

COB - BOSAIR FORM

02/12/2026 10:37 AM (MST)

Submitted by Crystal.Lewis@pima.gov



BOARD OF SUPERVISORS AGENDA ITEM REPORT (BOSAIR)

All fields are required. Enter N/A if not applicable. For number fields, enter 0 if not applicable.

Award Type: Agenda Item

Is a Board Meeting Date Requested? Yes

Requested Board Meeting Date: 04/21/2026

Project Title / Description: Proposed increase of writ fees collected by Pima County Constables from \$5 to \$10 per writ

Agenda Item Report

Introduction / Background: Constables in Pima County are requesting the Board of Supervisors increase the amount received to execute or serve a writ from the current writ fee of \$5 to \$10, as allowed by State Statute. The Constable Ethics, Standards & Training Board (CESTB) is a seven-member panel who set the professional standards for constables throughout the state, ensure every constable is meeting their continuing education mandates, and provides supplemental funding to counties for constable training and equipment. The CESTB also investigates complaints against constables. The CESTB maintains a fund consisting of monies collected from writ fees throughout the state. Eighty percent of the fund must be used for training and equipment grants. Currently, a \$5 writ fee is collected for every writ issued by the justice courts. With passage and adoption in 2025, Senate Bill 1161, writ fees may increase up to \$10 with approval of the Board of Supervisors.

Discussion: All funds used by CESTB to provide grants to constables come from writ fees. According to the CESTB, the current \$5 writ fee has remained the same for many years, and the number of writs issued have steadily increased by approximately 20% over the past several years. The eviction moratorium related to the COVID-19 pandemic caused a decrease in the fees collected, which have not returned to pre-pandemic levels. With the passage of Senate Bill 1161, writ fees may increase up to \$10 if approved by the Board of Supervisors.

Conclusion: Since 2021, Pima County constables have received a total of \$57,494,29 in grant awards from CESTB. These funds have been used for ballistic vests, uniforms, tasers, ammunition and equipment. An increase in the writ fee in accordance with Senate Bill 1161 will ensure that funds continue to be available to local constables for these ongoing needs.

Recommendation: To ensure the availability of funding to the CESTB and, in turn, the funding of training and equipment grants awarded by CESTB to constables in Pima County, it is recommended that the Board of Supervisors approve an increase in writ fees from \$5 to \$10 as authorized by State Statute.

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Fiscal Impact:

The increase will have no fiscal impact on the Pima County budget, but will increase the revenue generated by the writ fee and provide additional funding for the CESTB, which funds training and equipment of the local constables.

Support of Prosperity Initiative:

2. Improve Quality of Life and Opportunity in High Poverty Areas

Provide information that explains how this activity supports the selected Prosperity Initiative

The fees allow the CESTB to provide training and equipment to Pima County constables, who regularly interface with individuals facing eviction and possibly homelessness. Well trained and appropriately equipped constables will be better prepared to interact with individuals facing homelessness, thus improving the quality of life for those facing homelessness.

Board of Supervisor District:

- 1
- 2
- 3
- 4
- 5

Department:

Constables

Name:

CRYSTAL BACA

Telephone:

520-724-5442

Department Director Signature:  _____ Date: 13 Feb 26

Deputy County Administrator Signature:  _____ Date: _____

County Administrator Signature: _____ Date: 2/26/20

ORDINANCE 2026- ____

AN ORDINANCE OF THE PIMA COUNTY BOARD OF SUPERVISORS, AMENDING PIMA COUNTY ORDINANCE NUMBER 2018 – 28 RELATED TO THE ESTABLISHMENT OF TEN DOLLAR FEE FOR EVERY WRIT ISSUED ON BEHALF OF A JUSTICE OF THE PEACE PURSUANT TO ARIZONA REVISED STATUTES § 11-445 (A)(17).

The Board of Supervisors of Pima County, Arizona finds that:

1. The Board of Supervisors of Pima County, Arizona has authority under Arizona Revised Statutes (A.R.S.) § 11-445 (A)(17) to establish a fee for every writ issued on behalf of a justice of the peace.
2. Effective July 1, 2025, A.R.S. § 11-445 (A)(17), was amended to increase fees for writs at a maximum of ten dollars (\$10.00) per writ.
3. Based on the amendment of A.R.S. § 11-445 (A)(17), it is appropriate to amend Pima County Ordinance 2018-28.

BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF PIMA COUNTY, ARIZONA:

SECTION 1. Section 1 of the Pima County Ordinance 2018-28, is amended as follows:

“The Clerk of the Court for Pima County Justice Court shall collect a ~~five~~ ten dollar fee for every writ issued on behalf of a justice of the peace. Collected fees shall be deposited or transferred to the Constables Ethics committee Fund by the Clerk of Court for the Pima County Justice Court.”

SECTION 2. Except as modified by this Ordinance, Ordinance 2018-28 remains in full force and effect.

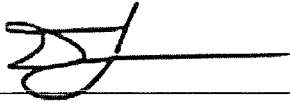
SECTION 3. This Ordinance is effective 30 days after the date of adoption.

PASSED AND ADOPTED by the Board of Supervisors of Pima County, Arizona this 21st day of April, 2026.

Jennifer Allen, Chair, Board of Supervisors

ATTEST:

Melissa Manriquez, Clerk of the Board

A handwritten signature in black ink, appearing to be 'DJ', written over a horizontal line.

Daniel Jurkowitz, Deputy County Attorney

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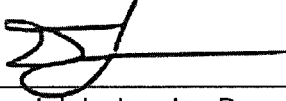
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