Courtroom 1B

Magistrate Jeffrey M. Schwartz
Clerk: Devyn 970-494-3540 and Bailey 970-494-3541
Notice to Set: Yes
Time/Days: Thursdays, 1:30pm
Requirements: **All DR Matters –** Settings are held most Thursdays at 1:30pm via telephone or Webex (please call the Clerk's Office at 970-494-3500 for non-setting dates). Parties should select a mutually acceptable Thursdays and file a Notice to Set. Notices filed **within 7 days** of the requested setting date **will be rejected.** If more than one setting is noticed on the same day, parties shall wait on the line until their case number is called. If a party is represented by counsel, counsel is ordered to participate in the setting because the Magistrate conducts the setting and often will address other matters. Parties that do not participate in the setting are advised that the matter will be set in their absence.
Conference phone number: (720) 650-7664, Access code: 2595 553 2160, follow automated prompts
https://judicial.webex.com/meet/D08-FTCN-Courtroom1B

Courtroom 1C

Magistrate Shana Beggan
Clerk: Carly 970-494-3643 and Bailey 970-494-3541
Notice to Set: Yes
Time/Days: Tuesday, 1:30pm
Requirements: Settings are held most Tuesday at 1:30pm, via telephone or Webex (please call the Clerk's Office at 970-494-3500 for non-setting dates). Parties should select a mutually acceptable Tuesday and file a Notice to Set. Notices are filed **within 7 days** of requested setting date **will be rejected.** If more than one setting is noticed on the same day, parties shall wait on the line until their case is called. If a party is represented by counsel, counsel is ordered to participate in the setting because the Magistrate conducts the setting and often will address other matters. Parties that do not participate in the setting are advised that the matter will be set in their absences.
Conference phone number: (720) 650-7664, Access code: 2594 050 1008, follow automated prompts.
https://judicial.webex.com/meet/d08-ftcn-courtroom1c

Courtroom 2B

Magistrate Kara Clark
Clerk: Jake 970-494-3570 and Jenny 970-494-3561
Notice to Set: Yes
Time/Days: Monday, 1:30pm
Requirements: The Court conducts all settings on Mondays between 1:30pm and 2:00pm. Parties

should select a mutually acceptable Monday and file a Notice to Set. Notices filed within 7 days of the requested setting date will be rejected. If a party is represented by counsel, counsel is ordered to participate in the setting because the Magistrate conducts the settings and often will address other matters. The notice should include the phone numbers of all parties participating in the setting along with Courtroom 2B's WebEx information. **All settings are via WebEx.** Parties who do not participate in the setting are advised that the matter will be set in their absence.
Conference phone number: (720) 650-7664, Access code: 2598 944 4991, follow automated prompts. https://judicial.webex.com/meet/d08-ftcn-courtroom2b

Courtroom 2C

Magistrate Linda Connors
Clerk: Teresa 970-494-3640 and Emily 970-494-3641
Notice to Set: Yes
Time/Days: Friday, 1:15pm
Requirements: Settings will be held through the court's conference call provider. A Notice to Set must be filed with the Court at least 7 days prior to the setting. The phone number for the court and counsel/pro se parties to access the conference on the day of the setting is (720) 650-7664, and the participant access code is 920 846 622, follow automated prompts. If more than one setting is noticed in on the same day, parties shall wait on the line until their number is called. Parties that do not participate in the setting are advised that the matter will be set in their absence. For trial settings only, the judge requires that counsel be available rather than an assistant.
Conference phone number: (720) 650-7664, Access code: 920 846 622, follow automated prompts.

Courtroom 3A

Vacant
Clerk: Amanda 970-494-3620 and Laurie 970-494-3621
Notice to Set: Yes
For all settings, the moving party shall file a Notice to Set and the division clerk will then contact the parties and clear a date for the setting.

Courtroom 3B

Judge Daniel M. St. John II
Clerk: Bill 970-494-3610
Notice to Set: Yes
Times/Days: **DR Settings:** Tuesdays at 1:15pm
JV Settings: Wednesday at 1:15pm

Requirements: To set any other hearing (including case management conferences, status conferences, discovery hearings, etc.), the requesting party should contact the Court's judicial clerk via email, copying in opposing counsel and self-represented parties, or by telephone to obtain dates. Upon clearing dates with all parties, the requesting party shall contact the Court's judicial clerk to confirm the agreed-upon date. Once confirmed with the Court, the requesting party shall file a notice of hearing that includes (1) the date, time, and length of the hearing, (2) a brief summary of the nature of the hearing, (3) whether virtual appearance is allowed, and (4) if virtual appearance is allowed, the Court's Webex information.

