

IN THE CIRCUIT COURT OF THE FIFTEENTH JUDICIAL CIRCUIT  
IN AND FOR PALM BEACH COUNTY, FLORIDA

ADMINISTRATIVE ORDER NO. 3.302-9/17\*

IN RE: FORECLOSURE DIVISION - "AW"  
\_\_\_\_\_:

In the interest of judicial economy, Division "AW" is being closed and its cases reassigned to the circuit civil divisions. **Due to Hurricane Irma and the closure of the courts, time frames for the implementation of the transfer of cases have to be adjusted.**

**NOW, THEREFORE**, pursuant to the authority conferred by Florida Rule of Judicial Administration 2.215, it is **ORDERED AND ADJUDGED** as follows:

**A. NEW CASE FILINGS**

1. Effective at the close of business on August 18, 2017, the Clerk and Comptroller shall cease assigning newly filed residential foreclosure cases to Division "AW".
2. The Clerk and Comptroller shall randomly assign any newly filed residential foreclosure cases to the existing circuit civil divisions.

**B. REASSIGNMENT OF NEWLY REOPENED CASES**

1. Effective at the close of business on August 18, 2017, the Clerk and Comptroller shall not reopen any cases in Division "AW".
2. The Clerk and Comptroller shall randomly reassign any newly reopened cases to the existing circuit civil divisions. The Clerk and Comptroller shall prepare a Notice of Reassignment and serve it on the Plaintiff either electronically or by United States Mail.
  - a. The Notice of Reassignment shall be docketed and available for public viewing within one business day of the reassignment.
  - b. The Notice of Reassignment shall contain a directive to the Plaintiff to serve the Notice of Reassignment on all parties, in accordance with Rule of Judicial Administration 2.516.

- c. The Clerk and Comptroller, shall, within one business day, file and serve the Notice of Reassignment on the Plaintiff.
3. Within three (3) business days of receipt of the Notice of Reassignment of the newly reopened case, the Plaintiff shall serve, in accordance with Rule of Judicial Administration 2.516, a copy of the Notice of Reassignment on all parties who have not been dismissed or dropped from the action. The Plaintiff shall also file a Notice of Service of the Notice of Reassignment ("Notice of Service") with the Clerk and Comptroller. The Notice of Service is to include a complete service list.
4. Any motion, including an emergency, which arises out of the newly reopened case, shall be set for hearing in the circuit civil division in which it has been reassigned according to that division's procedures.

C. **ACTIVE CASES**

Residential foreclosure cases, in open and reopened status, will be processed as follows:

1. **FIRST 1,215 CASES:** No later than August 30, 2017, Court Administration is directed to provide to the Clerk and Comptroller a list of 1,215 foreclosure cases in open and reopened status pending in Division "AW".
  - a. The Clerk and Comptroller is directed to begin randomly reassigning the identified 1,215 cases to the circuit civil divisions on August 31, 2017.
  - b. No later than September 8, 2017, the Clerk and Comptroller is to provide to Court Administration a list of the circuit civil divisions to which the cases were reassigned.
  - c. The Clerk and Comptroller will prepare a Notice of Reassignment and serve it on the Plaintiff either electronically or by United States Mail.
    - 1) The Notice of Reassignment shall be docketed and available for public viewing within twenty-four (24) hours of the reassignment.
    - 2) The Notice of Reassignment shall contain a directive to the Plaintiff to serve the Notice of Reassignment on all parties, in accordance with Rule of Judicial Administration 2.516. The Clerk and Comptroller shall file and serve the Notice of Reassignment on the Plaintiff no later than September 8, 2017.
    - 3) Within seven (7) business days of the service of the Notice of Reassignment, the Plaintiff shall serve in accordance with Rule of Judicial Administration 2.516 a copy of the Notice of Reassignment on all parties who have not been dismissed or dropped from the action. The Plaintiff shall also file a Notice of Service of the Notice of Reassignment ("Notice

of Service") with the Clerk and Comptroller. The Notice of Service is to include a complete service list.

