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GENERAL LAWS

For additional general laws see chapters 1001, 1021, 1044, 1069, 1073

CHAPTER 1085

DISTRICT COURT

H. F. 1470

AN ACT relating to the Iowa district court, and the administration, funding, personnel and procedures thereof.

Be It Enacted by the General Assembly of the State of Iowa:

SECTION 1. Section two A point four (2A.4), Code 1973, is 2 amended to read as follows:

3 Meetings—duties. The commission shall elect its own chairman from among its membership and shall meet on the call of the 4 5 chairman to review compensation and expenses received by members of the general assembly and salaries of the other elective state officials. 6 7 The commission shall review compensation and expenses paid to mem-8 bers of the general assembly and salaries paid to other elective state officials, and constitutional statutory judicial officers, and shall review 9 10 compensation, expenses, and salaries paid for comparable positions in other states, the federal government, and private enterprise. Based on 11 12 such review and other factors deemed relevant, the commission shall 13 make its determination as to compensation and expense levels for mem-14 bers of the general assembly and as to salary levels for other elective 15 state officials to be recommended to the governor and the members of the general assembly. No later than February 1, 1973, and each two years thereafter, the commission shall report to the governor and to 16 17 18 the general assembly its recommendations for compensation and expenses for members of the general assembly and for salaries for other 19 20 elective state officials.

SEC. 2. Section sixty-four point six (64.6), unnumbered paragraph one (1) and subsections twenty-six (26) and twenty-seven (27), Code 1973, are amended to read as follows:

State officers shall give bonds, the premiums being paid by the state, in an amount as follows:

26. The state shall pay the reasonable cost of the bonds required in subsections 1 to 25, both inclusive, of this section.

27 26. Judicial magistrates, five thousand dollars.

Section six hundred two point forty-two (602.42), Code 1973, as amended by Acts of the General Assembly, 1973 Session, chapter two hundred eighty-two (282), sections four (4) and five (5), is amended to read as follows:

602.42 Composition of county judicial magistrate appointing com-

1. There shall be in each county a judicial magistrate appointing commission which shall be composed of the following members: except as provided in section 602.48:

- 10 1 a. A district court judge designated by the chief judge of the district to serve until a successor is designated. 11
- 12 2 b. Three members appointed by the board of supervisors, except as provided in section six hundred two point forty-three (602.43) of 13 14 the Code.
 - 3 c. Two attorneys elected by the county bar.

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- 15 2. The clerk of the district court shall maintain a permanent record 16 of the name, address, and term of office for of each commissioner 17 18 designated, appointed or elected.
 - Section six hundred two point forty-three (602.43), Code 1973, as amended by Acts of the Sixty-fifth General Assembly, 1973 Session, chapter two hundred eighty-two (282), section six (6), is amended to read as follows:

Appointing Commissioners appointed by a county.

- 1. The board of supervisors of each county shall appoint three electors to the county judicial magistrate appointing commission for the county for six-year terms beginning January 1, 1973. However, in the event there is only one resident member of the bar in a county who is qualified and willing to serve pursuant to section six hundred two point forty-four (602.44) of the Code, the number of commissioners appointed by the county board of supervisors shall be two. In the event there is no resident member of the bar within the county qualified and willing to serve, the county board of supervisors shall appoint one commissioner.
- 2. A commissioner appointed pursuant to this section shall not be an attorney at law, or an active law enforcement officer.
- 3. The county auditor shall certify the name, address and expiration date of term for all regular and special appointees of the board of supervisors to the clerk of the court.
- Section six hundred two point forty-four (602.44), Code SEC. 5. 2 1973, is amended to read as follows: 3
 - 602.44 Election Commissioners elected by the bar.
 - 1. The resident members of the bar of each county shall elect resident members of the bar of such county to the county judicial magistrate appointing commission for six-year terms beginning on January 1 first. During December 1972, and in each December thereafter, which immediately preceding precedes the expiration of the terms of the members of the commission, the members of the bar shall elect commissioners to six-year terms.
 - 2. A county attorney shall not be elected to the commission.
 - Section six hundred two point forty-seven (602.47), Code 1973, is amended to read as follows:
 - No member of commission to be appointed magistrate. No person while a member of the county judicial magistrate appointing commission shall be appointed to the office of judicial magistrate. No member appointed by the board of supervisors to the judicial magistrate appointing commission shall be an attorney at law or an active law enforcement officer.
- Section six hundred two point fifty (602.50), Code 1973, 1 as amended by Acts of the Sixty-fifth General Assembly, 1973 Session,

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chapter two hundred eighty-two (282), section eight (8), is amended to read as follows:

602.50 Appointment of judicial magistrates.

1. Regular appointments. During April, 1973, the judicial magistrate appointing commission shall, by majority vote, appoint Iowa judicial magistrates in such number as provided in section six hundred two point fifty-nine (602.59) of the Code. In April of each year in which magistrates' terms expire, the commission shall appoint, except as otherwise permitted in section thirteen (13) of this Act, the number of magistrates allotted apportioned to the county by the supreme court administrator as provided in section six hundred two point fifty-seven (602.57) of the Code, and may appoint the magistrates additional magistrate allowed by section six hundred two point fifty-eight (602.58) of the Code. The commission shall appoint no more magistrates than allotted are apportioned to the county by the supreme court administrator except as provided in sections 602.57 and section 602.58.

2. Applications. The appointing commission for each county shall prescribe the content of an application for an appointment pursuant to this section. The commission shall publicize in at least two publications in the official county newspaper, notice of any vacancy to be filled. For a minimum of fifteen days prior to any appointment, the commission shall accept applications, and shall make available during that period of time any printed application forms the commission may, in its

discretion, prescribe.

