

TOLEDO MUNICIPAL CLERK OF COURT
Vallie Bowman-English, Clerk

2024 Budget Hearing
February 12, 2024

TOLEDO MUNICIPAL CLERK OF COURT

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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

The Clerk's office is staffed by 75 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

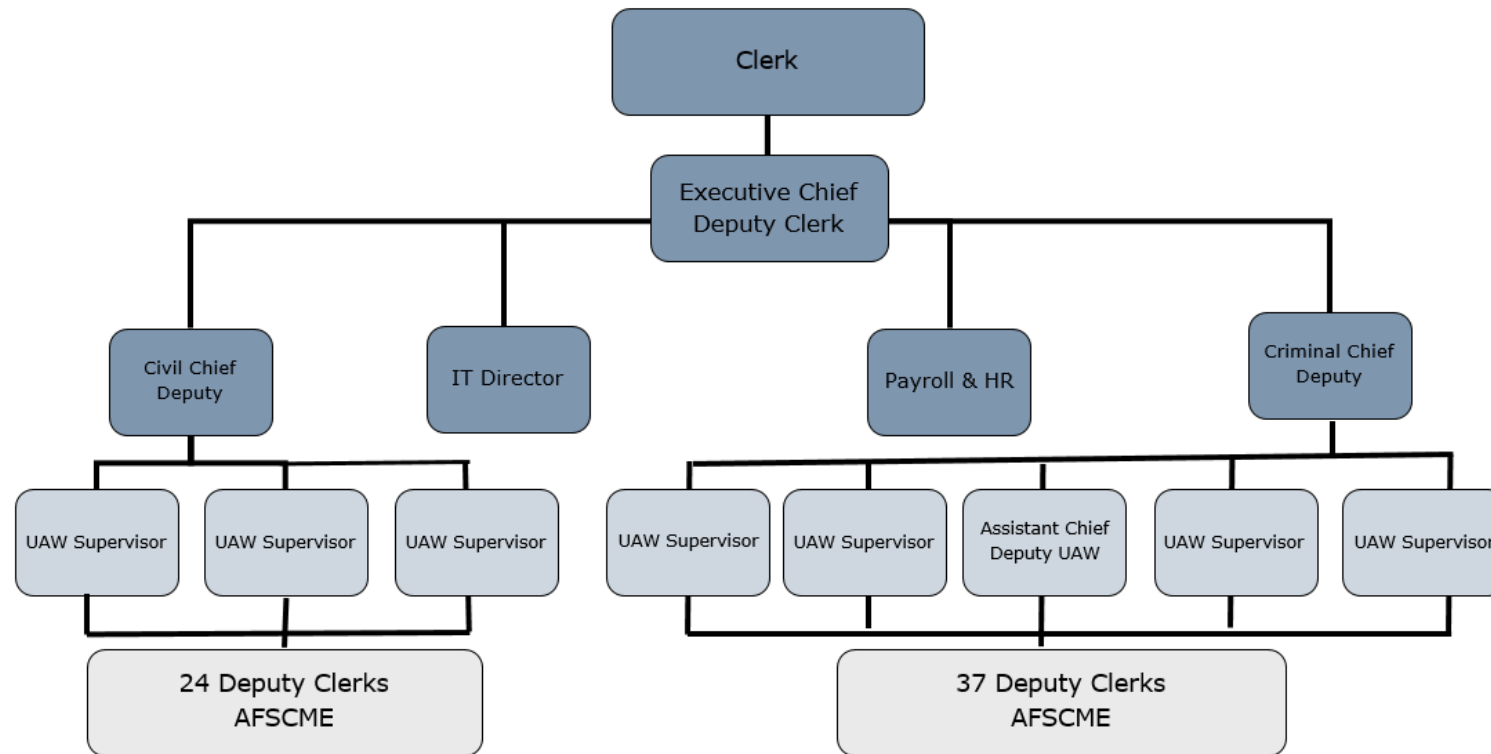
The Civil Division processes civil and small claims cases. Not only does the division maintain all records relating to civil actions, they also process wage garnishments and trusteeships. Types of cases processed are account, damages, evictions, rent escrow, injunctive relief (license appeal), replevins,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

