



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 3

Agenda Date: September 25, 2024

In Control: Municipal Court Advisory Committee

DEPARTMENT: Office of the City Attorney

DEPARTMENT HEAD: Andy Segovia

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Life Cycle of a Ticket in Municipal Court, from traffic violations to specialty court issues including Code, Animal, and Assault Unit violations.

SUMMARY:

The San Antonio Municipal Court processes hundreds of thousands of Class C Misdemeanor cases every year. The majority of these citations are traffic violations issued by peace officers. However, the Municipal Court also addresses various types of non-traffic violations (Family and Non-Family Assaults) as well as City Code violations from departments including but not limited to Fire, Development Services, Animal Care Services, and the Office of Historic Preservation.

BACKGROUND INFORMATION:

Upon witnessing a Class C criminal violation, officers will file either a written citation with the Court or submit an affidavit of probable cause to the City Attorney's Prosecution Division for review and determination. The defendant is subsequently set for arraignment at which an initial

plea is entered. Citations may be resolved at this stage with a plea of guilty or no contest. The defendant may choose to plead not guilty and exercise an absolute right to a trial by judge or jury. Defendants are provided a second opportunity at a pre-trial conference to resolve the matter without a trial. If a resolution cannot be reached, a trial shall be scheduled on a future date.

ISSUE:

This item is for briefing purposes only.

FISCAL IMPACT:

This item is for briefing purposes only.

ALTERNATIVES:

This item is for briefing purposes only.

RECOMMENDATION:

This item is for briefing purposes only.