

CLEVELAND HEIGHTS MUNICIPAL COURT

2019 ANNUAL REPORT



JUDGE J.J. COSTELLO

40 Severance Circle
Cleveland Heights, Ohio 44118
T: (216) 291-4901 F: (216) 291-2459
www.ClevelandHeightsCourt.com



Cleveland Heights Municipal Court

Judge J.J. Costello
40 Severance Circle
Cleveland Heights, Ohio 44118

March 31, 2020

Cuyahoga County Executive, Armond Budish
Cuyahoga County Council
Council of the City of Cleveland Heights

Re: Cleveland Heights Municipal Court - 2019 Annual Report

Dear County Executive, Cuyahoga County Council Members, and Cleveland Heights Council Members:

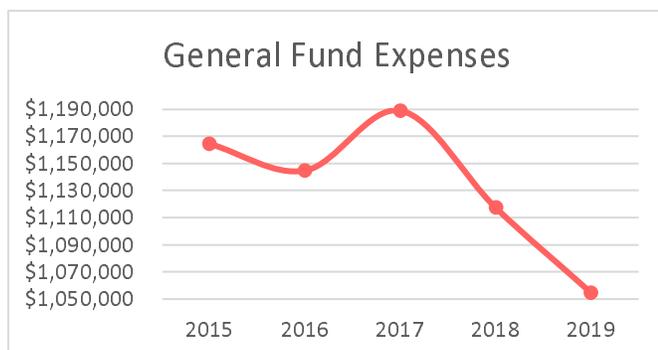
I am finalizing this report in an unprecedented time for the judiciary in Ohio. However, now, more than ever, it is crucial that the judiciary continues its essential functions while also protecting the health and safety of the public, litigants, bar, and court staff. Therefore, the transparency which this report provides is still important.

As such, I am pleased to provide you with the Annual Report of the Cleveland Heights Municipal Court. It provides a complete report of the Court's operation for 2019 as required by Section 1901.14(A)(4) of the Ohio Revised Code. In addition, the Report highlights Court improvements, describes the work performed by the Court, including the Clerk of Court, the Bailiff Department, and the Probation Department, and includes a statement of receipts and expenditures of the civil and criminal branches, and the number of cases heard, decided, and settled.

In this, the Court's 2019 Annual Report, I would like to bring to your attention the following matters:

EXPENSES

The 2019 budget for the general operating fund of the Court, from which it pays for employee salaries and benefits, postage for all required notices and entries that must be sent to litigants, translator expenses for non-English speaking litigants, and much more, was \$1,232,378.00. From that budget, the Court had actual expenses of only \$1,055,089.34, which means that the Court's actual expenses were \$177,288.66 less than



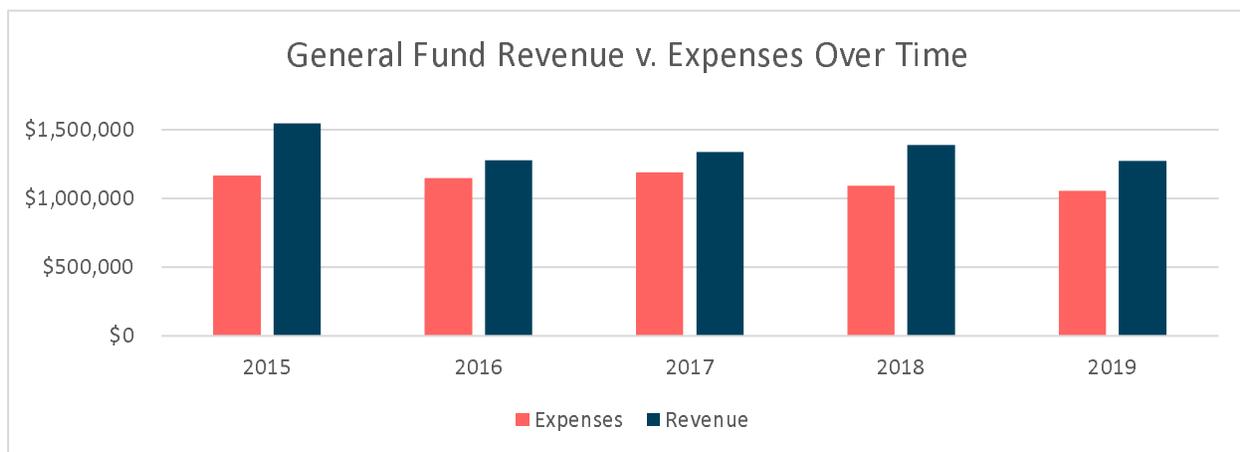
anticipated. Even more impressive, the actual expenses from the general fund were \$34,723.74 less than the actual expenses from 2018 and \$133,941.45 less than the actual expenses for 2017.

While the Court continues to implement cost saving measures, as evidenced by the reduction in expenses, this past year, new and increased costs that were incurred for the administration of justice. For example, the reduction of the actual general fund expenses last year was achieved while still providing a cost of living pay increase to all staff members. The Court increased its use of drug testing so that individuals with addiction could be better identified and provided treatment where appropriate. Finally, the Court's use of electronic monitoring devices as a condition of pre-trial release increased nearly doubled from 2018. The electronic monitoring allows the court to craft bond conditions that allow a defendant to be released from jail while still monitoring that individual's location in the hope of increasing the likelihood that they return to court and reduce the likelihood that they commit a new crime. While the use of electronic monitoring devices results in an increase in general fund expenditures to the Court, it has the corollary effect of reducing the number of days a person might otherwise be sitting in jail, thereby reducing the City's overall general fund expenditures.

REVENUE

In 2019, the Court collected fines and costs totaling \$2,695,216.80. Of this, \$1,285,750.51 went to the City of Cleveland Heights, \$133,724.25 went to Cuyahoga County, and \$290,086.47 went to the State of Ohio. There was also \$99,946.00 distributed to the Court's special projects fund, \$59,880.50 to the Computer Fund, as well as disbursements to the Indigent Driver Alcohol Treatment Fund, the Indigent Defendant Fund, and Legal Aid.

The Court should never be viewed as a revenue center. The Court's mission is to administer justice. However, as seen in the graphic below, even excluding all other revenue, and including only the revenue remitted to the general fund of the City of Cleveland Heights, the Court has consistently raised funds well above its general fund expenses, and 2019 was no different.



