

**IN THE CIRCUIT COURT, FOURTH JUDICIAL  
CIRCUIT, IN AND FOR DUVAL COUNTY FLORIDA**

**ADMINISTRATIVE ORDER NO: 2020-11**

**IN RE: TEMPORARY SUSPENSION OF REQUIREMENTS OF AMENDED  
ADMINISTRATIVE ORDER NO. 89-18**

**WHEREAS**, Amended Administrative Order No. 89-18 requires an alleged traffic offender to post "a cash bond in the amount of \$75.00 or the amount of the violation, whichever is greater...before the Court will accept" an Affidavit of Defense or Admission and Waiver of Appearance in civil traffic matters;

**WHEREAS**, during the current COVID-19 emergency, public access to the Duval County Courthouse has been limited pursuant to First Amended Administrative Order No. 2020-09;

**WHEREAS**, in order to continue to resolve civil traffic matters during this emergency, the Court will permit the filing of an Affidavit of Defense or Admission and Waiver of Appearance by pro se litigants in civil traffic matters so that a court appearance will not be necessary;

**WHEREAS**, in order to assist pro se litigants during this emergency, this Court is temporarily suspending the requirement of Amended Administrative Order No. 89-18 such that an alleged traffic offender will not be required to post any monetary amount prior to the Court accepting an Affidavit of Defense or Admission and Waiver of Appearance in civil traffic matters;

**NOW THEREFORE**, pursuant to the authority conferred upon me as the Chief Judge of the Fourth Judicial Circuit and pursuant to the Florida Rules of Judicial Administration, it is hereby

**ORDERED** that:

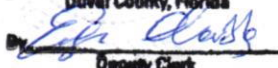
1. The requirement of Amended Administrative Order No. 89-18 that an alleged traffic offender post "a cash bond in the amount of \$75.00 or the amount of the violation, whichever is greater...before the Court will accept" an Affidavit of Defense or Admission and Waiver of Appearance in civil traffic matters is hereby temporarily suspended until further order of this Court.

2. This Administrative Order shall be recorded by the Clerk of Court, in the Official Records of Duval County, in the State of Florida, and shall take effect immediately and remain in full force and effect until otherwise ordered by the Court.

27 **DONE AND ORDERED** in Chambers at Jacksonville, Duval County, Florida, this the day of March, 2020.

  
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**MARK H. MAHON**  
**CHIEF JUDGE**

- cc: All Judges in the Fourth Judicial Circuit  
All Magistrates in the Fourth Judicial Circuit  
The Honorable Ronnie Fussell, Clerk of Courts, Duval County  
The Honorable Charles G. Cofer, Esq, Public Defender  
The Honorable Melissa W. Nelson, Esq., State Attorney  
The Honorable Jason R. Gabriel, Esq., General Counsel  
The Honorable Mike Williams, Sheriff, Jacksonville Sheriff's Office  
Major Claude Colvin, Jacksonville Sheriff's Office, Courthouse Security  
Joseph G. Stelma, Fourth Judicial Circuit Trial Court Administrator  
Eve Janocko, Chief Deputy Trial Court Administrator  
Mike Smith, Court Technology Officer  
Reginald Exum, Duval County Courthouse Operations Manager  
Steven Woodard, Emergency Preparedness Director  
Julie K. Taylor, Court Counsel  
Stephen Siegel, Esq., Office of the State Attorney  
Janet Abel, Circuit Director, Office of Criminal Conflict and Civil Regional Counsel  
Matt Lufrano, Esq., President, FACDL (Local Chapter)  
Jim Kowalski, Esq., Executive Director JALA  
Christine Larson, Executive Director Three Rivers Legal Services, Inc.  
Fourth Circuit Court Law Library, Duval County  
Judicial Staff Attorneys, Fourth Judicial Circuit  
The Jacksonville Bar Association

STATE OF FLORIDA  
DUVAL COUNTY  
I, UNDERSIGNED Clerk of the Circuit & County Courts, Duval County, Florida, DO HEREBY CERTIFY the within and foregoing, consisting of 2 pages, is a true and correct copy of the original as it appears on record and file in the office of the Clerk of Circuit & County Courts of Duval County, Florida.  
WITNESS my hand and seal of Clerk of Circuit & County Courts at Jacksonville, Florida, this the 27 day of March, A.D., 20 20.  
**RONNIE FUSSELL**  
Clerk, Circuit and County Courts  
Duval County, Florida  
  
Deputy Clerk