

ADMINISTRATIVE ORDERS FOR 2011

No.	DESCRIPTION OF ADMINISTRATIVE ORDER
2011-01	IN RE: Appointment of Probate Registrar and Designees
2011-02	IN RE: Adoption of Cochise County Limited Jurisdiction Courts Reimbursement of Overpayments Policy
2011-03	IN RE: Assignment of Retired Judge
2011-04	IN RE: Appointment of Justices of the Peace and City Magistrates as Juvenile Hearing Officers in Limited Matters
2011-05	IN RE: Appointment of Superior Court Judges to Serve as a Judge of the Juvenile Division of the Superior Court
2011-06	IN RE: Designation of Superior Court Judge to Judicial Merit Committee
2011-07	IN RE: Appointment of Probate Registrar and Designees
2011-08	IN RE: Assignment of Retired Judges
2011-09	IN RE: Adverse Weather and Exigent Circumstance Policy & Procedures
2011-10	IN RE: Clerk of Superior Court, Cochise County
2011-11	IN RE: Authorization for Clerk of Superior Court to Provide Documents at No Charge to Victims of Wildfires
2011-12	IN RE: Appointment of Superior Court Judges Pro Tempore, Juvenile Court Commissioners and Justices of the Peace Pro Tempore
2011-13	IN RE: Keeping of the Official Record
2011-14	IN RE: Assignment of Retired Judge
2011-15	IN RE: Appointment of Probate Registrar and Designees
2011-16	IN RE: Appointment of Probate Registrar and Designees
2011-17	IN RE: Robert L. Stewart, Constable of the Justice Court, Precinct 4, Cochise County

FILED

2011 JAN 25 PM 4:25

MARY ELLEN DUNLAP
CLERK OF SUPERIOR COURT

BY _____

**IN THE SUPERIOR COURT OF THE STATE OF ARIZONA
IN AND FOR THE COUNTY OF COUNTY OF COCHISE**

ADMINISTRATIVE ORDER NO. 2011-001

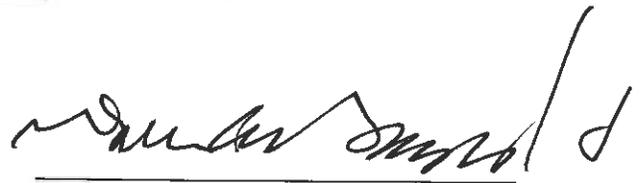
IN RE: APPOINTMENT OF PROBATE REGISTRAR AND DESIGNEES

Pursuant to the provisions of A.R.S. § 14-1307 pertaining to the appointment of Probate Registrar and other designees, it is

ORDERED as follows:

- 1) Mary Ellen Dunlap, Clerk of the Superior Court is designated as Probate Registrar for Cochise County.
- 2) Lori Fox, Fran Ranacelli, Maria Valdivia, and Candece Hardt are designated as Assistant Probate Registrars.
- 3) This administrative order supersedes administrative order No. 2009-15 and shall be effective upon the date of signing.

DATED at Bisbee, Arizona, this 25th day of January, 2011.



WALLACE R. HOGGATT
Presiding Judge

IN THE SUPERIOR COURT OF THE STATE OF ARIZONA
IN AND FOR THE COUNTY OF COCHISE

FILED

2011 FEB 16 PM 3:31

ADMINISTRATIVE ORDER NO. 2011-02

MARY ELLEN DONLAP
CLERK OF SUPERIOR COURT

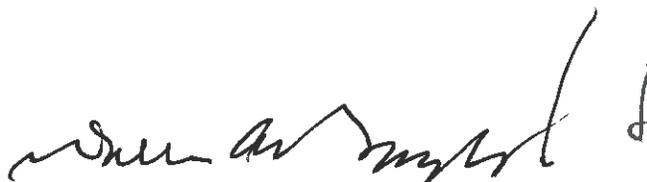
IN RE: ADOPTION OF COCHISE COUNTY LIMITED JURISDICTION COURTS
REIMBURSEMENT OF OVERPAYMENTS POLICY

BY
DEPUTY

Good cause appearing and with the approval of the Cochise County Justices of the Peace at the quarterly local limited jurisdiction courts meeting held in Willcox, Arizona, on February 15, 2011,

IT IS HEREBY ORDERED, that the attached "Reimbursement of Overpayments Policy" is hereby adopted and is applicable to the justice courts of Cochise County.

Dated at Bisbee, Arizona, this 16th day of February, 2011.



WALLACE R. HOGGATT
Presiding Superior Court Judge

**COCHISE COUNTY JUSTICE COURTS
REIMBURSEMENT OF OVERPAYMENTS
POLICY AND PROCEDURE**

PURPOSE:

To establish written guidelines for refunding overpayments.

DISCUSSION:

An overpayment occurs when the funds submitted exceed the fines or fees owed. Pursuant to Minimum Accounting Standards (MAS), Arizona Code of Judicial Administration §1-491, the court shall establish written guidelines for refunding and disbursing overpayments to the appropriate party within a time period prescribed by the court's policies or procedures.

POLICY:

1. Court staff shall immediately receipt overpayments using the court's case management system.
2. Overpayments in excess of \$40.00 shall be refunded within thirty calendar days or less of receipt.
3. Overpayments of \$40.00 or less shall be forfeited to the County General Fund.

