

IN THE MUNICIPAL COURT OF SHAWNEE, KANSAS
ADMINISTRATIVE ORDER NO. 17-001
FINE SCHEDULE

Now on this 1st day of October, 2017, the Court finds that it is in the best interests of the administration of the Court and of justice that the attached fine schedule shall be effective on the date of this Order.

IT IS THEREFORE BY THE COURT ORDERED that the attached fine schedule shall be effective on the date of this Order.

IT IS FURTHER ORDERED BY THE COURT that the fine schedule shall be posted in the Office of the Court Clerk.

IT IS FURTHER ORDERED BY THE COURT that any prior administrative orders setting a fine scheduled are hereby repealed and replaced.

IT IS SO ORDERED.



Karen L. Torina, Municipal Court Judge

**ADMINISTRATIVE ORDER
SHAWNEE MUNICIPAL COURT FINE SCHEDULE
EFFECTIVE 10/01/2017**

SECTION	TRAFFIC VIOLATION	FINE
*.012	Disobey Traffic Control	\$110.00
*.013	Disobey Traffic Control Signal	\$115.00
*.014	Violate Pedestrian Control Signal	\$110.00
*.015	Flashing Signals - Fail to Obey	\$110.00
*.016	Violate Lane Direction Control Signal	\$110.00
.017	Display of Unauthorized Signs, Signals or Markings	\$110.00
.018	Interference with Official Traffic Control Device	*****
.020	Play Streets	\$110.00
*.023	Accident Involving Personal Injuries not resulting in great bodily harm to or death of any person	*****
*.024	Accident Involving Damage to Vehicle or Property	*****
*.025	Duty to Give Information and Render aid	*****
*.026	Duty Upon Striking Unattended Vehicle or Other Property	*****
.027	Duty to Report Accidents	\$150.00
.028	False Reports	*****
*.029	Reckless Driving	*****
.029.1	Careless Driving	\$110.00
.030.2	Refuse Preliminary Breath Test	\$200.00
.030.4	Ignition Interlock Devices - Tampering With	*****
*.031	Fleeing or Attempting to Elude a Police Officer	*****
*.032	Speed Limitations - Basic Rule	\$110.00
*.033	Maximum Speed Limits	SEE CHART
*.034	Minimum Speed Limits	\$110.00
*.035	Special Speed Limitations of Motor-Driven Cycle	\$110.00
*.037	Racing on Highways; "Drag Race" and "Racing"	\$110.00
*.038	Driving on Right Side of Roadway	\$110.00
*.039	Passing Vehicles Proceeding in Opposite Direction	\$110.00
*.040	Overtaking a Vehicle or Bicycle on the Left	\$110.00
*.041	When Passing on Right is Permitted	\$110.00
*.042	Limitations on Overtaking on Left	\$110.00
*.043	Limitations on Driving Left of Center	\$110.00
*.044	No-Passing Zones	\$110.00
*.045	One Way Roadway & Rotary Traffic Islands	\$110.00
*.046	Driving on Roadways Laned for Traffic	\$110.00
*.047	Following Too Closely	\$110.00
*.048	Driving on Divided Highways Improperly	\$110.00
*.049	Turning	\$70.00
.050	Right, Left & UTurns at Intersections	\$110.00
*.051	U-Turns Where Prohibited	\$110.00
*.052	Turning on Curve or Crest of Grade Prohibited	\$110.00
*.053	Starting Parked Vehicle	\$110.00
*.054	Turning Movements & Required Signals	\$70.00

