

IN THE MUNICIPAL COURT  
CITY OF SAN LUIS, COUNTY OF YUMA, STATE OF ARIZONA

In the Matter of )  
 )  
MUNICIPAL COURT ) ADMINISTRATIVE ORDER  
DISPOSITION OF ) NO. 2025-02  
CIVIL OFFENSE BY )  
COURT CLERKS )  
\_\_\_\_\_ )

IN THE MUNICIPAL COURT OF SAN LUIS COUNTY OF YUMA, STATE OF ARIZONA In the  
Matter of Disposition of Civil Offenses by Court Clerks ADMINISTRATIVE ORDER NO. 2025-  
02

The Court having considered options for better achieving swift, fair justice in the  
disposition of civil offenses,

IT IS ORDERED, clerks designated by the Court shall dismiss the charges when the  
defendant meets the stated conditions in the following matters:

1. For failure to present proof of insurance [ARS § 28-4135(B) and (C) only], on or  
before the date and time specified on the citation for court appearance, if the defendant  
provides proof that the vehicle was insured at the time the violation occurred. Acceptable  
forms of proof are presentation of a current insurance card or insurance policy document,  
whether an actual paper copy or an electronic copy, that reflects that the motor vehicle  
was insured at the time the violation occurred. If the card or policy document appears to  
lack authenticity or any other form of proof is presented, the matter shall be referred to a  
judicial officer.

2. For failure to possess a driver license while operating a motor vehicle [ARS § 28  
3169], if the defendant presents an acceptable form of proof that his or her driver license  
was current at the time the violation occurred. Acceptable forms of proof are: presentation  
of the defendant's driver license that was valid at the time the violation occurred, or  
presentation of a duplicate driver license issued to the defendant that was valid at the time  
the violation occurred, including a printed temporary driver license MVD document.

3. For displaying a license plate on a motor vehicle when the registration or license  
plate has been suspended [ARS § 28-4139A], if the defendant presents a Mandatory  
Insurance Suspension Clearance. (Per Standing Motion Filed by City of San Luis  
Prosecutor's Office).

4. For failing to carry the registration card in the vehicle [ARS § 28-2158(C)], if the defendant presents a registration card that was current for the date and time the violation occurred, whether an actual paper copy or an electronic copy. (Per Standing Motion Filed by City of San Luis Prosecutor's Office).

5. For failing to register a vehicle in this state or failing to display license plates for the current registration year [ARS § 28-2532], if the defendant presents proof of current registration. Acceptable forms of proof are: presentation of the vehicle registration showing that the vehicle has been registered in this state, whether an actual paper copy or an electronic copy; or a picture of the license plate that reflects tags for the current registration year, whether an actual paper copy or an electronic copy; or documentation from the MVD reflecting that the vehicle has been registered, whether an actual paper copy or an electronic copy.

IT IS FURTHER ORDERED, each defendant who appears at the Court shall be informed of the defendant's right to appear before a judicial officer and admit to the allegations or contest the charge and present an explanation at a hearing to have the judicial officer consider the explanation in determining the civil penalty to be imposed.

IT IS FURTHER ORDERED, when a defendant admits the allegations and does not ask to appear before a judicial officer, clerks designated by this Court shall enter the stated disposition when the defendant meets all of the stated conditions for each of the following matters:

6. For failure to properly secure a child in a child restraint system [ARS § 28-907(A) and (B)]:

a. If the citation was issued for failing to equip the motor vehicle with a child restraint system and proof of subsequent remediation is not presented, the clerk shall enter the disposition code of 11 to accept a plea of responsible and shall impose a total civil penalty in the amount set forth in the Court's bond schedule.

b. If the defendant had a child restraint system in the vehicle at the time of the violation, and the citation was issued for failing to have the child restraint system properly installed, the clerk shall enter the disposition code of 11 to accept a plea of responsible and shall impose a total civil penalty in the amount set forth in the Court's bond schedule.

7. For driving a motor vehicle without a valid driver license and proper endorsement [ARS § 28-3151], if the defendant presents an acceptable form of proof that he or she has become licensed to drive after the time the violation occurred, the clerk shall enter the disposition code of 11 to accept a plea of responsible and reduce the total civil penalty in

accordance with the Court's bond schedule. Acceptable forms of proof are: presentation of the defendant's driver license, including a printed temporary driver license MVD document.