PROCEDURE:

1. Clerks must receipt any overpayments in excess of \$40.00 with the event code 9517 – Overpayment Refund.
2. All overpayments in excess of \$40.00 shall be deposited into the Justice Court Trust (Bond) Account or the County or City Treasurer's Bank Account.
3. A check request (if used) or demand shall be submitted for issuance of the refund check which shall be disbursed and mailed within 10 business days of receipt of payment.
5. Overpayments of less than \$40.00 shall be receipted using the event code 9516 – Overpayment Forfeiture and shall be deposited with the County or City Treasurer and listed on the month end report.

IN THE SUPERIOR COURT OF THE STATE OF ARIZONA
IN AND FOR THE COUNTY OF COCHISE

FILED

2011 FEB 22 AM 10:33

ADMINISTRATIVE ORDER NO. 2011-03

MARY ELLEN DUNLAP
CLERK OF SUPERIOR COURT

IN RE: ASSIGNMENT OF RETIRED JUDGE

BY _____
DEPUTY

Pursuant to Article VI, Section 20, of the Arizona Constitution, A.R.S. §38-813, and Arizona Supreme Court Administrative Order No. 2001-62, and good cause appearing, it is

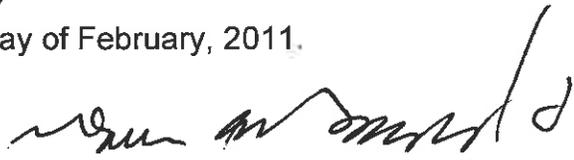
ORDERED the Honorable Stephen M. Desens, retired judge of the superior court, be and is hereby assigned to preside over matters pertaining to the following cases in the Superior Court of Cochise County:

DO200801072 – Bellerose vs. Bellerose, nka Marcell
CV200901202 – Craig et vir. vs. Williams
CV200800159 – Kitchens, et ux. vs. Sipe, et ex., et al.
CV200800893 – Young vs. Gust, et al.
CV200600747 – Ratliff vs. Hardison
DO200801284 – State of AZ obo McLaughlin vs. McLaughlin
DO99000500 – Kutch vs. Kutch
CV200901051 – Forsberg vs. Osumi, et ux., et al.
CV201000395 – Stagecoach Trails MCH, LLC vs. City of Benson, et al.
PB200900120 – Estate of Nadine Coscarart, Deceased

It is further **ORDERED** that Judge Desens shall be compensated pursuant to Article VI, Section 20, of the Arizona Constitution.

The term of this assignment is February 25, 2011, to and including April 1, 2011.

DATED at Bisbee, Arizona, this 22nd day of February, 2011.



WALLACE R. HOGGATT
Presiding Judge

IN THE SUPERIOR COURT OF THE STATE OF COCHISE
IN AND FOR THE COUNTY OF COCHISE

FILED

2011 MAR 21 AM 10:19

ADMINISTRATIVE ORDER NO. 2011-04

IN RE: APPOINTMENT OF JUSTICES OF THE PEACE AND CITY MAGISTRATES
AS JUVENILE HEARING OFFICERS IN LIMITED MATTERS

CLERK OF SUPERIOR COURT
BY DEPUTY

The Board of Supervisors having approved the appointment of Justices of the Peace and city or town councils having approved the appointment of the following named municipal judges to serve as juvenile hearing officers at the pleasure of and as authorized by the Presiding Judge of the Juvenile Court pursuant to A.R.S. § 8-323, and good cause appearing, it is

ORDERED the following named Justices of the Peace and City Magistrates of Cochise County, Arizona, are hereby appointed as Juvenile Hearing Officers. The matters to be heard by Juvenile Hearing Officers are limited to cases in which a child under the age of eighteen years on the date of the alleged offense is charged with violating any non-alcohol related provision of the motor vehicle code not declared to be a felony, and violations of any city, town or political subdivision ordinance not pertaining to curfew violations, effective this date and until further order of the court or rescission of operation of law:

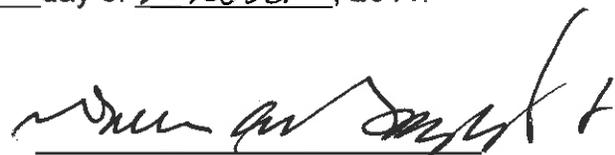
David C. Morales, Justice of the Peace, Precinct One
Alma Vildosola, Justice of the Peace, Precinct Two
Joseph P. Knoblock, Justice of the Peace, Precinct
Trevor Ward, Justice of the Peace, Precinct Four
Timothy Dickerson, Justice of the Peace, Precinct Five
Leslie Sansone, Justice of the Peace Pro Tempore, Precinct Five
Michael Skiles, Justice of the Peace, Precinct Six
Donald G. Thomson, Huachuca City Magistrate
Kenneth Curfman, Tombstone City Magistrate

It is further **ORDERED**, pursuant to A.R.S. § 8-323 (H) that within five days after disposition that Juvenile Hearing Officer shall transmit a copy of the citations, findings and disposition to the Juvenile Court for record keeping purposes. Juvenile Hearing Officer appointments from previous Orders are hereby and immediately rescinded.

DATED at Bisbee, Arizona, this 21 day of March, 2011.



