

**RESOLUTION NO. 2022-12**

**A RESOLUTION AUTHORIZING THE PERMITTING OF A HOMECOMING PARADE FOR THE LOCAL HIGH SCHOOL ON BOTH LOCAL AND COUNTY ROADS, WHICH INCLUDES COUNTY ROAD 108; RESPONSIBILITY FOR TRAFFIC CONTROL; FOR CLAIMS ARISING FROM SUCH EVENT DUE TO ACTION ON THE PART OF OR AUTHORIZED BY THE TOWN; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Town of Hilliard, Florida is required by various individuals and or organizations from time to time, to allow the use of streets and highways within the Town limits for the purpose of holding parades, or other special events, and

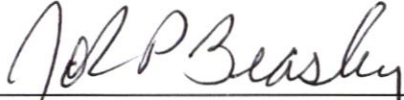
**WHEREAS**, the Town of Hilliard, determines that the homecoming parade for the local high school will proceed down local and county roads, which includes County Road 108 is an event that is acceptable, appropriate, beneficial and in the best interest of the Town, and

**WHEREAS**, the Town of Hilliard, is willing to assume the responsibility for this decision as it is related to acts done or authorized by the Town employees or its agents.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF HILLIARD:**

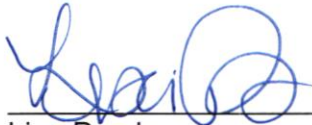
1. That this Resolution be said and the same is hereby declared and determined to constitute the authority for the Town to obtain permission from the Nassau County Board of County Commissioners for the approved parade on both town and county roads, which includes County Road 108, on the 7<sup>th</sup>, day of October, 2022.
2. That the Nassau County Sheriff's Department will assume responsibility for traffic control.
3. That the Nassau County Sheriff's Department is responsible only for the claims arising from and based upon the activities of its officers, agents or employees at this event.
4. The Nassau County Sheriff's Office, is hereby authorized to carry out the intent and purposes of this Resolution.
5. That this Resolution shall take effect immediately upon its adoption.

**THIS RESOLUTION** adopted this 6<sup>th</sup> day of October, 2022 by the Town Council of the Town of Hilliard, Florida.



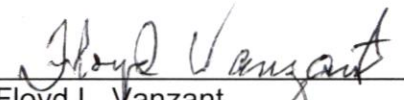
John P. Beasley  
Council President

ATTEST:



Lisa Purvis  
Town Clerk

APPROVED:



Floyd L. Vanzant  
Mayor



J

**BOCC AGENDA ITEM**

**Item Title:** 2022 Homecoming Parade Road Closure for Hilliard Middle Senior High

**Date:** 9/12/2022

**Department:** County Manager

**Background:**

Hilliard Middle Senior High is holding a homecoming parade on Friday, September 30, 2022 at 2:45 p.m. They are seeking permission to close County Road 108 between Oxford Street and Ohio Street from approximately 2:00 P.M. to 4:00 P.M. Though this is in the City limits, the road is County maintained, therefore this request would need permission from the Board of County Commissioners prior to closing the roads.

**Request:**

Approve request from Hilliard Middle Senior High to hold a parade on September 30, 2022 from approximately 2:00 PM to 4:00 PM on County Road 108 between Oxford and Ohio Street.

**Financial/Economic Impact to Future Years Budgeting Process or Effect on Citizens:**

While the parade does not have any financial impact, citizen based community events are critical to creating vibrant and engaged communities. As a local government, we should promote and support citizen based efforts to create a sense of community and increased quality of life.

**Action Requested and Recommendation:**

Approve request from Hilliard Middle Senior High to hold a parade on September 30, 2022 from approximately 2:00 PM to 4:00 PM on County Road 108 between Oxford and Ohio Street.

