

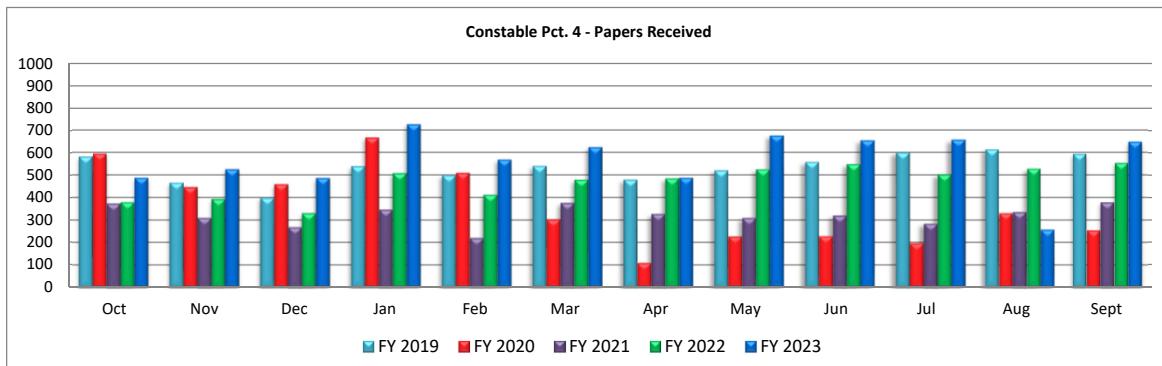
MAJOR PROGRAMS**CIVIL**

Clerks process and deputies deliver all civil court documents such as citations, evictions, subpoenas, notices and restraining orders. Deputies work writs of possession, attachments, garnishments and orders of sale, executions, and sequestrations.

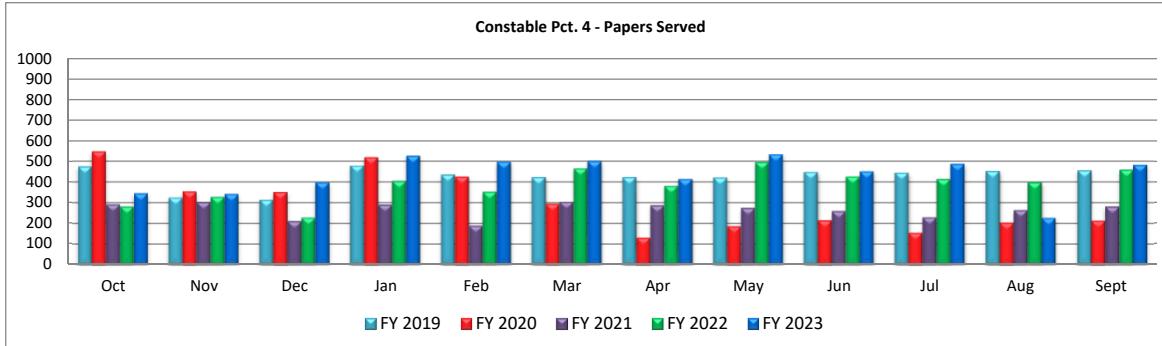
To professionally and efficiently execute all civil court documents in a timely and cost-effective manner.

FY 2023 Goals & Objectives

- To increase customer service through awareness, flexibility and diligence.
- To continue establishing and maintaining an open line of communication with attorneys and plaintiffs.
- To be diligent in always improving customer service.
- To continue to work closely with the County Clerk, District Clerk, County Courts, District Courts and Justice Courts.
- To develop and implement new technology to increase support for Clerks, Courts, attorneys and plaintiffs.