Donna M. Beumler
Presiding Juvenile Court Judge



Wallace R. Hoggatt
Presiding Judge



TOWN OF HUACHUCA CITY

The Sunset City

500 NORTH GONZALES BOULEVARD • HUACHUCA CITY, ARIZONA 85616
PHONE (520) 456-1354 • TDD (520) 456-1353 • E-MAIL: townclerk@huachucacity.org
FAX: (520) 456-2230

RESOLUTION 07-04

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF HUACHUCA CITY, COCHISE COUNTY, ARIZONA, APPROVING OF MAGISTRATE TO HEAR JUVENILE MATTERS IN THE HUACHUCA CITY COURT, PURSUANT TO A.R.S. SECTION 8-232

WHEREAS, the Huachuca City Magistrate may be authorized by the Presiding Judge to hear cases in which a child under the age of eighteen years on the date of the alleged offense is charged with violating any non-alcohol related provision of the motor vehicle code not declared to be a felony and violations of Huachuca City Town ordinances not pertaining to curfew violations;

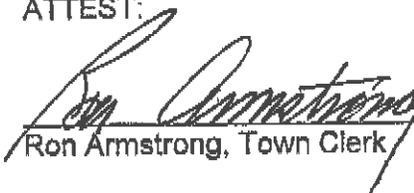
WHEREAS the Mayor and Town Council of Huachuca City desire to have the City Magistrate preside over such matters;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Town Council do hereby approve that the Magistrate serve as Juvenile Hearing Officers in accordance with the authority granted by the Cochise County presiding Superior Court Judge, Wallace R. Hoggatt.

Passed and adopted by the Town Council of The Town of Huachuca City this 8th day of June, 2007,


George Nerhan, Mayor

ATTEST:


Ron Armstrong, Town Clerk

APPROVED AS TO FORM:


Mary Judge Ryan, Town Attorney

RESOLUTION 01-2009**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF TOMBSTONE,
COCHISE COUNTY, ARIZONA, APPROVING THE MAGISTRATE TO HEAR
JUVENILE MATTERS IN THE CITY OF TOMBSTONE COURT, PURSUANT TO
A.R.S. SECTION 8-232**

WHEREAS, the City of Tombstone Magistrate may be authorized by the Presiding Judge to hear cases in which a child under the age of eighteen years on the date of the alleged offense is charged with violating any non-alcohol related provision of the motor vehicle code not declared to be a felony and violations of the City of Tombstone ordinances not pertaining to curfew violations;

WHEREAS, the Mayor and Common Council of the City of Tombstone desire to have the City Magistrate preside over such matters;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Common Council do hereby approve that the Magistrate serve as Juvenile Hearing Officers in accordance with the authority granted by the Cochise County presiding Superior Court Judge, Wallace R. Hoggatt.

Passed and adopted by the Mayor and Common Council of the City of Tombstone this 10th day of March, 2009.



Dustin Escapule, Mayor

ATTEST:



Brenda A. Ikiert, Acting City Clerk

APPROVED AS TO FORM:



P. Randall Bays, City Attorney

IN THE SUPERIOR COURT OF THE STATE OF ARIZONA
IN AND FOR THE COUNTY OF COCHISE

FILED

2011 MAR 21 AM 10:19

ADMINISTRATIVE ORDER NO. 2011-05

MARK SCHEIDT
CLERK OF SUPERIOR COURT
BY
DEPUTY

IN RE: APPOINTMENT OF SUPERIOR COURT JUDGES TO SERVE AS A JUDGE
OF THE JUVENILE DIVISION OF THE SUPERIOR COURT

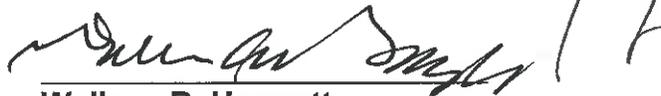
Good cause appearing, it is

ORDERED that each and every currently serving Judge of the Superior Court shall be, and is hereby, appointed to serve as a Judge of the Juvenile Division of the Superior Court.

DATED at Bisbee, Arizona, this 21 day of March, 2011.



Donna M. Beumler
Presiding Juvenile Court Judge



Wallace R. Hoggatt
Presiding Judge

IN THE SUPERIOR COURT OF THE STATE OF ARIZONA
IN AND FOR THE COUNTY OF COCHISE

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148
2011 MAR 21 AM 10:19
CLERK OF SUPERIOR COURT
BY _____
DEPUTY

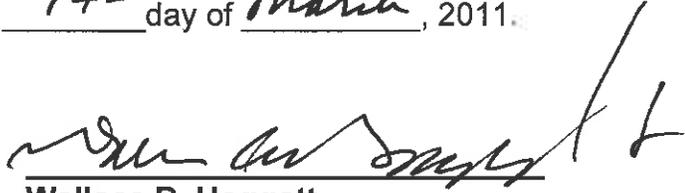
ADMINISTRATIVE ORDER NO. 2011-06

IN RE: DESIGNATION OF SUPERIOR COURT JUDGE TO JUDICIAL MERIT
COMMITTEE

Pursuant to Rule 2, Rules of the Judicial Merit Committee, it is hereby

ORDERED that the Honorable John F. Kelliher, Judge of the Superior Court, is hereby designated by the Presiding Judge to be a member of the Judicial Merit Committee.

DATED at Bisbee, Arizona, this 14th day of March, 2011.



