

**VIA EMAIL**

July 24, 2024

Ms. Francine Ramaglia  
Town Manager  
Town of Loxahatchee Groves  
155 F Road  
Loxahatchee Groves, FL 33470

Dear Madam Manager:

We want to thank you and the Board again for giving our firm, and our subcontractor, Pittman Law Group, herein referred to as a “joint venture partnership,” the opportunity to represent the Town of Loxahatchee Groves.

It is understood that the goal of this representation is to provide state legislative and executive branch lobbying services to the Town of Loxahatchee Groves, specifically focused on appropriations matters, for programs and projects that specifically benefit the Town, to include securing appropriations for Town projects and securing executive approval of projects.

It is the responsibility of our joint venture partnership to provide traditional lobbying services in furtherance of the stated goals in this matter. Traditional lobbying services includes, but is not limited to, lobbying members of the Florida Legislature, Legislative staff, and Executive Branch officials and staff. Duties include, but are not limited to the following:

- Attending pertinent committee meetings
- Drafting and preparing appropriations request applications and supporting documents
- Identifying legislative champions for said projects
- Testifying at committee hearings
- Preparing support materials as necessary
- Scheduling meetings for town officials with House and Senate members, staff, and agency officials
- Providing written reports regularly throughout the legislative session and committee weeks

The joint venture partnership will make ourselves available for virtual meetings and teleconferences as necessary, and will appear before the council, following the 2025 legislative session, to provide a report. It will be your responsibility to fully educate us on the Town of Loxahatchee Groves and its needs, providing all necessary and pertinent information to support the requests, including collateral materials that may be required by legislators, legislative or executive branch staff. It is understood that it may be necessary for you to attend legislative committee hearings, and meetings with legislators, legislative staff, and executive branch officials and staff, and you agree to make yourself available for said meetings with reasonable notice.

**REPLY TO:**

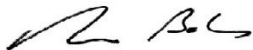
- ☐ 4000 Hollywood Boulevard, Suite 677-S - Telephone (305) 935-1866
- ☐ 104 West Jefferson Street - Tallahassee, Florida 32301 - (850) 224-3427

It is understood that this agreement is for the 2025 Legislative Session, to include all interim committee hearings and the Governor's review period for any approved appropriations projects.

In exchange for his representation, you agree to compensate the joint venture partnership with a retainer of \$75,000.00, which is payable to Ronald L. Book, P.A. in monthly installments of \$6,250.00 and requires reimbursement of any reasonably expended out-of-pocket expenses such travel, lodging, and meals. For purposes of clarity, my firm does not bill for incidental expenses such as parking, courier services, copying, etc., all of that is assumed within the agreement. Costs are prorated and will be invoiced monthly and are limited to no more than \$5,000.00, for the term of this agreement.

Our firm will work aggressively not only to secure funding for town priorities, but to also secure executive approval. This agreement expires after a period of 12 months, and the first payment is due upon execution. It is renewable upon mutual agreement of the parties.

Again, thank you for this opportunity. Assuming this meets with our mutual understanding, please sign, and return this agreement to our office at your earliest convenience.



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Ronald L. Book  
Ronald L. Book, P.A.

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Ms. Francine Ramaglia, Town Manager  
Town of Loxahatchee Groves

CC: *Sean Pittman*  
*Kelly Mallette*

RLB: BM