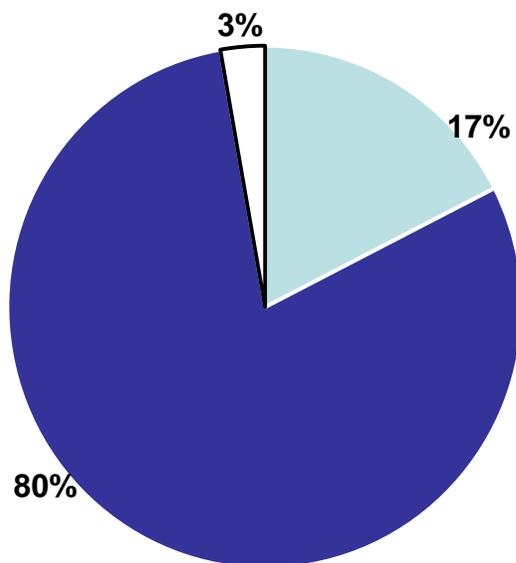
<b>OFFENCES AGAINST PUBLIC ADMINISTRATION</b>			
CONTEMPT OF COURT		3	
WITNESS INTIMIDATION / RETALIATION	1	19	
TAMPERING WITH EVIDENCE		110	
PUBLIC URINATION	71		
CONVEY ILLEGAL CONTRABAND TO JAIL		138	
DISRUPT PUBLIC SERVICES / MISCONDUCT	27	11	
WORKERS COMPENSATION VIOLATION		18	
ETHICS VIOLATIONS		1	
<b>TOTAL</b>	<b>99</b>	<b>300</b>	<b>0</b>
<b>ALCOHOL OFFENCES</b>			
PROHIBITED ALCOHOL UNDER 21 YEARS OLD/MINOR PURCHASE/POSSESSION	32	1245	18
OPEN CONTAINER	67	54	20
CONSUMPTION/OPEN CONTAINER IN PUBLIC PLACE	230	18	2
CONSUMPTION/OPEN CONTAINER IN MOTOR VEHICLE	179	43	6
KEEPER OF PLACE	5	22	
LIQUOR PROHIBITIONS		16	1
<b>TOTAL</b>	<b>513</b>	<b>1382</b>	<b>47</b>
<b>GAMBLING</b>			
GAMBLING/GAMING	1	20	
CASINO RELATED OFFENSES/LOTTERY VIOLATIONS		9	
<b>TOTAL</b>	<b>1</b>	<b>29</b>	<b>0</b>

MISC CRIMINAL VIOLATION			
FUGITIVE FROM JUSTICE		135	
HOLD FOREIGN JURISDICTION		405	
CIVIL CAPIAS		39	
ILLEGAL TOBACCO DISTRIBUTION		76	
TAX FORMS		6	
AGGRESSIVE PANHANDLING	24		
PEDESTRIAN OFFENSES	1		
EXPOSING OTHERS-CONTAGION		6	
TELEPHONE / TELECOMMUNICATIONS HARRASSMENT		72	9
MOTOR VEHICLE DEALER VIOLA.		14	
TOTAL	25	753	9
OVI & PHYSICAL CONTROL			
OVI (FELONY)		61	
TOTAL	0	61	0

## Summary of Cases

	City of Columbus Ordinance	Ohio Revised Code	Other Municipal Ordinance
Environmental	1,164	6,211	49
Criminal	7,291	32,352	1,296
Total	8,455	38,563	1,345

### Charges By Ordinance & Ohio Revised Code



■ City of Columbus Ordinance   
 ■ Ohio Revised Code  
 Other Municipal Ordinance

## **Traffic Violations Bureau**

**The Traffic Violations Bureau manages all tickets and complaints issued by twenty-one (21) Municipal Law Enforcement agencies and eight (8) Townships within Franklin County which includes: Columbus Division of Police, Ohio State Highway Patrol, Franklin County Sheriff, Ohio State University Police, and Port Columbus Police. Our office has jurisdiction in three (3) counties: Franklin, Delaware and Fairfield.**

**Within the Traffic Violations Bureau, is the Communications Department. 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 2016 accomplishments of The Traffic Violations Bureau and Communications Department include the following:**

- **Continued effective communication with Police Agencies, Prosecutors, Common Pleas Court, Juvenile Court, Mayor Court Clerks, and Courtroom Clerks to ensure quality work.**
- **Attended Internal/External Office Training Classes to gain additional knowledge of professionalism and customer service to successfully attain our mission statement.**
- **Assisted with the Breakdown of Civil and Criminal/Traffic files for imaging.**
- **Continued with the new hire training schedule for deputy clerks to ensure they have knowledge of their respective department and also other departments within the office.**
- **Cross-trained staff to ensure all daily responsibilities were met.**
- **Initiated 134,175 cases which includes traffic, criminal, and environmental.**
- **Mailed out 9,512 certified summonses which include traffic, criminal, and environment.**
- **Logged 105,370 pieces of Civil mail and Criminal/Traffic payments combined.**



## CITY OF COLUMBUS TRAFFIC CASES FILED IN 2016

ACDA	6,288	Driving Within Lanes	115
Appr Pub Safety Veh w/Lghts Dsplyd	44	Driving w/o Reinstatement Fee	1
Backing from Alley/Priv Dr/Bldg	45	Duties/Non-Working Signal	2
Backing on a Freeway	17	Emrg Veh-Fail to Slow Down	5
Backing Without Safety	368	Excessive Speed-Bridge	1
Bicycle Bell Required	2	Expired Tags	293
Bicycle Brake Required	5	Fail to Display License	7
Bicycle Lamps/Refl Req at Night	112	Fail to Register	10
Bicycle Ride on Right Side	10	Fail to Yield to Ped-Crosswtk/Sdewlk	66
Bicycle Ride on Sidewalk Proh	65	Fail/Comply w/Officer	4
Bicycle Operate w/o Safety	20	Failure to Comply	220
Bicycle Park on Sidewalk Restr	3	Failure to Control	3,034
Bicycle Signal Device	22	Failure to Display	22
Bike Yield Right of Way at Crossing	1	Failure to Display Headlights	247
Blue Light Prohibited	41	Failure to Display-Two Plates	271
Board/Alight in Motion Prohibited	1	Failure to Register	2
Brake Equip Required	9	Failure to Reinstate License	1,995
Bumper Requirements	4	Failure to Signal	1,821
Certain Acts Proh-False Display	4	Failure to Stop-Accident	627
Certain Acts Proh-Fict ID	39	Failure to Stop-School Bus	49
Certain Acts Proh-Lend ID	1	Failure to Yield-Funeral Procession	4
Change Course w/o Safety	382	False Info to Issuing Officer	21
Counterfeit Plates	6	Flashing Lights Prohibited	3
Cycle Helmet/Glasses	1	Flashing Red Signal	4
Dealer Sale of Veh w/Proh Tint	3	Flashing Red/Blue Lights Prohibited	7
Display False License	3	Flashing Traffic Signal	17
Drive Across Grade Crossing	1	Fleeing	32
Drive Between Veh-Funeral	2	Focus/Aim of Headlights	2
Drive MV in Bike Lane	4	Following Emergency Vehicle	4
Drive on Closed Highway	63	Following Too Closely	102
Drive on Curb/Sidewalk	59	FTY "T" Intersection	22
Drive Thru Safety Zone	1	FTY Private Drive	693
Driver Restriction Violation	1	FTY Public Safety Vehicle	91
Driving Left of Center Prohibited	52	FTY Right on Red	8
Driving on Right Side of Roadway	199	FTY Stop Sign-Bicycle	6
Driving Outside License Restrictions	47	Hazardous or No Passing Zone	108
Driving u/FRA Susp	2,669	Hit Skip-Pers/Propty	1
Driving u/FRA Susp Immob	3	Hit Skip-Pub Street	191
Driving u/OVI Susp	256	Improper Left Turn	130
Driving u/Susp	5,810	Improper Passing	85
Driving u/Susp-Rev	1	Improper Right Turn	1,148
Driving Unsafe Vehicle	97	Installation of Proh Window Tint	6



## CITY OF COLUMBUS TRAFFIC CASES FILED IN 2016

<b>Intersect w/Non-Working TCD</b>	<b>22</b>	<b>Passing on the Right</b>	<b>52</b>
Keep to Right/Rotary	1	Pedestrian Control Signal	11
Lane Control Signals	1	Pedestrian Crossing Prohibited	35
Let Unlicensed Driver Drive	2	Pedestrian Crossing w/o Safety	43
Lights Req on Slow/Stopped Veh	4	Pedestrian on the Roadway	211
Load Extension Limitations	2	Pedestrian Outside Bridge/Tunnel	1
Manner of Signal-Bicycle	2	Pedestrian Outside Crosswvk Yield	11
Marked Lanes	1,947	Pedestrian Solicit from Rdwy Proh	892
Maximum Number of Headlights	3	Pedestrian Soliciting Ride Proh	16
MC Ops/Exp Ops	1	Pedestrian to Face Traffic	4
Mirror-Unobstructed View	3	Pedestrian Under Influence Proh	45
Motor Vehicle/Cycle Noise	17	Pedestrian Use of Crosswalk Req	215
Muffler, Excessive Gas or Smoke	54	Pedestrian Use of Shoulder Req	47
No Motorcycle Endorsement	72	Pedestrian Use of Sidewalk Req	274
No Operators License	5,120	Pedestrian Vehicle Interference	1
No Operators Lic Exp < 6 Months	245	Pedestrian Yield Rt of Way to Veh	5
No Operators Lic-Valid Ops	55	Possess Extra Licenses	3
Non-Trans Material on Window Proh	7	Poster/Sign Window	1
Obscured Lights	3	Prohibited Number of Headlights	83
Obscured Windshield Proh	7	Prohibited Use Mobile Comm Dev	211
Obstruct Intersec/RR Xing	36	Prohibited Left of Center	25
Obstructed View-Driver	1	Prohibited Right Turn	32
Obstructed View-Passenger	1	Prohibited Start/Backing	15
One Way Bicycle	7	Prohibited Turn	572
One Way Highway/Rotary	401	Prohibition/Highway	12
Open Containers	2	Rear View Mirror/Clear View	11
Open Door in Traffic	18	Red Reflectrs Req on MV	6
Open Door w/o Safety	6	Reflectorized Mat on Window Proh	3
Operate MV/MC on Sidewalk	8	Registration Violation	18
Operate w/Foreign Plate	1	Repeat Offender Susp	43
Operate w/Foreign Tag	4	Req: Distr of Headlight Beams	47
Operate w/Tag Previous Owner	26	Resist Traffic Enf Official	8
Operating w/Outside Rider Proh	3	Riding Bicycle/MC Abreast	8
Operation w/Proh Window Tint	1,234	Riding Bicycle/MC Restr	10
Order of Officer-Pedestrian	28	Riding on Outside Prohibited	6
Park-Driveway	1	Right of Way-Intersections	48
Park-Failure to Register	1	Right of Way-Pedestrian	5
Parking Violation	1	Right of Way-Turn Left	1,679
Park-Obstruct St/Crosswalk	1	ROMV	214
Passing Left of Center	78	Rt of Way/Stop/Yield	64
Passing on Right-Cars in Opp Dir	5	Side Cowl,Fndr,Back-Up Lght Rest	2
Passing on the Left	13	Signal Terms/Lights	79



## CITY OF COLUMBUS TRAFFIC CASES FILED IN 2016

Signal Terms/Lights on Bicycle	2	
Signal-Stopping	2	
Skates,Coaster,Toy in Rdwy Proh	4	
Slow Mov Veh Dr on Rght Side	6	
Slow Speed	524	
Speed	15,890	
Speed-School Zone <35 MPH	2,052	
Speed-School Zone >35 MPH	235	
Speed-Unreasonable for Conditions	10	
Squealing Tires	63	
Stop-Sidewalk Area	116	
Stop Lights Required	104	
Stop Sign	2,006	
Street Racing	4	
Tag Violation	2,269	
Tail/License Plate Light Req	342	
Tampering w/Traffic Control Device	1	
Temp Permit Violation	476	
Temp Permit w/o Licensed Driver	20	
Temp Permit/MC Violation	13	
Temp Plate-Display	3	
Title/Violation	11	
Traffic Control Device	4,898	
Traffic Control Device-Pedestrian	112	
Transfer Reg	1	
Turn into Priv Driveway,Alley,Bldg	11	
Turn on Red	168	
Turn/Disregard Paint	3	
Turn/From One Way St	44	
Turn/Stop Signals	66	
Turning at Intersections	1,958	
Two Lights Required	221	
U Turn	676	
Unauthorized Signs and Signals	3	
Unnecessary Horn	28	
Use Fictitious Plates	68	
Use of Headphones	68	
Use Tags to Another Vehicle	379	
Valid Ops/Exp Ops	6	
Vehicle Stop/Grade Crossing	1	
Wrong Side-Divided Road	31	
Wrongful Entrustment	64	
Yield Sign	37	



## STATE OF OHIO TRAFFIC CHARGES FILED 2016

ACDA	1,572	Failure to Slow Down at RR Cross	2
Apply Registration	204	Failure to Stop-Accident	104
Appr Stationary Public Safety Veh	259	Failure to Transfer Registration	33
Bicycle Lamps/Reflect Req at Night	4	Failure to Yield Private Drive	153
BMV 12 Point Suspension	149	Failure to Yield to Pedestrian	3
Brake Equipment For Vehicles	10	Failure to Yield –Bicycle	1
Brake Lining/Material/Assemblies	1	Failure to Yield-Funeral Procession	2
Certain Acts Proh-False Display	1	False Info to Issuing Officer	45
Certain Acts Proh-Fict ID	2	False Statements	12
Child Restraint	625	Flashing Lights Proh	1
Consumption in MV	1	Flashing Traffic Control Signal	1
Display of Drivers License	58	Flee/Elude Officer-Fail to Comply	26
Display Placard Iss to Manf/Dlrs/Dist	6	Focus and Aim of Headlights	6
Drag Racing/Street Racing	4	Follow Emerg/Pub Safety Veh Proh	1
Drive on Curb/Walk	6	Following Too Closely	232
Drive u/Susp-FTP Child Sup/Crt Fine	768	FTY Public Safety Vehicle	38
Drive u/Susp-Viol of License Restr	3,763	Handicapped Parking	57
Drive/Turn in Front of Streetcars	2	Hit Skip-Pub Street	89
Driving in Marked Lanes	2,370	Horns/Sirens and Warning Devices	3
Driving Left of Center	272	Illegal Dealer Tag	1
Driving Left of Center-Suff Distance	43	Impaired Alertness-Comm Veh	2
Driving on Closed Roadway	37	Improper Bumper	2
Driving u/FRA Susp or Cancellation	2,695	Improper Passing	61
Driving w/Non Payment Judgement	48	Intersect w/Non Wrking Traff Cntrl	2
Driving u/OVI Suspension	286	Issuance of Regis/Lic Plates	10
Driving Unsafe Vehicle	119	Lights Obscured on Vehicle	1
Emergency Veh Proceed w/Caution	6	Lights Req on Slow Move Veh	1
Endorsement Violation	3	Malfunctioning Traff Cntrl Signal	1
Fail to Stop/Yield at Stop Sign	476	Maximum Number of Headlights	2
Fail to Stop-School Bus	16	MC Temp Permit Violation	6
Failure to Comply	14	MC Temp Permit w/o Helmet	5
Failure to Control	996	MC-Improp Sitting/Num Passengers	15
Failure to Display	14	Misuse on Non Commercial MV	5
Failure to Display Headlights	302	Muffler,Excessive Gas or Smoke	89
Failure to Display Two Plates	7	No MC Endorsement	53
Failure to Obey RR Stop Sign	6	Non Resident Violation Compact	1
Failure to Obey Traffic Cntrl Device	3	Non-Trans Mat on Window Proh	1
Failure to Register-Expired Tags	2,242	Obstructed View-Driver	2
Failure to Reinstate License	1,180	Obstructing Intersec/RR Crossing	19
Failure to Report Accident	1	Occupying Space on Freeway-Ped	12
Failure to Return License	1	One Way Highway/Rotary	48
Failure to Signal	987	Open Container	24



