

CIRCUIT COURT JUDGE
SEVENTEENTH JUDICIAL CIRCUIT
OF FLORIDA



BROWARD COUNTY COURTHOUSE
201 S.E. 6TH STREET, ROOM 16125
FORT LAUDERDALE, FL 33301
(954) 831-7755

**CIRCUIT CIVIL DIVISION (08)
DIVISION PROCEDURES**

(EFFECTIVE July 8, 2025)

HON. CARLOS A. RODRIGUEZ

Courtroom 15160. Chambers 15127

Court Email: Div08@17th.flcourts.org

Zoom Link: <https://17thflcourts.zoom.us/j/111475745>

Meeting ID: 111 475 745

Judicial Assistant, Lizette Marciniak

Telephone: (954) 831-0667

**Judge Rodriguez is inviting you to a scheduled Zoom
<https://17thflcourts.zoom.us/j/111475745> Meeting ID: 111 475 745**

**OR CALL (786)635-1003, +1 (312)626-6799,
+1 (646)876-9923, +1 (408)638-0968**

COMMUNICATIONS WITH THE COURT/JUDICIAL ASSISTANT

The Court and its staff are committed to working with you and assisting you with any questions. The Court's preferred method of communication is by e-mail. You must include all parties on all e-mails. It is important to note that

court personnel are not allowed to relay ex-parte information about a case to the Court.

IN PERSON/ZOOM HEARINGS/SCHEDULING

All jury and non-jury trials, evidentiary hearings and special set hearings 30 minutes or more will be held in person in Courtroom 15160, unless the parties request, and the Court has agreed, to hold the hearing via Zoom.

No more than two motions may be noticed for a case on motion calendar.

All hearings less than 30 minutes will be held via Zoom, unless the parties wish to appear in person. When appearing on Zoom, the parties are to turn their video on and conduct themselves as if they are in open Court.

The parties are required to utilize the online electronic scheduling system for the 17th Judicial Circuit “Case Management System” (CMS) to schedule hearings, Calendar Call and Trial, except for longer special set hearings as set forth below.

NOTICE OF HEARING: The Notice of Hearing shall state whether the hearing is via Zoom or in person. Include the below Zoom link or the courtroom number 15160, whichever is applicable, in the Notice of Hearing.

ZOOM LINK: <https://17thflcourts.zoom.us/j/111475745>

MEETING ID: 111 475 745

FOR THOSE ATTENDING ZOOM:

- 1. PLEASE LABEL YOURSELF WITH FIRST AND LAST NAME.**
- 2. YOUR VIDEO MUST BE ACTIVE WHEN ADDRESSING THE COURT.**
- 3. Please be patient and remain on MUTE until you are called upon by the Judge**

4. Please refrain from driving, walking around, smoking, or laying in bed while on Zoom. You must be stationary and in a quiet place during the hearing.
5. Please dress appropriately for Zoom, just as you would for an in person Court hearing.
6. Please conduct yourself on Zoom as though you were in person for your hearing.

PROPOSED ORDERS/E-FILING

1. After the Court has ruled on a Motion at a hearing, the parties shall submit a proposed order to the CMS workbench consistent with the Court's ruling as soon as possible and no later than 3 business days following the hearing. If the parties cannot agree on a proposed order, the parties shall notify the Court of competing orders via email or shall immediately set the matter for a UMC hearing to resolve any discrepancy. No party shall upload an Order on the Court's workbench unless the Order is agreed or the Court has directed the party to do so. The Court will not consider competing orders on CMS.
2. When a party uploads an Order following a hearing, the party shall include in the beginning of the Order any hearing date and the title of the motion the Court is ruling on as follows: THIS MATTER came before the Court for hearing on [insert hearing date] on the [insert title of motion]. . .
3. All Agreed Orders, such as Final Orders of Dismissal, Final Judgements, Continuances, etc., and Ex-Parte Motions to Compel shall be submitted electronically by uploading the Order on CMS. Do not submit duplicate orders if the party has submitted the Order electronically.
4. Information is available regarding uploading proposed orders, supporting documents, and online scheduling, including how to videos at www.17th.flcourts.org, and click online scheduling system. For additional help

or any other questions, please contact the Court's Judicial Information System (JIS) personnel at calendar@17th.flcourts.org.