Wallace R. Hoggatt
Presiding Judge

FILED

2011 MAR 24 PM 4:35

MARY ELLEN DUNLAP
CLERK OF SUPERIOR COURT
BY
DEPUTY

IN THE SUPERIOR COURT OF THE STATE OF ARIZONA
IN AND FOR THE COUNTY OF COUNTY OF COCHISE

ADMINISTRATIVE ORDER NO. 2011-07

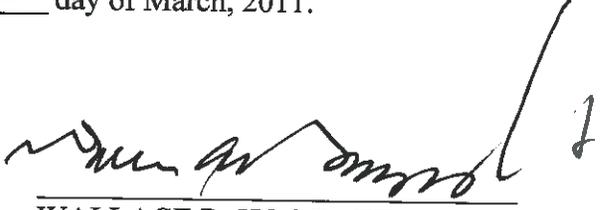
IN RE: APPOINTMENT OF PROBATE REGISTRAR AND DESIGNEES

Pursuant to the provisions of A.R.S. § 14-1307 pertaining to the appointment of Probate Registrar and other designees, it is

ORDERED as follows:

- 1) Mary Ellen Dunlap, Clerk of the Superior Court is designated as Probate Registrar for Cochise County.
- 2) Lori Fox, Fran Ranacelli, Maria Valdivia, Candace Hardt, Stephanie Holly, and Irma Caballero are designated as Assistant Probate Registrars.
- 3) This administrative order supersedes administrative order No. 2011-001 and shall be effective upon the date of signing.

DATED at Bisbee, Arizona, this 24th day of March, 2011.



WALLACE R. HOGGATT
Presiding Judge

IN THE SUPERIOR COURT OF THE STATE OF ARIZONA
IN AND FOR THE COUNTY OF COCHISE

ADMINISTRATIVE ORDER NO. 2011-08

IN RE: ASSIGNMENT OF RETIRED JUDGE

FILED
2011 JUN -6 PM 3:13
MARY ELLEN DUNLAP
CLERK OF SUPERIOR COURT
BY

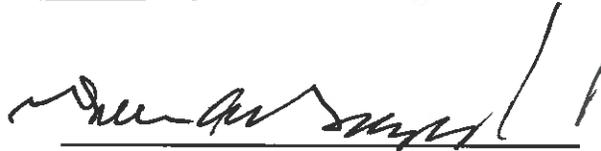
Pursuant to Article VI, Section 20, of the Arizona Constitution, A.R.S. §38-813, and Arizona Supreme Court Administrative Order No. 2001-62, and good cause appearing, it is

ORDERED that the Honorable Stephen M. Desens, retired judge of the superior court, be and is hereby assigned to preside over matters remaining in the Superior Court of Arizona, Cochise County, No. CV2002—856, James L. Bennett, etc., v. Baxter Group, Inc., etc.

It is further **ORDERED** that Judge Desens may be compensated in accordance with Article VI, Section 20, of the Arizona Constitution.

The term of this assignment shall be April 2, 2011 (and this order shall be effective as of that date, *nunc pro tunc*) to and including June 15, 2011.

DATED at Bisbee, Arizona, this 06th day of June, 2011.



WALLACE R. HOGGATT
Presiding Judge

FILED

IN THE SUPERIOR COURT OF THE STATE OF ARIZONA
IN AND FOR THE COUNTY OF COCHISE

2011 JUN 15 PM 1:24

ADMINISTRATIVE ORDER NO. 2011-09

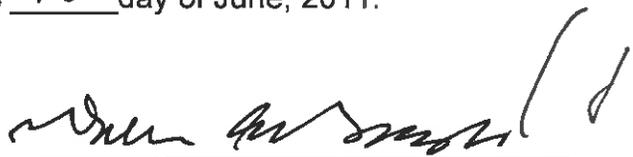
MARY ELLEN DUNLAP
CLERK OF SUPERIOR COURT

BY _____

IN RE: ADVERSE WEATHER AND EXIGENT CIRCUMSTANCE POLICY AND
PROCEDURES

Good cause appearing, the attached and incorporated document entitled
"Cochise County Judicial Adverse Weather and Exigent Circumstance Policy and
Procedures" is hereby **APPROVED**, effective this date.

DATED at Bisbee, Arizona, this 15th day of June, 2011.



WALLACE R. HOGGATT
Presiding judge

**COCHISE COUNTY JUDICIAL
ADVERSE WEATHER AND EXIGENT CIRCUMSTANCE
POLICY & PROCEDURES**

INTRODUCTION

There are times when weather conditions create hazardous travel conditions which may jeopardize the safety of the employees of the courts and of the public who need access to those departments. There are also other circumstances such as environmental issues at the workplace or other emergencies which may necessitate the closure of a court facility. Such adverse weather conditions or other exigent circumstances may differ among the various geographical areas in which court operations are located. While the Presiding Judge of the Superior Court maintains the ultimate authority as to the closure of court facilities, this policy is designed with the intent of the Presiding Judge approving such decisions as made by those department directors who are located in court facilities throughout the county and away from the main courthouse in Bisbee.

Consistent with the Judicial Merit Rules in Cochise County, specifically Rule 2, for the purpose of this policy, department directors include the Judges of the Superior Court, the Clerk of the Court, the Justices of the Peace, the Court Administrator, the Director of Juvenile Court Services and the Chief Adult Probation Officer.

It is the responsibility of each judicial employee to keep current personal contact information and advise the appropriate supervisor of any changes in such information. For the purpose of maintaining an accurate phone tree for emergency contacts, it is the responsibility of department directors to advise the Chief of Security of any changes in personal contact information.

POLICY

Closures Prior to Reporting to Duty

When the determination is made that certain county offices shall be closed due to adverse weather conditions or other exigent circumstances, in conjunction with the Cochise County Adverse Weather Protocol, the Office of Court Administration shall implement the established phone tree to notify departments in affected regions of the county. The department directors shall make the determination, if possible, no later than 6:00 a.m. regarding the closure of court operations in their region. The department director should determine if the closure is expected to be a delayed start or an all day closure based upon the specific weather forecast and conditions (or other circumstances) for the area in which the court is located. The department director shall immediately inform the Presiding Judge and the Office of Court Administration of such a decision.

