

**IN ARKANSAS STATE DISTRICT COURT DISTRICT 1 – DIVISIONS I-IV**  
**BENTON COUNTY, ARKANSAS**

**ADMINISTRATIVE PLAN**

WHEREAS, Arkansas Supreme Court Administrative Order Number 18, Section 9, (a) provides that certain state district courts shall prepare an administrative plan, when the court operates a specialty court program or when multiple judges preside in the district or the court has multiple venues in the district; and

WHEREAS, the Arkansas Code allows for the division of cases among the four District Judges in the State District Court-District 1; and

WHEREAS, the District Judges of State District Court-District 1 have taken into account geographical considerations, district boundaries, statistical data from the Administrative Office of the Courts and the various Division 1 District Courts, the projected case load of each Judge, and the experience and abilities of the individual Judges to promote prompt and efficient resolution of cases; and

WHEREAS, the following Judges have been duly elected and qualified to the designated Divisions I-IV of the State District Court-District 1 pursuant to **A.C.A. 16-17-1110(1)** :

Chris Griffin	Division One – Rogers
Ray Bunch	Division Two – Bentonville
A.J. Anglin	Division Three – Siloam Springs
Jeff R. Conner	Division Four

IT IS THEREFORE, CONSIDERED, ORDERED AND AGREED by the State District Court-District 1 Judges, as follows:

I.

**DIVISION AND VENUE**

The existence of Divisions shall not be construed to limit or preclude Judges from hearing other cases that may come before them. At times when one or more of the Judges may be absent or unavailable another Judge may be called upon to act upon matters assigned to another District Court. However, cases that originate within the boundaries of a particular State District Court-District 1 Court, shall at all times be heard in that District Court as provided by the venue provisions of said Code. Pursuant to A.C.A. 16-17-1202 and A.C.A. 16-17-1110(1), the following Departments currently exist in State District Court-Division 1:

**Rogers – 1901 S. Dixieland Rogers, AR 72758**

**Mondays** – Judge Griffin (All)(Criminal and traffic) – **Open Court** - 8:00am – 12:00pm / 1:00pm – 4:00pm / for anyone to approach the court about active warrants, fines, public service work extensions, D.L. holds, etc... Generally Open Court is held every Monday of the month but this may vary depending on need. Open Court will be held no less than two Mondays a month.

**Tuesdays** – Judge Griffin (All) **Arraignments** (Criminal and traffic)– 8:00am “juvenile- traffic” docket – 9:00am City and County docket – 1:15pm “interpreter docket” – 1:30pm City and County docket.

**Wednesdays** – Judge Griffin - **1<sup>st</sup> Wednesday** of the month is City trials (Criminal and traffic - docket times vary depending on caseload)– Judge Griffin - **2<sup>nd</sup> Wednesday** is “Interpreter day” (Criminal and traffic - Spanish, Marshallese, American Sign, etc... docket times are 8:30am, 9:30am, 10:30am, 11:00am, 1:45pm, 2:15pm, 3:30pm depending on interpreters, and whether City cases, County cases, “plea day”, or trials) **3<sup>rd</sup> Wednesday** is Bond Show cause hearings, and Civil Docket. Docket times are 9:00am for Civil, 1:15 for conflicts and 3:30pm for bond show cause hearings. “Night Court” (Criminal and traffic) is usually held every other month on the 3<sup>rd</sup> Wednesday. This may vary based on requests and need. Per our administrative plan Judge Griffin presides over bond show cause hearings and “Night Court.” Judge Anglin presides over Civil cases.

