

CS-22-027

# BOCC CONTRACT APPROVAL FORM

(Request for Contract Preparation)

CONTRACT  
TRACKING NO.

CM3232

## GENERAL INFORMATION

Requesting Department OMB

Contact Person: Marshall Eyerman

Telephone: (904)530-6010 Fax: ( ) Email: meberman@nassaucountyfl.com

## CONTRACTOR INFORMATION

Name: Fernandina DOJO, LLC – Seaside Karate Classic

Address: 1211 Amelia Plaza #220 Fernandina Beach FL 32034  
City State Zip

Contractor's Administrator Name: Sean Watkins Title: Owner

Telephone: (904) 310-6673 Fax: ( ) Email: fernandinadojo@gmail.com

IDENTIFY WHO WILL SIGN CONTRACT ON BEHALF OF CONTRACTOR (NAME AND EMAIL ADDRESS)

Authorized Signatory Name: Sean Watkins

Authorized Signatory Email: fernandinadojo@gmail.com

## CONTRACT INFORMATION

Contract Name: Fernandina DOJO, LLC

Description: Sponsorship of inaugural tournament: Seaside Karate Classic

GOODS AND/OR SERVICES TO BE PROCURED, PHYSICAL LOCATION, ETC.

Total Amount of Contract: \$4,750

APPROXIMATE IF NECESSARY

Source of Funds/Account: 37523552-548520 Termination/Cancellation: \_\_\_\_\_

Authorized Signatory: Taco E. Pope, AICP

IDENTIFY WHO WILL SIGN CONTRACT ON BEHALF OF BOCC

Contract Dates: From: Execution to: December 11th 2022

Status: X New \_\_\_\_\_ Renew \_\_\_\_\_ Amend# \_\_\_\_\_ WA/Task Order

How Procured: Sole Source Single Source ITB RFP RFQ Coop. Other X

## If Processing an Amendment:

Contract #: \_\_\_\_\_ Increased Amount to Existing Contract: \_\_\_\_\_

New Contract Dates: \_\_\_\_\_ to \_\_\_\_\_ Total or Amended Amount: \_\_\_\_\_

*Continued on next page*

RCVD OMB  
'22 OCT 20 AM 10:53

**CHECKLIST**

Review/Complete before sending contract for final signature

Requirement	Description	Complete By
Contract, Exhibits and Appendices	1) The contract and all documents incorporated by reference in the contract, including exhibits and appendices are attached (including E-Verify, Pricing, Scope, etc.) and properly identified; and 2) All such documents have been read and agreed to in their entirety by originating department and staff members who have obligations under this contract.	Dept
Name, Address, Contact Person	The full name, address, legal status (i.e., corporation, partnership, etc.) and contact person of other party are included.	Dept
Understanding	Written contract matches the verbal understanding of all parties. All terms and conditions conform to the final negotiations/agreement of the parties.	Dept
Competition/Conflicts and Existing Contracts/Compliance	This contract does not conflict with any other contracts, promises or obligations of the BOCC. The requesting department verifies the BOCC can comply with all terms and conditions.	Dept Cnty Atty
Other Necessary Agreements	All other necessary agreements or waivers referred to in contract have been obtained and are attached and properly identified for reference.	Cnty Atty
Indemnification	BOCC may not indemnify, hold harmless, be liable to, or reimburse any other party to the contract for claims, lawsuits, damages, attorney fees, or losses incurred by that party in connection with the contract.	Cnty Atty
Term of Contract	Start and end dates of contract are included. Any renewals are included.	Cnty Atty
Warranties/Guarantees	Warranties or guarantees give satisfactory protection.	Cnty Atty/Risk
Insurance	Risk manager has or will approve insurance clauses. Levels confirmed in requirements	Dept
Governing Law	The contract is governed under the laws of the State of Florida. The contract may be silent on this issue but in no event will another state's law govern the agreement.	Cnty Atty
Confidentiality Agreements	All nondisclosure clauses include exceptions regarding disclosure as required by law. If not applicable, indicate "n/a."	Cnty Atty
Printed/Typed Names	Names of all persons signing contracts are printed or typed below signatures.	Router

**APPROVALS PURSUANT TO NASSAU COUNTY PURCHASING POLICY**

1. Marshall Eyrman 10/20/2022  
Department Head/Contract Manager Date **GL** 10/20/2022
2. James Nelson 10/20/2022  
Procurement Date
3. devis lacambra 10/20/2022  
Office of Mgmt & Budget Date
4. Denise C. May 10/23/2022 **13**  
County Attorney Date 10/21/2022

