

APPENDIX 1

**LETTER FROM ASSISTANT ATTORNEY GENERAL
KENNETH E. RASCHKE, JR., TO MINNESOTA STATE
REPRESENTATIVE STEVE SMITH (DEC. 1, 2003)**

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STATE OF MINNESOTA

OFFICE OF THE ATTORNEY GENERAL

MIKE HATCH
ATTORNEY GENERAL

December 1, 2003

SUITE 1800
445 MINNESOTA STREET
ST. PAUL, MN 55101-2134
TELEPHONE: (651) 297-2060

The Honorable Steve Smith
State Representative
Minnesota House of Representatives
2710 Clare Lane
Mound, MN 55364

Dear Representative Smith:

Thank you for your correspondence of October 30, 2003 concerning the legality of certain municipal programs which impose administrative penalties upon persons violating state laws and local ordinances.

FACTS AND BACKGROUND

You provided with your letter examples of city ordinances and explanatory materials from both home-rule and statutory cities describing "administrative offense" procedures established by those cities.

Most of the procedures are similar in several respects:

1. They are intended to provide an "informal, cost-effective and expeditious alternatives" to traditional prosecutions for certain minor offenses.
2. The covered offenses include violations of the state traffic code (Minn. Stat. Ch. 169) and conforming local ordinances, other statutory offenses such as illegal fireworks (Minn. Stat. Ch. 524), disturbing the peace (Minn. Stat. § 609.72) and shoplifting (Minn. Stat. § 609.52), and conduct regulated solely by local ordinances such as curfew violations, failure to mow lawns and alcohol consumption in public parks.
3. They purport to be "voluntary" in that persons charged can elect to be prosecuted under the normal misdemeanor or petty misdemeanor process instead.
4. They include a schedule of monetary penalties for specified offenses. The penalties are often lower than those normally imposed by courts for similar offenses.
5. All money collected as administrative penalties is retained by the city.

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6. None apparently provide for reporting any information to other governmental agencies concerning persons "convicted" of, or admitting, violations.
7. Failure to pay the city's administrative penalty results in the city's pursuing a normal misdemeanor or petty misdemeanor prosecution in the courts.

Some of the programs provide alleged offenders a means to challenge the imposition of administrative penalties by way of a hearing conducted by a local official or appointed panel. Others provide that a challenge to the civil penalty will result in the filing of the pertinent misdemeanor or petty misdemeanor charge in court.

You also enclosed information concerning a diversion program employed by one city whereby local peace officers have the option of "holding" citations for certain traffic offenses to give violators an opportunity to complete an eight-hour traffic safety course for which the violator must pay \$75. If the violator completes the course within 21 days, the citation is "torn up."

Cities have cited the need for increased revenues, along with frustration over the time and resources required for court prosecutions, and the results achieved thereby, as reasons for creating their own enforcement programs. You note that the State Auditor has recently expressed her views questioning the authority of cities to adopt such procedures.

Based upon this information, you ask the following questions.

1. Is it permissible for a local governmental unit to issue, for an act that would be the equivalent of a misdemeanor, gross misdemeanor, or felony under state law, an administrative citation that provides a penalty substantially below that which would be imposed for a violation of the comparable statute?
2. Does state law preempt county or statutory or home rule charter city ordinances or policies that allow local law enforcement to assess administrative sanctions in lieu of, in addition to, or as an alternative to a citation for a state traffic law violation?
3. Do local administrative procedures and sanctions conflict with state laws intended to punish repeat traffic violators such as Minn. Stat. § 169.89, subd. 1, and § 171.18 (2002)?
4. Does state law preempt county ordinances, statutory city ordinances, or home-rule city ordinances that allow traffic offenders to attend a driver-safety diversion program in lieu of being charged with a petty misdemeanor traffic citation? Are such ordinances or policies in conflict with state law?

5. Do local administrative hearing procedures deny alleged ordinance violators any of their constitutionally protected due process or equal protection rights?
6. Do local administrative hearing procedures violate the principle of separation of powers between the executive branch and the judicial branch by infringing on the district court's original jurisdiction?

Our analysis of these issues is set forth below.

LAW AND ANALYSIS

As a preliminary matter, this Office does not render opinions on hypothetical questions, conduct general reviews of local enactments or proposals to identify possible legal issues or evaluate the constitutionality of legislative enactments. See Op. Atty. Gen. 629a, May 9, 1975. Consequently, we are unable to render definitive opinions that fully address the complete range of issues implicit in your questions. We can, however, offer the following comments which we hope will be helpful to the committee in its deliberations.

First, as you probably know, cities, as subdivisions of the state, have only those powers that are expressly granted by statute or charter, or are reasonable and necessary to implementation of such express powers. See, e.g., *County Joe, Inc. v. City of Eagan*, 560 N.W.2d 681 (Minn. 1997).

Second, in the exercise of their general express or implied powers, cities may not establish programs or procedures that are incompatible with state statutes or address areas of the law that have been preempted by state law either expressly or by implication. See, e.g., *LaCrescent Twp v. City of LaCrescent*, 515 N.W.2d 608 (Minn. Ct. app. 1994); *Northwest Residence v. City of Brooklyn Park*, 352 N.W.2d 764 (Minn. Ct. App. 1984). This principle applies notwithstanding the broad powers of self-government generally exercised under home-rule charters. As noted by the Court in *State ex rel. Town of Lowell v. City of Crookston*, 202 Minn. 526, 91 N.W.2d 81 (1958):

The power conferred upon cities to frame and adopt home rule charters is limited by the provisions that such charter shall always be in harmony with and subject to the constitution and laws of the state.

Id. at 528, 91 N.W.2d at 83.

In general, (a) direct conflict occurs when "the ordinance and the statute contain express or implied terms that are irreconcilable;" (b) more specifically, an ordinance conflicts with state law if it "permits what the statute forbids;" (c) similarly, there is conflict if the ordinance "forbids what the statute expressly permits;" and (d) "no conflict exists where the ordinance, though different, is merely additional and complementary to or in aid and furtherance of the statute."

Mangold Midwest Co. v. Village of Richfield, 274 Minn. 347, 352, 143 N.W.2d 813, 816-17 (1966) (citations omitted).

In evaluating whether an area of law has been preempted by the legislature, the courts will consider: (1) the subject matter regulated; (2) whether the subject matter is so fully covered by state law that it has become solely a matter of state concern; (3) whether any partial legislation on the subject matter evinces an intent to treat the subject matter as being solely a state concern; and (4) whether the nature of the subject matter is such that local regulation will have an adverse effect on the general state population. See *Mangold Midwest* at 358, 243 N.W.2d 813, 820.

Third, both statutory and charter cities have substantial authority to enact regulatory ordinances, see, e.g., Minn. Stat. § 412.221 (2002), and to fix penalties for violations. See, e.g., Minn. Stat. § 412.231 (2002), which provides:

The council shall have the power to declare that the violation of any ordinance shall be a penal offense and to prescribe penalties therefore. No such penalty shall exceed a fine of \$700 or imprisonment in a city or county jail for a period of 90 days, or both, but in either case the costs of prosecution may be added.

Fourth, the legislature has, however, prescribed in detail the procedures for prosecution of penal offenses. For example, Minn. Stat. § 487.25, subd. 1 (2002) states:

Subdivision 1. **General.** Except as otherwise provided in sections 487.01 to 487.38 but subject to the provisions of section 480.059 [Supreme Court authorized to promulgate rules governing criminal procedure], pleading, practice, procedure, and forms in actions or proceedings charging violation of a criminal law or a municipal ordinance, charter provision, or rule are governed by the rules of criminal procedure.

(Emphasis added). Subdivision 10 of that section allocates the authority and responsibility for prosecution of various offenses. In general, city ordinance violations, petty misdemeanors, and misdemeanors occurring within a city must be prosecuted by city attorneys, while felonies and most gross misdemeanors must be prosecuted by county attorneys. Minn. Stat. § 487.25, subd. 10 (2002).

With the above principles in mind, we turn your specific questions.

1. Given the extent and detail of legislation addressing statutory criminal offenses and prosecution procedures set forth in Minn. Stat. chs. 169 and 609 through 634, it is clear that the state has preempted the field with respect to the offenses and procedures defined in those statutes. Consequently, while cities are empowered to regulate conduct in areas of local interest and to supplement statutory regulations in many areas, cf., *Hannan v. City of Minneapolis*, 623 N.W.2d 281 (Minn. Ct. App. 2001), they may not, in our view, redefine the nature or level of

criminal offenses as specified by statute or modify statutory procedures for enforcement or penalties for an offense.

Further, as you know, city councils are not normally authorized to direct the conduct of county or state law enforcement officers. It is not consistent with state public policy for a public official to direct or urge that city peace officers not enforce the law of the state to the best of their judgment and ability. In addition, while law enforcement officials and prosecutors exercise substantial discretion in making arrest and charging decisions, those decisions should be made on a case-by-case basis in terms of factors pertaining to the evidence, the culpability of the offender and the nature of the offense rather than, for example, the offender's willingness to make a payment directly to the city.

2. In the specific case of traffic offenses, the legislature has plainly preempted the field of enforcement. Minn. Stat. § 169.022 (2002) provides:

The provisions of this chapter shall be applicable and uniform throughout this state and in all political subdivisions and municipalities therein, and no local authority shall enact or enforce any rule or regulation in conflict with the provisions of this chapter unless expressly authorized herein. Local authorities may adopt traffic regulations which are not in conflict with the provisions of this chapter; provided, that when any local ordinance regulating traffic covers the same subject for which a penalty is provided for in this chapter, then the penalty provided for violation of said local ordinance shall be identical with the penalty provided for in this chapter for the same offense.

In *State v. Hoben*, 256 Minn. 436, 98 N.W.2d 813 (1959), the court affirmed the preemptive nature of state statutes in this area follows:

The fact that the municipality is given authority to adopt such an ordinance does not change the nature and quality of the offense. As we interpret § 169.03, it was the intention of the legislature that the application of its provisions should be uniform throughout the state both as to penalties and procedures, and requires a municipality to utilize state criminal procedure in the prosecution of the act covered by § 169.03. It would be a strange anomaly for the legislature to define a crime, specify punishment therefore, provide that its application shall be uniform throughout the state, and then permit a municipality to prosecute that crime as a civil offense.

Id. at 444, 98 N.W.2d at 819. See also Minn. Stat. §§ 169.91 and 169.99 (2002) which specify the procedures to be followed by peace officers in connection with arrest of traffic violators, and the uniform form of traffic ticket, having the effect of a summons and complaint, which must be used by all peace officers. Consequently, while cities are granted specific authority to exercise

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certain regulatory control of streets and roads within their boundaries, they are plainly precluded from creating their own enforcement systems inconsistent with those prescribed by statute.

3. Given our response to the second question, it is unnecessary to address whether local administrative enforcement systems conflict with state laws in the particular matter of providing for keeping records of traffic violations. It is likely, however, that the need for uniform and consistent implementation of such programs is one reason for the strong legislative assertion of state preemption in the area of traffic regulation.

4. A number of Minnesota statutes and criminal procedure rules make a provision for pre-trial, or presentencing, "diversion" programs. See, e.g. Minn. Stat. §§ 388.24, 401.065 (2002), 628.69, 30.03, Minn. R. Crim. Proc. Rule 27.05. In particular, in the case of a traffic violation, Minn. Stat. § 169.89, subd. 5 authorizes a trial court to require, as part of or in lieu of other penalties, that convicted persons attend a driver improvement clinic. All such programs, however, require that a *trial court* make the determination as to whether attendance at such a clinic is appropriate. We are aware of no express authority for local officials to create a *pretrial* diversion program.

5. For the reasons set forth in Op. Atty. Gen. 629a, May 9, 1975, the Attorney General's Office does not generally address the constitutionality of statutes or governmentally established procedures. Thus, we are unable to determine the constitutional validity of various administrative "hearing procedures" that might be established by cities.

I note, however, based on the materials you submitted, the majority of the local administrative penalty provisions do not appear to provide for any administrative hearing process at all. Rather, they state that persons who contest their liability or refuse to pay the assessed penalty or complete the required training will be charged through the normal judicial channels. It appears that all the programs to which you refer are entirely voluntary in that the accused may withdraw from the process at any time prior to payment of the city penalty. Given the elective nature of these processes, it is likely that the due process rights of the accused are not jeopardized.

6. Likewise, a completely voluntary process would not appear to offend the separation of powers principles embodied in the constitution or to encroach upon the judicial function. In *Holmberg v. Holmberg*, 588 N.W.2d 720 (Minn. 1999), the court indicated that evaluation of administrative hearing schemes under the separation of powers doctrine involves consideration of, *inter alia* existence of adequate judicial checks, appealability and voluntariness of entry into the administrative process. *Id.* at 725. Furthermore, as the court pointed out in concluding that the role of the administrative board was not judicial in nature in *Meath v. Harmful Substance Compensation Board*, 550 N.W.2d 275 (1996):

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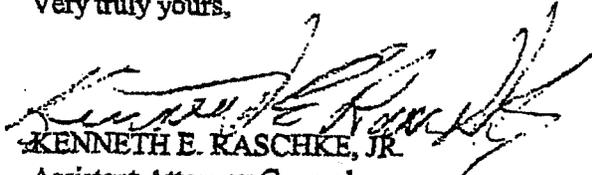
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The claimant makes no election of remedies by bringing a claim to the board; the only purpose of the board's investigation or hearing is to provide the claimant the opportunity to prove eligibility for an award. The board's decision is not only unenforceable but, in fact, decides nothing except whether to make the claimant an offer of compensation. If the board makes no offer or if the claimant considers the offer inadequate, the claimant has the option of turning his or her back on the board's treatment of the claim. The claimant, unencumbered by the board's response, which is inadmissible in a civil action, can then commence a civil action against the person or persons alleged to be responsible for the claimant's injury.

Id. So long as a citizen is not legally bound by the city's action until he or she accepts the city's "offer" by payment of the specified penalty, the procedures described would not likely be found to impermissibility encroach upon judicial functions.

I hope these comments are helpful to you and to the Committee.

Very truly yours,



KENNETH E. RASCHKE, JR.
Assistant Attorney General

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APPENDIX 2

OFFICE OF THE STATE AUDITOR'S STATEMENT OF POSITION ON ADMINISTRATIVE CITATIONS FOR TRAFFIC VIOLATIONS

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REBECCA OTTO
STATE AUDITOR

STATE OF MINNESOTA OFFICE OF THE STATE AUDITOR

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525 PARK STREET
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Statement of Position Administrative Citations for Traffic Violations

Before the 2009 Minnesota Legislative session, both the Office of the State Auditor and the Minnesota Attorney General's Office had taken the position that local governments in Minnesota lacked authority to issue administrative fines for traffic offenses. Some local governments, however, had implemented administrative penalty programs to enforce traffic laws.

The legislature clarified this issue in 2009, and enacted section 169.999 of Minnesota Statutes. This statute, among other things, provides the authority for local governments to implement an administrative citation program, identifies the procedures that must be followed to implement an administrative citations program, and provides a limited list of covered violations.

Resolution Required

The law requires that the governing board of a local unit of government pass a resolution before implementing an administrative citation program. The resolution must:

- authorize issuance of administrative citations;
- obligate the local unit of government to provide a neutral third party to hear and rule on challenges to administrative citations; and
- bar peace officers from issuing administrative citations in violation of the new law.

Local units of government that had administrative penalty programs for traffic violations in place before the law was enacted had to bring their programs into compliance with current law. The law requires local units of government to notify the Commissioner of Public Safety after they pass the required resolution.

A Limited List of Covered Offenses

The statute limits the violations for which a peace officer may issue an administrative citation. The violations are limited to:

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2007-1002

This Statement of Position is not legal advice and is subject to revision.

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- Speeding under ten miles per hour over the lawful speed limit;
- Failing to obey a stop line; or
- Operating a vehicle in violation of one or more safety or equipment-related standards.¹

Uniform Administrative Citation

The law requires the use of the uniform administrative citation prescribed by the Commissioner of Public Safety. The uniform administrative citation includes notice that the person has the right to contest the citation. An administrative citation may not be issued to someone who has a commercial driver's license or to a driver of a commercial vehicle.

Right to Contest an Administrative Citation

A local unit of government implementing an administrative citation program must provide a civil process for a person to contest the administrative citation, and the peace officer who issues the administrative citation must inform the vehicle operator of his or her right to contest the citation. The person must be allowed to challenge the citation before a neutral third party. The local unit of government may employ a person to hear and rule on challenges, or may contract with another local unit of government or a private entity to provide the service.

Amount, Distribution and Use of the Fine

The statute sets the fine payable for an administrative violation at \$60. Two-thirds of this amount (\$40) must be credited to the general revenue fund of the local unit of government that employs the peace officer who issued the citation, and one-third (\$20) must be transferred to the Commissioner of Management and Budget (MMB) for deposit in the state general fund. If a state trooper issues the administrative citation, the state general fund receives \$40,² and the local unit of government that collects the fine and provides the hearing officer receives \$20.

A local unit of government receiving administrative fines must use at least one-half of the funds for law enforcement purposes. These funds "must be used to supplement but not supplant any existing law enforcement funding."

Reporting

A county, city, or town that employs a peace officer to issue administrative citations and collects administrative fines must include the total amount collected as a separate

¹ See Minn. Stat. §§ 169.46-.68, and 169.69-.75 (identifying primarily safety and equipment-related violations).

² The League of Minnesota Cities publishes the form used in remitting funds to MMB, and has additional information on this topic, in the "Administrative Traffic Citations Tool Kit," which can be downloaded at: <http://www.lmc.org/media/document/1/adminfinestoolkit.pdf>.

category in any financial report, summary, or audit. The State Auditor will annually report administrative fines collected by local units of government to the Commissioner of Public Safety.

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APPENDIX 3

**DRIVER IMPROVEMENT CLINICS APPROVED BY
THE MINNESOTA DEPARTMENT OF PUBLIC SAFETY**

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MINNESOTA DEPARTMENT OF PUBLIC SAFETY
DRIVER AND VEHICLE SERVICES
445 Minnesota St., Saint Paul, MN 55101
Phone: (651) 201-7626 TTY: (651) 282-6555
Fax: (651) 296-5316
dvs.dps.mn.gov

DWI/DIC Clinics

The following organizations have been approved to offer a DWI or Driver Improvement Clinic in Minnesota.

Anoka County

Sharon Clair, Administrator
Anoka County Community Corrections
DWI Clinic
3300 4th Ave.
Anoka, MN 55303
(763) 712-2209

Timothy White, Administrator
Moving Forward Assessment Services
DWI Clinic #110A
8445 Center Dr.
Spring Lake Park, MN 55432
(763) 355-5092

Cass County

Steven T. Johnson, Administrator
Lakes Area DWI Clinic
DWI Clinic #70A
1632 Townline Lane
Longville, MN 56655-3070
(218) 363-3799

Douglas County

John M. Heydt, Administrator
DWI Clinic #65A
The Exchange
1110 Douglas St.
Alexandria, MN 56308
(320) 760-5120

Goodhue County

Robert Glasenapp, Administrator
Goodhue County Mental Health Center
DWI Clinic #58A
426 West Ave.
Red Wing, MN 55066
(651) 385-6180

Itasca County

Northland Recovery Center
DWI Clinic
1215 SE 7th Ave.
Grand Rapids, MN 55744
(218) 327-1105

Kandiyohi County

Rick Lee, Administrator
Woodland Centers
DWI Clinic #55A
1125 SE 6th St., P.O. Box 787
Willmar, MN 56201
(320) 235-4613

Olmsted County

Judith Eichman Schleich, Director
Zumbro Valley Mental Health Center
DWI Clinic #35A
343 Wood Lake Dr. SE
Rochester, MN 55904
(507) 281-6248

Ottertail County

Mary Matteson, Director
DWI Clinic #28A
ISD 544 Community Education
117 W Washington Ave.
Fergus Falls, MN 56537
(218) 998-0544 ext. 1600

Redwood County

Scott Gilsrud, Administrator
Southwest Health and Human Services
DWI Clinic #40A
P.O. Box 510
Redwood Falls, MN 56283
(507) 637-4050

Roseau County

David E. Anderson, Administrator
Roseau County Social Services
DWI Clinic #60A
208 6th St. SW
Roseau, MN 56751
(218) 463-2411

Stearns-Benton-Sherburne Counties

Tiffany Litchy, Administrator
Central Minnesota Mental Health Center
DWI Clinic #31A
1321 N 13th St.
St. Cloud, MN 56303
(320) 252-5010

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APPENDIX 4

ADMINISTRATIVE TRAFFIC CITATION FINES COLLECTED BY LOCAL GOVERNMENTS PURSUANT TO MINN. STAT. § 169.999 BY YEAR (BY TYPE OF LOCAL GOVERNMENT)

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Appendix 4: Administrative Traffic Citation Fines Collected by Local Governments Pursuant to Minn. Stat. § 169.999 by Year

Administrative Traffic Citations Pursuant to Minn. Stat. § 169.999 - Cities									
City	County	2011 Population	Amount Collected			Amount Remitted to MMB			Resolution Sent to Public Safety
			2012	2011	2010	2012	2011	2010	
Ada	Norman	1,710	\$ -	\$ 780.00	\$ 1,080.00	\$ -	\$ 520.00	\$ -	No
Adams	Mower	792	1,380.00	1,680.00	1,440.00	-	480.00	160.00	Yes
Amboy/Vernon Center*	Blue Earth	864**	5,280.00	9,240.00	-	1,760.00	3,080.00	-	Yes
Amandale	Wright	3,280	4,550.00	500.00	200.00	1,560.00	200.00	-	Yes
Arden Hills^	Ramsey	9,381	23,520.00	18,240.00	-	7,840.00	6,080.00	-	Yes
Atwater	Kandiyohi	1,131	820.00	1,415.00	845.00	-	-	-	No
Backus	Cass	246	480.00	-	-	160.00	-	-	No
Bemidji	Beltrami	13,528	7,141.00	10,525.39	9,256.64	2,380.33	3,517.48	2,216.80	No
Buffalo	Wright	15,580	7,860.00	11,100.00	7,080.00	3,440.00	5,220.00	-	Yes
Buffalo Lake	Renville	723	-	-	40.00	-	-	-	Yes
Cambridge	Isanti	8,194	9,460.00	25,820.00	37,680.00	3,140.00	8,480.00	12,540.00	No
Dawson	Lac qui Parle	1,533	4,380.00	5,040.00	5,880.00	1,260.00	1,820.00	1,960.00	Yes
Deer Creek	Otter Tail	323	1,620.00	-	-	220.00	-	-	No
Deer River	Itasca	929	-	-	300.00	-	-	-	Yes
Eagle Bend	Todd	532	8,580.00	7,500.00	10,440.00	2,860.00	2,500.00	3,480.00	Yes
Frazee	Becker	1,363	-	40.00	4,050.00	-	-	-	Yes
Gem Lake^	Ramsey	393	4,920.00	3,300.00	2,281.83	1,640.00	1,100.00	760.61	Yes
Goodview	Winona	4,057	600.00	2,100.00	2,580.00	-	-	-	Yes
Grand Meadow	Mower	1,147	360.00	1,320.00	360.00	120.00	440.00	120.00	Yes
Grand Rapids	Itasca	10,879	19,320.00	18,620.00	15,710.00	6,440.00	6,140.00	5,280.00	Yes
Hill City	Aitkin	643	2,690.00	420.00	780.00	660.00	140.00	240.00	Yes
Hokah	Houston	576	360.00	900.00	240.00	180.00	260.00	40.00	Yes
Isanti	Isanti	5,286	5,650.00	4,920.00	13,740.00	1,920.00	1,640.00	4,580.00	Yes
Isle	Mille Lacs	765	600.00	1,320.00	420.00	480.00	340.00	-	Yes
Lake Shore	Cass	1,005	1,980.00	2,280.00	2,460.00	-	-	-	No
Little Canada^	Ramsey	9,839	30,960.00	28,680.00	20,533.14	10,320.00	9,560.00	6,844.38	Yes
Lowry	Pope	296	1,080.00	420.00	-	500.00	-	-	Yes
Madison Lake	Blue Earth	1,033	23,640.00	15,120.00	22,140.00	7,880.00	5,040.00	7,380.00	Yes
Mapleton	Blue Earth	1,761	2,940.00	4,020.00	3,000.00	980.00	1,340.00	1,000.00	Yes
Milaca	Mille Lacs	2,944	2,520.00	-	-	840.00	-	-	Yes
Montevideo	Chippewa	5,360	9,660.00	7,140.00	5,160.00	3,220.00	2,380.00	1,720.00	Yes
Montgomery	Le Sueur	2,952	60.00	300.00	-	-	-	-	Yes
New York Mills	Otter Tail	1,195	4,380.00	960.00	180.00	1,120.00	100.00	-	Yes
North Oaks^	Ramsey	4,539	7,200.00	8,400.00	7,445.40	2,400.00	2,800.00	2,481.80	Yes
Paynesville	Stearns	2,434	2,400.00	2,280.00	4,140.00	800.00	760.00	1,380.00	No
Pequot Lakes	Crow Wing	2,176	-	-	12,600.00	-	-	4,200.00	Yes
Perham	Otter Tail	2,995	5,940.00	-	-	1,980.00	-	-	Yes
Pillager	Cass	466	180.00	540.00	780.00	60.00	440.00	-	No
Pine River*	Cass	940	11,460.00	540.00	-	3,820.00	180.00	-	Yes
Proctor	Saint Louis	3,058	1,500.00	840.00	1,800.00	-	-	-	Yes
Rochester	Olmsted	107,630	1,400.00	3,240.00	8,700.00	700.00	1,620.00	4,350.00	Yes
Sartell	Stearns	15,963	1,260.00	240.00	1,560.00	420.00	80.00	520.00	No
Sebeka	Wadena	708	-	1,020.00	1,620.00	340.00	620.00	-	Yes
Shoreview^	Ramsey	25,118	46,380.00	47,760.00	36,969.35	15,460.00	15,920.00	12,323.10	Yes
St. James	Watonwan	4,597	4,140.00	4,080.00	4,080.00	-	1,360.00	1,360.00	Yes
Starbuck	Pope	1,297	1,260.00	660.00	-	420.00	220.00	-	Yes
Tyler	Lincoln	1,130	1,050.00	2,700.00	-	2,280.00	-	-	Yes
Vadnais Heights^	Ramsey	12,393	29,880.00	26,820.00	21,074.16	9,960.00	8,940.00	7,024.72	Yes
Verndale	Wadena	601	-	4,140.00	10,020.00	-	1,440.00	3,220.00	Yes
Wadena	Wadena	4,014	910.00	1,850.00	1,720.00	60.00	280.00	460.00	Yes
West Concord	Dodge	785	1,620.00	1,560.00	2,820.00	540.00	520.00	940.00	Yes
White Bear Lake	Ramsey	23,820	17,520.00	15,660.00	9,480.00	5,840.00	5,220.00	3,160.00	No
Wyoming	Chisago	7,796	22,740.00	26,500.00	38,000.00	7,580.00	9,180.00	12,600.00	Yes
Total for Cities:			\$ 343,631.00	\$ 332,530.39	\$330,685.52	\$113,580.33	\$ 109,957.48	\$ 102,341.41	

Sources: Local government responses to OSA's surveys for amounts collected and amounts remitted to MMB; population estimates from Minnesota State Demographic Center; Department of Public Safety for resolution information.

*Police departments submitted the funds to MMB.

^Citations issued by Ramsey County Sheriff's Office on city's behalf.

** Population of two cities combined.

Note: Amounts collected may be less than \$60 per citation because: 1) the matter went into collections; or 2) the city charged less than \$60 per citation. Amounts sent to MMB each year may be other than 1/3 the amount of the citations that year because: 1) timing issues (e.g., 2010 amount remitted in 2011); or 2) an omission by the city.

Appendix 4: Administrative Traffic Citation Fines Collected by Local Governments Pursuant to Minn. Stat. § 169.999 by Year (continued)

Administrative Traffic Citations Pursuant to Minn. Stat. § 169.999 - Counties								
County*	2011 Population	Amount Collected			Amount Remitted to MMB			Resolution Sent to Public Safety
		2012	2011	2010	2012	2011	2010	
Big Stone	5,240	\$ 6,660.00	\$ 2,640.00	\$ 1,790.00	\$ -	\$ -	\$ 600.00	No
Isanti	38,209	26,640.00	12,600.00	-	8,880.00	4,200.00	-	Yes
Morrison	33,212	1,260.00	3,410.00	3,650.00	820.00	560.00	1,360.00	No
Total for Counties:		\$ 34,560.00	\$ 18,650.00	\$ 5,440.00	\$ 9,700.00	\$ 4,760.00	\$ 1,960.00	

Sources: Local government responses to OSA's surveys for amounts collected and amounts remitted to MMB; population estimates from Minnesota State Demographic Center; Department of Public Safety for resolution information.

*Amounts collected by Ramsey County Sheriff's Office on behalf of contracting cities are listed under the cities.

Note: Amounts collected may be less than \$60 per citation because: 1) the matter went into collections; or 2) the county charged less than \$60 per citation. Amounts sent to MMB each year may be other than 1/3 the amount of the citations that year because: 1) timing issues (e.g., 2010 amount remitted in 2011); or 2) an omission by the county.

