

**IN THE GLENDALE CITY COURT
COUNTY OF MARICOPA, STATE OF ARIZONA**

IN THE MATTER OF:)	
)	
LIMITING COURT)	ADMINISTRATIVE ORDER
OPERATIONS DURING A PUBLIC)	No. 2020 - 013
HEALTH EMERGENCY)	(Replacing Order 2020-010)
_____)	

Due to concern for the spread of COVID-19 in the general population, the Governor of the State of Arizona extended a statewide emergency on March 15, 2020. Additionally, the Arizona Supreme Court has issued Administrative Order No. 2020-75 (Replacing Administrative Order No. 2020-70) authorizing limitations of court operations during a public health emergency.

On March 30, 2020, in order to further reduce the continuing spread of COVID-19, the Governor issued Executive Order 2020-18 urging Arizona residents to stay-at-home other than for essential activities. While the Executive Order acknowledges that legal and court processes constitute essential activities, the Glendale City Court believes that to protect the health and safety of the public and of its employees, further restrictions on in-person court proceedings and court activities are necessary.

Therefore, to continuing mitigating all in-person proceedings in the Glendale City Court to the greatest extent possible consistent with core constitutional rights and until further order of the Arizona Supreme Court, pursuant to Administrative Order No. 2020-75,

IT IS ORDERED that Administrative Order 2020-010 is replaced by this order.

IT IS ORDERED that from May 1, 2020, through June 7, 2020, with limited exceptions as set forth below, no in-person proceeding will occur in Glendale City Court. The Court will continue to hold telephonic/virtual court hearings and remain available to process all case types and non-

appearance proceedings.

IT IS ORDERED that attendance at any in-person proceeding held pursuant to one of the limited exceptions below will be limited to parties, witnesses, victims, law enforcement officers, and lawyers participating in the proceeding. Family members of the parties may be permitted, if approved by the judge.

IT IS ORDERED as follows:


- (a) No jury trial will be scheduled before the week of July 4, 2020. Settlement Conferences will begin as of June 25, 2020.
- (b) All in-custody hearings will proceed as normal.
- (c) All post arraignment non-trial settings for out of custody defendants currently scheduled for May 5, 2020 through June 7, 2020 are continued. Public Defense Counsel is encouraged to use virtual court. The Prosecutors are encouraged to contact all unrepresented defendants to attempt to resolve case through virtual court.
- (d) All arraignments (both criminal and civil traffic cases) scheduled from May 12, 2020, through June 7, 2020, will be continued. Civil traffic matters can continue to be resolved by telephone, virtual court and /or email.
- (e) All non-jury trials for out of custody defendants currently scheduled for May 12, 2020 through June 7, 2020 are vacated and will be reset with emphasis on utilizing virtual court.
- (f) All civil hearings currently scheduled for May 12, 2020 through June 7, 2020 are continued. Respondents will be encouraged to utilize virtual court.
- (g) For all criminal cases subject to this Order, time is excluded for the purpose of calculating time under Rules 8 and 27, *Rules of Criminal Procedure*, between May 12, 2020, and June 7, 2020, subject to further direction of the Arizona Supreme Court.
- (h) All in custody defendants will be seen within 24 hours and all in custody defendants held on bond will be seen according to the Rules of Criminal Procedure time-lines. If an in-custody defendant requests a non-jury trial be set, it will be set during

this time period preserving victim's rights and those of the defendants. MHC in custody defendants will be set for the next available Monday until the Court opens on June 8th.

- (i) All Protective Order contested proceedings will continue in person unless a request to appear telephonically or via virtual court is granted. Plaintiffs are encouraged to complete all paperwork at azpoint.azcourts.gov.
- (j) Information about requirements for the public, including below, will be posted by signage and displayed on the Court website
 - All persons with scheduled or unscheduled appearances are required to notify the Court of any COVID-19 symptoms or suspected exposure and to refrain from entering the Court.
 - All persons entering the courthouse shall wear their own or a Court provided mask, face covering or face shields.
 - All parties entering the courthouse will be subject to non contact infrared thermometer checks. If they refuse the thermometer check, show symptoms or suspect exposure, their contact information will be obtained and someone from the Court will contact them with further instructions. Options will include but are not limited to the clerk on call and information about virtual court.
- (k) All staff and judges are always to wear masks in the courthouse, either their own or Court provided. Masks include the currently provided masks, face coverings or face shields. The only exception is if a person is eating, respecting social distancing, or is in a private office with the door closed. This is pursuant to the Supreme Court Administrative 2020-75.
- (l) All proceedings occurring within the Court are to be conducted in a manner consistent with Center for Disease Control social distancing recommendations until further notice.

IT IS FURTHER ENCOURAGED that all parties continue to work towards the resolution and settlement of the cases subject to this Order. If the parties need a scheduled hearing prior to June 7, 2020, the parties are directed to file a motion with the Court which includes their specific request. The Court will decide whether a hearing will be scheduled (telephonic, virtual court, or in person).

DATED this 12th day of May, 2020

A handwritten signature in black ink, appearing to read "Elizabeth Finn".

Judge Elizabeth Finn
Presiding Judge