

2022

ATTORNEY AD LITEM

SEMINAR

Fundamentals of Serving as an Attorney Ad Litem



October 20, 2022 and October 28, 2022

1:00 p.m. – 4:15 p.m.

Video Presentation- Webinar

SERVING AS AN ATTORNEY AD LITEM IN HARRIS COUNTY

Zoom Webinar

October 20, 2022 (Video) & October 28, 2022 (Video)

Moderator

Judge Latosha Payne, 55th District Court

Obligation of the Attorney Ad Litem

1:00 – 1:20

Judge Kyle Carter, 125th District Court

AAL's Tax Court Duties

1:20 – 1:40

Judge Elizabeth Lockett, Tax Master

Anatomy of a Tax Court Pleadings

1:40 – 2:00

Judge Sharon McCally, Tax Master

Investigation Tools & Techniques

2:00 – 2:20

Judge Mike Engelhart, 151st District Court

Property Tax Code Nuggets

2:20 – 2:35

Tory Vonder Haar, Aldine Independent School District

Break

2:35 – 2:45

Non-Tax Court Tax Cases and Other AAL Appointments

2:45 – 3:00

Judge Tanya Garrison, 157th District Court

Dealing Effectively With Taxing Entity Counsel

3:00 – 3:30

Damon Edwards, Linebarger, Goggan, Blair & Sampson, LLP

Otilia Gonzalez, Perdue, Brandon, Fielder, Collins & Mott, LLP

Randy Strong, Goosecreek Independent School District

Defending Tax Cases – Panel

3:30 – 4:00

Amir Befroui, Attorney at Law

Angela Johnson, Attorney at Law

Jeffrey J. Klemm, Attorney at Law

Mary Stow, Attorney at Law

Procedure for Qualifying as an AAL in Harris County

4:00 – 4:15

Judge Robert Schaffer, 152nd District Court

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APPENDIX 1

Judge Latosha Lewis Payne has served as Presiding Judge of the 55th Civil District Court since January 1, 2019. Prior to her election to the bench, she practiced at Am Law 200 international law firms for most of her 18-year legal law career. Judge Payne is a former elected Partner of Gardere Wynne Sewell LLP n/k/a Foley Lardner and was a Co-Founding Partner of Trahan Dinn Kornegay Payne LLP (“TDKP”), a 100% woman-owned civil litigation and insurance coverage law firm. TDKP earned honors for its Outstanding Small Firm Contribution to Pro Bono by the Houston Bar Foundation and the Harris County Bench Bar Pro Bono Award – Small Firm.

Judge Payne’s diverse trial practice lead to trials and litigation in a wide variety of cases in both state and federal trial and appellate courts throughout the State of Texas. As lead counsel, Judge Payne tried to final jury verdict and to the court partnership, personal injury, insurance coverage, credit reporting/ debt collection, environmental, and workers compensation cases for both plaintiffs and defendants. Her practice also included food contamination liability, mass torts, toxic torts, personal injury, real estate, oil and gas premise and product liability, contracts, and commercial litigation cases.

Judge Payne is an Adjunct Professor of a Communication Law & Ethics course at the University of Houston.

Judge Payne is a Thomas J. Watson Fellow.

Judge Payne grew up in the Acres Homes and Cypress areas of Harris County. She and her husband have three children together and two adult stepchildren. She dedicates over 500 hours per year as a volunteer head coach for 11-12 girls and hurdles with the largest youth track club in the United States.

EDUCATION

UNIVERSITY OF TEXAS SCHOOL OF LAW, J.D., 2000

Selected Member, Honorary Board of Advocates • American Bar Association Regional Semi-finalist Moot Court Team • Associate Editor, Texas Environmental Law Journal • Women’s Roundtable • Officer, Thurgood Marshall Legal Society • Cecil N. Cook Endowed Presidential Scholarship in Environmental and Public Service Law • Ralph W. Yarborough Endowed Presidential Scholarship in Environmental and Public Service Law

UNIVERSITY COLLEGE OF LONDON, Fall 1999

THOMAS J. WATSON FOUNDATION, POST-GRADUATE FELLOWSHIP, 1996 – 1997

Study: “The Cultural Constraints on the Development of Women Athletes” in Kenya, Botswana, Swaziland, Ghana, and Jamaica

TULANE UNIVERSITY, H. SOPHIE NEWCOMB MEMORIAL WOMEN’S COLLEGE, B.A., 1996, Double Major: Environmental Studies and Political Science, Minor: Philosophy.

Tulane Honors Scholar • Oak Wreath Honor for Leadership & Service • President, Newcomb Honor Board • Undergraduate Representative to the Tulane Board of

Administrators • Martin Luther King Jr. Week for Peace Community Service Award • 1995 Metro Conference (NCAA Div. I) Women's 400 Meter Hurdles Champion • 1993 Metro Conference Indoor Women's Team Champion

BAR ADMISSIONS

Licensed to practice in all Texas state courts, 2000

United States Appellate Court for the Fifth Circuit

United States District Court, Southern District of Texas

United States District Court, Eastern District of Texas

United States District Court, Western District of Texas

United States District Court, Northern District of Texas

HONORS, AWARDS, & RECOGNITIONS

Houston Bar Association President's Award for Outstanding Service on the Implicit Bias Task Force, 2020 - 2021

Fisk University Distinguished Alumni Award, 2020

History Maker Award, Iota Phi Lambda Sorority, Inc., 2019

Mentor of the Year Award, Lifted Lifestyle, 2017

The National Black Lawyers Top 100, 2015

Texas Super Lawyer Rising Star, Texas Monthly, 2008, 2009, 2010, 2011, 2012, 2013, and 2014

Robert L. Hainsworth Outstanding Service Award, Houston Lawyers Association, 2014

Momentum Award, Ivy Educational and Charitable Foundation, 2013

Houston Top Lawyer for the People, H Texas Magazine, 2009

Houston Top Lawyer, H Texas Magazine, 2008 and 2009

Outstanding Service Award as Vice Chairperson, 83rd Annual National Bar Association Convention, 2008

Woodrow B. Seals Outstanding Young Lawyer of the Year, Houston Young Lawyers Association, 2007

Nominee, American Bar Association's Outstanding Young Lawyer of the Year, 2007

Nominee, Texas Young Lawyers Association's Outstanding Young Lawyer of the Year, 2007

Graduate, American Bar Association Tort Trial and Insurance Section National Trial Academy, 2007

Top Professional on the Fast Track, H Texas Magazine, 2006 and 2007

Fellow, Texas Bar Foundation, 2021, 2007

Fellow, American Bar Foundation, 2014

Fellow, Houston Bar Foundation, 2006

Life Fellow, Houston Young Lawyers Association, 2004

COMMUNITY, LEGAL, AND CHARITABLE SERVICE

Texas Access to Justice Commission, Commissioner, July 2021 - present

Track Houston Youth Track Club, USATF Level 1 Certified, Volunteer Coach 11-12 Girls, 2018 – present; Head Coach of 11-12 year Old Girls 4x800 Meter Relay AAU Junior Olympic Games 2021 National Champion

Alpha Kappa Alpha Sorority, Inc., Alpha Kappa Omega Chapter, Member, 2014 - present

Texas Executive Women, Board of Directors 2016 - 2019, Past President 2017-2018; Immediate Past President 2018-2019, Membership Chair, 2016 – 2017

Big Brothers Big Sisters of Greater Houston, Board of Directors, Former Board Member and Chair, Governance Committee, 2004 – 2010

Houston Lawyers Foundation, 2002 – present; Past Chairperson, 2010 – 2014

Houston Lawyers Association, Past President, Board of Directors 2002 - 2008

Houston Young Lawyers Association, Board of Directors 2008-2009; Chairperson, Crossing the Line Juvenile Law Program; Mentor, Leadership 2000 Mentoring Program

National Bar Association, 2005 – present; Treasurer of the Civil Rights Section; and Judicial Selection Committee Member

State Bar of Texas Legal Services for the Poor in Civil Matters, Past Member

Houston Bar Association, 2000 – present; Implicit Bias Task Force, 2020- present; Fun Run Cmte; Past Co-Chair, Lawyers Against Waste Cmte; Environmental Section, Inaugural Mentor; Juvenile Partnership; Past Member Communities in School and Special Olympics Cmte.

Communities in Schools, Mentor

Houston Volunteer Lawyers Program, Volunteer Attorney

Legal Lines, Volunteer Attorney

Justice for Children, Volunteer Attorney

SPEECHES AND PUBLICATIONS

Adjunct Professor, University of Houston, Valenti School of Communication, Communication Law & Ethics, Fall 2020, Spring 2021, Fall 2021

Speaker/ Panelist, Texas Minority Attorney Program, State Bar of Texas, June 2021

Houston Bar Association's 2021 Civil/Appellate Bench Bar Conference, April 2021

Speaker/ Panelist, Update on the Civil District Courts in Harris County, Houston Bar Association, March 2021

Speaker, Effective Voir Dire, David W. Robertson Admiralty and Maritime Law Conference, October 2020

Speaker/ Panelist, Minor Settlements, Hou. Trial Lawyers Assoc., Aug. 2020

Speaker/ Panelist, Judicial Roundtable, Hou. Trial Lawyers Assoc. Women's Caucus, July 2020

Speaker/ Panelist, Race, Diversity, & the Law, Hou. Young Lawyers Assoc., Judiciary Committee, July 2020

Speaker/ Panelist, Legal Writing to Win: Know Your Writes, State Bar of Texas, Appellate Section, Apr. 2020

Speaker/ Panelist, Communicating with Judges: Motions, Conferences and More, NBI Judicial Forum, Apr. 2020

Speaker/ Panelist, Jurist Prudence, Texas Tribune Festival, Sept. 2019

Speaker/ Panelist, Leaders From Law: Coaching on Campaign Fundamentals, ACS 2019 National Convention, June 2019

Speaker/ Panelist, A Civil Conversation about Judicial Selection, State Bar of Texas Annual Convention, June 2019

Speaker/ Panelist, Judicial Panel, Hou. Trial Lawyers Assoc., June 2019

Speaker/ Panelist, Best Practices: Judicial Perspective, Hispanic Bar Assoc., March 2019

Author, Supreme Court Unlikely to Overturn EPA Rules in Texas Challenge, Hou. Bus. Journal, Apr. 2013

Speaker, Southern Crushed Concrete v. City of Houston, Ordinance and Permitting, Amer. Soc. Safety Eng., 2013

Speaker, Environmental and Insurance Coverage Update, Continuing Education for Liberty Mutual Insurers, 2010

Speaker, Overview of Summary Judgment Practice in Texas State Courts, State Bar of Texas Adv. Civ. Lit., Nov. 2008

Author, Certain Businesses at Potential Risk of Indoor Contamination, Hou. Bus. Journal, Aug. 2007

Speaker, Legal Brief: Vapor Intrusion, Tex. Assoc. of Env. Professionals, May 2007

Speaker & Author, TROs and Temporary Injunctions, Univ. of Hou. Lit. and Trial Tactics, Nov. 2007 and Dec. 2007

Speaker & Author, TROs and Temporary Injunctions, Univ. of Hou. Lit. and Trial Tactics, Nov. 2006 and Dec. 2006

Co-author, Texas Supreme Court State Superfund Law Interpretation Allows Contribution Claims, Clarifies Arranger Liability, Mealey's Emerging Toxic Torts, Aug. 2005

APPENDIX 2

Judge Kyle Carter has been judge of the 125th District Court since 2009. Judge Carter is a native Houstonian, a graduate of Strake Jesuit College Preparatory, the University of Texas, and South Texas College of Law. Prior to taking the bench Judge Carter was a senior litigation associate with the Carter Law Firm, representing publicly-held corporate clients, small businesses, and individuals. Judge Carter has also served as general counsel to the legislative committees on General Investigations and Ethics, as well as the committee on Urban Affairs. In addition to being judge of the 125th District Court, Judge Carter is the immediate past president of the Texas Association of District Judges and has been presented with the Outstanding Judicial Leadership Award. Judge Judge Carter is also a recipient of the Public Service Award from South Texas College of Law.

Judge Carter also works with several charitable organizations. He is an active Mason and Shriner, and active supporter of Shriner's Hospital and Rite Care. Judge Carter has been honored to serve as a 2008 "Man of Style" benefitting Sickle Cell research. Judge Carter is also a member of the University of Texas Chancellor's Council, and is a life member of the Houston Livestock Show and Rodeo currently serving on the International Committee. Judge Carter is the founder and president of Judges at Work in Schools, a charitable organization dedicated to teaching students of all ages about the judicial system. Finally, Judge Carter is also the founder and president of Join, Inc., a charitable organization that brings together judges to address specific community needs.

Judge Carter is married to his wife Melanie for the past 19 years, and has three children Kylie, Caleb, and Colton.

APPENDIX 3

ELIZABETH J. LOCKETT

Harris County Tax Court, 201 Caroline St., Ste. 820, Houston, Texas 77002

Tax Court Telephone Number: 832-927-2735

<https://www.justex.net/Courts/Civil/CivilCourt.aspx?crt=65>

EXPERIENCE

Harris County District Courts

Houston, TX

Tax Master

Jul. 2018 – Present

- Handle pre-trial matters in both jury and non-jury delinquent property tax cases, the trial of non-jury delinquent property tax cases, and post-judgment proceedings, and prepare recommendations to the District Courts.

Lone Star Legal Aid

Houston, TX

Managing Attorney for the Houston Volunteer Project and

Foreclosure Prevention Project Attorney

Sep. 2017 – June 2018

Staff Attorney (Housing Unit)

Oct. 2011 – Sep. 2017

Equal Justice Works AmeriCorps Legal Fellow (Home Protection Unit)

Oct. 2009 – Sep. 2011

Harris County Housing Authority (Mir Fox & Rodriguez, PC)

Houston, TX

Disaster Housing Assistance Program Consultant

Feb. 2009 – Aug. 2009

City of Austin Law Department

Austin, TX

Post-Graduate Legal Fellow

Aug. – Nov. 2008

ADMISSIONS

U.S. District and Bankruptcy Courts for the Southern District of Texas

Feb. 2010

State Bar of Texas

Nov. 2008

EDUCATION

The University of Texas School of Law

Austin, TX

Juris Doctor

May 2008

Rice University

Houston, TX

Bachelor of Arts in Sociology and Policy Studies (Law and Justice)

May 2005

SELECTED PROFESSIONAL SPEECHES & TRAININGS

- Houston Lawyers Association, *Dissecting A Property Tax Foreclosure Case*, Houston, TX, Oct. 8, 2019
- 2019 Property Tax Committee Meeting & Legal Seminar, *Collections: A View from the Bench*, co-presented with Hon. Sharon McCally, Tax Master Thomas McQuage, and Hon. Kent Sims, Austin, TX, Mar. 29, 2019
- 2018 Poverty Law Conference, *"House"keeping for Title: Homeownership Issues for Repair/Replacement During A Disaster*, co-presented with Michael Rush, Patricia Tsai, and Hank Bostwick, Austin, TX, Sep. 5, 2018
- 2016 Poverty Law Conference, *Title, Probate, Property Tax Foreclosure Basics: How to Prevent the Insidious Takeover of the Indigent Homeowner's Home*, co-presented with Silvia Tiller and Ashley Vignaud Marshall, Austin, TX, Apr. 29, 2016
- 2013 Poverty Law Conference, *Updates on the Homeowners' Fight Against Property Owners' Associations*, co-presented with Thai-Anh Nguyen and David Kahne, Austin, TX, Apr. 5, 2013
- Housing and Consumer Task Force's Quarterly Meeting, *The pre-foreclosure requirements for FHA, VA, RHS, and HOA foreclosures, and using litigation to block non-complying foreclosure sales*, Austin, TX, Feb. 3, 2012
- Housing and Consumer Task Force's Quarterly Meeting, *Using HAMP to Build Your Case*, Fort Worth, TX, Oct. 22, 2010
- Annual Meeting, *Burden of Proof, Burden of Wrongful Conviction*, Las Vegas, NV, June 3, 2005



TAX COURT PROTOCOL

Pre-trial Procedure

Service

In addition to any service requirements imposed by the Texas Rules of Civil Procedure, all parties must provide proof of service of any motions or judgment submitted to the court. If a party is not able to provide proof of electronic service, then the party must present proof of service through another means of service under the rules, such as fax, certified mail, return receipt requested, or hand-delivery.

All parties must receive notice of all hearings, trials, and default motions regardless of whether the party has filed an answer with the court. The notice should be sent to the last known address of the party or the party's attorney.

All motions and judgments shall be submitted with a master's report.

All motions should clearly state the relief requested and the basis for the motion.

Trial

Notice of Trial/Default

Plaintiffs' counsel shall give notice to all parties, including defaulting parties, for any trial setting or motion for default. Notice must be sent at least 14 days before the default hearing or trial unless additional time is required by the Rules of Civil Procedure or law.

Plaintiffs' counsel is responsible for sending notice of trial and/or default to all parties, even if the court has also provided notice of the trial. If the court has provided a trial notice to the parties, Plaintiffs' counsel must forward a copy of the notice to the parties, including defaulting parties.

If the property is occupied, or if it is unclear whether the property is occupied, notice of trial or default must be sent to the property in addition to all other parties.

Proof of Ownership

In cases in which the certified delinquent tax statement fails to prove ownership, Plaintiffs' counsel shall provide proof of ownership.

Judgments

All information contained in the judgment must be typed, including amounts of delinquent taxes for all parties.

Each property owner listed shall be labeled on the certificate of service as “defendant.”

All numbers for delinquent taxes and liens in the judgment and master’s report shall match the evidence submitted.

If any party is in default, Plaintiff must file a default checklist for all defaulting defendants—even if only some of the parties are in default.

Both the default checklist and the master’s report shall include the trial date.

All judgments submitted must be final judgments unless prior approval for a partial judgment is obtained from the Court. All final judgments shall be labeled “Final Judgment.”

Supporting Documents

In an effort to speed up the review of judgments by the tax masters, Plaintiffs’ counsel shall submit the following documents with the judgment:

- Evidence supporting Plaintiffs’ and Intervener’s claims, including ownership allegations
- Answer
- Citation Returns
- Ad litem answer, affidavit, and order appointing the ad litem
- Proof that notice was sent
- Trial Notice
- Cost Judgment – 3 collection attempts made approximately 30 days apart and sent by regular and certified mail before setting it for a hearing

Attorneys Ad Litem

Appointment of Attorney Ad Litem

Motions to appoint attorney ad litem must be filed within 10 days of receiving the return of citation with the court. The motion should be set within 15 days of filing the motion. A motion to reappoint or motion to appoint an attorney ad litem must clearly state the relief requested and the basis for the motion.

Duties of Plaintiffs’ Counsel

When an attorney ad litem has been appointed, Plaintiffs’ counsel shall provide a copy of the file, including all title work to the attorney ad litem within 10 days after the appointment of the attorney ad litem.

Duties of Attorney Ad Litem

An attorney ad litem must file an answer for all parties for which the attorney ad litem has been appointed within the time limit of the Texas Rules of Civil Procedure. The answer and affidavit must list all defendants by name.

When an attorney ad litem locates heirs or other potential parties to a suit, the attorney ad litem shall file a notice identifying the heirs or other parties and serve the notice on all parties as soon as practical, but no later than 7 days after locating the heirs or potential parties.

The attorney ad litem must file his or her affidavit with the court 15 days before trial.

Unless otherwise specified by the judge, attorneys ad litem must appear at trial.

Plaintiff's counsel will confer with the attorney ad litem at least 7 days before trial to determine if the case is ready for trial. If the case is not ready for trial, the parties must tell the court what additional work needs to be done and approximately how much additional time is needed to complete the work.

Affidavit

The attorney ad litem shall use the form affidavit, attached as Exhibit A. The attorney ad litem is not precluded from adding additional information to the affidavit in the specified section.

The affidavit filed by the attorney ad litem shall state the following:

- The names of the parties that the ad litem was appointed to represent
- The work performed to locate each party the ad litem was appointed to represent
- The results of the site visit, including whether the property was occupied
- The fee requested

Attorney Ad Litem Fees

In cases in which an attorney ad litem has been appointed, the ad litem shall be entitled to \$1,000 base fee. Usually, this fee covers work done for up to 3 defendants. If additional work is performed by the ad litem, or if the ad litem was appointed for more than 3 defendants and had to do more work because of the number of appointed defendants, the ad litem shall be allowed request additional fees. Fees for the additional work shall be charged at a rate of \$150 an hour. Unless excessive out-of-pocket costs are incurred, costs for mail, electronic filing fees, and other work performed by the attorney ad litem are included in the base fee.

If an ad litem anticipates performing additional work or appearing at additional settings, the ad litem shall keep the court and Plaintiffs' counsel apprised of the work and the fees incurred. On occasion, prior approval may be required for additional work or fees. Whenever more than the base amount is requested, the ad litem shall provide an invoice or detailed description of the work performed.

Motions

A certificate of conference is required on all motions in compliance with Harris County Local Rule 3.3.6.

Post-Judgment

Excess Proceeds

Parties seeking excess proceeds must file a motion clearly stating why they are entitled to the funds they are seeking. If other parties are listed in the judgment, the motion should explain why the other parties are either not entitled to receive excess proceeds or state how and why the excess proceeds should be divided between the parties listed in the judgment. When more than one party seeks excess proceeds, only one order for excess proceeds should be presented to the court when possible.

When filing a motion for excess proceeds, the moving party must provide proof that District Clerk's letter to the property owner was sent pursuant to §34.03 or §34.04 of the Texas Property Code. If the § 34.03 or §34.04 letter is unavailable, the moving party must send the notice of the hearing to all parties in the final judgment at least 60 days before the hearing.

When filing a motion for excess proceeds, the moving party must show the Court the amount of funds that are in the registry. Each motion should specify how much money is owed to the moving party and to the other parties. The motion should state the amount requested, the date of judgment and sale, and the statutory authority for the motion. The moving party must submit orders granting and denying the motion in addition to a master's report.

Suit no.

HARRIS COUNTY

VS.

§
§
§
§
§

IN THE DISTRICT COURT

JUDICIAL DISTRICT

HARRIS COUNTY, TEXAS

TRIAL SETTING ORDER

The Tax Master recommends that the above captioned case be SET FOR TRIAL in Tax Court on
at am

The Tax Master further recommends that the Court establish the following deadlines for the trial of this case:

14 days from the date of the order setting trial	All taxing units shall supply their entire file to the Attorney Ad appointed in the case.
75 days from the date of the order setting trial	The Attorney Ad Litem shall notify all party Taxing Units of any additional heirs located by the Attorney Ad Litem's due diligence efforts.
90 days from the date of the order setting trial	The Taxing Units shall file any amended pleading naming any additional parties located by the Attorney Ad Litem.
No more than 120 days from the date of the order setting trial, but at least 20 days before trial	The Attorney Ad Litem appointed by the Court shall file his/her Attorney Ad Litem affidavit following the approved for such affidavit.

Signed:

Sharon McCally, Tax Master

ORDER SETTING TRIAL

It is hereby ORDERED that the above captioned case is hereby set for trial in Tax Court on
at am

It is FURTHER ORDERED that:

14 days from the date of the order setting trial	All taxing units shall supply their entire file to the Attorney Ad appointed in the case.
75 days from the date of the order setting trial	The Attorney Ad Litem shall notify all party Taxing Units of any additional heirs located by the Attorney Ad Litem's due diligence efforts.
90 days from the date of the order setting trial	The Taxing Units shall file any amended pleading naming any additional parties located by the Attorney Ad Litem.
No more than 120 days from the date of the order setting trial, but at least 20 days before trial	The Attorney Ad Litem appointed by the Court shall file his/her Attorney Ad Litem affidavit following the approved for such affidavit.

Signed:

, Judge Presiding

2014 - _____

PLAINTIFF

vs.

DEFENDANT

§
§
§
§
§

IN THE DISTRICT COURT

____TH JUDICIAL DISTRICT

HARRIS COUNTY, TEXAS

AFFIDAVIT OF ATTORNEY AD LITEM
FOR _____

BEFORE ME, the undersigned notary public, on this day appeared _____, who stated upon oath the following:

My name is _____. I am over the age of 18 years, and I am not disqualified from making this sworn statement. The statements herein are made on my personal knowledge and they are true.

