



## TOWN COUNCIL AGENDA SPECIAL MEETING

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WEDNESDAY  
FEBRUARY 12, 2025 – 2:00 P.M.

TOWN COUNCIL CHAMBERS  
4300 S. ATLANTIC AVENUE, PONCE INLET, FL

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**SUNSHINE LAW NOTICE FOR BOARD MEMBERS – Notice is hereby provided that one or more members of the Town’s various boards may attend and speak at this meeting.**

1. Call to Order.
2. Pledge of Allegiance.
3. Roll Call.
4. Presentation from Storch Law Firm.
5. Presentation from Vose Law Firm, LLP.
6. Consideration of Storch Law Firm and Vose Law Firm, LLP in response to their applications for RFQ 2024-04 – Special Magistrate for Code Enforcement Services.
7. Adjournment.

*If a person decides to appeal any decision made by the Town Council with respect to any matter considered at a meeting or hearing, he/she will need a record of the proceedings and that for such purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Persons who require an accommodation in order to attend this meeting should contact the Ponce Inlet Town Hall at 236-2150 **prior to the meeting** in order to request such assistance.*

**A complete copy of the materials for this agenda is available at Town Hall.**



## MEMORANDUM

### TOWN OF PONCE INLET, PLANNING AND DEVELOPMENT DEPARTMENT

*The Town of Ponce Inlet staff shall be professional, caring, and fair in delivering community excellence while ensuring Ponce Inlet residents obtain the greatest value for their tax dollar.*

To: Michael E. Disher, AICP, Town Manager  
From: Darren Lear, AICP, Planning & Development Director  
Date: February 4, 2025  
Subject: Request for Qualifications (RFQ) for Various Consulting Services: Special Magistrate

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**MEETING DATE:** February 12, 2025

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1 The Town Council recognized the need for a more efficient code enforcement process and chose  
2 to transition from an appointed volunteer board to the use of a special magistrate. To facilitate this  
3 change, amendments to the Code of Ordinances and the Land Use and Development Code were  
4 approved on November 21, 2024.

5  
6 A RFQ was initially advertised on November 10, 2024, with a deadline of December 6, 2024.  
7 However, no bids were received. The Town then re-advertised the RFQ on December 18, 2024,  
8 and by the January 6, 2025, closing date, two bids had been submitted. Staff has reviewed the  
9 proposals and confirmed that both meet the RFQ requirements. The following firms provided bids  
10 and are in no particular order:

- 11 • Storch Law Firm
- 12 • Vose Law Firm, LLP

13  
14  
15 As outlined in Sec-396(a)(7) of the Town Code of Ordinances, "Town Council determination":

16  
17 "At a meeting of the town council, to which all those submitting proposals may attend, the town  
18 council shall review the proposals and hear presentations, from those individuals or entities wishing  
19 to make them, and shall make a selection based upon considerations of qualifications, experience,  
20 scope of services, fee and such other information and data as set out in the request for proposals."

21  
22 Attachments:

- 23 • RFQ response - Storch Law Firm
- 24 • RFQ response - Vose Law Firm, LLP

**RESPONSE TO REQUEST FOR QUALIFICATIONS**

SPECIAL MAGISTRATE SERVICES FOR CODE ENFORCEMENT  
CASES

TOWN OF PONCE INLET  
RFQ 2024-04R

JANUARY 6, 2025

TITLE PAGE

Subject: Special Magistrate Services for Code Enforcement Cases  
RFQ 2024-04R

Applicant: Storch Law Firm  
420 South Nova Road  
Daytona Beach, FL 32114  
[www.storchlawfirm.com](http://www.storchlawfirm.com)  
Phone: 386-238-8383  
Fax: 386-238-0988  
Email: [glenn@storchlawfirm.com](mailto:glenn@storchlawfirm.com) and [joey@storchlawfirm.com](mailto:joey@storchlawfirm.com)  
c/o: Glenn D. Storch and A. Joseph Posey, Jr.

Dated: January 6, 2025

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**ITEM 2**

**LETTER OF INTEREST**



GLENN D. STORCH, ESQUIRE  
glenn@storchlawfirm.com

COREY D. BROWN, ESQUIRE  
corey@storchlawfirm.com

A. JOSEPH POSEY, ESQUIRE  
joey@storchlawfirm.com

January 6, 2025

Town of Ponce Inlet  
4300 S. Atlantic Avenue  
Ponce Inlet, FL 32127

**Re: *Request for Qualifications / Special Magistrate Services***  
***RFQ 2024-04R***

To Whom It May Concern:

In considering the qualifications for the Special Magistrate in Ponce Inlet, I believe the key standard should be the ability to impartially apply the law to the facts presented. The Town Council, through public hearings and due process, has enacted ordinances designed to benefit all residents of Ponce Inlet. While most citizens comply with these ordinances, there are occasional instances of noncompliance, whether intentional or not. Once citizens are made aware of any violations, many will voluntarily comply, resolving the issue without further legal action. However, in cases where compliance is refused or not immediately possible, a hearing is necessary to determine whether a violation exists based on the facts and applicable law.

It is essential that when a citizen appears before a Special Magistrate, they have confidence that the Magistrate will be knowledgeable, fair, and impartial in applying the law. This includes ensuring that all parties, including Town staff or any witnesses, understand that the Magistrate will make decisions based solely on the facts and evidence presented.

Our firm specializes in land use and zoning law, which equips us with a comprehensive understanding of municipal land development codes and ordinances. We have likely appeared before every elected and appointed board in Volusia County in some capacity over the last couple of decades. I personally have over 40 years of experience as an attorney, with a background that includes serving as an Assistant State Attorney. My experience has taught me the importance of reviewing the facts carefully and applying the law equitably. I have also represented numerous clients before code enforcement boards and special magistrates, helping to find solutions to alleged violations or assisting with compliance strategies. My partner, A. Joseph "Joey" Posey, has also successfully represented many clients in code enforcement matters for nearly a decade and he has substantial experience with quasi-judicial hearings and procedures. His experience, combined with my own, ensures that our firm can handle the complexities of this role with the professionalism and expertise required. Additionally, I have been trained as a mediator, and over the years, I have successfully used these skills to resolve many complex issues. With respect to the special magistrate services requested by the Town, both Joey Posey and I will serve as the direct candidates on behalf of the firm for the Special Magistrate position.

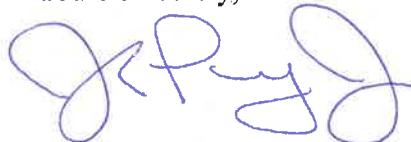
Furthermore, I had the privilege of providing advisory services to the City of Edgewater's Code Enforcement Board, an experience I found extremely rewarding. I do not recall a single challenge to the decisions made by the Board during my tenure.

In terms of impartiality, it is crucial that, if selected for the Special Magistrate position, our firm would refrain from representing any parties before the Town Council during our service as Special Magistrates. We believe that this step is essential to ensure the public perception of fairness and impartiality in the process, as well as to foster cooperation and compliance among citizens.

While determining whether a violation has occurred is the first step in code enforcement, the second step—ensuring compliance—is equally important. The goal of code enforcement is not punishment, but the swift and effective resolution of violations to encourage compliance with Town ordinances. While penalties may be necessary to enforce compliance, the primary aim should always be resolution, not punishment.

We hope this letter provides insight into our qualifications and approach to the Special Magistrate position. Our firm is fully prepared to execute the scope of work requested by the Town, consistent with its statement of purpose. If selected, we are committed to serving with integrity, fairness, and professionalism. Please feel free to contact me or Joey should you have any questions or require further information.

Yours sincerely,



For: Glenn D. Storch  
Storch Law Firm

## ITEM 3

# PROFILE AND QUALIFICATIONS REQUIRED TO PERFORM SPECIAL MAGISTRATE SERVICES





GLENN D. STORCH, ESQUIRE  
glenn@storchlawfirm.com

COREY D. BROWN, ESQUIRE  
corey@storchlawfirm.com

A. JOSEPH POSEY, ESQUIRE  
joey@storchlawfirm.com

## **STORCH LAW FIRM PROFILE**

**Overview:** Storch Law Firm is a highly regarded local law firm with over 40 years of experience providing expert legal services in Land Use Law, Local Government Law, Environmental Law, Zoning Law, and Real Estate Law. Our practice spans a wide range of areas, including Land Use & Development, and Commercial and Residential Real Property. In Land Use & Development, we offer a well-rounded perspective that goes beyond traditional land use law. We work closely with clients to help them navigate the complexities of land development, including understanding the potential uses of property and identifying any challenges in the review process.

Storch Law Firm's longstanding experience with local governments and communities aligns directly with the responsibilities of the Special Magistrate. Our firm has represented a variety of local government entities, such as the City of Edgewater, City of Port Orange, City of Lake Helen, City of New Smyrna Beach, and Flagler County Planning Board. This involvement has allowed us to develop a deep understanding of local government processes, public policy issues, and the importance of impartiality in legal proceedings.

We pride ourselves on our ability to provide strategic guidance that balances legal requirements with practical solutions. Our attorneys are committed to maintaining the highest ethical standards and ensuring fairness and transparency in all decision-making processes.

**Glenn D. Storch - Majority Shareholder & Managing Partner:** Glenn D. Storch is a highly accomplished attorney with over 40 years of experience specializing in Land Use Law, Local Government Law, Zoning, and Real Estate Law. He earned his B.A. in Political Science from the University of South Florida in 1977 and his J.D. from Stetson University College of Law in 1980, where he served as Executive Editor of the Stetson Law Review. Early in his career, Glenn worked as an Assistant State Attorney in the 18th Judicial Circuit, gaining valuable trial experience. He later served as house counsel for The Deltona Corporation in Miami, Florida, before entering private practice in 1984. Glenn is the majority shareholder and managing partner of Storch Law Firm.

Throughout his career, Glenn has developed a deep understanding of local government processes and land use law, representing clients in matters involving zoning, development approvals, variances, and comprehensive planning. His experience spans more than just legal expertise; he has worked closely with various local governments in Volusia County, including the City of Edgewater, City of Port Orange, City of Lake Helen, City of New Smyrna Beach, and the Flagler County Planning Board.

In addition to his legal practice, Glenn has been an active leader in the community, serving on numerous boards and committees that influence local development and policy, such as the Board of Directors for AdventHealth Hospital in New Smyrna Beach, chairing the Volusia County Environmental and Natural Resources Committee (ENRAC), and leading the Volusia County Association for Responsible Development (VCARD).

Glenn's contributions to land use and development are also reflected in his involvement in creating the Farmton Local Plan, an award-winning initiative that preserved over 40,000 acres of land while supporting economic development in the region. In recognition of his significant impact on the community and land use law, Glenn was awarded the 2019 Florida Planning and Zoning Association George W. Simmons, Jr. Award for Lifetime Achievement and was named one of MyCoast Magazine's 55 Most Influential People in Volusia and Flagler County.

As a seventh-generation Floridian, Glenn has deep roots in the state and has spent his entire life in Florida. He and his wife, Cathy, are proud of the accomplishments of their children, Ben and Olivia, and are grateful for the many friendships and experiences that have enriched their lives.

**A. Joseph "Joey" Posey, Jr. – Partner:** A. Joseph "Joey" Posey, Jr. is a partner at Storch Law Firm, specializing in Environmental, Land Use, and Real Property Law. A native of Port Orange, Florida, Joey is deeply committed to serving the Volusia County community and has developed a reputation for his expertise in land use matters. He earned dual Bachelor of Arts degrees in History and Political Science from the University of Central Florida (UCF), graduating summa cum laude. During his time at UCF, Joey distinguished himself as a Legislative Scholar, interning with Florida House Speaker Designate Dean Cannon, which laid the foundation for his understanding of government processes.

Joey continued his education at the University of Florida Levin College of Law, where he graduated cum laude in 2014. At UF, he honed his skills in Environmental, Land Use, and Real Property Law, serving as a research assistant to Professor Mark Fenster, a legal expert in administrative and public records law. During law school, Joey also gained valuable experience as a law clerk and legal intern, solidifying his focus on land use issues.

Since joining Storch Law Firm in 2014, Joey has been an integral part of the firm's success in representing land use clients throughout Volusia County. He has regularly appeared before various local government boards, including City planning boards, zoning boards, and the Volusia County Council, to advocate for his clients on matters such as rezoning, variances, and development approvals. His deep understanding of local regulations, combined with his extensive experience working with local government entities, allows him to craft effective strategies for resolving land use and development issues efficiently.

Joey is also actively involved in the legal community and committed to fostering responsible development within the region. He serves on the executive board of the Volusia County Association for Responsible Development (VCARD) and is a member of the Daytona Beach Rotary Club, where he works to make a positive impact on the community.

## **ITEM 4**

# **SCHEDULE AND AVAILABILITY**

## SCHEDULE AND AVAILABILITY

Our firm has no scheduling conflicts with holding hearings on the fourth Monday of each month at 9:30 A.M. at the Town Hall. Either Joey Posey or I will be available for these sessions, and we work with the Town should additional dates or times be needed.