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Organization Chart

Positions funded in 2024 Budget



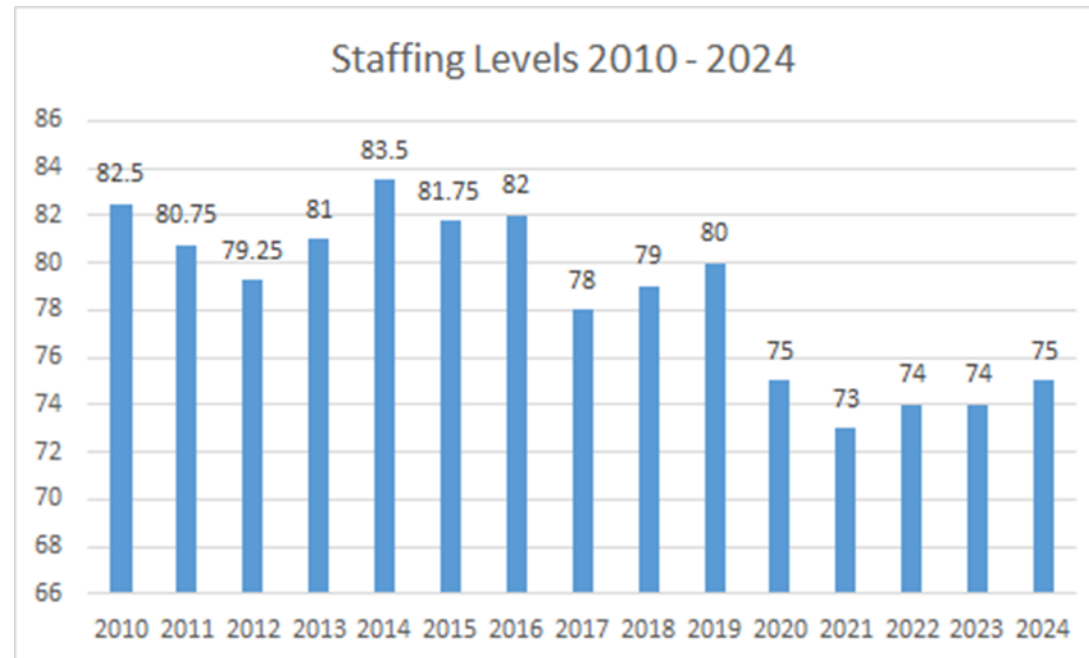
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2024 Staffing

75 Deputy Clerks

The clerk's office has struggled to fill vacancies the past two years. Staffing levels are beginning to stabilize.



