

Sylvania Municipal Court



Annual Report 2021

Judge Michael A. Bonfiglio
Presiding Judge

Johnna Amborski
Clerk of Court

Serving: City of Sylvania; Villages of Berkey and Holland; Townships of Sylvania, Richfield, Spencer and Harding; Portions of the townships of Swanton, Monclova and Springfield lying north of the Ohio Turnpike.

To the Lucas County Fiscal Officer, Mayors, Council Members, Finance Directors, Clerk/
Treasurers, and all interested person:

Pursuant to Ohio Revised Code §1901.14, I am pleased to submit the 2021 Annual Report of the Sylvania Municipal Court. Although the year brought significant challenges due to the COVID pandemic, the Court remained committed to innovation, efficiency, fiscal responsibility, and the fair administration of justice. Included with our Annual Report is a 2021 Year in Review, which lists the Court's achievements in 2021.

The Year in Review reflects that the Court has remained steadfast in its commitment to improve efficiency and reduce operational expenses. In 2021 the Court increased its collection of fines and costs, decreased its payroll, and virtually eliminated overtime costs.

The Year in Review also reflects that the Court reorganized the Clerk's office, provided cross-training to all staff, and significantly reduced its probation caseload to provide greater oversight of probationers.

In 2021 the Court also began the process of establishing a Special Drug Docket and a Special Domestic Violence Docket in its continuing effort to end the cycles of drug usage and violence that plague so many families in our community. The Special Drug Docket received Supreme Court certification in January of 2022, and the Special Domestic Violence Docket received Supreme Court Certification in March of 2022.

Every year brings its own challenges, but I am confident that because of the dedication and hard work of our staff, our commitment to fiscal responsibility, and our dedication to serving the members of our community, the Court will continue to meet and exceed all expectations in 2022.

Respectfully,

Judge Michael A. Bonfiglio
Presiding Judge

Sylvania Municipal Court

2021 Annual Report

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Authority and Territorial Jurisdiction

Court Established: January 1st, 1964

Authority: §1901.01, Ohio Revised Code

Governmental Unit of Administration:

Serving: City of Sylvania; Villages of Berkey and Holland; Townships of Sylvania, Richfield, Spencer and Harding; Portions of the townships of Swanton, Monclova and Springfield lying north of the Ohio Turnpike in Lucas County, Ohio.

Number of days in Open Session: 216*

Territorial Population: 77,278 (Provided by the Supreme Court of Ohio on 2/8/19)

Presiding Judge: Michael A. Bonfiglio

*Unscheduled closures occurred in 2021 due to COVID. Clerk was on duty by call-in 365 days per year.

Sylvania Municipal Court 2021 Year in Review

- **Core Task Responsibilities**

In 2021 Magistrate Cole assumed a second role, serving as the acting Court Administrator. (Prior to 2021 the Court never had an Administrator.) As Court Administrator she created Core Task Responsibilities (CTRS) for each of the Deputy Clerks - both criminal and civil - to improve efficiency, create accountability, and improve work product. Written step by step instructions were drafted for all CTRS, and all criminal and civil deputy clerks were cross-trained on three or more CTRS.

All CTRS are now being tracked weekly by Magistrate/Court Administrator Cole, which creates accountability and monitoring of clerk work product, ensures that the Court is current on CTRS weekly, and allows for real time adjustments of CTRS during periods of heavy workload or increased case volumes.

- **Fines and Costs**

In 2021 the Court implemented a new fines and cost system that tremendously increased the Court's efficiency in referring unpaid accounts the Court's collection agency, Capital Recovery Systems. In 2021 the Court received \$829,072.38 in fines and costs from Capital Recovery, an increase of nearly \$250,000 in collections from the year before. As a comparison, listed below are the fines and costs received from Capital Recovery for the years 2017 through 2020:

2020:	\$586,791.26
2019:	\$564,151.33
2018:	\$487,019.79
2017:	\$455,355.27

Batch texting was started in October of 2020 and continued through 2021. SMC was one of the first courts in Ohio to employ batch texting to remind individuals of due dates for payment of fines and costs. This has resulted in better collection returns, and has also provided for consistent client collection contacts, uniform enforcement efforts, and real-time imposition of sanctions for delinquent payments.

