

SUPERIOR COURT OF ARIZONA
MARICOPA COUNTY

LC2019-000323-001 DT

09/16/2019

HONORABLE DOUGLAS GERLACH

CLERK OF THE COURT
C. Avena
Deputy

CLEMENTE RANCH HOMEOWNERS
ASSOCIATION

LYNN M KRUPNIK

v.

TERESA J JOHNSTONBAUGH (001)

JUDGE GERLACH
OFFICE OF ADMINISTRATIVE
HEARINGS
REMAND DESK-LCA-CCC

ADMINISTRATIVE REVIEW ORDERS

On September 12, 2019, **Appellant**, Clemente Ranch Homeowners Association, filed a Notice of Appeal for Judicial Review of Administrative Decision against **Appellee**, Teresa J Johnstonbaugh, pursuant to Arizona Revised Statutes Annotated (A.R.S.) §§ 12-901 to 12-914.

IT IS ORDERED that **Appellant** serve **Appellee** with a copy of the Notice of Appeal for Judicial Review of Administrative Decision in the manner provided by A.R.S. § 12-906.¹

IT IS FURTHER ORDERED that **Appellant** shall file proof of service with the Clerk of the Superior Court of Maricopa County as required by Rules 4(g) and 4(i) of the Arizona Rules of Civil Procedure.

IT IS FURTHER ORDERED that **Appellant** provide **Appellee** with a copy of this minute entry.

¹ A.R.S. § 12-906 incorporates the Arizona Rules of Civil Procedure for service of process. *See* Rules 4 and 4.1, Ariz. R. Civ. P.

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IT IS FURTHER ORDERED that **Appellant** shall file a notice of action as required by A.R.S. § 12-904(B).

IT IS FURTHER ORDERED that **Appellant** shall order and make arrangements to pay for the preparation of pertinent portions of the record as required by A.R.S. § 12-904(B).

IT IS FURTHER ORDERED that a Notice of Appearance from **Appellee** shall be due 20 days from the date of service of **Appellant's** appeal.

Appellant is advised that, if **Appellant** fails to effectuate service or to order the record or the transcripts as ordered herein, this Court may dismiss these proceedings.

IT IS FURTHER ORDERED that the administrative agency or board shall transmit its record to the Clerk of this Court as required by A.R.S. § 12-904(B) and provide a Certification of Record on Review to **Appellant** and a notice to this Court that the transmittal has occurred.

IT IS FURTHER ORDERED that **Appellant** and **Appellee** are to file briefs in accordance with Rule 6 of the Rules of Procedure for Judicial Review of Administrative Decisions.

NOTICE: LC cases are not under the e-file system. As a result, when a party files a document, the system does not generate a courtesy copy for the Judge. Therefore, you will have to deliver to the Judge a conformed courtesy copy of any filings.