



# City of Key West

Office of Human Resources  
1300 White Street -P.O. Box 1409  
Key West, FL 33041

Telephone (305) 809-3714 / Fax (305) 809-3719  
Website: www.Cityofkeywest-fl.gov



## Application for Employment

PLEASE PRINT

Date: 01/17/2023

Name Stephen Brandon Dimando

Street 802 Eaton Street Apt 5

City Key West

State: FL

Zip Code: 33040

CELL PHONE: (305) 304-1620

EMAIL: brandon@dimando.net

How were you referred to us?

Newspaper ad

School

On my own

Current Employee

Agency

Other

Name of referral source: \_\_\_\_\_

Please note: This application form was designed for use by persons applying for various types of positions clerical, professional, technical, and administrative. Please answer the questions to the best of your ability.

Specific position for which you are applying: City Attorney

Do you wish to work:  Full time:  Part time:  Temporary? If part time, specify hours or days: \_\_\_\_\_

What is your minimum weekly salary requirement: to be determined

Date available for work: to be determined

Do you have any commitments to another employer that might affect your employment with us? \_\_\_\_\_  
to be determined

If applicable, do you have a driver's license: D553-782-70-2 FL State 06/15/2028 Expires

### SKILLS

Typing speed N/A words per min. Typing test attached  Yes  No (Must be attached if required)

Years of Computer experience: 30 Type: Standard word processing programs/ legal related formats

Software: \_\_\_\_\_

Business machines you can operate: most

Other Equipment: \_\_\_\_\_

**THE CITY OF KEY WEST IS A DRUG FREE WORKPLACE,  
EQUAL OPPORTUNITY, AFFIRMATIVE ACTION,  
VETERANS PREFERENCE EMPLOYER**

E-Verify Identification # 1007014

To be considered, a signed completed application AND a signed job description  
**MUST** be submitted to the Office of Human Resources

**EDUCATIONAL DATA:**

SCHOOL	Print Name, Address, City, State & Zip	Year Graduated/ Completed	Course Type/ Major Degree/Certificate
High School	Vermilion High School	1988	High School
	1250 Sanford St. Vermilion, OH 44089		
College	Heidelberg University	1993	Bachelor of Arts Business Administration Political Science
	310 East Market St., Tiffin, OH 44883		
Trade, Business, or Correspondence	Nova Southeastern University, Shepard Broad	1998	Juris Doctorate
	3305 Collage Av., Ft. Lauderdale, FL 33314		
Other			

**GENERAL INFORMATION**

If hired, are you able to provide us with proof of identification and employment eligibility?  Yes  No

Have you ever been **CONVICTED** of a criminal offense?  Yes  No Date: \_\_\_\_\_

Place: \_\_\_\_\_ Nature: \_\_\_\_\_

**(NOTE: A yes answer will not automatically disqualify you from being considered as a candidate for employment.)**

Have you previously applied for employment with the City?  Yes  No If yes, when? 2000, 2022

Have you previously been employed by the City?  Yes  No If yes, when? 2000, 2022  
In what position(s)? \_\_\_\_\_

Do you have relatives employed here?  Yes  No If yes, please list name(s) department(s) and relationship(s): \_\_\_\_\_

Person to be notified in case of emergency:

Name: Roberta Brown Telephone: 305 924 0874

Address: 615 Main St., Vermilion, OH 44089 Relationship: Mother

**REFERENCES**

Please list at least (3) three personal references, omitting former employers and relatives.

Name	Address	Occupation	Telephone
ED Melvin	412 William St. Key	Retired	415 307 0634
	West Florida 33040		
Donna Gross	347 Sycamore St.	College Professor Business Owner	216 408 6626
	Tiffin, OH 44883		
Mark Goodson	PO BOX 1522	Long Time Friend	305 304 1644
	Key West, FL 33040		

**EMPLOYMENT HISTORY - List all employers**

Please list all previous employers beginning with the present or most recent employer first (use additional sheet of paper if necessary). **(PLEASE EXPLAIN ANY GAPS IN EMPLOYMENT RECORD.)**

EMPLOYED FROM: _____ TO: _____	Job Title	Employer Name, Address, Telephone: PLEASE SEE ATTACHED RESUME _____ _____
	Supervisors Name/Title:	

YOUR SALARY		Duties:
-------------	--	---------

START	END	
-------	-----	--

--	--	--

Reason for Leaving:	May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
---------------------	--

EMPLOYED FROM: _____ TO: _____	Job Title	Employer Name, Address, Telephone: _____ _____
	Supervisors Name/Title:	