- **Payroll Reduction**

Between 2020 and 2021 two full-time employees retired and two other full-time employees resigned. Due primarily to the increased efficiency and organization of the Court, plus the

nationwide downturn in cases filed, two of the employees were not replaced, the third employee was replaced with part-time hires, and the fourth employee, the former clerk of courts, was replaced with a promoted deputy clerk, whose former position then was not filled. By the end of 2021, the Court was operating with 4 fewer full-time employees: 3 positions have not been filled and the 4th has been filled by part-time hires. The combined salaries of these 4 full-time positions is in excess of \$203,000.00, and since these salaries were no longer being paid by the end of 2021, the Court's payroll, and the expense to the City, was reduced by 8.8%.

In addition, in 2021 the Court sought and received approval from City Council to change the City ordinance to re-classify two Deputy Clerks as Deputy Bailiffs. The reclassifications mean that, per the Ohio Revised Code, going forward Lucas County will pay 40% of each of the two salaries, which results in payroll savings to the City of a minimum of \$34,000.00 per year.

- **Overtime Reduction**

In 2021, by adopting a flex time policy the cost of overtime was reduced from \$22,906 in 2020 to \$1,444.00 in 2021. At the end of 2021 the Court returned to the City nearly \$28,556.23 in budgeted, unused overtime. As a comparison, listed below are the overtime costs for the years 2017 through 2020:

2020:	\$22,906.00
2019:	\$36,299.00
2018:	\$44,436.00
2017:	\$62,297.00

- **Probation Department**

In August of 2021 the Probation Department was restructured and each probation officer was assigned a designation to monitor a specific type of offender. Previously, cases had been randomly assigned to the probation officers. Offenders have benefited from this change because they are now assigned to a probation officer who possesses specialized education, training, expertise, and access to resources and programming to meet the offender's specific needs. The restructuring has also allowed for consolidation of resources, better access to treatment resources, and more consistent, regular contact with offenders and treatment providers.

Since 2018 the Court has strived to reduce probation numbers by terminating old cases and shortening the terms of probation on the new cases, but with greater supervision. At the end

of 2020 the Probation Department had over 1,000 active case, and it was not unusual for a single probation officer to be monitoring 350-500 cases at time.

By the end of 2021 each probation officer had under 100 active cases. The reduced caseload allowed each officer to develop consistent and timely client contacts, and enhanced their ability to monitor client progress on treatment, drug screens , counseling, etc. By reducing the caseloads and creating more immediate oversight of each active case our goal is to achieve more successful probation terminations in the future.

Beginning in 2021 Magistrate/Court Administrator Cole began to track weekly probation officer caseloads, probation violations filed, new cases added, and case terminations. The tracking of cases resulted in greater accountability and increased consistency within the probation department.

In May of 2021 the probation department instituted a new procedure for scheduling pre-sentence interviews and drafting pre-sentence investigation (PSI) reports. Prior to making this change there often would be a five-month delay between when an individual was ordered to be seen for a PSI interview and when the PSI was actually completed and a sentencing scheduled.

Now in all OVI and crimes of violence the completion of the PSI and scheduling of a sentencing date is done with 45 days or less of the date of the plea.

- **Special Dockets**

With the goal of helping individuals become drug-free and maintain a sober lifestyle, thereby by protecting the entire community, in 2021 the Court embarked upon a plan to create a Special Drug Docket and a Special Domestic Violence Docket. These dockets will provide intensive counseling, treatment, and oversight to eligible offenders. Applications for approval, including program outlines, handbooks, materials, forms, and court documents were submitted to the Supreme Court for review and certification.

Probation staff who will be overseeing the special dockets have received training in their roles as special docket officers, and have also completed additional education per their designated specialty. Community partners and local treatment providers have signed agreements to partner with SMC on special docket evaluations and treatment.

