



HAINES CITY

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CITY MANAGER MEMORANDUM

To: The Honorable Mayor and City Commissioners

Through: James R. Elensky, City Manager

From: Steve Shifley, Code Compliance Supervisor

Date: December 7, 2023

Subject: Special Magistrate Contract Renewal

Executive Summary

Approve the Special Magistrate contract renewal for fiscal year 2023/2024.
Staff Contact: Steve Shifley, Code Compliance Supervisor

Introduction

The intent of this item is to renew the contract for the Special Magistrate that oversees code enforcement and red-light camera hearings.

Background

The City's code enforcement and red-light hearings are presided over by a Special Magistrate hired by the City to be an impartial hearing officer.

The City entered into a contract with Jennings Kemp Brinson on or about November 18, 2021. The contract is renewable annually for a period of five (5) years. This contract will have an increase of \$6.29 per hour calculated using the Consumer Price Index for all Urban Consumers (CPI-U) for a total hourly rate of \$176.31. The contract will be back dated to October 1, 2023.

Organizational Goal(s)

Safety: Provide responsive public services that protect the health, welfare and safety of the community.

Budget Impact

The budget impact for fiscal year 2023/2024 will be increased by the additional \$6.29 per hour to the original hourly amount. This will come from the Police Professional Services line item.

Recommendation

Staff recommends approval of the Special Magistrate contract renewal for fiscal year 2023/2024.