

**JUNE 10, 2025**

**REGULAR  
CITY COMMISSION MEETING**

**@ 6:00 PM**



# City of Indian Rocks Beach

1507 Bay Palm Boulevard, Indian Rocks Beach, Florida 33785  
[www.indian-rocks-beach.com](http://www.indian-rocks-beach.com)

**AGENDA**  
**CITY OF INDIAN ROCKS BEACH**  
**REGULAR CITY COMMISSION MEETING**  
**TUESDAY, JUNE 10, 2025 @ 6:00 P.M.**  
**CHURCH OF THE ISLES**  
**200 24<sup>th</sup> AVENUE**  
**INDIAN ROCKS BEACH, FLORIDA 33785**

---

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**1. PRESENTATIONS.**

- A. REPORT OF** Pinellas County Sheriff's Office.
- B. REPORT OF** Pinellas Suncoast Fire & Rescue District.

**2. PUBLIC COMMENTS. [3-minute time limit per speaker.]**

(Any member of the audience may come forward, give their name and address, and state any comment or concern that they may have regarding any matter over which the City Commission has control, EXCLUDING AGENDA ITEMS. All statements made to the City Commission shall be made to the City Commission as a whole, not directed to any individual City Commission Member, and no personal, impertinent, or slanderous remarks shall be permitted. No speaker shall be interrupted, and no debate shall occur between the speaker and the City Commission.)

**3. REPORTS OF:**

- A. City Attorney.**
- B. City Manager.**
- C. City Commission.**  
*[3-minute time limit per City Commission Member.]*

**4. ADDITIONS/DELETIONS.**

**5. CONSENT AGENDA:**

- A. APPROVAL OF** May 13, 2025, City Commission Meeting Minutes.
- B. PROCLAMATION:** June 2025 LGBTQ Pride Month.

**6. PUBLIC HEARINGS:**

- A. BOA-2025-02 -QUASI-JUDICIAL PROCEEDING 800 GULF BOULEVARD, INDIAN ROCKS BEACH FLORIDA:** Variance request from Sec.110-103(a) of the Code of Ordinances, requesting to encroach into the existing front yard setback for property that is non-conforming to construct an elevated

structure primarily following the existing footprint and is located at 800 Gulf Blvd Indian Rocks Beach, Florida, and legally described as a part of Lot 13, block "A", New Haven Beach, according to map or plat thereof as recorded in Plat Book 20, Page 8, public records of Pinellas County, Florida. Parcel # 12-30-14-59832-001-0130.

**B. Request for Proposals (RFP)- Municipal Legal Services**

[Each firm will be allotted 20 minutes to present their qualifications and respond to questions from the City Commission.]

**1. Shumaker Law Firm**

**2. Sabatini Law Firm**

**3. Brookes, Attorney**

**7. OTHER LEGISLATIVE MATTERS:** None.

**8. WORK SESSION:** None.

**9. OTHER BUSINESS:** None.

**10. ADJOURNMENT.**

---

APPEALS: Any person who decides to appeal any decision made, with respect to any matter considered at such hearing, will need a record of the proceedings and, for such purposes, 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, per s. 286.0105, F.S. Verbatim transcripts are not furnished by the City of Indian Rocks Beach, and should one be desired, arrangements should be made in advance by the interested party (i.e., Court Reporter).

In accordance with the Americans with Disability Act and s. 286.26, F.S., any person with a disability requiring reasonable accommodation to participate in this meeting should contact the City Clerk's Office with your request, telephone 727/595-2517 [lkornijtschuk@irbcity.com](mailto:lkornijtschuk@irbcity.com), no later than FIVE (5) days before the proceeding for assistance.

POSTED: June 6, 2025

**NEXT REGULAR CITY COMMISSION MEETING**

TUESDAY, JULY 8, 2025 AT 6:00 P.M.

**SPECIAL CITY COMMISSION MEETING**

TUESDAY, JULY 15, 2025 AT 4:00 P.M. & 6 P.M.

**LOCATION FOR BOTH MEETINGS.**

CHURCH OF THE ISLES- 200 24<sup>th</sup> AVE., INDIAN ROCKS BEACH, FL. 33785

**AGENDA ITEM NO. 1 A**

**REPORT OF  
Pinellas County Sheriff's Office**



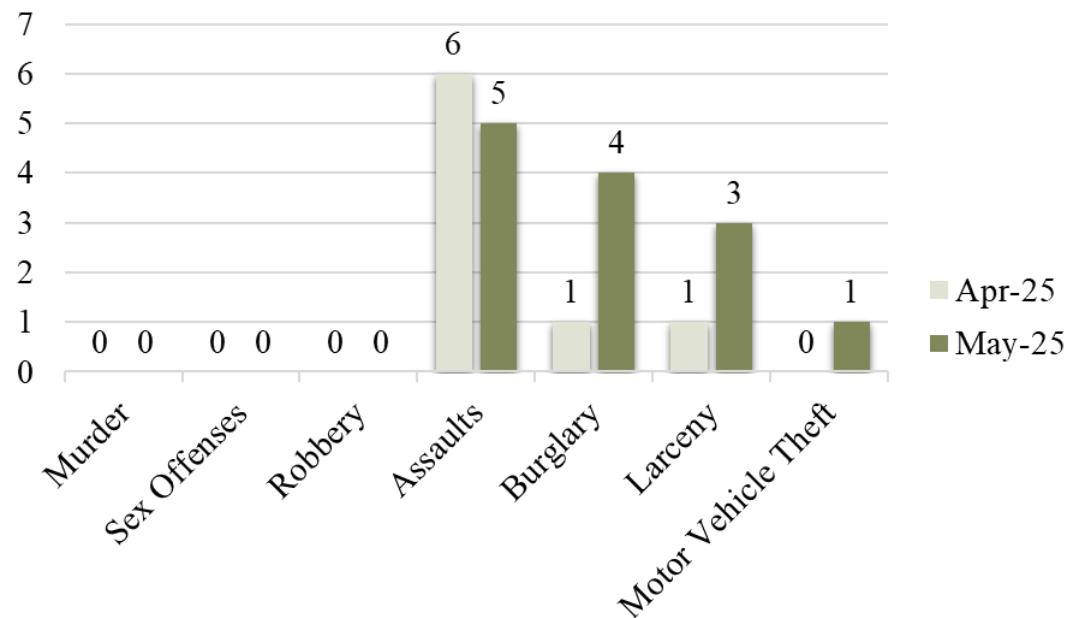
STRATEGIC PLANNING DIVISION

INDIAN ROCKS BEACH ANALYSIS

Select UCR Property & Person Crimes

May 2025

Select UCR Property & Person Crimes	April 2025	May 2025	May 2024 YTD	May 2025 YTD
Murder	0	0	0	0
Sex Offenses	0	0	0	0
Robbery	0	0	1	0
Assaults	6	5	32	16
Burglary	1	4	5	5
Larceny	1	3	23	7
Motor Vehicle Theft	0	1	6	3
GRAND TOTAL	8	13	67	31



## Arrests

### May 2025

There was a total of **20** people arrested in the City of Indian Rocks Beach during the month of May resulting in the following charges:

ARREST TYPE & DESCRIPTION	TOTAL
<b>Felony</b>	<b>4</b>
Battery-65 Or Older	1
Burglary-Structure	1
Felony Battery-Prior Convictions	1
Tampering With Electronic Monitoring Device-Adult	1
<b>Misdemeanor</b>	<b>7</b>
Disorderly Intoxication	2
False Name Or ID By Person Arrested	2
Resist/Obstruct LEO Without Violence	3
<b>Traffic Misdemeanor</b>	<b>12</b>
Attach Tag Not Assigned	1
Driver's License Suspended/Revoked-1st Conviction	1
Driver's License Suspended/Revoked-2nd Conviction	1
Driving Under The Influence Of Alcohol	1
Driving Under The Influence Of Alcohol And Drugs	1
Expired License More Than 6 Months	1
No Valid Driver's License	5
Operating Unregistered Vehicle	1
<b>Grand Total</b>	<b>23</b>

\*Information provided reflects the number of arrests (persons arrested) as well as the total charges associated with those arrests.

## Deputy Activity

---

There was a total of **951** events in the City of Indian Rocks Beach during the month of May resulting in **1,253** units responding.

The table below reflects the top twenty-five events to include both self-initiated and dispatched calls in the City of Indian Rocks Beach for the month of May. *\*CAD data is filtered by problem type.*

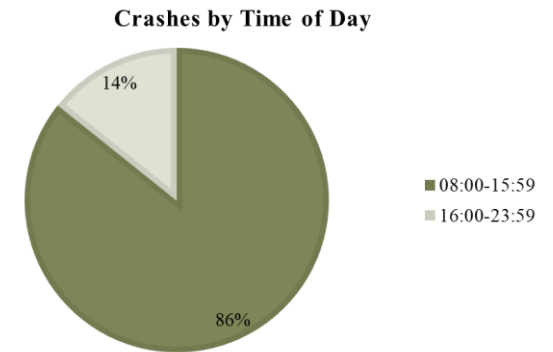
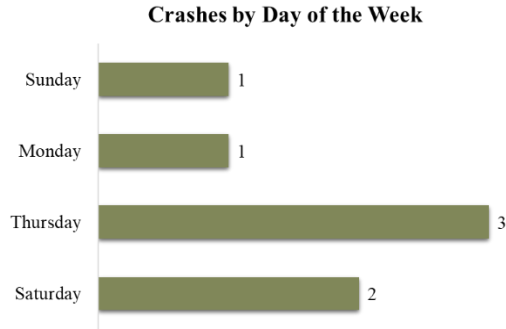
### May 2025

DEPUTY ACTIVITY	TOTAL
Traffic Stop	243
Directed Patrol	218
911 Hangup Or Open Line	84
Vehicle Abandoned/Illegally Parked	77
Suspicious Person	30
Assist Citizen	26
Ordinance Violation	24
House Check	20
Information/Other	17
Transport Prisoner	15
Area Check	15
Building Check Business	14
Contact	14
Trespass	11
Accident	11
Suspicious Vehicle	10
Lost/Found/Abandoned Property	10
Traffic Violation	9
Supplement	8
Civil Matter	7
Disorderly Conduct	7
Juvenile Trouble	6
Noise	6
Animal Call	6
Traffic/DWLSR	5

## Crash & Citation Analysis

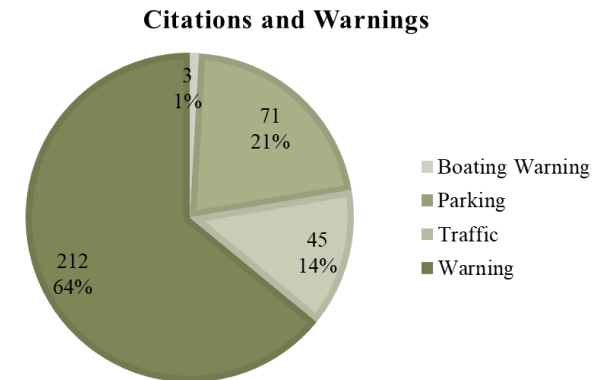
There were **7** crashes in the City of Indian Rocks Beach during May 2025. \*Crash data is filtered by disposition type and may include “accident and hit and run” problem types.

CRASH LOCATIONS	TOTAL
21st Ave/Gulf Blvd	1
22nd Ave/Gulf Blvd	1
2nd Ave/Gulf Blvd	1
500 1st St	1
5th Ave/1st St	1
74 Gulf Blvd	1
Gulf Blvd/26th Ave	1



There were a total of **331** citations and warnings issued in the City of Indian Rocks Beach during May 2025.

TOP 10 TRAFFIC CITATION LOCATIONS	TOTAL
5th Ave & Gulf Blvd	7
8th Ave & Gulf Blvd	5
12th Ave & Gulf Blvd	4
Gulf Blvd & 16th Ave	4
9th Ave & Gulf Blvd	3
Gulf Blvd & 14th Ave	3
Gulf Blvd & 19th Ave	3
21st Ave & Gulf Blvd	2
23rd Ave & Gulf Blvd	2
10th Ave & Gulf Blvd	2





**AGENDA ITEM NO. 1 B**

**REPORT OF  
Pinellas Suncoast Fire & Rescue  
District**

**AGENDA ITEM NO. 2**

**PUBLIC COMMENTS**

**AGENDA ITEM NO. 3 A**  
**REPORTS OF City Attorney**

**AGENDA ITEM NO. 3 B**

**REPORTS OF City Manager**

**AGENDA ITEM NO. 3 C**  
**REPORTS OF City Commission**

**AGENDA ITEM NO. 4**

**ADDITIONS/DELETIONS**

**AGENDA ITEM NO. 5 A**

**CONSENT AGENDA**

**Approval of May 13, 2025  
City Commission Meeting Minutes**

**MINUTES  
CITY OF INDIAN ROCKS BEACH  
CITY COMMISSION MEETING  
TUESDAY, MAY 13, 2025 @ 6:00 P.M.  
CHURCH OF THE ISLES**

**200 24<sup>TH</sup> AVENUE INDIAN ROCKS BEACH, FLORIDA 33785**

---

Mayor-Commissioner Houseberg called the meeting to order at 6:00 p.m., followed by the Pledge of Allegiance and a moment of silence.

**MEMBERS PRESENT:** Mayor-Commissioner Denise Houseberg, Vice-Mayor Commissioner Janet Wilson, Commissioner Jude Bond, Commissioner John Bigelow, and Commissioner Hilary King.

**OTHERS PRESENT:** City Manager Gregg Mims, City Attorney Randy Mora, Finance Director Dan Carpenter, and City Clerk Lorin Kornijtschuk.

*For continuity, items are listed in agenda order, although not necessarily discussed in that order.*

**1 A. REPORT OF Pinellas County Sheriff's Office.**

- The Pinellas County Sheriff's Office submitted a written crime analysis report for April 2025.
- A representative of the Pinellas County Sheriff's Office confirmed all deputies assigned to Indian Rocks Beach are expected to be knowledgeable of city ordinances. A recent incident involving a deputy unfamiliar with city protocols was addressed; the deputy was a temporary fill-in. The city followed up post-incident, including sending photos to the department. The property owner was cited and issued a court date.

**1 B. REPORT OF Pinellas Suncoast Fire & Rescue District.**

Fire Chief provided a comprehensive update:

- **Calls for Service:** 58 emergency calls in the last month.
- **Training:** Over 160 hours of emergency medical training completed by firefighters.
- **Community Ties:** The Chief discussed his connection to barrier island communities.
- **Northern District Plans:**
  - Temporary fire base targeted for activation near the Church of the Isles by October 1, 2025.
  - Long-term goal: A new permanent station in the northern district.
- **Facility Updates:**
  - Station 27 remains under repair from hurricane damage.
  - South Station in Redington Shores is operational.



- Station 28 (Oakhurst/Mainland) will be demolished this summer and rebuilt to meet storm-hardening requirements.

## **2. PUBLIC COMMENTS.**

Mayor Commissioner Houseberg opened the floor for public comment, reminding speakers to address the Commission as a whole respectfully.

Rev. Wesley Snedeker – Requested a proclamation for June as Pride Month and a related display in the City library.

Elizabeth Flynn, 914 Harbor House Drive – Expressed gratitude for outgoing Commissioners and discussed the Friends of the Library's activities.

Ron Christaldi, 1900 Beach Trail – Commended the Commission's service and introduced himself as a part-time resident.

Don House, 2104 Beach Trail – Raised concerns over short-term rentals and urged the City to repeal its ordinance in favor of County regulations.

John Pfanstiehl, 448 Harbor Drive South – Thanked the Commission for getting together the RFP for City Manager and City Attorney.

Cathleen Major, 439 Harbor Drive South – Spoke in defense of yard signage as a First Amendment right.

Ms. Mulling, 461 20<sup>th</sup> Avenue – Raised pedestrian safety and visibility concerns at 20<sup>th</sup> Avenue intersections.

Alicia Harris, 208 10<sup>th</sup> Avenue – Shared personal experience at past meeting and called for realistic expectations in a changing beach town.

Teresa Pruchniewska, 316 6<sup>th</sup> Avenue – urged the city to protect residential neighborhoods from short-term rentals, citing noise, safety concerns, and loss of community.

Beth McMullen- 481 Harbor Drive South - reminded residents that April 1–October 31 is manatee season, requiring slow speeds (5–10 mph) in local waterways to protect manatees.

## **3. REPORTS OF:**

### **A. City Attorney- Randy Mora**

- **Legislative Update:** The 2025 session is extended through June 6 due to a budget impasse.
- **Bill Highlights:**
  - SB 1570 (sovereign immunity increase) failed.

- SB 180 (Emergency Response) passed; major implications for land use and permitting.
  - SB 954 mandates municipal recognition of certified recovery residences by Jan. 1, 2026.
- **Clarification on STRs:**
  - Cities may not ban or regulate STR frequency due to state preemption.
  - City ordinances must be consistent with the law as of June 1, 2011.
- **Contract Status:** Mr. Mora confirmed he has not resigned but will complete his contract through June 1 and is open to assisting on an hourly basis until a successor is named.

#### **B. City Manager- Gregg Mims**

- Thanked Church of the Isles and Friends of the Library.
- Acknowledged City Attorney Mora's years of service.
- **Operational Updates:**
  - Launch of "Text by Gov" alert system on May 27 for customized resident updates.
  - FY26 budget preparation is underway; the goal is to continue rebuilding reserves.
  - Return to City Hall projected in July/August; request made for aqua fence state funding.
- **Code Enforcement:**
  - Fully staffed and active post-hurricane.
  - Monthly reports are now available online.
- Noted resident input on visibility and manatee zone concerns.

#### **C. City Commission.**

##### **Commissioner King**

- Praised Friends of the Library.
- Encouraged residents to sign up for "Text by Gov."

##### **Commissioner Bigelow**

- Thanked City Attorney Mora for a decade of dedicated service.

##### **Vice Mayor Wilson**

- Appreciated Mr. Mora's guidance and shared positive feedback from the "Taste of IRB" event.

##### **Commissioner Bond**

- Requested that parking issues be revisited at a future meeting.
- Thanked Mr. Mora for his professionalism.

##### **Mayor Houseberg**

- Reflected on post-hurricane recovery and housing displacement.
- Shared real estate and elevation updates for Beach Cottages.

#### **4. ADDITIONS/DELETIONS. None**

**5. CONSENT AGENDA:**

**City Attorney Mora read Consent Agenda items 5 A – 5 G by title only.**

- A. APPROVAL OF** the April 8<sup>th</sup>, 2025 City Commission Meeting Minutes.
- B. ACCEPT/FILE** March 2025 Year-to-Date Financial Report.
- C. ACCEPT AND FILE** the Annual Comprehensive Financial Report for Fiscal Year Ended September 30, 2024.
- D. DESIGNATING** Vice-Mayor Commissioner Wilson to serve as the City's voting delegate at the Florida League of Cities Conference on August 13 – August 15, 2025, and approving the budget for travel.
- E. REAPPOINTMENT** to the Board of Adjustments and Appeals. (3-year term)  
1. David Watt
- F. RESOLUTION 2025-04** A Resolution of the City of Indian Rocks Beach, Florida, adopting the Pinellas County Local Mitigation Strategy as required every 5 years by FEMA.
- G. APPROVAL OF** May 9, 2025, Special City Commission Meeting Minutes.

**Motion made by Commissioner Bond, seconded by Vice-Mayor Commissioner Wilson to approve the consent agenda, consisting of agenda items 5 A – 5 G.**

**Unanimous approval by acclamation.**

- 6. PUBLIC HEARINGS:** None
- 7. OTHER LEGISLATIVE MATTERS:** None
- 8. WORK SESSION ITEMS:**
  - A. DISCUSSION OF RFP** for Municipal Legal Services.

City Attorney Mora opened the discussion by stating that the City Attorney position is one of three charter officer positions appointed by the City Commission, along with the City Manager and City Clerk. He explained that per Section 6.4 of the City Charter, the Commission is required to appoint a city attorney who is a licensed attorney in the State of Florida, with at least three years of legal experience and two years of experience in municipal law. He clarified that these are baseline requirements, and the Commission may set higher standards in the RFP.

He added that the RFP draft had been reviewed and was in suitable form, including compliance language related to public records and affidavits. Updates to the RFP included clarified language around the attorney's role in representing the City in special magistrate hearings and ensuring the scope of work was clearly defined. He also mentioned the RFP includes the provision that allows the Commission to retain specialized legal counsel for certain projects, with approval from the City Attorney.

City Manager Mims reviewed the proposed timeline. If the Commission approved the RFP that evening, it would be released the following day. Questions from interested parties would be accepted until May 29, with proposals due by June 6. The Commission could consider holding a meeting on June 10 to review applications and determine a shortlist for interviews. Depending on the number of responses, a preliminary review session might be necessary to narrow down the field.

City Manager Mims noted that in 2014, only one law firm contacted the city with clarifying questions during the RFP process

City Attorney Mora emphasized the importance of setting clear expectations for the selection process early on. He recommended that the Commission determine how interviews will be conducted and whether decisions will be made at the interview meeting or afterward. Drawing from experience, he warned that unclear expectations could derail the process or discourage applicants. He advised keeping qualification requirements broad to avoid excluding capable candidates.

City Attorney Mora disclosed that his contract ends June 1 but confirmed he is willing to continue serving in a limited hourly role through June or until a replacement is hired. He clarified he would be available for the July meeting but would not take on new or complex legal matters during that time.

