

IN THE IOWA DISTRICT COURT FOR THE SEVENTH JUDICIAL DISTRICT COURT

IN THE MATTER OF  
REDUCTION OF  
SEVENTH JUDICIAL DISTRICT  
OPERATING EXPENSES

ADMINISTRATIVE ORDER

On the 27<sup>th</sup> day of February, 2009, Chief Justice Marsha Ternus issued a Supervisory Order in which additional cost-saving measures were set forth to reduce expenditures for the balance of the fiscal year, and to revise and clarify some portions of the previous order relating to travel expenses. The [Supervisory Order filed on February 27, 2009](#) is attached hereto and now incorporated by this reference.

In order to implement the provisions of this most recent Supervisory Order in the Seventh Judicial District, and to revise and clarify some matters as set forth in the Administrative Order previously filed in District 7, this Order supplements the previous Administrative Order, and to the extent any conflicts exist between the first Order and the instant Order, the terms and provisions as set out herein do supersede those contained in the first Administrative Order:

1. District 7 Court Administration shall immediately begin to reschedule all of the cases presently scheduled for hearing on each of the seven announced furlough days, those being March 20, April 10, April 24, May 8, May 22, June 5 and June 19, 2009.
2. The designated closures of the clerk of district court offices have been scheduled for the purpose of allowing clerks' staffs an uninterrupted period in which to work. Therefore, starting on March 24, 2009, the offices of the district clerks will be closed on Tuesdays and Thursdays from 2:30 until 4:30 p.m. not only to members of the public, but also to judges, magistrates, prosecutors and lawyers, court reporters, court attendants, abstractors, domestic violence advocates, employees of sheriff's or attorney's offices, and litigants from the day's cases. If the

files have not been returned to the Clerk before 2:30 p.m., court files from cases heard on Tuesdays or Thursdays may be returned to the offices of the district clerks the following morning, or in the alternative, the court files may be returned to the office of the district clerk by depositing them in a designated basket located in either the court administration offices or in the judge's chambers in Jackson and Cedar Counties. The clerks may use voice mail to answer any incoming telephone calls during the hours of the closings. The work assignment of personnel of the offices of district clerk still includes the court attendant factor, and clerks may sometimes still be required to fulfill this obligation even during the designated schedule of office closing.

3. When the courts are closed on the seven designated furlough days, judges and magistrates have been directed by Supervisory Order to work in their chambers. Therefore, with the exception of initial appearances in the daily prisoner court, judicial officers shall not hold any hearing or conduct any appearance involving a previously scheduled or unscheduled case. Non-emergency orders should not be signed by judicial officers as the offices of the district clerks are not open for immediate filing of those orders as is required.
4. When Muscatine, Cedar or Jackson County cases are scheduled for hearing in Clinton or Scott County, the required court files shall be transported to and from the counties by court personnel only. All judges, court reporters, and other District 7 employees are expected to cooperate fully with the prompt, careful transport and delivery of these court files as may be required.
5. Compelling interests of justice require that Muscatine County shall have a District Judge available for more than once-weekly court service days to handle the press of daily court business. In addition to weekly court service days on Fridays, beginning in April, 2009, the District Judge assigned to preside at the Muscatine County Courthouse shall hold court every

day during the weeks of April 13, April 27, May 11, May 26, June 8 and June 22, 2009. The judge assigned to the Muscatine schedule shall handle order hour; criminal matters excluding trials; domestic abuse hearings; motions with or without oral argument; and other matters which require no more than thirty minutes unless the schedule permits more time to address the matter presented.

All of the above is SO ORDERED on this 6<sup>th</sup> day of March, 2009.

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Bobbi M. Alpers  
Chief Judge, District 7

Cc: Judges of the Seventh Judicial District  
Clerks of Court  
Chief Juvenile Court Officer  
District Court Administrator  
Law Clerks  
Court Reporters  
District 7 Bar Association Presidents

Cedar, Clinton, Jackson, Muscatine, Scott County Attorneys  
Cedar, Clinton, Jackson, Muscatine, Scott County Sheriffs  
State Court Administration