

## Clerk of Toledo Municipal Court

Vallie Bowman-English  
Clerk of Court

The Clerk of Toledo Municipal Court's office is responsible for maintaining the public record on all court cases in Toledo Municipal Court as well as collecting and distributing fines and fees associated with these cases.

In 2012, the Clerk developed Apple and Android mobile applications that allow users to easily search Toledo Municipal Court case information and court schedules from their mobile phones and devices. Users are able to download the applications free of charge.

The Clerk's office also overhauled the online payment system to give users more specific information on the amount of money they owe the court. Users are now able to see a total amount owed along with a breakdown of money owed by case.

The Real Time Data Entry project was also expanded to the final two courtrooms in Toledo Municipal Court. All 10 courtrooms now have a deputy clerk recording case information in real time. This gives other departments and the public immediate access to the case information. In many instances, it also allows for further processing without having to wait for the case file to be delivered to locations within the court.

The Clerk also expanded the use of technology in the Court by transmitting data electronically to Toledo Legal News. This allowed Toledo Legal News to work without the physical case file. It also reduced the movement of case files within the courthouse and, as a result, decreased the time court personnel looked for missing case files.

Finally, the Clerk upgraded the Small Claims office. Over the years, the small claims office had undergone minor changes while our caseload had significantly increased and computers replaced hand written logs in the collection, transmission and storage of case information. As a result, the small claims area was renovated to include:

1. Ergonomic workstations for employees. The desks in the small office were not designed for computer use and needed to be replaced.
2. Upgraded the public counter to include individual stations with a glass divider.
3. Installed more space efficient file equipment to store our case files.

Clerk of Toledo Municipal Court  
Vallie Bowman-English, Clerk

<b>Filings</b>	<b>2012</b>	<b>2011</b>
Civil Division	22,357	22,411
Criminal / Traffic Division	94,098	78,676
<b>TOTAL</b>	116,455	101,087
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<b>Revenue Collected</b>		
Civil	11,853,750.91	11,337,435.11
Criminal / Traffic	5,625,155.67	4,721,136.68
<b>TOTAL</b>	\$17,478,906.58	\$16,058,571.79
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<b>Revenue Disbursed</b>		
City of Toledo General Fund	3,700,259.91	3,328,638.22
Other City of Toledo Accounts	1,590,206.03	1,387,143.03
Ottawa Hills	20,616.40	17,962.20
Washington Township	1,788.80	2,287.80
University of Toledo	670.00	655.00
Lucas County Treasurer	192,923.44	146,276.51
Lucas County Sheriff	286.00	225.00
Lucas County Drug Fund	40,526.39	41,595.30
Lucas County Law Library Association	8,152.23	8,042.47
Citizens Award Fund / Crime Stoppers	4,344.10	4,296.00
Toledo Area Humane Society	971.00	950.00
Toledo Area Metro Parks	160.00	152.00
Toledo Legal News	199,167.59	189,249.44
Civil Legal Assistance Project	154,980.00	145,481.90
Treasurer of State	1,907,627.56	1,606,694.67
Department of Natural Resources	3,571.00	4,478.00
State Pharmacy Board	8,854.00	14,076.50
Division of Liquor Control	70.00	100.00
Capital Recovery Systems	319,147.61	279,220.04
Fiduciary Accounts - Civil	8,957,303.31	8,697,044.35
Fiduciary Accounts - Trusteeship	105,150.37	89,552.15
Refunded Overpayments	10,494.59	12,000.07
<b>TOTAL</b>	\$17,227,270.33	\$15,976,120.65

Clerk of Toledo Municipal Court  
Civil Division

<b>Filings</b>	<b>2012</b>	<b>2011</b>
Civil General	18,586	18,120
Small Claims	3,758	4,266
Trusteeship	13	25
<b>TOTAL</b>	22,357	22,411

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<b>Activities</b>		
Certificate of Judgment	4,734	4,389
Certified Mail Issued	28,180	28,494
Disbursements - Civil	6,498	8,165
Disbursements - Trusteeship	632	569
Dismissals	5,708	6,066
Executions	122	231
Garnishments	12,731	13,907
Judgments	58,269	56,645
Motions	10,432	10,830
Ordinary Mail Issued	16,149	16,227
Proceeding in Aid	4,750	3,171
Reports	54,029	53,959
Revivors	352	344
Revocations	3	5
Satisfactions	4,889	4,686
Subpoenas	354	482
Terminations	18,767	19,276
Transcripts	120	82
Writ of Restitution	3,145	3,175
<b>TOTAL</b>	229,864	230,703

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<b>Revenue Collected</b>		
Civil Revenue	2,539,660.98	2,468,476.97
Fiduciary Accounts - Civil	9,211,556.98	8,775,504.15
Fiduciary Accounts - Trusteeship	102,532.95	93,453.99
<b>TOTAL</b>	11,853,750.91	11,337,435.11

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<b>Revenue Disbursed</b>		
City of Toledo General Fund	1,409,859.44	1,384,719.07
Other City of Toledo Accounts	343,761.79	334,155.89
Civil Legal Assistance Project	154,980.00	145,481.90
Treasurer of State	431,405.66	414,287.59
Toledo Legal News	199,167.59	189,249.44
Fiduciary Accounts - Civil	8,957,303.31	8,697,044.35
Fiduciary Accounts - Trusteeship	105,150.37	89,552.15
Refunded Overpayments	486.50	493.58
<b>TOTAL</b>	11,602,114.66	11,254,983.97

Clerk of Toledo Municipal Court  
Criminal / Traffic Division

<b>Filings</b>	<b>2012</b>		<b>2011</b>	
	<b>Charges</b>	<b>Cases</b>	<b>Charges</b>	<b>Cases</b>
Traffic	62,251	37,173	49,890	29,034
Criminal	31,847	22,925	28,786	20,788
<b>TOTAL</b>	<b>94,098</b>	<b>60,098</b>	<b>78,676</b>	<b>49,822</b>

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**Revenue Collected**

Fines	1,586,269.72	1,346,849.12
Costs and Fees	4,001,052.13	3,346,244.48
HITT	5,485.73	6,601.59
Bond Forfeitures	22,340.00	9,935.00
Overpayments	10,008.09	11,506.49
<b>TOTAL</b>	<b>5,625,155.67</b>	<b>4,721,136.68</b>

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**Revenue Disbursed**

City of Toledo General Fund	2,290,400.47	1,943,919.15
Other City of Toledo Accounts	1,246,444.24	1,052,987.14
Ottawa Hills	20,616.40	17,962.20
Washington Township	1,788.80	2,287.80
University of Toledo	670.00	655.00
Lucas County Treasurer	192,923.44	146,276.51
Lucas County Sheriff	286.00	225.00
Lucas County Drug Fund	40,526.39	41,595.30
Lucas County Law Library Association	8,152.23	8,042.47
Citizens Award Fund / Crime Stoppers	4,344.10	4,296.00
Toledo Area Humane Society	971.00	950.00
Toledo Area Metro Parks	160.00	152.00
Treasurer of State	1,476,221.90	1,192,407.08
Department of Natural Resources	3,571.00	4,478.00
State Pharmacy Board	8,854.00	14,076.50
Division of Liquor Control	70.00	100.00
Capital Recovery Systems	319,147.61	279,220.04
Refunded Overpayments	10,008.09	11,506.49
<b>TOTAL</b>	<b>5,625,155.67</b>	<b>4,721,136.68</b>