#### **Mayor Commissioner Houseberg opened Public Comment.**

Kelley Cisarick, 448 Harbor Drive S. recommended including a brief city overview in the RFP to attract appropriate candidates.

#### **Mayor Commissioner Houseberg closed Public Comment.**

Commissioner King expressed support for the RFP draft. She also supported resident Cisarick's recommendation. She raised questions about the selection process and whether the Commission should establish evaluation criteria and standardized interview questions. She suggested a work session might be needed to define the process.

Vice Mayor Commissioner Wilson stated support for the RFP, noting that it had worked well in the past. She believed the Commission could set the next steps that evening. Proposing a few days for members to read the proposals individually and reconvene for group discussions, possibly with input from the City Attorney.

Commissioner Bond supported moving forward with the RFP. He believed the RFP was workable as written.

Commissioner Bigelow also supported the RFP and believed that questions could be addressed during the interview process. He stressed the importance of moving forward quickly.

Commissioner King asked how familiar outside law firms might be with Indian Rocks Beach and its municipal structure. Mora responded that firms typically do their research, and the City is not particularly obscure. He noted that applicants are likely to come from outside the immediate area and mentioned that he had already informed some of his peers in the legal community about the upcoming opportunity. He also emphasized that his firm would not be applying.

He explained that the scope of work includes representation at special magistrate hearings and that legal firms would understand the implications of such requirements. He advised against overly strict minimum qualifications, as excellent candidates may not meet every box on paper but can still offer strong legal services.

City Attorney Mora concluded with acknowledgment that City Manager Mims would not be involved in the attorney recruitment process, in accordance with professional ethical guidelines.

**Motion was made by Vice-Mayor Commissioner Wilson and seconded by Commissioner Bigelow to Approve RFP as drafted.**

**Unanimous approval by acclamation.**

**City Attorney Mora agreed to assist past his contract end on an hourly basis.**  
**Unanimous approval by acclamation.**

**City Manager Mims left at 7:42 p.m.**

## **B. DISCUSSION OF Recruitment of a New City Manager.**

City Attorney Mora reviewed the two recruitment options presented at the May 9, 2025 Special City Commission meeting:

### **Option 1: Hiring a Recruitment Firm**

- Would require issuing an RFP (Request for Proposals).
- The city's procurement code requires bidding for purchases over \$10,000.
- No suitable existing contracts were found for piggybacking.
- Estimated cost: \$30,000–\$50,000, likely around \$35,000.
- Timeline would involve several steps:
  - Drafting, advertising, and reviewing the RFP.
  - Waiting for firm submissions (2–3 weeks suggested).
  - Selection and hiring.

City Attorney Mora emphasized that using a recruiter could be costly and invite legal challenges if not done transparently and properly.

### **Option 2: FCCMA Senior Advisors Program**

- Retired city managers volunteer to guide the hiring process.
- No direct fee, but administrative costs (background checks, advertising, etc.) still apply.
- City qualifies (population under 10,000).
- The regional senior advisor is currently traveling but will be available to assist shortly.
- The program previously helped recruit the current City Manager and was deemed successful.
- Timeline is faster and more flexible than the RFP process.

City Attorney Mora emphasized that FCCMA does not function like a recruiter with a list of ready candidates, but they do have access to Managers in Transition and can help identify good fits.

### **Mayor Commissioner Houseberg opened Public Comment.**

Kelley Cisarick, 448 Harbor Drive S., stated that FCCMA offers a strong resource list for job ads, reducing the need for a recruiter. If background checks can be handled elsewhere, the FCCMA route should work well.

### **Mayor Commissioner Houseberg closed Public Comment.**

**Commissioner Bigelow:**

- Preferred a recruiter initially.
- Concerned about cost but agreed FCCMA is a practical path.
- **Vice Mayor Wilson:**
  - Favored FCCMA for its past success and quicker turnaround.
- **Mayor Houseberg:**
  - Supported FCCMA now that its availability is confirmed.
  - Highlighted cost savings and time efficiency.
  - Asked about the previous timeline for hiring City Manager Mims.

**Decision & Next Steps:**

Commissioners will submit interview questions to City Clerk Kornijtschuk.

- A timeline for the recruitment process will be created.
- Discussion will continue at the June 10th meeting, particularly concerning the City Attorney RFP.

**Additional Notes from City Attorney Mora:**

- Background check will be reviewed.
- City Manager Mims' departure is scheduled for July 25th.
- A 60-day timeline from job posting to hiring is realistic.
- Encouraged realistic expectations: average tenure for city managers is 4–5 years.
- Cautioned against over-involving the City Attorney in candidate selection for the sake of neutrality.

**Motion was made by Vice-Mayor Commissioner Wilson and seconded by Commissioner King to proceed with the FCCMA Program.**  
**Unanimous approval by acclamation.**

9. OTHER BUSINESS. None

10. ADJOURNMENT.

**Motion was made by Vice-Mayor Commissioner Wilson and seconded by Commissioner Bond to adjourn at 8:25 p.m. Unanimous approval by acclamation.**

# **AGENDA ITEM NO. 5 B**

## **CONSENT AGENDA**

**Proclamation:  
June 2025 LGBTQ Pride Month**



# CITY OF INDIAN ROCKS BEACH

## PROCLAMATION



**WHEREAS**, the month of June is designated in many communities across the United States as Pride Month and a dedicated time to celebrate the value of lesbian, gay, bisexual, transgender, queer and non-binary individuals, and to acknowledge the history of prejudice and discrimination that continues to impact the LGBTQIA+ community; and

**WHEREAS**, LGBTQIA+ Americans have made important and lasting contributions in all aspects of society from science to the arts, in addition to promoting equal rights for all regardless of sexual orientation or gender identity; and

**WHEREAS**, in the absence of our own events in Indian Rocks Beach, we encourage our residents to celebrate St. Pete PrideFest 2025; and

**WHEREAS**, the term pride signifies promoting the increased visibility, self-affirmation, and dignity of this population, and emphasizes pride in contrast to shame and social stigma that continue to be felt by many in our society, particularly youth; and

**WHEREAS**, during Pride Month, we recognize the resilience and determination of the many individuals who continue to fight against barriers to live freely and authentically; and

**WHEREAS**, the City of Indian Rocks Beach supports a workplace and community in which all individuals are treated with dignity and respect;

***NOW, therefore, I, Denise Houseberg, MAYOR-COMMISSIONER OF THE CITY OF INDIAN ROCKS BEACH, FLORIDA, and on behalf of the City Commission, do hereby proclaim the month of June 2025 to be***

## PRIDE MONTH

the City of Indian Rocks Beach, in conjunction with National Pride Month, and encourage all residents to continue to grow with us in our recognition, understanding, and celebration of diversity, build connections with one another, and live up to the ideals of freedom, equality, and justice.

**IN WITNESS WHEREOF**, I, Denise Houseberg, Mayor-Commissioner, have hereunto set my hand and caused the Seal of the City of Indian Rocks Beach, Florida, to be affixed this 10th day of June 2025.

---

Denise Houseberg, Mayor-Commissioner

**AGENDA ITEM NO. 6 A**

**PUBLIC HEARINGS**

**BOA Case 2025-02  
Quasi-Judicial Proceeding  
800 Gulf Blvd.**

## INDIAN ROCKS CITY COMMISSION STAFF REPORT

MEETING OF: June 10, 2025

AGENDA Item: 6A

ORIGINATED BY: Hetty C. Harmon, AICP, City Planner

AUTHORIZED BY: Brently Gregg Mims, City Manager

**BOARD OF ADJUSTMENTS AND APPEALS:** The board of adjustments and appeals recommended approval to the city commission by a vote of 3-0.

### **BOA CASE NO. 2025-02 – 800 Gulf Blvd.**

Variance request from Sec.110-103(a) of the Code of Ordinances, requesting to encroach into the existing front yard setback for property that is non-conforming to construct an elevated structure primarily following the existing footprint and is located at 800 Gulf Blvd Indian Rocks Beach, Florida, and legally described as a part of Lot 13, block “A”, New Haven Beach, according to map or plat thereof as recorded in Plat Book 20, Page 8, public records of Pinellas County, Florida.

Parcel # 12-30-14-59832-001-0130

---

**OWNER** Andrew J Conti  
**LOCATION of PROPERTY:** 800 Gulf Blvd  
**ZONING:** CT- Commercial Tourist

Direction	Existing Use	Zoning Category
North	Residential	CT
East	Residential	CT
South	Commercial	CT-1
West	Residential	CT

### **BACKGROUND:**

The applicant is proposing a new elevated home on this location due to storm damage from Helene. The existing structure is non-conforming due to the lot size and existing setbacks. The existing house is 616 square feet and proposed is approximately 1250 square feet. The new structure would increase the existing footprint by encroaching further into the front yard setback on the east side. The existing side setbacks are less than 5ft on one side. The increased square footage would accommodate stairs and an elevator.

Sec 110-103 allows for enlargement of a non-conforming structure only if the side setbacks are a minimum of 5ft and all other setbacks are met.

Sec 110-103(a) states the following:

*(a)Enlargement or reconstruction.* No existing structure or premises devoted to a nonconforming use shall be enlarged, extended, reconstructed, substituted or structurally altered, except when changed to a conforming use. When an existing nonconforming structure built prior to May 11, 1981, does not meet the minimum required side yard setback, an addition may be constructed on the same line as the exterior wall of the existing residential structure. Additions may extend into the required side yard setback up to the setback line formed by the nonconforming wall. The side yard setback between the extended wall of the residential wall and the property line shall not be less than five feet as long as lot coverage, height, front yard and rear yard setbacks and other requirements conform to the appropriate part of the schedules in sections 110-153 through 110-155 and a substantial improvement is not accomplished.

## **Sec. 2-152. - Variances.**

(a) *Generally; criteria for granting variances from the terms of subpart B.*

(1) The board of adjustments and appeals shall make recommendations on and the city commission shall decide variance applications will not be contrary to the public interest, where, owing to special conditions, a literal enforcement of the provisions of subpart B will result in unnecessary and undue hardship. In order to recommend or decide any variance from the terms of subpart B, the board or the city commission shall consider each of the following.

a. Special conditions and circumstances exist which are peculiar to the land, structure or building involved and which are not applicable to other lands, structures or buildings in the same zoning district.

*The existing structure as at grade and does not need stairs or an elevator which take up more square footage on the lot. An elevator is necessary to due owners disabilities.*

b. The special conditions and circumstances do not result from the actions of the applicant.

*The applicant did not create any special conditions or circumstances.*

c. Granting the variance will not confer on the applicant any special privilege that is denied by subpart B to other lands, structures or buildings in the same zoning district.

*Granting the variance would confer special privileges to the applicant.*

d. Literal interpretation of the provisions of subpart B would deprive other properties in the same zoning district under the terms of subpart B and would work unnecessary and undue hardship upon the applicant.

*The approval of this variance request would not deprive other owners of use and enjoyment of their properties.*

e. The variance granted is the minimum variance that will make possible the reasonable use of the land, structure or building; and

*This is the minimum variance to allow the owner to build an elevated home with access that is not required at grade.*

f. The granting of the variance will be in harmony with the general intent and purpose of subpart B, and such variance will not be injurious to the area involved or be otherwise detrimental to the public welfare.

*Granting the variance will not be in harmony with the general intent and purpose of subpart B.*

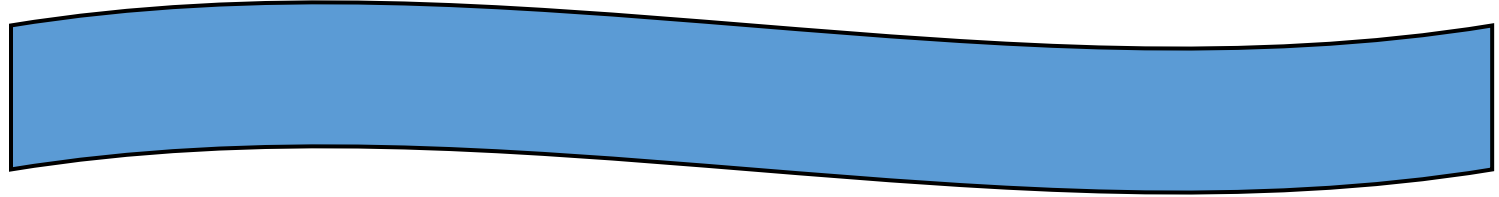
**NOTICE:** A public notice was mailed by first class mail to property owners within 150 feet in any direction of the subject property and posted on subject property on May 5, 2025 (Sec. 2-149 of the Code of Ordinances.)

**LEGAL NOTICE:** A legal notice was published in the May 28, 2025 -Edition, of the St. Pete Times Section of the Tampa Bay Times. For a public hearing that has been scheduled for June 10, 2025, for BOA Case No. 2025-02.

**CORRESPONDENCE:** No objections were received.

**MOTION:**

I move to recommend that the City Commission **APPROVE/DENY BOA CASE NO. 2025-02 – 800 Gulf Blvd.** Variance request from Sec.110-103(a) of the Code of Ordinances, requesting to encroach into the existing front yard setback for property that is non-conforming to construct an elevated structure primarily following the existing footprint and is located at 800 Gulf Blvd Indian Rocks Beach, Florida, and legally described as a part of Lot 13, block “A”, New Haven Beach, according to map or plat thereof as recorded in Plat Book 20, Page 8, public records of Pinellas County, Florida.



800 Gulf Blvd  
**BOA CASE NO. 2025-02**



**BOA CASE NO. 2025-02 –800 Gulf Blvd.**

Variance request from Sec.110-103(a) of the Code of Ordinances, requesting to encroach into the existing front yard setback for property that is non-conforming to construct an elevated structure primarily following the existing footprint and is located at 800 Gulf Blvd Indian Rocks Beach, Florida, and legally described as a part of Lot 13, block “A”, New Haven Beach, according to map or plat thereof as recorded in Plat Book 20, Page 8, public records of Pinellas County, Florida.