**Is this action consistent with the Nassau County Comprehensive Land Use Plan?**

NA

**Funding Source:**

N/A

**Additional Information Needed for Contracts/Agreements (If Applicable)**

**Contract Number assigned by Contracts Management:**

N/A

**For non-governmental agencies, has the document been sent to the vendor for signature?**

N/A

**Does the document need to be recorded? If so, who will pay the recordation fee?**

N/A

**Are there any special mailing instructions? (Include contact name, address, deadline for submittal, how to mail such as express mail, FedEx, etc):**

N/A

**How many originals are needed?**

N/A

**ATTACHMENTS:**

Description	Upload Date	Type
<a href="#">Road Closure Request Email</a>	9/1/2022	Cover Memo
<a href="#">Parade Map</a>	9/1/2022	Cover Memo

**APPROVED BOCC**

DATE 9-12-22 AM

## Homecoming Parade for Hilliard Middle Senior High School

Amanda Rau <rauam@nassau.k12.fl.us>

Tue 8/30/2022 2:01 PM

To: Amy Bell <abell@nassaucountyfl.com>

Cc: Jobeth Vanzant <vanzantjo1@nassau.k12.fl.us>; John Crawford <crawfordjo@nassau.k12.fl.us>; Jacqueline Smith <smithja13@nassau.k12.fl.us>

Good afternoon Amy,

This is Mandy Rau from Hilliard Middle Senior High School. Jobeth Vanzant and I are overseeing this year's Homecoming Week and events at Hilliard Middle Senior High School.

We are requesting approval from the County Commissioners to close CR 108 for our Homecoming Parade. Our parade will be held on Friday, September 30 at 2:45pm. Here is the parade route of the sections of 108 that will need to be closed (The parade route from last year is the same for this year.):

- Start on W 10th Avenue
- Turn Right onto Ohio Street
- Turn Left onto West 1st Street
- Turn Left onto Oxford Street
- Turn Left onto West 6th Street
- Turn Right onto Ohio Street
- Parade will end behind Hilliard Elementary School

We are planning for the parade to start at 2:45, so can you give us some guidance on what time is manageable to start closing off the sections?

I am currently waiting for our school to get the current Certificate of Insurance from the District Office and as soon as I receive it, I will email it to you. Thank you SO much for any help you can give us!

**Mandy Rau**

Hilliard Middle Senior High School

English Language Arts

amanda.rau@nassau.k12.fl.us

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basis of race, color, national origin, gender, age, disability or marital status in its educational programs, services or activities, or in its hiring or employment practices.





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/30/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Arthur J. Gallagher Risk Management Services, Inc. 200 S. Orange Ave Suite 1350 Orlando FL 32801	<b>CONTACT NAME:</b> Jessica Montgomery <b>PHONE (A/C, No, Ext):</b> <b>FAX (A/C, No):</b> <b>E-MAIL ADDRESS:</b> Jessica_Montgomery@ajg.com													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Safety National Casualty Corporation</td> <td>15105</td> </tr> <tr> <td>INSURER B :</td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Safety National Casualty Corporation	15105	INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :
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INSURER F :														
<b>INSURED</b> Nassau County School District c/o NEFEC 3841 Reid Street Palatka FL 32177														

**COVERAGES**

CERTIFICATE NUMBER: 127535157

REVISION NUMBER:

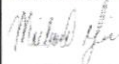
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: Occurrence		See below	7/1/2022	7/1/2023	EACH OCCURRENCE \$ Per Statute DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ Per Statute PRODUCTS - COMP/OP AGG \$ \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY		See below	7/1/2022	7/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ Per Statute BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Self Insured per FL Statute 768.28. Limits per Statute.

RE: Nassau County School District – District's participation in all parade activities. All dates within the term shown above.