Within thirty days following receipt of notification 3. Vacancies. of a vacancy in the office of judicial magistrate appointed under this section, the commission shall appoint a person to the office vacated to serve the remainder of the unexpired term. For purposes of this section, vacancy means death, resignation, retirement, removal, or

increase in the number of positions authorized.

4. Term of office. The judicial magistrates appointed initially shall take office July 1, 1973, and their term of office shall expire June 30, 1974. Thereafter, The office of judicial magistrates magistrate, when appointed pursuant to this section, shall take office on be for a term of two years from July 1, 1974 1975, and every each two years thereafter, provided however, judicial magistrates appointed pursuant to section six hundred two point fifty-one (602.51) of the Cede for the term commencing July 1, 1974, shall held office for a term of four years and shall be subject to appointment every four years thereafter.

A magistrate appointed to take office on July 1, 1974, shall serve for

a term ending June 30, 1975.

5. Certification. The commission shall promptly certify the names and addresses of the magistrates appointed to the clerk of the district court and the chief judge of the judicial district. The clerk shall certify to the supreme court administrator and to the state comptroller the names and addresses of magistrates so appointed. The certification of the clerk to the comptroller shall be authority for the comptroller to pay the salaries and expenses in accordance with section 602.54. Judicial magistrates shall be officers of the state.

6. Oath and instruction. Before assuming office, a judicial magistrate shall subscribe and file in the office of the clerk of the district court of the county of his residence his oath of office to uphold and support the Constitutions of the United States of America and state of Iowa, the laws enacted pursuant thereto, and the law and ordinances of the political subdivisions of the state of Iowa. Before July 1. 1973, and annually thereafter Annually, the supreme court adminis-trator shall cause a school of instruction to be conducted for judicial magistrates, which shall include a comprehensive examination over the material presented, and which each judicial magistrate appointed as provided in this chapter prior to the time he takes office shall attend unless excused by the chief justice for good cause. A judicial magistrate appointed under this section to fill a vacancy shall attend the first school of instruction held following his appointment unless excused by the chief justice for good cause.

SEC. 8. Acts of the Sixty-fifth General Assembly, 1973 Session, chapter two hundred eighty-two (282), section thirty-nine (39), unnumbered paragraphs one (1) and two (2), amending section six hundred two point fifty-one (602.51), Code 1973, are amended to read as follows:

There shall be one judicial magistrate who shall devote his entire time to the duties of his position in those counties having a population, according to the last federal decennial census, of more than thirty-five thousand and less than eighty thousand. There shall be two such magistrates in those counties having a population of more than eighty thousand and less than one hundred twenty-five thousand. There shall be three such magistrates in any county having a population of more than one hundred twenty-five thousand and less than two hundred thousand people. There shall be four such magistrates in counties having a population of two hundred thousand people or above. In those counties in which a district associate judge resides, the district associate judge shall be considered a judicial magistrate for the purposes of this section thirteen (13) of this Act shall not be counted for the purposes of this paragraph.

The judicial magistrates authorized by this section, and section thirteen (13) of this Act, shall be appointed by the district judges of the election district from persons nominated by the county judicial magistrate appointing commission. Each office of judicial magistrate authorized by this section shall be for a term of four years from July 1, 1974, and each four years thereafter.

SEC. 9. Section six hundred two point fifty-three (602.53), Code 1973, as amended by Acts of the Sixty-fifth General Assembly, 1973 Session, chapter two hundred eighty-two (282), section nine (9), is amended to read as follows:

602.53 Prohibitions.

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1. No magistrate shall accept any fee or reward from or on behalf of anyone for services rendered in the conduct of any official business except as provided in this chapter.

2. If a judicial magistrate appears as counsel for a client in a matter that is within the jurisdiction of a magistrate, that matter shall be heard only by a district judge, a district associate judge, or a judicial magistrate appointed pursuant to section six hundred two point fifty-one (602.51) of the Code. A disqualification under this section shall be had upon motion of the judicial magistrate or of any party, either orally or in writing, and the clerk shall be advised to reassign the matter to a proper judicial officer.

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SEC. 10. Section six hundred two point fifty-five (602.55), unnumbered paragraph one (1), Code 1973, as amended by Acts of the Sixty-fifth General Assembly, 1973 Session, chapter two hundred eighty-two (282), section forty-two (42), is amended to read as follows:

Each month each judicial magistrate and district associate judge

Each month each judicial magistrate and district associate judge shall file with the clerk of the district court of the proper county a sworn, itemized statement, by ease, of all cases disposed of and all funds received and disbursed per case, and at least monthly shall remit to the clerk all funds received by him. The clerk shall provide adequate clerical assistance to judicial magistrates serving pursuant to section six hundred two point fifty-one (602.51) of the Code and district associate judges to carry out this section. The clerk shall remit ninety percent of all fines and forfeited bail received from a magistrate or district associate judge to the city or town that was the plaintiff in any action, and shall provide that city or town with a statement showing the total number of such cases, the total of all fines and forfeited bail collected and the total of all cases dismissed. The clerk shall remit the remaining ten percent to the county treasurer for deposit in the county general fund. The clerk shall remit to the treasurer of the county, for the benefit of the school fund, all other fines and forfeited bail received from a magistrate. All fees and costs for the filing of a complaint or information or upon forfeiture of bail received from a magistrate shall be remitted monthly by the clerk as follows:

SEC. 11. Section six hundred two point fifty-seven (602.57), unnumbered paragraph one (1), Code 1973, as amended by Acts of the Sixty-fifth General Assembly, 1973 Session, chapter two hundred eighty-two (282), section ten (10), is amended to read as follows:

Except as provided in section six hundred two point fifty-eight (602.58) of the Code, there shall be a total of one hundred ninety-one Iowa judicial magistrates to be appointed pursuant to section six hundred two point fifty (602.50) of the Code. During January of 1974 1975 and every two years thereafter, the supreme court administrator shall apportion the number of judicial magistrates to be so appointed among the counties in accordance with the following criteria:

SEC. 12. Section six hundred two point fifty-seven (602.57), unnumbered paragraph three (3), Code 1973, is amended to read as follows:

During February of 1974 1975 and during February of every two years thereafter, the supreme court administrator shall notify the clerk of the district court of each county and the chief judge of the appropriate judicial district, of the number of magistrates to which the county is entitled.

