IOWA DISTRICT COURT, FIFTH JUDICIAL DISTRICT

IN RE: DESIGNATION OF PLACES OF HOLDING COURT FOR 2012	ADMINISTRATIVE ORDER 2011-40

WHEREAS Iowa Code §§602.6211(1) and 602.6105(1) and Iowa Court Rules 22.5 and 22.8(1) provide the Chief Judge shall designate the places of holding court in the district:

THEREFORE, IT IS HEREBY ORDERED THAT:

A. **THE COURTHOUSE**

The courthouse in the county seat of each county of the Fifth Judicial District is hereby designated as the official place of holding court in the county. Criminal and civil jury trials shall be held in the courthouse of the county where the case is filed, except as provided herein. Actions, special proceedings and other matters not requiring a jury may be done at some other place in the district with the consent of the parties and the Chief Judge. The Chief Judge shall designate such other places on a case-by-case basis.

B. **JAIL COURT**

Criminal proceedings involving inmates in the custody of the county sheriff not requiring a jury may be held in a secure conference room or courtroom in the county jail in Adair, Adams, Clarke, Dallas, Jasper, Lucas, Madison, Marion, Polk, and Taylor counties. Such jail court facilities shall be maintained in a neutral setting with the trappings of the court, including a desk for the judicial officer, flags and a copy of the Iowa Code. Such jail court facilities shall be maintained separately from law enforcement offices or detention facilities in the jail.

C. **RIVERPOINT**

Polk County Magistrate Court, including small claims and suburban traffic court, shall be held on the first floor of the Riverpoint Office Center, 500 S.W. 7th Street, Des Moines, Iowa.

D. **BROADLAWNS SANDS UNIT**

Polk County Mental Health Commitment hearings shall be conducted in the lower level conference room of the Sydney Sands Unit of Broadlawns Medical Center, 1801 Hickman Road, Des Moines, Iowa.

E. **DRAKE UNIVERSITY LAW SCHOOL**

The courtroom in the Neal and Bea Smith Legal Clinic of the Drake University Law School is hereby designated as an alternate place of holding court in Polk County for purposes

of the Law School Trial Practicum Program, overflow trials when courtrooms are not available in the Polk County Courthouse, and trials assigned to senior judges.

F. **DES MOINES CITY HALL**

The City Council Chambers of the Des Moines City Hall is hereby designated as an alternate place of holding court in Polk County for the purposes of Truancy Court.

G. **PERRY POLICE & FIRE STATION**

A satellite location for Magistrate Court in Dallas County is held at the Perry City Police & Fire Station, 908 Willis Avenue, Perry, Iowa.

H. **NEWTON CORRECTIONAL FACILITY**

The room set aside for court hearings at the Newton Correctional Facility, 307 S. 60th Avenue W. Newton, Iowa, is hereby designated as a place of holding court for the purposes of facility disciplinary hearings.

I. **IOWA LUTHERAN HOSPITAL**

The room set aside for court hearings at the Iowa Lutheran Hospital, Child and Adolescent Behavioral Health Services Unit, 700 East University Avenue, Des Moines, Iowa, is designated as a place of holding court for purposes of adolescent mental health or substance abuse commitment proceedings.

J. **MERCY MEDICAL CENTER**

The room set aside for court hearings in the Child and Adolescent Behavioral Unit at the Mercy Franklin Center located at 1818 48th Street, Des Moines, Iowa, is designated as a place of holding court for purposes of adolescent mental health or substance abuse commitment proceedings.

DATED this 17 day of October, 2011.

ARTHUR E. GAMBLE, CHIEF JUDGE
FIFTH JUDICIAL DISTRICT OF IOWA

COPIES TO:
District Court/District Associate Court Judges – 5th District
Senior Judges/Magistrates – 5th District
Clerks of Court/County Attorneys – 5th District
Rural Case Coordinator, Janis Haines
Court Reporters/Judicial Assistants/Court Attendants – 5th District
Fifth District Liaison Justice
State Court Administrator – David Boyd
Director – Department of Correctional Services
District/Assistance District Court Administrators
Court Administration Staff
Boards of Supervisors – 5th District
Sheriffs – 5th District

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CLERK DISTRICT COURT