We are very excited to report that in January of 2022 the Court received certification for the Special Drug Docket, and in March of 2022 the Court received certification for the Special Domestic Violence Docket. The Special Drug Docket was launched in March of 2022, and the Special Domestic Violence Docket will be launched later this year. Sylvania Municipal

Court might be the only court in Ohio with both a Special Drug Docket and a Special Domestic Violence Docket.

- **Credit Card and WEB Payments**

In 2021 the Court partnered with Henschen and Lexis Nexis to provide customers a more efficient, faster option through the Court's website for the payment of fines and costs. The Court also worked with the City IT department to modify the Court's website to make on-line payment options more user-friendly.

Also in 2021 the Court also installed a new general voicemail and call-tree system that routed callers attempting to make over-the-phone payments directly to an automated call center. This expedited phone-payment system makes it easier for the caller and relieves the clerks of the former responsibility to take the call, retrieve each physical file, process the payment and then make the necessary entries.

In 2021 the Court receipted \$425,413.40 in credit card payments and \$873,864.10 in WEB payments through its online, counter card machines, and phone-based systems.

- **Court Physical Case File Filing**

In 2021, over a two-month period, every file cabinet in the Clerk's Office was re-organized, re-alphabetized and reviewed. This process required 3 staff members to complete. Misfiled cases were located and correctly refiled, separated files were identified and attached to the appropriate companion files, and collection folders, previously stored in another area, were placed with the court file, making it easier for a clerk to accept and docket payment.

In 2020, the Court's file cabinets were overstuffed and often cases were not able to be filed properly due to lack of storage space. There are now empty cabinets and shelves and ample storage space available.

- **New Phone System**

In 2021 the installation of a new phone system with voicemail options increased efficiency in the Clerk's Office. These options enable the caller to be directed to the appropriate department and also provides information options, such as for payment of fines and costs or specific case information, that no longer require a clerk to take the call. Due to the fact that the new system has reduced the need of callers to speak to a live person, clerks spend less time dealing with phone calls and more time to accepting additional CTRs and responding to in-person issues at the counter. The voicemail boxes are checked every 2-3 hours, and calls are returned within 24 hours.

- **Basement Filing**

Basement storage boxes have been repaired and replaced. Trash and old office equipment has been removed from the basement. Basement has been reorganized by type and ago of case, making it much for clerks to locate stored cases.

- **Court Equipment**

A Live Scan finger printing machine was purchased and installed and all court staff have been trained on the device. A new color copy machine/scanner was purchased. The bullet proof door to the Clerk's Office was replaced. COVID glass partitions were installed on all clerk office work stations.

- **Henschen E-Filing for Documents**

Attorney and public document E-filing was successfully installed and utilized this year and all staff were fully trained on using e-filing.

- **Henschen E-Subpoenas**

In 2021 the Court resolved all police and prosecutor E-subpoena programming issues, which means that now all of the police agencies within the Court's jurisdiction are using E-subpoenas successfully. As a result, subpoenas are issued to the officer the day they are submitted by the Prosecutor and processed by our Court clerk. There is now accountability in our process as well. We can see the time the Prosecutor requested the E-sub, when it was processed by our clerk, and when that E-subpoena was opened and acknowledged by the police agency.

- **Staff Development**

The Clerk's Office staff participated in five training sessions throughout the year on the use of Court's Henschen software system and on the implementation Court's new workflow system.

Bailiffs and criminal staff were trained on the jury process and procedures.

Bailiffs received training on bond forfeiture procedures, responding to transcript requests, and processing appeals.

A deputy clerk has been fully trained as back up bookkeeper to the Clerk of Court.

Three deputy clerks have been fully trained on the updater position.

Two criminal clerks have been cross trained on civil division CTRs.

Created new “floater” position to have a designated deputy clerk available to float between criminal and civil divisions to cover clerks who are on vacation or anyone who has called off sick. Alleviates pressure and need for counter clerks to cover double CTRs (their assigned tasks and their co-workers CTRs) when a co-worker is off.

Created new “Intake Clerk” position for better quality control and to ensure all docket entries are being made consistently both on physical case file and online journal.