SEC. 13. Section six hundred two point fifty-nine (602.59), Code 1973, as amended by Acts of the Sixty-fifth General Assembly, 1973 Session, chapter two hundred eighty-two (282), section eleven (11), is amended by striking the section and inserting in lieu thereof the following:

602.59 Substitution for apportionment.

1. Applicability. In any county having an apportionment of three or more judicial magistrates appointable pursuant to section six hundred two point fifty (602.50) of the Code, the chief judge of the district, subject to the limitations of this section, may designate by order

that magistrates appointed pursuant to this section be utilized in lieu 12 of magistrates appointed pursuant to section six hundred two point 13 fifty (602.50) of the Code. The order of substitution may be made 14 only upon the affirmative vote of a majority of the district judges in 15 that judicial election district that the substitution be made. An order 16 of substitution is renewable for successive terms upon the vote of the 17 judges, but shall not be effective for any term unless a copy of the 18 order is received by the chairman of the county judicial magistrate 19 appointing commission not later than the thirty-first day of March of 20 the year in which the substitution is to take effect. A copy of the order 21 also shall be sent to the supreme court administrator.

The district judges of a judicial election district may determine, for the year 1974, that a substitution be made pursuant to this section, by an affirmative vote of a majority rendered and with written notice thereof delivered to the chairman of the county judicial magistrate appointing commission not later than June 1, 1974. A magistrate appointed in 1974 pursuant to this subsection shall be subject to all of the provisions of this section, except that the term of office shall be an irregular one for a period of five years from July 1, 1974.

2. Reduction in appointments. For any county in which such an order is in effect, the number of magistrates actually appointed pursuant to section six hundred two point fifty (602.50) of the Code shall be reduced by three for each magistrate substituted under the provisions of this section.

Upon any subsequent reduction in the apportionment of magistrates to the county, either the commission shall further reduce the number of magistrates appointed, or the chief judge shall revoke an order of substitution.

- 3. Appointment. A judicial magistrate ordered pursuant to this section shall be nominated and appointed, and shall have qualifications, rights, salary, duties, responsibilities, liabilities, authority and jurisdiction, the same as a magistrate authorized by paragraph one (1) of section six hundred two point fifty-one (602.51) of the Code.
 - 4. Limitations.

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- a. Except as provided in subsections one (1) and two (2) of this section, a substitution shall not increase or decrease the number of judicial magistrates authorized by this chapter.
- b. A substitution or reversion pursuant to this section shall not take effect during the term of office of any magistrate.
- c. A substitution shall not be made or maintained where the apportionment to a county is insufficient to permit the full reduction in appointments required by subsection two (2) of this section.
- 5. Reversion. If an apportionment by the supreme court administrator pursuant to section six hundred two point fifty-seven (602.57) of the Code reduces the number of judicial magistrate offices in the county to less than three, or a majority of the district judges in that judicial election district determines that a substitution is no longer desirable, then the substituted office shall not be renewed for a successive term. At the end of the term, appointments shall be made pursuant to section six hundred two point fifty (602.50) of the Code.
- Sec. 14. Section six hundred two point sixty-three (602.63), Code 1973, as amended by Acts of the Sixty-fifth General Assembly, 1973

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Session. chapter two hundred eighty-two (282), section forty-seven (47), is amended by adding the following new unnumbered paragraph:

NEW UNNUMBERED PARAGRAPH. The chief judge of a district may order that criminal proceedings which are within the jurisdictions of judicial magistrates and district associate judges be combined into centralized dockets for the county if the chief judge determines that administration could be improved thereby. When so ordered, a centralized docket shall be in lieu of individual dockets otherwise prescribed, and the clerk shall compile a centralized docket in the manner prescribed for an individual docket. The chief judge may assign actions and proceedings on centralized dockets to judicial magistrates and district associate judges as he deems necessary.

SEC. 15. Section six hundred two point seventy-one (602.71), Code 1973, as amended by Acts of the Sixty-fifth General Assembly, 1973 Session, chapter two hundred eighty-two (282), sections fifty (50), fifty-one (51) and fifty-two (52), is amended by striking the section.

SEC. 16. Chapter six hundred two (602), Code 1973, is amended 2 by adding the following new section: $\bar{3}$

NEW SECTION. Alternate judicial magistrate.

1. Authorization. In any county having only one district associate judge, or only one judicial magistrate appointed pursuant to section six hundred two point fifty-one (602.51) of the Code, the county judicial magistrate appointing commission, by majority vote, may authorize that an alternate judicial magistrate be selected.

2. Selection. The procedures for selecting an alternate judicial magistrate shall be as provided in section six hundred two point fiftyone (602.51) of the Code, but any person so appointed shall be designated as an alternate judicial magistrate, and shall be subject to the

limitations contained in this section.

3. Jurisdiction. An alternate judicial magistrate shall have the same qualifications, jurisdiction, obligations and liabilities as a judicial magistrate appointed pursuant to section six hundred two point fifty-one (602.51) of the Code.

