



**CITY OF OKEECHOBEE  
55 SE THIRD AVENUE  
OKEECHOBEE, FL 34974**

Phone: (863)763-3372  
www.cityofokeechobee.com  
**Office of the City Administrator**  
Direct Line: (863) 763-9811

**Okeechobee City Council**  
Mayor Dowling R. Watford, Jr.  
Vice Mayor Monica Clark  
Noel Chandler  
Bob Jarriel  
David McAuley

TO: CAS Governmental Services, LLC  
P.O. Box 35  
36910 3<sup>rd</sup> Street  
Canal Point, Florida 33438

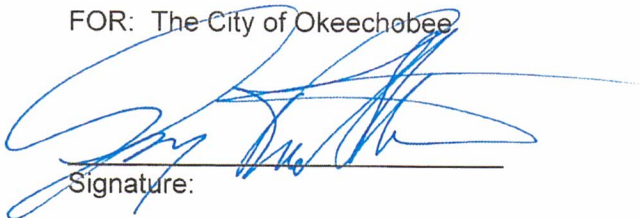
FROM: City of Okeechobee  
55 SE 3<sup>rd</sup> Avenue  
Okeechobee, Florida 34974

**Letter of Understanding  
Relating to Extension to Current Legislative Services Agreement**

**The following is hereby agreed:**

Upon execution of this Letter of Understanding, the Date of Services of the current agreement between the City and CAS Governmental Services, LLC (CASGS) shall be extended and revised for one additional year in the fiscal year October 1, 2023, to September 30, 2024, at the new fee of Twenty-two Thousand Dollars (\$22,000). Other aspects shall remain as agreed.

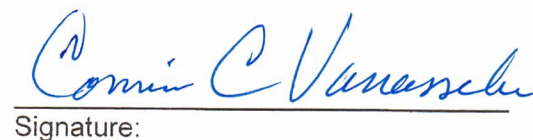
FOR: The City of Okeechobee

  
Signature:

Gary Ritter, City Administrator  
Printed Name and Title:

10/19/2023  
Date:

FOR: CAS Governmental Services, LLC

  
Signature:

Connie C. Vanassche, President  
Printed Name and Title:

10-20-23  
Date:

**CAS Governmental Services, LLC**  
Communication Advocacy Specialists

***Governmental – Legislative Services – Grants – Special Funding***

P.O. Box 210623 • Royal Palm Beach, Florida 33421-0623  
Telephones: 561.512.0089 • 850.228.1296 • Fax: 866.929.8006

December 5, 2023

Mr. Richard E. Coates, Esq.  
Tidewater Consulting, Inc.  
115 East Park Avenue, Unit 1  
Tallahassee, Florida, 32310

**RE: Letter of Engagement**

Dear Mr. Coates:

Thank you for your assistance with CAS Governmental Services, LLC (CASGSLLC) working on behalf of our client base.

We greatly appreciate Tidewater Consulting, Inc., both you and Shelley. It is our desire to continue this working relationship, during the 2024 Legislative Session and Committee Weeks to accomplish goals, appropriations and legislation for the clients of CASGSLLC. CASGSLLC and Tidewater Consulting, Inc. agree that CASGSLLC desire this engagement to not only acquire assistance during the time frames shown in this letter but to also seek out the potential of a long-term relationship for both firms to work together on CASGSLLC projects.

This letter shall serve as a Letter of Engagement between CAS Governmental Services, LLC (CASGSLLC) Ms. Connie C. Vanassche, President, and Mr. James Spratt, Vice President and Tidewater Consulting, Inc. Mr. Richard E. Coates, Esq, and Ms. Shelley B. Green for the 2024 Legislative Session and Legislative Committee Weeks and appropriate time associated with this session.

Tidewater Consulting, Inc. Mr. Richard Coates/Ms. Shelley Green shall abide with all appropriate laws and rules governing lobbyists duties, filing of required reports and provide all appropriate insurance pursuant to the parameters of their firm. CASGSLLC may suspend or cancel this letter of engagement with 15 days written or e-mail notice. Should a suspension or cancellation be made, CASGSLLC agrees to compensate Tidewater Consulting, Inc. for work completed or substantially complete.

The fee for services for terms covered in this letter of engagement shall be Twenty thousand dollars (\$20,000.00) and shall be invoiced monthly at the rate of \$4,000.00 each in January, February, March, April and May 2024.

  
Initial:

  
Initial:

Tidewater Consulting, Inc. agrees with "non-compete" with any clients under agreement/contract with CASGSLLC at the time of this engagement and shall not seek out, work for any of those listed on Attachment A or any client that may come to a contract status with CASGSLLC during a period of two Legislative Sessions without written permission from CASGSLLC excepting any mutual clients that both firms are already under agreement with.

It is understood by the parties that the Letter of Engagement is not exclusive.

Sincerely,

**CAS GOVERNMENTAL SERVICES, LLC**



Connie C. Vanassche  
President

C: J. Spratt  
file

**Please sign and date where indicated below and return:**

For Tidewater Consulting, Inc.

  
\_\_\_\_\_  
Signature:

President

\_\_\_\_\_  
Title:

November 20, 2013  
\_\_\_\_\_  
Date:

CAS Governmental Services, LLC

Tidewater Consulting, Inc.  
Letter of Engagement  
Attachment A

City of Bartow

City of Belle Glade

City of Moore Haven

City of Okeechobee

City of Wauchula

City County Public Works Authority (Glades County/City of Moore Haven)

Glades County Board of County Commissioners

Hardee County Board of County Commissioners

Okeechobee County Board of County Commissioners

Okeechobee Utility Authority

Town of Pembroke Park

Wakulla County