


**DEPARTMENTAL STAFF REPORT**

**INDIAN RIVER COUNTY  
MEMORANDUM**

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TO: Honorable Board of County Commissioners

THRU: John A. Titkanich, Jr., County Administrator

FROM: Suzanne Boyll, Human Resources Director 

DATE: August 15, 2024

SUBJECT: County Attorney Employment Agreement

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**BACKGROUND:**

At the August 6, 2024, Board of County Commissioners' meeting, the Board unanimously selected Jennifer Shuler as the next County Attorney and authorized staff to negotiate the employment agreement. The terms of the agreement have been reviewed by the Chairman of the Board Susan Adams, Human Resources Director Suzanne Boyll, reviewed by Labor Attorney Benton Wood for legal sufficiency and signed by Ms. Shuler.

Provisions of the agreement include:

- Three (3) year term with provision for consideration of renewal no later than 30 days prior to expiration.
- Annual salary of \$205,000 (adjusted by any general wage increase granted to other regular non-contract County employees)
- \$4,200 annual car allowance
- 10 days of vacation at commencement date of employment and accruing at 20 days of vacation annually
- 5 days of sick leave at commencement date of employment and accruing in accordance with the sick leave policy
- Participation in the Florida Retirement System Senior Management Class
- Eligible for other benefits on the same terms and conditions that they are available to full-time, regular non-contract employees
- 20 weeks of severance pay if terminated without cause

**FUNDING:**

The total cost of the 3-year contract is \$931,614 based on current benefits rates, or \$310,538 annually and will be charged to the General Fund/County Attorney/Salary and Benefit accounts. Sufficient funding exists in the Fiscal Year 2024/2025 budget.

**RECOMMENDATION:**

Staff respectfully requests the BOCC approve the County Administrator Employment Agreement and authorize the Chairman to execute the agreement.

**ATTACHMENT:**

County Attorney Employment Agreement