Magistrate/Court Administrator Cole has been trained on payroll and backup bookkeeping.

Clerk and Probation staff were provided an ALICE safety training course on active shooter situations.

All Clerk staff completed the Supreme Court’s *Customer Service for Clerk’s* web training course.

Magistrate/Court Administrator Cole has worked with staff members individually, and has met monthly in small groups with each department, to provide training to improve performance on CTRs, docketing, time management, and conduct and attitude in the workplace.

All staff members have been provided written instructions and guidelines for all CTRs and court procedures.

2021 Total Receipts and Disbursements

	Receipts	Disbursements
Criminal/Traffic Division- General	2,084,458.00	2,084,158.00
Criminal/Traffic Division- Bonds	134,141.00	152,927.00
Total	\$2,218,599.00	\$2,237,085.00
Civil Division	\$1,186,801.67	\$1,185,675.94
Trusteeship Division	\$0.00	\$0.00
Total Receipt and Disbursements	\$3,405,400.67	\$3,422,760.94

2021 Criminal/Traffic Division Receipts

Receipts	Amount
Fines: City Ordinance	26,192.31
Fines: State Cases- Regular	147,870.53
Fines: State Cases- Traffic	130,706.71
Fines: Ohio State Highway Patrol	140,628.08
Fines: Village of Berkey	47.00
Fines: Village of Holland	6,008.79
Fines: Ohio Dept. of Agriculture	.00
Fines: Ohio Dept of Natural Resources	300.00
Fines: Bureau of Motor Vehicles	.00
Fines: Toledo Environmental	.00
Fines: Humane Society	165.55
Fines: Harding Township	.00
Fines: Richfield Township	.00
Fines: Metro Parks	171.00
Fines: County Dog Warden	2,016.00
Fines: Health Dept. Violations	.00
Fines: Zoning Violation	.00
Fines: Taxation	.00
Fines: Ottawa Hills Violations	.00
Fines: Seat Belt Law	8,914.10
Fines: Highway Safety	1,975.00
Fines: Drug Violation	14,782.72
Fines: Liquor Violation	247.00
Fines: Expungements	3, 150.00
Fines: OVI Arrests	9,948.68
Fines: OVI Arrests- Indigent Driver Treatment	9,677.48
Fines: OVI Arrests- Indigent Defense Support Fund	27, 502.47
Fines: OVI Arrests- Housing	22,924.14

Fines: Indigent Driver Interlock I.D.I.F	30,482.95
Fines: State Recreation Vehicle Fund	.00
Costs: Local Costs	533,135.74
Costs: General Revenue- State	3,200.63
Costs: Victims of Crime- State	54,415.09
Costs: Legal Research	22,876.33
Costs: Computer Improvement	53,581.59
Costs: Jury Fees	.00
Costs: Miscellaneous City Fees	265,066.77
Costs: Sherriff's Fees- County	22,994.65
Costs: Community Service Fees	2,478.73
Costs: Crime Stoppers Fees	5,659.00
Costs: Public Defender	36,184.90
Costs: Drug Enforcement D.E.F.C.	14,745.50
Costs: Justice Services J.P.S.F.	473.33
Costs: Indigent Alcohol I.A.T.C.	6,518.11
Costs: Indigent Driver I.D.F.C.	139,006.09
Costs: Ignition Interlock (State) I.I.F.S.	49.50
Costs: Ignition Interlock (Local) I.I.F.L.	.00
Costs: Immobilization Waiver I.W.F.C.	.00
Costs: Bail Bond Fee F.B.B.	9,383.00
Costs: I.S.F.C	43,200.66
Costs: Probation Fees % Administrative Charge	1,889.40
Costs: Probation Fees	92,580.82
Costs: Law Library	5,686.33
Collection Fees	221,226.01
B.M.V. Reinstatement Fees	1,098.22
TOTAL RECEIPTS	\$2,119,160.91