Administrative Traffic Citations Pursuant to Minn. Stat. § 169.999 - Towns									
Town	County	2011 Population	Amount Collected			Amount Remitted to MMB			Resolution Sent to Public Safety
			2012	2011	2010	2012	2011	2010	
Paynesville	Stearns	1,431	\$ 944.00	\$ 500.00	\$ 900.00	\$ 260.00	\$ 320.00	\$ 140.00	No
White Bear^	Ramsey	10,966	24,240.00	16,441.00	11,886.11	8,080.00	5,480.00	3,962.04	Yes
Total for Towns:			\$25,184.00	\$16,941.00	\$12,786.11	\$8,340.00	\$5,800.00	\$4,102.04	

Source: Local government responses to OSA's surveys for amounts collected and amounts remitted to MMB; population estimates from Minnesota State Demographic Center; Department of Public Safety for resolution information.

^Citations issued by Ramsey County Sheriff's Office on Town's behalf.

Note: Amounts collected may be less than \$60 per citation because: 1) the matter went into collections; or 2) the town charged less than \$60 per citation. Amounts sent to MMB each year may be other than 1/3 the amount of the citations that year because: 1) timing issues (e.g., 2010 amount remitted in 2011); or 2) an omission by the town.

APPENDIX 5

PROGRAM FEES COLLECTED FOR TRAFFIC DIVERSION PROGRAMS BY LOCAL GOVERNMENT BY YEAR (BY TYPE OF LOCAL GOVERNMENT)

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Appendix 5: Program Fees Collected for Traffic Diversion Programs by Local Government by Year

Traffic Diversion Programs - Cities							
City	County	2011 Population	Program Fees Collected				Year Program Began (Month if 2012 or 2013)
			January - June				
			2013	2012	2011	2010	
Ada	Norman	1,710	\$ 750.00	\$ 1,600.00	N/A	N/A	2012 (April)
Ashby	Grant	448	-	65.00	845.00	715.00	2007
Becker	Sherburne	4,581	3,995.00	7,600.00	4,800.00	N/A	2011
Big Lake	Sherburne	10,164	5,925.00	2,700.00	N/A	N/A	2012 (October)
Buffalo	Wright	15,580	4,200.00	6,600.00	7,800.00	3,825.00	2009
Centerville	Anoka	3,804	12,335.00	25,600.00	1,365.00	N/A	2011
Circle Pines	Anoka	4,922	4,211.00	8,495.00	270.00	N/A	2011
Clara City	Chippewa	1,349	5,100.00	8,770.00	7,365.00	8,850.00	2005
Coon Rapids [^]	Anoka	61,766	28,210.00	78,275.00	88,350.00	91,100.00	2009
Grand Rapids	Itasca	10,879	29,590.00	N/A	N/A	N/A	2013 (January)
Howard Lake	Wright	1,978	-	150.00	1,500.00	1,350.00	2009
Lake City [*]	Wabasha	5,053	11,000.00	16,670.00	N/A	N/A	2012 (June)
Lexington	Anoka	2,078	7,700.00	9,845.00	480.00	N/A	2011
Lino Lakes	Anoka	20,505	22,000.00	50,725.00	55,300.00	18,200.00	2010
Plainview [*]	Wabasha	3,348	2,800.00	4,100.00	4,800.00	N/A	2011
Red Wing ^{^^}	Goodhue	16,432	9,075.00	28,105.00	36,030.00	4,775.00	2010
Twin Valley	Norman	823	700.00	350.00	N/A	N/A	2012 (July)
Wabasha [*]	Wabasha	2,516	2,920.00	12,800.00	5,425.00	5,150.00	2010
Total for Cities:			\$ 150,511.00	\$ 262,450.00	\$ 214,330.00	\$ 133,965.00	

Sources: City responses to the OSA's interviews (rounded to nearest dollar); population estimates from the Minnesota State Demographic Center. Note: Fees for the City of Fairfax in Renville County are reported under Renville County. Programs in the Cities of North Branch and Wyoming in Chisago County are too new to be included in the time frame reported in this table.

[^]In addition to the program fees collected, the City of Coon Rapids collected and remitted to the State a \$75 surcharge from each participant for Chapter 169 violations. The total surcharges remitted to the State were: \$18,375 in January - June 2013; \$48,450 in 2012; \$57,450 in 2011; and \$70,425 in 2010.

^{^^}Out of the program fees collected, the City of Red Wing pays the \$75 surcharge to the State for each participant. The total surcharges remitted to the State were: \$6,525 in January - June 2013; \$21,000 in 2012; \$13,500 in 2011; and \$0 in 2010.

^{*}Fees for the cities in Wabasha County using the County Sheriff's program do not include the amount paid to the Sheriff because Wabasha County's revenues included city payments to the County.

**Appendix 5: Program Fees Collected for Traffic Diversion Programs by
Local Government by Year (continued)**

Traffic Diversion Programs - Counties						
County	2011 Population	Program Fees Collected				Year Program Began (Month if 2012 or 2013)
		January - June 2013	2012	2011	2010	
Chippewa	12,332	\$ 1,275.00	\$ 2,325.00	\$ 4,945.00	\$ 7,049.00	2005
Chisago	53,929	3,450.00	N/A	N/A	N/A	2013 (May)
Goodhue	46,168	24,720.00	59,680.00	73,870.00	93,150.00	2008
Grant	5,993	2,990.00	10,495.00	9,030.00	11,800.00	2007
Kandiyohi	42,118	5,325.00	29,550.00	31,275.00	28,350.00	2004
Lac qui Parle	7,195	1,050.00	3,675.00	2,400.00	N/A	2011
McLeod	36,489	2,475.00	8,475.00	11,250.00	11,925.00	2008
Meeker	23,242	1,125.00	5,250.00	6,000.00	5,775.00	2005
Norman	6,859	3,250.00	5,950.00	N/A	N/A	2012 (April)
Red Lake	4,105	125.00	725.00	1,100.00	1,025.00	2009
Renville*	15,540	8,400.00	27,975.00	25,350.00	20,650.00	2008
Sherburne	88,954	42,975.00	67,660.00	40,005.00	47,349.00	2006
Sibley*	15,193	8,475.00	24,900.00	27,525.00	36,825.00	2005
Wabasha^	21,589	UNKNOWN	31,430.00	28,690.00	36,635.00	2003
Wright	126,033	19,334.00	65,460.00	71,745.00	69,973.00	2009
Total for Counties:		\$ 124,969.00	\$ 343,550.00	\$ 333,185.00	\$ 370,506.00	

Sources: Except for Wabasha County, County responses to the OSA's interviews (rounded to nearest dollar); population estimates from the Minnesota State Demographic Center.

*Includes amounts paid to cities using the County's program.

^ Information on Wabasha County's Safe Driving Class was obtained from public sources.

APPENDIX 6

SUMMARIES OF INDIVIDUAL TRAFFIC DIVERSION PROGRAMS REVIEWED, INCLUDING PROGRAM BROCHURES

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Cities of Centerville, Circle Pines, and Lexington in Anoka County

Program Name: Ticket Education Program

Brief Program Description: The three cities served by the Centennial Lakes Police Department, a joint powers entity, offer a Ticket Education Program for those who have been stopped for certain traffic violations in the cities. If the program is successfully completed, the violation will not appear on the person's driving record.

Fee for Program: 90 percent of the amount on the Statewide Payables List.¹ (If multiple offenses are on a citation, the amount includes the fee amount for each offense charged.)²

Amount Remitted to State: \$0³

Offenses Eligible for Program: All statutory petty misdemeanor offenses from the Statewide Payables List and violations of city ordinances are eligible for the program.

Ineligibility: The program does not cover parking violations,⁴ offenses involving accidents or endangerment, or offenses committed by persons with commercial driver's licenses. Except for petty misdemeanor parking violations (when they become eligible for inclusion in the program), a person may only use the program once in a 12-month period.

Uses Uniform Traffic Citation? Yes, and brochure

Uses 169.999 Administrative Traffic Citations? No

When Did Program Begin? 2012 (testing of the program began in 2011)⁵

Description of Class: On-line class

Revenues: Under the current contracts, the company operating the on-line class keeps one-third of the proceeds.⁶

¹ See Centennial Lakes Police Dep't brochure; Centennial Lakes Joint Powers Police Governing Board Meeting Minutes for Nov. 5, 2012.

² See Program Policies and User Agreement.

³ According to the company's website, "[p]re-arraignment collection of revenue avoids the statutory collection of surcharges or distribution of fine revenue with the court." See Ticket Education Program "Details," available on iGovernment Solutions' website at <http://www.igovernmentolutions.com/page-15>.

⁴ At its November 5, 2012, meeting, the Centennial Lakes Joint Powers Board decided to include parking violations in the program. However, the program had not implemented the parking component at the time of the OSA's review.

⁵ At the end of 2012, the cities entered into three-year contracts for the program. See City of Centerville City Council Meeting Minutes for Nov. 28, 2012; City of Circle Pines City Council Meeting Minutes for Oct. 23, 2012; and City of Lexington City Council Meeting Minutes for Dec. 6, 2012. See, e.g., Agreement between Smith & Glaser, LLC, d/b/a iGovernment Solutions, and the City of Lexington (Dec. 7, 2012).

⁶ See, e.g., Agreement between Smith & Glaser, LLC, d/b/a iGovernment Solutions, and the City of Lexington (Dec. 7, 2012).

Cities of Centerville, Circle Pines, and Lexington - Ticket Education Program Revenues			
	<u>2011</u>	<u>2012</u>	<u>January - June 2013</u>
<u>Centerville</u>			
Gross Revenues	\$1,365.00	\$25,600.00	\$12,335.00
Net Revenues	\$1,314.56	\$18,371.96	\$8,223.33
<u>Circle Pines</u>			
Gross Revenues	\$270.00	\$8,495.00	\$4,211.00
Net Revenues	\$259.92	\$5,882.67	\$2,807.33
<u>Lexington</u>			
Gross Revenues	\$480.00	\$9,845.00	\$7,700.00
Net Revenues	\$459.82	\$7,148.63	\$5,133.33
<u>Total</u>			
Gross Revenues	\$2,115.00	\$43,940.00	\$24,246.00
Net Revenues	\$2,034.30	\$31,403.26	\$16,164.00

Additional Information: The company operating the on-line class is a division of the law firm that serves as the city prosecutor for two of the cities.⁷ A program guide notes a “255% Net Revenue Increase” for participating entities. The Centennial Lakes Police Department reported that speeding violations increased from 381 in 2011 to 542 in 2012.⁸ The League of Minnesota Cities gave the cities a 2013 City of Excellence award for the program.⁹

⁷ See iGovernment Solutions’ website, <http://www.igovernmentsolutions.com/company>. The City Attorney is appointed special prosecutor for the third city as part of the Ticket Education Program.

⁸ See Traffic Report for January 1, 2012, through December 31, 2012, available on the Centennial Lakes Police Department’s website, <http://www.centenniallakespd.govoffice2.com/>.

⁹ See League of Minnesota Cities’ website at <http://www.lmc.org/page/1/COEwinners13-nr.jsp>.



**CENTENNIAL
LAKES
POLICE
DEPARTMENT**

54 North Road
Circle Pines, MN 55014
763-784-2501
WWW.CLPDMN.COM



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**You have received a Ticket.
You Have Three Options:**

**You have received a Ticket.
You Have Three Options:**

<p>1) <u>TAKE A CLASS</u></p> <ul style="list-style-type: none"> • 10% Discount • Your Ticket Is Dismissed • Take Class On The Web Anytime Day Or Night <p>WWW.PAYYOURTICKET.ORG</p>	<p>Many traffic, parking, and other low-level offenses qualify for Class.</p> <p>Please wait 5-days for your ticket to reach the website.</p> <p>Deadline: Finish Class 7-days before your court date.</p>
<p>2) <u>PAY THE STATE</u></p> <ul style="list-style-type: none"> • Pay By Phone: 651-281-3219 • Pay Via Internet: <p>WWW.PAYYOURTICKET.ORG</p>	<p>Paying some tickets will revoke your driver's license. Typical charges: No Insurance, Driving After Revocation, Suspension, or Withdrawal.</p>
<p>3) <u>GO TO COURT</u></p> <ul style="list-style-type: none"> • Court Date Is On Your Ticket • Courthouse location: 325 East Main Street Anoka, MN 55303 • Clerk Of Courts: 763-422-7350 • You Can Take Any Ticket To Court 	<p>Some tickets are not payable. You must appear in Court. Typical charges: DWI, Assault, Disorderly Conduct, Theft, Car Accidents, Endangering Life or Property. Call Clerk for more details.</p>

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EMERGENCY – DIAL 911

EMERGENCY – DIAL 911



TICKET EDUCATION PROGRAM™

How Does It Work?

1. Go To WWW.PAYYOURTICKET.ORG
2. Pay The Program Fee
(10% Less Than Ticketed Fine)
3. Attend Class On The Web
4. Your Ticket Is Dismissed

Benefits of the Ticket Education Program

- The violation does not go on your driving record
- Class is on the Internet: 24-hours & 7-days a week
- Go to Class instead of Court

Important Information

- **Deadline:** Complete Class no later than 7-days before your scheduled court date
- The Program is available for selected, low level offenses. Find out if you qualify at WWW.PAYYOURTICKET.ORG
- No Internet access? Use any Anoka County Library, Centennial Branch, 100 Civic Heights Circle, Circle Pines
- Questions about the Program? Read our rules and policies at WWW.PAYYOURTICKET.ORG or call 612-338-0102

Fines – Summary

SPEEDING	TICKETED FINE
1-10 MPH over limit.....	125.00
11-14 MPH over limit.....	135.00
15-19 MPH over limit.....	145.00
20-25 MPH over limit.....	225.00
26-30 MPH over limit.....	285.00
31 MPH and above over limit.....	385.00
OTHER MOVING VIOLATIONS	
Stoplight / stop sign.....	135.00
Unreasonable acceleration.....	125.00
Lane usage, turning, signaling.....	135.00
Fail to yield.....	135.00
Following too closely.....	135.00
Equipment.....	125.00
Expired plates.....	115.00
Seat belt.....	110.00
Lighting.....	125.00
PARKING	
Stopping, standing or parking.....	42.00
Fire hydrant.....	42.00
Handicapped parking violation.....	285.00
INSURANCE & DRIVERS LICENSE	
Insurance violations.....	385.00
License violations.....	285.00

FOR A COMPLETE LIST OF FINES & RULES SEE: WWW.PAYYOURTICKET.ORG



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Unreasonable acceleration.....	125.00
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Fail to yield.....	135.00
Following too closely.....	135.00
Equipment.....	125.00
Expired plates.....	115.00
Seat belt.....	110.00
Lighting.....	125.00
PARKING	
Stopping, standing or parking.....	42.00
Fire hydrant.....	42.00
Handicapped parking violation.....	285.00
INSURANCE & DRIVERS LICENSE	
Insurance violations.....	385.00
License violations.....	285.00

FOR A COMPLETE LIST OF FINES & RULES SEE: WWW.PAYYOURTICKET.ORG

City of Coon Rapids in Anoka County

Program Name: Coon Rapids Pre-Arrestment Review and Citizens Awareness Project (CAP)

Brief Program Description: The Coon Rapids City Attorney's Office offers the CAP diversion program "for minor traffic and criminal offenders where the offense in comparison to the offender's record is such that it appears inappropriate to convict the offender."¹⁰ If a person successfully completes the program, the prosecutor will dismiss the case, and the violation will not be on the person's driving record.

Fee for Program: For most traffic violations, the CAP fees range from \$25 to \$200.¹¹ For eligible speed and most other petty misdemeanor violations of Chapter 169, the CAP fee is \$100. For Chapter 169 violations, the person pays a \$75 surcharge in addition to the CAP fee.¹²

Amount Remitted to State: The \$75 surcharge for Chapter 169 violations is remitted to the State.

Offenses Eligible for Program: The program covers certain traffic, vehicle registration, driver license, and ordinance violations, and miscellaneous criminal offenses, as described in the CAP Eligibility Table, including speeds of 0 - 14 mph over the limit and other petty misdemeanor violations of Chapter 169. The City Attorney, not the police officer, determines program eligibility.

Ineligibility: The program is not available for offenses involving accidents, endangerment, restitution, or violence. "Serious offenses, as determined by the Prosecutor, may be excluded from CAP."¹³ Offenses committed by people who have a commercial driver's license are not eligible for the program. For most traffic moving offenses, the person may not have a prior moving offense or CAP disposition within the past two years. Some offenses (such as speeding and most other petty misdemeanor violations of Chapter 169) may be recharged if the person has a new offense within one year of completing the program.

Uses Uniform Traffic Ticket? Yes, and brochure

Uses 169.999 Administrative Traffic Citations? No

When Did Program Begin? 2009

Description of Class: The traffic violations generally require the person to watch offense-specific videos at City Hall.

¹⁰ See CAP Eligibility Table (revised Aug. 15, 2013), available on the City's website at <http://www.ci.coon-rapids.mn.us/Pdf/CAPEligibleOffenses.pdf>.

¹¹ See CAP Eligibility Table (revised Aug. 15, 2013). For example, the CAP fee for no seatbelt (not child-related) is \$25; the CAP fees for no proof of insurance, no insurance (vehicle not insured), DAR, and other DAC (unless endangerment or accident) are \$200.

¹² The surcharge is not collected for non-traffic offenses using the CAP program.

¹³ See CAP Eligibility Table (revised Aug. 15, 2013).

Revenues:

City of Coon Rapids - CAP Revenues and Surcharges Remitted to State		
Year	CAP Revenues (Excluding Surcharge)	Surcharge Remitted to State
2010	\$91,100	\$70,425
2011	\$88,350	\$57,450
2012	\$78,275	\$48,450
2013 (January - June)	\$28,210	\$18,375

you have questions regarding the charge(s), call the number noted above.

What happens if I just ignore the ticket?

Failure to respond to a Misdemeanor ticket may result in:

- The Department of Public Safety and/or the Department of Natural Resources being notified of your failure to appear. These agencies may suspend your driver's license or DNR licenses for failing to appear.
- A warrant may be issued for your arrest.
- Late fees may be assessed.

Failure to respond to a **Petty Misdemeanor** by paying the amount due, appearing in court or contacting the court Payment Center will be considered a plea of guilty and waiver of the right to trial unless the failure to appear is due to circumstances beyond your control. (M. S. § 169.91; 609.491). In addition, the Department of Public Safety and/or the Department of Natural Resources will be notified of your failure to appear and conviction. These agencies may suspend your driver's license or DNR licenses for failing to appear.

WARNING! If you fail to pay your fine or appear in court one or more of the following may occur: **YOUR DRIVER'S LICENSE MAY BE SUSPENDED, A WARRANT FOR YOUR ARREST MAY BE ISSUED, AND/OR YOUR ACCOUNT MAY BE REFERRED TO A COLLECTION AGENCY.**

Can I talk to the Prosecutor at Court? If you want to talk with the prosecutor before you see the Judge you should ask when you check in at the Court's Information Desk or after you listen to a video that describes your rights. Your file will be given to the prosecutor located in the back of the courtroom. The prosecutor will call your name when he or she is ready to speak with you. Please be aware that the prosecutor represents the State of Minnesota and is not there to represent your interests. **Note: If you did not qualify for CAP or you chose not to participate in CAP the prosecutor will NOT negotiate your case to keep it off your driving record.**

Important Telephone Numbers:

CAP Office.....763-767-6428
Court Call/Pay Center.....651-281-3219 or 1-800-657-3611
Court Administration, Criminal/Traffic763-422-7385
Anoka County Corrections Dept.....763-323-5830
Anoka County Warrants.....763-422-7500
Department of Public Safety651-296-6911

Prepared by:

Coon Rapids City Attorney's Office

11155 Robinson Drive N.W
Coon Rapids, MN 55433
763-767-6428

www.coonrapidsmn.gov

For additional CAP information:

<http://www.coonrapidsmn.gov/cityattorney/CAP.htm>

Court information provided by:

Anoka County Court Administration

325 East Main Street
Anoka, MN 55303-2489
763-422-7385

Payments by phone:

651-281-3219 (metro line)
1-800-657-3611 (out state)

By web: www.mncourts.gov

Information only:

www.co.anoka.mn.us/departments/courts/services.htm#TRAFFIC

Note: A convenience fee is added for web payments.

Revised: 3/13/2012



**Citizen Awareness Project
(CAP)**

By the Coon Rapids City Attorney's Office

**YOU JUST GOT
A TICKET
IN COON RAPIDS...**

**READ THIS
FLYER:**

**You might be
able to avoid
going to
court!!!!**

Do I have to go to Court? You can avoid court and can keep this violation off your driving record if:

1. This is a parking ticket (any kind), or
2. You are charged with no proof of insurance but had it, or
3. You have a regular, Non commercial driver's license and are charged with a non-accident traffic offense and have a good driving record, or
4. You are charged with a minor criminal offense and have a good criminal record.

For parking tickets, look at the fee envelope for the fee amount, unless directed to this brochure. If you want to provide proof of sale or proof you were validly using a handicap permit, call the CAP hotline for information.

*** Don't delay; CAP has strict time limits! Read on: ***

Do I qualify for CAP? For other than parking tickets, to find out if you qualify, and your CAP fee, wait at least **THREE DAYS AFTER** you received your ticket, then call 763-767-6428 or send an email to CAP@coonrapidsmn.gov. Have the ticket handy when you call. You will need to leave a message with your full name, citation number and be sure to provide your return phone number. You will receive a call or email letting you know if you qualify.

If you qualify you must finish the CAP requirements at least **ONE WEEK BEFORE THE COURT DATE** on your ticket. Your ticket will **NOT** be dismissed and you will have to go to Court if you miss these timelines. Once you have successfully completed the CAP requirements your ticket will be dismissed and you will be given a copy of the dismissal. You should keep this dismissal for your records.

You do not HAVE to do CAP: If you believe you have not committed the offense on the ticket you need to go to Court on your ticketed court date to challenge the charges. **NOTE: What is CAP?** CAP is a voluntary diversion program offered by the Prosecutor in cooperation with the Police Department. Parking tickets are fee-payable. CAP requirements typically include viewing educational videos and payment of a non-refundable CAP fee plus a State surcharge of \$75. For parking tickets, you must pay a CAP fee only as noted on the violation envelope.

Where do I go to complete the CAP requirements?
To complete CAP you need to go to Coon Rapids City Hall

located about a mile south of the Hanson Blvd/Hwy 10 interchange on Robinson Drive N.W. CAP Office Hours are **Monday/Wednesday/Friday** (except legal holidays), 10:00 a.m. to 3:30 p.m.

What does the ticket mean to me? The ticket charges you with a petty misdemeanor or a misdemeanor offense.

- A **petty misdemeanor** has a max fine of \$300 (typically minor violations like speeding and seat belt). You can hire an attorney at your own expense but you cannot get a public defender. If you plead not guilty a Judge will try your case without a jury (Court Trial).
- A **misdemeanor** is a crime with a maximum penalty of \$1,000 and/or 90 days jail (No insurance, drive after suspension, etc.) You can hire an attorney or apply for a public defender (apply at the Courthouse). If you plead not guilty your case will be tried by jury of six persons. You can choose a court trial.

Can I just pay my ticket and be done? If you do not qualify for CAP or if you choose not to participate in CAP, certain tickets can just be paid without going to Court. If you choose to pay your ticket you will be deemed guilty of the offense(s) on the ticket. You can pay by one of the following methods:

- **Online:** Using MasterCard or Visa, access www.mncourts.gov/fines. Have your citation number available.
- **By phone:** Using MasterCard or Visa call 651-281-3219 in the metro or 1-800-657-3611 outside the metro area. Have your citation available.
- **By Mail:** Check or Money Order payable to Court Administration, Send to Minnesota Court Payment Center, P.O. Box 898, Willmar, MN 56201. Include a copy of your citation or indicate the citation number on the check or money order.

BY PAYING THE FINE(S) TO COURT, YOU PLEAD GUILTY to the offense(s) and voluntarily waive the following rights: (Minn.R.Crim.P.23.03)

1. To a court trial, if the offense is a petty misdemeanor, or a court or jury trial for all other offenses;
2. To be represented by an attorney;
3. To be presumed innocent until proven guilty beyond a reasonable doubt;
4. To confront and cross examine all witnesses; and
5. To either remain silent or to testify on your own behalf.

If you plead guilty (by paying the fine or by pleading guilty in Court) you will be convicted. If convicted, you must pay a state imposed surcharge of \$12 for parking-related offenses and \$75 for all other offenses. Additionally, a law library fee must be paid that supports the County law library. These surcharges and fees are included in the total payable amount that will be provided to you by phone or online.

Can I choose to appear in court and see a Judge?

Please refer to the front of your ticket. If a court date is noted, you must either pay your fine by this date (if allowed) or you may choose to appear in court on the date, time and at the location indicated. If no court date is noted, you must either pay the fine or schedule a Court appearance within 30 days from the date the ticket was issued. To make a payment or schedule a Court appearance call: 651-281-3219 in metro area or 1-800-657-3611 outside metro area. Please wait 10 business days (from the date you receive your citation) before calling.

What if I forget to pay my ticket? Under Minn. Stat. § 480.15, Subd. 10c, unpaid fines may be referred for collections. If your ticket is for an offense that requires a Court appearance you may be arrested if you do not go to Court or pay your fine.

If you issue a worthless check to the court it is a crime, and you will be subject to civil and criminal penalties. In addition, a charge of up to \$30 will be assessed on all returned checks (MN 609.113 subd. 2).

Other important notices regarding your rights can be found on the Minnesota Judicial Branch website at www.mncourts.gov/fines.

Are there offenses where I have no choice but to go to Court?

Certain offense(s) require you to appear in court. To verify if the charge(s) you have received require a court appearance, please call 651-281-3219 in the metro or 1-800-657-3611 outside of the metro area and refer to the front of the ticket. If you must appear in court and a **court date is noted on the front of your citation**, your appearance is scheduled for the date, time and location. If you must appear in court and **no court date is noted on the front of the citation**, a Notice to Appear indicating a court date will be mailed to the address on the citation. If this address is not correct, you must immediately notify the Court at the number noted above. Failure to appear may result in a bench warrant requiring that you be arrested. If

City of Lino Lakes in Anoka County

Program Name: Lino Lakes Police Department Achieving Compliance Through Education (ACE) Program

Brief Program Description: The Lino Lakes Police Department offers the ACE Program for those who have been stopped for certain traffic violations in the City. If the program is successfully completed, the violation will not appear on the person's driving record.

Fee for Program: The program fees range from \$50 - \$100; fees for moving traffic violations are \$100.¹⁴

Amount Remitted to State: \$0

Offenses Eligible for Program: The program is used for traffic, equipment, parking, ordinance, and other violations. Eligible moving traffic violations include speeding 0 - 14 mph over the limit, texting while driving, and seat belt violations (non-child related).

Ineligibility: No person with a commercial driver's license is eligible for the program. No juvenile misdemeanor offenses are eligible for the program. Offenses involving accidents or endangerment are not eligible for the program.

Uses Uniform Traffic Citation? Yes, and brochure

Uses 169.999 Administrative Traffic Citations? No

When Did Program Begin? June 2010

Description of Class: Program participants must complete one or more of seven different educational blocks, depending on the violation, at the Lino Lakes Police Department. There are separate blocks for moving violations, equipment violations, traffic safety, ordinance violations, status offenses, parking, and other offenses (e.g., drug, tobacco, and alcohol use and abuse for both adults and juveniles). The materials in the blocks could include videos, news reports, printed laws and ordinances, and testimonials.

Revenues:	2013 (January - June)	\$22,000
	2012	\$50,725
	2011	\$55,300
	2010	\$18,200

¹⁴ The fee for a seasonal parking ordinance violation is \$25.

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received before the scheduled court appearance indicated on the front side of your ticket.

If paying in person, payments can be made at the criminal counter located on the first floor, center of the courthouse, 325 E Main Street, Anoka, MN. Office hours are 8:00 a.m. to 4:30 p.m. If you are unable to make your payment during these hours, there is a ticket payment "drop box" located at the courthouse front door at 4th Avenue and Main Street in Anoka. Visa and MasterCard, payments are accepted in person or by calling 763-422-7473.

DO NOT CALL IN CREDIT CARD PAYMENTS UNTIL SEVEN DAYS PRIOR TO THE COURT APPEARANCE.

You must appear in court if:

1. You wish to plead not guilty;
2. You wish to plead guilty, but offer an explanation;
3. The officer checked the "Endangered Person or Property" box on the ticket;
4. You were involved in an accident;
5. You have posted bail or bond.
6. You do NOT want to participate in the ACE program and your ticket is not payable.

Court Appearance:

You are required to make a court appearance at the date and time indicated on the front of your ticket if you wish to plead not guilty or plead guilty with an explanation. Please verify the courtroom at the Court's Information Desk located on the first floor of the courthouse. Go directly to Criminal Counters and check in at Windows 1 and 2. If you are interested in applying for a public defender the Court Clerk will give you the necessary forms to provide your financial information. The Judge will determine whether or not you will be granted a public defender. Please keep in mind that you are only eligible if you have been charged with a misdemeanor and meet the financial guidelines.

WARNING

If you fail to pay your fine or appear in court as directed, YOUR DRIVER'S LICENSE MAY BE SUSPENDED, A WARRANT FOR YOUR ARREST MAY BE ISSUED, AND/OR YOUR ACCOUNT MAY BE REFERRED TO A COLLECTIONS AGENCY.

Municipal Prosecutor:

If you wish to speak with the prosecutor at your Court appearance, you may do so after hearing your rights from the Judge. Inform the in-court deputy administrator and he or she will get your file to the prosecutor in the back of the courtroom. The prosecutor will call your name and speak with you as soon as possible. Please be aware that the prosecutor represents the State and therefore, is not there to represent your interests. **Note: If your case does not qualify for ACE, the prosecutor will not negotiate your case to keep it off your driving record.** Contact ACE at 651-982-2312 for more information or email us at llace@ci.lino-lakes.mn.us.

