

Cambridge Municipal Court

2023 Annual Report

150 Highland Avenue
Cambridge, Ohio 43725
Guernsey County, Ohio



Prepared & Submitted by
Staff of Cambridge Municipal Court
Stephanie L. Williams, Judge

Will Lepage
Finance
Manager

Katie Howell
Court
Administrator

Teresa Baker
Clerk
of Courts

Seth Cowgill
Chief Probation
Officer

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The Cambridge Municipal Court

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Stephanie L. Williams
Judge

March 15, 2024

Honorable Tom Orr, Mayor of Cambridge
Cambridge City Council
Guernsey County Commissioners

Re: Cambridge Municipal Court 2023 Annual Report

Pursuant to the provisions of Ohio Revised Code Section 1901.14, the Annual Report for the Cambridge Municipal Court for the year 2023 is submitted for your review and consideration.

2023 marked the end of an era for the Cambridge Municipal Court when Judge John Mark Nicholson officially retired as Judge of this Court on December 31, 2023, after serving this community for more than thirty years. Judge Nicholson leaves behind a staff of highly competent employees and many finely tuned procedures. He also is responsible for a plethora of entertaining stories that will surely continue to be told for many years to come. Judge Nicholson leaves behind giant shoes to fill. It is my great honor to have the opportunity to fill those shoes and to replace a legend. I am committed to providing prompt, fair, and impartial administration of justice to all that appear before the Court.

The data contained in this annual report is not my own and therefore I give all the credit for producing this report to the wonderful staff I have been very fortunate to inherit. Their dedication, skill and excellence are a testament to the truly exemplary leadership this community enjoyed with Judge Nicholson. Because this report does not detail work for which I can take any credit, I will instead use this introduction as an opportunity to highlight what we have done during my first 90 days in office, as well as to outline continued plans to make the Cambridge Municipal Court even better in the years to come.

First, I was extremely fortunate to convince Katie Howell to return to the Court and to accept the position of Court Administrator. Katie previously worked for the Court for more than 15 years before leaving to pursue other opportunities, Katie understands all the operations of the Court and its various departments and has been an invaluable asset to me and the rest of the staff during these last three months.

I was also fortunate to retain all prior staff with the exception of Teresa Liston, Magistrate and Court Administrator and Mickie Capers, Assignment Commissioner who chose to retire

at the end of 2023. All other staff members navigated through a year of uncertainty in 2023 and chose to remain with the Court. All have worked diligently to ensure a seamless transition. The Court employees have embraced the inevitable changes that come with a new administration and have worked hard to develop and implement continued suggestions for improvement. The City of Cambridge and Guernsey County are fortunate to have such a talented group of dedicated people and I am blessed to have the opportunity to work with them daily.

It is one of my continuing goals to be fiscally conservative and responsible with the tax dollars spent by the Court. Therefore, I have chosen not to replace the prior magistrate which results in substantial savings. Given the current caseload, I can hear all cases that come before the Court. If the caseload increases, it may become necessary to consider the addition of a part-time magistrate to ensure prompt disposition of all cases.

In the last 90 days, I have reviewed the budget many times and have taken simple steps to eliminate spending wherever possible – from cancelling unused email accounts, outlook users and cell phones, to terminating book subscriptions where the same materials are available online. To date, through the small changes made, we have eliminated approximately \$5,000.00 in spending. I have personally reviewed and approved each and every expenditure made by the Court since January. I will continue to do so and will continue to eliminate any unnecessary spending identified so that taxpayer dollars that fund this Court are not wasted.

The Court is currently working to comply with all requirements of the Ohio Supreme Court which, when completed, will include a complete overhaul of the Court's Local Rules. The Court is currently working on various plans and procedures that are required and will complete those within the coming months.

Of particular note, the Court requested a security assessment from the Ohio Supreme Court which will be completed on March 26th. This assessment is one of the many services offered to local courts by the Ohio Supreme Court at no local cost. The purpose of this assessment is to review the current security procedures and systems to ensure that the Court is in compliance with all requirements of state law and, more importantly, to ensure that staff and visitors to the Court are safe each time they enter this building. More information regarding that assessment will soon be available.

Technology is simultaneously the best friend and greatest nemesis of the Court. The Court must be reliant upon technology to ensure that cases are managed properly, and that the public has ongoing access to Court information. Constantly developing and changing technology creates a challenge to the Court in trying to "keep up". The Court recently applied for a technology grant through the Supreme Court of Ohio to allow us to update, upgrade and improve the technology throughout the Court to meet those ongoing demands. Word on whether we will receive that grant will not come until later in spring.

The Court continues to work diligently to address the common problems facing our community: illegal drug use, mental health issues and the combination of the two. The court and its probation department continue to work tirelessly in attempts to hold offenders

accountable but also rehabilitate offenders to reduce or eliminate drug usage and deter recidivism. We have also continued to utilize electronic monitoring options, when appropriate, to reduce the jail population.

The Clerk's staff continues to pursue collection of fines and costs assessed by the Court and have continued to partner with Capital Recovery Systems, Inc. and the Ohio Attorney General's Office to pursue collection of past due amounts. In addition, the Court has recently implemented a Contribution In lieu of Community Service program pursuant to Ohio Revised Code Section 2929.27.

Pursuant to that code section, an offender who is ordered to perform community service as part of his/her sentence may elect to pay a reasonable sum in lieu of performing the service. Any funds received remain local and are paid to the general fund of the funding authority. This program is beneficial in two ways: first, it allows an individual who is financially unable to pay fines to instead perform community service, avoiding unnecessary collection costs and a continuing cycle of debt, while providing a service that benefits the Cambridge / Guernsey County community. In addition, in situations where individuals are employed and unable to work community service due to work schedules or other scheduling demands, they are provided with an option to make payment in lieu of performing service and that payment directly benefits the community. This program was initiated on January 31, 2024. In the limited time the program has been in effect, the Court has collected over \$4,000.00 in contributions in lieu of community service but has also continued to provide community service workers to perform valuable service within the community.

It is my privilege and honor to serve as the new judge of the Cambridge Municipal Court. I am pleased with the progress the Court has made during my first 90 days as Judge and I look forward to continuing those efforts in the months and years to come.

Should you have any questions about the report, please do not hesitate to contact me.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Stephanie L. Williams".

Stephanie L. Williams, Judge
Cambridge Municipal Court

AUTHORITY & JURISDICTION

The Cambridge Municipal Court was established in 1952 as authorized by Ohio Revised Code Section 1901.01.

The Cambridge Municipal Court has territorial jurisdiction within Guernsey County, Ohio, including, but not limited to:

City of Cambridge
Village of Pleasant City
Village of Senecaville
Seneca Lake

Village of Byesville
Village of Quaker City
Salt Fork State Park

The Ohio Legislature establishes the territorial jurisdiction, as well as the subject matter of the Court. Additionally, the court is governed by the administrative rules of various state agencies, as well as the Supreme Court of Ohio. Generally, municipal courts in Ohio have the following jurisdictions:

- ◇ Felony cases (initial appearance/preliminary hearing)
- ◇ Misdemeanor cases (through final determination)
- ◇ Civil actions up to \$15,000.00, including evictions
- ◇ All misdemeanor traffic violations
- ◇ Selected administrative appeals

Cambridge Municipal Court Employee Roster

Name	Title	Years of Service
John M. Nicholson	Judge	35 years Retired 12/31/2023
Stephanie L. Williams	Judge	Less than 1 year Effective 1/1/2024
Teresa Liston	Court Administrator/Magistrate	7 years Retired 12/28/2023
Katherine Howell	Court Administrator	15 years Effective 1/1/2024
Michelle Capers	Assignment Commissioner	38 years Retired 12/31/2023
Kate Knellinger	Deputy Assignment Commissioner/Judicial Assistant	Less than 1 year
Melinda Challender	Deputy Assignment Commissioner/Court Reporter	Less than 1 year
Teresa Baker	Clerk of Court	25 years
Leslie McCauley	Chief Deputy Clerk/ Judicial Assistant	34 years
Cindy Thompson	Deputy Clerk	22 years
Susan Reed	Deputy Clerk	17 years
Shauna Pethtel	Deputy Clerk	7 years
Samantha Troendly	Deputy Clerk	6 years Resigned 08/08/2023
Lea Whittle	Deputy Clerk	Less than 1 year Resigned 03/10/2023
Abbey Seckman	Deputy Clerk	Less than 1 year
William Seth Cowgill	Chief Probation Officer	7 years
Jamaal Lowery	Courtroom Bailiff	3 years Terminated 04/17/2023
James Brent Carpenter	Courtroom Bailiff	Less than 1 year
Deanne McInerney	Pretrial/Bond Officer	7 years
Emily Terrell	Probation Dept. Administrator/ Deputy Clerk	4 years Resigned 07/07/2023

