

District Court, Weld County, State of Colorado Court Address: 901 9 th Avenue, Greeley, CO 80631 Mailing Address: P.O. Box 2038, Greeley, CO 80632-2038	FILED Document – District Court 2003CV1 CO Weld County District Court 19th JD Filing Date: May 23 2008 8:51AM MDT Filing ID: 19958816
ADMINISTRATIVE ORDER NO. 03-05 (Revised 05-23-2008)	<p style="text-align: center;">▲ COURT USE ONLY ▲</p> <hr/> Case Number: 2003 CV 01 Division: 1
REVISED ORDER RE: COURT REPORTER USE POLICY FOR THE DISTRICT COURT	

The court, in an effort to provide the highest quality of service when the number of court reporters employed by the district is less than the number of district court judges, establishes the following priority for the use of available court reporters:

Priorities are not an attempt to make a statement as to which cases are “more important” or “more significant.” It is clearly understood that all of these cases are very important to the litigants and to the court. The priority list is based on the likelihood of appeals, time constraints, impact on the community, and availability of resources. Administrative Order 03-05 is revised in accordance with this order.

First, it is imperative that all the judges agree to share all available reporters on a daily basis in accordance with the priorities established below.

Second, the priority list is subject to exceptions only upon approval of the chief judge. The managing reporter cannot be put in a position where she or he has a conflict with a requesting judge or has to make a decision on which case is more in need of a reporter.

If a judge seeks an exception to the priority list or a designation of a complex civil trial to the court or complex domestic relations permanent orders hearing, she or he must receive prior approval from the chief judge. The managing reporter does not have the authority to grant an exception.

Priorities of assignment of court reporters for cases heard by district court judges:

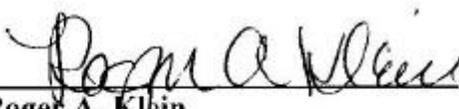
1. Capital Cases;
2. Criminal trials with mandatory prison penalties;

3. Criminal and JD jury trials involving child victims;
4. Criminal/juvenile delinquency trials – class 4 felonies and above;
5. Criminal/juvenile delinquency trials – class 5 and 6 felonies;
6. Criminal/juvenile delinquency motions hearings;
7. Water court trials;
8. Termination of parental rights hearings;
9. Complex civil trials to the court expected to last two days or more;
10. Civil jury trials;
11. Complex permanent orders hearings expected to last two days or more;
12. Domestic relations or paternity hearings involving decision making responsibilities and parenting time expected to last two days or more;
13. Other domestic relations cases;
14. Criminal docket days;
15. Probate;
16. Mental health hearings;
17. All other cases.

The Managing Reporter will assign the available reporters based on these priorities. Requests for reporters shall be made to the Managing Reporter by Thursday at 5:00 p.m. the week preceding the trial or hearing. The division's docket needs to be delivered to the Managing Reporter with the priority number (as set above) in the right hand margin. The Managing Reporter will make assignments and notify the divisions by 5:00 p.m. Friday.

Finally, any litigant can arrange to provide a reporter if a court employed reporter is not available. The litigants must notify the divisions in a timely manner so that accommodations can be made for the outside reporters. The use of outside court reporters will be governed by the district protocol on the use of outside reporters.

Dated: May 23, 2008



Roger A. Klein
Chief Judge
19th Judicial District

This document was filed pursuant to C.R.C.P. 121, § 1-26. A printable version of the electronically signed order is available in the Court's electronic file.