



Ronald L. Book, P. A.  
LAW OFFICES  
PROFESSIONAL ASSOCIATION

December 27, 2016

Ms. Ana Garcia  
City Manager, City of North Miami Beach  
17011 N.E. 19th Avenue  
North Miami Beach, FL 33162

**Re: Professional Services Agreement**

Dear Ana:

Thank you for the opportunity for the continued representation of the City of North Miami Beach. We've represented the City now for several decades and consider it home. We will continue to work tirelessly to achieve the goals and priorities of the City in our representation.

It is understood that our representation includes state and local government lobbying responsibilities. It is understood that our responsibilities will include, but not be limited to working with local government staff as well as state legislative and executive branch staff and elected officials. It is understood that goals will change from time to time, but these include, changes to substantive law, rules and regulations as well as opposing legislation that might otherwise impose unreasonable mandates and preemptions on the local government. The representation also includes the pursuit of various funding opportunities on behalf of your citizens and the taxpayers of the City of North Miami Beach. You agree to fully educate us on all matters involved in our representation and where appropriate agree to make yourselves available for presentations. You agree to prepare any and all necessary collateral materials and documents as well as any applications that may need to be completed, *e.g.* grant applications. We will, at all times, give you a 150% effort as we work to pursue your goals. We agree to make ourselves available to you, your staff and the elected officials of the City upon reasonable notice and request.

In exchange for this representation, that has no limitation on hours or time to be involved, you agree to compensate our firm with a monthly retainer of \$5,000 or the equivalent of \$60,000 a year. You also agree to reimburse our firm for any reasonably expended out of pocket expenses including but not limited to airfare, hotel, rental car, parking, courier and overnight services, photo copying, *etc.* These expenses will be pro-rated over our client base when working on matters on behalf of the City. We will invoice the City on a monthly basis and it is understood that this agreement will extend until written notice to terminate is provided, understanding that if a Legislative Session has occurred and concluded, the full fee would be due and that the payment over twelve (12) months is simply a courtesy, however, it is understood that

REPLY TO:

- Harbour Centre - 18851 N.E. 29th Avenue, Suite 1010 - Aventura, Florida 33180 - Telephone (305) 935-1866 - Fax (305) 935-9737
- 104 West Jefferson Street - Tallahassee, Florida 32301 - (850) 224-3427

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this is annual representation and includes Legislative Committee Meetings, the Regular and any extended or special Legislative Sessions.

Again, thank you for the trust and the confidence you've continued to place on our firm. Assuming this meets with our mutual understanding, please sign and return to my office.

Sincerely,



Ronald L. Book



Ana Garcia  
City Manager  
City of North Miami Beach

RLB/gf

APPROVED AS TO FORM &  
LANGUAGE & FOR EXECUTION  
 1/4/17  
JOSE SMITH DATE  
CITY ATTORNEY