Jon Stiers	Probation Officer/ Community Service	3 years Resigned 02/17/2023
Gerry Skip Wetherell	Community Service Coordinator	23 years
Marisa Streiff	Probation Officer	1 year
Dominique Banister	Probation Officer	Less than 1 year
Ryan Bates	Probation Officer	Less than 1 year Resigned 04/28/2023
Alexander Rose	IT Coordinator/Deputy Clerk	5 years Resigned 10/06/2023
Jared Conner Johnson	Accounting/Finance Manager	4 years Transferred 08/13/2023
William LePage	Accounting/Finance Manager	Less than 1 year

Cambridge Municipal Court Clerk of Courts

The Cambridge Municipal Court receives filings from all law enforcement agencies in Guernsey County as well as Civil and Small Claims filings within our jurisdiction. The Clerk's Office filed and entered into the database 5,708 new cases in 2023. The Court held a total of 1,745 arraignments and 128 preliminary hearings. Domestic Violence and Violation of Temporary Protection Order cases filed for 2023 was 101. There was a total of 113 OVI and Physical Control cases filed for 2023. A total of 7,680 cases were disposed of in 2023.

Court overall receipts for 2023 exceeded \$2,100,000.00, due to the diligence of the clerk's staff in their pursuance of fine collections and increased filings through the Civil Department.

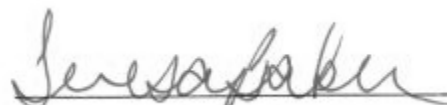
The Court continues in partnership with the Ohio Attorney General's Office and Capital Recovery Systems, Inc. to aid in the collection of aged delinquent fines and costs, resulting in additional collections of \$29,215.00 in 2023 at no cost to the Court. Collection fees are paid entirely by the defendants. This free service allows the Clerk's Office to seize a delinquent debtor's State income tax refund to offset their unpaid fines and costs, which helps defendants to reinstate their forfeited license.

In 2023, the Small Claims Division continued with the City Prosecutor and the City Treasurer's Office as well as the City Utilities Department in pursuing and collecting past due income taxes and utilities respectfully. These efforts have been successful as the Court has collected and distributed \$11,660.00 to the City of Cambridge. As well, the Civil Division distributed over \$400,000.00 in Garnishments in 2023.

The Court continues moving forward with ongoing technology upgrades and enhancements to better serve the public, law enforcement, attorneys, and our community. There are a total of four agencies in our jurisdiction that are filing traffic violations via E-Citations with success. The Court continues to have success with the E-Search Warrants. The Court continues to utilize alternatives to in-person visits with the virtual hearings via the Court website. The Cambridge Municipal Court has undertaken the task of being the first Municipal Court to go forward with getting E-Warrants up and running. It is an ongoing process with all agencies. The Court is also setting up E-Filing, starting with the Civil Department.

I would like to state my gratitude and appreciation for the Deputy Clerks in the Clerk's Office for their willingness and acceptance of all the new job duties asked of them. They all are to be commended for their understanding, patience and cooperation.

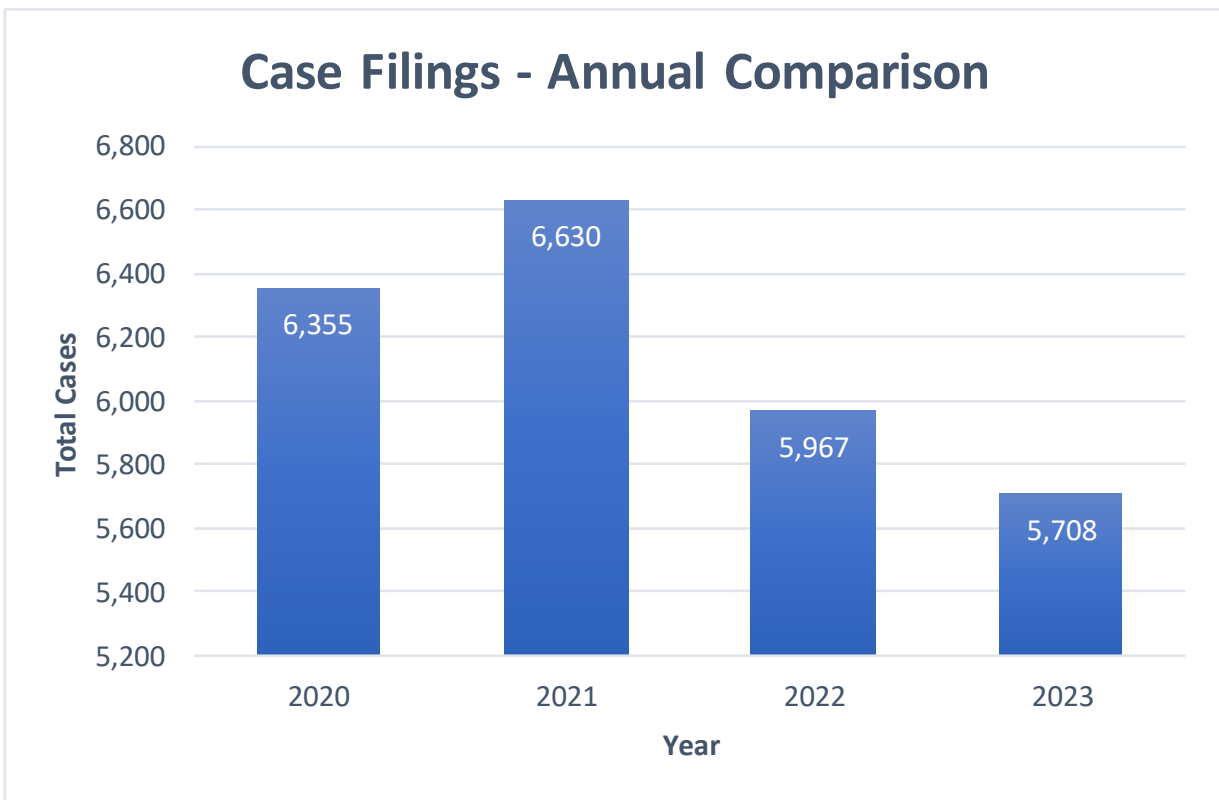
Respectfully Submitted,



Teresa Baker, Municipal Court Clerk

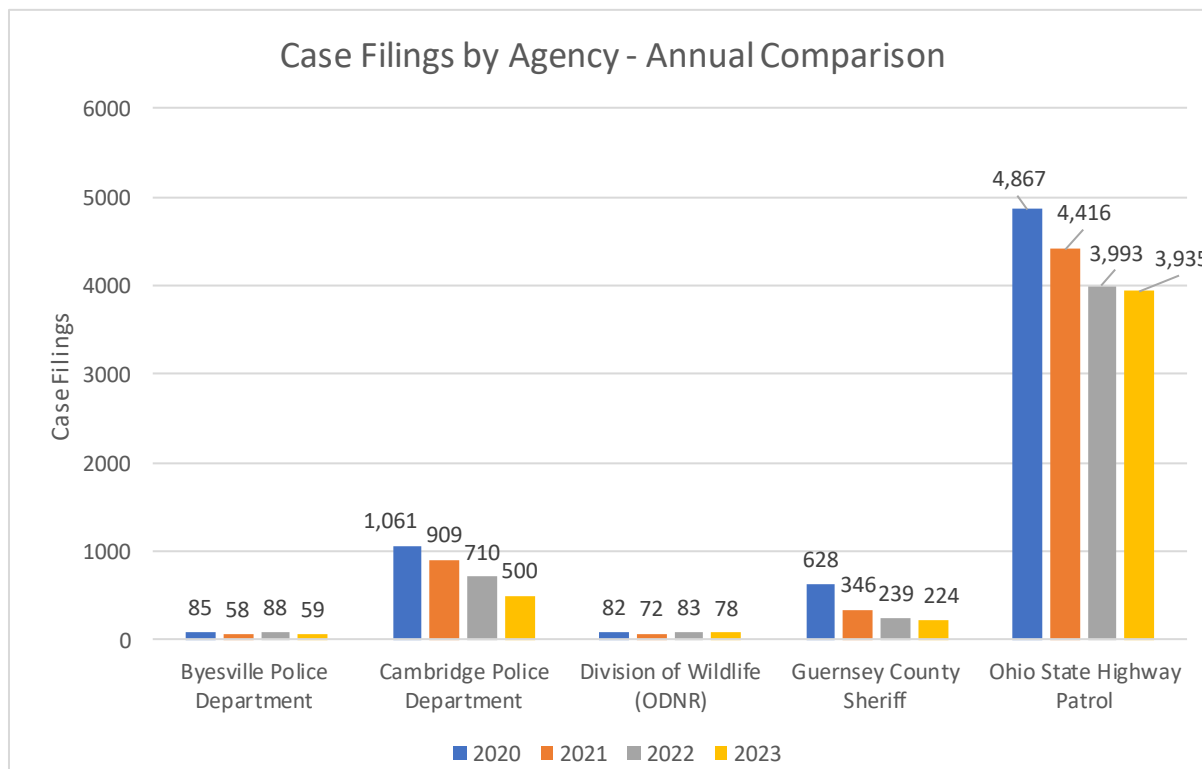
Cambridge Municipal Court Case Filings Annual Comparison