Fine Payment after Sentencing:

Your file will be brought to the Criminal Counter upon sentencing. Please take a number on the post in the main hallway, wait for your number to be called and the next available clerk will assist you. If you pled guilty or are found guilty and ordered to pay a fine, it is assumed that you will pay the same day as your hearing. There are additional fees and surcharges that we are required by the Legislature to impose. If you cannot pay your entire fine on the day you are sentenced, you will be given 90 days to pay. Any additional time to pay must be approved by the Judge.

Anoka County Corrections:

After you have appeared in Court, been sentenced, and appeared at the Criminal Counter, you will receive a form called "Conditions of Sentence" which lists what happened in court. If additional conditions have been imposed at sentencing, other than a fine payment, you may be referred to the Corrections Department. It is located across the hallway from the Criminal Counter. The Corrections Department monitors your compliance with any other Court ordered conditions.

Important Telephone Numbers:

ACE Office.....	651-982-2312
Court Administration, Criminal/Traffic..	763-422-7385
Anoka County Corrections Dept.....	763-323-5830
Anoka County Warrants.....	763-422-7500
Department of Public Safety.....	651-296-6911



You've Received A Ticket in Lino Lakes

Here's what to do next.

**Prepared by the Lino Lakes Police
Department
640 Town Center Pkwy.,
Lino Lakes, MN 55014
651-982-2300
www.ci.lino-lakes.mn.us**

**Court information provided by
Anoka County Court Administration
325 East Main Street
Anoka, MN 55303-2489
763-422-7385**

You have just been issued a ticket in Lino Lakes. This ticket charges you with a petty misdemeanor or a misdemeanor. You may qualify for the optional Lino Lakes Police Department Achieving Compliance through Education (ACE) Program. If you do not qualify, you will have to appear in Court on the date stated on the ticket or submit payment directly to the court.

What is the ACE Program?

ACE is an educational program offered by the Lino Lakes Police Department. If you qualify and comply with ACE requirements the prosecutor will dismiss your case, you will not have an offense listed on your driving record, and you will not have to appear in Court. The requirements typically include completion of a short educational video or class and payment of an ACE fee. The ACE requirements must be completed at the Lino Lakes Police Department. ACE is not available to people with a Commercial Driver’s License. **Participation in the ACE Program is strictly voluntary; you always have the option of a court trial.**

How can I find out if I am eligible for ACE?

Eligibility for the ACE Program is determined by the violation you were ticketed for and your history of citations. To find out if you qualify, have your citation with you and either call the ACE Office at 651-982-2312 or fill out the online form on the city website at www.ci.lino-lakes.mn.us (under Public Safety/ACE Program). More information can also be found on the website. Please wait three business days after receiving the citation to contact us. If you are eligible for the program, you will need to complete the educational component at least **TWO WEEKS BEFORE the scheduled court date** indicated on the citation. Failure to complete the program 14 days prior to the court date will result in your having to appear in court at the date / time noted on your citation. ACE Office Hours are Tues.-Thurs. (except legal holidays), 8:00 a.m. to 3:00 p.m.

ACE Program fees

Equipment Violation.....	\$50.00
Moving Violation.....	\$100.00
Ordinance Violation	\$75.00
Seasonal Parking Violation...	\$25.00
Status Offense	\$50.00
Other Violations	\$100.00

What is a petty misdemeanor?

A petty misdemeanor is not a crime and therefore carries no jail time. The maximum fine for a petty misdemeanor is \$300.00. You may be represented by an attorney hired at your own expense. If you wish to plead not guilty, you are entitled to a court trial. A court trial is a trial by a judge without a jury.

What is a misdemeanor?

A misdemeanor is a crime. The maximum penalty is \$1,000 and/or 90 days in jail. If you cannot afford an attorney to represent you, you may apply for a public defender. You will need to provide financial information to determine if you are eligible. If you wish to plead not guilty, you are entitled to a jury trial. At trial, the jury would consist of six persons and all six persons would have to agree that you are guilty before you could be convicted and sentenced.

Pavable Fines

If you do not qualify for ACE, many fines are payable without a court appearance. You may be able to determine your fine by reading the following schedule of fines and fees. *This is only a partial listing of payable offenses.* Please call 763-422-7385 within **ten (10) days prior to the court date** written on the ticket if your violation is not listed. If you need time to pay, up to 90 days, you must request this in person at the Criminal Counter in Court Administration prior to your court date. **NOTE: Paying a fine could result in withdrawal of driving privileges depending on the nature of the charge or your driving record.** To find out, contact the Driver Evaluators at 651-296-2025. Paying the fine will also result in the offense going on your driving record. Neither the court nor the prosecutor can keep this from happening if you elect to pay your fine.

These are examples of fines payable without a court appearance. Read further for circumstances which require a court appearance.

I. PARKING – Does not go on driving record:

Stand, stop or park in traffic lane or on freeway.	125.00
Fire hydrant.....	34.00
Parking privileges for handicapped.....	285.00
II. MISCELLANEOUS VIOLATIONS:	
License plates not clean, displayed or fastened properly.....	115.00

(except illegal use or possession, or dealer plate use)

Snowmobile violations.....	Varies
Truck violations.....	Varies
<i>(Contact Court Administrator)</i>	

III. MOVING VIOLATIONS:

1-10 MPH over limit.....	125.00
11-14 MPH over limit.....	135.00
15-19 MPH over limit.....	145.00
20-25 MPH over limit.....	**225.00
26-30 MPH over limit.....	**285.00
***31 MPH and above over limit.....	**385.00
***unless endangerment is checked	
**Note: 20 miles per hour or more over the posted speed limit results in an additional surcharge.	
Traffic control lights or stop sign.....	135.00
Unreasonable acceleration.....	125.00
Over center line, lane usage, turning	
Backing passing.....	135.00
Signaling violations.....	135.00
Fail to yield.....	135.00
Driving without corrective lenses.....	135.00
Following too closely.....	135.00
Non-emergency stopping on the freeway.....	125.00
Cycle (two-wheel) endorsement.....	135.00
Equipment: each violation (excluding trucks)...	125.00
(including horn, lights, mufflers)(M.S.169.68 to 169.75)	
Expired plates (M.S. 168.09).....	115.00
Fail to Register (M.S. 168.09).....	185.00
Registration current, etc. (M.S. 169.79).....	115.00
Seat belt.....	110.00
Driving without headlights.....	125.00
Unsafe Equipment; each violation (M.S.169.47)...	125.00
Unsafe Tires.....	135.00

The above offenses, with the exception of the highlighted violations, may be eligible for the ACE program. Contact the ACE Office at 651-982-2312 to determine eligibility.

Questions regarding the consequence of moving violations on your driving record should be directed to the Department of Public Safety (651-296-6911).

Paying Your Fine

If paying your fine by mail, **DO NOT SEND CASH.** Make your check or money order payable to “Court Administrator.” Mail the payment to the Minnesota Court Payment Center, P.O. Box 898, Willmar, MN 56201. Please include your file number or citation number on your check. Your payment must be

Chippewa County

Program Name: Driver Awareness Class

Brief Program Description: The “diversion class is approved as part of the Chippewa County Attorney’s Office Diversion Program and the County Attorney.”¹⁵ If the class is successfully completed, the violation will not appear on the person’s driving record.

Fee for Program: \$75

Amount Remitted to State: \$0

Offenses Eligible for Program: Citations issued by a Chippewa County law enforcement officer for speeding (no more than 15 mph over the posted speed limit); violation of a stop sign, stop light, or yield sign; driving left of the center line (not DUI-related); passing or lane violations; following too close; failure to signal; and making an illegal turn are eligible for the program.

Ineligibility: The class is not available if the driver wants to contest the citation, has participated in a Driver Awareness Class in Chippewa County in the last 12 months, or has “more than two prior [*sic*].”¹⁶ It is not available for parking tickets; citations resulting from an accident; multiple violations; or “major violations” such as careless driving, DUI, leaving the scene of an accident, or driving without a license.

Uses Uniform Traffic Citation? Yes, and brochure

Uses 169.999 Administrative Traffic Citations? No

When Did Program Begin? 2005

Description of Class: The two-hour class is taught by a deputy at the Clara City Community Center.

Revenues:	2013 (January - June)	\$1,275
	2012	\$2,325
	2011	\$4,945
	2010	\$7,049

¹⁵ Chippewa County Sheriff’s Office Driver Awareness Class brochure.

¹⁶ Chippewa County Sheriff’s Office Driver Awareness Class brochure.

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SAFE DRIVING TIPS

- Use the "2 second rule" to judge safe following distances.
- Before you start driving at night or in inclement weather, check your headlights and signals to be sure they are clear and working properly. Make sure your wipers are working properly.
- Drinking and driving is irresponsible and very dangerous.
- Keep shifting your view, checking in all directions around your vehicle.
- Practice and master good driving habits.
- Expect a train at any time at a crossing.
- It is unsafe to drive around crossing gates.
- The principle contributing cause in vehicle-train crashes is motor vehicle driver error.
- Bicyclists should travel on the right side of the road, riding with the flow of traffic.
- Pedestrians should travel on the left side of the road, moving towards the oncoming traffic.
- Remember, you have earned the right to operate an automobile. Don't abuse it.

This diversion class is approved as part of the Chippewa County Attorney's Office Diversion Program and the County Attorney.

CLASS DATE

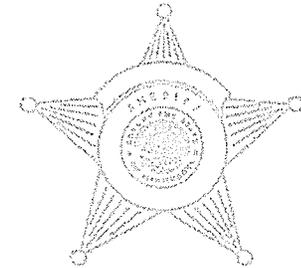
CHIPPEWA COUNTY SHERIFF'S OFFICE

Sheriff Stacy Tufto
629 N 11th Street Suite 14
Montevideo MN 56265

Phone: 320-269-2121
Fax: 320-269-2698

CHIPPEWA COUNTY
SHERIFF'S OFFICE

DRIVER AWARENESS CLASS



Take our Driver Awareness Class and have:

- No Fine
- No Court Appearance
- *Most Importantly . . .* Improve Your Driving Habits

Educate and learn the traffic laws and have your traffic citation diverted upon completion of the course.

YOU ARE ELIGIBLE . . .

If your citation was issued by a Chippewa County Law Enforcement Officer. If your citation was for . . .

- Speeding and the speed is no more than 15 mph over the posted speed limit.
- Violation of a stop sign, stop light, or yield sign.
- Driving left of the center line (not DUI related)
- Passing or lane violations.
- Following too close.
- Failure to signal.
- Making an illegal turn.

If you do not wish to contest your ticket.

If you have not participated in a Driver Awareness Class in Chippewa County in the last 12 months.

If you have not had more than two prior

YOU ARE NOT ELIGIBLE . . .

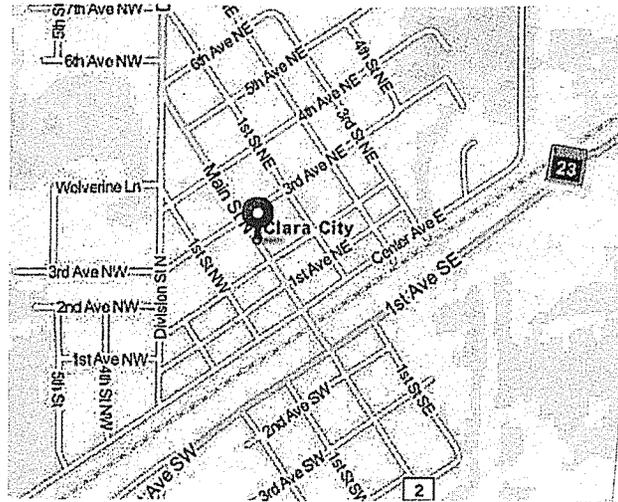
Your citation was for . . .

- Parking tickets
- Citations resulting from an accident.
- Multiple violations.
- Major violations such as careless driving, DUI, leaving the scene of an accident or driving without a license.

CLASSES ARE HELD AT THE CLARA CITY COMMUNITY CENTER

30 NW 2nd Ave
Clara City, MN 56222

DO NOT CALL THE COURT ADMINISTRATOR'S OFFICE



HOW TO REGISTER

Person's must register for the Driver Awareness Class within **10 days** after receiving the citation. Registration can be done 7 days a week, 24 hours a day.

You must register in person or by phone at the Chippewa County Sheriff's Office, 320-269-2121, 629 N 11th Street Suite 14, Montevideo MN 56265

The cost of the class is \$75 and can be paid prior to the class or the night of the class.

Class begins at 6:30 p.m. sharp! If you are late or fail to appear, the class fee will be forfeited and your ticket will be sent to court. You will then be expected to appear in court and will not be eligible to continue with the Driver Awareness Class.

Confirmed dates will be provided upon registration.

The class is approximately 2 hours.

There is no failing if you attend this class.

The Driver Awareness Class **MUST BE** completed within 30 days after the receipt of the citation.

City of Clara City in Chippewa County

Program Name: Driver Awareness Class

Brief Program Description: “This diversion class is approved as part of the Chippewa County Attorney’s Office Diversion Program and as part of the City of Clara City Attorney’s Office Diversion Program.”¹⁷ If the class is successfully completed, the violation will not appear on the person’s driving record.

Fee for Program: \$75

Amount Remitted to State: \$0

Offenses Eligible for Program: Eligible traffic offenses include speed (no more than 15 mph over the posted speed limit); violation of a stop sign, stop light, or yield sign; driving left of the center line (not DUI-related); passing or lane violations; following too close; failure to signal; and making an illegal turn.

Ineligibility: The class is not available if the driver wants to contest the citation, has participated in a Driver Awareness Class in Chippewa County in the last 12 months, has already participated in two Driver Awareness classes, or has more than two prior moving violations in the past 12 months, excluding alcohol-related offenses. It is not available for parking tickets; citations resulting from an accident; multiple violations; or “major violations” such as careless driving, DUI, leaving the scene of an accident, or driving without a license.

Uses Uniform Traffic Citation? Yes, and brochure

Uses 169.999 Administrative Traffic Citations? No

When Did Program Begin? 2005

Description of Class: The approximately two-hour class is taught by a law enforcement officer at the Clara City Community Center.

Revenues:	2013 (January - June)	\$5,100
	2012	\$8,770
	2011	\$7,365
	2010	\$8,850

¹⁷ Clara City Police Dep’t Driver Awareness Class brochure.

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Safe Driving Tips

- Use the "2 second rule" to judge safe following distances.
- Before you start driving at night or in inclement weather, check your headlights and signals to be sure they are clear and working properly. Make sure your wipers are working properly.
- Drinking and driving is irresponsible and very dangerous.
- Keep shifting your view, checking in all directions around your vehicle.
- Practice and master good driving habits.
- Expect a train at any time at a crossing.
- It is unsafe to drive around crossing gates.
- The principle contributing cause in vehicle-train crashes is motor vehicle driver error.
- Bicyclists should travel on the right side of the road, riding with the flow of traffic.
- Pedestrians should travel on the left side of the road, moving towards the oncoming traffic.
- Remember, you have earned the right to operate an automobile. Don't abuse it.

Clara City Police Department

215 NW 1st Street

P. O. Box 560

Clara City, MN 56222

320-847-3221

Ralph Bradley, Chief of Police

or

Clara City City Hall

320-847-2140

Monday - Friday

8:00 a.m. to 5:00 p.m.

**DO NOT CALL THE
COURT ADMINISTRATOR'S OFFICE**

This diversion class is approved as part of the Chippewa County Attorney's Office Diversion Program and as part of the City of Clara City Attorney's Office Diversion Program
Dwayne Knutsen, County and City Attorney.



**Take Our
DRIVER AWARENESS
CLASS**

And Have:

No Fine

No Court Appearance

Most Importantly...

Improve Your Driving Habits

Educate and learn the traffic laws and have your traffic citation diverted upon completion of the course.

YOU ARE ELIGIBLE...

- If your citation was issued by a Clara City Police Officer.
- If your citation was for:
 - Speeding and the speed is no more than 15 mph over the posted speed limit.
 - Violation of a stop sign, stop light, or yield sign.
 - Driving left of the center line (not DUI related).
 - Passing or lane violations.
 - Following too close.
 - Failure to signal.
 - Making an illegal turn.
- If you do not wish to contest your ticket.
- If you have not participated in a Driver Awareness Class in Chippewa County in the last 12 months.
- If you have not had more than two prior moving violations in the past 12 months, excluding alcohol related offenses.

YOU ARE NOT ELIGIBLE...

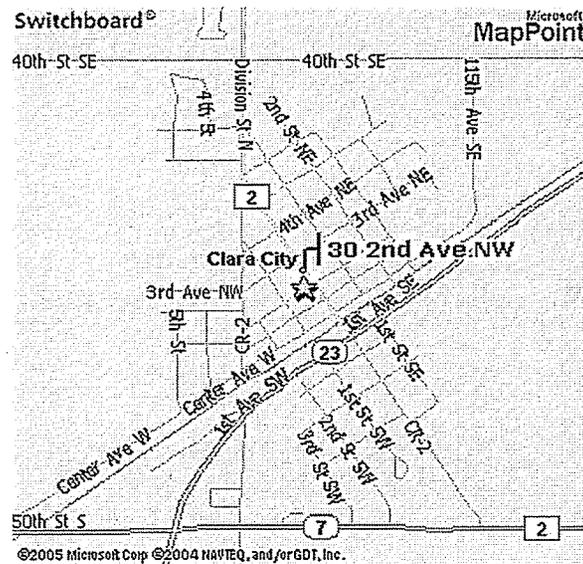
- If your citation was for:
- Parking tickets.
 - Citations resulting from an accident.
 - Multiple violations.
 - Major violations such as careless driving, DUI, leaving the scene of an accident, or driving without a license.
 - If you have already participated in two Driver Awareness Classes.

CLASSES ARE HELD AT

Clara City Community Center

30 NW 2nd Avenue

Clara City, MN 56222



REGISTRATION

Persons must register for the Driver Awareness Class within **10 days** after receiving the citation.

Classes will be offered once each month at 6:30 p.m.. Class date will be provided upon registration.

You must register, **in person or by telephone**, at Clara City City Hall, Monday - Friday 8 a.m. to 5 p.m., 320-847-2140.

Class cost of \$75.00 must be paid within 10 days of receiving the citation. Payable by check, money order, or cash.

Class starts at 6:30 p.m. sharp! If you are late or fail to appear, the class fee will be forfeited and your ticket will be sent to court. You will then be expected to appear in court and will not be eligible to continue with the Driver Awareness Class.

The class is approximately 2 hours.

There is no failing if you attend this class.

The Driver Awareness Class must be completed within 30 days after the receipt of the citation.

Chisago County

Program Name: Driver Awareness Program

Brief Program Description: The program was implemented by the Chisago County Sheriff's Office, with the endorsement of the Chisago County Attorney's Office. If the program is successfully completed, the "driver's traffic citation will be voided and there will be no court arraignment or conviction on the driver's driving record."¹⁸

Fee for Program: \$75 (payable to the Chisago County Sheriff's Office)

Amount Remitted to State: \$0

Offenses Eligible for Program: The program is used for petty misdemeanor moving violations, including speeding up to 19 mph over the speed limit, and petty misdemeanor equipment violations.

Ineligibility: The class is not available if the driver wants to contest the citation, has participated in a Chisago County Driver Awareness Program within the last 12 months or twice in a lifetime, or has a conviction for any moving violation within the past two years. The class is not available for speeding in a school or construction zone, drug or alcohol-related offenses, incidents involving crashes or more than one charge, or no proof of insurance violations.

Uses Uniform Traffic Citation? Yes, and brochure

Uses 169.999 Administrative Traffic Citations? No

When Did Program Begin? May 2013

Description of Class: The two-hour class is taught by area law enforcement at the Chisago County Government Center.

Revenues: 2013 (May - June) \$3,450

¹⁸ Chisago County Awareness Program document received from Chisago County Sheriff.

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**Chisago County
Sheriff's Office**



**313 North Main Street, Room 100
Center City, MN 55012**

**DRIVER AWARENESS
PROGRAM**

IN ORDER TO PARTICIPATE IN THE
PROGRAM, YOU MUST **REGISTER**
IN-PERSON OR BY TELEPHONE
WITHIN 14 DAYS
OF RECEIVING A CITATION.

In-Person Registration:

Register at the Chisago County Sheriff's
Office located in the Chisago County
Government Center, 313 North Main Street,
Room 100, Center City, MN 55012;
Provide photo ID and a copy of citation;
And Pay \$75 cash, check or money order.

Phone Registration:

Call 651-213-6309 or 651-213-6317, Monday
– Friday between 8:00 am – 4:30 pm;
Mail \$75 check or money order made
payable to the "Chisago County Sheriff's
Office" to the Chisago County Sheriff's
Office, ATTN: Driver Awareness Program,
313 North Main Street, Room #100, Center
City, MN 55012; and bring photo ID and a
copy of citation with you to your scheduled
course.

You MUST register and submit \$75 fee
WITHIN 14 DAYS of receiving citation.
The 14 days INCLUDES weekends and holidays.

Course attendance is MANDATORY for successful completion of the program.

NO registration or payment accepted at the time of scheduled course!

If you miss the course you are registered for, there is NO REFUND.

You Are Eligible IF:

- *You have received a citation from a participating law enforcement agency;
- *You do not wish to contest your citation;
- *You have not had a conviction for any moving violation within the past two years; and
- *You have not participated in the Chisago County Driver Awareness Program within the past 12 months.

A driver may only attend TWO classes through the Chisago County Driver Awareness Program in a lifetime.

Program Benefits:

NO fine;
NO court appearance;
NO conviction entry on your driving record;
but,
MOST IMPORTANT – IMPROVED DRIVING HABITS!

CHISAGO COUNTY DRIVER AWARENESS PROGRAM (Course)

7:00 pm – 9:00 pm

Chisago County

Government Center

313 N. Main St., Room 131

Center City, MN 55012

City of North Branch in Chisago County

Program Name: Driver Awareness Program

Brief Program Description: The North Branch Police Department participates in the Chisago County Driver Awareness Program offered by the Chisago County Sheriff's Department. If the class is successfully completed, the violation will not appear on the person's driving record.

Fee for Program: \$75 (payable to the North Branch Police Department)

Amount Remitted to State: \$0

Offenses Eligible for Program: The program is used for petty misdemeanor moving violations, including speeding up to 19 mph over the speed limit, and petty misdemeanor equipment violations.

Ineligibility: The class is not available if the driver wants to contest the citation, has participated in the Chisago County Driver Awareness Program within the last 12 months or twice in a lifetime, or has a conviction for any moving violation within the past two years. The class is not available for speeding in a school or construction zone, drug or alcohol-related offenses, or no proof of insurance violations.

Uses Uniform Traffic Citation? Yes, and brochure

Uses 169.999 Administrative Traffic Citations? No

When Did Program Begin? September 2013¹⁹

Description of Class: The two-hour class is taught by Sheriff Department deputies at the Chisago County Government Center.

Revenues: Program too new for January through June 2013 revenues.

Additional Information: The County will bill the City \$25 for every participant the City sends through the program.

¹⁹ The City's participation in the Program was approved at the August 12, 2013, City Council meeting. See City of North Branch City Council Meeting Minutes for Aug. 12, 2013 (item B3). The first traffic ticket eligible for the program was issued on September 7, 2013.

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North Branch Police Department



6408 Elm Street,
PO BOX 910, North Branch, MN 55056

DRIVER AWARENESS PROGRAM

IN ORDER TO PARTICIPATE IN THE
PROGRAM, YOU MUST **REGISTER**
IN-PERSON OR BY TELEPHONE
WITHIN 14 DAYS
OF RECEIVING A CITATION.

In-Person Registration:

Register at the North Branch Police Department
located in the lower level of the North Branch
City Hall Building:
6408 Elm Street,
PO BOX 910,
North Branch, MN 55056
Monday – Friday • 8:00 a.m. - 4:30 p.m.
Provide photo ID, copy of citation and pay \$75
cash, check or money order.

Phone Registration:

Call the North Branch Police Department at:
651-674-8848
Monday – Friday • 8:00 a.m. - 4:30 p.m.
Mail \$75 check or money order made payable
to the North Branch Police Department:
ATTN: Driver Awareness Program
6408 Elm Street,
PO BOX 910,
North Branch, MN 55056
Bring a photo ID and a copy of the citation with
you to your scheduled course.

You **MUST** register and submit \$75 fee
WITHIN 14 DAYS of receiving citation.
The 14 days **INCLUDES** weekends and holidays.

**Course attendance is MANDATORY
for successful completion of
the program.**

NO registration or payment accepted at
the time of scheduled course!

If you miss the course you are registered
for, there is **NO REFUND.**

You Are Eligible IF:

- *You have received a citation from a
participating law enforcement agency;
- *You do not wish to contest your citation;
- *You have not had a conviction for any
moving violation within the past two years;
and
- *You have not participated in the Chisago
County Driver Awareness Program within
the past 12 months.

**A driver may only attend
TWO classes through the
Chisago County Driver
Awareness Program in a lifetime.**

Program Benefits:

NO fine;
NO court appearance;
NO conviction entry on your driving record;
but,
**MOST IMPORTANT – IMPROVED DRIVING
HABITS!**

**COURSE LOCATED AT:
CHISAGO COUNTY DRIVER
AWARENESS PROGRAM (Course)
7:00 P.M. – 9:00 P.M.
Chisago County
Government Center
313 N. Main Street, Room 131
Center City, MN 55012**

City of Wyoming in Chisago County

Program Name: Driver Awareness Program

Brief Program Description: The Wyoming Police Department participates in the Chisago County Driver Awareness Program offered by the Chisago County Sheriff's Department. If the class is successfully completed, the violation will not appear on the person's driving record.

Fee for Program: \$75 (payable to "Wyoming Public Safety")

Amount Remitted to State: \$0

Offenses Eligible for Program: The program is used for petty misdemeanor moving violations, including speeding up to 19 mph over the speed limit, and petty misdemeanor equipment violations.

Ineligibility: The class is not available if the driver wants to contest the citation, has participated in the Chisago County Driver Awareness Program within the last 12 months or twice in a lifetime, or has a conviction for any moving violation within the past two years. The class is not available for misdemeanor offenses, speeding in a school or construction zone, drug or alcohol-related offenses, incidents involving crashes or more than one charge, or no proof of insurance violations.

Uses Uniform Traffic Citation? Yes, and brochure

Uses 169.999 Administrative Traffic Citations? Yes

When Did Program Begin? July 2013

Description of Class: The two-hour class is taught by Sheriff Department deputies at the Chisago County Government Center.

Revenues: Program too new for January through June 2013 revenues.

Additional Information: The County will bill the City \$25 for every participant the City sends through the program. As of October 1, 2013, the City had not received any billings from the County for participants the City sent through the program.

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Chisago County Sheriff's Office



313 North Main Street, Room 100
Center City, MN 55012

DRIVER AWARENESS PROGRAM

IN ORDER TO PARTICIPATE IN THE
PROGRAM, YOU MUST **REGISTER**
IN-PERSON OR BY TELEPHONE
WITHIN 14 DAYS
OF RECEIVING A CITATION.

In-Person Registration:

Register at the Chisago County Sheriff's
Office located in the Chisago County
Government Center, 313 North Main Street,
Room 100, Center City, MN 55012;
Provide photo ID and a copy of citation;
And Pay \$75 cash, check or money order.

Phone Registration:

Call 651-213-6309 or 651-213-6317, Monday
– Friday between 8:00 am – 4:30 pm;
Mail \$75 check or money order made
payable to the "Chisago County Sheriff's
Office" to the Chisago County Sheriff's
Office, ATTN: Driver Awareness Program,
313 North Main Street, Room #100, Center
City, MN 55012; and bring photo ID and a
copy of citation with you to your scheduled
course.

You MUST register and submit \$75 fee
WITHIN 14 DAYS of receiving citation.
The 14 days **INCLUDES** weekends and holidays.

Course attendance is MANDATORY for successful completion of the program.

NO registration or payment accepted at the time of scheduled course!

If you miss the course you are registered for, there is **NO REFUND.**

You Are Eligible IF:

- *You have received a citation from a participating law enforcement agency;
- *You do not wish to contest your citation;
- *You have not had a conviction for any moving violation within the past two years; and
- *You have not participated in the Chisago County Driver Awareness Program within the past 12 months.

A driver may only attend TWO classes through the Chisago County Driver Awareness Program in a lifetime.

Program Benefits:

NO fine;
NO court appearance;
NO conviction entry on your driving record;
but,
MOST IMPORTANT – IMPROVED DRIVING HABITS!

**CHISAGO COUNTY DRIVER
AWARENESS PROGRAM (Course)
7:00 pm – 9:00 pm
Chisago County
Government Center
313 N. Main St., Room 131
Center City, MN 55012**

Goodhue County

Program Name: Driver Awareness Class

Brief Program Description: “This diversion class has been approved by the Goodhue County Criminal Justice Advisory Committee.”²⁰ If the class is successfully completed, the violation will not appear on the person’s driving record.

Fee for Program: \$80 (raised from \$75 in February 2011)

Amount Remitted to State: \$0

Offenses Eligible for Program: Citations issued by a Goodhue County law enforcement officer for speeding (no more than 15 mph over the posted speed limit); violation of a stop sign, stop light, or yield sign; driving left of the center line (not DUI-related); passing or lane violations; following too closely; failure to signal; and making an illegal turn are eligible for the program.

