



ELEVENTH JUDICIAL CIRCUIT OF FLORIDA
ADMINISTRATIVE OFFICE OF THE COURTS
OFFICE OF THE GENERAL COUNSEL

JOEL H. BROWN

CHIEF JUDGE

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TRIAL COURT ADMINISTRATOR

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December 23, 2010

Larry Schwartzol, Esquire
Rachel Goodman, Esquire
American Civil Liberties Union National Office
125 Broad Street, 18th Floor
New York, New York 10004-2400

Re: Public Records Request

Dear Mr. Schwartzol and Ms. Goodman:

On behalf of the Eleventh Judicial Circuit, please be advised that, as of this writing, there are approximately five hundred eighty (580) pages of documents that are available to be reproduced or are available on the Circuit's website, in response to your public records request, to include:

1. Administrative Orders (also available on the Circuit's website. *See* enclosed Foreclosure Website Links):
 - AO 10-58- Appointment of Michele Samaroo, Esquire as General Magistrate for the Foreclosure and Economic Recovery Program
 - A) 10-29-Appointment of Robert S. Singer, Esquire as General Magistrate for the Foreclosure and Economic Recovery Program
 - AO 10-06-Establishment of Section 50 in the Circuit Civil Division of the Eleventh Judicial Circuit of Florida and the Reassignment of Certain Pending Foreclosures Cases to Said Section
 - AO 10-03 A1-Case Management of Residential Foreclosure Cases and Mandatory Referral of Mortgage Foreclosure Cases Involving Homestead Residences to Mediation
 - AO 09-18-Authorizing the Clerk of the Courts to Conduct On-line Auctions of Real Property in Lieu of On-site Auctions

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- AO 09-09 A1-Amending Administrative Order and Final Judgment of Foreclosure Form
 - AO 09-09-Revisions to Uniform Final Judgment of Foreclosure Form, Adoption of Other Foreclosure Forms, and Establishment of Other Foreclosure Procedures
 - AO 09-08-Establishment of 11th Circuit Homestead Access to Mediation Program (“CHAMP”) for Case Management of Residential Foreclosure Cases in the Eleventh Judicial Circuit of Florida
2. Administrative Memoranda (also available on the Circuit’s website. See enclosed Foreclosure Website Links):
- AM CIV 10-A-Establishment of the Foreclosure Master Calendar for the Management of Residential Mortgage Foreclosure Cases
 - AM CIV 10-B-Cancellation of Scheduled Foreclosure Sales and Motions to Cancel Sale, Vacate Final Judgment and Dismiss in Residential Mortgage Foreclosure Cases
 - AM CIV 10-C-Referrals to Foreclosure Trial Unit
 - AM CIV 10-D-Closing of Files Erroneously Listed in Open Status (not posted on website)
 - AM CIV 10-E- Requirements for Residential Mortgage Foreclosure Cases (not posted on website)
3. Professional Services Agreements:
- Agreement for Professional Services for the Case Management of the 11th Circuit Homestead Access to Mediation Program (“CHAMP”)
 - Amendment #1 to Agreement for Professional Services for the Case Management of the 11th Circuit Homestead Access to Mediation Program (“CHAMP”)
 - Amendment #2 to Agreement for Professional Services for the Case Management of the 11th Circuit Homestead Access to Mediation Program (“CHAMP”)
4. Request for Proposals for Residential Foreclosure Program Manager Services of the Eleventh Judicial Circuit (also available on the Circuit’s website at www.jud11.flcourts.org). Please note that the Circuit has received proposals in response to the RFP; however, pursuant to Section 119.071, sealed proposals are exempt from disclosure until such time as notice of a decision or intended decision is published.
5. Resource Materials:

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- An Introduction to Foreclosure
 - Residential Foreclosure Bench Book
 - Summary Judgment Review
 - Motion for Summary Judgment Checklist
 - Summary of Protecting Tenants at Foreclosure Act of 2009
 - Other Resources and Forms are available on the Circuit's website (*See enclosed Resources and Forms Website Links*)
6. Judicial calendars may be accessed at
http://www.jud11.flcourts.org/about_the_court/judicial_phots/default.asp
 7. Statistics re CHAMP
 8. Data re Mediation Program Outcomes
 9. List of the names, job titles, and responsibilities of judicial officers and administrative personnel assigned to handle foreclosure cases.
 10. The rules governing public access to civil proceedings, including public access to proceedings in foreclosure cases in the Circuit may be found in the Florida Rules of Civil Procedure and the Florida Rules of Judicial Administration.
 11. Computer Disks:
 - CHAMP Attorney Q & A-May 1, 2009
 - Town Hall Meeting on Foreclosure Cases-October 29, 2010
 - Data re Case Tracking System

With regard to the cost to obtain the above referenced documents, assuming the ACLU will avail itself of the online access to documents (approximately 407 pages) on the Circuit's website, the amount due for the remaining 173 pages of documents is \$25.95 (calculated based on \$.15 per page). Additionally, as authorized by Rule 2.420, Rules of Judicial Administration, the service charges incurred for use of information technology, clerical, supervisory and legal assistance in gathering and determining which documents were subject to disclosure amounts to \$1,246.77. Accordingly, please remit a check made payable to the Board of County Commissioners in the amount of \$1,272.72 to obtain the documents. Upon receipt of your remittance, we will contact you to determine if the documents will be mailed or picked up.

