



COUNCIL AGENDA STATEMENT

Meeting Date: July 14, 2020  
To: Honorable Mayor and City Council Members  
From: Doug Lewis, Growth Management Director  
Through: Chuck Lindsey, City Manager

Agenda Item: **Resolution 2020-40**, Approving a Second Amendment to the Agreement between the City of Marathon and James (Jack) Bridges for Code Enforcement Special Magistrate Services and Providing For An Effective Date.

BACKGROUND & JUSTIFICATION:

The current agreement with James (Jack) Bridges expired on June 12<sup>th</sup>, 2020. James (Jack) Bridges was ranked by the selection committee as the top respondent, and has performed well throughout the agreement.

Staff is seeking approval for a one year extension to the agreement under the same terms and conditions.

CONSISTENCY CHECKLIST:

	Yes	No
1. Comprehensive Plan	_____	_____
2. Other _____	_____	_____
3. Not Applicable	_____	_____

FISCAL NOTE:

The adopted FY20 Code Department budget includes appropriations of \$6,000 for this service.

RECOMMENDATION: Approve Resolution

Sponsored By: Lindsey

**CITY OF MARATHON, FLORIDA  
RESOLUTION 2020-40**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARATHON, FLORIDA, APPROVING A FIRST AMENDMENT TO THE AGREEMENT BETWEEN THE CITY OF MARATHON AND JAMES (JACK) BRIDGES FOR CODE ENFORCEMENT SPECIAL MAGISTRATE SERVICES AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, pursuant to Resolution 2018-62, the City of Marathon (“City”) and James (Jack) Bridges entered into a contract for professional services, to wit: to perform all services generally associated with presiding over Code Compliance Hearings as a Code Compliance Special Magistrate (“Contract”). A copy of the Contract is attached hereto as Exhibit “B” and incorporated by this reference; and

**WHEREAS**, pursuant to Resolution 2019-52, the City entered into a first amendment to extend the term for one year; and

**WHEREAS**, the City continues to require the services of a Code Compliance Special Magistrate; and

**WHEREAS**, the current Contract with James (Jack) Bridges for Code Compliance Special Magistrate services expired on June 12<sup>th</sup>, 2020; and

**WHEREAS**, the parties wish to document this Second Amendment to extend the Contract for an additional one (1) year. All other terms and conditions of the Contract shall remain in full force and effect.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARATHON, FLORIDA, THAT:**

**Section 1.** The above recitals are true and correct and incorporated herein.

**Section 2.** The Second Amendment to the Contract between the City and James (Jack) Bridges, attached hereto as Exhibit “A,” together with such non-material changes as may be acceptable to the City Manager and approved as to form and legality by the City Attorney is hereby approved. The City Manager is authorized to sign the Amendment and expend budgeted funds on behalf of the City.

**Section 3.** This resolution shall take effect immediately upon its adoption.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF MARATHON, FLORIDA, THIS 14<sup>th</sup> DAY OF JULY, 2020.**

**THE CITY OF MARATHON, FLORIDA**

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**Mayor Steve Cook**

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

**ATTEST:**

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Diane Clavier, City Clerk

(City Seal)

**APPROVED AS TO FORM AND LEGALITY FOR THE USE AND RELIANCE OF THE CITY OF MARATHON, FLORIDA ONLY:**

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City Attorney

**EXHIBIT "A"**

**SECOND AMENDMENT**

**TO CONTRACT BETWEEN THE CITY OF MARATHON AND JAMES (JACK)  
BRIDGES FOR CODE COMPLIANCE SPECIAL MAGISTRATE SERVICES**

This Amendment to the Contract for professional services ("Amendment") is made and entered into this 14<sup>th</sup> day of July, 2020, by and between the City of Marathon, Florida, a municipal corporation of the State of Florida ("City") and James (Jack) Bridges.

**WHEREAS**, pursuant to Resolution 2018-62, The City of Marathon ("City") and James (Jack) Bridges entered into a contract for professional services, to wit: to perform all services generally associated with presiding over Code Compliance Hearings as a Code Compliance Special Magistrate ("Contract"). A copy of the Contract is attached hereto as Exhibit "B" and incorporated by this reference; and

**WHEREAS**, the parties wish to document their negotiated agreement in this Second Amendment which will amend the Term. All other terms and conditions of the Contract shall remain in full force and effect.

