



08/08/2011

Revised

**CITY OF BOCA RATON
CODE ENFORCEMENT SPECIAL MASTER APPLICATION**

NAME _____

HOME ADDRESS _____ ZIP CODE _____

BUSINESS NAME _____

OCCUPATION _____

BUSINESS ADDRESS _____

HOME PHONE _____ BUSINESS PHONE _____

E-MAIL ADDRESS _____

PROFESSIONAL QUALIFICATIONS FOR SPECIAL MASTER (Please check one):

____ Attorney* -- Florida Bar Number: _____

____ Retired Florida Judge* -- Florida Bar Number: _____

* Members of these boards are required to comply with Florida Statutes regarding filing a Statement of Financial Interests.

How long have you practiced/did you practice the above profession? _____

Do you possess a current Occupational License? _____ If so, what is the License Number? _____

EDUCATIONAL BACKGROUND:

University attended: _____

Degrees received: _____

**I have reviewed and understand the duties described in the ordinance and summary for appointment as a special master.
(See attached Special Master Summary.)**

Board Member Interviews are conducted at City Council Workshop and Regular Meetings, which are generally held the 2nd and 4th Mondays and 2nd and 4th Tuesdays, respectively, of each month. Workshop Meetings will begin as soon thereafter as possible following the conclusion of the Community Redevelopment Agency meeting that is scheduled to begin at 1:30 p.m. and Regular Meetings commence at 6:00 p.m. in the City Council Chamber. Applicants are notified of vacancies and interview dates prior to the scheduled interview. Applications are kept on file in the City Clerk's Office for a period of one year. Applicants may supplement their application with a resume or other information relevant to their qualifications.

NOTE: All applicants for and appointees to Boards and Commissions are hereby notified that the City Council has directed a review of the Code of Ordinances to determine if the Code should be updated with regard to the status of Board and Commission membership, specifically whether Board or Commission members should derive property rights from their appointment or should serve at the pleasure of the City Council. Any amendment to the Code relative to the status of Board or Commission membership shall be applicable prospectively and to all appointees to a Board or Commission appointed by the City Council at this meeting.

I understand the duties and responsibilities of the boards or committees for which I have applied.

Signature of Applicant

Date _____

Personal information provided in this application is public information unless the applicant qualifies for an exemption pursuant to Florida Statutes. Please complete and return the attached form with your application. If the form is not returned, we will assume that no exemption applies and your name and address will be included in the public record.

For Office Use Only:

Staff has verified that applicant is eligible for service as a special master via professional qualifications.

Declaration of Personal Information Exemption

As a member of a City Board or Committee, the personal information you provide on the board application, including your address and telephone number, is public record unless you qualify for an exemption pursuant to Florida Statutes.

If you qualify for an exemption, please indicate which statutory provision you are citing for the exemption. If you qualify, your address and phone number are protected information. You are encouraged to thoroughly read the applicable sub-sections of F.S. 119.071, a copy of which is attached.

Please return this form with your application. If the form is not returned, we will assume that no exemption applies and your name and address will be included in the public record. If you have any questions, you may contact the Board Coordinator at 393-7743.

My address and telephone number are statutorily exempted from public disclosure, pursuant to Section _____ of Florida Statutes.

My address and telephone number are not exempt.

I have reviewed the sub-sections of F.S. 119.071 that are applicable to personal information exemptions and by signing below, affirm that the information provided is true and accurate.

Name (please print)

Signature

Date

(Please fill in this page with initial application and when updating your application!)

FLORIDA STATUTE 119.071

(2) AGENCY INVESTIGATIONS.--

(j)

1. Any document that reveals the identity, home or employment telephone number, home or employment address, or personal assets of the victim of a crime and identifies that person as the victim of a crime, which document is received by any agency that regularly receives information from or concerning the victims of crime, is exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. Any information not otherwise held confidential or exempt from s. 119.07(1) which reveals the home or employment telephone number, home or employment address, or personal assets of a person who has been the victim of sexual battery, aggravated child abuse, aggravated stalking, harassment, aggravated battery, or domestic violence is exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution, upon written request by the victim, which must include official verification that an applicable crime has occurred. Such information shall cease to be exempt 5 years after the receipt of the written request. Any state or federal agency that is authorized to have access to such documents by any provision of law shall be granted such access in the furtherance of such agency's statutory duties, notwithstanding this section.