I am a licensed attorney, in good standing with the State Bar of Texas. I was appointed by the above referenced court to represent the interest of _____, whose location(s) is unknown, and such person's unknown heirs, successors and assigns, whose identities and locations are unknown, unknown owners, such unknown owner's heirs, successors and assigns, and any and all other persons, including adverse claimants, owning or having or claiming any legal or equitable interest in or lien upon the property which is the subject of the delinquent tax claim in this case. The defendant was cited by posting.

I have exercised reasonable diligence in attempting to locate the defendant (and his/her heirs) for whom I was appointed to serve as attorney ad litem, and the results of my search are as stated below.

My search efforts were undertaken for the purpose of attempting to locate the named Defendant(s) or, if he/she is no longer living, their lawful heirs and/or successors. My efforts included the following:

1. Taxing Jurisdiction's Materials. I have reviewed the title, person search and other file materials compiled by the attorneys for the Plaintiff taxing jurisdiction, and I have satisfied myself that the information contained therein did not reveal the whereabouts of the Defendant, or any unknown successors in interest to him/her.
2. Defendant's Ownership Interest. [How is defendant connected to property? Deed type/date. Heir. Lienholder. Assessed Party by HCAD. No ownership interest or connection to property. Etc.]
3. Harris County Appraisal District Records. [Property owner name on HCAD records. Address of property. If mailing address is same or different from property address. Mailing address. Obtain names and addresses of adjacent property owners (of subject property) to attempt contact via letters and/or site visit.]

4. Tax Office Statement(s). [Name and address on current year tax statement.]
5. Other Defendants Contacted. [AAL to attempt contact with other defendants named in lawsuit to get information in locating defendant/heirs.]
6. Death Records. [Records searched and results. Date of Death. Age. Etc.]
7. Probate Records. [County(ies) searched. Probate located? Property specifically identified in probate? Heirs identified? Property devised to specific heir(s)?]
8. Obituary Search. [Obituaries searched and results.]
9. Offender Search. [Harris County Sheriff's Office and Texas Department of Criminal Justice searches and results.]
 - a. <https://apps.jims.hctx.net/sopublic/>
 - b. <http://offender.tdcj.state.tx.us/OffenderSearch/index.jsp>
10. Military Search. [Records searched and results. Attach any Department of Defense reports.]
11. Business Records. [Secretary of State and other records searched with results for appointed defendant business entities.]
12. Public Records. [Public records searched and results.]
 - a. Harris County Marriage License Records (Formal and Informal)
 - b. Harris County Voter Registration Records
 - c. Harris County Civil Court Docket Records (Plaintiff and Defendant)
 - d. Harris County Real Property Records (Grantor and Grantee Index)
 - e. Harris County Vital Statistics Records (Death)
 - f. Harris County Miscellaneous Personal Records
 - g. ETC.
13. Other Online Searches. [Internet directories and/or databases searched with results.]
 - a. Google
 - b. Accurint
 - c. Lexis
 - d. White Pages
 - e. Social Media
 - f. ETC.
14. Letters Mailed. [Results of letters mailed. At a minimum, a letter shall be mailed to the defendant(s) at the property address]

15. Phone Contacts. [Results of any telephone contacts made or received.]

16. Site Visit. [Date. Time. Description of property. Persons identified. Home or other structure on the property? Does property appear vacant or occupied? Fenced in? Any indication of adverse possession? Vehicles noted? License plate search results. Attach any photos as exhibits. Etc.]

17. Exhibits. [List and attach any exhibits.]

18. Overall Results and Conclusions. [Defendant(s) located? Heirs identified? Adverse parties identified? Interested parties? Must include addresses to serve identified parties. Etc.]

19. Additional Information. [AAL to note all other information in this section.]

I believe, based upon my search, that additional efforts to locate the named Defendant(s) and/or any living heirs or successors will not be successful. Based on the above, I am satisfied that the Defendants, and any living successors to the Defendant(s), cannot be located except as stated above.

I have also investigated to learn whether any other person or entity claims any right, legal or equitable, in the property, including adverse claimants. My investigation _____ [AAL's conclusions based on their investigation] _____

In the course of fulfilling my duties as attorney ad litem, I have devoted ____ hours of my time. The hourly fee for attorney ad litem services in accordance with the Harris County Tax Court Protocol is \$150. A reasonable fee for the attorney ad litem services rendered in this matter is \$1,000, taking into account the factors referenced by the Texas Supreme Court in *Arthur Anderson & Co. v. Perry Equip. Corp.*, 945 S.W.2d 812 (Tex. 1997). In addition, I have incurred out of pocket expenses for postage and copying in the amount of \$_____, which were reasonably incurred in the course of my investigation.

Further affiant sayeth not.

Affiant

SWORN TO AND SUBSCRIBED before me on the _____ day of _____, 2014.

My commission expires: _____

Notary Public, State of Texas

SECTION 11. TRIAL OF CAUSES

B. Continuance and Change of Venue

RULE 251. CONTINUANCE

No application for a continuance shall be heard before the defendant files his defense, nor shall any continuance be granted except for sufficient cause supported by affidavit, or by consent of the parties, or by operation of law.

RULE 252. APPLICATION FOR CONTINUANCE

If the ground of such application be the want of testimony, the party applying therefor shall make affidavit that such testimony is material, showing the materiality thereof, and that he has used due diligence to procure such testimony, stating such diligence, and the cause of failure, if known; that such testimony cannot be procured from any other source; and, if it be for the absence of a witness, he shall state the name and residence of the witness, and what he expects to prove by him; and also state that the continuance is not sought for delay only, but that justice may be done; provided that, on a first application for a continuance, it shall not be necessary to show that the absent testimony cannot be procured from any other source. The failure to obtain the deposition of any witness residing within 100 miles of the courthouse or the county in which the suit is pending shall not be regarded as want of diligence when diligence has been used to secure the personal attendance of such witness under the rules of law, unless by reason of age, infirmity or sickness, or official duty, the witness will be unable to attend the court, or unless such witness is about to leave, or has left, the State or county in which the suit is pending and will not probably be present at the trial.

RULE 253. ABSENCE OF COUNSEL AS GROUND FOR CONTINUANCE

Except as provided elsewhere in these rules, absence of counsel will not be good cause for a continuance or postponement of the cause when called for trial, except it be allowed in the discretion of the court, upon cause shown or upon matters within the knowledge or information of the judge to be stated on the record.

RULE 254. ATTENDANCE ON LEGISLATURE

In all civil actions, including matters of probate, and in all matters ancillary to such suits which require action by or the attendance of an attorney, including appeals but excluding temporary restraining orders, at any time within thirty days of a date when the legislature is to be in session, or at any time the legislature is in session, or when the legislature sits as a Constitutional Convention, it shall be mandatory that the court continue the cause if it shall appear to the court, by affidavit, that any party applying for continuance, or any attorney for any party to the cause, is a member of either branch of the legislature, and will be or is in actual attendance on a session of the same. If the member of the legislature is an attorney for a party to the cause, his affidavit shall

contain a declaration that it is his intention to participate actively in the preparation and/or presentation of the case. Where a party to any cause, or an attorney for any party to a cause, is a member of the legislature, his affidavit need not be corroborated. On the filing of such affidavit, the court shall continue the cause until thirty days after adjournment of the legislature and the affidavit shall be proof of the necessity for the continuance, and the continuance shall be deemed one of right and shall not be charged against the movant upon any subsequent application for continuance. The right to a continuance shall be mandatory, except only where the attorney was employed within ten days of the date the suit is set for trial, the right to continuance shall be discretionary.

RULE 255. CHANGE OF VENUE BY CONSENT

Upon the written consent of the parties filed with the papers of the cause, the court, by an order entered on the minutes, may transfer the same for trial to the court of any other county having jurisdiction of the subject matter of such suit.

[RULE 256. Repealed effective September 1, 1941]

RULE 257. GRANTED ON MOTION

A change of venue may be granted in civil causes upon motion of either party, supported by his own affidavit and the affidavit of at least three credible persons, residents of the county in which the suit is pending, for any following cause:

- (a) That there exists in the county where the suit is pending so great a prejudice against him that he cannot obtain a fair and impartial trial.
- (b) That there is a combination against him instigated by influential persons, by reason of which he cannot expect a fair and impartial trial.
- (c) That an impartial trial cannot be had in the county where the action is pending.
- (d) For other sufficient cause to be determined by the court.

RULE 258. SHALL BE GRANTED

Where such motion to transfer venue is duly made, it shall be granted, unless the credibility of those making such application, or their means of knowledge or the truth of the facts set out in said application are attacked by the affidavit of a credible person; when thus attacked, the issue thus formed shall be tried by the judge; and the application either granted or refused. Reasonable discovery in support of, or in opposition to, the application shall be permitted, and such discovery as is relevant, including deposition testimony on file, may be attached to, or incorporated by reference in, the affidavit of a party, a witness, or an attorney who has knowledge of such

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RULES of the CIVIL TRIAL DIVISION

Harris County District Courts

4/28/2014

Rule 1. OBJECTIVE OF RULES.

The objective of the rules of the Civil Trial Division of the District Courts of Harris County is to obtain a just, fair, equitable and impartial adjudication of the rights of litigants under established principles of substantive law and established rules of procedural law. To the end that this objective may be attained with as great expedition and dispatch and at the least expense, both to the litigants and to the state, as may be practicable, the rules shall be applied to ensure that, so far as reasonably possible, all matters are brought to trial or final disposition in conformity with the following standards:

- (a) Civil jury cases within 18 months from appearance date;
- (b) Civil non-jury cases within 12 months from appearance date.

Rule 2. REPORTS TO ADMINISTRATIVE JUDGE.

The district clerk shall supply to the Administrative Judge of the Civil Trial Division, on a monthly basis, information concerning the number of filings, dispositions, trials and other judicial activities in each court in the Civil Trial Division.

Rule 3. FLOW OF CASES.

3.1 FILING AND ASSIGNMENT. On being filed, a case in the Civil Trial Division shall be assigned randomly to the docket of one of the courts in that Division. Once assigned to a court, a case will remain on the docket of that court for all purposes unless transferred as provided in Rule 3.2.

3.2 TRANSFER.

3.2.1 Prior Judgment. Any claim for relief based upon a prior judgment shall be assigned to the court of original judgment.

3.2.2 Prior filings. Any matter filed after a non-suit, dismissal for want of prosecution, or other disposition of a previous filing involving substantially-related parties and claims shall be assigned by the Administrative Judge of the Civil Trial Division to the court where the prior matter was pending.

3.2.3 Consolidation.

(a) *Consolidation of Cases.* Subject to subpart c, a motion to consolidate cases must be heard in the court where the first filed case is pending. If the motion is granted, the consolidated case will be given the number of the first filed case and assigned to that court.

(b) *Consolidation of Discovery.* Subject to subpart c, a motion to consolidate discovery in separate cases must be heard in the court where the first filed case is pending. If the motion to consolidate discovery is granted, the case will not transfer, but the case management will be conducted by the consolidating court.

(c) *Consolidation to Special Dockets.* Special dockets for the management of multi-court cases may be created by order of the Administrative Judge of the Civil Trial Division according to policies approved by the judges of the Civil Trial Division.

3.2.4 Severance. If a severance of a claim or a defendant in a case is ordered, the new case will be assigned to the court where the original case pends, bearing the same file date and the same number as the original case with a letter designation. If a severance of multiple plaintiffs or intervenors in a case is ordered, the new case(s) may be randomly reassigned by the Administrative Judge of the Civil Trial Division. If not randomly reassigned, the case(s) will stay in the same court. When a severed case has previously been consolidated from another court, the case shall upon severance be assigned to the court from which it was consolidated.

3.2.5 Agreement. Any case may be transferred from one court to another court by written order of the Administrative Judge of the Civil Trial Division or by written order of the judge of the court from which the case is transferred; provided, however, that in the latter instance the transfer must be with the written consent of the court to which the case is transferred.

3.2.6 Presiding for Another. In all cases where a court presides for another court, the case shall remain pending in the original court. If available, the judge who signed an order shall preside over any motion for contempt of that order, except as otherwise provided in Sec. 21.002, Tex. Gov. Code.

3.2.7 Administrative Transfers. The Administrative Judge of the Civil Trial Division may transfer cases between courts or may assign cases from one court to another court for hearing due to illness, trial schedule, or other sufficient reasons.

3.2.8 Improper Court. If a case is on the docket of a court by any manner other than as prescribed by these rules, the Administrative Judge of the Civil Trial Division shall transfer the case to the proper court.

3.3 MOTIONS.

3.3.1 Form. Motions shall be in writing and shall be accompanied by a proposed order granting the relief sought. The proposed order shall be a separate instrument, unless the entire motion, order, signature lines and certificate of service are all on one page.

3.3.2 Response. Responses shall be in writing and shall be accompanied by a proposed order. Failure to file a response may be considered a representation of no opposition.

3.3.3 Submission. Motions may be heard by written submission. Motions shall state Monday at 8:00 a.m. as the date for written submission. This date shall be at least

10 days from filing, except on leave of court. Responses shall be filed at least two working days before the date of submission, except on leave of court.

3.3.4 Oral Hearings. Settings for oral hearings should be requested from the court clerk. The notice of oral hearing shall state the time and date.

3.3.5 Unopposed Motions. Unopposed motions shall be labeled "Unopposed" in the caption.

3.3.6 Extension of Certificates of Conference. The certificates of conference required by the Texas Rules of Civil Procedure are extended to all motions, pleas and special exceptions except summary judgments, default judgments, agreed judgments, motions for voluntary dismissal or non-suit, post-verdict motions and motions involving service of citation.

3.4 TRIALS.

3.4.1 Manner of Setting. Cases shall be set for trial by order of the court.

3.4.2 Date of Setting. Cases shall be set for trial for a date certain. If a case is not assigned to trial by the second Friday after the date it was set, whether because of a continuance or because it was not reached, the court shall reset the case to a date certain. Unless all parties agree otherwise, the new setting must comply with all requisites of T.R.C.P. 245.

3.4.3 Assignment to Trial. A case is assigned to trial when counsel are called to the court to commence the jury or non-jury trial on the merits. For purposes of engaged counsel, no court may have more than one case assigned to trial at any one time.

3.4.4 Dead Weeks. Except with the consent of all parties, no court will assign cases to trial on the merits, or set oral hearings on motions, during:

- (a) The week of the spring state or regional judicial conference
- (b) The week of the State Bar Convention;
- (c) The week of the Conference of the Judicial Section (September); and
- (d) Any December week or weeks where the Monday of that week begins with the dates, Dec. 22-31.

3.5 ANCILLARY DOCKET.

3.5.1 Ancillary Docket. The ancillary docket consists of the following :

- a) Applications for temporary restraining orders;
- b) Motions to dissolve or modify temporary restraining orders;
- c) Motions to modify the bond for a temporary restraining order;
- d) Motions to authorize emergency medical treatment;
- e) Requests before any suit has been filed to appoint umpires or arbitrators;
- f) The following matters, when brought under Chapter 81 of the Texas Health & Safety Code:
 - i. Motions for orders of protective custody;
 - ii. Motions for orders of temporary protective custody;
 - iii. Motions for orders for temporary detention pending a hearing on a motion to modify an order for outpatient treatment;

iv. Appointment of attorneys for persons subject to protective custody or detention orders; and

v. Probable cause hearings.

3.5.2 Ancillary Judge. The Ancillary Judge is responsible for hearing all matters on the ancillary docket. Each judge will serve as Ancillary Judge for one-half of a calendar month according to a schedule adopted by the judges of the Civil Trial Division. The Ancillary Judge will be available at the courthouse on business days during regular business hours, and will provide the county switchboard with the means to locate the Ancillary Judge at all other times.

If not available to serve at any time during the term, the Ancillary Judge will designate, in writing, another judge to serve ad interim, and will notify the Administrative Judge of the Civil Trial Division, the ancillary clerk, and the county switchboard of that designation.

In the absence or unavailability of the Ancillary Judge or designee under the rule, matters requiring judicial attention will be presented to the Administrative Judge of the Civil Trial Division for ruling or assignment to another judge for ruling.

3.5.3 Authority to Grant Ancillary Relief. No judge other than the Ancillary Judge may grant ancillary relief without a written order from the Ancillary Judge or Administrative Judge of the Civil Trial Division. However, either the Presiding Judge or the Ancillary Judge may grant an extension of a temporary restraining order. In requests for ancillary relief, the Ancillary Judge shall hear the matters as "Judge Presiding" for the court in which the case is pending.

3.6 DISMISSAL DOCKETS. The following cases are eligible for dismissal for want of prosecution pursuant to T.R.C.P. 165a:

- (a) Cases on file for more than 120 days in which no answer has been filed or is required by law;
- (b) Cases which have been on file for more than eighteen months and are not set for trial;
- (c) Cases in which a party or his attorney has failed to take any action specified by the court.

Rule 10. CONFLICTING ENGAGEMENTS.

10.1 INTER-COUNTY. The Rules of the Second Administrative Judicial Region control conflicts in settings of all kinds between a Harris County court and a court not in Harris County. The Rules of the

Second Administrative Judicial Region are available in the District Clerk's office.

10.2 INTRA-COUNTY. Among the trial courts sitting in Harris County:

- (a) Trial/Non-Trial. Trial settings take precedence over conflicting non-trial settings; and
- (b) Trial/Trial. A trial setting that is assigned takes precedence over a conflicting trial setting not yet assigned.

10.3 WAIVER. The court with precedence may yield.

10.4 LEAD COUNSEL. This rule operates only where lead counsel, as defined by T.R.C.P. 8, is affected, unless the court expands coverage to other counsel.

Rule 11. VACATIONS OF COUNSEL.

11.1 DESIGNATION OF VACATION. Subject to the provision of subparts .2 and .3 of this Rule, an attorney may designate not more than four weeks of vacation during a calendar year as vacation, during

which that attorney will not be assigned to trial or required to engage in any pretrial proceedings. This rule operates only where lead counsel, as defined by T.R.C.P. 8, is affected, unless the trial court expands coverage to other counsel.

11.2 SUMMER VACATIONS. Written designation for vacation weeks during June, July, or August must be filed with the district clerk by May 15. Summer vacation weeks so designated will protect the

attorney from trials during those summer weeks, even if an order setting the case for trial was signed before the vacation designation was filed.

11.3 NON-SUMMER VACATIONS. Written designation for vacation in months other than June, July, or August must be filed with the district clerk by February 1. Non-summer vacation weeks may not run

consecutively for more than two weeks at a time. Non-summer vacation weeks so designated will not protect an attorney from a trial by an order signed before the date the designation is filed.

Rule 12. ADMINISTRATIVE JUDGE OF THE CIVIL TRIAL DIVISION.

12.1 ELECTION. The Administrative Judge of the Civil Trial Division shall be elected for a term of one calendar year by the judges of the Civil Trial Division at the regular December meeting of the judges of

the Civil Trial Division. No judge may serve more than two consecutive terms as Administrative Judge. If a vacancy occurs in the office of Administrative Judge, the judges of the Civil Trial Division must hold an election to fill the vacancy at their next monthly meeting.

12.2 DESIGNEE. The Administrative Judge of the Civil Trial Division may by written order designate any other judge of the Division to act for the judge when the Administrative Judge is absent or unable to

act. The judge so designated shall have all the duties and authority granted by these Rules to the Administrative Judge of the Civil Trial Division during the period of the designation.

Rule 15. UNIFORMITY.

15.1 TRIAL AND DISMISSAL DOCKETS. The judges of the Civil Trial Division shall only use those docket management form letters and form orders which have been approved by the judges of the Civil Trial Division.

15.2 APPOINTEE FEE REPORT. Each person appointed by a judge in the Civil Trial Division to a position for which any type of fee may be paid shall file the designated uniform report before any judgment,

dismissal, or nonsuit is signed. This report is required for every appointment made whether or not a fee is charged.

15.3 RECORDING AND BROADCASTING OF COURT PROCEEDINGS. Recording or broadcasting court proceedings in the Civil Trial Division is governed by uniform rules adopted by the judges of the Civil Trial Division.

Rule 16. MEETINGS.

The judges of the Civil Trial Division shall meet regularly on the first Tuesday of each month from 12:15 until 1:15 p.m. The Administrative Judge of the Civil Trial Division may call a special meeting by written notice distributed at least 72 hours in advance of the meeting. Any special meeting called will state an ending time for the meeting. The judges may vote to reschedule or cancel any monthly meeting. No more than two meetings in any calendar year may be canceled.

Rule 17. EFFECTIVE DATE.

Effective October 20, 1987; amended 1/22/90; 7/1/90; 8/31/91; 1/3/96; 7/2/97; 4/27/98; 5/26/99; 5/4/04, 4/28/14



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Cause Number _____

Complete this section so that it looks exactly like the Petition filed in your case.

In the (check one):

☐ District Court

Court Number _____

☐ County Court at Law

_____, County, Texas

Motion for Continuance and Notice of Hearing

Print your answers.

1. My name is: _____
First Middle Last
2. I am the ☐ Petitioner ☐ Respondent in this case.
3. This case is presently set for a hearing or trial on _____
Month Day Year
4. I ask the Court to change the date of the hearing or trial to a later date because: (Check all that apply.)
 - ☐ I did not get at least 3 days' notice of this hearing.
 - ☐ I did not get at least 10 days' notice of this contempt/enforcement hearing.
 - ☐ I did not get at least 45 days' notice of this final hearing or trial.
 - ☐ I need time to hire a lawyer.
 - ☐ I need time to get legal advice and get ready to represent myself at the hearing.
 - ☐ Other: (Write why you need a continuance.) _____

5. This continuance is not sought solely for delay but that justice may be done.
6. I ask the Court to grant my Motion for Continuance.

Respectfully submitted,

Your Signature

Date

()

Your Printed Name

Phone

Mailing Address

City

State

Zip

Email Address

Fax Number (if available)

Notice of Hearing

The above motion is set for hearing on _____ at _____: _____ ☐ a.m. ☐ p.m.

at the _____ County Courthouse, located at:

Physical Address of Courthouse

City

State

Zip

Signature of Judge or Clerk (if required in your County)

Declaration (Pursuant to Texas Civil Practice & Remedies Code 132.002)

My full name is: _____,

my date of birth is: ____/____/____, and

my address is: _____,

and _____
Country

I declare under penalty of perjury that: 1) I am the person asking for a continuance, 2) I have read this Motion for Continuance, and 3) the statements in this Motion for Continuance are within my personal knowledge and are true and correct.

Executed (formally signed) in _____ County, Texas on this date: _____.

Signature of Party Asking for Continuance

Certificate of Service

I certify that I delivered a copy of this document to each party in this case, or if a party is represented by a lawyer to the party's lawyer, by: (Check one.)

☐ Hand delivery to the other party: _____

☐ Hand delivery to the other party's lawyer: _____

☐ Email to this email address: _____

☐ Certified mail, return receipt requested to this address: (Note: This method may take too long.)

☐ Commercial delivery service (for example FedEx) to this address:

☐ Fax to fax #: _____

☐ Electronic service through the electronic filing manager. (Note: The method is required if you electronically file (e-file) this document and the email address of your spouse or your spouse's attorney is on file with the electronic file manager.)

Signature of Party Asking for Continuance

Date

Cause Number _____

Complete this section so that it looks exactly like the Petition filed in your case

VS. _____

§ IN THE DISTRICT COURT
§ _____ JUDICIAL DISTRICT
§ HARRIS COUNTY, TEXAS

Order on Motion for Continuance

On this date the Court considered the Motion for Continuance filed by:

Print the full name of the party who filed the Motion for Continuance.

and ORDERS that: (Check all that apply.)

- a. ☐ The Motion for Continuance is **GRANTED**.
- b. ☐ The hearing or trial originally set on ____ / ____ / ____ at ____ a.m. p.m.
is now set on ____ / ____ / ____ at ____ a.m. p.m.