Ineligibility: The class is not available if the driver wants to contest the citation, has participated in a Driver Awareness Class in Goodhue County in the last 6 months, has participated in three Driver Awareness Classes in a five-year period, or has more than two prior moving violations in the past 12 months, excluding alcohol-related offenses. It is not available for parking tickets; citations resulting from an accident; multiple violations; or “major violations” such as careless driving, DUI, leaving the scene of an accident, or driving without a license.

Uses Uniform Traffic Citation? Yes, and brochure

Uses 169.999 Administrative Traffic Citations? No

When Did Program Begin? Approximately 2008

Description of Class: The two-hour class is taught by a deputy at the Goodhue County Law Enforcement Center.

Revenues:	2013 (January - June)	\$24,720
	2012	\$59,680
	2011	\$73,870
	2010	\$93,150

²⁰ Goodhue County Sheriff’s Office Driver Awareness Class brochure.

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Safe Driving Tips

- Use the “3-second rule” to judge safe following distances.
- Before you start driving at night or in inclement weather, check your headlights and signals to be sure they are clear and working properly. Make sure your wipers are working properly.
- Drinking and driving is irresponsible and very dangerous.
- Keep shifting your view, checking in all directions around your vehicle.
- Bicyclists should travel on the right side of the road, riding with the flow of traffic.
- Pedestrians should travel on the left side of the road, moving towards the oncoming traffic.
- Practice and master good driving habits.
- Expect a train at any time at a crossing.
- It is unsafe to drive around crossing gates.
- The principle contributing cause in vehicle-train crashes is motor vehicle driver error.
- Last, but not least, remember, that you have earned the right to operate an automobile. Don't abuse it.

GOODHUE COUNTY SHERIFF'S OFFICE CORE VALUES

Integrity
Professionalism
Reverence for the law
Vision

GOODHUE COUNTY LAW ENFORCEMENT CENTER

430 West 6th Street
Red Wing, Minnesota 55066
651-267-2600

This diversion class has been approved by the Goodhue County Criminal Justice Advisory Committee

GOODHUE COUNTY SHERIFF'S OFFICE



Take Our Driver Awareness Class

And Have:

- No Fine
- No Court Appearance
- No Entry on Your Driving Record
- Most Importantly . . .
- Improve Your Driving Habits



Goodhue County Sheriff

Scott T. McNurlin

**Attend and learn the traffic laws
and have your traffic citation diverted
upon completion of the course.**

↳ Persons must register for the Driver Awareness Class within 10 working days after receiving the citation.

City of Red Wing in Goodhue County

Program Name: Driver Awareness Class

Brief Program Description: The Red Wing Police Department offers a Driver Awareness Class for those who have been stopped for certain traffic violations in the City. If the program is successfully completed, the violation will not appear on the person's driving record.

Fee for Program: \$100 fee (\$75 for seatbelt violations)

Amount Remitted to State: The \$75 surcharge is taken out of the program fee and remitted to the State.

Offenses Eligible for Program: Eligible traffic offenses include speed (up to 15 mph over the limit), stop sign, stop light, yield sign, driving left of center (not DUI-related), passing or lane, following too closely, failure to signal, illegal turn, driving over/through/around barricades, failure to obey traffic control devices, texting while driving, driving without a cycle endorsement, failure to yield right of way, failure to yield to pedestrian (first offense only), motorized bicycle, obstructing view of driver, wearing headphones while operating a motor vehicle, motorcycle or motor vehicle headlamp requirements, seatbelt, muffler requirements, windshield covered with steam/frost/ice, or failure to move left/slow for emergency vehicle ("Ted Foss" law) violations.

Ineligibility: The program is not available if the driver wants to contest the citation, has participated in the City of Red Wing or the Goodhue County Sheriff Department's Driver Awareness Class in the last 12 months; has more than two prior moving violations in the past 12 months; has previously participated in two Driver Awareness Classes; or has a DUI, open bottle, careless driving, or driving without a license conviction within the past five years. It does not cover parking violations, citations resulting from an accident, multiple violations, or leaving the scene of an accident.

Uses Uniform Traffic Citation? Yes, and brochure

Uses 169.999 Administrative Traffic Citations? No. According to a July 26, 2010, City Council Agenda Report from the City's former Police Chief, administrative citations were considered, but the 2009 law (Minn. Stat. § 169.999) was "very limited."

When Did Program Begin? July 2010²¹

Description of Class: The approximately two-hour class is taught by a City police officer at the Goodhue County Law Enforcement Center.

²¹ See City of Red Wing City Council Meeting Minutes for July 26, 2010. The first revenues from the program were receipted by the City in October 2010.

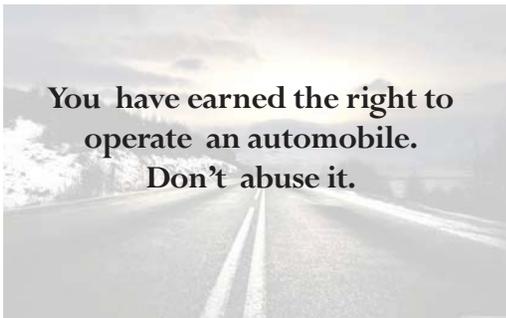
Revenues:

City of Red Wing - Driver Awareness Class Fees and Surcharges Remitted to State				
Year	Driver Awareness Class Fees (Includes Surcharges)	Surcharges Remitted to State		Difference
2010	\$4,775	\$ -		\$4,775
2011	36,030	13,500		22,530
2012	28,105	21,000		7,105
Jan. - June 2013	9,075	6,525		2,550

Additional Information: According to a July 26, 2010, City Council Agenda Report from the City's former Police Chief, program fees would be used to purchase City Police Department related equipment and general Police Department operational needs. The City is considering discontinuance of the program.

SAFE DRIVING TIPS

- Use the "3 second rule" to judge safe following distances.
- Before you start driving at night or in inclement weather, check your headlights and signals to be sure they are clear and working properly. Make sure your wipers are working properly.
- Drinking and driving is irresponsible and very dangerous.
- Keep shifting your view, checking in all directions around your vehicle.
- Bicyclists should travel on the right side of the road, riding with the flow of traffic.
- Pedestrians should travel on the left side of the road, moving towards the oncoming traffic.
- Practice and master good driving habits.
- Expect a train at any time at a crossing.
- It is unsafe to drive around crossing gates.
- The principle contributing cause in vehicle-train crashes is motor vehicle driver error.



CLASSES ARE HELD AT THE BELOW LISTED LOCATION UNLESS OTHERWISE NOTIFIED:

Goodhue County Law Enforcement Center
 430 W. 6th St.
 Red Wing, MN 55066

For information call:

651-267-2604 or 651-267-2605

DO NOT CALL COURT ADMINISTRATOR'S OFFICE

REGISTRATION FORM

If you have registered for class by PHONE please send in the following information with payment at least 5 days before class. (please print)

Last name: _____
First name: _____
Middle name: _____
Date of birth: _____
Phone number: _____
Citation number: _____

(mail to)

Red Wing Police Department
 Att. Drivers Awareness Class
 Goodhue County Law Enforcement Center
 430 W. 6th Street
 Red Wing, MN 55066

City of
RED WING



RED WING POLICE DEPARTMENT DRIVER AWARENESS CLASS

NO FINE

NO COURT APPEARANCE

NO ENTRY ON
YOUR DRIVING RECORD

IMPROVE YOUR DRIVING HABITS!

Educate and learn the traffic laws and have your traffic citation diverted upon completion of the course.

DRIVER AWARENESS CLASS

REGISTRATION AND COST

YOU ARE ELIGIBLE...

If your citation was issued by a Red Wing police officer and was for:

- * Speeding and the speed is no more than 15 mph over the posted speed limit.
- * Violation of a stop sign, stop light or yield sign.
- * Driving left of the center line (not DUI related).
- * Passing or lane violations.
- * Following too closely.
- * Failure to signal.
- * Making an illegal turn.
- * Drive over/through/around barricades.
- * Failure to obey traffic control devices.
- * Texting while driving.
- * Driving without cycle endorsement.
- * Failure to yield right of way.
- * Failure to yield to pedestrian. (1st offense only)
- * Motorized bicycle violations.
- * Obstructing view of driver.
- * Wearing headphones while operating motor vehicle.
- * Headlamps required motor vehicle and motorcycles.
- * Seatbelt violation. (\$75 fee for class)
- * Muffler required.
- * Windshield covered with steam/frost/ice.
- * "Ted Foss" Move Over Law.

YOU ARE ELIGIBLE...

If you do not wish to contest your ticket.

If you have not participated in a Driver Awareness Class sponsored by the City of Red Wing Police Department or the Goodhue County Sheriff's Department in the last 12 months.

If you have not had more than two prior moving violations in the past 12 months.

If you have **not** had a DUI, Open Bottle, Careless Driving or Driving Without a License conviction within the past 5 years and also must not have any other moving violations within the same time period, you may attend.

YOU ARE NOT ELIGIBLE...

If your City of Red Wing Police Department citation was for:

- Parking tickets.
- Citations resulting from an accident.
- Multiple violations.
- Leaving the Scene of an Accident.
- If you have already participated in two Driver Awareness Classes.

Persons must register for the Driver Awareness Class within 10 working days after receiving the citation.

Registration may be done by calling **651-267-2604** or **651-267-2605**, or done in person by stopping at the Goodhue County Law Enforcement Center front lobby window, Monday - Friday 8 a.m. - 4:30 p.m.

If registering by phone, you must provide your name, date of birth, phone number and citation number.

If registering in person, you must provide a copy of the citation.

Fee to attend the Driver Awareness Class is \$100, *except \$75 for Seatbelt violations*, payable by cash (*exact amount*), check or money order.

Payment may be made when registering for class in person at the Law Enforcement Center, by mail or the night of the class.

Driver's License must be shown as proof of identification.

Classes will be held on designated Wednesday's starting at **6:30 p.m. sharp** and last about 2 hours.

Those paying the night of the class must arrive at 6 p.m.

Those that are late or fail to appear will have their citations sent to court and any class fee paid to attend will be forfeited. You will then be expected to appear in court and will not be eligible to continue with the Driver Awareness Class.

THERE IS NO FAILING IF YOU ATTEND THE CLASS!

Grant County

Program Name: Driver Awareness Class

Brief Program Description: “This diversion class is approved by the Grant County & City Attorney’s Office.”²² If the class is successfully completed, the violation will not appear on the person’s driving record.

Fee for Program: \$65 (payable in cash at the class or at the Sheriff’s Office)

Amount Remitted to State: \$0

Offenses Eligible for Program: Citations issued by the Grant County Sheriff’s Department, or the Elbow Lake or Ashby Police Departments, for speeding (no more than 15 mph over the posted speed limit), violation of a stop sign or yield sign, and “most driving violations” are eligible for the program.²³

Ineligibility: The class is not available if the driver wants to contest the citation, has participated in a Driver Awareness Class in Grant County in the past 6 months, has been to two classes within 12 months, or has more than two prior moving violations in the past 12 months. It is not available for parking violations, citations resulting from an accident, or alcohol-related violations.

Uses Uniform Traffic Citation? Yes, and brochure

Uses 169.999 Administrative Traffic Citations? No

When Did Program Begin? 2007

Description of Class: The approximately two-hour class is taught by a law enforcement officer at the Elbow Lake Community Building.

Revenues:	2013 (January - June)	\$ 2,990
	2012	\$10,495
	2011	\$ 9,030
	2010	\$11,800

²² Grant County Sheriff’s Office, Ashby Police Dep’t, and Elbow Lake Police Dep’t Driver Awareness Diversion Class brochure.

²³ Grant County Sheriff’s Office, Ashby Police Dep’t, and Elbow Lake Police Dep’t Driver Awareness Diversion Class brochure.

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Safe Driving Tips

1. Use the two second rule to judge safe following distances.
2. Practice good driving habits.
3. Keep shifting your view to check in all directions around your vehicle.
4. Before driving in inclement weather or at night check to make sure your lights all work.
5. Keep your vehicle well maintained.
6. Check your tire pressure often.
7. If you are walking, you should be on the left side of the road, moving towards oncoming traffic.
8. At any railroad crossing expect a train all the time.
9. Bicyclists should travel on the right side of the roadway, riding with the flow of traffic.
10. Last but not least, remember that you have earned the privilege to operate an automobile. Don't abuse it or you may loose it.

**GRANT COUNTY
LAW ENFORCEMENT:**

**GRANT COUNTY
SHERIFF'S OFFICE**

ASHBY POLICE DEPT

ELBOW LAKE

POLICE DEPT

**DRIVER AWARENESS DIVERSION
CLASS**

Take our

DRIVER AWARENESS CLASS

And Have:

No Court Appearance

No Entry On Your Driving Record

Improve Your Driving Habits

Next Class Date:

You have 13 days to sign up for the Traffic Diversion Class. If you do not sign up within the 13 days your citation will be sent to the courts. You will not be able to take the class, and you will be responsible for the state fine listed on the bottom of the citation.

Become Educated on the traffic laws and have your traffic citation diverted upon completion of this course.

TO REGISTER

1. You can register by calling the Grant County Sheriff's Office (218-685-8280) or by stopping in at the Sheriff's Office.
2. You **MUST** bring your citation and this brochure.
3. The class fee is \$65.00 payable in cash (exact change) at the time of class, or at the Sheriff's Office.
4. Your driver's license must be shown as proof of identification when you check into class.
5. Class will be the 3rd Tuesday of every month. It begins at 6:30 PM sharp! If you are late, or fail to appear, the class fee will be forfeited and your citation will be sent to court and you will not be eligible to continue with the Driver Awareness Class.
7. The class is approximately 2 hours long. There is no failing if you attend and participate in the class.

NOTE: The Driver Awareness class must be completed before the court date on your citation.

CLASSES ARE HELD AT:

In the basement of:

Elbow Lake Community Building
Thorson Memorial Building
117 Central Ave N Elbow Lake, MN

DO NOT CALL THE COURT ADMINISTRATOR'S OFFICE

If you need better directions call
218-685-8280



This diversion class is approved by the
Grant County & City Attorney's Office.

YOU ARE ELIGIBLE..... (MUST MEET ALL CRITERIA BELOW)

1.) If your citation was issued by the Elbow Lake Police Dept, Grant County Sheriff's Dept, or Ashby Police Dept.

2.) Your Citation was for one of the following violations:

Speeding, no more than 15 mph over the posted speed limit. Stop sign, or yield sign violation. Most driving violations both state statute and ordinance.

3.) You do not wish to contest your citation.

4.) You have not participated in a Driver Awareness Class in Grant County in the past 6 months.

5.) You have not had more than two prior moving violations in the past 12 months.

YOU ARE NOT ELIGIBLE.....

If your citation was for any of the following;

1. Parking violation
2. Citation resulting from an accident.
3. Alcohol related violations.
4. If you have been to two classes with in 12 months.

City of Ashby in Grant County

Program Name: Driver Awareness Class

Brief Program Description: “This diversion class is approved by the Grant County & City Attorney’s Office.”²⁴ If the class is successfully completed, the violation will not appear on the person’s driving record.

Fee for Program: \$65 (payable in cash at the class or at the Sheriff’s Office)

Amount Remitted to State: \$0

Offenses Eligible for Program: Citations issued by the Grant County Sheriff’s Department, or the Elbow Lake or Ashby Police Departments, for speeding (no more than 15 mph over the posted speed limit), violation of a stop sign or yield sign, and “most driving violations” are eligible for the program.²⁵

Ineligibility: The class is not available if the driver wants to contest the citation, has participated in a Driver Awareness Class in Grant County in the past six months, has been to two classes within 12 months, or has more than two prior moving violations in the past 12 months. It is not available for parking violations, citations resulting from an accident, or alcohol-related violations.

Uses Uniform Traffic Citation? Yes, and brochure

Uses 169.999 Administrative Traffic Citations? No

When Did Program Begin? 2007

Description of Class: The approximately two-hour class is taught by a law enforcement officer at the Elbow Lake Community Building.

Revenues:	2013 (January - June)	\$ -
	2012	\$ 65
	2011	\$ 845
	2010	\$ 715

²⁴ Grant County Sheriff’s Office, Ashby Police Dep’t, and Elbow Lake Police Dep’t Driver Awareness Diversion Class brochure.

²⁵ The OSA did not include the City of Elbow Lake’s program in this review because of its small size. The Elbow Lake Police Chief informed the OSA that approximately four tickets from the City have used the program.

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Safe Driving Tips

1. Use the two second rule to judge safe following distances.
2. Practice good driving habits.
3. Keep shifting your view to check in all directions around your vehicle.
4. Before driving in inclement weather or at night check to make sure your lights all work.
5. Keep your vehicle well maintained.
6. Check your tire pressure often.
7. If you are walking, you should be on the left side of the road, moving towards oncoming traffic.
8. At any railroad crossing expect a train all the time.
9. Bicyclists should travel on the right side of the roadway, riding with the flow of traffic.
10. Last but not least, remember that you have earned the privilege to operate an automobile. Don't abuse it or you may loose it.

**GRANT COUNTY
LAW ENFORCEMENT:**

**GRANT COUNTY
SHERIFF'S OFFICE**

ASHBY POLICE DEPT

ELBOW LAKE

POLICE DEPT

**DRIVER AWARENESS DIVERSION
CLASS**

Take our

DRIVER AWARENESS CLASS

And Have:

No Court Appearance

No Entry On Your Driving Record

Improve Your Driving Habits

Next Class Date:

You have 13 days to sign up for the Traffic Diversion Class. If you do not sign up within the 13 days your citation will be sent to the courts. You will not be able to take the class, and you will be responsible for the state fine listed on the bottom of the citation.

Become Educated on the traffic laws and have your traffic citation diverted upon completion of this course.

TO REGISTER

1. You can register by calling the Grant County Sheriff's Office (218-685-8280) or by stopping in at the Sheriff's Office.
2. You **MUST** bring your citation and this brochure.
3. The class fee is \$65.00 payable in cash (exact change) at the time of class, or at the Sheriff's Office.
4. Your driver's license must be shown as proof of identification when you check into class.
5. Class will be the 3rd Tuesday of every month. It begins at 6:30 PM sharp! If you are late, or fail to appear, the class fee will be forfeited and your citation will be sent to court and you will not be eligible to continue with the Driver Awareness Class.
7. The class is approximately 2 hours long. There is no failing if you attend and participate in the class.

NOTE: The Driver Awareness class must be completed before the court date on your citation.

CLASSES ARE HELD AT:

In the basement of:

Elbow Lake Community Building
Thorson Memorial Building
117 Central Ave N Elbow Lake, MN

DO NOT CALL THE COURT ADMINISTRATOR'S OFFICE

If you need better directions call
218-685-8280



This diversion class is approved by the
Grant County & City Attorney's Office.

YOU ARE ELIGIBLE..... (MUST MEET ALL CRITERIA BELOW)

1.) If your citation was issued by the Elbow Lake Police Dept, Grant County Sheriff's Dept, or Ashby Police Dept.

2.) Your Citation was for one of the following violations:

Speeding, no more than 15 mph over the posted speed limit. Stop sign, or yield sign violation. Most driving violations both state statute and ordinance.

3.) You do not wish to contest your citation.

4.) You have not participated in a Driver Awareness Class in Grant County in the past 6 months.

5.) You have not had more than two prior moving violations in the past 12 months.

YOU ARE NOT ELIGIBLE.....

If your citation was for any of the following;

1. Parking violation
2. Citation resulting from an accident.
3. Alcohol related violations.
4. If you have been to two classes with in 12 months.

City of Grand Rapids in Itasca County

Program Name: Traffic Education Program (TEP)

Brief Program Description: The Grand Rapids Police Department offers a Traffic Education Program for those who have been stopped for certain petty misdemeanor and misdemeanor traffic offenses in the City. If the program is successfully completed, the violation will not appear on the person's driving record.

Fee for Program: \$110 fee. If more than one offense is on the citation, an additional \$50 per offense is charged. ("For example, if you received two offenses on a single citation, you will pay \$160. **Your savings will be \$90.**"²⁶)

Amount Remitted to State: \$0

Offenses Eligible for Program: Eligible traffic offenses include speed (up to 25 mph over the limit),²⁷ driving over/through a barricade, failure to obey a control device/semaphore, failure to obey a flagger's instructions in a work zone, exhibition or inattentive driving, passing on the right where prohibited, failing to yield (including to an emergency vehicle), texting or wearing headphones while driving, failure to move left/slow for emergency vehicle ("Ted Foss" law), and seatbelt violations, among others.

Ineligibility: Drivers "may use TEP twice in a 12 month period to have [their] citation dismissed."²⁸

Uses Uniform Traffic Citation? Yes, and brochure

Uses 169.999 Administrative Traffic Citations? Used prior to 2013

When Did Program Begin? January 2013

Description of Class: 8 - 10 minute on-line class

Revenues: 2013 (January - June) from TEP \$29,590

²⁶ TEP brochure (emphasis in original).

²⁷ The City's Police Chief informed the OSA that speeding up to 25 mph over the limit is eligible for TEP. However, the supporting list of eligible offenses the Police Chief provided to the OSA includes speeding up to 30 mph over the limit.

²⁸ TEP brochure.

City of Grand Rapids - Administrative Traffic Ticket (Minn. Stat. § 169.999) Revenues			
<u>Year</u>	<u>Amount Collected</u>	<u>Amount Remitted to MMB</u>	<u>Net</u>
2012	\$19,320	\$6,440	\$12,880
2011	18,620	6,140	12,480
2010	15,710	5,280	10,430

Additional Information: Financial Crimes Services, LLC, developed the program, and charged the City a one-time programming fee of \$15,000, with yearly costs estimated at \$4,180.²⁹ The TEP brochure lists the average increase in auto insurance premiums for various traffic tickets.

²⁹ See Services Agreement Traffic Diversion Database/Patriot Order for the City of Grand Rapids (Aug. 13, 2012). See also City of Grand Rapids City Council Meeting Minutes for Aug. 13, 2012 (item 15). In 2012, the City paid the vendor \$21,181.66. The City paid the vendor \$1,928.03 in 2013, as of September 27, 2013.

COURT APPEARANCE?

If you decide NOT to participate in this program, you are required to pay or set a court appearance within 30 days of the issuance of the citation.

If you wish not to participate in this program, please follow instructions on the back of the citation you were issued.

What is a petty misdemeanor?

A petty misdemeanor is not a crime and therefore carries no jail time. The maximum fine for a petty misdemeanor is \$300. You may be represented by an attorney hired at your own expense. If you wish to plead not guilty, you are entitled to a court trial. A court trial is a trial by a judge without a jury.

What is a misdemeanor?

A misdemeanor is a crime. The maximum penalty is \$1,000 and/or 90 days in jail. If you cannot afford an attorney to represent you, you may apply for a public defender. You will need to provide financial information to determine if you are eligible. If you wish to plead not guilty, you are entitled to a jury trial. At trial, the jury would consist of six persons and all six persons would have to agree that you are guilty before you could be convicted and sentenced.

“I can’t believe how easy the program was and how quick it was to resolve my traffic ticket. I recommend anyone who is eligible to take the Traffic Education Program- to take it. You have nothing to lose!”

WHAT WE ARE ALL ABOUT

The Traffic Education Program (TEP) is an educational program offered by the Grand Rapids Police Department.

If you receive a citation and are eligible, the city prosecutor will dismiss your citation. You will in return not have to attend court and the citation will not be on your record.

Requirements of TEP are simple:

- Register your citation online
- Pay the \$110 TEP fee*
- Participate in an eight minute educational class and pass a 30 questions test.
- You must complete TEP within 20 days of issuance of the citation.

*If you have more than one offense on your citation, you will be required to pay an additional \$50 per offense to participate in TEP. For example, if you received two offenses on a single citation, you will pay \$160. **Your savings will be \$90.**



Traffic Education Program

Your safety is important to us!

You have received a ticket in Grand Rapids and are eligible for the Traffic Education Program (TEP). This ticket charges you with a petty misdemeanor or a misdemeanor. You may use TEP twice in a 12 month period to have your citation dismissed. Your safety is important to us!



MORE INFORMATION AND SAVINGS TO YOU

■ If you received two offenses on a single citation, you will pay only \$160. **Savings: \$90.**

■ On average, two tickets on your record can increase your insurance premiums by 22%. **Savings tip: Forbes magazine survey states that on average a speeding ticket can raise your insurance 11 to 15%. Reckless driving can increase your insurance up to 22%.**

■ Drivers going more than 15 miles above the posted speed limit will see their auto insurance premium increase more than drivers who are ticketed for going only five miles above the speed limit. **Savings tip: don't drive more than five miles over the posted speed limit.**

■ According to the Minnesota Department of Motor Vehicles, signing a ticket isn't an admission of guilt, but paying your fine is. **Savings tip: a clear record and insurance premium increase.**

ELIGIBILITY

You are eligible to participate in the TEP for the following violations:

- Equipment Violation
- Moving Violation
- Ordinance Violation
- Parking Violation
- Status Offense
- Other Limited Violations

Common tickets will increase auto premiums, on average*:

- Reckless driving: 22%
- DUI first offense: 19%
- Driving without a license or permit: 18%
- Careless driving: 16%
- Speeding 30 mph over the limit: 15%
- Failure to stop: 15%
- Improper turn: 14%
- Improper passing: 14%
- Following too close/tailgating: 13%
- Speeding 15 to 29 mph over limit: 12%
- Speeding 1 to 14 mph over limit: 11%
- Failure to yield: 9%
- No car insurance: 6%
- Seat belt infractions: 3%

**as determined by Insurance.com*

HOW TO GET YOUR CITATION DISMISSED:

- Have your citation and drivers license ready.
- Log onto <http://GrandRapids.TrafficEd.net>
- Register with your citation and drivers license.
- Pay with your credit card.
- Take the online course and test.
- You must complete within 20 days of issuance of the citation.
- That's it, you're finished!

Upon successful completion of the test, the prosecuting attorney will be notified and the citation(s) and fine(s) will be dismissed.

Having troubles accessing the website? Please call (651)385-8100.

Traffic Education Program is managed by:
Diversion Solutions
PO Box 10
Red Wing, MN 55066

Kandiyohi County

Program Name: Driver Awareness Class

Brief Program Description: The “diversion class is approved as part of the Kandiyohi County Attorney’s Office Diversion Program.”³⁰ If the class is successfully completed, the violation will not appear on the person’s driving record.

Fee for Program: \$75

Amount Remitted to State? \$0

Offenses Eligible for Program: Citations issued by a Kandiyohi County law enforcement officer for speeding (no more than 15 mph over the posted speed limit); violation of a stop sign, stop light, or yield sign; driving left of the center line (not DUI-related); passing or lane violations; following too close; failure to signal; and making an illegal turn are eligible for the program.

Ineligibility: The class is not available if the driver wants to contest the citation; has participated in a Driver Awareness Class in Kandiyohi County in the last 12 months; has participated in two Driver Awareness Classes; or has more than two prior moving violations in the past 12 months, excluding alcohol-related offenses. It is not available for parking tickets; citations resulting from an accident; multiple violations; or “major violations” such as careless driving, DUI, leaving the scene of an accident, or driving without a license.

Uses Uniform Ticket Citation? Yes, and brochure

Uses 169.999 Administrative Traffic Citations? No

When Did Program Begin? 2004

Description of Class: The two-hour class is taught by a deputy at the Kandiyohi Law Enforcement Center.

Revenues:	2013 (January - June)	\$ 5,325
	2012	\$29,550
	2011	\$31,275
	2010	\$28,350

³⁰ Kandiyohi County Sheriff’s Office Driver Awareness Class brochure.

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Safe Driving Tips

- Use the “2 second rule” to judge safe following distances.
 - Before you start driving at night or in inclement weather, check your headlights and signals to be sure they are clear and working properly. Make sure your wipers are working properly.
 - Drinking and driving is irresponsible and very dangerous.
 - Keep shifting your view, checking in all directions around your vehicle.
 - Bicyclists should travel on the right side of the road, riding with the flow of traffic.
 - Pedestrians should travel on the left side of the road, moving towards the oncoming traffic.
 - Practice and master good driving habits.
 - Expect a train at any time at a crossing.
 - It is unsafe to drive around crossing gates.
 - The principle contributing cause in vehicle-train crashes is motor vehicle driver error.
 - Last but not least, remember, that you have earned the right to operate an automobile. Don't abuse it.
-

Kandiyohi County Sheriff's Office
Mission Statement
on Traffic Enforcement:

To enforce the traffic laws and ensure safety for all motorists, bicyclists and pedestrians who use the roads in Kandiyohi County.



Take Our DRIVER AWARENESS CLASS

And Have:

No Fine
No Court Appearance
No Entry on Your Driving Record
Most Importantly...
Improve Your Driving Habits!!

KANDIYOHI COUNTY LAW ENFORCEMENT CENTER

2201 23rd Street NE
Willmar, MN 56201
320-214-6700

This diversion class is approved as part of the Kandiyohi County Attorney's Office Diversion Program.
██████████, Kandiyohi County Attorney

Educate and learn the traffic laws and have your traffic citation diverted upon completion of the course.

YOU ARE ELIGIBLE...

- If your citation was issued by a Kandiyohi County Law Enforcement Officer.
- If your Kandiyohi County citation was for:
 - Speeding and the speed is no more than 15 mph over the posted speed limit.
 - Violation of a stop sign, stop light or yield sign.
 - Driving left of the center line (not DUI related).
 - Passing or lane violations.
 - Following too closely.
 - Failure to signal.
 - Making an illegal turn.
- If you do not wish to contest your ticket.
- If you have not participated in a Driver Awareness Class in Kandiyohi County in the last 12 months.
- If you have not had more than two prior moving violations in the past 12 months, excluding alcohol related offenses.

