

**IN THE THIRTEENTH JUDICIAL CIRCUIT
HILLSBOROUGH COUNTY, FLORIDA**

**ADMINISTRATIVE ORDER S-2010-014
(Supersedes Administrative Order S-2008-162)**

**GENERAL MAGISTRATES IN THE
PROBATE, GUARDIANSHIP & TRUST DIVISION**

Many matters involving probate, guardianship, mental health, trusts, involuntary treatment of communicable diseases, adult protective services and conservatorships are brought before the Probate, Guardianship & Trust Division of this court. The interests of the public and of the litigants require a flexible and speedy resolution of such matters. Florida Rule of Civil Procedure 1.490 and Florida Probate Rules 5.095 and 5.697 provide for the appointment of general magistrates when the court finds necessary.

It is necessary for the prompt and efficient administration of justice in this circuit to appoint general magistrates to hear and consider probate, guardianship, mental health, trust, involuntary treatment of communicable diseases, adult protective services and conservatorship proceedings and promptly return recommendations in these cases and to assist the circuit judge regularly assigned to the Probate, Guardianship & Trust Division in the review of guardianship inventories, accountings and plans.

By the power vested in the chief judge under Florida Rule of Judicial Administration 2.215(b)(2), it is therefore **ORDERED**:

1. Appointments

Sean O. Cadigan and Vicki L. Reeves are appointed as general magistrates of the Probate, Guardianship & Trust Division to conduct probate, guardianship, mental health, trust, involuntary treatment of communicable diseases, adult protective services and conservatorship proceedings. The general magistrates will serve without bond. The general magistrates are authorized to conduct mental health proceedings outside of the Edgecomb Courthouse.

2. Referral to General Magistrate

Upon request of the presiding judge, general magistrates will review guardianship inventories, accountings, and plans without an order of referral. *See* Fla. Prob. R. 5.697. Upon the filing of any other matter that may be referred to the general magistrates, an order of referral will be entered. Any objection to a referral should be in writing and filed within 10 days of the date of service of the order of referral. If an objection is filed, the matter will remain to be heard by the presiding judge. When a case is referred to one of the general magistrates, any party may set the action for hearing before the assigned magistrate.

3. Reports

The general magistrates will proceed with the hearings and the preparation and filing of reports in the manner set out in Florida Rule of Civil Procedure 1.490 or Florida Probate Rules 5.095 or 5.697.

4. Recording of Proceedings

All proceedings conducted by the general magistrates will be electronically recorded. Except for recordings of Baker Act proceedings, all recordings will be maintained by the general magistrates or their designees. Recordings of Baker Act proceedings will be maintained by the Administrative Office of the Courts.

5. Previous Administrative Order Superseded

This administrative order supersedes Administrative Order S-2008-162 (*General Magistrates in the Probate, Guardianship & Trust Division*).

6. Effective Date

This administrative order is effective February 8, 2010.

It is ORDERED in Tampa, Hillsborough County, Florida, on this 25th day of January, 2010.



Manuel Menendez, Jr., Chief Judge

Attachments: Oaths of General Magistrates

Original to: Pat Frank, Clerk of the Circuit Court

Copies to: The Honorable Claudia R. Isom, Administrative Judge, Probate, Guardianship & Trust Division

Sean O. Cadigan, General Magistrate

Vicki L. Reeves, General Magistrate

OATH OF GENERAL MASTER

STATE OF FLORIDA
COUNTY OF HILLSBOROUGH

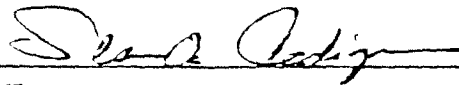
I do solemnly swear (or affirm):

I will support, protect and defend the Constitution and Government of the United States and of the State of Florida.

I am duly qualified to hold office under the Constitution of the state.

I will well and faithfully perform the duties of General Master on which I am now about to enter.

So help me God.

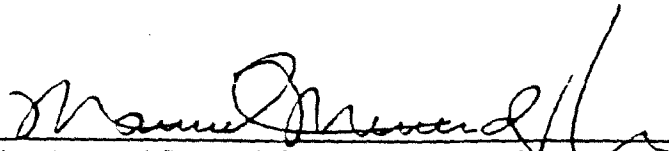


Signature

The foregoing instrument was sworn and subscribed before me this 28th day of July,

2003, by Sean O. Cadigan who is personally known to me or who has
Name of General Master

produced _____ as identification and who did take an oath.
Type of Identification



Signature and Seal of Official Administering Oath

Manuel Menendez, Jr.

Name of Official Typed, Printed or Stamped

Chief Judge

Title

OATH OF GENERAL MASTER

STATE OF FLORIDA
COUNTY OF HILLSBOROUGH

I do solemnly swear (or affirm):

I will support, protect and defend the Constitution and Government of the United States and of the State of Florida.

I am duly qualified to hold office under the Constitution of the state.

I will well and faithfully perform the duties of General Master on which I am now about to enter.

So help me God.

Vicki L. Reeves
Signature

The foregoing instrument was sworn and subscribed before me this 30th day of January

2004, by Vicki L. Reeves who is personally known to me and who did
Name of General Master

take an oath.

Manuel Menendez, Jr.
Signature and Seal of Official Administering Oath

Manuel Menendez, Jr.
Name of Official Typed, Printed or Stamped

Chief Judge - 13th Circuit
Title