All parties are ORDERED to appear before the Court on the new date and time at this address:

201 Caroline St. 8th Floor (TAX COURT) Houston Texas 77002
Courthouse Address City State Zip

- c. ☐ This is an agreed continuance. All parties have received proper notice of the new hearing or trial date. No further notice is required.
- d. ☐ The Motion for Continuance is **DENIED**.

SIGNED on _____

Judge Presiding/ Tax Master

APPROVED AS TO FORM AND SUBSTANCE:

Petitioner's Signature

Respondent's Signature

Petitioner's Name (print)

Respondent's Name (print)

NOTICE: THIS DOCUMENT CONTAINS SENSITIVE DATA

Cause Number _____

Complete this section so that it looks exactly like the Petition filed in your case.

In the (check one):

Court Number ☐ District Court
☐ County Court at Law

County, Texas

Agreed Motion for Continuance

Print your answers.

1. My name is: _____
First Middle Last

2. I am the ☐ Petitioner ☐ Respondent in this case.

3. This case is presently set for a hearing or trial on _____ / _____ / _____.
month day year

4. I ask the Court to change the date of the hearing or trial to a later date because:

(Write why you need a continuance.) _____

5. The other party or parties in this case have agreed to this continuance as evidenced by the signature(s) below.

6. This continuance is not sought solely for delay but that justice may be done.

7. I ask the Court to grant my Motion for Continuance.

Respectfully submitted,

Your Signature

Date

Your Printed Name

Phone

Mailing Address

City

State

Zip

Email Address

Fax Number (if available)

By my signature below, I confirm that I agree to this Motion for Continuance.

Signature of Other Party or Attorney for Other Party

Date

Declaration

(Texas Civil Practice & Remedies Code 132.002)

My full name is: _____,

my date of birth is: ____/____/____, and

my address is: _____,

and _____
Country

I declare under penalty of perjury that: 1) I am the person asking for a continuance, 2) I have read this Motion for Continuance, and 3) the statements in this Motion for Continuance are within my personal knowledge and are true and correct.

Executed (formally signed) in _____ County, Texas on this date: _____.

Signature of Party Asking for Continuance

Certificate of Service

I certify that I delivered a copy of this document to each party in this case, or if a party is represented by a lawyer to the party's lawyer, by: (Check one.)

☐ Hand delivery to the other party or parties: _____

☐ Hand delivery to the other party's lawyer: _____

☐ Email to this email address: _____

☐ Certified mail, return receipt requested to this address: (Note: This method may take too long.)

☐ Commercial delivery service (for example FedEx) to this address:

☐ Fax to fax #: _____

☐ Electronic service through the electronic filing manager. (Note: The method is required if you electronically file (e-file) this document and the email address of your spouse or your spouse's attorney is on file with the electronic file manager.)

Signature of Party Asking for Continuance Date

Cause Number _____

Complete this section so that it looks exactly like the Petition filed in your case.

VS. _____

§ IN THE DISTRICT COURT
§ JUDICIAL DISTRICT
§ HARRIS COUNTY, TEXAS

Order on Motion for Continuance

On this date the Court considered the Motion for Continuance filed by:

Print the full name of the party who filed the Motion for Continuance.

and ORDERS that: (Check all that apply.)

- a. ☐ The Motion for Continuance is **GRANTED**.
- b. ☐ The hearing or trial originally set on ____ / ____ / ____ at ____ a.m. p.m.
is now set on ____ / ____ / ____ at ____ a.m. p.m.

All parties are ORDERED to appear before the Court on the new date and time at this address:

201 Caroline St. 8th Floor (TAX COURT) Houston Texas 77002
Courthouse Address City State Zip

- c. ☐ This is an agreed continuance. All parties have received proper notice of the new hearing or trial date. No further notice is required.
- d. ☐ The Motion for Continuance is **DENIED**.

SIGNED on _____

Judge Presiding/ Tax Master

APPROVED AS TO FORM AND SUBSTANCE:

Petitioner's Signature

Respondent's Signature

Petitioner's Name (print)

Respondent's Name (print)

APPENDIX 4

Sharon McCally
McCally Law, PC
2368A Rice Blvd No. 422, TX 77030
Tel.: (713) 858-0239, smccally@aol.com

Sharon is a former Justice of the Fourteenth Court of Appeals (2011-2016). She is also a former Judge of the 334th Civil District Court of Harris County, Texas (2005-2010). Among other matters Sharon handled as a civil district judge, she managed the delinquent property tax docket of the Court and developed the Tax Protocol and continued the work of her predecessors on the Civil Ad Litem Seminar, expanding that seminar through outreach to newly-licensed lawyers.

Sharon retired from the Texas judiciary at the end of 2016 to return to private practice and is now one of the Harris County District Court Tax Masters. Sharon also serves as a AAA Arbitrator and an appointed discovery master.

Prior to running for a judicial position, Sharon was a litigator with Fisher, Gallagher, Perrin and Lewis. She then formed Storey, Moore & McCally with dear friends [Former Judge] Daryl Moore and JoAnn Storey so she could focus her practice on trial consulting and appellate work.

Sharon earned her B.A. in English from Southern Methodist University. She remained in Dallas and worked in the mechanical contracting field prior to law school. Sharon obtained a J.D. from South Texas College of Law in Houston, where she served on Law Review and achieved election to the Order of the Barristers. Following law school, Sharon served as a law clerk to The Honorable David Hittner for The United States District Court for the Southern District of Texas.

ANATOMY OF A TAX JUDGMENT (AND JUDGMENT PACKETS)

I. COMPONENTS OF A TAX JUDGMENT

1. Correct style, cause number and court.
2. Correctly reflect the date of the trial.
3. Correctly name all party plaintiffs, intervenors and defendants in line with the live pleadings in the cause.
 - a. If a Defendant is represented by an Attorney Ad Litem, that fact should be noted as and where the defendant is named in the Judgment.
 - b. If judgment is to be rendered against a Defendant *in rem* only, that capacity designation should be noted as and where the defendant is named in the Judgment.
 - c. For a contested trial, as and where the defendant is named, recite (a) that the defendant has been duly served with process; and (b) whether such Defendant has answered the suit, or not, if the Defendant has answered/appeared, recite whether such Defendant appeared for trial, or not. A Default Judgment should contain *only* recitation that the Defendant has failed to answer or appear – otherwise, Default Judgment would be improper.
 - d. If a claimant (Plaintiff or Intervenor) has dismissed prior to the trial, the judgment will ideally

reflect the identity of the party and a voluntary dismissal so that the face of the judgment leaves no doubt that it is a Final Judgment as to all claims and parties.

4. Scrupulously recite the Property Description and Account no.

5. Render the Market Value finding.

6. Correctly identify all sums awarded as taxes and court costs and scrupulously match the Master's Report to the penny.

7. Faithfully recite all supporting relief to which the claimants are entitled by virtue of the live pleadings *and* the evidence (i.e. foreclosure, lien, execution).

8. Award tax master compensation at the rate prevailing at the time of the trial.

9. If applicable, award the attorney ad litem fee corresponding to the Appointee Fee Report.

10. Include a Mother Hubbard Clause. See *Lehmann v. Har-Con Corp.*, 39 S.W.3d 191, 205–06 (Tex. 2001) (indicating example of Mother Hubbard Clause is “[t]his judgment finally disposes of all parties and all claims and is appealable”).

11. A note on “nonsuit” language. Tax Master McCally will not recommend a judgment that contains the following language:

IT IS FURTHER ORDERED that all parties heretofore named in any pleadings filed by

a party and not included in this judgment, and any property set out in previous pleadings but not included in this judgment, are hereby dismissed without prejudice to the right to refile their claims.

Tax Master Lockett will not recommend a judgment that ***does not*** contain that language.

II. PRESENTATION (FILING OR PAPER SUBMISSION) OF THE JUDGMENT: TAX PACKETS

A. All non-AAL judgments (default or contested trial) should be assembled for electronic or paper filing ***in the following order*** in two separate packets to comply with the District Clerk operating procedure:

Packet No. 1:

- The Judgment,
- the certificate of last known address (if applicable);
- the Motion for Default Judgment (if applicable);
- the Non-military affidavit with Manpower Printout (if applicable);
- the Default Checklist (if applicable),

Packet No. 2:

- the long-form Master's Report recommendation (regarding taxes sought),
- the short-form Master's Report recommendation (regarding (Granted/Denied)for final judgment,
- the Evidence in support of the judgment;
- the Notice of the setting,
- the proof of service of notice of setting (i.e. mail manifest).

B.All Tax Protocol (AAL appointed) judgments should be assembled for electronic or paper filing ***in the following order*** in two separate packets to comply with the District Clerk operating procedure:

Packet No. 1:

- The Judgment,
- the certificate of last known address (if applicable);
- the Non-military affidavit with Manpower Printout (if applicable);
- the Statement of Evidence;
- the Appointee Fee Report;
- the Default Checklist (if applicable),

Packet No. 2:

- the long-form Master's Report recommendation (regarding taxes sought),
- the short-form Master's Report recommendation (regarding (Granted/Denied) for final judgment,
- the Evidence in support of the judgment;
- the Notice of the setting,
- the proof of service of notice of setting (i.e. mail manifest).

**Tax Master Sharon McCally. Tax Protocol Supplementary Guidelines
(Effective 2.1.21)**

**The following courts are assigned to the McCally Tax Docket: 11th, 61ST, 80th,
152ND, 165th, 190TH, 234th, 270th, 281st, 295th, 334TH**

Above all, please refer to the standing Tax Protocol. The following supplementary guidelines indicate the preferences and uniformities requested by Tax Master McCally.

1. **SCHEDULING.** Per District Court COVID-19 order, there are currently no in-person settings available for Tax Court. The following **submission/telephone conference** schedule applies in courts on the McCally docket:
 - Monday, 9 a.m. Motions for Substituted Service and Motions for Attorney Ad Litem Appointments; 10-day notice required;
 - Monday, 10 a.m. Motions for Default Judgment, 10-day notice required;
 - Monday, 1:30 p. m. Petitions for Excess Proceeds, until further notice, 60-day notice is required to withdraw excess proceeds absent leave of court or agreement of ***all party plaintiffs and defendants to the suit.***
2. **SUBMISSIONS, Judgments:** The McCally Tax Docket is currently in transition to electronic submissions. Judgments for the 80th, 270th, 295th Courts are now electronic only. Judgments for the remaining courts continue in paper submission until further notice. **All judgments** should be assembled for electronic or paper filing **in the following order** in two separate packets:
 - Packet No. 1:**
 - The Judgment/Default Judgment,
 - the certificate of last known address;
 - the Motion for Default Judgment;
 - the Non-military affidavit with Manpower Printout, if applicable;
 - the Default Checklist,
 - Packet No. 2:**
 - the long-form Master's Report (regarding taxes sought),
 - the short-form Master's Report (regarding any recommendation for judgment),
 - the Evidence in support of the judgment;
 - the Notice of the setting,
 - the proof of service of notice of setting (i.e. mail manifest).
3. **NOTICES TO INCLUDE PANDEMIC LANGUAGE.** Until further notice, the notice of submission for **all** settings must contain the following language, set forth in 18 point type ("Pandemic notice"):

**THIS IS A NOTICE FOR SUBMISSION OR
PAPER-ONLY SETTING SEEKING (CHOOSE**

THE RELIEF SOUGHT: SUBSTITUTED SERVICE/APPOINTMENT OF AN ATTORNEY AD LITEM/ A DEFAULT JUDGMENT/TO WITHDRAW EXCESS PROCEEDS/OTHER APPLICABLE RELIEF). THE MASTER JUDGE WILL NOT BE CONDUCTING AN IN-COURT HEARING ON THE MATTER.

YOU MAY FILE PAPERS IN RESPONSE. OR, IF YOU WISH TO APPEAR, IT MUST BE BY TELEPHONE CONFERENCE, ON THE MASTER COURT CONFERENCE LINE AND ON THE DATE AND TIME STATED IN THIS NOTICE:

THE CONFERENCE LINE IS:

832.927.8888,

CODE 7555000#.

TELEPHONE CONFERENCE PARTICIPANTS WILL NEED TO BE READY TO STATE THEIR CASE NUMBER OR THE APPEARANCE MAY NOT BE NOTED ON THE RECORD. THE MASTER JUDGE WILL BE IN THE COURTROOM DURING THE CONFERENCE BUT WILL BE CONDUCTING THE PROCEEDING BY TELEPHONE. DURING THE CURRENT PANDEMIC, PLEASE DO NOT ATTEMPT TO APPEAR IN PERSON. FOR YOUR PROTECTION AND THE PROTECTION OF COURT STAFF, YOU WILL NOT BE ALLOWED TO APPEAR IN PERSON IN THE COURTROOM.

(INCLUDE ONLY FOR MOTIONS FOR DEFAULT JUDGMENT) PLEASE NOTE THAT:

**IF YOU DO NOT FILE PAPERS IN ANSWER
TO THE LAWSUIT OR APPEAR BY
TELEPHONE AS DIRECTED IN THIS NOTICE,
A DEFAULT JUDGMENT MAY BE TAKEN
AGAINST YOU.**

FILED

Chris Daniel
District Clerk

SEP 26 2018

Time: 1:30 PM
By: [Signature]
Deputy

SUIT NO. 201748338

HARRIS COUNTY, ET AL

VS.

AVALONIA JACKSON, AKA AVALONIA
WADE JACKSON, ET AL

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IN THE DISTRICT COURT

80TH JUDICIAL DISTRICT

HARRIS COUNTY, TEXAS

MASTER IN CHANCERY'S REPORT TO THE DISTRICT COURT

The Master in Chancery appointed in this case reports to the District Court that a **FINAL JUDGMENT** should be **GRANTED / DENIED** in this case on the basis of the record.

Signed on this the _____ day of _____, 20 _____.

Respectfully submitted,

Master in Chancery
Harris County, Texas

FILED

Chris Daniel
District Clerk

SEP 26 2018

Time: 1:30 PM

By: Deputy

SUIT NO. 201748338

HARRIS COUNTY, ET AL

VS.

AVALONIA JACKSON, AKA AVALONIA
WADE JACKSON, ET AL

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IN THE DISTRICT COURT

80TH JUDICIAL DISTRICT

HARRIS COUNTY, TEXAS

MASTER'S REPORT

HEARING DATE: September 26, 2018

Tax Master Fee: \$50.00

The Master finds that all parties were properly cited and notified of this trial setting. Evidence reflecting the following was admitted and is attached hereto. Based on such evidence, the Master finds as follows:

ACCOUNT NUMBER: 0812790000006

ADJUDGED MARKET VALUE: \$15,600.00

	Tax Years	Delinquent Base Tax	Penalty & Interest	33.48 Atty Fees	Total
HARRIS COUNTY	2009 - 2017	\$769.20	\$765.85	\$0.00	\$1,535.05 ✓
CITY OF HOUSTON	2009 - 2017	\$750.23	\$756.21	\$0.00	\$1,506.44 ✓
LSCS	2009 - 2017	\$136.33	\$137.23	\$0.00	\$273.56 ✓
ALDINE ISD	1999 - 2017	\$2,620.88	\$2,805.37	\$813.95	\$6,240.20

In addition to above amounts, the master also finds that Plaintiff CITY OF HOUSTON, recover special assessment lien in the amount of \$1,773.86

Linebarger Additional Costs: \$705.00

TO ALL PARTIES: This constitutes notice under section 33.72 (c) of the Texas Property Tax Code of your right to appeal the master's ruling to the judge of the referring court in this case. In order to do so you must follow the deadlines and other applicable requirements set out in the Property Tax Code.

SIGNED this _____ day of _____, 20 ____.

Master

ADOPTED, CONFIRMED & ORDERED

JUDGE, Presiding

Date: _____

SEP 26 2018

Chris Daniel
District Clerk

SEP 26 2018

Time:

By:

Harris County, Texas

Deputy

SUIT NO. 201748338

HARRIS COUNTY, ET AL

VS.

AVALONIA JACKSON, AKA AVALONIA WADE
JACKSON, ET AL

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IN THE DISTRICT COURT

80TH JUDICIAL DISTRICT

HARRIS COUNTY, TEXAS

DEFAULT CHECKLIST

HEARING DATE: September 26, 2018

	Laterrius Jackson AKA Laterrius Gerard Jackson (In Rem Only)	Pleshette Dunn AKA Pleshette Shatina Dunn (In Rem Only)	Mary Washington AKA Mary Ann Washington (In Rem Only)
Named in "Live" Petition	yes	yes	yes
Executed Return in file	yes	yes	yes
Date of Service	8/4/17	11/10/17	7/28/17
Served in proper capacity	yes	yes	yes
If R106 service: 3 methods	no	no	no
If SOS - Whitney cert.	no	no	no
Ret. on file 10 days	yes	yes	yes
Answer period expired	yes	yes	yes
Answer in file	no	no	no
Notice to service address	yes	yes	yes
Named in Judgment	yes	yes	yes
Party dismissed by non-suit	n/a	n/a	n/a
Certificate of Address	yes	yes	yes
Non-Military Affidavit	yes	yes	yes

SUIT NO. 201748338

HARRIS COUNTY, ET AL

VS.

AVALONIA JACKSON, AKA AVALONIA WADE
JACKSON, ET AL

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IN THE DISTRICT COURT

80TH JUDICIAL DISTRICT

HARRIS COUNTY, TEXAS

DEFAULT CHECKLIST

HEARING DATE: September 26, 2018

	Willie E. Jackson AKA Willie Earl Jackson (In Rem Only)	Joyce A. Smith AKA Joyce Ann Smith (In Rem Only)	Lamont Jackson AKA Lamont Deadere Jackson (In Rem Only)
Named in "Live" Petition	yes	yes	yes
Executed Return in file	yes	yes	yes
Date of Service	7/28/17	7/28/17	7/28/17
Served in proper capacity	yes	yes	yes
If RI06 service: 3 methods	no	no	no
If SOS - Whitney cert.	no	no	no
Ret. on file 10 days	yes	yes	yes
Answer period expired	yes	yes	yes
Answer in file	no	no	no
Notice to service address	yes	yes	yes
Named in Judgment	yes	yes	yes
Party dismissed by non-suit	n/a	n/a	n/a
Certificate of Address	yes	yes	yes
Non-Military Affidavit	yes	yes	yes

The tax master appointed in this case reports to the District Court that Default Judgment should be granted / denied in this case on the basis of this record.

Signed on this the _____ day of _____, 20____.

FILED
Chris Daniel
District Clerk

Respectfully submitted,

SEP 26 2018
Time: 1:30 PM
By: _____
Deputy

Tax Master
Harris County, Texas

FILED

Chris Daniel
District Clerk

SEP 26 2018

Time: 1:30 PM
By: [Signature]
Deputy

SUIT NO. 201748338

HARRIS COUNTY, ET AL

VS.

AVALONIA JACKSON, AKA AVALONIA
WADE JACKSON, ET AL

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IN THE DISTRICT COURT

80TH JUDICIAL DISTRICT

HARRIS COUNTY, TEXAS

FINAL JUDGMENT

On the 26th day of September, 2018, this cause being called in its regular order, came the Plaintiff Taxing Unit(s) whether Plaintiff(s), Intervenor(s) or Impleaded Plaintiff(s), as follows:

Plaintiff(s):

HARRIS COUNTY for itself and for the other county wide taxing authorities named herein below

CITY OF HOUSTON

LONE STAR COLLEGE SYSTEM DISTRICT (LSCS)

and Intervenor(s):

ALDINE INDEPENDENT SCHOOL DISTRICT (ALDINE ISD)

Harris County collects on behalf of itself and certain county-wide taxing authorities which are the Harris County Department of Education, the Port of Houston Authority of Harris County, the Harris County Flood Control District, and the Harris County Hospital District, all of which are included within the references to Harris County made herein.

The defendant(s) are as follows:

Avalonia Jackson AKA Avalonia Wade Jackson (In Rem Only), Rush Jackson, Jr. AKA Rush Jackson III (In Rem Only), Rayford Bailey AKA Rayford Louis Bailey Sr (In Rem Only), James L. Jackson AKA James L Jackson Sr (In Rem Only), Leonard Jackson (In Rem Only) and Michelle Moore AKA Michelle Jackson Moore (In Rem Only) if unknown, whose location is unknown, and such person's unknown heirs, successors and assigns, whose identity and location are unknown, unknown owners, such unknown owner's heirs, successors and assigns, and any and all other persons, including adverse claimants, owning or having or claiming any legal or equitable interest in or lien upon the property which is the

subject of the delinquent tax claim in this case. The court appointed Joann Weiss Schaffer, a licensed attorney, as attorney ad litem to represent such Defendant(s) and said attorney has answered on behalf of all such Defendant(s) and has been duly notified of trial and has appeared / ~~failed to appear~~ in Court.

Laterrius Jackson AKA Laterrius Gerard Jackson (In Rem Only) who was duly served with citation which has been returned to this court and has been on file for more than ten (10) days, failed to appear or answer and wholly made default.

Pleshette Dunn AKA Pleshette Shatina Dunn (In Rem Only) who was duly served with citation which has been returned to this court and has been on file for more than ten (10) days, failed to appear or answer and wholly made default.

Mary Washington AKA Mary Ann Washington (In Rem Only) who was duly served with citation which has been returned to this court and has been on file for more than ten (10) days, failed to appear or answer and wholly made default.

Willie E. Jackson AKA Willie Earl Jackson (In Rem Only) who was duly served with citation which has been returned to this court and has been on file for more than ten (10) days, failed to appear or answer and wholly made default.

Joyce A. Smith AKA Joyce Ann Smith (In Rem Only) who was duly served with citation which has been returned to this court and has been on file for more than ten (10) days, failed to appear or answer and wholly made default.

Lamont Jackson AKA Lamont Deadere Jackson (In Rem Only) who was duly served with citation which has been returned to this court and has been on file for more than ten (10) days, failed to appear or answer and wholly made default.

All matters of controversy, both of fact and of law, were submitted to the Court. The Court, after considering the pleadings, evidence, and arguments of counsel, grants judgment as follows:

IT IS ORDERED that Plaintiff Taxing Unit(s) shall not be granted any monetary relief against any

defendant identified as IN REM ONLY.

IT IS ORDERED that the Plaintiff Taxing Unit(s) recover of and from the Defendant(s), as indicated above, the total sums of money set out below, which claims are secured by tax liens against the property hereinafter described as follows:

ACCOUNT NUMBER: 0812790000006

LEGAL DESCRIPTION: LOT 6 IN BLOCK 3 OF HIGHLAND HEIGHTS ANNEX NO. 11, A SUBDIVISION IN HARRIS COUNTY, TEXAS ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN VOLUME 43, PAGE 38 OF THE MAP RECORDS OF HARRIS COUNTY, TEXAS.

HCAD DESCRIPTION: LT 6 BLK 3 HIGHLAND HEIGHTS ANNEX SEC 11

ADJUDGED MARKET VALUE: \$15,600.00

	Tax Years	Delinquent Base Tax	Penalty & Interest	33.48 Atty Fees	Total
HARRIS COUNTY	2009 - 2017	\$769.20	\$765.85	\$0.00	\$1,535.05
CITY OF HOUSTON	2009 - 2017	\$750.23	\$756.21	\$0.00	\$1,506.44
LSCS	2009 - 2017	\$136.33	\$137.23	\$0.00	\$273.56
ALDINE ISD	1999 - 2017	\$2,620.88	\$2,805.37	\$813.95	\$6,240.20

IT IS ORDERED, ADJUDGED, AND DECREED that the Plaintiff taxing units, do have and recover from the Defendant(s), as indicated above, the total sum of money due for taxes, penalties, interest, and attorney fees with penalty and interest continuing to accrue at the rates set forth in Tex. Prop. Tax Code Sec. 33.01, 33.07 and 33.08 from the date of trial until paid or sold, plus all costs of court, for which let execution issue.

IT IS ORDERED that the Plaintiff CITY OF HOUSTON have and recover from the Defendants(s) additional amount(s) of special assessment lien's principal, interest, and attorney's fees, set out below, owing to the CITY OF HOUSTON for special assessment lien(s) on the subject property.