YOUR SALARY		Duties:
-------------	--	---------

START	END	
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--	--	--

Reason for Leaving:	May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
---------------------	--

EMPLOYED FROM: _____ TO: _____	Job Title	Employer Name, Address, Telephone: _____ _____
	Supervisors Name/Title:	

YOUR SALARY		Duties:
-------------	--	---------

START	END	
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--	--	--

Reason for Leaving:	May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
---------------------	--

EMPLOYED FROM: _____ TO: _____	Job Title	Employer Name, Address, Telephone: _____ _____
	Supervisors Name/Title:	

YOUR SALARY		Duties:
-------------	--	---------

START	END	
-------	-----	--

--	--	--

Reason for Leaving:	May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
---------------------	--

**MILITARY EXPERIENCE:**

Were you in U.S. Armed Forces?  Yes  No Branch: \_\_\_\_\_  
Dates of duty: From : \_\_\_\_\_ To: \_\_\_\_\_ Rank at Separation \_\_\_\_\_ Briefly describe your duties: \_\_\_\_\_

Are you a member of the National Guard or a Reserve Unit?  Yes  No Status: \_\_\_\_\_

Are you claiming Veterans Preference?  Yes  No Are you a resident of the State of Florida?  Yes  No

If you are claiming Veteran's Preference you must provided the following with your application:

1. Veterans, disabled veterans, and spouses of disabled veterans shall furnish a **DD-214**, or military discharge papers or equivalent certificate from the Veterans Administration, listing military status, dates of service and discharge type.
2. Disabled veterans shall also furnish a document from the Department of Defense, Veterans Administration of the Division, certifying that the veteran has a service connected disability.

**NOTE:** The fact that you have served in the military does not automatically entitle you to Veteran's Preference. Florida Department of Veterans Affairs, Division of Veterans Benefits and Assistance, Chapter 55A-7, reads as follows: **"Veteran' or 'wartime veteran' is as defined in Section 1.01 (14), F.S. [Florida Statutes (2013)]. (a) The veteran must have served at least 1 day during a wartime period to be eligible for veterans' preference. Active duty for training shall not be allowed for eligibility. (b) A veteran who has served in a campaign or expedition for which a qualifying campaign badge or expeditionary medal has been authorized (including any armed forces expeditionary medal or global war on terrorism medal) is eligible for preference pursuant to Section 295.07, F.S."** If an applicant claiming veteran's preference for a vacant position believes he or she was not afforded employment preference in accordance with the law/rules, the applicant may file a complaint with the Department of Veterans' Affairs at 9500 Bay Pines Blvd, Room 214, St. Petersburg, Florida 33708. A complaint must be filed within twenty-one (21) days after the notice of hiring decision, or within three (3) months of the date the application was filed with the employer if no notice of selection was given.

Please include any other information you think would be helpful to us in considering you for employment, such as additional work experience, articles/books published, activities, accomplishments, etc. (You may exclude all information indicative of age, sex, race, religion, color, national origin or handicap.)  
Please see Attached Cover Letter and Resume

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

**AGREEMENT**


I CERTIFY THAT ANSWERS GIVEN HEREIN ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE.


I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED IN THIS APPLICATION FOR EMPLOYMENT AS MAY BE NECESSARY IN ARRIVING AT AN EMPLOYMENT DECISION.

IN THE EVENT OF EMPLOYMENT, I UNDERSTAND THAT FALSE OR MISLEADING INFORMATION GIVEN IN MY APPLICATION OR INTERVIEW(S) MAY RESULT IN DISCHARGE. I UNDERSTAND, ALSO, THAT I AM REQUIRED TO ABIDE BY ALL RULES, REGULATIONS, AND POLICIES OF THE CITY OF KEY WEST.

I HAVE READ AND SIGNED THE JOB DESCRIPTION FOR THE POSITION IN QUESTION. I UNDERSTAND AND AGREE THAT THE JOB DESCRIPTION MAY BE AMENDED FROM TIME TO TIME. THERE IS NOTHING TO KEEP ME FROM FULFILLING THE DUTIES AS LISTED.

