

<p><b>EIGHTEENTH JUDICIAL DISTRICT: ARAPAHOE, DOUGLAS, ELBERT and LINCOLN COUNTIES, COLORADO</b></p> <p>Arapahoe County Justice Center 7325 South Potomac Street Centennial, Colorado 80112</p> <p>Arapahoe County Courthouse 1790 West Littleton Boulevard Littleton, Colorado 80120</p> <p>Douglas County Justice Center 4000 Justice Way #2009 Castle Rock, Colorado 80109</p> <p>Elbert County Courthouse PO Box 232, 751 Ute Street Kiowa, Colorado 80117</p> <p>Lincoln County Courthouse PO Box 128, 103 Third Avenue Hugo, Colorado 80821</p>	<p align="center">• COURT USE ONLY •</p> <p align="center"><b>Third Amended Chief Judge Order 20-03 April 10, 2020</b></p> <hr/> <p align="center"><b>Division 201</b></p>
<p align="center"><b>THIRD AMENDED CHIEF JUDGE ORDER 20-03 REGARDING COURT OPERATIONS UNDER THE NOVEL CORONAVIRUS (“COVID-19”) ADVISORY</b></p>	

In light of the public health risk posed by the Novel Coronavirus (“COVID-19”) and the advisories and orders from the Centers for Disease Control, the Colorado Department of Public Health and Environment, and other local public health departments recommending active steps to slow the spread of COVID-19 and precautions to reduce the exposure, and the Stay-At-Home Order issued by Governor Polis effective March 26, 2020, and now extended through April 26, 2020, effective immediately the 18th Judicial District Courts and Probation will continue to operate with reduced staff and will focus on matters of immediate concern for public health and safety.

Pursuant to the authority granted in Chief Justice Directive 95-01 and the directives found in the Order Regarding COVID-19 and Operation of Colorado State Courts, issued by Colorado Supreme Court Chief Justice Nathan B. Coats on March 16, 2020 and March 20, 2020, it is hereby **ORDERED** as follows:

- (1) **Arapahoe County Courthouse in Littleton**: Pursuant to the Second Amended Chief Judge Order 20-02, the Arapahoe County Courthouse in Littleton located at 1790 West Littleton Boulevard, Littleton, Colorado, will be **closed to the public** through **April 26, 2020**. All public safety matters meeting the criteria set forth in section (5) below should be directed to the Arapahoe County Justice Center located at 7325 South Potomac Street, Centennial, Colorado.
  
- (2) **Operations**: The Arapahoe County, Douglas County, and Elbert County clerk's offices will be open from 8:00 a.m. to 2:30 p.m. The Lincoln County clerk's office will be open from 8:00 a.m. to 12:00 p.m. The clerk's offices will be open Monday through Friday, with the exception of legal holidays. These hours of operation are effective through **April 26, 2020**. Staff will be reduced as coordinated by the Court Executive and the Clerks of Court, with the approval of the Chief Judge. During operating hours, the clerk's offices will only accept paper filings related to public safety matters listed in Section (5) below. All other paper filings may be submitted either in WORD or PDF format to [18Jury@judicial.state.co.us](mailto:18Jury@judicial.state.co.us) or mailed directly to the applicable courthouse. Attorneys should continue to file through CCE; however, filings not related to public safety matters may not be processed until after April 26, 2020, due to the reduction in staffing levels. Anyone wishing to pay fines and costs in criminal, misdemeanor, juvenile delinquency, and traffic matters, can either do so online at <https://www.its.courts.state.co.us/cjop/> or via U.S. Mail.

(3) **Jury Calls:** In accordance with Chief Judge Order 20-06 Finding Public Health Concerns Due to COVID-19 Preclude the Calling of a Jury for Jury Trials Between Now and May 15, 2020, all jury calls through May 15, 2020, have been cancelled. **No jurors should appear at the courthouses during those dates.** If your appearance is rescheduled, you will receive a new jury summons in the mail. For those jurors who have a jury summons for a date to appear commencing on or after May 15, 2020, please continue to monitor the Court's website for updates. The provisions of Chief Judge Administrative Order 20-01 Temporarily Authorizing Release of Juror for Health Reasons shall continue to apply. **In the event the undersigned issues a separate Chief Judge Order changing the dates of cancelled jury calls, then that Chief Judge Order shall apply and control for jury operations in the 18th Judicial District.**

(4) **Mandatory Continuance and Authorization for Phone and/or Video Proceedings:**

- a. Except for all public safety matters listed in section (5) below, **ALL IN-PERSON** appearances and/or hearings set **through May 1, 2020** are hereby **VACATED** and **CONTINUED**. Please **do not** appear at the courthouse. Judicial officers and staff will be working to reschedule all these cases. If you are represented by counsel, please contact your counsel to obtain your new date. If you are not represented by counsel, please first check the Court's website at [https://www.courts.state.co.us/Courts/District/Dockets.cfm?District\\_ID=18](https://www.courts.state.co.us/Courts/District/Dockets.cfm?District_ID=18) to see if your new date is posted there. Otherwise, parties and attorneys may also contact the appropriate division, if the case is assigned to a division, or the respective clerk's office if you are uncertain of the division assignment, to reschedule. Any person who does appear at a courthouse for a hearing or appearance that is not a public safety matter shall be provided a paper by a member of the court security team and/or court staff containing instructions on how to contact the court.