## **ITEM 5**

# **ADMINISTRATIVE INFORMATION / INSURANCE REQUIREMENTS**

STATEMENT OF INSURANCE COMPLIANCE

Storch Law Firm agrees to obtain prior to award, if selected, the necessary insurance and levels of coverage as deemed appropriate by the Town as set forth in the Request for Qualifications.



CorePointe Insurance Company  
 800 Superior Ave, E.  
 21st Floor  
 Cleveland, OH 44114

**THIS IS A CLAIMS-MADE AND  
 REPORTED POLICY.  
 PLEASE READ THE POLICY  
 CAREFULLY.**

**LAWYERS PROFESSIONAL LIABILITY POLICY  
 DECLARATIONS**

Policy Number: CIC1001495-04

|  |  |
|--|--|
| <p><b>1. Named Insured and Address</b></p> <p>Glenn D. Storch, P.A.<br/>       420 South Nova Road<br/><br/>       Daytona Beach, FL 32114</p> | <p><b>2. Policy Period</b></p> <p>Effective Date: 7/1/2024<br/><br/>       Expiration Date: 7/1/2025<br/><br/>       12:01 A.M. Standard Time at the address<br/>       of the <b>Named Insured</b> as stated herein</p> |
| <p><b>3. Producer Name</b><br/>       GIG Insurance Group, Inc.<br/>       750 East Prospect Road<br/>       Fort Lauderdale, FL 33334</p>     |  |
| <p><b>4. Limit of Liability (Includes Claim Expenses)</b></p> <p>\$1,000,000 Each <b>Claim</b><br/>       \$2,000,000 Aggregate</p>            |  |
| <p><b>5. Deductible</b></p> <p>\$5,000 Per <b>Claim</b></p>  |  |
| <p><b>6. Premium</b></p> <p>\$14,925 Number of Attorneys: 3<br/>       2023 FIGA Assessment Surcharge+: (1%) \$149.25</p>                      |  |
| <p><b>7. Forms Attached at Issue</b></p> <p>See Schedule of Forms Attached</p>   |  |
| <p>Authorized Representative</p>   | <p>Date Issued 7/1/2024</p>  |

*David J. Villani*



CorePointe Insurance Company  
800 Superior Ave, E.  
21st Floor  
Cleveland, OH 44114

**Policy Number:** CIC1001495-04  
**Named Insured:** Glenn D. Storch, P.A.

## COMMERCIAL COMMON POLICY DECLARATIONS FORMS AND ENDORSEMENTS SCHEDULE

| Form Number    | Edition Date | Title  |
|----------------|--------------|--|
| IL-PJ-CPIC     | 0919         | Policy Jacket  |
| LPL-DEC        | 0515         | Lawyers Professional Liability Declarations Page     |
| ILFORMSCH      | 0414         | Schedule of Forms                                    |
| LPL990020      | 0814         | Retroactive Date Limitation Endorsement              |
| LPL990020      | 0814         | Retroactive Date Limitation Endorsement              |
| LPL990021      | 1114         | Retroactive Date Limitation Endorsement - Individual |
| LPL990021      | 1114         | Retroactive Date Limitation Endorsement - Individual |
| LPL990032FL    | 0914         | Florida Amendatory Endorsement                       |
| LPL990036      | 0813         | GEOL 250K  |
| LPL990048      | 1213         | Nuclear Energy Liability Exclusion Endorsement       |
| LPL990061      | 0318         | Network and Privacy Breach Endorsement               |
| LPL-POL-01FL   | 1019         | Lawyers Professional Liability Policy                |
| LPL-MKTINFO-01 | 1119         | Amtrust Hotline Marketing Information                |
| LPL-CLMRPT-01  | 0319         | AmTrust Claim Reporting Procedures                   |
| IL-P-001-01-04 |              | OFAC - Advisory Notice to Policyholders              |



## RETROACTIVE DATE LIMITATION ENDORSEMENT

NAMED INSURED Glenn D. Storch, P.A.

This endorsement, effective 12:01 A.M. 7/1/2024

forms a part of Policy No. CIC1001495-04

This policy shall not apply to **claims** arising out of acts or omissions or **related acts or omissions** in the rendering of or the failure to render **legal services** by any **Insured** that occurred prior to the following Retroactive Date: 8/1/1986

## RETROACTIVE DATE LIMITATION ENDORSEMENT

NAMED INSURED Glenn D. Storch, P.A.

This endorsement, effective 12:01 A.M. 7/1/2024

forms a part of Policy No. CIC1001495-04

This policy shall not apply to **claims** arising out of acts or omissions or **related acts or omissions** in the rendering of or the failure to render **legal services** by any **Insured** that occurred prior to the following Retroactive Date: 8/1/1986

# RETROACTIVE DATE LIMITATION ENDORSEMENT - INDIVIDUAL

NAMED INSURED Glenn D. Storch, P.A.

This endorsement, effective 12:01 A.M. 7/1/2024

forms a part of Policy No. CIC1001495-04

It is agreed that this policy shall not apply to **claims** arising from acts or omissions or **related acts or omissions** in the rendering of or failure to render **legal services** that occurred prior to the Retroactive Date for the **Insured(s)** listed below.

| <u>Insured</u>           | <u>Retroactive Date</u> |
|--------------------------|-------------------------|
| Glenn D. Storch          |                         |
| Corey David Brown        | 01/02/2013              |
| Adolph Joseph Posey, Jr. | 09/26/2014              |



WORKERS COMPENSATION AND EMPLOYERS LIABILITY POLICY  
CLAIM KIT NOTICE

19-7044-FC1C

POLICY NO. 98-CC-E055-0

REPLACES NO. 98-CC-B118-1

STATE FARM FIRE AND CASUALTY COMPANY  
PO Box 2915, Bloomington IL 61702-2915

NAMED INSURED & MAILING ADDRESS:

GLENN D STORCH PA  
420 S NOVA RD  
DAYTONA BEACH FL 32114-4514

Thank you for allowing State Farm® to provide your business with Workers' Compensation Insurance. To help you remain **compliant** with your state(s) regulations, required posters have been made available to you through [www.statefarm.com](http://www.statefarm.com)®. It is **YOUR RESPONSIBILITY TO POST** this information as required by the state(s) in which you conduct business.

To download and print your **required postings**:

1. Go to [www.st8.fm/claimkit](http://www.st8.fm/claimkit)
2. Scroll to locate the State(s) you operate in and select the link

The information on the **right side** of the page includes state required bulletins and posters which need to be **printed and displayed** in your place of business.

In addition, while we hope you never experience a workplace injury, we want you to be prepared in the event you need to report a claim. You can also download and print the **First Report of Injury** document from the same web page.

On the **right side** of the page you will locate the '**First Report of Injury**,' which is **YOUR RESPONSIBILITY TO USE TO NOTIFY US OF ALL EMPLOYEE INJURIES** as soon as the injury occurs. In addition, the information on the **left side** of the page is what you will need when reporting a claim, including phone and fax numbers and mailing address.

**If you do not have access to the internet or the ability to print the required posters, please contact your State Farm agent or call 1-855-264-2229 for a claims kit to be mailed to you.**

Again, we thank you for choosing State Farm to provide your business with Workers' Compensation Insurance.



WORKERS COMPENSATION AND EMPLOYERS LIABILITY POLICY  
INFORMATION PAGE

19-7044-FC1C

POLICY NO. 98-CC-E055-0 COVERAGE IS PROVIDED BY  
REPLACES NO. 98-CC-B118-1 STATE FARM FIRE AND CASUALTY COMPANY  
PO Box 2915, Bloomington IL 61702-2915

1. NAMED INSURED & MAILING ADDRESS  
GLENN D STORCH PA  
420 S NOVA RD  
DAYTONA BEACH FL 32114-4514  
NCCI CARRIER CODE NO. 14842  
FEIN 200590188

WORKPLACE NOT SHOWN

INSURED IS A CORPORATION  
FOR QUESTIONS, PROBLEMS, OR INFORMATION ABOUT COVERAGE CALL: (386) 426-2886  
COPYRIGHT 1987 NATIONAL COUNCIL ON COMPENSATION INSURANCE

2. THE POLICY PERIOD IS FROM 06/24/2024 TO 06/24/2025 12:01 A.M. STANDARD TIME AT THE INSURED'S MAILING ADDRESS.

3A. WORKERS COMPENSATION INSURANCE: PART ONE OF THE POLICY APPLIES TO THE WORKERS COMPENSATION LAW OF THE STATES LISTED HERE: FL

B. EMPLOYERS LIABILITY INSURANCE: PART TWO OF THE POLICY APPLIES TO WORK IN EACH STATE LISTED IN ITEM 3A. THE LIMITS OF OUR LIABILITY UNDER PART TWO ARE:  
BODILY INJURY BY ACCIDENT \$ 100,000 EACH ACCIDENT  
BODILY INJURY BY DISEASE \$ 100,000 EACH EMPLOYEE  
BODILY INJURY BY DISEASE \$ 500,000 POLICY LIMIT

C. OTHER STATES INSURANCE: PART THREE OF THE POLICY APPLIES TO ALL STATES EXCEPT ME, MT, ND, OH, RI, WA, WV, WY AND STATES LISTED IN 3A.

D. THIS POLICY INCLUDES THESE ENDORSEMENTS AND SCHEDULES: WC000414A  
WC090606 WC000308 WC090303 WC000000C WC090403C\* WC000404 WC090407A\*  
WC090607A

\*EFFECTIVE 06/24/2

4. THE PREMIUM FOR THIS POLICY WILL BE DETERMINED BY OUR MANUALS OF RULES, CLASSIFICATIONS, RATES AND RATING PLANS. ALL INFORMATION REQUIRED BELOW IS SUBJECT TO VERIFICATION AND CHANGE BY AUDIT.

| CODE NOS. AND CLASSIFICATIONS                                       | PREMIUM BASIS TOTAL ESTIMATED ANNUAL REMUNERATION | RATE/\$100 REMUNERATION | ESTIMATED ANNUAL PREMIUM |
|---|---|-------------------------|--------------------------|
| 8820<br>ATTORNEY - ALL EMPLOYEES & CLERICAL,<br>MESSENGERS, DRIVERS | 342,860   | .09                     | 309                      |
| TERRORISM 9740<br>EXPENSE CONSTANT                                  | 342,860   | .01                     | 34                       |
| MINIMUM PREMIUM \$ 169 FLORIDA                                      |   |                         | 160                      |
|   | TOTAL ESTIMATED ANNUAL PREMIUM \$                 |                         | 503                      |
| PREMIUM ADJUSTMENT PERIOD SHALL BE ANNUAL                           |   | DEPOSIT PREMIUM \$      | 503                      |

PREPARED 04/26/2024

WC 00 00 01 A

COUNTERSIGNED \_\_\_\_\_



WORKERS COMPENSATION AND EMPLOYERS LIABILITY POLICY  
INFORMATION PAGE ENDORSEMENT  
PAGE 01

19-7044-FC1C

THIS FORMS A PART OF POLICY NO. 98-CC-E055-0  
COVERAGE IS PROVIDED BY STATE FARM FIRE AND CASUALTY COMPANY  
PO Box 2915, Bloomington IL 61702-2915

NAMED INSURED AND MAILING ADDRESS  
GLENN D STORCH PA  
420 S NOVA RD  
DAYTONA BEACH FL 32114-4514

-----  
THE EFFECTIVE DATE IS 06/24/2024

THE EXPIRATION DATE IS 06/24/2025  
-----

LOCATION OF THE INSURED

LOCATION  
NUMBER

01 420 S NOVA RD DAYTONA BEACH FL 32114-4514  
ENTITY:ET01 EMP:1 NAICS:541110



## Important Information on How Your Workers' Compensation Premium Is Determined and the Audit Process

When your policy was issued, the premium was based on an **estimate** of your business operations and your workers' payroll. At the end of the policy period, an audit will be performed to determine your **actual** payroll and business operations. We will be able to calculate the final premium from this information.

### The Audit Process

A review of your financial records, such as payroll logs, general ledgers and tax returns will be required. A State Farm<sup>®</sup> representative will contact you by mail, telephone or visit with you in person to obtain the information. It is to your benefit to have your accounting records set up by employee and type of work they perform. We will also obtain a complete description of your business operations to confirm the classification codes on your policy are correct. We will assign the payroll to the classification code(s) that represent the type of work performed and apply the appropriate rating factor to determine your final premium. The final audit premium will be compared to the estimated premium and a Premium Adjustment Statement will be sent to you reflecting any change. Please note that a significant change may require that we also adjust your current policy premium.

### Items That Affect Your Premium

- **Sole Proprietor/Partner/Officer** - The remuneration used for each covered sole proprietor/partner/officer may be either a predetermined amount, or actual remuneration\* subject to a minimum/maximum.

