

S U S A N

C O M B S

TEXAS COMPTROLLER *of* PUBLIC ACCOUNTS

P.O. Box 13528 • AUSTIN, TX 78711-3528



July 1, 2013

The Honorable Liz McGill
County Clerk
Tom Green County
124 W. Beauregard Ave.
San Angelo, Texas 76903-5835

Dear Ms. McGill:

Our office is in the process of compiling the *2014 Sheriffs' and Constables' Fees* report as required under Texas Local Government Code Section 118.131. This law requires each commissioners court to set fees charged for civil services by the offices of the sheriff and constables and directs that these fees be reported to the Comptroller.

By law, each year these fees must be set before Oct. 1, and reported to the Comptroller's office no later than Oct. 15. We will compile and publish the report, and the new fees become effective on Jan. 1, 2014. Failure to meet this deadline will result in 2013 fees remaining in effect throughout 2014.

Enclosed are instructions for reporting the 2014 fees to our office. To review and file your county's revised fees, please use the following digit access ID code to gain access 14630275. Please complete the *2014 Sheriffs' and Constables' Fees* report electronically by Oct. 15, 2013. Please be aware that even if the county has no changes in fees, the county is still responsible for reporting that information to the Comptroller's office. The county is also responsible for reviewing the listed fees for accuracy.

The *2014 Sheriffs' and Constables' Fees* report will be available on our Texas Ahead website at www.texasahead.org/lga/sheriffs on Jan. 1, 2014.

If you need assistance completing the report, please contact Russell Gallahan of our Economic Development and Analysis Division at russell.gallahan@cpa.state.tx.us or 1-800-531-5441, ext. 3-6073.

Sincerely,

A handwritten signature in cursive script that reads "Susan Combs".

Susan Combs

Enclosure

cc: The Honorable Michael D. Brown
Russell Gallahan, EDA Regional Representative

Sheriffs' and Constables' Fees Update

Due by Oct. 15, 2013

Effective January 1, 2014

ATTENTION: County Judge and Commissioners Court

Changes to your Sheriffs' and Constables' fees for 2014, as authorized by Texas Local Government Code Section 118.131, must be submitted to the Comptroller's office no later than Oct. 15, 2013. To meet this deadline and to comply with the law, you must:

- place this item on your commissioners court meeting agenda
- adopt the fees before Oct. 1, 2013.

ATTENTION: County Clerk

To report your 2014 fees go to www.texasahead.org/lga/sheriffs and click on the blue "Report Fee Updates" button. This will bring up the Sheriffs' and Constables' Fees reporting tool. Enter the access code listed on the enclosed letter and select Submit. The new page will list current fees that are in effect for your county.

- If there are no changes, please indicate by marking "**Submit With No Fee or Address Changes.**"
- Enter the required information and submit.

OR

- If the commissioners court adopted changes on or before Oct. 1, 2013, please indicate by marking "**Submit With Fee or Address Changes.**"
- Please enter the required information and use the submit button to go to the next page.
- Change or add any new fees your county may have adopted for 2014.
- Use the tool bar located above the list of fees to add new fees or to change the address and/or phone number that you want to appear in the online report.
- When all changes have been completed, use the submit button at the bottom of the page.

Thank you for your assistance with this matter. If you have questions, please contact your regional representative at russell.gallahan@cpa.state.tx.us or 1-800-531-5441, ext. 3-6073.

PROPOSED 2014 TOM GREEN COUNTY SHERIFF'S AND CONSTABLES FEES

Fee Name	Fee Amount
NOTICES:	
Subpoena-Civil (issued more than five days from court date)	\$75.00
Subpoena-Civil (issued five days or less from court date)	\$95.00
Summons	\$75.00
Writ of Attachment (plus \$30.00 per hour per officer after first two hours)	\$150.00
Writ of Garnishment	\$150.00
Writ of Sequestration (plus \$30.00 per hour per officer after first two hours)	\$150.00
Order of Sale (plus straight 5% commission)	\$150.00
Writ of Possession (plus \$30.00 per hour per officer after first two hours)	\$150.00
Forcible Entry and Detainer	\$75.00
Notice, Precepts, Show Cause	\$75.00
Writ of Execution (plus straight 5% commission)	\$150.00
Writs (all types not listed)	\$150.00
SERVICE FEES:	
All Civil Citations	\$75.00
Citation by Posting	\$25.00
Citation by Publication (plus a separate check to Standard Times of \$49.00)	\$75.00
Expunction (per agency)	\$15.00
OTHER SERVICE FEES:	
Writ of Execution (plus straight 5% commission)	\$150.00
Any Other Writ	\$150.00
Cancellation Fee, Order of Sale or Writ of Execution (except tax Foreclosure Orders)	\$250.00
With plaintiff direction to withhold or release levy, withhold collection, cancel or recall writ without Sheriff or Constable completing collection of judgment and costs, shall include all costs and cancellation fees.	