

**MUNICIPAL COURT OVERSIGHT COMMITTEE MEETING**  
**MAY 9, 2018**  
**10:00 A.M.**  
**MUNICIPAL PLAZA BUILDING**

**Members Present:** Councilmember William Cruz Shaw, Chair  
Councilmember Shirley Gonzales  
Councilmember Manny Pelaez  
Judge Norma Gonzales  
Jameene Williams

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**Members Absent:** Judge Peter Sakai

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**Staff Present:** Ed Guzman, *Deputy City Attorney*; Joe Niño, *Deputy City Attorney*; Camila Kunau, *Assistant City Attorney*; Fred Garcia, *Clerk of the Court, Municipal Court*; Norma Morales-Arias, *Court Administrator, Municipal Court*; John Peterek, *Assistant to the City Manager*; Denice F. Treviño, *Office of the City Clerk*

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**Others Present:** None

### **Call to order**

Chairman Shaw called the meeting to order.

### **1. Review of Municipal Court Oversight Process**

Camila Kunau stated that Municipal Court Judges were appointed to two-year terms. She noted that the terms for the current judges expired on April 30, 2018 and the judges are in hold over until reappointed or replaced. She reviewed the minimum criteria for applicants and noted that there was no law in place to guide the appointment process. She stated that the role of the Mayor and City Council was to appoint full and part time judges per ordinance. She reviewed the advertisement and vetting process for the applicants. She noted that the full vetting process would be completed by next week. She stated that following interviews of applicants and deliberations, the Committee would recommend the selected applicants to the City Council for approval.

Chairman Shaw asked if the City Council could appoint or reappoint Municipal Court Judges by the end of the month. Ms. Kunau replied that it could.

Councilmember Pelaez asked how long the positions were advertised. Ms. Kunau replied that the positions were advertised for two weeks. Councilmember Pelaez suggested that the positions be posted on the City Website. He requested that national background checks also be performed on all current applicants.

### **Executive Session**

Chairman Shaw recessed the Municipal Court Oversight Committee into Executive Session at 10:20 a.m. for deliberations regarding the appointment and duties of public officers pursuant to Texas Government Code Section 551.074 (personnel matters).

Chairman Shaw reconvened the meeting at 10:37 a.m. and stated that no action was taken during the Executive Session.

## **2. Review of Judicial Applicants**

Camila Kunau distributed the applications and resumes of the applicants to the Committee Members. A brief discussion followed on selecting applicants to interview at the next meeting.

Chairman Shaw announced that the date for the next meeting would be the following week and notice would be posted.

## **Adjourn**

There being no further discussion, the meeting was adjourned at 10:42 a.m.

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*William Cruz Shaw, Chair*

*Respectfully Submitted*

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*Denice F. Trevino, Office of the City Clerk*