**COUNTY MANAGER – FINAL SIGNATURE APPROVAL**

5. [Signature] 10/24/2022  
County Manager Date 10/20/2022

**RETURN ORIGINAL(S) TO CONTRACTS MANAGEMENT FOR DISTRIBUTION AS FOLLOWS:**

Original: Clerk's Services; Contractor (original or certified copy)  
Copies: Department; Procurement; RLS Distribution; Clerk Services BOCC





**SPONSORSHIP AGREEMENT**  
**NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS AND FERNANDINA  
DOJO, LLC**

The following shall set forth the agreement ("Agreement") effective on behalf of the Nassau County Board of County Commissioners ("NCBOCC") to be overseen by the Amelia Island Convention and Visitors Bureau ("AICVB") and FERNANDINA DOJO, LLC ("FD") for the purpose of promoting and conducting the Seaside Karate Classic ("Event").

**1. Format & Schedule of Events**

The Event will consist of a one-day karate tournament bringing Olympic athletes, US team coaches, and internationally acclaimed referees to Fernandina Beach as further detailed in the Request for Sponsorship ("Exhibit A"). The Event will be held on December 10, 2022. FD and AICVB may change the Event dates so long as FD and AICVB agree in writing on such change at least two (2) weeks in advance of the Event.

**2. AICVB Responsibilities**

- a. AICVB will provide an event posting on [www.ameliaisland.com](http://www.ameliaisland.com) on the Calendar of Events page.
- b. AICVB and FD shall share responsibility for promoting the Event to residents in and out of Nassau County, Florida.

**3. FD Responsibilities**

- a. FD will include the destination Amelia Island logo, as supplied by the AICVB, on printed materials as directed by the AICVB and will reference the Amelia Island Tourist Development Council (AITDC) as a sponsor in press releases and any other media materials as requested. Both parties have the right to approve all materials and releases produced by the other for promotional purposes.

- b. FD will obtain all necessary permits, approvals, and venues for the conducting of the Event and related activities.
- c. FD will provide all necessary equipment for the Event.
- d. FD is responsible for providing a safe environment for all participants and spectators.
- e. FD will provide on-site medical personnel.
- f. FD agrees that it is an independent contractor and has no authority or right to make obligations of any kind in the name of or for the account of the NCBOCC nor AITDC nor commit or bind the NCBOCC or AITDC to any contract (other than this Agreement) by virtue of this Agreement.
- g. FD shall provide a Certificate of Insurance including one million dollars (\$1,000,000) in general liability coverage and listing the NCBOCC and the AICVB as "additional insured" for the Event within five (5) days of Notification of Selection and/or at time of signing this Agreement. Certificates of Insurance and the insurance policies required for this Agreement shall contain a provision that coverage afforded under the policies will not be cancelled or allowed to expire until at least thirty (30) days prior written notice has been given to NCBOCC and AITDC. Certificates of Insurance and the insurance policies required for this Agreement will also include a provision that policies, except Worker's Compensation, are primary and noncontributory to any insurance maintained by the AICVB. All insurers must be authorized to transact insurance business in the State of Florida as provided by Section 624.09(1), Florida Statutes and the most recent Rating Classification/Financial Category of the insurer as published in the latest edition of "Best's Key Rating Guide" (property-Casualty) must be at least A- or above.
- h. A Post Event Report must be submitted by the FD within forty-five (45) days of the event.

**4. Financial Responsibilities**

- a. Through the recommendation of the AITDC and the approval of NCBOCC, the NCBOCC will supply FD a sponsorship of Four Thousand Seven Hundred and Fifty Dollars (\$4,750), as general Event sponsorship as outlined in Exhibit A.
- b. The Event sponsorship will be paid in full to FD at least two (2) weeks in advance of the Event.



- c. All Event expenses set forth in sub-paragraph A, above, which are in excess of the total sponsorship amount of Four Thousand Seven Hundred and Fifty Dollars (\$4,750), and all other costs associated with the operation of the Event shall be the responsibility of FD.

**5. Indemnification**

FD shall indemnify, and hold harmless the NCBOCC, and its officers and employees from damages, losses, liabilities, and costs, including but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of FD and other persons employed or utilized by FD, in the performance of the Agreement.

**6. Compliance with Laws & Regulations**

FD represents and warrants that it will comply with all applicable state, federal and local laws and regulations relating to operation of the Event.

**7. Waivers**

No release or waiver of any provision of this Agreement shall be enforceable against or binding upon a party unless in writing and executed by the releasing or waiving party. The failure to insist upon specific performance of any of the agreements, terms, covenants, or conditions of this Agreement shall not be deemed a waiver of any rights or remedies that either party may have, or a waiver of any subsequent courses of actions or claims based upon breach or default of any of such agreements, terms, covenants, and conditions.