2021 Disbursements - Criminal/Traffic Division

Disbursements	Amount
City of Sylvania:	
Fines: City Ordinance	26,192.31
Fines: Ohio State Highway Patrol (40%)	56,484.08
Fines: Drug Arrest	2,306.00
Fines: OVI Arrests	1,046.90
Fines: OVI Arrests- Indigent Driver Treatment	9,677.48
Fines: OVI Arrests- Housing	2,914.75
Fines: Indigent Driver Interlock (IDIF)	30,482.95
Costs: Indigent Alcohol Treatment- I.A.T.C.	6,518.11
Costs: Indigent Alcohol Treatment- I.W.F.C.	.00
Costs: Highway Safety Fund I.I.F.L.	.00
Costs: Local Costs	533,135.74

Costs: Legal Research	22,876.33
Costs: Computer Improvement	53,581.59
Costs: Community Service Fees	2,478.73
Costs: Jury/Witness Fees	.00
Costs: Expungement	20.00
Costs: Probation Fees % Administrative Charge	1,889.40
Costs: Probation Fees	92,580.82
Costs: I.S.F.C.	43,200.66
Costs: Miscellaneous Fees	265,066.77
TOTAL	\$1,150,452.62
Treasurer - State of Ohio	
Fines: 50% O.S.H.P	70,081.26
Fines: Seat Belt	8,914.10
Fines: Highway Safety	1,975.00
Fines: Liquor Control (50%)	123.50
Fines: OVI Arrests- I.D.S.F.	27,502.47
Costs: OVI Arrests-(IDFC)	139,006.09
Costs: Highway Safety-(IIFS)	49.50
Costs: Drug Enforcement Fund (DEFC)	14,745.50
Costs: Justice Program Services Fund (JPSF)	473.33
Costs: Bail Bond Fee (FBB)	9,383.00
Costs: Victims of Crime	54,415.09
Costs: General Revenue	3,200.63
Costs: Expungements (60%)	1,890.00
Fines: OSP Arrests-DUI	4,542.78
Fines: OSP Drug Arrest	900.30
Costs: BMV Reinstatement Fee	291.00
Costs: BMC Warrant Fees	807.22
Fines: State Recreational Vehicle Fund	.00
TOTAL	\$338,300.77
Treasurer of Lucas County:	
Fines: State Cases- Regular (100%)	147,870.53
Fines: State Cases- Traffic	
County cases under Sec. 4511-13 (50%)	22,411.03
Cases other than Sec. 4511-13 (100%)	43230.46
Fines: Ohio State Highway Patrol (10%)	14,062.74
Fines: Dog Warden	2,016.00
Fines: Liquor Violations (50%)	123.50
Fines: Health Dept. Violations	.00
Fines: Zoning Violations	.00
Fines: OVI Arrest	1,350.00
Fines: OVI Arrest- Housing	20,009.39
Fines: Drug Arrest	2,833.70

Costs: Lucas County Expungement (40%)	1,240.00
Costs: Jury Fees	.00
Costs: Public Defender Fee 8040-8090-412154	36,184.90
TOTAL	\$291,332.25
Sylvania Township:	
Fines: State Cases under Sec 4511-13 - Traffic (50%)	\$21,327.11
Fines: OVI Arrests by Township Officers	\$2,596.00
Fines: Drug Arrests by Township Officers	\$2,594.12
TOTAL	\$26,517.23
Harding Township:	
Fines: Township Ordinance	.00
Fines: OVI Arrests by Township Officers	.00
Fines: Drug Arrests by Township Officers	.00
TOTAL	.00
Richfield Township:	
Fines: Township Ordinance	.00
Fines: OVI Arrests by Township Officers	.00
Fines: Drug Arrests by Township Officers	.00
TOTAL	.00
Village of Berkey:	
Fines: Village Ordinance	47.00
Fines: OVI Arrests by Village Officers	.00
Fines: Drug Arrests by Village Officers	.00
TOTAL	\$47.00
Village of Holland:	
Fines: Village Ordinance	6,008.79
Fines: OVI Arrests by Village Officers	388.00
Fines: Drug Arrests by Village Officers	751.70
TOTAL	\$7,148.49
Village of Ottawa Hills:	
Fines: Village Ordinance	.00
Fines: OVI Arrests by Village Officers	25.00
Fines: Drug Arrests by Village Officers	.00
TOTAL	\$25.00
Metro Parks of Toledo:	
Fines: Park Violations	171.00
Fines: OVI Arrests by Officers	.00
Fines: Drug Arrests by Officers	.00

