

MUNICIPAL COURT, CITY OF GREELEY 1001 11 th Avenue, City Center South, Greeley, CO 80631 Phone (970) 350-9230 Facsimile (970)350-9231 mccourt@greeleygov.com	▲ COURT USE ONLY ▲
THE CITY OF GREELEY, BY AND ON BEHALF OF THE PEOPLE OF THE STATE OF COLORADO,	
	Administrative Order 2020-1
ADMINISTRATIVE ORDER REGARDING COVID-19 AND MUNICIPAL COURT	

Under orders by Greeley Mayor John Gates and the City Manager, all non-essential services of the City have been suspended until March 30th, 2020. The suspension of services may be extended or re-enacted after that date due to the concerns and public safety surrounding COVID-19.

As such, Greeley Municipal Court cannot function as regularly scheduled. When the Court is under such closure, the Municipal Court will attempt to call and reschedule cases as set. The Probation department will call and reset their appointments as well. People may also call or email to reset cases if they are feeling ill during our regular open hours of Monday through Friday 8:00 am to 5:00 pm. The information to call or email are at the bottom of this Order.

A large number of people prefer to pay their fines and fees in person under our payment schedules set up with the Court Clerk’s Office. During this time, the Court is authorizing payments over the phone for cases that have already made a payment schedule. People may also mail in their payments or use the payment box outside the entryway of Municipal Court. People wishing to make a plea may do so on the Greeley Municipal Court website and pay by credit card. The Court will make plea by mail options available upon request for cases that allow such an option.

The Court will still hold bond hearings as scheduled for persons that have been arrested on a Greeley Municipal Court warrant. Court Appointed Arraignment Council will still be available to speak with in-custody defendants before any hearing is held. Hearings will be held by video (preferred) or by phone if video is unavailable.

Any trials that have been set during the mandated closure will be required to be reset. The preference is to reset any trial within the previously determined Speedy Trial date. Under Colorado Municipal Court Rules of Procedure times may be expanded which would include setting trials outside of Speedy Trial.

Rule 245 Time, part (b) Enlargement.

When an act is required or allowed to be performed at or within a specified time, the court for cause shown may at any time in its discretion:

- (1) Upon motion, with or without notice, order the period enlarged if application therefor is made before expiration of the period originally prescribed or of that period as extended by a previous order; or
- (2) Upon motion permit the act to be done after expiration of the specified period if the failure to act on time was the result of excusable neglect.

As of this Order being written, there is one trial set though other cases may be affected if the closure is extended. Notice resetting trials affected by the closure will be sent to the Defendant and the City Attorney's Office. Any subpoenas for witnesses will need to be reserved as they will not be present before Court to be continued on the record.

People who fail to contact the Court to reset, fail to reset with Probation, fail to make pleas online or by mail are subject to have either warrants issued or have their traffic infraction cases receive a default order.

Dated: March 16, 2020

By the Court,

By 

Mark C. Gonzales
Presiding Municipal Judge

Greeley Municipal Court
Monday – Friday 8:00 am to 5:00 pm
(970) 350-9230 (main line)

Greeley Probation Department
(970) 350-9246

Greeley Municipal Court email
<mailto:mccourt@Greeleygov.com>

Greeley Municipal Court website
<http://greeleygov.com/government/court>