Agenda Item #: 3H-8

## PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS <u>AGENDA ITEM SUMMARY</u>

Meeting Date:	September 14, 2010	[X] Consent [ ] Ordinance	[ ] Regular [ ] Public Hearing	
Department:	Facilities Development	& Operations		

## I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Amendment Number Four To Lease Agreement (R97-2126D) with Aspen Skees Road, LLC, for the County's continued use of 6,000 SF of office and warehouse space for the Palm Beach County Sheriff's Office at an annual rate of \$68,820 (\$11.47 per SF).

Summary: Since January 1, 1998, the County has leased office and warehouse space at 1438 Skees Road in West Palm Beach. This Amendment Number Four: i) extends the term of the Lease Agreement one (1) year to December 31, 2011; ii) maintains the current annual rental rate during this 1 year extension; and iii) updates the Lease Agreement to incorporate the Disclosure of Beneficial Interests and Inspector General standard provisions. The landlord has agreed to suspend the approximate five percent (5%) rental rate increase adjustment during this 1 year extension which will save \$3,441.00. All other terms of the Lease Agreement remain unchanged. (PREM) <u>District 2</u> (HJF)

Background and Justification: On December 16, 1997 (R97-2126), the Board approved the Lease Agreement with C&D Development for a period of one (1) year with two (2) options to extend, each for a period of one (1) year. The Board has since approved various amendments (R99-1641, R2002-2267 and R2007-1712) and extension options (R98-1943, R2000-2058, R2002-176, R2005-992, R2006-1916 and R2009-1515). In June 2007, C&D Development sold the property to Aspen Skees Road, LLC, the current landlord. The County does not have any County-owned space available to suit the specialized duties performed by PBSO at this site. The Lease Agreement currently provides for an annual rent increase of approximately 5%; however, due to the current economic conditions, Staff negotiated a suspension of the increase. Florida Statutes Section 286.23 requires that a Disclosure of Beneficial Interests be obtained when a property held in a representative capacity is leased to the County. Aspen Skees Road, LLC, a Florida limited liability company, provided the Disclosure attached hereto as Attachment No. 4. This Disclosure identifies the only member of Aspen Skees Road, LLC, a Florida limited liability company, holding a 5% or greater beneficial interest as SMP Skees Road, LLC, a Michigan limited liability company, with a 10% interest. The members of SMP Skees Road, LLC, holding a 5% or greater beneficial interest are: i) Spencer M. Partrich, Trustee of the Spencer M. Partrich Inter Vivos Trust Agreement, with a 90% interest, in which Spencer M. Partrich holds a 100% interest; and, ii) SMP Florida, LLC, a Michigan limited liability company, with a 10% beneficial interest, in which Spencer M. Partrich is the only member with a 5% or greater beneficial interest therein.

## Attachments:

- 1. Location Map
- 2. Amendment Number Four To Lease Agreement
- 3. Budget Availability Statement
- 4. Disclosure of Beneficial Interests

Recommended By: 2ett	Anny Worf	8/22/10
	Department Director	Date
Approved By:	challer	9/2/10
	County Administrator	Date

## II. FISCAL IMPACT ANALYSIS

## A. Five Year Summary of Fiscal Impact:

Fiscal Years		2010	2011	2012	2013	2014
Capital Expenditures Operating Costs External Revenues Program Income (Cour In-Kind Match (County			<u>\$51,615.00</u>	<u>\$17,205.00</u>		
NET FISCAL IMPACT	ſ	0	<u>\$51,615.00</u>	\$17,205.00	0-	0
# ADDITIONAL FTE POSITIONS (Cumulat	ive)					
Is Item Included in Cur	rrent Bud	lget: Yes	<u>X</u> N	10		
Budget Account No:	Fund Program	<u>0001</u> Dep <u>n/a</u>	ot <u>164</u> U	Jnit <u>1604</u>	Object 4	4410

B. Recommended Sources of Funds/Summary of Fiscal Impact:

Operating Costs funded from the General Fund, PBSO Lease account.