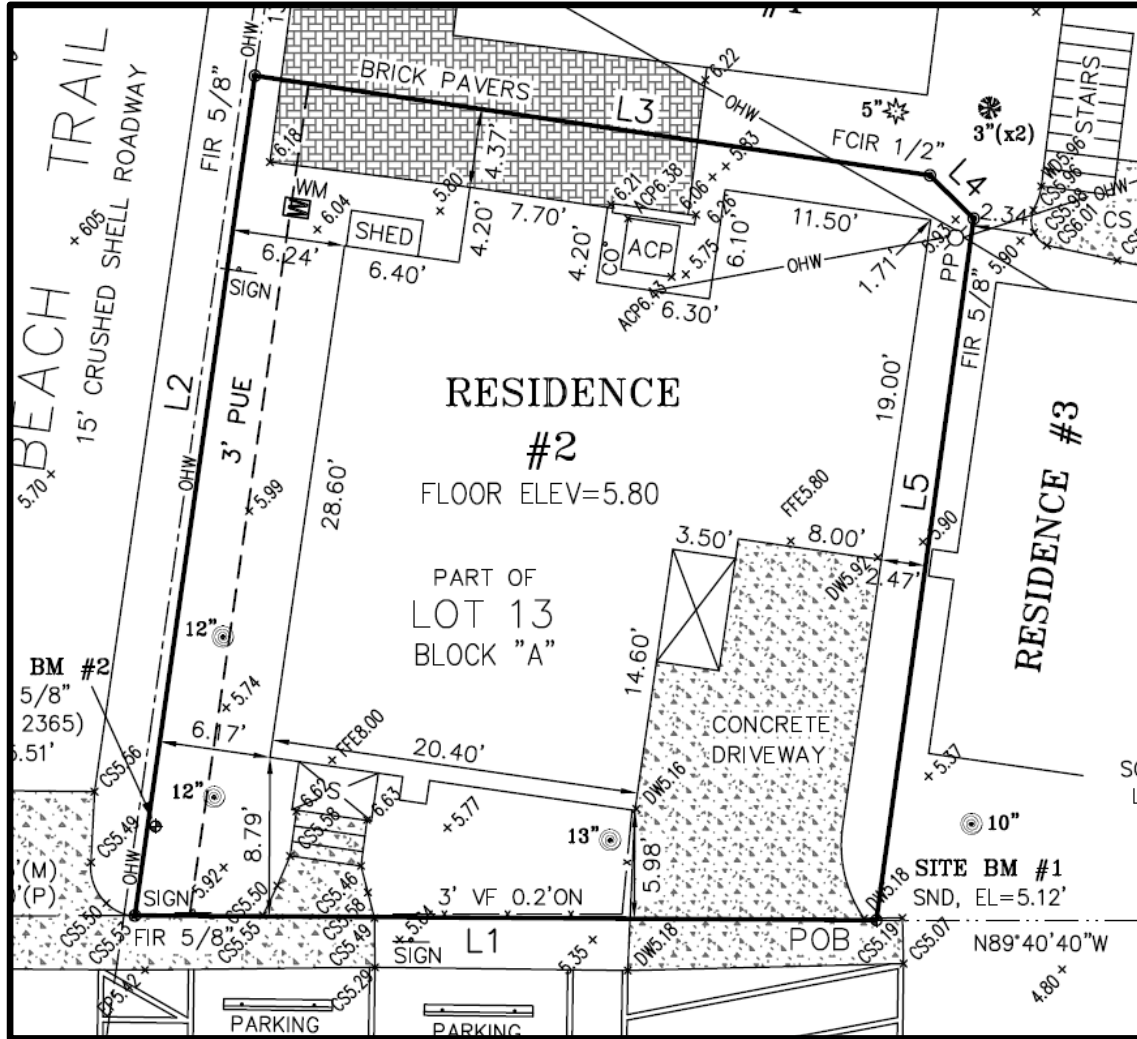


# 800 Gulf Blvd

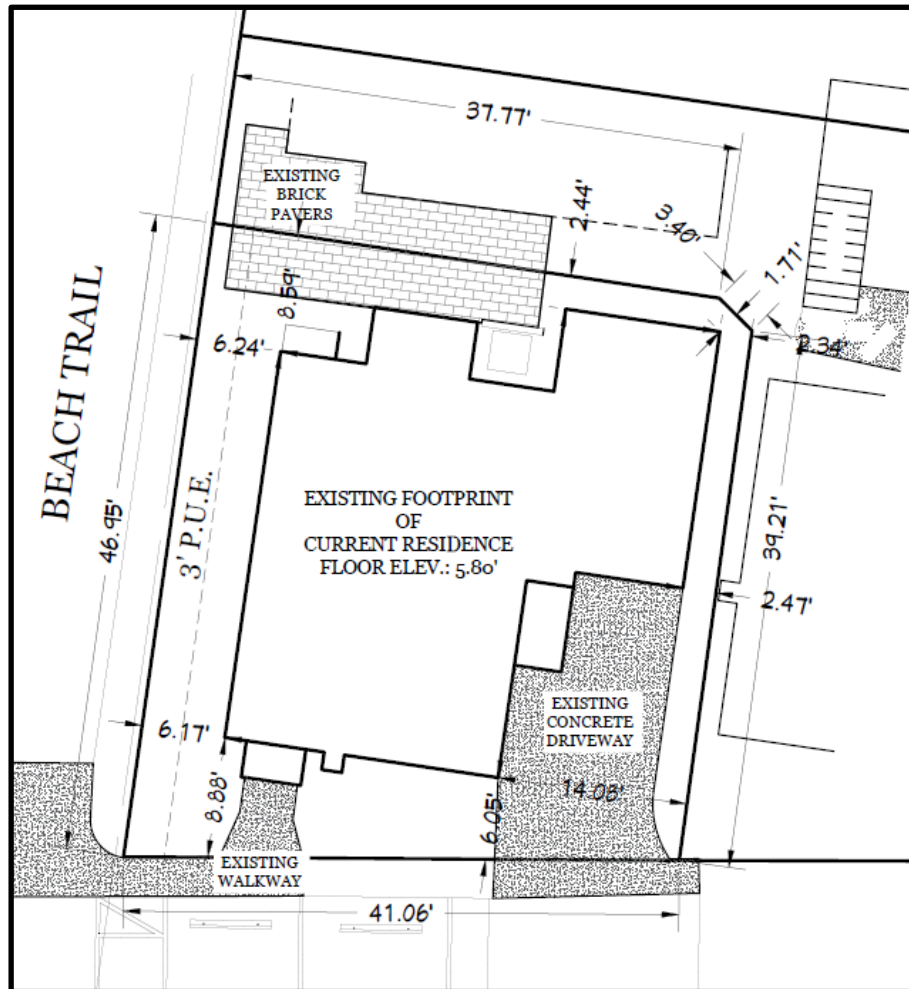




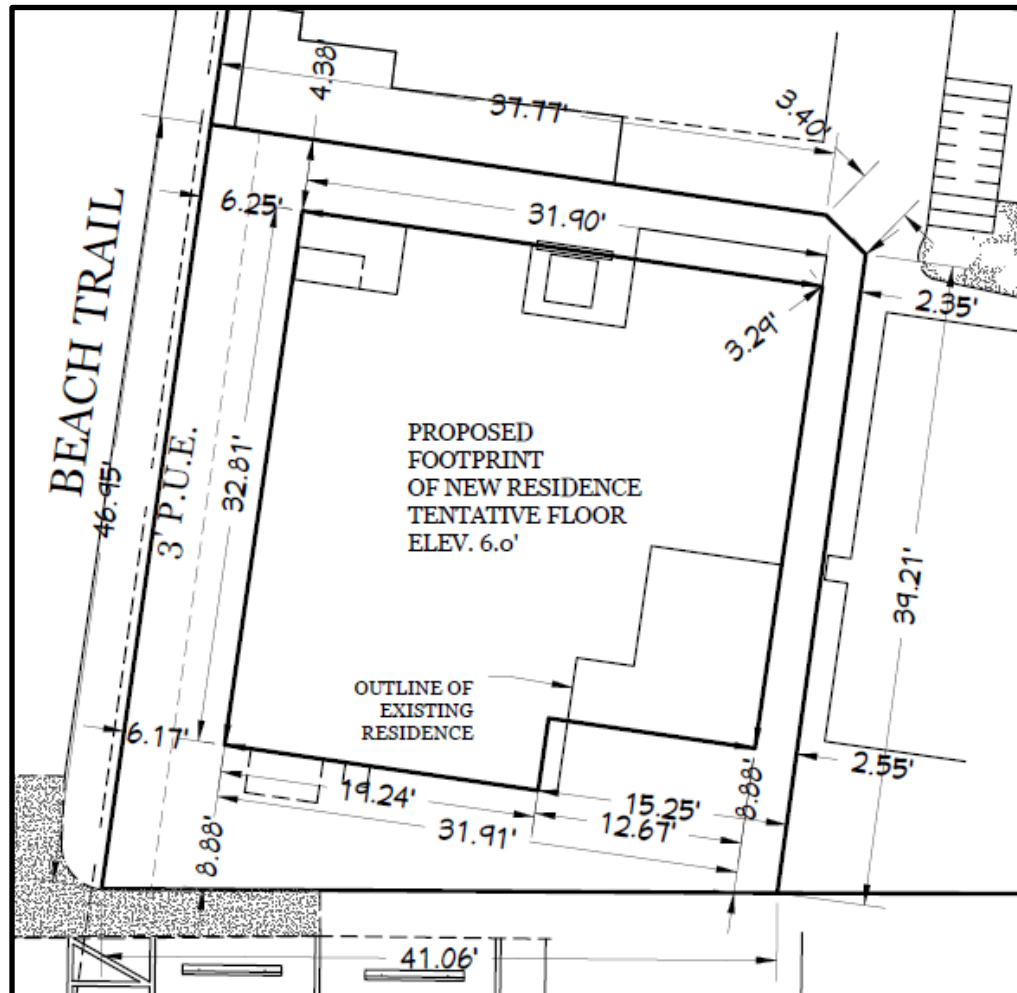
# Survey



# Existing Site Plan



# Proposed Site Plan



# Proposed Elevation



# Looking North





# Looking East





# Looking West



**AGENDA ITEM NO. 6 B**

**PUBLIC HEARINGS  
RFP for Municipal Legal Services.**



**CITY OF INDIAN ROCKS BEACH  
CITY COMMISSION AGENDA MEMORANDUM**

**MEETING OF:** June 10, 2025 **AGENDA ITEM:** 6 B

**ORIGINATED BY:** Lorin A. Kornijtschuk, City Clerk

**AUTHORIZED BY:** Brently Gregg Mims, City Manager

**SUBJECT:** Municipal Legal Services Firms – Request for Proposals (RFP)

---

**RECOMMENDATION:**

That the City Commission conduct interviews with firms that submitted proposals in response to the City's Request for Proposals (RFP) for Municipal Legal Services and provide direction regarding the selection process moving forward.

---

**BACKGROUND:**

On May 14, 2025, the City of Indian Rocks Beach issued an RFP seeking qualified firms to provide municipal legal services, including but not limited to: legal counsel to the City Council and staff, attendance at public meetings as requested, preparation and review of legal documents, and representation in legal matters. The RFP was advertised in accordance with applicable procurement procedures and posted on the City's website.

The deadline for submissions was June 6, 2025, and the City received proposals from the following firms:

- Shumaker
- Sabatini
- Brooks

***Each firm will be allotted 20 minutes to present their qualifications and respond to questions from the City Commission.***

**MOTION:** Select a firm for contract negotiations/ Request additional information / Schedule follow-up interviews.

**Shumaker, Loop & Kendrick, LLP**

June 6, 2025

Lorin Kornijtschuk  
City Clerk  
**City of Indian Rocks Beach**  
1507 Bay Palm Boulevard  
Indian Rocks Beach, FL 33785

*Via FedEx*

**Re: Response to RFP to Provide Legal Services as the Contracted "City Attorney" to the City of Indian Rocks Beach, FL**

Dear Ms. Kornijtschuk:

On behalf of Shumaker, Loop & Kendrick, LLP (Shumaker), thank you for the opportunity to submit this proposal to represent the City of Indian Rocks Beach (the City) as the Contracted City Attorney. The proposal contained herein shall remain firm for a period of one-hundred eighty (180) days from and after the date of the proposal submittal.

Our firm has deep roots in state and local government throughout Florida, with a staff comprised of former elected officials, a current City Attorney, three former mayors, and attorneys who serve or have previously served on the boards of Florida Chambers of Commerce, Economic Development Councils, and other government entities. As such, we are well equipped to uniquely provide the City with all of the legal services set forth in the RFP, including, but not limited to, representing the City in all litigation and controversies; drafting and/or approving proposed ordinances and resolutions; advising the City concerning new or proposed state or federal legislation; and serving as the legal advisor to all City officers and employees with respect to any legal matter pertaining to the affairs of the City. Shumaker agrees to comply with the requirements set forth in the RFP and the City administrative guidelines.

We propose that Matthew (Matt) Maggard serve as Indian Rocks Beach's City Attorney, with the strategic support and consultation of Ron Christaldi. As the current City Attorney for the City of Zephyrhills and Hearing Officer for Pasco County, Matt has a deep, comprehensive understanding of the legal issues that Florida local governments face on a daily basis, as well as the larger issues that the recent hurricanes have posed for municipalities across the west coast of Florida. He will utilize his experience and legal acumen in practice areas such as litigation and real estate to deftly guide the City's legal needs, and he will be supported by a team of seasoned attorneys who have experience representing Florida municipalities and other government entities.

Ron Christaldi is a long-time condo owner in Indian Rocks Beach and is in his third decade of representing governmental and quasi-governmental entities. For the past four years, he has been named as one of the

Power 100 in Tampa Bay by the *Tampa Bay Business Journal*, and he has been recognized as one of the 100 Most Influential Attorneys in the Nation by *The Business Journals*. He is personally committed to actively assisting the City.

Although Shumaker does not have a "Certificate of Authority," any Partner is authorized to execute contracts on behalf of the firm.

Shumaker boasts one of the most experienced legal teams of any firm in Florida, with offices in Hillsborough, Pinellas, and Pasco Counties. Our standard rates are much higher than the rates quoted in this response, but we are committed to a blended rate for all professionals at a significant discount because we believe we are best suited to provide legal services to the City. Every member of our team is committed to being actively engaged with the City as needed.

As a condition for submitting this proposal, Shumaker agrees that any decision of the City regarding the award of this contract, if any, is final, and Shumaker agrees not to litigate any issue concerning the selection process. We agree that should Shumaker institute or threaten litigation relating to this RFP and the selection process, our firm shall forfeit any right to any proposed contract and/or damages claimed with regard to the award thereof.

We look forward to the opportunity to serve the City's legal needs. If you have any questions regarding our firm's experience or capabilities, please do not hesitate to contact us.

Very truly yours,



Matthew E. Maggard  
Dade City Managing Partner  
13134 US Highway 301  
Dade City, FL 33525  
352.437.1501



Ronald A. Christaldi  
Partner, President/CEO, Shumaker Advisors Florida, LLC  
101 E. Kennedy Blvd, Suite 2800  
Tampa, FL 33602  
813.221.7152



# Shumaker Response to the City of Indian Rocks Beach RFP to Provide Legal Services as the Contracted "City Attorney"

June 6, 2025

---

**PREPARED FOR:**

**Laura Kornijtschuk**  
City Clerk  
City of Indian Rocks Beach  
1507 Bay Palm Boulevard  
Indian Rocks Beach, FL 33785

**PREPARED BY:**

**Matthew E. Maggard**  
Dade City Managing Partner  
352.437.1501 direct  
[mmaggard@shumaker.com](mailto:mmaggard@shumaker.com)

**Ronald A. Christaldi**  
Partner  
President/CEO, Shumaker Advisors Florida, LLC  
813.221.7152 direct  
[rchristaldi@shumaker.com](mailto:rchristaldi@shumaker.com)

101 E. Kennedy Boulevard, Suite 2800  
Tampa, FL 33602

100 Second Avenue South, Suite 902-S  
St. Petersburg, FL 33701



# Table of Contents

---

Management and Technical Approach	5
Resumes	12
Similar Projects and References	27
Fee Schedule	28
Equal Employment Opportunity	29
Statement of Public Entity Crimes	30
Insurance	31
Public Records	32
Conditions of Submission	33
Certificate of Good Standing	35
Certification	36
Special Instruction Items	38
Item 1	38
Item 2	38
Item 3	38
Item 4	38
Item 5	39
Item 6	39

# Management and Technical Approach

---

## STAFFING LEVEL

The attorneys listed below would likely conduct work on behalf of the City:

### City Attorney: Matthew E. Maggard | Dade City Managing Partner

- J.D., Florida Coastal School of Law | B.S., *cum laude*, Food and Resource Economics, University of Florida
- Function: Carry out the role of Contracted City Attorney

### Relationship Attorney: Ronald A. Christaldi | Partner, President/CEO, Shumaker Advisors Florida

- J.D., *magna cum laude*, Florida State University College of Law | M.A., International Affairs, Florida State University | B.A., History, New College of Florida
- Function: Provide strategic support and guidance to the City Council

### Jennie Granahan Tarr | Of Counsel

- J.D., Oral Roberts University | B.A., University of South Florida
- Board Certified in City, County, and Local Government Law; Florida Supreme Court County/Circuit Civil Mediator
- Function: Support the Contracted City Attorney in governmental matters

### Matthew Newton | Partner

- J.D., *cum laude*, Stetson University College of Law | B.A., New College of Florida
- Board Certified in City, County, and Local Government Law
- Function: Provide government law support and guidance to the Contracted City Attorney

### Sarah M. Glaser | Partner

- J.D., Stetson University College of Law | M.B.A, Stetson University College of Law | B.S., *magna cum laude*, Industrial Management with a Minor in Industrial Engineering, Purdue University
- Function: Support the Contracted City Attorney in litigation matters

### Daniel J. DeLeo | Partner

- J.D., DePaul University College of Law | B.A., with honors, Albertson College of Idaho
- Function: Support the Contracted City Attorney in litigation matters

### Rick Kriseman | Executive Vice President and Principal U.S. Cities Practice

- J.D., Stetson University | B.S., Broadcasting, University of Florida
- Former Mayor of St. Petersburg, FL

- Function: Support the Contracted City Attorney with policy matters

**Bob Buckhorn | Executive Vice President and Principal U.S. Cities Practice**

- B.A., Political Science, Pennsylvania State University
- Former Mayor of Tampa, FL
- Function: Support the Contracted City Attorney with policy matters

**Sandra L. "Sandy" Murman | Executive Vice President and Principal Local Practice**

- B.A., Marketing, Indiana University
- Past Chair of the Hillsborough County Commission
- Former Speaker Pro Tempore of the Florida House of Representatives
- Function: Support the Contracted City Attorney with policy matters

**Ashton J. Hayward | Principal**

- B.S., Political Science, Florida State University
- Former Mayor of Pensacola, FL
- Function: Support the Contracted City Attorney with policy matters

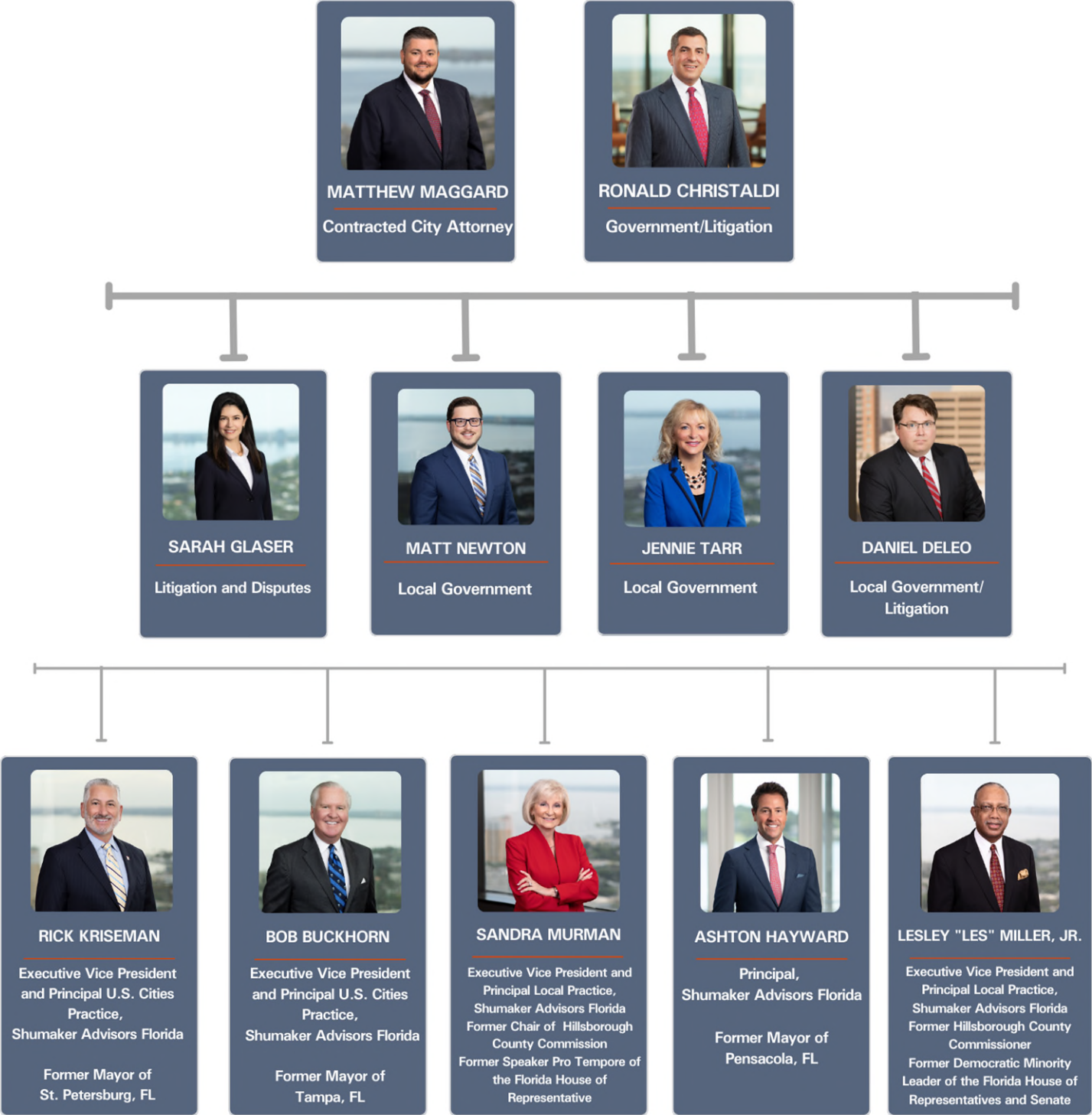
**Lesley "Les" Miller, Jr.**

- Ph.D., Humane Letters, Florida Agricultural and Mechanical University | M.B.A., Public Administration, University of South Florida | B.A., Political Science, University of South Florida
- Past Chair of the Hillsborough County Commission
- Former Democratic Leader (Minority Leader), Democratic Leader Pro Tempore, and Democratic Whip of the Florida Senate
- Former Democratic Leader (Minority Leader) of the Florida House of Representatives
- Function: Support the Contracted City Attorney with policy matters



# Organizational Chart

Below, please find an organizational chart of the proposed Shumaker team for work with the City.



## LOCAL/MUNICIPAL RELATED MATTERS

Matthew Maggard, the proposed Contracted City Attorney, has handled more than 60 formal local/municipal related matters in the year proceeding the submission of this proposal and pertaining to the following legal matters:

- General City Attorney Services, City of Zephyrhills
- Zephyrhills Community Redevelopment Agency Attorney
- General municipal legal advice
- Utility drainage easement encroachment
- State appropriation requests
- Various municipal procurement agreements
- Review Request for Proposals and Requests for Qualifications
- Procurement oversight
- Eminent domain
- Permitting issues
- Ordinance drafting
- Independent Hearing Officer legal services
- Special Magistrate for Pasco County
- Quiet title action
- Code enforcement violations and prosecution in County Court
- Utility line damage collections
- Zoning and Land Use, municipal and private clients
- Demolitions
- Lease agreements for municipal landlords
- Risk protection orders (11 matters)
- Zephyrhills Police Department
- Collective Bargain Negotiations with municipal client
- Municipal construction – contract negotiation and preparation

## TIMELY HANDLING OF MATTERS

The proposed Contracted City Attorney will be supported by a team of experienced attorneys and advisors, ensuring that Shumaker will handle all matters from the City in a timely manner.

## STATEMENT OF DISCLOSURE REGARDING FEE SHARING ARRANGEMENTS

We do not anticipate entering into a fee sharing arrangement with other law firms in any matter conducted for the City.

## HIGH PROFESSIONAL STANDARDS

Shumaker prides itself on its high professional standards befitting of a century-old, AmLaw 200 law firm. We will maintain these high standards in all communications and other dealings with the City.

## REPORTING AND TRACKING MATTERS

Shumaker is committed to transparency, accountability, and efficient management of all legal matters entrusted to us by the City. To ensure robust oversight and seamless communication, we propose the following methods for tracking and reporting the status of legal matters:

### 1. Multi-Level Case Management System

We will utilize a multi-level case management process, which utilizes the newest technology such as 3E, iManage, iTimekeep, and a customized SharePoint system. This allows each attorney and staff member at the firm to access, review, and contribute to the matter documents, calendar, and billing. Our system will allow:

- Assignment of unique identifiers for each matter
- Categorization by department, issue type, priority, and status
- Centralized calendaring of case activity, deadlines, and responsible attorneys
- Document management and version control

### 2. Designated Point of Contact

Shumaker will designate Matt Maggard as the Contracted City Attorney, and he will serve as the liaison between the City, the City Manager, and the City Commission. We will assign a paralegal to coordinate and track all matters for the City, and Matt will give a verbal report at each City Council meeting and provide written reports as requested by the City Council. Matt will be responsible for consolidating updates and ensuring timely communication on legal matters.

### 3. Monthly Status Reports for Litigation

We will prepare and deliver monthly written status reports for litigation matters that include:

- A list of all active and pending cases
- Key developments and milestones
- Upcoming deadlines and court dates
- Risk assessments and recommended actions
- Closed matters during the reporting period

Reports will be formatted for clarity and will be structured to facilitate quick review by City officials.

### 4. Quarterly Briefings (Optional or As Requested)

In addition to written reports, Shumaker is available to present quarterly in-person briefings to the City Commission and City Manager. These briefings can highlight significant trends, legal exposures, and progress on high-priority cases.

#### **5. Ad Hoc Updates on Critical Issues**

For urgent or high-impact matters, we will provide immediate status updates via phone or email, followed by written summaries. This ensures the City remains informed on time-sensitive issues that require prompt action or input.

#### **6. Continued Communication for Contracted City Attorney Services**

For customary City Attorney duties, Matt will stay in constant contact with the City Manager to ensure all tasks are completed appropriately and in a timely manner.

#### **7. Compliance with Public Records Requirements**

Our attorneys have significant local government experience and a deep understanding of Chapter 119, Florida Statutes. Shumaker maintains all records in a safe, secure and compliant manner, which allows the City's compliance with records requests pursuant to Chapter 119, F.S.

#### **8. Confidentiality and Security**

Shumaker's management system utilizes up-to-date software and a full-time IT department. Our firm takes pride in keeping all client information safe and secure by maintaining the most up-to-date system to ensure compliance with legal confidentiality standards and cybersecurity protocols.

### **WORKING WITH CITY EMPLOYEES**

Shumaker attorneys have a long history of working closely with City Managers, Boards, Committees, and other municipal departments/employees to achieve the goals of our clients. We are confident in our team's ability to work closely with employees of the City throughout the entirety of the engagement.

### **SHUMAKER APPROACH TO REPRESENTING THE CITY**

Ron Christaldi has been a condo owner in Indian Rocks Beach for over 16 years, and he and the entire Shumaker team are committed to helping advise the City. Matt Maggard has extensive experience acting as a City Attorney and will provide Contracted City Attorney services to the City. Ron Christaldi will assist Matt and will be available to the Mayor, City Council, and the City Administrator for strategic advice and planning as needed. Jennie Tarr and Matt Newton are both Board Certified in City, County, and Local Government Law, have extensive local government experience, and will act as Assistant City Attorneys on an as-needed basis. Shumaker is also making three immediate-past mayors (Rick Kriseman - St. Petersburg; Bob Buckhorn - Tampa; and Ashton Hayward - Pensacola) and two former Chairs of the Hillsborough County Commission (Sandy Murman and Les Miller) available for consultation with the Mayor, City Council, and the City Manager on an as-needed basis for strategic input and guidance on policy and litigation matters. Shumaker also has tremendous experience in providing public affairs services to coastal communities such as the City of St. Pete Beach and the City of Madeira Beach, which



will permit us to provide unique insights to the Contracted City Attorney on state and federal issues. No other firm has more depth, breadth, and proven experience in offering services to the City of Indian Rocks Beach.