Case Type	2020	2021	2022	2023
Small Claims	124	63	20	31
Civil Division	566	587	628	702
Criminal Division	1066	922	734	788
Traffic Division	4540	4987	4495	4081
Misc. Filings	59	71	90	106
Total	6355	6630	5967	5708



Cambridge Municipal Court Case Filings By Agency Annual Comparison

Agency	2020	2021	2022	2023
Byesville Police Department	85	58	88	59
Cambridge Code Enforcement	0	0	0	0
Cambridge Police Department	1061	909	710	500
Cambridge Income Tax	5	4	0	0
Department of Forestry	0	0	0	0
Dvision of Watercraft	0	6	0	0
Division of Wildlife (ODNR)	82	72	83	78
Guernsey Co. Dog Warden	8	20	26	21
Guernsey Co. Health Dept.	2	0	0	0
Guernsey County Sheriff	628	346	239	224
Musk. Conervancy District	8	14	2	5
Ohio Dept. of Taxation	0	0	0	0
Ohio State Highway Patrol	4867	4416	3993	3935
Salt Fork State Park	74	111	76	31
State of Ohio Liquor	6	2	9	8
State Fire Marshall	0	0	0	0
Other Filings	46	71	84	106
Total	6872	6029	5310	4967



Cambridge Municipal Court Case Filings By Agency 2023

Agency	Criminal	Traffic
Adult Probation	1	0
Byesville Police Department	40	19
Cambridge Code Enforcement	0	0
Cambridge Police Department	288	212
Cambridge Municipal Court	6	0
Department of Forestry	0	0
Division of Watercraft	0	0
Division of Wildlife (ODNR)	63	15
Guernsey Co. Dog Warden	21	0
Guernsey Co. Health Dept.	0	0
Guernsey County Sheriff	188	36
Musk. Conservancy District	2	3
Ohio Dept. of Taxation	0	0
Ohio State Highway Patrol	160	3775
Salt Fork State Park	10	21
State of Ohio	1	0
State of Ohio Liquor	8	0
State Fire Marshall	0	0
Other Filings	106	0
Total	893	4081

**Cambridge Municipal Court
Court Activity
Annual Comparison**

	2020	2021	2022	2023
Arrest/Initial Appearances	1913	1802	1613	1745
Disposed Cases (All Divisions)	7985	8299	7590	7680
Pending Cases (All Divisions)	606	459	416	388
Contested Cases	1166	1020	1001	1125
Days Court in Session	248	245	247	250
Domestic Violence, TPO/CPO Violations Cases Filed	141	141	154	101
OVI/Phys Control Cases Filed	158	170	127	113
Evictions Filed	60	83	94	57
Jury Trials Conducted	0	0	1	0
Preliminary Hearings Held/Waived/Dismissed	153	106	142	128
Search Warrants	58	99	79	82

**Cambridge Municipal Court
OVI Cases by Agency
Annual Comparison**

Department	2020	2021	2022	2023
Byesville Police Department	1	2	1	2
Cambridge Police Department	24	34	24	13
Guernsey Co. Sheriff Department	1	0	3	2
Ohio State Highway Patrol	132	133	97	96
Other Agencies	0	0	0	0
Salt Fork State Park	0	0	0	0
Total	158	169	125	113

**Cambridge Municipal Court
DV/VTPO Cases by Agency
Annual Comparison**

Department	2020	2021	2022	2023
Byesville Police Department	1	7	7	3
Cambridge Police Department	24	71	77	52
Guernsey Co. Sheriff Department	1	61	65	45
Ohio State Highway Patrol	132	3	5	0
Other Agencies	0	0	0	1
Salt Fork State Park	0	1	0	0
Total	158	143	154	101

Designated Funds

Understanding Their Purpose & Applications

SPECIAL PROJECTS FUND

The purpose of this fund is to acquire and pay for special projects of the Court including, but not limited to, the acquisition of additional facilities or the rehabilitation of existing facilities, the development and implementation of innovative programs aimed to improve access to justice and enhancing court efficiency, technology upgrades, training and education for court staff, specialized court programs, and other related services. The Court, by local rule, charges a Special Project fee on the filing of each criminal case, civil action or proceeding.

INDIGENT DRIVERS ALCOHOL TREATMENT FUND (I.D.A.T.)

Pursuant to state law, when individuals are charged with or convicted of operating a vehicle under the influence of alcohol or drugs, or refusing a breath test, their driver's license is suspended for a period of time. Once the suspension is over, the offender must pay a reinstatement fee to the BMV in order to become valid to drive. A portion of the reinstatement fee is directed to the I.D.A.T. Fund, administered by the Ohio Department of Alcohol and Addiction Services.

By law, the Municipal Court is required to have an I.D.A.T. Fund. These funds provide financial assistance to those who have been ordered into treatment programs such as rehabilitation, counseling and support services.

CLERK COMPUTER FUND

The Clerk Computer Fund is designed to specifically finance technological needs in the clerk of court's office. Funds are allocated to acquire, maintain and upgrade case management systems used for maintaining case records and managing the court's docket. This fund may also be used for the purchase of supplies, equipment, software applications tailored to electronic filing and/or to supplement salaries as needed.

INDIGENT DRIVERS ALCOHOL MONITORING FUND

Effective in September of 2008, Ohio law increased mandatory OVI fines and license reinstatement fees, each by \$50.00. Those fines and fees are deposited into this fund which the Court is required to establish. These funds are designed to be used exclusively for the cost of immobilizing or disabling devices, including ignition interlock and electronic monitoring devices as ordered by the Judge. A surplus in this fund may be declared and funds may be transferred to the I.D.A.T. fund.

COURT COMPUTER FUND

The Court Computer Fund has been established to address the broader technological needs of the entire Court system. It encompasses technological requirements including Judge's chambers, courtrooms, administrative offices and other departments within the court structure. This fund may be used to purchase supplies, equipment, software applications tailored to electronic filing and other broader technological needs across all departments.

PROBATION SERVICES FUND

A monthly probation supervision fee is assessed to all defendants admitted to a term of probation. These fees are deposited in the Probation Services Fund. This fund is used to provide necessary equipment and pay expenses for the Probation Department, including salaries. This fund also supports the Community Service Program.

EMHA GRANT FUND

In 2016, the Cambridge Municipal Court was awarded a grant from the Ohio Department of Rehabilitation and Correction, Division of Parole and Community Services, Bureau of Community Sanctions. The purpose of this grant is to help alleviate overcrowding in the Guernsey County Justice Center. Funds from this grant are used to pay for the cost of electronically monitored house arrest, continuing education for probation officers and/or supplement salaries as needed.

STATE OPIOD RESPONSE (S.O.R.) GRANT FUND (ENDED 2023)

The Ohio State Opioid Response Grant is a funding initiative aimed at addressing the opioid epidemic in the State of Ohio. It provided financial support to the Cambridge Municipal Court Probation and Pretrial Services Department to pay the salary of a probation officer. It also included funding for medication assisted treatment, peer support services and residential treatment programs. Unfortunately, the Court was notified in 2022 that the parameters of the grant had changed, and that funding would no longer be available for probation officer salaries. Therefore, the Cambridge Municipal Court is no longer eligible to receive this funding.