2. SECOND 1,215 CASES: No later than September 8, 2017, Court Administration is directed to provide to the Clerk and Comptroller a second list of 1,215 foreclosure cases in open and reopened status pending in Division "AW".
  - a. The Clerk and Comptroller is directed to begin randomly reassigning the identified second set of 1,215 cases to the circuit civil divisions on September 11, 2017.
  - b. No later than **September 26, 2107**, the Clerk and Comptroller is to provide to Court Administration a list of the divisions to which the cases were reassigned.
  - c. The Clerk and Comptroller will prepare a Notice of Reassignment and serve it on the Plaintiff either electronically or by United States Mail.
    - 1) The Notice of Reassignment shall be docketed and available for public viewing within twenty-four (24) hours of the reassignment.
    - 2) The Notice of Reassignment shall contain a directive to the Plaintiff to serve the Notice of Reassignment on all parties, in accordance with Rule of Judicial Administration 2.516. The Clerk and Comptroller shall file and serve the Notice of Reassignment on the Plaintiff no later than **September 26, 2017**.
    - 3) Within seven (7) business days of the service of the Notice of Reassignment, the Plaintiff shall serve, in accordance with Rule of Judicial Administration 2.516, a copy of the Notice of Reassignment on all parties who have not been dismissed or dropped from the action. The Plaintiff shall also file a Notice of Service of the Notice of Reassignment ("Notice of Service") with the Clerk and Comptroller. The Notice of Service is to include a complete service list.
3. ANY REMAINING CASES: No later than **September 26, 2017**, Court Administration is directed to provide to the Clerk and Comptroller a list of any remaining foreclosure cases assigned to Division "AW".
  - a. Effective **September 27, 2017**, the Clerk and Comptroller is directed to randomly reassign any remaining cases from Division "AW" to the circuit civil divisions.
  - b. No later than **October 4, 2017**, The Clerk and Comptroller is to provide to Court Administration the divisions to which the cases were reassigned.
  - c. The Clerk and Comptroller will prepare a Notice of Reassignment and serve it on the Plaintiff either electronically or by United States Mail.

- 1) The Notice shall be docketed and available for public viewing within twenty-four (24) hours of the reassignment.
- 2) The Notice shall contain a directive to the Plaintiff to serve the Notice of Reassignment on all parties, in accordance with Rule of Judicial Administration 2.516. The Clerk and Comptroller shall file and serve the Notice of Reassignment on the Plaintiff no later than **October 4, 2017**.
- 3) Within seven (7) business days of the service of the Notice of Reassignment, the Plaintiff shall serve a copy of the Notice of Reassignment, in accordance with Rule of Judicial Administration 2.516, on all parties who have not been dismissed or dropped from the action. The Plaintiff shall also file a Notice of Service of the Notice of Reassignment ("Notice of Service") with the Clerk and Comptroller which Notice of Service is to include a complete service list.

**D. CASES SET FOR UNIFORM MOTION CALENDAR**

1. Cases that are set for Uniform Motion Calendar (UMC) in Division "AW" prior to the redistribution of cases, will remain as currently scheduled on the Division "AW" UMC calendar.
2. Because the on-line scheduling program for Division "AW" only permits scheduling for cases assigned to Division "AW", parties are to check the Clerk's docket, located at [www.mypalmbeachclerk.com](http://www.mypalmbeachclerk.com), prior to scheduling a UMC hearing to ensure that a reassignment has not occurred. Reassigned cases should be set for UMC in front of the newly assigned division unless previously set for trial, calendar call or summary judgment in Division "AW" as set forth in paragraph E below.

**E. CASES SET FOR TRIAL, CALENDAR CALL OR SUMMARY JUDGMENT HEARING**

1. Cases scheduled for a trial, calendar call or summary judgment hearing, in Division "AW" from the date of this order through December 31, 2017, will have the trial, calendar call, or summary judgment motion, heard by a judge covering Division "AW" despite the reassignment.
2. Motions for continuance of trials, calendar calls, or summary judgments scheduled in Division "AW" from the date of this order through December 31, 2017, will be set before the newly assigned judge.
3. No case will be heard in Division "AW" after December 31, 2017.

**F. EMERGENCY MOTIONS**

Emergency Motions should be referred to the Newly Assigned Division upon reassignment.

**G. LIST OF REASSIGNED CASES**

Court Administration shall post a complete listing of reassignments on the Fifteenth Judicial Circuit Website at [www.15thcircuit.com](http://www.15thcircuit.com).

**DONE AND SIGNED** in Chambers in West Palm Beach, Palm Beach County, Florida  
this 18 day of September, 2017.



KRISTA MARX  
Chief Judge

\*supersedes Admin. Order 3.302-8/17