## Resumes

---

Below, please find the resumes of the Shumaker attorneys proposed for this work.



**Matthew E. Maggard**

Dade City Managing Partner

352.437.1501

[mmaggard@shumaker.com](mailto:mmaggard@shumaker.com)

Matthew (Matt) is dedicated to serving the community, focusing his practice on city and local government representation, as well as real estate, development, construction, and financing transactions. Matt is a member of the Public Policy & Government Affairs; Real Estate, Construction & Development; and Litigation & Disputes Service Lines. He currently serves as the City Attorney for the City of Zephyrhills, a Special Magistrate for Pasco County, and a Hearing Officer for Pasco County. In addition to his public, city, and government work, private clients turn to him for counsel on Florida laws.

His proven track record of litigation success has resulted in long-term relationships, where he provides clients with legal guidance in a variety of areas of law, including business, real estate, civil litigation, and estate planning and probate. Matt's philosophy towards his clients is to build a relationship based on trust, advocacy, and availability. His clients view him as someone they can always turn to for help with any problem.

### Professional Associations

- The Florida Bar
- Title Agent for Old Republic National Title Insurance Company and Member of Attorneys' Title Fund (The Fund)
- East Pasco Bar Association, Member (Present), Founding Member, Inaugural President, 2015-2017
- Greater Dade City Chamber of Commerce, Chairman 2022-2024, Board of Directors, 2018-2024
- Greater East Pasco Chamber of Commerce, Past Chairman
- Rotary Club of Dade City, Member 2013-2024, Past President, 2016-2017
- Saint Leo University, Board of Trustees



### **Ronald A. Christaldi**

Partner, President/CEO, Shumaker Advisors Florida, LLC

813.221.7152

[rchristaldi@shumaker.com](mailto:rchristaldi@shumaker.com)

A prominent business lawyer in Florida, and as President & CEO of Shumaker Advisors Florida, Ron is a hard-working and intensely prepared lawyer with a broad practice comprised of both transactions and complex litigation. Colleagues and clients alike describe him as an indispensable part of their team when they want to get a big deal done, prevail in complicated litigation, or solve a complex problem.

Ron has been selected to *The Business Journal's* list as one of the Nation's 100 Most Influential Attorneys and has been recognized as one of the Top 50 Lawyers in Florida and one of the Best Lawyers in America by a variety of associations and magazines. He is also a State of Florida Licensed Realtor.

Ron has extensive experience representing governmental and quasi-governmental entities, including public records and public meeting issues, sovereign immunity, public-private partnership deals, and a wide variety of policy issues. A proud community advocate, Ron has held a wide range of leadership positions locally and across Florida, supporting economic development, leadership initiatives, and vital community causes. His current service includes roles as:

- Chair of the Board of Supervisors for Moffitt Cancer Center/Speros' Innovation Community Development District
- Vice Chair of the New College of Florida Board of Trustees
- Chair of the Tampa Bay Economic Development Council
- Chair of Leadership Florida Board of Directors
- Board Member of the Tampa Bay African American Arts and Cultural Center
- Leadership Florida, Chair of the Board of Directors (2024-2025), Board Member (2020-Present), State Program Committee Member (2019-2020), Governance Committee (past), Audit Chair (past), Cornerstone Class XXXVI (2017-2018)
- New College of Florida, Board of Trustees (2020-present), Board Vice Chair (2021-present), Finance & Administration Committee (Chair), Presidential Evaluation Committee, Presidential Search Committee (Past Chair)
- Tampa Museum of Art, Vice Chair (2023-present), Board of Trustees (2020-Present), Executive Committee, Governance Committee (Co-Chair)
- Florida Council of 100, (2024-present)

Ron's community work also includes serving a central role in helping to connect Tampa Bay with the world with his work in international relations, including maintaining sister city relationships in Ireland and Italy.

### **Professional Associations**

- Shumaker Advisors Florida, LLC, President/CEO 2017–Present
- District of Columbia Bar, Member



- Florida Bar, Member and Health Law Certification Committee, 2022
- Ohio Bar, Member
- Hillsborough County Bar Association, Member, past Chair of the Health Law Section
- American Health Lawyers Association, Member
- State of Florida Licensed Realtor, Member
- American Heart Association, Executive Cabinet (2018-2022), Heart Ball Chair (2021)
- Feeding Tampa Bay, Capital Campaign Committee (2021-2024)
- *Florida State University Journal of Land Use & Environmental Law*, Advisory Board (1996-Present)
- Friends of the Riverwalk, Board of Directors (2014-2020), Governance Committee (Past-Chair), Executive Committee (2014-2016), Administration Committee Chair (2014-2020)
- Leukemia & Lymphoma Society, Chair Emeritus, Executive Leadership Committee (2018), Light the Night Walk, Chair (2018)
- Super Bowl LV Host Committee (2020-2021), Member
- *Tampa Bay Business Journal* Leadership Trust, Founding Member
- Tampa Bay Chamber, Board of Directors, Executive Committee (2010-2016), Past Chair (2015), Vice Chair (2014), Co-Chair Public Policy Committee (2012), Treasurer (2013), General Counsel (2010-2012), Cultural Affairs Committee (2000-2005), Water Policy Task Force (1996-1998)
- Leadership Tampa Alumni (2003 Class)
- Tampa Bay Economic Development Council, Chair (2024-2025), Vice Chair (2023-2024), Secretary/Treasurer (2022-2023), General Counsel (2020-2022), Executive Committee, International Business Development Committee, Relocation Task Force Committee, Prosperity Foundation Capital Campaign Captain (2021-2023), Audit & Finance Committee Member (2017), Economic Recovery Task Force Retention and Business Support Working Group (Past Member)
- Tampa Connection, Class 1998-1999
- USF Contemporary Art Museum & Graphic Studio, Council Member
- Ybor City Development Corporation, Board of Directors (2019-2021)
- Ybor City Lions Club, Member

## Honors

- Legal Elite Notable Managing Partners, *Florida Trend* magazine, 2023
- *Tampa Bay Business Journal's* Power 100: Tampa Bay's most influential leaders, 2021-2025
- Tampa Bay Chamber's 2024 H.L. Culbreth Leadership Award Recipient
- Tampa Bay Chamber's 2020 Parke Wright III Leadership Award Recipient
- *The Business Journal's* National List of the 100 Most Influential Attorneys
- AV® Peer Review Rated by Martindale-Hubbell
- *Best Lawyers in America*, 2009-2024
- Florida Super Lawyer by *Super Lawyers* magazine, 2006, 2008-2016, 2018-2024
- Florida Legal Elite by *Florida Trend* magazine
- Top 100 Lawyers in Florida by *Super Lawyers* magazine, 2011-2013
- Top 50 Super Lawyers – Tampa Bay by *Super Lawyers* magazine, 2013
- Best Lawyers "Tampa Health Care Law Lawyer of the Year," 2013, 2018
- Tampa Top Lawyers, Government Relations Practice, *Tampa Magazine*, 2019



- *Tampa Bay Business Journal's "40 Under 40"*
- Tampa Bay Businesses for Culture and the Arts Individual Impact Award, 2014
- 2016 Lions World Vision Institute Light of Sight Award



### **Matthew Newton**

Partner

813.227.2227

[mnewton@shumaker.com](mailto:mnewton@shumaker.com)

Communities and businesses turn to Matt when they need a Board Certified expert in City, County, and Local Government Law. From community planning and zoning applications, permitting and exaction controversies to preemption questions and separation-of-power disputes, Matt's deep, technical knowledge gives his clients an advantage when navigating the complex legal landscape of Florida's cities, counties, and special districts.

When advocating for his clients, Matt works tirelessly to ensure their stories and positions are set before the tribunal in a logical, compelling, and accessible manner. This knack for uncomplicating legal concepts is the result of meticulous research, intense preparation, and a genuine passion for understanding the subject material.

Matt's passion for demystifying complicated legal frameworks has led to his frequent appearance on local media outlets to explain new developments in the law in a clear and engaging manner.

### **Professional Associations**

- Leadership Tampa Alumni, Class of 2024
- Community Tampa Bay (Past Chair)
- Stageworks Theatre
- Kiwanis Club, Midtown Tampa
- Columnist, La Gaceta (The Reasonable Standard)
- Hillsborough County Bar Association

### **Honors**

- Annually Recognized by Best Lawyers: Ones to Watch since 2021
- Annually Recognized by Super Lawyers: Rising Stars since 2022



### **Jennie Granahan Tarr**

Of Counsel

813.956.6760

[jtarr@shumaker.com](mailto:jtarr@shumaker.com)

Board Certified in City, County, and Local Government Law, and a Florida Supreme Court County/Circuit Civil Mediator, Jennie practiced for 35 years in the Hillsborough County Attorney's Office, where she served as a Chief Assistant of the Countywide Services and Litigation Division for the majority of her career, having responsibility for litigation, eminent domain, social services, and indigent health care.

Most recently, she served as the Chief Assistant for the Employment and Regulatory Division of the Hillsborough County Attorney's Office, and she was part of a team providing labor and employment advice to the Hillsborough County Board of County Commissioners, the County Administrator, and all related departments and agencies under the County Administrator, which encompassed approximately 5,000 employees in Florida's fourth largest county.

In addition, Jennie was responsible for providing legal advice in regulatory areas, such as emergency management, to the Public Transportation Commission, animal services, childcare licensing, fire rescue, and code enforcement. Jennie served as legal counsel for the Hillsborough County Diversity Advisory Council, the Law Library Advisors, CareerSource Tampa Bay, and the Hillsborough County Hospital Authority, a dependent special district, which is the landlord for Tampa General, Hillsborough County's largest hospital.

### **Professional Associations**

- Florida Bar, Member
- Hillsborough County Bar Association, Member
- Hillsborough Association for Women Lawyers, Member
- Hillsborough County Hospital Association, General Counsel
- International Municipal Lawyers Association, Board Member
- J. Clifford Cheatwood Inn of Court, Master
- Junior League, Sustainer
- The 13<sup>th</sup> Judicial Circuit Professionalism Committee, Member
- Leadership & Innovation Forum of Tampa (LIFT), Member
- Tampa Bay Partnership, Talent Working Group, Subcommittee on Education

### **Honors**

- International Municipal Lawyers Association James H. Epps, III Award for Longevity of Service to a Community
- 2019 Hillsborough County Bar Association's Professionalism Award, Government Sector



**Sarah M. Glaser**

Partner

813.676.7204

[sglaser@shumaker.com](mailto:sglaser@shumaker.com)

Clients turn to Sarah for sound strategic advice. Focusing on litigation, she represents clients in a variety of disputes. Sarah's strong organizational and communication skills enable her to efficiently and effectively assess the merit of a dispute and execute a strategy that fits the legal and business needs of her clients.

**Professional Associations**

- Humane Society of Tampa Bay
  - Board of Directors, President, 2023-2025
  - Board of Directors, Vice President, 2022
  - Board of Directors, 2021-present
  - Development Committee, Chair
  - Governance Committee Member
  - Planned Giving Committee, Member
  - Tuxes and Tails Committee, Member, 2019-present
- 2018-2019 Co-chair, TASTE @ The Straz, Straz Center for the Performing Arts
- 2017-2020 Chair, Shumaker, Loop & Kendrick, LLP Women's Leadership Initiative
- Broadway Ball After Hours Committee, Straz Center For the Performing Arts
- Hillsborough County Bar Association
  - Chair, Community Services Committee, 2011-2013
  - Leadership Institute, Class of 2010-2011
- *Lawyer Magazine*, former Editorial Board Member
- American Bar Association

**Honors**

- Florida Rising Star by *Super Lawyers* magazine, 2017, 2018



**Daniel J. DeLeo**

Partner

941.364.2740

[ddeleo@shumaker.com](mailto:ddeleo@shumaker.com)

Dan is Board Certified in Litigation, and his practice focuses on complex disputes. He is an experienced trial lawyer who frequently represents public entities, including Florida public school boards, in a variety of disputes.

Leveraging his broad litigation background, Dan represents clients in both state and federal courts, as well as in alternative dispute resolution mechanisms such as arbitration proceedings and mediations. He has experience in:

- General litigation, business organizations, creditors' rights, the Uniform Commercial Code, restrictive covenants, and business torts
- Handling real estate valuation litigation, real estate property development litigation, and fraud and conversion claims
- Commercial foreclosures and other complex litigation both on behalf of plaintiffs or defendants

He is licensed to practice in both Florida and Illinois, and he is admitted to practice before the U.S. Supreme Court and federal court districts in both states.

### **Professional Associations**

- Sarasota County Bar Association
- Florida Bar, Business Law Section
- Federal Trial Bar in the Northern District of Illinois
- Economic Development Corporation of Sarasota County, Board Member
- Conservation Foundation of the Gulf Coast, Past Chair and Advisory Board Member
- School Board of Sarasota County, Financial Advisory Committee
- Forty Carrots Family Center, Advisory Board
- Citizens for Better Schools, President, Chair One Mill Referendum raising more than \$55 million per year for Sarasota County Schools
- Community Foundation of Sarasota County, Board Member
- Leadership Florida, Member
- Leadership Sarasota, Class of 2012
- Greater Sarasota Chamber of Commerce, Board of Directors

### **Honors**

- *SRQ Magazine*: Elite Top Attorneys, Commercial Litigation, 2020–2022
- *Best Lawyers in America*, 2020–2024
- Best Lawyers "Sarasota Litigation – Construction Lawyer of the Year," 2023



**Rick Kriseman**

Executive Vice President and Principal U.S. Cities Practice

813.676.7271

[rkriseman@shumaker.com](mailto:rkriseman@shumaker.com)

With more than 30 years of legal experience and 20 years of combined government and political experience, Rick brings to Shumaker Advisors experience at both the state and local levels. Having deep roots in government and the community, Rick served as the 53<sup>rd</sup> mayor of St. Petersburg, Florida from

2014 to 2022. Under his leadership, St. Pete was ranked as Florida's best-managed and fiscally strongest city and received numerous accolades, including being named one of the top places to visit in the world by the *New York Times* and one of the 20 best places to live by *Southern Living*.

In his first term, Rick delivered on his promise to build a new pier and police station, establish community-oriented policing, implement curbside recycling, and elevate St. Pete's profile in the world. His work to prepare St. Pete for a changing climate, transition the city to 100 percent clean energy, and expand and preserve green space continued into his second term. In 2019, the global network 'Apolitical' named Rick one of the world's 100 most influential climate policy leaders. He was subsequently asked to lead the U.S. Conference of Mayors' Committee on the Environment.

A proponent of alternative transportation, Rick led the effort to launch the Cross Bay Ferry and worked with the St. Petersburg City Council to adopt a Complete Streets policy, implement the city's bike share and e-scooter program, and introduce Bus Rapid Transit to the Sunshine City – the first of its kind in Tampa Bay.



#### **Bob Buckhorn**

Executive Vice President and Principal U.S. Cities Practice

813.676.7278

[bbuckhorn@shumakeradvisors.com](mailto:bbuckhorn@shumakeradvisors.com)

With a long history of service in the City of Tampa, Bob is Executive Vice President and Principal U.S. Cities Practice for Shumaker Advisors Florida, where he provides communications strategy, public affairs consulting, and business development services across Florida. In his role, he remains focused on economic development opportunities and urban development strategies, while working with clients to improve the overall quality of life in the community.

Bob served as the Mayor of Tampa, Florida from 2011 to 2019, where he led more than 4,300 dedicated, hard-working, and forward-thinking civil servants. As mayor, Bob led Tampa out of the largest recession since the Great Depression. Facing a \$30 million deficit upon taking office, he annually balanced Tampa's billion-dollar budget eight straight years and made strategic investments in infrastructure to prepare Tampa for the future. One of Bob's first acts as mayor was to create a diverse panel of local business people and community activists to help reshape how City Hall does business. Bob spearheaded the development of the Invision Plan, a blueprint for the development of our urban core, and he successfully worked with the Obama Administration to secure a grant to complete the Tampa Riverwalk.

#### **Professional Associations**

- Tampa Bay Partnership, Housing Affordability Task Force
- Leadership Florida Cornerstone Class Seven, Member
- University of South Florida National Academy of Inventors, Honorary Member

#### **Honors**

-

- American Institute of Architects (AIA) Tampa Bay Award of Excellence, 2012
- Moffitt Momentum Award, Moffitt Cancer Center
- Whatever It Takes (WIT) Tampa Bay International Person of the Year Award, 2014
- Associated Builders & Contractors "Friend of the Free Enterprise Award," 2012
- Florida Bicycle Association and Bike Florida Share the Road Leadership Award, 2014
- CREW Tampa Bay/IP Capital Partners CREW Excellence Award for Civic Leader of the Year, 2014
- Creative Loafing Best of the Bay Local Politician, 2016
- Creative Loafing Local Hero Award, 2014
- Creative Loafing Best Mayor Award, 2018
- YMCA Community Impact Award Community Leader Award, 2015
- Prevent Blindness Person of Vision Award, 2016
- Boys Scouts of America Distinguished Citizen Award, 2018
- University of South Florida Health Morsani College of Medicine's Dean's Award
- Hillsborough River Interlocal Planning Board Hillsborough River Stewardship Award, 2018
- U.S. Conference of Mayors top 2018 award: the 1<sup>st</sup> Place Large City Livability Award for City of Tampa's Parks & Recreation "Stay and Play Program
- University of South Florida Chairman's Award
- Tampa General Hospital James M. "Red" McEwen Memorial Award; The Gold Shield Foundation Philip A. McNiff Award
- Tampa Downtown Partnership 2018 Annual Urban Excellence Award for Public Sector



**Sandra L. "Sandy" Murman**

Executive Vice President and Principal Local Practice

813.676.7276

[smurman@shumakeradvisors.com](mailto:smurman@shumakeradvisors.com)

Sandy has a long history of serving the community in which she lives for over 40 years, including a term as Hillsborough County Commissioner, District 1 from 2010 to 2020. Sandy was elected by her fellow commissioners as Chairman of the Board of County Commissioners from 2014-2015 and 2017-2018. Prior to joining the County Commission, Sandy served eight years as a member of the Florida House of Representatives and was the first Republican woman to hold the position of Speaker Pro-Tempore.

As Hillsborough County Commissioner, Sandy focused on:

- Economic development for small businesses and creating jobs
- Transportation, where she worked with local leaders to craft future effective transportation policy
- Ending homelessness and fighting the opioid crisis
- Tackling human trafficking through awareness and education
- Addressing mental health and substance issues through a successful jail diversion program
- Providing high-quality critical children's services in the county through her creation of a Blue Ribbon Committee for Child Safety

Sandy served on the Career Source Tampa Bay board for 10 years and was Vice-Chairman for the same, which gives her keen insight on the agency and workforce development issues at the local, state, and federal levels. During her tenure in the legislature, Sandy held numerous leadership positions on House Appropriations, Health and Human Services Appropriations, and Health Policy Council. She also spearheaded reforms to nursing homes, the creation of Early Childhood education funding, funding for hospitals, the creation of workforce development boards, and many more initiatives affecting children, seniors, and working citizens in the community.

Sandy has been directly involved and recognized by more than 30 organizations that support the community and enhance the lives of children and families, such as the Leadership Award by the Working Women of Tampa Bay, Junior Achievement Outstanding Alumna Award, Community Award as the founder of the Pace Center for Girls in Tampa Bay, Community Impact Award by the YMCA, and many others. She is involved with Junior Achievement, Starting Right Now, Phoenix House, Centre for Women, and Tampa Museum of Art, and she spearheaded the campaign to build the Glazer Children's Museum. She works with children in foster care through the Children's Home Network and is a Guardian ad Litem.