Principal Amount Owed	Principal Amount Due	Interest thru September 2018	Attorney's Fees	Other Charges	Total
\$399.20	\$399.20	\$1,002.99	\$280.44	\$91.23	\$1,773.86

IT IS ORDERED that Plaintiff CITY OF HOUSTON do have and recover from the Defendant(s) interest at the rate of 10% per annum on the principal amount of the special assessment lien(s) beginning October 01,

2018.

The Court finds that Joann Weiss Schaffer, appointed to act as attorney ad litem for Defendants cited by publication, filed his report describing the actions he took to locate and represent the interests of the defendant(s). The Court determined that the actions taken by the Attorney Ad Litem as described in the report were sufficient to discharge the attorney's duties to the defendant(s). It is therefore ORDERED that the attorney ad litem is hereby awarded the sum of \$ _____ as attorney's fees, such sum to be taxed as court costs herein, and said ad litem is hereby discharged from further representation on behalf of Defendants.

IT IS ORDERED that title research fees incurred herein by LINEBARGER GOGGAN BLAIR & SAMPSON, LLP (hereinafter Linebarger), attorneys for certain Plaintiff Taxing Unit(s), for determining the name, identity and location of necessary parties and in procuring the legal description of the subject property in the amount of \$300.00 be paid by the Defendant(s), for which let execution issue.

IT IS ORDERED that certain costs incurred by Linebarger as attorneys for certain Plaintiff Taxing Units(s) in this matter for service of process, including publication cost, and Secretary of State and/or out of county service of process fees in the amount of \$405.00 be recovered from the Defendant(s), for which let execution issue.

IT IS ORDERED that Sharon McCally, Tax Master, be awarded \$50.00 as a Tax Master Fee and that such amount be taxed as costs in this cause.

IT IS ORDERED that Plaintiff Taxing Unit(s) shall have foreclosure of said tax lien(s) on each of said tracts of land against Defendant(s) or any person(s) claiming under said Defendant(s) by any right, title or interest acquired during the pendency of this suit. Further, said property is ORDERED SOLD in execution of this judgment.

IT IS ORDERED that the property may be sold to a taxing unit that is a party to the suit or any other person, other than a person owning an interest in the property or any party to the suit that is not a taxing unit, for the adjudged market value of the property stated in the judgment or the aggregate amount of the judgments against the property, whichever is less.

IT IS ORDERED that the clerk of this court shall issue a writ of possession as authorized by law, to the purchaser at the foreclosure sale or his heir(s), executor(s), administrator(s) or assigns pursuant to the Texas Property Tax Code.

IT IS ORDERED that for all the above recovery, let execution issue.

IT IS ORDERED that all parties named in any pleadings filed by any party and not included in the

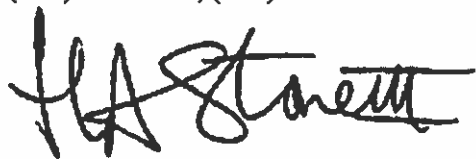
judgment, and any property set out in previous pleadings but not included in this judgment, are hereby dismissed without prejudice to the right to refile their claims. Any other relief previously requested and not herein granted is expressly denied. This judgment finally disposes of all parties and all claims and is appealable.

Signed this the _____ day of _____, 20 _____.

Judge Presiding

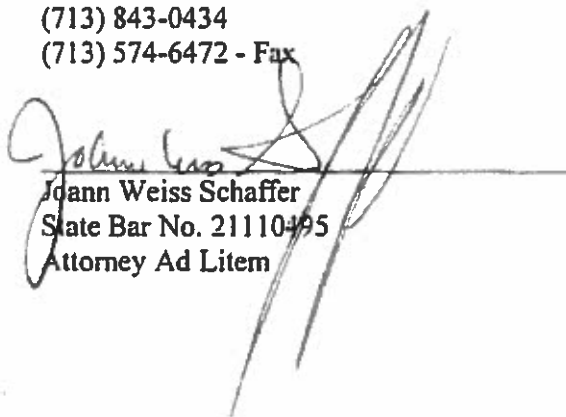
Respectfully submitted,

LINEBARGER GOGGAN BLAIR & SAMPSON, LLP
PO Box 3064
Houston, TX 77253-3064
(713) 844-3580, (713) 844-3502 - Fax



Herbert "Trey" A. Stone, III
State Bar No. 24041980
herbert.stone@lgbs.com
Attorney for Plaintiff(s)

Joann Weiss Schaffer
Attorney at Law
2100 West Loop S., Ste. 1125
Houston, TX 77027-3538
(713) 843-0434
(713) 574-6472 - Fax



Joann Weiss Schaffer
State Bar No. 21110495
Attorney Ad Litem

Aldine ISD
Attorney At Law
2520 W.W. Thorne Dr.
Houston, TX 77073
(281) 985-6319; (281) 985-6321 - Fax



Pamela H. Walters TBN. 00791875
Annette Ramirez TBN. 24029781
Johnetta Lang TBN. 24036943
Attorney for Aldine Independent School District

CERTIFICATE OF SERVICE

I do hereby certify that a true and correct copy of the foregoing Final Judgment was mailed, faxed or hand-delivered to all opposing counsel and other parties listed below who have made an appearance in this suit pursuant to rule 21(a) T.R.C.P. on the 26th day of September, 2018.

Ad Litem:

Joann Weiss Schaffer
Attorney at Law
2100 West Loop S., Ste. 1125
Houston, TX 77027-3538
(713) 574-6472 - Fax

Defendant:

Laterrius Jackson
AKA Laterrius Gerard Jackson (In Rem Only)
5801 N. Houston Rosslyn # 809
Houston, TX 77091

Defendant:

Pleshette Dunn
AKA Pleshette Shatina Dunn (In Rem Only)
19800 Kenswick Dr Apt 1513
Humble, TX 77338-2171

Defendant:

Mary Washington
AKA Mary Ann Washington (In Rem Only)
7334 Alba Street
Houston, TX 77088

Defendant:

Mary Washington
AKA Mary Ann Washington (In Rem Only)
4334 Alba Street
Houston, TX 77088

Defendant:

Willie E. Jackson
AKA Willie Earl Jackson (In Rem Only)
2502 Anthony Pine Lane
Houston, TX 77088

Defendant:

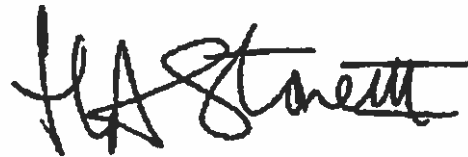
Joyce A. Smith
AKA Joyce Ann Smith (In Rem Only)
2502 Anthony Pine Lane
Houston, TX 77088

Defendant:

Lamont Jackson
AKA Lamont Deadere Jackson (In Rem Only)
4608 Leffingwell Street
Houston, TX 77026

Intervenor:

Aldine ISD
2520 W.W. Thorne Dr.
Houston, TX 77073
malarranaga@aldineisd.org

A handwritten signature in black ink, appearing to read 'Herbert A. Stone III', written over a horizontal line.

Herbert "Trey" A. Stone, III
State Bar No. 24041980
herbert.stone@lgbs.com
Attorney Certifying

CERTIFICATE OF LAST KNOWN MAILING ADDRESS

Pursuant to rule 239(a), T.R.C.P., I do hereby certify that the address of any defaulting defendant named below is the last known address for that defendant as of the 26th day of September, 2018.

Laterrius Jackson
AKA Laterrius Gerard Jackson (In Rem Only)
5801 N. Houston Rosslyn # 809
Houston, TX 77091

Pleshette Dunn
AKA Pleshette Shatina Dunn (In Rem Only)
19800 Kenswick Dr Apt 1513
Humble, TX 77338-2171

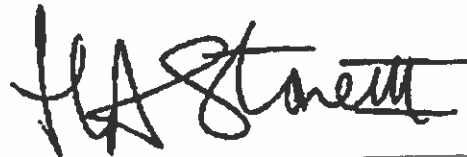
Willie E. Jackson
AKA Willie Earl Jackson (In Rem Only)
2502 Anthony Pine Lane
Houston, TX 77088

Mary Washington
AKA Mary Ann Washington (In Rem Only)
7334 Alba Street
Houston, TX 77088

Mary Washington
AKA Mary Ann Washington (In Rem Only)
4334 Alba Street
Houston, TX 77088

Joyce A. Smith
AKA Joyce Ann Smith (In Rem Only)
2502 Anthony Pine Lane
Houston, TX 77088

Lamont Jackson
AKA Lamont Deadere Jackson (In Rem Only)
4608 Leffingwell Street
Houston, TX 77026



Herbert "Trey" A. Stone, III
State Bar No. 24041980
herbert.stone@lgbs.com
Attorney Certifying

HARRIS COUNTY, ET AL
VS.
AVALONIA JACKSON, AKA AVALONIA
WADE JACKSON, ET AL

SUIT NO. 201748338
§
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IN THE DISTRICT COURT
80TH JUDICIAL DISTRICT
HARRIS COUNTY, TEXAS

AFFIDAVIT OF ABTRACTOR'S FEES

BEFORE ME, THE UNDERSIGNED AUTHORITY, on the day personally appeared Herbert "Trey" A. Stone, III and upon being duly sworn by me, deposes and says:

I.

My name is Herbert "Trey" A. Stone, III; I am an attorney licensed to practice law in the State of Texas. I am over 21 years of age, of sound mind, and capable of making this affidavit. The facts stated herein are within my personal knowledge are true and correct.

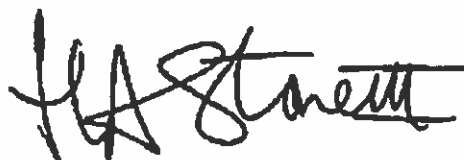
II.

I am an attorney in the law firm of LINEBARGER GOGGAN BLAIR & SAMPSON, LLP, Plaintiff's counsel in this cause.

III.

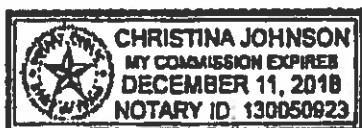
In the prosecution of this lawsuit, the Plaintiff(s) have incurred certain expenses, herein after referred to as Abstractor's Fees, in determining the name, identity, and location of necessary parties and in procuring necessary legal descriptions of the property on which delinquent taxes are due. Pursuant to Section 33.48(a)(4) of the Texas Property Tax Code, Plaintiff(s) is entitled to recover said Abstractor's Fees, which in this case is \$300.00. This fee is a reasonable and necessary fee for such service.

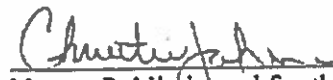
Further affiant sayeth not."



Herbert "Trey" A. Stone, III
State Bar No. 24041980
herbert.stone@lgbs.com

SUBSCRIBED AND SWORN TO before me on this 24th day of September, 2018.




Notary Public in and for the State of Texas

HARRIS COUNTY, ET AL	SUIT NO. 201748338	IN THE DISTRICT COURT
VS.	§	80TH JUDICIAL DISTRICT
AVALONIA JACKSON, AKA AVALONIA	§	HARRIS COUNTY, TEXAS
WADE JACKSON, ET AL	§	

RECOVERY OF COSTS AND EXPENSES AFFIDAVIT

BEFORE ME, THE UNDERSIGNED AUTHORITY, on the day personally appeared Herbert "Trey" A. Stone, III and upon being duly sworn by me, deposes and says:

I.

My name is Herbert "Trey" A. Stone, III; I am an attorney licensed to practice law in the State of Texas. I am over 21 years of age, of sound mind, and capable of making this affidavit. The facts stated herein are within my personal knowledge are true and correct.

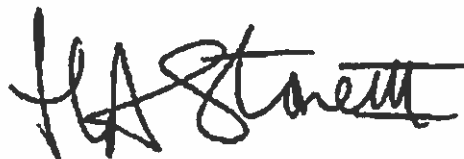
II.

I am an attorney in the law firm of LINEBARGER GOGGAN BLAIR & SAMPSON, LLP, Plaintiff's counsel in this cause.

III.

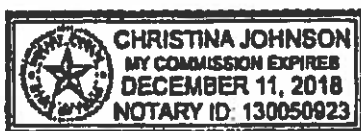
In the prosecution of this lawsuit, the Plaintiff(s) have incurred costs and expenses of serving process through Texas Secretary of State and/or serving process to parties outside of Harris County but within the State of Texas. Additionally, Plaintiffs have incurred additional expenses towards filing documents in the subject cause. Pursuant to Sections 33.48 of the Texas Property Tax Code, Plaintiff(s) are entitled to recover said costs and expenses totaling the amount of \$405.00 for this cause.

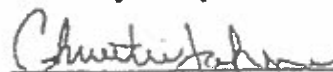
Further affiant sayeth not."



Herbert "Trey" A. Stone, III
State Bar No. 24041980
herbert.stone@lgbs.com

SUBSCRIBED AND SWORN TO before me on this 24th day of September, 2018.




Notary Public in and for the State of Texas

HARRIS COUNTY, ET AL

VS.

AVALONIA JACKSON, AKA AVALONIA WADE
JACKSON, ET AL

SUIT NO. 201748338

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IN THE DISTRICT COURT

80TH JUDICIAL DISTRICT

HARRIS COUNTY, TEXAS

AFFIDAVIT OF NONMILITARY STATUS

Before me, the undersigned authority personally appeared the undersigned affiant, known to me as:

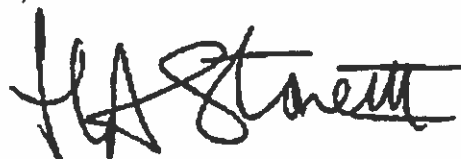
Herbert "Trey" A. Stone, III, who, being duly sworn, on oath stated:

"My name is Herbert "Trey" A. Stone, III. I am over the age of 18 years, of sound mind, and capable of making this affidavit. The facts stated herein are within my personal knowledge and are true and correct."

"I am Plaintiff's counsel in this cause.

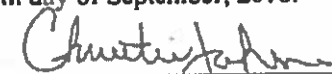
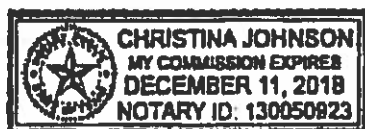
Based upon the review of Plaintiff's records I have good reason to believe, and do believe, that Defendant(s) Laterrius Jackson AKA Laterrius Gerard Jackson (In Rem Only), Pleshette Dunn AKA Pleshette Shatina Dunn (In Rem Only), Mary Washington AKA Mary Ann Washington (In Rem Only), Willie E. Jackson AKA Willie Earl Jackson, Joyce A. Smith AKA Joyce Ann Smith (In Rem Only) and Lamont Jackson AKA Lamont Deadere Jackson (In Rem Only), were not in any branch of the military when this suit was filed, have not been in military service at any time since then, and are not now in military service in any branch of the United States military. Pursuant to the Soldier's and Sailor's Civil Relief Act of 1940, the above information is based upon a Military Status Report located on a website maintained by the Defense Manpower Data Center which is an organization of the United States Department of Defense. The information provided in the Military Status Report is based upon the social security number and last name of the Defendant(s).

I have personal knowledge of the matters stated herein, all of which are true and correct."



Herbert "Trey" A. Stone, III
State Bar No. 24041980
herbert.stone@lgbs.com
Attorney for Plaintiff(s)

SUBSCRIBED AND SWORN TO before me on this 24th day of September, 2018.


Notary Public in and for The State of Texas

**Status Report
Pursuant to Servicemembers Civil Relief Act**

SSN: XXX-XX-5583
Birth Date:
Last Name: JACKSON
First Name: LATERRIUS
Middle Name:
Status As Of: Sep-14-2018
Certificate ID: 37D0BP6LF08WBZX

On Active Duty On Active Duty Status Date			
Active Duty Start Date	Active Duty End Date	Status	Service Component
NA	NA	No	NA
This response reflects the individuals' active duty status based on the Active Duty Status Date			

Left Active Duty Within 367 Days of Active Duty Status Date			
Active Duty Start Date	Active Duty End Date	Status	Service Component
NA	NA	No	NA
This response reflects where the individual left active duty status within 367 days preceding the Active Duty Status Date			

The Member or His/Her Unit Was Notified of a Future Call-Up to Active Duty on Active Duty Status Date			
Order Notification Start Date	Order Notification End Date	Status	Service Component
NA	NA	No	NA
This response reflects whether the individual or his/her unit has received early notification to report for active duty			

Upon searching the data banks of the Department of Defense Manpower Data Center, based on the information that you provided, the above is the status of the individual on the active duty status date as to all branches of the Uniformed Services (Army, Navy, Marine Corps, Air Force, NOAA, Public Health, and Coast Guard). This status includes information on a Servicemember or his/her unit receiving notification of future orders to report for Active Duty.

Michael V. Sorrento, Director
Department of Defense - Manpower Data Center
400 Gigling Rd.
Seaside, CA 93955

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The DoD strongly supports the enforcement of the Servicemembers Civil Relief Act (50 USC App ? 501 et seq, as amended) (SCRA) (formerly known as the Soldiers' and Sailors' Civil Relief Act of 1940). DMDC has issued hundreds of thousands of "does not possess any information indicating that the individual is currently on active duty" responses, and has experienced only a small error rate. In the event the individual referenced above, or any family member, friend, or representative asserts in any manner that the individual was on active duty for the active duty status date, or is otherwise entitled to the protections of the SCRA you are strongly encouraged to obtain further verification of the person's status by contacting that person's Service. Service contact information can be found on the SCRA website's FAQ page (Q33) via this URL: <https://scra.dmdc.osd.mil/faq.xhtml#Q33>. If you have evidence the person was on active duty for the active duty status date and you fail to obtain this additional Service verification, punitive provisions of the SCRA may be invoked against you. See 50 USC App ? 521(c).

This response reflects the following information: (1) The individual's Active Duty status on the Active Duty Status Date (2) Whether the individual left Active Duty status within 367 days preceding the Active Duty Status Date (3) Whether the individual or his/her unit received early notification to report for active duty on the Active Duty Status Date.

More information on "Active Duty Status"

Active duty status as reported in this certificate is defined in accordance with 10 USC ? 101(d) (1). Prior to 2010 only some of the active duty periods less than 30 consecutive days in length were available. In the case of a member of the National Guard, this includes service under a call to active service authorized by the President or the Secretary of Defense under 32 USC ? 502(f) for purposes of responding to a national emergency declared by the President and supported by Federal funds. All Active Guard Reserve (AGR) members must be assigned against an authorized mobilization position in the unit they support. This includes Navy Training and Administration of the Reserves (TARs), Marine Corps Active Reserve (ARs) and Coast Guard Reserve Program Administrator (RPAs). Active Duty status also applies to a Uniformed Service member who is an active duty commissioned officer of the U.S. Public Health Service or the National Oceanic and Atmospheric Administration (NOAA Commissioned Corps).

Coverage Under the SCRA is Broader in Some Cases

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Many times orders are amended to extend the period of active duty, which would extend SCRA protections. Persons seeking to rely on this website certification should check to make sure the orders on which SCRA protections are based have not been amended to extend the inclusive dates of service. Furthermore, some protections of the SCRA may extend to persons who have received orders to report for active duty or to be inducted, but who have not actually begun active duty or actually reported for induction. The Last Date on Active Duty entry is important because a number of protections of the SCRA extend beyond the last dates of active duty.

Those who could rely on this certificate are urged to seek qualified legal counsel to ensure that all rights guaranteed to Service members under the SCRA are protected.

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Status Report Pursuant to Servicemembers Civil Relief Act

SSN: XXX-XX-5583
Birth Date:
Last Name: JACKSON
First Name: LATERRIUS
Middle Name: GERARD
Status As Of: Sep-14-2018
Certificate ID: NBKN7R5WDBNDTVL

On Active Duty On Active Duty Status Date			
Active Duty Start Date	Active Duty End Date	Status	Service Component
NA	NA	No	NA
This response reflects the individuals active duty status based on the Active Duty Status Date			

Left Active Duty Within 367 Days of Active Duty Status Date			
Active Duty Start Date	Active Duty End Date	Status	Service Component
NA	NA	No	NA
This response reflects where the individual left active duty status within 367 days preceding the Active Duty Status Date			

The Member or His/Her Unit Was Notified of a Future Call-Up to Active Duty on Active Duty Status Date			
Order Notification Start Date	Order Notification End Date	Status	Service Component
NA	NA	No	NA
This response reflects whether the individual or his/her unit has received early notification to report for active duty			

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**Status Report
Pursuant to Servicemembers Civil Relief Act**

SSN: XXX-XX-1716
Birth Date:
Last Name: DUNN
First Name: PLESHETTE
Middle Name:
Status As Of: Sep-14-2018
Certificate ID: QZ2SPLVDC3MRQNS

On Active Duty On Active Duty Status Date			
Active Duty Start Date	Active Duty End Date	Status	Service Component
NA	NA	No	NA
This response reflects the individuals' active duty status based on the Active Duty Status Date			

Left Active Duty Within 367 Days of Active Duty Status Date			
Active Duty Start Date	Active Duty End Date	Status	Service Component
NA	NA	No	NA
This response reflects where the individual left active duty status within 367 days preceding the Active Duty Status Date			

The Member or His/Her Unit Was Notified of a Future Call-Up to Active Duty on Active Duty Status Date			
Order Notification Start Date	Order Notification End Date	Status	Service Component
NA	NA	No	NA
This response reflects whether the individual or his/her unit has received early notification to report for active duty			

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Status Report Pursuant to Servicemembers Civil Relief Act

SSN: XXX-XX-1716
Birth Date:
Last Name: DUNN
First Name: PLESHETTE
Middle Name: SHATINA
Status As Of: Sep-14-2018
Certificate ID: BGWLQBF8G9M5B82

On Active Duty On Active Duty Status Date			
Active Duty Start Date	Active Duty End Date	Status	Service Component
NA	NA	No	NA
This response reflects the individuals' active duty status based on the Active Duty Status Date			

Left Active Duty Within 367 Days of Active Duty Status Date			
Active Duty Start Date	Active Duty End Date	Status	Service Component
NA	NA	No	NA
This response reflects where the individual left active duty status within 367 days preceding the Active Duty Status Date			

The Member or His/Her Unit Was Notified of a Future Call-Up to Active Duty on Active Duty Status Date			
Order Notification Start Date	Order Notification End Date	Status	Service Component
NA	NA	No	NA
This response reflects whether the individual or his/her unit has received early notification to report for active duty			

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Status Report Pursuant to Servicemembers Civil Relief Act

SSN: XXX-XX-9801
Birth Date:
Last Name: WASHINGTON
First Name: MARY
Middle Name:
Status As Of: Sep-14-2018
Certificate ID: 129D7CLS2KW6XTZ

On Active Duty On Active Duty Status Date			
Active Duty Start Date	Active Duty End Date	Status	Service Component
NA	NA	No	NA
This response reflects the individual's active duty status based on the Active Duty Status Date			

Left Active Duty Within 367 Days of Active Duty Status Date			
Active Duty Start Date	Active Duty End Date	Status	Service Component
NA	NA	No	NA
This response reflects where the individual left active duty status within 367 days preceding the Active Duty Status Date			

The Member or His/Her Unit Was Notified of a Future Call-Up to Active Duty on Active Duty Status Date			
Order Notification Start Date	Order Notification End Date	Status	Service Component
NA	NA	No	NA
This response reflects whether the individual or his/her unit has received early notification to report for active duty			

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Status Report Pursuant to Servicemembers Civil Relief Act

SSN: XXX-XX-9801
Birth Date:
Last Name: WASHINGTON
First Name: MARY
Middle Name: ANN
Status As Of: Sep-14-2018
Certificate ID: P2XW5Y2HRV3HKSF

On Active Duty On Active Duty Status Date			
Active Duty Start Date	Active Duty End Date	Status	Service Component
NA	NA	No	NA
This response reflects the individual's active duty status based on the Active Duty Status Date			

Left Active Duty Within 367 Days of Active Duty Status Date			
Active Duty Start Date	Active Duty End Date	Status	Service Component
NA	NA	No	NA
This response reflects when the individual left active duty status within 367 days preceding the Active Duty Status Date			

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Order Notification Start Date	Order Notification End Date	Status	Service Component
NA	NA	No	NA
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Status Report Pursuant to Servicemembers Civil Relief Act

SSN: XXX-XX-2772
Birth Date:
Last Name: JACKSON
First Name: WILLIE
Middle Name: E
Status As Of: Sep-14-2018
Certificate ID: SCZ3NRY5Y010XY0

On Active Duty On Active Duty Status Date			
Active Duty Start Date	Active Duty End Date	Status	Service Component
NA	NA	No	NA
This response reflects the individual's active duty status based on the Active Duty Status Date			

Left Active Duty Within 367 Days of Active Duty Status Date			
Active Duty Start Date	Active Duty End Date	Status	Service Component
NA	NA	No	NA
This response reflects where the individual left active duty status within 367 days preceding the Active Duty Status Date			

The Member or His/Her Unit Was Notified of a Future Call-Up to Active Duty on Active Duty Status Date			
Order Notification Start Date	Order Notification End Date	Status	Service Component
NA	NA	No	NA
This response reflects whether the individual or his/her unit has received early notification to report for active duty			

Upon searching the data banks of the Department of Defense Manpower Data Center, based on the information that you provided, the above is the status of the individual on the active duty status date as to all branches of the Uniformed Services (Army, Navy, Marine Corps, Air Force, NOAA, Public Health, and Coast Guard). This status includes information on a Servicemember or his/her unit receiving notification of future orders to report for Active Duty.