CONTRIBUTIONS IN LIEU OF COMMUNITY SERVICE FUND (CILOCS) (NEW 2024)

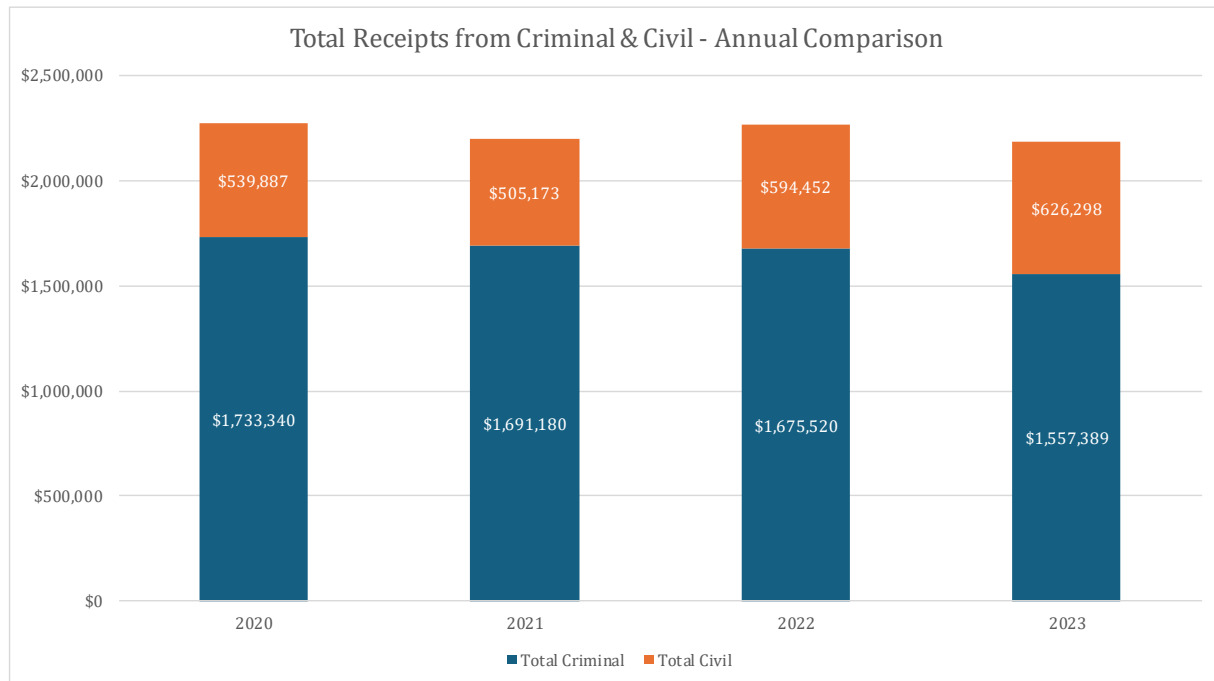
In 2011, Ohio Revised Code Section 2929.27(B) was enacted as part of Substitute House Bill 5 which deals with sentencing in criminal and traffic cases. It allows an offender who has been sentenced to a term of community service to request that the Court modify the sentence to authorize the offender to make a reasonable contribution in lieu of community service. These funds, by statute, are required to be deposited in the General Fund of the Court's funding authority, which are the City of Cambridge and Guernsey County, Ohio.

**Cambridge Municipal Court
Statement of Receipts
For the Year Ended December 31, 2023**

	2020	2021	2022	2023
Criminal				
Local/County/State Fines	377,408.95	394,548.07	326,234.00	378,714.63
Costs Amount	449,068.75	560,011.36	521,142.55	498,720.82
Misc Fees	905,682.16	735,742.78	827,773.52	679,108.02
Interest	147.03	80.03	134.11	354.92
Overpayments	1,033.10	798.19	235.32	491.00
Total Criminal	1,733,339.99	1,691,180.43	1,675,519.50	1,557,389.39
Civil				
Judgments	367,655.98	333,711.76	410,790.15	416,610.37
Costs	154,546.23	149,271.66	163,021.12	189,613.52
Misc Fees	17,658.36	22,175.39	20,609.25	19,987.40
Interest	25.94	14.35	31.03	86.94
Total Civil	539,886.51	505,173.16	594,451.55	626,298.23
Total Receipts	\$ 2,273,226.50	\$ 2,196,353.59	\$ 2,269,971.05	\$ 2,183,687.62

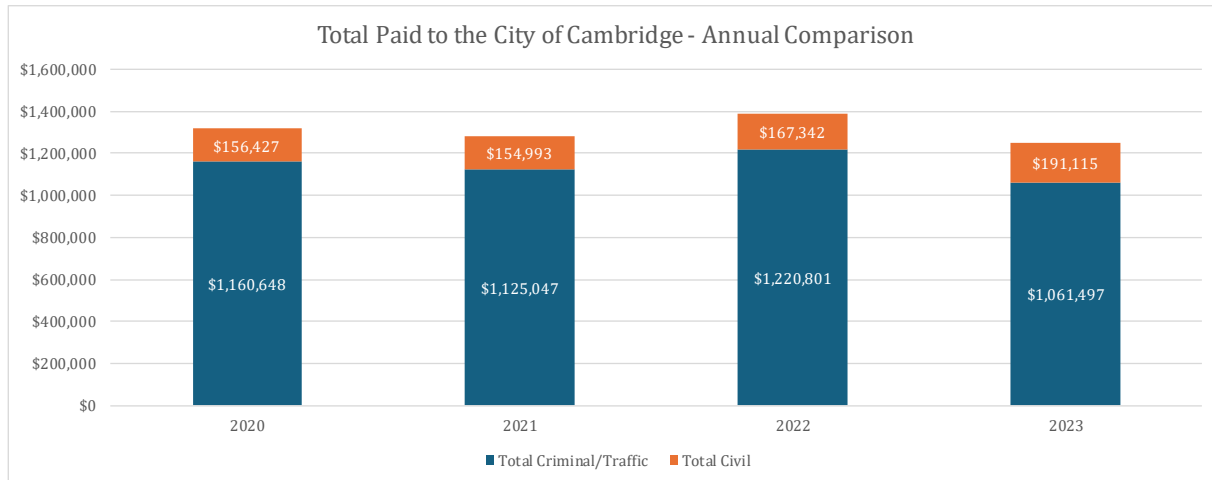
[1] Criminal *Misc Fees* include (but not limited to) Capital Recovery fees, grant money, Probation Services fees

[2] Civil *Misc Fees* include Personal Service fees, subpoena fees



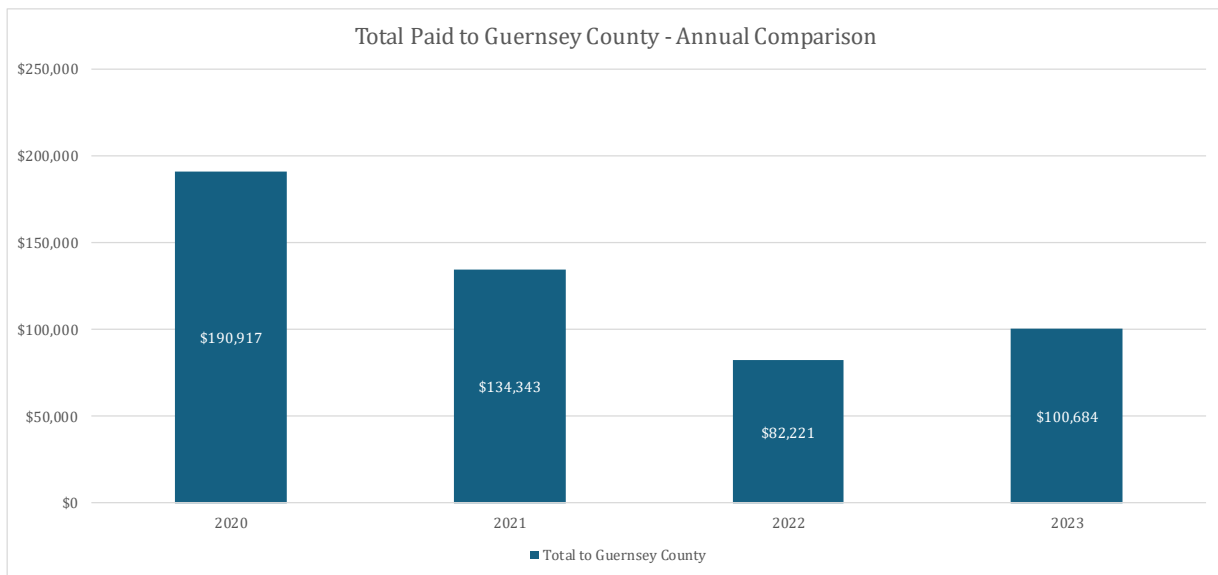
**Cambridge Municipal Court
Statement of Disbursements
To the City of Cambridge
For the Year Ended December 31, 2023**

