

# TOLEDO MUNICIPAL CLERK OF COURT

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Vallie Bowman-English, Clerk

2023 Budget Hearing  
January 23, 2023

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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 74 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

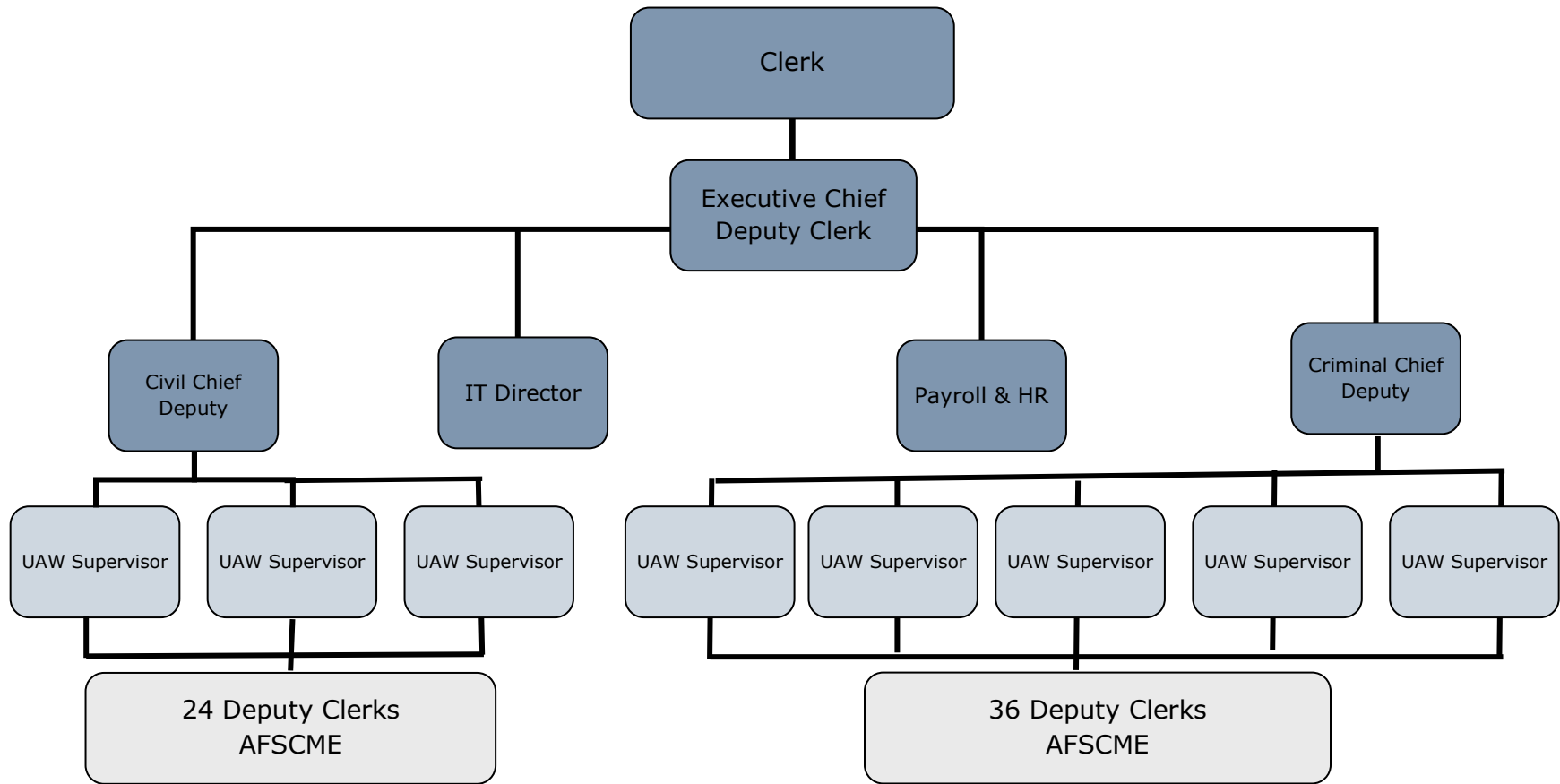
The Civil Division processes civil and small claims cases. Not only does the division maintain all records relating to civil actions, they also process wage garnishments and trusteeships. Types of cases processed are account, damages, evictions, rent escrow, injunctive relief (license appeal), replevins,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

