

Executive Placement
Interim Finance Director
and
Interim Human Resources Director



Proposal for Interim Finance Director and Interim Human Resources Director

Prepared for: Rodney Lucas, Interim City Manager

Date: April 18, 2022



April 18, 2022

Interim City Manager

City of Pahokee

207 Begonia Drive

Pahokee, FL 33476

Subject: Proposal for Interim Finance Director and Interim Human Resources Director

Mr. Lucas,

First, I would like to congratulate you for once again being appointed the Interim City Manager for City of Pahokee on April 12, 2022.

As you know, transitioning into the Interim City Manager position from the outside is a complex undertaking. As you navigate the opportunities and obstacles, we would like to offer our support and services.

Imagine That Performance has provided transition services to local governments in Florida, including the City of Temple Terrace and the Town of Kenneth City. In both local governments we leveraged our experienced staff for both project level work as well as full time executive positions. Additionally, we have assisted City and County Governments in Florida with a wide range of consulting services including professional facilitation, continuous improvement program identification and leadership as well as owners' representative services.

Based on our previous discussion, here is a proposal to address a specific need you have identified – an executive that can handle the combined role of Finance Director and Human Resources Director.

If you have questions on this proposal, feel free to contact me at your convenience by email at rob@imaginethatperformance.com or by phone at (813) 699-9614.

Thank you for your consideration,



Robert Duncan

Managing Director

Understanding the Current Challenge

The City of Pahokee has lacked stability in the City Manager role since the departure of Chandler Williamson. This creates significant uncertainty within the organization, particularly in the executive ranks, with the appointment of yet another Interim City Manager. There could be some resistance from staff which will need to be understood, managed and dealt with.

The newly appointed Interim City Manager will need partners within the organization. Staff that will have the professional knowledge and experience to help address any challenges, perceived or real, in order to help move the city forward. Significant short- and long-term benefits can be achieved with the Interim City Manager cultivating a cohesive leadership team, with the right people and the right dialog between them.

Bringing in professional resources does have a cost, so finding opportunities to receive maximum value to the City of Pahokee is needed in order to ensure proper financial stewardship.

Proposed Solution

Imagine That Performance is proposing to provide the city with a single resource to function in the dual role of Interim Finance Director and Interim Human Resources Director. This role will report directly to the Interim City Manager.

An Interim Department Head is most successful when having characteristics that embody flexibility, understanding and trustworthiness. This leader will need to earn trust and respect for both internal and external stakeholders. Along with these characteristics, there must be a professional skill set that exists for a leader to be dropped into any management situation and thrive. This describes Lynne Ladner, who has significant budget and human resources experience leading organizations.

Lynne will serve as the Interim Finance Director with responsibilities defined in the City Charter as well as in a written job description and oral/written communication with the City Manager / Interim City Manager. In cases of conflict, the Interim Finance Director will discuss directly with the City Manager / Interim City Manager but in no case will she ever violate the City Charter. Lynne will also serve as the Interim Human Resources Director with responsibilities defined in the job description and oral/written communication with the City Manager / Interim City Manager.

For these services, Imagine That Performance will serve as an Independent Contractor, with Lynne serving as the contractually assigned resource, so the city will not need to hire her as an employee. During this assignment, the city will have NO OBLIGATION for payroll taxes, retirement contributions, life & health insurance, car allowance, professional development/certification costs, or association dues, etc.

Pricing

The city will only be obligated to pay for the Interim Finance Director and Human Resources Director as the subcontractor rate of \$4,760 every two (2) weeks. There will be no additional costs to the city.

Additional Offerings

The following includes a few additional items that will be available to the City of Pahokee if the need arises. The city is not required to utilize any of these services.

Individual Executive Assessments:

Evaluation of the individual leaders and their respective teams. Identify the role each plays within the organization, their trust level of the organization, their self-evaluations as well as their supervisor and direct report evaluations. Where possible, a full 360-degree view shall be provided to the leader in an effort to enhance and/or change behaviors to better serve the mission and vision of the City. Insights may be gained which also assist individuals with growth within their personal lives as well as their professional lives.

- a. Self-evaluations occur using a proprietary Imagine That Performance questionnaire to offer individuals insight to their performance outcomes.
- b. Compare and contrast the outcomes of self-evaluations vs 360-degree feedback; conversations with each individual occur with this information, providing the opportunity for self-awareness to build.
- c. Consultant to inquire and promote the “Why’s” each individual owns.
- d. Considerations on the collective performance of the leadership team offered during Executive Coaching sessions, with an emphasis on creating interdependence and a high-performance team.