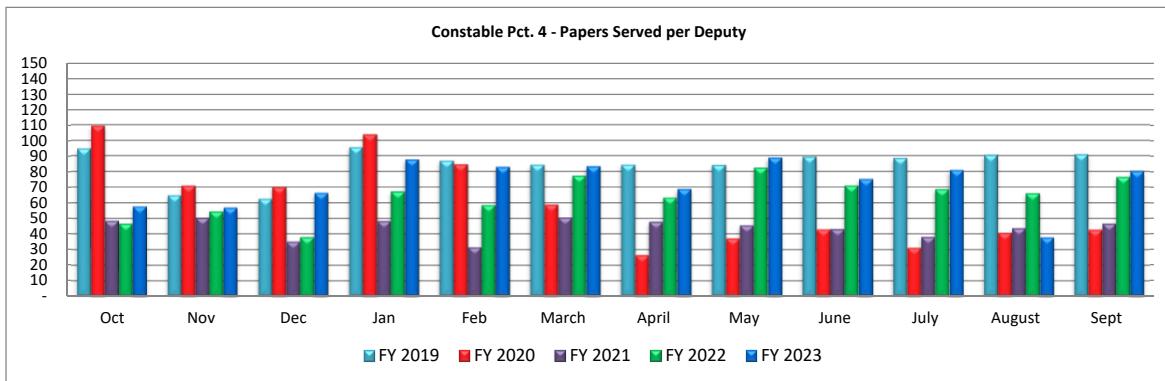


| | Q1 | Q2 | Q3 | Q4 | Total | % Change |
|----------------|-------|-------|-------|-------|-------|----------|
| FY 2019 | 1,447 | 1,578 | 1,556 | 1,806 | 6,387 | #REF! |
| FY 2020 | 1,499 | 1,479 | 562 | 779 | 4,319 | -32% |
| FY 2021 | 949 | 941 | 955 | 996 | 3,841 | -11% |
| FY 2022 | 1,100 | 1,397 | 1,557 | 1,584 | 5,638 | 47% |
| FY 2023 | 1,498 | 1,916 | 1,816 | 1,560 | 6,790 | 20% |

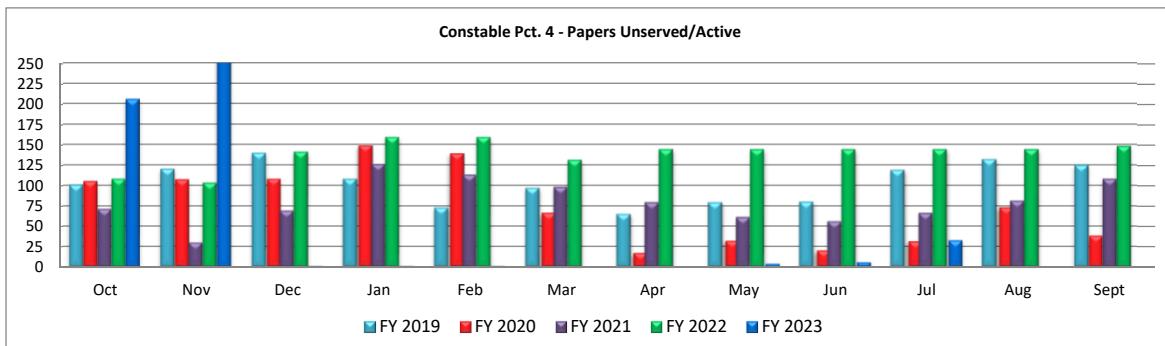


| | Q1 | Q2 | Q3 | Q4 | Total | % Change |
|----------------|-------|-------|-------|-------|-------|----------|
| FY 2019 | 1,108 | 1,332 | 1,288 | 1,350 | 5,078 | #REF! |
| FY 2020 | 1,252 | 1,238 | 536 | 577 | 3,603 | -29% |
| FY 2021 | 800 | 780 | 817 | 769 | 3,166 | -12% |
| FY 2022 | 832 | 1,217 | 1,299 | 1,266 | 4,614 | 46% |
| FY 2023 | 684 | 1,522 | 1,395 | 1,191 | 4,792 | 4% |

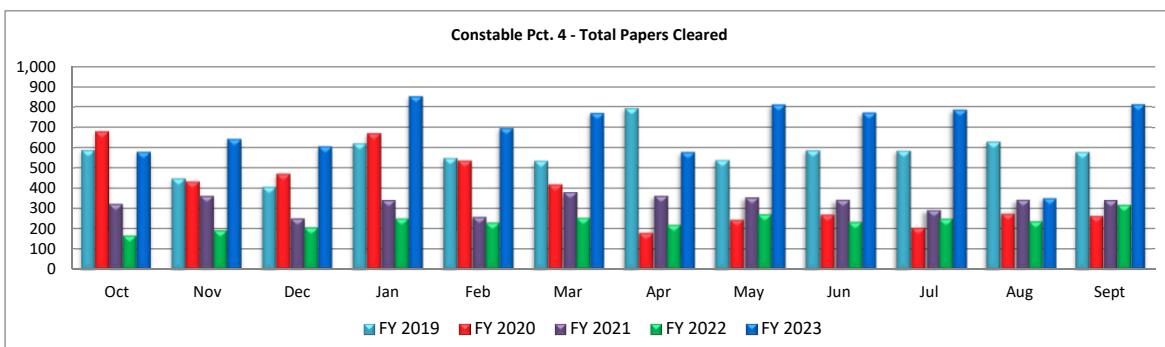
Constable Pct. 4 Stats



| | Oct | Nov | Dec | Jan | Feb | March | April | May | June | July | August | Sept | Average |
|---------|-----|-----|-----|-----|-----|-------|-------|-----|------|------|--------|------|---------|
| FY 2019 | 95 | 65 | 62 | 95 | 87 | 84 | 84 | 84 | 89 | 89 | 90 | 91 | 85 |
| FY 2020 | 109 | 71 | 70 | 104 | 85 | 59 | 27 | 37 | 43 | 31 | 41 | 43 | 60 |
| FY 2021 | 48 | 50 | 35 | 48 | 31 | 51 | 48 | 46 | 43 | 38 | 44 | 47 | 44 |
| FY 2022 | 47 | 54 | 38 | 67 | 59 | 77 | 63 | 83 | 71 | 69 | 66 | 76 | 64 |
| FY 2023 | 57 | 57 | 66 | 88 | 83 | 83 | 69 | 89 | 75 | 81 | 38 | 80 | 72 |