	2020	2021	2022	2023
Civil				
Local Costs (General Fund)	102,260.13	101,557.66	112,285.21	128,461.52
Interest (General Fund)	25.94	14.35	31.03	86.94
Special Projects Costs	38,580.00	38,640.00	38,880.00	43,860.00
Clerk Computer Costs	11,970.00	11,370.00	12,420.00	14,390.00
Court Computer Costs	3,591.00	3,411.00	3,726.00	4,317.00
Total Civil	<u>156,427.07</u>	<u>154,993.01</u>	<u>167,342.24</u>	<u>191,115.46</u>
Criminal/Traffic				
Opioid Response Grant	47,788.00	41,184.00	61,319.21	146,938.99
Opioid Response Grant 2.0 (Bridge)	0.00	0.00	0.00	9,120.92
GORG Jail Pop. Reduction	0.00	0.00	0.00	0.00
Remote Tech Grant 2020	8,309.50	0.00	0.00	0.00
G704 Tech Grant 200	201,163.35	0.00	0.00	0.00
G30K County Grant	50,000.00	70,000.00	90,000.00	90,000.00
Body Armor Grant	0.00	3,363.75	0.00	0.00
G058 OSU Probation Grant	0.00	21,969.89	120,824.03	0.00
G024 OSU Probation Grant	0.00	0.00	31,707.77	0.00
EMHA Quarterly Grant	15,000.00	30,000.00	80,000.00	43,416.00
Court Computer Fund	15,497.01	18,346.00	16,182.50	15,321.00
Drug Law Enforcement Fund	1,588.00	2,697.00	0.00	20.00
Probation Fund	157,453.20	169,759.40	120,315.99	98,210.91
Immobilization Fees	700.00	1,100.00	1,300.00	700.00
Special Projects	312,983.27	377,084.34	339,461.58	322,946.73
Special Projects - Indigent Offenders	15,975.25	11,623.19	17,009.97	5,144.64
City Ordinance Fines	12,532.00	16,300.00	23,221.00	16,415.00
Costs; City, State, County, Highway	181,551.01	176,934.75	144,651.50	138,447.66
Interest	147.03	80.03	134.11	354.92
40% Highway Fines, Forfeitures	73,011.00	103,348.81	93,369.99	113,251.69
40% Highway Fines to General Fund	0.00	0.00	0.00	0.00
Indigent Drivers Alcohol Fund	15,871.12	21,615.92	32,164.95	18,706.78
Law Enforcement & Education	862.39	583.00	545.00	275.00
DUI Offender Housing	0.00	0.00	0.00	0.00
Clerk Computer Fund	50,215.62	59,057.03	48,593.08	42,226.66
General Fund Reimbursement	0.00	0.00	0.00	0.00
Total Criminal/Traffic	<u>1,160,647.75</u>	<u>1,125,047.11</u>	<u>1,220,800.68</u>	<u>1,061,496.90</u>
Total to City of Cambridge	<u>\$ 1,317,074.82</u>	<u>\$ 1,280,040.12</u>	<u>\$ 1,388,142.92</u>	<u>\$ 1,252,612.36</u>



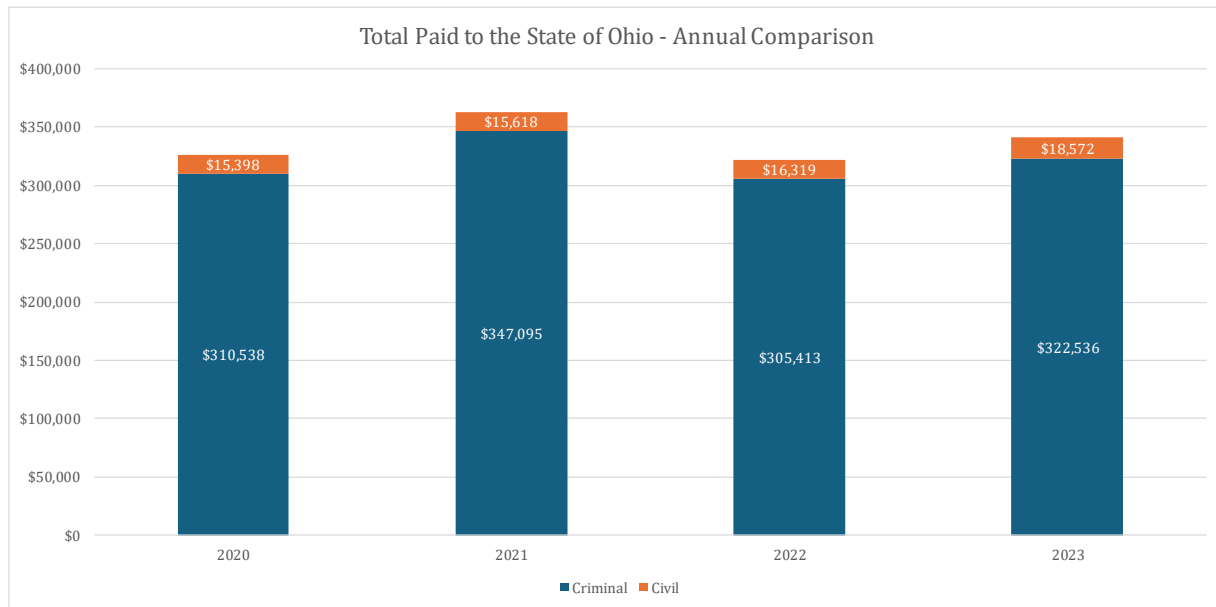
**Cambridge Municipal Court
Statement of Disbursements
To Guernsey County
For the Year Ended December 31, 2023**

	2020	2021	2022	2023
Criminal/Traffic				
Costs Due	708.00	1,360.00	2,144.00	1,404.00
Indigency Application Fees	8,478.00	7,110.00	5,753.00	6,594.00
Overloads	82,481.00	32,269.00	0.00	0.00
Law Enforcement & Education Fund	52.00	185.00	125.00	35.00
DUI Offender Housing Fund	11,400.60	9,667.02	7,146.00	6,845.04
Fines Due	84,642.80	81,986.86	66,087.73	84,944.78
Court Appt. Attorney Reimbursement	1,842.74	900.28	299.00	861.00
Various Drug Fines	1,312.00	865.00	666.00	0.00
Total to Guernsey County	\$ 190,917.14	\$ 134,343.16	\$ 82,220.73	\$ 100,683.82



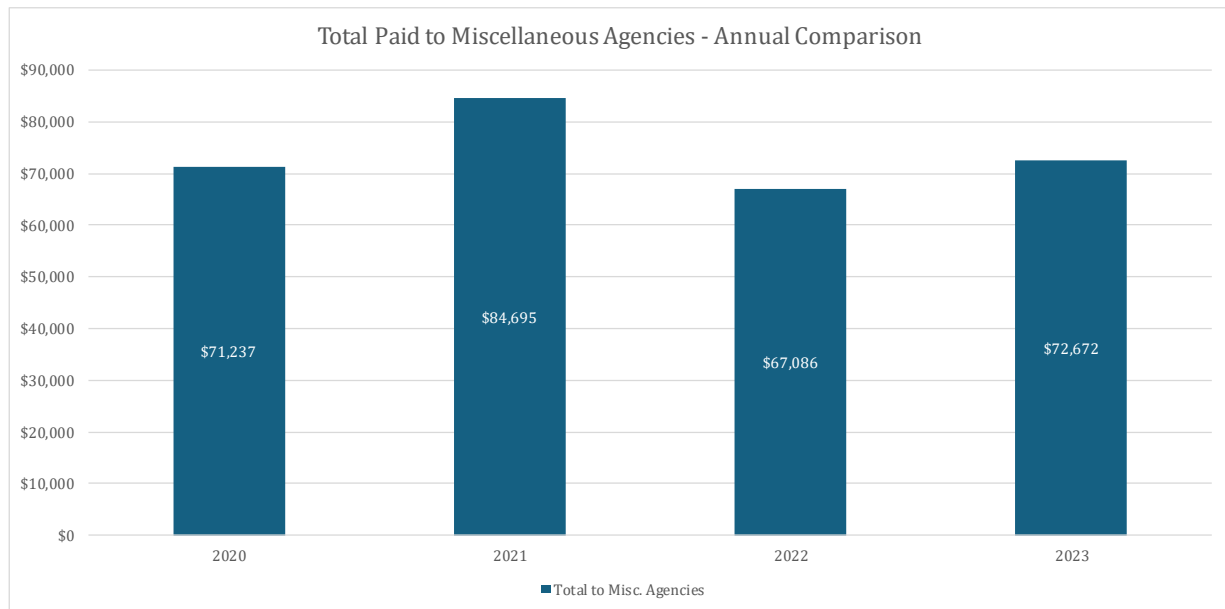
**Cambridge Municipal Court
Statement of Disbursements
To The State of Ohio
For the Year Ended December 31, 2023**