4. Duties. In case of inability of a district associate judge or judicial magistrate to act, the chief judge of the district may order that the alternate temporarily sit in place of that officer. The words "inability to act" shall mean a temporary absence from court duties, including a reasonable vacation period. An alternate may practice as an attorney except at such times as he is acting as judicial magistrate, but he shall not act in any manner on any case in which he is interested as an attorney.

5. Salary. The alternate shall be compensated by the state at the rate of forty dollars per day for each day of actual duty as magistrate, and for actual expenses incurred in the performance of duties as magistrate, upon certification to the comptroller by the chief judge

of the days of duty and the expenses incurred.

6. Limitations. The appointment of an alternate judicial magistrate shall not affect the rights, duties or remuneration of any regular judicial officer, and the appointment of an alternate shall not affect the number or apportionment of judicial magistrates authorized by this chapter.

SEC. 17. Section six hundred twenty-two point seventy-three (622.73), Code 1973, is amended to read as follows:

622.73 Fees payable by county or city. For attending before the trial jury or court in criminal cases where the defendant is adjudged not guilty or the action is dismissed, the fees above provided for attending court shall be paid by the county, upon a certificate of the clerk or judicial magistrate showing the amount of the services to which they are entitled. as follows:

1. In actions based on a violation of a state statute, by the county, upon a written statement of the clerk or a judicial officer showing the amount due.

2. In actions based on a violation of a city ordinance, by the city, upon a written statement of the clerk or a judicial officer showing the amount due.

SEC. 18. Section six hundred twenty-two point seventy-five (622.75), Code 1973, is amended to read as follows:

622.75 Reimbursement to party, or county, or city. When the a county or city or any party has paid the fees of any witness, and the same is afterward collected from the defendant or adverse party, the county, city or person so paying the same shall, upon the production of the receipt of such witness or other satisfactory evidence, be entitled to such fee.

SEC. 19. Section six hundred thirty-one point one (631.1), Code 1973, as amended by Acts of the Sixty-fifth General Assembly, 1973 Session, chapter two hundred eighty-two (282), section sixty-one (61), is amended to read as follows:

631.1 Small claims.

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- 1. The following actions or claims are small claims and shall be commenced, heard and determined as provided in this chapter: A small claim is a civil action for a money judgment where the amount in controversy is one thousand dollars or less, exclusive of interest and costs, and actions.
- 2. The district court sitting in small claims shall have concurrent jurisdiction of an action for forcible entry and detainer which are is based on those grounds set forth in section six hundred forty-eight point one (648.1), subsections one (1), two (2), three (3), and five (5) of the Code. When commenced under this chapter, the action shall be a small claim for the purposes of this chapter.
- SEC. 20. Section six hundred thirty-one point two (631.2), Code 1973, as amended by Acts of the Sixty-fifth General Assembly, 1973 Session, chapter two hundred eighty-two (282), section sixty-two (62), is amended by striking the section and inserting in lieu thereof the following:

631.2 Jurisdiction and procedures.

1. The district court sitting in small claims shall exercise the jurisdiction conferred by this chapter, and shall determine small claims according to the statutes and the rules prescribed by this chapter. Except when transferred from the small claims docket as provided in section six hundred thirty-one point eight (631.8) of this chapter, small claims may be tried by a judicial magistrate, a district associate judge, or a district judge.

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- 2. The clerk of court shall maintain a separate docket for small claims which shall be known as the small claims docket, and which shall contain all matters relating to those small claims which are required by section six hundred six point seven (606.7) of the Code to be contained in a combination docket.
- 3. Statutes and rules relating to venue and jurisdiction shall apply to small claims, except that a provision of this chapter which is inconsistent therewith shall supersede that statute or rule.
- SEC. 21. Section six hundred thirty-one point three (631.3), Code 1973, as amended by Acts of the Sixty-fifth General Assembly, 1973 Session, chapter two hundred eighty-two (282), section sixty-three (63), is amended by striking the section and inserting in lieu thereof the following:
- 631.3 Commencement of actions clerk to furnish forms; subpoena.
- 1. All actions shall be commenced by the filing of an original notice with the clerk. At the time of filing, the clerk shall enter on the original notice and the copies to be served, the file number and the date the action is filed.
- 2. The clerk shall furnish standard forms as provided in section six hundred thirty-one point fifteen (631.15) of this chapter, as such pleadings may be required. The clerk may furnish information to any party to enable him to complete a form.
- 3. The clerk shall cause to be entered upon each copy of the original notice and in the docket the day for appearance, which date shall be determined in accordance with section six hundred thirty-one point four (631.4) of this chapter. Appearance dates shall be set only for days on which the office of the clerk is scheduled to be open.
- 4. Upon the request of any party to the action, the clerk or a judicial officer shall issue subpoenas for the attendance of witnesses at a hearing. The provisions of sections six hundred twenty-two point sixty-three (622.63) through six hundred twenty-two point sixty-nine (622.69), and six hundred twenty-two point seventy-six (622.76) through six hundred twenty-two point seventy-seven (622.77) of the Code shall apply to subpoenas issued pursuant to this chapter.
- SEC. 22. Section six hundred thirty-one point four (631.4), Code 1973, as amended by Acts of the Sixty-fifth General Assembly, 1973 Session, chapter two hundred eighty-two (282), section sixty-four (64), is amended by striking the section and inserting in lieu thereof the following:
- 631.4 Service—time for appearance. The manner of service of original notice and the times for appearance shall be as provided in this section.
 - 1. Actions for money judgment.
 - a. In actions for money judgment the defendant shall be required to appear not later than twenty days following the date of filing of the original notice, except as provided in paragraph c of this subsection. The clerk shall enter the latest date for appearance which is consistent with this chapter and shall cause service to be obtained as provided in this subsection.
- b. Except as provided in paragraph c of this subsection, at the option of the plaintiff and upon receipt of the prescribed costs, the clerk either shall mail, by certified mail, restricted delivery, return

receipt to the clerk requested, a copy of the original notice together with a conforming copy of an answer form to each defendant, or shall cause the original notice and answer form to be delivered to a peace officer or other person for personal service as provided in rules fifty-two (52) and fifty-six (56) of the rules of civil procedure.