TOTAL	\$171.00
Department of Natural Resources:	
Fines: Wildlife Violations	300.00
Fines: OVI Arrests by Officers	.00
Fines: Drug Arrests by Officers	.00
TOTAL	\$300.00
Department of Agriculture:	
Fines: Agriculture Violations	.00
TOTAL	.00
Bureau of Motor Vehicle:	
Fines: BMV Violations	.00
TOTAL	.00
Toledo Environmental:	
Fines: Environmental Violations	.00
TOTAL	.00
Humane Society:	
Fines: Humane Society Violations	165.55
TOTAL	\$165.55
State Board of Pharmacy:	
Fines: Arrests Under Chap. 2925 O.R.C. (50%)	5,396.90
TOTAL	\$5,396.90
Lucas County Commissioners	
Sheriff Fees	22,994.65
TOTAL	\$22,994.65
Lucas County Law Library Association:	
Fines: State Cases Under Sec. 4511-13 O.R.C. (50% County Cases)	22,411.02
Fines: State Cases Under Sec. 4511-13 O.R.C. (50% Township Cases)	21,327.09
TOTAL	\$43,738.11
Capital Recovery:	
Collection Fees	221,226.01
TOTAL	\$221,226.01
Miscellaneous*:	
	5,686.33
TOTAL	\$5,686.33

Taxation:	
	.00
TOTAL	.00
TOTAL DISBURSEMENTS:	\$2,119,160.91

*Miscellaneous Fees consist of the following:

- Card Convenience Fees
- City Fee (Marriage Fees; Miscellaneous Criminal and Traffic Fees)
- Copy Fee
- Court Fee for Expungement
- Bench Warrant Late Fee
- Regular Late Fee
- Reschedule Fee for Pre-Sentence Investigation
- Probation Violation Court Fee
- Probation Condition Rescheduling Fee

2021 Criminal/Traffic Division Bond Receipts and Disbursements

	Amount
Bond on Hand as of 12/31/2020	\$37,942.00
Bonds Received	\$134,141.00
Total Bonds Received	\$172,083.00
Total Bonds Paid Out 2021	\$152,927.00
Bonds Held as of 12/31/2021	\$19,156.00

2021 Civil Division Receipts and Disbursements

	Receipts	Disbursements
Garnishments & Judgments Carried from 2020	\$38,368.60	
Deposits Carried From 2021	\$4,600.00	
Garnishments & Judgments	\$879,035.65	\$856,637.41
Court Costs	\$220,742.26	\$207,344.75
Deposits	\$850.00	\$0.00
Legal Aid Fund	\$42,715.34	\$32,099.76
Computer Legal Research Fund	\$7,114.88	\$0.00
Computer Improvement Fund	\$16,433.18	\$0.00
Sundries	\$900.00	\$900.00
Garnishments & Judgments Carried to 2022		\$27,489.66
Deposits Carried to 2022		\$4600.00
Total	\$1,205,759.91	\$1,129,071.58

2021 Trusteeship Division Receipts and Disbursements

	Amount
Account Balances: 12/31/2020	\$0.00
Received for Creditors	\$0.00
Filing Fees	\$0.00
Computer Fees	\$0.00
Operation Fees	\$0.00
Poundage	\$0.00
Checks Cancelled & Reissued	\$0.00
Total Receipts - 2021	\$0.00
Disbursements	
Disbursed to Creditors	\$0.00
Disbursed to Trustee for Bankruptcy	\$0.00
Checks Cancelled & Reissued to Debtor	\$0.00
Disbursements to Creditors	\$0.00
Paid to the City of Sylvania	
Filing Fees	\$0.00
Computer Fees	\$0.00
Operation Fees	0.00
Poundage (2% of amounts received for creditors)	\$0.00
Disbursed to City of Sylvania	\$0.00
Account Balances	\$0.00

