

Errata

There is an error on the **Subpoena (Form E)** in the Municipal Judge Manual. The form in the book does not include a time for return of the subpoena. Enclosed with this Muni View is a corrected sample **Subpoena**. Please use it to replace **Form E** in your Judge Manual.

There is an error on **Form R** in the Municipal Court Clerks Manual. The **Post Office Box** is **7993**. Please make this change in the Manual or ask your clerk to make it. The Zip Code is correct.

There is an update for **Clerk Form 7**. The address for assessment in Brown County is: Commun. Services/Economic Support Services, 111 N. Jefferson St., Green Bay, WI 54301. Tel (920) 448-6000

Trial Statement

We have now arrived at the time for trials. Hopefully, for most of you, this is your first time at a trial. Therefore, allow me to take a moment and explain the trial procedure.

The city has the burden to prove you guilty by clear, satisfactory and convincing evidence. The city will attempt to do this with either physical evidence or sworn testimony. Because the burden of proof is upon the city, they will present their evidence first.

After each witness testifies, you will have the opportunity to cross-examine the City's witness. By cross-examine, I mean to ask questions of the witness. There is no requirement that you exercise your opportunity to cross-examine. However, if you do choose to do so, please remember to ask questions and not make statement. You will have ample opportunity to present your side of the situation when I ask you to present your defense at the conclusion of the City's case.

When I ask you to present your defense, you may do so just as the city presented their case -- through the introduction of testimony or physical evidence. If you or a witness testifies, you or they will be subject to cross-examination by the city, just as you had the opportunity to cross examine the City's witnesses.

After all the evidence is in, both sides will have an opportunity to present a short summation as to why I should rule in their favor. Normally I will make a ruling today. Undoubtedly, someone may disagree with my ruling. Either party, you or the city, may appeal my decision to the county Circuit Court.

At that time, the tape recorded proceedings may be reviewed to determine if I made an error in interpreting the law or if there is no credible evidence to support my decision. You may have a new bench trial, that is a trial before a judge, similar to the one you will have today except before a Circuit Court judge, or you may have a new trial before a jury of your peers in Circuit Court.

Before we begin, do you have any questions?

Advisory Opinions

You should be receiving a copy of the Ethics Advisory Opinions with your copy of *The Third Branch*. If you are not, please notify Amanda Todd at the Director of State Courts Office in the Capitol