	2020	2021	2022	2023
Civil				
Legal Aid Fees	15,398.46	15,618.39	16,319.16	18,572.40
Criminal				
Highway Fines, Emg. Med. Fund, Forfeitures	91,209.81	126,521.40	116,537.88	141,484.06
Victims of Crimes	42,626.00	45,523.90	39,962.00	38,836.00
Fines, Seat Belts, Liq., Child Safety, SHSF	15,176.00	14,276.50	11,094.46	9,314.00
Law Enforcement & Education Fund	3,951.00	1,499.00	0.00	0.00
Indigent Defense Support Fund	114,654.27	133,077.60	123,304.46	119,241.75
Expungement Fees	990.00	760.00	520.00	180.00
Drug Enforcement & OSP	6,929.40	12,621.10	13,993.70	13,480.40
Moving Violations	35,001.30	12,815.45	0.00	0.00
Total Criminal	310,537.78	347,094.95	305,412.50	322,536.21
Total to State of Ohio	\$ 325,936.24	\$ 362,713.34	\$ 321,731.66	\$ 341,108.61



**Cambridge Municipal Court
Statement of Disbursements
To Miscellaneous Agencies
For the Year Ended December 31, 2023**

	2020	2021	2022	2023
Criminal/Traffic				
Warrant Block Ref. Fees to BMV	0.00	30.00	0.00	0.00
Muskingum Watershed	0.00	212.00	150.00	230.00
Salt Fork Law. Enf. Ed. Fund	483.00	2,060.00	1,959.00	1,290.00
Guernsey County Law Library	4,000.00	4,000.00	4,000.00	4,000.00
Guernsey County Humane Soc.	980.00	710.00	0.00	0.00
Senecaville Fines	0.00	0.00	0.00	0.00
Byesville Fines	461.00	780.00	964.00	678.00
Sheriff Fees	9,255.62	8,678.63	9,016.05	9,262.00
Capital Recovery Fees	22,468.65	17,356.92	7,265.56	4,161.68
OH Dept. of Natural Resources	5,735.00	6,930.00	7,680.00	6,620.00
Misc. Disbursements	1,205.10	831.13	463.60	533.11
Restitution Payouts	21,684.95	33,898.53	29,443.98	39,456.59
Board of Pharmacy	4,964.00	4,228.00	1,502.00	1,315.10
Ohio Drug Fines OSP*	0.00	2,396.00	2,431.00	2,555.98
Ohio Local Arrest DUI*	0.00	2,584.00	2,210.40	2,570.00
Higbee	0.00	0.00	0.00	0.00
Total to Misc. Agencies	\$ 71,237.32	\$ 84,695.21	\$ 67,085.59	\$ 72,672.46



**Cambridge Municipal Court
Summarized Statement of Civil Account
For the Year Ended December 31, 2023**

	2020	2021	2022	2023
<i>Beginning Balance</i>	<u>19,670.61</u>	<u>12,364.99</u>	<u>14,222.60</u>	<u>17,580.52</u>
Receipts				
Judgment/Sundries	367,655.98	333,711.76	410,790.15	416,610.37
Costs	154,546.23	149,271.66	163,021.12	189,613.52
Misc. Fees	17,658.36	22,175.39	20,609.25	19,987.40
Interest	25.94	14.35	31.03	86.94
<i>Total Receipts</i>	<u>539,886.51</u>	<u>505,173.16</u>	<u>594,451.55</u>	<u>626,298.23</u>
Disbursements				
City of Cambridge	156,427.07	154,993.01	167,342.24	191,115.46
State of Ohio (Legal Aid Fees)	15,398.46	15,618.39	16,319.16	18,572.40
Defense Attorney Fee	0.00	0.00	0.00	0.00
Sheriff Fee (Other County)	0.00	0.00	22.00	8.00
Deposit Refunds	0.00	0.00	0.00	22.09
Judgments	363,985.59	328,670.84	407,410.23	417,193.72
Rental Escrow	0.00	0.00	0.00	0.00
Witness Fee	0.00	0.00	0.00	0.00
Other	11,381.01	4,033.31	0.00	0.00
<i>Total Disbursements</i>	<u>547,192.13</u>	<u>503,315.55</u>	<u>591,093.63</u>	<u>626,911.67</u>
<i>Ending Balance</i>	<u>\$12,364.99</u>	<u>\$14,222.60</u>	<u>\$17,580.52</u>	<u>\$16,967.08</u>

**Cambridge Municipal Court
Summarized Statement of Criminal Account
For the Year Ended December 31, 2023**

	2020	2021	2022	2023
Beginning Balance	0.00	0.00	0.00	0.00
Receipts				
Local/County/State Fines	377,408.95	394,548.07	326,234.00	378,714.63
Costs Amount	449,068.75	560,011.36	521,142.55	498,720.82
Misc Fees	905,682.16	735,742.78	827,773.52	679,108.02
Interest	147.03	80.03	134.11	354.92
Overpayments	1,033.10	798.19	235.32	491.00
Total Receipts	<u>1,733,339.99</u>	<u>1,691,180.43</u>	<u>1,675,519.50</u>	<u>1,557,389.39</u>
Disbursements				
City of Cambridge	1,160,647.75	1,125,047.11	1,220,800.68	1,061,496.90
Guernsey County	190,917.14	134,343.16	82,220.73	100,683.82
State of Ohio	310,537.78	347,094.95	305,412.50	322,536.21
Miscellaneous Agencies	71,237.32	84,695.21	67,085.59	72,672.46
Total Disbursements	<u>1,733,339.99</u>	<u>1,691,180.43</u>	<u>1,675,519.50</u>	<u>1,557,389.39</u>
Ending Balance	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

**Cambridge Municipal Court
Summarized Statement of Bonds
For the Year Ended December 31, 2023**

	2020	2021	2022	2023
Beginning Balance	14,960.00	1,297.00	6,236.00	6,478.00
Bonds Received	58,264.55	52,066.80	73,398.96	73,209.00
Applied/Forfeited	(28,945.55)	(24,355.70)	(38,556.96)	(50,539.00)
Refunds/Transferred	(42,982.00)	(22,772.10)	(34,600.00)	(20,746.00)
Increase (Decrease)	<u>(13,663.00)</u>	<u>4,939.00</u>	<u>242.00</u>	<u>1,924.00</u>
Ending Balance	<u>\$ 1,297.00</u>	<u>\$ 6,236.00</u>	<u>\$ 6,478.00</u>	<u>\$ 8,402.00</u>

**Cambridge Municipal Court
Operating Expenses from Court Special Funds
For the Year Ended December 31, 2023**

007 - Special Projects Fund (ORC 1901.26)

Salaries/PERS	Annual Bond Debt Repayment	MARCS Radios	X-Ray Maint	Office Renovations (Flood)
104,460.48	247,300.00	315.00	1,200.00	10,122.84
007 = \$363,398.32				

014 - Alcohol Treatment Fund

014 = \$13,426.48	Counseling, Treatment, Analyzation (Cedar Ridge)
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015 - Clerk Computer Fund (ORC 1901.261)

Salaries/PERS	Henschen	Supplies/Equipment	Software	Cell Phones	Postage Leases	IT/Internet
4,919.99	6,706.88	17,089.02	9,639.39	5,255.43	6,832.05	3,223.25
015 = \$53,666.01						

025 - Special Projects/Indigent Offenders

1,238.78	Intoxalock
6,057.50	Electronic Monitoring (Track Group)
025 = \$7,296.28	

027 - Court Computer Fund (ORC 1901.261)

