FILED
AMANDA STANFORD
CLERK OF SUPERIOR COURT

2020 JAN 17 AM 9:34

BY KAM
DEPUTY

IN THE SUPERIOR COURT OF THE STATE OF ARIZONA

IN AND FOR THE COUNTY OF PINAL

IN THE MATTER OF THE APPOINTMENT OF A JUSTICE OF THE PEACE *PRO TEMPORE* FOR JUSTICE OF THE PEACE COURTS IN PINAL COUNTY, ARIZONA	)	ADMNISTRATIVE ORDER 2020-000009

WHEREAS the Presiding Judge of the Superior Court of Arizona in and for Pinal County is the chief judicial officer of the county and has administrative authority over all the courts in Pinal County, pursuant to Article VI of the Arizona Constitution and Arizona Supreme Court Administrative Order No. 2017-79; and,

WHEREAS the Honorable John Ellsworth, Justice of the Peace, Precinct No. 2 has requested the appointment of Sandra Leos

WHEREAS the Presiding Judge finds that the afore-listed request for appointment is necessary, appropriate and in the best interest of the Judicial Branch of Government in Pinal County;

NOW, THEREFORE pursuant to A.R.S. § 22-121(B),

IT IS HEREBY ORDERED, that **Sandra Leos** is hereby appointed to serve as Justice of the Peace *Pro Tempore,* for a period commencing January 1, 2020 and ending December 31, 2020.

IT IS FURTHER ORDERED that **Sandra Leos** be compensated in accordance with state law, by funds allocated for such purposes from the budget of the Judicial Branch and/or the budget of the Justices of the Peace; and,

IT IS FURTHER ORDERED that while serving in the capacity of Justice of the Peace Pro Tempore, Sandra Leos shall suspend her activities as the Judicial Officer Manager/Supervisor for the Casa Grande Justice Court. In accordance with Pinal County Human Resources requirement for proper payroll time coding, separate time sheets shall be required for each role, which shall detail the number of hours worked in each capacity. Copies of her time sheet shall be provided to Court Administration each pay period. Furthermore, if her service as Justice of the Peace Pro Tempore occurs during her regular work hours as Judicial Office Manager/Supervisor, she shall not be allowed to use accrued vacation hours for that time nor shall she be allowed to make-up any missed work time as Manager/Supervisor by engaging in work that does not occur during regular Court business hours (8:00 a.m. to 5:00 p.m. Monday through Friday)

IT IS FURTHER ORDERED that the Honorable John Ellsworth, Justice of the Peace, Precinct No. 2, shall ensure that Sandra Leos, comply with all Judicial Canons; and, receive any judicial training as required by the Administrative Office of the Courts.

Continued
Administrative Order No. 2020-_____

IT IS FURTHER ORDERED, the Presiding Judge of the Superior Court has approved the Judicial Office Supervisor as Justice of the Peace Pro Tempore subject, however, to the limitations of her duties/responsibilities to handling the following types of proceedings;

- Initial Appearance(s) proceedings
- Arraignment proceedings
- Civil Traffic Hearings/ Trials
- Small Claims Hearings/Trials
- Warrant Quashes requested by motion

This appointment is at the pleasure and direction of the Presiding Judge of the Superior Court. Such appointment may be terminated without cause at any time by the Presiding Judge.

DATED this 16 day of January 2020.

[redacted]
Honorable Stephen F. McCarville
Presiding Judge

Original Filed with: Amanda Stanford
Clerk of the Superior Court

Copies To: Justices of the Peace
Sandra Leos
Todd Zweig, Court Administrator