

Revenue Distribution Training— Break out Session B Steps to Distributions

As part of Session B, participants will independently perform four (4) distributions using the mock case information provided for each case study. **In preparation for this hands-on exercise, it is recommended that the information below be gathered (e.g., current Board of Supervisors (BOS) resolutions) and brought to the session for group review and/or discussion.** *Note: For training purposes, if local or court/case specific authorized amounts are unknown or unavailable, use the amounts provided for each case study. The mock case information reflects the maximum amount authorized by statute.*

Step 1: Gather information about the citation (from the case management system/case file).

- Violation type (infraction or misdemeanor)
- Violation date and conviction date
- Disposition on each count (e.g., conviction, traffic school)
- Prior violations
- Code section(s) violated
 - ✓ Confirm statute in the *California Legislative Information* [Leg.Info](#) website.
 - ✓ Search for authorized distributions in the State Controller's Office [Guidelines](#) (Revision 29).
- Arresting agency:
 - ✓ If applicable, refer to [Penal Code 1463.002](#) for city/county percentage split.
- Base fine amount \$___:
 - ✓ Refer to the 2019 Uniform Bail & Penalty Schedules [UB&PS](#) (Tip: If code section is not in the UB&PS (e.g., Health & Safety) obtain the authorized amount from local bail schedule.)

Step 2. Obtain current authorized amount by county BOS resolutions for applicable local penalties.

- ✓ Government Code 76100 – LCCF: \$___
- ✓ Government Code 76101 – LCJF: \$___
- ✓ Government Code 76104 – EMS: \$___
- ✓ Government Code 76104.5 – DNA ID: \$___
- ✓ Government Code 76102 – Auto Fingerprint: \$___
- ✓ Government Code 76000.5 EMS Additional Penalty: \$___

Step 3: Determine other case and/or court specific factors and obtain current authorized amount.

Confirm local and case specific fee amounts as they can and do vary from county to county. As an example, these fees and assessments are specific to a DUI case:

- ✓ Penal Code 1463.13 – Alcohol and Drug Assessment (BOS: up to \$150)
- ✓ Penal Code 1463.14 (b) – DUI Lab Test Penalty (BOS: up to \$50)

Note: The following resources should be saved to desktop for easy and immediate access:

- Case Studies and Distribution Worksheets: <http://www.courts.ca.gov/revenue-distribution.htm>
- Uniform Bail and Penalty Schedules 2019: <https://www.courts.ca.gov/7532.htm#bail>
- Guidelines (Revision 29): https://www.sco.ca.gov/Files-ARD-Local/Guidelines_Rev_29.pdf

Case Study # 1 Driving Under the Influence (DUI)

Case Information. To the extent available, substitute accordingly with local court/county information.

- Violation Date: 9/12/2018
- Disposition Date: 11/5/2018
- Arresting Agency – City of Davis Police Department
 - ✓ See [Penal Code 1463.002](#) for % split between City of Davis and Yolo County
- Violation Type – Misdemeanor
- Disposition – Bail Forfeiture
- Violation – [Vehicle Code 23152 \(a, b\)](#) Driving Under influence of Alcohol
 - ✓ Research [Guidelines](#) for applicable distributions authorized for VC 23152 (a, b) violations.
- Base fine amount: \$___
 - ✓ See 2019 Uniform Bail and Penalty Schedules [UB&PS](#)

Local Penalties. To the extent available, substitute accordingly with amount authorized by Board of Supervisors.

- Government Code 76100 – LCCF: \$2.00
- Government Code 76101 – LCJF: \$2.00
- Government Code 76104 – EMS: \$2.00
- Government Code 76104.5 – DNA ID: \$ 0
- Government Code 76102 – Auto Fingerprint: \$1.00
- Government Code 76000.5 – EMS Additional Penalty: \$2.00

Other local court/county or case specific fees and assessments. To the extent available, substitute accordingly with local information (otherwise use maximum authorized amount.)

- Vehicle Code 40508.6 – Priors/DMV Administrative Fee (up to \$10)
- Penal Code 1463.13 – Alcohol and Drug Assessment (BOS: up to \$150)
- Penal Code 1463.14(b) – DUI Lab Test Penalty (BOS: up to \$50)
- Vehicle Code 23645 (a) – Alcohol Abuse Edu and Prevention Penalty (up to \$50)
- Vehicle Code 23649(a) – County Alcohol and Drug Probation Assessment (up to \$100)
- Penal Code 1202.4(b) – State Restitution Fine (min. \$150 misd./\$300 felony):
- Penal Code 1202.4(l) – County Collection fee (BOS: up to 10% of Rest. Fine)
- Government Code 29550.2 – Booking Fee: \$123.00
- Vehicle Code 42006 – Night Court Fee: \$1.00

WATCH OUT FOR: *Reductions: amounts that must be deposited prior to any distributions.*

Scenario #2—

- Add a second traffic infraction violation, same disposition. [Vehicle Code 22450 \(a\)](#), Failure to Stop at Stop Sign

WATCH OUT FOR: *Any special distribution requirements and ensure that violations are cited on the same incident (citation).*

Case Study # 2

Base Enhancement Distribution, Health and Safety violation

Case Information. To the extent available, substitute accordingly with local court/county information.