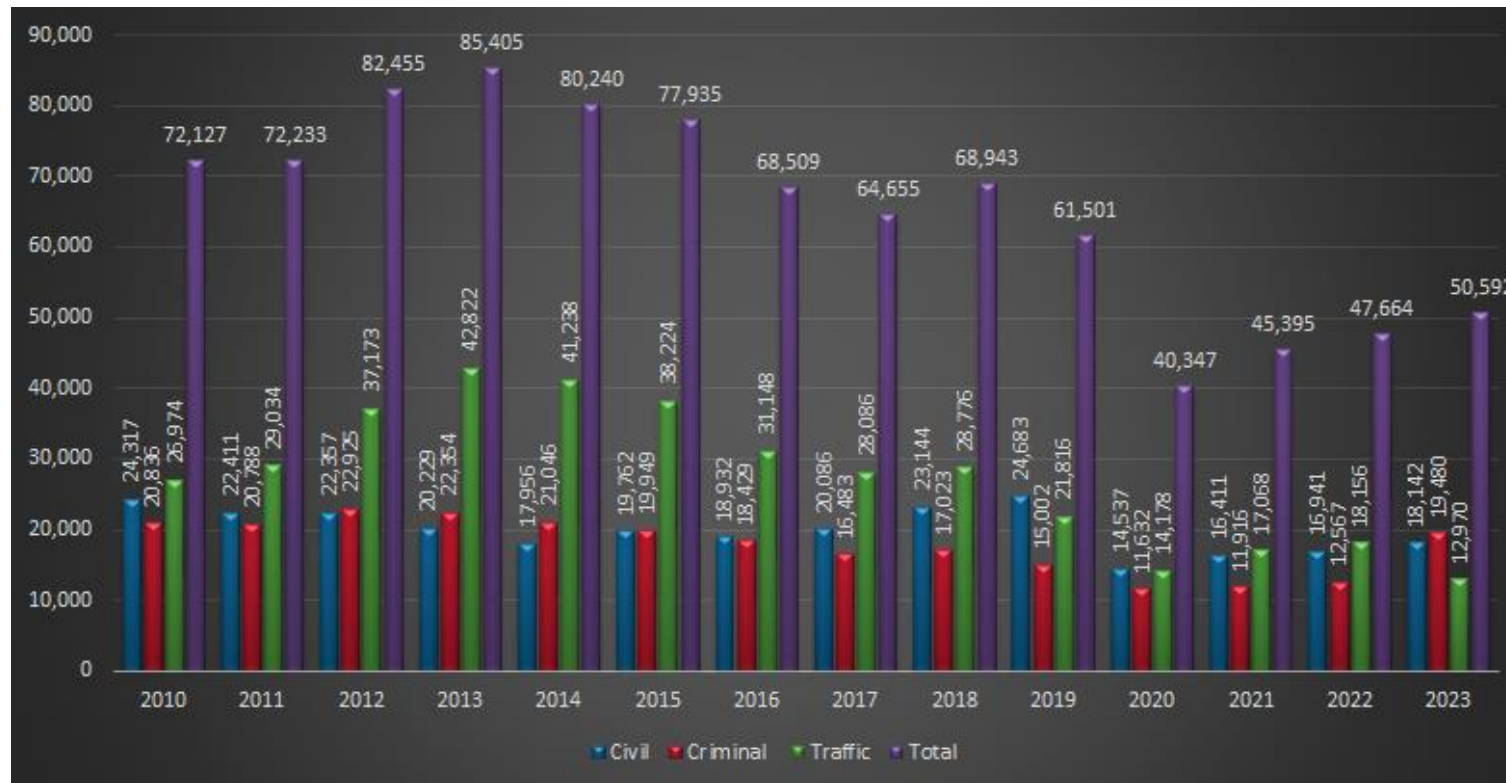
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Case Filings