Michael V. Sorrento, Director
Department of Defense - Manpower Data Center
400 Gigling Rd.
Seaside, CA 93955

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More information on "Active Duty Status"

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Status Report Pursuant to Servicemembers Civil Relief Act

SSN: XXX-XX-2772
Birth Date:
Last Name: JACKSON
First Name: WILLIE
Middle Name: EARL
Status As Of: Sep-14-2018
Certificate ID: RGGSFMTZGH1FKR4

On Active Duty On Active Duty Status Date			
Active Duty Start Date	Active Duty End Date	Status	Service Component
NA	NA	No	NA
This response reflects the individuals' active duty status based on the Active Duty Status Date			

Left Active Duty Within 367 Days of Active Duty Status Date			
Active Duty Start Date	Active Duty End Date	Status	Service Component
NA	NA	No	NA
This response reflects where the individual left active duty status within 367 days preceding the Active Duty Status Date			

The Member or His/Her Unit Was Notified of a Future Call-Up to Active Duty on Active Duty Status Date			
Order Notification Start Date	Order Notification End Date	Status	Service Component
NA	NA	No	NA
This response reflects whether the individual or his/her unit has received early notification to report for active duty			

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**Status Report
Pursuant to Servicemembers Civil Relief Act**

SSN: XXX-XX-2761
Birth Date:
Last Name: SMITH
First Name: JOYCE
Middle Name: A
Status As Of: Sep-14-2018
Certificate ID: Y7CQ5NF81PTLTCC

On Active Duty On Active Duty Status Date			
Active Duty Start Date	Active Duty End Date	Status	Service Component
NA	NA	No	NA
This response reflects the individuals' active duty status based on the Active Duty Status Date			

Left Active Duty Within 367 Days of Active Duty Status Date			
Active Duty Start Date	Active Duty End Date	Status	Service Component
NA	NA	No	NA
This response reflects where the individual left active duty status within 367 days preceding the Active Duty Status Date			

The Member or His/Her Unit Was Notified of a Future Call-Up to Active Duty on Active Duty Status Date			
Order Notification Start Date	Order Notification End Date	Status	Service Component
NA	NA	No	NA
This response reflects whether the individual or his/her unit has received early notification to report for active duty			

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More information on "Active Duty Status"

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**Status Report
Pursuant to Servicemembers Civil Relief Act**

SSN: XXX-XX-2761
Birth Date:
Last Name: SMITH
First Name: JOYCE
Middle Name: ANN
Status As Of: Sep-14-2018
Certificate ID: CM80FV3SMZ7NS9S

On Active Duty On Active Duty Status Date			
Active Duty Start Date	Active Duty End Date	Status	Service Component
NA	NA	No	NA
This response reflects the individual's active duty status based on the Active Duty Status Date			

Left Active Duty Within 367 Days of Active Duty Status Date			
Active Duty Start Date	Active Duty End Date	Status	Service Component
NA	NA	No	NA
This response reflects where the individual left active duty status within 367 days preceding the Active Duty Status Date			

The Member or His/Her Unit Was Notified of a Future Call-Up to Active Duty on Active Duty Status Date			
Order Notification Start Date	Order Notification End Date	Status	Service Component
NA	NA	No	NA
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Status Report Pursuant to Servicemembers Civil Relief Act

SSN: XXX-XX-4156
Birth Date:
Last Name: JACKSON
First Name: LAMONT
Middle Name:
Status As Of: Sep-14-2018
Certificate ID: 40J9P3MXTG681SN

On Active Duty On Active Duty Status Date			
Active Duty Start Date	Active Duty End Date	Status	Service Component
NA	NA	No	NA
This response reflects the individual's active duty status based on the Active Duty Status Date			

Left Active Duty Within 367 Days of Active Duty Status Date			
Active Duty Start Date	Active Duty End Date	Status	Service Component
NA	NA	No	NA
This response reflects where the individual left active duty status within 367 days preceding the Active Duty Status Date			

The Member or His/Her Unit Was Notified of a Future Call-Up to Active Duty on Active Duty Status Date			
Order Notification Start Date	Order Notification End Date	Status	Service Component
NA	NA	No	NA
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More information on "Active Duty Status"

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**Status Report**
Pursuant to Servicemembers Civil Relief Act

SSN: XXX-XX-4156
Birth Date:
Last Name: JACKSON
First Name: LAMONT
Middle Name: DEADERE
Status As Of: Sep-14-2018
Certificate ID: 30VF21RDGLJ03TV

On Active Duty On Active Duty Status Date			
Active Duty Start Date	Active Duty End Date	Status	Service Component
NA	NA	No	NA
This response reflects the individual's active duty status based on the Active Duty Status Date			

Left Active Duty Within 367 Days of Active Duty Status Date			
Active Duty Start Date	Active Duty End Date	Status	Service Component
NA	NA	No	NA
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The Member or His/Her Unit Was Notified of a Future Call-Up to Active Duty on Active Duty Status Date			
Order Notification Start Date	Order Notification End Date	Status	Service Component
NA	NA	No	NA
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HARRIS COUNTY, ET AL	SUIT NO. 201748338	
	§	IN THE DISTRICT COURT
	§	
VS.	§	80TH JUDICIAL DISTRICT
	§	
AVALONIA JACKSON, AKA AVALONIA	§	HARRIS COUNTY, TEXAS
WADE JACKSON, ET AL		

STATEMENT OF EVIDENCE

BE IT REMEMBERED THAT upon trial of the above numbered and entitled cause, held on the 26th day of September, 2018, the evidence at said trial was as follows:

HARRIS COUNTY for itself and for the other county wide taxing authorities named herein below, CITY OF HOUSTON and LONE STAR COLLEGE SYSTEM DISTRICT, as Plaintiff(s) and ALDINE INDEPENDENT SCHOOL DISTRICT, as Intervenor(s) appeared at the time of trial by and through their attorney of record, and introduced into evidence certified delinquent tax statements which are attached to the Master's Report which is on file in this case and hereby incorporated into this statement.

The Court examined the record verifying that the affidavit for citation by publication, the citation by publication and the Officer's return on such citation were in the proper form and order. The Court further recognized that Plaintiff(s) previously submitted an affidavit with their Motion to Appoint Attorney Ad Litem setting forth the measures taken to locate the whereabouts of the defendant(s) cited by publication. The Attorney Ad Litem filed his report describing the actions he took to locate and represent the interests of the defendant(s). The Court determined that the actions taken by the Attorney Ad Litem as described in the report were sufficient to discharge the attorney's duties to the defendant(s).

The statement of evidence having been examined and found to be correct is approved and signed as the original statement of evidence required by Rule 244, Texas Rules of Civil Procedure.

Signed this the _____ day of _____, 20____.

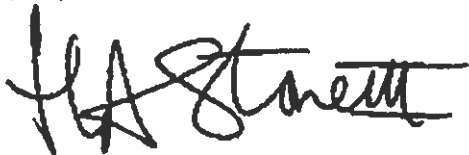
Judge Presiding

Sign on this the _____ day of _____, 20____.

Tax Master

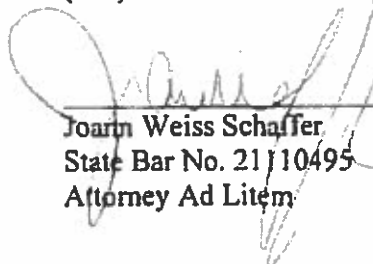
Approved:

LINEBARGER GOGGAN BLAIR & SAMPSON, LLP
PO Box 3064
Houston, TX 77253-3064
(713) 844-3580, (713) 844-3502 - Fax



Herbert "Trey" A. Stone, III
State Bar No. 24041980
herbert.stone@lgbs.com
Attorney for Plaintiff(s)

Joann Weiss Schaffer
Attorney at Law
2100 West Loop S., Ste. 1125
Houston, TX 77027-3538
(713) 843-0434
(713) 574-6472 - Fax



Joann Weiss Schaffer
State Bar No. 21110495
Attorney Ad Litem

Aldine ISD
Attorney At Law
2520 W.W. Thorne Dr.
Houston, TX 77073
(281) 985-6319; (281) 985-6321 - Fax



Pamela H. Walters TBN. 00791875
Annette Ramirez TBN. 24029781
Johnetta Lang TBN. 24036943
Attorney for Aldine Independent School District

SUIT NO. 201748338

HARRIS COUNTY, ET AL

VS.

AVALONIA JACKSON, AKA AVALONIA
WADE JACKSON, ET AL

§
§
§
§
§

IN THE DISTRICT COURT

80TH JUDICIAL DISTRICT

HARRIS COUNTY, TEXAS

APPOINTEE FEE REPORT

By agreement of the parties/order of the Court, Joann Weiss Schaffer, SBOT# 21110495 was appointed in the above-referenced cause as:

☐ Guardian Ad Litem ☒ Attorney Ad Litem ☐ Mediator ☐ Master ☐ Commissioner
☐ Arbitrator ☐ Umpire ☐ Receiver ☐ Trustee ☐ Other

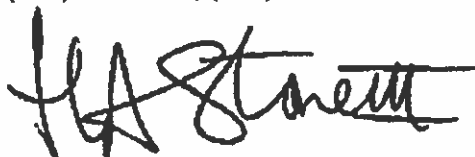
The appointee's fees/expenses to be paid are as follows:

Payment ¹	Billed Expenses, if any	Billed Hours	Party Making Payment
\$	\$		<input checked="" type="checkbox"/> Defendant(s)
\$	\$		<input type="checkbox"/> Plaintiff(s)
\$	\$		<input type="checkbox"/> Other
Total:	\$		

Such payments may be reassessed as costs pursuant to Tex. R. Civ. P. 131 and 141. Such payments are not in addition to, but are included in, any amount reflected in the judgment.

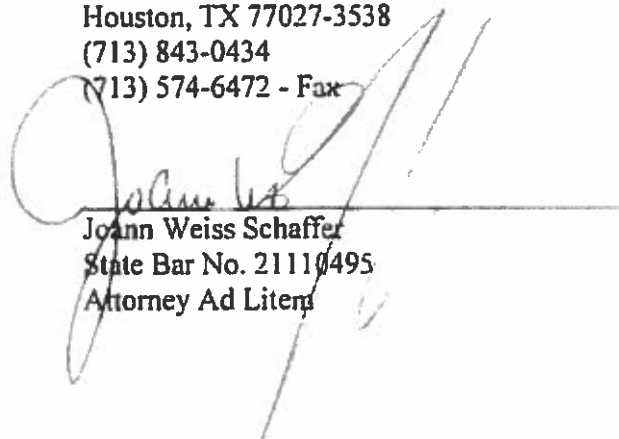
Submitted by:

() Agreed () Not agreed
LINEBARGER GOGGAN BLAIR & SAMPSON, LLP
PO Box 3064
Houston, TX 77253-3064
(713) 844-3580, (713) 844-3502 - Fax



Herbert "Trey" A. Stone, III
State Bar No. 24041980
herbert.stone@lgbs.com
Attorney for Plaintiff(s)

() Agreed () Not agreed
Joann Weiss Schaffer
Attorney at Law
2100 West Loop S., Ste. 1125
Houston, TX 77027-3538
(713) 843-0434
(713) 574-6472 - Fax



Joann Weiss Schaffer
State Bar No. 21110495
Attorney Ad Litem

Aldine ISD
Attorney At Law
2520 W.W. Thorne Dr.
Houston, TX 77073
(281) 985-6319; (281) 985-6321 - Fax



Pamela H. Walters TBN. 00791875

Annette Ramirez TBN. 24029781

Johnetta Lang TBN. 24036943

Attorney for Aldine Independent School District

Approved on the _____ day of _____, 20 _____.

Judge Presiding

¹ If fees are greater than \$1,500.00, the appointee may provide written details of the hours worked and expenses (attach additional pages as necessary).

ALDINE EXHIBIT "A"

Aldine ISD Tax Office

14909 Aldine Westfield Rd.
Houston, TX 77032-3027
281-985-6455

Cumulative Tax Statement

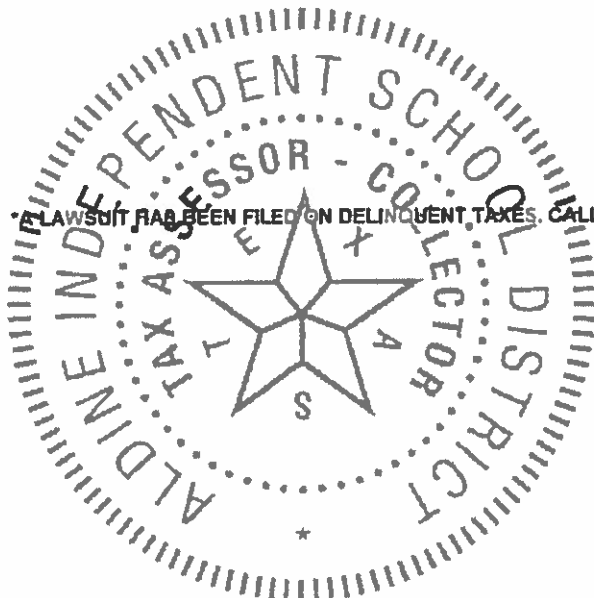
Property Account Number:

0812790000006

Statement Date: 09/30/2018
Owner: JACKSON AVALONIA
Mailing Address: % DERONDA EDWARDS
10334 SAGEPLUM DR
HOUSTON TX 77089-4412

Property Location: 0001521 ARMADA DR
Acres: 0
Legal: LT 6 BLK 3
HIGHLAND HEIGHTS ANNEX SEC 11

YEAR	TAXING ENTITIES	TAXABLE VALUE	TAX RATE	BASE TAX	P & I	ATTY FEES	TOTAL DUE	DELO DATE
1999	ALDINE I.S.D.	\$4,910.00	1.47500	\$31.83	\$75.12	\$16.04	\$122.99	02/01/2000
2000	ALDINE I.S.D.	\$4,910.00	1.51900	\$74.58	\$167.06	\$36.25	\$277.89	02/01/2001
2001	ALDINE I.S.D.	\$4,910.00	1.58800	\$77.97	\$165.30	\$36.49	\$279.76	02/01/2002
2002	ALDINE I.S.D.	\$4,910.00	1.61800	\$79.44	\$158.88	\$35.75	\$274.07	02/01/2003
2003	ALDINE I.S.D.	\$4,910.00	1.66800	\$81.90	\$153.97	\$35.38	\$271.25	02/01/2004
2004	ALDINE I.S.D.	\$8,730.00	1.68900	\$147.45	\$259.51	\$61.04	\$468.00	02/01/2005
2005	ALDINE I.S.D.	\$10,158.00	1.70900	\$173.60	\$284.70	\$68.75	\$527.05	02/01/2006
2006	ALDINE I.S.D.	\$10,158.00	1.80400	\$28.62	\$43.50	\$10.82	\$82.94	02/01/2007
2007	ALDINE I.S.D.	\$12,972.00	1.27700	\$165.65	\$231.91	\$58.63	\$457.19	02/01/2008
2008	ALDINE I.S.D.	\$12,972.00	1.29200	\$167.60	\$214.53	\$57.32	\$439.45	02/01/2009



LAW SUIT HAS BEEN FILED ON DELINQUENT TAXES. CALL 281-985-6455 FOR ADDITIONAL AMOUNT DUE.

Julie Gonzalez

ALDINE EXHIBIT "A"

Aldine ISD Tax Office

14909 Aldine Westfield Rd.
Houston, TX 77032-3027
281-985-6455

Cumulative Tax Statement

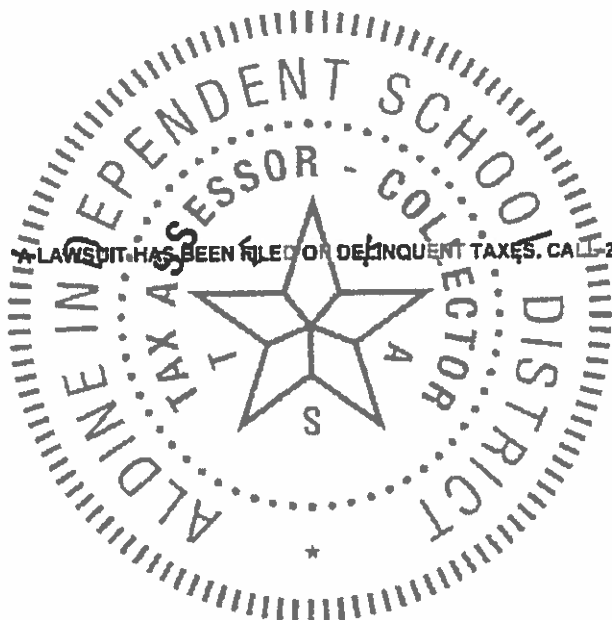
Property Account Number:

0812790000006

Statement Date: 09/30/2018
Owner: JACKSON AVALONIA
Mailing Address: % DERONDA EDWARDS
10334 SAGEPLUM DR
HOUSTON TX 77089-4412

Property Location: 0001521 ARMADA DR
Acres: 0
Legal: LT 6 BLK 3
HIGHLAND HEIGHTS ANNEX SEC 11

YEAR	TAXING ENTITIES	TAXABLE VALUE	TAX RATE	BASE TAX	P & I	ATTY FEES	TOTAL DUE	DELQ DATE
2009	ALDINE I.S.D.	\$12,972.00	1.30054	\$168.71	\$195.71	\$54.66	\$419.08	02/01/2010
2010	ALDINE I.S.D.	\$12,972.00	1.30054	\$168.71	\$175.46	\$51.63	\$395.80	02/01/2011
2011	ALDINE I.S.D.	\$12,972.00	1.32839	\$172.32	\$158.54	\$49.63	\$380.49	02/01/2012
2012	ALDINE I.S.D.	\$12,972.00	1.32839	\$172.32	\$137.86	\$46.53	\$356.71	02/01/2013
2013	ALDINE I.S.D.	\$12,623.00	1.30589	\$164.84	\$112.09	\$41.54	\$318.47	02/01/2014
2014	ALDINE I.S.D.	\$12,623.00	1.28589	\$162.32	\$90.90	\$37.98	\$291.20	02/01/2015
2015	ALDINE I.S.D.	\$12,623.00	1.28589	\$162.32	\$71.42	\$35.06	\$268.80	02/01/2016
2016	ALDINE I.S.D.	\$15,800.00	1.32339	\$206.45	\$66.06	\$40.88	\$313.39	02/01/2017
2017	ALDINE I.S.D.	\$15,600.00	1.37339	\$214.25	\$42.85	\$38.57	\$295.67	02/01/2018
LAWSUIT 2017-48338		Total Amount Due		\$2,620.88	\$2,805.37	\$813.95	\$6,240.20	



* LAWSUIT HAS BEEN FILED ON DELINQUENT TAXES. CALL 281-985-6455 FOR ADDITIONAL AMOUNT DUE.

Julie Gamboa

ALDINE EXHIBIT "A"

HARRIS COUNTY APPRAISAL DISTRICT

009 ALDINE ISD
2017 CERTIFIED APPRAISAL ROLL 00

REAL PROPERTY INVENTORY

Page 5479 of 21183
DATE 08/11/2017
DELV DATE 08/25/2017

OWNER & ADDRESS

PROPERTY DESCRIPTION

ACCOUNT NUMBER

PRODUCTIVITY

APPRAISAL

WILSON RONALD D	081-279-000-0005	CLASS CODE C1 - C1	L	0 L	15,600
		EXEMPTION	I	0 I	0
		AGENT#	R	0 R	15,600
3815 STORM CREEK DR		OWNER YEAR 2006	E	0 E	0
		OWNER% 100% TAXABLE VALUE	T	0 T	15,600
		OWNER VAL 0% MARKET VALUE			15,600
HOUSTON TX 77088-8066		PRO GRNT DT:			
LT 5 BLK 3		PRO END DT:			
HIGHLAND HEIGHTS ANNEX SEC 11		ACREAGE 0.1790			

LOCATION ADDRESS 1525 ARMADA DR 77091

RELATED JURIS 009 040 041 042 043 044 045 061

JACKSON AVALONIA	081-279-000-0006	CLASS CODE C1 - C1	L	0 L	15,600
		EXEMPTION	I	0 I	0
		AGENT#	R	0 R	15,600
10329 SAGEBRON DR		OWNER YEAR 2005	E	0 E	0
		OWNER% 100% TAXABLE VALUE	T	0 T	15,600
		OWNER VAL 0% MARKET VALUE			15,600
HOUSTON TX 77089-7423		PRO GRNT DT:			
LT 6 BLK 3		PRO END DT:			
HIGHLAND HEIGHTS ANNEX SEC 11		ACREAGE 0.1790			

LOCATION ADDRESS 1521 ARMADA DR 77091

RELATED JURIS 009 040 041 042 043 044 045 061

MCALLEN MICHELLE	081-279-000-0007	CLASS CODE A1 - A1	L	0 L	15,600
		EXEMPTION RES	I	0 I	131,750
		AGENT#	R	0 R	147,350
1519 ARMADA DR		OWNER YEAR 2014	E	0 E	25,000
		OWNER% 100% TAXABLE VALUE	T	0 T	122,350
		OWNER VAL 100% MARKET VALUE			147,350
HOUSTON TX 77091		PRO GRNT DT:			
LT 7 BLK 3		PRO END DT:			
HIGHLAND HEIGHTS ANNEX SEC 11		ACREAGE 0.0000			

LOCATION ADDRESS 1519 ARMADA DR 77091

RELATED JURIS 009 040 041 042 043 044 045 061

MCALLEN MICHELLE	081-279-000-0008	CLASS CODE C1 - C1	L	0 L	16,500
		EXEMPTION PAR	I	0 I	0
		AGENT#	R	0 R	16,500
1513 ARMADA DR		OWNER YEAR 2015	E	0 E	0
		OWNER% 100% TAXABLE VALUE	T	0 T	16,500
		OWNER VAL 100% MARKET VALUE			16,500
HOUSTON TX 77091		PRO GRNT DT:			
LT 8 BLK 3		PRO END DT:			
HIGHLAND HEIGHTS ANNEX SEC 11		ACREAGE 0.1894			

LOCATION ADDRESS 1513 ARMADA DR 77091

RELATED JURIS 009 040 041 042 043 044 045 061

Attest to: *Julia Gomez*

ALDINE EXHIBIT "A"

CERTIFIED DELINQUENT TAX STATEMENT DETAIL



ANN HARRIS BENNETT
HARRIS COUNTY TAX ASSESSOR-COLLECTOR
1001 PRESTON, SUITE 100
HOUSTON, TEXAS 77002

HARRIS COUNTY
EXHIBIT **A1**

Certified Owner:

JACKSON AVALONIA
% DERONDA EDWARDS
10334 SAGEPLUM DR
HOUSTON, TX 77089-4412

Legal Description:

LT 6 BLK 3
HIGHLAND HEIGHTS ANNEX SEC 11

Account No: 081-279-000-0006

As of Date: 09/20/2018 APPR. DIST#: 081279000006

Cause No: 201748338 Suit

Legal Acres: 1790

Parcel Address: 1521 ARMADA DR

Print Date: 09/20/2018

Printed By: MGARCIA

2017 Value: \$15,600

Year	Appraised Value	Tax Units	Base Tax Due	Penalties & Interest	Collection Fees	Total
2009	\$12,972	40	\$50.88	\$81.00	\$0.00	\$131.88
	\$12,972	41	\$3.79	\$6.04	\$0.00	\$9.83
	\$12,972	42	\$2.12	\$3.38	\$0.00	\$5.50
	\$12,972	43	\$24.93	\$39.69	\$0.00	\$64.62
	\$12,972	44	\$0.78	\$1.24	\$0.00	\$2.02
	\$12,972	45	\$14.28	\$22.73	\$0.00	\$37.01
	\$12,972	61	\$82.86	\$131.92	\$0.00	\$214.78
	Subtotals for 2009:		\$179.64	\$286.00	\$0.00	\$465.64
2010	\$12,972	40	\$50.34	\$72.89	\$0.00	\$123.23
	\$12,972	41	\$3.79	\$5.49	\$0.00	\$9.28
	\$12,972	42	\$2.66	\$3.86	\$0.00	\$6.52
	\$12,972	43	\$24.93	\$36.10	\$0.00	\$61.03
	\$12,972	44	\$0.85	\$1.23	\$0.00	\$2.08
	\$12,972	45	\$15.26	\$22.10	\$0.00	\$37.36
	\$12,972	61	\$82.86	\$119.98	\$0.00	\$202.84
	Subtotals for 2010:		\$180.69	\$261.65	\$0.00	\$442.34
2011	\$12,972	40	\$50.74	\$66.16	\$0.00	\$116.90
	\$12,972	41	\$3.64	\$4.75	\$0.00	\$8.39
	\$12,972	42	\$2.41	\$3.15	\$0.00	\$5.56
	\$12,972	43	\$24.93	\$32.51	\$0.00	\$57.44
	\$12,972	44	\$0.85	\$1.11	\$0.00	\$1.96
	\$12,972	45	\$15.70	\$20.47	\$0.00	\$36.17
	\$12,972	61	\$82.86	\$108.05	\$0.00	\$190.91
	Subtotals for 2011:		\$181.13	\$236.20	\$0.00	\$417.33
2012	\$12,972	40	\$51.92	\$60.23	\$0.00	\$112.15
	\$12,972	41	\$3.64	\$4.22	\$0.00	\$7.86
	\$12,972	42	\$2.53	\$2.93	\$0.00	\$5.46
	\$12,972	43	\$23.63	\$27.41	\$0.00	\$51.04
	\$12,972	44	\$0.86	\$1.00	\$0.00	\$1.86
	\$12,972	45	\$15.54	\$18.02	\$0.00	\$33.56
	\$12,972	61	\$82.86	\$96.12	\$0.00	\$178.98
	Subtotals for 2012:		\$180.98	\$209.93	\$0.00	\$390.91
2013	\$12,623	40	\$52.33	\$53.16	\$0.00	\$105.49
	\$12,623	41	\$3.57	\$3.63	\$0.00	\$7.20
	\$12,623	42	\$2.17	\$2.21	\$0.00	\$4.38

CERTIFIED DELINQUENT TAX STATEMENT DETAIL



ANN HARRIS BENNETT
HARRIS COUNTY TAX ASSESSOR-COLLECTOR
1001 PRESTON, SUITE 100
HOUSTON, TEXAS 77002

Certified Owners:

JACKSON AVALONIA
% DERONDA EDWARDS
10334 SAGEPLUM DR
HOUSTON, TX 77089-4412

Legal Description:

LT 6 BLK 3
HIGHLAND HEIGHTS ANNEX SEC 11

Account No: 081-279-000-0006

As of Date: 09/20/2018 **APPR. DIST#:** 0812790000006

Cause No: 201748338 Suit

Legal Acres: 1790

Parcel Address: 1521 ARMADA DR

Print Date: 09/20/2018 **Printed By:** MGARCIA

2017 Value: \$15,600

Year	Appraised Value	Tax Units	Base Tax Due	Penalties & Interest	Collection Fees	Total
2013	\$12,623	43	\$21.46	\$21.80	\$0.00	\$43.26
	\$12,623	44	\$0.80	\$0.81	\$0.00	\$1.61
	\$12,623	45	\$14.64	\$14.88	\$0.00	\$29.52
	\$12,623	61	\$80.63	\$81.92	\$0.00	\$162.55
	Subtotals for 2013:		\$175.60	\$178.41	\$0.00	\$354.01
2014	\$12,623	40	\$52.68	\$45.94	\$0.00	\$98.62
	\$12,623	41	\$3.45	\$3.01	\$0.00	\$6.46
	\$12,623	42	\$1.93	\$1.68	\$0.00	\$3.61
	\$12,623	43	\$21.46	\$18.72	\$0.00	\$40.18
	\$12,623	44	\$0.76	\$0.67	\$0.00	\$1.43
	\$12,623	45	\$13.65	\$11.90	\$0.00	\$25.55
	\$12,623	61	\$79.66	\$69.46	\$0.00	\$149.12
	Subtotals for 2014:		\$173.59	\$151.38	\$0.00	\$324.97
2015	\$12,623	40	\$52.92	\$38.52	\$0.00	\$91.44
	\$12,623	41	\$3.45	\$2.51	\$0.00	\$5.96
	\$12,623	42	\$1.69	\$1.23	\$0.00	\$2.92
	\$12,623	43	\$21.46	\$15.62	\$0.00	\$37.08
	\$12,623	44	\$0.68	\$0.50	\$0.00	\$1.18
	\$12,623	45	\$13.62	\$9.91	\$0.00	\$23.53
	\$12,623	61	\$75.88	\$55.24	\$0.00	\$131.12
	Subtotals for 2015:		\$169.70	\$123.53	\$0.00	\$293.23
2016	\$15,600	40	\$64.98	\$37.94	\$0.00	\$102.92
	\$15,600	41	\$4.41	\$2.57	\$0.00	\$6.98
	\$15,600	42	\$2.08	\$1.22	\$0.00	\$3.30
	\$15,600	43	\$26.80	\$15.66	\$0.00	\$42.46
	\$15,600	44	\$0.81	\$0.47	\$0.00	\$1.28
	\$15,600	45	\$16.82	\$9.82	\$0.00	\$26.64
	\$15,600	61	\$91.48	\$53.42	\$0.00	\$144.90
	Subtotals for 2016:		\$207.38	\$121.10	\$0.00	\$328.48
2017	\$15,600	40	\$65.21	\$28.69	\$0.00	\$93.90
	\$15,600	41	\$4.42	\$1.94	\$0.00	\$6.36
	\$15,600	42	\$1.96	\$0.86	\$0.00	\$2.82
	\$15,600	43	\$26.69	\$11.75	\$0.00	\$38.44
	\$15,600	44	\$0.81	\$0.35	\$0.00	\$1.16
	\$15,600	45	\$16.82	\$7.40	\$0.00	\$24.22

CERTIFIED DELINQUENT TAX STATEMENT DETAIL



ANN HARRIS BENNETT
HARRIS COUNTY TAX ASSESSOR-COLLECTOR
1001 PRESTON, SUITE 100
HOUSTON, TEXAS 77002

Certified Owner:

JACKSON AVALONIA
% DERONDA EDWARDS
10334 SAGEPLUM DR
HOUSTON, TX 77089-4412

Legal Description:

L16 BLK 3
HIGH AND HEIGHTS ANNEX SEC 11

Account No: 081-279-000-0006

As of Date: 09/20/2018 APPR. DIST#: 0812790000006
Cause No: 201748338 Sun

Legal Acres: 1.790

Parcel Address: 1521 ARMADA DR

Print Date: 09/20/2018 Printed By: MGARCIA

2017 Value: \$15,600

Year	Appraised Value	Tax Units	Base Tax Due	Penalties & Interest	Collection Fees	Total
2017	\$15,600	61	\$91.14	\$49.10	\$0.00	\$131.24
Subtotals for 2017:			\$207.05	\$91.09	\$0.00	\$298.14
TOTAL AMOUNT DUE:			\$1,655.76	\$1,659.29	\$0.00	\$3,315.05

Tax Unit Codes:

40 Harris County 41 Harris County Flood Control Dist 42 Port of Houston Authority 43 Harris County Hospital District
44 Harris County Dept of Education 45 Lone Star College System 61 City of Houston

IF YOU ARE 65 YEARS OF AGE OR OLDER OR ARE DISABLED AND THE PROPERTY DESCRIBED IN THIS DOCUMENT IS YOUR RESIDENCE HOMESTEAD, YOU SHOULD CONTACT THE APPRAISAL DISTRICT REGARDING ANY ENTITLEMENT YOU MAY HAVE TO A POSTPONEMENT IN THE PAYMENT OF THESE TAXES

Totals By Tax Unit

Tax Units	Base Tax Due	Penalties & Interest	Collection Fees	Total
40	\$492.00	\$484.53	\$0.00	\$976.53
41	\$34.16	\$34.16	\$0.00	\$68.32
42	\$19.55	\$20.52	\$0.00	\$40.07
43	\$216.29	\$219.26	\$0.00	\$435.55
44	\$7.20	\$7.38	\$0.00	\$14.58
CW Total 40-44	\$769.20	\$765.85	\$0.00	\$1,535.05
45	\$136.33	\$137.23	\$0.00	\$273.56
61	\$750.23	\$756.21	\$0.00	\$1,506.44
TOTAL AMOUNT DUE:	\$1,655.76	\$1,659.29	\$0.00	\$3,315.05

CERTIFIED DELINQUENT TAX STATEMENT DETAIL



ANN HARRIS BENNETT
HARRIS COUNTY TAX ASSESSOR-COLLECTOR
1001 PRESTON, SUITE 100
HOUSTON, TEXAS 77002

Certified Owner:

JACKSON AVALONIA
% DERONDA EDWARDS
10334 SAGEPLUM DR
HOUSTON, TX 77089-4412

Legal Description:

1 T 6 BLK 3
HIGHLAND HEIGHTS ANNEX SEC 11

Account No: 081-279-000-0006

As of Date: 09/20/2018 APPR. DIST#: 0812790000006

Cause No: 201748338 Suit

Legal Acres: 1790

Parcel Address: 1521 ARMADA DR

Print Date: 09/20/2018 Printed By: MGARCIA

2017 Value: \$15,600



STATE OF TEXAS
COUNTY OF HARRIS

I, ANN HARRIS BENNETT, Tax Assessor-Collector in and for Harris County, Texas, do hereby certify this to be a true and correct copy of the records of the Harris County Tax Office, for the tax year(s) indicated.

Witness my hand this 20th day of September, 2018.

ANN HARRIS BENNETT
Tax Assessor-Collector
Harris County Texas

By: 
Deputy

CITY OF HOUSTON
C/O LINEBARGER GOGGAN BLAIR & SAMPSON, LLP
P.O. BOX 1586
HOUSTON, TX 77251
(713) 844-3573

HARRIS COUNTY
EXHIBIT B2

OWNER NAME AND ADDRESS

JACKSON AVALONIA
% DERONDA EDWARDS
10334 SAGEPLUM DR
HOUSTON, TX 77089-4412

CAD NUMBER: 081-279-000-0006
DATE OF NOTICE: 09/07/2018
PAYMENT DUE DATE: 09/30/2018

PROPERTY LOCATION:

1521 ARMADA DR

PROPERTY LEGAL DESCRIPTION:

LT 6 BLK 3
HIGHLAND HEIGHTS ANNEX SEC 11

PRINCIPAL AMOUNT OWED:	399.20
PRINCIPAL AMOUNT DUE:	399.20
INTEREST AMOUNT DUE:	1,002.99
COLLECTION COST DUE:	280.44
RELEASE FEE(S)	91.23

TOTAL DUE IF PAID BY 09/30/2018 1,773.86

TOTAL LIENS: 1

LIST OF LIENS:

D-000005537 1,773.86

Return bottom portion with your payment

CAD #

081-279-000-0006

TOTAL DUE IF PAID BY

09/30/2018	1,773.86
10/31/2018	1,777.45
11/30/2018	1,781.05

DO NOT SEND CASH:
MAKE CHECKS PAYABLE TO:

AMOUNT OF CHECK: _____

CITY OF HOUSTON
C/O LINEBARGER GOGGAN BLAIR & SAMPSON, LLP
P. O. BOX 1586
HOUSTON, TEXAS 77251
ATTENTION: LIEN DEPT.

JACKSON AVALONIA
% DERONDA EDWARDS
10334 SAGEPLUM DR
HOUSTON, TX 77089-4412



HCAD: 081-279-000-0006

Lien Numbers: D-000006537

I, Atisha Menyweather, Management Analyst IV with the City of Houston, Texas, Department of Neighborhoods, Inspections and Public Service, certify that this is a true and correct copy of the original record of the City of Houston, electronically or hard copy, as it appears on this date.

Witness my official hand and seal of
the City of Houston, this

September 13, 2018

A handwritten signature in cursive script, appearing to read "Atisha Menyweather", is written over a horizontal line.

Atisha Menyweather, Management Analyst IV
Department of Neighborhoods, Inspections and Public Service
City of Houston, Texas

In accordance with Texas Government Code 406.013, electronically transmitted authenticated documents are valid.

SUIT NO. 201748338

HARRIS COUNTY, ET AL

VS.

AVALONIA JACKSON, AKA AVALONIA
WADE JACKSON, ET AL

§
§
§
§
§

IN THE DISTRICT COURT

80TH JUDICIAL DISTRICT

HARRIS COUNTY, TEXAS

**AFFIDAVIT FOR ATTORNEY FEES FOR COLLECTION
OF SPECIAL ASSESSMENT LIENS**

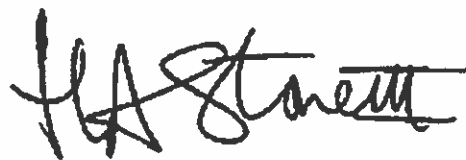
Before me, the undersigned notary, on this day personally appeared Herbert "Trey" A. Stone, III, and upon being duly sworn by me, deposes and says:

1. My name is **Herbert "Trey" A. Stone, III**. I am over the age of 18 years, of sound mind, and capable of making this affidavit. The facts stated herein are within my personal knowledge and are true and correct.
2. This cause of action includes a claim for the collection of certain Special Assessment Liens for which an award of attorney's fees is requested. In making this request for attorney's fees, I am guided by the opinion in *Arthur Andersen & Co. vs. Perry Equipment Corp.*, 945 S.W.2d 812 (Tex. 1997), which opinion identifies several factors to be considered in determining the reasonableness of the fee to be awarded. With respect to the relevant factors enumerated in that opinion, I submit the following statements in support of the request for attorney's fees.
3. *The experience, reputation and ability of the lawyer or lawyers performing the services.* I am an attorney licensed to practice in the State of Texas and my practice has concentrated in litigation during this entire period. I am employed by the firm of Linebarger Goggan Blair & Sampson, LLP, hereafter referred to as the Firm. The Firm has specialized in the collection of governmental receivables such as the Special Assessment Liens at issue herein for more than twenty years.
4. *The nature and length of the professional relationship with the client.* The Firm represents the City of Houston (the City) with respect to the Special Assessment Liens at issue herein. The Firm has represented the City in the collection of various governmental receivables since 1993, and currently has a contract with the City to collect both the property taxes and the Special Assessment Liens at issue in this cause of action.
5. *Whether the fee is fixed or contingent on results obtained or uncertainty of collection before the legal services have been rendered.* The collection of the fee by the Firm is uncertain in that it is paid only if collected from the defendants or from the proceeds of a sale of the property pursuant to a final judgment, and upon a sale of the property, is paid only if the sale proceeds are sufficient after payment of all property taxes and the principal and interest amount of the Special Assessment Liens.
6. *The amount involved and the results obtained.* As set forth above, the requested fee is in the amount of 20% of the claimed amount due for the Special Assessment Liens, and is to be paid only upon collection of the amount from the defendants or from the proceeds of a sale of the property pursuant to a final judgment.

Accordingly, the requested fee is reasonable in relation to the amount involved in the matter and the results obtained.

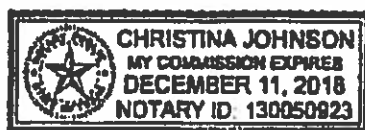
7. *The fee customarily charged in the locality for similar legal services.* The requested amount of the attorney's fees in this matter is \$280.44, which amount is equal to 20% of the principal and interest due on the Special Assessment Liens. In my opinion, this fee is commensurate in amount with fees customarily charged in Harris County for similar legal services, by attorneys with my experience, reputation and ability.

8. *The time and labor required.* In the prosecution of this cause of action, personnel of the Firm reviewed a title report on the property, identified the necessary parties with a claim of interest in the property, prepared and filed an original petition, obtained service of the defendants, whether by personal service or by publication, reviewed the returns of service for sufficiency, prepared and served a notice of hearing, prepared a proposed final judgment, and appeared for hearing on this matter. All of these services performed were reasonably required to prosecute this cause of action. While the Firm does not maintain detailed time records, in my opinion, based upon my experience, the amount of the fee requested above is reasonable in relation to the time and labor required to perform these services.



Herbert "Trey" A. Stone, III
State Bar No. 24041980
herbert.stone@lgbs.com

Sworn to and subscribed before me, the undersigned notary, on the 24th day of September, 2018.


Notary Public, State of Texas

To all Attorneys of Record and Pro Se Parties:

This letter is to serve as notice that the below listed cause of action is ASSIGNED TO TRIAL at the following TIME, DATE and PLACE:

Failure to appear for this trial date may result in a DEFAULT JUDGMENT in this case. Should you have any questions concerning this notice PLEASE CONTACT THE TAX COURT CLERKS AT (832)927-2735. Thank you for your prompt attention to this matter.

NOTE: Court appointed ad litem counsel are required to appear in person.

JUDGE PRESIDING
Judge, 113TH TAX COURT PROGRAM

CASE - 201748338 FILED - 20170721 COURT - 113th
TYPE - TAX DELINQUENCY
HARRIS COUNTY VS JACKSON, AVALONIA (A

[illegible]

797872

ANGELICA MARIA HERNANDEZ
PO BOX 3064
HOUSTON TX 77253-3064

Name and Address of Sender

Linabarger Goggan Blair & Sampson LLP
4828 Loop Central Dr Ste 600
Houston TX 77061

Affix Stamp Here

(If issued as a
certificate of mailing
or for additional
copies of this bill)

Postmark and
Date of Receipt



Line	Article Number	Address (Name, Street, City, State & ZIP Code)
1	71900277001102381432	Case 0916877 ALBERT TRUCK SERVICE LTD, 3626 MANITOU DR, HOUSTON TX, 77013
2	71900277001102381455	Case 0954711 ALBERT TRUCK SERVICE, 3626 MANITOU DR, HOUSTON, TX, 77013
3	71900277001102381647	Case 201675111 Venetia Wetherspoon, Attorney at Law, 134 Vintage Park Blvd Ste A # 173, Attorney at Law, Houston, TX, 77070
4	71900277001102381654	Case 201675111 Daniel William McIer (In Rem Only), 17511 Lone Wolf Pass, 17511 Lone Wolf Pass, Houston, TX, 77095
5	71900277001102381661	Case 201675111 Soongsug Soelberg Miller, TDC#02071800 (In Rem Only), 1525 Fm 766, Stevenson Cuero, TX, 77954
6	71900277001102381678	Case 201675111 Marissa Borrego (In Rem Only), 13269 Private Dr 3394, 13269 Private Drive 3354, Savannah, MO 64485
7	71900277001102381685	Case 201675111 Chantana Archer Carter (In Rem Only), 1842 Ochsner Blvd Apt. 339, 1842 Ochsner Blvd Apt 339, Covington, LA, 70433
8	71900277001102381692	Case 201675111 Perdue Brandon, Fielder, Collins &, 1235 N Loop West, Suite 600, 1235 North Loop W Ste 600, Houston, TX, 77008
9	71900277001102381708	Case 201685740 Dena Fisher, The Lyric Center, 440 Louisiana St Ste 200, Houston, TX, 77002
10	71900277001102381715	Case 201685740 Shirley Bogany, AKA Shirley Cains Bogany (In Rem On, 12110 Mosscrest Dr, AKA Shirley Cains Bogany In Rem Only, Houston, TX, 77048
11	71900277001102381722	Case 201685740 Ida M Richardson AKA Ida Marie Richardson AKA Ida Co, 3939 Zephyr St, AKA Ida Mar'e Richardson AKA Ida Cains Richardson, Houston, TX, 77021
12	71900277001102381738	Case 201685740 Ida Yvette Cains McLean, AKA Ida Yvette McLean (In Rem Only), 1221 Redford St Apt 2115, AKA Ida Yvette McLean In Rem Only, Houston, TX, 77034
13	71900277001102381746	Case 201685740 Toni Denise Cains Thibodeaux, AKA Toni Denise Thibaux (In Rem On, 2706 Manigny Dr, AKA Toni Denise Thibaux In Rem Only, Houston, TX, 77014
14	71900277001102381753	Case 201685740 David Cain (TDCJ 02109528), By Delivering to Teri Stanberry, L, 3801 Silo Rd, Cole Unit Bonham, TX, 75418
15	71900277001102381760	Case 201685740 Aldine ISD, 2520 WW Thorne Dr, 2520 Ww Thorne Blvd, Houston, TX, 77073
16	71900277001102381777	Case 201738501 Willie Coley, 614 Alpha Ave, 520 Alpha Ave, Tallahassee, FL, 32305
17	71900277001102381463	Case 201741518.1 Current Resident, 9708 Garcroft St, 9708 Garcroft St, Houston, TX, 77029
18	71900277001102381470	Case 201741518.1 Uraula Kelly (In Rem Only), 9708 Garcroft, 9708 Garcroft St, Houston, TX, 77029
19	71900277001102381487	Case 201748338 Joann Weiss Schaffer, Attorney at Law, 2100 West Loop S Ste 1125, Attorney at Law, Houston, TX, 77027
20	71900277001102381494	Case 201748338 Laterius Jackson AKA Laterius Gerard Jackson (In Re, 5801 N Houston Rosslyn Rd Apt 809, AKA Laterius Gerard Jackson In Rem Only, Houston, TX, 77091
21	71900277001102381500	Case 201748338 Subject Property, 1521 ARMADA DR., 1521 Armada Dr, Houston, TX, 77091
22	71900277001102381517	Case 201748338 Pleshette Dunn, AKA Peshette Shatina Dunn (In Rem, 19800 Kenswick Dr Apt 1513, AKA Pleshette Shatina Dunn In Rem Only, Humble, TX, 77338
23	71900277001102381524	Case 201748338 Mary Washington AKA Mary Ann Washington (In Rem Onl, 7334 A ba St, AKA Mary Ann Washington In Rem Only, Houston, TX, 77088
24	71900277001102381531	Case 201748338 Mary Washington AKA Mary Ann Washington (In Rem Onl, 4334 Alba Rd, AKA Mary Ann Washington In Rem Only, Houston, TX, 77018
25	71900277001102381548	Case 201748338 Willie E Jackson AKA Willie Earl Jackson (In Rem Onl, 2502 Anthony Pine Ln, AKA Willie Earl Jackson In Rem Only, Houston, TX, 77088
26	71900277001102381555	Case 201748338 Joyce A Smith AKA Joyce Ann Smith (In Rem Only), 2502 Anthony Pine Ln, AKA Joyce Ann Smith In Rem Only, Houston, TX, 77088
27	71900277001102381562	Case 201748338 Lamont Jackson, AKA Lamont Deadere Jackson (In Rem, 4608 Leflingwell St, AKA Lamont Deadere Jackson In Rem Only, Houston, TX, 77025
28	71900277001102381579	Case 201763397 Ollis Hutchinson, Jr (In Rem Only), 15318 Silver Green S, 15318 Silver Green Dr S, Channelview, TX, 77530
29	71900277001102381784	

Total Number of Pieces Listed by Sender	Total Number of Pieces Received at Post Office	Postmaster, Per (Name of receiving employee)
67		

APPENDIX 5

MIKE ENGELHART

Mike Engelhart has been the Judge of the 151st Civil District Court since January 1, 2009 after being elected county-wide in Harris County in November 2008. He was re-elected in 2012 and 2016. A 1995 graduate of The University of Houston Law Center, he was an Associate Editor of the Houston Law Review. Before that, he earned a BA in Political Science and Spanish from the University of Michigan. He is Board Certified in Personal Injury Trial law, and speaks Spanish fluently.