*.055	Signals by Hand & Arm of Signal Lamps	\$70.00
*.056	Methods of Giving Signals	\$110.00
*.057	Vehicles Approaching or Entering Intersection	\$110.00
*.058	Vehicle Turning Left - Improper Left Turn	\$110.00
*.059	Stop Signs and Yield Signs - Failure to Stop/Yield	\$110.00
*.060	Vehicle Entering Roadway	\$110.00
*.061	Vehicles on Approach of Emergency Vehicles	\$110.00
*.061.1	Passing When near Stationary Authorized Emergency Vehicle	\$110.00
*.062	Highway Construction and Maintenance	\$110.00
.063	Pedestrians: Obedience to Traffic Regulations	\$110.00
*.064	Pedestrians: Right of Way; Control Signals	\$110.00
.064.1	School Crossing Guard; Disobeying	\$110.00
.065	Jaywalking	\$95.00
*.066	Drivers to Exercise Due Care	\$110.00
.067	Pedestrians to use Right Half of Crosswalks	\$95.00
.068	Pedestrians on Highway	\$110.00
.069	Pedestrians Soliciting Rides or Business	\$110.00
*.070	Driving Through Safety Zone Prohibited	\$110.00
*.071	Pedestrians Right of Way on Sidewalks	\$110.00
.072	Pedestrians Yield to Emergency Vehicles	\$110.00
*.073	Blind Pedestrian Right of Way	\$110.00
.074	Pedestrian Under the Influence of Alcohol/Drugs	\$110.00
.075	Bridge or Railroad Signals	\$110.00
*.076	Obedience to Signal Indicating Approach of Train	\$110.00
*.077	Vehicles to Stop at Certain Railroad Crossings	\$110.00
*.078	Certain Vehicles Must Stop at Railroad Crossings	\$110.00
.079	Moving Heavy Equipment at Railroad Crossing	*****
*.080	Emerging from Alley or Private Drive or Building	\$110.00
*.081	Overtaking and Passing a School Bus	\$140.00
*.082	Overtaking and Passing a Church or Day Care Bus	\$140.00
.083	Stopping, Standing or Parking Outside Business	\$40.00
.085	Stopping, Standing or Parking in Specified Places	\$40.00
.086	Stopping or Parking on Roadways	\$40.00
.087	Accessible Parking - Handicapped	\$100.00
.087.1	Accessible Parking; Revoked or Suspended Devices	\$300.00
.089	Stall Parking	\$40.00
.090	Blocking Traffic; Narrow Street, Stopping	\$40.00
.091	Parking on Narrow Street; Signs	\$40.00
.092	Parking in Alley	\$40.00
.093	Parking Disabled & Other Vehicles	\$140.00
.094	Parking Adjacent to Schools; Signs	\$65.00
.095	Stopping or Parking in Hazardous/Congested Places	\$65.00
.096	Parking Prohibited in Designated Places	\$60.00
.097	Limited Time Parking Zones	\$60.00
.098	Commercial/Delivery Vehicles; Loading/Unloading	\$75.00
.099	Loading, Unloading or Special Zones	\$75.00
.103	Using Headphones in Vehicles	\$75.00
.104	Inattentive Driving	\$100.00

.105	Allowing Use of Motor Vehicle in Violation of K.S.A. 81-1014; Ignition Interlock Device	*****
*.106	Transportation of Alcoholic Beverages	*****
*.106A	Transportation of Cereal Malt Beverage	*****
*.107	Unattended Motor Vehicles; Ignition, Key & Brakes	\$50.00
*.108	Obstruction of Driver's View or Mechanism	\$100.00
*.109	Coasting	\$100.00
*.110	Following Fire Apparatus Prohibited	\$100.00
.111	Crossing Fire Hose	\$100.00
.112	Putting Glass, Etc. on Highway Prohibited	\$100.00
*.113	Stop When Traffic Obstructed	\$100.00
.114	Snowmobile Operation Limited	\$100.00
.114.1	Unlawful Operation of All-Terrain Vehicle	\$100.00
.114.2	Unlawful Operation of a Micro Utility Truck	\$100.00
.114.3	Unlawful Operation of Low-Speed Vehicle	\$100.00
.114.4	Unlawful Operation of a Golf Cart	\$100.00
.114.5	Unlawful Operation of a Work-Site Utility Vehicle	\$100.00
.115	Unlawful Riding on Vehicles; 14 YOA and older	\$100.00
*.116	Driving Upon Sidewalk	\$110.00
*.117	Limitations on Backing	\$110.00
.118	Drive Through Private Property to Avoid Device	\$110.00
.119	Parades & Processions	\$110.00
.120	Driving Through Processions	\$110.00
.121	Military Forces	\$110.00
.122	Street Barriers	\$110.00
.123	Opening and Closing Vehicle Doors	\$110.00
.124	Riding in House Trailer Prohibited	\$110.00
.125	Driving Across Lawns, Sidewalks, Yards, Crops Etc..	\$110.00
.126	Removal of Traffic Hazards	\$75.00
.126.1	Obstructing License Plates	\$50.00
.126.2	Use of Wireless Communication Devices	\$110.00
.129	Riding on Bicycles; Seats; Riders Limited	\$85.00
.130	Cling to Vehicles	\$75.00
.131	Riding on Roadways & Bicycle Paths	\$75.00
.132	Carrying Articles	\$75.00
.133	Lamps & Other Equipment on Bicycles	\$75.00
.136	Use of Coasters, Roller Skates, Etc...	\$85.00
.138	Riding on Motorcycles	\$85.00
*.139	Motorcycles on Roadways Laned for Traffic	\$85.00
.140	Clinging to Other Vehicles	\$85.00
.141	Motorcycle Seat & Footrests	\$85.00
.142	Equipment for Motorcycle Operator or Rider	\$95.00
.143	Scope & Effect of Regulations	\$95.00
*.144	When Lighted Lamps Required; Visibility Distance	\$95.00
.145	Visibility Distance and Mounted Height of Lamps	\$95.00
.146	Headlamps on Motor Vehicles - Inoperable	\$50.00
.147	Tail Lamps - Inoperable	\$50.00
.148	Reflectors	\$50.00

