

TITLE 3**MUNICIPAL COURT¹****CHAPTER**

1. CITY JUDGE.
2. COURT ADMINISTRATION.
3. WARRANTS, SUMMONSES AND SUBPOENAS.
4. BONDS AND APPEALS.

CHAPTER 1**CITY JUDGE****SECTION**

3-101. City judge.

3-101. City judge. The officer designated by the charter to handle judicial matters within the city shall preside over the city court, and shall be known as the city judge. (2007 Code, § 3-101)

¹Charter references

For provisions of the charter governing the city judge and city court operations, see *Tennessee Code Annotated*, title 6, chapter 21, part 5. For specific charter provisions in part 5 related to the following subjects, see the sections indicated:

City judge:

Appointment and term: § 6-21-501.

Jurisdiction: § 6-21-501.

Qualifications: § 6-21-501.

City court operations:

Appeals from judgment: § 6-21-508.

Appearance bonds: § 6-21-505.

Arrest warrants: § 6-21-504.

Docket maintenance: § 6-21-503.

Fines and costs:

Amounts: §§ 6-21-502, 6-21-507.

Collection: § 6-21-507.

Disposition: § 6-21-506.

CHAPTER 2

COURT ADMINISTRATION

SECTION

- 3-201. Maintenance of docket and records of the court.
- 3-202. Imposition of fines, penalties, and costs.
- 3-203. Installment payment of fines, penalties, and costs.
- 3-204. Disposition and report of fines, penalties, and costs.
- 3-205. Contempt of court.
- 3-206. Trial and disposition of cases.

3-201. Maintenance of docket and records of the court. Pursuant to *Tennessee Code Annotated*, § 16-18-310(b), the clerk of the municipal court shall keep a complete docket of all matters coming before the city judge. The docket shall include for each defendant such information as his name; warrant and/or summons numbers; alleged offense; disposition; fines, penalties, and costs imposed and whether collected; whether committed to workhouse; and all other information which may be relevant. The municipal court clerk shall maintain all other records required by *Tennessee Code Annotated*, § 16-18-310(b). (2007 Code, § 3-201, modified)

3-202. Imposition of fines, penalties, and costs. All fines, penalties, and costs shall be imposed and recorded by the municipal court clerk on the city court docket in open court.

In all cases heard and determined by him, the city judge shall impose court costs which shall be set by ordinance adopted by the board of commissioners.

One dollar (\$1.00) of the court costs in each case shall be forwarded by the court clerk to the state treasurer to be used by the administrative office of the courts for training and continuing education courses for municipal court judges and municipal court clerks. (2007 Code, § 3-202, modified)

3-203. Installment payment of fines, penalties, and costs.

(1) Authorization. When upon a plea or upon the court's own motion, satisfactory proof is shown to the court that the offender is unable to pay any fine, penalties or costs imposed by the court, the court may order such payment in equal monthly installments. The amount of the installments shall be set by the court, the first payment to begin thirty (30) days after the imposition of the fine, penalties and costs until the same are satisfied in full.

(2) Default. Upon default by the defendant of such monthly installment(s), the entire balance of the fines, penalties and costs shall immediately be due and payable. (2007 Code, § 3-203)

3-204. Disposition and report of fines, penalties, and costs. All funds coming into the hands of the city judge in the form of fines, penalties, costs, and forfeitures shall be recorded by him and paid over daily to the city. At the end of each month, he shall submit to the board of commissioners a report accounting for the collection or non-collection of all fines, penalties, and costs imposed by his court during the current month and to date for the current fiscal year. (2007 Code, § 3-204)

3-205. Contempt of court. Contempt of court is punishable by a fine of fifty dollars (\$50.00), or such lesser amount as may be imposed in the judge's discretion. (2007 Code, § 3-205)

3-206. Trial and disposition of cases. Every person charged with violating a municipal ordinance shall be entitled to a trial and disposition of his case, within a reasonable time. However, the provisions of this section shall not apply when the alleged offender, by reason of drunkenness or other incapacity, is not in a proper condition or is not able to appear before the court. (2007 Code, § 3-206, modified)

CHAPTER 3

WARRANTS, SUMMONSES AND SUBPOENAS

SECTION

3-301. Issuance of arrest warrants.

3-302. Issuance of summonses.

3-303. Issuance of subpoenas.

3-301. Issuance of arrest warrants.¹ The city judge shall have the power to issue warrants as provided by *Tennessee Code Annotated*, §§ 40-6-201, *et seq.* (2007 Code, § 3-301, modified)

3-302. Issuance of summonses. When a complaint of an alleged ordinance violation is made to the city judge, the judge may, in his discretion, issue a summons, ordering the alleged offender to personally appear before the city court at a time specified therein to answer to the charges against him. The summons shall contain a brief description of the offense charged but need not set out verbatim the provisions of the ordinance alleged to have been violated. Upon failure of any person to appear before the city court as commanded in a summons lawfully served on him, the cause may be proceeded with *ex parte*, and the judgment of the court shall be valid and binding subject to the defendant's right of appeal. (2007 Code, § 3-302, modified)

3-303. Issuance of subpoenas. The city judge may subpoena as witnesses all persons whose testimony he believes will be relevant and material to matters coming before his court, and it shall be unlawful for any person lawfully served with such a subpoena to fail or neglect to comply therewith. (2007 Code, § 3-303)

¹State law reference

For authority to issue warrants, see *Tennessee Code Annotated*, title 40, chapter 6.

CHAPTER 4

BONDS AND APPEALS

SECTION

3-401. Appearance bonds authorized.

3-402. Appeals.

3-403. Bond amounts, conditions, and forms.

3-401. Appearance bonds authorized. When the city judge is not available or when an alleged offender requests and has reasonable grounds for a delay in the trial of his case, he may, in lieu of remaining in jail pending disposition of his case, be allowed to post an appearance bond with the city judge or, in the absence of the judge, with the ranking police officer on duty at the time; provided such alleged offender is not drunk or otherwise in need of protective custody. (2007 Code, § 3-401)

3-402. Appeals. Any defendant who is dissatisfied with any judgment of the city court against him may, within ten (10) days next after such judgment is rendered, appeal to the next term of the circuit court upon posting a proper appeal bond. (2007 Code, § 3-402)

3-403. Bond amounts, conditions, and forms. An appearance bond in any case before the city court shall be in such amount as the city judge shall prescribe and shall be conditioned that the defendant shall appear for trial before the city court at the stated time and place. An appeal bond in any case shall be up to the sum of two hundred fifty dollars (\$250.00) and shall be conditioned that if the circuit court shall find against the appellant the fine or penalty and all costs of the trial and appeal shall be promptly paid by the defendant and/or his sureties. An appearance or appeal bond in any case may be made in the form of a cash deposit or by any corporate surety company authorized to do business in Tennessee or by two (2) private persons who individually own real property within the county. No other type bond shall be acceptable. (2007 Code, § 3-403)