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## Organization Chart

Positions funded in 2023 Budget



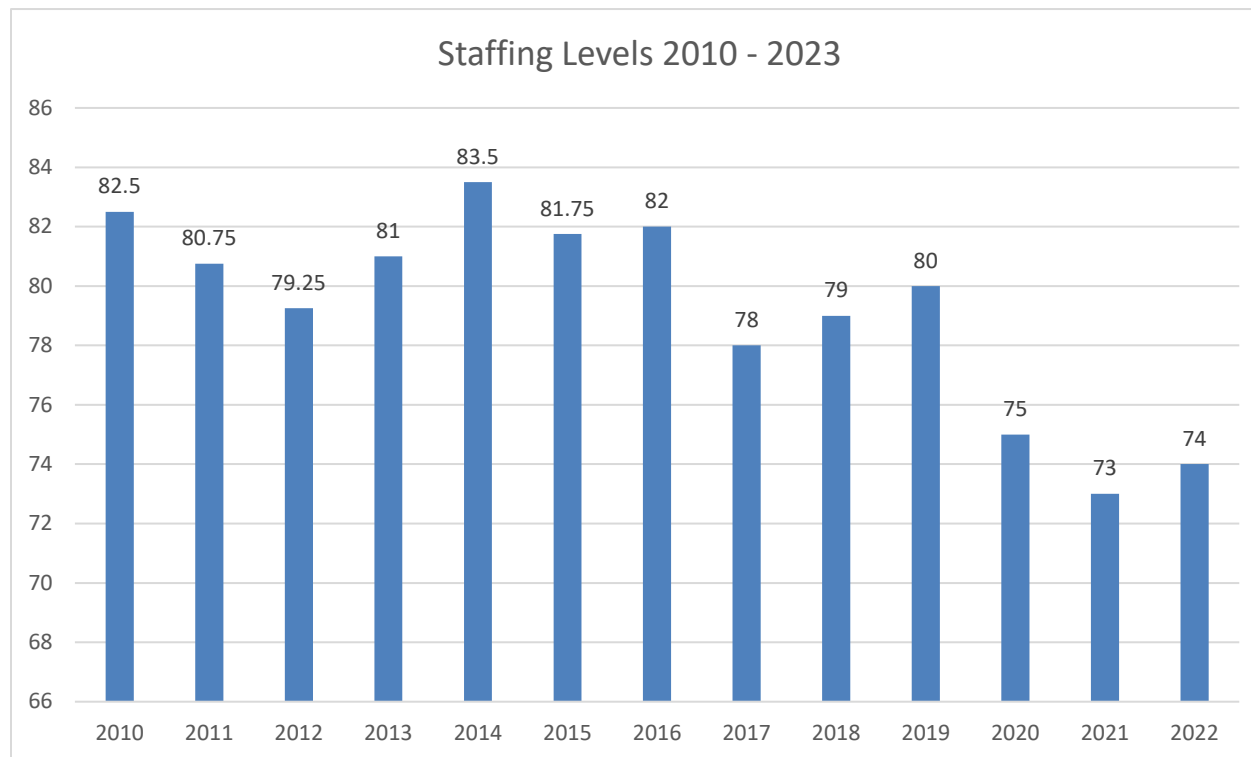
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## 2023 Staffing

