

TOLEDO MUNICIPAL CLERK OF COURT
Vallie Bowman-English, Clerk

2026 Budget Hearing
January 6, 2026

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 2026, 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

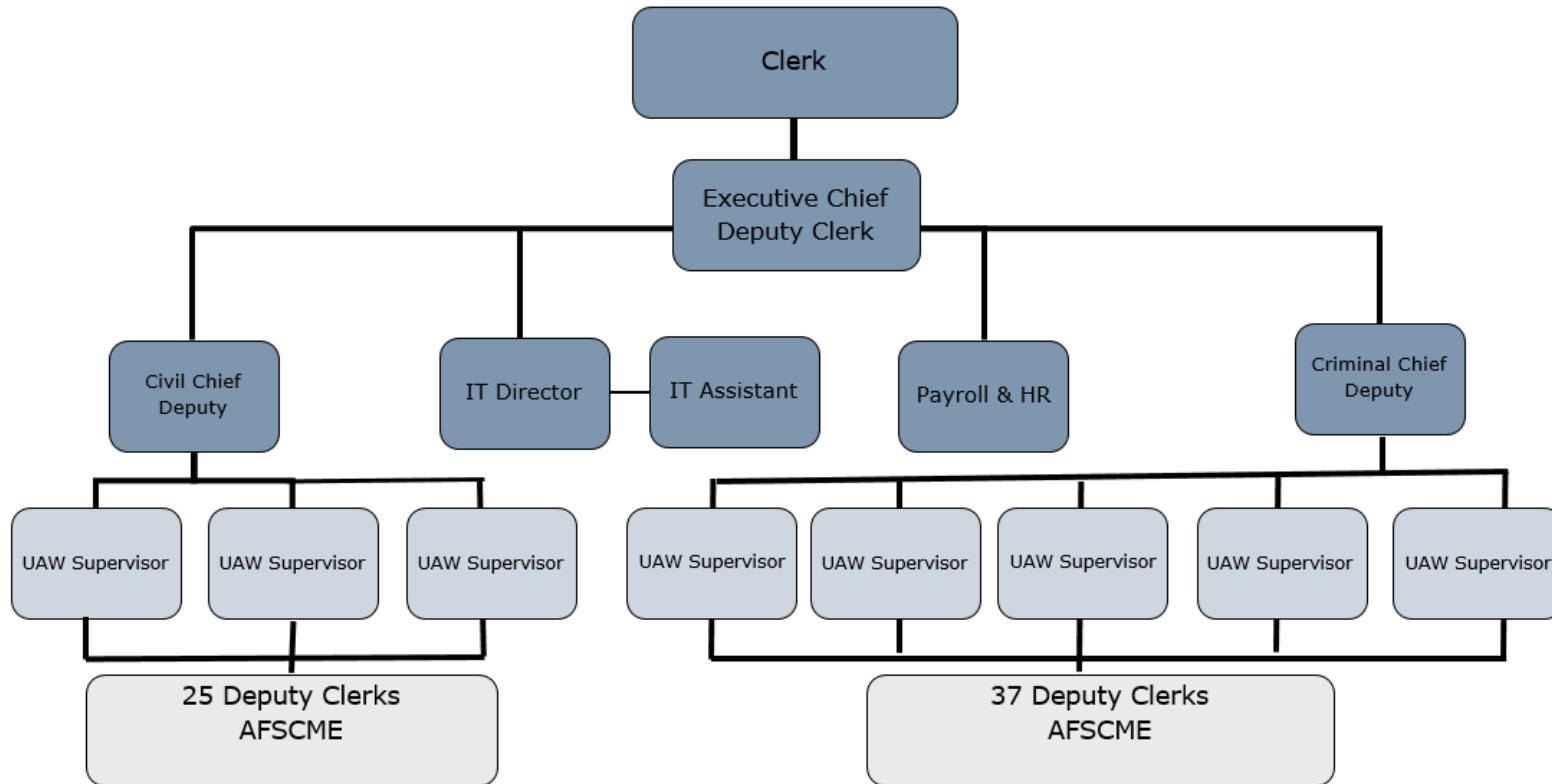
The Civil Division processes civil and small claims cases. Not only does the division maintain all records relating to civil actions, they also process wage garnishments and trusteeships. Types of cases processed are account, damages, evictions, rent escrow, injunctive relief (license appeal), replevins,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