c. If a defendant is a nonresident of the state of Iowa, and is subject to the jurisdiction of this state pursuant to section six hundred seventeen point three (617.3) of the Code, service of original notice and answer shall be made as provided in that section, and the date for appearance shall be sixty days from the date of filing with the secretary of state. The clerk shall collect the prescribed fees and costs, and shall cause duplicate copies of the original notice to be filed with the secretary of state, and copies of the original notice and answer to be mailed to each defendant in the manner prescribed in section six hundred seventeen point three (617.3) of the Code.

2. Actions for forcible entry or detention.

a. In an action for the forcible entry or detention of real property, the clerk shall set a date, time and place for hearing, and shall cause

service as provided in this subsection.

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b. Original notice shall be served personally upon each defendant as provided in rule fifty-six (56) of the rules of civil procedure, which service shall be made at least five days prior to the date set for hearing. Upon receipt of the prescribed costs the clerk shall cause the original notice to be delivered to a peace officer or other person for service upon each defendant.

SEC. 23. Section six hundred thirty-one point five (631.5), Code 1973, as amended by Acts of the Sixty-fifth General Assembly, 1973 Session, chapter two hundred eighty-two (282), section sixty-five (65), is amended by striking the section and inserting in lieu thereof the following:

631.5 Appearance—default. This section shall apply to all small claims except actions for forcible entry or detention of real property.

1. Appearance. A defendant may appear in person or by attorney, and by the denial of a claim a defendant does not waive any defenses.

2. Hearing set. If all defendants either have entered a timely appearance or have defaulted, the clerk shall assign a contested claim to the small claims calendar for hearing at a place and time certain. The time of hearing shall be not less than five days nor more than twenty days after the latest timely appearance. The clerk shall transmit the original notice and all other papers relating to the case to the judicial officer to whom the case is assigned, and copies of all papers so transmitted shall be retained in the clerk's office.

3. Partial service. If the plaintiff has joined more than one defendant, and less than all defendants are served with notice as determined by subsection four (4) of this section, the plaintiff may elect to proceed against all defendants served, or he may elect to have a continuance, issuable by the clerk, to a date certain not more than sixty days thereafter. If the plaintiff elects to proceed, the action shall be dismissed without prejudice as against each defendant not

served with notice.

4. Return of service. Proper notice shall be established by a signed return receipt or a return of service as provided in rule fiftynine (59) of the rules of civil procedure.

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5. Failure of service. In the event a sole defendant or all defendants fail to appear and the clerk, in accordance with subsection four (4) of this section, determines that proper notice has not been given, the clerk shall reset the date for appearance and upon receipt of the prescribed fees shall cause personal service upon each defendant as prescribed in section six hundred thirty-one point four (631.4) of this chapter.

6. Notification to parties. When a small claim is set for hearing the clerk immediately shall notify by ordinary mail each party or the attorney representing the party, and the judicial officer to whom the

action is assigned, of the date, time and place of hearing.

7. Default. If a defendant fails to appear and the clerk in accordance with subsection four (4) of this section determines that proper notice has been given, judgment shall be rendered against the defendant by the clerk if the relief is readily ascertainable. If the relief is not readily ascertainable the claim shall be assigned to a judicial magistrate for determination and the clerk shall immediately notify the plaintiff or his attorney and the judicial magistrate of such assignment by ordinary mail.

SEC. 24. Section six hundred thirty-one point six (631.6), Code 1973, is amended by striking the section and inserting in lieu thereof the following:

631.6 Fees and costs. All fees and costs required to be paid in small claims actions shall be paid in advance, and shall be assessed as costs in the action.

1. Docket fees and other fees imposed for small claims shall be the same as those required in regular actions in district court.

2. Postage for the mailing of original notices shall be the actual cost of the postage.

3. Fees for personal service by peace officers or other officials of the state shall be the amounts specified by law.

4. Fees for service of notice on nonresidents shall be as provided in section six hundred seventeen point three (617.3) of the Code.

All fees and costs collected in small claims actions shall be remitted to the county treasurer as provided in section six hundred six point sixteen (606.16) of the Code. The fee specified in subsection four (4) of this section shall be remitted to the secretary of state.

SEC. 25. Section six hundred thirty-one point seven (631.7), Code 1973, is amended to read as follows:

631.7 Parties pleadings and motions.

1. Except as *specifically* provided in sections 631.4 and 631.8 this chapter, there shall be no written pleadings or motions unless the court in the interests of justice requires permits them, in which event they shall be similar in form to the original notice.

2. Motions, except a motion under rule thirty-four (34) of the rules of civil procedure, shall be heard only at the time set for a hearing on

the merits.

3. Except as provided in subsection four (4) of section six hundred thirty-one point eight (631.8) of this chapter, a counterclaim, crosspetition or intervention shall be in writing and in the form promulgated under section six hundred thirty-one point fifteen (631.15) of this chapter. Copies shall be submitted for each party appearing, and shall be mailed by ordinary mail to those parties by the clerk. A cross-

17 petition against persons not a party to the action shall be made pursuant to rule thirty-four (34) of the rules of civil procedure and the 18 new party shall be served with notice as provided in this chapter. 19

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4. The rules of civil procedure pertaining to actions, joinder of actions, parties and intervention shall apply to small claims actions, except that rule twenty-nine shall not apply. No counterclaim is necessary to assert an offset arising out of the subject matter of the plaintiff's claim. A counterclaim, cross-petition, or intervention against an existing party is deemed denied and no responsive pleading by such party is required.