Executive Coaching:

One to one dialog with executives designed to maximize their professional potential. The executive coach provides a safe, structured, and trustworthy environment in which to offer support for the individual.

- a. Help the executive understand their current competencies using *CliftonStrengths for Managers* as a tool/resource (<https://store.gallup.com/c/en-us/assessments>).
- b. Help the executive understand how they are perceived by others.
- c. Identify and clarify goals as well as the appropriate action steps needed to reach those goals.



Leadership Team Evaluation:

Evaluation of the leadership team as a unit. The focus will be on the current health of the leadership team and the opportunities to strengthen the team.

- City will participate in establishing a roster of the Leadership Team.
- All team members will take **Online Team Assessment** from The Table Group (<https://www.tablegroup.com/product/online-team-assessment/>).
- Facilitation of executive session(s) to review Key Takeaways from assessment and chart a path forward for improved team performance.
- Review of implemented steps to check progress.



Additional Consulting:

Consulting Services are available for an hourly rate for any ongoing need the city deems appropriate.

Pricing

The services are offered a la cart based on the pricing established below.

Service Offering	Cost
Individual Executive Assessment(s) – for each executive <ul style="list-style-type: none"> Self-evaluation Manager evaluation Subordinate evaluations (\$75 each – 5 included) Compare / Contrast & Report 	\$ 1,250
Coaching – for each executive <ul style="list-style-type: none"> CliftonStrengths for Managers Assessment One-to-one coaching sessions (1-hour sessions – 4 included) Documented Action Steps 	\$ 750
Leadership Team Evaluation – based on 8-member team <ul style="list-style-type: none"> Online Team Assessment from The Table Group (8 included) Facilitation of executive session to review Key Takeaways from assessment and chart a path forward for improved team performance 	\$ 3,250

Hourly Rate Schedule

Managing Director	\$ 175.00 per hour
Senior Consultant	\$ 150.00 per hour
Staff Consultant / Leadership Relations	\$ 95.00 per hour
Support Staff / Organizational Development Coordinator	\$ 60.00 per hour
Out of Pocket Expenses	As Accumulated

About Imagine That Performance:

Imagine That Performance champions a higher purpose in local government. Our mission is to assist local government leaders implement evolving leadership techniques so that they can best serve their employees and citizens. As a service provider for municipalities, we offer various local government consulting services. We also host professionally facilitated Virtual Think Tanks for City Managers and County Administrators – giving the Chief Administrative Officers a platform to continue to “Sharpen the Saw” (borrowed from Steven Covey’s 7 Habits of Highly Effective People).

A new company for a new time, Imagine That Performance, LLC was formed in July of 2020 and has already conducted over 50 Think Tank sessions, currently consisting of 5 groups that meet once a month. We have also provided direct executive level consulting services to Florida municipalities including Pinellas County, City of Clearwater and City of Deerfield Beach.

Imagine That Performance, LLC provides executive level consulting services to local governments and professionally facilitated Think Tanks to City Managers and County Administrators. Our experts leverage best practices and have a continuous improvement leadership mindset, always looking for new ideas to increase performance. Established in July 2020 during the beginning of the pandemic, the company already counts the following municipalities among its more than 50 customers:



References

Interim Town Management Services – Town of Kenneth City

- Mayor Robert J. Howell – howellr@kennethcityfl.org – (727) 498-8948
- Town Manager – Pete Cavalli – cavallip@kennethcityfl.org – (813) 420-5891

Consulting Clients

- City of Deerfield Beach – City Manager David Santucci – (954) 480-4261
- City of Clearwater – Assistant City Manager Micah Maxwell – (727) 562-4040
- Pinellas County – Joseph Lauro – Director, Department of Administrative Services – (727) 464-4710

LYNNE LADNER

Senior Consultant

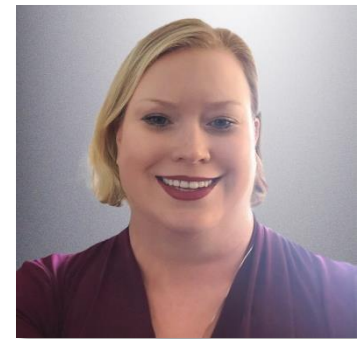
With more than 15 years of local government experience, Lynne has dedicated her career to serving the public as an appointed local government official. Most recently serving as the Interim Town Manager for Kenneth City, Florida, she has municipal management experience in three states (Kansas, Michigan, and Florida) including small, suburban, and coastal/lakefront tourism destinations.