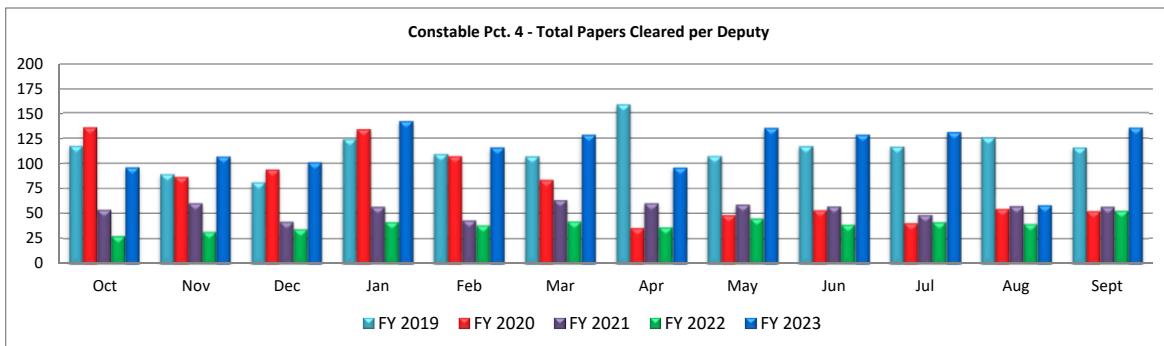


| | Q1 | Q2 | Q3 | Q4 | Total | % Change |
|---------|-----|-----|-----|-----|-------|----------|
| FY 2019 | 361 | 278 | 224 | 376 | 1,239 | #REF! |
| FY 2020 | 320 | 354 | 69 | 142 | 885 | -29% |
| FY 2021 | 170 | 337 | 196 | 255 | 958 | 8% |
| FY 2022 | 352 | 449 | 432 | 436 | 1,669 | 74% |
| FY 2023 | 465 | 2 | 10 | 33 | 510 | -69% |

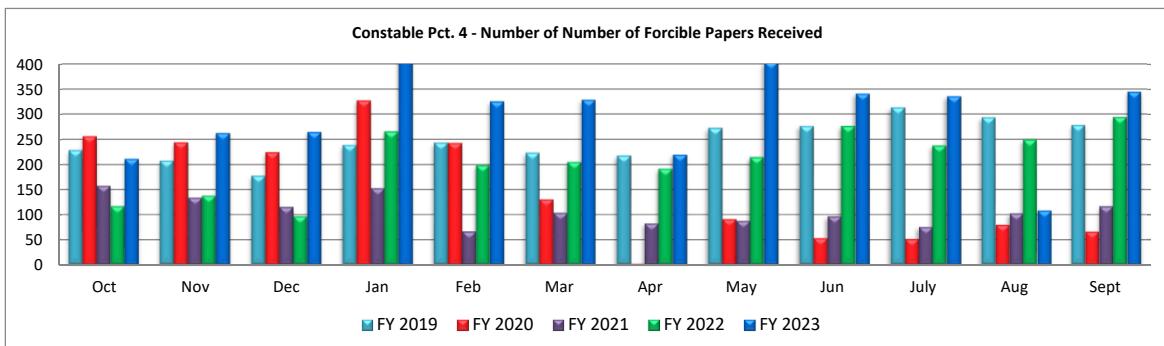


| | Q1 | Q2 | Q3 | Q4 | Total | % Change |
|---------|-------|-------|-------|-------|-------|----------|
| FY 2019 | 1,440 | 1,702 | 1,915 | 1,790 | 6,847 | #REF! |
| FY 2020 | 1,580 | 1,621 | 691 | 740 | 4,632 | -32% |
| FY 2021 | 931 | 978 | 1,054 | 973 | 3,936 | -15% |
| FY 2022 | 562 | 730 | 720 | 800 | 2,812 | -29% |
| FY 2023 | 1,823 | 2,314 | 2,155 | 1,946 | 8,238 | 193% |