The Office of Court Administration shall notify the Office of the Board of Supervisors of the County for purposes of public notification about which court facilities will be open or closed and for posting on the county's website (cochise.az.gov). Each department director shall be responsible for notifying their employees of the decision regarding the closure. Employees may also utilize the county website or local news to obtain closure information.

If the court is on a delayed start, employees should be prepared to report to work at 10:00 a.m. unless otherwise advised by their designated court/department supervisors. If a court is determined to have a delayed start, the Office of Court Administration shall be notified and will advise the appropriate county officials so that the updated information may be provided to the public.

If the department director determines that operations shall remain open or will open late, any employee who does not report to work may, at the discretion of the department director, be considered to be on annual or unpaid leave (if they have no accrued annual leave) regardless of the weather conditions in the area in which they live. Pursuant to Rule 14.2 of the Judicial Merit Rules, at the discretion of the department director, an employee may be granted administrative leave with pay when emergency situations exist making it hazardous or impossible for the employee to get to or perform at his/her work station.

Employees who are authorized by their supervisor to report for or remain on duty shall receive straight compensatory time for the number of hours they work while the court/department is otherwise closed.

Closures During Working Hours

If hazardous weather conditions or other exigent circumstances occur during working hours that could impact employee or public safety, the department director may determine that the court facility must close prior to 5:00 p.m. The department director shall notify the Presiding Superior Court Judge and the Office of Court Administration that conditions are such that the welfare and safety of the public and court employees would be at risk.

If the closure of the court facility occurs at a time that may have a significant impact on the public, the Office of Court Administration shall notify the Office of the Board of Supervisors for the purposes of notifying the public of the closure.

Employees who are released from work due to hazardous weather conditions or other exigent circumstances shall be considered to be on paid administrative leave for the duration of their work day.

IN THE SUPERIOR COURT OF THE STATE OF ARIZONA
IN AND FOR THE COUNTY OF COCHISE

FILED

ADMINISTRATIVE ORDER NO. 2011-10

2011 JUN 20 PM 3:58

MARY ELLEN DUNLAP
CLERK OF SUPERIOR COURT

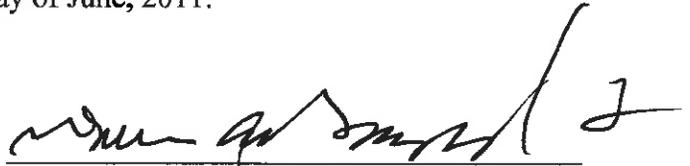
In Re: Clerk of Superior Court, Cochise County

BY _____
DEPUTY

Because of the advisability of having the Clerk of the Superior Court, Cochise County, personally present in this county during the state of emergency, and also because of the current vacancy in the position of Chief Deputy Clerk, and pursuant to Supreme Court Administrative Order No. 2011-74,

IT IS HEREBY ORDERED that Mary Ellen Dunlap, Clerk of the Superior Court, Cochise County, is excused from attending this year's statewide judicial conference and any ancillary meetings.

DATED at Bisbee, Arizona, this 20th day of June, 2011.



WALLACE R. HOGGATT
Presiding Judge

IN THE SUPERIOR COURT OF THE STATE OF ARIZONA
IN AND FOR THE COUNTY OF COCHISE

FILED

2011 JUN 24 PM 3: 12

ADMINISTRATIVE ORDER NO. 2011-11

MARY ELLEN DUNLAP
CLERK OF SUPERIOR COURT

DEPUTY

IN RE: AUTHORIZATION FOR CLERK OF SUPERIOR COURT TO PROVIDE
DOCUMENTS AT NO CHARGE TO VICTIMS OF WILDFIRES

WHEREAS, many residents of Cochise County have lost their homes in the recent wildfires, such as the Monument and Horseshoe 2 Fires, and

WHEREAS, some of those residents may also have lost copies of necessary and important papers, including copies of documents from this court, and

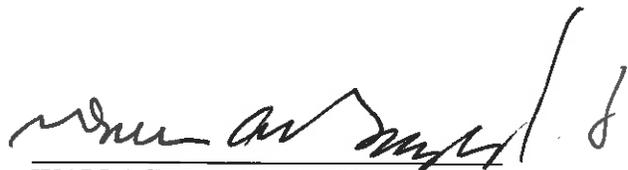
WHEREAS, the Chief Justice of the Supreme Court of Arizona has granted the undersigned, as Presiding Judge of the Superior Court in Cochise County, emergency authority "to adopt and suspend rules and orders as necessary to address the current state of emergency and to take any action concerning court actions that the circumstances require," as set forth in Supreme Court Administrative Order No. 2011-74,

IT IS HEREBY ORDERED that the Clerk of Superior Court in Cochise County is hereby authorized and directed to waive certain copying and certification fees that would otherwise be required by law to the extent set forth in this order. Specifically, the Clerk shall, without charge, provide to any Cochise County resident who this year permanently lost his or her home in a wildfire, if requested by that resident, one certified copy of each of the following documents from the Superior Court in Cochise County pertaining to the requesting person: marriage license or certificate; decree of dissolution of marriage, legal separation, or annulment; order of paternity; child custody order; order of adoption; letters of appointment in probate and guardianship matters; and any other order or document considered by the Clerk, in her reasoned discretion, to be similarly necessary or important to the person making the request.

IT IS FURTHER ORDERED that the Clerk may impose reasonable requirements for anyone requesting copies under the authority of this order to prove identity, residence, and permanent loss. The Clerk may accept an affidavit of permanent loss from a resident in lieu of an official report, and shall have form affidavits available for that purpose.