  
\_\_\_\_\_  
SIGNATURE OF APPLICANT

  
\_\_\_\_\_  
DATE

	<b>THE CITY OF KEY WEST Job Description</b>	<b>Unclassified Position</b>	
		<b>DATE OF REVISION</b>	<b>12/05/2022</b>
<b>POSITION</b>	<b>City Attorney</b>		
<b>DEPARTMENT</b>	<b>City Attorney's Office</b>	<b>ANNUAL SALARY</b>	<b>Based on experience &amp; qualifications</b>
<b>JOB CODE</b>	<b>20006</b>	<b>GRADE</b>	<b>04C</b>

**PHYSICAL LOCATION:**

- City Hall – Key West FL

**REPORTING RESONSIBILITIES:**

- Reports directly to City Commission.

**GENERAL FUNCTIONS:**

This position directs, coordinates, advises and administers all legal matters concerning the City of Key West. Provides legal advice and direction to the entire City Staff, City Commission and boards, in the best interest of the City. Supervises legal staff.

**ESSENTIAL FUNCTIONS (Without Accommodations):**

- Able to read, write, speak and understand English in order to communicate with co-workers, City officials and the general public.
- Able to see and hear well enough to perform the duties of this job description.
- Able to work at least forty hour workweek and additional hours as required.
- Computer literate.
- Able to climb stairs.
- Able to use equipment and/or materials as specified in this job description.
- Able to use legal research resources in researching appropriate responses to legal questions.

**EQUIPMENT TO BE USED:**

- Personal computer equipment with various businesses related software, telephone, copy and fax machine.

**ENVIROMENT:**

- Air-conditioned office environment, 2<sup>nd</sup> floor. Requires climbing stairs. Various city buildings.

**PHYSICAL REQUIREMENTS:**

- Standing 15%
- Reaching 10%
- Climbing 5%

- Using Stairs           5%
- Bending               5%
- Sitting                 60%

**DUTIES/TASKS/JOBS:**

- Performs legal research, advice and direction to City Commission, City Manager, City departments, boards and agencies, consistent with the City Charter, and/or ordinances in the best interest of the City.
- Supervises activities of Assistant City Attorneys and department administrative staff.
- Serves as legal advisor in the resolution of complex legal matters.
- Investigates claims and complaints by or against City government, recommends action to be taken.
- Represents City in civil litigation, court actions and before quasi-judicial or administrative agencies of government.
- Participates in City Commission and advisory board meetings.
- Explain and interpret City Charter/Ordinance/Code questions to the City Commission, City Manager, City Departments and boards consistent with the City Charter and/or ordinances.
- Prepares and drafts or reviews, revises and approves contracts, deeds, pleadings, agreements and other legal documents for various City departments in the best interest of the entire City.
- Advise the City staff and Commission on day-to-day legal matters.
- Perform other legal services for the City as directed by the City Commission or requested by City staff through their City department head.
- Responsible for department budget.
- Effectively, collaboratively and respectfully work with every department to support our community needs.
- Reviews documents prepared by staff, revises same; reviews work of outside counsel and directs same.
- Drafts and/or approves City contracts.
- Performs other duties as assigned.

**REQUIRED KNOWLEDGE/ SKILLS/ ABILITIES/ QUALIFICATIONS:**

- Knowledge of City Code and Charter.
- Knowledge of judicial and administrative procedures and rules of evidence.
- Knowledge of established precedents and sources of legal reference applicable to municipal activities.
- Knowledge in preparing civil law cases.
- Knowledge in analyzing and preparing a variety of legal documents, researching legal problems and in preparing legal opinions.
- Ability to express ideas clearly and concisely, both orally and in writing, in an effective and comfortable manner with elected City officials, co-workers and the general public.
- Ability to establish and maintain effective and respectful working relationships with the general public, co-workers, elected and appointed officials and members of diverse backgrounds.
- Must possess J.D. from an accredited law school.
- Member of Florida Bar.
- Must possess license/certification to practice law in the State of Florida.
- Must be admitted to practice or obtain certification within twelve months of hire in front of the United States District Court for the Southern District of Florida.
- Demonstrated successful litigation experience.
- Ten or more years minimum of prior related work experience.

Periodically duties, equipment, material and/or job setting(s), other than those listed, are required and will be considered as part of the regular job while in effect.

The listing of tasks is in no way to be considered a complete listing of all possible tasks, nor is the requirement for an ability or skill a guarantee that the ability or skill is going to be used.

I, STEPHEN BRANDEN DOMABO, have read this job description and hereby agree with the above noted "Acknowledgments" and, if hired, that I can perform these and related duties as assigned. I further affirm that I understand this job description may be amended periodically, as is the right of the City.

