IN THE CIRCUIT COURT OF THE FIFTH JUDICIAL CIRCUIT

IN AND FOR CITRUS COUNTY, FLORIDA

**DIFFERENTIATED CIVIL CASE MANAGEMENT ORDER**

**EFFECTIVE JANUARY 1, 2025**

**SEE SC 2023-962 and SC 2024-662**

IT IS PLAINTIFF’S RESPONSIBILITY TO SERVE THIS ORDER TO EACH DEFENDANT, OBTAIN PROOF OF SERVICE AND FILE PROOF OF SERVICE IN THE COURT FILE.

THIS MATTER having come before the Court for review of the above-styled civil case by the presiding judge or upon the filing by the Plaintiff of a Notice of Completion of Service of Process and Case Status Report, and the Court being otherwise more fully informed, it is therefore,

**ORDERED** **and** **ADJUDGED** as follows:

1. The above-styled action is designated as a **Streamlined** **General** case type (check one box).
2. The following deadlines shall be observed:

|  |  |  |
| --- | --- | --- |
| **Events** | **Streamlined Case Completion Periods** | **General Case Completion Periods** |
| Service of Complaints | Within 120 days of  filing of the complaint | Within 120 days of  filing of the complaint |
| Service under Extensions | If extension for service granted, then within 240 days  from the date of filing of complaint | If extension for service granted, then within 240 days  from the date of filing of complaint |
| Adding new parties | If extension for service granted, then within 240 days  from the date of filing complaint | If extension for service granted, then within 240 days  from the date of filing complaint |
| Completion of Fact and Expert Discovery | Within 270 days after the complaint is filed | Within 450 days after the complaint is filed |
| Objection to Case Differentiation  Objection to Pleadings | Within 30 days  Within 20 days | Within 30 days  Within 20 days |
| Filing and Service of Motions for Summary Judgment | Filing shall be any time after the expiration of 20 days from the commencement of the action  Service at least 40 days before the time fixed for the hearing | Filing shall be any time after the expiration of 20 days from the commencement of the action  Service at least 40 days before the time fixed for the hearing |
| Filing and Resolution of  All Objections to pleadings | Within 45 days of filing | Within 45 days of filing |
| Filing and Resolution of all pre-trial  motions | Prior to pre-trial conference | Prior to pre-trial conference |
| Completion of Alternative Dispute Resolution | Within 270 days after the complaint is filed | Within 450 days after the complaint is filed |
| Deadline for Plaintiff to file Witness List | 120 days before pretrial | 120 days before pretrial |
| Deadline for Defendant to file Witness List | 90 days before pretrial | 90 days before pretrial |
| Deadline for filing any dispositive motions | 120 days after the close of fact discovery | 120 days after the close of fact discovery |
| Deadline for filing Exhibit List | 21 days before the pretrial conference | 21 days before the pretrial conference |
| Date of Meet and Confer | 10 days before pretrial | 10 days before pretrial |
| Deadline for filing:  Joint final pretrial statement, motion in limine, objections to depositions, proposed jury instructions and Verdict form | 14 days before pretrial conference. IF NOT FILED BY THIS DAY, MOTION IN LIMINE ARE DEEMED ABANDONED | 14 days before pretrial conference. IF NOT FILED BY THIS DAY, MOTION IN LIMINE ARE DEEMED ABANDONED |
| Date and time of Pretrial Conference | Scheduled per Pretrial Order | Scheduled per Pretrial Order |
| Trial | 12 Months | 18 months |