IT IS FURTHER ORDERED that this Administrative Order shall expire on Friday, July 29, 2011, at 5:00 p.m., and shall have no further force or effect thereafter.

DATED this 24th day of June, 2011.



WALLACE R. HOGGATT
Presiding Judge

IN THE SUPERIOR COURT OF THE STATE OF ARIZONA
IN AND FOR THE COUNTY OF COCHISE

FILED

2011 JUN 28 AM 9:17

ADMINISTRATIVE ORDER NO. 2011-12

MARY ELLEN DURLAP
CLERK OF SUPERIOR COURT

IN RE: APPOINTMENT OF SUPERIOR COURT JUDGES PRO TEMPORE, JUVENILE
COURT COMMISSIONERS AND JUSTICES OF THE PEACE PRO TEMPORE

Good cause appearing and with the approval of the Arizona Supreme Court and the Cochise County Board of Supervisors, it is **ORDERED**:

Donna M. Beumler

Is hereby reappointed as Superior Court Judge Pro Tempore under the following terms and conditions:

For specialized assignments as determined by the presiding judge necessary to assist the court in the orderly administration of justice and contingent upon available funding.

Gerald F. Till

Is hereby reappointed as Juvenile Court Commissioner and is dually assigned as a Superior Court Judge Pro Tempore under the following terms and conditions:

- A. As assigned to the Juvenile Drug Court Program;
- B. Other assignments in the juvenile court as determined by the presiding judge of the juvenile court;
- C. Other judicial assignments as assigned by the presiding judge and weekend or holiday initial appearance calendars as assigned by the presiding justice of the peace, all of such assignments contingent upon available funding.

Margaret Macartney
Ann Battaglia Roberts

Are hereby reappointed as Juvenile Court Commissioners and are dually assigned as Superior Court Judges Pro Tempore under the following terms and conditions:

- A. As assigned to the Juvenile Drug Court Program;
- B. Other assignments in the juvenile court as determined by the presiding judge of the juvenile court and contingent upon available funding.

Leslie Sansone

Is hereby reappointed as Justice of the Peace Pro Tempore for Justice Court Precinct Five under the following terms and conditions:

- A. As assigned by the Precinct Five Justice of the Peace for coverage of the court's calendar and for emergencies;

B. Not to exceed the number of weekly hours as provided in the adopted budget for this service.

Ann S. Lund

Is hereby reappointed as Justice of the Peace Pro Tempore on a county-wide basis under the following terms and conditions:

On an emergency basis where no other elected justices of the peace are available or otherwise able to conduct a necessary hearing.

Said Superior Court Judges Pro Tempore, Juvenile Court Commissioners and Justices of the Peace Pro Tempore shall submit time records in the performance of the above stated duties for hourly pay calculations and payment to the Office of the Court Administrator of this court.

The term of these appointments is July 1, 2011, to and including June 30, 2012.

DATED at Bisbee, Arizona, this 27th day of June, 2011.



WALLACE R. HOGGATT
Presiding Judge

IN THE SUPREME COURT OF THE STATE OF ARIZONA

In the Matter of:)
)
APPOINTMENT OF JUDGES PRO)
TEMPORE TO THE SUPERIOR COURT)
OF THE STATE OF ARIZONA IN AND)
FOR THE COUNTY OF COCHISE)
_____)

PRO TEMPORE ORDER
No. 2011 - 21

The presiding judge of the Superior Court of Arizona in Cochise County has requested the appointment of judges pro tempore to serve in that court for the purpose of enhancing the court's ability to process cases. Therefore, pursuant to A.R.S. § 12-141,

IT IS ORDERED that the following individuals are appointed judges pro tempore to serve the Superior Court in Cochise County for terms beginning on July 1, 2011 and ending June 30, 2012, in accordance with A.R.S. §§ 12-141 et. seq., and will serve as assigned by the presiding judge.

Donna M. Beumler State Bar #014117
Kimberly A. Corsaro State Bar #014875

IT IS FURTHER ORDERED that these appointments are conditioned upon the approval of the Cochise County Board of Supervisors pursuant to A.R.S. § 12-141, and upon the Superior Court in Cochise County obtaining appropriate funding from whatever source for the compensation due to said appointees pursuant to A.R.S. § 12-142(C) and A.R.S. § 12-143 for service as judges pro tempore.

DATED this 14th day of June, 2011.

REBECCA WHITE BERCH
Chief Justice

IN THE SUPREME COURT OF THE STATE OF ARIZONA

In the Matter of:)
)
APPOINTMENT OF COURT)
COMMISSIONERS TO SERVE AS)
JUDGES PRO TEMPORE IN THE)
SUPERIOR COURT OF THE STATE)
OF ARIZONA IN AND FOR THE)
COUNTY OF COCHISE)
)

PRO TEMPORE ORDER
No. 2011 - 22

The presiding judge of the Superior Court of Arizona in Cochise County has requested the appointment of court commissioners to serve as judges pro tempore in that court for the purpose of enhancing the court's ability to process cases. Therefore, pursuant to A.R.S. § 12-141,

IT IS ORDERED that the following individuals are appointed judges pro tempore to serve the Superior Court in Cochise County for terms beginning July 1, 2011, and ending June 30, 2012, in accordance with A.R.S. §§ 12-141 et. seq., and will serve as assigned by the presiding judge.

