

# Michael Pope

## ABOUT

Committed and creative Attorney with specialty in criminal law. Highly skilled in oral argument and legal research, leading to successful litigation of numerous cases.

Expertise in mediation, arbitration, and settlement negotiation.

## REFERENCES

Available upon request.

## LOCATION

Lake City, Florida

## PHONE

(386) 984-2167

## EMAIL

michael@popelegaloffice.com

## WEBSITE

popelegaloffice.com

## EXPERIENCE

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### JANUARY 2025 - PRESENT

#### Special Magistrate for Madison County, FL

- Designated by the local governing body to hold hearings and assess fines against violators of county or municipal codes and ordinances
- Responsible for issuing findings of fact based on evidence of record, conclusions of law, and orders affording the proper relief at the conclusion of any code enforcement hearing
- Conduct hearings where testimony is taken under oath from the code inspector and the alleged violator, making findings, and issuing orders
- Ensure that any enforcement proceedings are conducted fairly and in accordance with due process principles, including making specific findings of fact supported by evidence.

### JUNE 2024 - PRESENT

#### Town Attorney for the town of Jennings, FL

Nominated by the City Council to represent and protect the interests of the town of Jennings

- Attend council meetings
- Acting head of the town's legal department
- Give a department report each month as to the town's legal needs
- Answer inquiries by the public as to pending or future litigation
- Provide legal counsel to the board and mayor

### JULY 2024 - PRESENT

#### Founder and Operator of Pope Legal PLLC

- Created my own company to handle civil litigation and defend eminent domain clients
- Pope Legal handles Family Law, Government Law, Probate, Eminent Domain, and various forms of civil litigation

MARCH 2024 – JUNE 2024

**Senior Attorney for Florida Department of Transportation**

- Handled Eminent Domain cases in Duval, Alachua, and Taylor Counties.
- Represent the interest of the condemning authority and ensure a clean and clear title was transferred to the FDOT
- Filed cases on behalf of the department to condemn landowners property

JANUARY 2019 – MARCH 2024

**Assistant State Attorney**

*State Attorney's Office 3<sup>rd</sup> Judicial Circuit, Lake City, United States*

- Filed timely case pleadings to meet firm deadlines
- Interviewed witnesses and gathered public record research relevant to each case
- Analyzed probable outcomes of cases using knowledge of legal precedents
- Assessed cases for probable outcomes by researching black letter law and other legal authority, comparing fact patterns to those of precedential cases
- Interviewed and selected jurors to verify competency and lack of biases, presenting challenges for cause to dismiss unfit candidates
- Took several cases to trial, all with winning outcomes

JANUARY 2015 – DECEMBER 2019

**Precinct Support Specialist**

*01, Lake City, United States*

- Configured hardware, devices and software to set up workstations for employees
- Monitored systems in operation and quickly troubleshoot errors
- Created poll worker training courses and curriculum to educate and train poll workers
- Implemented electronic training courses and created user profiles
- Managed equipment delivery teams and complex voter equipment set ups during election periods

JUNE 2012 – JULY 2014

**Elementary School Teacher**

*Pinemount Elementary School, Lake City, United States*

- Fostered student curiosity and interest in learning through hands-on activities and field trips
- Created and presented clever lessons to engage students and focus on core subjects necessary for personal and academic growth
- Established open communication and positive relationships with students, parents, peers and administrative staff
- Created lesson plans to correlate with state curriculum standards and devised educational programs to meet educational objectives

## EDUCATION

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### J.D.: Law

*Florida Coastal School of Law – Jacksonville, FL*

### Bachelor of Arts: Political Science

*University of North Florida – Jacksonville, FL*

### Associate of Arts: General Studies

*North Florida Community College – Madison, FL*

### No Degree: General Studies

*Florida Gateway College – Lake City, FL*

Key West City Attorney's Office

Dear Ms. Harden,

I am writing to express my interest in the position of Assistant City Attorney with the Key West City Attorney's Office. As an experienced attorney currently serving as the city attorney for multiple towns in North Florida, I bring a wealth of knowledge and expertise in municipal law and governance that I believe would make me a valuable asset to your team.

In my current role, I have gained extensive experience working with elected officials and have developed a strong skill set in drafting ordinances, resolutions, contracts, annexations, and Community Redevelopment Areas (CRAs). Additionally, I have successfully prosecuted code enforcement violations and misdemeanors, further demonstrating my ability to navigate complex legal matters and advocate effectively on behalf of municipal clients.

Beyond my professional qualifications, my wife and I have a deep love for the city of Key West. We would greatly enjoy the opportunity to live there full-time and contribute to the city's growth and success under local leadership. I am passionate about using my legal expertise to help Key West flourish and to support its vibrant community.

I would welcome the opportunity to discuss how my skills and experiences align with the needs of your office. Please feel free to contact me at 1-386-984-2167 or [michael@popelegaloffice.com](mailto:michael@popelegaloffice.com) to schedule a conversation or interview at your convenience.

Thank you for considering my application. I look forward to the possibility of contributing to the important work of the Key West City Attorney's Office.

Sincerely,  
Michael Pope  
386-984-2167  
[Popelegaloffice.com](http://Popelegaloffice.com)