

IN THE FIFTH JUDICIAL DISTRICT OF IOWA

**IN RE: ASSIGNMENT AND COURT
SERVICE SCHEDULE IN JUDICIAL
ELECTION DISTRICTS 5A AND 5B
FOR 2024**

ADMINISTRATIVE ORDER 2023-29

The Iowa Supreme Court has authorized a reasonable travel budget for F.Y. 2024. However, travel expenses will be closely monitored by Court Administration. The assignment set forth herein is subject to modification as budget constraints require.

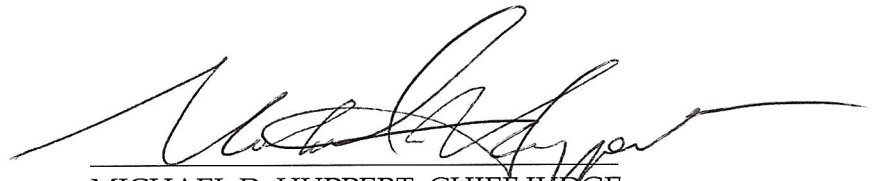
NOW THEREFORE IT IS HEREBY ORDERED:

1. Rotations. Beginning Monday, January 1, 2024, trial sessions and rotations for the first and second quarters of 2024 in Election Districts 5A and 5B shall be held in accordance with the schedule marked Exhibit "A" attached hereto and by this reference incorporated herein.
2. Trial Dates. Civil and criminal jury trials in Election Districts 5A and 5B shall be scheduled to commence on the days set forth in Exhibit "B" attached hereto and incorporated herein. Jury and non-jury trials shall also be assigned at other times to fully utilize available judges and facilities. Trials in Election Districts 5A and 5B shall be scheduled up to 6 cases deep depending on the availability of cases. All trial dates shall be considered firm. There shall be no leadoff or standby cases. Court Administration shall not bump a case for lack of an available judge, court reporter or courtroom. In such situations, only the Chief Judge or the Assistant Chief Judge shall decide whether to bump a case for lack of available resources.
3. Court Service Schedule. Court Service Day shall be held in every county of the Fifth District as set out in Exhibit "C" attached hereto and incorporated herein. If the Court Service Days ordered herein are inadequate to handle the business of any county, court administration may schedule additional Court Service Days on an as needed

basis. Conversely, if weekly court service is unnecessary in any county, court administration may schedule short non-jury trials on Court Service Days. Court Service Days may be cancelled by the Chief Judge upon the request of the local judge or the clerk of court. The Court Service Day schedule for Taylor County is assigned as Exhibit "D" attached hereto and incorporated herein by reference.

4. Utilization of Judges. Court Administration shall at all times fully utilize all of the Judges of the Fifth Judicial District without regard to judicial election district boundaries. Court Administration shall assign judges efficiently and monitor travel expenses on a monthly basis.

So ordered this 29th day of September, 2023.



MICHAEL D. HUPPERT, CHIEF JUDGE
FIFTH JUDICIAL DISTRICT OF IOWA

FILED
TAYLOR COUNTY, IA.
SEP 29 PM 4:03
FIFTH JUDICIAL DISTRICT COURT

Copies to:
Chief Justice Susan Christensen, Iowa Supreme Court
Liaison Justice Edward Mansfield, Iowa Supreme Court
State Court Administrator, Bob Gast
Fifth Judicial District Judges, Staff and Stakeholders by email

ADMINISTRATIVE ORDER 2023-29 - EXHIBIT "A"
2024 ELECTION DISTRICTS 5A AND 5B COURT SERVICE DAY SCHEDULE AND ASSIGNMENT
January - December 2024 Assignments

County/Court Service Day	January-March	April-June	July-September	October-December
Dallas -DJ01 (A-K)	Rickers	McCall	Jacobsen	Sinnard
Civil/Thursday				
Criminal/Friday				
Dallas - DJ02 (L-Z)	Faith	Murphy	Ritchie	McCall
Civil/Thursday				
Criminal/Friday				
Madison	McCall	Ritchie	Reynoldson	Rickers
Court Service Every Monday				
Jasper	Ritchie	Jacobsen	Rickers	Murphy
Criminal/Monday				
Civil/Tuesday				
Guthrie	Murphy	Sinnard	Faith	Jacobsen
Court Service Every Monday				
Warren	Jacobsen	Rickers	Greenwood	Faith
Criminal/Monday				
Civil/Tuesday				
Marion	Sinnard	Faith	Relph	Ritchie
Criminal/Thursday				
Civil/Friday				
Clarke/Every Thursday	Greenwood	Reynoldson	Murphy	Relph
Decatur/Every other Friday				
Adair/Every other Friday				
Lucas/ Every Monday	Reynoldson	Relph	Sinnard	Greenwood
Taylor/ Every other Tuesday				
Union/ Every Friday				
Ringgold/Every other Monday	Relph	Greenwood	McCall	Reynoldson
Adams/Every other Tuesday				
Wayne/Every other Tuesday				