YOU ARE NOT ELIGIBLE...

If your Kandiyohi County citation was for:

- Parking tickets.
- Citations resulting from an accident.
- Multiple violations.
- Major violations such as careless driving, DUI, leaving the scene of an accident or driving without a license.
- If you have already participated in two Driver Awareness Classes.

CLASSES ARE HELD AT

**Kandiyohi County
Law Enforcement Center**

2201 23rd Street NE
Willmar, MN 56201
320-214-6700

DO NOT CALL THE COURT ADMINISTRATOR'S OFFICE



Take Business 71 to Highway 294
Park in West Lot

OR

Take Highway 71/23 bypass
to Civic Center Drive exit.
Turn right on Civic Center Drive and
travel to 23rd Street NE (second right).

REGISTRATION

Persons must register for the Driver Awareness Class within 10 working days after receiving the citation.

You must register in person at the Kandiyohi County Sheriff's Office front window, open 24 hours a day.

To register you must bring your traffic citation.

The cost of the class is \$75.00 payable by check or money order.

Driver's License must be shown as proof of identification.

Class times will be on designated Mondays at 6:30 p.m. sharp! If you are late or fail to appear, the class fee will be forfeited and your ticket will be sent to court. You will then be expected to appear in court and will not be eligible to continue with the Driver Awareness Class.

Confirmed dates will be provided upon registration.

The class is approximately 2 hours. There is no failing if you attend this class.

The Driver Awareness Class must be completed within 30 days after the receipt of the citation.



COUNTY SHERIFF

Daniel R. Hartog
320-235-1260

Lac qui Parle County

Program Name: Driver Awareness Class

Brief Program Description: The “Driver Awareness Class is approved as part of the Lac qui Parle County Attorney’s Office Diversion Program.”³¹ If the class is successfully completed, the violation will not appear on the person’s driving record.

Fee for Program: \$75

Amount Remitted to State: \$0

Offenses Eligible for Program: Citations issued by a Lac qui Parle County deputy for speeding (no set limit on speed); violation of stop sign, stop light or yield sign; passing violations; lane violations; failure to signal; illegal turn; and seatbelt violations are eligible for the program.

Ineligibility: The class is not available if the driver wants to contest the citation, has participated in a Driver Awareness Class in the last 12 months, or has more than two prior moving violations in the last 12 months. It is not available for parking tickets; citations resulting from an accident; multiple violations; or “major violations” such as careless driving, driving while impaired, leaving the scene of an accident, or license offenses.

Uses Uniform Ticket Citation? Yes, and brochure

Uses 169.999 Administrative Traffic Citations? No

When Did Program Begin? 2011

Description of Class: The two-hour class is taught by a deputy in the Lac qui Parle County Multimedia Room.

Revenues:	2013 (January - June)	\$1,050
	2012	\$3,675
	2011	\$2,400

Additional Information: Due to the pending Wabasha County litigation, Lac qui Parle County has suspended its program until further notice.

³¹ Lac qui Parle County Sheriff’s Office Driver Awareness Class brochure.

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YOU ARE **NOT** ELIGIBLE

If your citation was for

- Parking tickets
- Citation Resulting from an accident
- Multiple Violations
- If you have attended a Lac qui Parle County diversion class in the past year
- Major offenses, such as Careless Driving, Driving While Impaired, Leaving the Scene of an Accident, License Offenses.

Lac qui Parle County Sheriffs
Office
600 6th Street
Madison, MN 56256
320-598-3720

This Driver Awareness Class is
approved as part of the Lac qui Parle
County Attorney's Office Diversion
Program

Rick Stulz, County Attorney



Lac qui Parle County
Sheriff's Office

Driver Awareness Class

Learn traffic laws and have your citation
dismissed upon completion of the course

- Pay no fine
- Does not go on your driving record
- Does not affect insurance rates

YOU ARE ELIGIBLE...

- If your citation was issued to you by a Lac qui Parle County Deputy.

If your citation was issued for:

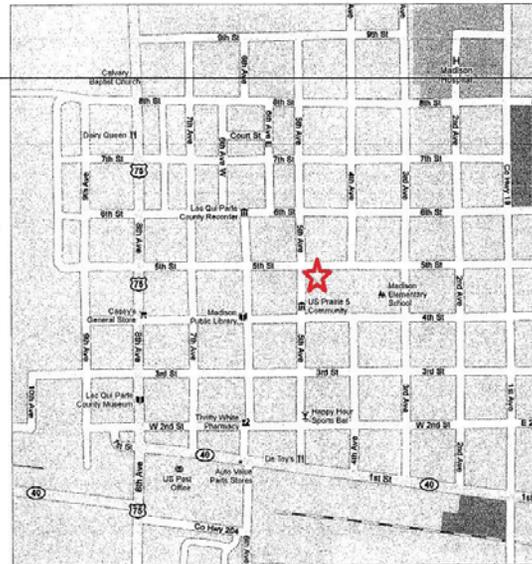
- Speeding
- Violation of stop sign, stop light, or yield sign
- Passing violations
- Lane Violations
- Failure to signal
- Illegal turn
- Seatbelt violations

- If you do not wish to contest your citation
- If you have NOT participated in a Driver Awareness Class in the last 12 months
- If you have not had more than two prior moving violations in the last 12 months

CLASSES ARE HELD AT :

THE LAC QUI PARLE COUNTY MULTIMEDIA ROOM

422 5TH Ave. Madison, MN
56256



REGISTRATION

Persons must register for the Driver Awareness Class within **10 Days** after receiving the citation.

You can register at the Lac qui Parle County Sheriff's Office by phone at 320-598-3720

Class cost of \$75 can be mailed in, paid in person at the Sheriff's Office, or paid at the door on the night of the class. Payable by check, money order, or Cash. **Please do not send cash in the mail**

Class time will be on designated days at 6:30 p.m. If you fail to appear, the class fees will be forfeited and your citation will be sent to court. You will then be expected to appear in court, and will no longer be eligible to continue with the Driver Awareness Class

Confirmed Dates will be provided upon registration.

Class is approximately 2 hours

The Driver Awareness Class must be completed within 60 days after the receipt of the citation

McLeod County

Program Name: Driver Awareness Class

Brief Program Description: “This diversion class is approved as part of the McLeod County Attorney’s Office Diversion Program.”³² If the class is successfully completed, the violation will not appear on the person’s driving record.

Fee for Program: \$75

Amount Remitted to State: \$0

Offenses Eligible for Program: Citations issued by a McLeod County law enforcement officer or a participating law enforcement agency for, as examples, speeding (no more than 20 mph over the posted speed limit); violation of a stop sign, stop light, or yield sign; driving left of the center line (not DUI-related); passing or lane violations; following too closely; failure to signal; and making an illegal turn are eligible for the program.

Ineligibility: The class is not available if the driver wants to contest the citation, has participated in a Driver Awareness Class in McLeod County in the last 12 months, has participated in two Driver Awareness Classes, or has more than two prior moving violations in the past 12 months, excluding alcohol-related offenses. It is not available for parking tickets; citations resulting from an accident; multiple violations; or “major violations” such as careless driving, DUI, leaving the scene of an accident, or driving without a license.

Uses Uniform Traffic Citation? Yes, and brochure

Uses 169.999 Administrative Traffic Citations? No

When Did Program Begin? Approximately 2008

Description of Class: The two-hour class is taught by a deputy at the McLeod County Courthouse.

Revenues:	2013 (January - June)	\$ 2,475
	2012	\$ 8,475
	2011	\$11,250
	2010	\$11,925

Additional Information: The program has been suspended, awaiting further direction from the Legislature.

³² McLeod County Sheriff’s Office Driver Awareness Class brochure.

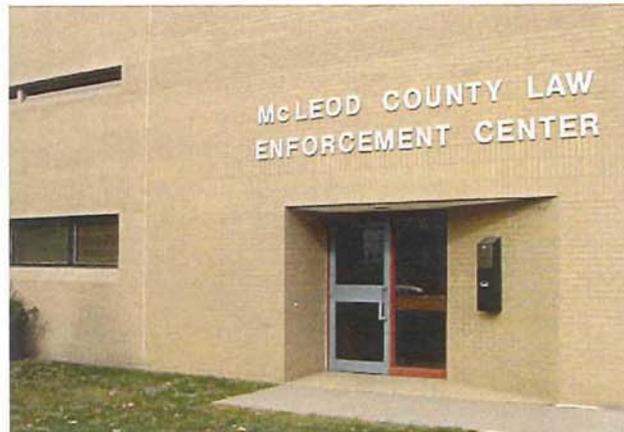
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Safe Driving Tips

- ✚ Make sure you check your headlights, turn signals and wipers to insure they are in good working order before driving at night or in inclement weather.
- ✚ Drinking and driving is irresponsible and very dangerous.
- ✚ Keep shifting your view, checking in all directions around your vehicle.
- ✚ Bicyclists should travel on the right side of the road, riding with the flow of traffic.
- ✚ Pedestrians should travel on the left side of the road, moving towards the oncoming traffic.
- ✚ Practice and master good driving habits.
- ✚ Expect a train at any time at a crossing.
- ✚ It is unsafe to drive around crossing gates.
- ✚ The principle contributing cause in vehicle-train crashes is motor vehicle driver error.

Last but not least, remember, that you have earned the right to operate an automobile. Don't abuse it.

McLeod County Sheriff Scott Rehmann



This diversion class is approved as part of the McLeod County Attorney's Office Diversion Program.
Mike Junge, McLeod County Attorney



Take our DRIVER AWARENESS CLASS

And Have:
No Fine

No Court Appearance
No Entry on Your Driving Record
Most Importantly...
Improve Your Driving Habits!

Become educated about the traffic laws and have your traffic citation diverted upon completion of the course.

You are Eligible...

- ✚ If your citation was issued by a McLeod County Law Enforcement Officer, or a participating law enforcement agency.
- ✚ If an officer gave you this pamphlet.
Some example citations are:
 - Speeding and the speed is no more than 20 mph over the posted speed limit.
 - Violation of a stop sign, stop light or yield sign.
 - Driving left of the center line (not DUI related).
 - Passing or lane violations.
 - Following too closely.
 - Failure to signal.
 - Making an illegal turn.
- ✚ If you do not wish to contest your ticket.
- ✚ If you have not participated in a Driver Awareness Class in McLeod County in the last 12 months.
- ✚ If you have not had more than two prior moving violations in the past 12 months, excluding alcohol related offenses.

You are NOT Eligible...

- ✚ If your McLeod County citation was for:
 - Parking tickets.
 - Citations resulting from an accident.
 - Multiple violations.
 - Major violations such as careless driving, DUI, leaving the scene of an accident or driving without a license.
- If you have already participated in two Driver Awareness Classes.

CLASSES ARE HELD AT

McLeod County Courthouse

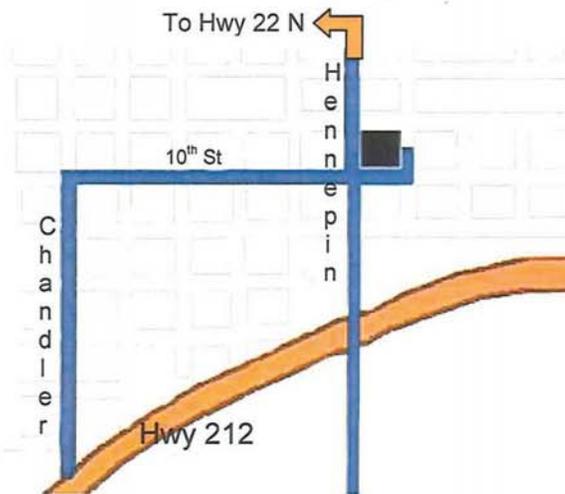
(basement)

801 10th St E

Glencoe, MN 55336

320-864-3134

DO NOT CALL THE
COURT ADMINISTRATOR'S OFFICE



Enter the Courthouse through the south door.

REGISTRATION

- ✚ Persons must register for the Driver Awareness Class within 10 working days after receiving the citation.
- ✚ You must register in person at the McLeod County Sheriff's Office front window from 8 a.m. to 4:30 p.m. Monday through Friday, not including holidays.
- ✚ To register, driver's license must be shown as proof of identification and your traffic citation.
- ✚ The cost of the class is \$75 payable by cash or money order. Credit cards and personal checks will not be accepted.

CLASS INFORMATION

- ✚ Class times will be the 2nd Thursday of each month at 6:30 p.m. sharp! If you are late or fail to appear, the class fee will be forfeited and your ticket will be sent to court. You will then be expected to appear in court and will not be eligible to continue with the Driver Awareness Class.
- ✚ Confirmed dates will be provided upon registration.
- ✚ The class takes approximately 2 hours. You must successfully complete the class.
- ✚ You must bring photo identification to the class.

You must register within 10 working days after the receipt of the citation.

Meeker County

Program Name: Driver Awareness Class

Brief Program Description: “This diversion class is approved as part of the Meeker County Attorney’s Office Diversion Program.”³³ If the class is successfully completed, the violation will not appear on the person’s driving record.

Fee for Program: \$75

Amount Remitted to State: \$0

Offenses Eligible for Program: Citations issued by a Meeker County Sheriff’s deputy for speeding (if no more than 15 mph over the posted speed limit); violation of a stop sign, stop light, or yield sign; driving left of the center line (not DUI-related); passing or lane violation; following too close; failure to signal; making an illegal turn; and equipment and seat belt violations are eligible for the program. “Eligibility is ultimately determined by the discretion of the initiating deputy, prosecuting attorney, or otherwise ordered by the court.”³⁴

Ineligibility: The program is not available if the driver wants to contest the citation, has participated in a Driver Awareness Class in Meeker County in the last 12 months, has already participated in two Driver Awareness Classes, or has had more than two prior moving violations in the past 12 months, excluding alcohol-related offenses. The program is not offered for parking tickets; citations related to an accident; multiple violations; or “major violations” such as careless driving, DUI, leaving the scene of an accident or driving without a license.

Uses Uniform Ticket Citation? Yes, and brochure

Uses 169.999 Administrative Traffic Citations? No

When Did Program Begin? 2005³⁵

Description of Class: The two-hour class is taught by deputies at the Meeker County Courthouse.

Revenues:	2013 (January - June)	\$1,125
	2012	\$5,250
	2011	\$6,000
	2010	\$5,775

³³ Meeker County Sheriff’s Office Driver Awareness Class brochure.

³⁴ Meeker County Sheriff’s Office Driver Awareness Class brochure.

³⁵ Meeker County website.

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SAFE DRIVING TIPS

- Use the "3 second rule" to judge safe following distances.
- Before you start driving at night or in inclement weather, check your headlights, signals and wipers to be sure they are clear and working properly.
- Drinking and driving is irresponsible and very dangerous.
- Keep shifting your view, checking in all directions around your vehicle.
- Bicyclists should travel on the right side of the road, riding with the flow of traffic.
- Pedestrians should travel on the left side of the road, moving towards the oncoming traffic.
- Practice and master good driving habits.
- Expect a train at any time at a crossing.
- It is unsafe to drive around crossing gates.
- The principle contributing cause in vehicle-train crashes is motor vehicle driver error.

Last but not least, remember, that you have earned the right to operate an automobile. Don't abuse it.

**Meeker County Sheriff
Jeff Norlin**

MISSION STATEMENT

The mission of the Meeker County Sheriff's Office is to protect and preserve life and property. We aim to accomplish this through:

High quality services

- ◆ Offered in a timely manner
- ◆ Provided at all times, especially in times of crisis or emergencies
- ◆ Through community collaboration
- ◆ For interagency collaboration
- ◆ Provided in the form of public safety education programs

Quality personnel

- ◆ Providing effective leadership
- ◆ Hiring skilled employees
- ◆ Displaying professionalism and integrity
- ◆ Offering compassion and respect
- ◆ Engaging in responsive interaction

Modern innovations

- ◆ For contingency planning and preparing
- ◆ Through use of grant funding
- ◆ Using cost effective technology and personnel
- ◆ Allowing for creative problem solving
- ◆ Engaging in community policing and partnerships
- ◆ That maintain a fiduciary duty to the community

Meeker County Sheriff's Office

**326 North Ramsey Avenue
Litchfield, MN 55355
(320) 693-1706**

*This diversion class is approved as part of the
Meeker County Attorney's Office Diversion Program.
Tony Spector, Meeker County Attorney*



DRIVER AWARENESS CLASS

**PARTICIPATION INCLUDES:
Avoidance of Fines, Court Appearances,
and Entries on Your Driving Record.
And Most Importantly...
Improves Your Driving Habits!**

The Driver Awareness Class aims to educate drivers of traffic laws. Upon completion of this course, your traffic citation will be diverted.

ELIGIBILITY

YOU ARE ELIGIBLE IF...

- ◆ Your citation was issued by a Meeker County Sheriff's Deputy.
- ◆ Your Meeker County citation was for:
 - ◆ Speeding (no more than 15 mph over the posted speed limit)
 - ◆ Violation of a Stop Sign, Stop Light, or Yield Sign
 - ◆ Driving Left of the Center Line (not DUI related)
 - ◆ Passing or Lane Violation
 - ◆ Following Too Closely
 - ◆ Failure to Signal
 - ◆ Making an Illegal Turn
 - ◆ Equipment Violation
 - ◆ Seat Belt Violation
- ◆ You do not wish to contest your ticket.
- ◆ You have not participated in a Driver Awareness Class in Meeker County in the last 12 months.
- ◆ You have not had more than two prior moving violations in the past 12 months, excluding alcohol related offenses.

Eligibility is ultimately determined by the discretion of the initiating deputy, prosecuting attorney, or otherwise ordered by the court.

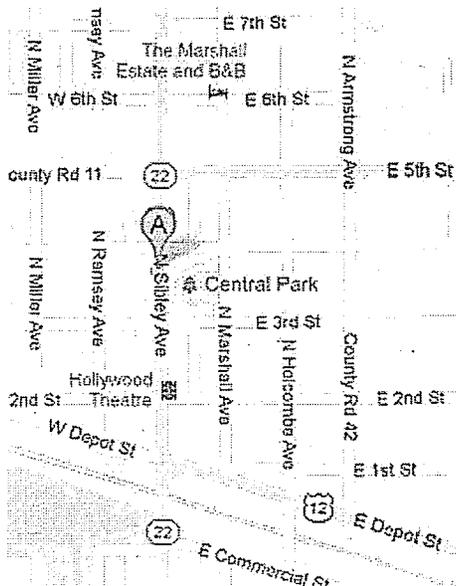
YOU ARE NOT ELIGIBLE IF...

- ◆ Your Meeker County citation was:
 - ◆ For Parking Tickets
 - ◆ Accident Related
 - ◆ For Multiple Violations
 - ◆ A Major Violation Including: Careless Driving, DUI, Leaving the Scene of an Accident or Driving Without a License
- ◆ You have already participated in two Driver Awareness Classes.

LOCATION

Meeker County Courthouse
Community Room (Lower Level)

325 North Sibley Avenue
Litchfield, MN 55355



Class dates will be determined
when registering.

Questions/Concerns?

Call (320) 693-1706

DO NOT call the Court
Administrator's Office

REGISTRATION

Persons must register for class within 5 working days after receiving the citation and the class must be completed within 30 days. It is your responsibility to schedule a class date.

2 Easy Ways to Register:

- ◆ Bring your traffic citation to the Meeker County Sheriff's Office Administrative Window. Open 24 hours a day.
- ◆ Call (320) 693-1706, 8 a.m. - 4 p.m., Monday-Friday, not including holidays. Provide your full name, date of birth, phone number, and date/type of offense.

Cost is \$75.00, payable to Meeker County.

Send check or money order to:
Meeker County Sheriff's Office
326 North Ramsey Avenue
Litchfield, MN 55355

Driver Awareness begins at 6:30 p.m. SHARP on specified dates. The duration is 2 hours. Please bring your citation and MN Driver's License or identification card to class. Credit is given to all who attend.

Lateness or failure to appear will result in ineligibility of the class and forfeiture of the registration fee. If this happens, you will be expected to appear in Court.

Norman County

Program Name: Driver Awareness Class

Brief Program Description: The “diversion class is approved as part of the Norman County Attorney’s Office Diversion Program.”³⁶ If the class is successfully completed, the violation will not appear on the person’s driving record.

Fee for Program: \$50

Amount Remitted to State: \$0

Offenses Eligible for Program: Eligible traffic offenses include exceeding the posted speed limit (no set limit on speed); violation of a stop sign, stop light, or yield sign; driving left of the center line; passing or lane violation; following too close; failure to signal; and making an illegal U-turn.

Ineligibility: The class is not available if the driver wants to contest the citation, has participated in a Driver Awareness Class in Norman County in the past 12 months, has already participated in two Driver Awareness Classes, or has more than two prior moving violations in the past 12 months, excluding an alcohol-related offense. It is not available for parking tickets; citations resulting from an accident; multiple violations; or “major violations” such as careless driving, DWI, leaving the scene of an accident, or license violations.

Uses Uniform Traffic Citation? Yes, and brochure

Uses 169.999 Administrative Traffic Citations? No

When Did Program Begin? April 2012

Description of Class: The approximately two-hour class is conducted at the Norman County Sheriff’s Office.

Revenues:	2013 (January - June)	\$3,250
	2012 (April - December)	\$5,950

³⁶ Norman County Sheriff’s Office Driver Awareness Class brochure.

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SAFE DRIVING TIPS

- Use the "3 second rule" to judge safe following distance.
- Before you start driving at night or in inclement weather, check your headlights and signals to be sure they are clear and working properly. Make sure wipers are working properly.
- Drinking and driving is irresponsible and dangerous.
- Keep shifting your view, checking in all directions around your vehicle.
- Practice and master good driving habits.
- Expect a train at any time at a crossing.
- It is unsafe to drive around crossing gates.
- The principle contributing cause in vehicle-train crashes is motor vehicle driver error.
- Bicyclists should travel on the right side of the road, riding with the flow of traffic.
- Pedestrians should travel on the left side of the road, moving towards the oncoming traffic.
- Remember operating a motor vehicle is a privilege not a right. Don't abuse it.

Norman County Sheriff Office
15 2nd Ave E
Ada, MN 56510
(218)784-7114
Sheriff Jeremy Thornton

DO NOT CALL THE
COURT ADMINISTRATOR'S
OFFICE

This diversion class is approved as part of the
Norman County Attorney's Office Diversion
Program.



TAKE OUR
DRIVER AWARENESS
CLASS
AND HAVE:
NO FINE
NO COURT APPEARANCE
MOST IMPORTANTLY..
IMPROVE YOUR DRIVING
HABITS

Educate and learn the traffic laws and
have your citation diverted upon
completion of the course.

YOU ARE ELIGIBLE...

If your citation was issued by a Norman County Sheriff Deputy.

If your citation was for:

- If the citation was for exceeding the posted speed limit.
- Violation of a stop sign, stop light, or yield sign.
- Driving left of center line.
- Passing or lane violations.
- Following to Close.
- Failure to signal.
- Making an illegal turn.
- If you wish not to contest your citation.
- If you have not participated in a Driver Awareness Class in Norman County in the past 12 months.
- If you have had not more than two prior moving violations in the past 12 months, excluding alcohol related offense.

YOU ARE NOT ELIGIBLE..

If your citation was for:

- Parking Tickets
- Citations resulting from an accident.
- Multiple violations.
- Major violations such as careless driving, DWI, leaving the scene of an accident, or license violations.
- If you have already participated in two Driver Awareness Classes.

Classes Are Held At

Norman County Sheriff Office
15 2nd Ave E
Ada MN 56510



REGISTRATION

Persons must register for the Driver Awareness Class within 10 days after receiving the citation.

Classes will be offered once per month at 6:30 PM. Class date will be provided upon registration.

You must register in person or by telephone at the Norman County Sheriff Office Monday-Friday 8:30-4:30. (218)784-7114.

Class cost of \$50.00 must be paid within 10 days of receiving the citation. Payable by check, money order, or cash.

Class starts at 6:30 PM sharp! If you are late or fail to appear, the class fee will be forfeited and your ticket will be sent to court. You will then be expected to appear in court and will not be eligible to continue with the Driver Awareness Class.

The class is approximately 2 hours.

There is no failing if you attend this class.

The Driver Awareness Class must be completed within 30 days after the receipt of the citation.

City of Ada in Norman County

Program Name: Driver Awareness Class

Brief Program Description: The “diversion class is approved as part of the Norman County Attorney’s Office Diversion Program.”³⁷ If the class is successfully completed, the violation will not appear on the person’s driving record.

Fee for Program: \$50 (payable to Ada Police Department)

Amount Remitted to State: \$0

Offenses Eligible for Program: Eligible traffic offenses include speed (up to 20 mph over the posted speed limit); violation of a stop sign, stop light, or yield sign; driving left of the center line; following too close; failure to signal; and making an illegal U-turn.

Ineligibility: The class is not available if the driver wants to contest the citation, has participated in a Driver Awareness Class in Norman County in the last 12 months, has already participated in two Driver Awareness Classes, or has more than two prior moving violations in the past 12 months. It is not available for parking tickets; citations resulting from an accident; multiple violations; or “major violations” such as careless driving, DWI, leaving the scene of an accident, or license violations.

Uses Uniform Traffic Citation? Yes, and brochure

Uses 169.999 Administrative Traffic Citations? Used prior to 2012

When Did Program Begin? April 2012

Description of Class: The up to two-hour class is taught by the Crime Victim Advocate at the Norman County Sheriff’s Office.

Revenues: Traffic Diversion Classes
2013 (January - June) \$ 750
2012 \$1,600

City of Ada - Administrative Traffic Ticket (Minn. Stat. § 169.999) Revenues			
<u>Year</u>	<u>Amount Collected</u>	<u>Amount Remitted to MMB</u>	<u>Net</u>
2011	\$780	\$520	\$260
2010	1,080	-	1,080

Additional Information: The City pays Norman County \$50 per month for putting on the class.

³⁷ Ada Police Dep’t Driver Awareness Class brochure.

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SAFE DRIVING TIPS

- Use the 3-second rule to judge safe following distance.
- Before driving at night or inclement weather, check your headlights and signals to be sure they are clear and working properly.
- Drinking and driving is irresponsible and dangerous.
- Keep shifting your view checking in all directions around your vehicle.
- Practice and master good driving habits.
- Expect a train at any time at a crossing.
- It is unsafe to drive around crossing gates.
- The principal cause of motor vehicle-train collisions is motor vehicle driver error.
- Bicyclists should travel on the right side of the road with the flow of traffic.
- Pedestrians should travel on the left side of the road against the flow of traffic.
- Remember driving is a privilege not a right. Don't abuse it.

Ada Police Department

410 West Main Street
Ada, MN 56510

Please make checks payable to
Ada Police Department

DO NOT CALL THE
COURT ADMINISTRATOR'S OFFICE

This diversion class is approved
as part of the Norman County Attorney's Office
Diversion Program.



Take Our
Driver Awareness Class
and have:
NO Fine
NO Court Appearance

Most Importantly -
Improve Your Driving Habits

Educate and learn the traffic laws and have your
citation diverted upon completion of the course.

YOU ARE ELIGIBLE:

If your citation was for:

- Exceeding the posted speed limit
- Violation of a stop sign, stop light, or yield sign
- Driving left of center line
- Following too close
- Failure to signal
- Making an illegal U-turn
- If you do not wish to contest the citation
- If you have not participated in a Driver Awareness Class in Norman County in the last 12 months
- If you have had not more than 2 prior moving violations in the past 12 months

YOU ARE NOT ELIGIBLE:

If your citation was for:

- Parking tickets
- Citations resulting from an accident
- Multiple violations
- Major violations such as careless driving, DWI, leaving the scene of an accident, or license violations
- If you have already participated in two Driver Awareness Classes

CLASSES ARE HELD AT
Norman County Sheriff's Office
15 2nd Avenue East
Ada, MN 56510

REGISTRATION

Persons must register for the Driver Awareness Class within 10 days after receiving the citation.

Classes will be offered once per month at 6:30 p.m. Class date will be provided upon registration.

You must register in person or by telephone at the Ada Police Department, Monday - Friday, 8:00 a.m. - 5:00 p.m., or by calling (218) 784-5510.

Class cost is \$50.00 must be paid within 10 days of receiving the citation. Payable by check, money order or cash.

Class starts at 6:30 sharp! If you are late or fail to appear, the class fee will be forfeited and your ticket will be sent to court. You will then be expected to appear in court and will not be eligible to continue with the Driver Awareness Class.

Class is approximately 2 hours.

There is no failing if you attend.

The Driver Awareness Class must be completed within 30 days after receipt of the citation.

City of Twin Valley in Norman County

Program Name: Driver Awareness Class

Brief Program Description: The “diversion class is approved as part of the Norman County Attorney’s Office Diversion Program.”³⁸ If the class is successfully completed, the violation will not appear on the person’s driving record.

Fee for Program: \$50

Amount Remitted to State: \$0

Offenses Eligible for Program: Eligible traffic offenses include speed (up to 20 mph over the limit); violation of a stop sign, stop light, or yield sign; driving left of the center line; following too close; failure to signal; and making an illegal U-turn.