## STATE OF OHIO TRAFFIC CHARGES FILED 2016

Open Door in Traffic	4	Reg for Engine Noise/Veh Parking	95
Oper Allow Person to Ride Outside	1	Register w/in Thirty Days of Resid	3
Oper License Req-Snowmobile/MC	2	Registration of Veh/Engine Noise	1
Oper MV w/Prev Owner Plates	29	Req:Distr of Headlight Beams	135
Oper MV w/o Valid Lic Exp <6 Mths	77	Ride in Cargo Storage/Tailgate Area	1
Operate MV w/o Proof of Insurance	24	Right of Way Intersection	403
Operate MV w/o Valid License	5,971	Rules for Passing on the Left	18
Operate MV w/o Title	3	Rules for Passing on the Right	30
Operate w/Foreign Tag	4	Safety Glass	3
Operating MV Invalid License Plate	569	Safety Light on Comm Vehicle	4
Parking Near Curb	10	Seat Safety Belt/Anchorage Unit Req	1
Parking Wrong Direction	19	Seatbelt-Allow Passenger	114
Parking-Private Rules	23	Seatbelt-Operator	9,485
Passing in Marked Hazardous Zones	54	Seatbelt-Passenger	358
Passing on the Right-Opposite Dir	7	Side Cowl,Fender,Back Up Lght Rest	45
Paths Exclusively for Bicycles	1	Slow Moving Veh Dr on Right Side	4
Ped Sudden Crossing w/o Safety	1	Slow Speed	60
Pedestrian Control Signal	3	Speed	19,963
Pedestrian Crossing Prohibited	31	Speed Limit Private Rdwys/Drwys	1
Pedestrian on Bridge/RR Crossing	4	Speed-School Zone	22
Pedestrian on Right Half of Crosswlk	2	Speed-School Zone Over 20 MPH	106
Pedestrian Sidewalk Right of Way	1	Spotlight/Auxiliary Drive Lights	3
Pedestrian Under the Influence Proh	8	Starting and Backing Vehicle	88
Pedestrian Walking Along Highway	4	Stop After Accident-Injury	9
Pedestrian Walking in Roadway	30	Stop Lights Required	117
Pedestrian Yield Pub Safety Vehicle	1	Stop Signs Priv Road/Driveways	3
Permit Minor to Drive	5	Stop-Sidewalk Area	4
Permit Oper by Unlic Dr-Surrender	1	Surrender Foreign Drivers License	11
Permit Oper w/o Valid License	10	Susp of Lic Fail to Appear/Pay	75
Permit Oper-Snowmobile/MC	2	Susp Upon Drug Offense/OVI Conv	8
Proh Against Driving on Left Side	36	Tags Violation	1,950
Proh Against Park on Highway	35	Tail/License Plate Light Req	447
Proh Against Resist/Interfer-Officer	2	Tampering w/Traff Cntrl Device	3
Proh Bus Load/Unloading	1	Temp Permit Violation	194
Proh Number of Headlights	331	Temp Plate-Registrar	4
Proh Solicit by Ped-Employment Bus	167	Temporary Permit/MC Violation	9
Proh Solicit by Ped-Ride	71	Texting While Driving	75
Rear View Mirror/Clear View	13	Traffic Control Device	1,478
Reckless Operation	262	Traffic Control Device-Pedestrian	5
Reckless Operation-Off St/Highway	20	Traffic Device-Pedestrian	2
Red Light/Flag Req on Ext Load	3	Traffic Signal Light	330
Red Reflectors Req on MV	20	Traffic Signal-Red Light	341



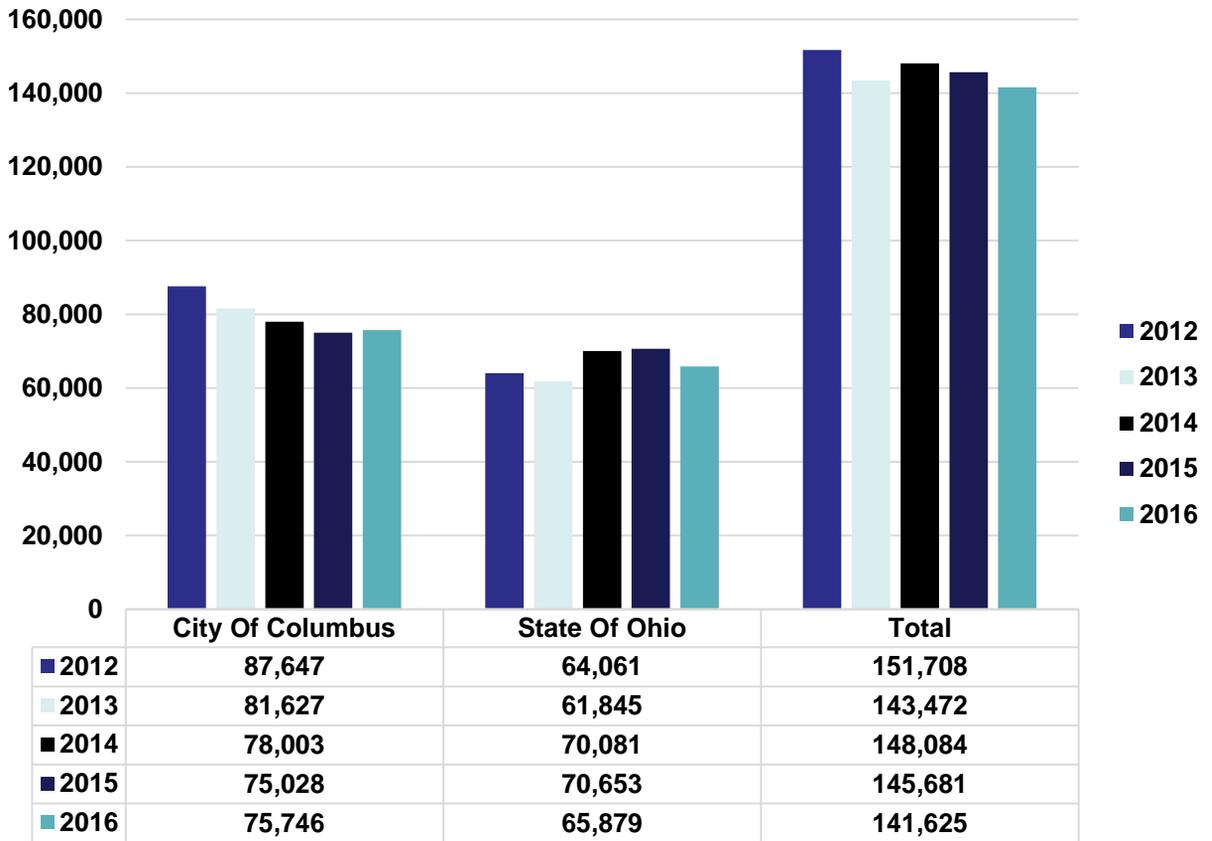
## STATE OF OHIO TRAFFIC CHARGES FILED 2016

Turning at Intersections	306		
Turning in Roadway	88		
Two Headlights Displayed	236		
Unattended Motor Vehicles	7		
Unauthorized Signs and Signals	1		
Use of Headphones	23		
Vehicle Equipped w/Turn Signals	8		
Vehicle Standing or Parking	298		
Window Tint Restrictions	131		
Windshield Required	31		
Windshield Wiper Required	2		
Wrong Side-Divided Road	59		
Wrongful Entrustment of MV	53		
Wrongful Entrustment-Not Valid	27		
Wrongful Entrustment-Susp	2		
Wrongful Entrustment-Viol 4509	1		
Wrongful Entrustment-Viol 4511.19	5		

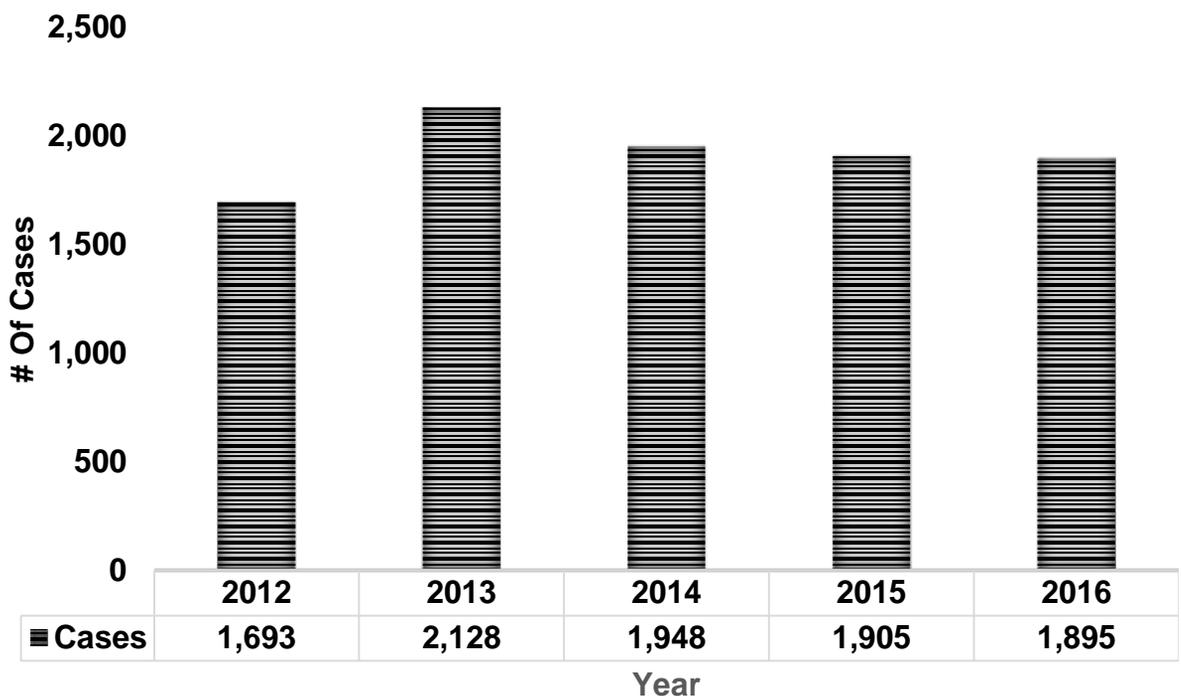
## MAYOR'S COURTS TRANSFERS 2016

<u>AGENCY</u>	<u>TOTAL</u>
BEXLEY	20
CANAL WINCHESTER	49
DUBLIN	91
GAHANNA	142
GRANDVIEW HEIGHTS	47
GROVE CITY	750
GROVEPORT	7
HILLIARD	182
MARBLE CLIFF	17
MINERVA PARK	16
NEW ALBANY	39
OBETZ	11
REYNOLDSBURG	86
UPPER ARLINGTON	70
VALLEYVIEW	8
WESTERVILLE	129
WHITEHALL	159
WORTHINGTON	46
<b>TOTAL CASES FILED:</b>	<b>1,869</b>

## Traffic Charges Filed



## Mayor's Court Transfers



## 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.

Total number of sign-ups in 2016: 2,625

Total cases on program that were paid in full in 2016: 1,053

### 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 2016: 303

### 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 2016: 24

### EPAY Online Payment Service

This is an online payment convenience that is offered by the Clerks Office for payments of payable citations, and also payment of fines and costs incurred once adjudicated.

Total cases paid in 2016 : 58,997

Amount collected in 2016: \$7,133,639.52

## **Accounting/Finance Division**

### **Restitution Program**

**This program was implemented February 1, 2015. It is under the authorization of the sentencing Judge and allows the defendant to make monthly payments for the set restitution amount. The Clerks office ensures the payments are then forwarded to the victim. No extra fees are charged for this process.**

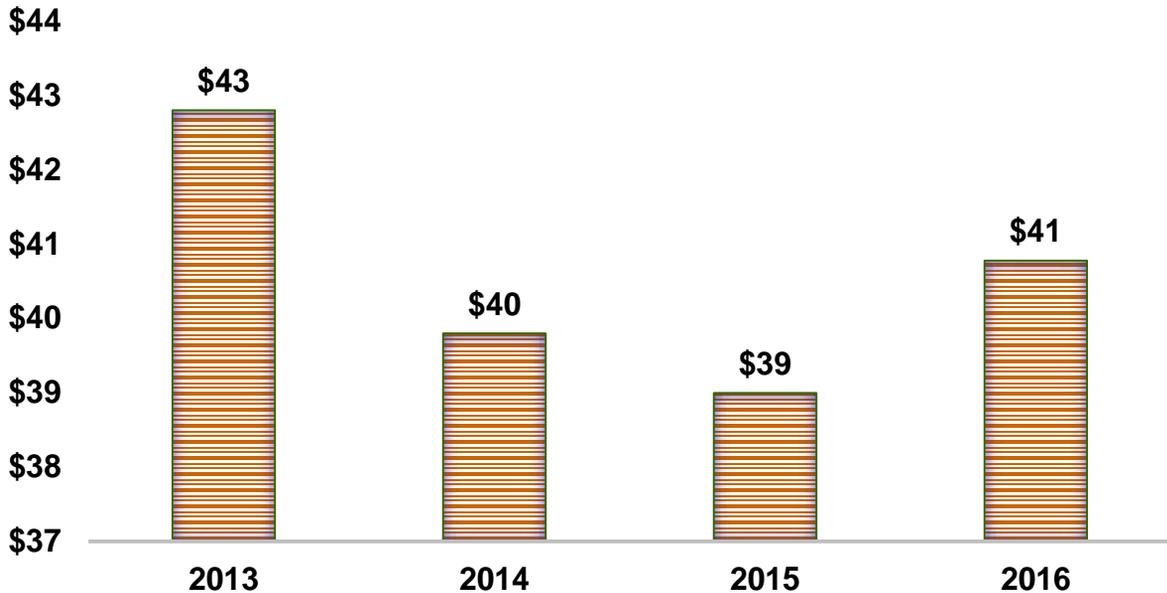
- **New payment sign-ups in 2016: 375**
- **Payments forwarded to victims in 2016: 1622 Totaling: \$209,174.65**
- **Cases with restitution paid in full in 2016: 267**

