

TOLEDO MUNICIPAL CLERK OF COURT  
Vallie Bowman-English, Clerk

2025 Budget Hearing  
December 2, 2025

# TOLEDO MUNICIPAL CLERK OF COURT

## Vallie Bowman-English, Clerk

The Clerk of Toledo Municipal Court is responsible for maintaining the public record on all court cases in Toledo Municipal Court as well as collecting and distributing fines, fees, bail and other moneys associated with these cases. These responsibilities are defined under Ohio Revised Code Section 1901.31.

### Office Structure

In 2025, the Clerk's office will be staffed by 76 deputy clerks under Clerk Vallie Bowman-English. The office is divided into two divisions: the Criminal / Traffic Division and the Civil Division.

- Criminal / Traffic Division

The Criminal / Traffic division is responsible for processing criminal and traffic cases. In addition to maintaining the public record of the cases, the division also assists the public, attorneys and law enforcement agencies that use the services of the court.

- Civil Division

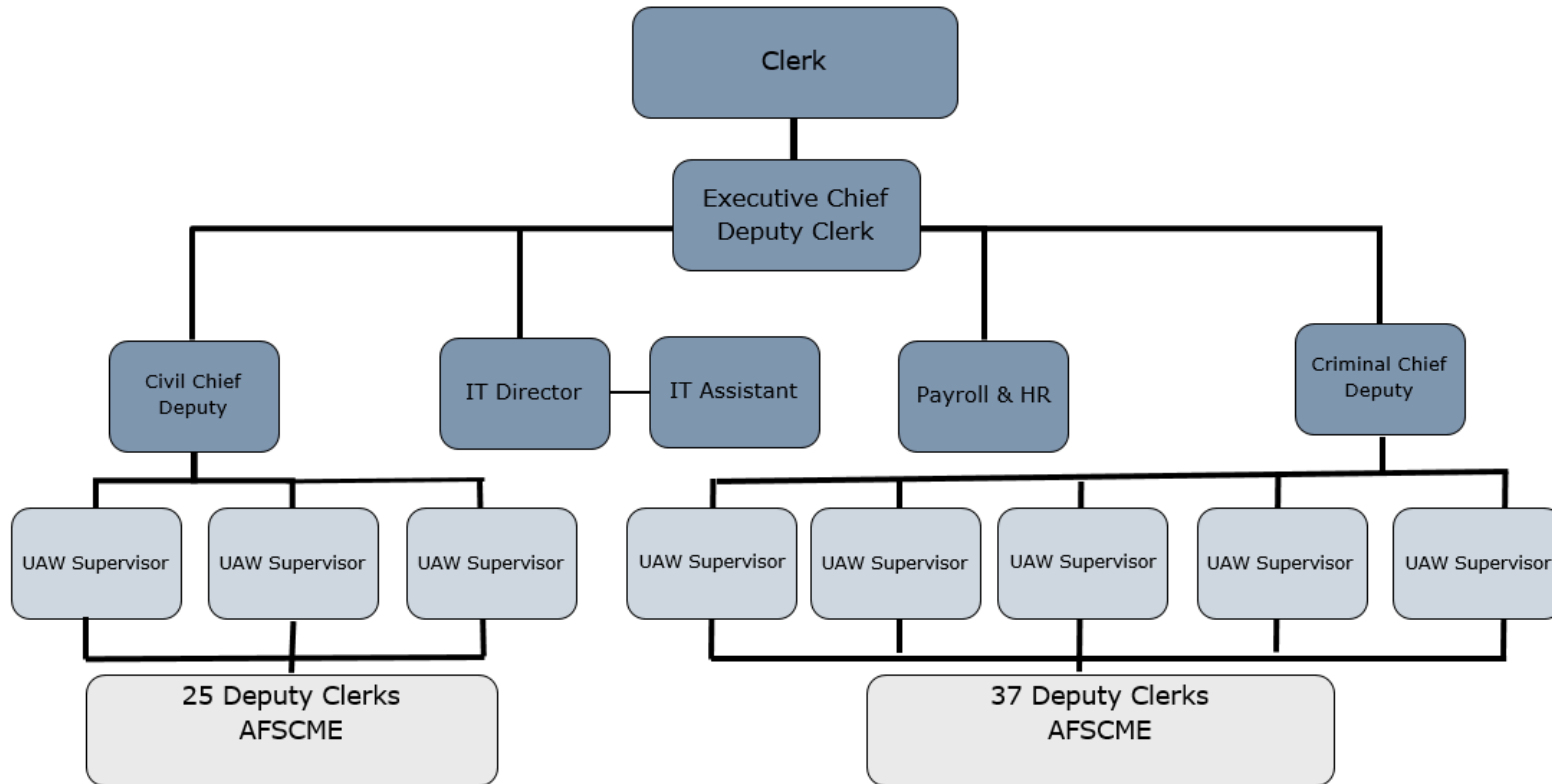
The Civil Division processes civil and small claims cases. Not only does the division maintain all records relating to civil actions, they also process wage garnishments and trusteeships. Types of cases processed are account, damages, evictions, rent escrow, injunctive relief (license appeal), replevins, judgment transfers and foreign judgments.

