

THE CIRCUIT COURT OF JACKSON COUNTY, MISSOURI

IN RE: 3<sup>rd</sup> AMENDED JUDICIAL ASSIGNMENTS  
FOR JANUARY 1, 2024 THROUGH DECEMBER 31, 2024

ADMINISTRATIVE ORDER NO. 2024 -049

CIRCUIT JUDGE ASSIGNMENTS

This order amends Administrative Order No. 2024-014. Pursuant to Paragraph 2, Section 478.240 R.S.Mo. and applicable local rules, assignments for Circuit Judges of this Court effective July 1, 2024, through December 31, 2024, are as follows:

Division 1	(KC)	Civil/Criminal/Domestic Docket (Jan. 1 – Jun. 30) Criminal “A”; CAFA cases (July 1 – Dec. 31)
Division 2	(IN)	Civil/Criminal/Domestic Docket
Division 3	(KC)	Criminal “A”; CAFA cases; Adult Abuse/Orders of Protection (Jan. 1 – Jun. 30) Civil/Criminal/Domestic Docket (July 1 – Dec. 31)
Division 4	(KC)	Civil/Criminal/Domestic Docket
Division 5	(IN)	Civil/Criminal/Domestic Docket
Division 6	(KC)	Civil/Criminal/Domestic Docket
Division 7	(KC)	Civil/Criminal/Domestic Docket
Division 8	(KC)	Civil/Criminal/Domestic Docket
Division 9	(KC)	Civil/Criminal/Domestic Docket
Division 10	(IN)	Civil/Criminal/Domestic Docket
Division 11	(KC)	Civil/Criminal/Domestic Docket
Division 12	(FC)	Family Court Administrative Judge
Division 13	(KC)	Civil/Criminal/Domestic Docket
Division 14	(KC)	Civil/Criminal/Domestic Docket
Division 15	(KC)	Presiding Judge, Urban Core Docket, Delinquent Land Tax Docket
Division 16	(IN)	Civil/Criminal/Domestic Docket
Division 17	(IN)	Civil/Criminal/Domestic Docket
Division 18	(KC)	Civil/Criminal/Domestic Docket
Division 19	(KC/IN)	Probate-Mental Health/Sexual Predators/Trusts/Other Probate Actions and Will Contests

## ASSOCIATE CIRCUIT JUDGE ASSIGNMENTS

Pursuant to Paragraph 2, Section 478.240 R.S.Mo. and applicable local rules, assignments for Associate Circuit Judges of this Court for the period beginning July 1, 2024, through December 31, 2024, are as follows:

Division 25 (KC)

### Criminal—

- Jury trials pursuant to Sections 479.130 and 479.200 R.S.Mo., and jury trials of other cases in which the highest charge is a misdemeanor. When a jury trial demand is made in such cases, the Associate Circuit Judges responsible for assignment of criminal cases to trial divisions will do so by rotation.

### Civil—

- Non-jury Section 517.011 R.S.Mo. Cases, incl.:
  - General Docket
  - Small Claims
  - Driver Cases
  - Landlord-Tenant Cases
- Jury Trials of unlawful detainer matters when a jury trial demand is made.
- Ejectment Cases
- Expungement Cases
- Declaratory Judgments Actions Involving Motor Vehicles

### Family Court—

- Domestic Relations (uncontested cases)
- Change of Names

Division 26 (KC)

### Criminal—

- Criminal ACJ cases for Initial Arraignment and Preliminary Hearing, Felony and Misdemeanor Pleas and Circuit Arraignment and assignment for guilty pleas in Division 26.
- Criminal cases for Circuit Arraignment/Assignment to Trial Division
- Municipal Appeals

Division 27 (KC)

### Civil—

- Non-jury Section 517.011 R.S.Mo. Cases, incl.:
  - General Docket
  - Small Claims
  - Driver Cases
  - Landlord-Tenant Cases
- Ejectment Cases
- Expungement Cases
- Declaratory Judgments Actions Involving Motor Vehicles