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Furthermore, there are a significant number of emails that are in the custody of Judge Jennifer Bailey, Administrative Judge of the Circuit's Civil Division, that are being reviewed to determine which of such emails are subject to disclosure. Upon such determination, we will advise the ACLU as to the reproduction cost and service charges for these documents.

Very truly yours,


Linda Kelly Kearson
General Counsel

LKK/W051

Enclosures

Cc: Honorable Joel H. Brown, Chief Judge, 11th Judicial Circuit
Honorable Jennifer Bailey, Administrative Judge, Circuit Civil Division, 11th Judicial Circuit
Sandra Lonergan, Trial Court Administrator, 11th Judicial Circuit

FORECLOSURE WEBSITE LINKS

Administrative Orders and Memorandums:

AO 10-06 – Establishment of Section 50 & case reassignment

http://reports.jud11.flcourts.org/Administrative_Orders/1-10-06-Establishment%20of%20Section%2050%20Circuit%20Civil%20Div-Foreclosure.pdf

AO 10-A- Establishment of the Foreclosure Master Calendar for the management of residential mortgage foreclosure cases

http://www.jud11.flcourts.org/what's_new/CIV10-A.pdf

AM CIV 10-B - Cancellation of scheduled foreclosure sales and motions to cancel sale, vacate final judgment and dismiss in residential mortgage foreclosure cases

http://www.jud11.flcourts.org/what's_new/CIV10-B.pdf

AO 10-03 A1 - Case Management of Residential Foreclosure Cases and Mandatory Referral of Mortgage Foreclosure Cases Involving Homestead Residences to Mediation [Amending and Superseding Administrative Order No. 10-03] (Effective March 29, 2010)

http://www.jud11.flcourts.org/what's_new/CIV10-B.pdf

AO -09-09 - New Foreclosure Rules and Form

(effective May 15, 2009) http://reports.jud11.flcourts.org/Administrative_Orders/1-10-03-A1-Foreclosure%20Case%20Management%20Referral%20Homestead%20Residences%20to%20Mediation.pdf

AO 09-09 A1- Amended Foreclosure Rules and Form

(effective November 13, 2009) http://reports.jud11.flcourts.org/Administrative_Orders/1-09-09-Revision%20Uniform%20Final%20Judgment%20Foreclosure%20and%20Procedures.pdf

AO 09-09 - Approved Final Judgment of Foreclosure Form

http://reports.jud11.flcourts.org/Administrative_Orders/1-09-09%20A1-Amending%20Final%20Judgment%20of%20Foreclosure.pdf

AO 09-18 - Authorizing the Clerk of the Courts to conduct on line auctions

http://reports.jud11.flcourts.org/Administrative_Orders/1-09-18-Authorizing%20Clerk%20to%20Conduct%20On-Line%20Auctions%20of%20Real%20Property.pdf

AO 09-08 - CHAMP-Mediation Program for Foreclosure Cases with Homestead Exemption

http://www.jud11.flcourts.org/what%27s_new/champ_foreclosure.htm

Resources and Forms:

Submission of Foreclosure Packets

http://www.jud11.flcourts.org/what's_new/Letter_Submission_of_Foreclosure_Packets%20.pdf

FMC Master Calendar Update

http://www.jud11.flcourts.org/what%27s_new/FMCMemo4202010.pdf

Certificate of Compliance

http://www.jud11.flcourts.org/what%27s_new/CERTIFICATE_OF_COMPLIANCE.doc

Order on Motion to Cancel Sale

http://www.jud11.flcourts.org/what's_new/Generic%20Order%20re%20Emergency%20Motion%20re%20Sale.pdf

Master Calendar Brochure

http://www.jud11.flcourts.org/what%27s_new/Foreclosure_Master_Calendar_Information.pdf

FMC Notice of Hearing http://www.jud11.flcourts.org/what%27s_new/Foreclosure-%20FMC%20Notice%20of%20hearing.doc

FMC Cover Sheet http://www.jud11.flcourts.org/what%27s_new/Foreclosure%20-%20FMC%20Cover%20Sheet.doc

FMC Cover Sheet Cancellation of Sale

[http://www.jud11.flcourts.org/what%27s_new/Foreclosure%20-%20FMC%20Cover%20Sheet-%20Cancellation%20of%20sale%20\(2\).doc](http://www.jud11.flcourts.org/what%27s_new/Foreclosure%20-%20FMC%20Cover%20Sheet-%20Cancellation%20of%20sale%20(2).doc)

RMFM Case Status http://www.jud11.flcourts.org/what%27s_new/Foreclosure%20-%20Certification%20as%20to%20RMF%20Case%20Status.doc

Court Website: www.jud11.flcourts.org