



District Clerk Newsletter

Thomas A. Wilder, District Clerk



DISTRICT CLERK CORNER

Dear Legal Professionals,

Hopefully, we are nearing the end of some very trying times and can begin to resume our personal and professional lives in much the same way as before. The pain of many due to medical and business loss will continue and we should all help as best we can.

Speaking of pain, the Texas Legislature has just ended with some substantial changes to some of our civil and family operations. Some changes were loaded on at the last minute and we are still reviewing the impact on fees, reporting and computer operations that will have to be implemented. Our internal legislative committee is already working with other county departments to deal with the required changes.

May each of you get a little down time and mend our mind and spirits for the challenges that lay ahead.

Best Wishes,

Tom Wilder

District Clerk

DClerk@TarrantCounty.com



Web Access

Click below to sign up:

Go to <https://dcsa.tarrantcounty.com>

to apply today!

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

Find us on Facebook



Inside this issue:

87th Legislation	2
Family Spotlight / Certified Payments/ Attorney Info	3
Criminal Documents / Annual Event	4
Criminal Spotlight / Closures / Civil Court Information	5
Service Documents	6
E-filing Outage and Reports	7-9
Contact Us / Civil Felony	10



Bills of Interest – 87th Legislative Session

Bill Number	Author	Caption	Effective Date	Description
SB41	Zaffirini, Judith	Relating to the consolidation and allocation of state civil court costs; increasing certain civil court costs; authorizing fees.	1-1-22	There are 223 different civil filing fees which creates difficulty in tracking and administering. Some fees have been labeled as unconstitutional and have threatened the funding of programs that are important. The bill's attempt is to simplify the fee process for local officials. It will repeal some court costs and consolidate and standardize the civil filing fees so that you have fees payable to the local government and fees that are payable to the comptroller of public accounts.
HB766	Harless, Sam	Relating to the entry into the Texas Crime Information Center of certain information regarding orders imposing a condition of bond in a criminal case involving a violent offense.	See bill for effective dates	Currently, when a defendant is imposed with conditions on violent offenses, it is not placed into the Texas Crime Information Center, so it leaves law enforcement at a disadvantage. This bill will place duties on the magistrate, sheriff, and the clerk. This will enable the law enforcement officer to be aware of conditions of bond when confronting individuals who are not in custody and out on bond.
SB49	Zaffirini, Judith	Relating to procedures regarding defendants who are or may be persons with a mental illness or intellectual disability.	9-1-21	This bill makes some change to the criminal trial and sentencing procedures as it relates to Mental Health.
HB3774	Leach, Jeff	Relating to the operation and administration of and practice and procedure related to proceedings in the judicial branch of state government.	See bill for effective dates	A huge bill that covers all the areas of law. Tarrant County will have a new Criminal District Court (D485), effective 1-1-2022. There will also be another County Criminal Court designated for Family Violence (CCC6). It covers the gamut, from courts to Protective Orders to Evidence.
SB181	Johnson, Nathan	Relating to suspension of a driver's license for persons convicted of certain offenses and the educational program required for reinstatement of a license following certain convictions; authorizing a fine.	9-1-21	A new fine payable to the Texas Mobility Fund. \$100.00 fine is for certain drug and controlled substance convictions. Can be imposed on community supervision cases as well.

Employee Spotlight: Family Section



Bobbie Jackson has been with Tarrant County since March of 1996. From 1996 to 1999 Bobbie worked for the District Attorney's Office. She transferred to the District Clerk's Office in 1999. Bobbie worked as a court clerk, a passport clerk and the Passport Manager before being promoted to Assistant Manager in the Civil/Tax Section in December of 2012. In March of 2021, Bobbie was moved to the Family section where she currently serves as the Assistant Manager over the Courts and File Desk.

Bobbie is very proud of the 25 years she has worked at Tarrant County, the friendships and knowledge she has gained, and the opportunities that working here has provided her. When not working, Bobbie likes spending time with her family, especially her granddaughters Molly and Penny, and she enjoys travelling with her husband,

Sam. In addition, Bobbie enjoys serving in her church, working in her yard and reading a good book.

