



VILLAGE OF PALMETTO BAY
 9705 E. HIBISCUS STREET
 PALMETTO BAY, FLORIDA 33157
 (305) 259-1234 Fax: (305) 259-1290

Approved
 Edward Silva, Village Manager
 8/28/19
 Date

REQUEST FOR PUBLIC RECORDS

Requests are filled in accordance with the provisions of Chapters 119 and 257, Florida Statutes.

DATE: 7-31-19
 NAME: David Singer
 COMPANY: _____
 ADDRESS: _____
 PHONE: _____ FAX: _____
 EMAIL: dsinger@palmetto-bay-fl.gov

REQUEST (Attach additional page, if necessary): Copies of the following documents:

* Please see attached email for description of request.

FOR USE BY VILLAGE STAFF ONLY TRACKING NO.: 2019-242
 DATE FORWARDED: 7-31-19 ASSIGNED DEPT: Administration
 DATE REQUEST FILLED: _____ NUMBER OF COPIES: _____
 ESTIMATED TIME (IF APPLICABLE): _____ ESTIMATED COST: _____
 HOW WAS REQUEST FILLED? _____
 IF NOT FILLED, REASON: _____
 BY: _____

Melissa Dodge

From: Missy Arocha
Sent: Wednesday, July 31, 2019 10:42 AM
To: Melissa Dodge
Subject: FW: Public information request - D. Singer

Melissa:

Please log, acknowledge, and process the Councilman's request.

Respectfully,

Missy Arocha
Village Clerk / Passport Acceptance Facility Manager MDCMCA Secretary

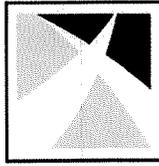
-----Original Message-----

From: David Singer <dsinger@palmettobay-fl.gov>
Sent: Wednesday, July 31, 2019 10:34 AM
To: Edward Silva <esilva@palmettobay-fl.gov>; Missy Arocha <marocha@palmettobay-fl.gov>
Subject: Public information request

Please get me the Weiss Serota legal engagement letter and all invoices to date.

Thank you

David Singer
Council Seat 2
Village of Palmetto Bay
(305) 903-3700



WEISS SEROTA HELFMAN COLE & BIERMAN

AT THE CROSSROADS OF BUSINESS, GOVERNMENT & THE LAW

JOHN J. QUICK
PARTNER
jquick@wsh-law.com

January 17, 2019

VIA EMAIL

Mr. Edward Silva
Village Manager
Village of Palmetto Bay
9705 East Hibiscus Street
Palmetto Bay, Florida 33157

Re: Special Counsel for UP# 1819-00-002 for Palmetto Bay

Dear Mr. Silva:

We are pleased that you wish to engage our Firm to provide outside legal counsel services related to the Village's Downtown Urban Village ("DUV"). From our experience, we have found that clients appreciate a frank and open discussion and understanding of the services that we will perform and the basis upon which they will be expected to pay for those services.

This letter is intended to set forth our understanding as to the nature and scope of the legal services we have agreed to render for you, the amount of our fees for those services, the manner in which our fees for those services shall be determined, and the terms upon which you will make payment.

1. Nature of Legal Services. You have engaged us to provide outside counsel services related to an analysis of the Village's DUV code and the recent proposal to amend the DUV put forth by various Village Councilmembers, including but not limited to those set forth in the agenda for the January 9, 2019 Special Council meeting.

2. Fees for Services. You will be charged and agree to pay for our services on the basis of hourly rates established from time to time for the attorneys in our Firm, together with applicable taxes if any. It is contemplated that I, John J. Quick, and Chad S. Friedman will have primary responsibility for this matter, with a current hourly rate of \$220.00. It is our practice to charge for actual time expended on your behalf, but not less than 2/10ths of an hour for each activity. Hourly rates for other members of the Firm,

Mr. Edward Silva
Re: Retainer Agreement for DUV analysis
January 17, 2019
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associates and paralegals range from \$220 to \$700.

3. **Costs.** In addition to the fees discussed in paragraph 2, the firm will add a 2.5% administrative fee to each bill to cover administrative costs such as delivery charges, long distance telephone charges, photocopies (xerox), postage, faxes, and computer research expenses. Non-incidentual costs such as travel, court reporter expenses (including cost of transcript and court reporter's fee for attendance), court costs (such as filing fees, service of process, newspaper publication costs, subpoena costs, witness fees, recording fees, etc.), accounting and appraisal fees, expert fees, trial/hearing exhibit costs, investigation costs, and applicable lobbyist registration fees, will continue to be itemized and billed.