.149	Stop Lamps & Turn Signals - Inoperable	\$50.00
.151	Additional Equipment Required on Certain Vehicles	\$95.00
.152	Color of Clearance Lamps, Etc.	\$95.00
.153	Mounting of Reflectors, Clearance & Side Lamps	\$95.00
.154	Visibility of Reflectors, Clearance Lamps and Marker Lamps	\$95.00
.156	Lamps or Flags on Projecting Loads	\$95.00
.157	Lamps on Parked Vehicles	\$95.00
.158	Lamps on Other Vehicles & Equipment	\$95.00
.159	Spot Lamps & Auxiliary Lamps	\$95.00
.160	Authorized Emergency Vehicles	\$95.00
.161	Signals, Lamps & Signal Devices	\$95.00
.162	Vehicular Hazard Warning Lights	\$95.00
.163	Additional Lighting Equipment	\$95.00
.164	Multiple Beam Road Lighting Equipment	\$95.00
*.165	Use of Multiple Beam Road Lighting Equipment	\$95.00
.166	Single Beam Road Lighting Equipment Permitted	\$95.00
.167	Alternate Road Lighting Equipment	\$95.00
.168	Number of Driving Lamps Required/Permitted	\$95.00
.169	Special Restrictions on Lamps	\$95.00
.170	School Buses	\$90.00
.172	Highway Construction & Maintenance Vehicles	\$90.00
.173	Brakes; Performance Requirements	\$90.00
.174	Horns & Warning Devices	\$95.00
.175	Noise Prevention; Mufflers	\$95.00
.176	Mirrors	\$95.00
.177	Windshields; Unobstructed & Equipped With Wipers	\$95.00
.178	Restrictions as to Tire Equipment	\$95.00
.179	Spilling Loads on Highway	\$95.00
.180	Trailers & Towed Vehicles	\$75.00
.182	Child Passenger Safety Restraining System	\$60.00
.182.1	Seat Belt - Failure to Wear	\$30.00
.182.1A(2)	Seat Belt - Failure to Wear age 14-17	\$60.00
*.182.2	Unlawful Riding on Vehicles; Under 14 YOA	\$60.00
.183	Head Lamps-Motorcycles and Motor-Driven Cycles	\$50.00
.184	Tail Lamps - Motorcycles and Motor-Driven Cycles	\$50.00
.185	Reflectors-Motorcycles & Motor Driven Cycles	\$50.00
.186	Stop Lamps-Motorcycles & Motor Driven Cycles	\$50.00
.187	Multiple Beam Road Lighting Equipment-MC	\$95.00
.188	Lighting Equipment for Motor-Driven Cycles	\$95.00
.189	Brake Equipment Required	\$95.00
.190	Performance Ability of Brakes	\$95.00
.191	Other Equipment	\$95.00
*.192	Driver's License (None)	*****
.192.1	Driver's License Notice of Change of Address	\$90.00
*.193	No Driver's License in Possession	\$90.00
*.194	Driving While License, Canceled, Suspended or Revoked	*****
*.195	Driving in Violation of Restrictions	*****
.196	Unauthorized Operator	\$90.00

