

## Response to Questions on the FY 2015 Budget

**Request By:** Supervisor Cook

**Question:** How much of the Sheriff's budget supports service of process for private legal matters and how much of that cost is recovered from fees charged for service?

**Response:** For purposes of this response, "private legal matters" has been defined as a request for the Sheriff to serve and/or execute civil process issued from citizens, businesses or firms. These entities, as described in the Virginia State Code, have the right to choose the Sheriff to process and their serve civil process (such as a levy, writs for recovering property, evictions, orders or summons). Some of these processes also include simple notices that have not been generated by the courts.

In FY 2013, the Sheriff's Office made 171,598 attempts to serve/execute civil process which reflects only a portion of the work of the Civil Enforcement Section of the Court Services Division. Among other duties, the Civil Enforcement Section is responsible service of legal process, such as capiases, subpoenas, distresses, seizures, absentee ballots and protective custody orders.

Estimating how many of the attempts to serve/execute civil process that were private legal matters after the fact is difficult as there is no data that separates private legal matters from the overall category total. Internal staff estimate that no more than 10 percent of the overall services/executions of civil process would be private legal matters. The staff time required to serve these private legal matters are usually straightforward notices and equates to less than 0.5 FTE annually. Any minimal revenue generated is collected by the Office of the Sheriff but is passed through to the State.