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## Vallie Bowman-English, Clerk

### Organization Chart

Positions funded in 2025 Budget



# TOLEDO MUNICIPAL CLERK OF COURT

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### 2025 Staffing

76 Deputy Clerks

The clerk's office has used technology to modernize many processes over the last 20 years. We need to hire a second IT staff member to continue to serve our citizens efficiently.



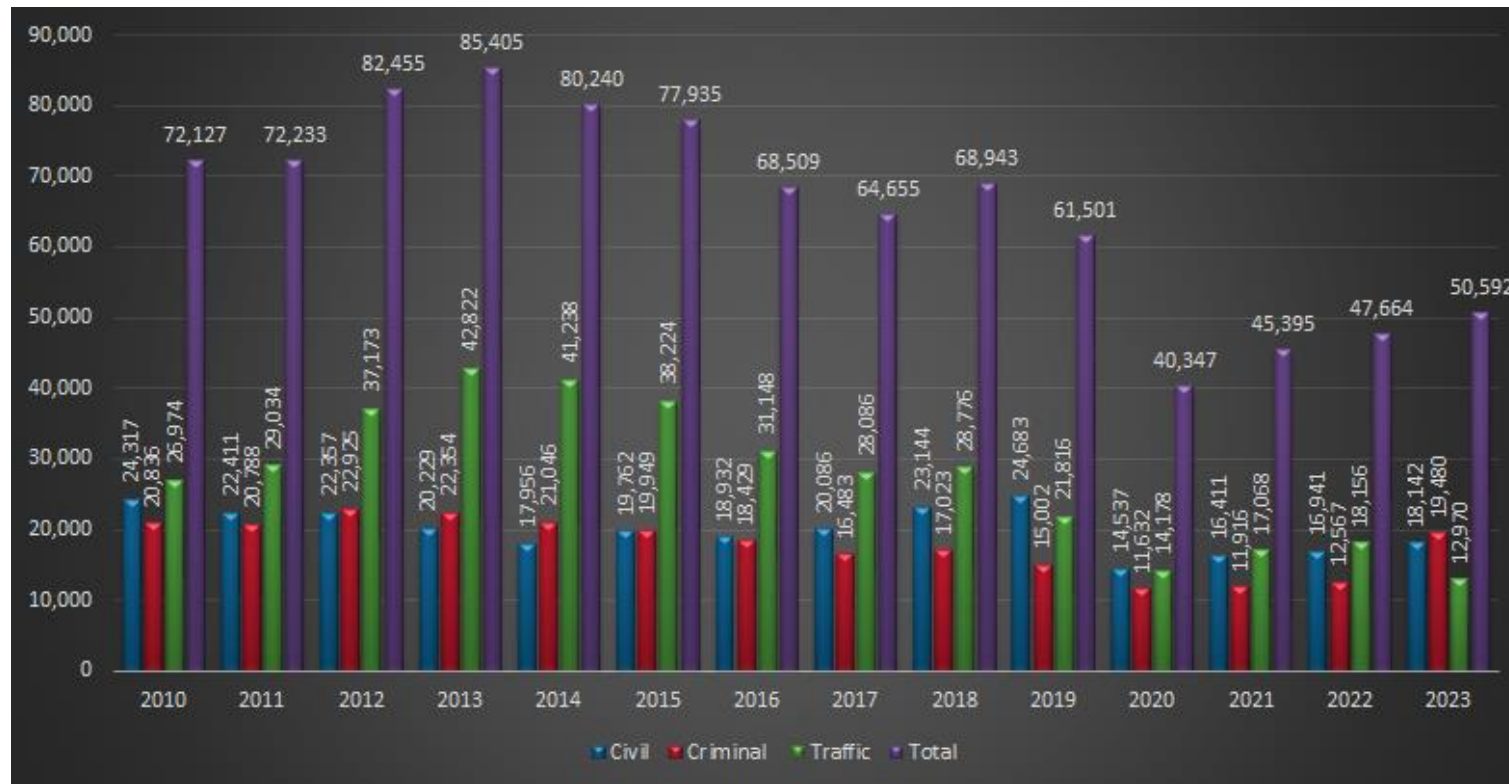
# TOLEDO MUNICIPAL CLERK OF COURT

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### Case Filings

In 2023, 50,592 cases were filed in Toledo Municipal Court. While case levels have not recovered to pre-pandemic levels, this is a 6.14% increase over 2022.