**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 2016 are as follows:**

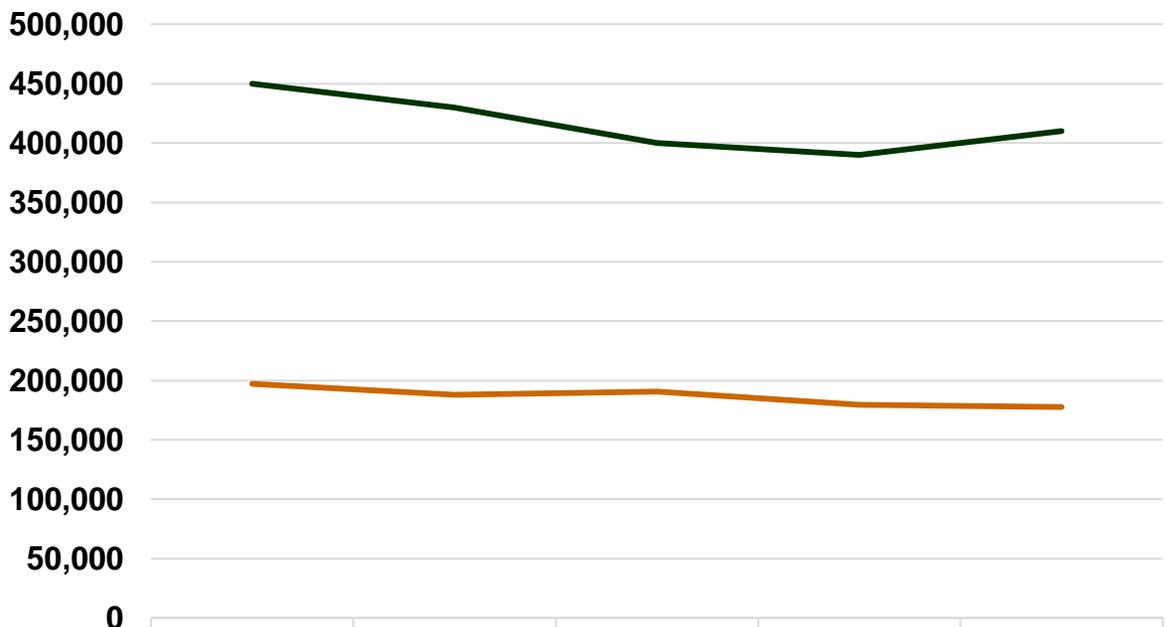
- **Implemented new credit card processing system.**
- **Added E-Check payment option to the online payment process.**
- **Collaborated with the Court to begin collection of the Probation Courtesy Fee.**
- **Created a process to implement the Address Confidentiality Program, per HB 359.**
- **Began accepting partial payments for Probation Fees.**
- **Expanded the Restitution training initiatives to include Controllers.**

## Funds Received (Millions)

Civil, Rent Escrow, Trusteeship, Criminal/Traffic



## Case Revenue Comparison



	2012	2013	2014	2015	2016
Cases	197,071	188,058	190,765	179,559	177,744
Revenue	\$450,000	\$430,000	\$400,000	\$390,000	\$410,000

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**2016 Franklin County Municipal Court  
Financial Statements**

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**Financial Statements**  
**Balance Sheet**  
**For the Year Ending December 31, 2016**

<b>Assets</b>	
Cash Civil	\$1,361,310.15
Cash Criminal/Traffic/Bail Fund	\$1,433,521.99
Cash Rent Escrow Fund	\$170,399.23
Cash Trusteeship Fund	\$12,265.29
<b>Total Assets</b>	<b>\$2,977,496.66</b>
<b>Liabilities</b>	
Due to Payee Civil Fund	\$1,361,310.15
Due to Payee Criminal/Traffic/Bail Fund	\$1,433,521.99
Due to Payee Rest Escrow Fund	\$170,399.23
Due to Payee Trusteeship Fund	\$12,265.29
<b>Total Liabilities</b>	<b>\$2,977,496.66</b>

**Statement of Receipts & Disbursements**  
**For the Year Ending December 31, 2016**

<b>Receipts</b>	
Receipts Civil Fund	\$19,724,281.29
Receipts Criminal/Traffic/Bail Fund	\$20,547,837.92
Receipts Rent Escrow Fund	\$390,741.91
Receipts Trusteeship Fund	\$125,984.95
<b>Total Receipts</b>	<b>\$40,788,846.07</b>
<b>Disbursements</b>	
Disbursements Civil Fund	\$19,376,639.77
Disbursements Criminal/Traffic/Bail Fund	\$20,725,690.26
Disbursements Rent Escrow Fund	\$350,764.63
Disbursements Trusteeship Fund	\$119,886.70
<b>Total Disbursements</b>	<b>\$40,572,981.36</b>

**Statement of Civil Fund Receipts  
For the Year Ending December 31, 2016**

<b>City of Columbus</b>	
Administrative 1% Legal Aid Fees	\$9,634.34
Assist Self Help for Indigent Person CV OCA 226005	\$39,351.97
Civil Contempt Fines	\$0.00
Civil Court Costs	\$4,521,683.14
Civil Environmental Fines	\$32,976.00
Civil Home Incarceration Program Fee	\$0.00
Civil Home Incarceration Equipment Cost	\$0.00
Civil Security Facilities Fees	\$398,487.03
Civil Specialty Docket Programs	\$118,535.00
Copier Debit Cards	\$3,959.95
Municipal Clerk Computer Fees	\$399,412.77
Municipal Court Computer Fees	\$119,823.00
Jury Deposit Payment	\$1,500.00
Return Check Fees	\$675.00
Small Claims Dispute Resolution Sub-Fund	\$13,995.00
<b>Total City of Columbus</b>	<b>\$5,660,033.20</b>
<b>State of Ohio</b>	
State Legal Aid Fees	\$953,719.43
<b>Daily Reporter</b>	
Publication Fees	\$349,826.11
<b>Other Entities</b>	
Civil Bond Deposits	\$11,450.00
Civil Deposits	\$6,629.98
Civil Judgement Deposits	\$12,677,540.51
Civil Jury Deposits	\$35,000.00
Civil Overpayment Deposits	\$26,442.17
Civil Sheriff Deposits	\$2,275.00
Civil Towing Deposits	\$0.00
Civil Witness Deposits	\$1,364.89
Environmental Appraisal	\$0.00
Environmental Injunctive	\$0.00
Environmental Mortgage	\$0.00
Environmental Sheriff	\$0.00
<b>Total Other Entities</b>	<b>\$12,760,702.55</b>
<b>Total Civil Fund Receipts</b>	<b>\$19,724,281.29</b>

**Statement of Criminal/Traffic Fund Receipts  
For the Year Ending December 31, 2016**

<b>City of Columbus</b>	
Appearance Bond Costs	\$113,443.75
Assist Self Help for Indigent Person TR OCA 226105	\$87,859.11
City Jury Fees	\$3,650.04
Collection Account 14450	\$224,645.00
Columbus City Code Fines	\$2,938,447.63
Columbus Health Department Fines	\$0.00
Court Costs	\$4,224,996.93
CR/TR Clerk Computerization Fund	\$911,988.75
CR/TR Collection Fee	\$231,962.52
CR/TR Court Computerization Fund	\$273,530.30
CR/TR Environmental Fines	\$97,153.00
CR/TR Probation Scram	\$0.00
CR/TR Probation Services	\$462,569.80
CR/TR Security Facilities Fee	\$900,577.60
CR/TR Specialty Docket Program	\$265,584.54
Criminal Diversion Fee	\$125.00
DUI Education Fund	\$25,242.60
ENV Probation Services	\$20,369.07
Home Incarceration Equipment Cost	\$8,785.00
Home Incarceration Program	\$6,865.00
Indigent DR ALC Fund DUS	\$0.00
Immobilizing/Disabling Devices Fine	\$66,527.68
Indigent Driver's Alcohol Treatment Fund DUI	\$171,637.93
Local Expungements City Share	\$5,420.00
Local Witness Fees	\$37,594.76
Ohio Highway Patrol Fines 14050	\$643,591.69
Prosecutor's Check Resolution Program	\$11,128.50
Returned Check Fees	\$1,415.00
<b>Total City of Columbus</b>	<b>\$11,735,111.20</b>
<b>State of Ohio</b>	
Bail Surcharge-Indigent Defense Support	\$184,819.38
Child Restraint Law State Share	\$10,799.00
Drug Law Enforcement Fund	\$269,596.47
Indigent Defense Support Fund	\$2,319,765.90
Indigent Driver's Alcohol Treatment Fund	\$58.50
Justice Program Services Fund	\$7,905.23
Local Expungements State Share	\$8,130.00
Ohio Highway Patrol Fines State Share	\$730,039.46
Public Defender-Indigent Defense Support Fund	\$4,417.90
State Expungements State Share	\$21,480.00
State Highway Safety Fund	\$221.00
State Liquor Fines State Share	\$31,653.50
State Seatbelt Fines	\$1,085.00
Trauma and EMT Fund	\$264,707.14
Victims of Crime	\$800,985.80



**Statement of Criminal Traffic Fund Receipts Continued  
For the Year Ending December 31, 2016**

<b>State of Ohio-BMV</b>	
BMV License Suspension/Reinstatement Fee	\$180.00
BMV Warrant Block Reinstatement Fee	\$180.00
<b>State of Ohio-DUI</b>	
Ohio Highway Patrol DUI Education Fund	\$8,238.00
<b>State of Ohio-ODNR</b>	
State Watercraft Fund	\$195.00
State Wildlife Fund	\$2,696.00
<b>Total State of Ohio</b>	<b>\$4,667,153.28</b>

**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	\$4,043.00	\$4,043.00
Capital Area Humane Society	\$0.00	\$0.00	\$145.00	\$145.00
Columbus Development Center	\$0.00	\$0.00	\$0.00	\$0.00
Columbus Regulation Division	\$0.00	\$0.00	\$0.00	\$0.00
Columbus State University	\$2,450.00	\$0.00	\$0.00	\$2,450.00
County Road & Bridge Fund	\$150,181.60	\$0.00	\$0.00	\$150,181.60
Department of Animal Control	\$0.00	\$0.00	\$90,682.50	\$90,682.50
Franklin County Development Center	\$0.00	\$0.00	\$5,332.00	\$5,332.00
Municipal Police	\$161,740.26	\$47,830.20	\$127,165.59	\$336,736.05
Ohio Dept of Agriculture	\$0.00	\$0.00	\$100.00	\$100.00
Ohio Department of Natural Resources	\$0.00	\$0.00	\$150.00	\$150.00
Ohio Department of Public Safety	\$0.00	\$0.00	\$8,284.00	\$8,284.00
Ohio Department of Taxation	\$0.00	\$0.00	\$3,925.00	\$3,925.00
Ohio Ethics Commission	\$0.00	\$0.00	\$200.00	\$200.00
Ohio Highway Patrol	\$161,421.14	\$154.00	\$655.80	\$162,230.94
Ohio State Agencies	\$0.00	\$0.00	\$400.00	\$400.00
Ohio State University	\$9,748.00	\$3,055.00	\$2,963.00	\$15,766.00
Otterbein College PD	\$0.00	\$300.00	\$0.00	\$300.00
Port Columbus Airport	\$19,513.50	\$3,167.00	\$500.00	\$23,180.50
	<b>\$505,054.50</b>	<b>\$54,506.20</b>	<b>\$244,545.89</b>	
Indigent Application Fee				\$96,081.28
Law Library Resources Fund				\$149,532.60
State Expungements-County Share				\$14,320.00
State Jury Fees				\$5,070.00
State Liquor Fines-County Share				\$31,653.50
State Witness Fees				\$16,766.22





**Statement Of Criminal/Traffic Fund Receipts Continued  
For the Year Ending December 31, 2016**

<u>Municipalities</u>	<u>DUI Education</u>	<u>Fines</u>	<u>Mayors Court</u>	
Bexley	\$375.00	\$3,655.00	\$0.00	\$4,030.00
Brice	\$0.00	\$255.00	\$792.00	\$1,047.00
Canal Winchester	\$275.00	\$3,122.00	\$260.00	\$3,657.00
Dublin	\$657.00	\$10,330.06	\$3,912.00	\$14,899.06
Gahanna	\$1,948.00	\$15,305.46	\$5,504.50	\$22,757.96
Grandview Heights	\$475.00	\$9,593.09	\$0.00	\$10,068.09
Grove City	\$472.00	\$11,803.18	\$1,837.00	\$14,112.18
Groveport	\$225.00	\$1,665.00	\$0.00	\$1,890.00
Harrisburg	\$0.00	\$0.00	\$0.00	\$0.00
Hilliard	\$275.00	\$18,907.90	\$5,383.00	\$24,565.90
Minerva Park	\$75.00	\$750.00	\$140.00	\$965.00
New Albany	\$425.00	\$4,877.97	\$1,753.00	\$7,055.97
Obetz	\$150.00	\$468.00	\$0.00	\$618.00
Reynoldsburg	\$983.00	\$3,417.00	\$325.00	\$4,725.00
Upper Arlington	\$75.00	\$24,431.50	\$1,539.00	\$26,045.50
Urbancrest	\$0.00	\$0.00	\$0.00	\$0.00
Valleyview	\$50.00	\$0.00	\$0.00	\$50.00
Westerville	\$825.00	\$20,141.50	\$2,724.00	\$23,690.50
Whitehall	\$500.00	\$3,466.12	\$882.00	\$4,848.12
Worthington	\$952.56	\$3,354.00	\$1,637.00	\$5,943.56
	<b>\$8,737.56</b>	<b>\$135,542.78</b>	<b>\$26,688.50</b>	
<b>Total Municipalities</b>				<b>\$170,968.84</b>
<u>Townships</u>	<u>DUI Education</u>	<u>Fines</u>		
Blendon	\$729.00	\$31,065.25		\$31,794.25
Clinton	\$100.00	\$23,379.25		\$23,479.25
Franklin	\$84.00	\$14,709.54		\$14,793.54
Hamilton	\$0.00	\$23,435.97		\$23,435.97
Madison	\$400.00	\$18,271.31		\$18,671.31
Mifflin	\$225.00	\$13,425.25		\$13,650.25
Norwich	\$0.00	\$2,287.50		\$2,287.50
Perry	\$482.00	\$42,597.00		\$43,079.00
Prairie	\$0.00	\$33,349.56		\$33,349.56
Sharon	\$75.00	\$18,116.50		\$18,191.50
Washington	\$0.00	\$3,682.00		\$3,682.00
	<b>\$2,095.00</b>	<b>\$224,319.13</b>		
<b>Total Townships</b>				<b>\$226,414.13</b>



