

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

**ADMINISTRATIVE ORDER S-2022-020  
(Supersedes Administrative Order S-2010-014)**

**GENERAL MAGISTRATES IN THE PROBATE,  
GUARDIANSHIP, MENTAL HEALTH AND 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, Mental Health and 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 it 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 judges regularly assigned to the Probate, Guardianship, Mental Health and Trust Division in the review of guardianship inventories, accountings and plans.

On September 30, 2022, one of the general magistrates assigned to the Probate, Guardianship, Mental Health and Trust Division will be retired and a successor general magistrate will thereafter be reassigned to this division.

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

**1. Appointments**

Sean O. Cadigan and Nancy J. Neaves are appointed as general magistrates of the Probate, Guardianship, Mental Health

and 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.

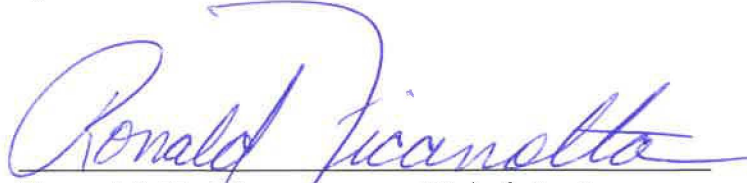
## **5. Previous Administrative Order Superseded**

This administrative order supersedes Administrative Order S-2010-014 (*General Magistrates in the Probate, Guardianship & Trust Division*).

**6. Effective Date**

This administrative order is effective October 3, 2022.

ENTERED on September 23, 2022.



Ronald N. Ficarrotta, Chief Judge

Attachments: Oaths of General Magistrates

Original: Cindy Stuart, Clerk of the Circuit Court

Copy: All Judges and General Magistrates of the Probate,  
Guardianship, Mental Health and Trust Division

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.

Sean O. Cadigan  
Signature

The foregoing instrument was sworn and subscribed before me this 28<sup>th</sup> 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

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

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

Chief Judge  
Title

**OATH OF NANCY J. NEAVES - GENERAL MAGISTRATE**

STATE OF FLORIDA  
COUNTY OF HILLSBOROUGH

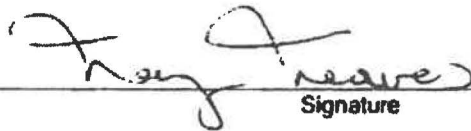
I do solemnly swear (or affirm):

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

That I am duly qualified to hold office under the Constitution of the state; and

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

So help me God.

  
Signature

The foregoing instrument was sworn to and subscribed before me this 4<sup>th</sup>  
day of February, 2010, by Nancy J. Neaves who is personally known to me and  
who did take an oath.

  
Signature and Seal of Official Administering Oath

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

Chief Judge  
Title