- Violation Date: 2/9/2019
- Disposition Date: 3/21/2019
- Arresting Agency – San Diego County Sheriff
- Violation – [H&S 11364\(a\)](#), Possession of Controlled Substance Paraphernalia
 - ✓ Research [Guidelines](#) for applicable distributions authorized for violations of H&S 11364 (a).
- Violation Type – Misdemeanor
- Disposition – Guilty
- Base fine amount: \$350 ([San Diego Court 2019 Bail Schedule](#), pg. 21)
 - ✓ See 2019 Uniform Bail and Penalty Schedules [UB&PS](#) (*Tip: If code section is not in the UB&PS (e.g., Health & Safety violations) obtain the authorized base fine amount from the local bail schedule.*)

Local Penalties. To the extent available, substitute accordingly with amount authorized by Board of Supervisors.

- Government Code 76100 – LCCF: \$2.00
- Government Code 76101 – LCJF: \$2.00
- Government Code 76104 – EMS: \$1.50
- Government Code 76104.5 – DNA ID: \$.50
- Government Code 76102 – Auto Fingerprint: \$1.00
- Government Code 76000.5 – EMS Additional Penalty: \$2.00

Other local court/county or case specific fees and assessments. To the extent available, substitute accordingly with local information.

- Penal Code 1202.4(l) – County Collection Fee (BOS: up to 10% of Rest Fine)

WATCH OUT FOR: *How the 2% State Court Automation and the \$4 EMAT apply.*

Case Study #3: Traffic Violator School (TVS), Red Light Violation

Case Information. To the extent available, substitute accordingly with local court/county information.

- Violation Date: 2/10/2019
- Disposition Date: 3/25/2019
- Arresting Agency – City of Solana Beach Police Department, in San Diego County
 - ✓ See [Penal Code 1463.002](#) for % split between City of Solana Beach and San Diego County
- Violation – [Vehicle Code 21453\(a\), \(c\)](#) "Red" Signal–Vehicular Responsibilities
- Research [Guidelines](#) for applicable distributions authorized for violations of VC 21453(a).

- Violation Type – Infraction
- Disposition – Traffic School
- Base fine amount: \$____
 - ✓ See 2019 Uniform Bail and Penalty Schedules [UB&PS](#).

Local Penalties. To the extent available, substitute accordingly with amount authorized by Board of Supervisors.

- Government Code 76100 – LCCF: \$2.00
- Government Code 76101 – LCJF: \$2.00
- Government Code 76104 – EMS: \$1.50
- Government Code 76104.5 – DNA ID: \$.50
- Government Code 76102 – Auto Fingerprint: \$ 1.00
- Government Code 76000.5 – EMS Additional Penalty: \$ 2.00

Other local court/county or case specific fees and assessments. To the extent available, substitute accordingly with local information.

- Vehicle Code 11205.2(c) – Additional Court TVS Administrative Fee (up to actual cost): \$47.00
- Vehicle Code 11208 (c) – Additional DMV TS Admin. fee, (CCR), Title 13, Section 345.00(g): \$3.00
- Vehicle Code 42006 – Night Court fee: \$1.00

WATCH OUT FOR: *What is and is not part of the TVS fee.*

Case Study #4: Proof of Insurance

Case Information. To the extent available, substitute accordingly with local court/county information.

- Violation Date: 3/4/2019
- Disposition Date: 4/15/2019
- Arresting Agency= Yolo County Sheriff
- Violation = [Vehicle Code 16028 \(a\)](#) Failure to Provide Officer Evidence of Financial Responsibility
 - ✓ Research [Guidelines](#) for applicable distributions authorized for violations of VC 16028 (a).
- Violation Type = Infraction
- Disposition = Bail forfeiture
- Base fine amount: \$____
 - ✓ See 2019 Uniform Bail and Penalty Schedules [UB&PS](#)

Local Penalties. To the extent available, substitute accordingly with amount authorized by Board of Supervisors.

- Government Code 76100 – LCCF: \$ 2.00
- Government Code 76101 – LCJF: \$2.00
- Government Code 76104 – EMS: \$2.00
- Government Code 76104.5 – DNA ID: \$0
- Government Code 76102 – Auto Fingerprint: \$1.00
- Government Code 76000.5 – EMS Additional Penalty: \$ 2.00

Other local court/county or case specific fees and assessments. To the extent available, substitute accordingly with local information.

- Vehicle Code 42006 Night Court Assessment: \$1.00

WATCH OUT FOR: *Transfer of 2% State Court Automation amount from each base fine reduction.*

Scenario #2—

- Add one prior moving violation.
- [VC 40508.6](#) - Priors/DMV Admin Fee (up to \$10) = \$10