**CERTIFICATE HOLDER****CANCELLATION**

Nassau County Board of County Commissioners 96135 Nassau Place, Suite 1 Yulee FL 32097 USA	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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**RE: Hilliard Home coming Parade**

Trevor J. Zittrower <tjzittrower@nassauso.com>

Wed 9/21/2022 11:02 AM

To: Amanda Rau <rauam@nassau.k12.fl.us>

Cc: Jobeth Vanzant <vanzantjo1@nassau.k12.fl.us>;Chauncey C. Mason <cmason@nassauso.com>

**CAUTION:** This email originated from outside of the Nassau County School District network. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Okay thank you for the info. I will handle getting deputies out there for traffic control. Let me know if you need anything else.

Sergeant Trevor Zittrower #1199  
Special Operations / K-9 Unit  
Nassau County Sheriff's Office  
77151 Citizens Cir, Yulee FL  
904-225-5174  
Cell # 904-469-3517





**From:** Amanda Rau [mailto:[rauam@nassau.k12.fl.us](mailto:rauam@nassau.k12.fl.us)]  
**Sent:** Monday, September 19, 2022 5:39 PM  
**To:** Trevor J. Zittrower <[tjzittrower@nassauso.com](mailto:tjzittrower@nassauso.com)>  
**Cc:** Jobeth Vanzant <[vanzantjo1@nassau.k12.fl.us](mailto:vanzantjo1@nassau.k12.fl.us)>  
**Subject:** Re: Hilliard Home coming Parade

You don't often get email from [rauam@nassau.k12.fl.us](mailto:rauam@nassau.k12.fl.us). [Learn why this is important](#)

**Caution EXTERNAL EMAIL:** This is an external email and may contain suspicious or malicious content. Please take care when clicking links or opening attachments. When in doubt, contact the I.T. Department.

Good afternoon,

My name is Mandy Rau and myself and Jobeth Vanzant are currently coordinating the week and events for Hilliard Middle Senior High School's Homecoming. We are in the process of arranging the Homecoming Parade, which will take place on September 30 at 2:45 pm. We are asking you and the Nassau County Sheriff's Department to provide traffic control for the parade. In addition, we will need multiple officers to close the intersections along the parade route. We must provide the Town of Hilliard with an agreement for traffic control in writing or an email stating that we have permission. I have emailed the County Commissioners to get permission to close sections of CR 108 for the parade and have received the okay from them. We would also be very appreciative if you could provide officers to lead our parade. If you have any questions for us, please feel free to email me or call me at (904) 314-8247. Thank you so much for any and all help that you can give us! We look forward to hearing from you soon! (Our parade route will be the same as last year, but I have attached that in this email as well for reference.) 😊

Mandy Rau

Hilliard Middle Senior High School  
English Language Arts  
[amanda.rau@nassau.k12.fl.us](mailto:amanda.rau@nassau.k12.fl.us)

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**From:** Trevor J. Zittrower <[tjzittrower@nassauso.com](mailto:tjzittrower@nassauso.com)>  
**Sent:** Monday, September 19, 2022 10:59 AM  
**To:** Amanda Rau <[rauam@nassau.k12.fl.us](mailto:rauam@nassau.k12.fl.us)>  
**Subject:** Hilliard Home coming Parade

CAUTION: This email originated from outside of the Nassau County School District network. Do not click links or open attachments unless you recognize the sender and know the content is safe.

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Hey there, my name is Sergeant Trevor Zittrower. I will be helping with the parade and organizing it on the sheriff's office side. Can you provide me all the details? Thank you!