### **Professional Associations**

- American Cancer Society Board, Member
- Athena Society
- Behavioral Health Task Force
- Blue Ribbon Committee on Child Safety (BRCCS)
- CareerSource Tampa Bay Board, Member, Past Vice Chairman
- Catholic Women's Club
- Children's Home Board, Member
- Children's Board of Hillsborough County, Past Member
- Council of Governments, Past Member
- Courtney Campbell Scenic Highway Corridor Advisory Committee, Past Member
- DACCO Advisory Board, Member
- Dementia Care and Cure Initiative (DCCI) Task Force, Member
- Dream Givers, Co-Founder
- Early Learning Coalition Board, Past Member
- Eckerd Community Alternatives Advisory Council, Member
- Economic Club of Tampa Board, Member
- Economic Prosperity Stakeholders Committee, Past Chairman
- Entrepreneur Collaborative Center
- Family Healthcare Foundation Board, Member
- Firehouse Cultural Center (FCC) Advisory Board, Member
- Florida Association of Counties' Health, Human Services and Public Safety Committee, Past Vice Chairman
- Florida Healthy Kids Board, Past Member
- Florida KIDS Count, Member
- Florida Prepaid Foundation Board, Past Member
- Glazer Children's Museum Board, Member, Past Chairman



- GCM Development Committee, Chairman
- Guardian Ad Litem Program, Member
- HCC EMS Advisory Board, Past Member
- Healthy Start Coalition Board, Member
- Hillsborough Area Regional Transit (HART) Board, Past Member
- Hillsborough County Board of County Commissioners (BOCC), Past Chairman & Vice Chairman
- Hillsborough County Emergency Policy Group (EPG), Past Member
- Hillsborough County Environmental Protection Commission (EPC), Past Member
- Hillsborough County Healthcare Advisory Board (HCAB), Member
- Hillsborough County Hospital Authority Board, Past Member
- Hillsborough Education Foundation (HEF)
- Jail Diversion Program Committee, Member
- Junior Achievement Board, Member
- Junior League Tampa Advisory Board, Member
- Kiwanis Club of Tampa, Member
- LEAP/HCAN Leadership Council, Past Member
- Metropolitan Planning Organization (MPO) Board, Past Member
- MPO Transportation Disadvantaged Coordinating Board (TDCB), Past Member
- Phoenix House Board, Chairman
- Port Tampa Bay Board, Past Member
- Shriner's Hospital Corporate Council, Member
- South Tampa Chamber of Commerce Board, Member
- SouthShore Chamber of Commerce Board. Member
- Starting Right, Now! Board, Member
- Tampa Bay Area Regional Transportation Authority (TBARTA) Board, Past Member
- Tampa Bay Water Board, Past Chairman
- Tampa Hillsborough Homeless Initiative (THHI), Founding Board Member
- Tampa Museum of Art Board, Member
- Tampa/Hillsborough Economic Development Corporation (EDC) Board, Past Member
- Tourist Development Council (TDC), Past Chairman
- Transportation Management Area Leadership Group (TMA), Past Member
- United States Global Leadership Coalition (USGLC) Florida Advisory Committee, Past Member
- USF Nursing Advisory Board, Past Member
- USF Women in Leadership and Philanthropy, Member
- Value Adjustment Board, Past Chairman

### Honors

- Dress for Success, Community Advocate Award 2019
- Moffitt Cancer Center Momentum Award 2019
- International Propeller Club Port Tampa Bay Mainstay Award 2019
- Hillsborough Community College People's Choice Award 2019
- Mark Studstill Award of Excellence from the Hillsborough County Anti-Drug Alliance 2019



- Honored with Starting Right, Now 2016 Soul Award for support of its work with at-risk teenagers
- Received Florida's Children First 2016 Child Advocate of the Year for work on children issues
- Manufacturing Alliance of Hillsborough County Founder's Award 2016
- Honored with Junior Achievement 2016 Hall of Fame Outstanding Alumna Award
- Named to the *Tampa Bay Business Journal's* Power 100 in Tampa Bay area for 2016
- American Business Women Association – Pioneering Woman of the Year
- Silver and Bronze Leadership awards for service from Junior Achievement
- Hillsborough Association for Women Lawyers 2015 Achievement Award for her advancement of women
- Named as one of 25 people to watch in business in 2015 by *Tampa Bay Business Journal*
- Community Tampa Bay's Silver Medallion Award 2015
- St. John Progressive Fine Arts Ministry Humanitarian Award 2015
- Brandon Foundation Lifelong Contribution Award 2013
- Early Childhood Council of Hillsborough Lifetime Achievement Awards for Child Advocacy 2013
- YMCA's 2012 Community Impact Award for her positive impact to citizens of Hillsborough County
- Lifetime Achievement Award for Florida Developmental Disabilities Council
- Sun Coast Girl Scout Council Woman of Distinction Award
- Peter Bernal Award of Distinction for Florida Association of Health Care Plan
- Community Leader of the Year, Brandon Chamber of Commerce
- Davis Islands Civic Association Citizenship Award
- Community Advocate for Education award for the Hillsborough Education Foundation
- Sun Coast Girl Scout Council 2004 Woman of Distinction
- Sheriff's Association, Legislative Leadership
- Florida Medical Association, Legislator of the Year
- Florida Assisted Living Association, Legislator of the Year
- Florida Association of Community Health Centers, Legislator of the Year
- American Cancer Society, Legislative Leadership



**Ashton J. Hayward**

Principal

850.516.3264

[ahayward@shumakeradvisors.com](mailto:ahayward@shumakeradvisors.com)

Ashton was the first mayor elected under Pensacola's 2009 charter reform, where he served as the city's chief executive officer from 2011 until 2018.

During his time as mayor, Ashton worked to cut taxes and right-size the city's workforce and budget while simultaneously streamlining operations, reducing crime, and improving city services. He also reformed city pension programs, reducing the city's net pension liability by more than \$15 million. Partnering with other local governments, Ashton led the transition of public vehicle fleets to compressed

natural gas and pushed for the construction of three CNG fueling stations, a move that saved taxpayers millions of dollars.

Taking the lead role in regional economic development, Ashton was instrumental in expanding the NW Florida I-10 aviation corridor. He spearheaded Pensacola's effort to recruit ST Engineering, the world's largest commercial airframe provider. This effort resulted in the company's commitment to bring 400 jobs to the area, with as many as 2,000 employees in future expansions.

### **Professional Associations**

- Andrews Research & Education Foundation, President
- Trustmark National Bank Advisory Board, Member
- University of West Florida Hal Marcus College of Science & Engineering Advisory Board, Member
- University of West Florida College of Business Advisory Board, Member
- Mr. Robbins' Neighborhood, Board Member
- Leadership Florida Cornerstone Class XXXVI, Member



**Lesley "Les" Miller, Jr.**

Executive Vice President and Principal Local Practice

813.229.7600

[lmiller@shumakeradvisors.com](mailto:lmiller@shumakeradvisors.com)

Giving back to his community, state, and country for more than 50 years, Les is committed to public service. He served as a member of the Hillsborough County Board of County Commissioners representing the 3<sup>rd</sup> District from November 2010 to November 2020, and served as the Chairman for three terms, striving to foster a better place for all citizens to live, work, and play.

Extensive public service on the County Commission does not begin to describe Les' career. He acted as a member of the Florida Senate, 18<sup>th</sup> District from 2000 to 2006. During his tenure in the Senate, he served in various capacities, including Democratic Leader (Minority Leader), Democratic Leader Pro Tempore, Democratic Whip, Vice Chair of the powerful Ways and Means Committee, and was the co-author of a \$70 billion and \$73 billion budgets, respectively.

Prior to being elected to the Senate, Les was elected to the Florida House of Representatives in 1992. He served as Democratic Leader (Minority Leader) from 1998 to 2000. Les is the first person in the State of Florida's history to serve as Democratic Leader in both the Florida House of Representatives and the Florida Senate. During his career in both the Florida Senate and the Florida House of Representatives, he established a reputation for bipartisan, innovative compromise, and cooperation to improve the lives of his constituency, especially as legislation affects education, the elderly, and health initiatives. He also served on the Tampa City Council in 1991.

### **Professional Associations**

- United Supreme Council-DC, Southern Jurisdiction, Prince Hall Affiliate, A.A.S.R. For The 33 Degree of Freemasonry, Sovereign Grand Inspector General
- Landmark Lodge No. 93, F&AM, Prince Hall Affiliate, and Life Member of Most Worshipful Union Grand Lodge Free and Accepted Masons of Florida
- Harram Temple No. 23, A.E.A.O.N.M.S., Prince Hall Shriners, Deputy of the Oasis-Tampa, Member
- Kappa Alpha Psi Fraternity, Inc., Life Member
- Tampa Branch NAACP, Life Member
- Urban League of Hillsborough County Board of Directors, Member

### Honors

- Hillsborough County Branch NAACP Freedom Fighter Award, 2018
- MLK Parade Foundation Drum Major for Justice: Elected Official Award, 2018
- Desert of Florida of the Ancient Egyptian Arabic Order Nobles Mystic Shrine, Inc. Leadership Award, 2017
- Florida Democratic Party's Distinguished Service Award for a Lifetime of Service To The State of Florida, 2012
- National Society of Voices In Unity For Education Cotillion Debutantes Award for Outstanding Community Service, 2011
- Phylaxis Society (Prince Hall Masons) Ballot Award, 2011
- Harram Temple #23, Prince Hall Shriners Outstanding Service Award, 2010
- Florida Education Association President's Award, 2008
- The Global Directory of Who's Who Honoring Executives and Professionals, 2007
- Dr. Martin Luther King, Jr. Interfaith Memorial Service Robert W. Saunders Award for Efforts to Promote Civil Rights, 2007
- University of South Florida President's Distinguished Citizens Award, 2006
- Early Learning Coalition Legislative Excellence Award, 2006
- Florida A&M University President's Award, 2005
- Florida Education Association's Champion for Public Education Award, 2005
- The Independent Colleges and Universities of Florida Eagle Award, 2005
- Florida League of Cities Legislative Award, 2005
- Florida Housing Coalition Legislative Award, 2004
- American Heart Association Legislative Award, 2004
- Florida State Conference of NAACP Branches Morris Milton Award, 2003
- Florida Credit Union League Senator of the Year Award, 2003
- Florida Police Chiefs Association's Legislative Award, 2002
- American Cancer Society's Legislative Award, 2002 and 2001
- The Salvation Army's Leadership in Development Award, 2001
- Community Development Corporation's Champion Award, 2001
- Who's Who Among African Americans, 2006, 2005, 2004, 2003, 2002, 2001, 2000, 1999, 1998, 1997, 1996, 1995, and 1994
- Florida Consortium of Urban League Affiliate's Outstanding Support Award, 2000 and 1993

- American Jewish Community's Lawton Chiles Florida Religious Award, 1999
- Who's Who in American Politics, 2006, 2005, 2004, 2003, 2002, 2001, and 2000
- Tampa-Hillsborough Urban League's Whitney M. Young, Memorial Award, 1998
- Florida School Board Association, Inc., Legislator of the Year, 1998
- Hank Warren Memorial Award for Dedicated Services to the Cause of Human Rights to All Mankind, 1997
- LifeLink Foundation, Inc., Legislator of the Year Award, 1997
- FTP-NEA Friend of Education Award, 1996
- Florida A&M University and Bethune-Cookman College's African-American Heritage Award in Politics, 1996
- Florida Association of Community Health Centers, Inc., Representative of the Year, 1995
- University of South Florida's Distinguished Alumnus Award, 1985

# Similar Projects and References

---

## SIMILAR PROJECTS

Below, please find a list of similar projects and engagements Matt Maggard has conducted on behalf of other municipal clients.

- Interim City Attorney from August 2016 – October 2016, City of Zephyrhills
- City Attorney from October 2016 to present, City of Zephyrhills, Florida.
- Special Magistrate for Pasco County – Preside over appeal hearings of Trespass Orders issued by Pasco County, make findings of facts and issuance of written decisions.
- Special Magistrate for Pasco County – Preside over appeal hearings of Substantial Damage Determinations issued by Pasco County, make findings of facts and issuance of written decisions.
- Independent Hearing Officer for Pasco County – Preside over appeal hearings of Demolition Orders issued by Pasco County, make findings of facts and issuance of written decisions.

## REFERENCES

1. City of Zephyrhills  
William C. Poe, Jr.  
City Manager  
[WPoe@ci.zephyrhills.fl.us](mailto:WPoe@ci.zephyrhills.fl.us)  
813.780.0000 ext. 3501
2. Pasco County, FL  
Jessica Rodriguez  
Assistant County Attorney  
[jlrodriguez@pascocountyfl.net](mailto:jlrodriguez@pascocountyfl.net)  
727.847.8120
3. Moffitt Cancer Center  
Chip Fletcher  
Executive Vice President, General Counsel  
813.745.5409  
[chip.fletcher@moffitt.org](mailto:chip.fletcher@moffitt.org)
4. School Board of Sarasota County  
Jody Dumas  
Assistant Superintendent  
[Jody.Dumas@sarasotacountyschools.net](mailto:Jody.Dumas@sarasotacountyschools.net)
5. Academy at the Farm, Inc., K-8 Charter School  
William Bingham, Board President  
813.713.3974  
[will@binghamrealtyinc.com](mailto:will@binghamrealtyinc.com)

## Fee Schedule

---

Below, please find the proposed fee schedule for the scope of services set forth in the RFP. Please note that the hourly rates listed below represent a blended rate of all the professionals included in the proposed team.

Service	Description of Services	Fee
Monthly Retainer or Hourly Rate	Scope of services set forth in the RFP	N/A Per Month \$400 Per Hour
Hourly Rate Outside of the Monthly Retainer	Any request services that fall outside of the scope of services set forth in the RFP	\$400 Per Hour
Litigation Hourly Rate	Any litigation services requested by the City	\$400 Per Hour
Travel		\$100 Per Hour
Out-of-Pocket	Long Distance Phone, Fax, Copy, Other	Shumaker will pass through actual out-of-pocket costs.  Copies at \$0.25 per copy.  No charge for phone/fax services.



## Equal Employment Opportunity

---

Shumaker agrees to comply with the Equal Opportunity Clause set forth in the RFP and understands that the clause will be included in the engagement contract should our firm win this bid.



## Statement of Public Entity Crimes

---

Pursuant to the provisions of paragraph (2) (a) of Section 287.133, Florida Statutes, Shumaker confirms that the firm has not been placed on the convicted vendor list following a conviction for a public entity crime.



# Insurance

---

Shumaker meets the insurance requirements set forth in the RFP, except for the following:

1. Paragraph J. (4) requires a waiver of subrogation with respect to all policies (General Liability, Workers' Compensation, Professional Liability, and Auto). The Lawyers' Professional Liability (LPL) policy does not include a waiver of subrogation. The LPL carriers are not able to provide it. However, the waiver of subrogation is included for the General Liability, Auto, and Workers' Compensation policies.
2. Paragraph J. (4) requires 30-days written notice of cancellation to be provided to the City with respect to all policies. This is included for General Liability, Workers' Compensation, and Auto within the policies. However, this does not apply, and we are unable to add this to the LPL policy. For the LPL, the policy is non-cancellable except in the event of an insurer's insolvency, etc. and the premium for the policy has already been paid.

We can provide insurance certificates upon request.



## Public Records

---

Shumaker agrees to be bound by the applicable requirements of Chapter 119 in connection with our representation of the City and that our contract with the City shall include statutorily required language in Fla. Stat. 119.0701.

requirements of Fla. Stat. 787.06 (13).

## **SECTION VII CONDITIONS OF SUBMISSION**

The Firm shall not, under penalty of law, offer any gratuities, favors, or anything of monetary value to any officer or employee of the City of Indian Rocks Beach for any reason. The Firm shall not engage in any manner in any practices with any other proposer(s) which may restrict or eliminate competition or otherwise restrain trade. Violation of this instruction will cause your proposal to be rejected by the City. (This does not preclude joint ventures or subcontracts). All proposals submitted must be the original work product of the Firm offering the proposal. This RFP is not to be construed as a contract or as a commitment of any; nor does it commit the City of Indian Rocks Beach to pay for costs incurred in the submission of a proposal or for any costs incurred prior to the execution of a formal contract, nor thereafter, except in accordance with the terms of any such contract.

The certification attached hereto as **CERTIFICATION** must be signed, dated, acknowledge, and must accompany your proposal.

## **SECTION IX FIRM'S INFORMATION**

1. Firm Name Shumaker, Loop & Kendrick, LLP
2. Firm's Mailing Address 13134 US Highway 301, Dade City, FL 33525  
\_\_\_\_\_
3. Firm's Physical Address  
101 E. Kennedy Boulevard, Suite 2800, Tampa, FL 33602  
100 Second Avenue South, Suite 902-S. St. Petersburg, FL 33701
4. Contact  
Name Matthew E. Maggard
5. Contact's Telephone No.  
352.437.1501
6. Contact's E-mail Address  
mmaggard@shumaker.com
7. If your firm operates under a Fictitious Name, please list the names and addresses of the principals/owners.  
Names/Address  
N/A  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. If your firm is a corporation, please provide the following:
- a.) Federal Tax I.D. #: 34-4439491
  - b.) A certified copy of Certificate in Good Standing from the Secretary of State.
  - c.) A list of the corporate officers (names & addresses)  
Shumaker operates as a limited liability partnership owned by over 100 equity partners. Each partner owns a share of the firm based on a point value decided by the attorney's tenure, collections, and profitability; no individual owns more than 15 percent of the firm.
9. *References.* Please provide a list of four (4) references of client organizations that the Firm is currently representing or has represented. The City may request information from these sources.

Name City of Zephyrhills  
Address 5335 8th Street, Zephyrhills, FL 33542  
Contact's Name William C. Poe, City Manager  
Contact's Telephone No. 813.780.0000 ext. 3501

Name Pasco County, FL  
Address 8731 Citizens Drive, New Port Richey, FL 34654  
Contact's Name Jessica Rodriguez, Assistant County Attorney  
Contact's Telephone No. 727.847.8120

Name Moffitt Cancer Center  
Address 12653 Telecom Drive, Temple Terrace, FL 33637  
Contact's Name Chip Fletcher, Executive Vice President, General Counsel  
Contact's Telephone No. 813.745.5409

Name School Board of Sarasota County  
Address 1960 Landings Boulevard, Sarasota, FL 34231  
Contact's Name Jody Dumas, Assistant Superintendent  
Contact's Telephone No. 941.316.8143

05/28/2025 Shumaker, Loop & Kendrick, LLP  
Date Firm

2025 LIMITED LIABILITY PARTNERSHIP ANNUAL REPORT  
FEE IS \$25.00! REPORT DUE BY MAY 1, 2025

SECRETARY OF STATE



FLORIDA DEPARTMENT OF STATE  
DIVISION OF CORPORATIONS

REGISTRATION # LLP990000014

1. Name and Mailing Address

SHUMAKER, LOOP & KENDRICK, LLP

101 E. KENNEDY BLVD., SUITE 2800  
TAMPA, FL 33602

If above mailing address is incorrect in any way, line through incorrect information and enter correction in Block 2.

3. Principal Place of Business Address

101 E. KENNEDY BLVD., SUITE 2800  
TAMPA, FL 33602

5. Federal Employee Identification Number

34-4439491

☐ Applied For

☐ Not Applicable

7. Name and Address of Registered Agent

CATCHUR, MARK A  
101 E. KENNEDY BLVD., STE. 2800  
TAMPA, FL 33602

6. Certificate of Status Desired:

☐ \$8.75 Additional Fee Required

8. New Name and/or Address of Registered Agent:

Name

Street Address (P.O. Box Number is Not Acceptable)

FL

City

Zip Code

9. New Registered Agent's Signature, If Changed

The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.

SIGNATURE: \_\_\_\_\_

SIGNATURE, TYPED OR PRINTED NAME OF REGISTERED AGENT AND TITLE IF APPLICABLE

Date

10. General Partner's Signature (REQUIRED)

The execution of this report as a partner constitutes an affirmation under the penalties of perjury that the facts stated herein are true.

SIGNATURE: \_\_\_\_\_

SIGNATURE AND TYPED OR PRINTED NAME OF SIGNING PARTNER

Mark A. Catchur

E-mail Address: mcatchur@shumaker.com

(To be used for future annual report notifications)

FILED

2025 MAR -3 PM 12:00

SECRETARY OF STATE  
TALLAHASSEE, FL 32301

LLP #

LLP2500000510-7  
03/03/25--01017--007 \*\*25.00

CR2E029 (2/10)

2. New Mailing Address, If Applicable:

Suite, Apt #, etc.

City

State

Zip Code

4. New Principal Office Address, If Applicable:

Suite, Apt #, etc.

City

State

Zip Code

B. L. BROWN

APR -4 2025


(813) 229-7600

Daytime Phone #

### **CERTIFICATION**

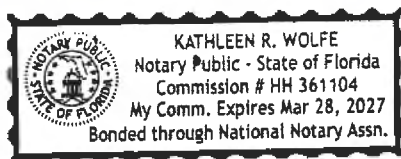
1. I/We understand, acknowledge and agree that the City of Indian Rocks Beach shall not be responsible for reimbursement of any costs incurred in the preparation of this proposal.
2. I/We understand, acknowledge and agree that the City Commission may reject this proposal, in whole or in part, out-of-hand, for no reason, and that any such rejection will result in no obligation whatsoever on the part of the City of Indian Rocks Beach or any of its employees and officials.
3. I/We understand, acknowledge and agree that the City Commission reserves the right to reject all proposals and to accept any offer received, whether or not the offer is the lowest price offer received.
4. I/We understand, acknowledge and agree that any complaint made by a proposer made with regard to the selection process or any contract award relating to the RFP will void any proposal filed by the complaining proposer.
5. I/We understand, acknowledge and agree that any contract awarded herein shall not entitle the successful proposer to perform work for the City of Indian Rocks Beach on an exclusive basis.
6. I/We understand, acknowledge and agree that the City Commission retains the discretion to use or not to use the services of any particular successful proposer under this RFP and that any contract award does not guarantee that the successful proposer will actually be requested to perform work under the contract.
7. I/We understand, acknowledge and agree that the City Commission will require, as a condition of any contract awarded under this RFP, that the proposer shall provide proof of insurance in amounts acceptable to the City, including, but not necessarily limited to the following categories of insurance, General Liability, Automobile Liability, Workers' Compensation and Professional Liability. If selected for the award of a contract under this RFP, I/We agree to provide to the City Commission, proof of insurance in the form and amounts satisfactory to it.
8. I/We understand, acknowledge and agree that this RFP and the selected Firm's proposal may, by reference, become a part of any formal Contract the selected Firm and the City resulting from this solicitation.
9. I/We understand, acknowledge and agree that personnel essential to the continuity of any contract must be available throughout the duration of any contract that may be awarded hereunder unless substitutions are approved in writing by the City Commission.