ADMINISTRATIVE ORDER 2023-29 - EXHIBIT "B"
CRIMINAL AND CIVIL JURY TRIAL STARTING DAYS IN
ELECTION DISTRICTS 5A AND 5B FOR 2024

	Monday	Tuesday	Wednesday	Thursday	Friday
Adair		Crim/civil JTR	Crim JTR		
Adams			Civil/crim JTR	Crim JTR	
Clarke	Crim/civil JTR	Crim JTR			
Dallas	Crim/civil JTR		Crim/civil JTR		
Decatur			Crim/civil JTR		
Guthrie		Civil/crim JTR	Crim JTR		
Jasper		Civil JTR	Crim/civil JTR		
Lucas		Crim/civil JTR	Crim JTR		
Madison		Crim/civil JTR			
Marion	Civil JTR	Crim JTR			
Ringgold		Civil JTR	Crim JTR		
Taylor			Civil/crim JTR	Crim JTR	
Union	Crim/civil JTR	Crim JTR			
Warren		Civil JTR	Crim/civil JTR		
Wayne			Crim/civil JTR		

ADMINISTRATIVE ORDER 2023-29 - EXHIBIT "C"
2024 COURT SERVICE & JURY TRIAL DAYS

Adair:

- Court Service every other Friday (a.m. Criminal/ p.m. Civil) opposite Decatur County
- Juvenile Court Service on 4th Tuesday of the month

Adams:

- Court Service every other Tuesday (a.m. Criminal/ p.m. Civil)
- Juvenile Court Service on 2nd Wednesday of the month

Clarke:

- Court Service on Thursday (a.m. Criminal/ p.m. Civil)
- Juvenile Court Service on the 4th Wednesday of the month

Dallas:

- Court Service – Civil on Thursday, Criminal on Friday (2 judges both days)
- Juvenile Court Service on the 1st & 3rd Wednesday, Contested on the 2nd & 5th Wednesday

Decatur:

- Court Service every other Friday (a.m. Criminal/ p.m. Civil) opposite Adair County
- Juvenile Court Service on the 4th Monday of the month

Guthrie:

- District Court Service every Monday (a.m. Criminal/ p.m. Civil)
- Associate Court Service will be held on the morning of the 2nd and 4th Friday of the month

Jasper:

- Court Service on Monday (a.m. Criminal/ p.m. Criminal motions and CSRU); Civil on Tuesday (a.m. Family Law, Civil & DA's/ p.m. scheduled hearings & temporary matters as scheduled by Rural Case Coordinator)
- Juvenile Court Service on Thursday and Friday

Lucas:

- Court Service on Monday (a.m. Criminal/ p.m. Civil)
- Juvenile Court Service on the 4th Friday of the month

Madison:

- District Criminal Court Service and Associate Criminal Court Service will alternate every other Monday morning with District Civil Court Service every Monday afternoon
- Juvenile Court Service will be held on the 1st and 3rd Fridays of the month
- Associate Court Service will be held on the 2nd and 4th Fridays of the month

Marion:

- Court Service Thursday (a.m. Criminal and CSRU/ p.m. Criminal motions and CSRU hearings scheduled by the judge); Friday (Family Law, Civil & DA's)
- Juvenile Court Service on Wednesday

Ringgold:

- Court Service every other Monday (a.m. Criminal/ p.m. Civil)
- Juvenile Court Service on the 2nd Friday of the month

Taylor:

- See Exhibit "D"

Union:

- Court Service on Friday (a.m. Criminal/ p.m. Civil)
- Juvenile Court Service on the 2nd Thursday of the month

Warren:

- Court Service – Monday (a.m. Criminal/ p.m. Criminal motions & CSRU ; 1 Round Das) Tuesday (a.m. Family Law, Civil & DA's/ p.m. scheduled hearings & temporary matters)
- Juvenile Court Service: Wednesdays – Delinquencies & CINA, Thursdays – Delinquencies & CINA

Wayne:

- Court Service every other Tuesday (a.m. Criminal/ p.m. Civil)
- Juvenile Court Service on the 2nd Monday of the month

ADMINISTRATIVE ORDER 2023-19 - EXHIBIT "D"
2024 TAYLOR COUNTY COURT SERVICE CALENDAR

January						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

July						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

August						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

March						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

April						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				




October						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		




May						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	


November						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

June						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

	Court Service
	Juvenile Court
	Magistrate Conference

	District Court Trial
	Magistrate Court Trial
	Judicial Conference

	Clint's Conference Holiday
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