### Family Court—

- Domestic Relations (uncontested cases)
- Change of Names

Division 28	(IN)	<p><u>Criminal</u>—</p> <ul style="list-style-type: none"> <li>• Criminal ACJ Drug and Alcohol cases, and cases filed under Chapter 566 R.S.Mo. and Sections 568.070, 568.080 and 568.090 R.S.Mo., for warrant review and case filing.</li> <li>• Bad Check</li> <li>• Municipal Ordinance Violations</li> </ul> <p><u>Civil</u>—</p> <ul style="list-style-type: none"> <li>• Non-jury Section 517.011 R.S.Mo. Cases, incl.: <ul style="list-style-type: none"> <li>◦ Driver Cases (except Refusals)</li> </ul> </li> <li>• Declaratory Judgments Actions Involving Motor Vehicles</li> </ul> <p><u>Family Court</u>—</p> <ul style="list-style-type: none"> <li>• Domestic Relations (contested cases)</li> </ul>
Division 29	(KC)	<p><u>Criminal</u>—</p> <ul style="list-style-type: none"> <li>• Jury trials pursuant to Sections 479.130 and 479.200 R.S.Mo., and jury trials of other cases in which the highest charge is a misdemeanor. When a jury trial demand is made in such cases, the Associate Circuit Judges responsible for assignment of criminal cases to trial divisions will do so by rotation.</li> </ul> <p><u>Civil</u>—</p> <ul style="list-style-type: none"> <li>• Non-jury Section 517.011 R.S.Mo. Cases, incl.: <ul style="list-style-type: none"> <li>◦ General Docket</li> <li>◦ Small Claims</li> <li>◦ Driver Cases</li> <li>◦ Landlord-Tenant Cases</li> </ul> </li> <li>• Jury Trials of unlawful detainer matters when a jury trial demand is made.</li> <li>• Ejectment Cases</li> <li>• Expungement Cases</li> <li>• Declaratory Judgments Actions Involving Motor Vehicles</li> <li>• Business Personal Property Tax Cases</li> </ul> <p><u>Family Court</u>—</p> <ul style="list-style-type: none"> <li>• Domestic Relations (uncontested cases)</li> <li>• Change of Names</li> </ul>
Division 30	(IN)	<p><u>Criminal</u>—</p> <ul style="list-style-type: none"> <li>• Jury trials pursuant to Sections 479.130 and 479.200 R.S.Mo., and jury trials of other cases in which the highest charge is a misdemeanor. When a jury trial demand is made in such cases, the Associate Circuit Judges responsible for assignment of criminal cases to trial divisions will do so by rotation.</li> </ul>

Division 30 (cont.)

Civil—

- Non-jury Section 517.011 R.S.Mo. Cases, incl.:
  - Landlord-Tenant Cases
- Jury Trials of unlawful detainer matters when a jury trial demand is made.
- Ejectment Cases

Family Court—

- Domestic Relations (contested and uncontested cases)
- Change of Names

Division 31 (KC)

Criminal—

- Jury trials pursuant to Sections 479.130 and 479.200 R.S.Mo., and jury trials of other cases in which the highest charge is a misdemeanor. When a jury trial demand is made in such cases, the Associate Circuit Judges responsible for assignment of criminal cases to trial divisions will do so by rotation.

Civil—

- Non-jury Section 517.011 R.S.Mo. Cases, incl.:
  - Small Claims
  - Driver Cases
  - Landlord-Tenant Cases
- Jury Trials of unlawful detainer matters when a jury trial demand is made.
- Ejectment Cases
- Expungement Cases
- Declaratory Judgments Actions Involving Motor Vehicles

Family Court—

- Adult Abuse/Orders of Protection

Division 32 (IN)

Criminal—

- Criminal ACJ cases, except Drug and Alcohol Cases, and cases filed under Chapter 566 R.S.Mo. and Sections 568.070, 568.080 and 568.090 R.S.Mo., for Initial Arraignment, Preliminary Hearing, Felony and Misdemeanor Pleas and Circuit Arraignment and assignment for guilty pleas in Division 32.
- Traffic/Gaming/Conservation/Railroad/Alcohol & Tobacco Control
- Jury trials pursuant to Sections 479.130 and 479.200 R.S.Mo., and jury trials of other cases in which the highest charge is a misdemeanor. When a jury trial demand is made in such cases, the Associate Circuit Judges responsible for assignment of criminal cases to trial divisions will do so by rotation.