**Statement Of Criminal/Traffic Fund Receipts Continued  
For the Year Ending December 31, 2016**

<b><u>Other Entities</u></b>	
<b><u>Central Ohio Crime Stoppers</u></b>	
CR/TR Crime Stoppers Fee	\$7,180.34
<b><u>Columbus Airport Authority</u></b>	
Port Columbus PD DUI Education Fund	\$594.00
<b><u>Columbus &amp; Franklin County Metro Parks</u></b>	
Metro Parks Police Fines	\$729.00
<b><u>Columbus Development Center</u></b>	
Col Develop Center DUI Education Fund	\$0.00
<b><u>Franklin County Sheriff</u></b>	
Sheriff DUI Education Fund	\$5,021.00
DUI Offender Housing Fund	\$103,603.60
<b><u>Ohio Department of Public Safety</u></b>	
ODPS Drug Law Enforcement Fund	\$224.00
<b><u>The Ohio State Board of Pharmacy</u></b>	
State Drug/Pharmacy Fund	\$52,657.40
<b><u>The Ohio State University</u></b>	
Ohio State University DUI Education Fund	\$275.00
<b><u>Overpayments</u></b>	
Criminal/Traffic Overpayment Deposits	\$23,020.90
Criminal/Traffic Applied Overpayment Deposits	(\$64.00)
<b><u>Time Payments</u></b>	
Time Payment Receipts	\$655,743.22
Applied Time Payments	(\$653,824.22)
<b><u>Restitution</u></b>	
Restitution Deposit Receipts	\$209,774.39
Applied Distributions	(\$209,158.39)
Restitution Receipts	\$209,158.39
<b>Total Other Entities</b>	<b>\$404,934.63</b>



**Statement of Bail Fund Receipts  
For the Year Ending December 31, 2016**

<b>Appearance Bonds</b>	
Appearance Bond Receipts	\$1,038,276.45
Applied Appearance Bonds	(\$185,117.39)
	<b>\$853,159.06</b>
<b>Bond Costs</b>	
Bond Cost Receipts	\$115,364.05
Applied Bond Costs	(\$112,633.75)
	<b>\$2,730.30</b>
<b>Bond Surcharge</b>	
Bond Surcharge Receipts	\$295,850.00
Applied Bond Surcharge	(\$185,175.00)
	<b>\$110,675.00</b>
<b>Cash Bonds</b>	
Cash Bond Receipts	\$523,906.34
Applied Cash Bonds	(\$57,709.21)
	<b>\$466,197.13</b>
<b>Moving Violations</b>	
Moving Violation Receipts	\$51,420.00
Applied Moving Violations	(\$40,890.00)
	<b>\$10,530.00</b>
<b>Non-Moving Violations</b>	
Non-Moving Violation Receipts	\$1,350.00
Applied Non-Moving Violations	(\$640.00)
	<b>\$710.00</b>
<b>Public Defender</b>	
Public Defender Receipts	\$252,846.00
Applied Public Defender	(\$145,747.00)
	<b>\$107,099.00</b>
<b>Victims-Of-Crime</b>	
Victims-Of-Crime Receipts	\$143,400.00
Applied Victims-Of-Crime	(\$65,954.00)
	<b>\$77,446.00</b>
<b>Total Bail Fund Receipts</b>	<b>\$1,628,546.49</b>
<b>Total Receipts Crim/Traf/Bail</b>	<b>\$20,547,837.92</b>



**Statement of Rent Escrow Fund Receipts  
For the Year Ending December 31, 2016**

Court Costs	\$4,024.93
Deposits	\$386,721.93
Overpayment Deposits	(\$4.95)
<b>Total</b>	<b>\$390,741.91</b>

**Statement of Trusteeship Fund Receipts  
For the Year Ending December 31, 2016**

Court Costs	\$1,435.13
Deposits	\$123,938.40
Applied Deposits	(\$117,792.49)
Disbursement	\$117,792.49
Overpayment Deposits	\$611.42
Applied Overpayment Deposits	\$0.00
<b>Total</b>	<b>\$125,984.95</b>



**Statement of Disbursements Treasurer City Of Columbus  
For the Year Ending December 31, 2016**

<b>Civil Fund</b>	
Administrative 1% Legal Aid Fees	\$9,564.57
Assist Self Help for Indigent Person CV OCA 226005	\$39,061.97
Civil Contempt Fines	\$0.00
Civil Court Costs	\$4,503,551.10
Civil Environmental Fines	\$27,976.00
Civil Home Incarceration Program Fee	\$0.00
Civil Home Incarceration Equipment Cost	\$0.00
Civil Security Facilities Fees	\$395,572.51
Civil Specialty Docket Programs	\$117,661.74
Copier Debit Cards	\$4,003.95
Municipal Clerk Computer Fees	\$396,502.49
Municipal Court Computer Fees	\$118,953.00
Jury Deposit Patmeny	\$1,500.00
Return Check Fees	\$700.00
Small Claims Dispute Resolution Sub-Fund	\$13,995.00
<b>Total Civil Fund</b>	<b>\$5,629,042.33</b>
<b>Criminal/Traffic Fund</b>	
Appearance Bond Costs	\$111,852.75
Assist Self Help for Indigent Person TR OCA 226105	\$88,713.66
City Jury Fees	\$3,650.04
Collection Account 14450	\$226,804.00
Columbus City Code Fines	\$2,965,653.05
Columbus Health Department	\$0.00
Court Costs	\$4,261,199.34
CR/TR Clerk Computerization Fund	\$921,233.25
CR/TR Collection Fee	\$234,024.62
CR/TR Court Computerization Fund	\$276,294.30
CR/TR Environmental Fines	\$98,586.00
CR/TR Probation Scram	\$0.00
CR/TR Probation Services	\$464,423.22
CR/TR Security Facilities Fee	\$909,377.60
CR/TR Specialty Docket Program	\$268,193.04
Criminal Diversion Fee	\$125.00
DUI Education Fund	\$25,333.55
ENV Probation Services	\$20,496.07
Home Incarceration Equipment Cost	\$8,870.00
Home Incarceration Program	\$6,865.00
Immobilizing/Disabling Devices Fine	\$67,382.78
Indigent Driver's Alcohol Treatment Fund	\$58.50
Indigent DR ALC Fund DUS	\$0.00
Indigent Driver's Alcohol Treatment Fund DUI	\$172,955.51
Local Expungements City Share	\$5,360.00
Local Witness Fees	\$37,271.83
Ohio Highway Patrol Fines 14050	\$653,461.29
Prosecutor's Check Resolution Program	\$11,115.00
Returned Check Fees	\$1,365.00
<b>Total Criminal Traffic Fund</b>	<b>\$11,840,664.40</b>
<b>Rent Escrow Fund</b>	
Court Costs	\$3,896.88
<b>Trusteeship Fund</b>	
Court Costs	\$1,441.13
<b>Disbursements Treasurer City Of Columbus</b>	<b>\$17,475,044.74</b>

**Statement Of Disbursements Treasurer State Of Ohio  
For the Year Ending December 31, 2016**

<b>Civil Fund</b>	
State Legal Aid Fees	\$946,765.83
<b>Criminal Traffic Fund</b>	
Bail Surcharge-Indigent Defense Support	\$184,019.38
Child Restraint Law State Share	\$10,784.00
Drug Law Enforcement Fund	\$272,301.57
Indigent Defense Support Fund	\$2,341,711.60
Justice Program Services Fund	\$7,984.73
Local Expungements State Share	\$8,040.00
Ohio Highway Patrol Fines State Share	\$741,172.01
Public Defender-Indigent Defense Support Fund	\$4,478.90
State Expungements State Share	\$21,690.00
State Liquor Fines State Share	\$33,100.00
State Highway Safety Fund	\$221.00
State Seatbelt Fines	\$1,085.00
Trauma and EMT Fund	\$269,206.09
Victims of Crime	\$808,310.60
<b>Total Criminal Traffic Fund</b>	<b>\$4,704,104.88</b>
<b>Total Treasurer State Of Ohio</b>	<b>\$5,650,870.71</b>

**Statement Of Disbursements Franklin County Treasurer  
For the Year Ending December 31, 2016**

<b>CriminalTraffic Fund</b>				
<b>Agency</b>	<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	\$4,262.00	\$4,262.00
Capitla Area Humane Society	\$0.00	\$0.00	\$145.00	\$145.00
Columbus Development Center	\$0.00	\$0.00	\$0.00	\$0.00
Columbus Regulations Division	\$0.00	\$0.00	\$0.00	\$0.00
Columbus State University	\$2,700.00	\$0.00	\$0.00	\$2,700.00
County Road & Bridge Fund	\$153,809.10	\$0.00	\$0.00	\$153,809.10
Department of Animal Control	\$0.00	\$0.00	\$89,092.50	\$89,092.50
Franklin County Development Center	\$0.00	\$0.00	\$5,358.00	\$5,358.00
Municipal Police	\$162,413.76	\$47,798.20	\$130,150.58	\$340,362.54
Ohio Department of Natural Resouces	\$0.00	\$0.00	\$150.00	\$150.00
Ohio Department of Public Safety	\$0.00	\$0.00	\$8,156.50	\$8,156.50
Ohio Department of Taxation	\$0.00	\$0.00	\$3,925.00	\$3,925.00
Ohio Ethics Commission	\$0.00	\$0.00	\$200.00	\$200.00
Ohio Highway Patrol	\$163,909.54	\$149.50	\$645.80	\$164,704.84
Ohio State Agencies	\$0.00	\$0.00	\$750.00	\$750.00
Ohio State University	\$10,122.00	\$2,890.00	\$2,353.00	\$15,365.00
Otterbein College PD	\$0.00	\$300.00	\$0.00	\$300.00
Port Columbus Airport	\$19,458.50	\$3,210.00	\$500.00	\$23,168.50
	<b>\$512,412.90</b>	<b>\$54,347.70</b>	<b>\$245,688.38</b>	
Indigent Application Fee				\$96,615.72
State Expungements-County Share				\$14,460.00
State Jury Fees				\$5,150.00
State Liquor Fines-County Share				\$33,100.00
State Witness Fees				\$17,147.19



**Statement Of Disbursements Franklin County Treasurer Continued  
For the Year Ending December 31, 2016**

<b>Townships County Share</b>	<b>State Traffic 4511 &amp; 4513</b>	<b>Other State Traffic Violations</b>	<b>Other State Violations</b>	
Blendon	\$26,121.25	\$4,672.50	\$799.50	\$31,593.25
Clinton	\$16,110.50	\$5,718.25	\$1,753.50	\$23,582.25
Franklin	\$10,311.00	\$3,551.50	\$532.54	\$14,395.04
Madison	\$14,098.75	\$3,496.69	\$675.50	\$18,270.94
Mifflin	\$9,526.25	\$3,946.50	\$210.00	\$13,682.75
Perry	\$28,932.00	\$14,138.50	\$400.00	\$43,470.50
Sharon	\$15,720.50	\$2,327.50	\$50.00	\$18,098.00
	<b>\$120,820.25</b>	<b>\$37,851.44</b>	<b>\$4,421.04</b>	
<b>Total Township County Share</b>				<b>\$163,092.73</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	\$35,868.00	\$520.00	\$2,600.00	\$38,988.00
Sheriff Brown	\$2,970.00	\$145.00	\$250.00	\$3,365.00
Sheriff Clinton	\$3,870.50	\$0.00	\$1,567.50	\$5,438.00
Sheriff Franklin	\$25,966.00	\$0.00	\$12,767.00	\$38,733.00
Sheriff Hamilton	\$302.50	\$23,962.97	\$0.00	\$24,265.47
Sheriff Jackson	\$49,668.00	\$4,157.00	\$794.28	\$54,619.28
Sheriff Jefferson	\$17,270.00	\$0.00	\$0.00	\$17,270.00
Sheriff Madison	\$22,335.00	\$0.00	\$3,745.00	\$26,080.00
Sheriff Mifflin	\$17,812.00	\$595.00	\$3,097.50	\$21,504.50
Sheriff Non-Township	\$48,315.50	\$60,505.50	\$7,266.00	\$116,087.00
Sheriff Norwich	\$1,795.00	\$392.50	\$100.00	\$2,287.50
Sheriff Perry	\$995.00	\$0.00	\$295.00	\$1,290.00
Sheriff Plain	\$8,828.00	\$645.00	\$0.00	\$9,473.00
Sheriff Pleasant	\$15,146.26	\$1,221.00	\$0.00	\$16,367.26
Sheriff Prairie	\$25,934.30	\$8,209.25	\$70.00	\$34,213.55
Sheriff Sharon	\$3,650.00	\$0.00	\$440.00	\$4,090.00
Sheriff Truro	\$16,227.00	\$6,404.50	\$0.00	\$22,631.50
Sheriff Washington	\$3,487.50	\$214.50	\$0.00	\$3,702.00
	<b>\$300,440.56</b>	<b>\$106,972.22</b>	<b>\$32,992.28</b>	
<b>Total Franklin County Sheriff</b>				<b>\$440,405.06</b>
<b>Total Franklin County Treasurer</b>				<b>\$1,582,419.68</b>

**Statement Of Disbursements Municipalities  
For the Year Ending December 31, 2016**

<b>Criminal Traffic Fund</b>	<b>DUI Education</b>	<b>Fines</b>	<b>Mayors Court</b>	
Bexley	\$375.00	\$3,725.00	\$0.00	\$4,100.00
Brice	\$0.00	\$255.00	\$792.00	\$1,047.00
Canal Winchester	\$250.00	\$3,122.00	\$260.00	\$3,632.00
Dublin	\$657.00	\$9,837.06	\$3,713.00	\$14,207.06
Gahanna	\$2,075.00	\$15,914.63	\$5,663.50	\$23,653.13
Grandview Heights	\$500.00	\$9,710.09	\$0.00	\$10,210.09
Grove City	\$472.00	\$11,771.18	\$1,859.00	\$14,102.18
Groveport	\$228.00	\$1,665.00	\$0.00	\$1,893.00
Hilliard	\$275.00	\$18,926.90	\$5,451.00	\$24,652.90
Minerva Park	\$75.00	\$750.00	\$120.00	\$945.00
New Albany	\$425.00	\$5,027.97	\$1,822.00	\$7,274.97
Obetz	\$150.00	\$468.00	\$0.00	\$618.00
Reynoldsburg	\$972.00	\$3,484.00	\$355.00	\$4,811.00
Upper Arlington	\$75.00	\$25,234.50	\$1,638.00	\$26,947.50
Valleyview	\$50.00	\$0.00	\$0.00	\$50.00
Westerville	\$850.00	\$20,625.50	\$2,903.37	\$24,378.87
Whitehall	\$525.00	\$3,394.12	\$882.00	\$4,801.12
Worthington	\$977.56	\$3,500.00	\$1,678.00	\$6,155.56
	<b>\$8,931.56</b>	<b>\$137,410.95</b>	<b>\$27,136.87</b>	
<b>Total Municipalities</b>				<b>\$173,479.38</b>