- SEC. 26. Section six hundred thirty-one point eight (631.8), subsections one (1) and two (2), Code 1973, are amended to read as follows:
 - 1. The rules of civil procedure pertaining to action, joinder of actions and parties and rule 75 of the rules of civil procedure shall be applicable to small claims actions, except that rule 29 shall not apply to actions originating as small actions Small claims not determined within ninety days following the expiration of any period of continuance or following the last entry placed on the record for that action shall be dismissed by the clerk without prejudice.

2. In small claims actions, if a party joins a small claim with one which is not a small claim, the court shall:

a. Order the small claim to be heard under this division chapter and dismiss the other claim without prejudice, or

b. As to parties who have appeared or are existing parties, either (1) order the small claim to be heard under the procedures specified in this chapter and the other claim to be tried by regular procedure or (2) order both claims to be tried by regular procedure.

Section six hundred thirty-one point eight (631.8), sub-Sec. 27. section three (3), Code 1973, is amended by striking the subsection and inserting in lieu thereof the following:

3. If commenced as a regular civil action or under the statutes relating to probate proceedings, a small claim shall be transferred to the A small claim commenced as a regular action small claims docket. shall not be dismissed but shall be transferred to the small claims docket. Civil and probate actions not small claims but commenced hereunder shall be dismissed without prejudice except for defendants who have appeared, as to whom such actions shall be transferred to the combination or probate docket, as appropriate.

Section six hundred thirty-one point nine (631.9), Code 1973, as amended by Acts of the Sixty-fifth General Assembly, 1973 Session, chapter two hundred eighty-two (282), section sixty-seven (67), is amended by striking the section and inserting in lieu thereof the following:

631.9 Jurisdiction determined. At the time set for the hearing of a small claim, the court first shall determine that proper notice as provided in subsection four (4) of section twenty-three (23) of this Act has been given a party before proceeding further as to him, unless he has appeared or is an existing party, and also shall determine that

the action is properly brought as a small claim. 11

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SEC. 29. Section six hundred thirty-one point eleven (631.11), Code 1973, as amended by Acts of the Sixty-fifth General Assembly, 1973 Session, chapter two hundred eighty-two (282), section sixty-nine (69), is amended to read as follows:

631.11 Hearing.

1. Informality. The hearing shall be to the court, shall be simple and informal, and shall be conducted by the court itself, without regard to technicalities of procedure; but the decision must be based on substantial evidence.

2. Evidence. The court shall swear the parties and their witnesses, and examine them in such way as to bring out the truth. The parties may participate, either personally or by attorney. The court may continue the hearing from time to time and may permit new or

amended pleadings if justice requires.

3. Record. Upon the trial, the judicial magistrate shall make detailed minutes of the testimony of each witness and append the exhibits or copies thereof to the record. The proceedings upon trial shall not be reported by a certified court reporter, unless the party provides a the reporter at such party's expense. By agreement the parties The magistrate, in his discretion, may cause the proceedings upon trial to be reported electronically. If the proceedings are being electronically recorded both parties shall be notified in advance of that recording. If the proceedings have been reported electronically the recording shall be retained under the jurisdiction of the magistrate unless appealed, and upon appeal shall be transcribed only by a person designated by the court under the supervision of the magistrate.

4. Judgment. Judgment shall be rendered, based upon applicable

law and upon a preponderance of the evidence.

- 5. Destruction of recordings. Unless an appeal is taken, an electronic recording of a proceeding in small claims shall be retained until the time for appeal has expired as specified in section six hundred thirty-one point thirteen (631.13) of the Code. Thereafter, the magistrate may direct that the recording tape or other device be erased and used for subsequent recordings. If the proceeding is appealed, the recording may be erased following entry of judgment by the district judge hearing the appeal.
- 1 SEC. 30. Section six hundred thirty-one point twelve (631.12), sub-2 section two (2), Code 1973, is amended by striking the subsection.
 - SEC. 31. Section six hundred thirty-one point thirteen (631.13), Code 1973, is amended by striking the section and inserting in lieu thereof the following:

631.13 Appeals.

- 1. Notice. An appeal from a judgment in small claims may be taken by any party by giving oral notice to the court at the conclusion of the hearing, or by filing a written notice of appeal with the clerk within ten days after judgment is rendered. In either case, the appealing party shall pay to the clerk within that ten days the usual district court docket fee to perfect the appeal. No appeal shall be taken after ten days.
- 2. Stay of judgment. Execution of judgment shall be stayed upon the filing with the clerk of the district court an appeal bond with surety approved by the clerk, in the sum specified in the judgment.

3. Transcript. Within twenty days after an appeal is taken, unless extended by order of a district judge or by stipulation of the parties, any party may file with the clerk as part of the record a transcript of the official report, if any, or in the event the report was made electronically, a transcription of the recording. If a transcription of an electronic recording is filed, the record on appeal shall contain the tape or other medium which the proceedings were preserved. A transcription of an electronic recording shall be provided any party upon request and upon payment by the party of the actual costs of transcription.

4. Procedure on appeal.

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a. A district judge shall promptly hear the appeal upon the record thus filed without further evidence. The judge shall decide the appeal without regard to technicalities or defects which have not prejudiced the substantial rights of the parties, and may affirm, reverse, or modify the judgment, or render judgment as the magistrate should have rendered.

If the record, in the opinion of the district judge, is inadequate for the purpose of rendering a judgment on appeal, the district judge may order that additional evidence be presented before him relative to one or more issues, and may enter any other order which may be necessary to protect the rights of the parties. The district judge shall take minutes of any additional evidence, but the hearing shall not be reported by a certified court reporter.

b. Upon entry of judgment the clerk may cause any recording tape or other device contained in the record to be erased for subsequent use.

