

THE EIGHTH JUDICIAL CIRCUIT OF FLORIDA
ADMINISTRATIVE ORDER NO. 1.28

**DESIGNATION OF OFFICIAL HEADQUARTERS OF CIRCUIT JUDGES
AND JUDICIAL ASSISTANTS**

WHEREAS, it is necessary for Judges and Judicial Assistants to travel to counties within the Eighth Judicial Circuit to conduct official business; and

WHEREAS, it is necessary for Judges and Judicial Assistants to conduct business and attend meetings at their official headquarters; and

WHEREAS, Circuit Judges are designated as Judges of the geographic Circuit which includes multiple counties and court facilities; and

WHEREAS, it is within the inherent authority of the Chief Judge as prescribed by Fla. R. Jud. Admin. 2.215(b), to assign Circuit Judges to the regional counties to ensure efficient and proper administration of the courts; and

WHEREAS, the Chief Judge of a Circuit has the power to designate the official headquarters of Circuit Judges; and

WHEREAS, the dispatching of Circuit Judges and their staff from their official headquarters to regional counties by order of the Court is necessary; and

WHEREAS, the State of Florida provides for reimbursement of reasonable travel expenses when a Judge or Judicial Assistant, acting in their official capacity and in order to conduct official business, travels from their official headquarters to a designated courthouse;

IT IS ORDERED:

1. The official headquarters of each Circuit Judge and the Judicial Assistant is hereby designated as the headquarters of the Circuit, which is Gainesville.

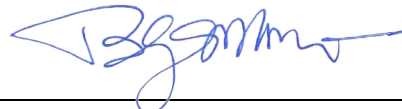
2. All Circuit Judges and their Judicial Assistants shall have the right to reimbursement for mileage when traveling to a regional courthouse not located in the county in which they reside. Reimbursement shall be either from the geographic location where the travel begins to the regional courthouse to which they are traveling, or from the Alachua County Courthouse to the regional courthouse to which they are traveling, whichever is the lesser distance.

3. Upon receipt of a voucher for reimbursement for travel expenses signed by a Judge or Judicial Assistant and authorized by the Chief Judge or designee, the Court Administrator shall consider such request for travel reimbursement pursuant to section 939.08, Florida Statutes, as reasonable, necessary, and legal.

4. This Administrative Order shall remain in effect until further order of the Court, and all the terms and conditions set forth in it shall apply unless otherwise ordered by the Court.

This order replaces and supersedes Administrative Order No. 1.28(v1) entitled "Designation of Official Headquarters of Circuit Judges and Judicial Assistants," entered on March 11, 2015.

ORDERED ON this 15th day of December 2017.



Toby S. Monaco, Chief Judge