**4<sup>th</sup> Wednesday** of the months is “small Claims” presided over by Judge Anglin at a 9:00am docket time.

**Thursdays** – Judge Griffin (All) - **1<sup>st</sup> Thursday** of the month is County “Plea Day.” (Criminal and traffic) 8:00am and 10:30am dockets for “Pro Se” Defendants. 1:15pm/1:30pm dockets for represented parties. (Public Defender and private attorneys). **Judge Griffin (All) 2<sup>nd</sup> Thursday** is City “Pro Se Plea Day.” (Criminal and traffic) 8:30am, 10:00am, and 2:30 pm dockets. **Judge Griffin (All) 3<sup>rd</sup> Thursday** is County Trials. (Criminal and traffic - Docket times depend on caseload). **Judge Griffin (All) 4<sup>th</sup> Thursday** is usually left unscheduled for special hearings, settings, or special trial days.

**Fridays** – Judge Griffin (All) **2<sup>nd</sup> Friday** is “City Plea Day – Represented – Private and Public Defender.” (Criminal and traffic) 8:30 am and 1:30pm docket times. No court is scheduled on the 1<sup>st</sup>, 3<sup>rd</sup>, or 4<sup>th</sup> Fridays of the months.

**Note** – There may occasionally be variations from this docket schedule based on judicial conferences, holidays, etc...

#### **Bentonville - 2706 S. Walton Blvd. Bentonville 72712**

**Tuesdays** – **1<sup>st</sup> Tuesday** Criminal, Traffic, and DWI dockets are conducted from 8:00am through 11:30am and 1:30pm through 4:30pm. **2<sup>nd</sup> Tuesday** Criminal and Traffic dockets are conducted from 8:00am through 11:30am. **3<sup>rd</sup> Tuesday** Criminal, Traffic, and DWI dockets are conducted from 8:00am through 11:30am and 1:30pm through 4:30pm. **4<sup>th</sup> Tuesday** Criminal and Traffic dockets are conducted form 8:00am through 11:30am.

**Wednesdays** – **(All)** Criminal and Traffic dockets from 8:00am through 11:30am and from 1:30pm through 4:30pm.

**Thursdays** – **2<sup>nd</sup> Thursday** Small Claims docket from 9:00am through 11:30am. **4<sup>th</sup> Thursday** Civil docket from 9:00am through 11:30am.

**Fridays** – **(All)** Criminal and traffic docket with “overflow” from Civil or Small Claims scheduled from 8:00am through 11:00am.

**Siloam Springs – 410 N. Broadway Siloam Springs, AR 72761**

**Mondays** – (All) Criminal and Traffic docket every Monday of the month at 8:30am by Judge Anglin.

**Tuesdays** – (All) Criminal and Traffic arraignments every Tuesday of the month at 8:30am by Judge Anglin.

- Criminal and Traffic plea discovery hearings every Tuesday of the month at 1:00pm by Judge Anglin
- Criminal and Traffic Trial the last Tuesday of the month at 10:00am by Judge Anglin
- Small Claims and Civil the second Tuesday of the month at 10:00am by Judge Anglin

**Gentry- (also referred to as “Benton County West District Court”)- 100 E Main St, Gentry, AR 72734**

Court is held in the Gentry Department at least one time per month. Typically, court convenes on the second Wednesday, second Thursday and third Wednesday of each month. Trials and video hearings are scheduled and heard as needed.

**Wednesday** – Small Claims and Civil are held the first Wednesday of February, April, June, August, October, and December at 1:00pm by Judge Anglin for all departments that hold court in Gentry.

**Decatur – 100 E Main St Gentry, AR 72734**

Court is held in the Decatur Department at least one time per month. Typically, court convenes on the second Wednesday, second Thursday and third Wednesday of each month. Trials and video hearings in all subject matters are scheduled as needed.

**Cave Springs – 168 Glenwood Ave. Cave Springs, AR 72718**

**Thursdays – 3rd Thursday** of the month Criminal and Traffic dockets are conducted from 9:00am through 11:30pm.

Trials are scheduled in Civil and Small Claims as needed.

**Centerton – 220 Municipal Dr, Centerton, AR 72719**

Court is held in the Centerton Department at least one time per month. Typically, court convenes on the second Tuesday, and third Tuesday of each month. Trials and video hearings in all subject matters are scheduled as needed.

