

**IN THE MUNICIPAL COURTS OF THE CITIES OF FOREST GROVE AND CORNELIUS,  
COUNTY OF WASHINGTON, STATE OF OREGON**

In the Matter of Establishing	)	
Traffic Court Violations Bureau	)	General Order No. 19-02
Fine Schedule and related matters	)	

Upon the determination that the efficient disposition of this Court's business and the convenience of persons charged with traffic offenses so requires:

**I. VIOLATIONS BUREAU**

IT IS HEREBY ORDERED that there is established a Traffic Court Violations Bureau, hereinafter called "Bureau", subject to the control and supervision of these Courts, and which shall operate in accordance with the following:

- 1) The Court Supervisor, Municipal Court Clerk and Deputy Municipal Court Clerks are Violations Clerks and Deputy Violations Clerks, respectively.
- 2) All traffic offenses, upon the defendant signing Option 2 on the back of the summons, or entering a written plea of guilty or no contest on the court form which may be used in its place, may be disposed of by the Bureau except for the following:
  - a) Minor in Possession of Alcohol
  - b) Possession of Marijuana less than an Ounce
  - c) Any violation of the Forest Grove Municipal Code
  - d) Any individual wishing to participate in any juvenile traffic school program
- 3) The Bureau may assign the seatbelt, child seat, distracted driving and pedestrian safety programs to qualifying individuals based on the guidelines outlined by the Municipal Court Judge.
- 4) The Bureau may assign the vehicle compliance program to qualifying individuals based on the guidelines outlined by the Municipal Court Judge.
- 5) The Bureau may impose the specified fine, instead of the presumptive fine amount, as set forth in the following "Violations Bureau Schedule" upon Defendant's plea.
- 6) Payment of presumptive fine constitutes consent to forfeiture of the presumptive fine by the Bureau, except when the base fine is accompanied by:
  - a) A Not Guilty Plea
  - b) A request for a hearing; or
  - c) A letter of explanation

- 7) The Bureau shall endeavor to obtain immediate payment of the fine, but may extend time for payment upon defendant signing a "Deferred Payment Agreement" form. The Bureau shall allow discretion in allowing for a time payment.
- 8) The Bureau shall impose the specified fines in the following "Violations Bureau Schedule". Costs, which are reflected in "Violations Bureau Schedule", include, but are not limited to assessments set forth under Oregon Revised Statute.
- 9) Upon receipt by mail of the presumptive fine set on the citation with the plea of NOT GUILTY and request for a trial, the Bureau shall deposit the presumptive fine into the appropriate Trust Fund and the matter shall be set for trial. If the defendant has failed to appear for a trial in this court previously, in order to waive arraignment and set the matter for trial, they will be required to post the presumptive fine listed on their citation per ORS 153.061(4). If the defendant does not deposit the presumptive fine, they must personally appear in Court at the arraignment date and time listed on the citation.
- 10) Upon receipt by mail of the presumptive fine set on the citation with no accompanying plea or with the plea of NO CONTEST and no accompanying letter of explanation, the full amount of the presumptive fine shall be forfeited and the Bureau shall deposit the presumptive fine into the appropriate fund.
- 11) Upon receipt by mail of the presumptive fine set on the citation with an accompanying letter of explanation by the defendant, the Bureau shall deposit the presumptive fine in the City Bond Trust Fund and forward the citation and letter to the Judge handling traffic files for consideration.
- 12) Upon a Guilty by Default finding by the Violations Bureau an additional 30% will be added to the presumptive fine.

## II. VIOLATIONS BUREAU SCHEDULE

The Forest Grove and Cornelius Municipal Court Violations Bureau will assess fines in the following amount for Citations issued ON OR AFTER JANUARY 1, 2018. The fine and assessments are included in this schedule.

### Traffic Citations:

#### A. General Violations

##### **Class A Violation**

- First offense within 3 years \$310.00
- Second offense within 3 years \$375.00
- Third offense within 3 years \$440.00

##### **Class A Violation – Special Zone**

- First offense within 3 years \$614.00
- Second offense within 3 years \$745.00
- Third offense within 3 years \$875.00

**Class B Violation**

- First offense within 3 years \$187.00
- Second offense within 3 years \$226.00
- Third Offense within 3 years \$265.00

**Class B Violation – Special Zone**

- First offense within 3 years \$369.00
- Second offense within 3 years \$447.00
- Third offense within 3 years \$525.00

**Class C Violation**

- First offense within 3 years \$117.00
- Second offense within 3 years \$141.00
- Third offense within 3 years \$165.00

**Class C Violation – Special Zone**

- First Offense within 3 years \$229.00
- Second Offense within 3 years \$277.00
- Third Offense within 3 years \$325.00

**Class D Violation**

- First Offense within 3 years \$82.00
- Second Offense within 3 years \$99.00
- Third Offense within 3 years \$115.00

**Class D Violation – Special Zone**

- First Offense within 3 years \$159.00
- Second Offense within 3 years \$192.00
- Third Offense within 3 years \$225.00

**B. Driving While Suspended – Class A Violation**

- If has not obtained valid license No Reduction
- If has obtained valid license (and no prior License violations) amend to “No Operators License” and reduce to \$265.00

**C. Operating without Driving Privileges – Class B Violation**

- If has not obtained valid license No Reduction
- If has obtained valid license and no like offense \$187.00
- If expired less than 90 days, renews license prior to Arraignment date and pays \$50 administrative fee DISMISS

**D. Driving Uninsured – Class B Violation**

- If has not obtained valid insurance No Reduction
- If has obtained valid insurance after date and time of traffic stop and no prior conviction \$187.00
- If has valid proof of insurance at date and time of traffic stop DISMISS

E. Fail to Carry Proof of Insurance

- If has valid insurance at time of traffic stop
- If does not supply valid proof of insurance at time of stop

DISMISS  
See General  
Schedule

III. TERMS OF THIS ORDER

Terms of this order apply to all traffic offenses committed in the portion of Washington County lying within the corporate boundaries of the City of Forest Grove and the City of Cornelius.

IV. PRIOR ORDERS

All prior orders of the Courts concerning the matters covered herein are superseded and vacated by this order.

EFFECTIVE the 11th day of December, 2019.

MADE AND ENTERED this 11<sup>th</sup> day of December, 2019.



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Virginia Petersen, Presiding Judge  
Forest Grove Municipal Court  
Cornelius Municipal Court