4. **Payment of Fees and Costs.** Our invoices will be submitted to you on a monthly basis, and each invoice will be due and payable when rendered. You must understand that if any invoice remains unpaid for more than 30 days after it is rendered, we reserve the right, in our discretion (subject to court approval, if necessary), to cease to provide further legal services to you. You will, however, be liable to us for the payment of any fees earned and any costs incurred by us to that time, together with any applicable taxes.

5. **Withdrawal from Representation.** We reserve the right to withdraw from representing you if you have misrepresented or failed to disclose material facts to us, or if we disagree about the course of action which should be pursued.

6. **Representation of Other Clients.** We are bound by rules of legal ethics not to represent any client if the representation of that client will be directly adverse to the interests of another client unless each such client consents to such representation after consultation.

7. **Fees for Other Services.** In the event you ask us to render legal services with respect to other matters, in the absence of a written agreement specifically addressing that representation, the other matters will be handled on an hourly basis, and fees and costs will be payable under the same terms and conditions as provided for in paragraphs 2 and 3 of this letter.

8. **Commencement of Representation.** If the foregoing is agreeable to you, please acknowledge your understanding and agreement by signing this letter and delivering it to us.

Mr. Edward Silva
Re: Retainer Agreement for DUV analysis
January 17, 2019
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We appreciate your confidence in our Firm and we assure you that we will make every effort to perform our services in a prompt and efficient manner.

Very truly yours,

**WEISS SEROTA HELFMAN
COLE & BIERMAN, P.L.**

By: 

John J. Quick

AGREED AND ACCEPTED on _____, 2019.

VILLAGE OF PALMETTO BAY

By: 