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



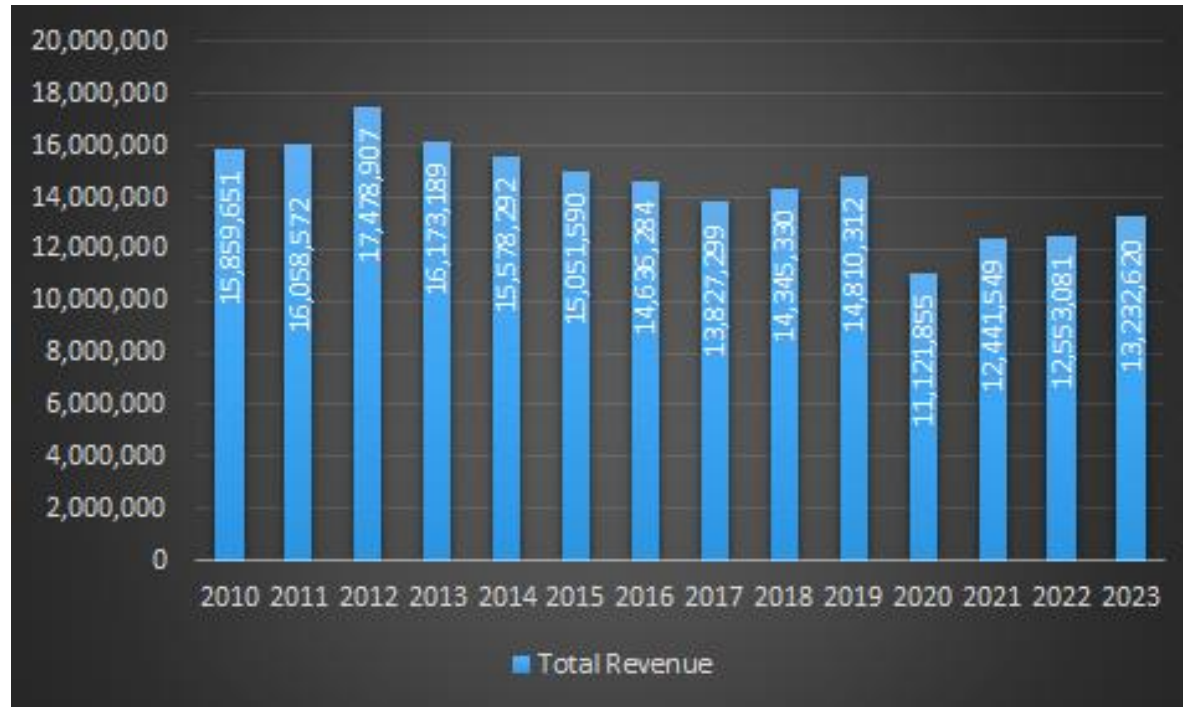
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Revenue Collection