.197	Unauthorized Minors	\$115.00
.198A(1)	Vehicle License; Expired One Year or Less	\$100.00
	Vehicle License; Expired More Than One Year	\$200.00
	No Tag	\$200.00
.198A(2)	Fictitious, Cancelled, Revoked, Suspended or Altered License Plate	*****
.198A(4)	Altered, Concealed or Defaced License Plate	\$200.00
.198A(5)	Carry or Display License Plate not Issued to Such Vehicle	\$200.00
.200	Motor Vehicle Liability Insurance	*****
.202	Parties to a Violation	Same as Violation
SHAWNEE MUNICIPAL CODE VIOLATIONS		
06.06.010	Animals - Identification Tag	\$40.00
8.16.060	Hours of Collection	\$90.00
10.20.020	Parking on Public Sidewalk, Bicycle Path or Recreational Path	\$40.00
10.20.030	Parking on Unpaved Right of Way or Street Prohibited	\$90.00
10.20.040	Parking Vehicles on Unpaved Surfaces	\$90.00
10.20.100	Parking in Excess of 48 Hours	\$40.00
10.20.110	Repairing Vehicles; Prohibited in Certain Areas	\$90.00
10.20.120	Service Station; Exterior Storage Restrictions	\$90.00
10.20.130	Parking in Front of Mailboxes Prohibited	\$40.00
10.32.020	Operate a Truck on a No Truck Route	\$110.00
10.40.030	Loud Sound Amplification Systems Prohibited	\$90.00
10.40.040	One Way Glass and Sun Screening Devices	\$75.00
10.45.040	Parking in Private Parking Areas	\$40.00
12.12.010	City Parks and Cemetery Hours	\$90.00
12.12.060	Park in a City Park after Closing	\$40.00

* indicates moving violation

***** indicates mandatory court appearance


Those offenses within the Traffic Violation section can be found in Chapter 10.04 of the Shawnee Municipal Code.

Per K.S.A. 12-4116 and 12-4117, all violations other than non-moving violations will have an additional \$23.50 assessed.

Per K.S.A. 12-4116, all non-moving violations with the exception of seat belt and parking violations will have an additional \$1.00 assessed.

Per K.S.A. 8-2118, fines double for all moving violations that occur within a construction zone, and for all speeding violations that occur within a school zone.

Approved and signed this 1st day of October, 2017



The Honorable Karen L. Torline
Municipal Court Judge

SHAWNEE MUNICIPAL COURT BOND SCHEDULE
FOR ARRESTS ABSENT A WARRANT
EFFECTIVE OCTOBER 1, 2017
ADMINISTRATIVE ORDER NO. 17-002

TRAFFIC VIOLATIONS

NOTE: Traffic infractions do not require bond and are not on this list.

SECTION	CHARGE	BOND
23	ACCIDENT INVOLVING PERSONAL INJURIES OR DAMAGE TO ATTENDED VEHICLE	\$500
25	DUTY TO GIVE INFORMATION AND RENDER AID	\$250
26	DUTY UPON STRIKING UNATTENDED VEHICLE OR OTHER PROPERTY	\$250
30	DRIVING UNDER THE INFLUENCE OF ALCOHOL OR DRUGS	\$1000
30.3	REFUSING TO SUBMIT TO AN ALCOHOL OR DRUG TEST	\$250
30.4	IGNITION INTERLOCK DEVICES - TAMPERING WITH	\$500
31	FLEEING OR ATTEMPTING TO ELUDE A POLICE OFFICER	\$1000
74	PEDESTRIAN UNDER INFLUENCE OF ALCOHOL OR DRUGS	\$250
9.07.030	CONSUMPTION OF ALCOHOL OR CMB IN PUBLIC PLACE UNLAWFUL	\$250
106	TRANSPORTATION OF ALCOHOLIC BEVERAGE	\$250
194	DRIVING WHILE LICENSE CANCELED, SUSPENDED OR REVOKED	\$500
200	MOTOR VEHICLE LIABILITY INSURANCE	\$250
10.36.010	REFUSAL TO WEIGH COMMERCIAL VEHICLE	\$500

If the offense is not on the above schedule, the following shall be applied:

CLASS "A" MISDEMEANOR \$1000
CLASS "B" MISDEMEANOR \$500
CLASS "C" MISDEMEANOR = \$250

ALL "UNCLASSIFIED" MISDEMEANORS SHALL HAVE A BOND OF \$250.

