

**Lane County - Service Option Sheet - FY 23-24 Proposed**

SOS 1: **Civil Process**  
 Dept: Sheriff's Office  
 Contact: Captain DJ Mann, 682-6527

Service Category: Public Safety

<b>Mandate</b>	None	Related	<b>SHALL</b>
<b>Leverage</b>	None	<b>Some</b>	HIGH

**Executive Summary**

The Civil Process Unit provides mandated service of court process documents. The Civil Unit serves court process within the Eugene-Springfield metro area, unincorporated Lane County and conducts writs of execution or assistance requiring law enforcement authority. The Civil Unit serves a high volume of Court Protection Orders and handles Court Ordered evictions.

**Service Descriptions**

	Revenue	Expense Total	General Fund	FTE
<b>Proposed Budget Total</b>	\$257,500	\$699,209	\$441,709	3.50
<b>Current Service Level</b>	\$257,500	\$699,209	\$441,709	3.50

The Civil Unit serves civil process and conducts statutorily required property sales. It is functionally below "threshold level" as a significant number of documents go un-served or are not accepted for service due to lack of staffing. 3.5 FTE: 3 Civil Deputies and .5 Sergeant.

**State/Federal Mandate**

ORS 206.010, 206.030, 206.040, 206.060, 206.210, OAR 23.050, 34.380, 34.440, 44.150, 105.151, 105.152, 105.153, 105.156, 105.158, 105.161, 169.030, 107.718, 107.719, 107.720, 124.025, 124.030, ORCP rule 85, Article VII, 16, Oregon Constitution; includes requirements to execute the process and orders of the court and to attend upon call, certain court proceedings.

**Leverage Details**

The General Fund portion of this program leverages the following:

_____ \$0	back to the Discretionary General Fund
_____ \$0	into other non Discretionary County Funds
_____ \$0	directly to community members