C. Departmental Fiscal Review:

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development Comments:

B. Legal Sufficiency:

Assistant County Attorney Amendment not executed at time of CAO review **Other Department Review:** 

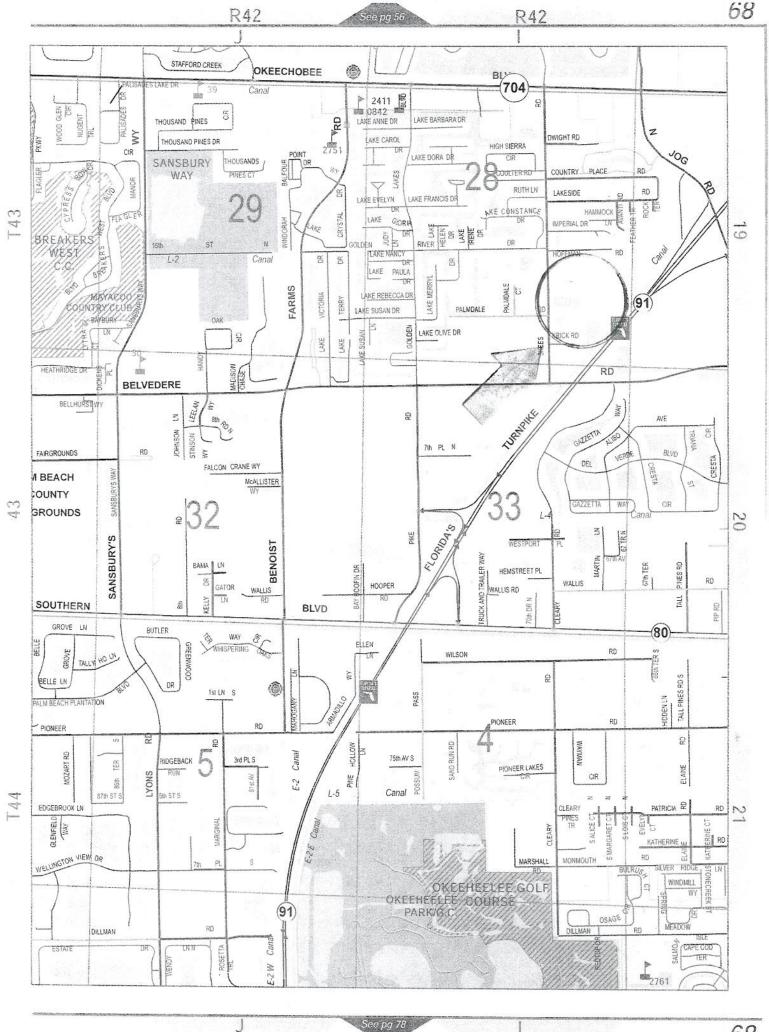
10 act Development and Con ones 9/1/10

This amendment complies with our review requirements, Af the fine of our neview the Amendment was not exercised

Department Director

C.

This summary is not to be used as a basis for payment.



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# ATTACHMENT # (

## AMENDMENT NUMBER FOUR TO LEASE AGREEMENT

THIS AMENDMENT NUMBER FOUR TO LEASE AGREEMENT ("Amendment Number Four"), made and entered into on \_\_\_\_\_\_, by and between ASPEN SKEES ROAD, LLC, a Florida limited liability company, hereinafter referred to as "Lessor" and PALM BEACH COUNTY, a political subdivision of the State of Florida, on behalf of the PALM BEACH COUNTY SHERIFF'S OFFICE, hereinafter referred to as "Lessee".

Whereas, C&D Development, the original Lessor, and Lessee entered into that certain Lease Agreement dated December 16, 1997 (R97-2126D) (the "Lease") for warehouse space located at 1438-B Skees Road, West Palm Beach, Florida (the "Premises"), which Lease commenced on January 1, 1998; and

Whereas, C&D Development sold the Premises to Aspen Skees Road, LLC; and

Whereas, the Lease has been amended to extend the term and provide extension options; and

Whereas, Lessee wishes to exercise the second available one year extension option to extend the Term of the Lease; and

Whereas, Lessor has agreed to amend the Lease to adjust the rental rate for the Premises and incorporate certain language required by Lessee; and

Whereas, Lessor hereby acknowledges that Lessee is not delinquent in the payment of rent and is not in default of any of the terms and conditions of the Lease.