Margaret McCartney	State Bar #013312
Ann Battaglia Roberts	State Bar #018233
Gerald F. Till	State Bar #004028

IT IS FURTHER ORDERED that these appointments are conditioned upon the approval of the Cochise County Board of Supervisors pursuant to A.R.S. § 12-141, and upon the agreement by the appointees to serve for no additional compensation or benefits, fiscal or otherwise, other than that to which they are entitled as Superior Court Commissioners, as provided in A.R.S. § 12-142(C) and A.R.S. § 12-143 for services as judges pro tempore.

DATED this 14th day of June, 2011.

REBECCA WHITE BERCH
Chief Justice

Ferrara, Karen

From: Coakley, Faye [FCoakley@cochise.az.gov]
Sent: Tuesday, May 31, 2011 3:20 PM
Subject: Ferrara, Karen
FW: agenda item approval?

Here's the approval.

F

From: Howard, Katie
Sent: Tuesday, May 31, 2011 3:18 PM
To: Coakley, Faye
Cc: Motter, Gussie
Subject: RE: agenda item approval?

Hi Faye,

Your item appearing on the May 24th Board of Supervisors regular meeting Agenda --

Court Administration

5. Approve reappointments of Superior Court Judge Pro Tempore, Donna M. Beumler, pursuant to ARS 12-141; Juvenile Court Commissioners/Judges Pro Tempore Margaret Macartney, Ann Battaglia-Roberts and Gerald F. Till, pursuant to ARS 8-231 and 12-141; and approve authorization to call upon an appropriately appointed Superior Court Judge Pro Tempore from another county in extenuating circumstances pursuant to ARS 12-144; Justice Court Precinct Five Pro Tempore, Leslie Sansone and county-wide Justice of the Peace Pro Tempore Ann S. Lund (for emergency coverage), both pursuant to ARS 22-121; and approve authorization to call upon an appropriately-appointed Justice of the Peace Pro Tempore from another county in extenuating circumstances pursuant to ARS 22-122 for the period beginning July 1, 2011 to and including June 30, 2012.

was approved unanimously as a part of the Consent Agenda.

Thank you,

Katie Howard
Clerk of the Board
520/ 432-9204
khoward@cochise.az.gov

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**IN THE SUPERIOR COURT OF THE STATE OF ARIZONA
IN AND FOR THE COUNTY OF COCHISE**

ADMINISTRATIVE ORDER NO. 2011-13

FILED

2011 AUG 12 PM 12:13

MARY ELLEN DUNLAP
CLERK OF SUPERIOR COURT

BY _____

CERTIFIED

**IN RE: KEEPING OF THE OFFICIAL RECORD
(Supplementing Cochise County Administrative Order No. 2006-18)**

WHEREAS, Cochise County Administrative Order No. 2006-18 requires the implementation of policies regarding the use of any courtroom digital recording system, and

WHEREAS, the Superior Court of Arizona in Cochise County currently uses a digital recording system called For the Record (FTR), and

WHEREAS, the purpose of using FTR in the courtroom is to assist the Clerk of the Superior Court and her deputies in preparing minute entries, and

WHEREAS, FTR creates an electronic verbatim record, and

WHEREAS, Rule 123(d)(4), Rules of the Supreme Court, states that electronic verbatim recordings made by a courtroom clerk or at the clerk's direction and used in preparing minute entries are closed to the public, and

WHEREAS, Section 1-602(D)(4)(a), Arizona Code of Judicial Administration, provides that when a certified court reporter reports a superior court proceeding, the court reporter's record shall serve as the official record, taking priority over an electronic recording such as FTR, and

WHEREAS, there are occasions that, when a court reporter is unavailable and in the interest of justice, the Superior Court may order that an FTR recording may be designated as the official record of certain proceedings,

NOW, THEREFORE, IT IS HEREBY ORDERED:

A. Unless and until a judge of this court orders that FTR recordings serve as the official record of any proceedings, no FTR recordings shall be open or available to the parties or the public, and they shall be used only by the court or the clerk in preparation of minute entries.

B. In the absence of a certified court reporter available to take any proceeding, the court may direct that the FTR recording of that proceeding serve as the official record. The court may act on its own initiative or may do so if requested by a party at the beginning of the subject proceeding.

C. If a judge orders that an FTR recording serves as the official record, it shall be open to the public.

D. Any FTR recording which is not designated by the court as an official record of the proceedings need not be stored by the Clerk or Court Administration beyond the time reasonably necessary for use as reference in the preparation of minute entries and may be destroyed thereafter.

E. The Clerk or Court Administration may charge a requesting party a reasonable amount for materials in copying any FTR recording which has been designated by a judge as the official record.

F. FTR shall be used only while court is in session and shall be turned off when court is in recess.

G. All courtroom clerks shall be trained on the use of FTR by the Court's designated field trainer.

H. This order applies only to the Superior Court, not to any justice or municipal courts.

DATED at Bisbee, Arizona, this 12th day of August, 2011.



WALLACE R. HOGGATT
Presiding Judge

IN THE SUPERIOR COURT OF THE STATE OF ARIZONA
IN AND FOR THE COUNTY OF COCHISE

FILED

2011 OCT -3 PM 1:50

ADMINISTRATIVE ORDER NO. 2011-014

MARY ELLEN DUNLAP
CLERK OF SUPERIOR COURT

IN RE: ASSIGNMENT OF RETIRED JUDGE

BY _____
DEPUTY

Pursuant to Article VI, Section 20, of the Arizona Constitution, A.R.S. §38-813, and Arizona Supreme Court Administrative Order No. 2001-62, and good cause appearing, it is

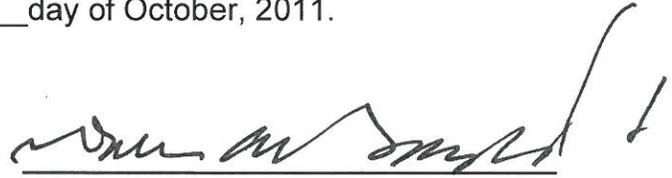
ORDERED the Honorable Stephen M. Desens, retired judge of the superior court, be and is hereby assigned over matters pertaining to the following case in the Superior Court of Cochise County:

SV20100003 – In the Interests of Sheri Long and Alex Torres

It is further **ORDERED** that Judge Desens shall be compensated pursuant to Article VI, Section 20, of the Arizona Constitution.