10. I/We understand, acknowledge and agree that the successful Firm will be expected to adhere to billing procedures of the City of Indian Rocks Beach and to all standard contractual requirements of the City. The Firm shall provide legal services in accordance with this RFP, as they may be amended from time to time.
11. I/We understand, acknowledge and agree that the City Commission and/or City Manager will be responsible for monitoring day-to-day services of the Firm delivered to the City. The Firm shall promptly report any conditions, transactions, occurrences, events, situations or circumstances encountered by the Firm which would impede or impair the proper conduct of the legal services provided.
12. I/We understand, acknowledge and agree that all proposals submitted shall become public record upon the opening of the sealed envelope in which the Firm's proposal is submitted.
13. I/We understand, acknowledge and agree that if selected, the Firm will be required to keep complete and accurate books of accounts and records of its business and operations under and in connection with the contracted services. All such books of accounts and records shall be made available for inspection by designed City persons or others as the City might require.

  
\_\_\_\_\_  
**Authorized Representative**  
Ronald Christaldi  
STATE OF FLORIDA  
COUNTY OF PINELLAS

SWORN TO AND SUBSCRIBED before me, this 28 day of MAY, 2025.

  
\_\_\_\_\_  
NOTARY PUBLIC



# Special Item Instructions

---

## ITEM 1

A Statement of Acknowledgement and Recognition that contact regarding this proposal with any individual, City Commission Member, or employee of the City with the sole exceptions being *Gregg Mimms, City Manager, Lorin Kornijtschuk, City Clerk, and/or Mishelle Hargett, Administrative Assistant/PIO* will be grounds for disqualification of the Firm at the option of the City Commission. This limitation is in effect from the date of the publication of this RFP until a contract is recommended by the City Commission. The Firm may respond to questions initiated by a City Commission member once the contract is placed on the City Commission agenda.

Shumaker acknowledges and recognizes that contact regarding this proposal with any individual, City Commission Member, or employee of the City with the sole exceptions being *Gregg Mimms, City Manager, Lorin Kornijtschuk, City Clerk, and/or Mishelle Hargett, Administrative Assistant/PIO* will be grounds for disqualification of our firm at the option of the City Commission. We also acknowledge and recognize that this limitation is in effect from the date of publication of this RFP until a contract is recommended by the City Commission.

## ITEM 2

**A statement of the Firm's procedure and practice for handling billable out-of-pocket expense matters.**

For billable out-of-pocket expense matters, the firm will initially pay for the expense item and include the cost of that item on the subsequent invoice to the City.

## ITEM 3

**A statement that the Firm will provide the City Commission and the City Manager with status reports on pending matters on a monthly basis.**

Shumaker agrees to provide the City Commission and the City Manager with status reports on pending matters on a monthly basis.

## ITEM 4

**A statement that the Firm, if awarded a contract with the City, agrees not to undertake future representation nor to continue the present legal representation of any person or entity in a matter adverse to the City's legal interest relating to City matters during the term of the contract and for two (2) years after the expiration of any such contract. The City considers such representation to be a prima facie conflict of interest and will not agree to waive such conflict for any reason.**

If awarded the contract with the City, Shumaker agrees not to undertake future representation nor to continue the present legal representation of any person or entity in a matter adverse to the City's legal



interest relating to City matters during the term of the contract and for two (2) years after the expiration of any such contract.

## ITEM 5

A statement that the Firm, if awarded a contract with the City, agrees that the City Attorney will attend all meetings and work sessions of the City Commission and additional meetings as requested, but that, on occasion may be represented by a Firm Partner or associate in the absence of the City Attorney.

If awarded the contract, Shumaker agrees that the City Attorney will attend all meetings and work sessions of the City Commission, as well as any additional meetings as requested. If the City Attorney is absent, he will, on occasion, be represented by another member of the proposed team included above.

## ITEM 6

A statement that the Firm will not offer any contribution (monetary or in-kind services) to a candidate for City elective office (including elected officers and officers-elect) during an incumbent's term or to a new candidate prior to and following the award of a contract to that Firm by the City Commission. The term "Firm" includes proprietors of proprietorships, all partners of partnerships and all officers, directors, and holders of ten (10%) percent or more of the outstanding shares of corporations, and their immediate families.

Neither Shumaker nor any of its members will offer any contribution (monetary or in-kind services) to a candidate for City elective office (including elected officers and officers-elect) during an incumbent's term or to a new candidate prior to and following the award of a contract to the firm by the City Commission.

**Sabatini Law Firm P.A.**

# **SABATINI LAW FIRM P.A.**

411 N Donnelly Street  
Suite #313  
Mount Dora, Florida 32757  
Phone: 352-455-2928

**Anthony Sabatini**  
*Anthony@SabatiniLegal.com*

**Francheska Sabatini**  
*Francheska@SabatiniLegal.com*

## **Proposal for City Attorney Services**

### **City of Indian Rocks Beach, FL**

**June 4, 2025**

# SABATINI LAW FIRM P.A.

411 N Donnelly Street  
Suite #313  
Mount Dora, Florida 32757  
Phone: 352-455-2928

Anthony Sabatini  
*Anthony@SabatiniLegal.com*

Francheska Sabatini  
*Francheska@SabatiniLegal.com*

**City Attorney Services  
City of Indian Rocks Beach, FL**

**June 4, 2025**

Lorin Kornijtschuk, City Clerk  
City of Indian Rocks Beach  
1507 Bay Palm Boulevard  
Indian Rocks Beach, FL 33785

## **RE: Proposal for City Attorney Services**

Dear Ms. Kornijtschuk,

It is the pleasure of Sabatini Law Firm, P.A., to submit this proposal to provide City Attorney services for the City of Indian Rocks Beach. The Sabatini Law Firm has a highly experienced team specializing in local government issues. Currently, the firm provides City Attorney services for the City of Treasure Island, City of Frostproof, and the Town of Lake Hamilton, FL. Additionally, the firm provides legal services to the Town of Hovey-in-the-Hills Municipal Police Pension Board, the Office of the Mayor of the City of Deltona, and the Sumter County Superintendent of Schools.

Sabatini Law Firm, P.A., a Florida professional corporation, was founded by attorney Anthony Sabatini in 2019 and is based in Lake County, Florida. Prior to founding Sabatini Law Firm, Mr. Sabatini served as a City Commissioner for the City of Eustis, Florida from 2016-2018. Mr. Sabatini also served in the Florida House of Representatives representing Florida's 32<sup>nd</sup> district, where he served on the Local Government Subcommittee and worked on many legislative proposals concerning Florida's political subdivisions. His legal experience has been primarily in the field of local government law. Currently, Mr. Sabatini serves on the County Commission for Lake County, FL.

Both attorneys Anthony and Francheska Sabatini have the knowledge and experience of serving or providing counsel to local governments and their various departments, boards, and government officials. Mrs. Sabatini has over 12 years of experience as a practicing attorney and has focused much of her practice on local government law, representing cities, community development districts, utility districts, and public pension boards. Additionally, Associate Attorney Gavin Rollins joined the firm in April of 2025 and assists with the firm's local government practice. Mr. Rollins is a former county commissioner for Clay County, FL and brings a wealth of local government experience to the firm.

# SABATINI LAW FIRM P.A.

411 N Donnelly Street  
Suite #313  
Mount Dora, Florida 32757  
Phone: 352-455-2928

**Anthony Sabatini**  
*Anthony@SabatiniLegal.com*

**Francheska Sabatini**  
*Francheska@SabatiniLegal.com*

**City Attorney Services**  
**City of Indian Rocks Beach, FL**

**June 4, 2025**

The firm agrees as a condition for submitting this proposal that any decision of the City regarding the award of a contract is final, and agrees not to litigate any issue concerning the selection process. Any litigation or threatened litigation by the firm relating to this RFP and the selection process will be deemed a forfeiture of any proposed contract or damages with regard to the award thereof.

Please review our proposal and feel free to reach out with any questions or if you wish to discuss anything further. You may direct any questions or comments to Anthony Sabatini at [anthony@sabatinilegal.com](mailto:anthony@sabatinilegal.com) or via telephone at 352-455-2928. We appreciate your attention to this proposal and look forward to speaking soon.

Respectfully submitted,



Anthony Sabatini  
Sabatini Law Firm, P.A.  
President

# SABATINI LAW FIRM P.A.

411 N Donnelly Street  
Suite #313  
Mount Dora, Florida 32757  
Phone: 352-455-2928

**Anthony Sabatini**  
*Anthony@SabatiniLegal.com*

**Francheska Sabatini**  
*Francheska@SabatiniLegal.com*

**City Attorney Services**  
**City of Indian Rocks Beach, FL**

**June 4, 2025**

## **Table of Contents**

- I. Management and Technical Approach (Page 5)**
- II. Attorney and Staff Qualifications (Page 7)**
- III. References (Page 10)**
- IV. Fee Schedule (Page 11)**
- V. Attachments**
  - Resumes
  - Required Forms

# SABATINI LAW FIRM P.A.

411 N Donnelly Street  
Suite #313  
Mount Dora, Florida 32757  
Phone: 352-455-2928

**Anthony Sabatini**  
*Anthony@SabatiniLegal.com*

**Francheska Sabatini**  
*Francheska@SabatiniLegal.com*

**City Attorney Services**  
**City of Indian Rocks Beach, FL**

**June 4, 2025**

## **Management and Technical Approach**

The firm is composed of two partners and one associate attorney. Prior to founding Sabatini Law Firm, Mr. Sabatini served as a City Commissioner for the City of Eustis, Florida from 2016-2018. Mr. Sabatini also served in the Florida House of Representatives representing Florida's 32<sup>nd</sup> district, where he served on the Local Government Subcommittee and worked on many legislative proposals concerning Florida's political subdivisions. His legal experience has been primarily in the field of local government law. Currently, Mr. Sabatini serves on the County Commission for Lake County, FL. Currently, the firm provides City Attorney services for the City of Treasure Island, City of Frostproof, and the Town of Lake Hamilton, FL. Additionally, the firm provides legal services to the Town of Howey-in-the-Hills Municipal Police Pension Board, the Office of the Mayor of the City of Deltona, and the Sumter County Superintendent of Schools.

Attorney Francheska Sabatini has over 12 years of experience as a practicing attorney, with over seven years focusing on local government law in Florida. Her area of practice also includes real estate transactions, commonly handling real estate transactions from contract negotiation and drafting, due diligence, and closing. The firm's associate attorney, Gavin Rollins, also comes from a background in local government, having served as county commissioner in Clay County, FL from 2014-2020 and currently serving on the Lake County Water Authority Advisory Board. The attorneys of Sabatini Law Firm have the unique experience of both serving and providing counsel to units of local government in Florida.

The attorneys of Sabatini Law Firm focus much of their practice in Florida municipal and local government law. As municipal and local government attorneys, the attorneys of Sabatini Law Firm are well versed in the areas of public ethics and government in the sunshine laws, public records, and general municipal laws and regulations. The firm also practices in the area of real estate law, handling residential and commercial real estate closings, real property litigation, and contract negotiation and drafting. Attorney Francheska Sabatini primarily handles the real estate portion of the practice.

Having extensive experience in a wide variety of litigation fields and practice areas, Sabatini Law Firm P.A. does not anticipate requiring the use of special outside counsel

# SABATINI LAW FIRM P.A.

411 N Donnelly Street  
Suite #313  
Mount Dora, Florida 32757  
Phone: 352-455-2928

**Anthony Sabatini**  
*Anthony@SabatiniLegal.com*

**Francheska Sabatini**  
*Francheska@SabatiniLegal.com*

**City Attorney Services**  
**City of Indian Rocks Beach, FL**

**June 4, 2025**

unless the legal matter itself is of such technical degree that outside counsel must be retained. Additionally, the firm prides itself in its ability to respond quickly and efficiently to our client's needs, and our attorneys are readily available via phone, email, or text message. If selected, the attorneys of Sabatini Law Firm are willing and prepared to work closely with the City Manager, official boards and committees, and other departments/employees of the City as necessary.

There have been no judgments or malpractice claims against the firm or its attorneys, nor have there been any disciplinary procedures taken against either attorney of the firm by the Florida Bar Association or any relevant State regulatory agency. Neither attorney represents or has represented any client whose representation may conflict with the firm's ability to provide legal services to the City. If selected, the firm would not take on any legal representation that would result in such a conflict. Lastly, the firm has no fee sharing or referral agreements with other law firms in connection with any of its municipal clients.



# SABATINI LAW FIRM P.A.

411 N Donnelly Street  
Suite #313  
Mount Dora, Florida 32757  
Phone: 352-455-2928

**Anthony Sabatini**  
*Anthony@SabatiniLegal.com*

**Francheska Sabatini**  
*Francheska@SabatiniLegal.com*

**City Attorney Services**  
**City of Indian Rocks Beach, FL**

**June 4, 2025**

## **Attorney and Staff Qualifications**

It is anticipated that Anthony Sabatini would serve as the primary/ lead City Attorney should Sabatini Law Firm be selected. Francheska Sabatini and/or Gavin Rollins would serve as secondary attorney in the event Mr. Sabatini is temporarily unavailable. Resumes for all attorneys are provided in this package, and a summary of each attorney's experience follows below.

### **Anthony Sabatini, Esq. (FL Bar No. 1018163)**

Mr. Sabatini holds a bachelor's in history and philosophy from the University of Florida, where he graduated magna cum laude (B.A., 2012). He also attended the University of Florida Levin College of Law (J.D., 2017) and has been a member in good standing with the Florida Bar since 2019. Mr. Sabatini also serves as a Captain in the Florida Army National Guard.

Mr. Sabatini was elected and served as City Commissioner for the City of Eustis from 2016 to 2018. He also served on the Community Redevelopment Agency. As a commissioner for the City of Eustis, he helped oversee a fiscal year 2017-2018 budget of \$47,000,000+ and 250+ employees. He was then elected and served in the Florida House of Representatives from 2018 to 2022. During his time in public service, Mr. Sabatini has been involved in numerous municipal law matters and served on the Local Government Subcommittee, working on issues concerning Florida's political sub-divisions. He also served on the Commerce Committee, which primarily deals with regulations at the city level. Mr. Sabatini now serves as County Commissioner for Lake County, FL.

As the current City Attorney for the City of Treasure Island, City of Frostproof and the Town of Lake Hamilton, and as county commissioner, Attorney Sabatini has a wide breadth of experience in local government real property matters, including in the areas of land use, zoning, comprehensive plan amendments, and community development. Additionally, he has extensive experience in the areas of ethics, public records, and Florida's Government in the Sunshine laws. Attorney Sabatini also serves as special counsel for labor disputes for the City of Deltona, Florida and as special counsel for the Mayor of the City of Deltona.

# SABATINI LAW FIRM P.A.

411 N Donnelly Street  
Suite #313  
Mount Dora, Florida 32757  
Phone: 352-455-2928

**Anthony Sabatini**  
*Anthony@SabatiniLegal.com*

**Francheska Sabatini**  
*Francheska@SabatiniLegal.com*

**City Attorney Services**  
**City of Indian Rocks Beach, FL**

**June 4, 2025**

The majority of Attorney Sabatini's litigation practice has concerned the fields of local government, property law, and employment law. Attorney Sabatini has also represented over a dozen employees in career service appeals before the Public Employees Relations Commission ("PERC") as well as other administrative boards. Mr. Sabatini has an extensive background in wage and employment law, representing various clients with labor disputes and employment litigation, and has engaged in several formal arbitrations and litigated under the Fair Labor Standards Act.

Attorney Sabatini is admitted to practice in all Florida State Courts as well as the following Federal Courts:

- Northern District of FL
- Middle District of FL
- Southern District of FL
- Federal District Court of the District of Columbia
- District of Columbia Court of Appeals
- 11th Circuit Federal Court of Appeals
- US Court of Appeals for District of Columbia
- Veterans Claims

## **Francheska Sabatini, Esq. (FL Bar No. 0100565)**

Francheska Sabatini would also provide legal services to the City and would act as the secondary point of contact should Sabatini Law Firm be selected. Mrs. Sabatini attended the Florida A&M University College of Law and graduated cum laude (J.D., 2012). Additionally, she attended the George Washington University Law School where she obtained a Master of Laws with an emphasis in Environmental Law. Mrs. Sabatini was admitted to practice law in the State of Florida in 2012 and continues as a member in good standing with the Florida Bar.

Mrs. Sabatini has represented or been involved in matters on behalf of the following local government clients:

- City of Frostproof
- Town of Lake Hamilton
- City of Minneola

# SABATINI LAW FIRM P.A.

411 N Donnelly Street  
Suite #313  
Mount Dora, Florida 32757  
Phone: 352-455-2928

**Anthony Sabatini**  
*Anthony@SabatiniLegal.com*

**Francheska Sabatini**  
*Francheska@SabatiniLegal.com*

**City Attorney Services**  
**City of Indian Rocks Beach, FL**

**June 4, 2025**

- City of Leesburg
- City of Umatilla
- Village Center Community Development District
- City of Eustis Police Pension Board
- City of Eustis Fire Pension Board
- City of Eustis Code Enforcement Board
- Town of Howey in the Hills Police Pension Board
- Town of Lady Lake Police Pension Board
- Lake County Water Authority

Mrs. Sabatini's representation and involvement in matters on behalf of local government clients has included representation in the areas of ethics and public records, general municipal law, land use, code enforcement, utilities, and labor. Specifically, Mrs. Sabatini has worked with local government clients' Building and Planning and Zoning departments on various land use matters and has served as code enforcement board attorney for the City of Eustis. As associate attorney, Mrs. Sabatini has been involved in general municipal law matters for the Cities of Minneola, Leesburg, and Umatilla. Mrs. Sabatini has also been involved as counsel for dependent and independent community development districts.

In addition to her local government practice, Mrs. Sabatini also practices in the area of real estate law and routinely participates in continuing legal education (CLE) training for these practice areas.

## **Gavin Rollins (FL Bar No. 1064417)**

Mr. Rollins joined Sabatini Law Firm as an Associate Attorney in April 2025. Mr. Rollins graduated cum laude from Florida A&M University College of Law in December 2024. Mr. Rollins was elected and served on the County Commission for Clay County, Florida from 2014-2020 and currently serves on the Lake County Water Authority Advisory Board. Mr. Rollins also currently serves on the Florida Army National Guard. With his background and experience, Mr. Rollins assists with the firm's local government practice as well as the firm's civil litigation practice.

# SABATINI LAW FIRM P.A.

411 N Donnelly Street  
Suite #313  
Mount Dora, Florida 32757  
Phone: 352-455-2928

**Anthony Sabatini**  
*Anthony@SabatiniLegal.com*

**Francheska Sabatini**  
*Francheska@SabatiniLegal.com*

**City Attorney Services**  
**City of Indian Rocks Beach, FL**

**June 4, 2025**

## References

1.     Brittney Sandoval  
        Town Administrator, Town of Lake Hamilton, FL  
        P.O. Box 126  
        Lake Hamilton, FL 33851-0126  
        863-439-1910  
        [Brittney@townoflakehamilton.com](mailto:Brittney@townoflakehamilton.com)
2.     Nicole McDowell  
        City Manager, City of Frostproof  
        P.O. Box 308  
        Frostproof, FL 33843  
        863-635-7854  
        [NMcdowell@cityoffrostproof.com](mailto:NMcdowell@cityoffrostproof.com)
3.     Santiago Avila  
        Mayor, City of Deltona, FL  
        2345 Providence Boulevard  
        Deltona, FL 32725  
        386-624-1262  
        [SAvila@deltonafl.gov](mailto:SAvila@deltonafl.gov)
4.     Logan Brown  
        Superintendent of Schools  
        Sumter County School District  
        2680 West County Road 476  
        Bushnell, FL 33513  
        859-338-2257  
        [Logan.Brown@sumter.k12.fl.us](mailto:Logan.Brown@sumter.k12.fl.us)

# SABATINI LAW FIRM P.A.

411 N Donnelly Street  
Suite #313  
Mount Dora, Florida 32757  
Phone: 352-455-2928

**Anthony Sabatini**  
*Anthony@SabatiniLegal.com*

**Francheska Sabatini**  
*Francheska@SabatiniLegal.com*

**City Attorney Services**  
**City of Indian Rocks Beach, FL**

**June 4, 2025**

## **Fee Schedule**

<b>Service</b>	<b>Description of Services</b>	<b>Fee</b>
Monthly Retainer or Hourly Rate	General municipal representation as described in the Scope of Work, including meeting attendance, draft and review of proposed ordinances/resolutions or City contracts, and Correspondence/communications with or on behalf of City.	\$4,500 monthly retainer
Hourly Services outside of Retainer	Services not included in retainer billed hourly in quarter hour (0.25) increments	\$225.00 Attorney rate \$65.00 Paralegal rate
Litigation Hourly Rate	Litigation and Preparation for Litigation	\$225.00 Attorney rate \$65.00 Paralegal rate
Travel	City will not be billed for travel	Included in retainer
Out of Pocket	Long Distance Phone Fax Copies Other	The City will not be charged for phone, fax, or copy fees. Costs such as court filing fees, court reporter fees, process servers, etc. will be passed on to the City as they are incurred.