Civil—

- Non-jury Section 517.011 R.S.Mo. Cases, incl.:
  - General Docket
  - Driver Cases (Refusals only)
- Declaratory Judgments Actions Involving Motor Vehicles

Division 33 (IN)

Criminal—

- Criminal ACJ Drug and Alcohol cases, and cases filed under Chapter 566 R.S.Mo. and Sections 568.070, 568.080 and 568.090 R.S.Mo., for Initial Arraignment, Preliminary Hearing, Felony and Misdemeanor Pleas and Circuit Arraignment and assignment for guilty pleas in Division 33.
- Criminal cases, except Drug and Alcohol cases, and cases filed under Chapter 566 R.S.Mo. and Sections 568.070, 568.080 and 568.090 R.S.Mo., for Circuit Arraignment/Assignment to Trial Division.
- Municipal Appeals
- Municipal Ordinance Violations

Civil—

- Non-jury Section 517.011 R.S.Mo. Cases, incl.:
  - General Docket
  - Small Claims
- Expungement Cases
- Declaratory Judgments Actions Involving Motor Vehicles
- Tax Cases

Family Court—

- Adult Abuse/Orders of Protection

Division 34 (IN)

Criminal—

- Criminal Drug and Alcohol cases, and cases filed under Chapter 566 R.S.Mo. and Sections 568.070, 568.080 and 568.090 R.S.Mo., for Circuit Arraignment/Assignment to Trial Division.
- Jury trials pursuant to Sections 479.130 and 479.200 R.S.Mo., and jury trials of other cases in which the highest charge is a misdemeanor. When a jury trial demand is made in such cases, the Associate Circuit Judges responsible for assignment of criminal cases to trial divisions will do so by rotation..

Civil—

- Non-jury Section 517.011 R.S.Mo. Cases, incl.:
  - Landlord-Tenant Cases
- Jury Trials of unlawful detainer matters when a jury trial demand is made.
- Ejectment Cases

Family Court—

- Domestic Relations (contested cases)

## COMMISSIONER ASSIGNMENTS

Pursuant to Missouri Statutes and applicable local rules, and as appointed by the Court en banc or a member thereof designated by law as the appointing authority, assignments for Commissioners of this Court for the period beginning July 1, 2024, through December 31, 2024, are as follows:

Division 19	(KC/IN)	Probate (Commissioner)
Division 19	(KC/IN)	Probate (Deputy Commissioner)
Division 40	(FC)	Family Court—Juvenile
Division 41	(KC)	Family Court—Juvenile
Division 42	(IN)	Family Court—Domestic Relations
Division 43	(KC)	Family Court—Domestic Relations
Division 44	(FC)	Family Court—Juvenile
Division 45	(FC)	Family Court—Juvenile
Division 50	(KC/IN)	Treatment Court

### IT IS FURTHER ORDERED THAT:

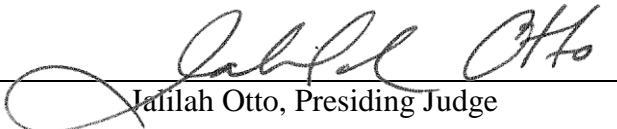
1. Cases shall be scheduled for jury trial by the Circuit Judges in accordance with the attached 12-week cycles. The schedules may be deviated from only in accordance with local rule 6.2.
2. As a result of changes/modifications in Supreme Court Rules regarding setting of bonds and reviewing bonds in criminal cases, each division is responsible for bond hearings in all cases assigned to that division. In the event a division is unavailable to schedule bond hearings, that division shall identify another division to schedule such hearings in the absence of the first division.
3. All cases filed pursuant to the Criminal Activity Forfeiture Act (Sections 513.600 through 513.651 and 195.140 R.S.Mo.), referred to herein as CAFA cases, shall be assigned to the Circuit Court Judge assigned to Criminal “A”.
4. All cases filed pursuant to Section 589.401 R.S.Mo., seeking removal of a defendant from the Sex Offender Registry, shall be filed in Circuit Court as a new civil action using the appropriate case code (X6-CC Remove Name Sex Offender Reg). Such cases shall be assigned to the Circuit or Associate Circuit division that sentenced the defendant, *provided however*, that any such cases which would be assigned to a judge / division serving an administrative or special assignment (the Presiding Judge, Family Court Administrative Judge, Criminal A Circuit Judge, Criminal A Associate Circuit Judge) shall be randomly assigned to and between all other Circuit and Associate Circuit judges.