**NOW, THEREFORE**, in consideration of the premises and mutual covenants and conditions contained herein, Lessor and Lessee agree as follows:

- 1. The foregoing recitals are true and correct and incorporated herein by reference. Terms not defined herein shall have the same meaning as in the Lease.
- 2. Lessee hereby exercises the second (2<sup>nd</sup>) one (1) year extension option, extending the Term of the Lease until December 31, 2011.
- 3. Section 2.03, Rent During Extended Terms, is hereby modified to read: In the event that Lessee exercises its option(s) to extend the term of this Lease as provided in Section 2 of

Page 1 of 3

this Amendment Number Three, the annual gross rent shall be payable as follows:

Rent annual/monthly:

	<u>Rent annual/monuny</u> .
January 1, 2010 - December 31, 2010	\$68,820.00 / \$5,735.00
January 1, 2011 - December 31, 2011	\$68,820.00 / \$5,735.00
January 1, 2012 - December 31, 2012	\$72,240.00 / \$6,020.00

Period:

- 4. Palm Beach County has established the Office of the Inspector General, Ordinance R2009-049, which is authorized and empowered to review past, present and proposed County contracts, transactions, accounts and records. All parties doing business with the County and receiving County funds shall fully cooperate with the Inspector General including providing access to records relating to this Lease. The Inspector General has the power to subpoena witnesses, administer oaths, require the production of records, and audit, investigate, monitor, and inspect the activities of the Lessor, its officers, agents, employees, and lobbyists in order to ensure compliance with contract/lease specifications and detect corruption and fraud. The cost of the Inspector General's Office shall be incorporated into the contract/lease price of all contracts/leases and shall be one quarter (1/4) of one (1) percent of the contract/lease price.
- 5. Lessor represents that simultaneously with Lessor's execution of this Amendment Number Four, Lessor has executed and delivered to Lessee, the Landlord's Disclosure of Beneficial Interests attached hereto as Exhibit "A" and made a part hereof (the "Disclosure"), disclosing the name and address of every person or entity having a 5% or greater beneficial interest in the ownership of the Premises as required by Section 286.23 of the Florida Statutes unless Lessor is exempt under the statute. Lessor warrants that in the event there are any changes to the names and addresses of the persons or entities having a 5% or greater beneficial interest in the ownership of the Neremises after the date of execution of the Disclosure until the Effective Date of this Amendment Number Four, Lessor shall immediately, and in every instance, provide written notification of such change to the Lessee pursuant to Section 13.01 of the Lesse.
- 6. This Amendment Number Four shall become effective when signed by all parties and approved by the Palm Beach County Board of County Commissioners (the "Effective Date").
- 7. Except as modified by this Amendment Number Four, the Lease, as amended by Amendment Number One, Amendment Number Two, and Amendment Number Three, remains unmodified and in full force and effect and the parties hereby ratify, confirm, and adopt the Lease, as amended, in accordance with the terms thereof.

## **REMAINDER OF PAGE INTENTIONALLY LEFT BLANK**

Page 2 of 3

IN WITNESS WHEREOF, the parties have caused this Amendment Number Four to be executed as of the day and year first written above.

#### LESSOR:

ASPEN SKEES ROAD, LLC a Florida limited liability company

By:

Spencer M. Partrich, Manager

WITNESS:

Witness Signature

Print Witness Name

Witness Signature

Print Witness Name

ATTEST:

SHARON R. BOCK CLERK & COMPTROLLER

By:

Deputy Clerk

LESSEE: PALM BEACH COUNTY, a political subdivision of the State of Florida

By:

Burt Aaronson, Chair

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

Assistant County Attorney

APPROVED AS TO TERMS AND CONDITIONS

Audrey Wolf, Director Facilities Development & Operations

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Page 3 of 3

#### **EXHIBIT "A"**

#### LANDLORD'S DISCLOSURE OF BENEFICIAL INTERESTS (REQUIRED BY FLORIDA STATUTES 286.23)

# TO: PALM BEACH COUNTY CHIEF OFFICER, OR HIS OR HER OFFICIALLY DESIGNATED REPRESENTATIVE

STATE OF	
COUNTY OF	

BEFORE ME, the undersigned authority, this day personally appeared, Spencer M. Partrich, hereinafter referred to as "Affiant", who being by me first duly sworn, under oath, deposes and states as follows:

1. Affiant is the Manager of Aspen Skees Road, LLC, a Florida Limited Liability Company, (the "Owner") which entity is the owner of the real property legally described on the attached Exhibit "A" (the "Property").