74 Deputy Clerks

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



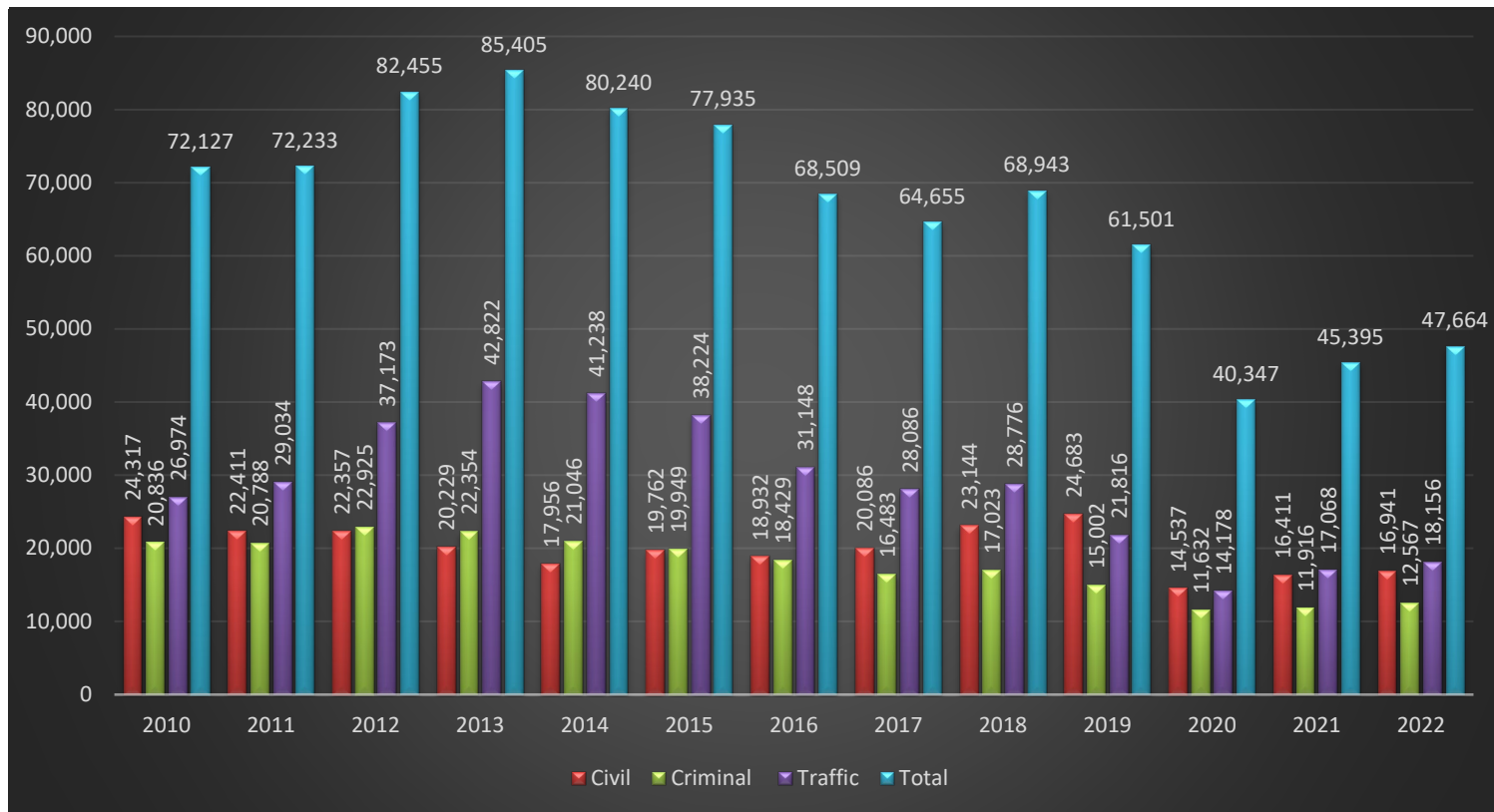
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## Case Filings

In 2022, 47,664 cases were filed in Toledo Municipal Court. While case levels have not recovered to pre-pandemic levels, this is 5% increase over 2021.

