



District Clerk Newsletter

Thomas A. Wilder, District Clerk



DISTRICT CLERK CORNER

Dear Legal Professionals:

Well, it's been a tough few months for everyone. Thankfully, we have only had 5 cases of the virus out of 175 deputies spread over 4 courts buildings. Three people are still in quarantine with no symptoms and who tested negative. Hopefully, we will be fully staffed again soon.

FYI, budget hearings begin in Commissioners Court Monday, August 10th at 9am.

County elected, and appointed officials will discuss their budget request with the Court for FY2021. You can view these proceedings at (<http://www.tarrantcounty.com/en/commissioners-court/commissioners-court-agenda-videos.html>). Subsequent Commissioner Court meetings that normally occur on Tuesday are also available. Decisions are made there that affect all of us.

Additionally, we are facing another record year of new case filings for FY2020 which ends on August 31, 2020. Figures for that will be available in the next newsletter. Previous year case statistics are on the District Clerk website at (<http://www.tarrantcounty.com/en/district-clerk/about-us/statistics.html>).

Finally, let me wish all of you who are suffering from the effects of the virus personally or in your professional life my very best wishes to recover and be a part of the full restoration of the rule of law when the courts resume normal operations

in the next few months. All levels of government are running flat out to achieve that goal.

Sincerely,

District Clerk

DClerk@TarrantCounty.com

Click the Facebook link below to view our office Facebook page. Make sure to follow us for important announcements or to see what's



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ALL Tarrant County buildings are requiring a face mask be worn



Criminal Section



Luz Rodriguez has always had an interest in law. After graduating from Trimble Tech High School, Luz received her Associates degree as a legal assistant from Tarrant County College. She then attended Texas Wesleyan University where she earned her bachelor's degree in Paralegal studies. From 2008 to 2014, Luz worked as a paralegal in a law office.

In 2014, Luz was hired by Tarrant County as an associate clerk at the file desk. In 2015, Luz moved on to the Bond Forfeiture Section as the Expunction Clerk until late 2015. She was then promoted to Auxiliary Lead Clerk where she remained until March 2020 when she advanced to Administrative Clerk in Indictments where she remains today. In her spare time, Luz loves to spend time with her husband and four children. Luz' hobbies include cooking, baking, crafting, crocheting, and traveling with her family.



OCA Citation by Publication and Court Notices Website

The Office of Court Administration's Citation by Publication and Court Notices Website contains citations by publication and other public or legal notices required to be posted on the website or requested to be posted by a court or court clerk. The website was developed pursuant to Senate Bill 891 (86th Legislature, Regular Session, 2019) which requires OCA to develop and maintain a searchable website for these notices. All documents maintained on the website are uploaded by district or county clerks or court staff and are fully searchable by the public. Attorneys should coordinate the posting of any necessary citation by publication on the Public Information Website with the appropriate district or county clerk's office. See TRCP 116 and 117 for additional information or visit the OCA website at <http://www.txcourts.gov/judicial-data/citation-by-publication/>

Is your contact information up to date?

It is important to remember to keep the District Clerk's office notified of your current mailing address as well as firm name, phone/fax #'s and most importantly email addresses as required by TRCP Rule 21(f)(2). The District Clerk's office maintains an attorney database that has this information for each attorney that e-files pleadings with the District Clerk's office. This is information we use when emailing out letters or Orders signed by the Judges. We want to ensure you receive the information we email out in a timely manner.

There have been several requests made by attorneys to add additional email addresses along with the one we have for the attorney. We have limited space in the email address field and often find there is not enough space for 2 email addresses. You might want to consider getting a global email address for your office that everyone has access to. Please remember to add the District Clerk's office to your check list if you move to keep us apprised of any new information.



Disposed Records

District Clerk Civil and Family Disposed Records remains open to the public during these trying times. The Records Department is located on the 3rd floor of the Family Law Center, 200 East Weatherford Street. There are 3 user terminals and 2 e-filing terminals currently accessible to the public. Each terminal area is wiped down and sterilized after every use. Customer access is limited to 3 in the Records area, and wait time is at a minimum. Hand sanitizer is available prior to entering. Masks are used, and social distancing is practiced by all.

Feel free to email TCDCRecords@tarrantcounty.com with questions and inquiries. Certified copies are \$1.00 per page. Regular copies are \$.50 per page. If you do not have a case number, the research fee is \$5.00.

Requests by mail must contain your written request, case number, your phone number or email, a money order or cashier's check for the correct amount, and a Self-addressed stamped envelope for return of your documents. We suggest that you inquire first to confirm the cost of items needed.



Evidence and Exhibits

Please be informed that when trying to present evidence or exhibits for a hearing or trial, you will need to send all items directly to the Court Reporter or Coordinator. The District Clerk does not handle that process. In the event your submissions are late, they may **NOT** be e-filed, you must still contact the court to make arrangements.



Indictment Section



Over the past 31 years, many of you have come to know Lori Brown as our Indictment Clerk, but as of March 2020, she has hung up her clerk hat to start her journey of retirement. There are two new faces in the indictment section; Luz Rodriguez, Administrative Clerk and David Toner, Associate Clerk. The new team has taken the reins and is ready to assist with any questions you may have.

Contacting Court Clerks in Criminal Section

Many of you may have noticed reduced access to our court clerks on floors 5 through 8 of the Justice Center during this period. Rest assured that our court clerks are still diligently processing all filings and court related documents. However, if you are needing to conduct in person business with court clerks outside the courtroom please contact the phone number posted outside the court clerk offices on floors 5 through 8. Below is a list of the floor contact numbers for easy reference.