*\*Remuneration means all payroll and other forms of earning such as bonuses, commissions, sick days, meals, and lodging.*

- **Employees/Temporary Employees/Leased Employees** - Actual remuneration paid to each employee. You may be responsible for temporary/leased employees regardless of the temporary or leasing company's insurance arrangements.
- **Use of Subcontractors** - A Certificate of Insurance for Workers' Compensation coverage needs to be obtained annually for every subcontractor you hire. If certificates are not obtained, the subcontractor and their employees may be considered as your employees for premium calculation. This could substantially increase your final premium.
- **Business Operations** - The actual remuneration will be assigned to a classification code in accordance with industry rules as published by the National Council of Compensation Insurance (NCCI) or specific guidelines as published by your state.

## All audit information provided will be kept confidential.

If you have any questions concerning this information, please contact your State Farm agent.

*The information contained in this document outlines general concepts.  
Information required may vary by state and could be impacted by state law.*



**FLORIDA NON-COOPERATION WITH PREMIUM AUDIT ENDORSEMENT**

This endorsement applies only to the insurance provided by the policy because Florida is shown in Item 3.A. of the Information Page.

This endorsement adds the following provision to Part Five — Premium, G. Audit, of the policy:

We are required to complete the premium audit process no later than 90 days after the policy termination. If you fail to return voluntary audit requests or refuse to cooperate in completing a final physical audit or final physical onsite audit, you must pay a premium to us not to exceed three times the most recent estimated annual premium on this policy subject to the following conditions:

1. We make two good faith efforts to obtain the voluntary audit report or complete the physical audit or final physical onsite audit.
2. We document the audit file regarding the above attempts to obtain the required audit information.
3. After the two good faith attempts to obtain records, we send a letter by certified mail to you advising you of the specific records that are required and the premium that will be charged if you continue to refuse access to the records.

If you do not provide all of the specific records required and if we satisfy the conditions above on or before 90 days from the date of policy termination, we may continue to try and conduct the audit and/or re-open the audit for up to three years from the date of policy termination. Alternatively, we may immediately bill you a premium not to exceed three times the most recent estimated annual premium on this policy. If you provide all of the specific records required to complete the premium audit process within the three year period, we will determine your final premium in accordance with Part Five — Premium, E. Final Premium of the policy.

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

**(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)**

Endorsement Effective  
Insured

Policy No.

Endorsement No.  
Premium \$

Insurance Company

Countersigned By \_\_\_\_\_



**FLORIDA TERRORISM RISK INSURANCE PROGRAM REAUTHORIZATION ACT ENDORSEMENT**

This endorsement addresses requirements of the Terrorism Risk Insurance Act of 2002 as amended by the Terrorism Risk Insurance Program Reauthorization Act of 2019.

**Definitions**

The definitions provided in this endorsement are based on and have the same meaning as the definitions in the Act. If words or phrases not defined in this endorsement are defined in the Act, the definitions in the Act will apply.

1. "Act" means the Terrorism Risk Insurance Act of 2002, which took effect on November 26, 2002 and any amendments, including any amendments resulting from the Terrorism Risk Insurance Program Reauthorization Act of 2019.
2. "Act of Terrorism" means any act that is certified by the Secretary of the Treasury, in consultation with the Secretary of Homeland Security, and the Attorney General of the United States, as meeting all of the following requirements:
  - a. The act is an act of terrorism.
  - b. The act is violent or dangerous to human life, property, or infrastructure.
  - c. The act resulted in damage within the United States, or outside of the United States in the case of the premises of United States missions or certain air carriers or vessels.
  - d. The act has been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.
3. "Insured Loss" means any loss resulting from an act of terrorism (including an act of war, in the case of workers compensation) that is covered by primary or excess property and casualty insurance issued by an insurer if the loss occurs in the United States or at the premises of United States missions or to certain air carriers or vessels.
4. "Insurer Deductible" means, for the period beginning on January 1, 2021, and ending on December 31, 2027, an amount equal to 20% of our direct earned premiums, during the immediately preceding calendar year.

**Limitation of Liability**

The Act may limit our liability to you under this policy. If aggregate Insured Losses exceed \$100,000,000,000 in a calendar year and if we have met our Insurer Deductible, we may not be liable for the payment of any portion of the amount of Insured Losses that exceeds \$100,000,000,000; and for aggregate Insured Losses up to \$100,000,000,000, we may only have to pay only a pro rata share of such Insured Losses as determined by the Secretary of the Treasury.

**Policyholder Disclosure Notice**

1. Insured Losses would be partially reimbursed by the United States Government. If the aggregate industry Insured Losses occurring in any calendar year exceed \$200,000,000, the United States Government would pay 80% of our Insured Losses that exceed our Insurer Deductible.
2. Notwithstanding item 1 above, the United States Government may not have to make any payment under the Act for any portion of Insured Losses that exceed \$100,000,000,000.
3. The premium charged for the coverage for Insured Losses under this policy is included in the amount shown in item 4 of the Information Page or the Schedule below.



**Schedule**

Rate per \$100 of Remuneration

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

**(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)**

Endorsement Effective  
Insured

Policy No.

Endorsement No.  
Premium \$

Insurance Company

Countersigned By \_\_\_\_\_

**WC 09 04 03 C**

(Ed. 01-2021)



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

## Detail by Entity Name

Florida Profit Corporation  
GLENN D. STORCH, P.A.

### Filing Information

|                             |              |
|-----------------------------|--------------|
| <b>Document Number</b>      | P04000009138 |
| <b>FEI/EIN Number</b>       | 20-0590188   |
| <b>Date Filed</b>           | 01/12/2004   |
| <b>State</b>                | FL           |
| <b>Status</b>               | ACTIVE       |
| <b>Last Event</b>           | AMENDMENT    |
| <b>Event Date Filed</b>     | 12/21/2004   |
| <b>Event Effective Date</b> | NONE         |

### Principal Address

420 S NOVA RD  
DAYTONA BEACH, FL 32114

### Mailing Address

420 S NOVA RD  
DAYTONA BEACH, FL 32114

### Registered Agent Name & Address

STORCH, GLENN D  
420 S NOVA RD  
DAYTONA BEACH, FL 32114

### Officer/Director Detail

#### **Name & Address**

Title PVST

STORCH, GLENN D  
420 NOVA RD  
DAYTONA BEACH, FL 32114

### Annual Reports

| <b>Report Year</b> | <b>Filed Date</b> |
|--------------------|-------------------|
| 2022               | 01/26/2022        |
| 2023               | 02/06/2023        |
| 2024               | 02/06/2024        |

**Document Images**

|   |                          |
|---|--------------------------|
| <a href="#">02/06/2024 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">02/06/2023 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">01/26/2022 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">01/13/2021 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">01/21/2020 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">02/11/2019 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">03/12/2018 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">01/09/2017 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">01/15/2016 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">02/11/2015 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">01/10/2014 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">02/07/2013 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">01/16/2012 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">01/07/2011 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">01/21/2010 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">01/28/2009 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">01/31/2008 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">01/30/2007 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">01/23/2006 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">03/14/2005 -- ANNUAL REPORT</a>   | View image in PDF format |
| <a href="#">12/21/2004 -- Amendment</a>       | View image in PDF format |
| <a href="#">01/12/2004 -- Domestic Profit</a> | View image in PDF format |

**ITEM 6**

**COMPENSATION OR FEE**  
**QUALIFICATIONS**

COMPENSATION / FEE QUALIFICATIONS

| <u>Storch Law Firm</u> | <u>Title</u> | <u>Hourly Rate</u> |
|------------------------|--------------|--------------------|
| Glenn D. Storch:       | Partner      | \$195.00           |
| A. Joseph Posey:       | Partner      | \$195.00           |

The firm will bill hourly and not charge for firm administrative staff support.

**ITEM 7**

**CONFLICT OF INTEREST / ETHICAL  
CONSIDERATIONS**

## CONFLICT OF INTEREST / ETHICAL CONSIDERATIONS

We fully recognize the importance of the Special Magistrate's role as an impartial arbitrator, ensuring not only the integrity of the process but also fostering public trust in the fairness of all proceedings. In light of this responsibility, our firm is committed to maintaining the highest ethical standards. As such, we will refrain from representing any parties before the Town Council during our service as Special Magistrates.

Although our firm has provided representation to municipalities and other government entities over the years—most recently serving as the board attorney for the City of Orange City Community Redevelopment District Board—our firm is not currently engaged in providing representation to any municipalities or government entities. Should such services be requested in the future, our firm will submit the request to the Town for review and consideration to determine whether the representation could potentially create a conflict of interest.

Moreover, to prevent any potential conflicts of interest and uphold the impartiality of the Special Magistrate position, members and employees of our firm will also abstain from representing or affiliating themselves with any boards, organizations, committees, or other entities that may intersect with the matters under the jurisdiction of the Special Magistrate.



**ITEM 8**

**LOCATION**

## LOCATION

Storch Law Firm has served the Volusia County area for over 40 years.

Our office is located at:

420 South Nova Road  
Daytona Beach, FL 32114

**ITEM 9**

**QUALIFICATIONS**  
**ACKNOWLEDGEMENT**

**RFQ 2024-04R QUALIFICATIONS ACKNOWLEDGEMENT (FORM 1)**

I, the undersigned, do hereby agree to all terms and conditions set forth within this RFQ. I attest by way of my signature below that I am authorized by the company I represent to enter information pertinent to a final agreement. I further state the information within this qualification statement is true and not a sham nor misrepresentation of the service or reputation and abilities of my company.

I have  have not  examined the necessary documents prior to presenting my qualifications.

Company: Storch Law Firm / Glenn. D. Storch, P.A.

Address: 420 South Nova Road, Daytona Beach, FL 32114

\_\_\_\_\_  
\_\_\_\_\_

Telephone: ( 386 ) 238-8383 fax: ( 386 ) 238-0988

Email: glenn@storchlawfirm.com / joey@storchlawfirm.com

Individual or Type of Business (specify Corporation, Partnership, Other ):

Corporation

Tax ID Number (FEIN/SSN): FEIN: 20-059-0188

Authorized Signature: 

Title: Partner

(Print/type name as signed above) A. Joseph Posey, Jr.

Date Submitted: JANUARY 6<sup>th</sup>, 2024

## **ITEM 10**

## **REFERENCES**

**RFP 2024-04R SPECIAL MAGISTRATE SERVICES FOR CODE ENFORCEMENT  
CASES – REFERENCES (FORM 2)**

|                    |        |   |
|--------------------|--------|---|
| #1.                | Agency | McKinnon & McKinnon Attorneys at Law, P.A.  |
| Address            |        | 595 W. Granada Blvd., Suite A   |
| Town, State, ZIP   |        | Ormond Beach, FL 32174  |
| Contact Person     |        | Noah C. McKinnon, Jr., Esquire  |
| Telephone          |        | 386-677-3431  |
|                    | Email: | nmckinnon@mckinnonandmckinnonpa.com   |
| Date(s) of Service |        | Professional relationship for 30 years  |
| Type of Service    |        | Noah McKinnon has served as litigation counsel for many clients of our firm over the last 30 years. |
| Comments:          |        |   |
| #2                 | Agency | Miami Corporation Management, LLC   |
| Address            |        | 410 North Michigan Avenue   |
| Town, State, ZIP   |        | Chicago, IL 60611   |
| Contact Person     |        | Helen Hutchens, Manager of Farnton and Legal Services   |
| Telephone          |        | 312-644-6720 x111   |
|                    | Email: | hhutchens@miami-corp.com  |
| Date(s) of Service |        | Firm has provided representation for 30 years and continues to provide same                         |
| Type of Service    |        | Legal representation  |
| Comments:          |        |   |
| #3                 | Agency | City Attorney, City of Daytona Beach  |
| Address            |        | 301 S. Ridgewood Avenue   |
| Town, State, ZIP   |        | Daytona Beach, FL 32114   |
| Contact Person     |        | Benjamin S. Gross, Esquire  |
| Telephone          |        | 386-671-8040  |
|                    | Email: | grossben@codb.us  |
| Date(s) of Service |        | Professional relationship for around 15 years   |
| Type of Service    |        | Worked with Ben in his capacity as City attorney on behalf of firm clients.                         |
| Comments:          |        |   |

**ITEM 11**

**CERTIFICATE OF GOOD STANDING**



# The Florida Bar

651 East Jefferson Street  
Tallahassee, FL 32399-2300

Joshua E. Doyle  
Executive Director

850/561-5600  
[www.FLORIDABAR.org](http://www.FLORIDABAR.org)

State of Florida )

County of Leon )

In Re: 0302228  
Glenn D Storch  
Glenn D Storch P A 420 S Nova Rd  
Daytona Beach, FL 32114-4514

I CERTIFY THE FOLLOWING:

I am the custodian of membership records of The Florida Bar.

Membership records of The Florida Bar indicate that The Florida Bar member listed above was admitted to practice law in the state of Florida on **September 18, 1980**.

