

**IN THE SUPERIOR COURT OF THE STATE OF ARIZONA  
IN AND FOR THE COUNTY OF MARICOPA**

LIMITATION OF MUNICIPAL COURT  
OPERATIONS DURING A PUBLIC  
HEALTH EMERGENCY

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ADMINISTRATIVE ORDER  
No. 2020-036

The Chief Justice of the Supreme Court of the State of Arizona has issued Administrative Order No. 2020-47 addressing measures to be taken by the Judicial Branch to reduce the risk associated with the public health emergency currently facing Arizona due to the concern of the spread of COVID-19. The Administrative Order directs the presiding superior court judge of each county to determine how in-person proceedings are to be conducted in each of the county's court rooms under conditions that protect the health and safety of participants and the public.

**IT IS THEREFORE ORDERED** that each municipal court presiding judge in Maricopa County will provide to the Presiding Judge of Superior Court, by close of business on Friday, March 20, 2020, the municipal court's plan, in the form of an administrative order or a report, as to how it will conduct in-person court proceedings that protect health and safety, including potentially:

- (a) Limiting in-person courtroom contact as much as possible by using available technologies, including alternative means of filing, teleconferencing, video conferencing, and use of email and text messages.
- (b) Following CDC social distancing recommendations, considering the size of the court facility; requiring that courts not schedule multiple, simultaneous hearings in a number that prevents appropriate social distancing, with no scheduling of more than 50 persons at one time; and requiring all scheduled participants to notify the court of any COVID-19 symptoms or suspected exposure and to refrain from coming to the courthouse.
- (c) Limiting any required in-person proceedings to attorneys, parties, victims, witnesses, jurors, court personnel, and other necessary persons, where necessary to maintain the recommended social distancing within a court facility.
- (d) Liberally granting continuances and additional accommodations to parties, witnesses, attorneys, jurors and others with business before the courts who are at high risk of illness from COVID-19.

**IT IS FURTHER ORDERED** that if a municipal court's plan requires the adoption or modification of a local rule, the plan will identify the proposed adoption or modification and a request will be made accordingly to the Presiding Judge of Superior Court.

**IT IS FUTHER ORDERED** that prior to any municipal court physically closing its doors to the public, the municipal court's presiding judge will first confer with the Presiding Judge of Superior Court.

Dated this 17<sup>th</sup> day of March, 2020

/s/ Joseph C. Welty  
Hon. Joseph C. Welty  
Presiding Judge

Original: Clerk of the Superior Court

Copies: All Municipal Court Presiding Judges  
Dave Byers, Administrative Office of the Courts  
Raymond Billotte, Judicial Branch Administrator