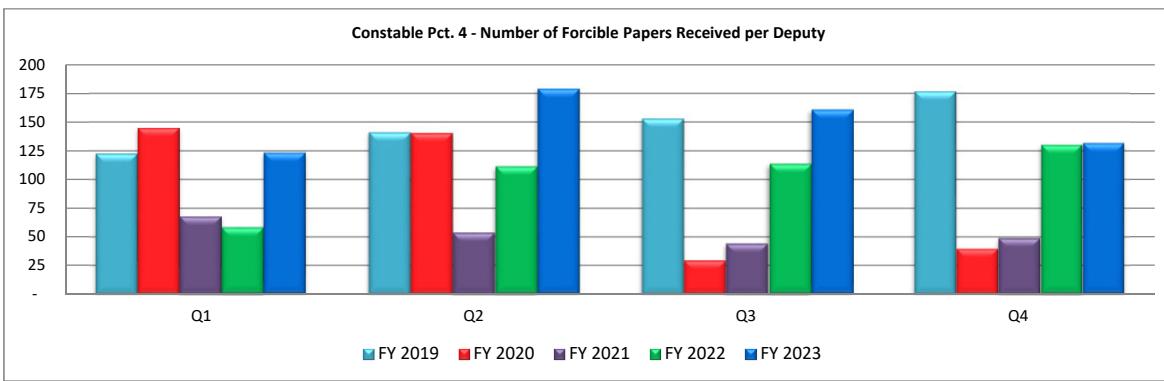
Constable Pct. 4 Stats



| | Oct | Nov | Dec | Jan | Feb | March | April | May | June | July | August | Sept | Average |
|---------|-----|-----|-----|-----|-----|-------|-------|-----|------|------|--------|------|---------|
| FY 2019 | 117 | 89 | 81 | 124 | 109 | 107 | 159 | 107 | 117 | 117 | 126 | 116 | 114 |
| FY 2020 | 136 | 86 | 94 | 134 | 107 | 83 | 36 | 49 | 54 | 41 | 55 | 53 | 77 |
| FY 2021 | 54 | 60 | 42 | 57 | 43 | 63 | 60 | 59 | 57 | 49 | 57 | 57 | 55 |
| FY 2022 | 28 | 32 | 34 | 42 | 38 | 42 | 36 | 45 | 39 | 41 | 39 | 53 | 39 |
| FY 2023 | 96 | 107 | 101 | 142 | 116 | 128 | 96 | 135 | 128 | 131 | 58 | 135 | 115 |



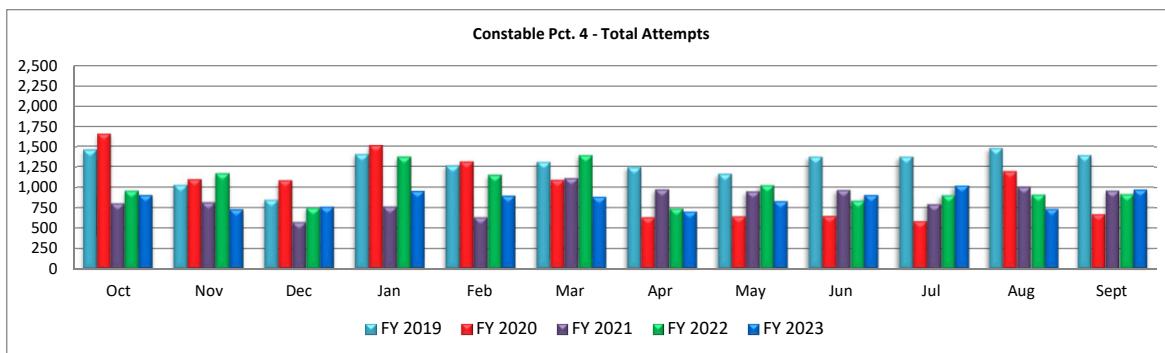
| | Q1 | Q2 | Q3 | Q4 | Total | % Change |
|---------|-----|-------|-----|-----|-------|----------|
| FY 2019 | 612 | 704 | 765 | 884 | 2,965 | #REF! |
| FY 2020 | 724 | 701 | 149 | 199 | 1,773 | -40% |
| FY 2021 | 405 | 321 | 265 | 293 | 1,284 | -28% |
| FY 2022 | 349 | 667 | 681 | 780 | 2,477 | 93% |
| FY 2023 | 740 | 1,074 | 965 | 790 | 3,569 | 44% |



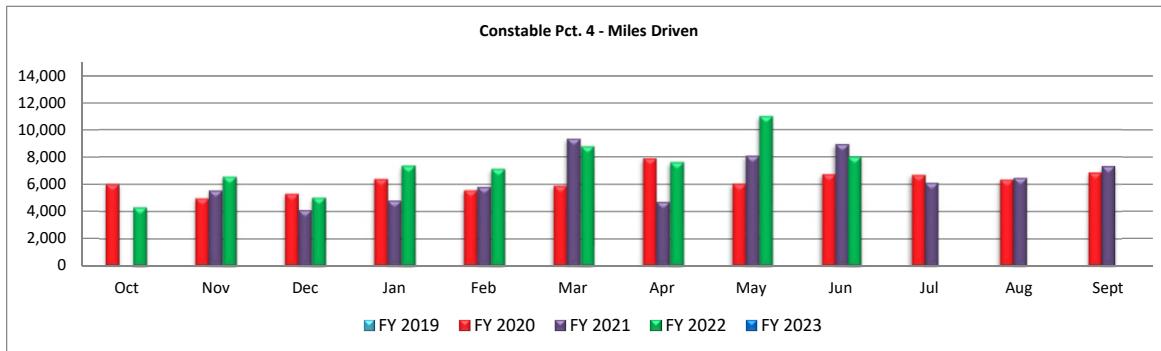
* Along with Writs of Possession-Eviction, Forcible is one of the most time consuming type of paper processed and served by Constable Offices.