The Florida Bar member above is an active member in good standing of The Florida Bar who is eligible to practice law in the state of Florida.

Dated this 5th day of **January, 2025**.

Cynthia B. Jackson, CFO  
Administration Division  
The Florida Bar

PG:R10  
CTM-323616







# The Florida Bar

651 East Jefferson Street  
Tallahassee, FL 32399-2300

Joshua E. Doyle  
Executive Director

850/561-5600  
[www.FLORIDABAR.org](http://www.FLORIDABAR.org)

State of Florida )

County of Leon )

In Re: 0111707

Adolph Joseph Posey Jr.

Glenn D. Storch, P.A.

420 S Nova Rd

Daytona Beach, FL 32114-4514

I CERTIFY THE FOLLOWING:

I am the custodian of membership records of The Florida Bar.

Membership records of The Florida Bar indicate that The Florida Bar member listed above was admitted to practice law in the state of Florida on **September 26, 2014**.

The Florida Bar member above is an active member in good standing of The Florida Bar who is eligible to practice law in the state of Florida.

Dated this 5th day of **January, 2025**.

Cynthia B. Jackson, CFO  
Administration Division  
The Florida Bar

PG:R10  
CTM-323593



**RFQ 2024-04R**

**PROPOSAL FOR**

**SPECIAL MAGISTRATE SERVICES FOR**

**CODE ENFORCEMENT CASES**

**FOR**

**TOWN OF PONCE INLET, FLORIDA**

**BY**

**V**OSE LAW FIRM LLP  
ATTORNEYS & COUNSELORS AT LAW

**Lead Attorney:** Stephanie Velo, Esq.  
Vose Law Firm LLP  
324 W. Morse Blvd.  
Winter Park, Florida 32789  
Phone: (407) 645-3735  
Fax: (407) 628-5670

**Contact Person:** Wade C. Vose, Esq.<sup>†‡</sup>  
321-299-2289  
wvose@voselaw.com

**Date:** January 6, 2025

<sup>†</sup>Wade Vose - Board Certified in  
City, County and Local  
Government Law



CITY, COUNTY &  
LOCAL  
GOVERNMENT LAW

<sup>†</sup>Wade Vose - Rated AV Preeminent by  
Martindale-Hubbell

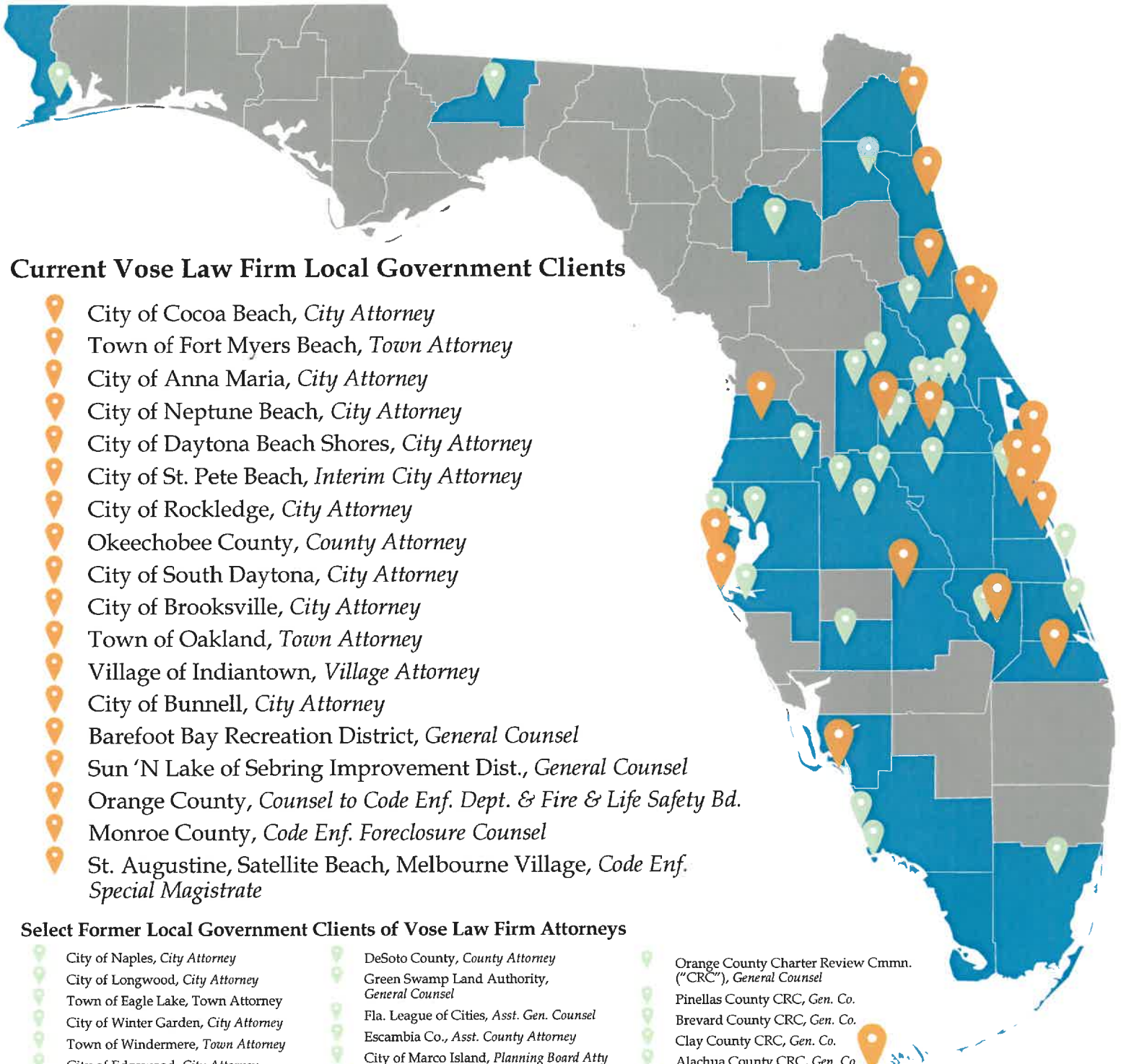
Martindale-Hubbell





















# Vose Law Firm LLP

ATTORNEYS & COUNSELORS AT LAW






























## Current & Former Local Government Clients



### Current Vose Law Firm Local Government Clients

-  City of Cocoa Beach, *City Attorney*
-  Town of Fort Myers Beach, *Town Attorney*
-  City of Anna Maria, *City Attorney*
-  City of Neptune Beach, *City Attorney*
-  City of Daytona Beach Shores, *City Attorney*
-  City of St. Pete Beach, *Interim City Attorney*
-  City of Rockledge, *City Attorney*
-  Okeechobee County, *County Attorney*
-  City of South Daytona, *City Attorney*
-  City of Brooksville, *City Attorney*
-  Town of Oakland, *Town Attorney*
-  Village of Indiantown, *Village Attorney*
-  City of Bunnell, *City Attorney*
-  Barefoot Bay Recreation District, *General Counsel*
-  Sun 'N Lake of Sebring Improvement Dist., *General Counsel*
-  Orange County, *Counsel to Code Enf. Dept. & Fire & Life Safety Bd.*
-  Monroe County, *Code Enf. Foreclosure Counsel*
-  St. Augustine, Satellite Beach, Melbourne Village, *Code Enf. Special Magistrate*

### Select Former Local Government Clients of Vose Law Firm Attorneys

- |  |  |  |
|--|--|--|
|  City of Naples, <i>City Attorney</i>          |  DeSoto County, <i>County Attorney</i>                        |  Orange County Charter Review Cmmn. ("CRC"), <i>General Counsel</i> |
|  City of Longwood, <i>City Attorney</i>        |  Green Swamp Land Authority, <i>General Counsel</i>           |  Pinellas County CRC, <i>Gen. Co.</i>                               |
|  Town of Eagle Lake, <i>Town Attorney</i>      |  Fla. League of Cities, <i>Asst. Gen. Counsel</i>             |  Brevard County CRC, <i>Gen. Co.</i>                                |
|  City of Winter Garden, <i>City Attorney</i>   |  Escambia Co., <i>Asst. County Attorney</i>                   |  Clay County CRC, <i>Gen. Co.</i>                                   |
|  Town of Windermere, <i>Town Attorney</i>      |  City of Marco Island, <i>Planning Board Atty</i>             |  Alachua County CRC, <i>Gen. Co.</i>                                |
|  City of Edgewood, <i>City Attorney</i>        |  Town of Indian River Shores, <i>Special Land Use Counsel</i> |  N. Lake County Hospital Board of Trustees, <i>General Counsel</i>  |
|  City of St. Cloud, <i>City Attorney</i>       |  City of Miami Lakes, <i>Asst. City Attorney</i>              |  City of Bradenton, <i>Charter Review Counsel</i>                   |
|  Town of Pierson, <i>Town Attorney</i>         |  Lake County, <i>Land Use Special Magistrate</i>              |  Lake County, <i>VAB Magistrate</i>                                 |
|  City of Deltona, <i>City Attorney</i>         |  Sem. Co. Tax Coll., <i>Outside Counsel</i>                   |  Hillsborough Co., <i>VAB Magistrate</i>                            |
|  City of Dade City, <i>City Attorney</i>       |  City of Ft. Pierce, <i>Special Invest. Counsel</i>           |  |
|  Sem. Co. Supv. of Elect., <i>Gen. Counsel</i> |  |  |

Proposal for Special Magistrate Services  
Town of Ponce Inlet, Florida

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**VOSE LAW FIRM LLP**  
ATTORNEYS & COUNSELORS AT LAW

January 6, 2025

Kim Cherbano, CMC, Town Clerk  
Town of Ponce Inlet  
4300 S. Atlantic Avenue,  
Ponce Inlet, Florida 32127

**Re: RFQ 2024-04R - Proposal to Town of Ponce Inlet  
for Special Magistrate Services for Code Enforcement Cases**

Dear Ms. Cherbano:

It is with pleasure that Vose Law Firm LLP submits this proposal to provide Code Enforcement Special Magistrate services to the Town of Ponce Inlet.

The Vose Law Firm is a statewide local government law firm with its offices in Winter Park, St. Augustine, Fort Myers, St. Petersburg, and Cocoa Beach. All eight (8) attorneys of our firm specialize in local government representation and have extensive local government, land development, and litigation experience. Our attorneys have provided legal counsel to over one hundred (100) Florida local governmental entities, including holding the position and serving as City Attorney, Town Attorney, Village Attorney, and County Attorney for over 20 different Florida local governments, and having collective local government, land development, and litigation experience of approximately one hundred twenty (120) years.

**We currently serve as City Attorney for the Cities of Daytona Beach Shores, South Daytona, Cocoa Beach, Rockledge, Neptune Beach, Anna Maria, Brooksville, and Bunnell, Interim City Attorney for the City of St. Pete Beach, Village Attorney for the Village of Indiantown (Florida's newest municipality), Town Attorney for the Towns of Fort Myers Beach and Oakland, General Counsel for the Barefoot Bay Recreation District and the Sun 'N Lake of Sebring Improvement District, and County Attorney for Okeechobee County. We also provide a variety of legal services for Orange County, Pinellas County, and Monroe County (the "Florida Keys"). Attorneys of the firm also serve as Code Enforcement Special Magistrate for the City of St. Augustine, the Town of Melbourne Village, and the City of Satellite Beach.**

The Vose Law Firm is rated A-V by Martindale-Hubbell, which is the highest rating awarded by that legal directory, and the firm has been listed in Martindale-Hubbell's Register of Pre-Eminent Lawyers. All attorneys in our firm are licensed by and in good standing with The Florida Bar.

If chosen to provide Code Enforcement Special Magistrate services, we propose our attorney, Stephanie Velo, to serve in that role. Ms. Velo currently serves as Town Attorney for the Town of Oakland, and as an Assistant City/County Attorney for each of the other governments for which our firm serves as City/County Attorney. Importantly, Ms. Velo has extensive code enforcement-related experience, serving as the firm's lead litigator on Monroe County's code enforcement foreclosure and injunctive relief matters. As a result, she is intimately familiar with the requirements and procedures of Chapter 162, Florida Statutes, concerning code enforcement. Ms. Velo also has substantial experience providing legal services in a quasi-judicial capacity, having served for over two years as the Hearing Officer for Violation Appeals for Orange County Utilities. Ms. Velo also has substantial code interpretation experience, having recently applied that experience in a rewrite of the City of South Daytona's implementation of the International Property Maintenance Code. She is currently applying that experience in preparing a new Code of Ordinances for the Village of Indiantown, Florida's newest municipality.

As reflected in the Fee Proposal section of this proposal, the Vose Law Firm proposes to provide Special Magistrate services to the Town of Ponce Inlet at a rate of \$250 per hour.

Local government representation is not a sideline or afterthought for our firm, and our local government clients are the complete focus of our firm. Our firm does not represent developers, vendors, or other commercial interests that might create a conflict with our local government representation. As a result, we feel confident in assuring you that we do not anticipate any conflicts of interest in Ms. Velo's service as Special Magistrate.