**8. Relationship of Parties**

The parties of this Agreement shall not be deemed joint venturers, agents, or partners of the other for any purpose because of this Agreement or for the transactions contemplated hereby.

**9. Term**

This Agreement shall commence when fully executed and shall remain in full force and effect until the completion of the Event, or no later than December 11<sup>th</sup>, 2022.

**10. Amendments**

No provision of this Agreement may be modified, waived, or amended except by a written instrument duly executed by both parties.

**11. Impossibility**

The performance of this Agreement is subject to any circumstances making it illegal or impossible to manage the Event, including acts of God, war, inclement weather,

government regulations, strikes, disaster or curtailment of transportation facilities. The Agreement may be terminated only for any one of the above reasons by written notice from either FD or NCBOCC to the other within seven (7) days of learning the basis for termination. If the Event is cancelled for any of the above reasons, any funds provided by NCBOCC to FD not expended shall be remitted to the NCBOCC.

**12. Governing Law and Venue**

The exclusive jurisdiction and venue for any action to interpret and/or enforce the terms of this Agreement shall be in the Fourth Judicial Circuit Court in and for Nassau County, Florida. In the event of a dispute, this Agreement shall be interpreted under Florida Law except its conflict of law's provisions.

**13. Non-Disclosure**

Except as otherwise expressly required by law, the parties hereto will not publicly announce or otherwise disclose to any third party any term or provision of this Agreement. The provisions of this Agreement shall survive the expiration or termination of this Agreement.

**14. Entire Agreement**

This Agreement sets forth the final and complete understanding of the parties. It is understood and agreed that there are no other representations with respect to this Agreement and this Agreement supersedes all prior discussions, agreements and understandings relating to this subject matter hereof. It is further agreed that the rights, interests, understandings, agreements, and obligations of the respective parties may not be amended, modified, or supplemented in any respect except by a subsequent written instrument evidencing the express written consent to the parties duly executed.

***Please indicate your acceptance of the foregoing terms and conditions by signing and dating the space below and returning one fully executed copy of this Agreement to NCBOCC.***

**Nassau County Board of  
County Commissioners**

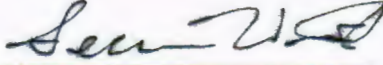
  
\_\_\_\_\_  
Signature

Taco Pope

\_\_\_\_\_  
Printed Name  
County Manager

\_\_\_\_\_  
Title

**Fernandina Dojo, LLC**

  
\_\_\_\_\_  
Signature

Sean Watkins

\_\_\_\_\_  
Printed Name  
Owner

\_\_\_\_\_  
Title

10/24/2022

**Date**

10/24/2022

**Date**

**Amelia Island Convention & Visitors Bureau**

*Gil Langley*

**Signature**

Gil Langley

**Printed Name**

AICVB Designee

**Title**

10/20/2022

**Date**



Exhibit A

Thursday, August 4, 2022 at 12:57:32 Eastern Daylight Time

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**Subject:** Seaside Karate Classic Sponsorship  
**Date:** Thursday, August 4, 2022 at 12:15:34 PM Eastern Daylight Time  
**From:** Seaside Classic  
**To:** Mariela Murphy  
**Attachments:** Seaside Classic Sponsorship.pdf, Seaside Karate Classic Pitch Deck.pdf

Good Afternoon,

I am so excited to announce the Inaugural Seaside Karate Classic! Fernandina Beach is lucky to host the only national karate tournament in NE Florida. Fernandina Beach High School will host 300 athletes from here in Nassau County and all around the US on October 1, 2022. We will have representatives from USA Karate (the nationally recognized Olympic organization in the US) as well as some of the most acclaimed referees from around the US!

This event brings so much to our community and a HUGE opportunity for our local karate students. We are looking for sponsors to help with the cost of running such an incredible event here on Amelia Island. Please find the attached sponsorship levels and a further description of the event.

We are looking for a medal sponsorship in the amount of \$3,000. In addition, we are hoping for a general event sponsorship of \$1,750 that will help with the cost of running the event as well as bringing in officials/referees/judges.

Gratitude abounds because of your commitment to keep Nassau County in the forefront of this event. This sponsorship allows local and national talent alike to experience the marvellous sport of karate right here in our community. Thank you!

All my respect,

Sean Watkins  
Promoter, Seaside Karate Classic  
Owner, Fernandina Dojo  
904-310-6673





# CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)  
07/15/2022

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 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).