NO DEFENDANT SHALL BE PLACED INTO CUSTODY ABSENT A WARRANT UNLESS ONE OF THE FACTORS FROM K.S.A. 12-2412 APPLIES.

ANY PRIOR ADMINISTRATIVE ORDER SETTING A DIFFERENT BOND SCHEDULE IS HEREBY REPEALED AND REPLACED.

APPROVED THIS 1ST DAY OF OCTOBER, 2017.



The Honorable Karen L. Torline

IN THE MUNICIPAL COURT OF SHAWNEE, KANSAS
ADMINSTRATIVE ORDER NO. 17-003
COURT SCHEDULE

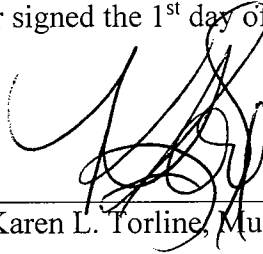
Now on this the 1st day of October, 2017, pursuant to Shawnee Municipal Code section 2.28.050,

IT IS HEREBY ORDERED that pending further order of the Court, sessions of the court will be held as follows:

1. Commencing at 8:30 a.m. on the 2nd Tuesday of the month as is necessary;
2. Commencing at 1:00 p.m. on the 2nd and 4th Tuesday of each month;
3. Commencing at 1:30 p.m. on the 1st and 3rd Tuesday of each month;
4. Commencing at 8:30 a.m. each Wednesday of the month with the exception of the 5th Wednesday;
5. Commencing at 1:00 p.m. on the 1st and 4th Wednesday of each month;
6. Commencing at 1:30 p.m. on the 2nd and 3rd Wednesday of each month;
7. Commencing at 8:30 a.m. and 1:30 p.m. on each Thursday of the month
8. and as further modified by the court if deemed necessary.

The prior Administrative Order signed the 1st day of August, 2012 is hereby repealed and replaced.

IT IS SO ORDERED.



Karen L. Torline, Municipal Court Judge

IN THE MUNICIPAL COURT OF SHAWNEE, KANSAS
ADMINISTRATIVE ORDER 17-004
SETTING OF FEES

Now on this 1st day of October, 2017, the Court finds it is in the best interests of the administration of this Court to set the following fees:

1. Warrant service fee of \$100 for every case on which a Defendant has failed to appear in court and a warrant was issued and served;
2. Warrant withdrawal fee of \$50 for every case on which the Defendant has failed to appear in court and a warrant was issued but subsequently withdrawn;
3. Warrant withdrawal fee of \$100 for every case on which the Defendant has failed to appear in court and a warrant was issued but subsequently withdrawn for the second or subsequent time;
4. Late fee of \$5 for every case on which the Defendant has failed to appear and the clerks have mailed notice to the Defendant prior to the issuance of a warrant, pursuant to K S.A. 8-2110;
5. Motion fee of \$160 for every case on which the Defendant files a motion to expunge, a motion to set aside a guilty plea, or a motion for early termination of probation or diversion;
6. Motion fee of \$100 for every case on which the City files a motion to revoke probation or diversion, or a motion to impose a suspended fine or sentence, or for a party to file an appeal for the denial of a Special Animal Permit, pursuant to SMC 6.10.050;
7. Fingerprint fee of \$15 for every case on which the Court is required to obtain fingerprints pursuant to K.S.A. 12-4517;
8. Reinstatement fee as required by K.S.A. 8-2110 for every case on which the Defendant has failed to appear and subsequently was suspended.
9. Public Defender fee of a minimum of \$100 for every case on which the Defendant has filled out an application for a public defender and the Court appoints a public defender. This fee may be higher at the discretion of the Court if the Court finds the Defendant to be partially indigent, pursuant to K.S.A. 22-4504 and K.A.R. 105-4-1 through 105-4-5.
10. Jail fee of \$35 per day that the Defendant is incarcerated at the JCADC on a Shawnee case;
11. State fees as required by K.S.A. 12-4116 and 12-4117. The state fees are in addition to any other fines or fees set forth above.

12. Any fees associated with collections or debt set-off as determined by the agency to which the cases are submitted for collections or debt set-off.