We assure you that if chosen, Ms. Velo will provide Special Magistrate services for the Town of Ponce Inlet in a timely and professional manner, and you will be exceptionally satisfied with her performance.

If you have any questions or wish to discuss this matter, please don't hesitate to contact me at my office at (407) 645-3735, on my cell at (321) 299-2289, or by email at [wvose@voselaw.com](mailto:wvose@voselaw.com).

Thank you in advance for your review and consideration of our proposal.

Sincerely,



Wade C. Vose, Esq.  
Managing Partner

# STEPHANIE M. VELO

Attorney, Vose Law Firm, LLP  
324 West Morse Blvd.  
Winter Park, Florida 32789  
Telephone: (407) 645-3735  
Facsimile: (407) 628-5670  
Email: svelo@voselaw.com



## EDUCATION AND BAR DATA

---

Law Degree: **University of Florida College of Law**  
**Gainesville, Florida**  
J.D. with Honors  
Certificate in Real Estate and Land Use Law

Undergraduate Degree: **University of Hawaii**  
**Honolulu, Hawaii**  
B.A. in English and Spanish  
Sigma Delta Pi National Collegiate Hispanic Honor Society

Member/ Admitted: Florida Bar - Member in Good Standing - Bar No. 1025182

## LAW SCHOOL POSITIONS, ACTIVITIES, AND HONORS

---

Environmental and Land Use Law J.D. Fellowship  
University of Florida Levin College of Law President's Scholarship  
Book Award in Florida Administrative Law  
Teaching Assistant for Conservation Real Estate and Legal Writing  
Study Abroad, University of Costa Rica, International Environmental Law  
Journal of Technology Law and Policy

## PROFESSIONAL AND GOVERNMENTAL POSITIONS HELD

---

**Town Attorney - Town of Oakland, Florida.** Present.  
Provide comprehensive legal services to the Town of Oakland, a growing municipality in west Orange County. Attend all town meetings and provide the majority of legal services for the municipality.

**Assistant City/Village Attorney (Various Municipalities)** Present  
Responsible for providing legal services to the cities of Anna Maria, Cocoa Beach, South Daytona, and Brooksville; and the Village of Indiantown. Duties include all legal work including, but not limited to, the drafting of ordinances, resolutions, polices, agreements, legal memoranda, and other legal documents; representation of municipalities in litigation and other legal disputes; participation in public

hearings and workshops of the governing body; and providing written and oral legal opinions to municipal staff and public officials.

**Okeechobee County (Okeechobee, FL) Present**

**Deputy County Attorney** - Duties include assisting the County Attorney with providing comprehensive and quality legal services to the Board of County Commissioners; drafting and review of documents, including ordinances, resolutions, policies, and contracts; and attendance at public hearings before the Code Enforcement Special Magistrate and Construction Industry Licensing Board.

**Monroe County (Key West, FL) Present**

**Special Counsel as to Code Enforcement Foreclosure** - Duties include drafting pleadings and motions, evaluating the County's code enforcement liens, conducting legal research, and appearing at hearings on behalf of Monroe County.

**Orange County (Orlando, FL) Present**

**Hearing Officer for Appeal Violations for Orange County Utilities** - Serve as the hearing officer adjudicating utility customer appeals of citations for violations of the Orange County Utility Code, as well as appeals of utility assessments.

**Salter Feiber, P.A. (Gainesville, FL)**

**Law Clerk** - Responsible for conducting legal research; drafting legal memoranda; reviewing real estate contracts, land surveys, title reports, and real property encumbrances; and assisting supervising attorneys with the drafting of pleadings and motions, as well as contracts, easements and other transactional documents.

**Florida Division of Administrative Hearings (Tallahassee, FL)**

**Judicial Law Clerk** - Clerked for Administrative Law Judge Cathy Sellers. Responsible for conducting legal research, drafting legal memoranda and final orders, reviewing evidence and proposed orders, and assisting the Administrative Law Judge through hearings conducted pursuant to Chapter 120, Florida Statutes.

**Alachua Conservation Trust (Alachua, FL)**

**Legal Intern** - Responsible for conducting legal research; reviewing title reports; drafting conservation easements, option contracts, and legal memoranda; and preparing conservation easement baseline documentation reports prior to closing.

**BAR AND COMMUNITY RELATED ACTIVITIES**

---

**Florida Bar Section and Division Memberships:**

- City, County & Local Government Law Section of Florida Bar
- Environmental and Land Use Law Section of Florida Bar
- Real Property, Probate, and Trust Law ("RPPTL") Section of Florida Bar
- Young Lawyers Division of the Florida Bar

**Real Property Litigation Committee ("RPPTL" Section)**



**Volunteer Assistant** – Assisted Committee Chair and Legislative Co-Liaison with evaluating proposed legislation affecting real property transactions and litigation. Prepared and gave presentations at Section/Committee meetings in order to educate Section members and evaluate their support for the proposed legislation.

## **LANGUAGE ABILITIES**

---

**Spanish** – Conversational. While studying abroad in law school, analyzed Costa Rican environmental resource management law in order to develop recommendations for the management and conservation of the Tempisque Watershed and Parque Nacional Palo Verde, a national park designated to be a wetland of international importance under the Ramsar Convention and listed in the Montreux.

## **Biographical Sketch – Stephanie Velo**

Stephanie Velo is an Attorney with Vose Law Firm LLP. Ms. Velo graduated cum laude from the University of Florida Levin College of Law and was among the first class of UF Law graduates to obtain a Real Estate and Land Use Law Certificate. As a law student, she received a President’s Scholarship for three years in a row and an Environmental and Land Use Law J.D. Fellowship, based on her dedication to public service. She also served as teaching assistant for Legal Writing, general board member of the Journal of Technology Law and Policy, and student coordinator for the 24th and 25th annual Public Interest Environmental Conference.

In law school, Ms. Velo discovered her love for local government, land use, and environmental law. While pursuing her legal education, she assisted clients with drafting conservation easements through UF Law’s Conservation Clinic. She also interned at Alachua Conservation Trust, where she drafted real estate contracts and conservation easements. Ms. Velo’s work with conservation easements sparked an interest in public interest environmental work, and she went on to serve as a judicial intern at the Division of Administrative Hearings in Tallahassee, Florida, where she had the opportunity to assist Administrative Law Judges with land use and permitting cases.

Stephanie currently serves as Town Attorney for the Town of Oakland, representing the Town Commission, Planning and Zoning Board, and Appearance Review Board on a regular basis. She also serves as a Hearing Officer for Orange County, where she hears appeals of citations for utility violations. Stephanie also serves as Assistant City Attorney for the Cities of Cocoa Beach, Anna Maria, Daytona Beach Shores, South Daytona, and Brooksville, Assistant Town Attorney for the Town of Fort Myers Beach, Assistant Village Attorney for the Village of Indiantown, and Assistant County Attorney for Okeechobee County. Stephanie has gained extensive litigation experience while representing the City of Naples in challenges to ordinances and development approvals, and currently serves as the firm’s lead counsel representing Monroe County in code enforcement related matters.

## **Additional Required Information**

### **Fee Proposal**

The Vose Law Firm proposes to provide Special Magistrate services to the Town of Ponce Inlet at a rate of **\$250 per hour**. There would be no additional billing for research expenses (such as Westlaw/Lexis fees), travel or miscellaneous expenses, (copying, phone, fax, courier, etc.) and no other costs or expenses that would be billed separately.

### **Schedule and Availability**

The Vose Law Firm, and Ms. Velo, have a fast paced and active practice; however, rest assured that we have the time, ability, and passion to provide prompt, high quality legal services as Special Magistrate to the Town of Ponce Inlet. Ms. Velo has no recurring scheduling commitments that conflict with the Town's proposed hearing schedule of the Fourth Monday of each month at 9:30 am at Town Hall.

### **Conflict of Interest/Ethical Considerations**

Local government representation is not a sideline or afterthought for our firm, and our local government clients are the complete focus of our firm. Our firm does not represent developers, vendors, or other commercial interests that might create a conflict with our local government representation. As a result, we feel confident in assuring you that we do not anticipate any conflicts of interest in Ms. Velo's service as Special Magistrate.

The Vose Law Firm currently serves as City Attorney for the Cities of Daytona Beach Shores, South Daytona, Cocoa Beach, Rockledge, Neptune Beach, Anna Maria, Brooksville, and Bunnell, Interim City Attorney for the City of St. Pete Beach, Village Attorney for the Village of Indiantown (Florida's newest municipality), Town Attorney for the Towns of Fort Myers Beach and Oakland, General Counsel for the Barefoot Bay Recreation District and the Sun 'N Lake of Sebring Improvement District, and County Attorney for Okeechobee County. We also provide a variety of legal services for Orange County, Pinellas County, and Monroe County (the "Florida Keys"). Attorneys of the firm also serve as Code Enforcement Special Magistrate for the City of St. Augustine, the Town of Melbourne Village, and the City of Satellite Beach.

### **Location**

The Special Magistrate services proposed will be based out of our Winter Park office, 324 W. Morse Blvd., Winter Park, FL 32789, the same office out of which the firm serves its other Volusia County clients, the Cities of Daytona Beach Shores and South Daytona.



## Specific Municipal and other Local Government Experience by Topic

### General Legal Services Performed for other Local Government Clients

The attorneys of the Vose Law Firm regularly attend meetings and advise City/County Councils/Commissions, as well as other boards, including but not limited to CRA, Planning and Zoning, Code Enforcement, for each of the governmental entities that we represent. We strive to get out in front of issues and encourage open communication and dialogue from government administration and board members. The Vose Law Firm regularly advises clients on the following matters:

- *Attendance and legal representation at County Commission, City Council, City Commission, and other board meetings*
- *The "Sunshine Law"*
- *The "Public Records Law" (sometimes referred to as FOIA)*
- *The ethical standards of elected and appointed officials and employees*
- *Home Rule*
- *Exercise of police power*
- *Practices and procedures of local governments*
- *Legislative vs. Quasi-judicial matters*
- *Voting conflicts*
- *Full and public disclosure of financial interest*
- *Parliamentary Procedures*
- *Other matters relating to public service as an elected official*
- *All other areas of municipal law*

The Vose Law Firm and its attorneys have provided such counsel to the myriad of local governmental agencies represented by them over the years when holding the following positions:

- 1) City Attorney, City of Naples, Florida
- 2) City Attorney, Cocoa Beach, Florida
- 3) City Attorney, Anna Maria, Florida
- 4) City Attorney, St. Pete Beach, Florida
- 5) City Attorney, Neptune Beach, Florida
- 6) City Attorney, South Daytona, Florida
- 7) City Attorney, Daytona Beach Shores, Florida
- 8) City Attorney, Brooksville, Florida

- 9) City Attorney, Dade City, Florida
- 10) City Attorney, Deltona, Florida
- 11) City Attorney, Edgewood, Florida
- 12) City Attorney, St. Cloud, Florida
- 13) City Attorney, Eagle Lake, Florida
- 14) City Attorney, Longwood, Florida
- 15) City Attorney, Winter Garden, Florida
- 16) City Attorney, Bunnell, Florida
- 17) City Attorney, Rockledge, Florida
- 18) County Attorney, Okeechobee County, Florida
- 19) County Attorney, DeSoto County, Florida
- 20) Village Attorney, Indiantown, Florida
- 21) Town Attorney, Fort Myers Beach, Florida
- 22) Town Attorney, Windermere, Florida
- 23) Town Attorney, Oakland, Florida
- 24) Town Attorney, Pierson, Florida
- 25) General Counsel to the Seminole County Supervisor of Elections
- 26) General Counsel to the Seminole County Tax Collector
- 27) General Counsel to the Pinellas County County Attorney Oversight Committee
- 28) Special Counsel to City of Indian River Shores to rewrite Land Development Code
- 29) Assistant City Attorney Marco Island, Florida
- 30) Assistant City Attorney Miami Lakes, Florida
- 31) City Prosecutor for City of Orlando
- 32) City Prosecutor for City of Edgewood
- 33) City Prosecutor for City of Winter Garden
- 34) City Prosecutor for the City of St. Augustine
- 35) Counsel to the City of Bradenton as to Charter matters
- 36) General Counsel to 2024 Orange County Charter Review Commission
- 37) General Counsel to 2024 Pinellas County Charter Review Commission
- 38) General Counsel to 2016 Orange County Charter Review Commission
- 39) General Counsel to 2016 Pinellas County Charter Review Commission
- 40) General Counsel to 2016 Brevard County Charter Review Commission
- 41) General Counsel to 2018 Clay County Charter Review Commission
- 42) General Counsel to 2020 Alachua County Charter Review Commission
- 43) Counsel to the Pinellas County County Attorney Oversight Committee
- 44) Counsel to the 2021 Pinellas County Redistricting Board
- 45) Counsel to the City of Cocoa Beach Charter Review Committee
- 46) Counsel to the City of Bunnell Charter Review Committee
- 47) Counsel to the City of Deltona Charter Review Committee
- 48) Counsel to the Dade City Charter Review Committee
- 49) Counsel to the City of Longwood Charter Review Committee
- 50) Counsel to the City of Winter Garden Charter Review Committee
- 51) Counsel to the City of St. Cloud Charter Review Committee