5. In accordance with Local Rules 84.1 and 84.2, all post judgment motions and applications filed in domestic and civil cases, respectively, will be assigned to the judge who rendered the last judgment. *However*, as further provided in such rules, any such matters which would be assigned to a judge / division serving an administrative or special assignment (the Presiding Judge, Family Court Administrative Judge, Criminal A Circuit Judge, Criminal A Associate Circuit Judge) shall be reassigned to another judge currently assigned to an appropriate domestic or civil docket, respectively, by rotation. Such assignment shall be for the purpose of the current motion or application only in domestic cases and for all further proceedings in the case in civil cases. In addition, for domestic cases, the Court may suspend the application of Local Rule 84.1 by agreement of the judges involved or by order of the Presiding Judge.
6. All motions filed pursuant to Missouri Supreme Court Rules of Criminal Procedure 24.035 or 29.15 shall be assigned to the Circuit or Associate Circuit division that entered the criminal judgment of conviction against the defendant.
7. Driver cases, as referred to herein, shall include Petitions for Trial de Novo from Administrative Revocations or Suspensions, Applications for Hardship Driving Privilege, Applications for Hearing on Refusal to Submit to a Chemical Test (referred to herein as “Refusals”), and Petitions for Review. The Associate Circuit Judges of Divisions 25, 27, 29, and 31 shall hear those cases filed in Kansas City and the Associate Circuit Judges of Divisions 28 and 32 shall hear those cases filed in Independence.
8. Expungement cases, as referred to herein, shall include all Petitions for Expungement filed pursuant to Sections 610.123, 610.130, 610.140, or 610.145 R.S.Mo. The Associate Circuit Judges of Divisions 25, 27, 29, and 31 shall hear those cases filed in Kansas City and the Associate Circuit Judge of Division 33 shall hear those cases filed in Independence.
9. All matters related to the expungements of marijuana related offenses, whether automatic or pursuant to the filing of a petition, shall be assigned to the Circuit or Associate Circuit division that sentenced the defendant for the offense under consideration for expungement.
10. The Associate Circuit Judges of Divisions 25, 27, 29, and 31 shall hear collection and landlord tenant matters filed at Kansas City by certain firms and entities pursuant to a schedule prepared by the Director of Civil Records. Such schedule shall take into account both the volume of cases filed by such firm or entity, and how recently such firm or entity was assigned to a particular division in order to create a relatively even distribution of anticipated filings across such divisions over the course of the calendar year.
11. The Associate Circuit Judges of Divisions 32 and 33 shall hear general civil cases filed at Independence pursuant to a schedule prepared by the Director of Civil Records. Such schedule shall take into account both the volume of cases filed by certain firms or entities, and how recently such firm or entity was assigned to a particular division in order to create a relatively even distribution of anticipated filings across such divisions over the course of the calendar year.
12. The Associate Circuit Judge of Divisions 28 shall hear all ordinance violations from the municipalities of Lake Lotawana and Lake Tapawingo. The Associate Circuit Judge of Divisions 33 shall hear all ordinance violations from the municipality of Lone Jack.

13. The Associate Circuit Judge of Division 34 shall hear all pro se Landlord-Tenant cases filed at Independence. The Associate Circuit Judges of Divisions 30 and 34 shall hear Landlord-Tenant cases filed at Independence by law firms pursuant to a schedule prepared by the Director of Civil Records as agreed to by those judges.
14. In accordance with Paragraph 1, Section 478.072 R.S.Mo., all Associate Circuit Judge uncontested civil matters, in which damages exceeding \$5,000.00 are requested, shall be on the record and preserved by utilizing electronic, magnetic, mechanical sound, or video recording devices.
15. In accordance with Paragraph 1, Section 478.072 R.S.Mo., all Associate Circuit Judge contested civil matters shall be on the record and preserved by utilizing electronic, magnetic, mechanical sound, or video recording devices.
16. All Judges of this Circuit, except the Presiding Judge, the Administrative Judge at Family Court, and the Judge of the Probate Division shall have regular probation dockets in addition to their other assignments.
17. All Judges of this Circuit, except the Presiding Judge, shall rotate evening, weekend, and holiday on-call duty to review domestic violence orders of protection and criminal matters pursuant to a weekly schedule established by administrative order.
18. The Family Court Commissioners shall rotate evening, weekend, and holiday on-call duty to review orders pursuant to Chapter 211 R.S.Mo. pursuant to a weekly schedule established by administrative order.
19. The Associate Circuit Judges of Divisions 28, 30, 32, 33, and 34 shall rotate responsibility to review the filing of priority criminal cases and search warrants in Independence pursuant to a rotation schedule approved by such judges.
20. The Associate Circuit Judges of Divisions 25, 27, 29, and 31 shall rotate responsibility to review the arrest warrants in Kansas City in cases in which the defendant is not in custody pursuant to a rotation schedule approved by such judges and the Presiding Judge.