**Statement Of Disbursements Townships  
For the Year Ending December 31, 2016**

<b>Criminal Traffic Fund</b>	<b>DUI Education</b>	<b>Fines</b>	
Blendon	\$782.00	\$31,593.25	\$32,375.25
Clinton	\$100.00	\$23,582.25	\$23,682.25
Franklin	\$84.00	\$14,395.04	\$14,479.04
Hamilton	\$0.00	\$24,265.47	\$24,265.47
Madison	\$400.00	\$18,270.93	\$18,670.93
Mifflin	\$225.00	\$13,682.75	\$13,907.75
Norwich	\$0.00	\$2,287.50	\$2,287.50
Perry	\$507.00	\$43,470.50	\$43,977.50
Prairie	\$0.00	\$34,213.56	\$34,213.56
Sharon	\$75.00	\$18,098.00	\$18,173.00
Washington	\$0.00	\$3,702.00	\$3,702.00
	<u>\$2,173.00</u>	<u>\$227,561.25</u>	
<b>Total Townships</b>			<b>\$229,734.25</b>

**Statement Of Disbursements Other Entities  
For the Year Ending December 31, 2016**

<b>Civil Fund</b>		
<b>Daily Reporter</b>		
Publication Fees		\$347,274.24
<b>Other Entities</b>		
Civil Bond Deposits		\$22,581.07
Civil Deposits		\$4,888.34
Civil Judgement Deposits		\$12,357,328.88
Civil Jury Deposits		\$39,000.00
Civil Sheriff Deposits		\$2,629.39
Civil Towing Deposits		\$800.00
Civil Witness Deposits		\$590.78
Environmental Appraisal		\$0.00
Environmental Injunctive		\$0.00
Environmental Mortgage		\$0.00
Environmental Sheriff		\$11.00
<b>Criminal Traffic Fund</b>		
<b>Central Ohio Crime Stoppers</b>		
CR/TR Crime Stoppers Fee		\$7,212.61
<b>Columbus Airport Authority</b>		
Port Columbus PD DUI Education Fund		\$591.00
<b>Columbus &amp; Franklin County Metro Parks</b>		
Metro Parks Police Fines		\$729.00
<b>Columbus Development Center</b>		
Col Develop Center DUI Education Fund		\$0.00
<b>Franklin County Sheriff</b>		
Sheriff DUI Education Fund		\$4,958.00
DUI Offender Housing Fund		\$104,211.00

**Statement Of Disbursements Other Entities Continued  
For the Year Ending December 31, 2016**

<b>Franklin County Law Library</b>	
Law Library Fund	\$153,160.10
<b>Ohio Department of Agriculture</b>	
Ohio Department of Agriculture	\$100.00
<b>Ohio Department of Public Safety</b>	
ODPS Drug Law Enforcement Fund	\$220.50
<b>The Ohio State Board of Pharmacy</b>	
State Drug/Pharmacy Fund	\$52,403.40
<b>The Ohio State University</b>	
Ohio State University DUI Education Fund	\$275.00
<b>State of Ohio-BMV</b>	
BMV License Suspension/Reinstatement Fee	\$180.00
BMV Warrant Block Reinstatement Fee	\$180.00
<b>State of Ohio-DUI</b>	
Ohio Highway Patrol DUI Education Fund	\$8,354.00
<b>State of Ohio-ODNR</b>	
State Watercraft Fund	\$195.00
State Wildlife Fund	\$2,696.00
<b>Rent Escrow Fund</b>	
Rent Deposit Payments	\$346,867.75
<b>Trusteeship Fund</b>	
Trust Deposit Payments	\$0.00
Trust Disbursements	\$117,834.15
<b>Restitution</b>	
Restitution Deposit Checks	\$207,928.65
<b>Total Other Entities</b>	<b>\$13,783,199.86</b>

**Statement Of Bail Fund Disbursements  
For the Year Ending December 31, 2016**

Appearance Bonds	\$877,598.44
Bond Costs	\$3,246.10
Bond Surcharge	\$115,500.00
Cash Bonds	\$429,152.38
Moving Violations	\$11,770.00
Non-Moving Violations	\$570.00
Public Defender	\$110,719.00
Victims-Of-Crime	\$78,331.00
<b>Total Bail Fund Disbursements</b>	<b>\$1,626,886.92</b>

**Statement Of Overpayment Refunds  
For the Year Ending December 31, 2016**

Civil Refunds	\$25,727.91
Criminal/Traffic Refunds	\$25,006.49
Rent Escrow Refunds	\$0.00
Trusteeship Refunds	\$611.42
<b>Total Overpayment Refunds</b>	<b>\$51,345.82</b>

**Statement Of Unclaimed Funds Disbursements City Of Columbus  
For the Year Ending December 31, 2016**

Civil Unclaimed Funds	\$33,739.65
Criminal/Traffic Unclaimed Funds	\$88,842.10
Rent Escrow Unclaimed Funds	\$1,339.99
Trusteeship Unclaimed Funds	\$0.00
<b>Total Unclaimed Funds</b>	<b>\$123,921.74</b>

## Notes to the Financial Statements

### Notes A - Summary of Significant Accounting Policies

#### Reporting Entity

The Franklin County Municipal Court (the court) was created and operates under the authority of Section 1901.01 of the Ohio Revised Code. Under the present law, the Court operates with 15 elected Judges and an elected Clerk of Court, each whom serves a six year term. The court has been granted jurisdictions for the entire area of Franklin County.

For financial reporting purposes, the Court is an agency fund group which consists of the agency fund of the five divisions of the Court: Criminal/Traffic, Bail, Civil, Trusteeship and Rent Escrow. The operating expenses of the Court are funded by the City of Columbus and Franklin County and are not; therefore, part of the reporting entity.

#### Basis of Accounting

The Court prepares its financial statements on the basis of cash receipts and disbursements. Under this method of accounting, revenues are recognized when received in cash rather than when earned and disbursements are recognized when paid rather than when incurred.

### Note B - Civil Fund Receipts

In addition to the Civil Fund total receipts and disbursements, cases are processed for the City of Columbus, State of Ohio and Franklin County agencies at not cost at the time of filing.

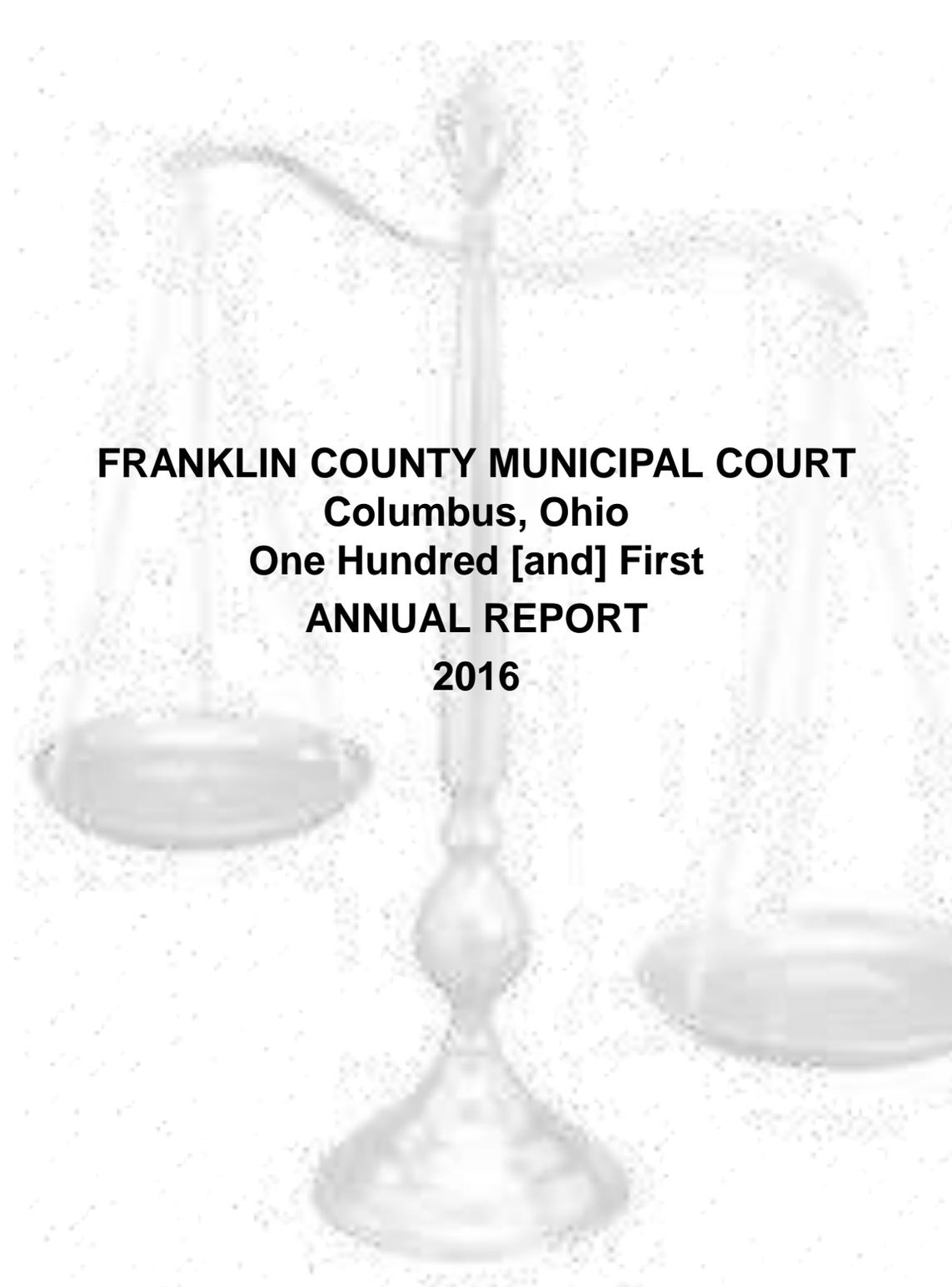
#### Additional Amount Breakdowns

See statements for summary totals of this information

### Note C - Statement of Disbursements to Municipalities

The DUI Education Fund fine amounts are included in the totals for each municipality and township.





**FRANKLIN COUNTY MUNICIPAL COURT  
Columbus, Ohio  
One Hundred [and] First  
ANNUAL REPORT  
2016**



**FRANKLIN COUNTY MUNICIPAL COURT**

375 South High Street  
Columbus, Ohio 43215-4520

Chambers of  
**Judge Michael T. Brandt**  
Administrative & Presiding Judge  
Telephone: 614/645-8296

April 26, 2017

Franklin County Municipal Court Clerk  
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 2016 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.

The increasing complexity of the laws, and the desire to meet the needs of every citizen who appears in this Court all present substantial challenges to our judges and staff. As you will see from the details in the report that follows, our judges and staff remain fully committed to meeting the needs of our citizens and our community. As the largest and busiest municipal court in Ohio, we continually strive to improve our services and fulfill our obligation to fairly interpret the laws of Ohio.

Please feel free to contact me or Court Administrator Emily Shaw at (614) 645-8214 if you have any questions or would like any additional information.

Yours truly,

*/s/ Michael T. Brandt*  
Michael T. Brandt  
Administrative and Presiding Judge

Enclosure

# THE FRANKLIN COUNTY MUNICIPAL COURT

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



## 2016 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 2016 were Judge Michael T. Brandt who served as Administrative and Presiding Judge, and Judges James Green, H. William Pollitt, Jr., Ted Barrows, Paul M. Herbert, Amy Salerno, Andrea C. Peeples, David B. Tyack, Mark A. Hummer, James P. O'Grady, Cindi Morehart, Cynthia L. Ebner, Eileen Paley, Jodi Thomas and Environmental Court Judge Daniel Hawkins.

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.

## ASSIGNMENT OFFICE

R.C. 1901.33(A), provides the Judges of this Court to appoint an Assignment Commissioner, Deputy Assignment Commissioners and other Court aides. This Court's Assignment Office consists of an Assignment Commissioner, an Assignment Supervisor, and six Case Coordinators, one Unassigned Case Coordinator and four full time and one part time Assignment Clerks. The Assignment Office (Assignment) is responsible for the case management for all cases assigned to the 15 Judges of the General and Environmental Divisions of the Court from the time of case assignment until the time of case termination.

Per R.C. 1901.33(A), the Assignment Commissioner is responsible for assigning cases for trial. Assignment also schedules and monitors probation hearing requests as well as the sealing of record requests. The Assignment Commissioner manages all cases heard visiting judges from the time of their appointment through the termination of the cases, and any subsequent probation hearings. The Assignment Commissioner is responsible for the judicial assignment of criminal, traffic, and civil cases.

The Rules of Superintendence for Municipal Courts, promulgated by the Supreme Court of Ohio, require that cases be assigned to judges in a random manner. Random assignment occurs at the time a defendant enters a "not guilty" plea in criminal and traffic cases, and upon the filing of a motion or an answer in civil cases (see Local Rule 1). The Court also employs a single assignment system (see Local Rule 8). 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 charge(s) will be assigned to the Judge who presided over the previous case.

Once a case is assigned to a Judge, Assignment is responsible for management of the case as it proceeds through the Court system which includes the pleadings and other information for criminal and traffic cases. Assignment reviews and will record the pleadings, motions, and entries for each assigned civil case and assists in the monitoring of the Judges' motion lists. In 2016, Assignment processed the following new and reactivated cases:

2,093	Civil cases,
761	Environmental civil cases,
20,171	Criminal cases,
26,944	Traffic cases,
1,747	Environmental criminal and traffic cases,
2,837	Sealing of record and/or expungement cases

Assignment also scheduled approximately 113,500 hearings and mailed approximately 1,021,000 notices of hearings.

Assignment is responsible for completing the monthly judges' report for the Ohio Supreme Court. Currently the General Division has a yearly clearance rate of 102% which is an improvement from the 2015 clearance rate of 99%. The Environmental Division yearly clearance rate for 2016 was 104%, which is an 11% increase over 2015 rate of 93%.

The Court currently has 4 of its 14 General Division Judges who preside over specialized dockets in addition to the Environmental Division Judge. The specialized dockets are made up of the Changing Actions to Change Habits Docket (CATCH), Military and Veterans Services Docket (MAVS), Alcohol and Drug Addiction Programs (ADAP 101 and 201), Opiate Extension Program (OEP), and the Mental Health Program Docket (MHPD). All judicial proceedings for these dockets are processed and monitored through Assignment.

### **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 support services, court security, interpreter services, vehicle immobilization, and volunteer services. The Court Administrator is the chief non-judicial officer.