# **ANTHONY SABATINI, Esq.**

(352)-455-2928    Anthony@SabatiniLegal.com

## **EXPERIENCE:**

### **Sabatini Law Firm P.A.**

Owner, September 2019—Present

- Civil, land-use, employment, and local government law
- Appellate law with a focus on property law
- Litigation experience throughout Florida and Washington DC

### **Florida House of Representatives**

State Representative, November 2018—November 2022

- District 32 representing majority of Lake County, FL
- 5 bills signed into law by Governor DeSantis
- Member of the Local Government Subcommittee

### **City of Eustis. Eustis, FL**

City Commissioner, 2016-2018

- Serving on a 5 member commission in a city with a population of 22,000+
- Overseeing FY 17-19 budget of \$47,000,000+ and 250+ employees
- Served for 2 years as a member of the CRA

### **Florida Army National Guard**

Captain, Infantry. August 2008-Present

- Mobilized for 8 hurricanes, the 2012 Presidential inauguration, 2 civil disturbances, and COVID response

### **Fifth District Court of Appeal Daytona Beach, FL**

Law Clerk, Chief Judge Alan Lawson, May 2016--August 2016

- Researched and wrote bench memoranda for judicial panels on criminal and civil matters and reviewed 26 oral arguments

## **EDUCATION:**

University of Florida Levin College of Law. Gainesville, FL

- J.D. December 2017
  - Member, Journal of Law & Public Policy
- University of Florida. Gainesville, FL
- B.A. in History and Philosophy, magna cum laude, May 2012

# FRANCHESKA SABATINI

•411 N. Donnelly St. #313, Mount Dora, FL 32757 • (407)965-6380 •Francheska@SabatiniLegal.com•

## PROFESSIONAL EXPERIENCE

---

### **Sabatini Law Firm, P.A.**

*Attorney, Vice President*

Mount Dora, FL  
January 2023-Present

- Practice includes local government and real estate law
- Board Attorney, Town of Howey in the Hills Municipal Police Pension
- Assistant Attorney for Town of Lake Hamilton and City of Frostproof

### **Stone & Gerken, P.A.**

*Associate Attorney*

Mount Dora, FL  
April 2019- December 2022

- Providing general counsel to municipalities and units of local government
- Board Attorney for City of Eustis Code Enforcement, City of Eustis Municipal Police Pension and City of Eustis Municipal Firefighter's Pension
- Assistant Attorney for City of Minneola, City of Leesburg, City of Umatilla, and The Villages Community Development Districts

### **Passalacqua Law Firm**

*Attorney*

Orlando, FL  
June 2013-June 2016

- Practice included family law and personal injury law

### **U.S. Environmental Protection Agency**

*Law Clerk*

Washington, DC  
January-May 2013

- Office of Enforcement and Compliance Assurance

## EDUCATION

---

### **The George Washington University Law School**

*LL.M., Environmental Law*

Washington, DC  
May 2013

### **Florida A&M University Law School**

*J.D., cum laude*

Orlando, FL  
May 2012

- Class rank: top 10%

### **University of Central Florida**

*Bachelor of Arts, Interdisciplinary Studies*

Orlando, FL  
August 2009

- Minor in Mass Communications

## LANGUAGES

---

- Spanish fluency

## **Gavin Rollins, Casselberry FL c. 352-328-4892**

**Overview:** Diverse background and experience in civic leadership as a two-term county commissioner, Major in the Army National Guard, and Florida certified history teacher.

### **Education**

#### **Florida A&M University College of Law**

J.D. candidate December 2024

#### **University of West Florida**

M.S. Education Leadership May 2019

#### **University of Florida, Cum Laude**

B.S. Agricultural Education & Communication May 2011 (UF Hall of Fame, Florida Blue Key, Reitz Scholar)

### **Experience**

#### **Civilian**

#### **History Teacher (Current Professional Certificate with Education Leadership and ESE Endorsement) 2017-2019**

Civics Teacher, St. Johns Classical (98% student pass rate on state civics test; the average in Florida is 71%)  
U.S. History & World History, Oak Leaf High School (Exceptional Student Education Certified)  
ROTC & Military History, Keystone Heights Jr/Sr High School

#### **Public Relations**

**2012-2016**

Coordinator of Communication for the Clay County School District, with 5,000 employees and 35,000 students  
Conducted over 70 on-camera interviews and reformed the internal and external communications process.

#### **Clay County Commissioner (2 elected terms) (Chairman 2017 elected by peers)**

**2014-2020**

Sponsored the following laws:

- A law that doubled the distances sexual predators are required to live from schools, parks, and daycares.
- Expanded parks system, including a 10-acre park on the St. Johns River
- Updated and improved libraries, animal service, roads, and infrastructure using modern technology
- Supported upgrades to a medical clinic for low-income and improved government efficacy

#### **Military**

#### **Senior Intelligence Officer (04 Major Part-time), 164<sup>th</sup> ADA BDE**

**2023-current**

#### **Executive Officer, Supply Policy & Programs Division National Guard Bureau Arlington, VA**

**2020-2022**

Selected from nationwide applicants to coordinate logistics and operations policy for the 54 states and territories.  
Reported directly to a colonel and advised high-ranking military officials, including 4 Star Generals, on complex logistics and planning operations supporting the National Guard's COVID and civil disturbance responses.  
Award Meritorious Service Medal for this two-year active-duty tour in the National Capital Region.

#### **Company Commander, Army Intelligence Company**

**2018-2020**

Commander of Delta 753<sup>rd</sup> BEB. Responsible for 115 soldiers in two locations & 20 million dollars in equipment  
The unit is highly complex, requiring a top-secret clearance and training of multiple skill sets and languages.  
Commander of a detachment of Shadows; Unmanned Ariel Surveillance System (drones)  
Received the highest possible evaluation from both the rater and senior rater, top 10%

#### **Florida Activations**

**2017-2023**

Hurricanes Irma, Dorian, and Idalia and COVID Response

#### **War Deployment as Senior Intelligence Officer for Task Force Hurricane.**

**2016-2017**

Produced 270 intelligence briefs and conducted 50 briefs for VIPs, including the 2-star commanding general  
Led counter-terrorism training missions in Uganda, Tanzania, & Djibouti, working with multinational collations.  
Awarded Armed Forces Service Medal for Operation Oaken Steel, an embassy crisis response in South Sudan



**Awards:**

Presidential Volunteer Service Award (Gold Medal with over 3,000 documented volunteer hours), Meritorious Service Medal, Army Commendation Medal, Army Achievement Medal, National Defense Medal, Army Service Ribbon, Global War on Terror Expeditionary, Global War on Terror Service, Army Overseas Service, and Humanitarian Medal.

## **CERTIFICATION**

1. I/We understand, acknowledge and agree that the City of Indian Rocks Beach shall not be responsible for reimbursement of any costs incurred in the preparation of this proposal.
2. I/We understand, acknowledge and agree that the City Commission may reject this proposal, in whole or in part, out-of-hand, for no reason, and that any such rejection will result in no obligation whatsoever on the part of the City of Indian Rocks Beach or any of its employees and officials.
3. I/We understand, acknowledge and agree that the City Commission reserves the right to reject all proposals and to accept any offer received, whether or not the offer is the lowest price offer received.
4. I/We understand, acknowledge and agree that any complaint made by a proposer made with regard to the selection process or any contract award relating to the RFP will void any proposal filed by the complaining proposer.
5. I/We understand, acknowledge and agree that any contract awarded herein shall not entitle the successful proposer to perform work for the City of Indian Rocks Beach on an exclusive basis.
6. I/We understand, acknowledge and agree that the City Commission retains the discretion to use or not to use the services of any particular successful proposer under this RFP and that any contract award does not guarantee that the successful proposer will actually be requested to perform work under the contract.
7. I/We understand, acknowledge and agree that the City Commission will require, as a condition of any contract awarded under this RFP, that the proposer shall provide proof of insurance in amounts acceptable to the City, including, but not necessarily limited to the following categories of insurance, General Liability, Automobile Liability, Workers' Compensation and Professional Liability. If selected for the award of a contract under this RFP, I/We agree to provide to the City Commission, proof of insurance in the form and amounts satisfactory to it.
8. I/We understand, acknowledge and agree that this RFP and the selected Firm's proposal may, by reference, become a part of any formal Contract the selected Firm and the City resulting from this solicitation.
9. I/We understand, acknowledge and agree that personnel essential to the continuity of any contract must be available throughout the duration of any contract that may be awarded hereunder unless substitutions are approved in writing by the City Commission.

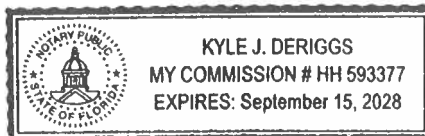
10. I/We understand, acknowledge and agree that the successful Firm will be expected to adhere to billing procedures of the City of Indian Rocks Beach and to all standard contractual requirements of the City. The Firm shall provide legal services in accordance with this RFP, as they may be amended from time to time.
11. I/We understand, acknowledge and agree that the City Commission and/or City Manager will be responsible for monitoring day-to-day services of the Firm delivered to the City. The Firm shall promptly report any conditions, transactions, occurrences, events, situations or circumstances encountered by the Firm which would impede or impair the proper conduct of the legal services provided.
12. I/We understand, acknowledge and agree that all proposals submitted shall become public record upon the opening of the sealed envelope in which the Firm's proposal is submitted.
13. I/We understand, acknowledge and agree that if selected, the Firm will be required to keep complete and accurate books of accounts and records of its business and operations under and in connection with the contracted services. All such books of accounts and records shall be made available for inspection by designated City persons or others as the City might require.

  
\_\_\_\_\_  
**Authorized Representative**

STATE OF FLORIDA  
COUNTY OF ~~PINELLAS~~ Lake  
KD

SWORN TO AND SUBSCRIBED before me, this 4<sup>th</sup> day of June, 2025.

  
\_\_\_\_\_  
NOTARY PUBLIC



**Ralf Brookes, Attorney**

# RALF BROOKES, ATTORNEY

May 28, 2025

Indian Rocks Beach  
Via Hand-Delivery

In Re: City Attorney Application of Ralf Brookes Attorney

Dear Captiva Erosion Prevention District,

I would like to provide legal services to the City of Indian Rocks Beach at the hourly rate of **\$225 per hour** for all required legal services including litigation. For the last twenty years, I have served cities and counties as an experienced City, County and Local Government Attorney who is Board Certified by The Florida Bar since 2004.

I am familiar with the issues, boards, legal needs and administrative procedures of the cities within Pinellas County, having provided legal services as City Attorney and Town Attorney to the staff and elected and appointed boards of St Pete Beach, Kenneth City and Madeira Beach.

I have attached a copy of my resume, which explains my background representing cities, counties and small government entities. **Unfortunately, due to pre-existing commitments with other cities, I am unavailable on the second and fourth Tuesdays and second Wednesday of each month and I will therefore not be able to attend the special meeting you have scheduled for June 10.** I am happy to serve Indian Rocks Beach in any capacity that would best fit the needs of the City going forward.

## "Certificate of Authority"

I, Ralf Brookes, am the managing partner of the law firm and authorized to execute contracts on behalf of the law firm and the proposal contained therein shall remain firm for a period of one hundred eighty (180) days from and after the date of this proposal submittal. The the Firm agrees that any decision of the City regarding the award of this contract, if any, is final, and the Firm agrees not to litigate any issue concerning the selection process. Further, should the Firm institute or threaten litigation relating to this RFP and the selection process, I agree to be deemed to have forfeited any right to any proposed contract and/or damages claimed with regard to the award thereof.

## SCOPE OF WORK

I am willing will serve as City Attorney for the City of Indian Rocks Beach and I can represent the City in all matters requiring legal counsel in accordance with the

City Charter, the Code of Ordinances, the Comprehensive Plan of the City, and all other pertinent statutes and regulations contained in the Scope of Work.

Required services include, but are not limited to:

1. Service at Commission Work Sessions; YES INCLUDED
2. Service at Commission Meetings; YES INCLUDED
3. Service at Board of Adjustments and Appeals Meetings; YES INCLUDED
4. Service at Planning and Zoning Board Meetings; YES INCLUDED
5. Service to the City Manager and staff; YES INCLUDED
6. Service other meetings as determined by the City Manager; YES INCLUDED
7. Service at Special Magistrate Hearings regarding code compliance, fines, liens and other related matters; YES INCLUDED

Respectfully submitted,



Ralf Brookes Attorney



Ralf Brookes Attorney  
1217 E Cape Coral Parkway #107  
Cape Coral Florida 33904  
(239) 910-5464

# **RALF BROOKES**

*Board Certified in City County and Local Government Law by The Florida Bar*



**Ralf G. Brookes, Attorney. 1998-present.** Local government law practice - Representing local governments, public and private sector clients, public interest groups and not-for-profit organizations. Prepare and present to local government councils, commissions and boards, review and file applications, litigate approvals and denials, prepare and defend ordinances, land development regulations, comprehensive plan amendments, settlements, development agreements, administrative proceedings on local, state and federal agency permits, approvals, challenges and appeals in state and federal courts, state agencies, counties and municipalities.

## **CITY ATTORNEY LOCAL GOVT EXPERIENCE:**

As City/Town Attorney: Meet with and advise City/Town/District Manager and Departments; Municipal Law; Land Use, Zoning, Comp Plans, Ordinances and Code Preparation and Enforcement, Contracts; Litigation, Human Resources Issues, Sunshine Law and Public Records, RFQs/RFPs and review of development application, variances, planned developments, development agreements; legislation, ordinances, audits, grants, government; post-hurricane issues; beach renourishment and other government public works projects.

- **City of Naples - City Attorney / Assistant City Attorney with Dickman Law Firm** (August 2024 to present);
- **City of St Pete Beach, Florida City Attorney with Vose Law Firm (of counsel)** (Pinellas County, population 10,086); 2024 to present; and prior City Attorney 2007-2008
- **Captiva Erosion Prevention District, Special District Attorney**, 2020 to present (1,150 units; 500 perm. residents)
- **Town Attorney, Kenneth City, Florida** 2023 to present (population 5,000)
- **Town of Yankeetown, Florida, City Attorney** 2006 – 2022 (Levy County, population 760)
- **City of Madeira Beach, Florida City Attorney** 2017-2020 (Pinellas County, population 4,406)
- **City of Bradenton Beach Florida**, 2004 – 2009 (Manatee County, population 1,536)

## **COUNTY ATTORNEY EXPERIENCE:**

- **Monroe County (the “Florida Keys”) - Land Use Litigation Counsel** (1992-1998) Representing Monroe County Florida in land use litigation in state and federal courts, serve as counsel for Growth Management Division, counsel for Planning Department, Planning Commission and Code Enforcement; prepared and defended vacation rental ordinance, noise ordinances, resolutions and land development regulations, development agreements, comprehensive plan amendments, defended Monroe County in state and federal court.
- **Sarasota County Assistant County Attorney** (1990 – 1992) Advise County Attorney, Board of County Commissioners of Sarasota County; Planning Commission, Planning, Natural Resources, Code Enforcement, Solid Waste Departments, interagency and interlocal agreements; Pollution Control

## **LAW FIRM EXPERIENCE:**

- **Fine Jacobson Schwartz Nash Block & England** (1988-1990) Miami, Tallahassee; Land Use Law
- **Vose Law Firm**, of counsel- municipalities, counties and local government clients
- **Co-Counsel** litigation, municipal and public interest cases

## **EDUCATION:**

**University of Florida –Law School** Gainesville, Florida, Juris Doctorate (**J.D. 1988**) - Jessup’s Cup Moot Court Team; UF Law Center for Governmental Responsibility Fellowship

**University of Miami** - Bachelor Science Degree, Marine Sciences & Geology, Coral Gables, (B.S. 1985)

### **PROFESSIONAL:**

**Board Certified: City, County and Local Government Law** by The Florida Bar – **2004 to date**

**Admitted to Florida Bar – 1988** (Over 22+ years as member in good standing)

**Florida Federal Courts: Admitted** Federal Middle District Fla., Federal 11<sup>th</sup> Circuit Appeals Court

**Florida State Courts: Admitted** all state circuits, all appellate district courts, Florida Supreme Court

#### **The Florida Bar, Sections and Committees:**

- **City, County and Local Government Law Section**, 200 - present, current member/presenter
- **Environmental and Land Use Law Section**, Executive Council, 1993-2001, current member
- **Administrative Law Section** Executive Council, 1991- 1999 current member

### **TEACHING:**

**University of Florida Law School** – Conservation Clinic and Env and Land Use Law Program,  
**Practitioner in Residence 2013** – Teach Clinic for Law and Interdisciplinary Students

**Florida Gulf Coast University (FGCU) - Adjunct Professor Env Law** from 2005 – 2014  
Environmental & Land Use Law Masters of Public Administration Program PAD 5620.

### **PRESENTING:**

#### **Florida League of Cities:**

- **Florida Municipal Attorney's Association** Member and CLE presenter
- **Florida Municipal Attorney's Association** Speaker Noise Ordinances; Land Use/Zoning

#### **The Florida Chamber of Commerce,**

- Growth Management Short Course
- Environmental Permitting Short Course

#### **The Florida Bar, Continuing Legal Education (CLE) Programs**

- City, County and Local Government Section of the Florida Bar
- Environmental and Land Use Law Section of the Florida Bar
- Administrative Law Section of the Florida Bar
- University of Florida Law program, speaker and guest lecturer

#### **Continuing Legal Education, CLE-International Programs,**

- Dealing With Government
- Litigating Land Use and Takings Claims
- Defending Local Government Land Use Denials
- Regulatory Takings under the U.S. and Florida Constitution
- Wetlands Regulations

**Southwest Florida Chamber of Commerce** “Issues 08” Southwest Florida Legislative Delegation

**A Sustainable Southwest Florida: Creating a Vision.** Participant City Attorney



***Board Certified in City County and Local Government Law*** by The Florida Bar



**TO BE RELEASED: May 14, 2025**

**NOTICE OF  
REQUEST FOR PROPOSAL  
TO PROVIDE  
LEGAL SERVICES  
FOR  
THE CITY OF INDIAN ROCKS BEACH FLORIDA  
PROVIDING SERVICES AS THE CONTRACTED "CITY ATTORNEY"**

The City of Indian Rocks Beach, Florida, (hereinafter referred to as the "City"), invites you to submit a written proposal to provide the City with legal services in connection with its regular governing and operating activities. Proposals are solicited in accordance with the terms, conditions, and instructions as set forth in this Request for Proposals ("RFP").

Proposals will be received by the City of Indian Rocks Beach, Florida, by U.S. Postal Mail or hand delivery to the City Clerk's Office, City Hall, City of Indian Rocks Beach, 1507 Bay Palm Boulevard, Florida 33785 until **June 6, 2025, at 3:30 p.m.** Sealed proposals must be submitted marked: ATTENTION: CITY CLERK — CITY OF INDIAN ROCKS BEACH — RFP: LEGAL SERVICES. No proposals will be accepted after the stated deadline.

The RFP document may be obtained from the City of Indian Rocks Beach City Hall, 1507 Bay Palm Boulevard, Indian Rocks Beach, FL 33785, phone (727) 595-2517 or from the Internet via the City's Web Site [www.indian-rocks-beach.com](http://www.indian-rocks-beach.com) . Questions concerning the RFP should be submitted in writing either by postal mail to Mishelle Hargett, Administrative Assistant/PIO, City of Indian Rocks Beach, 1507 Bay Palm Boulevard, Indian Rocks Beach, Florida 33785, or by email to [mhargett@irbcity.com](mailto:mhargett@irbcity.com) no later than Thursday, May 29, 2025.

**SECTION I  
OVERVIEW**

The City of Indian Rocks Beach, Florida, is requesting proposals from independent legal service providers licensed to practice law in the State of Florida ("Firm") to perform the legal services described herein.

The "basic services" required in this Request for Proposals ("RFP") include:

- (1) represent the City in all litigation and controversies; YES
- (2) have authority to administer oaths and affidavits; YES
- (3) approve as to form proposed ordinances and resolutions before they shall be adopted; YES

- (4) draft proposed ordinances and resolutions as requested; YES
- (5) inspect and pass upon all papers, documents, contracts, and other instruments in which the City may be interested; YES
- (6) be the legal advisor to the City Manager, City Commission, all official Boards and Committees, and all City officers and employees with respect to any legal matter pertaining to the affairs of the City, including Special Magistrate Hearings; YES
- (7) whenever it shall be brought to the City Attorney's knowledge that any person, firm, or corporation exercising and enjoying any franchise or privilege from the City of Indian Rocks Beach has been guilty of a breach of any condition of such grant, or has failed to comply in any material matter with the terms and stipulations thereof, make report of said matter to the City Commission, together with all facts bearing upon the same which may be brought to the City Attorney's attention. If the City Commission shall determine that said complaints are well founded, it shall be its duty to take such action as may be necessary; and in the event the offending party shall fail or refuse to conform to such order as it may make with respect thereto, it shall be the duty of the City Commission to direct the City Attorney to institute suit in the court having jurisdiction thereof against such party so offending to obtain a judgment of forfeiture of said franchise or privilege; YES
- (8) advise the City Commission, the City Manager, and all the departments of the City concerning new or proposed state or federal legislation and to represent the City with others, before all legislative bodies in matters affecting the City; YES
- (9) upon the City Attorney's own initiative or upon the direction of the City Commission, to appear in any and all litigation affecting the City and to represent the City in such manner as the City Attorney deems to be to the best interest of the City, and to institute, with City Commission approval, such legal proceedings as may be necessary or desirable on behalf of the City; YES
- (10) when deemed for the best interest of the City, to advise or represent officers and employees of the City in litigation in matters arising out of the official conduct of their office or duties or in the course of their employment; YES
- (11) perform such other duties as the City Commission or City Manager may direct or request; YES
- (12) offer legal advice on items requiring City Commission action with appropriate recommendations based on analysis and experience; YES

- (13) provide the City Commission and City Manager with timely information on litigation, proposed litigation, and legal issues; **YES**
- (14) effectively represents the City Commission on potential legal problems in negotiations and hearings as required; **YES**
- (15) practice preventative and proactive legal representation, i.e., supplies advanced information of potential legal problems; **YES**
- (16) make appropriate data available to the media on legal issues related to the City as directed by the City Commission; **YES**
- (17) maintain an effective relationship with the City Commission, City Manager, and staff; **YES**
- (18) have knowledge of, supports, and implements the policies and decisions of the City Commission; **YES**
- (19) provide effective legal counsel in the preparation and approval of contracts involving the City; **YES**
- (20) handle litigation effectively by preparing witnesses for trial, hearings, meetings, and depositions; **YES**
- (21) deal effectively with unexpected or disturbing issues in-group settings.

