

**TALLAHASSEE OFFICE**

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MAILING ADDRESS

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thesouthern.com

September 24, 2019

Mr. Terry Suggs
County Administrator
Putnam County
2509 Crill Avenue, Suite 200
Palatka, FL 32177

Dear Mr. Suggs:

Thank you very much for your continued interest in The Southern Group of Florida, Inc. (The Southern Group). We appreciate the opportunity to provide lobbying services to Putnam County in Tallahassee. The Southern Group is committed to providing the highest level of service in furtherance of your goals. This agreement will describe the terms under which that representation will occur.

You have asked that we represent Putnam County before the executive and legislative branches of Florida government regarding appropriation and state issues that directly affect Putnam County. The entire team of The Southern Group's lobbyists in Tallahassee will be available to advance Putnam County's interests. You may wish to review in detail the qualifications of the team at www.thesouthern.com. However, in order to ensure that your needs are efficiently and fully addressed, I will be the primary contact for this representation. If I should ever be unavailable, I would encourage you to contact Clark Smith or Mercer Fearington.

In exchange for these services, Putnam County has agreed to pay The Southern Group, \$3,000 per month beginning October 1, 2019 and ending September 30, 2020. The Southern Group will send an invoice on the first of each month for the current month's services and payment is due by the end of each month. For your convenience, payment may be remitted via ACH or wire transfer. If you are interested in either of these payment options, please indicate so on the enclosed client information form and someone from our accounting team will follow up with you. Otherwise, all payments should be remitted to P.O. Box 10570, Tallahassee, FL 32302. This agreement will proceed on a month-to-month basis and may be terminated by either party upon receipt of 30 days written notice. Costs directly attributable to the performance of this work will be billed in addition to the monthly retainer, and these costs may include travel, lobbyist registration fees, and other expenses incurred on Putnam County's behalf. No monthly costs that in the aggregate exceed \$500 will be incurred without your prior approval.

Also, by signing below, you agree that you will complete any forms necessary to comply with lobbyist registration requirements under Florida law that may arise as a result of our representation of Putnam County during the term of this contract or after its termination should reporting periods overlap.

Please be aware that Florida has a lobbying fee disclosure law that requires quarterly disclosure of fees. Please review the attached fee disclosure form to fully understand this regulatory requirement and ensure that you agree with the information we will be submitting to comply.

It should also be noted that The Southern Group has affiliated offices in other states and within the state of Florida. The Southern Group has a policy of declining representation of clients when that representation would immediately create a direct conflict with other clients that The Southern Group currently represents. You have retained The Southern Group for representation in Florida, and we know of no conflicts with our current clients. In order to ensure the candor and trust in our relationship that forms the basis of effective representation, it is the policy of The Southern Group to keep confidential within each office all information about your business interests and strategies.

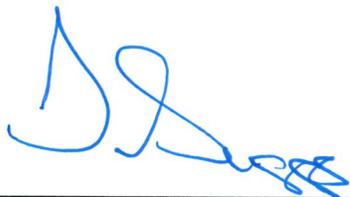
I believe the above reflects our understanding. If it does, please sign this agreement and return. I appreciate your attention to this matter and look forward to working with you. Please never hesitate to contact me if we can assist Putnam County in any way.

Sincerely,



David Browning

Enclosures



For Putnam County

10/3/19

Date

Florida Lobbying Fee Disclosure

Under Section 112.3215, Florida Statutes, lobbying firms in Florida are required on a quarterly basis to publicly disclose fees billed or received from clients for lobbying efforts at the state level. The law mandates that lobbying firms allocate fees between lobbying and non-lobbying services, legislative and executive branch lobbying, and lobbying performed by the firm that occurred at other levels of government.

Having discussed with your organization the scope of services that The Southern Group will be performing on your behalf, set forth below are the allocations we intend to disclose to the State while representing you. If during the course of performing these services we find that the allocations do not accurately reflect our lobbying effort on your behalf, we will write to inform you of a change in the allocations. Should you disagree with the allocations made below, please contact us in writing to express your thoughts.

Lobbying Services* vs. Non-Lobbying Services

. Compensation under this contract is paid exclusively for lobbying services, and no compensation is being paid for non-lobbying services. Therefore, all compensation paid under this contract should be allocated to lobbying services.

. Some compensation paid under this contract is for non-lobbying services, and ___% of compensation will be allocated to lobbying services and ___% will be allocated to non-lobbying services.

***The Southern Group is exclusively a lobbying firm. We do not offer other services to clients including: legal, business consulting, public relations.**

State Level Lobbying vs. Lobbying Other Levels of Government

. Compensation under this contract is paid exclusively for state level lobbying in Florida, and no compensation is being paid for lobbying services performed at other levels of government, in other states, or the federal level.

. Some compensation paid under this contract is for non-State level lobbying services, and ___% of compensation will be allocated to State-level lobbying services and ___% will be allocated to non-State level lobbying services.

Florida Legislative Lobbying vs. Florida Executive Lobbying

	Legislative	Executive
Q1	<u>75</u> %	<u>25</u> %
Q2	<u>50</u> %	<u>50</u> %
Q3	<u>50</u> %	<u>50</u> %
Q4	<u>50</u> %	<u>50</u> %

I, David Browning (primary lobbyist for representation) affirm I have completed this form using The Southern Group's fact-based method in providing allocations for the above referenced client.



Signature

9/24/2019

Date