The term of this assignment is October 10, 2011, to and including December 10, 2011.

DATED at Bisbee, Arizona, this 03rd day of October, 2011.



WALLACE R. HOGGATT
Presiding Judge

FILED

2011 OCT 31 PM 4:31

MARY ELLEN DUNLAP
CLERK OF SUPERIOR COURT

BY _____
DEPUTY

**IN THE SUPERIOR COURT OF THE STATE OF ARIZONA
IN AND FOR THE COUNTY OF COCHISE**

ADMINISTRATIVE ORDER NO. 2011-15

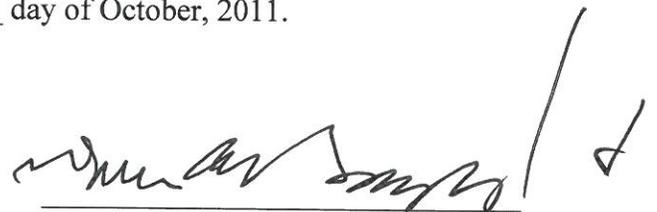
IN RE: APPOINTMENT OF PROBATE REGISTRAR AND DESIGNEES

Pursuant to the provisions of A.R.S. § 14-1307 pertaining to the appointment of Probate Registrar and other designees, it is

ORDERED as follows:

- 1) Mary Ellen Dunlap, Clerk of the Superior Court is designated as Probate Registrar for Cochise County.
- 2) Kathryn Chavez, Maria Valdivia, Candace Hardt are designated as Assistant Probate Registrars.
- 3) This administrative order supersedes administrative order No. 2011-07 and shall be effective upon the date of signing.

DATED at Bisbee, Arizona, this 31st day of October, 2011.



WALLACE R. HOGGATT
Presiding Judge

FILED

2011 NOV 29 PM 2:15

MARY ELLEN DUNLAP
CLERK OF SUPERIOR COURT
BY _____
DEPUTY

**IN THE SUPERIOR COURT OF THE STATE OF ARIZONA
IN AND FOR THE COUNTY OF COUNTY OF COCHISE**

ADMINISTRATIVE ORDER NO. 2011-16

IN RE: APPOINTMENT OF PROBATE REGISTRAR AND DESIGNEES

Pursuant to the provisions of A.R.S. § 14-1307 pertaining to the appointment of Probate Registrar and other designees, it is

ORDERED as follows:

- 1) Mary Ellen Dunlap, Clerk of the Superior Court is designated as Probate Registrar for Cochise County.
- 2) Kathryn Chavez, Kelly Jarrell, Stephanie Delk, and Candace Hardt are designated as Assistant Probate Registrars.
- 3) This administrative order supersedes administrative order No. 2011-15 and shall be effective upon the date of signing.

DATED at Bisbee, Arizona, this 29th day of November, 2011.



WALLACE R. HOGGATT
Presiding Judge

IN THE SUPERIOR COURT OF THE STATE OF ARIZONA
IN AND FOR THE COUNTY OF COCHISE

FILED

2011 DEC 13 PM 3:47

ADMINISTRATIVE ORDER NO. 2011-017

CAROL ELLEN DUNLAP
CLERK OF SUPERIOR COURT

BY _____
DEPUTY

IN RE: Robert L. Stewart, Constable of the Justice Court, Precinct 4, Cochise County

WHEREAS, Robert L. Stewart, Constable of the Justice Court, Precinct 4, Cochise County, has pleaded guilty to and been sentenced for a class 4 felony, specifically, attempted aggravated assault with a firearm, in Superior Court, Cochise County, No. CR2011-301, *and*

WHEREAS, the crime was committed while Constable Stewart attempted to serve process, *and*

WHEREAS, Constable Stewart's felony conviction and sentence have called into question his ability and qualifications to continue as constable, *and*

WHEREAS, *Clark v. Campbell*, 219 Ariz. 66, 193 P.3d 320 (App. 2008), recognizes the authority of presiding judges to supervise and discipline constables,

IT IS HEREBY ORDERED:

A. Robert L. Stewart is SUSPENDED as Constable of the Justice Court, Precinct 4, Cochise County, effective on December 12, 2011, the date he was sentenced in CR2011-301.

B. Mr. Stewart shall immediately provide to The Honorable Trevor J. Ward, Justice of the Peace for Precinct 4, any badge, identification card, or other public property provided to him in his position as constable.

C. On Thursday, January 05, 2012, the undersigned Presiding Judge will consider, in chambers, whether to make this suspension permanent and whether other orders should be imposed.

D. Mr. Stewart may submit to the undersigned Presiding Judge any letter or memorandum he would like considered. Any such letter or memorandum must actually be received in the office of the undersigned by the close of business on Wednesday, January 04, 2012.

DATED at Bisbee, Arizona, this 13th day of December, 2011.



WALLACE R. HOGGATT
Presiding Judge