

IN THE FIFTH JUDICIAL DISTRICT OF IOWA

**IN RE: DESIGNATION OF PLACES OF
HOLDING COURT FOR 2024**

ADMINISTRATIVE ORDER 2023-25

WHEREAS Iowa Code §§602.1211(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 COURTS

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, Madison, Marion, Polk, Ringgold 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. All jail court proceedings shall be public either by allowing the public to attend in the conference room or courtroom or by allowing the public to observe via audiovisual closed-circuit television.

C. POLK COUNTY JUSTICE CENTER

Polk County Juvenile Court, Des Moines Traffic and Polk County Magistrate Court, including small claims, suburban traffic court, mental health commitment hearings and Probate Court shall be held on the first and second floors of the Polk County Justice Center, 222 Fifth Avenue, Des Moines, Iowa.

Polk County Mental Health Commitment hearings shall be conducted on the first floor of the Polk County Justice Center. In accordance with Iowa Code Section 229.14(3)(a), commitment hearings may be conducted via video conference.

D. POLK COUNTY CRIMINAL COURT BUILDING

The Polk County Criminal Court Building, 110 6th Avenue, Des Moines, Iowa, is designated as a place of holding court, in a manner consistent with the dockets, scheduling and priorities established in Administrative Order 2023-19.

E. WARREN COUNTY JUSTICE CENTER

The Warren County Court Facility located at 115 N. Howard Street Indianola, Iowa, is designated as a place of holding court in Warren County.

F. 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.

G. 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.

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. MITCHELLVILLE CORRECTIONAL FACILITY

The room set aside for hearings at the Iowa Correctional Facility for Women at Mitchellville, Iowa is designated as a place of holding court for purposes of mental health commitment proceedings for inmates of the facility.

J. 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 BEHAVIORAL HEALTH

The room set aside for court hearings at the Mercy Behavioral Health, Child and Adolescent Unit, West Entrance 5th Floor, 1111 6th Avenue, Des Moines, Iowa, is designated as a place of holding court for purposes of adolescent mental health or substance abuse commitment proceedings.

K. WAYNE COUNTY PUBLIC HEALTH

The Wayne County Public Health facility, 105 N. Lafayette St., Corydon, IA 50060, is designated as a place of holding court, in a manner consistent with the dockets, scheduling and priorities established in this order.

Dated this 10th day of October, 2023.


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

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 e-mail

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CORYDON, IA.