Certified Payments



Certifiedpayments.net was originally set up for court payments only. However, in an effort to assist our customers we can use this website for other payments such as copy fees. To use the website for such payments, it is important that you contact the specific court clerk in advance. Certifiedpayments.net will not link your payment to the given case. Therefore, our office has no way of knowing how to receipt your payment unless you have contacted the specific court clerk and informed them you will be paying through the website. We appreciate your cooperation in getting your payment posted and your copies to you in a timely manner.

Attorney Contact Information

Please 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 also receive a lot of returned mail and want to ensure you receive the information we mail and email out, in a timely manner.

Update



District Clerk Unfiled Criminal Documents

As of January 1, 2021, the District Clerk records section has access to unfiled court documents for magistrates defendants in Tarrant County. The following documents can be obtained before the criminal case is filed and may consist of the following:

- a. Probable Cause Affidavit
- b. Probable Cause Determination;
- c. Arrest Warrant;
- d. Arrest Warrant Affidavit;
- e. Magistrate Warning;
- f. Conditions of Bail;
- g. Personal Bond;
- h. Order of Emergency Protection;
- i. Firearm Warning;
- j. Article 16.22 Mental Health Order;
- k. Article 16.22 Written Report, to be filed under seal; and
- l. Any other record designated by a magistrate.

Executed Probable Cause and Search Warrants

To obtain a non-certified copy of an executed Search or Probable Cause Warrant please visit [our public search and probable cause site](#).

To search for an executed warrant, you will need to know either the District Clerk warrant number or the person/location information associated to the warrant. If requesting a certified copy, please contact the District Clerk's office at one of the numbers listed below.

Contact information:

Brittany Sutton: 817-884-2508
Melissa Summers: 817-884-1156

Annual Event

On July 1st, 2021, the District Clerk's office participated in the Senior Synergy Expo held at the Will Rogers Memorial Center, to help educate seniors on what the District Clerk's office does and how we can help. This annual event provided workshops, screenings, games and many exhibitors. There were over 1300 attendees. Mr. Wilder was in attendance along with Monica Foster, Civil/Family Manager, and Paula Ford, Records Assistant Manager.



Employee Spotlight: Criminal Section

Stephane Rhodes is originally from Knox City, Texas, a small town in West Texas with a population of approximately 1,119. Stephane is the 13th child born to Albert and Florence Rhodes. She was predominantly raised by her mother and siblings with the help of her Grandfather, Bite Wilson; Grandmother, Amelia Wilson, and Great Grandmother Delphia Jones.

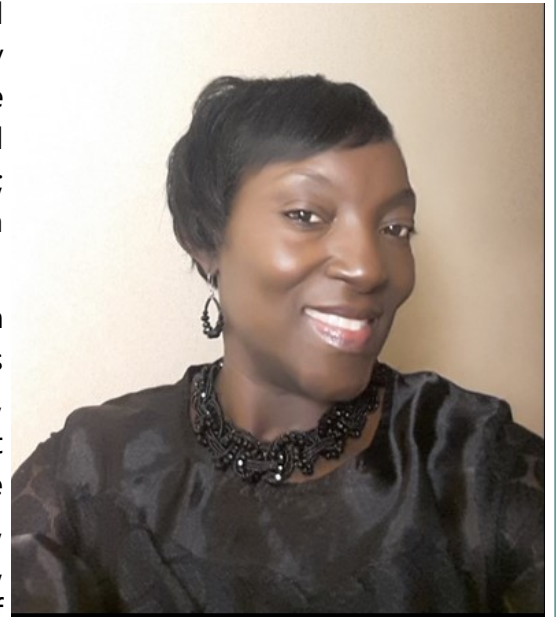
As a teen Stephane began working at a very young age through summer programs. Some of her jobs included purging books at various schools located throughout Knox County, Housekeeping at Knox County Hospital, Kitchen waitress at Brazos Valley Nursing Home and finally Allsup's Convenience Store. In July of 1986, Stephane moved to Anchorage, Alaska, where she resided and worked for the State of Alaska, Department of Wage and Hour, and on to the Department of Corrections from 1989 until November, 2005, where she enjoyed a 15 year career in Criminal Justice. While in corrections, Stephane worked as an Administrative Supervisor, Community Work Service Supervisor, and at the peak of her career there became a Probation/Parole Officer.