**Little Flock – 1500 Little Flock Drive, Little Flock, AR 72756**

Court is held in the Little Flock Department at least one time per month. Typically, court convenes on the third Thursday, and fourth Thursday of each month. Trials and video hearings in all subject matters are scheduled as needed.

**Lowell – 216 N Lincoln St, Lowell, AR 72745**

Court is held in the Lowell Department at least one time per month. Typically, court convenes on the second Monday, and third Friday of each month. Trials and video hearings in all subject matters are scheduled as needed.

**Pea Ridge - 977 Weston St. Pea Ridge, AR 72751**

**Tuesdays – 2<sup>nd</sup> Tuesday** of the month Criminal and Traffic dockets are conducted from 1:00pm through 4:30pm. **4<sup>th</sup> Tuesday** of the month Criminal and Traffic dockets are conducted from 1:00pm through 4:30pm.

Trials are scheduled in Civil and Small Claims as needed.

**Sulphur Springs – 100 E Main St, Gentry, AR 72734**

Court is held in the Sulphur Springs Department at least one time per month. Typically, court convenes on the second Wednesday, second Thursday and third Wednesday of each month. Trials and video hearings in all subject matters are scheduled as needed.

**Bella Vista - 612 W. Lancashire Blvd., Bella Vista, AR 72715**

**Thursdays – 1st Thursday** of the month Criminal and Traffic dockets are conducted from 8:30am through 11:30am, and from 1:30pm through 4:30pm. **3rd Thursday** of the month Criminal and Traffic dockets are conducted from 1:30pm through 4:30pm.

Trials are scheduled in Civil and Small Claims as needed.

**Additional Jurisdictional Areas**

The following cities and towns have police departments but are not designated as statutory departments of the district court. The cities file and cases are heard in the following departments:

<b>CITY</b>	<b>DEPARTMENT</b>
<b>Gravette, Arkansas</b>	<b>Gentry Department</b>
<b>Highfill, Arkansas</b>	<b>Gentry Department</b>

## II.

### **ASSIGNMENT OF CASES**

The State District Court-District 1 District Courts shall be assigned responsibilities as follows:

1. **Division 1 – Rogers:** All traffic and criminal cases originating by the City of Rogers; and all traffic and criminal cases originating by the County of Benton within the boundaries of Division 1.
2. **Division 2- Bentonville:** All traffic and criminal cases originating by the City of Bentonville; all civil and small claims cases within the boundaries of Division 2; and all traffic and criminal cases originating by the County of Benton within the boundaries of said Division 2; all traffic and criminal cases originating by the City of Pea Ridge; all traffic and misdemeanor cases originating by the City of Cave Springs; all traffic and criminal cases originating by the City of Bella Vista; and a DWI Specialty Court is provided and operates in Bentonville for Benton County.
3. **Division 3 – Siloam Springs:** All traffic and criminal cases originating by the City of Siloam Springs; all civil and small claims cases within the boundaries of Division 3; all civil and small claims cases within the boundaries of Division 1; all civil and small claims cases within the boundaries of Division 4 including the geographic majority of the city limits of the City of Centerton; all traffic and criminal cases originating by the County of Benton within the boundaries of said Division 3.
4. **Division 4 :** All traffic and criminal cases originating by the City of Gentry; all traffic and criminal cases originating by the City of Decatur; all traffic and criminal cases originating by the County of Benton within the boundaries of said Division 4; all traffic and criminal cases originating by the City of Centerton; all traffic and criminal cases originating by the City of Gravette; all traffic and criminal cases originating by the City of Sulphur Springs; all traffic and criminal cases

originating by the City of Lowell; all traffic and criminal cases originating by the City of Little Flock; all traffic and criminal cases originating by the City of Highfill.