The Court continues to work diligently to collect fines, fees, and costs, but it does so tempered by the importance of equity. Payment options are transparent, and the payment plans

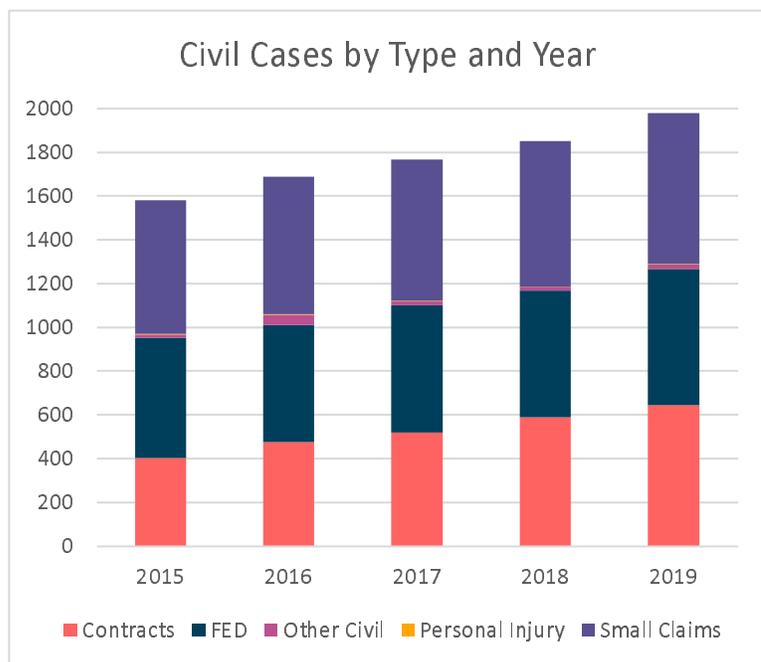
themselves are closely monitored by the Court. Nearly every other Friday, the Court holds its ability-to-pay hearings, overseen by Part-time Magistrate **Kimberly Bolton**. To make the ability to pay those fines and costs as easy as possible, the payments can be made either in person, by mail, or online from the Court’s website.

CASE FILINGS

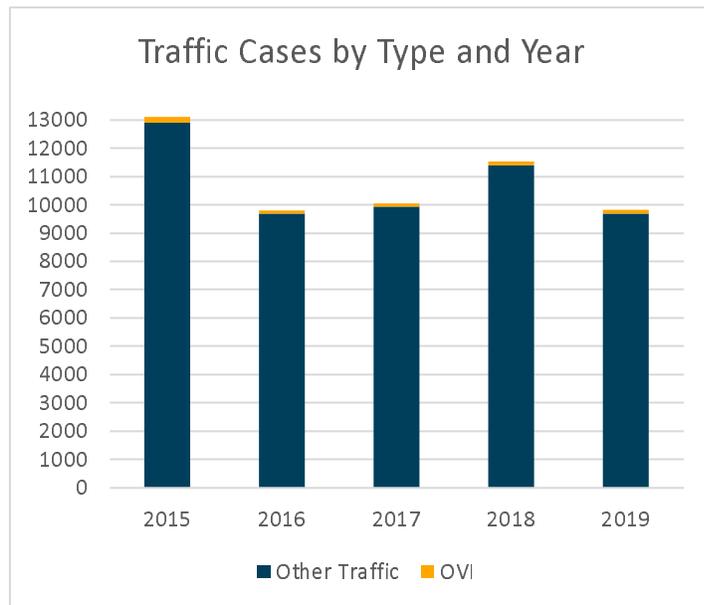
The Court heard a total of 14,008 cases in 2019. Of those, 1,980 were civil filings, 9,822 were traffic cases, and 2,206 were criminal cases. That is an 11.5% decrease from cases heard in 2018. The most significant was the decrease in traffic cases, down from 11,523 cases the year before. Criminal cases were down from 2,461 from the year before, and civil cases increased from 1,849 from the year before.

According to Supreme Court of Ohio 2019 case statistics, after adjusting the incoming cases to a per judge caseload, this Court has the third-highest number of cases as compared to the other twelve general division municipal courts in Cuyahoga County, and our Court has 3,281 more cases than the average number of cases amongst those municipal courts and 5,036 more cases than the average number of cases amongst municipal courts in Ohio.

Civil case filings are made up of contract cases, forcible entry and detainer (eviction) cases, personal injury cases, small claims cases, and others. In 2019, the total number of civil cases increased by 131 for a total of 9,980 civil filings. As seen from the chart on the left, this increase has been consistent over the last few years. The Court continues to encourage and facilitate settlement of civil cases, especially small claims and eviction cases. For example, landlords and tenants have the option of entering into binding agreements, either with a pay-to-stay or with an agreed move-out date, with status hearings scheduled for a later date. The new status hearing docket provides landlords with the assurance that if breached, the agreement will be enforced by the Court, and for the tenants, it allows them to enter into such agreement, and, if they comply, it does not result in an eviction judgment against them. This new status docket has reduced the total number of eviction judgments against tenants. I preside over the eviction cases, and before he resigned at the end of the year, Part-time Magistrate **Gary Benjamin** heard many of the remaining civil cases.



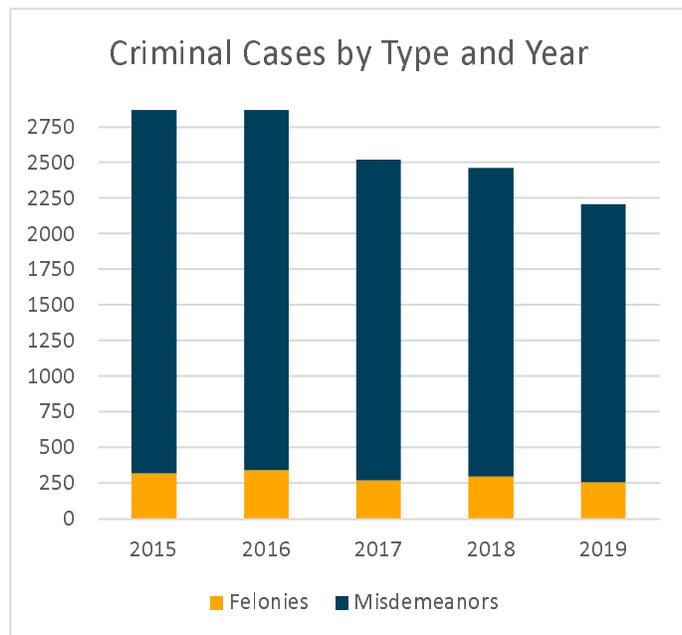
Traffic cases, broken down by charges for operating a vehicle under the influence of alcohol or drugs (OVI) and all other traffic cases, saw a decrease of 1,701 cases for a total of 9,822 cases last year.



Many of these traffic cases include charges for driving under suspension (DUS). While an individual does not have the right to drive without a valid license, this Court recognizes that not being able to drive results in general inconveniences, loss of employment, the inability to gain employment, and family hardships. Driving without a valid license also places a burden on law enforcement, municipal courts, and the general public who drive with valid licenses and proper insurance. For these reasons, the Court has a DUS Reinstatement Docket every Wednesday afternoon. These dockets,

presided over primarily by Part-time Magistrates **Kimberly Bolton** and **Rod Mastandrea**, seek to assist the defendants in identifying the requirements to become valid and allowing them to do so. This docket has seen great success in helping traffic offenders leave the cycle of suspensions and become valid, insurance carrying, drivers.