8. For failure to timely notify the Motor Vehicle Division (MVD) of the defendant's name or address change [ARS § 28-448], if the defendant presents an acceptable form of proof that his or her address has been updated with the MVD, the clerk shall enter the disposition code of 10 to accept a plea of responsible and suspend the civil penalty. Acceptable forms of proof are: presentation of documentation from the MVD that the defendant's address has been updated, whether an actual paper copy or an electronic copy, or presentation of a driver license that reflects the updated address, including a printed temporary driver license MVD document.

9. For failure to equip a motor vehicle with appropriate head lamps or tail lamps [ARS § 28-924, 28-925, and 28-931], if the defendant presents an acceptable form of proof that he or she has repaired the vehicle's lamps, the clerk shall enter the disposition code of 10 to accept a plea of responsible and suspend the civil penalty. An acceptable form of proof is the presentation of a receipt from a store or a repair shop reflecting that the vehicle lamps for which the defendant was cited were repaired [for violations of ARS §§ 28-924, 28-925 and 28-931]. If the defendant presents a photograph, whether an actual paper photograph or an electronic photograph, illustrating repair to the head lamps or tail lamps, the clerk shall refer the defendant to appear before a judicial officer.

10. For failure to equip a motor vehicle with an appropriate windshield [ARS § 28-957.01], if the defendant presents an acceptable form of proof that he or she has replaced or repaired the vehicle's windshield, the clerk shall enter the disposition code of 10 to accept a plea of responsible and suspend the civil penalty. An acceptable form of proof is a presentation of a receipt from a repair shop reflecting that the vehicle's windshield was repaired or replaced, whether an actual paper copy or an electronic copy of the receipt. If the defendant presents a photograph, whether an actual paper photograph or an electronic photograph, illustrating the windshield has been repaired or replaced, the clerk shall refer the defendant to appear before a judicial officer.

11. For improper materials on window or windshield [ARS §28-959.01(A)(1) or (B)], if the defendant presents an acceptable form of proof that he or she has repaired the vehicle's windshield, the clerk shall enter the disposition code of 10 to accept a plea of responsible and suspend the civil penalty. An acceptable form of proof is a presentation of a receipt from a repair shop reflecting that the vehicle's windshield tint was removed, repaired, or replaced. If the defendant presents a photograph, whether an actual paper photograph or an electronic photograph, illustrating tint was removed, repaired, or replaced, the clerk shall refer the defendant to appear before a judicial officer.

12. For State Obstructed on License Plate [ARS §28-2354(C), if the defendant presents an acceptable form of proof that he or she has removed the obstruction, the clerk shall enter the disposition code of 10 to accept a plea of responsible and suspend the civil penalty. An acceptable form of proof is a photograph, whether an actual paper photograph or an electronic photograph, illustrating that the obstruction was removed and that the name of the State is now visible on the license plate.

13. For failing to possess or present evidence of financial responsibility [ARS § 28 4135], if the defendant presents an acceptable form of proof of BOTH of the following:

a. That the defendant has not been found responsible for a violation of section 28-4135 within the past twenty-four months or not more than one violation within the past thirty-six months, as evidenced by the defendant's driving record; and

b. That the defendant has purchased a six-month policy of insurance that meets the requirements of ARS § 28-4009;

The clerk shall enter the disposition code of 11 to accept a plea of responsible and reduce the total civil penalty in accordance with the Court's bond schedule. Suspension of the defendant's driver license and the license plate and registration of the motor vehicle involved is systemically waived. Acceptable forms of proof are: a copy of the defendant's official MVD driving record and presentation of an insurance card or insurance policy document that reflects effective dates after which the date of violation occurred.

14. For failing to carry the registration card in the vehicle [ARS § 28-2158(C)], if the defendant presents a registration card and/or registration information, whether an actual paper copy or an electronic copy, that was current after the date and time the violation occurred, the clerk shall enter the disposition code of 11 to accept a plea of responsible and reduce the total civil penalty to the amount set forth on the Courts Bond Schedule.