2. Affiant's address is: 31550 Northwestern Highway, Suite 200, Farmington Hills, Michigan 48334.

3. Attached hereto as Exhibit "B" is a complete listing of the names and addresses of every person or entity having a five Percent (5%) or greater beneficial interest in the Owner and the percentage interest of each such person or entity.

4. Affiant acknowledges that this Affidavit is given to comply with Florida Statutes 286.23, and will be relied upon by Palm Beach County in its leasing of the Property.

5. Affiant further states that Affiant is familiar with the nature of an oath and with the penalties provided by the laws of the State of Florida for falsely swearing to statements under oath.

6. Under penalty of perjury, Affiant declares that Affiant has examined this Affidavit and to the best of Affiant's knowledge and belief it is true, correct, and complete.

#### FURTHER AFFIANT SAYETH NAUGHT.

Spencer M. Partrich

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_\_, 2010, by \_\_\_\_\_\_

, Affiant

Notary Public

(Print Notary Name)

NOTARY PUBLIC State of \_\_\_\_\_\_ at Large

My Commission Expires:

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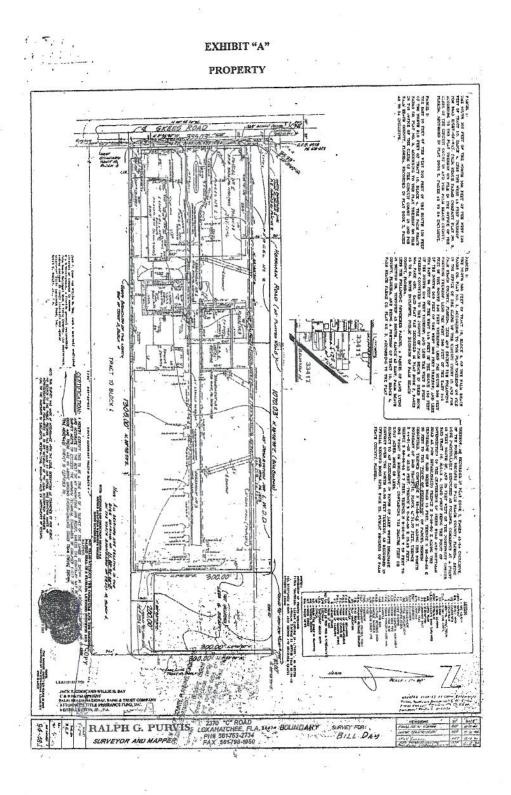


Exhibit "A" Property known as Parcel Control Number 00-42-43-27-05-004-0101.

#### EXHIBIT "B"

#### SCHEDULE TO BENEFICIAL INTERESTS IN PROPERTY

Landlord is only required to identify five percent (5%) or greater beneficial interest holders. If none, so state. Landlord must identify individual owners. If, by way of example, Landlord is wholly or partially owned by another entity, such as a corporation, Landlord must identify such other entity, its address and percentage interest, as well as such information for the individual owners of such other entity.

The only member of Aspen Skees Road, LLC, a Florida limited liability company, holding a 5% or greater beneficial interest is SMP Skees Road, LLC, a Michigan limited liability company, holding a 10% interest.

Spencer M. Partrich, Trustee of the Spencer M. Partrich Inter Vivos Trust Agreement, holds a 90% interest in SMP Skees Road, LLC. Spencer M. Partrich holds a 100% beneficial interest in the Spencer M. Partrich Inter Vivos Trust.