Ineligibility: The class is not available if the driver wants to contest the citation, has participated in a Driver Awareness Class in Norman County in the last 12 months, has already participated in two Driver Awareness Classes, or has more than two prior moving violations in the past 12 months. It is not available for parking tickets; citations resulting from an accident; multiple violations; or “major violations” such as careless driving, DWI, leaving the scene of an accident, or license violations.

Uses Uniform Traffic Citation? Yes, and brochure

Uses 169.999 Administrative Traffic Citations? No

When Did Program Begin? July 2012

Description of Class: The two-hour class is taught at the Norman County Sheriff’s Office.

Revenues:	2013 (January - June)	\$700
	2012 (July - December)	\$350

Additional Information: The City pays Norman County \$50 for each class (generally \$50 per month).

³⁸ Twin Valley Police Dep’t Driver Awareness Class brochure.

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Twin Valley Police Department
206 Lincoln Ave
Twin Valley MN 56584

SAFE DRIVING TIPS

- Use the 3 second rule to judge safe following distance
- Before driving at night or inclement weather, check your headlights and signals to be sure they are clear and working properly
- Drinking and driving is irresponsible and dangerous
- Keep shifting your view checking in all directions around your vehicle
- Practice and master good driving habits
- Expect a train at any time at a crossing
- It is unsafe to drive around crossing gates
- The principle cause of motor vehicle-train collisions is motor vehicle driver error
- Bicyclist should travel on the right side of the road with the flow of traffic
- Pedestrians should travel on the left side of the road against the flow of traffic
- Remember driving is a privilege not a right. Don't abuse it

DO NOT CALL THE COURT
ADMINISTRATOR'S OFFICE



TAKE OUR DRIVER AWARENESS
CLASS AND HAVE :

NO FINE

NO COURT APPEARANCE

MOST IMPORTANTLY

IMPROVE YOUR DRIVING HABITS

This diversion class is approved as part of
the Norman County Attorney's Office
Diversion Program

Educate and learn the traffic laws and have your
citation diverted upon completion of the course

YOU ARE ELIGIBLE...

If your citation was for:

- Exceeding the posted speed limit
- Violation of a stop sign, stop light, or yield sign
- Driving left of center line
- Following too close
- Failure to signal
- Making an illegal U-turn
- If you do not wish to contest the citation
- If you have not participated in a Driver Awareness class in Norman County in the last 12 months
- If you have had not more than 2 prior moving violations in the past 12 months

YOU ARE NOT ELIGIBLE...

If your citation was for:

- Parking tickets
- Citations resulting from an accident
- Multiple violations
- Major violations such as careless driving, DWI, leaving the scene of an accident, or license violations
- If you have already participated in two Driver Awareness Classes

CLASSES ARE HELD AT

Norman County Sheriff Office

15 2nd Ave E
Ada MN 56510

REGISTRATION

Persons must register for the Driver Awareness Class within 10 days after receiving the citation.

Classes will be offered once per month at 6:30 PM. Class date will be provided upon registration.

You must register in person or by telephone at the Twin Valley City Hall Monday-Friday 8:30-4:30 or by calling (218)584-5254

Class cost is \$50.00 must be paid within 10 days of receiving the citation. Payable by check, money order or cash.

Class starts at 6:30 sharp! If you are late or fail to appear, the class fee will be forfeited and your ticket will be sent to court. You will then be expected to appear in court and will not be eligible to continue with the Driver Awareness Class.

Class is approximately 2 hours.

There is no failing if you attend.

The driver Awareness Class must be completed within 30 days after receipt of the citation

Red Lake County

Program Name: Traffic Safety Diversion Class

Brief Program Description: The Traffic Safety Diversion Class is “sponsored by the Red Lake County Sheriff’s Office and the Red Lake County Attorney’s Office.”³⁹ If the class is successfully completed, the violation will not appear on the person’s driving record.

Fee for Program: \$25 (payable to the Red Lake County Sheriff’s Office)

Amount Remitted to State: \$0

Offenses Eligible for Program: Citations issued by a Red Lake County Sheriff’s deputy for speeding (no more than 15 mph over the posted speed limit) or seat belt violations are eligible for the program.

Ineligibility: The class is not available if the driver has participated in the Traffic Safety Diversion Class in Red Lake County in the last 12 months. It is not available for citations resulting from an accident.

Uses Uniform Traffic Citation? Yes, and notice

Uses 169.999 Administrative Traffic Citations? No

When Did Program Begin? 2009

Description of Class: The approximately 1.5-hour class is taught by a deputy at the Red Lake County Sheriff’s Office.

Revenues:	2013 (January - June)	\$ 125
	2012	\$ 725
	2011	\$1,100
	2010	\$1,025

³⁹ Red Lake County Sheriff’s Office Notice of Traffic Safety Diversion Class.

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Red Lake County Sheriff's Office

Mitch Bernstein, Sheriff

306

Red Lake Falls Mn 56750

Phone 218-253-2996 Fax 218-253-2656

E-mail: oklee06@yahoo.com

Web-Site :www.redlakecountysheriff.org

Participate in a Traffic Safety Diversion Class, sponsored by the Red Lake County Sheriff's Office and the Red Lake County Attorney's Office if:

- You have been cited for speeding, no more than 15 miles per hour over the posted speed limit
- You have been cited for a seat belt violation
- You have not participated in this diversion program within the past year
- You have been cited by a Red Lake County Sheriff's Deputy
- You may not participate if your citation resulted from an accident

Participants must:

- Report to class at 8pm SHARP! If you are late, fail to appear or leave early your citation will be sent to court and you will not be eligible to participate in the safety class. **NO EXCEPTIONS!**
- Bring their copy of the citation they were issued to the class
- Bring \$25 cash, or a check made out to the Red Lake County Sheriff's Office
- Bring their photo ID

If you participate in the Traffic Safety Diversion Class:

- Your citation will be dismissed without additional fines or further sanctions
- Your citation WILL NOT go onto your driving record
- Your insurance company WILL NOT be notified of the violation

"TO SERVE AND PROTECT"

If you wish to participate in the Traffic Safety Diversion Class for this citation you were issued, you will be expected to attend the class on Sunday, _____, and it will begin at 8pm. The class will be at the Red Lake County Sheriff's Office which is located in the courthouse at 124 N. Main Ave. in Red Lake Falls, MN. Use the north courthouse entrance door and the Sheriff's Office is located at the bottom of the stairs. You must attend the class on the date given to you by the Deputy. This will not be rescheduled for any reason. If you have any questions regarding this matter, please feel free to contact me at 218-253-2996.

If you choose not to attend the class and wish to pay the standard fine or appear in court, you must pay make those arrangements within 30 days after your scheduled diversion class date of _____.

Court Administration will not be notified of this citation until after the diversion date noted above. Please do not make any inquiries or attempt to make any payments with Court Administration until after the diversion date noted above. Court Administration will only be notified if you fail to attend the traffic safety diversion class.

Mitch Bernstein, Red Lake County Sheriff

Mike Lacoursiere, Red Lake County Attorney

“TO SERVE AND PROTECT”

Renville County

Program Name: Driver Awareness Program

Brief Program Description: Renville County law enforcement officers offer the County's Driver Awareness Program to those who have been stopped for certain traffic offenses in the County. If the class is successfully completed, the offense will not appear on the person's driving record.

Fee for Program: \$75

Amount Remitted to State: \$0

Offenses Eligible for Program: Citations issued by a Renville County law enforcement officer are eligible for the program if the citing officer informs the driver of this option.⁴⁰ It is primarily used for speeding (limited to less than 10 mph over the posted limit), stop sign, and seat belt violations.

Ineligibility: The class is not available if the driver wants to contest the citation, has participated in a Driver Awareness Class in Renville County in the last 12 months, has attended two Driver Awareness Classes, or has a commercial driver's license.

Uses Uniform Traffic Citation? Renville County uses a "Citation-Diversion" ticket, and a brochure.

Uses 169.999 Administrative Traffic Citations? No

When Did Program Begin? 2008

Description of Class: The two-hour class is taught by Sheriff Department deputies at the Renville County Government Center.

Revenues: \$50 of the \$75 fee is returned to the participating City that initiated the ticket.

Renville County - Driver Awareness Program Revenues			
<u>Year</u>	<u>Revenues</u>	<u>Amount Paid to Cities</u>	<u>Difference</u>
2013 (January - June)	\$8,400	\$1,000	\$7,400
2012	27,975	6,250	21,725
2011	25,350	5,250	20,100
2010	20,650	2,850	17,800

⁴⁰ Renville County Sheriff's Office Driver Awareness Class brochure.

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Renville County Sheriff's Office
105 5th Street South
Olivia, MN 56277
320-523-1161

Sheriff Scott D. Hable

Driver Awareness Program

TO ATTEND THE CLASS YOU MUST:

In-Person Registration:

- ★ Register at the Renville County Sheriff's Department at the Renville County Office Building.
- ★ Provide a copy of your citation and a photo ID.
- ★ Pay \$75.00 in cash, check or money order **within 14 days** of receiving your citation.

Phone Registration:

- ★ Call 320-523-1161, Monday –Friday, 8:30-4:00 to register.
- ★ \$75 check or money order, copies of your citation and ID MUST be received within **14 days** of receiving your citation. Mail payments to 105 5th Street South, Suite 210, Olivia, MN 56277.
- ★ Make checks payable to 'Renville County.'
- ★ On the night of the class you will need to bring your photo ID and your copy of the citation.

NO registrations or payment will be accepted on the night of the class!

You **MUST** register and pay within 14 days of receiving your citation. The 14 days include weekends and holidays.

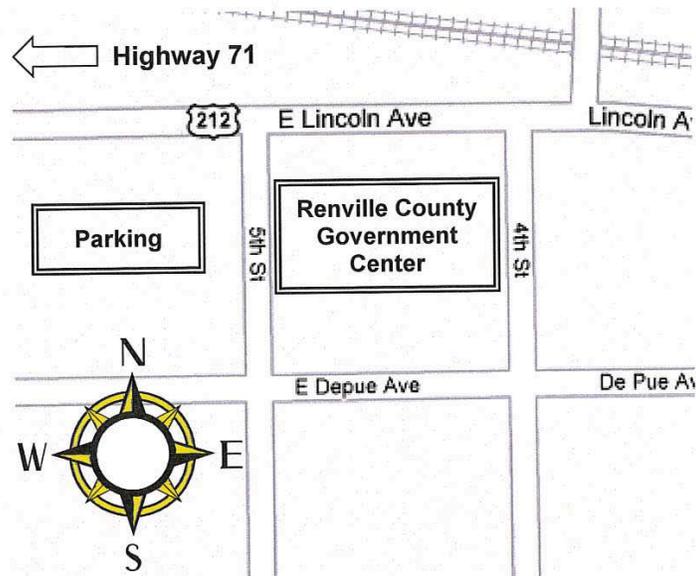
YOU ARE ELIGIBLE...

- ★ You received a citation from a Renville County Law Enforcement Officer.
- ★ If you do not wish to contest your ticket.
- ★ If you have not participated in a Driver Awareness Class in Renville County in the **last 12 months**.
- ★ A maximum of 2 Driver Awareness Classes can be attended in a lifetime.

Class Benefits: No Fine, No Court Appearance, No Entry on Your Driving Record - ***Most Important...***
Improved Driving Habits!

Fee to Attend: \$75.00

Class Length: 2 Hours -6:30 to 8:30 pm



**Class will be held in the Lower Level of
the Government Center—Room 117.**

CITATION-DIVERSION

State of Minnesota		Citation #: 	
County Name: Renville County		CN/ICR#: 13004726	
Identification: <input checked="" type="checkbox"/> DL <input type="checkbox"/> DVS Web <input type="checkbox"/> Photo ID <input type="checkbox"/> FP <input type="checkbox"/> Other			
DL Number [REDACTED]		<input checked="" type="checkbox"/> MN <input type="checkbox"/> CDL State ____	
Name [REDACTED]			
Address - Street, Apt # [REDACTED]			
City [REDACTED]		State MN	Zip [REDACTED]
DOB [REDACTED]	Height [REDACTED]	Weight [REDACTED]	Eyes [REDACTED] Gender [REDACTED]
Juvenile's Guardian/Address [REDACTED]			<input type="checkbox"/> Same Address as Juvenile
Veh. Lic. No. [REDACTED]	Plate Year [REDACTED]	State [REDACTED]	Make [REDACTED] Style [REDACTED] <input type="checkbox"/> 16+ pass. Color [REDACTED]
Date of Offense [REDACTED]	Time of Offense [REDACTED]	<input type="checkbox"/> Accident/Crash <input type="checkbox"/> Property <input type="checkbox"/> Injury <input type="checkbox"/> Fatal <input type="checkbox"/> Pedestrian	
<input checked="" type="checkbox"/> Driver <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Passenger <input checked="" type="checkbox"/> Operate <input type="checkbox"/> Parked <input type="checkbox"/> Booked			
Offense Location Hwy 212 / 420th St		City/Community/Township Renville County	
Offense SPEED-Over Limit	Charge Description	Statute/Ordinance 169.14.2(a)	PM, M, GM
Offense	Charge Description	Statute/Ordinance	PM, M, GM
Offense	Charge Description	Statute/Ordinance	PM, M, GM
Offense	Charge Description	Statute/Ordinance	PM, M, GM
Offense	Charge Description	Statute/Ordinance	PM, M, GM
Offense	Charge Description	Statute/Ordinance	PM, M, GM
<input type="checkbox"/> Speed MN Stat. § 169.14 (subd. 1): 55 mph 55 zone			
<input type="checkbox"/> No Seat Belt Use MN Stat. § 169.686.1(a)			
<input type="checkbox"/> No Proof of Insurance MN Stat. § 169.791			
<input type="checkbox"/> 3rd Violation			
<input type="checkbox"/> AC Taken - AC: ____ Test Type: <input type="checkbox"/> Refused <input type="checkbox"/> Breath <input type="checkbox"/> Blood <input type="checkbox"/> Urine			
<input type="checkbox"/> Unsafe Conditions		<input type="checkbox"/> Commercial Veh. DOT# ____	
Weather: Dry/Normal/Clear		#Pounds Overweight: ____	
<input type="checkbox"/> Endangering Life and Property		<input type="checkbox"/> Hazardous Material (DOT)	
Your court pay or appearance date is 10/07/2013 at 1330 at: Renville County 500 DePue Ave E, 3rd Flr, Olivia, MN, 56277 See the next page of this citation for more information.			
Officer(s) Name(s) [REDACTED]		Officer No(s) [REDACTED]	Prosecutor MNG65D13A
Controlling Agency (CAG) MN0650000	How Issued <input checked="" type="checkbox"/> In Person <input type="checkbox"/> Mailed <input type="checkbox"/> Left at Scene		Date Issued 09/02/2013

05 00 09324501

Driver Awareness Class Option

If you do not wish to contest your citation, you can register and pay \$75.00 for the Driver Awareness Class within 14 days of receiving your citation. You must call 320-523-3794 or register in person Monday-Friday between 8:00 A.M. and 4:30 P.M. Make checks payable to "Renville County" and send to the Renville County Sheriff's Office at 105 5th Street South, Suite 210, Olivia, MN 56277. On the night of the class, you must bring your citation and photo I.D. **No registrations or payments will be accepted on the night of the class!**

Payable Citation/Method of Payment

To find out if your citation is payable without a court appearance, how much to pay, or to pay your fine, choose one of the following methods:

- **Online:** Using MasterCard or Visa, access www.mncourts.gov/fines. Have your citation number available.
- **By Phone:** Using MasterCard or Visa, call 651-281-3219 in the metro or 1-800-657-3611 outside of the metro area. Have your citation number available. Disponible por teléfono en Español.
- **By Mail:** Check or Money Order payable to Court Administration. Send to: **Minnesota Court Payment Center, PO Box 898, Willmar, MN 56201.** Include a copy of your citation or indicate the citation number on the check or money order.

You have the right to appear in court. Please refer to the front of this citation. If a court date is noted, you must either pay your fine by this date or you may choose to appear in court on the date, time and at the location indicated. If no court date is noted, you must pay the amount owed or you may schedule an appearance within 30 days from the date this citation was issued. To make a payment or schedule an appearance call: 651-281-3219 in the metro area or 1-800-657-3611 outside of the metro area. Please allow 10 business days (from the date you receive your citation) for processing before calling.

BY PAYING THIS FINE(S), YOU ARE ENTERING A PLEA OF GUILTY to this offense(s) and voluntarily waive your rights to the following: (Minn. R. Crim. P. 23.03)

1. To a court trial, if the offense is a petty misdemeanor, or a court or jury trial for all other offenses;
2. To be represented by counsel;
3. To be presumed innocent until proven guilty beyond a reasonable doubt;
4. To confront and cross examine all witnesses; and
5. To either remain silent or to testify on your own behalf.

A plea of guilty will result in a conviction. If convicted, you must pay a state imposed surcharge under Minn. Stat. § 357.021 subd. 6. The current amount of the required state surcharge is \$12 for parking related offenses and \$75 for all other offenses (Minn. Stat. § 169.99). Additionally, a law library fee will be owed. These surcharges and fees are included in the total payable amount provided to you by phone or web.

Under Minn. Stat. § 480.15, subd. 10c, unpaid fines may be referred for collections. You have the right to contest the referral.

Issuance of a worthless check to the court is a crime, and you will be subject to civil and criminal penalties. In addition, a charge of up to \$30 will be assessed on all returned checks (Minn. Stat. § 609.113 subd. 2).

Other important notices regarding your rights can be found on the Minnesota Judicial Branch website at: www.mncourts.gov/fines.

If a Court Appearance is Required

Certain offense(s) require you to appear in court. To verify if the charge(s) you have received require a court appearance, please call 651-281-3219 in the metro or 1-800-657-3611 outside of the metro area and refer to the front of this citation. If you must appear in court and a court date is noted on the front of this citation, your appearance is scheduled for the date, time and location indicated. If you must appear in court and no court date is noted on the front of this citation, a Notice to Appear indicating a court date will be mailed to the address on the citation. If this address is not correct, you must immediately notify the court at the number noted above of your current address. Failure to Appear may result in a bench warrant being issued for your arrest. If you have questions regarding the charge(s), call the number noted above.

Penalties for Failure to Respond

Failure to respond as required for a Misdemeanor may result in:

- The Department of Public Safety and/or the Department of Natural Resources being notified of your failure to appear, depending on the offense(s) charged. These agencies may suspend your driver's license or DNR licenses for failing to appear.
- A warrant may be issued for your arrest.
- Late fees may be assessed.

Failure to respond to a Petty Misdemeanor by paying the amount due, appearing in court or contacting the Court Payment Center will be considered a plea of guilty and waiver of the right to trial unless the failure to appear is due to circumstances beyond the person's control (Minn. Stat. § 169.91; Minn. Stat. § 609.491). In addition, the Department of Public Safety and the Department of Natural Resources will be notified of your failure to appear and conviction, depending on the offenses charged. These agencies may suspend your driver's license or DNR licenses for failing to appear.

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City of Fairfax in Renville County

Program Name: Driver Awareness Program

Brief Program Description: The Fairfax Police Department participates in the Renville County Driver Awareness Program (DAP) offered by the Renville County Sheriff's Department. If the class is successfully completed, the violation will not appear on the person's driving record.

Fee for Program: \$75 (\$25 remains with the County; \$50 is distributed to the City)

Amount Remitted to State: \$0

Offenses Eligible for Program: The program is used by the City for petty traffic offenses, primarily speeding and seat belt violations.

Ineligibility: The class is not available if the driver wants to contest the citation, has participated in a Driver Awareness Class in Renville County in the last 12 months, or has already participated in two Driver Awareness Classes.

Uses Uniform Traffic Citation? Yes, and brochure

Uses 169.999 Administrative Traffic Citations? No

When Did Program Begin? 2008

Description of Class: The two-hour class is taught by Sheriff Department deputies at the Renville County Government Center.

Revenues: Amount City received from Renville County (\$50 per participant):

2013 (January - June)	\$ 50
2012	\$250
2011	\$ 50
2010	\$ -

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Renville County Sheriff's Office

105 5th Street South

Olivia, MN 56277

320-523-1161

Sheriff Scott D. Hable

Driver Awareness Program

TO ATTEND THE CLASS YOU MUST:

In-Person Registration:

- ★ Register at the Renville County Sheriff's Department at the Renville County Office Building.
- ★ Provide a copy of your citation and a photo ID.
- ★ Pay \$75.00 in cash, check or money order **within 14 days** of receiving your citation.

Phone Registration:

- ★ Call 320-523-1161, Monday -Friday, 8:30-4:00 to register.
- ★ \$75 check or money order, copies of your citation and ID **MUST** be received within **14 days** of receiving your citation. Mail payments to 105 5th Street South, Suite 210, Olivia, MN 56277.
- ★ Make checks payable to 'Renville County.'
- ★ On the night of the class you will need to bring your photo ID and your copy of the citation.

NO registrations or payment will be accepted on the night of the class!

You **MUST** register and pay within 14 days of receiving your citation. The 14 days include weekends and holidays.

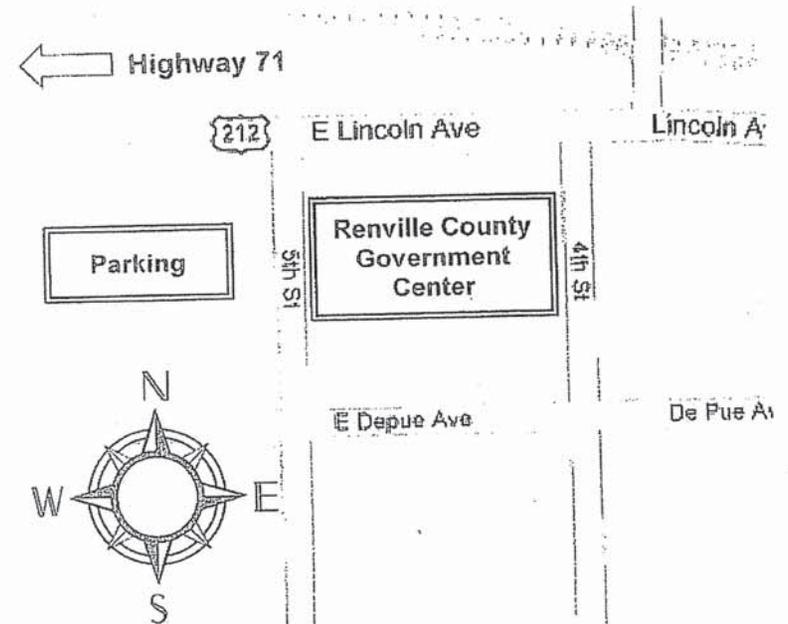
YOU ARE ELIGIBLE...

- ★ You received a citation from a Renville County Law Enforcement Officer.
- ★ If you do not wish to contest your ticket.
- ★ If you have not participated in a Driver Awareness Class in Renville County in the **last 12 months**.
- ★ A maximum of 2 Driver Awareness Classes can be attended in a lifetime.

Class Benefits: No Fine, No Court Appearance, No Entry on Your Driving Record - **Most Important...** Improved Driving Habits!

Fee to Attend: \$75.00

Class Length: 2 Hours - 6:30 to 8:30 pm



Class will be held in the Lower Level of the Government Center—Room 117.

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Sherburne County

Program Name: Traffic Safety Class

Brief Program Description: Sherburne County law enforcement officers may refer those who have been stopped for certain traffic offenses to the County's Traffic Safety Class diversion program. If the class is successfully completed, the violation will not appear on the person's driving record.

Fee for Program: \$75 for adults; \$25 for under age 18 (payable to the Sherburne County Sheriff Department)

Amount Remitted to State: \$0

Offenses Eligible for Program: Drivers may be referred to the class for speed (no set limit on speed); stop sign, stop light, or yield sign; passing or lane; over the center line; failure to signal; illegal turn; or seatbelt violations.

Ineligibility: "Program guidelines assure that eligible individuals have not allegedly committed serious driving violations, have not had prior extensive driving violations, and are not holders of commercial vehicle licenses."⁴¹ The class is not available for alcohol-related violations, parking tickets, multiple violations (more than one charge), property or person injury crashes, misdemeanor, gross misdemeanor or felony charges, or two prior infractions during the past 12 months. No Traffic Safety Class citations are issued by deputies working projects that are State or federally funded.⁴²

Uses Uniform Traffic Citation? Sherburne County uses a "Traffic Safety Class" ticket. (There is no additional brochure.)

Uses 169.999 Administrative Traffic Citations? No

When Did Program Begin? 2006

Description of Class: The two-hour class is taught by law enforcement officers at the Sherburne County Government Center.

Revenues:	2013 (January - June)	\$42,975
	2012	\$67,660
	2011	\$40,005
	2010	\$47,349

Additional Information: Proceeds from the class "go toward gang/drug education and prevention activities in Sherburne County, as well as DUI and traffic enforcement shifts."⁴³

⁴¹ Document provided to OSA by Sherburne County Sheriff.

⁴² Email to OSA from Sherburne County Sheriff (Sept. 11, 2013).

⁴³ Sherburne County Traffic Safety Class presentation (slide 22).

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City of Becker in Sherburne County

Program Name: Traffic Safety Program

Brief Program Description: The Becker Police Department offers a Traffic Safety Program for those who have been stopped for certain traffic offenses in the City. If the program is successfully completed, the violation will not appear on the person's driving record.

Fee for Program: \$75 for adults and \$50 for juveniles (cash or money order payable to the Becker Police Department)

Amount Remitted to State: \$0

Offenses Eligible for Program: Eligible traffic offenses include speed (no set limit on speed), stop sign, stop light, yield sign, lane, passing, illegal turns, failure to signal, and seatbelt violations.

Ineligibility: The program does not cover alcohol-related offenses, parking citations, multiple traffic violations in one stop, property or personal injury crashes, misdemeanor or higher offenses, or two prior infractions during the past year.

Uses Uniform Traffic Citation? The City uses Sherburne County's "Traffic Safety Class" ticket, and a brochure.

Uses 169.999 Administrative Traffic Citations? No. The City used administrative traffic citations until 2009 when Minn. Stat. § 169.999 was passed.

When Did Program Begin? July 2011

Description of Class: The approximately two-hour class is taught by City Police Department staff at the Becker Police Department.

Revenues:	2013 (January - June)	\$ 3,995
	2012	\$ 7,600
	2011	\$ 4,800

Additional Information: According to the brochure, proceeds of the program will be used to fund future traffic safety initiatives.

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How to Register

Registration must be done for the B.P.D Traffic Safety Program within ten (10) days of receiving the citation.

Registration may be done in person at the Becker Police Department 12060 Sherburne Ave. Becker, MN 55308.

Office hours are 8 a.m. to 4 p.m. Monday through Friday.

You must bring with you, the issued citation, driver's license, and course registration fee of \$75 in cash or money order payable to the Becker Police Department.

Juveniles under the age of eighteen (18) may qualify for a reduced rate.

All proceeds of the Becker Police Department Traffic Safety Program will be used to fund future traffic safety initiatives

Becker Police Department

Traffic Safety Program



Becker Police Department

12060 Sherburne Ave.
Becker MN, 55308

Phone: 763.200.4267

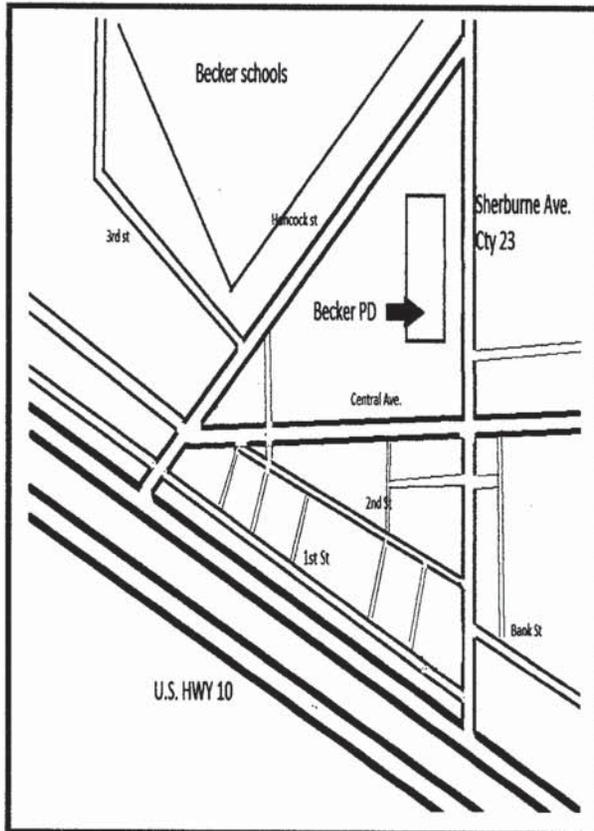
Fax: 763.261.5344

chief@ci.becker.mn.us

Hosted at the Becker Police Department

Becker Police Department Traffic Safety Program

The Becker Police Department Traffic Safety Program offers up-to-date traffic safety information to drivers. This program is conducted by a licensed peace officer who deals with traffic enforcement and crashes daily.



General Info

Classes are held on an ongoing basis at the Becker Police Department. For upcoming class dates and times, call the B.P.D @ 763.200.4267 or visit in person, Monday through Friday 8am to 4pm. No late admissions will be accepted. If you are late or fail to appear to the class, your class fee will be forfeited and your citation will be sent to the Sherburne County Attorney's Office for prosecution. You will then be expected to pay the fine or appear in court and you will not be eligible to participate in the Traffic Safety Program in the future. The course will run approximately two (2) hours long. You must complete the course within 30 days of receiving your citation. Failure to do so will result in receiving a citation for the violation that you were stopped for.

