

**Check footer  
for date &  
time version  
of this file.**

COLOR LEGEND	
BLANCO CO	
BURNET CO	
LLANO CO	
SAN SABA CO	
CRIM DOCKET - ROTATING	
Uncolored = rotating office day	

**OVERALL METHOD OF CASE DIVISION & FILING**  
 33rd - All juvenile. All counties.  
 33rd - CPS in all counties.  
 33rd - Civil / Family in Burnet and San Saba Counties.  
 424th - Civil / Family in Llano and Blanco Counties.  
 Both - All criminal trials + PTR. All counties (but filed as 33rd).  
 33rd - Local administrative district judge duties.  
 Both courts sit on juvenile board.

**CRIMINAL DOCKET MANAGEMENT**  
 -- All criminal cases are filed in the 33rd but both courts hear criminal cases including trials, pretrials and revos, in all four counties. All grand juries will be impanelled as 33rd.  
 -- Each court ends up on 1 civil jury and 1 criminal jury trial each month.

Week	Court	Monday	Tuesday	Wednesday	Thursday	Friday	Notes	
1	33	am	BU CV JURY & BT	BL CPS		BU MOTIONS / BT	... Grand Jury week. No criminal settings in this week. ... 33rd alternates civil between jury and extended bench trial settings, BU & SA. ... Motions may be set afternoon of Thursday, subject to completion of the trial. ... Both courts available Friday afternoons for staff conf. Always leave these Friday afternoons open. Each court also available to DA on this Friday. ... 424th alternates civil between jury and extended bench trial settings, LL & BL. ... Some months may be open. ... Motions may be set afternoon of Thursday, subject to completion of the trial.	
		pm	SA CV JURY & BT		MOTIONS IN COUNTY OF TRIAL	Staff conf as needed		
	424	am	LL CV JURY & BT	BL CPS				LL MOTIONS / BT
		pm	BL CV JURY & BT		MOTIONS IN COUNTY OF TRIAL	Staff conf as needed		
OTHER		BU CPS				LL CPS		
2	33	am	CRIM JURY ROTATES			Always leave open.	... Only one court is in a criminal JT in weeks 2 and 4. ... No revos are set for that court in those weeks so the ADA does not have to prepare both for trial and revos in same week. ... Friday MUST be left open in weeks trying SXAB JT. ... And no Thursday motions if in SXAB JT. ... All general criminal pretrial days will include all case types although the 28.01 key is for the JT week to which it relates. ... This Friday's PTR is for the 424th's week 4 trial -- same county. ... Revos set on Friday <b>afternoon</b> docket. ... 424th's Monday / Tuesday available for 2-day BT.	
		pm	SXAB & All Other opposite 424th			BU JUV		
	424	am	LL BT only	BL F/C & CR PTR	LL F/C	CR 28.01 FOR JT IN WEEK 4 (ROT.)		
		pm		BL REVOS		REVOS SAME CO. See note re: SXAB		
OTHER		BU CPS		SA CPS (p.m.)		LL CPS		
3	33	am	BU MOTIONS (only) No BT this day	LL JUV	SA F/C	OFFICE	... Friday, both courts hear civil pretrials for the next ensuing week 1 trials, in the county for which that JT is to be held. ... Revos will rotate among counties. Burnet revos must NOT be on Thurs. ... Both courts hear civil pretrials for the next ensuing week 1 trials, in the county for which that JT is to be held. ---- Also, this PTR will obviously precede only the weeks of JURY trials, not the BT weeks for each court. ... Thursday revos NOT in Burnet (only Fridays).	
		pm		BL JUV	SA JUV	BU REVOS		
	424	am	LL MOTIONS (ONLY) No BT this day	BU REVOS	BL F/C	LL F/C		CV PTR FOR JT IN WEEK 1
		pm	LL REVOS	BL MOTIONS / BT	BL OR LL CR PTR & REVOS AS NEEDED	LL REVOS		CR PTR (ROT.)
OTHER		BU CPS		SA CPS (p.m.)		LL CPS		
4	33	am	BU BT (ONLY)	SA F/C & JUV	OFFICE	CR 28.01 FOR JT OF WEEK 2 (ROT.)	... This Friday's PTR is for the 33rd's week 2 trial -- same county. ... Only one court is in a criminal JT in weeks 2 and 4. ... No revos are set for that court in those weeks so the ADA does not have to prepare both for trial and revos in same week. ... LL F/C docket is skipped in months where the 424th is in SXAB JT.	
		pm		SA CR PTR/Revos		BU JUV		
	424	am	CRIM JURY ROTATES					OFFICE
		pm	SXAB & All Other opposite 33rd			LL F/C		Subject to trial
OTHER		BU CPS		SA CPS (p.m.)		LL CPS		