Any prior Administrative Orders referencing fees are hereby repealed and replaced.

IT IS SO ORDERED.

A handwritten signature in black ink, appearing to be 'K. Torline', written over a horizontal line.

Karen L. Torline, Municipal Court Judge

IN THE MUNICIPAL COURT OF SHAWNEE, KANSAS

ADMINISTRATIVE ORDER NO. 17-005

ELECTRONIC AND PHOTOGRAPHIC COVERAGE OF JUDICIAL PROCEEDINGS

NOW ON THIS 1st day of October, 2017, the Court finds that it is in the best interest of the administration of the Court and of justice to establish rules regarding the use of electronic devices in the courtroom.

IT IS THEREFORE ORDERED BY THE COURT that the following rules be implemented effective this date.

A. Permissible Use of Electronic Device.

- (1) During a judicial proceeding a person may possess – but not use – any of the following electronic devices unless the possession is prohibited by the judge:
 - a. A cell phone,
 - b. A laptop or tablet computer, with or without video or audio capabilities,
 - c. A digital or tape audio recorder,
 - d. A personal digital assistant (PDA), with or without video or audio recording capabilities,
 - e. A still or video camera, and
 - f. Any other electronic device that can broadcast, record, or take photographs.
- (2) All cell phones must be in silent mode or turned off in the courtroom. During court proceedings, all electronic devices must be put away and out of sight, unless use of the devices is authorized by the judge under this rule. A person may use a cell phone or other electronic device in a court facility, but not in a courtroom, to make or receive phone calls, e-mails, and/or text messages only.

B. Prohibited Use of Electronic Device.

- (1) A person is prohibited from using a cell phone or any other electronic device in a court facility to:
 - a. Take pictures,
 - b. Take videos,
 - c. Make sound recordings,
 - d. Broadcast sound, and
 - e. Broadcast still or moving images (video).
- (2) Violating this rule may result in the device being confiscated.

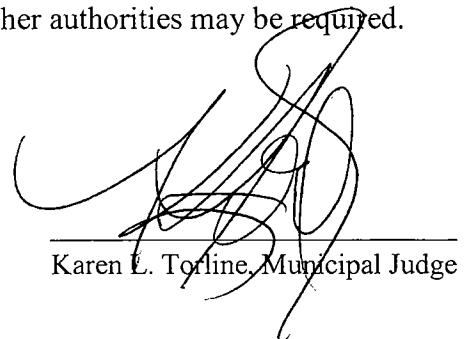
C. Permission Required for Exception to Rule. The judge may make an exception to this rule. The news and educational media and others – such as a publisher, editor, reporter, or other person employed by a newspaper, magazine, news wire service, television station, or radio station who gathers, receives, or processes information for communication to the public, or an online journal in the regular business of news gathering and disseminating news or information to the public – must request specific permission in advance to use an electronic device to record and transmit public proceedings, including real-time coverage, in Kansas courts. If permission is granted, use of the permitted electronic device must be in accordance with the following applicable conditions and procedures and such other conditions and procedures as may be required by the judge.

- (1) The privilege to photograph, record, or provide real-time coverage of court proceedings may be exercised only by those obtaining prior permission of the court. Video, photography, audio reproductions, and other electronic communications may be used only for the purpose of education or news dissemination.
- (2) The judge must be given at least one week's notice of the request to bring cameras, recording equipment, or other electronic communication devices into the courtroom. The judge may waive this requirement for good cause.
- (3) The privilege granted by this rule does not limit or restrict the judge's power, authority, or responsibility to control the proceedings before the judge. The judge's authority to disallow possession of electronic devices at a proceeding or during the testimony of a particular witness extends to any person engaging in the privilege authorized by this rule.
- (4) Audio pickup and audio recording of a conference between an attorney and client, or among co-counsel, counsel and opposing counsel, or among attorneys and the judge are prohibited regardless of where conducted. Photographing such a conference is not prohibited.
- (5) Focusing on and/or photographing materials on counsel tables or in designated areas is prohibited.
- (6) The judge must prohibit the audio recording and photographing of a participant in a court proceeding if the participant so requests and (a) the participant is a victim or witness of a crime, a police informant, an undercover agent, or a relocated witness or juvenile, or (b) the hearing is an evidentiary suppression hearing.
- (7) No video, photograph, audio reproduction, or other electronic communication of a court proceeding will affect the official court record of the proceeding for purposes of appeal or otherwise.
- (8) An interview for broadcast or other electronic transmission may not be recorded in a hallway immediately adjacent to a courtroom entrance if a passageway is blocked or a judicial proceeding is disturbed thereby. Photographing or other

recording through a window or open door of a courtroom is prohibited. Prior to rendition of the verdict, a criminal defendant may not be photographed or otherwise recorded in restraints as the defendant is being escorted to or from a court proceeding.