Case Filings 2010 - 2023



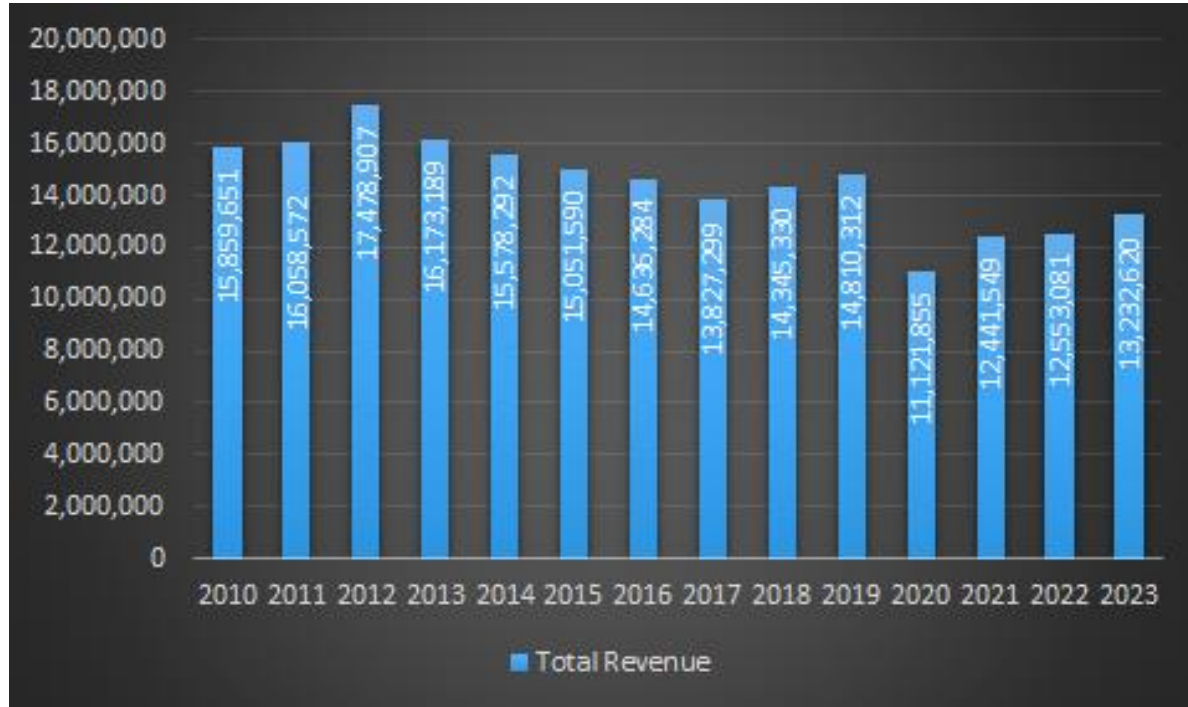
# TOLEDO MUNICIPAL CLERK OF COURT

## Vallie Bowman-English, Clerk

### Revenue Collection

In 2023, \$13,232,620.34 of revenue was collected. This is a 5.41% increase from 2022.