2021 - Operating Expenses

	Amount
General Expenses	
Regular Salary	\$1,135,265.94
Overtime	\$1,443.77
Workers Compensation	\$10,694.69
P.E.R.S.	\$154,900.68
Medical Insurance	\$219,556.01
Medicare	\$15,960.24
Contract Labor	\$128.79
Misc. Expert Services	\$4,241.61
Janitorial Services	\$29,921.55
Data Processing	\$10,164.25
Indigent- Legal	\$12,150.10
Toledo Law Library Association	\$28,293.08
LCCP Board Service	\$25,000.00
Bank Fees	\$9,726.92
Printing	\$4,614.25
Insurance and Bonds	\$15,479.70
Machinery & Equipment Rental	\$12,659.94
Office Equipment Repairs	\$492.84
Building Repairs and Maintenance	\$20,544.99
Electricity	\$16,711.33
Natural Gas	\$5,146.02
Postage	\$25,015.00
General Office Expenses	\$21,033.04
Dues & Subscriptions	\$5,265.40
Conference/Conventions/Mileage	\$2,291.41
Building Operation Supplies	\$0.00
Miscellaneous	\$2,517.36
Total	\$1,789,218.91
Computerization	
Information Technology Support	\$151.96
General Office Expense	\$0.00
Total	\$151.96
Capital Outlay Building Improvements	
New Municipal Court Building	\$50,151.96
Total	\$50,151.96

Indigent Funds - I.D.A.T.

	Amount
Indigent Treatment Fund balance as of 12/31/20	\$122,794.56
Payments received from Fines	\$30,351.35
Payments received from State of Ohio (BMV)	\$0
Total Received	\$30,351.35
Individual Treatment Paid	\$0
5% Administrative Fee paid to A.D.A.S.	\$0
Total Paid	\$17,439.66
Balance in Fund - 12/31/21	\$135,706.25

BMV = Bureau of Motor Vehicles

A.D.A.S = Alcohol & Drug Addiction Services Board of Lucas County

Indigent Funds - I.D.A.M.

	Amount
Indigent Alcohol Monitoring Fund Balance as of 12/31/20	\$215,465.24
Payments Received	\$29,499.74
Alcohol Monitoring Paid	-\$37,872.25
Balance in Fund - 12/31/21	\$207,092.73

Indigent Funds - I.S.F.C. (Special Projects)

	Amount
Balance on Hand - 12/31/20	\$37,968.67
Payments Received	\$43,387.21
Payments Disbursed	-\$16,318.89
Balance on Hand - 12/31/21	\$65,036.99

2021 Civil Caseload

Personal Injury and Property Damage	14
Contracts	1125
Forcible Entry & Detainer	414
B.M.V - Point Suspension	2
B.M.V - Reinstatement Pay Plan	3
B.M.V - No Insurance	4
Out of State OVI	0
Lucas County Dog Warden	1
Other Civil	0
Small Claims	112
Collections	0
Total Cases Filed - 2021	1675

	Regular Civil	Small Claims	Total
Pending - End of 2020	942	106	1048
Total Cases Filed - 2021	1563	112	1675
Reactivated Cases - 2021	16	4	20
Disposed Cases - 2021	1477	121	1598
Pending end of 2021	1044	101	1145

2021 Criminal/Traffic Caseload

Department	Traffic	Criminal	Total
Ohio State Highway Patrol	2696	63	2,759
City of Sylvania Police	497	170	667
Sylvania Township Police	1219	630	1,849
Lucas County Sheriff's Department	948	743	1,691
Holland Police Department	157	597	754
Metroparks	5	6	11
Berkey Police Department	2	0	2
Lucas County Dog Warden	0	34	34
Zoning Violations	0	11	11
Wildlife Department (ODNR)	0	4	4
Ottawa Hills Police Department	18	1	19
Waterville Township Police	0	0	0
Division of Taxation	0	2	2
Contempt of Court - Sylvania Municipal Court	0	0	0
Ohio Department of Public Safety	0	1	1
Norfolk Southern Railroad	0	0	0
Toledo Drug Task Force	0	1	1
Total Cases Filed - 2021	5,542	2,263	7,805
Pending End of 2020	685	1539	2,224
New Cases Filed 2021	5,542	2,263	7,805
Reactivated Cases 2021	457	757	1,214
Disposed Cases 2021	-4,978	-1,550	-6,528
Pending End of 2021	1706	3,009	4,715