UNIFORM MOTION CALENDAR (UMC)

- 1. Pursuant to Local Rule 10A, The Court holds Uniform Motion Calendar every Monday through Thursday from 8:45 a.m. to 9:30 a.m. via Zoom. Please mute your microphone upon entry to the hearing via Zoom. Please comply with Rule 1.202 requirements or your hearing will be cancelled by the Court. The Court takes the bench between 8:45am-9am, use any available time to simplify the issues.**
- 2. The setting Attorney/Party must coordinate the date with opposing counsel/parties and provide sufficient notice. Confirmation of Motion Calendar Hearings is only available online. The parties should not submit to the Court a copy of the receipt or courtesy copies of pleadings.**
- 3. Per FL.R.Civ.P.1.202; the parties must confer and certify they have conferred before filing and proceeding with a hearing on the motion. Any motion that does not comply with Rule 1.202 or notice requirement may be summarily denied by the Court**
- 4. Pro Se Parties: If the opposing party is unrepresented by counsel, the attorney is directed to notify the pro se party of the hearing.**
- 5. Parties may not "add-on" motions without notice to the opposing parties and the approval of the Court. No additional time will be allocated because of an add-on without the Court's approval.**

SPECIAL SET HEARINGS

- 1. Special Set hearings of 30 minutes or longer shall be held in person, unless the parties request, and the Court has agreed, to hold the hearing via Zoom due to special circumstances.**
- 2. Special Set Hearings up to thirty (30) minutes must be scheduled online. Online Special Set days and times are as follows: Monday-Thursday 9:30-10:00 a.m. During occasional special set hearing weeks approximately once per month from 9:30 a.m. to 4:00 p.m.**
- 3. Special Set Hearings between forty-five (45) and sixty (60) minutes must be set with the Judicial Assistant, Lizette Marciniak by sending an email to div08@17th.flcourts.org containing how much time is being requested and attach a copy of the motion to be set. Please make sure to include all interested parties.**
- 4. For hearings requiring more than sixty (60) minutes, a copy of the motion along with a cover letter advising how much time will be required for the hearing must be submitted to the Court by email. After the Judge reviews the motion, the Court will contact the parties to coordinate a hearing date.**
- 5. Parties may not “add-on” motions without notice to the opposing parties and the approval of the Court. No additional time will be allocated because of an add-on without the Court’s approval.**

CANCELLATION OF A HEARING

- 1. Should any scheduled hearing become unnecessary the scheduling party shall immediately cancel said hearing using the Court Management System**

(CMS), notify all parties, and file the appropriate notice of cancellation. If the Court cancels a hearing, the Court Management System (CMS) will generate an e-mail notice to all parties registered with the e-portal. All hearings set by the Court can only be cancelled or reset by the Court.

2. To RESET a hearing: if the parties do not agree to reset a hearing, the party requesting a reset must file a motion with the Court.

COURTESY COPIES/SUPPORTING DOCUMENTS

The parties should upload all pleadings and supporting documents on CMS for the date of the hearing under case supporting documents. The parties should not submit courtesy copies of pleadings to chambers. The parties also should not submit binders with cases and exhibits, unless the documents are unavailable online. The Court will review and access pleadings, supporting exhibits and cases through CMS and/or cases through Westlaw. Prior to the scheduled hearing, the Court will make every effort to read the materials to be familiar with the argument(s) and law.

MOTION FOR ATTORNEY FEES AND COSTS

The parties should first set motions for attorney fees and costs for a determination on entitlement only. Once the Court determines entitlement to fees or costs, or if the parties agree to entitlement, the Court will issue or direct the parties to issue a scheduling order regarding the determination of the amount. You can find the fee scheduling order at the end under **FORM ORDERS**.

