FILED FOR RECORD
At 3:01 o'clock PM
SEP 11 2024
HEATHER N. KELLAR
CLERK DISTRICT COURT
COMAL COUNTY, TEXAS
BY _____ DEPUTY

Comal County District Courts
Case Assignment Standing Order

In order to promote the fair distribution of criminal and civil cases equally and for the timely and efficient movement of criminal/civil case flow management, the following Standing Order apply to the Comal County District Courts (22nd, 207th, 274th, 433rd, and 466th) and to the Comal County Courts at Law (CCAL#1, CCAL#2 and CCAL#3) as to family cases.

Rule 1 – Assignment of Criminal Cases

Criminal Cases shall be assigned to each court according to the proceeding percentages:

22nd/207th/274th – 33.3% (this percentage will be divided by 33%)
433rd – 33.3%
466th – 33.3%

Rotation of the assigned cases shall be as follows:

22nd	207th	274th
433rd	433rd	433rd
466th	466th	466th

All criminal cases are presented to the Grand Jury(ies) in Comal County under the jurisdiction of the 22nd Judicial District Court. Immediately upon indictment of a case, the District Clerk shall file the case in the Court that the case was assigned to via letter designation at the time of arrest (pre-indictment) and, the appropriate judicial officer, court and corresponding case letter shall be indicated in the management information system for accurate reporting to the Texas Office of Court Administration. The filing shall occur as follows:

Cases designated with the letter A shall be filed in the 22nd District Court.
Cases designated with the letter B shall be filed in the 207th District Court.
Cases designated with the letter C shall be filed in the 274th District Court.
Cases designated with the letter D shall be filed in the 433rd District Court.
Cases designated with the letter E shall be filed in the 466th District Court.

Any cases filed where no letter has been assigned, those cases will be filed in the Rotation set forth above in this section and assigned the letter as designated immediately above.

Rule 2 -- Co-Defendants

The Local Administrative Judge/District Clerk shall assign any co-defendant subsequently indicted to the same court as the first co-defendant's case was assigned.

Rule 3 -- Re-Indictments

The Local Administrative Judge/District Clerk shall assign any re-indictment of the same defendant to the same Court as the prior indictment was assigned.

Rule 4 -- Pre-Indicted Writ of Habeas Corpus

Pre-Indicted Writ of Habeas Corpus shall be heard in the first available court. This does not impact the subsequent assignment of the underlying criminal case.

Rule 5 – Motions to Adjudicate/Motions to Revoke Probation

Motions to Adjudicate/Motions to Revoke Probation shall be filed in the original sentencing court. Cases heard by a Visiting Judge shall be filed in the Court the Visiting Judge is assigned to.

Rule 6 – Settings of Criminal Cases

1. The District Court Administrator shall set assigned cases once the indictment list is received in accordance with the dockets and preferences of the Judge of that court.
2. A Judge may not transfer any criminal case or proceeding to the docket of another district court without the consent of the Judge of the court to which it is transferred.
3. A Judge may not remove a case off another Judge's docket without that Judge's consent.
4. If a Judge recuses or is disqualified from a case that is assigned to that court, the Presiding Judge will be notified and to assign another judge to sit in that case.
5. Notwithstanding sub-paragraphs 2 and 3 immediately above, the Local Administrative Judge may transfer cases between Courts to equalize dockets, including jury dockets, as required from time to time after consultation with the affected Courts.
6. Unless a case is transferred under paragraph 5 immediately above, if for any reason, a Judge hears any part of a case that is not on that Judge's assigned docket, the case will remain on the assigned Judge's docket.

Rule 7- Assignment of Civil Cases

Civil Cases shall be assigned to each court according to the proceeding percentages:

22nd/207th/274th – 33.3% (this percentage will be divided by 33%)
433rd – 33.3%
466th – 33.3%

Rotation of the assigned cases shall be as follows:

22nd	207th	274th
433rd	433rd	433rd
466th	466th	466th

Family Cases shall be assigned to each court according to the proceeding percentages:

22nd/207th/274th- 16.6% (each court would receive 5.5%)
433rd- 16.6%

466th-16.6%
County Court at Law #1-16.6%
County Court at Law #2-16.6%
County Court at Law #3- 16.6%

Rotation of the assigned cases shall be as follows:

22nd	207th	274th
433rd	433rd	433rd
466th	466th	466th
CCL#1	CCL#1	CCL#1
CCL#2	CCL#2	CCL#2
CCL#3	CCL#3	CCL#3

Cases designated with the letter A shall be assigned to the 22nd District Court.
Cases designated with the letter B shall be assigned to the 207th District Court.
Cases designated with the letter C shall be assigned to the 274th District Court.
Cases designated with the letter D shall be assigned to the 433rd District Court.
Cases designated with the letter E shall be assigned to the 466th District Court.
Cases designated with the letter F shall be assigned to the CCAL #1.
Cases designated with the letter G shall be assigned to the CCAL #2.
Cases designated with the letter H shall be assigned to the CCAL #3.