**PRODUCER**  
FL Dean Bjorn Rosinus  
12800 UNIVERSITY DR STE 126  
FORT MYERS, FL 33907-5335

**CONTACT**

NAME:

PHONE (A/C, No, Ext): 8007452409

FAX (A/C, No):

E-MAIL ADDRESS: bj@fdean.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Great American Insurance Company

16691

**INSURED** SPORTS AND RECREATION PROVIDERS ASSOCIATION (PURCHASING GROUP) AND ITS PARTICIPATING MEMBERS

Fernandina Dojo, LLC  
1211 AMELIA PLZ # 220  
FERNANDINA BEACH, FL 32034-1997

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

**COVERAGES**

CERTIFICATE NUMBER: GAP100678

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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b>			PAC 4265294	05/09/2022 12:00 AM	05/09/2023 12:01 AM	EACH OCCURRENCE \$1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ex occurrence) \$300,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$0
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY \$1,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO JECT <input type="checkbox"/> LOC						GENERAL AGGREGATE \$2,000,000
							PRODUCTS - COMPIOP AGG \$2,000,000
A	<b>AUTOMOBILE LIABILITY</b>			GAX100029	05/09/2022 12:00 AM	05/09/2023 12:01 AM	COMBINED SINGLE LIMIT (Ex accident)
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident)
	<input type="checkbox"/> HIRED AUTO	<input type="checkbox"/> NON OWNED AUTOS					PROPERTY DAMAGE (Per accident)
A	<b>UMBRELLA LIAB</b>	<input type="checkbox"/> OCCUR		GAX100029	05/09/2022 12:00 AM	05/09/2023 12:01 AM	EACH OCCURRENCE \$1,000,000
	<input checked="" type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE	X				AGGREGATE \$1,000,000
	DED	RETENTION \$					
A	Professional Liability		X	PAC 4265294	05/09/2022 12:00 AM	05/09/2023 12:01 AM	EACH OCCURRENCE \$1,000,000 AGGREGATE LIMIT \$1,000,000
A	Abuse and Molestation		X	PAC 4265294	05/09/2022 12:00 AM	05/09/2023 12:01 AM	EACH OCCURRENCE \$100,000 GENERAL AGGREGATE \$300,000
A	Accident/Medical Coverage			BSR-E760503-00	05/09/2022 12:00 AM	05/09/2023 12:01 AM	ADD AGGREGATE \$500,000 ADD \$100,000 MAXIMUM MEDICAL \$100,000 DEDUCTIBLE \$250

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Covered Activities: Aikido, Judo, Jiu Jitsu, Karate, Tae Kwon Do

The Certificate Holder is added as an additional insured but only with respect to liability arising out of the named insured during the policy period.

Scheduled Activities Exclusion Applies-Please Refer to Named Insured Member Certificate of Coverage

**CERTIFICATE HOLDER**

Nassau County Board of Commissioners  
96135 Nassau Place  
Suite 1  
Yulee, FL 32097

**CANCELLATION**

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

Francis L. Dean





# CERTIFICATE OF LIABILITY INSURANCE

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07/15/2022

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<b>PRODUCER</b> FL Dean Bjorn Rosinus 12800 UNIVERSITY DR STE 125 FORT MYERS, FL 33907-5335	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): 8007452409      FAX (A/C, No): E-MAIL ADDRESS: bj@fdean.com INSURER(S) AFFORDING COVERAGE:      NAIC # INSURER A: Great American Insurance Company      16691 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**INSURED**      SPORTS AND RECREATION PROVIDERS ASSOCIATION (PURCHASING GROUP) AND ITS PARTICIPATING MEMBERS  
**Fernandina Dojo, LLC**  
 1211 AMELIA PLZ # 220  
 FERNANDINA BEACH, FL 32034-1997