Stephane later obtained a Master's Degree in the Administration of Criminal Justice and minored in Education and Management.

Stephane enjoys serving in her church and is a licensed Evangelist Missionary. She enjoys mentoring young ladies who are challenged, teaching, singing, and reading. Her motto is "Hard Work Pays Off".

In her spare time she enjoys spending time with her children and grandson, Christian.

Stephane began her career path with the Tarrant County District Clerk's Office as an Associate Court Clerk in March of 2006 and is currently the Assistant Manager of Criminal.



September 6, 2021 - Labor Day

November 25, 2021 - Thanksgiving Day

November 26, 2021 - Day After

Thanksgiving

Civil Court Information

The 236th and 342nd Court Coordinators request that deliveries to the court by courier be made Monday through Friday between the hours 9:00am to 11:00am or 2:00 pm to 4:00 pm. Outside of the listed hours the courts may not be open for deliveries.



Service Documents

Please note that service documents that have been issued produce a **FILE COPY** that is stored on JIMS (DC case management system). This document is not used for service as it is not signed or sealed by a deputy in the District Clerk's office. Documents that are issued for service can be picked up from the District Clerk's office or you may request the service be sent to you by email by filing a completed service request form into your case. Documents that you pick up for service or have emailed to you for service will be signed by a deputy and will have a seal.

The signature box imaged below is not valid for service.

By _____ Deputy
KAREL JACKSON

Please refer to TRCP 99 (b):

RULE 99. ISSUANCE AND FORM OF CITATION

- a. **Issuance.** Upon the filing of the petition, the clerk, when requested, shall forthwith issue a citation and deliver the citation as directed by the requesting party. The party requesting citation shall be responsible for obtaining service of the citation and a copy of the petition. Upon request, separate or additional citations shall be issued by the clerk. The clerk must retain a copy of the citation in the court's file.
- b. **Form.** The citation shall (1) be styled "The State of Texas," (2) be signed by the clerk under seal of court, (3) contain name and location of the court, (4) show date of filing of the petition, (5) show date of issuance of citation, (6) show file number, (7) show names of parties, (8) be directed to the defendant, (9) show the name and address of attorney for plaintiff, otherwise the address of plaintiff, (10) contain the time within which these rules require the defendant to file a written answer with the clerk who issued citation, (11) contain address of the clerk, and (12) shall notify the defendant that in case of failure of defendant to file and answer, judgment by default may be rendered for the relief demanded in the petition. The citation shall direct the defendant to file a written answer to the plaintiff's petition on or before 10:00 a.m. on the Monday next after the expiration of twenty days after the date of service thereof. The requirement of subsections 10 and 12 of this section shall be in the form set forth in section c of this rule.
- c. **Notice.** The citation shall include the following notice to the defendant: "You have been sued. You may employ an attorney. If you or your attorney do not file a written answer with the clerk who issued this citation by 10:00 a.m. on the Monday next following the expiration of twenty days after you were served this citation and petition, a default judgment may be taken against you."
- d. **Copies.** The party filing any pleading upon which citation is to be issued and served shall furnish the clerk with a sufficient number of copies thereof for use in serving the parties to be served, and when copies are so furnished the clerk shall make no charge for the copies.

E-File Outage

On the afternoon of Monday, June 21, 2021, E-file Texas had significant issues. The District Clerk's office had several envelopes that were stuck in processing at the end of the day, but they were successfully accepted and downloaded on Tuesday morning. Unfortunately, shortly after start of business on Tuesday E-file Texas went down on the reviewer end and stayed that way throughout the day. As a result, there were many envelopes that were stuck in processing at the end of the day on Tuesday and multiple pages of envelopes waiting to be processed. Near the end of the day Wednesday processing was finally near normal, but there was a backlog of envelopes waiting to be processed. The District Clerk's office had some clerks come in early on Thursday to work on the backlog. All queues were caught up by mid-day on Thursday, June 24, 2021.