S.B. Domabo  
Applicant Signature

1-17-23  
Date

**THE CITY OF KEY WEST IS AN EQUAL OPPORTUNITY,  
AFFIRMATIVE ACTION, VETERANS PREFERENCE EMPLOYER  
& A DRUG-FREE WORKPLACE**

Apply at:

City Hall - Human Resources Office  
1300 White Street  
Key West FL 33040  
Telephone: (305) 809-3714  
Fax: (305) 809-3719

City of Key West  
Human Resources Department  
1300 White Street  
Key West, Florida 33040

VIA HAND DELIVERY

January 17<sup>th</sup>, 2023

S. Brandon Dimando, Esq  
802 Eaton Street, Apt 5  
Key West, FL 33040  
TEL: 305 304-1620  
Email: [brandon@dimando.net](mailto:brandon@dimando.net)

To Whom It May Concern,

Thank you in advance for your consideration of my application for the position of City Attorney. I am intimately familiar with the challenges facing the City Attorney's office and the need to instill competency, honor, fundamental fairness, and professionalism in this department for the sake of the Citizenry. I recently had a brief employment with the City and got to know how the office did and did not work. I worked for the City of Key West 20 years ago and during that historical employment was exposed and cross trained on every aspect of the job.

Between these two times with the City, I was in private practice and was in-house counsel for a wealthy family that are successful business people where among other things, I managed international and domestic law firms for the family. I look back and realize my great benefit to them was speaking in a consistent and reliable voice by interpreting and auditing the firms work on which decisions were to be made. Many of my greatest life and professional lessons were learned from this experience and the strong moral and profession manner they operated were and are instructive.

My past experience as a local assistant Public Defender instructed me on the perils of violating someone's due process and other constitutional rights and the serious consequences that may result. I have been a 35 year resident of Key West and have strong community contacts. I believe that I would excel in this position and be an asset to our community and the City.

Regards,

  
S. Brandon Dimando



## Driver License Check

Stephen Brandon Dimando

As of Jan 18, 2023, at 10:42 AM driver license number **D553-782-70-215-0** is **VALID**. This license is a Class **E**. Restrictions are **(NONE ON RECORD)**. Endorsements are **(NONE ON RECORD)**. Motorcycle endorsements are **(NONE ON RECORD)**. Expiration Date is **Jun 15, 2028**. You may purchase a [driver history](#) via mail or electronically.

After review of your driver record, it is determined that you are eligible to obtain service via FLHSMV's self-service portal.

Please visit [www.GoRenew.com](http://www.GoRenew.com) to request a replacement online.

You are eligible for Driving School Election. Information regarding Driving School Election can be found at the [HSMV Home Page – Driver License – Driving Courses](#).

**Your Personal Information in Florida motor vehicle and driver records is blocked in accordance with the [Driver Privacy Protection Act](#).**

Your Social Security Number has been verified. Thank you.

**Our department has been notified by the Florida Department of Financial Services that the State of Florida may have unclaimed property belonging to you. Please visit [www.fltreasurehunt.gov](http://www.fltreasurehunt.gov) for more information.**

When you check your license by entering the number above, if it shows "**VALID**" it simply indicates that the department has already received information and cleared your record. You may disregard any notice you received and print the response as your latest official receipt from this agency.

[Would you like to look up another record?](#)

1.024

## Arrest Search Results



No results were found for the search criteria that you entered:

stephen dimando



[Return to Home Page](#)

[Search Again](#)



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If you use assistive technology (such as a screen reader, eye tracking device, voice recognition software, etc.) and have difficulty accessing information on Keysso.net, please contact us and provide the URL (web address) of the material you tried to access, the problem you experienced, and your contact information. We'll contact you and attempt to provide the information you're seeking.

You may contact us by telephone at (305) 292-7000 or via email [web@keysso.net](mailto:web@keysso.net).

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Some pages on this website may contain links to third party sites not operated by the Monroe County Sheriff's Office. These sites may not adhere to ADA standards. The Monroe County Sheriff's Office is not responsible for the content and accessibility of those sites, their partners, or advertisers.



## Registered Offender List

Search Criteria: dimando, stephen, FL

No offenders found based off the search criteria.