Judge Engelhart is on the Board of Directors of the Texas Association of Civil Trial and Appellate Specialists (TACTAS), and is on the Board of Directors of Greater Houston Kosher Chili Cookoff, Inc. (a 501(c)(3) organization). He is also a Fellow of the College of the State Bar of Texas, a frequent CLE speaker, and a certified mediator. In 2016 he won the University of Houston Law Center Alumni Association "Public Sector Achievement Award," and the "Trial Judge of the Year" from TACTAS. In 2017, Judge Engelhart was awarded the Franklin Jones Best CLE Article prize by the College of the State Bar of Texas. In 2019, he received the President's Award from the Houston Bar Association (HBA) for his work as co-chair of the 2019 Civil/Appellate Bench Bar Conference. He was also elected to his second term as Civil Administrative Judge of the 24 Civil District Courts of Harris County in December 2018.

He lives in Bellaire with his wife of 25 years, Eva, who is an attorney and a Chapter 7 bankruptcy trustee. They have two boys, Joey, 22, a UT graduate, and Zachary, 19, a sophomore at Texas A&M University.

GOVERNMENT RESOURCES

Chris Daniel Harris County District

Clerk

hcdistrictclerk.com

Harris County
Appraisal District
hcad.org

HCDC requires a subscription and can be used to search for criminal and civil cases that have been filed in Harris County. To obtain records visit the District Clerk's Public Service Section during business hours at addresses to the right.

Harris County Clerk's
Office Databases
cclerk.hctx.net

Public records are also available online at:

hcdistrictclerk.com
(click on "Search Records and Documents")

DMDC
TDCJ

In addition, service is available over the

phone for a fee:

Civil: (832) 927-5800

Criminal: (832) 927-5900

Civil Public Service

Harris County Civil Courthouse
201 Caroline, #110
Houston, TX 77002

Criminal Public Service

Criminal Justice Center
1201 Franklin
Houston, TX 77002

OTHER GENEALOGY LIBRARIES

Clayton Library Center for
Genealogical Research
Houston Public Library
5300 Caroline
Houston, TX 77004
(832) 393-2600

Texas State Library & Archives
Commission
1201 Brazos Drive, P.O. Box 12927
Austin, TX 78711
(512) 463-7102

FAMILY HISTORY CENTER LIBRARIES

Family History Center Libraries are maintained by The Church of Jesus Christ of Latter-day Saints (Mormons) and are branch facilities of the Family History Library in Salt Lake City, the world's largest genealogical library. Centers provide access to most of the microfilms and microfiche in the Library. The general public is welcome to use Family History Center resources. Call ahead for hours of operation or to make an appointment.

Baytown Texas	Klein Texas	Clear Lake Texas
1010 Birdsong Dr. Baytown, TX 77521 (281) 428-5141	16535 Kleinwood Dr. Spring, TX 77379 (281) 251-5931	1802 Gunvale Rd. Houston, TX 77062 (281) 488-4406

Houston Texas	Houston Texas North	Houston Texas East
1101 Bering Dr. Houston, TX 77047 (713) 785-2105	16331 Hafer Rd. Houston, TX 77090 (281) 893-5381	4202 Yellowstone Dr. Pasadena, TX 77504 (281) 991-8479

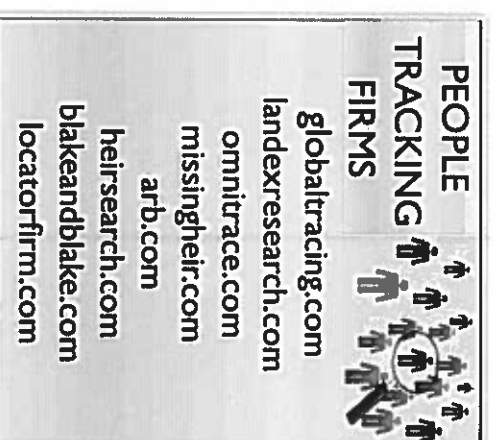
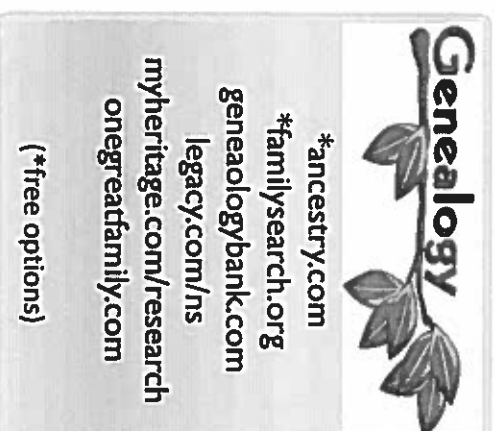
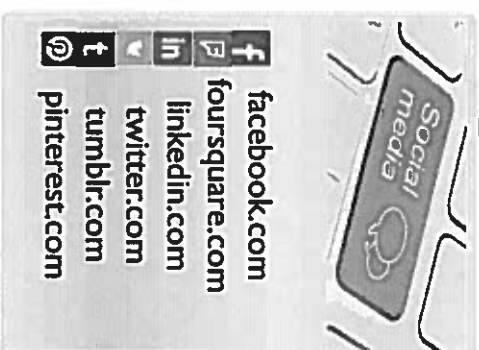
Katy Texas	Magnolia Texas	Kingwood Texas
1603 Norwalk Katy, TX 77413 (281) 578-8338	31706 Michael Rd. Magnolia, TX 77355 (281) 259-7233	4021 Deerbrook Kingwood, TX 77339 (281) 360-1352

Old Katy Texas	Shadowdale Texas	Pine Trails Texas
1928 Drexel Katy, TX 77493 (281) 391-7689	4703 Shadowdale Dr. Houston, TX 77041 (713) 466-7706	14404 Kemrock Dr. Houston, TX 77049 (281) 458-1526



ATTORNEY AD LITEM

Investigation Resources



OTHER HELPFUL RESOURCES

accurlint.com
googleguide.com
instantcheckmate.com
intelius.com
*irbsearch.com
*lexisnexis.com

mylife.com
peekyou.com
pipi.com
publicdata.com
spokeo.com
switchboard.com
(*subscription required)

tlo.com
*tracersinfo.com
usa-people-search.com
whitepages.com
wink.com
yellowpages.com
zabasearch.com

GENERAL TIPS

When searching, also run queries using only the last name so you can contact possible relatives of the target. If there is a house on the property, leave a card. If the mortgage company is involved, request a copy of the mortgage application to obtain personal information and references or next of kin. Send letters to all potential persons and heirs. If you find through the district clerk's office that the target has been involved in other civil or criminal cases, use addresses, other parties, and the listed lawyers to locate the target.

APPENDIX 6

Victoria “Tory” Vonder Haar is an attorney with 20 years of governmental experience practicing in the areas of real estate, property tax, eminent domain, and bankruptcy law. She currently handles real estate issues and prosecutes delinquent tax and bankruptcy dockets for Aldine Independent School District. She also has her own practice advising on condemnation and right of way issues.

Ms. Vonder Haar is active in professional organizations such as Women Professionals in Government, Girls Scouts of America, and Texas Center for the Missing. She received her Bachelors of Science in Political Science from Texas A&M University and her Juris Doctorate from the University of Houston. She has three spunky daughters, one outnumbered husband, and a dog named Zuul.

APPENDIX 7

Judge Tanya N. Garrison

Judge Garrison was born and raised in Albuquerque, New Mexico. She graduated from Oklahoma State University in 1997, where she met her husband. After graduation, the Garrisons moved to Houston, where Judge Garrison attended the University of Houston for law school, graduating in 2000 with honors in both oral advocacy and academics.

During law school, Judge Garrison began working at the law firm of Weycer, Kaplan, Pulaski & Zuber, P.C., where she practiced law until being elected as Judge of the 157th in 2018. Prior to taking the bench, Judge Garrison's law practice consisted of entirely civil litigation with an emphasis on appellate law. She is Board Certified in Civil Appellate Law by the Texas Board of Legal Specialization and is a proud member of the American Board of Trial Advocates.

Judge Garrison is active in the legal profession and the community. In 2008, she was elected as President of the Houston Young Lawyers Association and in 2011, was selected as the Woodrow B. Seals Outstanding Young Lawyer. Judge Garrison has served on the board of various pro bono organizations providing legal services to lower income Houstonians, but probably her best test of patience and organization was serving as the Cookie Mom for four years for her daughter's Girl Scout troop.

When not at work, Judge Garrison loves to spend time with her kids, friends, and husband, oftentimes helping on her husband's championship BBQ cook-off team. She is a proud fan of the Houston Texans and is always loyal to the Oklahoma State Cowboys.



Non-Tax Court Tax Cases and Other AAL Appointments

Judge Tanya Garrison, 157th District Court

Overview

- ▶ Difference between Guardian Ad Litem and Attorney Ad Litem
- ▶ Typical Situations for Appointment
- ▶ Responsibilities of AAL
- ▶ How to Get Paid as an AAL
- ▶ Practical Tips and Realities



Difference Between Guardian Ad Litem and Attorney Ad Litem

- ▶ A guardian ad litem is not an attorney for the incapacitated party, but an officer of the court appointed to protect the party's interest.
- ▶ A guardian ad litem's role is limited to advising the court.
- ▶ An attorney ad litem gives advice, does research, and conducts litigation activities.
- ▶ Context and nature of the appointment controls the scope, not the designation on the order making the appointment.

Typical Situations for Appointment

- ▶ Title Cases (adverse possession, quiet title) when title not clear;
- ▶ Citation by Publication (Rule 244)
- ▶ Conflict with Next of Friend's Attorney
- ▶ Pro Se lawsuit filed by Next of Friend/Guardian
- ▶ When Defendant Doesn't Answer, but Insurance Exists
- ▶ "Whenever I Darn Well Feel Like It"
- ▶ Family Code & Estates Code - certain instances, usually indigence
- ▶ Other Statutes - i.e. Chapter 33 Family Code

Responsibilities of Attorney Ad Litem

- ▶ You're the attorney - act like it
- ▶ File an Answer
- ▶ Duties exist until discharged by court order

How to Get Paid as an Attorney Ad Litem

- ▶ Citation by Publication - fees taxed as costs
 - ▶ Must still be proved up as reasonable and necessary
 - ▶ Rule 131 - losing party pays costs unless good cause shown
 - ▶ Show good cause that successful party should pay - “The fee allowed for representing a defendant whose place of residence is unknown, cited by publication, should be taxed against the successful plaintiff, since no personal judgment can be rendered against the defendant for costs. No part of the fee should be taxed against the other defendant or defendants unless facts or circumstances are shown by the record form with it clearly appears that he or they should, in fairness, be required to pay part of all of the fee.” *Garza v. Slaughter*, 331 S.W.3d 43 (Tex. App. - Houston [14th Dist.] 2010, no pet.).
- ▶ In other cases, paid from plaintiff's recovery
- ▶ Ask Court for protection
- ▶ Sometimes it's the cost of doing business for the Court

Practical Tips and Questions

- ▶ Communicate with your judge.
- ▶ Protect payment on the front side.
- ▶ Get on appointment lists.
- ▶ Questions in the chat room.



Thanks!



APPENDIX 8

Damon D. Edwards

Professional Experience

Linebarger Goggan Blair & Sampson, LLP **Partner**

2000 – Present
Houston, Texas

- Provides representation and counsel of governmental taxing units.
- Prepares motions, orders, petitions, and discovery litigation for ad valorem taxation lawsuits.

Calame Linebarger Graham & Peña, LLP **Area Manager**

1995 – 1996
Houston, Texas

- Performed all aspects of legal research.
- Prepared summary judgments and original petitions.
- Worked with clients and assisted attorneys during courtroom proceedings.

Licenses & Certifications

Admitted to practice in the courts of:

- The State of Texas
- The Southern U.S. District Courts for the State of Texas

Current Professional Memberships

- State Bar of Texas (Board of Directors 2009-2012)
- College of the State Bar of Texas
- Houston Lawyers Association
- National Bar Association
- Texas A&M Association of Former Students

Education

South Texas College of Law, Houston, Texas
Juris Doctor

- Student Bar Association (Board of Directors)
- Student Liaison to the State Bar of Texas
- Donnelly Memorial Award

Texas A&M University, College Station, Texas
Bachelor of Science (Political Science)



Otilia Gonzales, Partner

Perdue Brandon Fielder Collins & Mott LLP

ogonzales@pbfcml.com

Otilia joined Perdue Brandon in 2011 and became a Partner in 2016. She has prior experience in other areas of law including litigation and maritime, and also worked in the title insurance industry. Her practice at Perdue Brandon is focused on delinquent property tax and fine and fee collections. Otilia often speaks to client groups and industry professionals on the collection of delinquent government receivables. She is a mentor to new attorneys within the Firm and provides training for new staff. She serves on the Firm's Human Resources and Ethics/Disclosure Committees, and its Executive Committee. Otilia received a bachelor's degree in Political Science from the University of Houston, magna cum laude. She received her law degree from the University of Kansas. She was admitted to the State Bar of Texas in 1999 and Kansas in 2008. Otilia is an Ironman triathlete and ultradistance runner. She lives in Houston with her husband Charles and their three kids.



Randall B. Strong

Randy, after graduating from Rice University and then the University of Houston Law School, started his legal career in Baytown, Texas in 1976. He began his career in municipal law when he had an opportunity to become an Assistant City Attorney in 1978, and was named the Baytown City Attorney in 1980.

He left the City of Baytown in 1991 to go into private practice, where he has continued to focus his practice on the representation of local government units, primarily cities, both as city attorney or as outside counsel on particular matters. He has been the city attorney for a number of smaller municipalities, primarily in the Houston area.

As assistant city attorney in Baytown, one of his responsibilities was the collection of delinquent taxes, as this was prior to the adoption of the Texas Tax Code. After adoption of the Tax Code, the City of Baytown continued to collect delinquent taxes with in house counsel while he was City Attorney. Shortly after he left the City for private practice, the City decided to use outside counsel for its tax collections, and he was hired by Baytown as its delinquent tax counsel. He still is the City of Baytown's delinquent tax counsel, over forty years after he filed his first delinquent tax lawsuit on behalf of the City of Baytown.

He has four grown daughters, and most of his free time is spent with his grandchildren and practicing Kuk Sool Won, a Korean martial art, in which he hopes to obtain his third degree black belt within the next year.

APPENDIX 9

AMIR BEFROUI

27131 Naples Run Lane | Katy, Texas 77494 | (832) 818-3168
abefroui@gmail.com | <https://www.linkedin.com/in/amirbefroui/>

SUMMARY

An analytical and accomplished legal services attorney that is client focused with extensive experience with in-person and remote team management, creation and coordination of training programs and presentations, organizational-wide mentorship, and strategic planning. Established capabilities in responding to and successfully leading teams through multiple disasters while still providing high quality legal services and assisting large numbers of affected clients. A driven and result-oriented producer with solid background in identifying and meeting client needs both complex and straight-forward, who can produce individually or help manage a team to produce collectively, all while supporting short- and long-term firm objectives.

PRESENTATIONS AND TRAININGS

2021

- "Virtual litigation: logistics, prep, and tactics;" Internal advocate focused training; Virtual/Houston
- "Homeowner issues – Mortgages, Executory Contracts, and Property Owner Associations;" Community education, in collaboration with City of Houston Dept. of Neighborhoods and Neighborhood Recovery Community Development Corporation; Virtual/Houston
- "Get off my lawn! How to Help Homeowners Dealing with HOAs and Other Property Owners Associations;" co-presented to National Consumer Law Center's 2021 Mortgage Conference; Virtual/National audience
- "Tips and Tricks for Fighting Fast Foreclosures under TRCP 736;" Quarterly meeting of the Housing & Consumer Task Force of the Poverty Law Section of the State Bar of Texas; Virtual/Statewide audience

2020

- "CARES Act and my mortgage: What do I need to know?" Community education, in collaboration with City of Houston Dept. of Neighborhoods and Neighborhood Recovery Community Development Corporation; Virtual/Houston
- "CARES Act and my mortgage: What do I need to know?" Community education, in collaboration with Credit Coalition, through Lone Star Legal Aid's Facebook Live Friday Law Series; Virtual/Houston

2019

- "Foreclosure Prevention;" Houston Volunteer Lawyers Consumer Bankruptcy CLE; Houston

- "How the #%&* do we save Grandma's house?!?" Poverty Law Conference; Austin
- "Tips and Tricks for Fighting Fast Foreclosures under TRCP 736;" First Friday CLE from the Poverty Law Section of the State Bar of Texas; Statewide audience

2018

- "Bankruptcy tips for Legal Aid Practitioners;" Poverty Law Conference; Austin

2017

- "Practice Tips in the Justice Courts;" CLE presentation; Houston

2016

- "Practice Tips in the Justice Courts;" Dallas Volunteer Lawyer Program - Pro Bono week; Dallas
- "Issue Spotting for Texas Foreclosures;" Legal Access Line internal training; Dallas

- "Foreclosures: The More You Know;" CLE presentation; Dallas

- "Defenses to Post Judgment Collection;" Poverty Law Conference; Austin

- "Stop! Collaborate and Listen: Introduction to Injunctive Relief;" Poverty Law Conference; Austin

2015

- "Legislative Update in Housing & Consumer Law;" Quarterly meeting of the Housing & Consumer Task Force of the Poverty Law Section of the State Bar of Texas; Houston

EXPERIENCE

LONE STAR LEGAL AID, Houston, Texas Managing Attorney, 2017-Present

I was the first dedicated managing attorney of firm's Foreclosure Prevention Project after being promoted from my staff attorney role. As a staff attorney, I helped the firm's clients with their homeownership legal issues and regularly engaged in community education and continuing legal education presentations to bolster those efforts. As a managing attorney, I have managed a team of 9 lawyers and support staff across 3 different geographic locations. During my time as managing attorney, I have served as firm's thought leader on all legal issues related to homeownership for both internal and external audiences and media. This role has given me the unique opportunity to informally mentor staff and attorneys in all the firm's 14 offices. Administratively, I have been part of the team that secured 2 different grants totaling over \$1.7M to fund the work of the Foreclosure Prevention Project as well as managing a 3rd grant worth over \$500k. Additionally, I developed strategic plans for my team that meshed with firm's mission, cultivated staff's skills, and were client-service centered.

- Successfully led team through two different disasters: Hurricane Harvey and the on-going COVID-19 public health pandemic. Created policies for communication and workflow to help staff adapt to being displaced from the office while still providing high quality legal services.
- Responsible for making personnel action recommendations and evaluating performance of existing team. Developed and executed procedures to ensure staff compliance with firm's internal policies, as well as state and federal funder regulations.
- Helped three former members of the Foreclosure Prevention Project get promoted to managing attorney roles elsewhere within the firm in 2019. Successfully onboarded four new staff attorneys, one paralegal, and a secretary to the team in early 2020. Helped the team navigate turnover in personnel while still meeting grant deliverables for the first half of 2020.
- Manage grants that provide the resources for the work done by the Foreclosure Prevention Project. Meet with grantors as needed. Help prepare semi-annual reports to grantors. Prepare monthly grant updates detailing the work of grant funded staff and present on staff work at monthly grant update meetings. Draft grant renewal applications and compile all supporting reports, data, and evidence necessary for successful grant applications.
- Positioned as firm's "thought leader" on all legal issues that impact homeowners. Regularly mentor attorneys firm wide to improve the quality of legal services provided to LSLA clients involved in litigation or real estate matters. Also work with pro bono attorneys on developing solutions to legal issues faced by homeowners.
- Assist clients in all aspects of the judicial and non-judicial foreclosure process, handle pre-litigation real estate issues, and help with real estate transactions.
- Extensive litigation experience for both plaintiffs and defendants, including motion practice in state and federal court, mediation in both state and federal court, conducting discovery, defending and prosecuting depositions, and prosecuting requests for injunctive relief.

Staff attorney, 2016-2017

- Assisted clients in all aspects of the judicial and non-judicial foreclosure process, handle pre-litigation real estate issues, and assisted with real estate transactions.
- Gained extensive litigation experience for both plaintiffs and defendants, including motion practice in state and federal court, conducted discovery, prepared requests for injunctive relief.
- Regularly engaged with community partners, planned and presented community education events, and presented continuing legal education seminars to help raise the quality of legal services available to homeowners.

LEGAL AID OF NORTHWEST TEXAS, Dallas, Texas Staff attorney, 2015-2016

As a staff attorney with Legal Aid of Northwest Texas (LANWT), my responsibilities were to meet the civil legal needs of low-income Texans in the greater Dallas-Fort Worth Metroplex area. I regularly interviewed prospective clients, helped identify their goals, and developed and implemented strategies to help clients achieve their goals, considering the firm's limited resources. I also regularly engaged community partners to help connect with new prospective clients and leverage partnerships to reach more low-income Texans. Utilizing this platform, I conducted community education events to help Texans know and understand their rights and be able to identify legal issues impacting their lives every day. This work gave me the opportunity

to work with marginalized community groups in West Dallas, whereby I was able to engage with and understand their complaints via a series of meetings, conduct research on the history of environmental racism in the area, and leverage the talents of several colleagues internally and at Texas Rio Grande Legal Aid to prepare and file a Title VI civil rights administrative complaint against the City of Dallas. The foundation I helped build allowed LANWT to dedicate additional resources to addressing the issues faced by the communities in West Dallas.

- Assisted clients facing foreclosure, consumer finance issues, landlord – tenant disputes, and other real estate matters.
- Worked with a team of lawyers and support staff to help group of historically marginalized clients in West Dallas by filing an administrative complaint against City of Dallas under Title VI of the Civil Rights Act.
- Motion practice in state court, conducted discovery, and requested and obtained injunctive relief as appropriate.
- Interviewed prospective clients; identified client goals and developed strategies to help clients achieve their goals through advice, document preparation, or more extended representation; conducted legal research using both Westlaw and public records; conducted real property record title searches; and drafted real estate and settlement documents.

PROFESSIONAL ASSOCIATIONS

I have been a member of the governing council for the Poverty Law Section since 2019. Prior to my current service, I was the co-chair and chair of the Housing and Consumer Task Force of the Poverty Law Section from 2015-2019. I remain an active member of the Task Force and offer my time when asked to present at its regular meetings. Additionally, I am a member of the Houston Bar Association and the National Association of Consumer Advocates. I'm also actively engaged with the national consumer client community through my work with the National Consumer Law Center, for which I recently had the privilege of co-presenting during its 2021 Mortgage Conference.