**NOW THEREFORE**, in consideration of the mutual covenants set forth in this Amendment, the parties agree as follows:

**Section 1. Amendment to Section 1 of the Contract.** The parties hereby amend Section 1 of the Contract to read as follow:

**1.0 Term**

1.1 This Agreement shall take effect on the date of its execution by the Mayor.

1.2 The term of this Agreement shall ~~be for one (1) year, commencing upon the effective date,~~ continue for one (1) year, through July 14, 2021, unless otherwise terminated as provided for herein.

**EXCEPT AS PROVIDED HEREIN**, all other terms and conditions of the Contract as approved by Resolution 2018-62 shall remain in full force and effect.

**DATED** this \_\_\_ day of \_\_\_\_\_, 2020.

**WITNESSES:**

**JAMES (JACK) BRIDGES**

\_\_\_\_\_

**By:** \_\_\_\_\_

Print Name: \_\_\_\_\_

\_\_\_\_\_

Print Name: \_\_\_\_\_

**THE CITY OF MARATHON, FLORIDA**

\_\_\_\_\_  
**Charles Lindsey, City Manager**

**ATTEST:**

\_\_\_\_\_  
Diane Clavier, City Clerk

**APPROVED AS TO FORM AND LEGALITY FOR THE USE  
AND RELIANCE OF THE CITY OF MARATHON, FLORIDA ONLY:**

\_\_\_\_\_  
City Attorney

CODE COMPLIANCE SPECIAL MAGISTRATE AGREEMENT

THIS AGREEMENT is entered into this <sup>12<sup>th</sup></sup> day of June, 2018, between the CITY OF MARATHON, a Florida municipal corporation, located at 9805 Overseas Highway, Marathon, Florida 33050 (the "CITY"), and JAMES (JACK) BRIDGES, located at Post Office Box 1714, Tavernier, Florida 33070 (the "SPECIAL MAGISTRATE").

WHEREAS, the CITY recently passed an ordinance establishing a special magistrate code compliance process; and

WHEREAS, the CITY subsequently solicited special magistrates via RFQ 122217DC; and

WHEREAS, the CITY chose SPECIAL MAGISTRATE as the top ranked respondent to the RFQ; and

WHEREAS, the SPECIAL MAGISTRATE represents that he is capable and prepared to provide such services.

NOW THEREFORE, in consideration of the mutual covenants contained herein, the CITY and the SPECIAL MAGISTRATE agree as follows:

**1.0 Term**

1.1 This Agreement shall take effect on the date of its execution by the Mayor.

1.2 The term of this Agreement shall be for one (1) year, commencing upon the effective date, unless otherwise terminated as provided herein.

1.3 The CITY shall have the option to renew the Agreement for additional one-year periods, as approved by the City Council, at the same terms and conditions, by giving the SPECIAL MAGISTRATE written notice not less than thirty (30) days prior to the expiration of the term then in effect. There shall be no limit on the number of terms a person may serve as a special magistrate.

**2.0 Services to Be Performed by the SPECIAL MAGISTRATE**

2.1 The SPECIAL MAGISTRATE shall perform the services as generally described in the Scope of Work Exhibit "A".

**3.0 Compensation**

**3.1 General**

3.1.1 The CITY shall pay SPECIAL MAGISTRATE on an hourly basis at a rate of \$125.00 per hour for all of SPECIAL MAGISTRATE's time, inclusive of all costs incurred to provide said services. There will be no additional charges for office overhead to include administrative assistants/secretaries and other support personnel. The CITY will not provide reimbursement for travel, meals or mileage.

3.1.2 The hourly rate, as set out in Section 3.1.1 may be adjusted by an Amendment to this Agreement, after mutual written agreement of the parties, annually beginning

one year from the effective date of the Agreement. Approval by the CITY may only be granted by action of City Council, at its sole discretion.

