

IN THE CITY COURT OF SCOTTSDALE
Maricopa County, State of Arizona

IN THE MATTER OF)
DESIGNATING MINISTERIAL)
ACTS TO COURT STAFF)

COURT ORDER
No. 2025-05
(Replace Court Order 2014-02)

The Court having considered options for better achieving swift, fair justice in the disposition of civil traffic violation cases,

IT IS ORDERED, as provided by ARS § 28-1596, each defendant who wishes to admit the allegations shall be informed of the defendant's right to appear before a judicial officer and present an explanation, and to have the court consider the explanation in determining the civil penalty to be imposed.

IT IS FURTHER ORDERED those court clerks who are designated by this court shall take the following actions:

- A. For failing to present proof of insurance [ARS § 28-4135(B) and (C) only]:
On or before the date and time specified on the citation for court appearance, if the person provides proof that the vehicle was insured at the time the violation occurred, the clerk shall dismiss the charge. Acceptable forms of proof are:
 - 1. Presentation of an insurance card or insurance policy document that reflects that the motor vehicle was insured at the time the violation occurred; or
 - 2. Presentation of an insurance policy that meets financial responsibility requirements of this state, and the policy insured the person and the motor vehicle the person was operating at the time the person received the citation, regardless of whether the motor vehicle was named in the policy.
- B. For failure to possess a driver's license while operating a motor vehicle [ARS §28-3169]:
On or before the date and time specified on the citation for court appearance, if the person presents an acceptable form of proof that his or her driver's license was current at the time the violation occurred, the clerk shall dismiss the charge. Acceptable forms of proof are:
 - 1. Presentation of the person's driver's license that was valid at the time the violation occurred, or presentation of a duplicate driver license issued to the person that was valid at the time the violation occurred.

IT IS FURTHER ORDERED that for cases in which default fees paid equals or exceeds the dollar amount of the original sentence, a court manager or above may review the case for suspension of any remaining default fees if:

- A. The case is post adjudicated and in collections, and
- B. The defendant is able and willing to pay the remaining fines/fees after default fees are suspended, in a timeframe established by the court.

IT IS FURTHER ORDERED that all cases must be referred to a judicial officer for resolution if:

- A. If the case is in default for failure to appear or has a pending warrant, or
- B. The authenticity of any documentary evidence is at issue, or
- C. The case is in default status, or the defendant has failed to meet the deadlines set by the court, and the defendant wants to take any action other than pay, or
- D. Any party requests the opportunity to be heard by a judge as provided by ARS § 28-1596, or
- E. The clerk is presented with any issue for which specific direction is not provided in this order.

Dated this.15th day of May 2025

/s/

Marianne T. Bayardi
Presiding Judge