- (9) A request to photograph, record, or provide live coverage of a court proceeding must be directed to the judge. When more than one television station, still photographer, or audio recorder desires to cover a court proceeding, the judge may designate a pool photographer and audio recording. If there is a dispute as to the pool designation or the equipment to be used, no audio or visual equipment will be permitted at the proceeding. Requests for copies of audio recordings, video, or photographs must be directed to the pool representative, who will supply copies upon request to media representatives at a price not exceeding actual cost. Pool designations are not necessary for individuals providing text accounts via approved electronic devices.
- (10) The judge will designate the location in the courtroom for the audio, video equipment, and operators. Equipment and operators ordinarily should be restricted to areas open to the public. The equipment and operators, however, must not impede the view of persons seated in the public area of the courtroom. Operators must occupy only the area authorized by the judge and may not move about the courtroom for picture-taking purposes during the court proceeding.
- (11) Media equipment must not be placed within or removed from the courtroom except prior to commencement or after adjournment of proceedings each day, or during a recess. Such equipment must not be operated in any manner that disrupts proceedings.
- (12) One television camera, operated by one person, and one still photographer, using not more than two cameras, are authorized in any court proceeding. The judge may authorize additional cameras or persons upon request. If a still camera is not manufactured for silent operation, use of a quieting device is recommended. The court may restrict operation of cameras or electronic devices which emit distracting sounds during court proceedings.
- (13) Only audio, visual, or electronic communications equipment that does not produce distracting light or sound may be used to cover court proceedings. An artificial lighting device may not be used in connection with any audio or visual equipment. A modification in the lighting of a court facility may be made only with the approval of the judge. Approval of other authorities may be required.

Administrative Order 16-002 is hereby repealed.
IT IS SO ORDERED.



Karen L. Torline, Municipal Judge

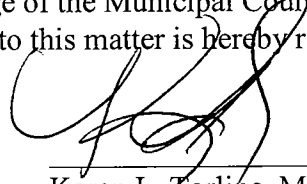
IN THE MUNICIPAL COURT OF SHAWNEE, KANSAS
ADMINISTRATIVE ORDER 17-006
CLOSING CASES

Now on this 1st day of October, 2017, the Court finds it is in the best interests of the administration of this Court to set the following policy related to closing cases:

This court finds that wherein cases have been disposed of by diversion, probation or suspension of sentence in whole or in part and the orders of the court have been obeyed by the accused, conclusion of such cases should be expedited.

IT IS THEREFORE ORDERED BY THE COURT that the Clerks of the Court are hereby authorized to enter orders upon dockets or proceeding sheets that terminate the cases without formal entry of the signature of the Judge of the Municipal Court.

Any prior Administrative Order relating to this matter is hereby repealed.



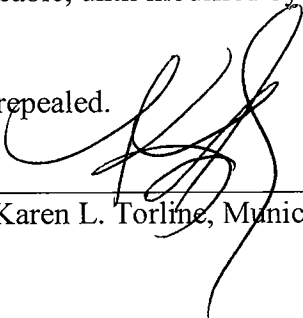
Karen L. Torline, Municipal Court Judge

IN THE MUNICIPAL COURT OF SHAWNEE, KANSAS
ADMINISTRATIVE ORDER 17-007
NO CONTACT ORDER

Now on this 1st day of October, 2017, the Court finds it is in the best interests of public safety and the administration of justice will be served by the imposition of special conditions upon bond for release from custody in cases wherein the defendant has been taken into custody pending appearance in court and wherein defendant has been charged with the offense of trespass, battery, assault or disorderly conduct.