Officers may refer you to the program for the following infractions:

- Speed violations
- Violation of stop signs, stops lights, or yield signs
- Lane violations
- Passing violations
- Illegal turns
- Failure to signal
- Seatbelt violations

Officers will not refer you to the program for the following ineligible infractions:

- Alcohol related violations
- Parking citations
- Multiple traffic violations in one stop
- Property or personal injury crashes
- Misdemeanor or higher charges
- Two prior infractions during the past year

City of Big Lake in Sherburne County

Program Name: Traffic Safety Diversion Program

Brief Program Description: The Big Lake Police Department offers a Traffic Safety Diversion Program for those who have been stopped for certain traffic offenses in the City. Officers have the discretion to refer offenders to the program. If the program is successfully completed, the violation will not appear on the person's driving record.

Fee for Program: The course registration fee is \$75 (cash or money order payable to the Big Lake Police Department).

Amount Remitted to State: \$0

Offenses Eligible for Program: Eligible traffic offenses include speed, stop sign, stop light, yield sign, lane, passing, illegal turns, distracted driving, failure to signal, and seatbelt violations.

Ineligibility: The program does not cover alcohol-related offenses, parking citations, multiple traffic violations in one stop, property or personal injury crashes, misdemeanor or higher offenses, or two prior infractions during the past year.

Uses Uniform Traffic Citation? The City uses Sherburne County's ticket, and a brochure.

Uses 169.999 Administrative Traffic Citations? No

When Did Program Begin? October 2012

Description of Class: The approximately two-hour class is taught by a City police officer at City Hall.

Revenues:	2013 (January - June)	\$ 5,925
	2012 (October - December)	\$ 2,700

Additional Information: According to the brochure, proceeds of the program will be used to fund future traffic safety initiatives.

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Registration must be done for the Big Lake Police Department's Traffic Safety Program within ten (10) days of receiving the citation.

Registration must be done in person at the Big Lake Police Department, 160 Lake Street North, Big Lake, MN 55309. Office hours are 8:00 a.m. to 4:30 p.m., Monday through Friday. You must bring with you the issued citation, driver's license, and course registration fee of \$75.00 in cash or money order payable to the Big Lake Police Department.

All proceeds of the Big Lake Police Department Traffic Safety Program will be used to fund future traffic safety initiatives.



Hosted by the

Big Lake Police Department

160 Lake Street North
Big Lake, Minnesota 55309

Phone: 763-263-2500
Fax: 763-263-2000

E-mail: Joel.Scharf@police.ci.big-lake.mn.us

Big Lake Police Department





The Big Lake Police Department Traffic Safety Program offers up-to-date traffic safety information to drivers.

This program is conducted by a licensed peace officer who deals with traffic enforcement and crashes daily.

Officers may refer you to the program for the following infractions:

- Speed Violations
- Violation of stop signs, stop lights, or yield signs
- Lane violations
- Passing violations
- Illegal Turns
- Distracted Driving
- Failure to signal
- Seatbelt violations

Officers will not refer you to the program for the following ineligible infractions:

- Alcohol related violations
- Parking citations
- Multiple traffic violations in one stop
- Property or personal injury crashes
- Misdemeanor or higher charges
- Two prior infractions during the past year



General Information

Classes are held on an ongoing basis at the Big Lake City Hall. For upcoming class dates and times, call the Big Lake Police Department at 763-263-2500 or visit in person, Monday through Friday, 8:00 a.m. to 4:30 p.m.

No late admissions will be accepted. If you are late or fail to appear to the class, your class fee will be forfeited and your citation will be sent to the Sherburne County Attorney's Office for prosecution. You will then be expected to pay the fine or appear in court and you will not be eligible to participate in the Traffic Safety Program in the future.

The course will run approximately two (2) hours long. You must complete the course within 60 days of receiving your citation. Failure to do so will result in receiving a citation for the violation that you were referred for.

Sibley County

Program Name: Driver Awareness Class

Brief Program Description: The “diversion class is approved as part of Sibley County Attorney’s Office Diversion Program.”⁴⁴ If the class is successfully completed, the violation will not appear on the person’s driving record.

Fee for Program: \$75 (payable to the Sibley County Sheriff’s Office)

Amount Remitted to State: \$0

Offenses Eligible for Program: Citations issued by a Sibley County law enforcement officer, or a participating law enforcement agency, for speeding (no more than 20 mph over the posted speed limit); violation of a stop sign, stop light, or yield sign; driving left of the center line (not DUI-related); passing or lane violations; following too closely; failure to signal; making an illegal turn; and seat belt violations are eligible for the program.

Ineligibility: The class is not available if the driver has a commercial driver’s license, wishes to contest the ticket, has participated in a Driver Awareness Class in Sibley County in the last 12 months, has participated in two Driver Awareness Classes, or has more than two prior moving violations in the past 12 months, excluding alcohol-related offences. It is not available for parking tickets, citations resulting from an accident, multiple violations, or “major violations” such as careless driving, DUI, leaving the scene of an accident, or driving without a license.

Uses Uniform Traffic Citation? Yes, and brochure

Uses 169.999 Administrative Traffic Citations? No

When Did Program Begin? Approximately 2005

Description of Class: The two-hour class is taught by a deputy at the Sibley County Courthouse.

⁴⁴ Sibley County Sheriff’s Office Driver Awareness Class brochure.

Revenues: \$50 of the \$75 fee is returned to the participating city where the ticket was initiated. Participating cities include Arlington, Gaylord, Gibbon, Green Isle, Henderson, and Winthrop.

Sibley County - Driver Awareness Class Revenues			
<u>Year</u>	<u>Revenues</u>	<u>Amount Paid to Cities</u>	<u>Difference</u>
2013 (January - June)	\$8,475	\$950	\$7,525
2012	24,900	6,600	18,300
2011	27,525	6,650	20,875
2010	36,825	13,100	23,725

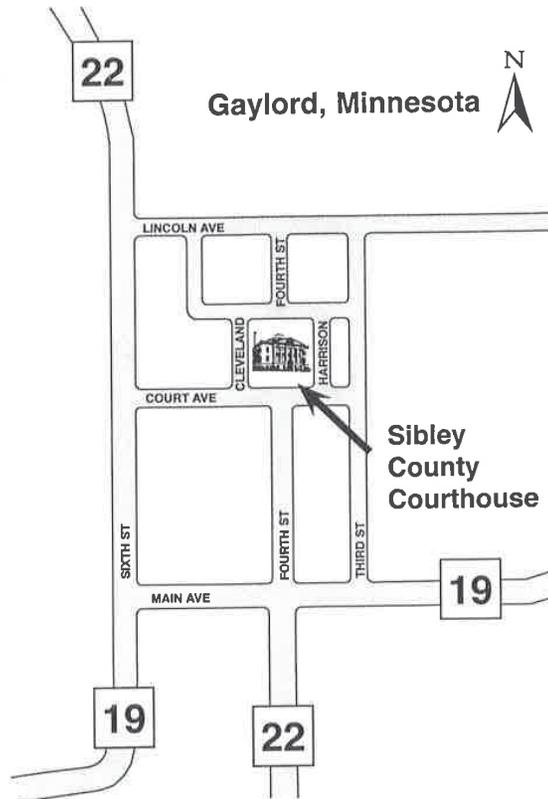
Safe Driving Tips

- Before you start driving at night or in inclement weather, check your headlights and signals to be sure they are clear and working properly. Make sure your wipers are working properly.
- Drinking and driving is irresponsible and very dangerous.
- Keep shifting your view, checking in all directions around your vehicle.
- Bicyclists should travel on the right side of the road, riding with the flow of traffic.
- Pedestrians should travel on the left side of the road, moving towards the oncoming traffic.
- Practice and master good driving habits.
- Expect a train at any time at a crossing.
- It is unsafe to drive around crossing gates.
- The principle contributing cause in vehicle-train crashes is motor vehicle driver error.
- Last but not least, remember, that you have earned the right to operate an automobile. Don't abuse it.

CLASSES ARE HELD AT

Sibley County Courthouse
(basement)
400 Court Ave.
Gaylord, MN 55334

Do NOT Call
The Court Administrator's Office



Enter the Courthouse through the west doors



Take Our DRIVER AWARENESS CLASS

And Have:

No Fine
No Court Appearance
No Entry on Your Driving Record
Most Importantly...
Improve Your Driving Habits!

Educate and learn the
traffic laws and have your
traffic citation diverted upon
completion of the course.

YOU ARE ELIGIBLE...

- If your citation was issued by a Sibley County Law Enforcement Officer, or a participating law enforcement agency.
- If your Sibley County citation was for:
 - Speeding and the speed is no more than 20 mph over the posted speed limit.
 - Violation of a stop sign, stop light or yield sign.
 - Driving left of the center line (not DUI related).
 - Passing or lane violations.
 - Following too closely.
 - Failure to signal.
 - Making an illegal turn.
 - Seat belt violation
- If you do not wish to contest your ticket.
- If you have not participated in a Driver Awareness Class in Sibley County in the last 12 months.
- If you have not had more than two prior moving violations in the past 12 months, excluding alcohol related offenses.

YOU ARE NOT ELIGIBLE...

If your Sibley County citation was for:

- Parking tickets.
- Citations resulting from an accident.
- Multiple violations.
- Major violations such as careless driving, DUI, leaving the scene of an accident or driving without a license.
- If you have already participated in two Driver Awareness Classes.
- If you have a CDL license.

Sibley County Sheriff's Office Mission Statement on Traffic Enforcement

To enforce the traffic laws and ensure safety for all motorists, bicyclists and pedestrians who use the roads in Sibley County.



Sibley County Sheriff
Bruce Ponath

Sibley County Sheriff's Office
419 Harrison Street • PO Box 102
Gaylord, MN 55334
507-237-4396

This diversion class is approved as part of the Sibley County Attorney's Office Diversion Program.
David Schauer, Sibley County Attorney

REGISTRATION

Persons must register for the Driver Awareness Class within 7 days after receiving the citation.

You may register by phone by calling 507-237-4396 from 8 a.m. to 4 p.m. Monday through Friday, not including holidays. If necessary, leave a message with your name and phone number indicating that you wish to sign up for the Driver Awareness Class. Or you may register in person at the Sibley County Sheriff's Office during regular business hours.

To register you must have your traffic citation.

The cost of the class is \$75.00 payable by check or money order to the Sibley County Sheriff's Office.

Driver's License or photo ID must be shown as proof of identification, when attending the class.

Class times will be the 2nd Tuesday of each month at 6:30 p.m. If you are late or fail to appear, the class fee will be forfeited and your ticket will be sent to court. You will then be expected to appear in court and will not be eligible to continue with the Driver Awareness Class.

Confirmed dates will be provided upon registration.

The class takes approximately 2 hours. You must successfully complete the class.

**You must register within
7 days after receiving
the citation.**

Wabasha County

NOTE: After the OSA began this review, a lawsuit filed in Wabasha County District Court challenged Wabasha County's authority to operate the County's traffic diversion program.⁴⁵ The OSA was named as a defendant in the lawsuit. As a result, the OSA did not interview Wabasha County officials as part of this review. Instead, the information contained in this review on Wabasha County's Safe Driving Class was obtained from public sources.

Program Name: Safe Driving Class

Brief Program Description: "This diversion class is approved as part of the Wabasha County Attorney's Office Diversion Program."⁴⁶ If the class is successfully completed, the violation will not appear on the person's driving record.

Fee for Program: \$125⁴⁷

Amount Remitted to State? \$0

Offenses Eligible for Program: Eligible traffic offenses include speed (15 mph or less than the posted limit, "For example, 70 in a 55 or less");⁴⁸ violation of a stop sign, stop light, or yield sign; driving left of the center line (not DUI-related); passing or lane violations; following too closely; failure to signal; and illegal turn.⁴⁹ Eligible offenses may also include equipment and seatbelt violations.⁵⁰

Ineligibility: The class is not available if the driver wants to contest the citation, has participated in a safety class in Wabasha County in the last 12 months, has two or more moving violations in the past 12 months, or has two or more alcohol-related driving offenses within ten years. It is not available for parking tickets; citations resulting from an accident; multiple violations; or "major violations" such as careless driving, DUI, leaving the scene of an accident, or driving without a license.⁵¹ A driver who has participated in two Safe Driving Classes may not be eligible for the program.⁵²

Uses Uniform Ticket Citation? The Wabasha County Sheriff's Office provides a brochure "with all of our simpler traffic tickets."⁵³

Uses 169.999 Administrative Traffic Citations? No

⁴⁵ See *Ass'n for Gov't Accountability v. Wabasha County*, Wabasha Co. Dist. Ct. File No. 79-CV-13-751 ("Wabasha lawsuit").

⁴⁶ Wabasha lawsuit, Affidavit of Wabasha County Attorney, Exhibit A.

⁴⁷ See Wabasha County website at: <http://www.co.wabasha.mn.us/index.php/departments/287> (retrieved July 19, 2013).

⁴⁸ Wabasha lawsuit, Affidavit of Wabasha County Attorney, Exhibit B (brochure).

⁴⁹ Wabasha lawsuit, Affidavit of Wabasha County Attorney, Exhibit B.

⁵⁰ Wabasha lawsuit, Affidavit of Wabasha County Attorney, Exhibit A.

⁵¹ Wabasha lawsuit, Affidavit of Wabasha County Attorney, Exhibit B.

⁵² Wabasha lawsuit, Affidavit of Wabasha County Attorney, Exhibit A (*but see* Exhibit B).

⁵³ Wabasha County website.

When Did Program Begin? 2003⁵⁴

Description of Class: The 1.5 to 2 hour class is taught by law enforcement personnel at the Wabasha County Criminal Justice Center.⁵⁵

Revenues: ⁵⁶	2013 (January - June)	unknown
	2012	\$31,430
	2011	\$28,690
	2010	\$36,635

Additional Information: The County's website states: "[T]he basic speed citation is \$127.00, with the majority going to the state. With this new program, the money will stay in the county and will be used specifically for training and equipment related to traffic enforcement."⁵⁷ Of the \$125 fee, \$100 is used by the Sheriff's Department for training, equipment, and educational purposes; \$20 is disbursed to fund the Wabasha County Substance Abuse Court; and \$5 is disbursed to fund the County Law Library.⁵⁸

⁵⁴ Letter from Wabasha County Sheriff Rodney L. Bartsh to OSA (Jan. 26, 2009); Wabasha lawsuit, Affidavit of Wabasha County Attorney.

⁵⁵ Wabasha lawsuit, Affidavit of Wabasha County Attorney, Exhibit B.

⁵⁶ Wabasha lawsuit, Complaint and Petition, Exhibits B, C, and D.

⁵⁷ Wabasha County website at: <http://www.co.wabasha.mn.us/index.php/departments/287>.

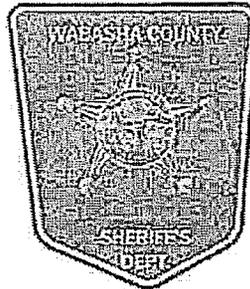
⁵⁸ Wabasha lawsuit, Affidavit of Wabasha County Attorney. *See, e.g.*, Wabasha County Board of Commissioners meeting minutes (Feb. 15, 2011) (Resolution 2011-035: purchase two Ford Crown Victoria vehicles for the Sheriff's Office using Safe Driving Class funds).

Safe Driving Tips

- Use the "2 second rule" to judge safe following distances.
- Before you start driving at night or in inclement weather, check your headlights and signals to be sure that they are clear and working properly. Make sure your wipers are working properly.
- Drinking and driving is irresponsible and very dangerous.
- Keep shifting your view, checking in all directions around your vehicle.
- Bicyclists should travel on the right side of the road, riding with the flow of traffic.
- Pedestrians should travel on the left side of the road, moving towards the oncoming traffic.
- Practice and master good driving habits.
- Expect a train at any time at a crossing.
- It is unsafe to drive around crossing gates.
- The principle contributing cause in vehicle-train crashes is motor vehicle driver error.
- Last but not least, remember, that you have earned the right to operate an automobile. Don't abuse it.

The Wabasha County Sheriff's Office Mission Statement Towards Traffic Enforcement is:

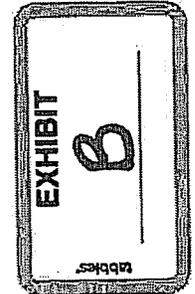
To provide all motorists a safer environment while traveling through our county. We value your life!



Wabasha County Sheriff's Office
848-17th STREET EAST
SUITE 1
WABASHA, MN 55981-5033
651-565-3361

Wabasha County Safe Driving Class

Dismiss Your
Wabasha County
Minor Traffic
Citation!



Take our
Safe Driving Course
and have:

- NO FINE
- NO COURT APPEARANCE
- NO ENTRY ON YOUR DRIVING RECORD
- MOST IMPORTANTLY, IMPROVE YOUR DRIVING HABITS

- Persons must register for the Safe Driving Course within 7 working days after the receipt of the citation.
- The Safe Driving Course must be completed within 45 days after the receipt of the citation.

Registration

WITHIN 7 DAYS- NO EXCEPTIONS!

You must register in person at the
Wabasha County Sheriff's Office
Front Window 24 hours a day,
Register Online at

[Http://www.co.wabasha.mn.us/pages/sheriff/drivesafe.html](http://www.co.wabasha.mn.us/pages/sheriff/drivesafe.html)

Or you may also call 651-565-1009.

For more information send e-mail to:
drivesafe@co.wabasha.mn.us

What is needed for registration in person?

1. Citation
2. \$125 (Check or Cash)

What is needed for registration online?

1. Citation #
2. Citation offense (speeding, stop sign etc.)
3. A date and time will then be given for the class.
4. Bring the \$125 to class.
(The \$125 is Non-Refundable)

Class Times will be at 6:30 p.m. sharp!
Class is the 3rd Wednesday of the month.

Confirmed dates will be provided upon registration.

The class should last around 1 ½ to 2 hours.
There is no failing if you attend and listen to what is said.

County Sheriff

Rodney L. Bartsh

848-17th Street East, Suite 1
Wabasha, MN 55981
651-565-3361
rlbartsh@co.wabasha.mn.us

YOU ARE ELIGIBLE....

1. If your citation was issued by a Wabasha County Deputy.
2. If your Wabasha County citation was for:
 - Speeding and the speed is 15 mph or less than posted.(For example, 70 in a 55 or less.)
 - Violation of a stop sign/stop light/yield sign
 - Driving left of center (non DUI related)
 - Passing or lane violations
 - Following too closely
 - Failure to signal
 - Illegal Turn
3. If you do not wish to contest your ticket.
4. If you have not participated in a safety class in Wabasha County in the last 12 months.
5. If you have not had two or more moving violations in the past 12 months or two or more alcohol related driving offenses within 10 years.

You are not eligible...

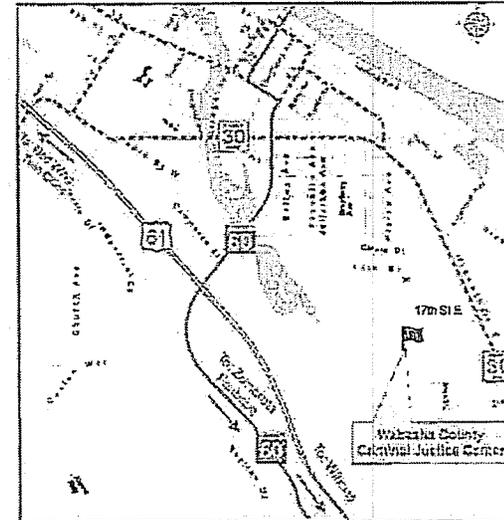
1. If your Wabasha County citation was for:
 - Parking tickets
 - Citations resulting from an accident
 - Multiple Violations
 - Major Violations such as: careless driving, DUI, leaving the scene of an accident, driving without a license.

DO NOT CALL THE COURT ADMINISTRATORS OFFICE

Classes are held at:

Wabasha County Criminal Justice Center

848-17th Street East, Suite 1
Wabasha, MN 55981-5033



From North (Lake City, Red Wing, Twin Cities):

- Follow US Hwy 61 south to the City of Wabasha. Take left onto MN Hwy 60.
- Follow Hwy 60 to the 4-way stop at Hiawatha Dr/County Rd 30. Take Right.
- Follow Hiawatha Drive east approx. 1.2 miles to 17th St E. Take Right. CJC will be on your left.

From West (Zumbro Falls, Zumbrota, Faribault)

- Follow MN Highway 60 east to the City of Wabasha. At US Highway 61 continue straight ahead.
- Follow Hwy 60 to the 4-way stop at Hiawatha Dr/County Rd 30. Take Right.
- Follow Hiawatha Drive east approx. 1.2 miles to 17th St E. Take Right. CJC will be on your left.

From South (Kelllogg, Winona, La Crosse)

- Follow US Hwy 61 north to the City of Wabasha. Take a right onto MN Hwy 60.
- Follow Hwy 60 to the 4-way stop at Hiawatha Dr/County Rd 30. Take Right.
- Follow Hiawatha Drive east approx. 1.2 miles to 17th St E. Take right. CJC will be on your left.

From East (Nelson, Alona, Durand)

- Follow WI Highway 25 west to the City of Wabasha.
- At the 3-way stop after the bridge, take a left onto MN Hwy 60/4th Grant Blvd.
- Follow 4th Grant Blvd W 2 blocks and take a right at the stop sign (Pembroke).
- Follow Pembroke Ave 2 blocks to the 4-way stop at Hiawatha Drive/County Rd 30. Take a left.
- Follow Hiawatha Dr. E approx. 1.2 miles to 17th St E. Take Right. CJC will be on your left.

City of Lake City in Wabasha County

Program Name: Wabasha County Safe Driving Course

Brief Program Description: The Lake City Police Department offers the Wabasha County Safe Driving Course for those who have been stopped for certain traffic offenses in the City. If the class is successfully completed, the violation will not appear on the person's driving record.

Fee for Program: \$125 for a moving violation, \$60 for seatbelt violations, and \$185 for a moving violation and a seatbelt violation, payable to the Lake City Police Department.

Amount Remitted to State: \$0

Offenses Eligible for Program: Eligible traffic offenses include speed (15 mph or less over the posted limit); violation of a stop sign, stop light, or yield sign; driving left of the center line (not DUI-related); passing or lane violations; following too closely; failure to signal; illegal turn; and seatbelt violations.

Ineligibility: The class is not available if the driver wants to contest the citation, has participated in a safety class in Wabasha County in the last 12 months, or has two or more moving violations in the past 12 months. It is not available for parking tickets; citations resulting from an accident; or "major violations" such as careless driving, DUI, leaving the scene of an accident, or driving without a license.

Uses Uniform Traffic Citation? Yes, and brochure

Uses 169.999 Administrative Traffic Citations? No

When Did Program Begin? June 2012⁵⁹

Description of Class: The two-hour class is taught by the Sheriff's Department at the Wabasha County Criminal Justice Center.

Revenues: The City pays Wabasha County \$25 for each program participant.

City of Lake City - Safe Driving Course Revenues			
<u>Year</u>	<u>Revenues</u>	<u>Amount Paid to Wabasha County Sheriff's Office</u>	<u>Difference</u>
2013 (January - June)	\$13,085	\$2,085	\$11,000
2012 (June - December)	20,620	3,950	16,670

⁵⁹ See Lake City Common Council Meeting Minutes for May 14, 2012 (consent agenda item).

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Safe Driving Tips

- Leave a safe following distance of at least three seconds from the vehicle in front and more if driving conditions are poor.
- Observe traffic signs and signals all the time.
- Check mirrors and blind spots, and signal before turning or making lane changes.
- No drinking and driving! Always use a designated driver.
- Scan the roadway frequently for hazards.
- No texting while driving.
- Adjust driving speed to road, weather and other conditions.
- Watch for bikes, pedestrians and motorcycles.
- Always wear a seat belt and be sure children are in age-appropriate car seats or booster seats.

Wabasha County Safe Driving Course

Offered by:
Lake City Police Department
Mailing address: P.O. Box 448
209 S High Street
Lake City, MN 55041
(651) 345-3344



Dismiss Your
Lake City
Minor Traffic Citation!

Take our
Safe Driving Course
and have:

NO COURT APPEARANCE



**NO ENTRY ON YOUR DRIVING
RECORD**



IMPROVE YOUR DRIVING HABITS

YOU ARE ELIGIBLE...

★ If your citation was issued by a Lake City Police Officer

AND

★ your Lake City citation was for:

- Speeding 15 mph or less over the limit
- Violation of a stop sign/stop light/yield sign
- Driving left of center (not DUI related)
- Passing or lane violation
- Following too closely
- Failure to signal
- Illegal turn
- Seatbelt violation

AND

★ you do not wish to contest your citation

AND

★ you have not participated in a safety class in Wabasha County in the last 12 months

AND

★ this is your first moving violation in the past 12 months

YOU ARE NOT ELIGIBLE...

Ⓜ If your Lake City Citation was for:

- A parking violation
- A citation resulting from an accident
- A major violation such as careless driving, DUI, leaving the scene of an accident, driving without a license

REGISTRATION

You must register within 5 business days of receiving the citation and complete the course within 45 days

Register one of two ways:

1. In person at the Lake City Police Department OR
2. Call 651-345-3344

Payment **MUST** be mailed or delivered within 2 business days of registration

Registration Fees:

\$125.00—moving violation only

\$60.00—Seatbelt violation only

\$185.00—Combined Seatbelt/Moving Violation

Make checks payable to Lake City Police Dept.

Mail to: P.O. Box 448

Or deliver to: 209 S High St

Lake City, MN 55041

If payment is not received, you will not be eligible for the class

The Registration Fee is Non-Refundable

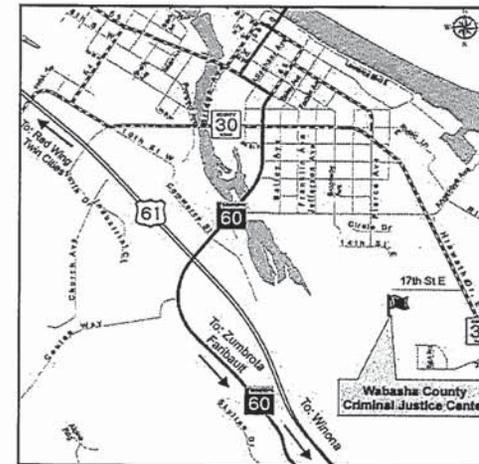
Class Time:

6:30pm

Third Wednesday of each month

If you choose not to register for the Safe Driving Class you may pay the citation (fines will vary) or appear on the assigned court date.

Classes are held at:
Wabasha County Criminal Justice Center
848-17th Street East, Suite 1
Wabasha, MN 55981-5033



From North (Lake City, Red Wing, Twin Cities):

- Follow US Hwy 61 south to the City of Wabasha. Take left onto MN Hwy 60.
- Follow Hwy 60 to the 4-way stop at Hiawatha Dr./County Rd. 30. Take Right.
- Follow Hiawatha Dr. east approx. 1.2 miles to 17th St. E. Take Right. CJC will be on your left.

From West (Zumbro Falls, Zumbrota, Faribault)

- Follow MN Hwy 60 east to the City of Wabasha. At US Hwy 61 continue straight ahead.
- Follow Hwy 60 to the 4-way stop at Hiawatha Dr./County Rd. 30. Take Right.
- Follow Hiawatha Dr. east approx. 1.2 miles to 17th St. E. Take Right. CJC will be on your left.

From South (Kellogg, Winona, La Crosse)

- Follow US Hwy 63 north to the City of Wabasha. Take a right onto MN Hwy 60.
- Follow Hwy 60 to the 4-way stop at Hiawatha Dr./County Rd. 30. Take right.
- Follow Hiawatha Dr. east approx. 1.2 miles to 17th St. E. Take right. CJC will be on your left.

From East (Nelson, Alma, Durand)

- Follow WI Hwy 25 west to the City of Wabasha.
- At the 3-way stop after the bridge, take a left onto MN Hwy 60/4th Grant Blvd.
- Follow 4th Grant Blvd. W 2 blocks and take a right at the stop sign (Pembroke).
- Follow Pembroke 2 blocks to the 4-way stop at Hiawatha Dr./County Rd 30. Take a left.
- Follow Hiawatha Dr. E approx. 1.2 miles to 17th St. E. Take a right. CJC will be on your left.

City of Plainview in Wabasha County

Program Name: Wabasha County Safe Driving Course

Brief Program Description: The City of Plainview Police Department offers the Wabasha County Safe Driving Course for those who have been stopped for certain traffic offenses in the City. If the class is successfully completed, the violation will not appear on the person’s driving record.

Fee for Program: \$125 for a moving violation, \$60 for seatbelt violations, and \$185 for a moving violation and a seatbelt violation.

Amount Remitted to State: \$0

Offenses Eligible for Program: Eligible traffic offenses include speed (15 mph or less than the posted limit, “Example 70 in a 55 or less”);⁶⁰ violation of a stop sign, stop light, or yield sign; driving left of the center line; passing or lane violations; following too closely; failure to signal; illegal turn; and seatbelt violations.

Ineligibility: The class is not available if the driver wants to contest the citation, has participated in the safety class in Wabasha County in the last 12 months, has two or more moving violations in the past 12 months, or two or more alcohol-related driving offenses within ten years. It is not available for parking tickets; citations resulting from an accident; multiple violations (except seatbelt); or “major violations” such as careless driving, DUI, leaving the scene of an accident, or driving without a license.

Uses Uniform Traffic Citation? Yes, and brochure

Uses 169.999 Administrative Traffic Citations? No

When Did Program Begin? March 2011

Description of Class: The two-hour class is taught by Sheriff Department deputies at the Wabasha County Criminal Justice Center.