EDUCATION

SOUTH TEXAS COLLEGE OF LAW, Houston, Texas
J.D., 2012

THE UNIVERSITY OF HOUSTON, Houston, Texas
B.A., History and Political Science (dual major), International Area Studies Europe and Asia (Dual Minor), 2008

**SERVING AS AN ATTORNEY AD LITEM
IN HARRIS COUNTY – Defending Tax Cases**



Panelist

**AMIR BEFROUI, MANAGING ATTORNEY
LONE STAR LEGAL AID
HOUSTON, TX**

Amir Befroui is the Managing Attorney of the Foreclosure Prevention Project at Lone Star Legal Aid. He is native of Galveston County, and was educated in the greater Houston area. He is a proud University of Houston alumnus, and travels frequently to see his Cougars compete. Amir has spent his entire 8+ year professional career helping others through his work with civil legal aid. Early on in his legal education, Amir knew he wanted to be in the courtroom advocating for those who needed to have their voices heard. Amir has practiced in both state and federal court in the greater Houston area, the Dallas-Fort Worth metroplex, various locales throughout east Texas, and southwest Arkansas. Amir is responsible for managing a practice group that includes 5 staff attorneys and 3 non case handling staff, all of whom work every day to help low income Texans fight for their homes across LSLA's 72 county Texas service area. His practice is focused on real estate litigation, real estate transactions, landlord-tenant disputes, consumer bankruptcy, and consumer finance law. Amir enjoys mentoring less experienced attorneys and helping "older" attorneys navigate office technology like Zoom and PowerPoint.

Outside of the office, Amir is a father of a beautiful 3yo girl, a 2mo boy for whom he is still searching for adjectives, and a proud husband to an amazing wife. Amir is also involved in community organizations, including Houston Bike Share, where he serves on the board of directors overseeing the expansion of Houston's bike share system.

Amir Befroui
Managing Attorney
Lone Star Legal Aid
1415 Fannin
Houston, TX 77002
713-652-0077 x 1115
abefroui@lonestarlegal.org

ANGELA D. JOHNSON
Attorney at Law & Mediator
15201 East Freeway, Suite 104
Channelview, Texas 77530
(281) 452-6500 (tel.) / (281) 452-6505 (fax)
angela@theadjohnsonfirm.com / www.adjohnsonfirm.com

Education

University of Houston Law Center - *Doctor of Jurisprudence*, 1997
University of Houston - *Bachelor of Arts – English*, 1993

Training, Certifications and Affiliations

Guardian and Attorney Ad Litem Certification, 2012, 2014, 2016, 2018
Advanced Mediation Training – Employment and HR Mediation, 2012
Dispute Resolution Center of Harris County, TDFPS/CPS Mediation Certification, 2011
Advanced Mediation Training-Mediation Settlement Agreement, 2011
The Mediation Training Center of Texas, Inc., President/Course Instructor, 2010-2013
Texas Mediator Credentialing Association – Credentialed Mediator, 2010 & 2011
Dispute Resolution Center of Harris County, Mediation Trainer, 2010 & 2011
Dispute Resolution Center of Harris County, Family Mediation Trainer, 2010
Houston Bar Association, The 2010 Annual Conference on ADR, 2010
Dispute Resolution Center of Harris County, Family Mediation Training, 2009
A.A. White Dispute Resolution Center, 40-Hour Basic Mediation Training, 2009

Academic Honors

Council on Legal Education Opportunity Fellowship (1995-1997)
Phi Alpha Delta Law Fraternity (1996)

Professional Experience

Attorney-Mediator/Owner, March 14, 2006-Present

The A.D. Johnson Law Firm, PLLC, Channelview, Texas

As founder/owner of The A.D. Johnson Law Firm, PLLC, my primary focus is in the area of personal injury litigation, but I also handle issues involving discrimination, employment law, and consumer law, as well as probate and estate planning. I have actively served as attorney ad litem in the tax courts since approximately 2010. In addition to the practice of law, I am a certified mediator. As a mediator, I have mediated various types of cases, including, but not limited to personal injury, breach of contract, landlord-tenant, commercial, real estate, employment, family/probate, and truancy.

Attorney, May 1, 1998-March 13, 2006

Sanes, Matthews & Forester, League City, Texas

As an associate with the law firm of Sanes, Matthews & Forester, I represented nearly 500 persons in primarily personal injury matters, but also in discrimination, employment, civil rights, and consumer-related issues, as well. I served as lead/first-chair attorney in more than 35 jury trials in Angelina County, Brazoria County, Fort Bend County, Harris County, Liberty County, Matagorda County, Montgomery County, and Wharton County.

Professional Licenses

State Bar of Texas, 1998
United States District Court, Southern District of Texas, 1999

Professional Affiliations

Houston Bar Association Speaker's Bureau, 2010-Present
State Bar of Texas Grievance Committee, District 4, 2008-2014
Houston Volunteer Lawyers Program, 2005-2006, 2009-Present
Houston Bar Association, 1998-Present

JEFFREY J. KLEMM

Attorney at Law

3100 Wesleyan, Suite 378

Houston, Texas 77027

(713) 621-9944

fax: (713) 621-4441

jeffklemm@hotmail.com

LEGAL EXPERIENCE

1996 - present **JEFFREY J. KLEMM, ATTORNEY AT LAW**

Attorney. Solo practitioner in general civil practice. Practice areas include probate & estate planning; real estate matters, including adverse possession; business; civil litigation.

Serve as ad litem in property tax, bank foreclosure, adverse possession, personal injury and other civil matters. Panel participant, Harris County Attorney Ad Litem Seminars. Trained mediator through A.A. White Dispute Resolution Institute.

1991 - 1993 *Attorney.* Contract attorney for defense and plaintiff firms in complex multi-party, insurance bad faith/toxic tort litigation and in asbestos litigation.

1993 - 1995 **O'DONNELL, FEREBEE & MCGONIGAL**

Attorney. General civil litigation of both defense and plaintiff matters.

1984 - 1991 **UMPHREY, BURROW, WILLIAMS & BAILEY (now WILLIAMS HART)**

Attorney; Law Clerk. Plaintiff personal injury matters including asbestos and other mass torts.

EDUCATION

South Texas College of Law - 1986, J.D.

West Texas State University - 1979, B.S. in Political Science and Criminal Justice

PERSONAL

Married, two adult children

Director & Previous Officer - Idylwood Civic Club

Conference Delegate, St. Paul's UMC

Scout Leader

Volunteer- Habitat for Humanity & Harvey Recovery projects

MARY STOW

Attorney and Counselor at Law

3642 Shore Shadows Drive

Crosby, Texas 77532

281/328-5468

713/410-3897 cell

281/328-1695 fax

e-mail marystowlaw@comcast.net

EXPERIENCE

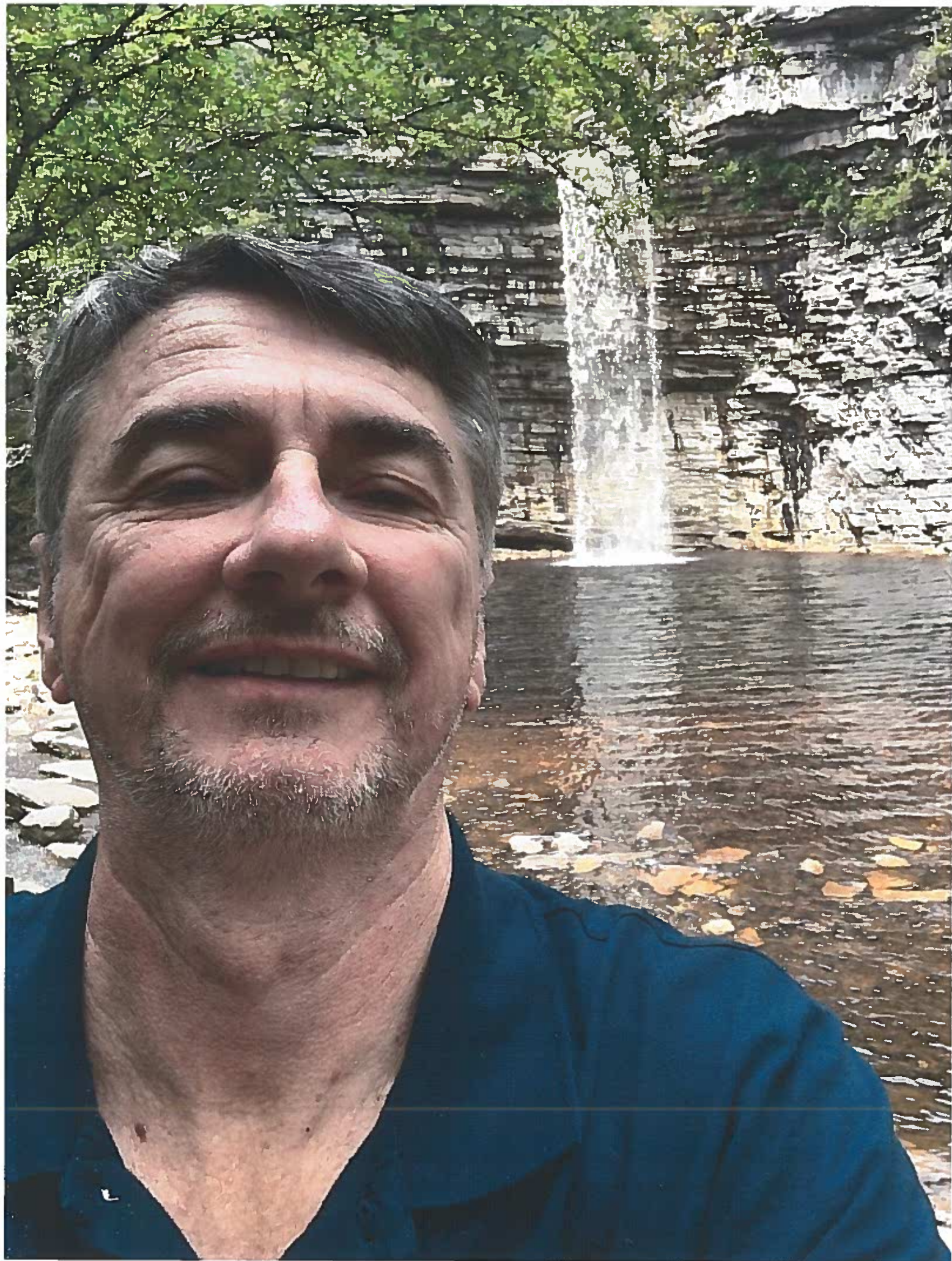
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|---------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|
| 2002-Present | Sole Practitioner | Crosby, Texas |
| | Practice civil litigation in commercial, real estate, and tax law matters. Serve as attorney ad litem in tax foreclosure, civil, and condemnation proceedings and guardian ad litem in civil proceedings. Serve as Special Commissioner in condemnation proceedings. | |
| 2001-2002 | Hill & Conley, P.C. | Houston, Texas |
| | Practiced in commercial, construction, insurance, and municipal defense litigation. | |
| 2000-2001 | Brewer & Pritchard, P.C. | Houston, Texas |
| | Practiced in commercial, surety, and construction litigation. Handled insurance defense for manufactured home manufacturers and retailers and represented insurance carriers and corporations in administrative matters and litigation involving workers compensation claims. | |
| 1996-2000 | Conley & Nix | Houston, Texas |
| | Practiced in a variety of areas with an emphasis on insurance and municipal defense litigation, contracts, consumer, and plaintiff personal injury matters. Also had limited practice in products liability, family, employment, medical malpractice, and construction law matters. | |
| 1995-1996 | Law Offices of Edward J. Mahar | Houston, Texas |
| | Practiced both insurance defense and plaintiff personal injury matters. Also had limited practice in family law matters. | |
| 1994-1995 | Mahar & Somyak | Houston, Texas |
| | Practiced both insurance defense and plaintiff personal injury matters. | |

EDUCATION

- | | | |
|-----------|----------------------------------------|-------------------|
| 1991-1994 | J.D., University of Houston Law Center | Houston, Texas |
| 1977-1980 | B.B.A., Valdosta State College | Valdosta, Georgia |

LICENSES

Texas State Courts and United States District Court in Southern District.



APPENDIX 10

ROBERT K. SCHAFFER

JUDGE, 152ND DISTRICT COURT
HARRIS COUNTY CIVIL COURTHOUSE
211 CAROLINE, 11TH FLOOR
HOUSTON TX 77002

Judge Robert Schaffer has been Judge of the 152nd Civil District Court since January 1, 2009, after being elected to the position in November 2008 and re-elected in 2012, 2016 and 2020. Prior to assuming the bench Judge Schaffer practiced law in the Houston metropolitan area for 24 years representing individuals in civil disputes. He also served as a mediator for 16 years.

During his time on the bench, Judge Schaffer has served the citizens of Harris County in many capacities. In October of 2013, he was elected by the Harris County District Court judges to complete his predecessor's term as Local Administrative Judge for the Harris County District Courts. He was subsequently elected to full two year terms in 2013, 2015, 2017 and 2019. Prior to his election as Local Administrative Judge, he served as the Administrative Judge for the Civil Trial division from 2012 to 2013. In 2010 he served as a Justice on the 14th Court of Appeals by special assignment. The State Multidistrict Litigation Panel selected him to serve as the pretrial judge for the Toyota Unintended Acceleration Multidistrict Litigation in 2010, for the General Motors Ignition Switch Multidistrict Litigation in 2014 and for the Texas Opioid Litigation in 2018. The Texas Association of Civil Trial and Appellate Specialists selected Judge Schaffer as Trial Judge of the Year for 2013 and 2019 and in 2014 he was selected as the Distinguished Alumnus at South Texas College of Law Alumni Association. He has served as a member of the Harris County Criminal Justice Coordinating Committee since 2013.

Judge Schaffer earned his Bachelor of Arts degree from the University of Arizona in 1974. Following his graduation from college he worked in local and state government in Austin before attending law school at South Texas College of Law Houston. He received his law degree in 1984 and began his legal career as an associate with a small Houston law firm before opening his own law office in 1990 as a sole practitioner. In 1992 he expanded his practice to include mediation services. He continued in that practice until he became a judge in 2009.

Judge Schaffer presently serves on the Supreme Court Advisory Committee and the State Bar Pattern Jury Charge Oversight Committee. He has previously served on various committees of the State Bar of Texas and the Houston Bar Association. He was honored by his peers when he was elected to serve as President of the Houston Trial Lawyers Association, Houston Trial Lawyers Foundation and the South Texas College of Law Alumni Association. He presently serves on the Southwest Regional Board of the Anti-Defamation League.

Judge Schaffer has been married to Jo Ann Weiss Schaffer for 34 years and they have three children.

HARRIS COUNTY CIVIL DISTRICT COURTS PROTOCOL FOR APPOINTMENT OF ATTORNEYS AD LITEM

The Texas Legislature passed S.B. 1876 relating to the appointment of attorneys ad litem, guardian ad litem, mediators, and guardians (the “Act”). The Act has become law and is effective September 1, 2015.

The Act requires each state court to establish and maintain separate lists of all attorneys who are qualified to serve as attorneys ad litem, guardians ad litem, mediators, and guardians.

The Act requires that the lists include all attorneys who are qualified to serve and who are registered with the court.

Rather than maintain their own lists, the Act provides that, at the request of one or more courts, the local administrative judge shall establish and maintain the lists for those courts making a request.

The Harris County Board of Civil Judges (“Board of Civil Judges”) has requested the local administrative judge (“Administrative Judge”) to establish and maintain the required list of qualified Attorneys Ad Litem based on the criteria listed below.

The Board of Civil Judges adopts the following protocol to establish and maintain the list of qualified Attorneys Ad Litem.

1.0 Creation of Attorney Ad Litem List.

- 1.1.** The Administrative Judge will maintain a list of qualified Attorneys Ad Litem (the “List”).
- 1.2.** Attorneys wishing to be appointed as an Attorney Ad Litem shall apply with the Administrative Judge annually.
- 1.3.** Qualifications for Attorney Ad Litem for the Civil Division. Attorneys wishing to be on the List must verify in their application that they satisfy the following qualifications:
 - 1.3.1.** Be licensed by and in good standing with the State Bar of Texas for at least one year preceding the initial application.
 - 1.3.1.1.** An attorney who has received a public reprimand is disqualified from inclusion on the List for one year following the reprimand.
 - 1.3.1.2.** An attorney who received a suspension or disbarment is disqualified from inclusion on the List for one year following reinstatement in good standing by the State Bar.

- 1.3.2. Exhibit proficiency and a commitment to providing quality representation to clients in civil cases;
- 1.3.3. Demonstrate professionalism and reliability when providing representation to clients in civil cases; and
- 1.3.4. Attend the Civil District Courts' Attorney Ad Litem Continuing Legal Education ("CLE") program no more than two years prior to the initial application. Thereafter, attend the Civil District Courts' CLE once every four years.

2.0 Use of Attorney Ad Litem List.

- 2.1 All tax masters and civil district court judges shall use the List, except that a district court may opt out of the protocol by written notice to the Administrative Judge.
- 2.2 Appointments are made on a rotation system. A tax master or judge using the List must appoint the person whose name appears first on the List. When someone is appointed as Attorney Ad Litem, that person is then placed at the bottom of the List.

3.0 Maintenance of the List.

- 3.1 The Board of Civil Judges will vote annually to approve the List at its December meeting. The approved List shall be effective January 1st of the following calendar year.
- 3.2 The Administrative Judge shall maintain the List. Annually, the List will be electronically posted on www.justex.net and a hard copy shall be posted at the civil courthouse, in a location to be determined by the Administrative Judge.
- 3.3 The Administrative Judge shall also post the courts for which the List is maintained and used.

4.0 Removal from the List. A majority of the Board of Civil Judges may remove someone from the List. An attorney may be removed from the List if he or she fails to perform the duties as an Attorney Ad Litem or fails to satisfy the requirements herein.

THE ATTORNEY AD LITEM APPOINTMENT PROCESS

FREQUENTLY ASKED QUESTIONS

1. What qualifications are required for Attorney Ad Litem appointments in the Harris County Civil Court Division?

ANSWER: At the request of some of the Civil District Courts, the Harris County Administrative Judge maintains a list of attorneys who are qualified to serve as Attorney Ad Litem (the “List”). Attorneys wishing to be on the List must verify in their application that they satisfy the following qualifications:

- Licensed by and in good standing with the State Bar of Texas for at least one year preceding the initial application. An attorney who has received a public reprimand is disqualified from the inclusion on the list for one year following the reprimand. An attorney who received a suspension or disbarment is disqualified from inclusion on the list for one year following reinstatement in good standing by the State Bar;
- Exhibit proficiency and commitment to providing quality representation to clients in civil cases;
- Demonstrate professionalism and reliability when providing representation to clients in civil cases; and
- Attend the Civil District Courts Attorney Ad Litem Continuing Legal Education (“CLE”) program no more than two years prior to the initial application. Thereafter, attend the Civil District Courts CLE once every four years.
- For further information refer to the Harris County Civil District Courts Protocol for Appointment of Attorneys Ad Litem on the District Courts website <http://justex.net/Courts/Civil/AdLitemInfo.aspx>.

2. I want to receive appointments as a **Guardian Ad Litem** for minors and others under Tex.R.Civ.P 173. Will the *Fundamentals of Serving as Attorney Ad Litem* course help me obtain those appointments?

ANSWER: No. The Harris County courts offer this course to enable attorneys to be on the Harris County Administrative Judge’s List for **attorney ad litem** appointments; that is, those attorneys appointed, generally, to represent absent defendants. The Administrative Judge does not maintain a master list for guardian ad litem appointments.

If you wish to obtain guardian ad litem appointments, you should consult the individual courts' websites or contact the court staff to learn each court's preference on becoming eligible for guardian ad litem appointments.

3. I took the Fundamentals of Serving as Attorney Ad Litem course offered by the District Courts last year, am I required to take the course again to be eligible for the List?

ANSWER: No. On the application, you must certify completion of the Civil District Courts Attorney Ad Litem Continuing Legal Education no more than two years prior to the initial application. Thereafter, attend the CLE offered by the Civil District Courts once every four years. You must, however, complete an application each year to remain on the List.

4. I am on the List of attorneys certified for ad litem appointments created last year. Must I reapply to receive appointments during the next year?

ANSWER: Yes. The current list expires on **12/31/2022**. All attorneys who wish to be on the new list must submit an application, on or before **11/4/2022**.

5. I would like to receive appointments for general civil cases, but would prefer not to be an attorney ad litem in tax cases. Is that possible?

ANSWER: No, not at this time. The Administrative Judge maintains a List of all attorneys who are qualified to serve as an attorney ad litem at the request of one or more of the Civil District Courts. Absent special circumstances, or if a district court opts out, all attorney ad litem appointments are derived from the List on a rotating basis. The vast majority of AAL appointments made from the List are ad valorem tax cases.

6. Is the course offered by the Houston Bar Association on guardian ad litem sufficient to qualify for the list?

ANSWER: No. The program offered by the Civil District Courts for serving as an Attorney Ad Litem covers different topics than the course offered by the Houston Bar Association for serving as a Guardian Ad Litem. You must have taken the program offered by the Civil District Courts. Education regarding service as a guardian ad litem does not satisfy the requirements.

7. What is the cost of the course?

ANSWER: The course offered by the District Courts is free.

8. Will I receive CLE credit for the course?

ANSWER: Yes. The course has been approved for three (3) hours of CLE credit.

9. What if I cannot make the Fundamentals of Serving as Attorney Ad Litem seminar when it is offered in the fall of 2020 but want to apply to be on the list?

ANSWER: You may apply but you will not be active on the List, unless you have taken the program offered by the Civil District Courts no more than two years prior to the initial application. Thereafter, once every four years.

10. What do I need to do to attend the Fundamentals of Serving as Attorney Ad Litem seminar to receive credit?

ANSWER: Send an email indicating your intent to attend to: CivilAAL@justex.net. Unless we receive your email, we cannot guarantee that you will receive the CLE materials or CLE credit.

Where can I get an application and where should I send my completed application?

ANSWER: The application is available online at <https://www.justex.net/JustexDocuments/0/AttorneyAdLitem/Application%20for%20Attorney%20Ad%20Litem%202022.doc> Submit your completed application no later than **November 4, 2022** to:

Melissa Love via email to CivilAAL@justex.net or delivered:
Administrative Office of the District Courts
201 Caroline, 17th Floor, Room 1740, Houston, TX 77002

11. Does attendance at the Fundamentals of Serving as Attorney Ad Litem seminar guarantee that I will receive attorney ad litem appointments?

ANSWER: No. All attorneys who wish to be on the new List must submit an application and be approved to receive attorney ad litem appointments.

12. Are you aware of other CLE programs that satisfy the CLE requirements to serve as an attorney ad litem?

ANSWER: At the present time, no. The attorney ad litem seminar sponsored by the State Bar of Texas for guardianship and other probate issues does provide some information useful to service as an attorney ad litem, but it does not provide (3) hours CLE on the topics relevant to service as an attorney ad litem.

Application for Attorney Ad Litem

Annual application due November 4, 2022.

To be included in next year's list of Attorneys *Ad Litem*,
please deliver to the Administrative Office of the District Courts
201 Caroline, 17th Floor, Room 1740, Houston, TX 77002
Attention: Melissa Love or via email to CivilAAL@justex.net

1. Name: _____

2. Address: _____

Phone number: _____

Email address: _____

3. Texas State Bar Number: _____

4. Year Licensed: _____

(Note: Applicants must be licensed by and in good standing with the State Bar of Texas for at least one year preceding the initial application.)

5. Has your license been suspended or revoked in the past year? Have you been on probation in the past year?

If so, please explain: _____

6. State the date/year of attendance to the Civil District Courts' Attorney Ad Litem Continuing Legal Education ("CLE").

7. Describe the experience and background that qualifies you to be an Attorney Ad Litem, or attach a resume.

I, _____, state that all facts in this application are true and correct. I understand that if this application is approved, I become eligible for appointment in all cases to which the statute applies, including delinquent property tax cases for which a maximum attorney ad litem fee may be governed by the Tax Protocol.

My email address is _____.
I understand that the Administrative Office of the District Courts will send any official notices about the Attorney Ad Litem appointment of counsel to the above email address and will not send such notices by regular mail. I further understand that it is my duty to notify the Administrative Office of the District Courts if my email address changes.

Declaration Pursuant to TEX. CIV. PRAC. & REM. CODE § 132.001

My name is _____, my date of birth is _____ and my address is _____. I declare under penalty of perjury that the foregoing is true and correct.

Executed in _____ County, State of Texas
on the _____ day of _____, 2022.

Signature of Declarant