- b. Judicial officers, in their discretion and as judicial resources allow, may hear any matters currently set between **April 20, 2020, and May 1, 2020**, in **all** docket types, **by telephone and/or video conferencing only**. **If you have a case currently set between April 20, 2020, and May 1, 2020, please do not come to the courthouse.** Judicial officers and staff will be making determinations regarding those cases and will be notifying parties of their status. Again, if you are represented by counsel, please contact your counsel to determine if your case is proceeding via telephone and/or video conferencing. If you are not represented by counsel, please first check the Court's website at [https://www.courts.state.co.us/Courts/District/Dockets.cfm?District\\_ID=18](https://www.courts.state.co.us/Courts/District/Dockets.cfm?District_ID=18) to see if your case remains set or has been rescheduled. Otherwise, parties and attorneys may also contact the appropriate division, if the case is assigned to a division, or the respective clerk's office if you are uncertain of the division assignment, to determine if and how your case is proceeding.
- c. Judicial officers, in their discretion and as judicial resources allow, are also authorized to hear matters not currently set but which are deemed necessary, in **all** docket types, between **April 20, 2020, and May 1, 2020, by telephone and/or video conferencing only**.

(5) **Public Safety Matters:** The courthouses, except for the Arapahoe County Courthouse in Littleton, will continue to conduct hearings on public safety matters. Public safety matters are **STRICTLY LIMITED** to the following:

- a. Petitions for temporary civil protection orders and permanent protection order hearings;
- b. Petitions for temporary emergency risk protection orders and hearings on emergency risk protection orders;
- c. Crim. P. Rule 5 advisements for incarcerated persons and initial settings of bail;

- d. Revocation hearings on complaints to revoke probation involving an incarcerated defendant;
- e. Proceedings necessary to protect the constitutional rights of criminal defendants including bond-related matters and plea agreements for incarcerated individuals;
- f. Detention hearings for juvenile delinquency cases;
- g. Shelter hearings in dependency and neglect cases or other juvenile proceedings;
- h. Petitions for appointment of an emergency guardian and/or special conservator;
- i. Hearings on motions to restrict parenting time and parental abduction prevention;
- j. Emergency mental health proceedings; and
- k. Other proceedings deemed necessary by the Chief Judge to prevent a substantial risk of imminent financial hardship, or imminent risk to the health, safety or welfare of any individual or members of the community.

**(6) Social Distancing:** When hearings are conducted for public safety matters, judicial officers and court staff **shall** seek to limit in person participation and encourage and accommodate telephone and/or video appearance for all participants.

**(7) Civil Monetary Cases, FED, CRCP 120, Small Claims, and Name Change:** All cases under this section will be accepted as filed; however, hearings will be set out 70 days from the date of filing. Attorneys are encouraged to set their summon returns 70 days from the date of filing. If a summons is already served, attorneys will be required to prepare a notice of rescheduled hearing and file such with the Court. Writs of Restitution that have been filed will be issued. However, the Court has been advised that the Sheriffs' Departments in the 18th Judicial District will be delayed in effectuating these writs due to the COVID-19 crisis.

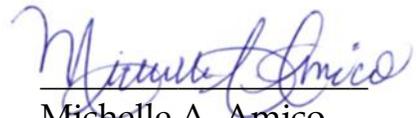
**(8) Bond Forfeitures:** An automatic stay will be placed on all professional bond forfeitures through **May 1, 2020**.

- (9) **Truancy:** All hearings in truancy cases are hereby vacated for the remainder of the academic year.
- (10) **Probation:** All probation offices in Arapahoe, Douglas, and Elbert Counties, will be open from 8:00 a.m. to 2:30 p.m. The probation office in Lincoln County will be open from 8:00 a.m. to 12:00 p.m. These hours of operation are effective through **April 26, 2020**. Probation staff are working at reduced schedules due to COVID-19 but will make every effort to timely respond to phone messages and/or emails Monday through Friday. To ensure your probation officer is available to assist you, please email or call **prior** to reporting without an appointment. In case of an emergency, please ask support staff to direct you to a supervisor.
- (11) **Self-Help Centers:** All self-help centers in the 18<sup>th</sup> Judicial District are **closed through Sunday, April 26, 2020**. However, the self-help centers can be contacted via email at [18selfhelp@judicial.state.co.us](mailto:18selfhelp@judicial.state.co.us). All court forms and instructions can be found at [https://www.courts.state.co.us/Self\\_Help/Index.cfm](https://www.courts.state.co.us/Self_Help/Index.cfm).
- (12) **Bond Return Dates:** Bond return dates, including bond returns that are determined by the Sheriffs regarding other jurisdictions in Colorado, **shall be set 45 days from the date the bond is written.**
- (13) **Extrajudicial Activities:** The use of any of the courthouses for extrajudicial activities (e.g., the solemnization of marriages) is prohibited until further notice.

The Chief Judge will continue to monitor available information and recommendations from health organizations, and this Third Amended CJO 20-03 may be revised or extended as deemed necessary. This Third Amended CJO 20-03 rescinds and replaces any previous version of CJO 20-03.

Dated this 10<sup>th</sup> day of April of 2020.

**BY THE COURT:**



Michelle A. Amico

Chief Judge

Eighteenth Judicial District