Revenues: The City pays Wabasha County \$25 for each program participant.

City of Plainview - Safe Driving Course Revenues				
Year	Revenues	Amount Paid to Wabasha County Sheriff’s Office	Difference	
2013 (January - June)	\$3,490	\$690	\$2,800	
2012	5,125	1,025	4,100	
2011	6,000	1,200	4,800	

⁶⁰ City of Plainview Police Dep’t brochure for Wabasha County Safe Driving Course.

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Look at what past participants have said about the safe driving course!

- "Good Public Relations Tool"
- "Made me a better driver"
- "This class is a great alternative to just paying the citation. Not only do we get a chance to interact with officers, but we also get a great refresher on the rules and regulations"
- "The class was a great refresher. I'm going to tell the sheriff in my county about it"
- "Awesome, I could take this instead of paying my ticket / increased insurance"
- "I think all counties in Minnesota should have this class"

THE PLAINVIEW POLICE DEPARTMENT'S MISSION STATEMENT TOWARDS TRAFFIC ENFORCEMENT IS:

*To provide all motorists a safer environment while traveling through our county.
We value your life!*

**PLAINVIEW
POLICE DEPARTMENT**

Timothy J. Schneider, Chief
tschneider@plainviewpolice.com

**Plainview Police Department
241 W. Broadway
Plainview, MN 55964**

507-534-2441



**Wabasha County
Safe Driving Course**

**Dismiss Your Plainview
Police Department Minor
Traffic Citation!**

**TAKE OUR SAFE DRIVING
COURSE AND HAVE:**

- NO FINE
- NO COURT APPEARANCE
- NO ENTRY ON YOUR DRIVING RECORD
- IMPROVE YOUR DRIVING HABITS

- Persons must register for the course within 7 working days after receipt of the citation
- The Safe Driving Course must be completed within 45 days after receipt of the citation

Registration

WITHIN 7 DAYS – NO EXCEPTIONS

You may register in person at the Plainview Police Department, or register online at:

www.plainviewpolice.com/drivesafe.html

You may also call 507-534-2441.

For more information send an e-mail to:

drivesafe@plainviewpolice.com

What is needed to register in person?

1. Citation Number
2. \$125 (Check or Cash), \$60 for seatbelt violations, or \$185 for a violation and a seatbelt

What is needed to register online?

1. Citation Number
2. Citation Offense (speed, stop sign, seatbelt, etc.)
3. A date and time will be given for the class
4. Bring the \$125 (\$60 for seatbelt violations or \$185 for a violation plus a seatbelt) to the class

CLASS TIMES WILL BE AT 6:30 p.m. SHARP and held the 3rd Wednesday of the month.

Confirmed dates will be provided upon registration. The class should last 1 ½ to 2 hours. There is no failing if you attend and listen to what is said.

DO NOT CALL THE COURT ADMINISTRATORS OFFICE.

You are eligible if.....

1. Your citation was issued by a Plainview Police Officer.
2. Your Plainview Police Department Citation was issued for:

- Speeding and the speed is 15 mph or less than posted. (Example 70 in a 55 or less)
- Stop Sign, Stop Light, Yield Sign
- Driving left of center
- Passing or lane violations
- Following too closely
- Failure to signal
- Illegal Turn
- Seatbelt

3. You do not wish to contest your ticket
4. You have not participated in the safety class in Wabasha County in the last 12 months
5. You have not had two or more moving violations in the past 12 months or two or more alcohol related driving offenses within 10 years.

You are not eligible if....

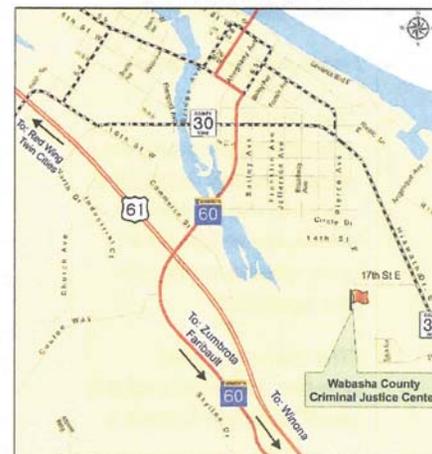
1. Your Plainview Police Department Citation was for:

- Parking Tickets
- Citations resulting from an accident
- Multiple Violations (except seatbelt)
- Major violations such as careless driving, DUI, leaving the scene of an accident, driving without a license

Classes Are Held At:

Wabasha County Criminal
Justice Center

848 17th Street East, Suite 1
Wabasha, MN 55981-5033



Even if you paid your seatbelt citation at court administration, they normally do not go on your driving history. However, this class offers you the opportunity to take care of your seatbelt citation, learn about traffic safety, keep it off your record and save some money as well!

City of Wabasha in Wabasha County

Program Name: Wabasha Safe Driving Course

Brief Program Description: The City of Wabasha Police Department offers the Wabasha County Safe Driving Course for those who have been stopped for certain traffic offenses in the City. If the class is successfully completed, the violation will not appear on the person's driving record.

Fee for Program: \$125 for a moving violation, \$60 for seatbelt violations, and \$185 for a moving violation and a seatbelt violation. The City's website states: "For your information, the basic speed citation is \$127.00, with the majority going to the state."

Amount Remitted to State: \$0

Offenses Eligible for Program: Eligible traffic offenses include speed (15 mph or less than the posted limit; "Example 70 in a 55 or less");⁶¹ violation of a stop sign, stop light, or yield sign; driving left of the center line; passing or lane violations; following too closely; failure to signal; illegal turn; and seatbelt violations.

Ineligibility: The class is not available if the driver wants to contest the citation, has participated in the safety class in Wabasha County in the last 12 months, has two or more moving violations in the past 12 months, or two or more alcohol-related driving offenses within ten years. It is not available for parking tickets; citations resulting from an accident; multiple violations (except seatbelt); or "major violations" such as careless driving, DUI, leaving the scene of an accident, or driving without a license.

Uses Uniform Traffic Citation? Yes, and brochure

Uses 169.999 Administrative Traffic Citations? No

When Did Program Begin? 2010

Description of Class: The two-hour class is taught by law enforcement officers at the Wabasha County Criminal Justice Center.

Revenues: The City pays Wabasha County \$25 for each program participant. The remainder is placed in a City Police Department fund used for equipment and outfitting squads.

⁶¹ City of Wabasha Police Dep't brochure for Wabasha County Safe Driving Course.

City of Wabasha - Safe Driving Course Revenues

Year	Revenues	Amount Paid to Wabasha County Sheriff's Office	Difference
2013 (January - June)	\$4,795	\$1,875	\$2,920
2012	17,150	4,350	12,800
2011	8,025	2,600	5,425
2010	6,725	1,575	5,150

Look at what past participants have said about the safe driving course!

- "Good Public Relations Tool"
- "Made me a better driver"
- "This class is a great alternative to just paying the citation. Not only do we get a chance to interact with officers, but we also get a great refresher on the rules and regulations"
- "The class was a great refresher. I'm going to tell the Sheriff in my county about it"
- "Awesome, I could take this instead of paying my ticket / increased insurance"
- "I think all counties in Minnesota should have this class"

THE WABASHA POLICE DEPARTMENT'S MISSION STATEMENT TOWARDS TRAFFIC ENFORCEMENT IS:

*To provide all motorists a safer environment while traveling through our county.
We value your life!*

WABASHA POLICE DEPARTMENT
CHIEF J. WARREN
police@wabasha.net

Wabasha Police Department
900 Hiawatha Drive East
Wabasha, MN 55981

651-565-3261



Wabasha Safe Driving Course

Dismiss Your Wabasha Minor Traffic Citation!

TAKE OUR SAFE DRIVING COURSE AND HAVE:

- NO FINE
 - NO COURT APPEARANCE
 - NO ENTRY ON YOUR DRIVING RECORD
 - IMPROVE YOUR DRIVING HABITS
-
- Persons must register for the course within 7 working days after receipt of the citation
 - The Safe Driving Course must be completed within 45 days after receipt of the citation

Registration

WITHIN 7 DAYS – NO EXCEPTIONS

You may register in person or by mail at the Wabasha Police Department at 900 Hiawatha Drive East, Wabasha, MN during regular business hours M-Thur 8:00 am – 4:00 pm and Fridays 8:00 am – 11:00 am. You may also call 651-565-3261. For more information send an e-mail to: police@wabasha.net

What is needed to register in person?

1. Citation Number
2. \$125 (Check or Cash), \$60 for seatbelt violations, or \$185 for a violation and a seatbelt, \$125.00 for other violations.

What is needed to register?

1. Citation Number
2. Citation Offense (speed, stop sign, seatbelt, etc.)
3. A date and time will be given for the class
4. \$125.00 payment by mail.

CLASS TIMES WILL BE AT 6:30 p.m. SHARP and held the 3rd Wednesday of the month.

Confirmed dates will be provided upon registration. The class should last 1 ½ to 2 hours. There is no failing if you attend and listen to what is said.

DO NOT CALL THE COURT ADMINISTRATOR'S OFFICE OR WABASHA COUNTY SHERIFF'S OFFICE!

You are eligible if.....

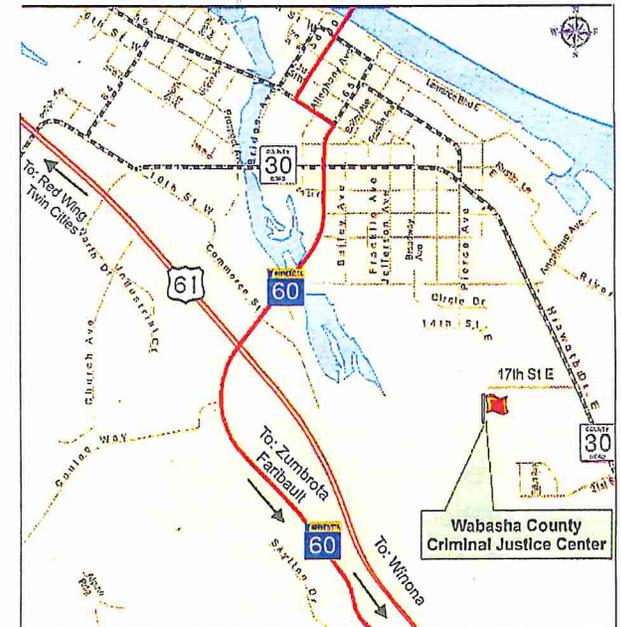
1. Your citation was issued by a Wabasha Police Officer
2. Your Wabasha Citation was issued for:
 - Speeding and the speed is 15 mph or less than posted. (Example 70 in a 55 or less)
 - Stop Sign, Stop Light, Yield Sign
 - Driving left of center
 - Passing or lane violations
 - Following too closely
 - Failure to signal
 - Illegal Turn
 - Seatbelt
3. You do not wish to contest your ticket
4. You have not participated in the safety class in Wabasha County in the last 12 months
5. You have not had two or more moving violations in the past 12 months or two or more alcohol related driving offenses within 10 years.

You are not eligible if....

1. Your Wabasha Citation was for:
 - Parking Tickets
 - Citations resulting from an accident
 - Multiple Violations (except seatbelt)
 - Major violations such as careless driving, DUI, leaving the scene of an accident, driving without a license

Classes Are Held At:

Wabasha County Criminal Justice Center
848 17th Street East, Suite 1
Wabasha, MN 55981-5033



Even if you paid your seatbelt citation at court administration, they normally do not go on your driving history. However, this class offers you the opportunity to take care of your seatbelt citation, learn about traffic safety, keep it off your record and save some money as well!

Wright County

Program Name: Drive Wright and Teen Drive Wright

Brief Program Description: Diversion programs for certain traffic offenders are memorialized in a written agreement between the Wright County Attorney and Sheriff, and the nonprofit organizations Meth Education and Drug Awareness Coalition of Wright County (“MEADA”) and Safe Communities of Wright County (“Safe Communities”).⁶² The Drive Wright program is for adult offenders, and the Teen Drive Wright program is for juvenile offenders.⁶³ If the program is successfully completed, the violation will not appear on the person’s driving record.

Fee for Program: \$75 (A \$20 transfer fee is charged if the driver transfers classes.)

Amount Remitted to State: \$0

Offenses Eligible for Program: “Participation in the Drive Wright course is at the discretion of the Wright County Attorney’s Office. If you did not receive a Drive Wright citation at the time of violation, you are not eligible for the course.”⁶⁴ Drive Wright citations are issued for speed (no set limit on speed), seat belt, texting while driving, and petty misdemeanor moving violations.

Ineligibility: The class is not available if the driver did not receive a Drive Wright citation at the time of the violation or if the driver has previously participated in the Drive Wright program.

Uses Uniform Traffic Citation? The County uses a “Drive Wright Citation,” and a brochure.

Uses 169.999 Administrative Traffic Citations? No

When Did Program Begin? 2009

Description of Class: The two-hour class is taught by Safe Communities, with the assistance of the Wright County Sheriff’s Office, at the Wright County Law Enforcement Center.

Revenues: Out of the \$75 fee, \$50 is paid to Safe Communities for coordinating and conducting the classes. The remaining \$25 is retained by the Wright County Attorney’s Office to pay MEADA (\$200 per session where MEADA assists with registration and check-in) and to be used for traffic safety education, and drug and alcohol awareness and prevention purposes.⁶⁵

⁶² See Agreement Regarding Diversion Program for Traffic Offenses (signed by Wright County Attorney on Sept. 21, 2009). The Agreement is for August 1, 2009, through July 31, 2014.

⁶³ At least one parent of each juvenile offender must also attend the class.

⁶⁴ Wright County Drive Wright brochure.

⁶⁵ See Agreement Regarding Diversion Program for Traffic Offenses.

Wright County - Drive Wright Revenues and Expenses

Year	Revenues	Amount Paid to Safe Communities	Additional Expenses	Difference*
2013 (January - June)	\$19,334	\$12,650	\$1,400	\$5,284
2012	65,460	46,520	13,490	5,450
2011	71,745	45,460	8,006	18,279
2010	69,973	47,740	6,800	15,433

*Revenues minus amount paid to Safe Communities and additional expenses.

(Frequently Asked Questions Continued . . .)

Is this class required?

This course is not a requirement. You have the option of paying your citation in full or going through the Wright County Court process.

What if I am under 18?

If you are under 18, your Drive Wright citation will be referred to the Teen Drive Wright program. This program is similar to the Drive Wright program, but specific for teen drivers. A parent is REQUIRED to attend the course along with the teen driver.

Where are the classes held?

Unless otherwise noted, classes are held at the Wright County Law Enforcement Center, 3800 Braddock Avenue NE, Buffalo (see below map).

Proceeds from the Drive Wright class benefit several community initiatives in Wright county including Safe Communities of Wright County, MEADA, and youth drug prevention.



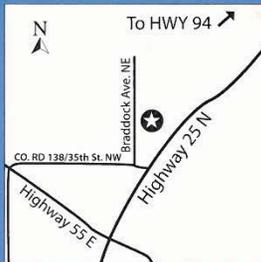
Wright County Attorney
Tom Kelly
763.682.7340



Safe Communities
of Wright County
763.241.9888



Wright County
Sheriff's Office
763.682.7622



Map to Wright County Law Enforcement Center
3800 Braddock Avenue NE, Buffalo, MN 55313

© 2009 Safe Communities of Wright County

DRIVE WRIGHT

A CRASH COURSE IN ROADWAY SAFETY

FOR INFORMATION OR TO REGISTER
VISIT OUR WEBSITE AT
WWW.SAFECOMMUNITIESOFWRIGHTCOUNTY.ORG
OR CALL 763-682-7958

You have been given the opportunity to attend the Drive Wright Roadway Safety Course. This course provides an overview of the latest traffic laws and teaches experienced drivers how to be more aware and make better decisions behind the wheel.

The benefits of attending the Drive Wright course include:

- No fine to pay.
- No court appearance.
- No entry on your driving record.
- And, most importantly, improving your driving habits!

At the discretion of the Wright County Attorney's Office, Wright County Deputies may offer traffic violators the option of attending Drive Wright in lieu of a ticket and the accompanying fines or court costs. Attending this course is a privilege, not a right.

CLASS INFORMATION

For upcoming class dates and times, go online at www.safecommunitiesofwrightcounty.org or call **763-682-7958**. Pre-registration is required prior to the class. Classes are two hours long and you must attend the entire two hours for credit. NO late admissions will be accepted.

If you are late or fail to appear, your class fee will be forfeited and your citation will be sent to the County Attorney's Office for prosecution. You will then be expected to pay the fine or appear in court and you will not be eligible to participate in the Drive Wright Course.

CLASS REGISTRATION

You must pre-register for the Drive Wright class within ten business days of receiving the citation. You can register online at www.safecommunities-ofwrightcounty.org or in person registration is taken at the Wright County Sheriff's Office, Wright County Law Enforcement Center, 3800 Braddock Avenue NE, Buffalo. Sheriff's Office hours are 8 am to 4:30 pm Monday – Friday (excluding holidays). **When registering in person, please bring the issued traffic citation, your driver's license and the course registration fee of \$75 in cash (or Visa/Mastercard), checks are NOT accepted.**

FREQUENTLY ASKED QUESTIONS

How long do I have to sign up?

You must register for the class within 10 business days of receiving the citation and attend the course within 30 days. If you do not register for the class within 10 business days, you forfeit your opportunity to participate in the course.

Can I transfer to another date after I have registered for a class?

We discourage transferring classes, however you are allowed a one time class transfer. The transfer must be made at least 24 hours prior to your scheduled class date and there is a \$20 transfer fee. To transfer, call 763-241-9888.

I did not receive a Drive Wright citation, how do I get into this class?

Participation in the Drive Wright course is at the discretion of the Wright County Attorney's Office. If you did not receive a Drive Wright citation at the time of violation, you are not eligible for the course. Remember, you do have the option of going through the Wright County Court process.

(Continued on back)

Cities of Buffalo and Howard Lake in Wright County

Program Name: Speed Management & Accident Reduction Training (Drive SMART) Program

Brief Program Description: This “Safe Driving Diversion Program” is offered through the Buffalo, Howard Lake, and Annandale Police Departments.⁶⁶ The program offers a “suspension of prosecution” or “continuance for dismissal,” and includes a “no same or similar for six months” provision.⁶⁷

Fee for Program: \$75 (\$25 for prosecution costs and \$50 for the course)

Amount Remitted to State: \$0

Offenses Eligible for Program: Eligible traffic offenses include speed (less than 15 mph over the limit); sign, semaphore, seatbelt (driver only), lane, and passing violations; failure to signal; illegal turns; driving left of centerline; inattentive driving; failure to yield right of way; failure to move left/slow for emergency vehicle (Ted Foss law); texting while driving; and all graduated driver’s license violations.

Ineligibility: A person operating any motor vehicle while in possession of a commercial driver’s license is not eligible for the program. The class is not available if the driver has any previous moving violation in the past 12 months, previously participated in a Wright County diversion program, or received a written warning or an administrative citation for a moving violation from one of the participating police departments within the past 12 months. It is not available for alcohol violations, misdemeanor or higher offenses, parking tickets, multiple violations, violations involving dangerous or hazardous circumstances, flagrant violations, or property or personal injury crashes. However, drivers involved in property damage motor vehicle crashes may be offered a diversion-eligible citation “at the discretion of the officer, if the officer believes the driver would benefit from the program.”⁶⁸ In addition, “[a]nyone who demonstrates through their actions, behavior, and/or words, that they would not be amenable to the Safe Driving Diversion program” is not eligible for the program.⁶⁹

Uses Uniform Traffic Citation? Yes, and brochure

Uses 169.999 Administrative Traffic Citations? In addition to the Drive SMART Program, the City of Buffalo uses administrative traffic citations for offenses listed in Minn. Stat. § 169.999. The City of Howard Lake does not.

⁶⁶ The OSA did not include the City of Annandale’s program in this review because of its small size. The City collected only \$75 in 2010 from the program.

⁶⁷ Safe Driving Diversion Program and “You are eligible . . .” documents received from the City of Buffalo Police Chief.

⁶⁸ Safe Driving Diversion Program document.

⁶⁹ Safe Driving Diversion Program document.

When Did Program Begin? August 2009. Previously, the City of Buffalo used the Safe Communities of Wright County program (“Drive Wright”), from which the City received no revenues.

Description of Class: The two-hour class is taught by City police officers at Buffalo City Hall.

Revenues:

Cities of Buffalo and Howard Lake - Drive SMART Revenues			
Year	Buffalo	Howard Lake	Total
2010	\$3,825	\$1,350	\$5,175
2011	7,800	1,500	9,300
2012	6,600	150	6,750
Jan. - June 2013	4,200	-	4,200
Total	22,425	3,000	25,425

City of Buffalo - Administrative Traffic Ticket (Minn. Stat. § 169.999) Revenues			
Year	Amount Collected	Amount Remitted to MMB	Net
2010	\$7,080	\$-	\$7,080
2011	11,100	5,220	5,880
2012	7,860	3,440	4,420
Jan. - June 2013	4,080	900	3,180
Total	30,120	9,560	20,560



**BUFFALO
POLICE DEPARTMENT**

215 1st Avenue NE, Buffalo
763.682.5976
www.ci.buffalo.mn.us

In Partnership with
Annandale Police Department
Howard Lake Police Department
Minnesota State Patrol
Wright County Sheriff's Office

**DRIVE S.M.A.R.T.
ALTERNATIVE DISPOSITION PROGRAM**

You are eligible for our Alternative Disposition Program, DRIVE SMART. This program allows you the opportunity to resolve your citation through a less formal process. Traffic violators who qualify for this program have the option of attending DRIVE SMART instead of paying the standard fine. You must respond to this citation within 10 days. The 2 hour Safe Driving Program provides an overview of the latest traffic laws and teaches experienced drivers how to be more aware and more focused behind the wheel. If you wish to participate, you must come to the Buffalo Police Department within 10 days of receiving your citation to complete the necessary paperwork. The fee for the class is \$75, which is payable by cash or check when you register for the class at Buffalo Police Department. If you choose not to participate in DRIVE SMART you must respond to your citation within 30 days or your citation will be certified to your record which could ultimately result in a suspension of your driving privileges.



**BUFFALO
POLICE DEPARTMENT**

215 1st Avenue NE, Buffalo
763.682.5976
www.ci.buffalo.mn.us

In Partnership with
Annandale Police Department
Howard Lake Police Department
Minnesota State Patrol
Wright County Sheriff's Office

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ALTERNATIVE DISPOSITION PROGRAM**

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**BUFFALO
POLICE DEPARTMENT**

215 1st Avenue NE, Buffalo
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In Partnership with
Annandale Police Department
Howard Lake Police Department
Minnesota State Patrol
Wright County Sheriff's Office

**DRIVE S.M.A.R.T.
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YOU ARE NOT REQUIRED TO APPEAR IN OR CALL THE COURTS IF: Your offense is payable by a fine (see below) and your fine is paid within 30 days or receiving this citation. Please refer to the citation you received for information on how and where to submit payment.

YOU MUST APPEAR IN COURT IF:

The offense is alleged to have endangered life or property; or
The offense requires a court appearance based on statute, or other court criteria. To determine if the offense requires a court appearance, you may call 651-281-3219 or 800-657-3611. You will need to have the citation available for reference.

If the offense requires a court appearance you will automatically be notified by mail of a court date.

YOU MAY APPEAR IN COURT IF:

You wish to plead NOT GUILTY; or
You wish to plead GUILTY with explanation.
If you choose to appear in court you will need to schedule a COURT DATE. You may schedule a COURT DATE by calling 651-281-3219 or 800-657-3611.

If you would like to speak to a Prosecutor concerning your citation, please call 763-682-0622 and ask to speak to the Attorney that handles the offense listed on your citation.

SPEEDING:

OTHER MOVING:

01-10 MPH OVER LIMIT (\$125.00)	CARELESS DRIVING-NO CRASH (\$185.00)
11-14 MPH OVER LIMIT (\$135.00)	STOP SIGN OR SEMAPHORE (\$135.00)
15-19 MPH OVER LIMIT (\$145.00)	FAIL TO YIELD TO PEDESTRIAN (\$185.00)
20-25 MPG OVER LIMIT (\$225.00)	FAIL TO YIELD SCHOOL PTRL (\$335.00)
26-30 MPH OVER LIMIT (\$285.00)	INATTENTIVE DRIVER-NO CRASH (\$125.00)
31+ OVER LIMIT (\$385.00)	WRONG ADDRESS ON LICENSE (\$105.00)
	MUST HAVE TWO HEADLIGHTS (\$125.00)
PARKING:	
	OVER CENTER LINE (\$135.00)
HANDICAP ZONE (\$285.00)	IMPROPER PASS,SIGNAL,TURN (\$135.00)
SNOWBIRD/2-6/OTHER (\$42.00)	ILLEGAL WINDOW TINT (\$135.00)
FIRE LANE/HYDRANT (\$42.00)	NO LICENSE IN POSSESSION (\$105.00)

If you are cited for No Proof of Insurance, you must provide a copy of your insurance information along with a copy of this ticket to court administration or the payment processing center by mail within thirty (30) days or your driver's license may be revoked by the Department of Public Safety and a warrant may be issued for your arrest.

YOU ARE NOT REQUIRED TO APPEAR IN OR CALL THE COURTS IF: Your offense is payable by a fine (see below) and your fine is paid within 30 days or receiving this citation. Please refer to the citation you received for information on how and where to submit payment.

YOU MUST APPEAR IN COURT IF:

The offense is alleged to have endangered life or property; or
The offense requires a court appearance based on statute, or other court criteria. To determine if the offense requires a court appearance, you may call 651-281-3219 or 800-657-3611. You will need to have the citation available for reference.

If the offense requires a court appearance you will automatically be notified by mail of a court date.

YOU MAY APPEAR IN COURT IF:

You wish to plead NOT GUILTY; or
You wish to plead GUILTY with explanation.
If you choose to appear in court you will need to schedule a COURT DATE. You may schedule a COURT DATE by calling 651-281-3219 or 800-657-3611.

If you would like to speak to a Prosecutor concerning your citation, please call 763-682-0622 and ask to speak to the Attorney that handles the offense listed on your citation.

SPEEDING:

OTHER MOVING:

01-10 MPH OVER LIMIT (\$125.00)	CARELESS DRIVING-NO CRASH (\$185.00)
11-14 MPH OVER LIMIT (\$135.00)	STOP SIGN OR SEMAPHORE (\$135.00)
15-19 MPH OVER LIMIT (\$145.00)	FAIL TO YIELD TO PEDESTRIAN (\$185.00)
20-25 MPG OVER LIMIT (\$225.00)	FAIL TO YIELD SCHOOL PTRL (\$335.00)
26-30 MPH OVER LIMIT (\$285.00)	INATTENTIVE DRIVER-NO CRASH (\$125.00)
31+ OVER LIMIT (\$385.00)	WRONG ADDRESS ON LICENSE (\$105.00)
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PARKING:	
	OVER CENTER LINE (\$135.00)
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SPEEDING:

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PARKING:	
	OVER CENTER LINE (\$135.00)
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If you would like to speak to a Prosecutor concerning your citation, please call 320-543-3411 and ask to speak to the Attorney that handles the offense listed on your citation.

SPEEDING:

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 11-14 MPH OVER LIMIT (\$135.00)
 15-19 MPH OVER LIMIT (\$145.00)
 20-25 MPH OVER LIMIT (\$225.00)
 26-30 MPH OVER LIMIT (\$285.00)
 31+ OVER LIMIT (\$385.00)

PARKING:

HANDICAP ZONE (\$285.00)
 SNOWBIRD/2-6/OTHER (\$42.00)
 FIRE LANE/HYDRANT (\$42.00)

OTHER MOVING:

CARELESS DRIVING-NO CRASH (\$185.00)
 STOP SIGN OR SEMAPHORE (\$135.00)
 FAIL TO YIELD TO PEDESTRIAN (\$185.00)
 FAIL TO YIELD SCHOOL PTRL (\$335.00)
 INATTENTIVE DRIVER-NO CRASH (\$125.00)
 WRONG ADDRESS ON LICENSE (\$105.00)
 MUST HAVE TWO HEADLIGHTS (\$125.00)
 OVER CENTER LINE (\$135.00)
 IMPROPER PASS,SIGNAL,TURN (\$135.00)
 ILLEGAL WINDOW TINT (\$135.00)
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**HOWARD LAKE
 POLICE DEPARTMENT**

625 8th Avenue
 Howard Lake
 320.543.3670

In Partnership with
 Annandale Police Department
 Buffalo Police Department
 Minnesota State Patrol
 Wright County Sheriff's Office

**DRIVE S.M.A.R.T.
 ALTERNATIVE DISPOSITION PROGRAM**

You are eligible for our Alternative Disposition Program, DRIVE SMART. This program allows you the opportunity to resolve your citation through a less formal process. Traffic violators who qualify for this program have the option of attending DRIVE SMART instead of paying the standard fine. You must respond to this citation within 10 days. The 2 hour Safe Driving Program provides an overview of the latest traffic laws and teaches experienced drivers how to be more aware and more focused behind the wheel. If you wish to participate, you must come to the Howard Lake Police Department within 10 days of receiving your citation to complete the necessary paperwork. The fee for the class is \$75, which is payable by cash or check when you register for the class at Howard Lake Police Department. If you choose not to participate in DRIVE SMART you must respond to your citation within 30 days or your citation will be certified to your record which could ultimately result in a suspension of your driving privileges.

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