



V I L L A G E O F K E Y B I S C A Y N E

Office of the Village Clerk

Village Council

Robert L. Vernon, *Mayor*
Michael Davey, *Vice Mayor*
Enrique Garcia
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Jorge E. Mendia
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Village Clerk

Conchita H. Alvarez, *MMC*

MEMORANDUM

January 12, 2010

TO: Honorable Mayor and Members of the Village Council
FROM: Conchita H. Alvarez, MMC, Village Clerk 
RE: Appointment of Special Magistrates

Ordinance 92-14 established the Village's Code Enforcement procedures. Ordinance 2007-5 established a Board of Special Magistrates. The Board of Special Magistrates is responsible for the adjudication of code enforcement and building violations. The Board has the power to:

1. Adopt rules for the conduct of the hearings.
2. Subpoena violators and witnesses for hearings; subpoenas shall be served by the Village Police Department or by the Village staff.
3. Subpoena evidence to hearings.
4. Take testimony under Oath.
5. Assess and order the payment of civil penalties including the placement of liens and fines.
6. Issue orders having the force of law to command whatever steps are necessary to bring a violation into compliance.

Special Magistrates shall be residents of the Village and shall possess outstanding reputations for civic pride, interest, integrity, responsibility and business or professional ability. They shall serve a one year term without compensation. They are appointed by the Mayor with ratification by the Village Council. During the past year, Dennis M. O'Hara, Rosemary Sala, Jennifer D. Leal, Mortimer Fried and Timothy Stickney served as Special Magistrates. **Magistrates O'Hara, Sala, Fried and Stickney are seeking re-appointment.** The Village contacted Magistrate Leal, but did not hear from her. All of these individuals have provided an outstanding service to the Village.

If re-appointed, the appointment will be from November 2009 to November 2010.

The Ordinance that created this Board provides for two (2) alternative Special Magistrates. The Board has requested that the two (2) alternative positions be filled.

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SPECIAL MAGISTRATE HEARINGS

Regular meetings are on the first Friday of each month at 9: 00 a.m.

	11/6/2008	12/18/2008	1/8/2009	2/5/2009	3/5/2009	4/2/2009	5/8/2009	6/5/2009	7/3/2009	8/7/2009	9/4/2009	10/2/2009
Special Magistrates												
Dennis O'harra	P	A	NM	P	P	NM	A	P	NM	NM	NM	NM
Jennifer Leal	A	A	NM	A	P	NM	P	P	NM	NM	NM	NM
Mortimer Fried	P	P	NM	P	P	NM	P	P	NM	NM	NM	NM
Rosemary Sala	P	P	NM	P	P	NM	P	P	NM	NM	NM	NM
Timothy Stickney	A	P	NM	P	P	NM	P	A	NM	NM	NM	NM

NM=No meeting