

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**

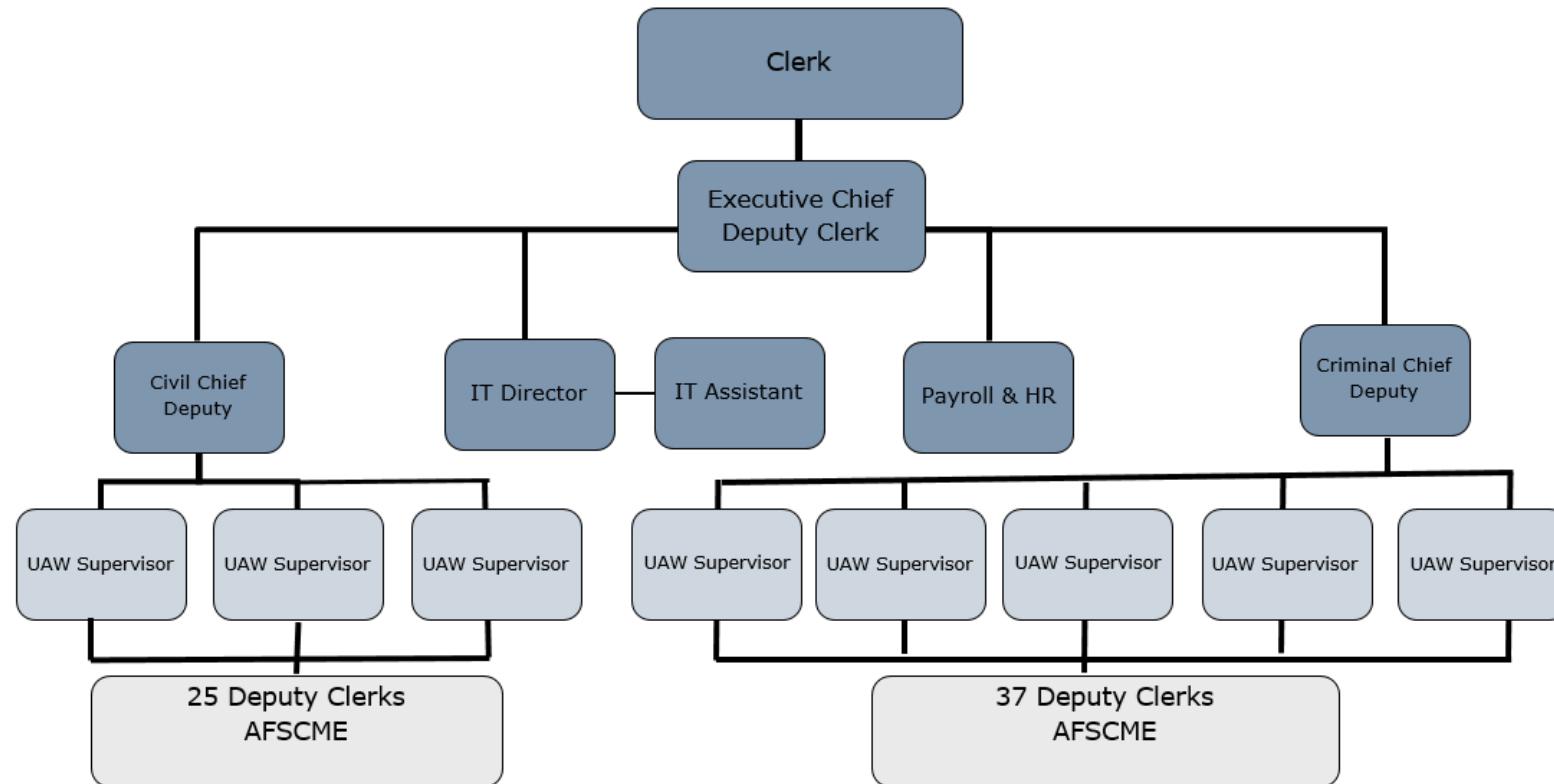
The Civil Division processes civil and small claims cases. Not only does the division maintain all records relating to civil actions, they also process wage garnishments and trusteeships. Types of cases processed are account, damages, evictions, rent escrow, injunctive relief (license appeal), replevins,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