May 23, 2024

DATE

  
Jafilah Otto, Presiding Judge



cc: All Judges and Commissioners  
Beverly A. Newman, Court Administrator  
Scott Brinkman, Legal Counsel  
Tracy Smedley, Deputy Court Administrator-Circuit Court  
Theresa Byrd, Deputy Court Administrator-Family Court  
All Directors and Assistant Directors  
All Division Staff  
Nicholas Purifoy, Assistant Legal Counsel

**CIRCUIT COURT OF JACKSON COUNTY, MISSOURI  
TWELVE-WEEK SCHEDULING CYCLE FOR KANSAS CITY  
2024 – 2025 (TENTATIVE)**

WEEK NO.	2024 JURY WEEKS	2025 JURY WEEKS	DIV 8	DIV 4	DIV 14	DIV 18	DIV 7	DIV 9	DIV 6	DIV 1/3	DIV 13	DIV 11
1	3/4, 5/28*, 8/19, 11/18	2/24, 5/19, 8/11, 11/10	CIV	DR	CIV	CIV	CIV	CIV	CRIM	CRIM	CRIM	CRIM
2	3/11, 6/3, 8/26, 12/2	3/3, 5/27*, 8/18, 11/17	DR	CRIM	CIV	CIV	CIV	CIV	CRIM	CRIM	CRIM	CRIM
3	3/18, 6/10, 9/3*, 12/9	3/10, 6/2, 8/25, 12/1	DR	CRIM	CIV	DR	CIV	CIV	CRIM	CIV	CRIM	CRIM
4	1/2*, 3/25, 6/17, 9/9, 12/16	3/17, 6/9, 9/2*, 12/8	CRIM	CRIM	DR	DR	CIV	CIV	CIV	CIV	CRIM	CRIM
5	1/8, 4/1, 6/24, 9/23, 12/30	3/24, 6/16, 9/8, 12/15	CRIM	CRIM	DR	CRIM	CIV	DR	CIV	CIV	CRIM	CIV
6	1/16*, 4/8, 7/1, 9/30	1/6, 3/31, 6/23, 9/22, 12/29	CRIM	CRIM	CRIM	CRIM	DR	DR	CIV	CIV	CIV	CIV
7	1/22, 4/15, 7/8, 10/7	1/13, 4/7, 6/30, 9/29	CRIM	CIV	CRIM	CRIM	DR	CRIM	CIV	CIV	CIV	CIV
8	1/29, 4/22, 7/15, 10/15*	1/21*, 4/14, 7/7, 10/6	CRIM	CIV	CRIM	CRIM	CRIM	CRIM	CIV	DR	CIV	CIV
9	2/5, 4/29, 7/22, 10/21	1/27, 4/21, 7/14, 10/14*	CIV	CIV	CRIM	CRIM	CRIM	CRIM	DR	DR	CIV	CIV
10	2/13*, 5/6, 7/29, 10/28	2/3, 4/28, 7/21, 10/20	CIV	CIV	CRIM	CV	CRIM	CRIM	DR	CRIM	CIV	DR
11	2/20*, 5/13, 8/5, 11/4	2/10, 5/5, 7/28, 10/27	CIV	CIV	CIV	CIV	CRIM	CRIM	CRIM	CRIM	DR	DR
12	2/26, 5/20, 8/12, 11/12*	2/18*, 5/12, 8/4, 11/3	CIV	DR	CIV	CIV	CRIM	CIV	CRIM	CRIM	DR	CRIM

\*Date shown is a Tuesday due to Monday holiday.

**2024 HOLIDAYS:** January 1, January 15, February 12, February 19, May 8, May 27, June 19, July 4, September 2, October 14, November 11, November 28, December 25

**2024 NON-JURY WEEKS:** September 16, November 25, December 23 (**NOTE:** week of August 26 is Santa Cali-Gon Days)

**2025 HOLIDAYS:** January 1, January 20, February 12, February 17, May 8, May 26, June 19, July 4, September 1, October 13, November 11, November 27, December 25

**2025 NON-JURY WEEKS:** September 15, November 24, December 22 (**NOTE:** week of August 25 is Santa Cali-Gon Days)