

# 16<sup>th</sup> Judicial Circuit County of Kane

Kane County Judicial Center  
Suite 400 –B  
37W777 Route 38  
St. Charles, Illinois 60175-7536  
Telephone (630) 232-5820



Rene´ Cruz, Judge  
*In Chambers*

April 12, 2020

Re: Updated Family Division Procedures (CR001, CR111, CR113, CR201, CR211)

Family Division Attorneys/Litigants,

Sixteenth Judicial Circuit General Order 20-14, dated April 6, 2020, extended reduced access to the Kane County Judicial Buildings through May 4, 2020. Said Order also continued all previously scheduled trials through May 18, 2020 as well. All prior procedures in relation to the Kane County Family Division remain in place through May 4, 2020 and shall extend pursuant to any subsequent General Order if applicable.

Please understand that any continuance dates received by counsel or parties from the Circuit Court Clerk for any matter during this period are set for **Status/Setting ONLY** on the next date **regardless of the time** given by the Clerk. Parties may appear at 9am on the subsequent date or at the time of the Clerk's Notice.

The Judges and Staff of the Kane County Family Division are appreciative of the efforts of counsel and self-represented litigants working remotely towards resolution of matters during this period. With all prior protocols remaining in place, and keeping in mind that when normal operations resume we anticipate a large influx of requests for special settings (PreTrial Conferences, Hearing & Trial Dates, etc.), we would like to make the following recommendations to Attorneys and Self-Represented Litigants at this time.

1. We strongly encourage counsel/parties to conduct remote conferences with Judges during this period. Judges continue to be available for remote telephone or Zoom Video Conference. As we are on a weekly rotation, there is more availability to conduct conferences on weeks when Judges are not on rotation. In the upcoming weeks, the Judges are on rotation in the Judicial center as follows:
  - a. 4/13/20 Judge Cruz
  - b. 4/20/20 Judge Flood
  - c. 4/27/20 Judge DownsWe strongly encourage parties to accomplish as much as practical during the respective Judge's off weeks to alleviate court call congestion once we resume normal operations.
2. Judges continue to accept Agreed Orders (for Agreed Dates or resolving matters) to be entered at the respective Judge's discretion to modify. Where there is counsel for both parties all correspondence can be emailed directly to the Judge for review or the Family Division email address at [FamilyDivision@16thCircuit.IllinoisCourts.gov](mailto:FamilyDivision@16thCircuit.IllinoisCourts.gov) under the following guidelines:
  - a. Where one or both parties is a Self-Represented Litigant, correspondence shall be sent **ONLY** to the family division email at [FamilyDivision@16thCircuit.IllinoisCourts.gov](mailto:FamilyDivision@16thCircuit.IllinoisCourts.gov).
  - b. Please be sure to copy all opposing parties on your emails or it will be returned
  - c. Please be sure to include the respective Judge's name and case number in the body of the email for faster distribution.
  - d. Counsel shall not include their clients in the emails to the respective Judge's direct email address.

3. In Proposed Marital Settlement Agreement to be submitted, in the event there is a maintenance waiver by either/both parties, please specify whether a party is entitled to maintenance pursuant to statutory calculations or the nature of the proposed waiver (i.e. similar salary, cohabitation, disproportionate property division, etc.)

As the process remains a fluid one, we will continue to modify protocols as we are able to improve our operations. It is our continued hope that the above protocols will allow parties to move cases towards resolution while remaining focused on the health, safety and well-being of their families.

Please refer any questions to the above email address.