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

Revenue Collection 2010 – 2023

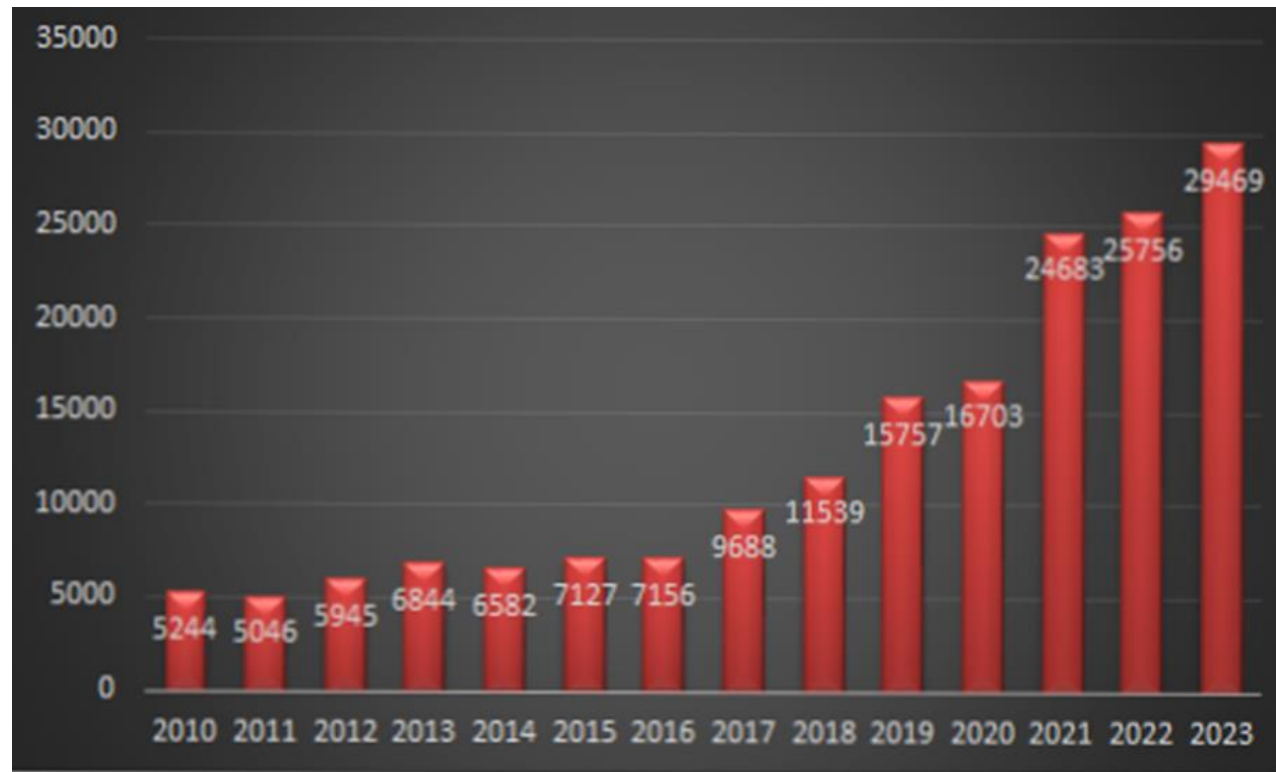


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Criminal / Traffic Motion Increases

Criminal / Traffic Motions filed by Year



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Expenditure Budget by Category

General Fund

Expenditure Category	2020 Actual	2021 Actual	2022 Actual	2023 Amended	2024 Proposed
Labor	3,181,433	3,086,467	3,615,767	3,847,972	3,969,430
Overtime	37,103	29,287	74,369	51,810	52,000
Pension	446,163	428,153	508,040	544,221	558,796
Employment Taxes & Medical	1,025,098	1,159,368	1,217,396	1,271,382	1,345,354
Supplies	322,604	416,808	396,474	394,632	510,524
Services	439,047	524,752	516,018	784,942	608,125
Total	5,451,448	5,644,835	6,328,064	6,894,959	7,044,229

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General Fund Revenue Collection

Account Code	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Budget
6755 Witness Fees	(58.11)	0.00	0.00	(16.73)	0.00	0.00
6756 Jury Fees	7,250.00	0.00	4,400.00	2,901.00	3,089.00	4,485.00
6820 City Fines	129,054.35	100,976.94	99,142.59	61,938.03	54,780.79	57,170.09
6830 State Fines	84,423.88	47,558.50	73,401.09	47,221.34	47,849.43	47,015.33
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
6845 Certified Mail	235,319.72	158,148.24	186,281.38	179,719.32	192,943.44	195,860.99
6850 City Costs	106,255.99	82,833.41	91,775.65	66,912.27	58,040.03	57,169.50
6860 State Costs	672,190.54	433,560.14	539,350.66	535,635.90	608,288.55	836,617.50
6870 Bond Forfeitures	4,715.00	13,565.00	26,131.00	4,305.00	6,765.00	5,960.00
6880 Late Penalty	20,079.12	9,747.00	9,732.00	9,060.00	11,458.00	11,223.00
8990 Misc. Rev	3,768.28	3,213.78	20,179.07	6,980.53	3,321.90	3,667.50

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Collection of Restitution: *A benefit to the defendant and the victim*

Giving Defendants more payment options and up to date information

Prior to the clerk accepting restitution payments, defendants had to pay restitution to the probation office. Defendants couldn't look up how much they owed in restitution nor could they find out their restitution balance when they called the Clerk's office. Defendants were also limited to paying their restitution by cash or check.

Today, defendants can pay their restitution in person, by mail, online through the Clerk's website or over the phone Monday through Friday between the hours of 7:30 AM and 7:30 PM. Restitution payments can be made in cash, by check, money order or by credit and debit card.

Helping Victims receive full and timely restitution

Increased payments options also helps victims receive restitution in a timelier manner. Nearly 68% of the payments received in the criminal / traffic division in 2023 were in an electronic format: either by credit card, debit card or electronic transfer. Limiting restitution payments to cash or check limited defendants' ability to make payments.

The biggest change for victims is that the Clerk helps collect the restitution if it goes past due. When restitution goes past due, the Clerk will send the amount to collections pursuant to Ohio Revised Code 2929.28(G)(1).

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Collection of Delinquent Accounts

Over \$31 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.
- In 2023, \$1,192,356 was collected on delinquent accounts.
- More than \$31,000,000 has been collected through the program at no cost to the Court or to the City's general fund.