The Court heard a total of 2,206 criminal cases last year, down 255 from the prior year. For criminal matters, the subject-matter jurisdiction of the Court includes primarily misdemeanor cases. Of the total number of criminal cases heard by the Court, 1,952 were misdemeanors, which includes everything from a litter on public property offense with a maximum fine of \$150 to first-time domestic violence charges that carry a maximum sentence of 180 days in jail and a \$1,000 fine.



The remainder of the cases are felony cases, of which the Court only has jurisdiction to hold initial appearances, where the defendant is informed of his or her rights and the nature of the charges and the possible penalties and bond is set, and preliminary hearings, where the Court determines if there is probable cause to bind the accused over to the Court of Common Pleas or order the accused discharged.

UPDATES AT THE COURT

Updated Bond Schedule

The Cleveland Heights Municipal Court made dramatic changes to its bond schedule in 2019. A person arrested is now released with a personal bond unless charged with certain enumerated offenses or where the prosecutor or police request a bond or condition of bond. For cases where a personal bond may not be appropriate, like felonies, domestic violence charges, sexually-oriented offenses, and offenses involving a deadly weapon, the accused is brought before me as soon as possible, generally the day of their arrest. This allows me to impose secured money bail where necessary, and impose more nuanced nonmonetary conditions like electronic monitoring, probation check-ins, drug testing, and no firearms or contact with alleged victim orders. The purpose of a bond is to make sure the accused shows up for court and protect the public from harm. This approach should accomplish that in a more just manner.

The electronic monitoring, probation check-ins, and drug testing all result in additional general fund expenses, but they also ensure that the Cleveland Heights Municipal Court has an effective and just pretrial system that keeps us safe and improves the likelihood that those accused appear in court.

Amnesty Day

In November of 2019, this Court held its first every Warrant Amnesty Day. It allowed individuals with misdemeanor traffic or criminal arrest warrants to return to the Court without being arrested in exchange for an agreement to complete and comply with any Court Orders. Nearly every individual with a warrant issued by the Cleveland Heights Municipal Court was eligible. Warrants for both traffic and criminal cases, warrants issued for the failure to appear, failure to pay fines and costs, and failure to comply with probation were all eligible. Felony warrants and warrants from other courts were not eligible for amnesty.

Representatives from the Ohio Bureau Motor Vehicles, Cuyahoga County Job and Family Services, Legal Aid Society of Cleveland, and Ohio Means Jobs were also present to assist individuals with driver's license reinstatement, applying for financial, food, medical, and childcare assistance, expungement navigation, and workforce development and job training referrals.

Nearly 200 individuals were seen by the Court that day and had their warrants recalled. A special thanks to the above groups and all the Court staff for their assistance in making the Warrant Amnesty Day a success.

Technology Updates

This past year our Court made significant technology improvements. These upgrades were paid out of the Court's Special Projects and Computerization Funds rather than the General Fund. First, what was a paper docketing system that was then imputed into the Court's electronic docket was upgraded with the installation of e-courtroom forms that allows the Judge/Magistrates to complete Word type entries and the data is directly captured for the electronic docket, without the need for a clerk to rekey the captured data. The Court also upgraded the system to accept paperless filing, allowing all litigants the ability to file documents online. The upgrade also allowed the Court to e-mail documents directly to litigants reducing printing and mailing time and costs. Finally, the upgrade included a court check-in application to allow for more accurate and efficient checking-in of parties.

Supreme Court Technology Grant Award

This Court applied for and was awarded two separate grants through the Supreme Court of Ohio's Technology Grant. The first grant, for \$328.50, allowed the Court to install a LAN messaging application that provides safe, secure, and effective intra-office communications.

The second grant, totaling \$27,000, included \$4,000 to go towards an HTML Case and Docket Entry View Module which allows court personnel to customize the immediate viewable information available on a case file to their preferences from a web-based display. Whether it was the full docket, current charges, past cases, victim information, etc., or whatever combination thereof, the user will be able to have that information in front of them, improving accuracy and productivity. It included \$19,000 for twenty data capture forms. These are the e-courtroom data capture forms discussed above for everything from initial appearances to sentencings. Finally, the second grant included \$4,000 for a batch programming section which will automatically create those data capture forms for each day's docket, rather than requiring a clerk to manually create each one.

Additional Courtroom Procedures

The right to counsel as guaranteed by the Sixth Amendment of the United States Constitution applies at any stage of the prosecution, formal or informal, when an attorney's absence might detract from the accused's right to a fair trial. For that reason, this Court provides indigent defendants with appointed counsel not only on the misdemeanor cases where jail can be imposed but at the initial appearances and preliminary hearings in felony matters as well. This allows an attorney to be present not only to counsel the defendant as to his or her case but also to advocate on behalf of the defendant on matters such as setting bail.

The City of Cleveland Heights operates its own jail, which is housed in the same municipal building as the Court. In the past, accused individuals who were in the jail were brought up in person before the Court. The problem with that process was that it required one or more police officers to escort the individual up into the courtroom and remained in the courtroom with the

defendant. In addition, because the court was not set up for the process, the individual had to be escorted through the back offices of the court itself. This was a drain on police resources and created the potential of a dangerous situation. For these reasons, the Court hears these cases remotely, using the technology already present in the courtroom and in the jail. This both saves time and makes the courthouse safer.

The Court continues to hearing cases remotely with various Ohio based correctional facilities. In 2019, the Court conducted over 72 remote video conferences involving inmates in jails and prisons throughout Ohio, with savings in time and travel miles of over 13,862 miles.

COURT PERSONNEL

Magistrates, Visiting Judges, and Acting Judges

Under Civil Rule 53, Criminal Rule 19, and Traffic Rule 14, a court of record may appoint one or more magistrates who shall have been engaged in the practice of law for at least four years and be in good standing with the Supreme Court of Ohio at the time of the appointment.

Magistrates, including part-time magistrates, are required to earn 40 hours of continuing legal education, including 10 hours of instruction through courses offered by the Ohio Supreme Court Judicial College, every two years. Further, as part of the 10-hour Judicial College education requirement, three hours of instruction must be designated as “judicial conduct,” which may include courses on topics such as judicial ethics, judicial professionalism, and access to justice.

Magistrates are authorized to conduct most, but not all, of the cases in the court, but only by reference from the judge. All the orders and decisions of a magistrate are subject to objection and review by the judge. In this Court, non-OVI traffic cases, ability-to-pay hearings, and most civil cases, other than forcible entry and detainer trials, are referred by me to the magistrates.

In 2019, the Court was served by three part-time magistrates, **Gary Benjamin**, a longtime Cleveland Heights resident and former advocacy director for Legal Aid, **Kimberly Bolton**, a former prosecutor for the City of Cleveland Heights, and **Rod Mastandrea**, a graduate of Cleveland Heights High School and practicing criminal defense attorney. 2019 saw the departure of part-time Magistrate Benjamin who served the Court for almost 2 years. We are grateful for his dedication and commitment to the City of Cleveland Heights. Rather than hiring an additional magistrate, the Court has reallocated the dockets between Kimberly Bolton and Rod Mastandrea. All the magistrates attended the Ohio Magistrates Association Conference with more than 300 other magistrates from the State of Ohio. The programs at the conference allowed the magistrates to fulfill judicial CLE requirements and to discuss with other magistrates the daily challenges faced in their courtrooms.