3.1.3 Each individual invoice shall be due and payable forty-five (45) days after receipt by the CITY of a correct, fully-documented invoice, in form and substance satisfactory to the CITY. All invoices shall be delivered to:

City of Marathon  
Attn: City Clerk  
9805 Overseas Highway  
Marathon, Florida 33050

**4.0 Insurance**

4.1 SPECIAL MAGISTRATE shall carry and provide proof of \$1,000,000 professional/malpractice insurance.

4.2 SPECIAL MAGISTRATE shall not commence work under this Agreement until the required insurance as stated herein has been obtained and proof of such insurance has been provided to the CITY.

**5.0 Standard of Care**

5.1 SPECIAL MAGISTRATE has represented to the CITY that he has the experience necessary to perform the work in a professional and workmanlike manner.

5.2 SPECIAL MAGISTRATE shall exercise the same degree of care, skill, and diligence in the performance of the services as is provided by a professional of like experience, knowledge, and resources, under similar circumstances.

**6.0 Indemnification**

6.1 SPECIAL MAGISTRATE shall indemnify and hold harmless the CITY, its council members, officers, employees, and agents from all actions, claims, penalties, judgments, liabilities, losses, and causes of action which may arise out of its fulfillment of this Agreement.

6.2 SPECIAL MAGISTRATE shall defend the CITY, and shall pay all reasonable expenses incurred by the CITY in defending itself, with regard to all damages and penalties the CITY may legally be required to pay as a result of the negligence of the SPECIAL MAGISTRATE as aforesaid. Expenses shall include all incidental reasonable expenses including attorney fees, and shall include a reasonable value of any services rendered by the CITY's Legal Department.

6.3 Nothing in this indemnification is intended to constitute a waiver of the CITY's limitation on liability as set forth in section 768.28, Florida Statutes.

6.4 This covenant shall survive the expiration or termination of this Agreement.

6.5 This provision shall not be construed to require SPECIAL MAGISTRATE to indemnify the CITY in situations wherein their rulings are appealed in the ordinary course as provided by law.

**7.0 Independent Contractor**

7.1 SPECIAL MAGISTRATE undertakes performance of the services as an independent contractor and shall be wholly responsible for the methods of performance.

7.2 CITY shall have no right to supervise the methods used, but CITY shall have the right to observe such performance.

7.3 SPECIAL MAGISTRATE shall work closely with CITY in performing services under this Agreement

7.4 SPECIAL MAGISTRATE shall not pledge the CITY's credit or make it a guarantor of payment or surety for any contract, debt, obligation, judgment, lien or any form of indebtedness and shall have no right to speak for or bind the CITY in any manner.

7.5 SPECIAL MAGISTRATE further warrants and represents that he has no obligation or indebtedness that would impair his ability to fulfill the terms of this Agreement.

**8.0 Authority to Practice**

8.1 SPECIAL MAGISTRATE hereby represents and warrants that he has and will continue to maintain all licenses and approvals required to conduct his business, and that he will at all times conduct his business activities in a reputable manner.

**9.0 Compliance with Laws**

9.1 In performance of the services, SPECIAL MAGISTRATE will comply with applicable regulatory requirements, including federal, state, special district, and local laws, rules, regulations, orders, codes, criteria and standards.

**10.0 Conflicts and Unavailability**

10.1 SPECIAL MAGISTRATE acknowledges that this Agreement is non-exclusive, that the CITY has an Alternate Special Magistrate, and consents to the CITY assigning any matter for which SPECIAL MAGISTRATE has or may have a conflict of interest, or for which SPECIAL MAGISTRATE is unavailable, to an Alternate Special Magistrate.

10.2 In the event that SPECIAL MAGISTRATE determines that a conflict of interest may arise or has arisen in reference to any matter that SPECIAL MAGISTRATE is handling for the CITY, SPECIAL MAGISTRATE shall notify the City Attorney and the City's Code Compliance Director no later than fourteen (14) days prior to the scheduled hearing. If a conflict arises or is first determined less than fourteen (14) days prior to the scheduled hearing, then the SPECIAL MAGISTRATE shall notify the CITY no later than 48 hours after such conflict arises or is first determined.