2.a. Any information in a videotaped statement of a minor who is alleged to be or who is a victim of sexual battery, lewd acts, or other sexual misconduct proscribed in chapter 800 or in s. 794.011, s. 827.071, s. 847.012, s. 847.0125, s. 847.013, s. 847.0133, or s. 847.0145, which reveals that minor's identity, including, but not limited to, the minor's face; the minor's home, school, church, or employment telephone number; the minor's home, school, church, or employment address; the name of the minor's school, church, or place of employment; or the personal assets of the minor; and which identifies that minor as the victim of a crime described in this subparagraph, held by a law enforcement agency, is confidential and exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. Any governmental agency that is authorized to have access to such statements by any provision of law shall be granted such access in the furtherance of the agency's statutory duties, notwithstanding the provisions of this section.

b. A public employee or officer who has access to a videotaped statement of a minor who is alleged to be or who is a victim of sexual battery, lewd acts, or other sexual misconduct proscribed in chapter 800 or in s. 794.011, s. 827.071, s. 847.012, s. 847.0125, s. 847.013, s. 847.0133, or s. 847.0145 may not willfully and knowingly disclose videotaped information that reveals the minor's identity to a person who is not assisting in the investigation or prosecution of the alleged offense or to any person other than the defendant, the defendant's attorney, or a person specified in an order entered by the court having jurisdiction of the alleged offense. A person who violates this provision commits a misdemeanor of the first degree, punishable as provided in s. 775.082 or s. 775.083.

(4) AGENCY PERSONNEL INFORMATION.--

(d)

1. The home addresses, telephone numbers, social security numbers, and photographs of active or former law enforcement personnel, including correctional and correctional probation officers, personnel of the Department of Children and Family Services whose duties include the investigation of abuse, neglect, exploitation, fraud, theft, or other criminal activities, personnel of the Department of Health whose duties are to support the investigation of child abuse or neglect, and personnel of the Department of Revenue or local governments whose responsibilities include revenue collection and enforcement or child support enforcement; the home addresses, telephone numbers, social security numbers, photographs, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. 119.07(1). The home addresses, telephone numbers, and photographs of firefighters certified in compliance with s. 633.35; the home addresses, telephone numbers, photographs, and places of employment of the spouses and children of such firefighters; and the names and locations of schools and day care facilities attended by the children of such firefighters are exempt from s. 119.07(1). The home addresses and telephone numbers of justices of the Supreme Court, district court of appeal judges, circuit court judges, and county court judges; the home addresses, telephone numbers, and places of employment of the spouses and children of justices and judges; and the names and locations of schools and day care facilities attended by the children of justices and judges are exempt from s. 119.07(1). The home addresses, telephone numbers, social security numbers, and photographs of current or former state attorneys, assistant state attorneys, statewide prosecutors, or assistant statewide prosecutors; the home addresses, telephone numbers, social security numbers, photographs, and places of employment of the

spouses and children of current or former state attorneys, assistant state attorneys, statewide prosecutors, or assistant statewide prosecutors; and the names and locations of schools and day care facilities attended by the children of current or former state attorneys, assistant state attorneys, statewide prosecutors, or assistant statewide prosecutors are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

2. The home addresses, telephone numbers, social security numbers, and photographs of current or former human resource, labor relations, or employee relations directors, assistant directors, managers, or assistant managers of any local government agency or water management district whose duties include hiring and firing employees, labor contract negotiation, administration, or other personnel-related duties; the names, home addresses, telephone numbers, social security numbers, photographs, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. This subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2006, unless reviewed and saved from repeal through reenactment by the Legislature.

3. The home addresses, telephone numbers, social security numbers, and photographs of current or former United States attorneys and assistant United States attorneys; the home addresses, telephone numbers, social security numbers, photographs, and places of employment of the spouses and children of current or former United States attorneys and assistant United States attorneys; and the names and locations of schools and day care facilities attended by the children of current or former United States attorneys and assistant United States attorneys are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. This subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2009, unless reviewed and saved from repeal through reenactment by the Legislature.

4. The home addresses, telephone numbers, social security numbers, and photographs of current or former judges of United States Courts of Appeal, United States district judges, and United States magistrate judges; the home addresses, telephone numbers, social security numbers, photographs, and places of employment of the spouses and children of current or former judges of United States Courts of Appeal, United States district judges, and United States magistrate judges; and the names and locations of schools and day care facilities attended by the children of current or former judges of United States Courts of Appeal, United States district judges, and United States magistrate judges are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. This subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2009, unless reviewed and saved from repeal through reenactment by the Legislature.

5. The home addresses, telephone numbers, social security numbers, and photographs of current or former code enforcement officers; the names, home addresses, telephone numbers, social security numbers, photographs, and places of employment of the spouses and children of such persons; and the names and locations of schools and day care facilities attended by the children of such persons are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. This subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2006, unless reviewed and saved from repeal through reenactment by the Legislature.

