

PEEBLES SMITH & MATTHEWS

October 1, 2019

Mr. Randy Knight, City Manager
City of Winter Park
401 Park Avenue South
Winter Park, Florida 32789

Dear Mr. Knight:

This letter will serve to confirm the terms of the agreement of Peebles, Smith & Matthews, Inc. and GrayRobinson, P.A. (the "Team") for the provision of legislative and executive branch lobbying to the City of Winter Park (the "City").

The Team will represent the City's interests in state government relations on issues of priority to the City. This work will include representation before executive agencies, identification of legislative priorities, formulation of strategy, research, providing testimony or other information to committees or officials, communications with elected officials and staff on behalf of the City and, reporting on the status of work and pending issues to the City.

The City has agreed to pay a total annual fee of \$60,000, plus directly incurred and authorized travel expenses. The fee will be billed and payable quarterly. The term of the contract shall be October 1, 2019 through September 30, 2020.

Florida law requires that the fees and costs invoiced by PS&M for lobbying services are reported to the state on a quarterly basis to both the Florida Legislature and the Florida Commission on Ethics. Unless you direct otherwise, the Firm will attribute and report 50% of our fees and reimbursements as legislative branch lobbying fees, and 50% of our fees and reimbursements as executive branch lobbying fees, subject to periodic adjustment by us to reflect our best professional judgment regarding allocation of our efforts.

Please acknowledge that this letter correctly reflects the terms of our engagement by signing, dating and returning to me the enclosed copy of this letter. There is space for this acknowledgement below my signature.

We appreciate the opportunity to represent the City.

Sincerely,



Ryan E. Matthews

Accepted for:
City of Winter Park

BY: *Randy Knight*
Randy Knight
City Manager

Date: November 12, 2019

Peebles, Smith & Matthews, Inc.

By: 
Ryan Matthews
Principal

Date: 10/1/19