

January 22, 2025

Robert Herron, City Manager
City of Wheeling
Office of the City Manager
City County Building
1500 Chapline Street
Wheeling, WV 26003

RE: 2025-2026 Municipal Court Budget

Dear Mr. Herron:

Pursuant to your Memorandum of January 7, 2025, this will constitute my transmittal letter regarding the proposed 2025-2026 Budget for the Municipal Court Department. Enclosed is the Departmental Budget Request Form which I have completed. I did not complete either the Program Justification Form or the Capital Equipment Outlay Schedule as I did not feel either was applicable to my proposed budget for the coming year. If you do require any additional information with regard to the proposed Municipal Court Budget, please do not hesitate to contact me.

I do not anticipate any additional or unusual expenditures for the coming year. My primary goal will be to again fairly administer and enforce the Ordinances of the City of Wheeling.

Otherwise, I look forward to another successful year for the Municipal Court Department. Thank you once again for the privilege of allowing me to continue to serve the City of Wheeling as its Municipal Court Judge.

Very truly yours,



Jeffrey R. Miller

Author's Internet E-mail:
Jmiller@bhbglaw.com

Enclosure

CITY OF WHEELING
DEPARTMENTAL BUDGET REQUEST
FISCAL YEAR 2025 - 2026

DEPARTMENT/DIVISION: Municipal Court

DEPARTMENT/DIVISION HEAD: Jeffrey R. Miller

LINE ITEM (NUMBER & TITLE)	BUDGET CURRENT YEAR	PROPOSED BASE	NEW PROJECTS AND CAPITAL OUTLAY	BUDGET REQUEST	INCREASES (DECREASES)	APPROVED BY CITY MANAGER
4416.10.1514 Police Judge	18,540.00	18,540.00	0	18,540.00	0	
4416.10.1515 Municipal Court Clerk	41,200.00	41,200.00	0	41,200.00	0	
4416.10.1523 Bonus	400.00	400.00	0	400.00	0	
4416.10.1902 Social Security	1,100.00	1,100.00	0	1,100.00	0	
4416.10.1903 Overtime	0	0	0	0	0	
4416.10.1905 Longevity	0	0	0	0	0	
4416.10.1920 Eye-Dental-Life Insurance	1,700.00	2,000.00	0	2,000.00	+300.00	
4416.10.1921 Hospitalization Insurance	38,000.00	43,000.00	0	43,000.00	+5,000.00	
4416.10.1924 Medicare Contributions	750.00	750.00	0	750.00	0	
4416.20.2134 Insurance	4,000.00	7,000.00	0	7,000.00	+3,000.00	
4416.20.2149 Tech Ref. & Services	6,000.00	11,000.00	0	11,000.00	+5,000.00	
4416.20.2171 Workers Compensation	1,000.00	1,000.00	0	1,000.00	0	
4416.20.2173 Telephone LD-Charges	0	500.00	0	500.00	+500.00	
4416.20.2232 Regional Jail Exp-Trans	5,000.00	4,000.00	0	4,000.00	(1,000.00)	
4416.20.2233 Traffic Fines-Trans	5,000.00	3,000.00	0	3,000.00	(2,000.00)	
4416.20.2235 Community Correction	1,000.00	1,000.00	0	1,000.00	0	
4416.20.2236 Law Enforcement Training	1,200.00	1,200.00	0	1,200.00	0	
4416.20.3146 Postage	1,200.00	2,000.00	0	2,000.00	+800.00	
4416.30.3135 Office Supplies	3,000.00	4,000.00	0	4,000.00	+1,000.00	
4416.40.4151 Capital Outlays	1,000.00	1,000.00	0	1,000.00	0	

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