### III.

#### **ADMINISTRATIVE ORDER 18**

The following matters pending in the Nineteenth West Circuit may be referred to the state district judges of the First District pursuant to Section (6)(b)(5) of Administrative Order No. 18 of the Arkansas Supreme Court, or whatever jurisdictional referral is necessary, to effectuate performance of the duties listed below in subsections (a-g). The four State District Judges in the 1st District shall perform the following duties:

- a.) Issue a search warrant pursuant to Rule 13.1;
- b) Issue an arrest warrant pursuant to Rule 7.1 or Ark. Code Ann. Section 16-81-104, or issue a summons pursuant to Rule 6.1;
- c) Make a reasonable cause determination pursuant to Rule 4.1(e);
- d) Conduct a first appearance hearing pursuant to Rule 8.1, at which the Judge may appoint counsel pursuant to Rule 8.2; inform a defendant pursuant to Rule 8.3; conduct a pre-trial release inquiry pursuant to Rules 8.4 and 8.5; or release a defendant from custody pursuant to Rules 9.1, 9.2 and 9.3.
- e) Conduct initial "non-contested" extradition proceedings pursuant to A.C.A. 16-94-101 et seq. "Contested" extradition proceedings will be referred to the Circuit Court Administrative Judge to be docketed on the Circuit Court docket so they may be heard with a formal record of the proceedings.



f) Assignment of said duties is:

District Judge Division 1 Chris Griffin 25% criminal referrals

District Judge Division 2 Ray Bunch 25% criminal referrals

District Judge Division 3 A.J. Anglin 25% criminal referrals

District Judge Division 4 Jeff R. Conner 25% criminal referrals

g) Records of referred matters will be made in accordance with the requirements of Supreme Court Administrative Order 4 with equipment provided by the Circuit Court.

h) The State District Court District 1 Judges shall rely on the County of Benton to provide necessary equipment and supplies, and either: video or audio link hook-up; or transportation of prisoners for said Rule 8.1 hearing. The individual Benton County District Judges shall have discretion whether to conduct such hearings at their various locales; or at the Benton County Detention Facility.

**IV.**  
**SPECIALTY COURTS**

In accordance with **A.C.A. 16-102-101 et seq.**, and the standards created by the National Center for DWI Courts as established through the National Highway Traffic and Safety Administration, a DWI Specialty Court is currently in existence and presided over by Division II District Judge Ray Bunch. By his execution of this Administrative Plan Judge Ray Bunch certifies that all applicable sentencing laws,

including assessment, collection and remittance of fines, fees, court costs, and probation fees are being complied with relative to the operation of the DWI Court operated in Division II.

The DWI Court is a 12 to 18 month post-adjudication program for high-risk participants. Best practices for screening and program guidelines are used to qualify and monitor participants while in the program.

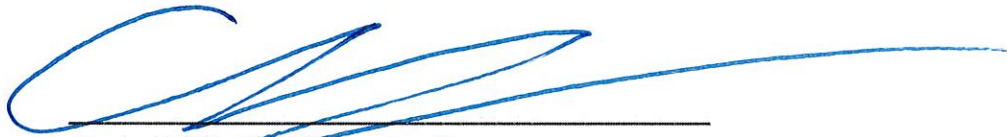
The resources used to comply with best practices as established by the State and Federal guidelines provided by the City of Bentonville are the facilities, the Court Coordinator, Probation Officers, Prosecutor, and law enforcement. Benton County provides a Public Defender and the State of Arkansas provides the Judge. A volunteer defense attorney is also used through the program. Participants pay for the costs of their treatment and court costs while the Arkansas Highway Safety Office provides funding for training for the DWI Court team. (See attached Exhibit "A" for further DWI Court details)

V.

**OTHER PROGRAMS OR DOCKETS**

None of the sitting Judges in State District 1 currently preside over any other program or docket beyond those listed above.

