

DISTRICT COURT, LARIMER COUNTY, COLORADO 201 Laporte Avenue, Suite 100 Fort Collins, CO 80521 Telephone: (970) 494-3500	COURT USE ONLY
ADMINISTRATIVE ORDER CONCERNING COUNTY COURT CASE ASSIGNMENTS FOR MISDEMEANOR, PETTY OFFENSE AND TRAFFIC CRIMINAL CASES	
ADMINISTRATIVE ORDER 2019-13	

The assignment of all misdemeanor, petty offense and traffic cases filed in Larimer County Court (county court criminal cases) shall be as follows¹:

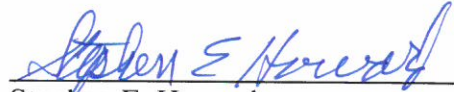
1. All county court criminal cases shall be given an initial assignment to a county court trial division using a sequential rotation method that evenly distributes cases among the county court trial divisions.
2. County court criminal cases will generally have their first/initial appearance in Division 1A. Transfers to a trial court division prior to the Defendant's appearance in Division 1A shall only occur if:
 - a. An entry of appearance and a waiver of formal arraignment/advisement has been filed in a non-VRA case by an attorney for the defendant. The 1A arraignment date will not be vacated unless a signed bond acknowledgement (for defendants on bond) or notice (for defendants on summons) for a new date in the division is filed a minimum of 48 hours prior to the scheduled 1A arraignment; or
 - b. A trial division has ordered that the case be transferred to a date and time certain in that division.
3. After the initial appearance, the handling of cases in Division 1A shall be as follows:
 - a. Cases in which a plea agreement is reached are to be disposed of in Division 1A, provided any restitution and VRA issues have been addressed.
 - b. Cases may be continued back into Division 1A no more than two times; each continuance shall not exceed twenty-one (21) days.
 - c. All other cases shall be scheduled into the assigned county court trial division.
4. If the Defendant has another case with an earlier case filing date that is open or reopened in another division, the District Attorney or defense counsel may request transfer to the

¹ Traffic infractions are civil and therefore excluded from this order.

division with the prior open case. If the earliest two cases have the same filing date, the earliest date of offense shall control.

5. Except as set forth above, no further transfers will be allowed unless by agreement of the judges involved in the transfer due to the specific circumstances. This order does not limit in any way the authority of the Chief Judge, pursuant to Chief Justice Directive 95-01, to assign or reassign cases

Dated this 5th of September, 2019.



Stephen E. Howard
Chief Judge, Eighth Judicial District