

**IN THE MUNICIPAL COURT  
CITY OF AMARILLO, TEXAS**

**MISCELLANEOUS ORDER NO. 4 REGARDING COVID-19**

It is ORDERED that:

1. Judges and court staff monitoring requirements: Follow all minimum standard protocols required by the City of Amarillo Human Resources Department and recommended by the City of Amarillo Public Health Department and ordered by this court.
2. All individuals entering the courthouse will be required to wear face masks covering their nose and mouth. Individuals without masks will not be permitted to enter the building.
3. Court Bailiffs and Courtroom Clerks will be required to wear face coverings during in person proceedings. All individuals will be required to wear face coverings, practice social distancing, and practice appropriate hygiene recommendations when not in court chambers, clerk's office or the prosecutor's office.
4. The maximum number of individuals allowed in the building is 30 not including Municipal Court, City Attorney and Judicial Staff. Therefore, Defendants entering the building are strongly encouraged to not bring additional persons with them unless they are needed for physical assistance.
5. When an individual attempts to enter the court building, a court bailiff or other trained city employee will ask the individual if they are feeling feverish; have a cough, shortness of breath, or difficulty breathing; or have been in close contact with a person who is confirmed to have COVID-19. Individuals who indicate "yes" to any of these questions will be refused admittance to the court building and will be given an instructional flyer on how to reschedule their court hearing.
6. When an individual attempts to enter the court building, a court bailiff or other trained city employee will use a no-contact, infrared thermometer to determine the temperature of the individual. Individuals whose temperature equals or exceeds 100.0<sup>0</sup>F will be refused admittance to the court building and will be rescheduled for a hearing at a later date.
7. Staff who are screening individuals entering the court building will be provided personal protective equipment, including gloves, masks, hand sanitizer, and disinfectant wipes. Court staff will clean the digital signature pen pad and all common surfaces in the courtroom after each court session.
8. JURY TRIALS are not scheduled at this time.
9. BENCH TRIALS and SHOW CAUSE hearings will proceed as scheduled. Parties may remove their masks while actively participating in trial.
10. All other hearings shall be conducted virtually as allowed by the Texas Supreme Court or with consent of the parties.
11. The Court Administrator or her designee shall verify that each community service provider is following health protocols necessary to ensure safe social distancing for Defendants required to complete community service. If a community service provider cannot ensure safe social distancing and health protocols, the court shall not approve such provider effective immediately. However, community service hours submitted to the court by a Defendant prior to the date of this order shall be verified and credited towards the Defendant's balance.
12. Defendants required to complete in person classes or community service as a condition of their Deferred Disposition may request an extension prior to the expiration date of Deferred Disposition if necessary to complete their required course, class or community service.

13. All participants in a proceeding are ORDERED to alert the court if the participant has, or knows of another participant who has, COVID-19 or flu-like symptoms, or a fever, cough or sneezing.
14. This Order is effective as of August 16, 2021. This Order is effective any time the Amarillo Area Coronavirus Status is Level Red.

**Dated: August 16, 2021.**



Presiding Judge  
Municipal Court, City of Amarillo