

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Sheriff Troy J. Knudson
INITIATED BY



Captain Jay L. Wood
DRAFTED BY

Public Safety and Justice Committee
SUBMITTED BY

April 30, 2019
DATE DRAFTED

Flat Rate Fee Proposal

1 **WHEREAS**, the Rock County Sheriff's Office Civil Process Office is responsible for serving several
2 different types of legal documents: and,
3
4 **WHEREAS**, the Civil Process Bureau currently has 27 variable rates for paper service fees; and,
5
6 **WHEREAS**, the variable rates do not provide a streamline service to the community; and,
7
8 **WHEREAS**, the Civil Process Bureau proposes a flat rate of \$65 for paper service and \$32 for each
9 additional person at the same residence; and
10
11 **WHEREAS**, the Civil Process Bureau proposes a \$150 non-refundable rate for foreclosure posting/sale;
12 and,
13
14 **WHEREAS**, the fees proposed reflect the average calculated from a seven year cycle; and,
15
16 **WHEREAS**, the rates proposed would be effective June 1, 2019.
17
18 **NOW, THEREFORE BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
19 this 9th day of May 2019, that the Rock County Sheriff's Office Civil Process Bureau is
20 authorized to collect flat rate fees.

19-5A-243

Respectfully submitted,

PUBLIC SAFETY AND JUSTICE COMMITTEE

Mary Beaver
Mary Beaver, Chair

Terry Fell
Terry Fell

Kara Hawes
Kara Hawes

Brian Knudson
Brian Knudson

Phillip Owens
Phillip Owens

FISCAL NOTE:

The flat rate fees were set up to be close to revenue neutral. Moving to a flat rate fee will save processing time for staff.

Sherry Oja
Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to §§ 59.01 and 59.51, Wis. Stats.

Richard Greenlee
Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
Josh Smith
County Administrator