- 52) Counsel to the Town of Pierson Charter Review Committee
- 53) Counsel to the Town of Oakland Charter Review Committee
- 54) Counsel to the Town of Edgewood Charter Review Committee
- 55) Counsel to City of Orlando Civil Service Board
- 56) Counsel to Eagle Lake Planning and Zoning Board
- 57) General Counsel for Green Swamp Land Authority
- 58) Special Counsel to City of Ocoee
- 59) Counsel to the City of Cocoa Planning and Zoning Board
- 60) Counsel to City of St. Cloud Planning and Zoning Board
- 61) Counsel to the City of Naples
- 62) Counsel to the Escambia County Planning Board
- 63) Special Counsel to City of Casselberry
- 64) Counsel to the City of Cocoa Beach CRA
- 65) Counsel to City of Orlando Historic Preservation Board
- 66) Counsel to the City of Deltona Collective Bargaining Committee
- 67) Counsel to the City of Cocoa Beach Board of Adjustment
- 68) Counsel to the City of Brooksville Planning Commission
- 69) Special Counsel to Orange County as to Environmental Claims
- 70) Counsel to the Dade City Planning Board
- 71) Counsel to the Naples Design Review Board
- 72) Counsel to the City of Orlando Zoning Board
- 73) Counsel to the City of Deltona Planning and Zoning Board
- 74) Counsel to the City of Naples Planning Advisory Board
- 75) Counsel to City of Orlando Board of Adjustments
- 76) Counsel to City of St. Cloud Civil Service Board
- 77) Counsel to the City of St. Cloud Code Enforcement Board
- 78) Counsel to the City of St. Augustine Code Enforcement Board
- 79) Special Litigation Counsel to Orange County Property Appraiser
- 80) Counsel to City of Longwood Code Enforcement Board
- 81) Attorney for Orange County Fire & Life Safety Code Board of Adjustments & Appeals
- 82) Counsel to City of Longwood Planning and Zoning Board
- 83) Counsel to the City of St. Augustine Planning and Zoning Board
- 84) Counsel to City of St. Cloud Pension Board
- 85) Counsel to the City of Orlando Board of Adjustments and Appeals
- 86) Special Counsel to Orange County as to §1983 Civil Rights Litigation
- 87) Attorney to the Orange County Code Enforcement Department
- 88) Special Counsel to the Orange County Sheriff's Office
- 89) Special Counsel to the Town of Oakland as to land development and litigation matters
- 90) Attorney for North Lake County Hospital Board of Trustees
- 91) Special Counsel to City of DeLand
- 92) Conflict Counsel/Special Counsel for City of Largo
- 93) Special Counsel to City of Orlando as to Eminent Domain matters

- 94) Special Counsel to Orange County as to Code Enforcement Foreclosures
- 95) Special Magistrate to the Lake County Value Adjustment Board
- 96) Special Magistrate to the Hillsborough County Value Adjustment Board
- 97) Special Magistrate to the City of Satellite Beach
- 98) Special Magistrate to the City of Davenport
- 99) Special Magistrate to the City of St. Augustine
- 100) Special Magistrate to the Town of Melbourne Village
- 101) Land Use Special Magistrate to Lake County
- 102) Special Counsel to the Orange County School Board as to eminent domain matters
- 103) Eminent Domain Mediation Services for Florida Turnpike Authority, FDOT, Seminole County, Orange County, Hillsborough County, Lake County, Polk County
- 104) Counsel to Florida State Court Administrator, Office of Court Education
- 105) Counsel to Florida Department of Business and Professional Regulation
- 106) Counsel to Florida House of Representatives
- 107) Special Counsel to Monroe County regarding code enforcement matters

**Specific Legal Services Performed for other Local Government Clients**

***A. Administrative matters and proceedings***

The Vose Law Firm's extensive administrative experience includes not only dealing with administrative matters and proceedings within the municipalities we represent, but also dealing with administrative matters and proceedings in state, federal and county venues.

***B. Code of Ordinances, and Comprehensive Plan issues***

The attorneys of the Vose Law Firm work every day on issues relating to code of ordinances, and comprehensive plans. We regularly draft and amend ordinances, comprehensive plan provisions. We also interpret ordinances, comprehensive plan provisions, and charter provisions (as applicable) as well as defend them in court.

***C. Code Enforcement***

The attorneys of our firm handle all code enforcement matters for all the governmental agencies we represent. In addition, the Vose Law Firm has represented the Orange County code enforcement department continuously since 1993 and also represents the code enforcement department in Monroe County. Our firm also has extensive experience litigating code enforcement matters in court, including code enforcement lien foreclosures and defense of suits against our clients relating to code enforcement.

***D. Contract Law***

The attorneys of Vose Law Firm have extensive experience drafting a plethora of contracts (routine and specialized) on virtually all subjects dealt with by local government agencies. We hold a license for unlimited access to AIA documents if those are desired to be used by the City in certain instances. In addition, the attorneys of our firm are extremely experienced in litigating issues relating to governmental contracts.

***E. Drafting and reviewing Ordinances and Resolutions***

Our firm regularly drafts, reviews and interprets ordinances and resolutions for our local government clients, and we also advise clients as to when new ordinances or resolutions may be necessary. We will draft or review every ordinance or resolution before it goes onto the agenda to ensure quality and legal sufficiency.

***F. Federal, State and local ethics laws***

As a part of our firm's representation of our clients as county or city attorney we are intimately involved in all aspects of ethics laws that apply to such counties or cities and its employees, officers, board members and vendors. As a regular part of the services we provide to our clients, our attorneys give the required Four Hour Ethics Course if requested as well as instruct other board members as to ethics matters while also providing information as to Sunshine Law and public records law matters.

***G. Constitutional Law***

A thorough understanding of both the Florida Constitution and the United States Constitution are absolutely vital to providing legal services to our governmental clients and all of our attorneys are well educated on these subjects and keep abreast of evolving case law regarding constitutional matters.

***H. Other Federal, State and Municipal Laws & Ordinances***

There are a plethora of federal and state laws that significantly impact local government law and the attorneys of the Vose Law Firm are extremely familiar with such laws and keep up with the ever evolving changes in the laws. As soon as we are hired by a governmental agency to act as its attorney, our attorneys become totally familiar with that client's ordinances.

***I. Land Use and Zoning***

The Vose Law Firm and its attorneys have practiced in the field of land use law as part of their representation of all their governmental clients over the years. Our attorneys have extensive experience writing and interpreting zoning and land use ordinances and comprehensive plan provisions and dealing with Florida's Comprehensive Growth Management Act, zoning, development agreements, platting issues, development orders,

and enterprise zones. Nancy Stuparich has an MPA & MSP in Public Administration and Urban Planning from Florida State University and is a Redevelopment Professional (FRA-RP) certified by the Florida Redevelopment Association. Wade Vose has been instrumental in the development of the new comprehensive plan and land development regulations for Florida's newest municipality, the Village of Indiantown. Becky Vose completed a re-write of the Town of Indian River Shores land development code. They have been involved in significant land use litigation on behalf of public clients. The reported case of City of Orlando vs. The School Board of Orange County was handled by Ms. Vose and helped establish the appellate law in Florida relating to the effect of municipal zoning on other public uses.

#### ***J. Litigation in State and Federal Courts***

The Vose Law Firm has handled litigation in both state and federal courts for virtually all cities we have represented as city attorney. The firm currently is handling civil litigation for Okeechobee County, the City of Brooksville, the City of South Daytona, the City of Daytona Beach Shores and the City of Cocoa Beach. As outside counsel, our firm has successfully represented in litigation Orange County, the Orange County Property Appraiser, and Monroe County.

#### ***K. Leases and Agreements***

Our firm has extensive experience in drafting and reviewing leases involving our governmental clients, whether the client is the landlord or the tenant. We are also adept at litigating issues relating to leases and other landlord/tenant issues.

#### ***L. Property Easements***

The attorneys of the Vose Law Firm frequently draft and interpret property easements of all types for the local governments they represent. They also have extensive experience in the acquisition of easements for their clients.

#### ***M. Purchase, Lease and Sale of City Real Property***

The attorneys of the Vose Law Firm regularly handle the purchase, lease and/or sale of real property on behalf of our clients. Currently, Becky Vose is handling the purchase by Fort Myers Beach of property for its new Town Hall, and recently handled the sale of property for the City of Daytona Beach Shores and handled litigation to clear title to certain land owned by the City of Cocoa Beach in preparation for the sale of the property to a third party.

#### ***N. Public Utility Matters***



The attorneys of the Vose Law Firm handle all public utility matters for our clients. In addition, our firm has extensive experience rendering legal advice and drafting documents relating to utility taxes and utility franchise agreements. The representation of each of the clients of the firm has included the drafting and reviewing of numerous franchise agreements with various utility companies. The representation of the City of St. Cloud included handling the complex transaction between the Orlando Utilities Commission and St. Cloud as to the “take over” of the St. Cloud electrical system by the OUC.

***O. Public Records and Sunshine Law Matters***

Rendering legal advice to our clients as to both public records and Sunshine Law matters is an almost daily occurrence for our attorneys. As a regular part of the services we provide to the clients we represent, our attorneys teach the required Four Hour Ethics Course if requested, as well as giving regular training on ethics, Sunshine law, and public records matters to other board members. In addition, we have experience litigating matters implicating the public records law and/or the Sunshine Law.

***P. Provide advice and counsel at staff meetings as directed by the our governmental clients.***

One aspect of getting in front of issues involves having an open dialog with staff about issues that will come before the Commission in future meetings. We encourage Commissioners and staff to call, text, or email us about any concerns they may have about an agenda item. Some issues require research or preparation, and we strive to resolve all relevant issues prior to the meeting so that the agenda item does not need to be pulled due to a legal concern.

***Q. Address legal issues affecting financial matters of our clients, including user fees, impact fees, franchise fees, and special assessments.***

Virtually all of our governmental clients over the last 50 years have received extensive assistance from the attorneys of our firm on financial matters, including, but not limited to, user fees, impact fees, and special assessments.

***R. Review Requests for Proposals, bid invitation documents, development review applications, agenda items, and other pertinent matters as directed.***

The attorneys of the Vose Law Firm regularly review, then assist and advise their local government clients on purchasing and procurement matters, development review applications, all agenda items, and any other legal issues that arise in the course of the representation of the governmental entities we represent.

***S. Address and advise clients in community development issues including, but not***

*limited to, land use law, Florida's Comprehensive Growth Management Act, zoning, code enforcement, development agreements, development orders, developments of regional impact, and condemnation.*

The Vose Law Firm and its attorneys have practiced in the field of land use law as part of their representation of virtually all their governmental clients over the years. Becky Vose has been representing local governments for 50 years and has handled all manner of land use, zoning, CRAs, and other such matters. The attorneys of the Vose Law Firm have extensive experience writing and interpreting zoning and land use ordinances and dealing with Florida's Comprehensive Growth Management Act, zoning, redevelopment districts, code enforcement, development agreements, development orders, developments of regional impact, and enterprise zones. Wade Vose has been instrumental in the development of the new comprehensive plan and land development regulations for Florida's newest municipality, the Village of Indiantown. The Vose Law Firm completed a re-write of the Town of Indian River Shores land development code. They have been involved in significant land use litigation on behalf of public clients as well as private clients. The reported case of City of Orlando vs. The School Board of Orange County was handled by Ms. Vose and helped establish the appellate law in Florida relating to the effect of municipal zoning on other public uses.

*T. Address and advise City in utility taxes and utility franchise agreements as they relate to Florida governmental agencies.*

The Vose Law Firm has extensive experience rendering legal advice and drafting documents relating to utility taxes and utility franchise agreements. The representation of each of the clients of the firm has included the drafting and reviewing of numerous franchise agreements with various utility companies. The representation of the City of St. Cloud included handling the complex transaction between the Orlando Utilities Commission and St. Cloud as to the "take over" of the St. Cloud electrical system by the OUC. The firm is currently negotiating a new franchise agreement with Duke Energy for electrical service to the Town of Oakland.

*U. Address and advise City on special assessments and special assessment collections and liens.*

The Vose Law Firm has provided general legal services in the areas of special assessments and special assessment collection and liens for each of the governments represented by the firm. In addition, the firm did extensive work for the City of Longwood in reviewing and collecting long over-due special assessments, and the firm has represented Orange County as to CEB lien foreclosures and settlements for the last 25 years.