Revenue Collection 2010 – 2023

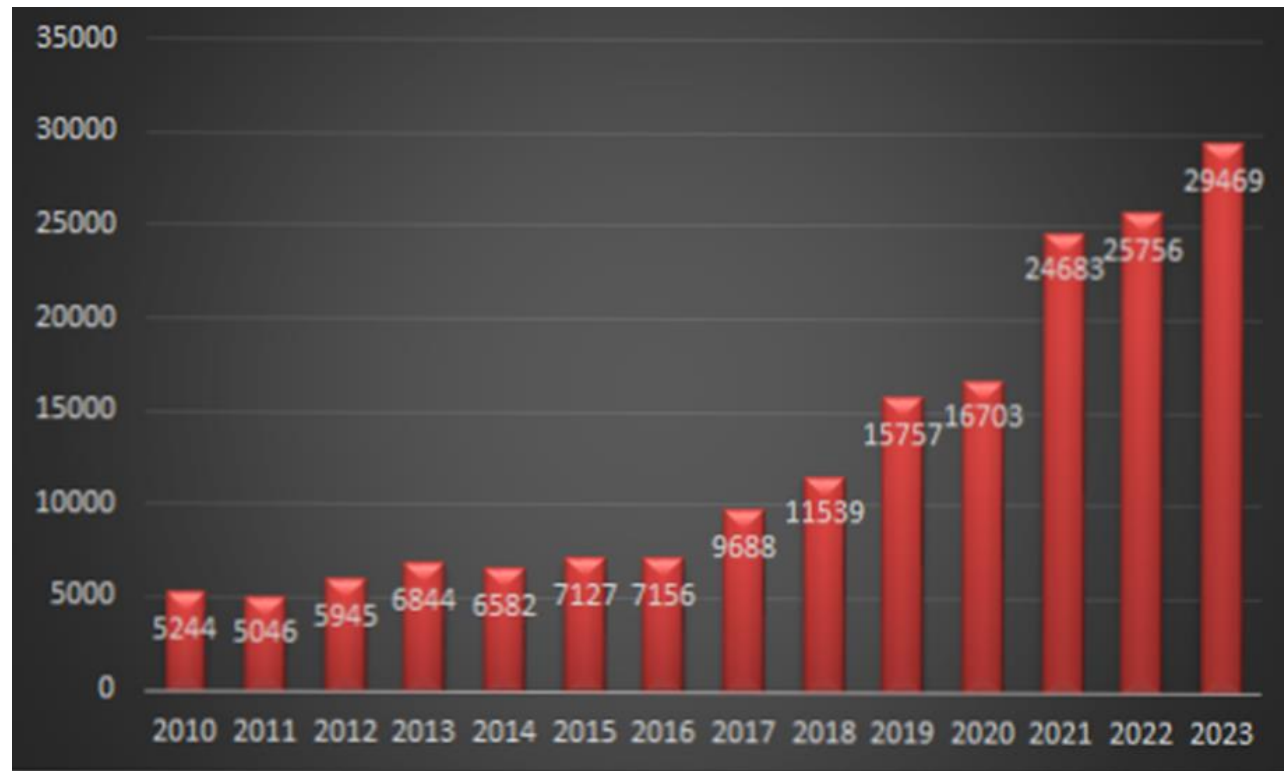


# TOLEDO MUNICIPAL CLERK OF COURT

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### Criminal / Traffic Motion Increases