SMP Florida, LLC, a Michigan limited liability company, holds a 10% beneficial interest in SMP Skees Road, LLC.

No person who holds a beneficial interest in SMP Florida, LLC holds a 5% or greater beneficial interest in Aspen Skees Road, LLC, except Spencer M. Partrich.

The address for Aspen Skees Road, LLC is 31550 Northwestern Highway, Suite 200, Farmington Hills, MI 48334.

The address for SMP Skees Road, LLC is 31550 Northwestern Highway, Suite 200, Farmington Hills, MI 48334.

The address for Spencer M. Partrich and the Spencer M. Partrich Inter Vivos Trust is 31550 Northwestern Highway, Suite 200, Farmington Hills, MI 48334.

The address for SMP Florida, LLC is 31550 Northwestern Highway, Suite 200, Farmington Hills, MI 48334.

#### AFFIDAVIT OF LIMITED LIABILITY COMPANY

STATE OF	

COUNTY OF \_\_\_\_\_

BEFORE ME, the undersigned authority, personally appeared, the undersigned who by me being first duly sworn, depose(s) and say(s) that:

1. The undersigned is the Manager of Aspen Skees Road, LLC, a limited liability company organized and existing under the laws of the State of Florida (the "Company").

2. Articles of Organization of the Company have been filed, and are on-file with, the Florida Department of State and such articles are incorporated herein by reference.

3. The Company is in good standing and is authorized to transact business in the State of Florida as of the date hereof.

4. The company is a member managed limited liability company.

5. The undersigned is the sole managing member of the Company or has been authorized by majority vote of the managing members to act on behalf of the Company and legally bind the Company and execute contracts and other instruments relating to the transaction of business of the Company.

6. The undersigned has the right and authority to enter into that certain Amendment Number Four to Lease Agreement between Palm Beach County, a political subdivision of the State of Florida and the Company (the "Amendment"), which is incorporated herein by reference and made a part hereof, and such other instruments as may be necessary and appropriate for the Company to fulfill its obligations under such Amendment.

7. Upon execution, delivery and recordation of the Amendment and documents by the undersigned, all of the aforesaid shall be valid agreements of and be binding upon the Company.

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8. The transactions contemplated herein will not violate any of the terms and conditions of the Company's member agreement, operating agreement certificate of organization or of any other agreement and amendments thereto of whatever kind between the Company and any third person.

9. The undersigned acknowledges that affiant is familiar with the nature of an oath and the penalties provided by the laws of the State of Florida and that this Affidavit is being given to induce Palm Beach County to enter into the Agreement.

FURTHER AFFIANT SAYETH NAUGHT,

### Spencer M. Partrich as Manager

SWORN TO AND SUBSCRIBED before me on this \_\_\_\_day of \_\_\_\_\_, 20\_\_\_, by \_\_\_\_\_\_, Manager/Member of Aspens Skees Road, LLC, on behalf of the Company who is personally known to me OR who produced \_\_\_\_\_\_, as identification and who did take an oath.

Notary Signature

Print Notary Name

NOTARY PUBLIC

State of \_\_\_\_\_\_at large

My Commission Expires:

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## **BUDGET AVAILABILITY STATEMENT**

	REQUEST DATE: 7/15/2010	REQUESTE	D BY: Steve Sci	hlamp PHC FAን	ONE: 233-0239 X: 233-0210	
	PROJECT TITLE: PBSO Auto	Theft Task Force	Amendment #4	PRC	DJECT NO.: 201	0-5.014
	Fiscal Years	2010	2011	2012	2013	2014
	Capital Expenditures Operating Costs External Revenues Program Income (County) In-Kind Match (County	0-	<u>51,615.00</u>	<u>17,205.00</u>		0
	NET FISCAL IMPACT		51,615.00	<u>17,205.00</u>	0-	
	# ADDITIONAL FTE POSITIONS (Cumulative)	<u> </u>				
	** By signing this BAS your departm BAS by FD&O. Unless there is a ch	ent agrees to thes ange in the scope	e staff costs and j of work, no addi	your account wi tional staff char	ll be charged upo ges will be billed.	on receipt of this
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(	IDENTIFY FUNDING SOURCE	/pe: Operatir		F	) ) ) ederal/Davis Baco	
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	ENCUMBRANCE NUMBER:					