IT IS THEREFORE ORDERED BY THE COURT that in cases as described above, the copy of the complaint served upon the defendant shall be endorsed prior to the service on the defendant to reflect that the defendant shall not have contact with the victim as a condition of continuing release, or as a condition of bond, if applicable, until modified by the Judge of the Municipal Court.

Prior Administrative Order 13-004 is hereby repealed.



Karen L. Torline, Municipal Court Judge

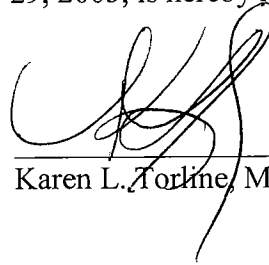
**IN THE MUNICIPAL COURT OF SHAWNEE, KANSAS
ADMINISTRATIVE ORDER 17-008
ELECTRONIC COURT RECORDS**

Now on this 1st day of October, 2017, the Court finds it is in the best interests of the administration of justice to set forth the following policy:

Upon due consideration, the Court finds and determines that court records of the Municipal Court may be maintained in whole or in part in electronic reproduction form, in accordance with Kansas Supreme Court Administrative Order 138 and K.S.A. 12-120 *et seq.*

Prior Administrative Order dated December 29, 2005, is hereby repealed and replaced.

IT IS SO ORDERED.



Karen L. Torline, Municipal Court Judge

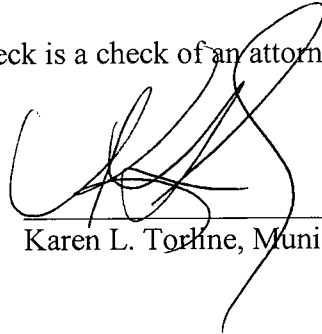
IN THE MUNICIPAL COURT OF SHAWNEE, KANSAS
ADMINISTRATIVE ORDER 17-009
CHECK POLICY

Now on this 1st day of October, 2017, the Court hereby finds it is in the best interests of the administration of justice to set forth the following policy relating to the acceptance of checks:

Effective today's date, no checks will be accepted for the paying of a fine that is pursuant to an amendment on a charge, or if paying a reinstatement fee to reinstate a driver's license. In addition, no check will be accepted for a case that has an associated reinstatement fee.

An exception for both will apply if said check is a check of an attorney trust account.

IT IS HEREBY ORDERED.



Karen L. Torline, Municipal Court Judge

IN THE MUNICIPAL COURT OF SHAWNEE, KANSAS
ADMINISTRATIVE ORDER NO. 17-010
BOND SCHEDULE – FAILURE TO APPEAR WARRANT

NOW ON THIS 1st day of October, 2017, the Court finds that it is in the best interest of the administration of the Court and of justice to establish a bond schedule for failure to appear warrants and shall be effective on the date of this Order. Further, it is also in the best interest that the Court Administrator, or designee, assign the bond amount in the process of creating Failure to Appear warrants in the court software. Further, it is also in the best interest that procedures to carry out this order be established by the Court Administrator.

IT IS THEREFORE BY THE COURT ORDERED that the following bond schedule shall be effective on the date of this Order.

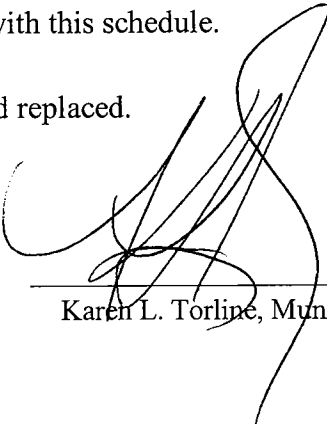
IT IS THEREFORE BY THE COURT ORDERED that the Court Administrator, or designee, is hereby authorized to assign the bond amount in accordance with the following bond schedule when creating Failure to Appear warrants in the court software.

Failure To Appear	Bond Amount
First Failure to Appear, except DUI	\$500
First DUI Failure to Appear	\$1000
Second and subsequent Failure to Appear	Double the previous bond

IT IS FURTHER ORDERED BY THE COURT that the Court Administrator shall establish procedures to carry out this Order and keep a copy on file in the Court. Said bonds are at the discretion of the Judge and may or may not always comply with this schedule.

Previous Administrative Order 16-001 is hereby repealed and replaced.

IT IS SO ORDERED.



Karen L. Torline, Municipal Judge