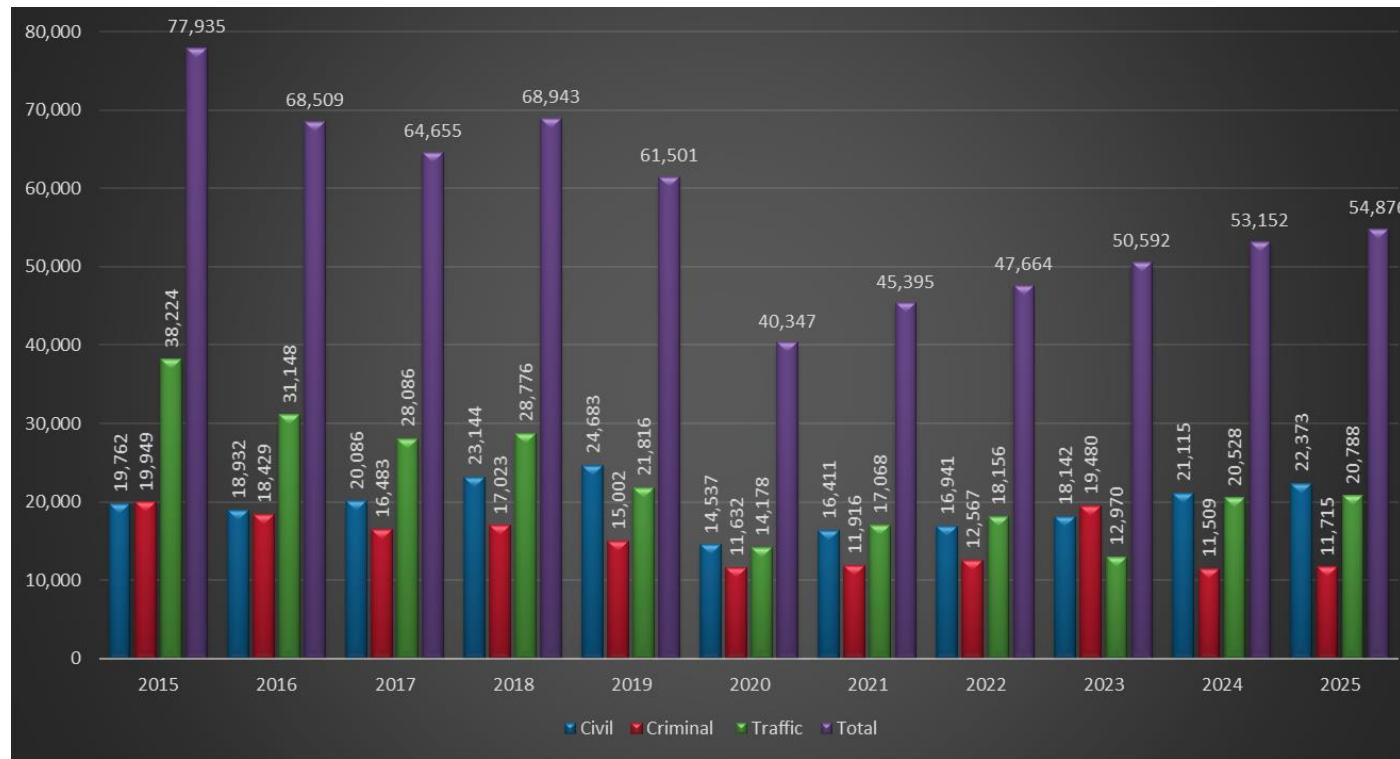
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Case Filings

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 |

TOLEDO MUNICIPAL CLERK OF COURT

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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 |

TOLEDO MUNICIPAL CLERK OF COURT

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2026 Priorities

Destruction of Case Files

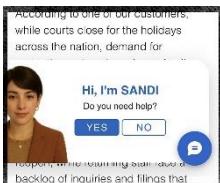
Over 98,000 cases were *imaged and destroyed in 2025*



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.