E-FILING RETURN FOR CORRECTION REPORTS

We have provided e-filing breakdown reports below, by section, for the first three quarters (October through June) of FY 2021. Our staff continues to work diligently to process all e-filing in a timely manner. If you have any questions, please contact our office.

TARRANT COUNTY DISTRICT CLERK CIVIL E-FILING REPORT - FY 2021								
MONTH	INITIAL	INITIAL REJ	SUBSEQUENT	SUBSEQUENT REJ	TOT ACCEPT	TOT REJ	GRAND TOTAL	PERCENTAGE
OCTOBER	1,043	91	10,322	572	11,365	663	12,028	5.83%
NOVEMBER	808	137	8,272	620	9,080	757	9,837	8.34%
DECEMBER	829	120	8,816	566	9,645	686	10,331	7.11%
JANUARY	920	104	9,436	658	10,356	762	11,118	7.36%
FEBRUARY	566	113	7,786	460	8,352	573	8,925	6.86%
MARCH	845	114	10,694	675	11,539	789	12,328	6.84%
APRIL	668	94	10,384	625	11,052	719	11,771	6.51%
MAY	595	77	10,071	539	10,666	616	11,282	5.78%
JUNE	857	108	10,970	740	11,827	848	12,675	7.17%
TOTALS	7,131	958	86,751	5,455	93,882	6,413	100,295	6.83%

**TARRANT COUNTY DISTRICT CLERK
TAX E-FILING REPORT - FY 2021**

MONTH	INITIAL	INITIAL REJ	SUBSEQUENT	SUBSEQUENT REJ	TOT ACCEPT	TOT REJ	GRAND TOTAL	PERCENTAGE
OCTOBER	372	3	1,814	29	2,186	32	2,218	1.46%
NOVEMBER	352	3	1,399	32	1,751	35	1,786	2.00%
DECEMBER	254	2	1,185	14	1,439	16	1,455	1.11%
JANUARY	298	7	1,601	35	1,899	42	1,941	2.21%
FEBRUARY	203	3	1,187	22	1,390	25	1,415	1.80%
MARCH	198	3	1,948	23	2,146	26	2,172	1.21%
APRIL	213	1	1,242	17	1,455	18	1,473	1.24%
MAY	329	3	1,468	12	1,797	15	1,812	0.83%
JUNE	395	2	1,803	20	2,198	22	2,220	1.00%
TOTALS	2,614	27	13,647	204	16,261	231	16,492	1.42%

**TARRANT COUNTY DISTRICT CLERK
FAMILY E-FILING REPORT - FY 2021**

MONTH	INITIAL	INITIAL REJ	SUBSEQUENT	SUBSEQUENT REJ	TOT ACCEPT	TOT REJ	GRAND TOTAL	PERCENTAGE
OCTOBER	1,107	551	9,727	930	10,834	1,481	12,315	13.67%
NOVEMBER	1,332	711	7,998	786	9,330	1,497	10,827	16.05%
DECEMBER	1,160	529	8,482	790	9,642	1,319	10,961	13.68%
JANUARY	1,117	616	8,731	838	9,848	1,454	11,302	14.76%
FEBRUARY	917	631	7,412	765	8,329	1,396	9,725	16.76%
MARCH	1,574	702	10,475	952	12,049	1,654	13,703	13.73%
APRIL	1,616	648	10,268	832	11,884	1,480	13,364	12.45%
MAY	969	327	9,550	749	10,519	1,076	11,595	10.23%
JUNE	1,112	301	10,276	817	11,388	1,118	12,506	9.82%
TOTALS	10,904	5,016	82,919	7,459	93,823	12,475	106,298	13.30%