10.3 SPECIAL MAGISTRATE acknowledges that the CITY's code compliance hearing schedule will generally follow a set pattern and further agrees to inform CITY of any hearing dates that he will miss due to vacation or other planned absence at least thirty (30) days in advance.

10.4 In all other instances where the SPECIAL MAGISTRATE is unavailable, he agrees to give the CITY thirty (30) day notice, or if the unavailability arises less than thirty (30) days before a hearing date, SPECIAL MAGISTRATE agrees to provide notice of unavailability to the CITY within one (1) business day of when it arises.

**11.0 CITY's Responsibilities**

11.1 CITY shall be responsible for providing information in the CITY's possession that may reasonably be required by SPECIAL MAGISTRATE to provide the services described in Section 2.0.

**12.0 Termination of Agreement**

12.1 This Agreement may be terminated by the SPECIAL MAGISTRATE upon ninety (90) days prior written notice to the CITY.

12.2 This Agreement may be terminated by the CITY with or without cause upon ninety (90) days prior written notice to the SPECIAL MAGISTRATE.



12.3 Unless the SPECIAL MAGISTRATE is in breach of this Agreement, the SPECIAL MAGISTRATE shall be paid for services rendered to the CITY's satisfaction through the date of termination.

**13.0 Governing Law and Venue**

13.1 This Agreement shall be governed in all respects by the laws of the State of Florida, and any litigation with respect thereto shall be brought only in the courts of Monroe County, Florida or the United State District Court, Southern District of Florida, Key West Division.

**14.0 Non-Discrimination**

14.1 SPECIAL MAGISTRATE warrants and represents that all of his employees are treated equally during employment without regard to race, color, religion, gender, age, or national origin.

**15.0 Waiver**

15.1 A waiver by either the CITY or SPECIAL MAGISTRATE of any breach of this Agreement shall not be binding upon the waiving party unless such waiver is in writing. In the event of a written waiver, such a waiver shall not affect the waiving party's rights with respect to any other or further breach. The making or acceptance of a payment by either party with knowledge of the existence of a default or breach shall not operate or be construed to operate as a waiver of any subsequent default or breach.

**16.0 Severability**

16.1 The invalidity, illegality, or unenforceability of any provision of this Agreement, or the occurrence of any event rendering any portion or provision of this Agreement void, shall in no way affect the validity or enforceability of any other portion or provision of the Agreement.

16.2 Any void provision shall be deemed severed from the Agreement and the balance of the Agreement shall be construed and enforced as if the Agreement did not contain the particular portion or provision held to be void.

16.3 The parties further agree to reform the Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision.

16.4 The provisions of this section shall not prevent the entire Agreement from being void should a provision which is of the essence of the Agreement to be determined to be void.

**17.0 Entirety of Agreement**

17.1 The CITY and the SPECIAL MAGISTRATE agree that this Agreement sets forth the entire Agreement between the parties, and that there are no promises or understandings other than those stated herein.

**18.0 Modification**

18.1 The Agreement may not be modified unless such modifications are evidenced in writing signed by both CITY and SPECIAL MAGISTRATE. Such modifications shall be in the form of a written Amendment executed by both parties.

**19.0 Successors and Assigns**

19.1 CITY and SPECIAL MAGISTRATE each binds itself/himself and its/his partners, successors, assigns, and legal representative to the other party to this Agreement and to their partners, successors, executors, administrators, assigns, and legal representatives.

19.2 SPECIAL MAGISTRATE shall not assign, transfer, convey, sublet or otherwise dispose of this Agreement, or of any or all of its rights, title or interest therein, or the SPECIAL MAGISTRATE's power to execute this Agreement, to any person, company, or corporation without prior written consent of the CITY. Such consent may be withheld for any reason in the sole discretion of the City Council.

**20.0 Public Records**

20.1 The SPECIAL MAGISTRATE shall comply with Florida's Public Records Act, Chapter 119, Florida Statutes, and, if determined to be acting on behalf of the CITY as provided under Section 119.011(2), Florida Statutes, specifically agrees to:

(1) Keep and maintain public records required by the CITY to perform the service.

