20040083062 RECORDED IN PUBLIC RECORDS LEON COUNTY FL BK: 3155 PG: 759,
09/02/2004 at 12:39 PM, BOB INZER, CLERK OF COURTS

IN THE SECOND JUDICIAL
CIRCUIT OF FLORIDA

OFFICE OF THE CHIEF JUDGE

ADMINISTRATIVE ORDER NO. 91-12
AMENDMENT

IN RE: SCHEDULING A FIRST COURT APPEARANCE FOR ALL ARRESTED DEFENDANTS, WHETHER INCARCERATED OR RELEASED ON RECOGNIZANCE BOND, PRETRIAL RELEASE, OR NOTICE TO APPEAR.

RECORDED IN THE PUBLIC RECORDS OF LEON CO. FLA. IN THE BOOK & PAGE IND.
FILED AND DATE NOTED
DAVE LANG
CLERK CIRCUIT COURT
02 FEB 23 PM 2:4

WHEREAS, the Leon County Judges wish to have misdemeanor VOP arraignments scheduled with all other cases for better efficiency, it is therefore

ORDERED THAT Section B of the above-referenced Administrative Order is amended as follows:

B. <u>DEFENDANTS RELEASED ON RECOGNIZANCE, BOND, PRE-TRIAL RELEASE OR BY NOTICE TO APPEAR (INCLUDING TRAFFIC CITATION)</u>

1. Felony cases whether on-view, failure to appear or violation of probation: Schedule for second regular business day (excluding weekends and holidays). If the defendant has not previously appeared before a judge in the case, schedule for first appearance in Courtroom 3A. If the defendant has previously appeared before the judge in the cased, schedule for arraignment in either Courtroom 3A (Judge Gary) or Courtroom 3B (Judge Sauls).

2. Misdemeanor cases whether on-view, failure to appear or violation of probation, are to be scheduled for arraignment on the third TUESDAY after date of arrest in Courtroom 2A as follows:

Defendant's last name A-K	8:30 a.m.
Defendant's last name L-Z	1:00 p.m.
All Public Defender cases	10:00 a.m.
<u>EXCEPTION</u>: All Passing Worthless Bank Check cases	1:00 p.m. third THURSDAY after date of arrest

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3. Criminal traffic cases except violation of probation, are to be scheduled for arraignment on the third THURSDAY after arrest in Courtroom 1B.

4. Violation of Probation, traffic cases, are to be scheduled for Courtroom 1B at 1:30 p.m., on the next violation of probation hearing date that is at least seven days from the date of arrest.

A quick reference guide to the foregoing is attached. It is expected to be referred to often. It should be conspicuously posted at the jail booking desk and in the Felony, Misdemeanor and Traffic Divisions of the Clerks Office. It should be made readily available to clerks, booking officers, individual law enforcement officers and others who make arrests or issue notices to appear (including criminal traffic citations) or who otherwise must provide a defendant with a date and time to appear in court.

If there is any question or confusion concerning the scheduling of any person detained, contact the first appearance judge.

DONE AND ORDERED in Chambers at Tallahassee, Leon County, Florida, this 18th day of February, 1993.

WILLIAM L. GARY, Chief Judge

Copies to:

All Circuit Judges
All County Judges
Clerk of the Court
Leon County Jail
Law Enforcement Agencies

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LEON COUNTY
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COURT APPEARANCES FOR DEFENDANTS RELEASED ON RECOGNIZANCE, PRE-TRIAL, BOND, OR GIVEN NOTICE TO APPEAR

Type Arrest	Type Appearance	Location	Time	
Felony On-View	First	3A	8:30 a.m.	*Note 1
Felony FTA	Arraignment	3A / 3B	8:30 a.m.	*Note 1
Felony VOP	Arraignment	3A / 3B	8:30 a.m.	*Note 2
Misdemeanor On-View	Arraignment	2A	*Note 3	
Misdemeanor FTA	Arraignment	2A	*Note 3	
Misdemeanor VOP	Arraignment	2A	*Note 3	
Traffic On-View	Arraignment	1B	*Note 4	
Traffic FTA	Arraignment	1B	*Note 4	
Traffic VOP	Arraignment	1B	*Note 5	

Note 1: If defendant has not had a court appearance, schedule first appearance in courtroom 3A, 8:30 a.m. second business day. If defendant has had a court appearance, schedule arraignment in 3A (Gary) or 3B (Sauls), 8:30 a.m.

Note 2: Schedule arraignment second business day, 3A (Gary) or 3B (Sauls), 8:30 a.m.

Note 3:
- 8:30 a.m. — **A - K:** Third Tuesday after date of arrest
- 1:00 p.m. — **L - Z:** Third Tuesday after date of arrest
- 10:00 a.m. — **Public Defender Cases:** Third Thursday after date of arrest
- 1:00 p.m. — **All Check Cases:** Third Thursday after date of arrest

Note 4:
- 8:30 a.m. — **A - K:** Third Thursday after date of arrest
- 1:00 p.m. — **L - Z:** Third Thursday after date of arrest
- 10:00 a.m. — **Public Defender Cases:** Third Thursday after date of arrest

Note 5: 1:30 p.m. **Traffic VOPs.** First VOP hearing date at least seven days after arrest in Courtroom 1B. (Held every other Wednesday.)

JAIL ONLY

DEFENDANT RELEASED PRIOR TO A COURT APPEARANCE: Remove court dates on CJIS that you typed in at time of arrest. Print notices using the above guidelines and have defendant sign.
DEFENDANT RELEASED AFTER A COURT APPEARANCE: If a future court date shown, print notice and have defendant sign. If no court date shown, print contact and have defendant sign.

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