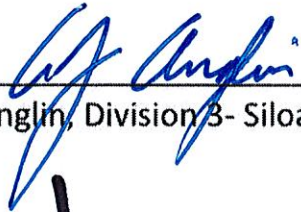
IT IS SO ORDERED AND AGREED THIS 27<sup>th</sup> DAY OF June, 2023.



Chris Griffin, Division 1 – Rogers



Ray Bunch, Division 2 – Bentonville



---

A.J. Anglin, Division 3- Siloam Springs



---

Jeff R. Conner, Division 4 – Benton County West

# EXHIBIT A

## Bentonville DWI Court Plan

### (A) Overview

- i. Benton County DWI Court is designed for people who have multiple DWI's. Participants plead guilty and are sentenced to DWI Court. It addresses the root cause of impaired driving. Hopefully, by treatment it will be an Accountability Court (changing behaviors of hardcore offenders) and protect public safety.
- ii. The Building Principles:
  1. Determine the Population -Targeting, a process to I.D. a subset of DWI offenders (Repeat Offenders)
  2. Perform Clinical Assessment
  3. Treatment Plan
  4. Supervise the offender
  5. Forge Agency, Organization and Community Partnerships
  6. Take a Judicial Leadership Role
  7. Develop case management strategies
  8. Address transportation issues
  9. Evaluate the Program
  10. Ensure a sustainable program
- iii. Drug Court Team- Judge makes all the decisions regarding participation in program with input from DWI Court Team. Team consists of:
  1. Prosecutor
  2. DWI Court Coordinator
  3. Defense attorney\ Public Defender
  4. Probation Officers
  5. Law Enforcement
  6. Treatment Provider
- iv. Program Rules –
  1. Total abstinence from use of drugs and alcohol
  2. Attend court and treatment sessions as scheduled, submit to random alcohol and drug testing
  3. Not associate with people who use or possess drugs
  4. Keep DWI Court Team informed of current address and phone number at all times
  5. Consent to search when required
  6. Inform Court immediately if have contact with Law Enforcement
  7. Abide by all rules and regulations imposed by DWI Court Team.

### Phase I

- Court and supervision appointment every week
- Treatment

- Support group
- Supervised probation requirements
- Contact with Probation Officer once a week
- Drug/alcohol testing at least 2x/week
- Home / job visits
- Pay all associated fees and costs
- Journal
- Curfew
- Sign Zero Tolerance Agreement
- Sign Memorandum of Understanding
- Pay Phase I fees of \$150/ month  
Minimum of 3 month

#### Phase II

- Court and supervision appointment every 2 weeks
- Treatment
- Support group
- Supervised probation requirements
- Contact with Probation Officer 1x every 2 weeks
- Drug/alcohol every 2 weeks
- Home / job visits
- Pay all associated fees and costs
- Continue journal
- Curfew
- Job search or work to obtain GED
- Phase II fee \$150/ month  
Minimum of 4 month

#### Phase III

- Court and supervision appointment once a month
- Treatment as needed
- Support group
- Supervised probation requirements
- Contact with Probation Officer minimum once a week
- Drug/alcohol testing 1x / month
- Relax home / job visits
- Pay all associated fees and costs
- Continue journal
- Relaxed curfew
- Have a job / obtain a GED
- Complete Defensive Driving Class
- Complete a Life Skills Course
- Pay Phase II fee of \$150/ month  
Minimum of 5 months

- v. Authority: National Center for DWI Courts, DWI Court Training and Technical Assistance Initiative is a project of the National Highway Traffic and Safety Administration of the U.S. Department of Transportation. The program conforms to Arkansas sentencing laws, including fines, fees, court costs and probation assessments.
- vi. Funding: Payment plan is established with the Court until all fees are paid in full. Participants pay for treatment and second opinion drug tests. Program fees cover program mandated drug tests conducted at courthouse and Initial Assessment through treatment provider.
- vii. Graduation:
  1. Complete each Phase of program (minimum 12 months)
  2. Demonstrated sobriety for at least 120 consecutive days
  3. Team determines you are eligible.