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Organization Chart

Positions funded in 2026 Budget

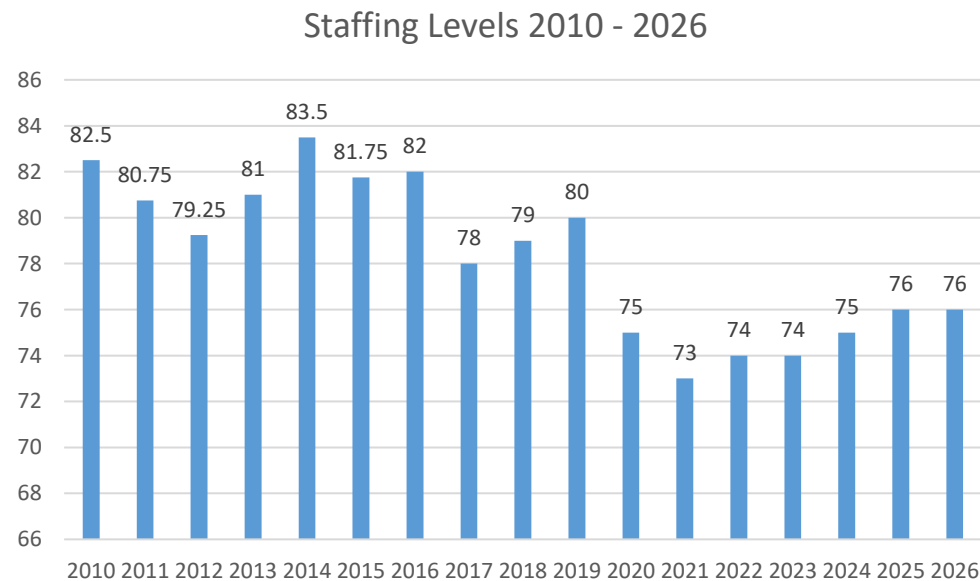


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2026 Staffing
76 Deputy Clerks

In January 2026, the clerk’s office will be fully staffed.



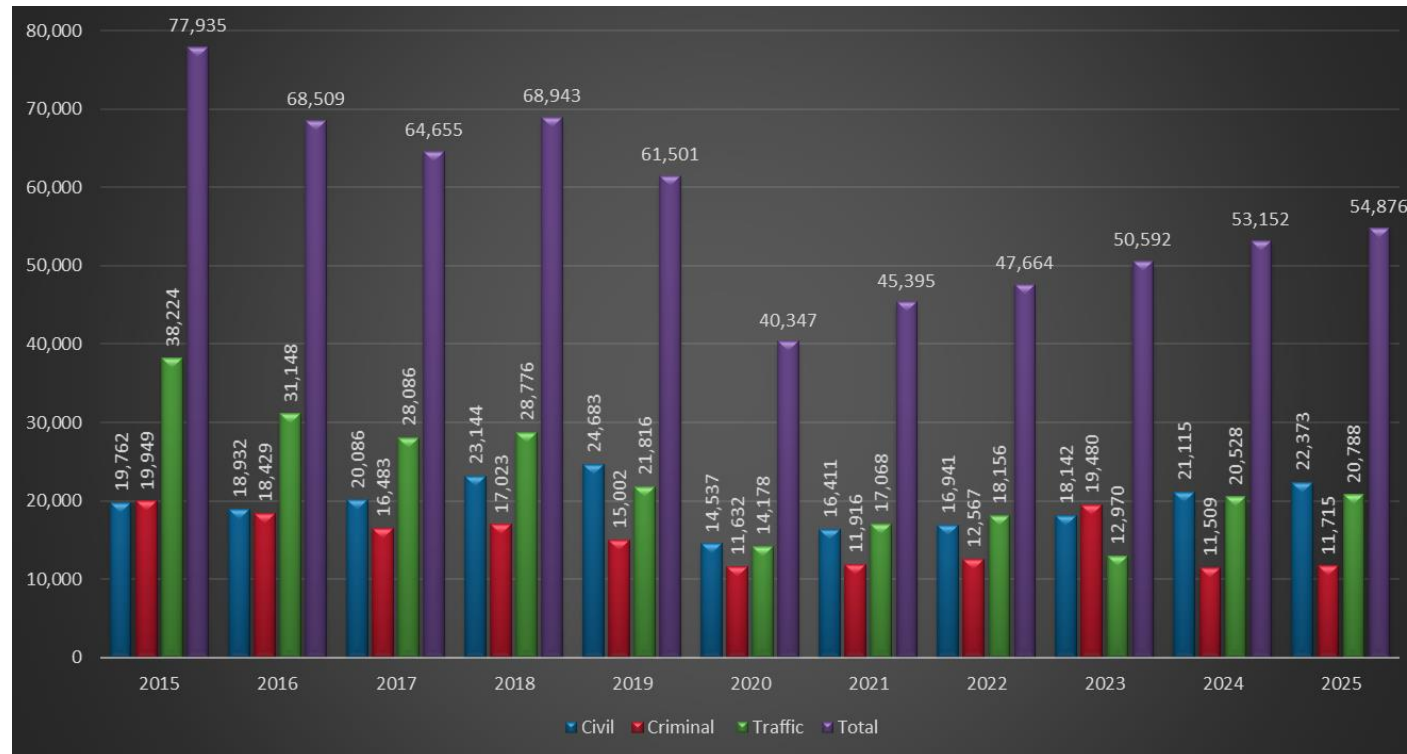
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Case Filings

