

District Court, El Paso County, State of Colorado Court Address: 270 South Tejon Colorado Springs, CO 80901 Phone Number: (719)452-5285	DATE FILED: March 6, 2020 12:04 PM
PEOPLE OF THE STATE OF COLORADO, Plaintiff, vs. Letecia Stauch, Defendant.	<hr/> ▲ COURT USE ONLY ▲ <hr/> Case Number: 20CR1358 Div.:15S Ctrm: S403
[O-2] PROCEDURE FOR FILING MOTIONS AND RESPONSES	

This Order SHALL govern the filing of all pleadings in this case.

1. All motions, proposed Orders, pleadings, and documents of any kind which are filed in this case shall be filed directly through the Court’s efile system. No pleadings of any kind may be filed with any other Court personnel, including the Division 15 clerks, nor shall any pleading be filed in open court. When a pleading is filed with the Court, the party filing the pleading is ORDERED to email Supervisor II, Sheri King, at sheri.king@judicial.state.co.us and attach an electronic copy of the pleading to the email. This is necessary as Ms. King will be setting up a webpage that will allow public access to pleadings filed in this case. Prior to sending a pleading to Ms. King for posting on the web page, the filing counsel is ORDERED to REDACT the pleading in conformity with the requirements of Chief Justice Directive 05-01. Typically, such redactions must include: driver license numbers; financial account numbers (this provision does not require redaction when only the last four digits of an account number have been provided to identify an account if it does not reveal the entire account number); personal identification numbers (e.g. passport, student ID, state ID, etc.); pleadings or documents that contain victim identifying information in cases with sex offenses; social security numbers (SSN) including partial SSNs; and tax identification numbers. NO PLEADINGS MAY BE FILED that contain medical and mental health documents prepared by a medical or mental health provider; psychological and intelligence test documents; birth certificate; death certificate; drug/alcohol treatment documents, evaluations and reports WITHOUT PRIOR APPROVAL OF THE COURT.

2. All motions must be filed no later than three weeks prior to any scheduled Court hearing and a mandatory written response shall be filed within two weeks after receipt of the motion. The Court will not consider any pleading which is not filed in accordance with this Order. The Court also will not consider any substantive issues raised at a motions’ hearing unless a motion has been filed prior to the hearing in accordance with this Order.

3. All motions shall be identified by general content and/or relief requested and numbered sequentially (Example: P-01 for the Prosecution; D-01 for the Defendant). The procedure for ordering motions requires the prosecution and the defense to use their own sequential numbers independent of what is being used by the other. This is necessary because the prosecution and the defense may file cross-motions at the same time. If that occurs, one side or the other could inadvertently use the same number for its motions as that number being used by the other side. As such, if the Defendant files a D-6 motion, the response by the prosecution should be identified as a D-6 response. Similarly, if the People file a P-2 motion, the response filed by the defense should be identified as a P-2 response. In addition, if the People file a P-2 motion, the next motion filed by the People shall be labeled as a P-3 motion regardless of the number of motions that have been filed by the Defendant in the meantime. Likewise, if the Defendant files a D-6 motion, the next motion to be filed by the Defendant should be labeled as D-7 regardless of the number of prosecution motions that have been filed in the meantime. The numbering for the motion MUST PRECEDE the title of the motion and be reflected as indicated in the title of this ORDER.

The Defense has already filed a number of motions, some of which have not been numbered. For consistency of reference, the unnumbered motions will be referred to as follows:

- D-1 Notice of Representation and Demand for Notice of Any Nontestimonial Identification Procedure Sought Pursuant to Crim. P. 41.1;
- D-2 Notice of Invocation of All Statutory, Case Law and Constitutional Privileges;
- D-3 Motion to Limit Pretrial Publicity;
- D-4 Motion for Preservation of Evidence;
- D-5 Motion for Preservation and Production of Law Enforcement Notes, Recordings and Other Evidence

4. The Court ORDERS the parties to change the caption number in all future filings in this case to reference Division “**15S.**” This is necessary because this case is being electronically filed, the Court anticipates a large number of motions and the Court continues to carry a full civil and criminal docket. In order to manage electronic filings in this case efficiently, a new division 15S has been created solely for purposes of filing pleadings in this case. All other designations contained in the caption will remain the same.


5. All motions shall address a single issue. Every motion shall be accompanied with a proposed order. The Court will not accept for filing any pleading which is a combined motion and order. All responses to motions shall also address only the single issue raised in the motion. Any response to a motion must reference the motion and motion number it is responding to in the title of the response. The Court will not accept for filing any consolidated response to multiple motions.

6. All motions containing records which are submitted for *in camera* review and/or motions seeking *ex parte* relief must also be filed in accordance with this Order.

7. Voluminous exhibits are discouraged. Parties shall limit exhibits to essential portions of documents. Unless otherwise ordered by the Court copies of documents attached as exhibits to a motion shall not be attached as exhibits to a response brief. A responding party shall refer to the exhibits which were previously attached to the motion. If it is necessary for the responding party to rely on additional exhibits, the additional exhibits shall be attached to the response brief.

SO ORDERED this 6th day of March, 2020.

BY THE COURT:



Gregory R. Werner
District Court Judge