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ATTACHMENT # 3

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	MI 48084					DELOT.
hon	e:248-643-8750 Fax:24	48-643-8753	INSURERS AF	FORDING COVE	RAGE	NAIC #
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	Lautrec, Ltd.			The rest of the second s	urance Company	020281
	(See Named Insured	Below)	INSURER C:	Cuerar ine	drance company	020281
	Attn: Frank Roth 31550 Northwestern	Hwy. #200	INSURER D:			
	Farmington Hills M	I 48334	INSURER E:			
OVER	RAGES		INSONER E.		· · · · · · · · · · · · · · · · · · ·	
	OLICIES OF INSURANCE LISTED BELOW HAV	E BEEN ISSUED TO THE INSURED NA				
ANY R	EQUIREMENT, TERM OR CONDITION OF ANY	CONTRACT OR OTHER DOCUMENT V	WITH RESPECT TO WHICH	THIS CERTIFICATE N	AY BE ISSUED OR	
MAY P	ERTAIN, THE INSURANCE AFFORDED BY TH IES. AGGREGATE LIMITS SHOWN MAY HAVE	E POLICIES DESCRIBED HEREIN IS SU	BJECT TO ALL THE TERM	S, EXCLUSIONS AND	CONDITIONS OF SUCH	
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TR INSI	GENERAL LIABILITY	POLICY NUMBER	DATE (MM/DD/YYYY)	DATE (MM/DD/YYYY)		
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2		Y630363K0393	04/15/10	04/15/11	PREMISES (Ea occurence)	\$ 300,000
					MED EXP (Any one person)	\$ 5000
	X Terrorism Incl				PERSONAL & ADV INJURY	\$1,000,000
	X Mold Excl				GENERAL AGGREGATE	\$2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:	2			PRODUCTS - COMP/OP AGG	\$2,000,000
	X POLICY JECT LOC					
	AUTOMOBILE LIABILITY				COMBINED SINGLE LIMIT	-2
	ANY AUTO				(Ea accident)	\$
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	SCHEDULED AUTOS				(Per person)	\$
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	NON-OWNED AUTOS				BODILY INJURY (Per accident)	\$
					PROPERTY DAMAGE (Per accident)	\$
	GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT	s
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					AUTO ONLY: AGG	\$
	EXCESS / UMBRELLA LIABILITY				EACH OCCURRENCE	\$ 25,000,00
3	X OCCUR CLAIMS MADE	79853557	04/15/10	04/15/11	AGGREGATE	\$ 25,000,00
			01/10/10	04/13/11	Additedate	
	DEDUCTIBLE					\$
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	RKERS COMPENSATION	-		``	WC STATU- OTH-	\$
10000000	PROPRIETOR/PARTNER/EXECUTIVE				TORY LIMITS ER	
OF	FICER/MEMBER EXCLUDED?				E.L. EACH ACCIDENT	\$
If ye	es, describe under				E.L. DISEASE - EA EMPLOYEE	\$
SPI	ECIAL PROVISIONS below				E.L. DISEASE - POLICY LIMIT	\$

	al Estat		rement	
2633	Vista P	arkway		
West	Palm Be	ach FL	33411-5605	1000

REPRESENTATIVES.	
AUTHORIZED REPRESENTATIVE	ίΩ.