Chapter six hundred thirty-one (631), Code 1973, is amended by adding the following new section as section six hundred thirty-one point fourteen (631.14)*:

NEW SECTION. Representation in small claims actions. Actions constituting small claims may be brought or defended by an individual, partnership, association, corporation, or other entity. In actions in which a person other than an individual is a party, that person may be represented by an officer or an employee. Any person, however, may be represented in small claims action by an attorney.

Chapter six hundred thirty-one (631), Code 1973, is amended by adding the following new section as section six hundred thirty-one point fifteen (631.15)*:

NEW SECTION. The supreme court shall prescribe standard forms of pleadings to be used in small claims actions. Standard forms promulgated by the supreme court shall be the exclusive forms used after December 31, 1975, but forms prepared in accordance with the law prior to the effective date of this Act may be used until Decem-

9 ber 31, 1975.

1 Chapter six hundred thirty-one (631), Code 1973, is SEC. 34. 2 amended by adding the following new section: 3

NEW SECTION. Discretionary review by supreme court.

1. A civil action originally tried as a small claim shall not be appealed to the supreme court except by discretionary review as provided herein.

^{*}According to enrolled Act

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2. "Discretionary review" is the process by which the supreme court may exercise its discretion, in like manner as under the rules pertaining to interlocutory appeals and certiorari in civil cases, to review specified matters not subject to appeal as a matter of right. The supreme court may adopt additional rules to control access to discretionary review.

3. The party seeking review shall be known as the appellant and the adverse party as the appellee, but the title of the action shall not

be changed from that in the court below.

4. A petition for review shall be filed in writing with the clerk of the district court within ten days after judgment.

5. When an application for discretionary review is filed, the clerk

of the court in which the judgment or order was rendered shall:

a. Immediately prepare and mail by certified mail, return receipt requested, to the appellees and their attorneys of record, true copies

of the application, together with the date of filing.

b. Immediately prepare and transmit to the clerk of the supreme court a transcript of all record entries relevant to the application, together with copies of all papers in the case on file with the court. and a transcript of the official report, if any, all duly certified under seal of the court.

Failure of the clerk of the district court to transmit all the papers as required by this subsection shall not prejudice the rights of the

6. The record and case shall be presented to the supreme court as provided by its rules; and the provisions of law in civil procedure relating to the filing of decisions and opinions of the supreme court

shall apply in such cases.

7. An application shall not be dismissed for an informality or defect in taking it if corrected as directed by the supreme court. The supreme court, after an examination of the entire record, may dispose of the case by affirmation, reversal or modification of the lower court judgment, and may order a new trial. It also may dismiss the application if both of the following are true:

a. The court determines that there has been no substantial miscar-

41 42 riage of justice.

b. The arguments do not present definite grounds for a hearing.

8. The decision of the supreme court with any opinion filed or judgment rendered must be recorded by its clerk. After the expiration of the period allowed for a rehearing, or as ordered by the court or provided by its rules, a certified copy of the decision and opinion shall be transmitted to the clerk of the trial court, and filed and entered of record in the district court.

9. The jurisdiction of the supreme court shall cease after the certified copy of the decision and opinion is transmitted to the clerk of the trial court. All proceedings for executing the judgment shall be

had in the trial court or by its clerk.

Section seven hundred fifty-three point nine (753.9), Code 1973, as amended by Acts of the Sixty-fifth General Assembly, 1973 Session, chapter two hundred eighty-two (282), section seventysix (76), is amended by adding the following new unnumbered paragraph:

NEW UNNUMBERED PARAGRAPH. In a case where a defendant fails 7 to make a required court appearance, the court shall issue an arrest 8 warrant for the offense of failure to appear, and shall forward the 9 warrant and the original citation to the clerk. The clerk shall enter a transfer to the issuing agency on the docket, and shall return the 10 11 warrant with the original citation attached to the law enforcement 12 agency which issued the original citation for enforcement of the war-13 rant. Upon arrest of the defendant, the warrant and the original citation shall be returned to the court, and the offenses shall be heard and 14 15 disposed of simultaneously.

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SEC. 36. Section seven hundred fifty-three point thirteen (753.13), Code 1973, as amended by Acts of the Sixty-fifth General Assembly, 1973 Session, chapter two hundred eighty-two (282), section seventy-seven (77), is amended by adding the following new paragraph:

NEW PARAGRAPH. The uniform citation and complaint shall contain a place for the verification of the officer issuing the citation. The complaint may be verified before the chief officer of the law enforcement agency or his designee, and the chief officer of each law enforcement agency of the state is authorized to designate specific individuals to administer oaths and certify verifications. Nothing in this section shall be deemed to invalidate forms of uniform citation and complaint in existence prior to the effective date of this Act, and existing forms may be used until supplies are exhausted.

SEC. 37. Section seven hundred fifty-three point fourteen (753.14), Code 1973, is amended to read as follows:

753.14 Traffic violations offices—fine collection boxes.

1. Offices. Each district court clerk's office shall constitute a traffic violations office of the district court. Additional traffic violations offices may be established at other locations, as needed, if authorized by the chief judge of the district.

2. Collection boxes. The chief judge of the district may permit the maintenance of locked collection boxes to be used at weigh stations. Such boxes shall be used solely for the deposit of fines and costs received upon written admissions of scheduled violations respecting weight and other nonmoving scheduled violations applicable to commercial carriers. The collection boxes shall remain locked at all times and shall be opened only by the clerk of the district court or his designee. The chief judge of the district may prescribe procedures for the system and may discontinue its use if necessary.

