



January 10, 2024

Chuck Perdue  
Tax Collector  
Bay County Tax Collector  
850 11<sup>th</sup> Street  
Panama City, FL 32401

Re: Lobbyist/Consultant Agreement

Dear Mr. Perdue:

Capital City Consulting, LLC, (hereinafter "CCC") welcomes the opportunity to represent Bay County Tax Collector (hereinafter "BCTC") as consultants/lobbyists before Florida's legislative and executive branches. Given our government affairs experience, we believe we are well equipped to enhance your efforts in Tallahassee. This letter of agreement is intended to set forth our understanding as to the nature, scope and terms of professional consulting services CCC has agreed to provide to BCTC.

**SCOPE OF SERVICES.** CCC agrees to represent the Bay County Tax Collector before Florida's legislative and executive branches. CCC will support the Bay County Tax Collector's efforts to advocate for legislation at the state level and provide information regarding policy, legislative and agency action that could impact the office.

**TERM.** The term of this relationship shall begin upon mutual execution of this agreement, and continue for 4 months.

**FEES.** CCC will provide the above referenced professional services for a monthly fee of \$5,000. In addition to our fee for services, we also charge separately for out-of-pocket expenses such as travel required in your representation, lobbyist registration, CCC members' meals while meeting with legislators and staff, and any other nonstandard office expenses. We make every effort to keep these expenses to a minimum and often times split expenses amongst multiple clients if appropriate. CCC does not pay for meals or any expenses of legislators or other government officials.

**CONFIDENTIALITY.** CCC will treat any and all information, communications, or materials of BCTC as confidential and will not disclose or divulge same unless otherwise directed or authorized by BCTC or ordered to do so by a court of competent jurisdiction.

**REPORTING.** CCC will monitor all relevant actions of the Legislature and provide oral and written reports. CCC will be available to meet or discuss the status of any activities undertaken on behalf of BCTC. At mutually convenient times, CCC will schedule periodic meetings or conference calls at your direction to review progress of any given task or project. CCC members are continuously available by telephone, email and cell phone to serve your communication needs.

**INDEPENDENT CONTRACTOR.** CCC and its employees, independent contractors and agents are independent contractors in the rendition of the services under this agreement and shall not hold itself out nor permit its employees, independent contractors or agents to hold themselves out, nor claim to be officers or employees of BCTC.

**ETHICAL AND LEGAL CONSIDERATIONS.** CCC agrees to comply with all applicable local, state and federal laws, rules and regulations in its representation of BCTC under this agreement. In accordance with Florida reporting obligations required of lobbying firms, the firm must report percentages of this fee allocated to the legislative and executive branch services. Based on our previous experience and the nature of your issues, we project the work to be allocated 80% toward executive branch lobbying efforts and 20% toward legislative.

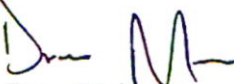
**CONFLICTS OF INTEREST.** CCC does not foresee any potential conflicts of interest with current clients. However, in the event that a conflict does occur with a future client, CCC agrees to disclose the conflict to both parties as soon as practical. CCC will attempt to resolve such conflict to the satisfaction of both parties. If a resolution agreeable to both parties is not achievable, then CCC must resolve the conflict in favor of any client represented prior to BCTC's initial retention of CCC.

**MISCELLANEOUS PROVISIONS.** This agreement constitutes the entire understanding and agreement of the parties hereto. It supersedes all prior negotiations, discussions, correspondence, communications, understandings, and agreements between the parties relating to the subject matter of this agreement. If any portion of this agreement is found to be invalid or unenforceable, all other terms, provisions and covenants shall remain in full force and effect. Any amendment hereto must be in writing and signed by the parties. Although six members of our firm are Florida licensed attorneys, this representation is not for legal services.

Drew Meiner will have primary responsibility for this engagement.

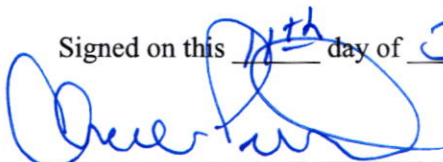
If you agree with the terms contained in this letter of agreement, please sign and date this document and return it to our office. We appreciate your business and look forward to serving you.

Sincerely,

  
Drew Meiner

I agree with the terms of this letter contract on behalf of Bay County Tax Collector.

Signed on this 14<sup>th</sup> day of January 2024.

  
Signature

Tax Collector  
Title