The court that is assigned to hear these cases shall set and coordinate their respective dockets.

Rule 8- Existing Cases

Existing cases will be distributed in a separate order.

Rule 9- CPS/AG/ Visiting Judge Assignments

Cases assigned to the Child Protection Court and IV-D Court will be assigned according to the Family Law rotation set forth herein and referred back to the original court for *de novo* review or other proceedings, as necessary.

Rule 10- Tax Cases

All tax cases will be assigned to the 466th District Court.

Rule 11- Juvenile Cases

All Juvenile cases will be assigned to County Court at Law #2.

466th-16.6%
County Court at Law #1-16.6%
County Court at Law #2-16.6%
County Court at Law #3- 16.6%

Rotation of the assigned cases shall be as follows:

22nd	207th	274th
433rd	433rd	433rd
466th	466th	466th
CCL#1	CCL#1	CCL#1
CCL#2	CCL#2	CCL#2
CCL#3	CCL#3	CCL#3

Cases designated with the letter A shall be assigned to the 22nd District Court.
Cases designated with the letter B shall be assigned to the 207th District Court.
Cases designated with the letter C shall be assigned to the 274th District Court.
Cases designated with the letter D shall be assigned to the 433rd District Court.
Cases designated with the letter E shall be assigned to the 466th District Court.
Cases designated with the letter F shall be assigned to the CCAL #1.
Cases designated with the letter G shall be assigned to the CCAL #2.
Cases designated with the letter H shall be assigned to the CCAL #3.

The court that is assigned to hear these cases shall set and coordinate their respective dockets.

Rule 8- Existing Cases

Existing cases will be distributed in a separate order.

Rule 9- CPS/AG/ Visiting Judge Assignments

Cases assigned to the Central Protection Court, IV-D Court will be assigned according to the Family Law rotation set forth herein and referred back to the original court for final trial or other proceedings, as necessary.

Rule 10- Tax Cases

All tax cases will be assigned to the 466th District Court.

Rule 11- Juvenile Cases

All Juvenile cases will be assigned to County Court at Law #2.

Rule 12 – Settings of Civil and Family District Court Cases

1. The District Court Administrator shall set assigned cases for the District Court once the attorneys requests setting in accordance with the dockets and preferences of the Judge of that court.
2. The County Court at Law Coordinators shall set and coordinate the family law cases for their respective courts.
3. A Judge may not transfer any civil case or proceeding to the docket of another district court without the consent of the Judge of the court to which it is transferred.
4. A Judge may not remove a case off another Judge's docket without that Judge's consent.
5. If a Judge recuses or is disqualified from a case that is assigned to that court, the Presiding Judge will be notified to assign another judge to sit in the case.
6. Notwithstanding sub-paragraphs 2 and 3 immediately above, the Local Administrative Judge may transfer cases between Courts to equalize dockets, including jury dockets, as required from time to time after consultation and agreement with the affected Courts.
7. Unless a case is transferred under paragraph 5 immediately above, if for any reason, a Judge hears any part of a case that is not on that Judge's assigned docket, the case will remain on the assigned Judge's docket absent agreement of the two Judges.

This Standing Order or a modified Standing Order shall be entered January of each year which ends in an odd number.

APPROVED, AGREED, AND ADOPTED this 5th day of September, 2024 but effective September 1, 2024.

Hon. R. Bruce Boyer, LADJ
22nd District Court

Hon. Tracie Wright Reneau, 207th District Court

Hon. Gary Steel, 274th District Court

Hon. Dib Waldrip, 433rd District Court

Hon. Stephanie Bascon, 466th District Court

APPROVED, AGREED, AND ADOPTED (as to Family Cases)

Hon. Randy Gray, CCAL #1

Hon. Charles A. Stephens, II, CCAL#2
LACCAL

Hon. Deborah Wigington, CCAL#3