

## COURT FUNDING AGREEMENT

THIS PROFESSIONAL SERVICES AGREEMENT (hereinafter the Agreement) is made and entered into by and between Nassau County, a political subdivision of the State of Florida (the County), and the Fourth Judicial Circuit of the State of Florida (the Court).

**WHEREAS**, Section 939.185(1)(a), Florida Statutes, provides that Counties may adopt by ordinance additional court cost, not to exceed sixty-five (65) dollars, to be imposed by the court for specified criminal pleas; and

**WHEREAS**, Nassau County adopted Ordinance 2004-40 implementing Section 939.185, Florida Statutes providing for additional court costs to fund legal aid programs, public law libraries, teen court, and funding innovations for local requirements; and

**WHEREAS**, Section 939.185, Florida Statutes, provides that twenty-five percent (25%) of those collected cost shall be used to fund innovations, as determined by the Chief Judge of the circuit, to fund local requirements pursuant to Section 28.008(2)(a)(2); and

**WHEREAS**, the Chief Judge of the circuit has determined the Courts in Nassau County have a present need for a Magistrate position to support the case load of the Fourth Judicial Circuit in Nassau County; and

**WHEREAS**, pursuant to Florida Statute, §29.0081, the Court and County may enter into an Agreement under which the County funds personnel to assist in the operation of the Circuit; and

**WHEREAS**, the Chief Judge of the circuit has requested that the County fund services for a Magistrate for the Courts in Nassau County from the proceeds of Ordinance 2004-40 and general revenue funds; and

**WHEREAS**, by means of this Agreement, the County intends to provide funding for the Magistrate from twenty-five percent (25%) of the proceeds of Ordinance 2004-40 as requested by the Court and the balance to be paid from the general revenue fund; and

**WHEREAS**, the funding for the Magistrate position is provided on a fiscal year basis; and

**WHEREAS**, the total amount of the funding shall not exceed Ninety Seven Thousand Nine Hundred Forty Six Dollars (\$97,946.00) plus regular benefits typically provided for county employees (Florida Retirement System, health care, Paid Time Off (PTO) and workers compensation).

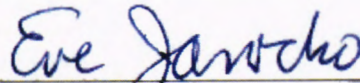
**WITNESSETH: IN CONSIDERATION OF** the foregoing Recitals, the mutual covenants and promises set forth herein, and for other good and valuable consideration, the Court and the County (each a Party and together the Parties) hereby agree as follows:

1. The positions are hired, supervised, managed, and fired by the Court and its designee.
2. The Magistrate position shall be fulfilled by a Nassau County Resident.
3. The Court shall utilize the job description attached hereto as Attachment "A."
4. The provisions of Florida Statutes §29.0081(2)(b) are applicable.
5. The positions terminate upon the expiration of or substantial breach of this Agreement or upon the expiration of County funding for the position.
6. The Magistrate position shall be funded by proceeds from twenty-five percent (25%) of the funds from Ordinance 2004-40 and the general revenue fund.
7. The benefits, including health insurance and those set forth in Florida Statutes §29.0081(2)(b), shall be provided through the County, with funding to be based on the approved percent allocations.
8. Only the County's listed Policies & Procedures, as amended from time to time and attached hereto as Attachment "B" shall apply to the positions.
9. The Magistrate position shall be classified as an exempt position with the Fiscal Year 2023/24 base salary set at \$97,946.00 (\$47.0894 an hour).
10. The Magistrate position shall be excluded from the County's position control roster.
11. The Magistrate position shall be responsible for accurately recording time worked and/or leave taken for purposes of payroll. Upon completion, payroll records shall be approved by the appropriate Court supervisor and submitted bi-weekly to the County for processing of compensation.