SEC. 38. Acts of the Sixty-fifth General Assembly, 1973 Session, chapter two hundred eighty-two (282), section eighty-nine (89), unnumbered paragraph two (2), amending section seven hundred sixty-two point twelve (762.12), Code 1973, is amended to read as follows:

Upon the trial, the judicial magistrate shall make minutes of the testimony of each witness and append the exhibits or copies thereof to the record. The proceedings upon trial shall not be reported, unless the party provides a reporter at such party's expense. By agreement the parties may cause the proceedings upon trial to be reported electronically. If the defendant is indigent and requests that the proceedings upon trial be reported, the judicial magistrately shall cause them to

12 be reported by a reporter, or electronically, at public expense.

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1 2 SEC. 39. Section seven hundred sixty-two point thirty-two (762.32), Code 1973, is amended by striking the section and inserting in lieu thereof the following:

762.32 Satisfaction of judgment. Upon entering a judgment imposing a fine, the court may provide that the judgment be paid in installments. If the defendant willfully fails to pay installments when due, he shall be guilty of contempt and shall be punished as provided in chapter six hundred sixty-five (665) of the Code.

SEC. 40. Section seven hundred sixty-two point forty-three (762.43), Code 1973, as amended by Acts of the Sixty-fifth General Assembly, 1973 Session, chapter two hundred eighty-two (282), section ninety-two (92), is amended to read as follows:

Appeal. An appeal may be taken by the plaintiff only upon 762.43 a finding of invalidity of an ordinance or statute. In all other cases, an appeal may only be taken by the defendant and only upon a judgment of conviction. Execution of the judgment shall be stayed upon the filing with the clerk of the district court an appeal bond with surety approved by the clerk, in the sum specified in the judgment. The defendant may take an appeal, by giving notice orally to the magistrate that he appeals, or by delivering to the magistrate not later than ten days thereafter, a written notice of his appeal, and in either case the magistrate must make an entry on its docket of the giving of such notice. Payment of fine or service of a sentence of imprisonment does not waive the right to appeal, nor render the appeal moot. When an appeal is taken, the magistrate shall forward to the appropriate district court clerk a copy of the docket entries in his court, together with copies of the complaint, warrant, motions, pleadings, his minutes of the witness' testimony and the exhibits or copies thereof, and all other papers in the case. Within ten days after an appeal is taken, unless extended by order of a district judge or by stipulation of the parties, any party may file with the clerk, as a part of the record, a transcript of the official report, if any, and, in the event the report was made electronically, the tape or other medium on which the proceedings were preserved. The case shall stand for trial anew in the district court in the same manner as it originally should have been tried before the judicial magistrate, without regard to technical errors or defects which have not substantially prejudiced the rights of either party. The court shall have full power over the case, the judicial magistrate and his record, and shall give render original judgment as though the ease were being eriginally tried.

SEC. 41. Section seven hundred sixty-six point seven (766.7), Code 1973, is amended to read as follows:

766.7 Traffic violations Nonindictable misdemeanors. The provisions of sections 766.2 through 766.6 shall not apply to traffic violations nonindictable misdemeanors, and when a defendant fails to appear as required in such a case, the court shall enter a judgment of forfeiture of the bond which shall be final upon entry and shall not be set aside.

SEC. 42. Section seven hundred eighty-nine point seventeen (789.17), Code 1973, is amended by striking the section and inserting in lieu thereof the following:

789.17 Satisfaction of judgment. Upon entering a judgment imposing a fine, the court may provide that the judgment be paid in installments. If the defendant willfully fails to pay installments when due, he shall be guilty of contempt and shall be punished as provided in chapter six hundred sixty-five (665) of the Code.

SEC. 43. Sections six hundred two point forty-eight (602.48), seven hundred sixty-two point twenty-one (762.21), and seven hundred sixty-two point twenty-three (762.23), Code 1973, are amended by striking those sections.

SEC. 44. The apportionment of judicial magistrates made in January, 1974, and the notice thereof given in February, 1974, by the supreme court administrator pursuant to section six hundred two point fifty-seven (602.57) of the Code is void and each county shall have and retain until January, 1975, the allotment of judicial magistrates in effect for that county as of December 1, 1973, except for a substitution permitted by section thirteen (13) of this Act.

In any county where the judicial magistrate appointing commission, pursuant to section six hundred two point fifty (602.50) of the Code, 10 made a number of appointments of judicial magistrates in 1974 which number is inconsistent with the number of magistrates permitted by 11 12 this section, or where the appointing commission prior to June 2, 1974 13 receives notice of a substitution pursuant to section thirteen (13) of this Act, the judicial magistrate appointing commission for that county 14 15 is authorized and directed to reconvene prior to July 1, 1974, and ap-16 point the number permitted by this section. For the purpose of this paragraph, such a nominating commission is authorized to declare 17 prior appointments made in 1974 void. 18

SEC. 45. Sections one (1) through twelve (12) and fourteen (14) through forty-three (43) of this Act shall take effect on July 1, 1974. Sections thirteen (13) and forty-four (44) of this Act shall take effect when published as provided in section forty-six (46) of this Act.

SEC. 46. Sections thirteen (13) and forty-four (44) of this Act, being deemed of immediate importance, shall take effect and be in force from and after publication of this Act in The Sioux City Journal, a newspaper published in Sioux City, Iowa, and in the West Des Moines Express, a newspaper published in West Des Moines, Iowa.

Approved May 27, 1974

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I hereby certify that the foregoing Act, House File 1470, was published in The Sioux City Journal, Sioux City, Iowa, May 30, 1974, and in the West Des Moines Express, West Des Moines, Iowa, May 30, 1974.

MELVIN D. SYNHORST, Secretary of State.