| | Q1 | Q2 | Q3 | Q4 | Tot/Deputy | % Change |
|---------|-----|-----|-----|-----|------------|----------|
| FY 2019 | 122 | 141 | 153 | 177 | 593 | #REF! |
| FY 2020 | 145 | 140 | 30 | 40 | 355 | -40% |
| FY 2021 | 68 | 54 | 44 | 49 | 214 | -40% |
| FY 2022 | 58 | 111 | 114 | 130 | 413 | 93% |
| FY 2023 | 123 | 179 | 161 | 132 | 595 | 44% |

Constable Pct. 4 Stats



| | Q1 | Q2 | Q3 | Q4 | Total | % Change |
|----------------|-------|-------|-------|-------|--------|----------|
| FY 2019 | 3,326 | 3,968 | 3,773 | 4,229 | 15,296 | #REF! |
| FY 2020 | 3,825 | 3,903 | 1,909 | 2,441 | 12,078 | -21% |
| FY 2021 | 2,189 | 2,501 | 2,882 | 2,746 | 10,318 | -15% |
| FY 2022 | 2,870 | 3,906 | 2,592 | 2,714 | 12,082 | 17% |
| FY 2023 | 2,381 | 2,720 | 2,425 | 2,717 | 10,243 | -15% |



| | Q1 | Q2 | Q3 | Q4 | Total | % Change |
|----------------|--------|--------|--------|--------|--------|----------|
| FY 2019 | - | - | - | - | - | #REF! |
| FY 2020 | 16,226 | 17,768 | 20,618 | 19,834 | 74,446 | #DIV/0! |
| FY 2021 | 9,671 | 19,947 | 21,716 | 19,887 | 71,221 | -4% |
| FY 2022 | 15,804 | 23,183 | 26,571 | - | 65,558 | -8% |
| FY 2023 | - | - | - | - | - | -100% |

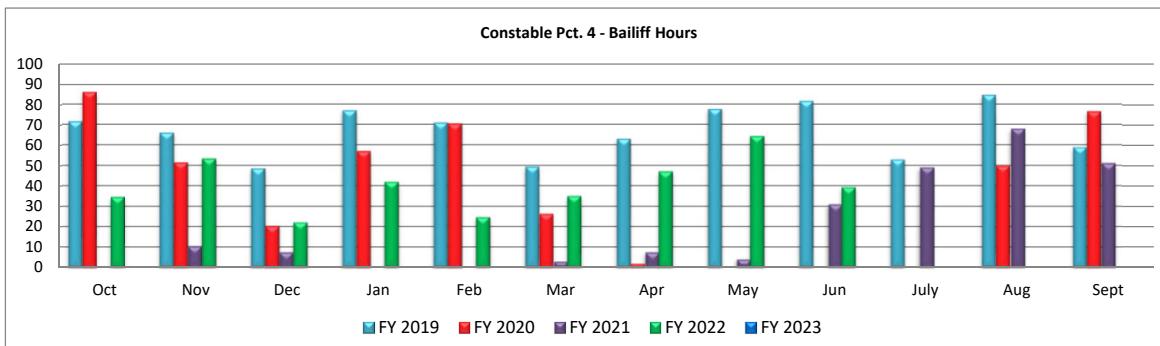
*Miles driven have not been reported by system since mid Q3 in FY 2018 due to a transition to a new ERP system

COURT SECURITY

Protect the Judge & Staff of the court and to ensure order in a court session, keeping order of the jury and custody of the prisoners while in the court. Protecting and securing the building, employees and visitors during business hours.

FY 2023 Goals & Objectives

- To ensure the safety of the Judge and court staff by providing security as court bailiff.



* This information is collected by the Chief Deputy

| | Q1 | Q2 | Q3 | Q4 | Total | % Change |
|----------------|-----|-----|-----|-----|-------|----------|
| FY 2019 | 186 | 198 | 222 | 196 | 802 | #REF! |
| FY 2020 | 158 | 154 | 2 | 127 | 441 | -45% |
| FY 2021 | 18 | 3 | 43 | 168 | 232 | -47% |
| FY 2022 | 110 | 102 | 151 | - | 362 | 56% |
| FY 2023 | - | - | - | - | - | -100% |