**IN WITNESS WHEREOF**, the Parties have caused this Agreement to be executed on behalf of each.

**DULY ACCEPTED** this 3<sup>rd</sup> day of October, 2023.

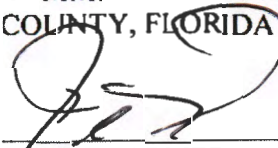
CIRCUIT AND COUNTY COURT  
FOR NASSAU COUNTY,  
FLORIDA



EVE JANOCKO  
TRIAL COURT  
ADMINISTRATOR

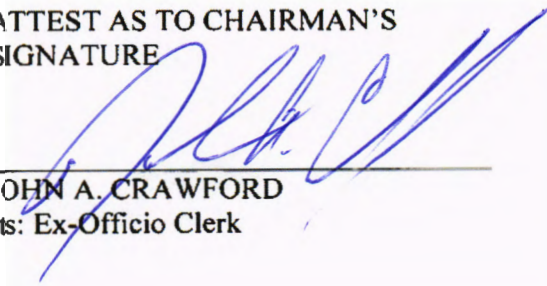
The Board of County Commissioners of Nassau County, Florida, pursuant to Florida Statute §939.185, does hereby approve this funding.

BOARD OF COUNTY  
COMMISSIONERS NASSAU  
COUNTY, FLORIDA



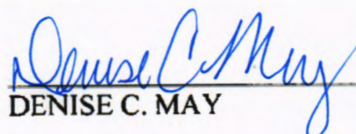
KLYNT FARMER  
Its: Chairman

ATTEST AS TO CHAIRMAN'S  
SIGNATURE



JOHN A. CRAWFORD  
Its: Ex-Officio Clerk

APPROVED AS TO FORM BY THE  
NASSAU COUNTY ATTORNEY



DENISE C. MAY

Attachment "A"

**POSITION DESCRIPTION**

Must be a resident of Nassau County.

**Magistrate (Nassau County)**  
**\$97, 946 plus FRS Benefits**

**Description**

The essential function of the position within the organization is to conduct hearings and make recommendations on matters referred for hearing by judges. The position is responsible for setting referred cases for hearing, conducting hearings, making determinations on cases, and preparing findings and recommendations for the parties and referring for a judge's consideration. The position works under the general supervision of a Chief Judge or Designee.

**Examples of Duties**

Calendaring and conducting hearings and trials.

Evaluates evidence and testimony from witnesses and technical experts and uses that in making legal factual recommendations.

Make rulings on pre-trial and post judgment motions including discovery, dismissal and motions for relief, clarification, and re-hearings.

Hear cases in Family, Civil Traffic, Municipal Ordinances, and other divisions assigned.

Conducts legal research.

Takes and evaluates evidence and testimony from witnesses and technical experts used in making legal factual recommendations and decisions.

Knowledge of the rules of evidence.

Handles cases with self-represented litigants.

Knowledge of family procedures.

Communicates clearly.

Interpret and apply Florida Statutes, case law, and the Florida Rules of Court.

These essential functions are not a complete statement of all duties required of the job.

Employees will be required to perform such other related job duties as may be assigned or required.

**Education**

Juris Doctor degree from an accredited law school is required for this position.

**Experience**

Five years of work experience in the practice of law, including one year in family law.

**Certification, License, and Special Requirements**

Membership in Good Standing in The Florida Bar is required.

Attachment "B"

**List of Applicable Nassau County, Board of County Commissioner's  
Employee Policies & Procedures**

1. Section 1.07 – Collection & Use of Social Security Numbers
2. Section 1.09 – Retirement
3. Section 1.14 – Pay Stubs, Deductions & Restitution
4. Section 1.15 – Final Paychecks and Payouts Upon Separation
5. Section 4.03 Paid Time Off (PTO)
6. Section 4.04 – Donation of Leave
7. Section 5.01 – Family Medical Leave
8. Section 6.01 – Holidays Observed
9. Section 7.01 – Military Leave
10. Section 7.02 – Civil Leave
11. Section 7.03 – Leave Without Pay
12. Section 7.04 – Bereavement Leave
13. Section 7.05 – Domestic Violence Leave
14. Section 8.01 – Pay Structure
15. Section 8.02 – Performance Appraisals & Salary Increases
16. Section 8.07 – Overtime and Compensatory Time
17. Section 8.12 – Longevity Pay
18. Section 9.01 – Health Insurance
19. Section 9.02 – Employee Assistance Program (EAP)
20. Section 9.03 – Health Benefits for Retirees
21. Section 9.04 – COBRA
22. Section 10.01 – Education Reimbursement
23. Section 11.01 – Employee Records
24. Section 12.01 – Safety
25. Section 12.02 – Medical Treatment Under Worker's Compensation
26. Section 15.01 – Reduction in Force