

Supreme Court of Colorado

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MONICA M. MÁRQUEZ
CHIEF JUSTICE

SUPREME COURT OF COLORADO

OFFICE OF THE CHIEF JUSTICE

Order Approving a Reduction in Court Hours

WHEREAS, Chief Justice Directive 08-04, signed in June 2008, mandates that full-time clerks' offices be open to the public for nine consecutive hours, and

WHEREAS, the Clerk's Office of the Larimer County Courthouse in the 8th Judicial District is currently being remodeled to improve security for Judicial Department staff. The Clerk's Office is temporarily reduced to three public service windows during construction. The construction has made it difficult for the Clerk's Office to provide public service for nine consecutive hours in accordance with CJD 08-04.

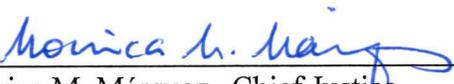
WHEREAS, the Chief Judge of the 8th Judicial District has requested to temporarily reduce the public service hours for the Clerk's Office in the Larimer County Courthouse, serving anyone who checks into the clerk's office electronic queue between the hours of 7:30 to 4:00. The reduction in hours allows clerk's office staff to serve the public while accommodating the construction disruptions.

WHEREAS, the Chief Judge of the 8th Judicial District has developed policies to continue to respond to phone calls and emails, process electronic filings, provide court access to law enforcement, provide judicial officer coverage for warrants, and accept emergency filings during times that the clerk's office public window is closed.

WHEREAS, the Chief Judge of the 8th Judicial District has committed to ongoing communication about the reduction with Larimer County officials and has posted the reduced hours at the courthouse and on the webpage for the 8th Judicial District.

NOW THEREFORE, it is ordered by the Chief Justice that the Chief Judge of the 8th Judicial District is authorized to temporarily reduce public service hours as described above. The Chief Judge of the 8th Judicial District will resume regular public service hours upon the completion of construction.

DONE at Denver, Colorado this 3rd day of June, 2025.



Monica M. Márquez, Chief Justice