WARRANT

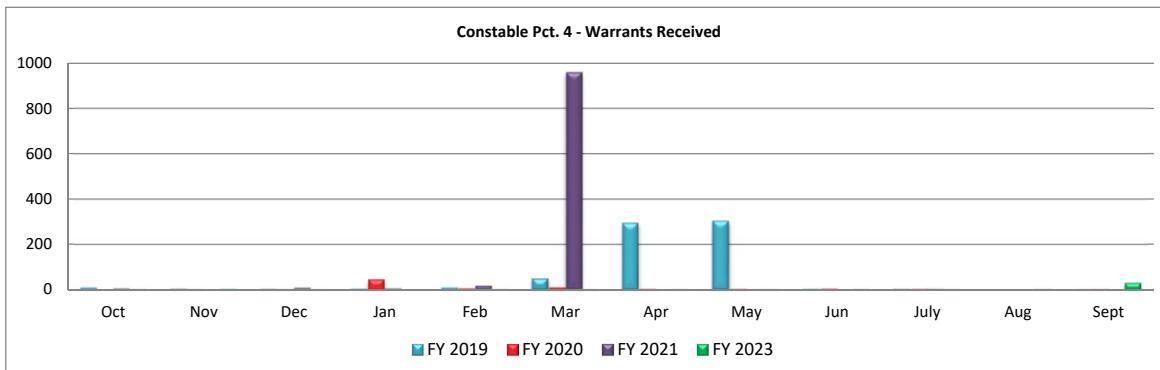
Clerks process and deputies execute all warrants issued by the court, such as traffic warrants, hot check warrants, toll way warrants and anyone found to have outstanding misdemeanor or felony warrants.

To professionally and efficiently execute all criminal court documents in a timely and cost-effective manner.

Constable's are mandated by the State of Texas to diligently execute all warrants issued to their office by any District, County or Justice Court.

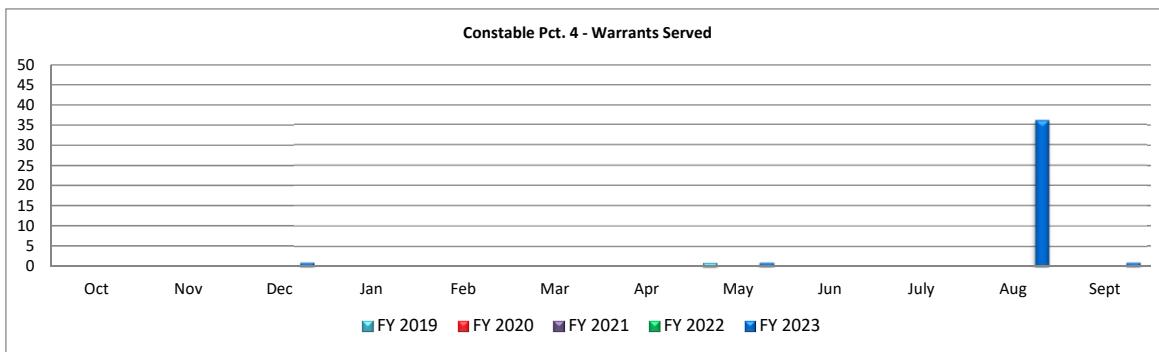
FY 2023 Goals & Objectives

- To pro-actively reduce the thousands of Class-C Collin County Justice of the Peace warrants.
- To quickly respond to District, County and Justice Court judges requests to immediately apprehend violators and bring them to the respective court.
- To provide all payment options available to those wanted on Class-C warrants to avoid incarceration and additional County expense to taxpayers. Failing that, violators will be placed in the County jail.
- To continue to develop and maintain relationships with other area local, county, state and federal agencies in apprehending fugitives.
- To utilize all possible means available in locating and arresting fugitives from justice.
- To develop and implement new technology to increase efficiency and reduce expense in the issuance and maintenance of Class C warrants

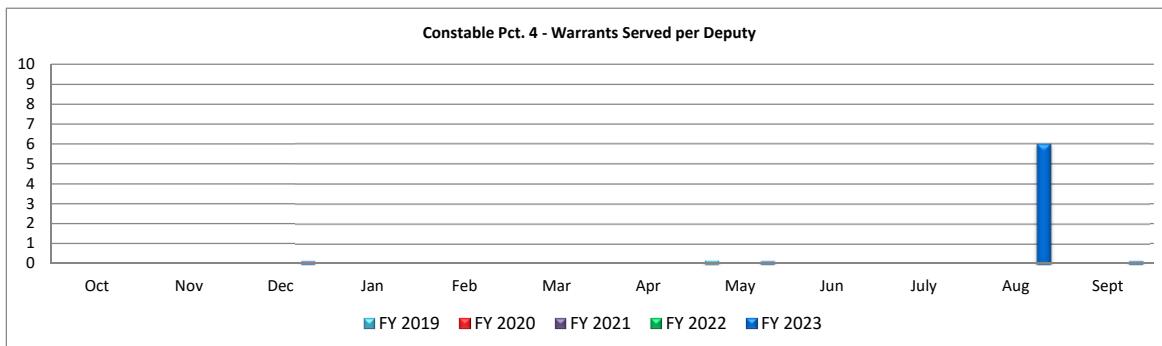


| | Q1 | Q2 | Q3 | Q4 | Total | % Change |
|----------------|----|-----|-----|----|-------|----------|
| FY 2019 | 18 | 66 | 600 | 6 | 690 | #REF! |
| FY 2020 | 2 | 62 | 12 | 6 | 82 | -88% |
| FY 2021 | 9 | 978 | 1 | 2 | 990 | 1107% |
| FY 2022 | 6 | 3 | 4 | 32 | 45 | -95% |
| FY 2023 | 33 | - | 9 | 23 | 65 | 44% |