**TARRANT COUNTY DISTRICT CLERK
AG E-FILING REPORT - FY 2021**

MONTH	INITIAL	INITIAL REJ	SUBSEQUENT	SUBSEQUENT REJ	TOT ACCEPT	TOT REJ	GRAND TOTAL	PERCENTAGE
OCTOBER	698	120	2,361	202	3,059	322	3,381	10.53%
NOVEMBER	552	56	1,799	147	2,351	203	2,554	8.63%
DECEMBER	715	70	1,959	189	2,674	259	2,933	9.69%
JANUARY	479	66	1,747	173	2,226	239	2,465	10.74%
FEBRUARY	416	40	1,577	153	1,993	193	2,186	9.68%
MARCH	496	69	2,708	228	3,204	297	3,501	9.27%
APRIL	571	43	2,480	163	3,051	206	3,257	6.75%
MAY	509	46	2,019	169	2,528	215	2,743	8.50%
JUNE	488	74	2,188	131	2,676	205	2,881	7.66%
TOTALS	4,924	584	18,838	1,555	23,762	2,139	25,901	9.00%

**TARRANT COUNTY DISTRICT CLERK
FELONY / CIVIL E-FILING REPORT - FY 2021**

MONTH	INITIAL	INITIAL REJ	SUBSEQUENT	SUBSEQUENT REJ	TOT ACCEPT	TOT REJ	GRAND TOTAL	PERCENTAGE
OCTOBER	192	19	267	7	459	26	485	5.66%
NOVEMBER	168	24	246	1	414	25	439	6.04%
DECEMBER	140	26	243	3	383	29	412	7.57%
JANUARY	153	18	246	5	399	23	422	5.76%
FEBRUARY	109	31	260	4	369	35	404	9.49%
MARCH	165	38	358	1	523	39	562	7.46%
APRIL	177	32	243	3	420	35	455	8.33%
MAY	133	44	466	11	599	55	654	9.18%
JUNE	148	35	480	2	628	37	665	5.89%
TOTALS	1,385	267	2,809	37	4,194	304	4,498	7.25%

**TARRANT COUNTY DISTRICT CLERK
CRIMINAL E-FILING REPORT - FY 2021**

MONTH	INITIAL	INITIAL REJ	SUBSEQUENT	SUBSEQUENT REJ	TOT ACCEPT	TOT REJ	GRAND TOTAL	PERCENTAGE
OCTOBER	0	0	3,728	165	3,728	165	3,893	4.43%
NOVEMBER	0	0	3,735	204	3,735	204	3,939	5.46%
DECEMBER	0	0	3,053	160	3,053	160	3,213	5.24%
JANUARY	0	0	3,993	181	3,993	181	4,174	4.53%
FEBRUARY	0	0	3,279	147	3,279	147	3,426	4.48%
MARCH	0	0	5,032	268	5,032	268	5,300	5.33%
APRIL	0	0	4,329	246	4,329	246	4,575	5.68%
MAY	0	0	4,068	220	4,068	220	4,288	5.41%
JUNE	0	0	4,557	189	4,557	189	4,746	4.15%
TOTALS	0	0	35,774	1,780	35,774	1,780	37,554	4.98%

**TARRANT COUNTY DISTRICT CLERK
GRAND TOTAL E-FILING REPORT - FY 2021**

MONTH	INITIAL	INITIAL REJ	SUBSEQUENT	SUBSEQUENT REJ	TOT ACCEPT	TOT REJ	GRAND TOTAL	PERCENTAGE
OCTOBER	3,412	784	28,219	1,905	31,631	2,689	34,320	8.50%
NOVEMBER	3,212	931	23,449	1,790	26,661	2,721	29,382	10.21%
DECEMBER	3,098	747	23,738	1,722	26,836	2,469	29,305	9.20%
JANUARY	2,967	811	25,754	1,890	28,721	2,701	31,422	9.40%
FEBRUARY	2,211	818	21,501	1,551	23,712	2,369	26,081	9.99%
MARCH	3,278	926	31,215	2,147	34,493	3,073	37,566	8.91%
APRIL	3,245	818	28,946	1,886	32,191	2,704	34,895	8.40%
MAY	2,535	497	27,642	1,700	30,177	2,197	32,374	7.28%
JUNE	3,000	520	30,274	1,899	33,274	2,419	35,693	7.27%
TOTALS	26,958	6,852	240,738	16,490	267,696	23,342	291,038	8.72%

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