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[\(L\)](#)

[Register \(/Account/Register\)](#)

[Login \(/Account/Login\)](#)

[Home](https://monroe-clerk.com/)  
(https://monroe-clerk.com/)

[Court Records](#)  
(/Attorney/SearchCriteria)

[FAQ](#)  
(/Home/FAQ)

[Glossary of Terms](#)  
(/Home/GlossaryOfTerms)

Drag a column header and drop it here to group by that column

#	Case ...	Description (/Attorney/...	Ty...	Status...	DOB (...	Judge...	Date (...
1.	18-DR-001074-K	STEPHEN DIMANDO vs ROZSA DIMANDO	Dissolu...	Case Closed		Bonnie J Helms	09/07/2018

items per page
 1 - 1 of 1 items [\(/Attorney/ReadCaseList\)](#)

*Monday - Friday, 8:30 am - 5:00 pm*

**Key West**

500 Whitehead Street  
Key West, FL 33040  
305-292-3458

**Marathon**

3117 Overseas Highway  
Marathon, FL 33050  
305-289-6027

**Plantation Key**

88770 Overseas Highway Ste 2  
Plantation Key, FL 33070  
305-852-7145

# Florida

## DRIVER LICENSE



9 CLASS E

4d DL# **D553-782-70-215-0**



1 **DIMANDO**  
2 **STEPHEN BRANDON**  
8 **802 EATON ST APT 5**  
**KEY WEST, FL 33040-6907**

3 DOB **06/15/1970** 15 SEX **M**  
4b EXP **06/15/2028** 16 HGT **5'-11"**  
12 REST **NONE** 9a END **NONE**


**DONOR**

**SAFE DRIVER**  
4a ISS **03/17/2020**  
SDD **X632003171095**



Operation of a motor vehicle constitutes consent to any sobriety test required by law

# FLSD Bar Admission Status and Admission Date Look-up

**Disclaimer:** The search results will contain information that is on file as of the date indicated below, generated from the Southern District of Florida's CM/ECF Attorney Database. Every effort is made to ensure the information in the database is accurate and up to date. As per the CM/ECF Administrative Procedures, 3D.: Users shall maintain current contact information ([Administrative Order 2005-38](#) ).

This database is considered the property of the United States District Court for the Southern District of Florida, any commercial use of this database or the information included therein is strictly prohibited.

---

**You may search by full or partial name and/or Florida Bar Number.**

Example: **mit** will return **Mitchell**

The less specific the query, the more results will be shown.

Information Current as of 02/02/2023 - 08:45 AM

**Attorney not found. (Florida Bar Number: 159281, Name:STEPHEN DIMANDO)**

[New Search](#)

---

**Discipline/Suspend/Disbar:** [Contact Attorney Admissions for more information](#)

**Exempt:** Not a member of this Court's Bar, appearing on behalf of a Government Agency. [Click here for more information.](#)

**Fee Delinquent:** Not a member in good standing. [Click here for more information.](#)

**Florida Bar Number Not Found:** [Contact The Florida Bar for information](#)

**Member in Good Standing:** Member in good standing of the U.S. District Court Southern District of Florida Bar

**Not in Good Standing:** [Contact Attorney Admissions for more information](#)

**Pro Hac Vice:** Not a member of this Court's Bar. [Click here for more information.](#)

**Membership Withdrawn:** Not a member of this Court's Bar - membership withdrawn.


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## **RULE 3. RETENTION OF MEMBERSHIP IN THE BAR OF THIS COURT**

To remain an attorney in good standing of the bar of this Court, each member must remain an active attorney in good standing of The Florida Bar, specifically including compliance with all requirements of the Rules Regulating The Florida Bar, as promulgated by the Supreme Court of Florida. Attorneys who are not in good standing of the bar of this Court may not practice before the Court.

Effective December 1, 1994. Amended effective Jan. 1, 1996; April 15, 2007; December 1, 2011; December 1, 2015; December 1, 2017.

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Information Current as of 02/02/2023 - 08:45 AM

**Attorney not found. (Florida Bar Number: 159281, Name:S.BRANDON DIMANDO)**

[New Search](#)

---

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**Exempt:** Not a member of this Court's Bar, appearing on behalf of a Government Agency. [Click here for more information.](#)

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The less specific the query, the more results will be shown.

Information Current as of **02/02/2023 - 08:45 AM**

**Attorney not found. (Florida Bar Number: 159281, Name:BRANDON DIMANDO)**

[New Search](#)

---

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Effective December 1, 1994. Amended effective Jan. 1, 1996; April 15, 2007; December 1, 2011; December 1, 2015; December 1, 2017.



brandon@dimando.net

305 304 1620

Key West, FL 33040

## Skills

- Litigation Management
- Court Procedures
- Primary Authority Research
- Commercial Real Estate
- Legal Case Management
- Establishing Effective Relationships
- Case Law and Outcome Analysis
- Time Management
- Judgment and Decision Making
- Legal Interpretation and Adaptation
- Litigation Experience
- Municipal and Code Enforcement experience.