Name: Edward Silva

Title: Village Manager

NOT TO EXCEED \$ 8500



**WEISS SEROTA HELFMAN
COLE & BIERMAN**
AT THE CROSSROADS OF BUSINESS, GOVERNMENT & THE LAW

Document Date	Check Date	Check #	Document Reference	Vendor Last Name	Description	Professional Legal Services to	Document Description	Debit Amount	Credit Amount	PO #	Acct #	Acct Title
08/22/2013	08/22/2013	1757	16887	WEISS SEROTA HELPMAN PASTORZA	Professional Legal Services to	Professional Legal Services to	PROFESSIONAL SERVICES	\$466.50	\$0.00		0001-519-41-30-31002001	GENERAL SERVICES
05/09/2013	05/10/2013	1747	16682	WEISS SEROTA HELPMAN PASTORZA	Professional Legal Services to	Professional Legal Services to	PROFESSIONAL SERVICES	\$2,172.00	\$0.00		0001-519-41-30-31002001	GENERAL SERVICES
05/27/2013	05/31/2013	1735	16230	WEISS SEROTA HELPMAN PASTORZA	Professional Legal Services to	Professional Legal Services to	PROFESSIONAL SERVICES	\$177.50	\$0.00		0001-519-41-30-31002001	GENERAL SERVICES
07/15/2013	07/26/2013	1769	17184	WEISS SEROTA HELPMAN PASTORZA	Professional Legal Services to	Professional Legal Services to	PROFESSIONAL SERVICES	\$84.00	\$0.00		0001-519-41-30-31002001	GENERAL SERVICES
08/24/2018	08/27/2018	3053	207453	WEISS SEROTA HELPMAN PASTORZA	000 GENERAL LAND USE AND ZONING ANALYSIS	000 GENERAL LAND USE AND ZONING ANALYSIS	000 GENERAL LAND USE AND ZONING ANALYSIS	\$11,070.00	\$0.00		0001-519-41-30-31002001	LAND DEVELOPMENT CODE
08/09/2018	08/07/2018	3047	207039	WEISS SEROTA HELPMAN PASTORZA	Analyze historical property in	000 GENERAL LAND USE AND ZONING ANALYSIS	000 GENERAL LAND USE AND ZONING ANALYSIS	\$3,060.00	\$0.00		0001-519-41-30-31002001	GENERAL SERVICES
04/18/2017	10/27/2017	2841	19443	WEISS SEROTA HELPMAN PASTORZA	ANALYSIS OF DOWNTOWN URBAN VIL	ANALYSIS OF DOWNTOWN URBAN VIL	ANALYSIS OF DOWNTOWN URBAN VIL	\$2,000.00	\$0.00		0001-519-41-30-31002001	GENERAL SERVICES
08/02/2018	08/03/2018	3028	205708	WEISS SEROTA HELPMAN PASTORZA	GENERAL LAND USE AND ZONING AN	GENERAL LAND USE AND ZONING AN	GENERAL LAND USE AND ZONING ANALYSIS	\$375.00	\$0.00		0001-519-41-30-31002001	GENERAL SERVICES
02/25/2019	03/01/2019	3159	210648	WEISS SEROTA HELPMAN PASTORZA	GENERAL LAND USE & ZONING ANAL	GENERAL LAND USE & ZONING ANAL	GENERAL LAND USE & ZONING ANALYSIS	\$3,111.00	\$0.00		0001-519-41-30-31002001	GENERAL SERVICES
07/25/2019	03/01/2019	3158	212648	WEISS SEROTA HELPMAN PASTORZA	SPECIAL LAND USE & ZONING COUN	SPECIAL LAND USE & ZONING COUN	PROJ. PROJECT #005 ANALYSIS DUU - AMEND	\$176.00	\$0.00	000812	0001-519-41-30-31002001	GENERAL SERVICES
03/19/2019	03/22/2019	3174	215892	WEISS SEROTA HELPMAN PASTORZA	000 GENERAL LAND USE & ZONING	000 GENERAL LAND USE & ZONING	000 GENERAL LAND USE & ZONING ANALYSIS	\$3,845.40	\$0.00		0001-519-41-30-31002001	GENERAL SERVICES
03/19/2019	03/22/2019	3174	213993	WEISS SEROTA HELPMAN PASTORZA	SPECIAL LAND USE & ZONING COUN	SPECIAL LAND USE & ZONING COUN	005- ANALYSIS DUU - AMEND VILLAGE CODE	\$3,927.82	\$0.00	000812	0001-519-41-30-31002001	GENERAL SERVICES
03/20/2019	03/22/2019	3174	202715	WEISS SEROTA HELPMAN PASTORZA	001 - FIREARM PRESCRIPTION LABELIT	001 - FIREARM PRESCRIPTION LABELIT	001 - FIREARM PRESCRIPTION LABELIT	\$3,100.00	\$0.00		0001-519-41-30-31002001	GENERAL SERVICES
03/11/2019	03/15/2019	3169	210717	WEISS SEROTA HELPMAN PASTORZA	FOR SERVICES RENDERED 000 GENE	FOR SERVICES RENDERED 000 GENE	FOR SERVICES RENDERED 000 GENERAL LAND U	\$10,995.83	\$0.00		0001-519-41-30-31002001	GENERAL SERVICES
03/11/2019	03/15/2019	3169	210717	WEISS SEROTA HELPMAN PASTORZA	FOR SERVICES RENDERED 000 GENE	FOR SERVICES RENDERED 000 GENE	FOR SERVICES RENDERED 000 GENERAL LAND U	\$3,725.00	\$0.00		0001-519-41-30-31002001	GENERAL SERVICES
03/11/2019	03/15/2019	3169	211708	WEISS SEROTA HELPMAN PASTORZA	GENERAL LAND USE & ZONING ANAL	GENERAL LAND USE & ZONING ANAL	GENERAL LAND USE & ZONING ANALYSIS	\$4,375.00	\$0.00		0001-519-41-30-31002001	GENERAL SERVICES
04/12/2019	04/12/2019	3189	214839	WEISS SEROTA HELPMAN PASTORZA	SPECIAL LAND USE & ZONING COUN	SPECIAL LAND USE & ZONING COUN	ANALYSIS ON DUU CODE	\$1,986.00	\$0.00	000812	0001-519-41-30-31002001	GENERAL SERVICES
04/12/2019	04/12/2019	3189	214840	WEISS SEROTA HELPMAN PASTORZA	000 GENERAL LAND USE AND ZONI	000 GENERAL LAND USE AND ZONI	000 GENERAL LAND USE AND ZONING ANALYSI	\$1,850.00	\$0.00		1053-524-10-30-31002001	GENERAL SERVICES
07/09/2018	07/13/2018	3078	205982	WEISS SEROTA HELPMAN PASTORZA	RE: 000 GENERAL LAND USE & ZONING ANALY	RE: 000 GENERAL LAND USE & ZONING ANALY	RE: 000 GENERAL LAND USE & ZONING ANALY	\$9,200.00	\$0.00		1053-524-10-30-31002001	GENERAL SERVICES
07/02/2019	07/02/2019	3253	215738	WEISS SEROTA HELPMAN PASTORZA	GENERAL LAND USE AND ZONING AN	GENERAL LAND USE AND ZONING AN	GENERAL LAND USE AND ZONING ANALYSIS	\$2,075.00	\$0.00		3002-552-01-30-31002005	STUDIES/MASTER PLANS
08/16/2019	08/23/2019	3267	218019	WEISS SEROTA HELPMAN PASTORZA	GENERAL LAND USE AND ZONING AN	GENERAL LAND USE AND ZONING AN	GENERAL LAND USE AND ZONING ANALYSIS	\$1,918.18	\$0.00			