(2) Upon request from the CITY's custodian of public records or designee, provide the CITY with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

(3) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract and following completion of the contract if the SPECIAL MAGISTRATE does not transfer the records to the CITY.

(4) Upon completion of the contract term, transfer, at no cost, to the CITY, all public records in possession of the SPECIAL MAGISTRATE or keep and maintain public records required by the CITY to perform the service. If the SPECIAL MAGISTRATE transfers all public records to the CITY upon the completion of this Agreement, the SPECIAL MAGISTRATE shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the SPECIAL MAGISTRATE keeps and maintains public records upon completion of the contract, the SPECIAL MAGISTRATE shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the CITY, upon request from the CITY's custodian of public records or designee, in a format that is compatible with the information technology of the CITY.

**20.2 IF THE SPECIAL MAGISTRATE HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE SPECIAL MAGISTRATE'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS OR DESIGNEE AT 305-743-0033, [cityofmarathon@ci.marathon.fl.us](mailto:cityofmarathon@ci.marathon.fl.us), OR BY MAIL AT 9805 OVERSEAS HIGHWAY, MARATHON, FLORIDA 33050.**

**21.0 Notice**

21.1 Any notice, demand, communication, or request required or permitted hereunder shall be in writing and delivered in person or sent by overnight courier service or by Certified Mail, postage prepaid as follows:

As to CITY:  
City of Marathon  
Attention: City Manager  
9805 Overseas Highway  
Marathon, Florida 33050

With a copy to:  
City of Marathon  
Attention: City Attorney  
9805 Overseas Highway  
Marathon, Florida 33050

As to SPECIAL MAGISTRATE:  
Jack Bridges, Esquire  
Post Office Box 1714  
Tavernier, Florida 33070-1714

**22.0 Contract Administration**

22.1 Except as otherwise provided in this Agreement, services of SPECIAL MAGISTRATE shall be under the general direction of the City Council, or their designee, who shall act as the CITY's representative during the term of the Agreement.

**Remainder of Page Intentionally Left Blank**

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date and year first written above.

THE CITY OF MARATHON, FLORIDA

  
Michelle Coldiron, Mayor

ATTEST:

  
Diane Clavier, City Clerk

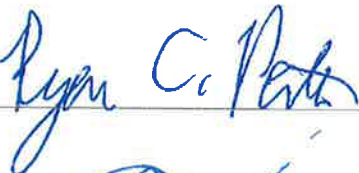

(City Seal)

APPROVED AS TO FORM AND LEGALITY FOR THE USE  
AND RELIANCE OF THE CITY OF MARATHON, FLORIDA ONLY:

  
David Migut, City Attorney

JAMES (JACK) BRIDGES

Witnesses:

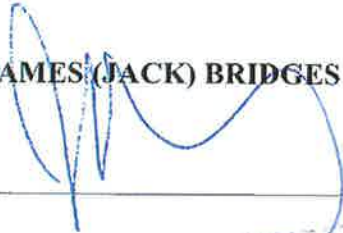
By: 

EXHIBIT "A"  
SCOPE OF WORK

The CITY requires the services of a Code Compliance Special Magistrate to preside over Code Compliance Hearings, which are quasi-judicial proceedings. Hearings are tentatively scheduled to be held on the 3<sup>rd</sup> Wednesday of the month at 2:00 pm in City Council Chambers located at 9805 Overseas Highway, Marathon, Florida 33050.

Specific duties include, but are not limited to:

1. Hearing and deciding alleged violations of the City of Marathon Code of Ordinances.
2. Assessing fines against violators of city codes and ordinances.
3. Consistent with Chapter 162, Florida Statutes, adopting rules for the conduct of hearings; subpoenaing alleged violators, witnesses, and evidence to hearings; taking testimony under oath; and issuing orders having the force of law to command whatever steps are necessary to bring a violation into compliance.
4. Issue findings of fact based on evidence of record, and conclusions of law, and issue an order affording the proper relief consistent with powers granted in the City of Marathon Code of Ordinances and in accord with Chapter 162, Florida Statutes.