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PRIVILEGES AFFORDED UNDER THE POLICY.					VEYS ALL THE RIGHTS AN
PRODUCER NAME, CONTACT PERSON AND ADDRESS FAX (A/C, No. Ext): (248) 643-8750 FAX (A/C, No): (248) 643-8753 E-MAU	(A/C, No): (248) 643-8753			SS	NAIC NO: 25445
E-MAIL ADDRESS: Hylant Group, Inc Detroit		-	-		
2401 West Big Beaver			Ironshore Specialty Ins	urance Co.	
Suite 400 Troy, MI 48084			1 Exchange Plaza 55 Broadway, 12th Floo	or	
CODE: SUB CODE:			New York, NY 10006		
AGENCY CUSTOMER ID #: LAUTR-1					EPARATE FORM FOR EACH
NAMED INSURED AND ADDRESS	- 27		LOAN NUMBER	POLICY NUMBER	LI ANATE FORM FOR EACH
				000241401	
Lautrec, Ltd. 31550 Northwestern Hwy. #200			EFFECTIVE DATE	EXPIRATION DATE	
Farmington Hills, MI 48334			04/15/2010	04/15/201	1 CONTINUED UNTIL TERMINATED IF CHECKED
Aspen Skees Road, LLC			THIS REPLACES PRIOR EVIDE	NCE DATED:	
		10.00 M T	L		
PROPERTY INFORMATION (Use additional sheets if more spac	e is	req	uired)		
Aspen Skees Road, 1426-1486 Skees Road					
West Palm Beach, FL 33411					
OVERAGE INFORMATION CAUSE OF LOSS FORM BA	SIC	Т	BROAD X SPECIAL	OTHER	
OMMERCIAL PROPERTY COVERAGE AMOUNT OF INSURANCE: \$ 10,0		000		OTHER	DED: 10.000
		NO			
BUSINESS INCOME / RENTAL VALUE	X		IFYES, LIMIT:	X Actual	Loss Sustained # of months: 12
BLANKET COVERAGE	X		If YES, indicate amount of ins		entified above: \$ 4,205,000
ERRORISM COVERAGE	X		Attach signed Disclosure Not		
IS COVERAGE PROVIDED FOR "CERTIFIED ACTS" ONLY?		X	If YES, SUB LIMIT:	21	DED:
IS COVERAGE A STAND ALONE POLICY?		X	IFYES, LIMIT:		DED:
DOES COVERAGE INCLUDE DOMESTIC TERRORISM?	X		If YES, SUB LIMIT:		DED:
OVERAGE FOR MOLD		X	If YES, LIMIT:		DED:
IOLD EXCLUSION (If "YES", specify organization's form used)	X				and the second sec
EPLACEMENT COST	X			No.	
GREED AMOUNT	X				
		X	If YES, %		
QUIPMENT BREAKDOWN (If Applicable) AW AND ORDINANCE - Coverage for loss to undamaged portion of building	X	-		,000,000	DED: \$5,000
- Demolition Costs	X	-	IFYES, LIMIT: \$5,		DED: \$10,000
- Incr. Cost of Construction	X		IFYES, LIMIT: INC	-	DED:
ARTHQUAKE (If Applicable)	X	V	If YES, LIMIT: INC	L	DED:
LOOD (If Applicable)	+	XX			DED:
/IND / HAIL (If Separate Policy)	-	^			DED:
ERMISSION TO WAIVE SUBROGATION PRIOR TO LOSS	x		IFYES, LIMIT:		DED:
EMARKS - Including Special Conditions (Use additional sheets	ifn	nore	CD200 is required)		
xcess Property Westchester Surplus Lines #D37377727001 \$5 mil rkdwn - Phoenix Insurance Co. #BME19815A434. 30 days written onpayment is 10 days.	Lio I	000	models American LIUD 2007	45 \$25 million. Win in the event of car	d/Hail 5% deductible, Equip ncellation except
ANCELLATION					
HE POLICY IS SUBJECT TO THE PREMIUMS, FORMS, AND RULES IN DOMPANY WILL GIVE THE ADDITIONAL INTEREST IDENTIFIED BELOW $\frac{3}{3}$ HE POLICY THAT WOULD AFFECT THAT INTEREST, IN ACCORDANCE W	N EF	THE	T FOR EACH POLICY PER DAYS WRITTEN NOTICE, A POLICY PROVISIONS OR A	RIOD. SHOULD THE ND WILL SEND NOTI S REQUIRED BY LAW	POLICY BE TERMINATED, THE FICATION OF ANY CHANGES TO
DDITIONAL INTEREST					
AME AND ADDRESS		Ti	LENDER SERVICING AGENT NAM	E AND ADDRESS	
alm Beach County, Property & eal Estate Management 533 Vista Parkway est Palm Beach FL 33411-5605					

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