Courtroom 3C

Judge Joseph D. Findley
Clerk: Liane 970-494-3601
Notice to Set: Yes
Time/Days: **Civil Settings:** Monday and Wednesday, 1:15pm
JV Settings: Tuesday, 8:15am and 8:30am
Requirements: A notice to set must be filed at least 14 days prior to the setting. All parties are to participate in the setting. For trial settings, counsel must participate. For all other settings, counsel or an assistant with setting authority are to participate. Parties that do not participate in the setting are advised that the matter will be set in their absence.
Settings are held through WebEx. The phone number for the Court and counsel/pro se parties to access the conference on the day of the settings is (720) 650-7664, or the URL is https://judicial.webex.com/meet/joseph.findley, the participant access code is 2593 718 4330, follow the automated prompts. If more than one setting is noticed on the same day, parties shall wait until their case number is called.

Courtroom 4A

Judge C. Michelle Brinegar
Clerk: Christie 970-494-3700
Notice to Set: Yes
Time/Days: Wednesday, 8:15am
Requirements: For all settings, the moving party shall file a Notice to Set, the division clerk will then contact the parties and clear a date for the setting.

Courtroom 4B

Judge Daniel M. McDonald
Clerk: Jemima 970-494-3710
Notice to Set: Yes

Time/Days: Wednesday, 1:15pm
Requirements: Minimum notice of fourteen (14) business days required. Settings are held through the Court's conference call provider. The phone number for the Court and counsel/pro se parties to access the conference on the day of the setting is (720) 650-7664, and the participant access code is 927 882 441, follow automated prompts. If more than one setting is noticed in on the same day, parties shall wait on the line until their case number is called. Parties that do not participate in the setting are advised that the matter will be set in their absence.

Courtroom 4C

Judge Laurie K. Dean
Clerk: Tricia 970-494-3720
Notice to Set: Yes
Time/Days: **For Domestic Relations cases only:** Wednesday, 1:15pm
For District Court Civil cases only: Tuesday, 1:15pm
Requirements: Settings will be held through the court's conference call provider. The phone number for the court and counsel/pro se parties to access the conference on the day of the setting is (720) 650-7664, and the participant access code is 922 345 411, follow automated prompts. If more than one setting is noticed in on the same day, parties shall wait on the line until their number is called. Parties that do not participate in the setting are advised that the matter will be set in their absence. If a party is represented by counsel, the judge requests that counsel be available rather than an assistant.

Courtroom 5A

Judge Juan G. Villaseñor
Clerk: Diane 970-494-3800
Notice to Set: Yes
Time/Days: Tuesday and Wednesday, 1:00pm
Requirements: A notice to set must be filed with the Court at least 7 days prior to the setting. Settings are held through the Court's conference call provider. The phone number for the Court and counsel/pro se parties to access the conference on the day of the setting is (720) 650-7664, and the participant access code is 922 852 922, follow automated prompts. If more than one setting is noticed in on the same day, parties shall wait on the line until their case number is called. Parties who do not participate in the setting are advised that the matter will be set in their absence.

Courtroom 5B

Chief Judge Gregory M. Lammons
Clerk: Alyson 970-494-3810/ alyson.asher@judicial.state.co.us
Notice to Set: No

If a party is requesting a hearing either a motion can be filed with that request or an email can be sent to the clerk. The email should include all counsel/parties associated with the case.

Courtroom 5C

Judge Sarah B. Cure
Clerk: Donna 970-494-3820
Notice to Set: Yes
Time/Days: Wednesday, 1:15pm
Requirements: Settings will be held through the court's video provider. 5C WebEx link: http://judicial.webex.com/join/sarah.cure (access code): 145 979 4829. Minimum notice of ten (10) business days required. If more than one setting is noticed in on the same day, parties shall wait until their case is called. If a party is represented by counsel, the judge requests that counsel be available rather than an assistant. Parties that do not participate in the setting are advised that the matter will be set in their absence.