EMERGENCY HEARINGS

The Judge's Judicial Assistant does not set emergency hearings. The moving party must comply with [Administrative Order 2021-50-Civ](#). The moving party must provide both a copy of the motion and a cover letter advising how much time the parties will need for the entire hearing to the Court via email. Please consider the amount of time required by all potential parties in the hearing. After the Court reviews the motion, the Court will give instructions to the Judicial Assistant about setting the motion for hearing, and she will then contact the moving party with the Court's instructions.

MOTION FOR REHEARING/RECONSIDERATION

The parties shall submit a courtesy copy of any motion for rehearing or reconsideration to the Court via email div08@17th.flcourts.org for its review. The parties shall not schedule any such motions for hearing. The Court will set a hearing, if necessary.

MOTIONS IN LIMINE

The Court prefers to hear all motions in limine at the time of trial. The parties shall not schedule motions in limine for special set hearings absent Court approval. If a party wants the Court to hear a motion in limine prior to trial, the party can advise the Court, and the Court can schedule the motion prior to the trial.

EXHIBITS FOR TRIAL OR HEARINGS

Pursuant to the Uniform Pretrial Order, please pre-mark and attempt to agree to trial exhibits prior to the beginning of trial. The parties should provide all exhibits to the in-court clerk by 9:30 a.m. on the first day of the trial. The Court will provide the parties with exhibit stickers. The Court can address all evidentiary disputes after jury selection but prior to the commencement of trial. No separate trial notebook with exhibits is necessary for the Court.

On the agreed exhibits, the parties shall agree if they are labeled as “joint” “plaintiff’s” or “defendant’s” exhibits. Agreed exhibits are accepted by the Court in evidence and under each label (joint, plaintiff or defendant) shall be sequentially numbered, 1 thru the end number as selected by the attorney submitting the exhibit. Bate stamping each page of the exhibits is recommended by the Court.

See, A.O. 2022-31-Gen., Sec II. Admission of Evidence

Exhibits not agreed to shall be identified sequentially by letter and the offering party should be prepared to lay predicate for their admission.

CALENDAR CALL AND TRIAL SETTINGS

1. Pursuant to Administrative Order 2014-2-CIV, the parties must agree to a trial date. Once the parties agree, the parties should contact chambers to issue the Uniform Trial Order.

2. CALENDAR CALL is at 9:30 a.m. (via Zoom). The following are the Calendar Call and Trial dates (not all are presently available on CMS):

3. Upon motion or sua sponte, the Court may order mediation or nonbinding arbitration.

Calendar Call	Trial Dates
1/23/2026	2/2/26 – 2/20/26
2/20/2026	3/2/26 – 3/20/26
3/20/2026	3/30/26 – 4/24/26
4/24/2026	5/4/26 – 5/22/26
5/22/2026	6/1/26 – 6/26/26
6/26/2026	7/6/26 – 7/24/26
7/24/2026	8/3/26 – 8/21/26
8/21/2026	8/31/26 – 9/25/26
9/25/2026	10/5/26 – 10/23/26
10/23/2026	11/2/26 – 11/20/26
11/20/2026	11/30/26 – 12/18/26
12/18/2026	1/11/27-1/29/27
1/22/2027	2/1/27-2/19/27
2/19/27	3/1/27-3/19/27
3/19/27	3/29/27-4/22/27

4/23/27	5/3/27-5/21/27
5/21/27	6/1/27-6/25/27
6/25/27	7/6/27-7/23/27
7/23/27	8/2/27-8/26/27
8/27/27	9/6/27-9/24/27
9/24/27	10/4/27-10/22/27
10/22/27	11/1/27-11/19/27
11/19/27	12/6/27-12/17/27
12/17/27	JANUARY 2028

FORM ORDERS

ORDER GRANTING EX-PARTE MOTION TO COMPEL

THIS MATTER came before the Court on an Ex-Parte Motion to Compel [insert discovery sought], and the Court having reviewed the motion and Local Rule 11, and after due consideration, it is

ORDERED AND ADJUDGED that the Motion is hereby **GRANTED**. [Plaintiff/Defendant] shall respond to the subject outstanding discovery within ten (10) days of the entry of this Order, failing which sanctions may be imposed.

