

FILED

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JUSTICE COURT
LAS VEGAS NEVADA
BY  DEPUTY

1 JUSTICE COURT, LAS VEGAS TOWNSHIP
2 CLARK COUNTY, NEVADA

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4 IN THE ADMINISTRATIVE MATTER
5 REGARDING PART 7 OF THE LAS
6 VEGAS JUSTICE COURT LOCAL RULES
7 OF PRACTICE (LVJCLRP)

ADMINISTRATIVE ORDER # 23-03

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10 WHEREAS, JCRLV 6.5(b)(10) makes the Chief Judge of the Las Vegas Justice Court
11 “responsible for the administration of court rules and administrative orders”; and

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14 WHEREAS, Part 7 of the Las Vegas Justice Court Local Rules of Practice (LVJCLRP)
15 relates to “Traffic Criminal Misdemeanor Citations and Civil Infractions Citations”; and

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17 WHEREAS, portions of the rules in Part 7 need to be **temporarily** altered due to current
18 issues with the Court’s Online Dispute Resolution System; therefore,

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21 IT IS HEREBY ORDERED that the specific rules listed below shall be altered
22 **temporarily** as follows:

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24 **Rule 7.5. Resolution of regulatory violations on or before arraignment date.**

25 (a) All criminal misdemeanor citations alleging only regulatory offenses as defined by
26 Rule 7.1(b) must be resolved using the Court’s Online Traffic Dispute Resolution
27 System, *unless the System is temporarily down for maintenance, in which case such*
28 *citations may be resolved at the Customer Service Window. A citation must be*
resolved on or before the arraignment/appearance date set forth on the citation.
Resolution means that either a plea was entered for each violation contained on the
citation or is eligible for dismissal pursuant to Rule 7.5(b).

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Rule 7.8. Two options to resolve traffic civil infractions citation.

A defendant who has been issued a traffic civil infraction citation must use the Court's Online Traffic Dispute Resolution System to resolve the case, *unless the System is temporarily down for maintenance, in which case the citation may be resolved at the Customer Service Window*. No court hearings will be set before a judicial officer other than as outlined in section (b) below.

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(a) Uncontested Violations.

A defendant who does not desire to contest the violation(s) in the civil infraction citation must indicate the intent not to contest and pay the civil penalty in full on or before 90 calendar days after the date the citation was issued, *or 90 calendar days after the date that the citation was entered into the Case Management System, whichever is later*. A defendant may make several payments to pay the civil penalty as long as the civil penalty and administrative assessment fees are paid in full on or before 90 calendar days after the date the citation was issued, *or 90 calendar days after the date that the citation was entered into the Case Management System, whichever is later*.

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(b) Contested Violations. A defendant who desires to contest the violation(s) in the civil infraction must request a hearing to contest the determination that the person has committed the civil infraction using the Court's Online Traffic Dispute Resolution System, *unless the System is temporarily down for maintenance, in which case the defendant may contest the violation(s) at the Customer Service Window*. *When contesting the violation(s), the defendant must [and] post a bond in the amount of the civil penalty.*

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(1) An indigent defendant may apply for a waiver of the bond by filing a written application to proceed in forma pauperis. Such application must be filed with the Court at the Court's customer service window or may be filed online using the Court's electronic filing system.

(2) Notice of the hearing date will be provided to the defendant at the time the bond is posted with the Court's Online Traffic Dispute Resolution System *or at the Customer Service Window*, or upon approval of a bond waiver. No further notice will be provided.

(3) Failure to both request a hearing and post the bond (or obtain an order approving waiver of the bond) on or before 90 calendar days after the date the citation was issued, *or 90 calendar days after the date that the citation was entered into the Case Management System, whichever is later*, will be treated as if the defendant took no action to respond to the civil infraction in the manner specified by NRS 484A.704. In such case, the Court will enter an order pursuant to NRS 484A.7043 finding that the person committed the civil infraction and assessing the monetary penalty and administrative assessments prescribed for the civil infraction.

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(c) Pleadings filed into a civil infraction case through the Court's case management system that amount to either an election to contest the violation(s) and request a hearing, or not contest the violation(s), therefore bypassing the use of the Court's Online Traffic Dispute Resolution System *[will] may* be stricken as nonconforming.

1 **Rule 7.9. Demerit Point Reduction.**

2 A defendant facing a civil infraction citation is eligible for a demerit point(s) reduction
3 through an amendment to a non-moving violation if the following conditions are
4 satisfied:

- 5 (1) The civil infraction citation is the first traffic violation for the defendant in the
6 immediately preceding thirty-six month period;
7 (2) The defendant has utilized the Court's Online Traffic Dispute Resolution
8 System *or appeared at the Customer Service Window* to indicate an intent not to
9 contest the civil infraction;
10 (3) The defendant has paid the civil penalty in full on or before 90 calendar days
11 after the date the civil infraction citation was issued, *or 90 calendar days after the*
12 *date that the citation was entered into the Case Management System, whichever*
13 *is later;* and
14 (4) A course of traffic safety of at least five hours in length has been completed at
15 a school approved by the Nevada Department of Motor Vehicles and evidence of
16 completion is provided to the Court on or before 90 calendar days after the date
17 the civil infraction citation was issued, *or 90 calendar days after the date that the*
18 *citation was entered into the Case Management System, whichever is later.* In
19 lieu of completing the traffic safety course, a defendant may elect to pay a demerit
20 point reduction fee (in addition to the civil penalty). The demerit point reduction
21 fee must be paid in full on or before 90 calendar days after the date the civil
22 infraction citation was issued, *or 90 calendar days after the date that the*
23 *citation was entered into the Case Management System, whichever is later,* in
24 order to be eligible for the amendment to a non-moving violation.

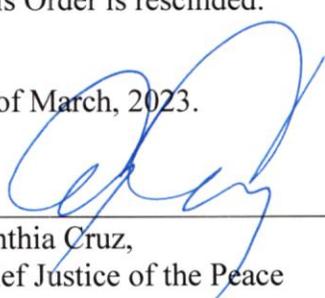
25 **Rule 7.10. Failure to Pay Civil Penalty.**

26 If a civil penalty or administrative assessment is not paid in full by a date 90 *calendar*
27 days after the issuance of the civil infraction citation, *or 90 calendar days after the date*
28 *that the citation was entered into the Case Management System, whichever is later,* the
Court may:

- (a) Enter an order finding that the person committed the civil infraction and
assessing a monetary civil penalty and administrative assessments,
(b) Assess a collection fee to be added to the delinquent amount,
(c) Issue a writ of execution to enforce the judgment,
(d) Order the suspension of the driver's license of the defendant, and
(e) Refer the case to collections.

IT IS FURTHER ORDERED that this Administrative Order is effective immediately
and shall remain in effect until this Order is rescinded.

Dated this 29th day of March, 2023.



Cynthia Cruz,
Chief Justice of the Peace