

IN THE CIRCUIT COURT OF THE TENTH JUDICIAL CIRCUIT
IN AND FOR HARDEE, HIGHLANDS AND POLK COUNTIES, FLORIDA

ADMINISTRATIVE ORDER NO. 7-10.11

IN RE: ESTABLISHMENT OF CIVIL TRAFFIC INFRACTION
HEARING OFFICER PROGRAM

WHEREAS, the Florida Legislature has enacted legislation permitting the establishment of civil infraction hearing officer programs in §318.30, Fla. Stat.; and

WHEREAS, the judges of the County Court for Hardee, Highlands and Polk Counties have recommended unanimously that a civil traffic infraction hearing officer program (the Program) be established to serve the people of Hardee, Highlands and Polk Counties; and

WHEREAS, the Florida Supreme Court, by letter dated December 15, 1997, has approved the establishment of the Program; and

WHEREAS, the Program is necessary for the administration of justice in this county to assist in relieving the excessive caseloads in the county court;

It is hereby ORDERED that:

1. The Civil Infraction Traffic Hearing Officer Program has been established in Hardee, Highlands and Polk Counties.
2. Robin Matis-Jackson, Jennifer Steimle, Philip Vandenbosch, Jeffrey Sirmons (effective as of October 1, 2025), and Maria Zucker are hereby appointed as Civil Infraction Traffic Hearing Officers.
3. Candice Dixon, Esquire, independent contractor, is appointed and designated as a contract Civil Traffic Infraction Hearing Officers (contractual).
4. Except as otherwise indicated herein, this Administrative Order is effective upon signing and VACATES and SUPERCEDES Administrative Order No. 7-10.10, entered on September 8, 2025.

DONE AND ORDERED on this 21st day of November, 2025.

s/JAMES A. YANCEY, Chief Judge

Original:
Polk County Clerk of Court

Copies to:
All Judges
Clerks of the Court
Magistrates
Electronic Bar Mailing