In addition to the Magistrates, the Court was assisted by the occasional return of retired, now Visiting Judges **A. Dean Buchanan**, formally of the Cleveland Heights Municipal Court, **Larry Allen**, formally of the Willoughby Municipal Court, **Deborah A. LeBarron**, formally of the Euclid

Municipal Court, and **Mabel M. Jasper**, formally of the Cleveland Municipal Court, as well as Acting Judge **Alan Kraus**. Their support was greatly appreciated.

Clerks

Clerks are entrusted with recording and preserve all that occurs at a court by maintaining a general index, a docket, and other records that the court. State law also mandates that a clerk receive, collect, and disburse all monies. Our Clerk's Office is led by the Clerk of Court **Saundra Berry**. While maintaining the same total number of staff members, 2019 saw the addition of **Avery McCauley** as a Chief Deputy Clerk and the return of **Lisa Walker**, also as a Chief Deputy Clerk. Assisting those supervisors, the Clerks Department also included **Karen Szekely, Antoinette Jones, Carole Motyka, Lorraine, Mumaw, Maria Parker, Samira Parker, Kimberly Rudolph, and Lora Watts**.

Bailiffs

Responsible for the safety and security of all persons entering the courthouse and for maintaining order and the required decorum during all courtroom proceedings are the Court's bailiffs. Formally consisting of six bailiffs, the Department now has a staff of four. While the staff size of the Bailiff Department was reduced in 2019 to promote fiscal responsibility, those essential functions are increasingly more important. This is possible only because of the wide range of training and wealth of experience of each bailiff. The Bailiff Department is now led by Chief Bailiff **Cassandra M. Jones**. She serves as my personal bailiff and manages all the day-to-day functions of the Court. The Department also includes **Lawrence Jasper**, with 23 years of service as a deputy bailiff, **Virginia Journee**, who also serves as the Court's State of Ohio LEADS certified terminal agency coordinator and has 15 years of service as a deputy, and **Terrence Harris**, who has two years of experience as a deputy and is a retired member of the Cleveland Heights Detective Bureau with over 27 years of law enforcement experience.

To help ensure the safety and security of all persons entering the courthouse, the Court utilizes a walk-thru metal detector, security wand for use at the point of entry when necessary, and 24-hour closed-circuit camera surveillance system consisting of 14 cameras in certain areas of the courthouse including the upstairs probation offices. The bailiffs operate and help maintain that equipment. In addition to providing security, they also check in persons scheduled for court hearings, assist with establishing ability-to-pay agreements, preserve and properly dispose of evidence, make outside service, conduct eviction moveouts, and run LEADS (criminal background) reports on defendants for traffic and criminal cases.

Probation Department

While the staff size of the Probation Department was reduced in 2019, the volume cases and requirements of the Department remain. The Court's Probation Department is led by Chief Probation Officer, **William "Skip" Gibson**, and he was joined this year by Probation Officer **Sherri Travis**. Both are assisted greatly by Administrative Assistant **Clovice Ramsey**.

In addition to monitoring offenders on community control, the Probation Department assists the Court with numerous other functions. For example, the probation officers conduct investigations and prepare pre-sentence reports for both criminal and traffic cases as referred by the Court. Those reports provide the detailed background information needed for a more informed court sentencing disposition. The Probation Department also assists with reviewing jailed defendants to assist with the setting of money bonds and suggesting and providing viable alternatives. The probation staff also assists in court warrant investigations, permitting, when possible, the offender to schedule a date and time to turn themselves in, rather than requiring a police arrest process. The Probation Department also provides the electronic monitoring connection for defendants, both pre- and post-conviction, and it receives constant reports allowing it to notify both victims and the police if there is an issue of non-compliance. Finally, the Probation Department provides the restitution collection services, monitoring the payments offenders are making to repay their victims.

The Court and its Probation Department continue to partner with the Cleveland Municipal Court and its specialized dockets, including the Mental Health Docket, the Drug Court Docket, and the Veterans Court. The defendants referred to these dockets from Cleveland Heights are still ultimately monitored by this Court, but this partnership allows the Cleveland Heights Municipal Court to provide defendants with the benefits of these specialized dockets, without the cost and time of creating a duplicative specialized court itself.

The Probation Department also provides and monitors all community service orders from the Court. Community service is ordered by the Court either as part of the punishment or permitted in lieu of the payment of fines and costs to indigent defendants. When a defendant is ordered or permitted to complete community service, the Probation Department attempts to refer them for service within Cleveland Heights. The major provider of community service referrals is the Cleveland Heights Public Works Department. The Probation Department also makes community service referrals with several local providers, such as churches, food banks, education centers, libraries, and various non-profit agencies within Cleveland Heights and surrounding areas.

Continuing Education

Because society is constantly changing and evolving, so too must the law; court personnel must stay up-to-date on the law. To that end, I attended both the summer and winter conferences held by the Association of Municipal/County Judges of Ohio. The conferences provide continuing legal education and foster an interchange of ideas and experiences among the judges. Similarly, Part-time Magistrates **Gary Benjamin**, **Kimberly Bolton**, and **Rod Mastandrea** each attended portions of the Ohio Association of Magistrates Conference. Members of the Clerk's Office attended portions of the Ohio Municipal Clerks Association conference. Clerk of Court **Saundra Berry**, a certified public accountant, also completed 40 hours of continuing education to maintain her licensure.

ACKNOWLEDGMENTS

It is an honor to serve Cleveland Heights as its Judge. While it is at times trying, it is greatly rewarding. Whatever the case before me, I seek to uphold the ideals of our judicial system and enhance our community. I could not do any of this work without the support of my capable and dedicated staff. We are public servants, and come to work for more than simply a paycheck. Instead, we strive to meet and exceed our obligations to the citizens of Cleveland Heights and the public at large.

In addition to the support of my staff, I am surrounded by many others dedicated to their profession, including Cleveland Heights City Manager **Tanisha Briley** and her staff, Police Chief **Annette Mecklenburg** and her staff, former Cleveland Heights Law Director **Jim Juliano** and current Cleveland Heights Law Director **William Hanna** and their staff, victim's advocate **Deborah Benn**, and numerous attorneys, including those defense attorneys on our criminal and traffic indigent appointment list. Without them, the work of the Court could not be done.

Finally, I am supported by an incredible community of active, vocal, and passionate citizens. The citizens of Cleveland Heights are, simply put, incredible. Although this Report is meant for the Cleveland Heights City Council, Cuyahoga County Council Members, and the County Executive, I hope that the citizens of Cleveland Heights find it equally or more useful in understanding the features, functions, and benefits of the Cleveland Heights Municipal Court.

Respectfully submitted,

A handwritten signature in blue ink that reads "J.J. Costello". The signature is written in a cursive, flowing style.