Master Scheduling Matrix for 33rd and 424th District Courts

This schedule is merely a "master plan" and will vary.

**Cell: A1**

**Comment: OVERALL METHOD OF CASE DIVISION & FILING**

See the legend at top of the matrix. It is repeated here with additional comments for clarity.

The list below shows for each court, the types of cases that will be filed in that court. One overall goal for these methods was to avoid the necessity of the district clerks having to wrestle with the alternating court assignments. Additionally, it is important on the civil and family cases that the same judge preside over all hearing in the case, thus the division of the counties between the two courts on those dockets.

33rd - All juvenile. All counties. The 33rd will actually hear all juvenile cases. This is essential for consistency in the program in working with the juvenile department and county attorneys.

33rd - CPS in all counties. Associate Judge Hofmann will continue to hear these cases. The 33rd is in the cluster court order whereas the 424th is not, and there is no sense in making a change or even an addition there. However, appeals to the district judge from the associate judge although coming to the 33rd can actually be heard by the 424th.

33rd - Civil / Family in Burnet and San Saba Counties. Filed as indicated and actually heard by the 33rd.

424th - Civil / Family in Llano and Blanco Counties. Filed as indicated and actually heard by the 424th.

CAVEAT: while every attempt will be made to have consistency in the judge hearing family and civil cases in the respective division of counties, the judges have (by law) automatic bench exchange and will do so when necessary.

Both - All criminal trials, pretrials and revocations/adjudications. All counties (but filed as 33rd). Filing is in the one court merely for convenience of the clerks and grand juries but both courts will share the criminal docket in all respects, in all counties. Thus you see rotating criminal weeks in yellow on the matrix.

33rd - Local administrative district judge duties as provided by statute (Gov't Code 74.091 et seq).

Both courts sit on juvenile board.

**Cell: A14**

**Comment: LAYOUT OF THE MATRIX**

This matrix demonstrates a typical month.

Each week is divided by the courts, and each court is further divided between AM and PM sessions.

If only AM is labeled, that means the entire day is available.

**Cell: G16**

**Comment: Motions in County of Trial: the motions will be set subject to the trial progress.**

**Cell: D25**

**Comment: CRIM JURY ROTATES:**

The coordination staff will attempt to have a fairly consistent rotation in the counties in which criminal trials are being held, but you must check the online calendar ([www.dcourt.org/webcal](http://www.dcourt.org/webcal)) to know for sure.

**Cell: D27**

**Comment: Alternation of SXAB and all other Felonies:**

All sex crimes will be on a separate docket. Each month one of the courts will have the SXAB docket while the other has all other felonies; and the following month they rotate.

**Cell: H27**

**Comment: Special labelling for JUV das:**

The color-coding scheme is intended to give a quick reference to the county in which a judge will be sitting. However, for the JUV days they are labelled in WHITE lettering to indicate that the preference will be to those matters.

Other types of matters can be set on those days, subject to the primary docket matters (Juvenile).

**Cell: F31**

**Comment: Special labelling for CRIM days:**

The color-coding scheme is intended to give a quick reference to the county in which a judge will be sitting. However, for the CR days they are labelled in RED lettering to indicate that the preference will be to those matters.

Other types of matters can be set on those days, subject to the primary docket matters (Criminal).

**Cell: F33**

**Comment: ROTATION OF SXAB REVOS:**

In the month that one court is in a SXAB trial, the other court's revo docket must NOT have SXAB cases on it.

**Cell: H38**

**Comment: CRIM PRETRIALS/REVOS IN BURNET AND LLANO.**

Every effort will be made NOT to have those coincide on the same day due to the fact that the same group acts as the contract public defender in those two counties.