Included in Above Totals			
OVI Cases Filed	323	Felony Cases Filed	352
Search Warrants	1	Criminal Subpoenas	58
Criminal Forfeiture	0	Criminal No-File	0
Destruction of Property	0		

2021 Trusteeship Caseload

Cases Pending End of 2020	0
2021 - Cases Filed	0
2021 - Cases Terminated	0
2021 - Cases Paid in Full	0
Cases Pending, December 31, 2021	0

Types of Trusteeship Terminations

Moved from Jurisdiction	0
Non-payment into Trusteeship	0
Bankruptcy Filed	0
Paid in Full	0
Request of Creditor	0
Total Terminations	0

2021 Escrow Caseload

Cases Pending End of 2020	0
2021 Cases Filed	0
2021 Cases Disposed	0
Cases Pending, 12/31/2021	0

Probation Department

Commencing January 1st, 1992, the Sylvania Municipal Court established a self-administered Probation Department. As of January 1, 2020, the Probation Department consists of:

Leonard Tomanski, Chief Probation Officer
Brandi Shearer, Assistant Chief Probation Officer
Randolyn Cooper, Probation Officer
Kimberly Hunter, Probation Officer
Sarah Kolle, Probation Liaison Clerk and Special Docket Officer

The Probation Department is responsible for conducting Pre-Sentence Investigation reports as ordered by the Court. Additionally, the Probation Department conducts Post-Sentence supervision for clients ordered to a period of Active and Inactive Probation, as well as those placed into the Sylvania Municipal Court Diversion Program. Supervision of clients may include the tracking of one or more of the following orders: AA meetings; Anger Management classes; Alternative Education classes; Community Service; Continuous Alcohol Monitoring; Domestic Violence classes; Drug Testing/Urinalysis; Electronic Monitoring; Employment verification; GED completion; Mental Health assessment and treatment; Restitution collection; Substance Abuse assessment and treatment; any other programming deemed appropriate.

2021 Probation Activity

Completed Pre-Sentence Investigation Reports	445
Cases referred for Probation	690
Cases referred for Diversion	0
Cases referred for Deferred Finding	0
Cases with Successful Termination of Probation	550
Cases with Unsuccessful Termination of Probation	557
Cases with Probation Revoked	1

2021 Mediation

Pending as of 12/31/2020	0
2021 - Filed	1
2021- Dispositions	
No Agreement Reached	
Small Claims	0
Civil	1
Agreement Reached	
Small Claims	0
Civil	0
Parties Not Interested	
Civil	0
Total Dispositions:	
	1
Pending as of 12/31/21	0

Court Security

Five Year Comparison

Number of Persons Entering the Courthouse				
2017	2018	2019	2020	2021
80,285	64,580	85,250	35,715	44,338

Certification

The foregoing report of the activities of the Sylvania Municipal Court, Sylvania, Ohio, for the year 2018 has been compiled in accordance with Section 1901.14(A)(4), of the Ohio Revised Code, and shall be submitted to the Board of County Commissioners of Lucas County, and the Council of the City of Sylvania, Sylvania, Ohio.

Johanna Amborski, Clerk of Court
Sylvania Municipal Court

CC: Honorable Michael A. Bonfiglio
Magistrate Christy L. Cole
Craig Stough, Mayor, City of Sylvania
City of Sylvania Council Members
Leslie Brinning, Director of Law, City of Sylvania
Sharon Bucher, Clerk of Sylvania Council
Sylvania Township Trustees
Lee Irons, Mayor, Village of Holland
Village of Holland Council Members
Lucas County Board of Commissioners