The Court's General Fund Operating budget for 2016 was \$17,412,702 with an additional \$1,365,169 Secure Facilities Fund budget and \$570,396 Computer Fund budget.

#### **Breakdown of General Fund Operating Budget 2016**

<b>Personal services</b>	<b>\$15,976,898</b>
<b>Materials and supplies</b>	35,375
<b>Services</b>	1,060,429
<b>Other expenditures</b>	340,000
<b>Total General Fund Expenditures</b>	<b>\$17,412,702</b>

## **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. In 2016 there were 12 full-time Court Reporters and 2 part-time Court Reporters and they produced 153 requested transcripts.

## **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 20 Security Officers on the first shift, plus a control room operator on each of the second and third shifts. In addition, the Court contracts with a private security company that provides evening, weekend, and holiday coverage. During 2016 approximately 951,635 visitors to the Court were screened at the Court's entry points by Security Officers.

## **COURT SUPPORT SERVICES**

The Court Support Services 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.

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) and driving under certain court or BMV related suspensions. Immobilization or forfeiture of vehicles involved in suspension cases related to the Financial Responsibility Act or wrongful entrustment of a vehicle are at the Court's discretion.

This unit also acts as a liaison and are responsible for the communications to and from the courts, law enforcement and defendants to ensure compliance with the court's orders involving the defendant's vehicle.

## **ENVIRONMENTAL COURT**

In the Environmental Division, Judge Daniel R. Hawkins has successfully integrated a series of unique sentencing strategies and programs into the judicial approach to code enforcement activities that combat vacant and abandoned properties in Franklin County. Absentee landlords and slumlords are ordered to bring their properties into compliance under the supervision of the Court's Chief Environmental Specialist or face penalties ranging from daily fines, jail, or even being sentenced to live in one of their dilapidated units.

Judge Hawkins is also developing new approaches to deal with the ever-growing problem of chronic hoarding. In 2014, the Court launched a pilot program designed to not only address the health and safety code violations present in the homes of hoarders, but also the mental health issues surrounding the individual's obsessive hoarding tendencies. The program – a first of its kind in the United States – has drawn national interest and continues to be updated and restructured as necessary with the hopes of ultimately creating a blueprint that can be adopted in other jurisdictions. In 2017, the Court anticipates the release of an independent, year-long study of the program to assess its effectiveness and suggestions for improvement.

In June, 2015, the Environmental Division introduced the Community Cleanup Crew – a community service initiative that serves as a sentencing alternative that not only holds individuals accountable for their actions but provides them an opportunity to make our communities a better place to work and live. Whether it's cleaning up along our roadways, working side-by-side with neighborhood volunteers at a community garden, or clearing a senior citizen's driveway of snow, those who complete their court-ordered community service will contribute something that is both beneficial and constructive – and they will have paid their debt to society using their own time and talent.

In 2016, the Community Cleanup Crew had 133 individuals complete a combined 5,163 hours of work in the communities of Franklin County. Moving forward, the Environmental Division looks to expand the program to offer its services to more community partners: area commissions, block watch groups and neighborhood pride organizations would have the opportunity to have regularly-scheduled clean-ups in their respective areas. Additionally, services such as mowing the lawns of city-owned vacant properties and graffiti clean-up will help assist the City in its efforts to provide clean, safe neighborhoods for our residents.

Finally, the Environmental Division will continue its education and outreach programs throughout Franklin County. Over the past two years, Judge Hawkins and the Environmental Court staff appeared and presented information at over 60 different community events, reaching thousands of citizens. The Environmental Court also launched its new website – [www.EnvironmentalCourt.us](http://www.EnvironmentalCourt.us) – to provide helpful information to the public and serve as a resource to area agencies.

## **INTERPRETER SERVICES**

During 2016, the Court employed two full-time Spanish language interpreters and one full-time Somali language interpreter and contracted for one part-time Spanish and one part-time Somali language interpreters. Together they completed an estimated 6,095 requests for service (4,420 in Spanish and 1,675 in Somali). The Court has multiple contracts with outside vendors to provide foreign language and ASL interpreters. There were 1,309 requests for interpreters in 52 other languages, 1,152 requests were filled by onsite interpreters and 157 requests in languages of lesser diffusion like Zomi, Hakha Chin, Mandingo, Oromo, Kinyarwanda, Tamazight, and K'iche were covered through telephonic interpretation. The foreign languages for which interpreters were most requested were Spanish, Somali, Arabic, Nepali, French, Tigrinya, MayMay, Amharic, Mandarin and Hakha Chin. Additionally, the Court filled 135 requests for American Sign Language and Certified Deaf interpretation. The Interpreter Services department continues to offer a mentoring program and training opportunities for judiciary interpreters to better serve the court and all parties.

## **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* (a preliminary examination of prospective jurors to determine their qualifications and suitability to serve on a jury, in order to ensure the selection of fair and impartial jury) results and trial verdicts, and collects demographic data to ensure the jury venire (those summoned for jury service) is a true sampling of all cognizable groups in Franklin County's qualified population.

Jury service is limited to two weeks, except in those cases for 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 Franklin County Municipal Court provides vouchers for parking in two local garages and passes for Cota. The number of jurors summoned in 2016 was 3,739. The reporting percentage for 2016 was 94.67% (adjusted yield from expected) while the failure to appear rate was 2.62%, which is below national averages. Jurors are paid \$15.00 per day for each day they are in attendance.

## **LEGAL RESEARCH**

The Court employs a Legal Research Director who provides legal research, supervises the work of part-time law clerks, and serves as a part-time magistrate. The Director 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. The Legal Research Director also serves as a part-time Magistrate.

## **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 also refer specific cases to magistrates to take testimony, make legal rulings, and render decisions that are subject to final approval by the referring judge. Magistrates have the authority in misdemeanor cases to accept guilty and no contest pleas and to impose penalties. If the parties agree, magistrates 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 or any civil case tried without a jury.

## **DEPARTMENT OF PROBATION SERVICES**

The Department of Probation Services (DOPS) serves the Franklin County Municipal Court Judges under the immediate direction of the Court Administrator. The largest division of the Court, the staff of the DOPS's vision is *excellence in rehabilitation through evidence based practices* and its mission is to *promote community safety by reducing recidivism, changing offender behavior, and fostering accountability through effective use of evidence based practices*. The DOPS follows an evidence-based supervision construct and works with those under its supervision to gain compliance with court-ordered conditions and to collaboratively develop supervision goals that are aimed at addressing assessed risk factors. These assessment-driven, supervision conditions can include any combination of cognitive-behavioral based programming, behavioral health assessments, and educational programs, counseling for mental health or substance abuse issues, and random urinalysis.

The DOPS is proud to have highly trained and professional staff. In 2016, 16% of the probation officers held a Master's Degree, 10% of the probation officers held a license in Counseling, Social Work or Chemical Dependency, 14% of the probation officers are State Certified Trainers for the Supreme Court Judicial College and 45% of the probation officers are certified in one either Thinking for a Change, Equip or the Duluth Model of Batterer Intervention. The average number of training hours attended per probation officer was 75, with an average of 34 hours in Changing Offender Behavior. The total number of training hours attended by probation officers in 2016 was 4,955, of which, 2,080 were designated as Changing Offender Behavior hours.

During 2016, the Department supervised 11,485 total cases, including 7,040 new supervision placements. At year's end 16,583 cases remained assigned or on warrant status to the Probation Department.

During 2016, the Department, in collaboration the Court, sought consultation from the Carey Group to become an evidence-based organization. One of the goals of the consultation was to develop and implement a risk and need based supervision construct that embraces assessment-driven, case planning and interventions.

By year's end, the DOPS supervision construct was staffed by 40 supervision probation officers who reported to four probation officer supervisors. These evidence-based supervision responses included: Low, Low-Moderate, Moderate and Intensive Supervision; Domestic Violence Supervision; Sex Offender Supervision; Specialized Mental Health Supervision, Specialized Soliciting/Human Trafficking Supervision, Electronic Monitoring/Home Confinement, Work Release and supervision of the Court's specialized docket programs. The Court's specialized dockets include: Mental Health Program; Military and Veteran Service (MAVS); Changing Actions to Change Habits (CATCH); Alcohol and Drug Addiction Program (ADAP), and the Opiate Extension Program (OEP). Officers assigned to each of these supervision functions receive specialized training specifically related to the risk level and needs of population to oversee.

The DOPS also provides investigation services for the Court. The Investigation Unit is staffed by four probation officers and is overseen by one probation officer supervisor. In 2016, the Investigation Unit was assigned 69 presentence investigations and 3, 416 sealing of record investigations. The goal in 2017 for the Investigation Unit is to incorporate the DOPS assessment tools into its presentence investigation reports in order to provide the Court with the appropriate supervision placement, should the Court place the defendant on community control supervision.

In 2015, the DOPS received grant funding through the Ohio Department of Rehabilitation and Corrections, Bureau of Community Sanctions, to develop and implement a pretrial services program. The pretrial program is staffed by five bail investigation and pretrial supervision officers and supervised by one pretrial and probation supervisor. The goals of the Pretrial Services Program are to: prepare and provide the Court with Bail Investigation reports that include validated pretrial risk assessment information and release recommendations on eligible defendants who are in custody awaiting initial appearance, in order to provide Judges with the information they need to make informed bail decisions; reduce the overall length of stay for pretrial detainees; and to provide appropriate supervision and monitoring of defendants who are released by the Court on pretrial supervision to help ensure that they are engaging in their community-based release plan, making their Court appearances, and not engaging in new criminal activity.

During 2016, the Department sought and was awarded technical assistance through the National Institute of Corrections to review and provide recommendations to the DOPS and Court on its pretrial services program. The technical assistance is scheduled to occur during April 2017.

In January 2016, the Court was awarded a grant through the Ohio Department of Rehabilitation and Corrections, Bureau of Community Sanctions to hire a Training and Development Project Manager. The primary focus of this position is to support the Department's evidence-based transition. One of the training priorities during 2016, was the officers' use of skill building and cognitive-behavioral interventions. This position was responsible for developing booster sessions on interventions to improve fidelity in the implementation and application of evidence based practices and interventions. The goal for this position in 2017, is to provide training for, and support, the Department's probation officer supervisors in their continuous quality improvement efforts. Training for 2017 will entail additional changing offender behavior intervention training, Motivational Interviewing training and the development of the department's first Behavior Management System.

The DOPS support unit, which includes twelve support staff and one supervisor, provides essential support for the department's many operations. This staff provides both out-of-custody and in-custody intake services, reception services and department support services such as, scanning and imaging, running computerized criminal history reports, and file management. In 2016, to support the Department's evidence-based transition, the support unit was tasked with completing an initial risk screening on defendants at intake in order to appropriately triage and assign cases based on risk and need.

In 2016, the DOPS was awarded a victim services grant through the Attorney General's Officer to enhance and support its victim assistance, or Probation Assisted Victim Empowerment Division (PAVED), Program. With the support of this grant, the Department was able to increase the staffing of the PAVED Program from two Victim Assistants to three Victim Assistants and one Victim Assistant Supervisor. The PAVED Program staff have pursued and maintain credentials as registered advocates, providing critical support and guidance to victims of probation cases. The PAVED Program's close collaboration with the Domestic Violence Unit and City Prosecutor's Office Victim Advocate Program assists in the continuity of support for victims and assists staff in addressing the critical needs and issues involved with these cases.

The Department's Community Sanctions Unit (CSU), is comprised of three full time and one part time staff and one supervisor. In 2016, the CSU was assigned 2,127 new Provided No Convictions (PNC) cases and continued to monitor 3,686 PNC cases that were carried over from the previous year. The CSU monitors PNC cases for new criminal convictions. The CSU also schedules and monitors court-ordered community service and restitution collection. In 2016, 22,712 hours of community service were ordered, and 16,985 hours were successfully completed. Of the 576 new cases assigned to complete community service, 421 completed the assigned hours successfully. In 2016, a total of \$277,525 in restitution was ordered in 500 cases, and \$198,787 was collected and disbursed, with 250 victims fully paid. The remaining cases are still paying, revoked, or on order-in status.

In 2016, the CSU was tasked with assisting with the management and supervision of the Department's low risk (Team Supervision) response.

The DOPS has one Community Resource Specialist on staff. Prior to 2016, this position was titled Evaluation Specialist as the primary function was to assess potential referrals for community residential treatment to ensure they were clinically appropriate for subsidized services and to identify treatment needs and offer treatment recommendations. However, in 2016, the position title and job description were revised to better reflect the evolution of the position. Some of the additional responsibilities of this position include: managing the Court's Suzanne Hopper Act or Form 95 Process that identifies offenders with specific mental health diagnoses and convictions and provides notification to law enforcement (65 forms submitted in 2016); assisting with the Environmental Court's Hoarding Project; assisting with the Department's Vivitrol Program; overseeing the Department's Resource Committee; assisting in the development of the Department's Community Resources Evaluation and Development process; coordinating placements into the department's residential treatment programs (53 placements made to residential treatment); and continuing to conduct behavioral health and ORAS assessments (approximately 400 completed in 2016).

Because of the increased scope of responsibility for this position, in 2016, the Court allocated resources to allow for the creation of a part-time Special Programs Coordinator position that reports directly to the Community Resource Specialist and assists in the execution of these duties and the Department's data collection efforts.

The Department also boasts an electronic monitoring/home confinement (EMHC) program. The EMHC Program is a cost effective sentencing option that permits a defendant to reside in the community while simultaneously allowing for continuous electronic monitoring of a defendant's whereabouts. Judges may impose EMHC as a condition of pretrial or post-disposition supervision upon release or sentencing or as a response to non-compliance/probation violation. The EMHC Program allows defendants the ability to seek or maintain employment, participate in approved programming/treatment and attend to any critical medical needs or conditions. Officers assigned to the EMHC Unit are on call and respond to non-compliance and program violations 24 hours per day.

During Fiscal Year 2016 (FY 16) the EMHC Program Officers kept track of the location of 165 defendants as they served 10,157 days on community supervision. Of the 165 defendants, 122 of them successfully completed their EMHC condition (75.7%). Thirty-nine of the 165 were terminated unsuccessfully (23.6%) (4 of the 165 were still being monitored into FY 17). The 165 defendants placed on EMHC consisted of 129 men and 36 women. Ninety-three of the 129 men successfully completed (74.4%); (four of the 165 were still being monitored into FY 17). Twenty-nine of the 36 women successfully completed (80.5%). The defendants sentenced to an EMHC condition served an average of 62.6 days of monitoring. Of the 15 seated Judges here at the Franklin County Municipal Court (FCMC), 14 of them utilized the services of the

EMHC Program at some point during FY 16. Defendants placed on EMHC were placed on as both a condition of pre-trial release as well as post disposition sentencing. They were placed on for a variety of charges that included but was not limited to: OVI, Domestic Violence, Resisting Arrest, Theft, Menacing by Stalking, Violation of Protection Order, Possession of Drugs and Soliciting.