ORDER GRANTING MOTION TO WITHDRAW

THIS MATTER came before the Court for hearing on [add date] on a Motion to Withdraw as Counsel, and after due consideration, it is

ORDERED AND ADJUDGED that the Motion is hereby **GRANTED** as follows:

Withdrawing Counsel shall provide a copy of the present Order to their client and shall add their client to the CMS email list to receive all future filings and Orders.

[Plaintiff/Defendant] shall have [add # of days] within which to either: 1) retain new counsel and have new counsel file a notice of appearance, or 2) file a pleading with the Clerk of the Court stating they will be representing themselves and proceeding pro se. Failure to comply will create the presumption that the party no longer wishes to pursue or defend the case.

[As a corporation, Plaintiff/Defendant must have an attorney to represent it.]

SCHEDULING ORDER ATTORNEY FEES & COSTS NO ENTITLEMENT

Plaintiff's Motion for Attorney Fees is pending before this Court. Counsel for the parties are hereby ordered to comply as follows:

- 1. The parties, through counsel, shall initially either agree, or resolve to disagree, on any and all entitlement issues arising out of the pending Motion for an Award of Attorneys Fees/Costs. The Court will hear argument and decide the movant's entitlement to fees before scheduling a hearing to resolve any disputes as to the proper amount of any fees or costs.**
- 2. Within ten (10) days of issuing the Order of Entitlement to Attorney Fees, the moving party shall provide opposing counsel with a copy of all invoices, time records, cancelled checks, records evidencing services rendered, the name, address and C.V. of their expert witness, and any other supporting documentation (which may be the entire file other than the records kept in the Court file and any transcripts) for the fees and costs requested.**

3. Within fifteen (15) days of receiving movant's disclosures, the non-moving party shall respond in writing to each line item of cost and fees. The Response shall agree to each item in whole or in part, or state the legal and factual basis for any objection of the whole or part in question, provide the name, address and C.V. of their expert, and cite any supporting legal authority. If there is an agreement as to the entitlement in part to a particular fee/cost item, but disagreement with the total amount requested, the non-moving party shall state the amount believed to be reasonable.

4. Within fifteen (15) days of receipt of the agreements, objections and disclosures, the moving party shall reply in writing to each objection, either agreeing with the objection, or if not, citing any contrary legal authority.

5. The attorneys for all interested parties shall meet and review the disputed items, reduce any stipulations to writing, and provide the Court with an Agreed Order. Thereafter, the experts may be deposed.

6. The parties and counsel are directed to exercise good faith in complying with the terms of this Order. The Court will first consider Motions to Compel Compliance with this Order, and if necessary may then consider Motions for Sanctions with regard to unreasonable delays, requests for fees and/or costs,

any untenable objections thereto, or any other failure to follow any Order Compelling Compliance.

7. Upon request by either party or the Court, this matter may be referred to mediation.

8. The hearing to determine the amount of fees/costs to award shall not take place until all counsel file a certification with the Court that all discovery in connection with all fee/cost issues, has been completed. Any lack of cooperation regarding certification or discovery shall be brought to the Court's attention as soon as possible by way of Motion to Compel Compliance with the Scheduling Order.

DISCLOSURE OF POSSIBLE COURT CONFLICTS:

The judge or his wife have been parties to claims involving Geico Insurance Co., Citizens Insurance Co., and has a standing order of recusal as to attorneys Bruce Herman, Mathew Herman or Peter Herman. Other counsel that have represented the family are Carson Hancock and Mark Gaeta.