Case Filings 2010 - 2022



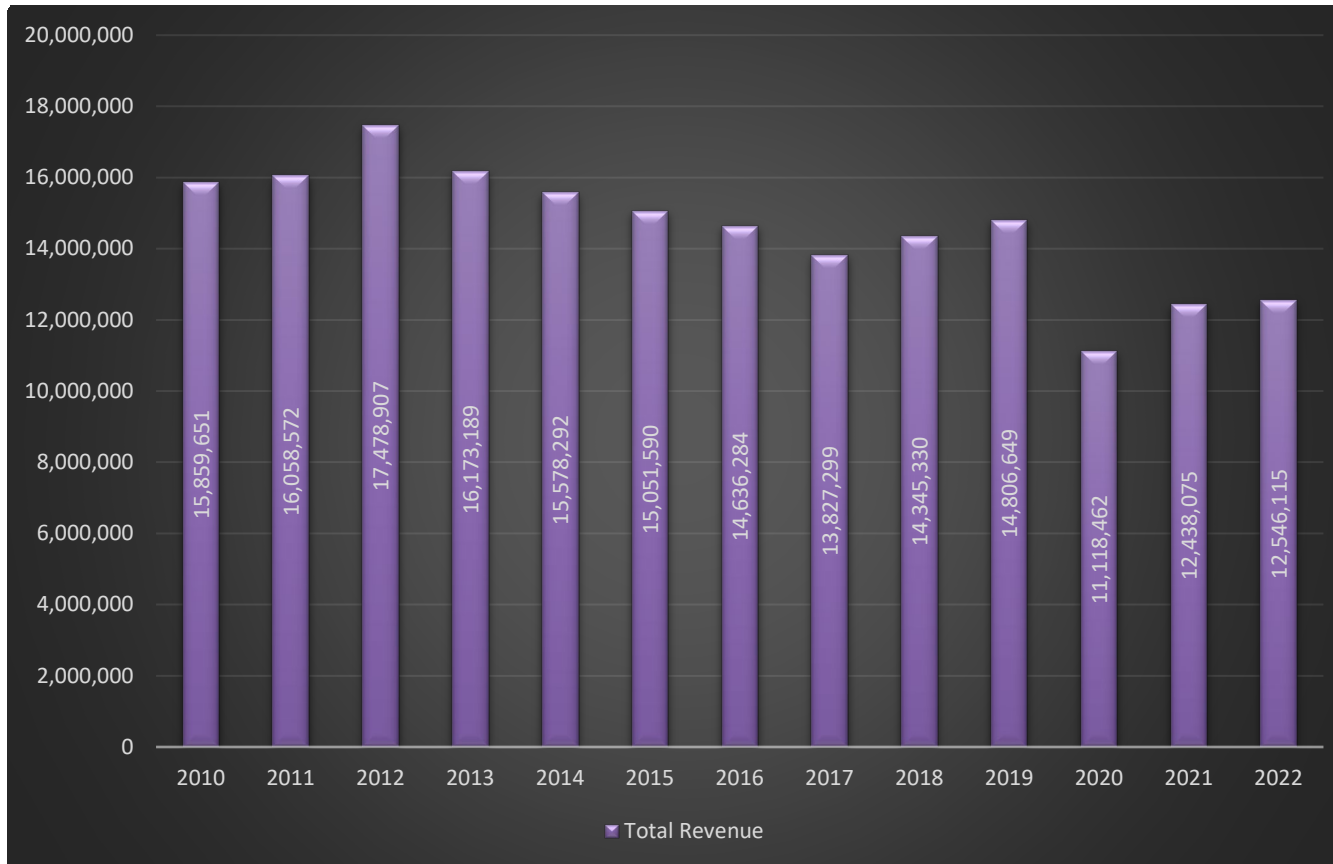
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## Revenue Collection

In 2022, \$12,546,115 of revenue was collected. This is a slight increase of \$108,040 from 2021.

Revenue Collection 2010 – 2022



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## Expenditure Budget by Category

### General Fund

Expenditure Category	2019 Actual	2020 Actual	2021 Actual	2022 Amended	2023 Proposed
Labor	3,236,982	3,181,433	3,086,467	4,016,790	3,847,972
Overtime	24,813	37,103	29,287	50,000	51,810
Pension	452,293	446,163	428,153	562,957	544,221
Employment Taxes & Medical	1,040,504	1,025,098	1,159,368	1,297,761	1,271,382
Supplies	510,502	322,604	416,808	463,150	394,715
Services	540,704	439,047	524,752	588,428	784,858
<b>Total</b>	<b>5,805,798</b>	<b>5,451,448</b>	<b>5,644,835</b>	<b>6,979,085</b>	<b>6,894,959</b>

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## General Fund Revenue Collection

Account Code	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Budget
6755 - Witness Fees	(58.11)	0.00	0.00	(16.73)	0.00
6756 Jury Fees	7,250.00	0.00	4,400.00	2,901.00	3,268.00
6820 City Fines	129,054.35	100,976.94	99,142.59	61,938.03	66,740.00
6830 State Fines	84,423.88	47,558.50	73,401.09	47,221.34	50,574.00
6840 Civil Costs	1,220,436.83	977,289.17	1,310,631.87	1,443,211.85	1,447,340.00
6845 Certified Mail	235,319.72	158,148.24	186,281.38	179,719.32	183,668.00
6850 City Costs	106,255.99	82,833.41	91,775.65	66,912.27	65,500.00
6860 State Costs	672,190.54	433,560.14	539,350.66	535,635.90	557,745.00
6870 Bond Forf	4,715.00	13,565.00	26,131.00	4,305.00	5,200.00
6880 Late Penalty	20,079.12	9,747.00	9,732.00	9,060.00	9,540.00
8990 Misc Rev	3,768.28	3,213.78	20,179.07	3,059.54	3,600.00



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## Collection of Delinquent Accounts

*Over \$30.5 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 2022, \$1,184,077 was collected on delinquent accounts.
- More than \$30,500,000 has been collected through the program at no cost to the Court or to the City's general fund.