IT & Software	LexisNexis (RELX)	Equipment	Alarm/Security	LEADS
8,141.55	3,025.00	3,762.97	7,311.00	600.00
027 = \$22,840.52				

041 - EMHA Grant FY 2024/2025

Salaries/PERS	Electronic Monitoring (Track Group)
21,355.81	6,863.50
041 = \$28,219.31	

047 - Probation Services Fund (ORC 737.41)

Salaries/PERS	Drug Tests	Supplies	Ammo & Equip.	Electronic Monitoring	Transportation (SEAT)	Cell Phones	Van Maint
134,964.41	6,210.00	14,176.24	11,238.81	3,574.00	2,752.00	4,424.84	4,358.14
047 = \$181,698.44							

049 - Ohio State Opioid Response Grant

049 = \$159,829.11	Salaries/PERS/Health Benefits
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055 - EMHA Grant FY 2022/2023

Salaries/PERS	Cell Phone Reimbursement	Electronic Monitoring (Track Group)
46,424.91	5,225.78	22,077.50
055 = \$73,728.19		

Total = \$904,102.66

Cambridge Municipal Court Probation and Pretrial Services Department

Community Service

Over the last five years, our Community Service Program has grown considerably. We have extended community service working days to six days a week. Previously the program was only three to five days a week. Our program has helped the City of Cambridge with mowing, community clean up days and other projects and jobs. Our program also works with other agencies as well. When the Community Service Coordinator is unavailable, the Probation Department is responsible for the supervision of the workers. This often happens at the last minute. Our department has done a great job stepping up and taking on the extra responsibility. In 2023, Skip Wetherell was hired to be the Community Service Coordinator. Skip brings over twenty years of experience working with the City of Cambridge. Skip's experience has allowed for a great transition and has added great value to the Community Service Program.

Courtroom Security

In the past, the court has operated with two bailiffs. Currently the court has one full time bailiff. The Probation department is responsible for filling in as needed. The Probation Department assists with courtroom security as bailiff both in the courtroom and at the jail for video arraignments and trials. The Probation Department has taken on those responsibilities as well as continuing to engage in previous responsibilities. This has taken up more time and effort on each individual officer. The department has done a great job of taking on the new tasks.

Drug Testing

The Cambridge Municipal Court Probation and Pretrial Services Department conducts an average of seven to ten urine drug screens a day. We use instant urine cups to ensure immediate results. If there is a dispute from a defendant or they test positive for THC or any other drug that would take longer periods of time to clear from their system, we send those screens to a lab where they test the actual amount of that drug in their urine. The lab testing has provided the department with another tool to help us do our job in the most efficient manner. The department has also started conducting all of the new employee drug screens for any new hire from each department for the City of Cambridge.

Grants

CCA 2.0 Grant

This program allows the department to utilize GPS tracking and house arrest monitors in lieu of jail. The program significantly reduces the number of inmates in the Guernsey County Jail. The program typically has anywhere between 17-30 probationers/defendants on a monitor that would otherwise be incarcerated in jail. This program also provides the department with a way to monitor probationers more intensively which leads to less recidivism and higher compliance with conditions of bond and probation.

SEAT Grant

The SEAT Grant allows us to provide free transportation to probationers/defendants through Southeastern Ohio Transit. Probationer/defendants are required to report to the Probation Department for urine drug screens, appointments, counseling appointments, court appearances, etc. This grant reduces the number of warrants issued for people who are unable to find transportation, causing a Failure to Appear, and helps with compliance of bond and probation.

Pretrial Services

In 2023, the department hired Probation Officer Dominique Banister. Dominique brings eight years of experience working as a probation officer and as a corrections officer including five years as a probation officer at Guernsey County Common Pleas Court Adult Probation Department. Her experience has been a major asset to this department.

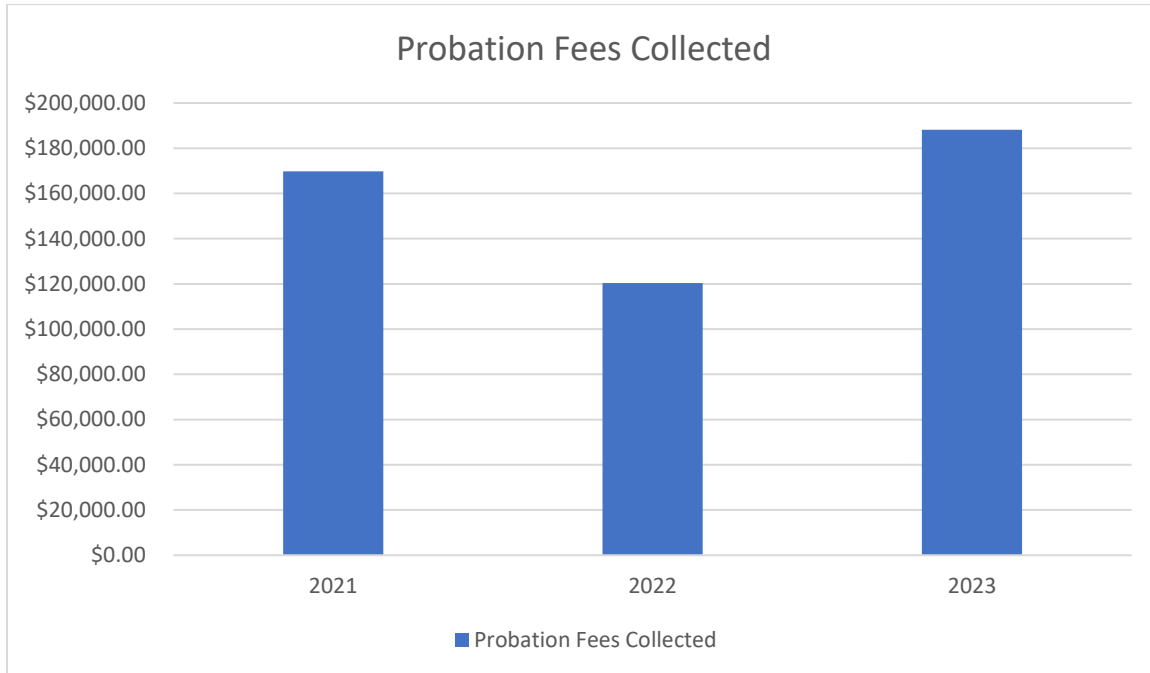
The Pretrial Services Department also supervises felony pretrial cases. During the transfer of felony cases, the Pretrial Services Department works with Guernsey County Common Pleas Court Adult Probation to ensure there is no gap in supervision. Officer Dee McInerney is the assigned Felony Bond Officer on these cases, and she has gone above and beyond to ensure compliance with defendants.

Probation and Pretrial Supervision

Currently, the Cambridge Municipal Court Probation and Pretrial Services Department supervises approximately 550 total probationers/defendants. This number does not include active warrants. To put this in perspective, Guernsey Court Common Pleas Court Adult Probation currently supervises 245 people.

Probation Fees

It is the responsibility of officers to ensure the collection of probation fees from probationers. It is now standard practice for officers to routinely go over this topic with probationers to ensure compliance with paying fees. In 2021 the department collected \$169,759.40. In 2022, the department collected \$120,315.99. In 2023, the department collected a total of \$188,210.91



2023 Pretrial Services Intakes by Violation

Violation	January	February	March	April	May	June	July	August	September	October	November	December	Total
Aggravated Trespassing										-	-	-	0
Aggravated Menacing	1	2	1	2	2	2	2		1	1	1	-	15
Animal Violation										-	-	-	0
Assault	5	2	3	2	4	1	2		3	4	4	2	32
Bad Checks										-	-	-	0
Child Endangerer		2			2	1			3	1	2	-	11
Concealed Weapon										-	-	-	0
Criminal Damage/Trespassing				2		2	1		4	1	2	-	12
Criminal Mischief			1			2				-	-	-	3
Hunting Violation										-	-	-	0
Disorderly Conduct	1			1					2	-	-	-	4
Domestic Violence	7	6	4	9	3	3	10		5	4	4	8	63
Drug Offense				2		1	1			-	-	-	3
DUS/FRA/NOL	3	2	3		4	3	5		2	2	5	-	29
Escape										-	-	-	0
Failure to Appear on Recog Bond										-	-	-	0
Failure to Comply	1					1	1			-	1	-	4
Gun Violation	1									-	2	-	3
Hit Skip/Stop				1			1			1	-	-	4
Inducing Panic										-	-	-	0
Menacing	1			2	3	1				-	-	1	8
Menacing by Stalking		1								1	-	-	2
Misc. Offenses	2	1	2	5	8	2	1		3	4	7	1	36
Obstructing						2	1			1	-	-	4
OVI (18-20yrs) 1st										-	-	-	0
OVI (18-20yrs) 2nd										-	-	-	0
OVI 1st	4	7	8	6	6	4	4		2	1	13	6	61
OVI 2nd	3			1	1		3		3	-	1	-	12
OVI 3rd		1				1			1	1	-	-	4
Receiving Stolen Property					1	1				-	-	-	2
Reckless Operation			1							-	-	-	1
Resisting Arrest							1		1	-	-	2	4
Tax Violation										-	-	-	0
Theft	7	2	2	2	6	2	5		3	6	9	2	46
Unauthorized use of Motor Vehicle										-	-	-	0
Underage Consumption					2					-	-	-	2
Violation of Protection Order	1	3		4	1	3	3		1	1	1	2	20
Felonies	6	7	12	7	6	9	7		7	2	11	4	78
Total:	43	36	37	46	49	41	48	-	41	31	63	32	467