## Education And Training

1998

**J.D.:**

**Nova Southeastern University**  
Ft. Lauderdale, Florida

1994

**Bachelor of Arts:**  
Business Management/ Political Science  
**Heidelberg University**  
Tiffin, OH

## Certifications

- Licensed Florida Attorney, in good standing since 1998,
- under bar number 159281
- Member of the Federal Bar for the Southern District of Florida

# S. Brandon Dimando

## Summary

Works great with fellow attorneys, support staff and other stakeholders to meet legal demands. Always ready for challenging questions and ambitious goals. Hardworking and reliable Attorney with strong ability and experience with governmental law. Highly organized, proactive and punctual with team-oriented mentality. A high personal standard of professionalism, ethics, and morals.

## Experience

### **Assistant City Attorney, City of Key West**

Key West, FL

July 2022 – January 2023

- Advisor and researcher for the then City Attorney, Shawn Smith of a variety of pending legislative topics.
- Advisor to various City Departments as assigned by the then City Attorney.
- Primary City Prosecutor for Civil Citations, Municipal Criminal cases and for the Code Enforcement Special Master.
- Contract review and drafting.

### **Self-employed - Business Consultant/Legal Advisor**

Key West, FL

2005 - Current

- Specializing in commercial real estate transactions, litigation in the building development and property management industry.
- Evaluated data involving assets, income, liabilities, expenditures, legal, risk and compliance matters to assist in the organizational plan of action for a Family that operates as Mathews Development Company, Inc., based in the Panhandle of Florida.
- Mathews Development has owned several long term apartment buildings locally on Stock Island and Key West for over 15 years. This company is a real estate holding and development company with significant properties and units in Santa Rosa Beach Florida.
- Personal Legal Advisor to the individual members of the Mathews Family assisting with estate planning, outside law firms and financial management.
- Personal Legal advisor to Michael Thomas, (Previous owner of Cityview Trolley Tours of Key West) and his companies that are based out of Naples, Florida and Boston, Massachusetts. Mr. Thomas is in the Sightseeing business and has real estate holdings.

### **Cityview Trolley Tours Of Key West, Inc. - General Manager, Business Development**

Key West, Florida

2012 - 2018

- Delivered exceptional client experiences in the sightseeing industry through hands-on leadership of over 30 associates and managers by developing

- effective business strategies, systems and procedures in Key West.
- Developed employee handbook, detailed job descriptions and workflow plans to formalize operational and safety systems and procedures to adhere to OSHA requirements.
- Maximized time and employee productivity, consolidating data, payroll and accounting programs into centralized systems.
- Facilitated organizational transformations and eventual sale of the company and its subsidiaries by supporting corporate ownership restructuring efforts for collaborative change management.

**Self Employed - Private Practice Attorney**

*Key West, FL*

2009 - 2012

- A retail practice doing a little bit of everything: contracts, civil and criminal law.
- Specialized in commercial real estate transactions and litigation.

**Mathews Development Company, Inc. - Development Manager/  
International Transaction Law**

*Isla Bastimentos, Bocas Del Toro, Country Of Panama*

2006 - 2009

- Coordinated extensive planning, development of project milestones, budget, and execution for a complex land acquisition and development of an eco friendly vacation village community.
- Identified international business issues and mitigated risk by ensuring regulatory compliance and managed local law firms for the company.
- Executed the sale of this project after the real estate collapse of 2008.

**City of Key West - Assistant City Attorney**

*Key West, Florida*

2000 - 2005

- Conducted municipal legal research and analysis to draft legal opinions, studies, ordinances and reports at a time when the city had 3 to 4 attorneys and underwent a major rewrite of its code of ordinances.
- My primary duties were to represent the City in most all of the quasi judicial boards and code enforcement proceedings. I was an advisor to the police department, building, code enforcement, risk management and human resources department, City Manager and City Clerk.
- I independently and second chaired with outside council in all types of municipal litigation and insurance claims.
- Participated in planning department decision making and the Land Development code.
- Regularly met with and advised decision makers and elected officials.

**Monroe County Public Defender's Office - Assistant Public Defender**

*Key West, FL*

1997 - 2000

- Significant trial experience with the misdemeanor and third degree felony dockets.
- Represented clients before court in oral debate by constructing favorable and truthful narrative around presented evidence and facts.
- Conferred with judges and opposing counsel to discuss and settle case disputes.