Judge J.J. Costello

CRIMINAL/TRAFFIC BRANCH

RECEIPTS:

| City of Cleveland Heights | 2017 | 2018 | 2019 |
|----------------------------------|----------------------------|----------------------------|----------------------------|
| Local Costs | 531,588.60 | 548,311.00 | 500,156.90 |
| Computer Fund | 47,943.50 | 51,811.00 | 44,903.50 |
| Indigent Fund | 17,147.85 | 13,440.12 | 11,631.25 |
| Special Projects Fund | 79,907.00 | 86,412.10 | 74,918.00 |
| Fines | 656,720.90 | 703,448.60 | 627,986.90 |
| Sub-Totals | <u>1,333,307.85</u> | <u>1,403,422.82</u> | <u>1,259,596.55</u> |
| | | | |
| Cuyahoga County | | | |
| CRIS | 31,145.00 | 35,114.00 | 31,500.00 |
| Crime | 1,787.00 | 1,147.00 | 1,301.00 |
| Sub-Totals | <u>32,932.00</u> | <u>36,261.00</u> | <u>32,801.00</u> |
| | | | |
| State of Ohio | | | |
| Indigent Defense Support Fund | 224,807.00 | 244,082.00 | 219,597.97 |
| General Revenue | 1,075.50 | 852.00 | 697.00 |
| Victims Crime | 64,164.00 | 70,357.00 | 63,671.00 |
| Sub-Totals | <u>290,046.50</u> | <u>315,291.00</u> | <u>283,965.97</u> |
| | | | |
| Other Receipts | | | |
| OVI Fines | 10,821.00 | 10,078.00 | 219,597.97 |
| Miscellaneous | 10,275.80 | 9,573.90 | 8,346.30 |
| Sub-Totals | <u>21,096.80</u> | <u>19,651.90</u> | <u>227,944.27</u> |
| | | | |
| TOTALS | <u><u>1,677,383.15</u></u> | <u><u>1,774,626.72</u></u> | <u><u>1,804,307.79</u></u> |

CRIMINAL/TRAFFIC BRANCH

DISBURSEMENTS:

City of Cleveland Heights

| | 2017 | 2018 | 2019 |
|-----------------------|---------------------|---------------------|---------------------|
| Fines | 565,079.15 | 595,896.33 | 522,911.19 |
| Costs | 531,563.61 | 548,225.95 | 502,620.90 |
| Housing | 6,120.00 | 3,490.00 | 2,895.00 |
| Computer Fund | 47,937.50 | 51,805.00 | 44,897.50 |
| Special Projects Fund | 79,907.00 | 86,402.10 | 75,008.00 |
| Indigent Fund | 18,546.35 | 14,679.62 | 12,856.25 |
| Drug Fines | 100.00 | 20.00 | 295.00 |
| Other Cost | 1,412.80 | 3,126.90 | 2334.16 |
| Sub-Total | <u>1,250,666.41</u> | <u>1,303,645.90</u> | <u>1,163,818.00</u> |

Cuyahoga County

| | | | |
|------------------------|-------------------|-------------------|-------------------|
| Regular Fines | 31,058.00 | 34,957.25 | 37,246.75 |
| Uniform Traffic Fines | 55,578.00 | 68,389.00 | 60,824.00 |
| REEDS | 31,140.00 | 35,109.00 | 31,500.00 |
| Crime Stop | 1,787.00 | 1,146.00 | 1,296.00 |
| 1/2 Liquor Fines | 300.00 | 225.00 | 967.50 |
| Public Defender | 536.50 | 1,515.00 | 1,586.00 |
| Reimburse/Witness/Jury | 785.00 | 512.00 | 304.00 |
| Sub-Total | <u>121,184.50</u> | <u>141,853.25</u> | <u>133,724.25</u> |

State of Ohio

| | | | |
|-------------------------------|-------------------|-------------------|-------------------|
| RRF/Victims Fund | 64,155.00 | 68,227.00 | 63,671.00 |
| Indigent Defense Support Fund | 224,807.00 | 244,082.00 | 219,597.97 |
| Seat Belt | 4,230.00 | 3,915.00 | 4,260.00 |
| Expungements | 1,230.00 | 840.00 | 720.00 |
| 1/2 Liquor Fines | 300.00 | 225.00 | 967.50 |
| BMV Fees | 105.00 | 45.00 | 90.00 |
| Pharmacy Board (Drug) | 125.00 | 110.00 | 780.00 |
| Sub-Total | <u>294,952.00</u> | <u>317,444.00</u> | <u>290,086.47</u> |

Other Disbursements

| | | | |
|--------------------|-----------------|-----------------|-----------------|
| DUI Housing Fund* | 3,570.00 | 3,263.00 | 3,487.00 |
| DUI Arrest Agency* | 1,884.00 | 1,444.00 | 1,389.00 |
| Sub-Total | <u>5,454.00</u> | <u>4,707.00</u> | <u>4,876.00</u> |

TOTALS

| | | |
|---------------------|---------------------|---------------------|
| <u>1,672,256.91</u> | <u>1,767,650.15</u> | <u>1,592,504.72</u> |
|---------------------|---------------------|---------------------|

*Money from these two funds goes directly into accounts for the Cleveland Height Police Department for future D.U.I education and enforcement.

CIVIL/SMALL CLAIMS BRANCH

RECEIPTS:

| City of Cleveland Heights | 2017 | 2018 | 2019 |
|----------------------------------|--------------------------|--------------------------|--------------------------|
| Local Costs | 233,145.00 | 221,875.00 | 256,198.30 |
| Computer Fund | 13,926.00 | 13,543.00 | 14,983.00 |
| Special Projects Fund | <u>23,200.00</u> | <u>22,570.00</u> | <u>24,938.00</u> |
| Sub-Total | 270,271.00 | 257,988.00 | 296,119.30 |
| | | | |
| State of Ohio Legal Aid | 34,322.00 | 36,668.00 | 38,198.00 |
| Judgements & Refunds | 486,388.32 | 359,702.50 | 554,841.71 |
| Bailiff Fee | 0.00 | 0.00 | 0.00 |
| Miscellaneous Receipts | <u>2,755.00</u> | <u>2,085.75</u> | <u>1,750.00</u> |
| Sub-Total | 523,465.32 | 398,456.25 | 594,789.71 |
| | | | |
| TOTALS | <u><u>793,736.32</u></u> | <u><u>656,444.25</u></u> | <u><u>890,909.01</u></u> |

DISBURSEMENTS:

| City of Cleveland Heights | 2017 | 2018 | 2019 |
|----------------------------------|--------------------------|--------------------------|--------------------------|
| Costs | 233,160.00 | 221,890.00 | 255,573.42 |
| Computer Funds | 13,926.00 | 13,543.00 | 14,983.00 |
| Bailiff Fees | 0.00 | 0.00 | 0.00 |
| Marriage Fees | 2,755.40 | 2,085.75 | 1,750.00 |
| Special Projects Fund | <u>23,200.00</u> | <u>22,570.00</u> | <u>24,938.00</u> |
| Sub-Totals | 273,041.40 | 260,088.75 | 297,244.42 |
| | | | |
| State of Ohio Legal Aid | 34,322.00 | 36,668.00 | 38,198.00 |
| Judgements & Refunds | <u>485,034.03</u> | <u>359,702.75</u> | <u>549,790.75</u> |
| Sub-Totals | 519,356.03 | 396,370.75 | 587,988.75 |
| | | | |
| TOTALS | <u><u>792,397.43</u></u> | <u><u>656,459.50</u></u> | <u><u>885,233.17</u></u> |