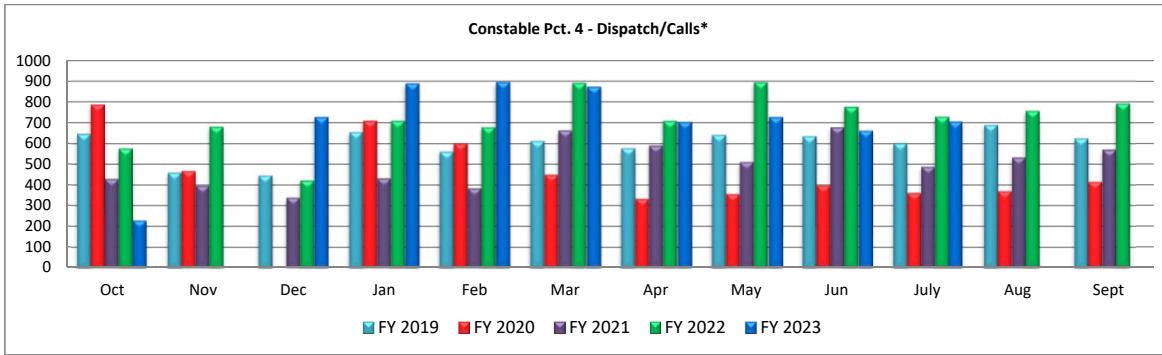
Constable Pct. 4 Stats



| | Q1 | Q2 | Q3 | Q4 | Total |
|---------|----|----|----|----|-------|
| FY 2019 | - | - | 1 | - | 1 |
| FY 2020 | - | - | - | - | - |
| FY 2021 | - | - | - | - | - |
| FY 2022 | - | - | - | - | - |
| FY 2023 | 1 | - | 1 | 37 | 39 |

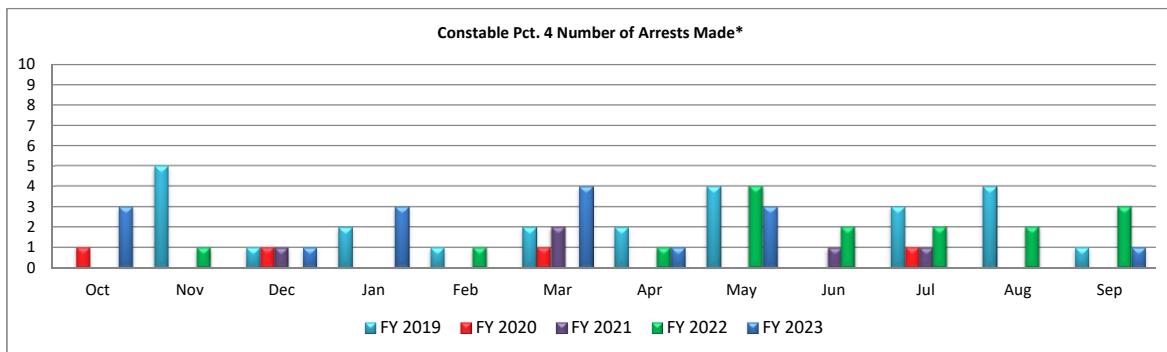


| | Q1 | Q2 | Q3 | Q4 | Total |
|---------|----|----|----|----|-------|
| FY 2019 | - | - | 0 | - | 0 |
| FY 2020 | - | - | - | - | - |
| FY 2021 | - | - | - | - | - |
| FY 2022 | - | - | - | - | - |
| FY 2023 | 0 | - | 0 | 6 | 7 |