*V. Address and advise governments in the additional following areas: Sunshine Law and public records law; home rule; exercise of police power; practice and procedures before local government land use issues, legislative, and quasi-judicial bodies; and all*

*other areas of municipal law.*

The Vose Law Firm regularly advises clients on the matters above as part of its day to day practice. These are among the most common questions facing local government officials, and as City Attorney, we encourage City staff and officials, including not just the City Commission, but also board members for advisory boards, to contact us if they have any questions about any of these matters. Additionally, we remain in regular contact with county staff to advise staff on the law as well as providing opinions on best practices and procedures.

***W. Responding to requests from City Commissioners or City staff within the time period required by the City.***

The attorneys at the Vose Law Firm are aware that advising local governments is not strictly an 8 to 5 affair. It is our practice to answer every phone call from a client immediately unless we are in another meeting or in court. When possible, we text the person calling if we are not immediately available to let the caller know when to expect a return call. If something cannot wait, typically it will be easy for a client to reach out to another attorney in the firm and get answers to questions. We are available after hours and on weekends as well, whether for meetings or for situations that are time sensitive.

***X. Representation of local governments in diverse litigation in state, federal and appellate courts, and Alternative Dispute Resolution experience.***

All of the attorneys of the Vose Law Firm have significant experience with alternative dispute resolution techniques. Becky Vose became certified as a certified circuit court mediator in the 1990s and has mediated hundreds of cases, most of which involved at least one governmental agency.

***Y. Condemnation (Eminent Domain) under Florida law***

The Vose Law Firm's eminent domain experience includes the full range of eminent domain practice including initial pre-litigation advice and drafting of resolutions, preparation of all pleadings, numerous contested as well as uncontested Order of Taking hearings, settlement negotiations and drafting of settlement documents, mediations, jury trials, and appeals. In addition, they have extensive experience dealing with issues of public use, incidental private use, necessity, inverse condemnation, business damages, severance damages, damages to non-profit entities, historically significant properties, cost to cure, consolidation of parcels, and down-zoning issues. The firm has recently successfully completed eminent domain proceedings for the City of Deltona.

As both an Assistant City Attorney for Orlando and as Special Counsel to the City of Orlando, Ms. Vose represented the City of Orlando for over 15 years in eminent domain litigation. During that time, she represented the City as to numerous acquisitions including

rights-of-way, pedestrian walkways, park lands, land for parking areas, easements for sewage transmission lines, sites for public utility facilities, as well as many other public use projects. As Special Counsel to the City, she handled on a contract basis the acquisition of the property for the Gertrude Walk pedestrian walkway through downtown Orlando as well as the City of Orlando Arena property, (Phases II and III). Ms. Vose also has extensive experience as counsel to property owners of condemned land, and has acted as a certified circuit court mediator in over 100 eminent domain mediations.

***Z. Counsel and legal services to local government pension boards, and work with employee pension plans including Florida Statutes, Chapter 175 and Chapter 185 Special Risk Plans***

The attorneys of the Vose Law Firm have provided legal services to the Cities of Winter Garden, Longwood, Deltona, Edgewood, Eagle Lake, and St. Cloud relating to employee pension plans including Florida Statutes, Chapter 175 and Chapter 185 Special Risk Plans.

***AA. All aspects of construction law and public works (water and wastewater) issues***

The attorneys of the Vose Law Firm have extensive experience representing both public and private clients as to virtually all aspects of public works matters, including water and waste water issues, construction law including, but not limited to regulatory compliance, bid solicitations, bid protests, construction contracts, construction litigation, warranty issues, delay damages, etc. The firm has provided extensive legal services as to Public Works (water and waste water) issues for each city represented by the firm.

***BB. The creation and administration of Tax Increment Financing Districts (CRAs)***

The Vose Law Firm provided legal services to the cities of Naples, Cocoa Beach, Brooksville, Dade City, Winter Garden, Longwood, Edgewood, Deltona, Bunnell, and St. Cloud relating to Tax Increment Financing Districts (CRAs). In addition, as general counsel for the North Lake County Hospital Board of Trustees, the firm had significant experience challenging the authority of municipal tax increment financing districts from imposing charges on the special taxing district.

***CC. Environmental law including representation before and negotiations with, various State and Federal regulatory agencies***

The attorneys of Vose Law Firm have represented public and private clients with regard to environmental matters in conjunction with governmental representation and private real estate practice. As counsel to the Green Swamp Land Authority, such representation included extensive dealings with the Florida Department of Environmental Protection, the Department of Community Affairs, and two water management districts. While an Assistant City Attorney for Orlando, Ms. Vose worked on the permitting for the Iron Bridge Road Sewage Treatment Plant and for various drainage and other public works projects.

As the City Attorney for Longwood, the firm represented the City in matters relating to a RCRA site on City property and was responsible for negotiations with the Florida Department of Environmental Regulation, [now the Florida Department of Environmental Protection (DEP)], and for matters relating to negotiations with the environmental company hired to evaluate the clean-up of the property.

The attorneys of Vose Law Firm have been extensively involved in the permitting of various environmental features have also represented numerous property owners in negotiations with the FDEP and in litigation over environmental contamination issues. Ms. Vose co-authored the book, *Environmental Survival Kit for Realty Professionals*, a book designed to protect realty professionals from losses due to environmental problems. The Florida Board of Realtors purchased the rights to such publication for purposes of including the publication among its educational materials.

#### *DD. Collective bargaining/Labor Law*

The Vose Law Firm has represented local governments it has represented as to numerous collective bargaining matters. The attorneys of the firm currently represent Okeechobee County in its ongoing negotiations with I.A.F.F. Local 2918 relating to city/county fire consolidation issues. In recent years, the attorneys of the firm recently handled the collective bargaining negotiations for the City of Deltona relating to the negotiations with I.A.F.F. Local 2913, and recently successfully concluded collective bargaining negotiations with the Fraternal Order of Police on behalf the City of Bunnell. The attorneys of the firm are now beginning the bargaining process for the fire union at the City of Brooksville. The attorneys of the Vose Law Firm also have extensive experience representing their cities in labor arbitrations, unfair labor practices issues, and general issues relating to employment law.

#### *EE. Municipal and County Charters*

The Vose Law Firm and its attorneys have extensive experience in representing cities and counties with regard to charter government, including but not limited to charter amendments, charter review, and the interaction of municipal and county ordinances under governing county charter provisions. Notably, Wade Vose and Vose Law Firm LLP have twice served as General Counsel to the Orange County Charter Review Commission, joining former Orange County Mayor and U.S. Senator Mel Martinez as the only other attorney to have served twice as General Counsel to the Orange County Charter Review Commission. Mr. Vose prepared the ballot title, ballot summary, and amended charter language for each of the 2012 and 2016 CRC-initiated charter amendments, with a specific focus on both clarity of the ballot language for the voter, and strict compliance with the exacting standards of Section 101.161, Fla. Stat. and the extensive specialized case law governing the wording of ballot referenda.

In 2013-2014, Mr. Vose served as counsel to the City of Bunnell Charter Review Committee, which was engaged in a comprehensive review of its city charter. Mr. Vose

provided substantial legal and procedural guidance to that committee throughout its deliberations, resulting in Mr. Vose preparing the ballot titles, ballot summaries, and charter amendment language for seven (7) charter referendum questions placed on the municipal ballot. In 2014, Mr. Vose also served as counsel and facilitator to the City of Deltona Charter Review Committee, which resulted in three (3) charter referendum questions prepared by Mr. Vose placed on the municipal ballot. Mr. Vose recently completed assisting the Town of Pierson with a comprehensive review and rewrite of its town charter, which had not been revised or modernized since 1929.

Mr. Vose and the Vose Law Firm also served as General Counsel to the 2016 Pinellas County (home of St. Petersburg, Clearwater, and Largo) Charter Review Commission, notably the formative first time that CRC has chosen an attorney unaffiliated with the Pinellas County Attorney's Office. Pinellas County is the most urbanized county in the State of Florida, and Mr. Vose and the Vose Law Firm represented that CRC as it reconsidered the balance of power between the County and its 24 municipalities, as well as between the County and its constitutional officers. In addition, Mr. Vose and the Vose Law Firm served as General Counsel to the 2016 Brevard County Charter Review Commission, 2018 Clay County Charter Review Commission, and the 2020 Alachua County Charter Review Commission. Most recently, Mr. Vose and the Vose Law Firm just completed service as General Counsel to the 2024 Orange County Charter Review Commission, and as General Counsel to the 2024 Pinellas County Charter Review Commission.

#### ***FF. Municipal Bonds***

The Vose Law Firm and its attorneys have extensive experience representing municipalities in a variety of municipal bond matters as local bond counsel. The firm has the appropriate expertise to work hand in hand with professional bond counsel and financial consultants to accomplish bonding for a variety of municipal purposes.

#### ***GG. Representation of clients relating to gambling issues and "Internet Cafes"***

The Vose Law Firm and its attorneys have represented local governments in matters relating to gambling and Internet Cafes. The cities of Cocoa Beach, South Daytona, Bunnell, and Deltona have faced numerous issues as to illicit gambling activities in the city limits and the Vose Law Firm has provided expert legal services which successfully addressed those issues.

#### ***HH. Medical Marijuana issues***

The attorneys of the Vose Law Firm have made numerous presentations on the subject of medical marijuana and the appropriate manner for local governments to deal with matters related to that subject. Wade Vose has made numerous public presentations to groups of local government officials on this subject, and has been on several television

presentations on this issue. Both Wade Vose and Becky Vose have drafted medical marijuana ordinances for the respective clients they represent. Each client has dealt with the issue in a different way dependent upon the respective concerns of each of the local governments represented.

## ***II. Bert J. Harris Act matters***

The attorneys of the Vose Law Firm have been heavily involved in defending local governments in Bert J. Harris litigation. A few years ago, the City of Anna Maria received in the last year over 100 Bert J. Harris claims, and the local government lawyers of the Vose Law Firm were actively involved in handling those claims. Those claims have been settled with no financial payments by the City.

## ***JJ. Vacation Rental Issues***

The City of Anna Maria hired the Vose Law Firm as its City Attorney in the middle of its life and death struggle with Vacation Rentals that were about to “take over” the City. The Vose Law Firm drafted one of the State of Florida’s first Vacation Rental Ordinances and successfully defended that ordinance (which evolved over time) in five different legal challenges. The City of Anna Maria has one of the few Vacation Rental Ordinances that has withstood multiple legal challenges, and the City is now flourishing with well-regulated Vacation Rentals. The Vose Law Firm also recently wrote a Vacation Rental Ordinance for the City of Cocoa Beach, which has very different concerns regarding Vacation Rentals.

## ***KK. Forfeiture***

The attorneys of the Vose Law Firm have handled extensive forfeiture matters for the clients it has represent over the years. However, due to recent changes in legislation, the firm’s local government clients are not as inclined to file forfeitures due to prohibitively high costs involved (unrelated to legal expenses).

## ***LL. Pension matters***

The attorneys of the Vose Law Firm regularly interface with pension counsel representing various pension boards and give their cities legal advice regarding the effect pension matters will have on the governmental entity. The firm recently represented the City of Brooksville regarding the closing of a pension plan after the disbandment of that city’s police department.

## ***MM. Representation of Government-Owned General Aviation Airport***

Our firm also has extensive experience representing a government-owned general aviation airport. Our firm is County Attorney for Okeechobee County, which operates

an active general aviation airport (ICAO: KOBE) and its associated Fixed Base Operator ("FBO"), and our firm has represented the airport in a multitude of matters, including, but not limited to advice concerning compliance with FAA Grant Assurances, disposal of derelict and abandoned aircraft under Sec. 705.183, Fla. Stat., acquisition of a FBO, operation by the County as an FBO, adoption of airport regulations, fees, and service charges under Sec. 332.08, Fla. Stat., hangar leases and evictions, FDOT certifications, agreements with rental car providers, airport protection zoning, and specialized litigation involving an approved airport master plan.

*NN. Other specific local government experience not listed above*

The Vose Law Firm has also represented cities relating to the following matters:

- i) Civil rights defense - USCA, Title VII litigation
- ii) Litigation relating to qualifications for election
- iii) Redistricting to comply with Federal Court Orders
- iv) Disputes between governmental entities relating to zoning and land use
- v) Intergovernmental agreements
- vi) FEMA reimbursement issues
- vii) Labor law, employee disputes, and employee discharge hearings
- viii) Historic Preservation
- ix) Construction Industry Board of Appeals - establishment and representation
- x) Public Employee Relations Commission hearings and appeals
- xi) Adult entertainment and bookstore ordinances; bingo regulation
- xii) Trap, Neuter, Release feral cat control
- xiii) Plasmapheresis facility regulation
- xiv) Arbor ordinances and regulation
- xv) Sexual harassment litigation
- xvi) Age discrimination litigation
- xvii) Police legal advisor issues
- xviii) Alarm ordinance regulation
- xix) Cable TV regulation
- xx) Cell phone tower regulations
- xxi) Leasing of public property for private use
- xxii) Local counsel for bond issues
- xxiii) Land banking for future public use
- xxiv) Federal grant applications and administration
- xxv) Defense of inverse condemnation claims due to restrictive zoning
- xxvi) Marina leases
- xxvii) Sale/lease back agreements for city
- xxviii) Code Enforcement foreclosures
- xxix) Annexation disputes
- xxx) Noise ordinances



- xxxi) Inverse condemnation actions relating to environmental damages
- xxxii) Residential Prison Diversion Programs
- xxxiii) Mortgage Foreclosure Registration
- xxxiv) HUD Uniform Relocation Act requirements
- xxxv) Construction Regulation Boards
- xxxvi) ADA compliance issues
- xxxvii) Customary Beach Use Ordinances
- xxxviii) Declarations of Emergency
- xxxix) Dogs on the beach regulations and ordinance

**RFQ 2024-04R QUALIFICATIONS ACKNOWLEDGEMENT (FORM 1)**

I, the undersigned, do hereby agree to all terms and conditions set forth within this RFQ. I attest by way of my signature below that I am authorized by the company I represent to enter information pertinent to a final agreement. I further state the information within this qualification statement is true and not a sham nor misrepresentation of the service or reputation and abilities of my company.