Lynne's public sector expertise includes obtaining private, state and federal grant awards to support community projects for economic development, water/wastewater infrastructure, new parks and recreation facility, and the construction of community facilities including childcare. Her human capital management expertise includes collective bargaining and labor relations with police, fire, public works and clerical unions, conflict management, personnel recruitment and hiring, performance management and succession planning. Lynne has prepared and implemented annual and capital improvement budgets in excess of \$32 Million while increasing reserves, reducing taxes and enhancing customer engagement through online and alternative customer access locations.

Lynne supervised the implementation of various IT projects including complete website redevelopment, the implementation of new finance, building, human resources and utility billing software and the development and rollout of remote work capabilities related to the COVID pandemic for all employees.

While serving in these communities she has also served as a member of the Merit Network Broadband Advisory Board, the Michigan Public Power Authority Board of Directors, and Chair of the Michigan Municipal Risk Management State Pool Committee. Lynne is also actively involved in her professional organizations including International City/County Managers Association (ICMA), Michigan Municipal Executives (MME) and the Society for Human Resources Management (SHRM).

Lynne has a Master's in Public Administration and Bachelors of Science in Political Science both from Grand Valley State University. She is a Credentialed Manager through ICMA and a Senior Certified Professional through the Society for Human Resources Management. Lynne graduated from the ICMA Leadership program in 2014 and the University of Virginia Senior Executive Institute in 2013



Education

Master of Public Administration

Grand Valley State University
Allendale, MI | 2005

Bachelor of Science

Political Science

Grand Valley State University
Allendale, MI | 1999

Professional Training

Credentialed Manager – ICMA

Senior Certified Professional –
SHRM

ICMA Leadership | 2014

UVA Senior Executive Institute
| 2013

Awards and Affiliations

Michigan Municipal Executives
2014 – Present

ICMA

2006 – Present

ROBERT DUNCAN

Managing Director

In his current role, Mr. Duncan is leading Imagine That Performance, facilitating Think Tanks and providing local government consulting services. The professionally facilitated Think Tanks are an avenue to dig deeper into current challenges by tapping into the group mind and gain valuable insights. County Administrators and City Managers have an opportunity to make better decisions and improve performance before best practices have been established.

In addition to facilitating Think Tanks, Mr. Duncan has been providing direct consulting services to municipal clients including Pinellas County, City of Temple Terrace, City of Deerfield Beach and Town of Kenneth City.

Mr. Duncan began serving Florida Municipalities in 2013 as an Account Executive for ABM. In this role, he assisted local governments with mounting fiscal and infrastructure challenges as cost of services continued to rise faster than their ability to raise revenue. The consultative approach leading to Guaranteed Energy Savings Performance Contracts required budget and expense analysis, coordination of assessments, root cause analysis of inefficiency along with development and implementation of both technical and funding solutions.

Prior to joining ABM, Mr. Duncan was General Manager and Executive Vice President of Wholesale Energy, with full P&L and management responsibility for the small business of nearly 50 employees. He was hired to be a change agent and implemented necessary changes to re-position business for growth, including building high performance teams, formal business process creation/implementation, institution of hiring best practices and adoption of necessary technology. His direct reports included the department heads of Finance, Operations/Project Management, Engineering and Sales/Marketing.

Mr. Duncan began his engineering career at Applied Materials. His initial role as a customer service engineer was the foundation for a career dedicated to customer service and continuous improvement programs. In a very fast paced and highly technical environment, he demonstrated problem solving skills while serving clients such as Intel, IBM and Samsung, traveling throughout the US and internationally to address critical customer challenges. He was awarded multiple patents for designing solutions to complex challenges. He managed the product development process for new product releases and the subsequent continuous improvement program.



Education

Bachelor of Science
Electrical Engineering

Fairleigh Dickinson University
Teaneck, New Jersey | 1993

Graduate Courses in Business
Administration
Marist College

Poughkeepsie, NY | 1996 – 1997
Santa Clara University
Santa Clara, CA | 1999 – 2000

Professional Training

Certified Peer Group Facilitator
Certified Executive Coach
Jacksonville Beach, FL | 2013

Awards and Affiliations

Awarded 4 Patents for Applied
Materials
FCCMA | 2014 – Present

State of Florida

Department of State

I certify from the records of this office that IMAGINE THAT PERFORMANCE, LLC is a limited liability company organized under the laws of the State of Florida, filed on June 25, 2020, effective July 1, 2020.