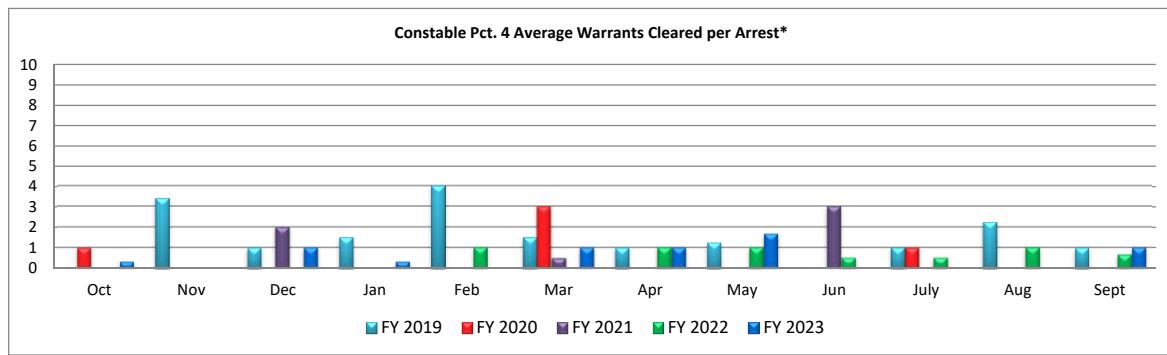
| | Q1 | Q2 | Q3 | Q4 | Total | % Change |
|---------|-------|-------|-------|-------|-------|----------|
| FY 2019 | 1,547 | 1,823 | 1,848 | 1,910 | 7,128 | #REF! |
| FY 2020 | 1,252 | 1,753 | 1,083 | 1,142 | 5,230 | -27% |
| FY 2021 | 1,160 | 1,474 | 1,775 | 1,585 | 5,994 | 15% |
| FY 2022 | 1,676 | 2,273 | 2,377 | 2,275 | 8,601 | 43% |
| FY 2023 | 956 | 2,655 | 2,092 | 705 | 6,408 | -25% |

Constable Pct. 4 Stats



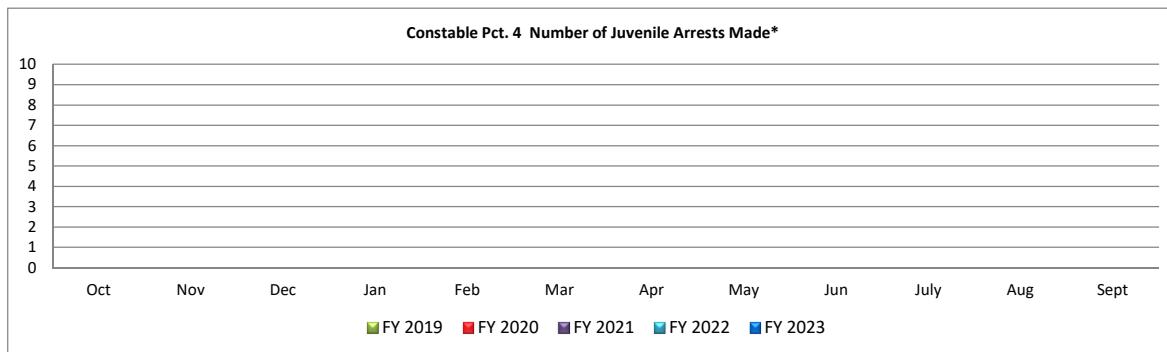
*Began tracking in FY 2015.

| | Q1 | Q2 | Q3 | Q4 | Total |
|---------|----|----|----|----|-------|
| FY 2019 | 6 | 5 | 6 | 8 | 25 |
| FY 2020 | 2 | 1 | - | 1 | 4 |
| FY 2021 | 1 | 2 | 1 | 1 | 5 |
| FY 2022 | 1 | 1 | 7 | 7 | 16 |
| FY 2023 | 4 | 7 | 4 | 1 | 16 |



*Began tracking in FY 2015.

| | Q1 | Q2 | Q3 | Q4 | Total |
|---------|----|----|----|----|-------|
| FY 2019 | 4 | 7 | 2 | 4 | 18 |
| FY 2020 | 1 | 3 | - | 1 | 5 |
| FY 2021 | 2 | 1 | 3 | - | 6 |
| FY 2022 | - | 1 | 3 | 2 | 6 |
| FY 2023 | 1 | 1 | 3 | 1 | 6 |



*Began tracking in FY 2015.

| | Q1 | Q2 | Q3 | Q4 | Total |
|---------|----|----|----|----|-------|
| FY 2019 | - | - | - | - | - |
| FY 2020 | - | - | - | - | - |
| FY 2021 | - | - | - | - | - |
| FY 2022 | - | - | - | - | - |
| FY 2023 | - | - | - | - | - |

ADMINISTRATIVE

Overseeing all office operations and functions. Providing assistance to customers by answering calls, documenting and tracking complaints and compliments, collecting money for service fees coming in mail and through personal visits. Providing support and assistance to office personnel by processing time and reporting to payroll, preparing schedules, ordering supplies, making travel arrangements for training, and tracking state mandated training requirements. Assisting with the office budget, accounts, bookkeeping & deposits and providing administrative support by preparing required monthly reports and conducting both interviews and evaluation processes.

FY 2023 Goals & Objectives

- To continue to train and educate all staff in efforts to maximize efficiency in all areas of operation within the office.

EDUCATION

Deputies are mandated by the state to maintain more training and education hours than other Texas Peace Officers. In addition, it is the policy of this office to require continuous training and education for clerks and deputies in fields related to their specific duties. It is the goal of this office to employ the most qualified, highly trained and most motivated peace officers and clerks in the state.