During FY 16, over \$15,500 in program fees, restitution, fines, costs, and child support was collected from defendants during their EMHC term.

The Department's work release program is a jail alternative program that provides residential services to court ordered individuals. Judges may impose this community response as an alternative to a mandatory jail sentence, as a condition of Pretrial release or Probation supervision or as a response to non-compliance/Probation violations. The program is designed to help facilitate an individual's successful reentry into the community, by providing monitoring, programming and management of an individual's community access. Individuals will be confined to the Work Release Program except for verified employment and/or court-approved programming. Program participants are randomly tested for drug and/or alcohol use. The Work Release Program allows the individual to maintain his/her employment and provides an opportunity for the individual to pay toward their court-ordered restitution, fines, costs and child support. Officers assigned to the EMHC Unit are on call and respond to non-compliance and program violations 24 hours per day.

During Fiscal Year 2016 (FY 16) the State funded Work Release Program took in 145 defendants. These 145 defendants served a total of 3978 days in work release in lieu of jail time. Of the 145 defendants, 132 of them successfully completed their Work Release condition (91.0%). Thirteen of the 145 were terminated unsuccessfully (.09%). The 145 defendants placed on Work Release consisted of 124 men and 21 women. One hundred-twelve of the 124 men successfully completed (90.3%). Twenty of the 21 women successfully completed (95.2%). The defendants sentenced to a Work Release term served an average of 27 days in the facility. Of the 15 seated Judges here at the Franklin County Municipal Court (FCMC), all 15 of them utilized the services of the Work Release Program at some point during FY 16. Defendants were placed on for a variety of charges that included but was not limited to: OVI, Domestic Violence, Theft, Drug Abuse, Aggravated Menacing, Disorderly Conduct, Assault, Telephone Harassment and Driving Under Suspension.

During FY 16, over \$52,000 toward program fees, restitution, fines, costs, and child support was collected from defendants during their Work Release term.

During FY 16, the Work Release Program was enhanced to provide in-house programming and/or skill building interventions to defendants ordered into the program in accordance with their assessed risk-level and their length of stay in the facility.

The DOPS Vivitrol Program utilizes intensive supervision and medication assisted treatment to assist opiate dependent individuals in their transition from the county jail to the community. In 2016, 89 individuals were screened, assessed, and received an initial Vivitrol injection, prior to their release from custody.

The Chief Probation Officer is responsible for the overall operation of the Department of Probation Services, and is supported by the Deputy Chief Probation Officer and the Department's Management Team in facilitating all of the department's programs. Defendants paid \$477,832.87 in probation user fees in 2016, holding down probation-related costs to taxpayers. Careful management and utilization of this budget is essential to provide the much needed services and programs to those under the Department's supervision. Probation User Fee supported programs and services include: staff training, contracted programming for Defendants, urinalysis services, defendant bus passes, grant matches, and equipment.

The year 2016 saw many program enhancements, new program and staff development and community partnerships for the DOPS. A few of the new programs include:

**The Partnership for Advocacy, Care and Treatment (PACT Program).** This program was developed as a supervision and program response to the unique and comprehensive needs of defendants who are placed under the Court's supervision for charges of Soliciting (and are not participating in CATCH Court). The PACT Program provides a community response that incorporates specialized and intensive supervision, along with holistic, comprehensive and coordinated community programming, to assist with the success of this population. The PACT Program was possible due to the commitment and investment of our provider partners who provide: an individualized and comprehensive bio-psycho-social assessment; specialized case management; alcohol and drug treatment; the option of medication assisted treatment; trauma services; mental health services linkage; and wrap-around services such as, housing, transportation, and GED.

**The Halfway House Response Program (HHRP).** Through a contact with Alvis Inc., the Department is able to provide residential halfway house services to moderate and high risk, male and female defendants under the Court's supervision. The goals of the HHRP Program are to address participant's assessed Criminogenic Needs/Dynamic Risk factors, e.g. Criminal Thinking, Criminal Personality, Criminal Peers, Substance Abuse, Education and Employment, as assessed using the Ohio Risk Assessment System, Community Supervision Tool, in an effort to lower an individual's risk of recidivism and assist in rehabilitation.

**Thinking for a Change Facilitator Training.** During 2016, 12 DOPS staff were trained and certified to facilitate this valuable cognitive behavioral intervention for moderate and high risk defendants under the Court's supervision.

The DOPS 2017 Goals include: the development and implementation of the Ohio Community Supervision Electronic Case Management System, in an effort to streamline workflow, increase data collection capabilities and streamline processes within the department; the final development and implementation of the Court's Behavioral Management Program; and implementation of the Thinking for a Change Program.

## **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 probation revocation hearing notices.

Writs of replevin are enforced through seizure of property to be returned to the rightful owners, and writs of execution through levy and sale of personal property for the purpose of satisfying judgments. Additionally, Service Bailiffs supervise the set-out of tenants' property during evictions.

The Service Bailiffs' Department processed or served in excess of 42,084 legal documents in 2016 and supervised nearly 1,400 set-outs. The Department currently employs 15 full-time individuals: a Chief Service Bailiff, 2 Deputy Chief Service Bailiffs, 11 Service Bailiffs, and a Secretary/Receptionist.

## **SMALL CLAIMS DIVISION AND DISPUTE RESOLUTION DEPARTMENT**

The Small Claims Division (Division) assists individuals and businesses file claims for money damages up to \$6,000. Small Claims Court is less formal than the General Division of the Municipal Court and individuals do not necessarily need an attorney. The Small Claims Court and its processes are governed by Ohio Revised Code Chapter 1925.

The Division provides information, forms, instructions, and videos for small claims cases and collections. The Division maintains a user-friendly website that contains all of the information required to initiate and complete a small claims case ([smallclaims.fmcclerk.com](http://smallclaims.fmcclerk.com)). In 2016, the Division added an online negotiation platform to its website to facilitate the resolution of active cases. More than 32,000 users accessed the Division's website and videos.

The Division has six full-time employees who support the Court and its magistrates. Division staff initiate, assign, and schedule small claims cases for trial. Staff also process notices and summonses for hearings. In addition to managing and processing cases for the small claims docket, Division staff answer questions about Small Claims Court and other municipal court services. Division staff managed 5,898 small claims cases in 2016.

The Court's Dispute Resolution Department (Department) coordinates and facilitates mediations for the General and Small Claims Divisions. The Department maintains seven mediation programs. In 2016, the Department managed a total of 2,600 mediations.

- 871 Judge/Magistrate Referrals
- 284 Rent Escrow Cases
- 1,445 Pre-Filing/Online/Check and Account Resolution Self-Referrals

Mediation referrals continue to be an effective and convenient option for parties and the court. In 2016, 56% of all department-facilitated mediations resulted in an agreement.

The Small Claims Division and Dispute Resolution Department continue to work with the legal community to enhance access to court information and services. The Division collaborated with the City of Columbus Division of Income Tax to develop and implement an online dispute resolution platform. To date, more than 130 individuals have submitted requests to resolve their active court case online.

## **SPECIALIZED DOCKETS**

### **Mission and Vision Statement:**

The mission of the Specialized Docket Department is to enhance public safety, rebuild lives, and reduce recidivism through restorative justice, while providing community education and support.

The vision of the Specialized Docket Department is to maintain accountability for criminal actions while linking participants to behavioral health treatment providers, encouraging independent recovery, providing trauma competent services, and directing participants to engage with appropriate service providers. Our goal is to provide high quality programming based on evidence based practices. We commit to educating the community and our stakeholders. We strive to become a model for the state and to advance the mission of restorative and procedural justice.

## 2016 Accomplishments

The Specialized Docket Department is made up of five specialized dockets, which are certified by the Supreme Court of Ohio and provide intensive, two year programs to high risk, high need defendants. The programs are: Mental Health, CATCH (Changing Actions to Change Habits), MAVS (Military and Veterans Services), OEP (Opiate Extension Program) and ADAP (Alcohol and Drug Addiction Program). There are also two educational programs, CATCH 101 and ADAP 101/201, which are short term sentencing options for misdemeanor and felony charges. Additionally, the department manages forensic restorations for the entire court.

In 2016, the department has expanded both the number of defendants served and the number of judges needed to serve these participants. The total number of participants served in 2016 in the specialized docket was 573. In 2015, we served 267 participants. This reflects a 115% increase in the number of active participants. Across all the departmental operations we served 1,204 citizens. This is largely due to the addition of new judges, stability of department management, and a focus on having licensed behavioral health professionals as coordinators, which generates participant engagement, retention, and commitment.

In 2016 Judge David Tyack was elected to preside over the OEP and ADAP Programs and Judge Cindi Morehart was elected to preside over the Mental Health Program. As new Judges to these dockets, they needed to be and did become certified by the Supreme Court of Ohio to preside over these dockets. All four specialized docket judges are located on the 12<sup>th</sup> floor. The specialized docket judges are deeply committed to the populations they serve.

The Department maintained ten full-time employees. The department manager focused staff on evidence-based practices through training, implementation, and adherence to the standards of certification. The entire department and all specialized docket judges attended the 2-day Specialized Docket Conference in October.

The Department has revised some position descriptions to include hiring behavioral health professionals, licensed by the state of Ohio, in accordance with the changes in licensure law. Full diagnostic assessments are completed on each participant to establish eligibility, treatment recommendations and levels of risk and need. HIPPA confidentiality standards are maintained in the department. The qualifications of the staff have increased to reflect the growing evidence-based practice approach to restorative justice.

The student internship program grew to seven students during the 2016 academic year. Maintaining a student internship program contributes to the community by enhancing the profession and providing highly skilled professionals.

The judges and staff have provided approximately forty five local, state and national trainings on the topics of trauma, human trafficking, the opiate epidemic, veterans, and restorative justice. Of note, Judge Paul Herbert and Michele Worobiec, Legislative Counsel for the Supreme Court of Ohio, presented on trauma and human trafficking at the national NADCP 2016 conference.

## Programs

### ***Opiate Extension Program (OEP)***

#### **Mission Statement**

The mission of OEP is to address the needs of the target population to establish effective treatment as an alternative to incarceration, to improve the quality of life, and to increase the safety of the community by providing Court oversight and linking defendants to appropriate treatment and service providers.

OEP evolved out of ADAP long-term with the increase in opiate addiction. All the referrals to OEP are felony offenders. OEP utilizes Vivitrol, Suboxone, and Methadone via the OHMAS funded Addiction Treatment Program (ATP) to medically assist those dependent on opiates.

#### **2016 Accomplishments**

- OEP served 101 participants in 2016, which represents a 53% increase in census from 2015.
- 68 participants completed the program (successfully, neutrally or unsuccessfully).
  - Of all the participants who completed (even if the completion was unsuccessful), only 12 people received new charges while in the program.
    - 82% did not recidivate while in the program.
    - There were no DRC commitments due to new charges.
  - These participants provided 5,222 drug tests in 2016.
    - 94% of the drug screens were negative for any drugs.
  - They completed 4975 alcohol tests.
    - 99.5% of the alcohol screens were negative.
- OHMAS Medication-Assisted Treatment Drug Court Program (ATP) continues to provide funding for medically assisted treatment and Vivitrol shots provided while in jail to decrease risk of overdose upon release. The web-based data collection system, TRI-CEP, is being utilized to collect information for the ongoing research portion of the grant.

### ***Alcohol and Drug Addiction Program (ADAP)***

#### **Mission**

ADAP addresses the needs of defendants, whose primary dependency on alcohol or drugs, other than opiates, results in criminal charges, including low-level felonies. The mission of ADAP is to address the needs of the high risk/high need target population to establish effective treatment as an alternative to incarceration, to improve the quality of life by addressing underlying addictive illness and requiring compliance with treatment and monitoring.

## **2016 Accomplishments**

- The ADAP program now accepts misdemeanor opiate related referrals.
- They have established two status review hearings. One for the traditional ADAP population and one specific to opiate users.
- ADAP served 111 participants in 2016, which represents a 106% increase in census from 2015.
- 38 participants completed the program (successfully, neutrally or unsuccessfully).
  - Of all the participants who completed (even if the completion was unsuccessful), only 4 people received new charges while in the program.
    - 90% did not recidivate while in the program.
    - There were no DRC commitments due to new charges.
  - These participants provided 1163 random/observed drug tests in 2016.
    - 88% of the drug screens were negative for any drugs.
  - They completed 10235 alcohol tests.
    - 99.8% of the alcohol screens were negative.

## ***Mental Health Program***

### **Mission**

The Mental Health Program is a court program. To be considered for acceptance into the Mental Health Program, the defendant must first enter a guilty plea to their charge(s), be sentenced, and follow all the rules of the Mental Health Program as a term of their community control. In some circumstances, successful completion of the program may result in the charges being dismissed.

To provide treatment to the participants of the Mental Health Program, the Court maintains Memorandum of Agreements (MOU) with many successful community service agencies including Southeast Mental Health, North Central Mental Health, North Community, Access Ohio, and Concord Counseling.

## **2016 Accomplishments**

- The Mental Health Program served 111 participants in 2016, which represents a 106% increase in census from 2015.
- 40 participants completed the program (successfully, neutrally or unsuccessfully).
  - Of all the participants who completed (even if the completion was unsuccessful), only 9 people received new charges while in the program.
    - 78% did not recidivate while in the program.
    - There were no DRC commitments due to new charges.
  - These participants provided 423 random/observed drug tests in 2016.
    - 82% of the drug screens were negative for any drugs.
  - They completed 1282 alcohol tests.
  - 99.4% of the alcohol screens were negative.
- The program was re-certified by the Supreme Court of Ohio.

## ***Military and Veteran Services (MAVS)***

### **Mission**

The mission of MAVS is to promote effective treatment as an alternative to incarceration, to improve the quality of life, and to increase the safety of the community by providing court oversight and linking participants with appropriate treatment and service providers. Qualified defendants have been charged with misdemeanor offenses and exhibit symptoms of mental health and substance abuse disorders following active duty in any branch of the United States Armed Services. MAVS emphasize motivation, desire to change, and desire to engage in treatment with VA or Vet Center. Participants are assigned a mentor to use as a resource.

The Court employs a team that understands the issues that a veteran may be struggling with, such as substance addiction, Post-Traumatic Stress Disorder, Traumatic Brain Injury, and Military Sexual Trauma supports the MAVS participants. MAVS is familiar with the Veterans Health Administration, Veterans Benefit Administration, State Department of Veterans Affairs, Veterans Service Organizations, and volunteer Veteran Mentors.

### **2016 Accomplishments:**

- MAVS served 109 participants in 2016, which represents a 166% increase in census from 2015.
- 27 participants completed the program (successfully, neutrally or unsuccessfully).
  - Of all the participants who completed (even if the completion was unsuccessful), only 2 people received new charges while in the program.
    - 99.8% did not recidivate while in the program.
    - There were no DRC commitments due to new charges.
  - These participants provided 870 random/observed drug tests in 2016.
    - 89% of the drug screens were negative for any drugs.
  - They completed 2375 alcohol tests.
    - 99% of the alcohol screens were negative.
- The Military Mentorship program has three mentors.