15. For failing to register a vehicle for the current registration year [ARS § 28-2153], if the defendant presents an acceptable form of proof of current registration, the clerk shall enter the disposition code of 11 to accept a plea of responsible and reduce the total civil penalty in accordance with the Court's bond schedule. Acceptable forms of proof are: presentation of the vehicle registration that reflects current registration or documentation from MVD reflecting that the vehicle's registration is current, whether an actual paper copy or an electronic copy.

16. For failing to register a foreign vehicle in this state or failing to display license plates for the current registration year for a foreign vehicle [ARS § 28-2322], if the defendant presents an acceptable form of proof of current registration in this state or the foreign state or current license plates in this state or the foreign state, the clerk shall enter the

disposition code of 11 to accept a plea of responsible and reduce the total civil penalty in accordance with the Court's bond schedule. Acceptable forms of proof are: presentation of the vehicle registration showing that the vehicle has been registered in this state or the foreign state, whether an actual paper copy or an electronic copy; or a picture of the license plate that reflects tags for the current registration year in this state or the foreign state, whether an actual paper copy or an electronic copy; or documentation from the MVD reflecting that the vehicle has been registered in this state or the foreign state, whether an actual paper copy or an electronic copy.

17. If a defendant wishes to plead responsible to any charge that is listed on the City of San Luis Municipal Court's bond schedule, the clerk shall enter the disposition code of 11 and accept a plea of responsible, and shall assess the fine as listed on the bond schedule. If a defendant wishes to enter a plea of responsible to a charge that is not listed on the bond schedule, the clerk shall enter the disposition code of 11 and accept a plea of responsible and shall assess the fine designated by the Court for this charge as programmed into the San Luis Municipal Court's case management system. If the fine is not designated in the case management system, the clerk shall refer the defendant to appear before a judicial officer.

18. If a defendant wishes to enter a plea to a civil City of San Luis Ordinance charge, the clerk shall enter the disposition code of 11 to accept a plea of responsible and shall assess the fine designated by the Court for this charge as programmed into the San Luis Municipal Court's case management system. If the fine is not designated in the case management system, the clerk shall refer the defendant to appear before a judicial officer.

19. Upon request, the clerk shall grant 1 (one) extension to complete a class or provide proof for each of the following:

- a. Defensive Driving Class (35 days)
- b. Vehicle Repairs (30 days)
- c. Insurance Violations (30 days)
- d. Registration Violations (30 days except for § 28-2533A)
- e. Driver License Violations (30 days)

IT IS FURTHER ORDERED that all cases must be referred to a judicial officer for resolution if:

- a. The authenticity of any documentary evidence is at issue, or
- b. Any party requests the opportunity to be heard by a judge, or

- c. The clerk is presented with any issue or specific direction is not provided in this order

Dated this May 30, 2025.

  
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Hon. Danae T. Figueroa

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3 San Luis, AZ 85349  
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5 **SAN LUIS MUNICIPAL COURT**  
**YUMA COUNTY, ARIZONA**

6 **THE STATE OF ARIZONA,**  
7 **Plaintiff,**

8 vs.

9 **JOHN DOE, ET AL,**  
**Defendant.**

**STANDING MOTION TO DISMISS**  
**CHARGES UNDER ARS §§ 28-2158C, 28-**  
**4135A, AND 28-4139A**

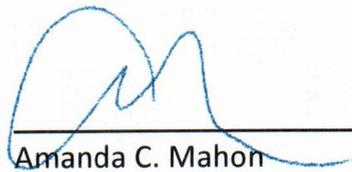
10 The State of Arizona hereby authorizes the San Luis Municipal Court to dismiss  
11 charges brought under ARS § 28-2158C when a defendant presents a registration card  
12 that was current for the date and time the violation occurred, whether a paper copy or  
an electronic copy.

13 The State of Arizona hereby authorizes the San Luis Municipal Court to dismiss a  
14 charge of ARS § 28-4135A if a defendant appears with proof of insurance that meets the  
15 minimum levels required by law and that was in effect on the date of the violation.

16 The State of Arizona hereby authorizes the San Luis Municipal Court to dismiss  
17 charges brought under ARS § 28-4139A if a defendant presents a Mandatory Insurance  
Suspension Clearance from Arizona Motor Vehicle Division.

18 The State also waives its presence at any proceeding involving such matters.

19 *Dated this 21st day of May, 2025*

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21 \_\_\_\_\_  
22 Amanda C. Mahon  
San Luis City Prosecutor