

**SUMTER COUNTY SPECIAL MASTER
RE-APPOINTMENT AND RETENTION AGREEMENT**

THIS AGREEMENT, made this 19th day of September, 2023, between the BOARD OF COUNTY COMMISSIONERS, SUMTER COUNTY, FLORIDA, hereafter called (the "County"), and R. LEE HAWKINS, JR., Attorney at Law, 2450 W CR 476, Bushnell, Florida 33513, hereafter called "Attorney", is hereby entered into under the following circumstances and conditions:

WHEREAS, the Sumter County Board of County Commissioners passed Ordinance Number 2008-02 on January 8, 2008, and;

WHEREAS, Ordinance Number 2008-02 grants the Sumter County Administrator the power to appoint, re-appoint, and place under contract a Special Master to hear and adjudicate Code Enforcement cases in the County, and;

WHEREAS, the County Administrator desires to re-appoint as Special Master for the County ("Special Master").

WHEREAS, the consolidation of Building Inspections Services for the Cities of Webster, Coleman and Center Hill under the interlocal service boundary agreements also include the provision of code enforcement services and case hearings;

NOW THEREFORE, based on the foregoing considerations and other good and valuable considerations, the parties agree as follows:

1. The WHEREAS clauses recited above are hereby incorporated as if stated herein.
2. The Attorney is hereby retained as Special Master under the terms of this agreement. All recitals above are recognized as true and adopted as if stated herein.
3. This Agreement shall be effective from October 1, 2023, through September 30, 2024, at which time the County Administrator shall make a determination as to whether or not the Special Master shall be reappointed or removed. The County Administrator must give thirty (30) days' notice to the Special Master of intent to remove, and the Special Master must give thirty (30) days' notice to the County if he does not intend to seek reappointment.
4. The County shall pay the Special Master a monthly retainer of \$1,800.00 per month, payable at the end of each month. The monthly retainer shall cover unlimited hours of services rendered.


The monthly retainer set forth above shall cover the following services and obligations of the Special Master, who shall:

- a. Attend all County Special Master Code Enforcement and Animal Control Hearings.

- b. Adopt rules for the conduct of his hearings.
 - c. Subpoena alleged violators and witnesses to his or her hearings. (Subpoenas may be served by the Sheriff of Sumter County.)
 - d. Subpoena evidence to his or her hearings.
 - e. Take testimony under oath.
 - f. Issue findings of fact and subsequent orders have the force of law to command whatever steps are necessary to bring a code violation into compliance.
5. The Special Master shall be an independent contractor and shall not be considered an employee of the Board.
6. The County shall provide clerical and administrative personnel as may be reasonably required by the Special Master for the proper performance of his or her duties, the level and expense of said requirement being determined and approved solely by the County Administrator.
7. The parties agree that venue and jurisdiction for any dispute arising from this agreement shall only be in Sumter County, Florida.
8. If any provision of this agreement is determined to be unenforceable by a court of competent jurisdiction, the remaining portions of this agreement, where practically and functionally possible, shall remain in full force and effect.
9. **E-VERIFY:** system established by the U.S. Department of Homeland Security to determine the immigration and work-eligibility status of prospective employees.
 - a. The Special Master agrees to certify to Sumter County (County) that they are in compliance with the federal E-Verify program; this includes obtaining written certification from all sub-Special Masters who will participate in the performance of the contract. All sub-Special Master certifications must be kept on file by the general Special Master and made available to the state and/or the County upon request. The Sumter County Board of County Commissioners reserves the right to take action against any Special Master deemed to be non-compliant; potential actions may include, but are not limited to, cancellation of the contract and/or suspending or debaring the Special Master from performing services for the County.
10. **PUBLIC RECORDS** – Attorney shall, at all times, comply with the Florida Public Records Law, the Florida Open Meeting Law and all other applicable laws, rules and regulations of the State of Florida. **If the Special Master has questions regarding the application of Chapter 119, Florida Statutes, to the Special Masters’ duty to provide public records relating to this agreement, contact the custodian of public records at 352-689-4400, Sumter County Board of County Commissioners, 7375 Powell Road, Wildwood, Florida 34785 or via email at Records@sumtercountyfl.gov.**

IN WITNESS WHEREOF, the parties hereto have set forth their hands and seals the day and year first written above.

SPECIAL MASTER:



Print: R. Lee Hawkins, Jr.

Date: 9/13/2023

SUMTER COUNTY BOARD OF COUNTY COMMISSIONERS:

Print: Chairman, Craig A. Estep

Date: September 19, 2023

ATTEST: Gloria Hayward, Clerk of Court

By: _____

Print:

Date: September 19, 2023