LANDLORD-TENANT AND TRUSTEESHIP

RECEIPTS:

| | 2019 |
|----------------------------------|------------------|
| Rent on Deposits January 1, 2019 | 8,008.90 |
| Deposits in 2018 | 69,854.00 |
| TOTALS | <u>77,862.90</u> |

DISBURSEMENTS:

| | |
|--------------------------------------|-------------------------|
| City of Cleveland Heights | 949.78 |
| Rent Disbursed | 49,433.16 |
| TOTALS | <u>50,382.94</u> |
| | |
| Rents on Deposit at December 31,2019 | <u><u>27,479.96</u></u> |

PAYMENT RECONCILIATION

CRIMINAL/TRAFFIC

| | January | February | March | April | May | June | July | August | September | October | November | December | Total |
|------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Fines Collected | 45,981.00 | 50,784.00 | 64,118.50 | 54,371.00 | 44,670.00 | 34,224.25 | 37,973.25 | 41,897.00 | 35,937.00 | 41,059.50 | 32,023.50 | 39,872.19 | 522,911.19 |
| Jury/Wit | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Court Costs Collected | 41,342.00 | 46,257.20 | 55,088.50 | 46,130.80 | 50,409.74 | 34,925.11 | 34,385.00 | 38,107.00 | 41,906.50 | 42,583.25 | 32,648.25 | 36,106.25 | 499,889.60 |
| Clerk Computer {1901.261} | 4,145.00 | 4,546.00 | 5,061.50 | 4,525.00 | 4,096.00 | 2,915.00 | 3,105.50 | 3,629.50 | 3,377.00 | 3,575.00 | 2,751.00 | 3,171.00 | 44,897.50 |
| Other Court Cost | 82.00 | 540.00 | 120.00 | 100.80 | 311.00 | 71.00 | 40.00 | 200.50 | 0.00 | 909.50 | 42.00 | 314.50 | 2,731.30 |
| Special Projects {1901.26B1} | 6,909.00 | 7,539.00 | 8,528.50 | 7,547.00 | 6,821.00 | 4,818.00 | 5,214.00 | 6,065.00 | 5,606.50 | 6,028.00 | 4,612.00 | 5,320.00 | 75,008.00 |
| City Housing | 210.00 | 315.00 | 375.00 | 315.00 | 300.00 | 245.00 | 355.00 | 180.00 | 135.00 | 210.00 | 120.00 | 135.00 | 2,895.00 |
| Bailiff | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| DUI Arresting Agency | 109.00 | 319.00 | 160.00 | 74.00 | 233.00 | 73.00 | 50.00 | 110.00 | 155.00 | 0.00 | 81.00 | 25.00 | 1,389.00 |
| DUI Indigent | 1,063.00 | 1,542.05 | 1,289.02 | 1,407.79 | 985.00 | 761.80 | 967.96 | 1,109.65 | 1,172.16 | 959.23 | 894.59 | 704.00 | 12,856.25 |
| DUI Housing | 269.00 | 677.00 | 436.00 | 171.00 | 457.00 | 371.00 | 100.00 | 265.00 | 300.00 | 0.00 | 401.00 | 40.00 | 3,487.00 |
| Drug CLH | 0.00 | 0.00 | 0.00 | 0.00 | 55.00 | 100.00 | 0.00 | 0.00 | 100.00 | 40.00 | 0.00 | 0.00 | 295.00 |
| Unclaimed Checks | 0.00 | 0.00 | 0.00 | 2,334.16 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,334.16 |
| Convenience Fee | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL TO CITY | 100,110.00 | 112,519.25 | 135,177.02 | 116,976.55 | 108,337.74 | 78,504.16 | 82,190.71 | 91,563.65 | 88,689.16 | 95,364.48 | 73,573.34 | 85,687.94 | 1,168,694.00 |
| Regular {1901.31} | 3,054.75 | 4,689.50 | 6,518.00 | 1,993.00 | 3,828.50 | 955.00 | 1,854.00 | 3,156.50 | 3,208.50 | 3,546.00 | 1,980.00 | 2,463.00 | 37,246.75 |
| Uniform Tr | 3,814.00 | 7,025.00 | 9,081.50 | 3,896.00 | 7,160.00 | 3,464.00 | 4,143.50 | 6,430.00 | 3,057.00 | 4,595.00 | 3,515.00 | 4,643.00 | 60,824.00 |
| Witness/Jury | 30.00 | 40.00 | 12.00 | 40.00 | 30.00 | 60.00 | 16.00 | 0.00 | 0.00 | 0.00 | 26.00 | 50.00 | 304.00 |
| Liquor {4301.57} | 100.00 | 117.50 | 150.00 | 0.00 | 125.00 | 0.00 | 200.00 | 50.00 | 0.00 | 175.00 | 0.00 | 50.00 | 967.50 |
| Public Defender | 138.00 | 240.00 | 125.00 | 120.00 | 121.00 | 270.00 | 15.00 | 90.00 | 57.00 | 176.00 | 0.00 | 234.00 | 1,586.00 |
| CRIS Fund | 3,076.00 | 3,190.00 | 3,434.00 | 3,325.00 | 2,760.00 | 1,970.00 | 2,155.00 | 2,605.00 | 2,310.00 | 2,505.00 | 1,860.00 | 2,310.00 | 31,500.00 |
| Crime Stop | 85.00 | 110.00 | 145.00 | 111.00 | 108.00 | 117.00 | 149.00 | 96.00 | 84.00 | 135.00 | 72.00 | 84.00 | 1,296.00 |
| TOTAL TO COUNTY | 10,297.75 | 15,412.00 | 19,465.50 | 9,485.00 | 14,132.50 | 6,836.00 | 8,532.50 | 12,427.50 | 8,716.50 | 11,132.00 | 7,453.00 | 9,834.00 | 133,724.25 |
| RRF/Victims {State line 1} | 5,984.00 | 6,298.00 | 7,166.00 | 6,530.00 | 5,756.00 | 4,108.00 | 4,309.00 | 5,218.00 | 4,723.00 | 5,227.00 | 3,868.00 | 4,484.00 | 63,671.00 |
| GRF/General {State line 2a} | 17,947.50 | 20,082.00 | 23,364.50 | 20,244.50 | 19,312.50 | 12,901.50 | 13,457.00 | 16,597.00 | 15,728.50 | 16,134.00 | 13,030.00 | 13,672.97 | 202,471.97 |
| {State line 2b} | 2,142.00 | 2,274.50 | 2,429.50 | 2,292.50 | 2,023.00 | 1,309.00 | 1,498.00 | 1,844.50 | 1,624.00 | 1,736.00 | 1,396.50 | 1,596.00 | 22,165.50 |
| Expungement {State line 5} | 30.00 | 150.00 | 90.00 | 210.00 | 60.00 | 60.00 | 0.00 | 0.00 | 30.00 | 30.00 | 60.00 | 0.00 | 720.00 |
| Seat Belt {State line 10 } | 195.00 | 675.00 | 555.00 | 400.00 | 255.00 | 420.00 | 375.00 | 365.00 | 260.00 | 335.00 | 145.00 | 280.00 | 4,260.00 |
| Liquor Board {Sstate line 4} | 100.00 | 117.50 | 150.00 | 0.00 | 125.00 | 0.00 | 200.00 | 50.00 | 0.00 | 175.00 | 0.00 | 50.00 | 967.50 |
| BMV OL Forfeiture | 0.00 | 0.00 | 15.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 15.00 | 30.00 | 0.00 | 60.00 |
| BMV Warrant Block | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 15.00 | 15.00 | 0.00 | 30.00 |
| Board Pharmacy | 0.00 | 100.00 | 75.00 | 100.00 | 105.00 | 0.00 | 0.00 | 0.00 | 0.00 | 218.50 | 131.50 | 50.00 | 780.00 |
| Adjustment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | -702.97 | 0.00 | 0.00 | 0.00 | 0.00 | -225.00 | 0.00 | -927.97 |
| OTHER TOTAL | 26,398.50 | 29,697.00 | 33,845.00 | 29,777.00 | 27,636.50 | 18,095.53 | 19,839.00 | 24,074.50 | 22,365.50 | 23,885.50 | 18,451.00 | 20,132.97 | 294,198.00 |
| CRIMINAL TOTAL | 136,806.25 | 157,628.25 | 188,487.52 | 156,238.55 | 150,106.74 | 103,435.69 | 110,562.21 | 128,065.65 | 119,771.16 | 130,381.98 | 99,477.34 | 115,654.91 | 1,596,616.25 |
| CIVIL/SMALL CLAIMS | | | | | | | | | | | | | |
| | January | February | March | April | May | June | July | August | September | October | November | December | Total |
| Court Costs Collected | 19,943.00 | 18,851.00 | 15,129.00 | 33,060.80 | 14,337.75 | 21,325.00 | 25,541.00 | 24,887.62 | 21,894.37 | 15,030.13 | 23,644.25 | 21,935.50 | 255,579.42 |
| Baliff Fees | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Marriage Fees | 200.00 | 100.00 | 150.00 | 150.00 | 100.00 | 250.00 | 150.00 | 150.00 | 150.00 | 100.00 | 50.00 | 200.00 | 1,750.00 |
| Special Projects {1901.26B1} | 2,200.00 | 1,620.00 | 1,572.00 | 3,210.00 | 1,090.00 | 2,150.00 | 2,620.00 | 2,220.00 | 2,026.00 | 1,670.00 | 2,380.00 | 2,180.00 | 24,938.00 |
| Clerk Computer {1901.261} | 1,320.00 | 972.00 | 948.00 | 1,926.00 | 654.00 | 1,290.00 | 1,572.00 | 1,332.00 | 1,218.00 | 1,004.00 | 1,427.00 | 1,320.00 | 14,983.00 |
| Unclaimed Funds | | 0.00 | 0.00 | 1,769.84 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,769.84 |
| TOTAL TO CITY | 23,663.00 | 21,543.00 | 17,799.00 | 40,116.64 | 16,181.75 | 25,015.00 | 29,883.00 | 28,589.62 | 25,288.37 | 17,804.13 | 27,501.25 | 25,635.50 | 299,020.26 |
| Rental Escrow Court Costs | 11.00 | 20.50 | 68.50 | 38.84 | 75.75 | 46.09 | 109.75 | 128.10 | 78.45 | 136.22 | 110.64 | 125.94 | 949.78 |
| 1% Legal Aid | 38.09 | 23.13 | 25.69 | 49.62 | 14.29 | 35.51 | 36.10 | 31.56 | 25.64 | 29.80 | 39.91 | 32.64 | 381.98 |
| Legal Aid | 3,770.91 | 2,289.87 | 2,543.31 | 4,912.38 | 1,414.71 | 3,515.49 | 3,573.90 | 3,124.44 | 2,538.36 | 2,950.20 | 3,951.09 | 3,231.36 | 37,816.02 |
| Reconciling Adjustment | | | | | | | | -2,376.12 | 0.00 | 2,376.12 | -5.00 | | |
| CIVIL TOTAL | 27,483.00 | 23,876.50 | 20,436.50 | 45,117.48 | 17,686.50 | 28,612.09 | 33,602.75 | 31,873.72 | 27,930.82 | 20,920.35 | 31,602.89 | 29,025.44 | 338,168.04 |
| GRAND TOTAL | 164,289.25 | 181,504.75 | 208,924.02 | 201,356.03 | 167,793.24 | 132,047.78 | 144,164.96 | 159,939.37 | 147,701.98 | 151,302.33 | 131,080.23 | 144,680.35 | 1,934,784.29 |