Case Filings are incrementally increasing since the pandemic of 2020.

Case Filings 2010 - 2025



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Expenditure Budget by Category

General Fund

Category	2022 Actual	2023 Actual	2024 Actual	2025 Amended	2026 Proposed
Labor	3,615,767	3,665,568	3,641,502	4,321,424	4,520,323
Overtime	74,369	47,336	43,822	65,000	59,970
Pension	508,040	515,935	512,484	622,304	634,571
Employment Taxes & Medical	1,217,396	1,182,542	1,364,967	1,427,283	1,664,709
Supplies	396,474	502,437	628,398	767,196	768,313
Services	516,018	573,029	463,061	760,007	771,915
Capital	0	0	0	11,227	0
Total	6,328,064	6,486,847	6,654,235	7,974,441	8,419,801

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General Fund Revenue Collection

2019 – 2024 Actual
2025 and 2026 Budget

Account Code	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Actual	2025 Budget	2026 Budget
6755 - Witness Fees	(58.11)	0.00	0.00	(16.73)	0.00	0.00	0.00	0.00
6756 Jury Fees	7,250.00	0.00	4,400.00	2,901.00	3,089.00	800.00	686.00	1,092.00
6820 City Fines	129,054.35	100,976.94	99,142.59	61,938.03	54,780.79	61,693.33	66,261.00	41,786.14
6822 Electronic Monitoring Fees	0.00	0.00	0.00	0.00	0.00	3,311.40	1,272.00	11,086.29
6830 State Fines	84,423.88	47,558.50	73,401.09	47,221.34	47,849.43	54,591.07	61,446.00	50,977.90
6840 Civil Costs	1,220,436.83	977,289.17	1,310,631.87	1,443,211.85	1,495,415.77	1,643,399.96	1,595,200.00	1,713,829.32
6845 Certified Mail	235,319.72	158,148.24	186,281.38	179,719.32	192,943.44	218,349.13	218,349.13	250,588.97
6850 City Costs	106,255.99	82,833.41	91,775.65	66,912.27	58,040.03	59,519.20	66,956.00	41,038.08
6860 State Costs	672,190.54	433,560.14	539,350.66	535,635.90	608,288.55	679,690.32	714,458.00	670,054.87
6870 Bond Forf	4,715.00	13,565.00	26,131.00	4,305.00	6,765.00	50,534.10	42,074.00	15,797.14
6880 Late Penalty	20,079.12	9,747.00	9,732.00	9,060.00	11,458.00	13,486.20	14,400.00	12,171.82
8990 Misc Rev	3,768.28	3,213.78	20,179.07	6,980.53	3,321.90	3,561.50	4,077.00	2,130.86
Total	2,483,435.60	1,826,892.18	2,361,025.31	1,822,232.61	2,481,951.91	2,788,936.21	2,785,179.13	2,810,553.39

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2026 Priorities

Destruction of Case Files

Over 98,000 cases were imaged and destroyed in 2025



In 2025, 98,162 case files were destroyed pursuant to Ohio Rule of Superintendence 26.06 and Ohio Revised Code 1901.41. These efforts freed up space in the Courthouse and helped to keep offsite storage costs level. The Clerk's office plans to continue this project in 2026.

Increase Customer Service with an AI Chatbot

24/7 interactive customer service



In 2026, the clerk's office will integrate a chatbot into their website. This chatbot will be able to answer user specific questions including how much a person owes the court and when their next court date is scheduled.

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Collection of Delinquent Accounts

Over \$34 million collected since 2005



The Clerk continued to collect past due money owed to Toledo Municipal Court through the collection program she began in 2005. In 2025, \$907,000 was collected on delinquent accounts. More than \$34,000,000 has been collected through the program at no cost to the Court or to the City's general fund.