1. The deadlines established in this case management order, including actual and projected trial periods, shall be strictly enforced by the Court *unless changed by court order* pursuant to Florida Rules of Civil Procedure 1.200(e). The deadlines are subject to change by the presiding judge at any time to aid and assist in the closure of the case. A firm trial date will be ordered by the presiding Judge pursuant to Florida Rule of Civil Procedure and the Case Management Conference/Pretrial Order.
2. Parties may submit an agreed order to extend a deadline if the extension does not affect the ability to comply with the remaining dates in this Case Management Order. If extending an individual case management deadline may affect a subsequent deadline in this Order, parties must seek an amendment of the Order, rather than submitting a motion for extension of an individual deadline. Procrastination in completing discovery or the unavailability of counsel will not constitute good cause for a change to these deadlines. Failure to comply with deadlines may subject the parties to sanctions, including but not limited to, striking of discovery, witnesses, evidence, pleadings, imposition of attorney fees, and/or dismissal.
3. Warning as to Generative Artificial Intelligence: An attorney may ethically utilize Generative Artificial Intelligence technologies but only to the extent that the lawyer can reasonably guarantee compliance with the lawyer's ethical obligations. *See* Florida Bar Ethics Opinion 24-1 (Jan. 19, 2024).
   * + Attorneys must comply with the Rules Regulating the Florida Bar, including but not limited to: Rule 4-1.1 Competency, Rule 4-1.6 Confidentiality, Rule 4-5.1 Supervision, and Rule 4-5.3 Supervision of non-lawyers. Attorneys are responsible for their work product.
     + Pro-Se Litigants (self-represented parties): If you choose to use programs that rely on Generative Artificial Intelligence (Al) to prepare any document that is submitted to the Court, it should be checked carefully before filing with the Clerk. Generative AI based programs are not a substitute for competent legal counsel. While they may be useful, there is a risk that they may produce inaccurate arguments, false citations, or bad advice. A self-­ represented litigant has the duty to check the accuracy of anything they submit to the Court.
     + IF ANY GENERATIVE ARTIFICIAL INTELLIGENCE TECHNOLOGY IS USED IN PRODUCING A PLEADING OR MOTION IT MUST BE NOTED ON THE FACE OF THE PLEADING OR MOTION.
4. Pursuant to the Supreme Court Order and the Case Management Plan, the Court will apply a firm continuance policy allowing continuances only for good cause shown.

Any party requesting a continuance of any deadline in this Uniform Trial Order must

file a motion.

* 1. Any motion seeking a continuance of any deadlines in this Uniform Trial Order must indicate what, if any, impact the continuance of that deadline would have on all other remaining deadlines. See Florida Rule of General Practice and Judicial Administration 2.545(e). (“All judges shall apply a firm continuance policy.”) Continuances should be few, good cause is required, and all requests should be heard and resolved by the assigned judge.
  2. Continuances should be few, good cause should be required, and all requests should be heard and resolved by a judge.
  3. All Motions to Continue shall comply with the Meet and Conver Administrative Order, as well as SC 24-662, and Rule of Civil Procedure 1.202.

1. It is Plaintiff’s responsibility to take the lead in scheduling an agreed date and time for all counsel and any self-represented parties to meet, no later than ten days before the pretrial conference to:

A. Mark all exhibits for identification,

B. Prepare an exhibit list for the Clerk and Court (actual exhibits and

documentation evidence must be available for inspection at this time);

C. Stipulate to the admission into evidence or list specific objections, if any, to each proposed exhibit,

D. Stipulate as to any matter of fact and law about which there is no issue to avoid unnecessary proof,

E. Review all depositions which are to be offered for any purpose other than impeachment to resolve objections to the portions to be offered in evidence,

F. Discuss the possibility of settlement,

G. Submit an itemized statement of special damages Plaintiff expects to

Prove,

H. Discuss and complete any other matters which may simplify the issues or aid in the speedy disposition of this action, its pretrial conference and trial.

FAILURE OF EITHER PARTY TO COMPLY WITH THE TERMS OF THIS ORDER MAY RESULT IN STRIKING OF PLEADINGS OR PARTS OF THEM, OR STAYING FURTHER PROCEEDINGS UNTIL THIS ORDER IS OBEYED, OR DISMISSING THE ACTIONS, OR RENDERING THE JUDGMENT BY DEFAULT AGAINST THE DISOBEDIENT PARTY.

**DONE** and **ORDERED** in Inverness, Citrus County, Florida this \_\_\_\_\_day of \_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_

\_\_\_\_\_\_

Kristie M. Healis, Circuit Judge

**CERTIFICATE OF SERVICE**

I HEREBY CERTIFY, I electronically filed the foregoing document with the Clerk of Court using the Florida Courts E-Filing Portal. I also certify that the foregoing document is being served this day on all counsel of record and interested parties listed below, via transmission generated by the Florida Courts E-Filing Portal this \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Judicial Assistant