I have  have not  examined the necessary documents prior to presenting my qualifications.

Company: Vose Law Firm LLP

Address: 324 W. Morse Blvd.

Winter Park, FL 32789

Telephone: (407) 645-3735 fax: (407) 628-5670

Email: wvose@voselaw.com

Individual or Type of Business (specify Corporation, Partnership, Other):

Limited Liability Partnership

Tax ID Number (FEIN/SSN): 59-3724747

Authorized Signature: 

Title: Managing Partner

(Print/type name as signed above) Wade Vose

Date Submitted: January 6, 2024

**RFP 2024-04R SPECIAL MAGISTRATE SERVICES FOR CODE ENFORCEMENT  
CASES – REFERENCES (FORM 2)**

|     |                    |  |
|-----|--------------------|--|
| #1. | Agency             | Town of Oakland  |
|     | Address            | 230 N Tubb Street  |
|     | Town, State, ZIP   | Oakland, FL 34760-0098   |
|     | Contact Person     | Elise Hui, Town Clerk and Assistant Town Manager   |
|     | Telephone          | 407-656-1117 ext. 2110                      Email: ehui@oaklandfl.gov                                      |
|     | Date(s) of Service | 2009 through present   |
|     | Type of Service    | Comprehensive Town Attorney Services, Land Use Counsel Services  |
|     | Comments:          |  |
| #2  | Agency             | City of South Daytona  |
|     | Address            | 1672 S Ridgewood Ave   |
|     | Town, State, ZIP   | South Daytona, FL 32119  |
|     | Contact Person     | Becky Witte, Deputy City Clerk   |
|     | Telephone          | (386) 322-3011                      Email: bwitte@southdaytona.org   |
|     | Date(s) of Service | December 2020 through present  |
|     | Type of Service    | Comprehensive City Attorney Services. For Ms. Velo, representation of the City's Planning & Appeals Board. |
|     | Comments:          |  |
| #3  | Agency             | Monroe County, Florida   |
|     | Address            | 1111 12th Street, Suite 408  |
|     | Town, State, ZIP   | Key West, FL 33040   |
|     | Contact Person     | Bob Shillinger, Monroe County Attorney   |
|     | Telephone          | (305) 292-3470                      Email: Shillinger-Bob@MonroeCounty-FL.Gov                              |
|     | Date(s) of Service | September 2021 through present   |
|     | Type of Service    | Code enforcement foreclosure and injunction litigation.  |
|     | Comments:          |  |



# The Florida Bar

651 East Jefferson Street  
Tallahassee, FL 32399-2300

Joshua E. Doyle  
Executive Director

850/561-5600  
www.FLORIDABAR.org

State of Florida )

County of Leon )

In Re: 1025182  
Stephanie Mercedes Velo  
Vose Law Firm  
324 W Morse Blvd  
Winter Park, FL 32789-4294

I CERTIFY THE FOLLOWING:

I am the custodian of membership records of The Florida Bar.

Membership records of The Florida Bar indicate that The Florida Bar member listed above was admitted to practice law in the state of Florida on **November 28, 2020**.

The Florida Bar member above is an active member in good standing of The Florida Bar who is eligible to practice law in the state of Florida.

Dated this 6th day of **January, 2025**.

Cynthia B. Jackson, CFO  
Administration Division  
The Florida Bar

PG:R10  
CTM-323683





**LAWYERS PROFESSIONAL LIABILITY POLICY  
DECLARATIONS**

Agency:  
700324

Branch:  
912

Policy Number:  
169671583

Insurance is provided by Continental Casualty Company,  
151 North Franklin Street Chicago IL 60606  
A Stock Insurance Company.

**1. NAMED INSURED AND ADDRESS:**  
Vose Law Firm, LLP  
324 West Morse Boulevard  
Winter Park, FL 32789

NOTICE TO POLICYHOLDERS:  
This is a Claims Made and Reported policy. It applies only to those claims that are both first made against the insured and reported in writing to the Company during the policy period. Please review the policy carefully and discuss this coverage with your insurance agent or broker.

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**2. POLICY PERIOD:**  
Inception: 01/01/2024  
at 12:01 A.M. Standard Time at the address shown above  
Expiration: 01/01/2025

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**3. LIMITS OF LIABILITY:**  
*Inclusive of Claims Expenses*  
Each Claim: \$2,000,000  
Aggregate: \$2,000,000  
Death or Disability and Non-Practicing  
Extended Reporting Period Limit of Liability: Each Claim: \$1,000,000  
Aggregate: \$2,000,000

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**4. DEDUCTIBLES:**  
*Inclusive of Claims Expenses*  
Aggregate: \$10,000

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**5. POLICY PREMIUM:**

|  |                 |
|--|-----------------|
| Annual Premium:  | \$21,612.00     |
| <b>Surcharges/Taxes:</b>   | <b>Amount:</b>  |
| <b>Florida Insurance Guaranty Association Emergency Assessment</b> | <b>\$216.12</b> |
| Total Amount:  | \$21,828.12     |
| <i>Includes CNA Risk Control Credit of</i>                         | \$ 0.00         |

*Includes Lawyers Data Breach and Network Security Premium, see coverage endorsement if applicable*

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**6. FORMS AND ENDORSEMENTS ATTACHED AT INCEPTION:**  
G-118011-A (Ed. 06/2015), G-118012-AC (Ed. 03/1999), CNA-82437-XX (Ed. 06/2015), G-118016-ACC (Ed. 12/2011), G-118024-A (Ed. 04/2008), G-118039-A09 (Ed. 09/2012), G-118065-A09 (Ed. 06/2015), G-121011-AC (Ed. 04/2008)

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**7. WHO TO CONTACT:**

To report a claim:  
CNA – Claims Reporting  
P.O. Box 8317  
Chicago, IL 60680-8317  
Fax: 866-773-7504 / Online: [www.cna.com/claims](http://www.cna.com/claims)  
Email: [SpecialtyProNewLoss@cna.com](mailto:SpecialtyProNewLoss@cna.com)  
Lawyers Claim Reporting Questions: 800-540-0762

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\_\_\_\_\_  
Authorized Representative  
12/18/2023  
Date



Continental Casualty Company  
151 North Franklin Street  
Chicago, IL -60606

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**LAWYERS PROFESSIONAL LIABILITY POLICY**

**ATTORNEY SCHEDULE**

**Policy Number:** 169671583

**Name of Each Lawyer**

Chloe Berryman

Garrett Olsen

Gretchen R Vose

Nancy Stuparich

Paul R. Waters

Stephanie Velo

Wade C Vose

**Named Individual Retroactive Date**

05/30/2023

05/25/2021

Full Prior Acts

08/30/2016

11/21/2022

05/10/2021

01/19/2004





WORKERS COMPENSATION  
AND  
EMPLOYERS LIABILITY POLICY

TYPE V INFORMATION PAGE WC 00 00 01 ( A)

POLICY NUMBER: UB-4Y923086-24-42-G  
REWRITING UB-2J324601-24-42-G

INSURER: THE TRAVELERS INDEMNITY COMPANY OF AMERICA  
A Stock Company

NCCI CO CODE: 13439

1.

INSURED:  
VOSE LAW FIRM LLC  
324 W. MORSE BLVD  
WINTER PARK, FL 32789

PRODUCER:  
MILLENNIAL SPEC INS  
4211 W BOY SCOUT BLVD STE 800  
TAMPA, FL 33607-5757

Insured is A LIMITED LIABILITY COMPANY

Other work places and identification numbers are shown in the schedule(s) attached.

2. The policy period is from 06-16-24 to 06-16-25 12:01 A.M. at the insured's mailing address.

3. A. **WORKERS COMPENSATION INSURANCE:** Part One of the policy applies to the Workers Compensation Law of the state(s) listed here:  
FL

B. **EMPLOYERS LIABILITY INSURANCE:** Part Two of the policy applies to work in each state listed in item 3.A. The limits of our liability under Part Two are:

Bodily Injury by Accident: \$ 100,000 Each Accident  
Bodily Injury by Disease: \$ 500,000 Policy Limit  
Bodily Injury by Disease: \$ 100,000 Each Employee

C. **OTHER STATES INSURANCE:** Part Three of the policy applies to the states, if any, listed here:

AL AR AZ CA CO CT DC DE GA HI IA ID IL IN KS KY LA MA MD ME MI MN  
MO MS MT NC NE NH NJ NM NV NY OK OR PA RI SC SD TN TX UT VA VT WI  
WV

D. This policy includes these endorsements and schedules:

SEE LISTING OF ENDORSEMENTS - EXTENSION OF INFO PAGE

4. The premium for this policy will be determined by our Manuals of Rules, Classifications, Rates and Rating Plans. All required information is subject to verification and change by audit to be made **ANNUALLY**

DATE OF ISSUE: 06-03-24 DE  
OFFICE: NEW YORK - METRO 140  
PRODUCER: MILLENNIAL SPEC INS DKH26





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/10/2024

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. IF SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

|  |  |
|--|--|
| <b>PRODUCER</b><br><br>Millennial Specialty Insurance LLC dba Founder Shield<br>4211 West Boy Scout Blvd, Suite 800<br>Tampa, Florida, 33607 | <b>CONTACT NAME:</b><br><br>PHONE (A/C No. Ext): 646-854-1058      FAX (A/C No):<br>E-MAIL ADDRESS: coi@foundershield.com<br>INSURER(S) AFFORDING COVERAGE      NAIC #<br>INSURER A : Travelers Indemnity Company of      25666<br>INSURER B :<br>INSURER C :<br>INSURER D :<br>INSURER E :<br>INSURER F : |
| <b>INSURED</b><br><br>Vose Law Firm, LLC<br>324 W Morse Blvd<br>Winter Park, Florida, 32789  |  |

**COVERAGES      CERTIFICATE NUMBER:      REVISION NUMBER:**

**THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.**

| INSR LTR | TYPE OF INSURANCE  | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS  |
|----------|--|-----------|----------|---------------|-------------------------|-------------------------|---|
|          | COMMERCIAL GENERAL LIABILITY<br>CLAIMS MADE    OCCUR<br><br>GEN'L AGGREGATE LIMIT APPLIES PER:<br>POLICY    PROJECT    LOC<br><br>OTHER  |           |          |               |                         |                         | EACH OCCURRENCE<br>DAMAGE TO RENTED PREMISES (Ea occurrence)<br>MED EXP (Any one person)<br>PERSONAL & ADV INJURY<br>GENERAL AGGREGATE<br>PRODUCTS - COMP/OP AGG                                  |
|          | AUTOMOBILE LIABILITY<br>ANY AUTO<br>OWNED AUTOS      SCHEDULED ONLY<br>HIRED AUTOS ONLY      NON-OWNED AUTOS ONLY  |           |          |               |                         |                         | COMBINED SINGLE LIMIT (Ea accident)<br>BODILY INJURY (Per person)<br><br>BODILY INJURY (Per accident)<br>PROPERTY DAMAGE (Per accident)   |
|          | UMBRELLA LIAB      EXCESS LIAB<br>OCCUR      CLAIMS-MADE   |           |          |               |                         |                         | Each occurrence<br><br>Aggregate  |
| A        | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?    Y/N<br>(Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below | N/A       |          | UB4Y923086    | 06/16/2024              | 06/16/2025              | <input checked="" type="checkbox"/> PER STATUTE<br>OTHER<br>E.L. EACH ACCIDENT      \$100,000.00<br>E.L. DISEASE - EA EMPLOYEE      \$100,000.00<br>E.L. DISEASE - POLICY LIMIT      \$500,000.00 |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Evidence Only

|  |   |
|--|---|
| <b>CERTIFICATE HOLDER</b><br><br>Evidence Only | <b>CANCELLATION</b><br><br>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.<br><br>AUTHORIZED REPRESENTATIVE <i>[Signature]</i> |
|--|---|

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