2023 Probation Intakes by Violation

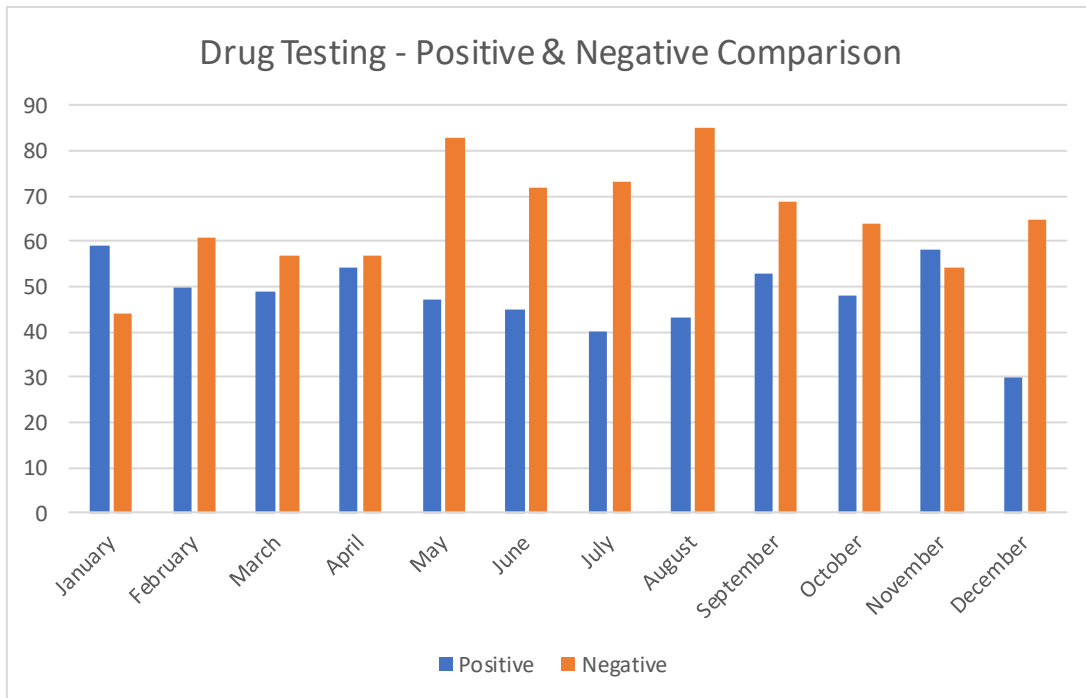
Violation	January	February	March	April	May	June	July	August	September	October	November	December	Total
Aggravated Trespassing	1	-	-	-	-	-	-	-	-	-	-	-	0
Aggravated Menacing	-	1	1	-	-	2	1	2	1	-	1	-	9
Animal Violation	-	-	-	-	-	1	-	-	-	1	1	-	3
Assault	4	-	5	2	2	5	1	2	1	-	1	2	21
Bad Checks	-	-	-	-	-	-	-	-	-	-	-	-	0
Child Endanger	-	-	-	-	-	-	-	2	-	1	1	1	5
Concealed Weapon	-	-	-	-	-	-	-	-	-	-	-	-	0
Criminal Damage/Trespassing	-	-	-	-	1	1	4	1	1	3	1	1	13
Criminal Mischief	-	-	1	-	-	-	1	1	-	-	-	-	3
Hunting Violation	-	-	-	-	-	-	1	1	-	-	1	-	3
Disorderly Conduct	1	3	4	1	2	-	-	6	5	3	1	2	27
Domestic Violence	2	3	5	4	5	-	5	4	4	1	2	2	35
Drug Offense	1	-	-	1	-	-	1	-	1	2	-	1	6
DUS/FRA/NOL	7	3	-	-	-	-	-	5	-	-	-	1	9
Escape	-	-	-	-	-	-	-	-	-	-	-	-	0
Failure to Appear on Recog Bond	-	-	-	-	-	-	-	-	-	-	-	-	0
Failure to Comply	-	-	-	-	1	1	-	-	-	-	-	-	2
Gun Violation	-	-	-	-	1	-	-	-	-	1	-	-	2
Hit Skip/Stop	1	1	-	-	1	2	-	3	1	1	-	1	10
Inducing Panic	-	-	-	-	-	-	-	1	-	-	-	-	1
Menacing	-	-	1	-	2	2	-	1	1	-	-	1	8
Menacing by Stalking	-	-	-	-	-	-	-	-	1	-	-	-	1
Misc. Offenses	7	2	1	2	5	3	4	5	5	1	5	1	34
Obstructing	-	1	1	-	-	1	-	-	3	-	-	2	8
OVI (18-20yrs) 1st	-	-	1	-	-	-	-	-	-	-	-	-	1
OVI (18-20yrs) 2nd	-	-	-	-	-	-	-	-	-	-	-	-	0
OVI 1st	3	7	5	9	7	4	4	5	5	1	2	8	57
OVI 2nd	-	2	-	1	2	1	-	1	2	2	3	1	15
OVI 3rd	-	-	-	-	-	-	-	1	-	-	-	-	1
Receiving Stolen Property	-	-	-	-	2	1	-	-	-	-	-	-	3
Reckless Operation	-	-	1	-	-	-	-	-	1	-	1	-	3
Resisting Arrest	-	-	1	-	-	-	-	-	-	-	1	1	3
Tax Violation	-	-	-	-	-	-	-	-	-	-	-	-	0
Theft	11	6	8	6	9	6	4	7	7	12	12	2	79
Unauthorized use of Motor Vehicle	-	-	-	-	-	-	-	-	1	-	-	-	1
Underage Consumption	-	-	-	-	-	-	1	-	-	-	1	-	2
Violation of Protection Order	3	2	-	-	1	2	-	-	2	1	3	2	13
Total:	41	31	35	26	41	32	27	48	42	30	38	28	419

**Cambridge Municipal Court
Probation and Pretrial Services Department
Supervised Court Orders**

Service	2020	2021	2022	2023
New Pretrial Cases Filed	603	540	556	509
New Probation Cases Filed	624	528	401	464
Total Supervised Cases	1227	1068	957	973
OVI Pretrial Supervised Cases	106	103	87	73
OVI Probation Supervised Cases	151	120	89	78
Community Service Hours Worked In Lieu of Jail	2695	3660	4102	4465
Communtiy Service Hours Worked for Fines and Costs	985	585	1015	2581.5
Communtiy Service Credit Given for Fines and Costs	\$ 9,871.00	\$ 5,850.00	\$ 10,150.00	\$ 25,815.00
Restitution Paid to Victims	\$ 21,684.95	\$ 33,898.53	\$ 29,443.98	\$ 39,456.59
GPS Monitor Pretrial Intakes	108	126	122	106
GPS Monitor Probation Intakes	40	46	48	38

Cambridge Municipal Court Drug Testing

Month	Positive	Negative
January	59	44
February	50	61
March	49	57
April	54	57
May	47	83
June	45	72
July	40	73
August	43	85
September	53	69
October	48	64
November	58	54
December	30	65



Cambridge Municipal Court Community Service Hours by Worksite

Worksite	Hours
Cambridge Municipal Court	926
City of Cambridge	1176.5
Feed My People	2740.5
Living Word Outdoor Drama	118
Mid Ohio Food Bank	319
Senior Center/Meals on Wheels	1238.5
Guernsey County Dog Shelter	528
Total	7046.5

