

**STATEMENT OF BUDGET IMPACT**  
**(Policy Number 94-45)**  
**Budgetary Review of Proposed Resolution &**  
**Ordinances with Financial Implication.**

**Date:** October 6, 2014

BIS 15 – 014

**FILE:** TMP-2014-00570

**Proposed Legislation:**

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA, RANKING AND APPOINTING TWO (2) SPECIAL MAGISTRATES PURSUANT TO CHAPTER 36 OF THE CITY OF HOLLYWOOD CODE OF ORDINANCES AND AUTHORIZING THE EXECUTION OF THE ATTACHED RETAINER AGREEMENTS BETWEEN THE TWO (2) HIGHEST RANKED SPECIAL MAGISTRATES AND THE CITY OF HOLLYWOOD, FLORIDA FOR AN ESTIMATED ANNUAL EXPENDITURE OF \$10,000.00.

**Statement of Budget Impact:**

1. ☐ No Budget Impact associated with this action;
2. ☒ Sufficient budgetary resources identified/available;
3. ☐ Budgetary resources not identified/unavailable;
4. ☐ Potential Revenue is possible with this action;
5. ☒ Will not increase the cost of Housing;
6. ☐ May increase the cost of Housing; (CDAB review required)

**Explanation:**

This Resolution seeks authorization for the appropriate City Officials to rank and appoint two Special Magistrates pursuant to Chapter 36 of the City of Hollywood Code of Ordinances and execute retainer agreements between the two highest ranked Special Magistrates and the City of Hollywood, Florida for an estimated annual expenditure of \$10,000.00.

Chapter 162 of the Florida Statutes, authorizes a municipality to adopt Special Magistrates to hold hearings and assess fines against violators of the respective municipal codes and ordinances, and §36.10 of the City of Hollywood Code of Ordinances authorizes the City Commission to appoint a Special Magistrate or Special Magistrates who shall hold their position at the pleasure of, and be compensated as

provided by, the City Commission. A Special Magistrate shall be a member in good standing of the Florida Bar and experienced in administrative law and procedures.

On July 24, 2014, RFQ-4416-14-JE was electronically posted on the City's website, advertised and sent to 1227 firms on Bidsync.com in accordance with the City's Purchasing ordinance, Section 38.42 (A) (1). RFQ-4416-14-JE was opened at 3:00 p.m., Thursday, August 21, 2014, and resulted in three (3) responses as follows:

- Judith E. Secher, Esq., Hollywood, Florida
- Thomas J. Ansbro, P. A., Parkland, Florida
- The Law Office of Odelia Goldberg, Ft. Lauderdale, Florida.

The responses were evaluated On September 16, 2014 by a three (3) member committee representing the Police Department, Code Enforcement and the City Attorney's Office based upon the criteria delineated in the RFQ. The response received from The Law Office of Odelia Goldberg was deemed non-responsive as they did not submit their qualification documents with their RFQ.

The two remaining responses received were evaluated and the scores were compiled and ranked as follows:

- |                          |      |
|--------------------------|------|
| • Thomas J. Ansbro, P.A. | 285  |
| • Judith E. Secher, Esq. | 250. |

After evaluation, the Evaluation Committee recommends that the City Commission authorize the execution of Retainer Agreement(s) with the two (2) top ranked individuals to serve as Special Magistrates for a one (1) year period commencing on October 15, 2014 and ending on October 14, 2015, with the City's option to renew for two (2) additional one (1) year periods.

The City of Hollywood reserves the right to terminate the agreement with or without cause effective thirty (30) days from date of written notice. This award is subject to the City's receipt and approval of all insurance certificates required by the City's Risk, and indemnity to the City, along with signed Statement of Hold Harmless and Indemnity in favor of the City.

Funding for these agreements is available in the FY15 Code Enforcement Program's Legal Services Code Enforcement Board Account Number 01.2040.00143.539.003124 and the Special Operations Program's Legal Services – Administrative Hearings Account Number 01.2043.00000.521.003124.

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