817-884-3332 – 5th floor (Courts CDC1, 297th)

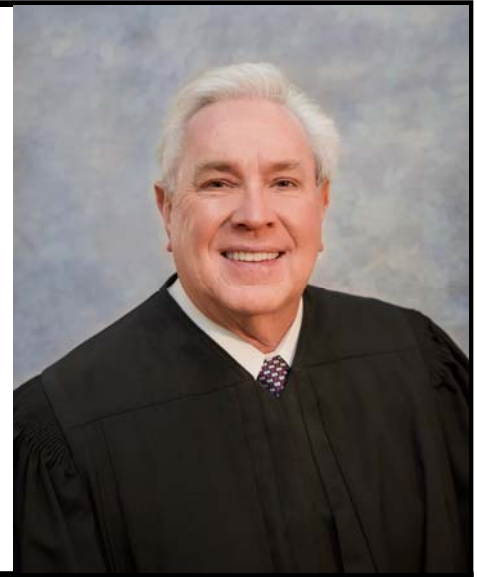
817-884-1873 – 6th floor (Courts CDC2, 372nd, 396th, 432nd)

817-884-2521 – 7th floor (Courts CDC3, Magistrate)

817-884-2524 – 8th floor (Courts CDC4, 213th, 371st)

Welcome New District Judge

We'd like to take this opportunity to welcome a new District Judge to Tarrant County who was recently appointed by Governor Abbott.



Civil

96th District Court
Judge J. Patrick Gallagher

THOMAS A. WILDER - DISTRICT CLERK
Tom Vandergriff Civil Courts Building
100 N. Calhoun Street
Fort Worth, TX 76196

COURT LOCATOR

1st Floor	
Jury Services 817-884-3820	Public Break Room
Dee J. Kelly Lawyer's Lounge	
2nd Floor	
DISTRICT CLERK'S OFFICE	
Civil Section 817-884-1240	Administrative 817-884-1574
Civil Appeals 817-884-1593	Accounting 817-884-1586
Delinquent Tax 817-212-7207	Collections 817-212-7538
Eighth Administrative Judicial Region Judge David Evans	
Judge Charles J. Murray Court Room (High Volume)	
3rd Floor	
17th District Court (NE) Judge Melody Wilkinson Coordinator Jan Grimsley 817-884-1460	153rd District Court (SW) Judge Susan McCoy Coordinator Patricia Cannon 817-884-2691
141st District Court (SE) Judge John Chupp Coordinator Jeff Fisher 817-884-1992	348th District Court (NW) Judge Megan Fahey Coordinator Nancy Bentley (interim) 817-884-2715
4th Floor	
48th District Court (NW) Judge David Evans Coordinator Cori Balderas 817-884-2690	96th District Court (NE) Judge J. Patrick Gallagher Coordinator Jennifer Ramos 817-884-2685
67th District Court (SE) Judge Don Cosby Coordinator Elaine Langford 817-884-1452	352nd District Court (SW) Judge Josh Burgess Coordinator Kay Stewart 817-884-2730
5th Floor	
236th District Court (NW) Judge Tom Lowe Coordinator Rhonda Young 817-884-1709	342nd District Court (NE) Judge Kimberly Fitzpatrick Coordinator Sheila Jenkins 817-884-2710

Revised August 4, 2020

Please check out the updated Court Locator for the Tom Vandergriff Civil Court Building on the District Clerk's website.

Notices Sent Via Electronic Mail

Effective June 15, 2020, the Tarrant County District Clerk began sending all notices and final orders / judgments via electronic mail. We have continued to send, via 1st class mail, copies to pro se litigants who do not provide an e-mail address.

Pursuant to the Texas Rules of Civil Procedure rule 306(a.)3. and Texas Government Code Sec. 80.002 all notices of final judgement will be sent via electronic mail to the electronic mailbox registered with this office.



Web Access

Click below to sign up:



Go to <https://dcsa.tarrantcounty.com>
to apply today!



September 7, 2020 Labor Day
November 26, 2020 Thanksgiving Day
November 27, 2020 Day after Thanksgiving
December 24, 2020 Christmas Eve
December 25, 2020 Christmas Day

Contact Us



Tim Curry Criminal Justice Center
401 W Belknap Street



Family Law Center
200 E Weatherford Street



Tom Vandergriff Civil Courts Building
100 N Calhoun Street



Scott D. Moore Juvenile Justice Center
2701 Kimbo Road



E-filing Questions?

Call for assistance:



Family: 817-212-6954

Civil: 817-212-6953

Criminal: 817-884-1342

Felony/Civil

The Felony/Civil section of the District Clerk's office handles Expunctions, Non-Disclosures, Occupational Driver's License, Seizures and Bond Forfeiture cases.

It is located on the 3rd floor of the Tim Curry Justice Center. The Felony/Civil section currently accepts electronically filed documents for Expunctions, Non-Disclosures, Felony Occupational Drivers Licenses, Bond Forfeiture (NISI's) and Seizure cases only.

For filing fee information please refer to the District Clerk website for the most current fees.

Felony/Civil Filing Fees

Our business hours are Monday – Friday 8am – 5pm. During these hours you can reach the Felony/Civil clerks for assistance.

Michelle Farrell-Lead Felony/Civil Clerk

Lead Clerk – 817-884-2514

Melissa Summers –Auxiliary

Lead Auxiliary Clerk – 817-884-1156

Shawn Rosemeyer -Expunctions

Associate Clerk – 817-884-1231

Brittany Sutton-Seizures

Associate Clerk – 817-884-2508

**Visit Our
Website**

www.tarrantcounty.com

Click on government

Click on District Clerk