## **CATCH (Changing Actions to Change Habits)**

### **Mission**

CATCH will address the needs of defendants who have been charged in the Franklin County Municipal Court with prostitution, solicitation, loitering to solicit, or other offenses if the defendant has a history of being a victim of human trafficking. The mission of the CATCH program is to establish an integrated approach to meet the treatment, health, and behavioral medication needs of those defendants. CATCH emphasizes community. Participants often refer to each other as “sisters” and the “CATCH family”.

Freedom a la Cart is a local anti-trafficking non-profit. It provides auxiliary services to CATCH Participants. These services include volunteer mentors that provide emergency items like toiletries and clothing, a weekly lunch before Court, social outing the last Thursday of the month, and seasonal celebrations such as Thanksgiving, Christmas, and an annual graduate retreat.

## **2016 Progress**

- CATCH served 108 participants in 2016, which represents a 200% increase in census from 2015.
- 29 participants completed the program (successfully, neutrally or unsuccessfully).
  - Of all the participants who completed (even if the completion was unsuccessful), only 2 people received new charges while in the program.
    - 99.8% did not recidivate while in the program.
    - There were no DRC commitments due to new charges.
  - These participants provided 390 random/observed drug tests in 2016.
    - 86% of the drug screens were negative for any drugs.
  - They completed 86 alcohol tests.
    - 98% of the alcohol screens were negative.

Court CATCH staff have provided many trainings of Human Trafficking this year. The CATCH Coordinator is board certified to provide continuing education credits for trauma trainings.

CATCH 101 was established in 2015 to serve the broader courthouse and to provide education on human sex trafficking, community resources, and specialized dockets to defendants who may have been exposed to sex trafficking.

CHAT House, an ADAMH funded sober house, moved to a new facility. The home is a recently renovated duplex that truly reflects the healing environment needed to serve this population. The maximum census in the new facility is 10.

## **CATCH 101**

CATCH 101 is a 3-day introduction to Human Trafficking. It is held 1-2 times per month depending on demand. The program includes education, community resources, and an observation of CATCH's status review hearing.

The education component focuses on human trafficking, addictive illness, trauma bonding, and recovery opportunities. Representatives from community partners such as Salvation Army, Amethyst, and law enforcement will present on current community resources available to defendants including case management and hotline numbers.

Judges and attorneys refer defendants who are not interested in the 2-yr CATCH commitment to CATCH 101. CATCH staff track attendance and report back to the referral source.

- CATCH 101 served 107 participants in 2016. This is the first full year of the program. The census has increased 73% since its inception in 2015.

## **ADAP 101/201**

ADAP 101/201 served Three hundred and seventeen participants in 2015. ADAP-101/201 is an educational program that provides expedited Court arraignments and prosecution, as well as a reduction in jail time. Participants who have 4th and 5th degree felony drug possession charges are identified by the County Prosecutor's Office and referred to the program. The felony charges are reduced to a first degree misdemeanor in exchange for the defendant's guilty plea. The majority of referrals are from the County Prosecutor; admission is also open to defendants charged with misdemeanors. ADAP-101 or ADAP-201 is ordered at the time of sentencing.

- ADAP 101/201 served 343 participants in 2016. The census increased 8% from 2015. This is a well-established program that maintains a steady level of participation.

## **Forensic Services**

The Department manages the logistics for all competency evaluations, probate commitments, and restorations for the entire municipal court.

- The Court ordered forensic evaluations on 181 defendants in 2016.
- The Court filed 39 probate cases.
- The Court referred 30 defendants to Probate Court for involuntary commitment in 2015.

## **2016 Statistics**

In 2016, the five certified specialized dockets and two educational programs served a total of 1023 participants. The specialized docket participants who were discharged between January 1, 2016, and December 31, 2016, had very low recidivism rates depending on the program.

Program (Five Specialized Dockets & Two Education Programs)	2016 Total Participants Served	2015 Total Participants Served	*2016 No New Charges	*2015 No New Charges	*2016 Clean Drug Screens
Mental Health	144	70	78%	75%	82%
CATCH- Human Trafficking	101	36	99.8%	77%	86%
Military and Veterans	109	41	99.8%	100%	89%
ADAP- Alcohol and Drugs	111	54	90%	84%	88%
Opiate Extended	101	66	82%	90%	94%
ADAP 101/201 EDUCATIO N	343	317	N/A (Educational)	N/A (Educational)	-----
CATCH 101 EDUCATIO N	107	62 (NEW in 2015)	N/A (Educational)	N/A (Educational)	-----
Total	1023	646	-----	-----	-----

\*Percentage of participants, who were discharged (successful, neutral or unsuccessful) between 1/1/16-12/31/16, who did NOT recidivate (received no new charges) during the entire time they were enrolled in the specialized docket (up to two years).

## **2017 GOALS**

- Re-Certify CATCH and MAVS programs.
- Implement strategic department organizational plan.
  - Review job descriptions to include licensure.
  - Review organizational chart.
  - Reallocate staff to align with program needs.
  - Expand staff to accommodate significant increase in participant census.
  - Identify appropriate departmental office space in the courthouse.
- Implement OCSS web-based data collection system, operational definitions for statistics, and generate meaningful statistical reports for staff, judges, funders, and education and research purposes.
- Accept felonies in all specialized dockets on a case by case basis.
- Review specialized docket programs and adhere to the judicial structure of a specialized docket as outlined by the Supreme Court of Ohio.
- Implement feasible evidence-based practices from the NADCP Best Practices II document.
- Pilot promising practices as appropriate.
- Continue the Student Internship Program at current level.
- Mobilize the Advisory Board to broaden community support of the specialized dockets.
- Explore funding opportunities to expand the department and the programming.
- Explore the scope to advocate for restorative justice on a state and national level using the work of the FCMC Specialized Docket Department as a model of support for other communities.
- Develop a specialized docket website.
- Explore consultant support for department branding and strategic planning.
- Continue to build strong community relationships with Franklin County Commissioners, Columbus City Council, County Prosecutor, OMHAS, ADAMH, Stepping Up project, the Attorney General's Office, and Supreme Court. Continue to collaborate with community treatment and housing providers.

**Special Projects Funds****Dispute Resolution & CARS Fund – 2016 - Revised Code section 1901.262**

<b>2014 Beginning balance</b>	<b>\$111,337.28</b>
<b>Revenue</b>	<b>+ 13,995.00</b>
<b>Total funds</b>	<b>125,332.82</b>
<b>Expenses</b>	<b>- 1,354.24</b>
<b>Ending balance</b>	<b>\$123,978.58</b>

**Computerized Legal Research Fund – 2016 - Revised Code section 1901.261(A)**

<b>2014 Beginning balance</b>	<b>\$473,628.46</b>
<b>Revenue</b>	<b>+ 395,447.63</b>
<b>Total funds</b>	<b>869,076.09</b>
<b>Expenses</b>	<b>- 237,413.00</b>
<b>Ending balance</b>	<b>\$631,663.09</b>

**Secure Facilities Fund – 2016 - Revised Code section 1901.26(B)(1)**

<b>2014 Beginning balance</b>	<b>\$311,084.86</b>
<b>Revenue</b>	<b>+ 1,943,800.31</b>
<b>Total funds</b>	<b>2,254,885.17</b>
<b>Expenses</b>	<b>- 1,914,850.46</b>
<b>Ending balance</b>	<b>\$340,034.71</b>

### **Cost Savings and Efficiency Initiatives:**

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

#### **Assignment Office**

- The modification of the mailing of notices to suburban prosecutors' law firms. We have a number of suburban prosecutors that either pick up their notices or have the assignment office fax them in an effort to save postage and the time elapsed between scheduling and notification of the court date. We are also asking large law firms to pick up their Court notices instead of mailing them.

#### **Interpreter Services**

- The Interpreter Services Program "ISP" from Franklin County Municipal Court would like to recognize the Supreme Court of Ohio for creating a Language Access Plan - LAP to provide services to limited English "LEP" proficient individuals and deaf and hard of hearing persons who come in contact with the court. ISP works closely with the bench, court staff, and the bar to ensure that language assistance is provided in multiple languages and ASL in a timely and reasonable manner in the courtrooms and all court services to allow for all parties access to justice and equal protection under the law. In accordance with the LAP and the Rules of Superintendence for the Courts of Ohio, Rules 80 – 89 the ISP uses certified court interpreters and telephonic interpretation, as appropriate, to ensure communication between the court and litigants is not hampered due to limited English proficiency.
- The court has on-site interpreters who can assist Spanish, Somali, MayMay, Italian, French and Swahili speakers in navigating court proceedings, with outside vendors to court provides other foreign language and ASL interpreters. Franklin County has a growing diverse community, with this diversity comes expanding needs to provide court services in multiple languages. For certain languages and dialects which are growing in demand and qualified interpreters are not readily available the court relies on on-site interpretation by telephone. In 2016 there were 157 calls provided to assist with parties who spoke Zomi, Mandingo, Yoruba, Uzbek, Farsi or Cebuano. Around 25% of these calls were traffic cases, around 70% were calls placed for parties involved in domestic violence cases and 5% were calls in which a specific and brief information needed to be given out to a party.

- The remote interpretation services will be enhanced thanks to a technology grant on a “mobile video interpretation unit”, offering live video connection to interpreters. The person needing interpretation assistance, the judge, attorneys, and other personnel can see and hear the interpreter and vice versa, facilitating a more natural interaction.
- The ISP continues to translate waivers, forms, and informational material for the Probation and Small Claims Departments. The court has installed a large television display to present continual reading of rights which have been translated in to various languages, for arraignments in criminal court. The court aspires with these technologies to better assist those with limited English skills and for visual learners to have a better understanding of their rights, hoping to enhance the experience and ensure access to justice for all of the court users.
- The ISP would like to recognize the continuous support of the Supreme Court of Ohio providing remote interpreting for languages which are less commonly used and for which in Ohio and neighboring states qualified on-site interpreter cannot be found. We are following the recommendations from the Supreme Court of Ohio “Court Interpreter Bench Notes” while working with remote interpreters and have acquired better equipment through technology grants to better assist the court and parties with these special languages.
- The Franklin County Municipal Court has been selected in 2016 for a State Justice Institute (SJI) grant in technical assistance to work with the National Center for State Courts (NCSC) to conduct a language access needs assessment and to draft a local language access plan. Interpreter Services is looking forward to improve its programs and operating procedures, streamlining the requesting and scheduling processes to save valuable public dollars while providing the most qualified interpreters with the final recommendations from the NCSC. This department continues to promote effective communication throughout the courthouse to better assist the prompt and organized scheduling of interpreters, which is a large part of this Department’s work.
- This department continues to work very closely with the interpreters in languages of lesser diffusion who are sub-contracted to work at the Court to become part of the Roster of Registered Interpreters with the Supreme Court of Ohio. The Interpreter Services Program’s mission is having interpreters who provide ethical and professional services in a uniform and transparent manner. A mentoring program is available through this office in which new interpreters are able to shadow the full-time interpreting staff and the results have been very positive. Several interpreters who took advantage of this hands-on learning opportunity have attained their Supreme Court Certification for legal interpreting in this past year.

- The Court's lead interpreter collaborates with Community and Court Interpreters of Ohio (CCIO) and the Supreme Court of Ohio presenting numerous trainings for judiciary interpreters and criminal trial attorneys in central Ohio.
- The Interpreter Services Program works with Court staff, the Public Defender's Office and with the Prosecutor's Office to gather feedback in order to implement improvements in all areas of interpreting services, from scheduling, to assuring excellent, trustworthy interpreter performance, to the gathering of better statistics.

### **Jury Commissioner**

- Flexible reporting times are offered to assist jurors in dealing with limited parking around the courthouse and as an accommodation for their work schedules. The Court provides vouchers for parking in two local garages as well as passes for COTA.
- The flexible reporting times also allow for a certain percentage of the jurors to report at 1:30 pm instead of 10:30 am. Jurors required to report earlier are those who will be assigned to special jury requests or jury trials that are scheduled to start in the morning. The Court's goal is to have only those jurors report early when needed and only in 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.
- The Jury Commission received a grant from the Ohio Supreme Court to enhance the jury system software to allow for online accessibility for those who receive a juror summons. This improvement allows for jurors to complete their juror questionnaires online. Jurors also benefit from a much more efficient daily check-in process.

### **Magistrates Department**

- The Magistrates Department continues to work with the Franklin County Public Defender, the Columbus City Prosecutor and the Clerk's office to use the arraignment courtrooms to reduce the number of traffic cases being individually assigned to the judges. 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. The costs saved include overtime for law enforcement officers called for pre-trials or trials.
- The Magistrates Department collaborates with the Dispute Resolution Department and the Legal Aid Society of Columbus to encourage mediation services as a cost and time effective way to settle disputes. This is a savings to the parties of the legal action and may result in no formal case being filed with the Court.

### **Service Bailiffs**

- The Department has realized savings in salary and benefits by, through attrition, reducing the staff size by one individual.
- Bailiwicks have been redesigned and are closely monitored to minimize mileage. These service regions are close to or include the area in which the bailiffs reside.

### **Small Claims Division and Dispute Resolution Department**

#### **Small Claims Division**

The Small Claims Division and Dispute Resolution Department recently launched an online dispute resolution platform. More than 130 individuals initiated requests through the platform with the first six months of the platform's launch. The majority of users include defendants in small claims cases involving the City of Columbus Division of Income Tax. Many individuals use the platform to resolve general division cases as well. The platform allows parties to resolve lawsuits without coming to court, saving both the parties and the court valuable time and resources. The platform was recently featured in the Columbus Bar Association's Lawyers Quarterly as a means to enhance access to justice and party satisfaction. For City Income Tax cases negotiated online, the average length of time between complaint filed and case disposed was 30 days.

#### **Dispute Resolution Department**

The Dispute Resolution Department expanded its business-to-business and business-to-consumer mediation program in 2016. Between January 1, 2016 and December 31, 2016, the Department received 951 mediation requests through its Check and Account Resolution Service. The program assists businesses and consumers resolve outstanding accounts. Each disputed account resolved through the program is one less case that would have otherwise been filed in court. The CARS program contributed more than \$13,920 to the Court's Dispute Resolution Fund, which helps fund additional court services, such as its online dispute resolution service.

The Department also increased cost savings and efficiency by partnering with the clinical externship programs of Columbus State Community College, Moritz Law School, and Capital Law School. The department received valuable assistance from multiple externs in 2016, which permitted staff to dedicate valuable time to other court matters, such as mediating cases day-of-trial or promoting court services at community events. The department will continue to offer externship opportunities in 2017. Student externs provided more than 300 hours of service to the Court.