



## **MEMORANDUM**

To: Andy Quittner, City Attorney  
From: Landra Solansky, Court Administrator  
Date: July 16, 2014  
Re: Municipal Court Report

### **Overview**

Seguin Municipal Court employs five full time positions: the Court Administrator, a Juvenile Case Manager and three Court Clerks. Judge Kevin Kolb presides over trials, showcause hearings and Initial Appearance Hearings once a week. Jury trials are held once a month. Judge Darrell Hunter magistrates all City of Seguin defendants charged with a Class C Misdemeanor at the Guadalupe County Adult Detention Center on a daily basis. Officer Billy Rodriguez is assigned to the Court by the Police Department and handles Court Security as well as Warrant Officer duties. The city attorney, Andrew Quittner acts as prosecutor holding pre-trial dockets twice a month that collectively consists of approximately 75 cases. Mr. Quittner also prosecutes all Class C Misdemeanor cases for the Municipal Court trials.

As of June 30, 2014:

Municipal Court has processed 11,622 cases compared to 8,587 for the same period last year.  
Issued 3,289 warrants compared to 3,556 last year  
Held 104 Bench Trials (Trials by Judge) compared to 223 last year  
Held 15 Jury Trials compared to 13 last year  
Processed \$1,876,543 in payments compared to \$1,435,155 this time last year. (An increase of \$441,000)

### **Update on Omnibase Services of Texas**

Seguin entered into a contract with Omnibase Services of Texas in June 2012. Omnibase maintains and administers the central database for agencies contracted to use the Department of Public Safety's Failure to Appear Program to collect outstanding traffic fines. If a defendant fails to appear in court or fails to satisfy a judgment ordered by the Court, they are entered into the Omnibase system. This program restricts the violator's ability to renew their drivers license until they pay their outstanding fines and fees to the Court. We started utilizing Omnibase in January 2014. At the time of this report the Court has collected \$93,081 in fines and fees using this system.

### **Update on Electronic Ticket Writers**

Electronic Ticket Writers were approved during last year's budget process. The equipment has been purchased and we plan to implement by the end of July 2014. Court Staff has been trained to process the electronic files and the Police Department is scheduled for training July 22-23, 2014.