CASE FILINGS 2019

| | FELONIES | MISDEMEANORS | O.M.V.I. | TRAFFIC | PER INJURY | CONTRACTS | F.E.D. | OTHER CIVIL | SMALL CLAIMS | TOTAL |
|-----------|----------|--------------|----------|---------|------------|-----------|--------|-------------|--------------|-------|
| January | 18 | 110 | 10 | 864 | 0 | 58 | 47 | 2 | 93 | 1202 |
| February | 12 | 106 | 8 | 756 | 0 | 49 | 37 | 5 | 8 | 981 |
| March | 18 | 100 | 7 | 923 | 0 | 38 | 35 | 3 | 61 | 1185 |
| April | 22 | 131 | 7 | 869 | 0 | 91 | 49 | 0 | 105 | 1274 |
| May | 17 | 89 | 13 | 670 | 0 | 18 | 31 | 0 | 7 | 845 |
| June | 11 | 144 | 2 | 478 | 0 | 65 | 59 | 2 | 52 | 813 |
| July | 17 | 120 | 5 | 524 | 0 | 63 | 44 | 0 | 58 | 831 |
| August | 15 | 125 | 10 | 560 | 0 | 33 | 60 | 2 | 63 | 868 |
| September | 9 | 105 | 6 | 537 | 0 | 24 | 31 | 0 | 94 | 806 |
| October | 26 | 93 | 13 | 602 | 0 | 53 | 62 | 3 | 18 | 870 |
| November | 10 | 69 | 7 | 400 | 1 | 62 | 50 | 4 | 66 | 669 |
| December | 18 | 98 | 15 | 595 | 0 | 71 | 48 | 1 | 59 | 905 |
| Total New | 193 | 1290 | 103 | 7778 | 1 | 625 | 553 | 22 | 684 | 11249 |