The document number of this limited liability company is L20000178704.

I further certify that said limited liability company has paid all fees due this office through December 31, 2022, that its most recent annual report was filed on March 9, 2022, and that its status is active.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Ninth day of March, 2022*

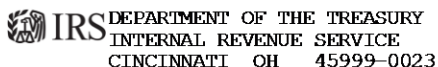


Ronald R. DeSantis
Secretary of State

Tracking Number: 2497299642CC

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>



Date of this notice: 06-26-2020

Employer Identification Number:
85-1624930

Form: SS-4

Number of this notice: CP 575 G

For assistance you may call us at:
1-800-829-4933

IMAGINE THAT PERFORMANCE LLC
ROBERT DUNCAN SOLE MBR
18133 PORTSIDE ST
TAMPA, FL 33647

IF YOU WRITE, ATTACH THE
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 85-1624930. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

When filing tax documents, payments, and related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear off stub and return it to us.

A limited liability company (LLC) may file Form 8832, *Entity Classification Election*, and elect to be classified as an association taxable as a corporation. If the LLC is eligible to be treated as a corporation that meets certain tests and it will be electing S corporation status, it must timely file Form 2553, *Election by a Small Business Corporation*. The LLC will be treated as a corporation as of the effective date of the S corporation election and does not need to file Form 8832.

To obtain tax forms and publications, including those referenced in this notice, visit our Web site at www.irs.gov. If you do not have access to the Internet, call 1-800-829-3676 (TTY/TDD 1-800-829-4059) or visit your local IRS office.

IMPORTANT REMINDERS :

- * Keep a copy of this notice in your permanent records. **This notice is issued only one time and the IRS will not be able to generate a duplicate copy for you.** You may give a copy of this document to anyone asking for proof of your EIN.
- * Use this EIN and your name exactly as they appear at the top of this notice on all your federal tax forms.
- * Refer to this EIN on your tax-related correspondence and documents.

If you have questions about your EIN, you can call us at the phone number or write to us at the address shown at the top of this notice. If you write, please tear off the stub at the bottom of this notice and send it along with your letter. If you do not need to write us, do not complete and return the stub.

Your name control associated with this EIN is IMAG. You will need to provide this information, along with your EIN, if you file your returns electronically.

Thank you for your cooperation.

Form W-9
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

**Request for Taxpayer
Identification Number and Certification**

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Robert Duncan

2 Business name/disregarded entity name, if different from above
Imagine That Performance, LLC

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☒ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ► _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
18133 Portside Street

6 City, state, and ZIP code
Tampa, FL 33647

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			-			-				
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or

Employer identification number

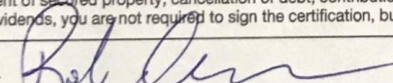
8	5	-	1	6	2	4	9	3	0
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Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ►  Date ► **6/26/2020**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.
- If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/08/2021

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

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

PRODUCER Hiscox Inc. 520 Madison Avenue 32nd Floor New York, NY 10022	CONTACT NAME: PHONE (A/C, No, Ext): (888) 202-3007 FAX (A/C, No): E-MAIL: contact@hiscox.com INSURER(S) AFFORDING COVERAGE INSURER A: Hiscox Insurance Company Inc NAIC # 10200 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
INSURED Imagine That Performance, LLC 18133 Portside Street Tampa FL 33647	


COVERAGES
CERTIFICATE NUMBER:
REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			UDC-4797912-CGL-21	04/08/2021	04/08/2022	EACH OCCURRENCE \$ 2,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 2,000,000
							GENERAL AGGREGATE \$ 2,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						PRODUCTS - COMP/OP AGG \$ S/T Gen. Agg.
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$
							AGGREGATE \$
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N	N / A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

CERTIFICATE HOLDER
CANCELLATION

	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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ACORD 25 (2016/03)

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DATE (MM/DD/YYYY)

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INSURED Imagine That Performance, LLC 18133 Portside Street Tampa FL 33647	


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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$ PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y <input checked="" type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability			UDC-4797912-EO-21	04/08/2021	04/08/2022	Each Claim: \$ 250,000 Aggregate: \$ 250,000

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

CERTIFICATE HOLDER
CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.	AUTHORIZED REPRESENTATIVE 
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ACORD 25 (2016/03)

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