Criminal / Traffic Motions filed by Year



# TOLEDO MUNICIPAL CLERK OF COURT

## Vallie Bowman-English, Clerk

### Expenditure Budget by Category

#### General Fund

<b>Category</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Amended</b>	<b>2025 Proposed</b>
Labor	3,086,467	3,615,767	3,665,568	3,969,430	4,401,428
Overtime	29,287	74,369	47,336	52,000	65,000
Pension	428,153	508,040	515,935	558,796	622,304
Employment Taxes & Medical	1,159,368	1,217,396	1,182,542	1,345,354	1,427,283
Supplies	416,808	396,474	502,437	648,524	823,919
Services	524,752	516,018	573,029	600,125	634,507
<b>Total</b>	<b>5,644,835</b>	<b>6,328,064</b>	<b>6,486,847</b>	<b>7,174,229</b>	<b>7,974,441</b>



# TOLEDO MUNICIPAL CLERK OF COURT

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### General Fund Revenue Collection

General fund revenue collection is projected to increase to higher than pre-pandemic levels.

Account Code	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
6755 - Witness Fees	(58.11)	0.00	0.00	(16.73)	0.00	0.00	0.00
6756 Jury Fees	7,250.00	0.00	4,400.00	2,901.00	3,089.00	4,485.00	686.00
6820 City Fines	129,054.35	100,976.94	99,142.59	61,938.03	54,780.79	57,170.09	66,261.00
6822 Electronic Monitoring Fees	0.00	0.00	0.00	0.00	0.00	0.00	1,272.00
6830 State Fines	84,423.88	47,558.50	73,401.09	47,221.34	47,849.43	47,015.33	61,446.00
6840 Civil Costs	1,220,436.83	977,289.17	1,310,631.87	1,443,211.85	1,495,415.77	1,512,752.69	1,595,200.00
6845 Certified Mail	235,319.72	158,148.24	186,281.38	179,719.32	192,943.44	195,860.99	213,151.00
6850 City Costs	106,255.99	82,833.41	91,775.65	66,912.27	58,040.03	57,169.50	66,956.00
6860 State Costs	672,190.54	433,560.14	539,350.66	535,635.90	608,288.55	836,617.50	714,458.00
6870 Bond Forf	4,715.00	13,565.00	26,131.00	4,305.00	6,765.00	5,960.00	42,074.00
6880 Late Penalty	20,079.12	9,747.00	9,732.00	9,060.00	11,458.00	11,223.00	14,400.00
8990 Misc Rev	3,768.28	3,213.78	20,179.07	6,980.53	3,321.90	3,667.50	4,077.00
<b>Total</b>	<b>2,483,435.60</b>	<b>1,826,892.18</b>	<b>2,361,025.31</b>	<b>1,822,232.61</b>	<b>2,481,951.91</b>	<b>2,731,921.60</b>	<b>2,779,981.00</b>

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### **Collection of Delinquent Accounts**

*Over \$33 million collected since 2005*



- The Clerk continued to collect past due money owed to Toledo Municipal Court through the collection program she implemented in 2005.
- 60 days after payment is due to the court, unpaid balances are sent to a collection firm.
- TMC transmits the cases electronically to the collection firm on a weekly basis
- The collection firm adds a thirty percent collection fee to the amount the defendant owes Toledo Municipal Court and only receives it after the Court is paid in full.
- Through the end of October, \$1,143,072 was collected on delinquent accounts in 2024.
- More than \$33,000,000 has been collected through the program at no cost to the Court or to the City's general fund.