| | FELONIES | MISDEMEANORS | O.M.V.I. | TRAFFIC | PER INJURY | CONTRACTS | F.E.D. | OTHER CIVIL | SMALL CLAIMS | TOTAL |
|-------------------|----------|--------------|----------|---------|------------|-----------|--------|-------------|--------------|-------|
| Administrative | 10 | 43 | 2 | 66 | 0 | 3 | 3 | 0 | 1 | |
| Individual | 0 | 15 | 0 | 51 | 0 | 1 | 1 | 0 | 0 | |
| January | 10 | 58 | 2 | 117 | 0 | 4 | 4 | 0 | 1 | 196 |
| Administrative | 2 | 35 | 1 | 91 | 0 | 1 | 1 | 0 | 1 | |
| Individual | 0 | 19 | 1 | 59 | 0 | 0 | 1 | 0 | 0 | |
| February | 2 | 54 | 2 | 150 | 0 | 1 | 2 | 0 | 1 | 212 |
| Administrative | 7 | 40 | 0 | 106 | 0 | 0 | 0 | 0 | 2 | |
| Individual | 0 | 15 | 2 | 66 | 0 | 0 | 0 | 0 | 0 | |
| March | 7 | 55 | 2 | 172 | 0 | 0 | 0 | 0 | 2 | 238 |
| Administrative | 5 | 23 | 1 | 89 | 0 | 1 | 10 | 0 | 0 | |
| Individual | 0 | 22 | 1 | 56 | 0 | 0 | 0 | 0 | 0 | |
| April | 5 | 45 | 2 | 145 | 0 | 1 | 10 | 0 | 0 | 208 |
| Administrative | 3 | 31 | 0 | 89 | 0 | 1 | 2 | 0 | 0 | |
| Individual | 0 | 28 | 3 | 57 | 0 | 0 | 0 | 0 | 0 | |
| May | 3 | 59 | 3 | 146 | 0 | 1 | 2 | 0 | 0 | 214 |
| Administrative | 4 | 29 | 1 | 94 | 0 | 1 | 0 | 0 | 0 | |
| Individual | 0 | 17 | 1 | 53 | 0 | 0 | 0 | 0 | 0 | |
| June | 4 | 46 | 2 | 147 | 0 | 1 | 0 | 0 | 0 | 200 |
| Administrative | 2 | 32 | 2 | 66 | 0 | 4 | 0 | 0 | 0 | |
| Individual | 0 | 14 | 1 | 37 | 0 | 0 | 0 | 0 | 0 | |
| July | 2 | 46 | 3 | 103 | 0 | 4 | 0 | 0 | 0 | 158 |
| Administrative | 3 | 34 | 2 | 126 | 0 | 3 | 46 | 0 | 2 | |
| Individual | 0 | 14 | 2 | 55 | 0 | 0 | 0 | 0 | 0 | |
| August | 3 | 48 | 4 | 181 | 0 | 3 | 46 | 0 | 2 | 287 |
| Administrative | 3 | 43 | 0 | 113 | 0 | 2 | 0 | 0 | 1 | |
| Individual | 0 | 20 | 2 | 31 | 0 | 0 | 0 | 0 | 0 | |
| September | 3 | 63 | 2 | 144 | 0 | 2 | 0 | 0 | 1 | 215 |
| Administrative | 10 | 38 | 0 | 151 | 0 | 0 | 1 | 0 | 0 | |
| Individual | 0 | 17 | 0 | 44 | 0 | 0 | 0 | 0 | 0 | |
| October | 10 | 55 | 0 | 195 | 0 | 0 | 1 | 0 | 0 | 261 |
| Administrative | 3 | 43 | 2 | 190 | 0 | 1 | 2 | 0 | 0 | |
| Individual | 0 | 14 | 1 | 86 | 0 | 0 | 0 | 0 | 0 | |
| November | 3 | 57 | 3 | 276 | 0 | 1 | 2 | 0 | 0 | 342 |
| Administrative | 9 | 52 | 1 | 108 | 0 | 1 | 2 | 0 | 0 | |
| Individual | 0 | 24 | 0 | 31 | 0 | 0 | 0 | 0 | 0 | |
| December | 9 | 76 | 1 | 139 | 0 | 1 | 2 | 0 | 0 | 228 |
| Total Reactivated | 61 | 662 | 26 | 1915 | 0 | 19 | 69 | 0 | 7 | 2759 |

| | | | | | | | | | | |
|-------------|-----|------|-----|------|---|-----|-----|----|-----|-------|
| Grand Total | 254 | 1952 | 129 | 9693 | 1 | 644 | 622 | 22 | 691 | 14008 |
|-------------|-----|------|-----|------|---|-----|-----|----|-----|-------|

Probation Numbers

Number of Reports per Year

| | 2016 | 2017 | 2018 | 2019 |
|-----------------------------------|------|------|------|------|
| Presentence Investigation Reports | 608 | 587 | 456 | 385 |
| Probation Violation Reports | 175 | 156 | 70 | 70 |
| Expungement Reports | 60 | 156 | 24 | 62 |
| Reviews | 105 | 153 | 134 | 84 |

Supervision Caseload at Year-End

| | 2016 | 2017 | 2018 | 2019 |
|---------------------------|------|------|------|------|
| Active (Supervised) | 422 | 338 | 271 | 285 |
| Inactive (Non-Supervised) | 553 | 449 | 376 | 454 |

Supervision by Case Type

| | 2016 | 2017 | 2018 | 2019 |
|--------------------------|------|------|------|------|
| Driving Under Suspension | 475 | 450 | 189 | 68 |
| Petty Theft | 280 | 307 | 216 | 171 |
| Domestic Violence | 53 | 81 | 122 | 49 |
| Assault | 335 | 223 | 165 | 118 |
| OVI | 211 | 348 | 211 | 292 |
| Menacing/Harassment | 44 | 43 | 38 | 43 |
| Trespassing | 23 | 24 | 29 | 22 |
| Other | 109 | 92 | 53 | 24 |

Restitution to Victims

| | 2016 | 2017 | 2018 | 2019 |
|------------------------------|------------|------------|------------|------------|
| Total Dollar Amount Paid Out | \$6,803.00 | \$3,912.00 | \$6,963.00 | \$4,888.61 |

Community Service

| | 2016 | 2017 | 2018 | 2019 |
|--------------------------------------|---------|---------|---------|---------|
| Cleveland Heights Public Works Hours | 984.0 | 689.0 | 967.5 | 1,978.0 |
| Other (non-profit) Hours | 1,183.5 | 2,263.0 | 3,495.5 | 372.0 |
| Total Community Service Hours Worked | 2,167.5 | 2,952.0 | 4,463.0 | 2,350.0 |

Electronic Monitoring

| | 2018 | 2019 |
|--------------------------------------|------|------|
| Number of Days of GPS Monitoring | 469 | 1040 |
| Number of Days of Alcohol Monitoring | 164 | 734 |
| Number of Days of Total Monitoring | 633 | 1774 |