

January 13, 2021

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

***RE: 2021-2022 Municipal Court Budget***

Dear Mr. Herron:

Pursuant to your Memorandum of January 6, 2021, this will constitute my transmittal letter regarding the proposed 2021-2022 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 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:*

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Enclosure

**CITY OF WHEELING**  
**DEPARTMENTAL BUDGET REQUEST**  
**FISCAL YEAR 2021 – 2022**

<b>DEPARTMENT/DIVISION: Municipal Court</b>			<b>DEPARTMENT/DIVISION HEAD: Jeffrey R. Miller</b>				
<b>LINE ITEM (NUMBER &amp; TITLE)</b>	<b>BUDGET CURRENT YEAR</b>	<b>PROPOSED BASE</b>	<b>NEW PROJECTS AND CAPITAL OUTLAY</b>	<b>BUDGET REQUEST</b>	<b>INCREASES (DECREASES)</b>	<b>APPROVED BY CITY MANAGER</b>	
4416.10.1514 Police Judge	\$16,970	\$18,000	0	\$18,000	+\$1,030		
4416.10.1515 Municipal Court Clerk	\$30,909	\$31,000	0	\$31,000	+\$91		
4416.10.1523 Bonus	\$325	\$325	0	\$325	0		
4416.10.1902 Social Security	\$1,052	\$1,125	0	\$1,125	+\$73		
4416.10.1903 Overtime	0	0	0	0	0		
4416.10.1905 Longevity	\$780	\$800	0	\$800	+\$20		
4416.10.1920 Eye-Dental-Life Insurance	\$865	\$1,700	0	\$1,700	+\$835		
4416.10.1921 Hospitalization Insurance	\$21,194	\$22,000	0	\$22,000	+\$806		
4416.10.1924 Medicare Contributions	\$710	\$725	0	\$725	+\$15		
4416.20.2134 Insurance	\$4,314	\$4,500	0	\$4,500	+\$186		
4416.20.2149 Tech Ref. & Services	0	0	0	0	0		
4416.20.2171 Workers Compensation	\$1,347	\$1,300	0	\$1,300	(\$47)		
4416.20.2173 Telephone LD-Charges	0	0	0	0	0		
4416.20.2232 Regional Jail Exp-Trans	\$32,020	\$20,000	0	\$20,000	(\$12,020)		
4416.20.2233 Traffic Fines-Trans	\$5,620	\$5,750	0	\$5,750	+\$130		
4416.20.2235 Community Correction	\$8,010	\$8,250	0	\$8,250	+\$240		
4416.20.2236 Law Enforcement Training	\$1,610	\$1,750	0	\$1,750	+\$140		
4416.20.3146 Postage	\$2,161	\$2,000	0	\$2,000	(\$161)		
4416.30.3135 Office Supplies	\$1,845	\$2,000	0	\$2,000	+\$155		
4416.40.4151 Capital Outlays	\$1,459	\$1,500	0	\$1,500	+\$41		