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January 28, 2020

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

RE: 2020-2021 Municipal Court Budget

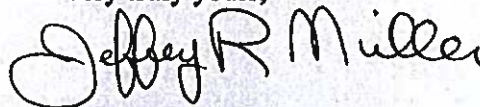
Dear Mr. Herron:

Pursuant to your Memorandum of December 20, 2019, this will constitute my transmittal letter regarding the proposed 2020-2021 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
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Enclosure

CITY OF WHEELING
DEPARTMENTAL BUDGET REQUEST
FISCAL YEAR 2020 – 2021

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	\$17,309	\$18,000	0	\$18,000	+\$691		
4416.10.1515 Municipal Court Clerk	\$30,912	\$31,000	0	\$31,000	+\$88		
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	\$1,655	0	\$1,655	+\$790		
4416.10.1921 Hospitalization Insurance	\$19,297	\$21,612	0	\$21,612	+\$2,315		
4416.10.1924 Medicare Contributions	\$715	\$725	0	\$725	+\$10		
4416.20.2134 Insurance	\$4,163	\$4,288	0	\$4,288	+\$125		
4416.20.2149 Tech Ref. & Services	0	0	0	0	0		
4416.20.2171 Workers Compensation	\$1,210	\$1,210	0	\$1,210	0		
4416.20.2173 Telephone LD-Charges	0	0	0	0	0		
4416.20.2232 Regional Jail Exp-Trans	\$25,100	\$20,000	0	\$20,000	-\$5,100		
4416.20.2233 Traffic Fines-Trans	\$4,290	\$4,000	0	\$4,000	-\$290		
4416.20.2235 Community Correction	\$6,460	\$6,000	0	\$6,000	-\$460		
4416.20.2236 Law Enforcement Training	\$1,380	\$1,200	0	\$1,200	-\$180		
4416.20.3146 Postage	\$2,320	\$2,700	0	\$2,700	+\$380		
4416.30.3135 Office Supplies	\$1,615	\$2,500	0	\$2,500	+\$885		
4416.40.4151 Capital Outlays	\$2,530	\$1,500	0	\$1,500	-\$1,030		