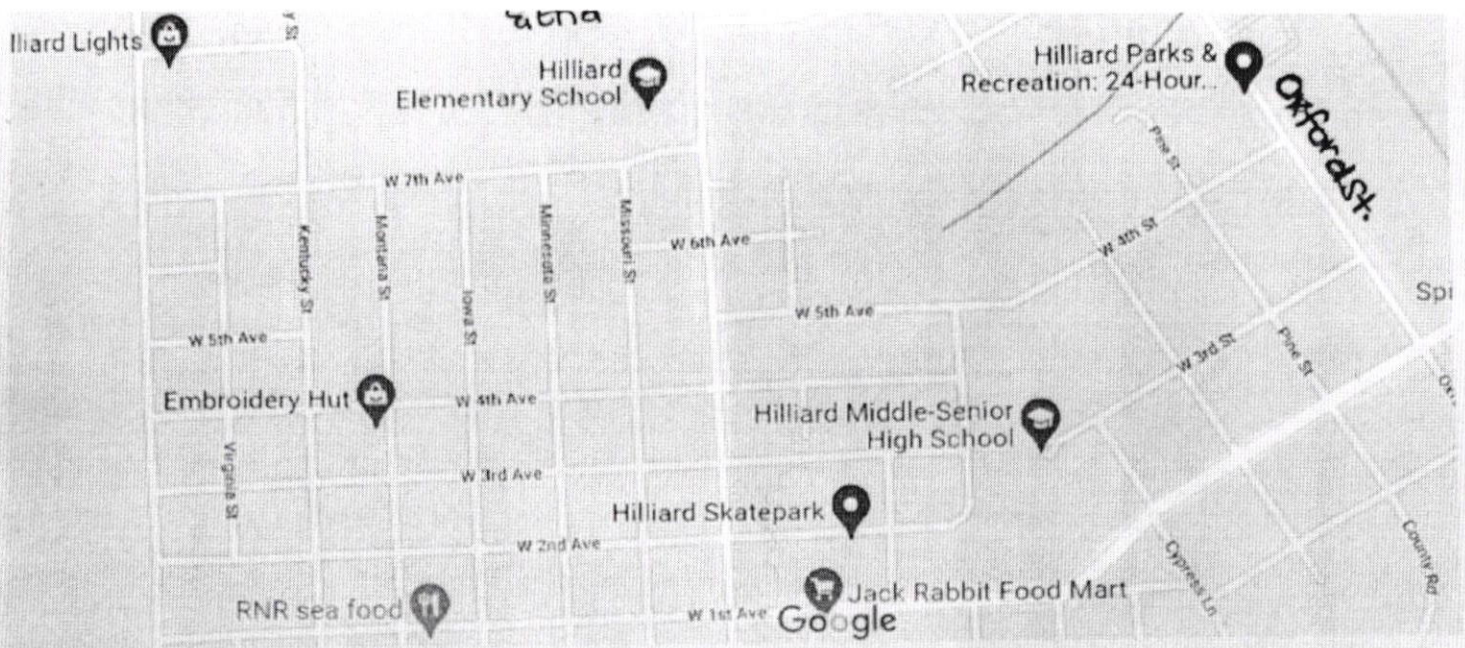
Sergeant Trevor Zittrower #1199  
Special Operations / K-9 Unit  
Nassau County Sheriff's Office  
77151 Citizens Cir, Yulee FL  
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Cell # 904-469-3517



**NOTICE:** Please note that Florida has a very broad Public Records Law. Most written communications to or from the Nassau County Sheriff's Office are public records available to anyone upon request. E-mails, including email addresses, may therefore be subject to public disclosure. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to NCSO. Instead, contact our office by phone or by mail. The contents of this e-mail message and any attachments are intended solely for the addressee(s) named in this message. This communication may be confidential or exempt from Chapter 119, Florida Statutes, and may be subject to applicable privileges. If you are not the intended recipient of this message, or if this message has been addressed to you in error, please immediately alert the sender by reply e-mail and then delete this message and its attachments. Do not deliver, distribute or copy this message and/or any attachments and if you are not the intended recipient, do not disclose the contents or take any action in reliance upon the information contained in this communication or any attachments. Any reply to this email may also be considered a public record subject to disclosure under Chapter 119, Florida Statutes.

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# HMSTHS Homecoming Parade Route

Friday, October 15, 2021  
at 2:45 pm



\*  
Start  
& End

Hilliard Elementary School

Hilliard Parks & Recreation: 24-Hour...

Hilliard Middle-Senior High School

Hilliard Skatepark

Jack Rabbit Food Mart  
Google

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