Price quotation for fees are requested for all services listed under "Scope of Work".

If you are interested in making a proposal to obtain this engagement, please comply with the enclosed detailed instructions for submitting proposals.

## **SECTION II GENERAL INSTRUCTIONS Proposal Format**

All proposals must be typewritten.

Proposals should not be submitted in an elaborate format, and expensive binders are not desired.

Legibility, clarity, and completeness are essential. The proposal must be signed by individual(s) legally authorized to bind the Firm.

### **Submission Procedures**

Ten (10) copies of the proposal (one for each elected member of the City Commission plus the official file and staff) are to be submitted in a sealed envelope to:

***Lorin Kornijtschuk, City Clerk  
City of Indian Rocks Beach  
1507 Bay Palm Boulevard  
Indian Rocks Beach, FL 33785***

To prevent opening by unauthorized individuals, your proposal should be identified on the envelope or wrapper as follows:

**CITY OF INDIAN ROCKS BEACH — RFP: Legal Services  
JUNE 6, 2025 @ 3:30 P.M.**

The deadline for submission of proposals is **June 6, 2025 at 3:30 p.m.**

No modification or addenda will be accepted after the closing dates stated above unless, in the opinion of the City Commission, it is in the best interest of the City of Indian Rocks Beach to do so.

### **ATTENDANCE ON JUNE 10, 2025, CITY COMMISSION MEETING**

By submitting a proposal, you confirm your availability to attend the City of Indian Rocks Beach City Commission Meeting on June 10, 2025, at 6:00 PM. The Commission will review each proposal and interview each firm in a public meeting. The meeting will be held at the Church of the Isles, located at 200 24th Avenue, Indian Rocks Beach, FL 33785.

### **Additional Information and Specification Changes**

Request for additional information and questions should be addressed to Mishelle Hargett, Administrative Assistant/PIO, City Hall, City of Indian Rocks Beach, 1507 Bay Palm Boulevard, Indian Rocks Beach, Florida 33785, or by email [mhargett@irbcity.com](mailto:mhargett@irbcity.com).

Questions and requests for additional information must be submitted in writing by Thursday, May 29, 2025.

The City reserves the right to change these specifications.

### **SECTION III SPECIAL INSTRUCTIONS**

The City requires that proposals be submitted which not only set out a Firm's response to each of the City's concerns addressed in this RFP, but also specifically address each of the **ITEMS** set out below.

Innovation in approach and costs is desired. Each proposal must include:

**ITEM 1. A Statement of Acknowledgment and Recognition that contact regarding this proposal with any individual, City Commission Member, or employee of the City with the sole exceptions being *Gregg Mims, City Manager, Lorin Kornijtschuk, City Clerk, and/or Mishelle Hargett, Administrative Assistant/PIO* will be grounds for disqualification of the Firm at the option of the City Commission. This limitation is in effect from the date of the publication of this RFP until a contract is recommended by the City Commission. The Firm may respond to questions initiated by a City Commission Member once the contract is placed on the City Commission agenda.**

**ITEM 2.** A statement of the Firm's procedure and practice for handling billable out-of-pocket expense matters.      Out of Pocket expenses are rare, but would be billed on the Attorney Invoice.

**ITEM 3.** A statement that the Firm will provide the City Commission and the City Manager with status reports on pending matters on a monthly basis.      YES

**ITEM 4.** A statement that the Firm, if awarded a contract with the City, agrees not to undertake future representation nor to continue the present legal representation of any person or entity in a matter adverse to the City's legal interest relating to City matters during the term of the contract and for two (2) years after the expiration of any such contract. The City considers such representation to be a prima facie conflict of interest and will not agree to waive such conflict for any reason.      YES, AGREED

**ITEM 5.** A statement that the Firm, if awarded a contract with the City, agrees that the City Attorney will attend all meetings and work sessions of the City Commission and additional meetings as requested, but that, on occasion may be represented by a Firm Partner or associate in the absence of the City Attorney.      YES, AGREED

**ITEM 6.** A statement that the Firm will not offer any contribution (monetary or in-kind services) to a candidate for City elective office (including elected officers and officers- elect) during an incumbent's term or to a new candidate prior to and following the award of a contract to that Firm by the City Commission. The term "Firm" includes proprietors of proprietorships, all partners of partnerships and all officers, directors, and holders of ten (10%) percent or more of the outstanding shares of corporations, and their immediate families.      YES, AGREED

#### **SECTION IV EVALUATION AND SELECTION FACTORS**

The successful Firm will be selected based upon the ability to meet the needs outlined in the section titled "Scope of Work;" and the competitive rates at which these services may be provided.

All proposals will be evaluated by the City of Indian Rocks Beach in accordance with the factors set forth below and narrowed to a field of two (2) to five (5) proposals. The

finalist may be invited, at the sole discretion of the City Commission, to present their proposals in a personal interview at a time and place to be designated by the City Commission. Any Firm should be prepared to attend a personal interview upon one week's notice after submission of the proposal.

## **SECTION V SCOPE OF WORK**

The successful Firm will serve as City Attorney for the City of Indian Rocks Beach and be capable of representing the City in all matters requiring legal counsel. All duties must be performed in accordance with the City Charter, the Code of Ordinances, the Comprehensive Plan of the City, and all other pertinent statutes and regulations.

Required services include, but are not limited to:

1. Service at Commission Work Sessions; **YES**
2. Service at Commission Meetings; **YES**
3. Service at Board of Adjustments and Appeals Meetings; **YES**
4. Service at Planning and Zoning Board Meetings; **YES**
5. Service to the City Manager and staff; **YES**
6. Service other meetings as determined by the City Manager; **YES**
7. Service at Special Magistrate Hearings regarding code compliance, fines, liens and other related matters. **YES**

## **SECTION VI PROPOSAL OUTLINE AND CONTENT**

In order to simplify the review process and to obtain the maximum degree of comparability, proposals must be organized in the manner stated below and at minimum shall contain the following information:

- A. *Letter of Transmittal*. The letter of transmittal should be limited to a maximum of two (2) pages and should include the following:
  1. A brief statement of the Firm's understanding of the work to be done and statements that the Firm will comply with the requirements set forth in this RFP and City administrative guidelines. **YES, AGREED**
  2. A "Certificate of Authority" signed by the managing partner of the law firm. The certificate should list the specific person(s) who are authorized to execute contracts on behalf of the law firm. **YES, ATTACHED**

3. The proposal shall be signed by a person(s) authorized to legally bind the Firm (including title of person, address, and telephone number) and shall contain a statement that the proposal contained therein shall remain firm for a period of one hundred eighty (180) days from and after the date of proposal submittal. **YES, AGREED**
  
4. A brief statement that as a condition for submitting this proposal, the Firm agrees that any decision of the City regarding the award of this contract, if any, is final, and the Firm agrees not to litigate any issue concerning the selection process. Further, a brief statement that should the Firm institute or threaten litigation relating to this RFP and the selection process, they shall be deemed to have forfeited any right to any proposed contract and/or damages claimed with regard to the award thereof. **YES, AGREED**
  
- B. *Title Page.* The title page should include the RFP subject, the name of the Firm, local address, telephone number, name of contact person(s), and the date.
  
- C. *Table of Contents.* The table of contents should include a clear identification of the material by section and page number.
  
- D. *Management and Technical Approach.* Proposals submitted in response to this RFP must address, but not necessarily be limited to, the following:
  1. The staffing level to perform the contract, including the functions proposed to be performed by each person, his or her educational and experience levels, and be supported by an organizational chart. The Firm must be willing to maintain the staffing level proposed during the term of any contract awarded. **ONE ATTORNEY**
  
  2. State the number of title and description of local/municipal related matters the supervising attorney has handled in the year preceding submission of this proposal. **SEE RESUME ATTACHED**
  
  3. Summarize the Firm's ability to handle assignments in a timely manner. **YES, AGREED ALL LEGAL REQUESTS HANDLED TIMELY PER REQUEST**
  
  4. A Statement of Disclosure stating any fee sharing arrangement with other law firms in connection with this matter, management service, or fee referral arrangement with any other law firm or attorney, and a disclosure of the ownership and names of the principles of any such firm. **NONE**
  
  5. Willingness to maintain high professional standards in all communications and other dealings with the City. **YES, AGREED**
  
  6. Methods by which the Firm will track all open legal matters, and report

the status of such activities to the City Commission and City Manager in a timely manner, at least monthly and as circumstances warrant.

**YES, AGREED TO TRACK WORKFLOW WITHIN CITY SYSTEMS**

7. Willingness to work closely with the City Manager, official Boards, and Committees, and other departments/employees of the City, as necessary.

**YES, AGREED**

- E. *Resumes.* The proposal shall include resumes for all personnel who will be involved in providing legal services to the City of Indian Rocks Beach. Resumes should include prior experience relevant to the engagement, information on licenses from the State and other jurisdictions, and information regarding continuing education and participation in professional organizations. **YES, ATTACHED**

- F. *Similar Projects and References.* The proposal shall include a list and brief description of any similar engagements currently in progress or completed or other municipal law experience. A minimum of five (5) years' experience in the field of municipal law is required. **SEE RESUME**

- G. *Fee Schedule.* The Firm shall list a fee to be charged for each of the services listed below.

<b>Service</b>	<b>Description of Services</b>	<b>Fee</b>
Monthly Retainer or Hourly Rate		Per Month Per Hour <b>225/HOUR</b>
Hourly Services outside of Retainer		Per Hour <b>225/HOUR</b>
Litigation Hourly Rate		Per hour <b>225/HOUR</b>
Travel		NONE
Out-of-Pocket	Long Distance Phone Fax Copies Other	N/A N/A N/A AT COST IF ANY

- H. *Equal Employment Opportunity.* Prior to entering into a contract with the City of Indian Rocks Beach, the Firm ("contractor") shall agree to comply with the following equal employment opportunity clause, which shall be incorporated in the contract.

1. The contractor, subcontractor, vendor, supplier, or lessee will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, or age. The contractor, subcontractor, vendor, supplier, or lessee will take affirmative action to



ensure that applicants are employed and that employees are treated during employment without regard to their race, religion color sex, national origin, or age. Such action will include, but not be limited to, the following: employment; upgrading; demotion or transfer; recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training, including apprenticeship. The contractor, subcontractor, vendor, supplier or lessee agrees to post in conspicuous places available to employees, and applicants for employment, notices to be provided by the City setting forth the provisions of this Equal Employment Opportunity Clause. **YES, AGREED**

2. The contractor, subcontractor, vendor, supplier, or lessee states that all qualified applicants will receive consideration for employment without regard to race, religion, color, sex, national origin or age. **YES, AGREED**
3. The contractor or subcontractor will comply with all provisions of Executive Order No. 11246 and the rules, regulations, and relevant orders of the Secretary of Labor or other Federal Agency responsible for enforcement of the equal opportunity and affirmative action provisions applicable and will likewise furnish all information and reports required by the City Commission, if any for purposes of investigation to ascertain and effect compliance with this program. **YES, AGREED**
4. In the event of the contractor's subcontractors, vendor's, supplier's, or lessee's noncompliance with the nondiscrimination clause of the contract or with any of such rules, regulations, or orders, the contract may be canceled, terminated, or suspended in whole or in part, and the contractor, subcontractor, vendor, supplier, or lessee may be declared ineligible for further City contracts in accordance with procedures in Executive Order No. 11246, and such other sanctions may be imposed and remedies invoked as provided in the said Executive Order, or by rule, regulation, or order of the Secretary of Labor, or as may otherwise be provide by law. **YES, AGREED**

- I. *Statement of Public Entity Crimes.* Pursuant to the provisions of paragraph (2) (a) of Section 287.133, Florida Statutes: "A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded to perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in section 287.017, for CATEGORY TWO (\$10,000.00) for a period of thirty-six (36) months from the date of being placed on the convicted vendor list. **YES, AGREED**

J. *Insurance.* The Firm shall maintain in effect during the term of any Contract in connection with this RFP, and all extensions and amendments thereof, certain insurance coverage as set forth below, and shall furnish certificates of insurance, in duplicate form, before beginning its performance under this Contract. All policies except Professional Liability and Worker's Compensation must name the City as an additional insured. All liability policies must be issued by a Company with a Certificate of Authority from the Florida Financial Services Commission, Office of Insurance Regulation to conduct insurance business in Florida or a rating of at least B+ and a financial size of Class VI or better according to the current year's Best's Key Rating Guide, Property-Casualty United States. The Firm shall maintain the following insurance coverage in the following amounts:

(1) Commercial General Liability insurance including Contractual Liability insurance \$500,000 per occurrence; \$1,000,000 aggregate.

**YES, AGREED**

(2) Worker's Compensation including Broad Form All States endorsement Statutory amount.

**YES, AGREED**

(3) Professional Liability: \$1,000,000 per occurrence; \$1,000,000 aggregate.

**YES, AGREED**

(4) Automobile Liability insurance \$1,000,000 combined single limit per occurrence. Defense costs are excluded from the face amount of the policy.

**YES, AGREED**

Aggregate Limits are per 12-month policy period unless otherwise indicated.

**YES, AGREED**

All insurance policies must require on their face, or by endorsement, that the insurance carrier waives any rights of subornation against the City, and that it shall give 30-days written notice to the City before they may be canceled, materially changed, or non-renewed. Within the 30-day period, the Firm shall provide other suitable policies in lieu of those about to be canceled, materially changed, or non-renewed so as to maintain in effect the required coverage. If the Firm does not comply with this requirement, the City Commission, at its sole discretion, may:

a.) immediately suspend the Firm from any further performance under this Contract and begin procedures to terminate for default, or

b.) purchase the required insurance with City funds and deduct the cost of the premiums from amounts due to the Firm under this Contract.

**YES, AGREED**

K. *Public Records.* Contractor agrees to be bound by the requirements of Chapter 119 in connection with its representation of the City, and its contract with the City shall include the statutorily required language in Fla. Stat. 119.0701. **YES, AGREED**

L. If selected by the City, Contractor agrees to provide an affidavit satisfying the

requirements of Fla. Stat. 787.06 (13).      YES, AGREED

## **SECTION VII CONDITIONS OF SUBMISSION**

The Firm shall not, under penalty of law, offer any gratuities, favors, or anything of monetary value to any officer or employee of the City of Indian Rocks Beach for any reason. The Firm shall not engage in any manner in any practices with any other proposer(s) which may restrict or eliminate competition or otherwise restrain trade. Violation of this instruction will cause your proposal to be rejected by the City. (This does not preclude joint ventures or subcontracts). All proposals submitted must be the original work product of the Firm offering the proposal. This RFP is not to be construed as a contract or as a commitment of any; nor does it commit the City of Indian Rocks Beach to pay for costs incurred in the submission of a proposal or for any costs incurred prior to the execution of a formal contract, nor thereafter, except in accordance with the terms of any such contract.

The certification attached hereto as **CERTIFICATION** must be signed, dated, acknowledge, and must accompany your proposal.

## **SECTION IX FIRM'S INFORMATION**

1. Firm Name RALF BROOKES ATTORNEY
2. Firm's Mailing Address P.O. BOX 100238 CAPE CORAL FL 33910
3. Firm's Physical Address 1217 E CAPE CORAL PARKWAY 107 CAPE CORAL FL 33904
4. Contact Name RALF BROOKES
5. Contact's Telephone No. (239) 910-5464
6. Contact's E-mail Address RALF@RALFBROOKESATTORNEY.COM    RALFBROOKES@GMAIL.COM
7. If your firm operates under a Fictitious Name, please list the names and addresses of the principals/owners.  
Names/Address N/A

8. If your firm is a corporation, <sup>N/A</sup> please provide the following: N/A
- a.) Federal Tax I.D. #: \_\_\_\_\_
  - b.) A certified copy of Certificate in Good Standing from the Secretary of State.
  - c.) A list of the corporate officers (names & addresses)

---

---

---

9. *References.* Please provide a list of four (4) references of client organizations that the Firm is currently representing or has represented. The City may request information from these sources.

Name CITY OF NAPLES

Address 735 8th Street South Naples, FL 34102

Contact's Name LEGAL COORDINATOR, MAUREEN TAYLOR

Contact's Telephone No. (239) 207-7816

Name KENNETH CITY

Address 6000 54th Avenue N. Kenneth City, FL 33709.

Contact's Name CITY CLERK KRISTIN COOK

Contact's Telephone No. (727) 498-8948

Name CITY OF ST PETE BEACH

Address 155 Corey Avenue St. Pete Beach, FL 33706

Contact's Name GINNY BODKIN, DEPUTY CITY CLERK

Contact's Telephone No. 727.363.9201

Name CAPTIVA EROSION PREVENTION DISTRICT

Address 11528 Andy Rosse Lane, 1st Floor, Captiva FL 33924

Contact's Name BRIGHTON HEARD, GENERAL MANAGER

Contact's Telephone No. (239) 472-2472

6/5/25

Date Firm

## **CERTIFICATION**

1. I/We understand, acknowledge and agree that the City of Indian Rocks Beach shall not be responsible for reimbursement of any costs incurred in the preparation of this proposal. **YES, AGREED**
2. I/We understand, acknowledge and agree that the City Commission may reject this proposal, in whole or in part, out-of-hand, for no reason, and that any such rejection will result in no obligation whatsoever on the part of the City of Indian Rocks Beach or any of its employees and officials. **YES, AGREED**
3. I/We understand, acknowledge and agree that the City Commission reserves the right to reject all proposals and to accept any offer received, whether or not the offer is the lowest price offer received. **YES, AGREED**
4. I/We understand, acknowledge and agree that any complaint made by a proposer made with regard to the selection process or any contract award relating to the RFP will void any proposal filed by the complaining proposer.  
**YES, AGREED**
5. I/We understand, acknowledge and agree that any contract awarded herein shall not entitle the successful proposer to perform work for the City of Indian Rocks Beach on an exclusive basis.  
**YES, AGREED**
6. I/We understand, acknowledge and agree that the City Commission retains the discretion to use or not to use the services of any particular successful proposer under this RFP and that any contract award does not guarantee that the successful proposer will actually be requested to perform work under the contract.  
**YES, AGREED**
7. I/We understand, acknowledge and agree that the City Commission will require, as a condition of any contract awarded under this RFP, that the proposer shall provide proof of insurance in amounts acceptable to the City, including, but not necessarily limited to the following categories of insurance, General Liability, Automobile Liability, Workers' Compensation and Professional Liability. If selected for the award of a contract under this RFP, I/We agree to provide to the City Commission, proof of insurance in the form and amounts satisfactory to it.  
**YES, AGREED**
8. I/We understand, acknowledge and agree that this RFP and the selected Firm's proposal may, by reference, become a part of any formal Contract the selected Firm and the City resulting from this solicitation.  
**YES, AGREED**
9. I/We understand, acknowledge and agree that personnel essential to the continuity of any contract must be available throughout the duration of any contract that may be awarded hereunder unless substitutions are approved in writing by the City Commission.  
**YES, AGREED**

10. I/We understand, acknowledge and agree that the successful Firm will be expected to adhere to billing procedures of the City of Indian Rocks Beach and to all standard contractual requirements of the City. The Firm shall provide legal services in accordance with this RFP, as they may be amended from time to time. **YES, AGREED**
11. I/We understand, acknowledge and agree that the City Commission and/or City Manager will be responsible for monitoring day-to-day services of the Firm delivered to the City. The Firm shall promptly report any conditions, transactions, occurrences, events, situations or circumstances encountered by the Firm which would impede or impair the proper conduct of the legal services provided. **YES, AGREED**
12. I/We understand, acknowledge and agree that all proposals submitted shall become public record upon the opening of the sealed envelope in which the Firm's proposal is submitted. **YES, AGREED**
13. I/We understand, acknowledge and agree that if selected, the Firm will be required to keep complete and accurate books of accounts and records of its business and operations under and in connection with the contracted services. All such books of accounts and records shall be made available for inspection by designed City persons or others as the City might require. **YES, AGREED**

  
\_\_\_\_\_  
**Authorized Representative**

STATE OF FLORIDA  
COUNTY OF PINELLAS

SWORN TO AND SUBSCRIBED before me, this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
NOTARY PUBLIC

## **AGENDA ITEM NO. 7**

### **OTHER LEGISLATIVE MATTERS**

**AGENDA ITEM NO. 8**

**WORK SESSION**



**AGENDA ITEM NO. 9**

**OTHER BUSINESS**

**AGENDA ITEM NO. 10**

**ADJOURNMENT**