6. The home addresses, telephone numbers, places of employment, and photographs of current or former guardians ad litem, as defined in s. 39.820, and the names, home addresses, telephone numbers, and places of employment of the spouses and children of such persons, are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution, if the guardian ad litem provides a written statement that the guardian ad litem has made reasonable efforts to protect such information from being accessible through other means available to the public. This subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2010, unless reviewed and saved from repeal through reenactment by the Legislature.

7. An agency that is the custodian of the personal information specified in subparagraph 1., subparagraph 2., subparagraph 3., subparagraph 4., subparagraph 5., or subparagraph 6. and that is not the employer of the officer, employee, justice, judge, or other person specified in subparagraph 1., subparagraph 2., subparagraph 3., subparagraph 4., subparagraph 5., or subparagraph 6. shall maintain the exempt status of the personal information only if the officer, employee, justice, judge, other person, or employing agency of the designated employee submits a written request for maintenance of the exemption to the custodial agency.

SPECIAL MASTER SUMMARY

BACKGROUND:

Pursuant to Florida Statute Section 162.03, the City of Boca Raton may adopt an alternate code enforcement system which gives Special Masters, as designated by the City of Boca Raton City Council, the authority to hold hearings and assess fines against violators of the respective City of Boca Raton codes and ordinances. Special Masters shall conduct hearings regarding testimony and evidence on said code violations, and render orders of enforcement in accordance with City of Boca Raton Ordinance 4494, adopted February 8, 2000.

JURISDICTION:

A special master shall have the following jurisdiction:

- (1) A special master shall only have jurisdiction over any alleged violation of the provisions of the Code of Ordinances set forth in (2).
- (2) Alleged violations of the following provisions of the Code of Ordinances shall be within the jurisdiction of the special master:
 1. Section 2-129, 2-130 and 2-134 Community Appearance Criteria;
 2. Chapter 7, Fire Prevention and Protection;
 3. Chapter 8, Licenses and Business Regulations;
 4. Section 10-116, et seq., Chapter 10, Abandoned, Wrecked and Junked Property;
 5. Chapter 16, Traffic and Vehicles
 6. Chapter 17, Utilities
 7. Chapter 18, Vehicles for Hire
 8. Chapter 19, Buildings and Building Regulations;
 9. Chapter 20, Environmental Protection;
 10. Chapter 22, Marine Structures;
 11. Chapter 23, Planning and Development;
 12. Chapter 24, Signs;
 13. Chapter 25, Streets and Sidewalks;
 14. Chapter 26, Subdivision Regulations;
 15. Chapter 27, Vegetation; and
 16. Chapter 28, Zoning Code.

QUALIFICATIONS:

To be eligible for service as a special master, a person must:

- ◆ Be a retired Florida Judge; or
- ◆ Be a member in good standing of the Florida Bar and whose practice is substantially in the area of administrative, governmental, zoning, land use or real estate law.

TERM OF APPOINTMENT:

Special masters shall be appointed by the City of Boca Raton City Council. A special master's term of appointment shall be limited to two (2) years. A special master may be reappointed by the City Council. If a special master is unable to hear a case due to a voting conflict or conflict of interest, the case may be assigned to another special master. A special master shall serve at the pleasure of the City Council and may be removed from service at any time, without cause, by a majority vote of the City Council.

COMPENSATION:

Subject to compliance with record keeping and other documentation requirements of the City Manager or his designee, a special master shall be compensated at a rate of \$150.00 per hours as determined by administrative order of the City Manager.

For office use only.

Date notified _____ Board/Committee vacancy _____
Date interviewed _____ Appointed ____ Y ____ N

Date notified _____ Board/Committee vacancy _____
Date interviewed _____ Appointed ____ Y ____ N

Date notified _____ Board/Committee vacancy _____
Date interviewed _____ Appointed ____ Y ____ N

Date notified _____ Board/Committee vacancy _____
Date interviewed _____ Appointed ____ Y ____ N

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Date interviewed _____ Appointed ____ Y ____ N

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Date interviewed _____ Appointed ____ Y ____ N

Date notified _____ Board/Committee vacancy _____
Date interviewed _____ Appointed ____ Y ____ N

Date notified _____ Board/Committee vacancy _____
Date interviewed _____ Appointed ____ Y ____ N

Date notified _____ Board/Committee vacancy _____
Date interviewed _____ Appointed ____ Y ____ N

Notes: _____