**COVERAGES**
**CERTIFICATE NUMBER:** GAP100678

**REVISION NUMBER:**

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INSUR LTR	TYPE OF INSURANCE		ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY		X		PAC 4265294	05/09/2022 12:00 AM	05/09/2023 12:01 AM	EACH OCCURRENCE	\$1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$300,000
	<input type="checkbox"/> CLAIMS-MADE	<input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person)	\$0
								PERSONAL & ADV INJURY	\$1,000,000
								GENERAL AGGREGATE	\$2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:							PRODUCTS - COM/PROP AGG	\$2,000,000
<input checked="" type="checkbox"/> POLICY	<input type="checkbox"/> PRO-JECT	<input type="checkbox"/> LOC							
	AUTOMOBILE LIABILITY							COMBINED SINGLE LIMIT (Ea accident)	
	<input type="checkbox"/> ANY AUTO							BODILY INJURY (Per person)	
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident)	
	<input type="checkbox"/> HIRED AUTO	<input type="checkbox"/> NON OWNED AUTOS						PROPERTY DAMAGE (Per accident)	
A	<input checked="" type="checkbox"/> UMBRELLA LIAB	<input type="checkbox"/> OCCUR	X		GAX100029	05/09/2022 12:00 AM	05/09/2023 12:01 AM	EACH OCCURRENCE	\$1,000,000
	<input checked="" type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE						AGGREGATE	\$1,000,000
	<input type="checkbox"/> DED	<input type="checkbox"/> RETENTION \$							
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								AGGREGATE LIMIT	\$1,000,000
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**Scheduled Activities Exclusion Applies-Please Refer to Named Insured Member Certificate of Coverage**

**CERTIFICATE HOLDER**

Amelia Island Convention & Visitors Bureau  
 2398 Sadler Road  
 Amelia Island, FL 32034

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*Francis L. Dean*





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**COVERAGES**
**CERTIFICATE NUMBER:** GAP100678

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	GEN'L AGGREGATE LIMIT APPLIES PER						PRODUCTS - COMP/OP AGG	\$2,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO. JECT <input type="checkbox"/> LOC							
	<b>AUTOMOBILE LIABILITY</b>						COMBINED SINGLE LIMIT (Ea accident)	
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident)	
	<input type="checkbox"/> HIRED AUTO						PROPERTY DAMAGE (Per accident)	
	<input type="checkbox"/> SCHEDULED AUTOS							
	<input type="checkbox"/> NON-OWNED AUTOS							
A	<b>UMBRELLA LIAB</b>			GAX100029	05/09/2022 12:00 AM	05/09/2023 12:01 AM	EACH OCCURRENCE	\$1,000,000
	<input checked="" type="checkbox"/> EXCESS LIAB						AGGREGATE	\$1,000,000
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$							
A	<b>Professional Liability</b>			PAC 4265294	05/09/2022 12:00 AM	05/09/2023 12:01 AM	EACH OCCURRENCE	\$1,000,000
							AGGREGATE LIMIT	\$1,000,000
A	<b>Abuse and Molestation</b>			PAC 4265294	05/09/2022 12:00 AM	05/09/2023 12:01 AM	EACH OCCURRENCE	\$100,000
							GENERAL AGGREGATE	\$300,000
A	<b>Accident/Medical Coverage</b>			BSR-E760503-00	05/09/2022 12:00 AM	05/09/2023 12:01 AM	AD&D AGGREGATE	\$500,000
							AD&D	\$100,000
							MAXIMUM MEDICAL	\$100,000
							DEDUCTIBLE	\$250

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)**

Covered Activities: Aikido, Judo, Jiu Jitsu, Karate, Tae Kwon Do

The Certificate Holder is added as an additional insured but only with respect to liability arising out of the named insured during the policy period.

**Scheduled Activities Exclusion Applies-Please Refer to Named Insured Member Certificate of Coverage**

**CERTIFICATE HOLDER**

 The School Board of Nassau County  
 1201 Atlantic Ave  
 Fernandina Beach, FL 32034

**CANCELLATION**

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

*Francis L. Dean*

**COMMERCIAL GENERAL LIABILITY  
CG 20 26 07 04**

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – DESIGNATED PERSON OR  
ORGANIZATION**

Policy Number: PAC 4265294 / GAP100678  
Insured: Fernandina Dojo, LLC

This endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE PART  
SCHEDULE**

<b>Name Of Additional Insured Person(s) Or Organization(s)</b>
The School Board of Nassau County 1201 Atlantic Ave Fernandina Beach, FL 32034
Information required to complete this Schedule, if not shown above will be shown in the Declarations.

**Section II - WHO IS AN INSURED** is amended to include as an insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions of the acts or omissions of those acting on your behalf.

- A. In the performance of your ongoing operations; or
- B. In connection with your premises owned by or rented to you.





# CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)  
07/15/2022

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 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> FL Dean Bjorn Rosinus 12800 UNIVERSITY DR STE 125 FORT MYERS, FL 33907-5335	<b>CONTACT NAME:</b> <b>PHONE (A/C, No, Ext):</b> 8007452409 <b>FAX (A/C, No):</b> <b>E-MAIL ADDRESS:</b> bj@fdean.com <b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Great American Insurance Company <b>NAIC #</b> 16691
<b>INSURED</b> SPORTS AND RECREATION PROVIDERS ASSOCIATION (PURCHASING GROUP) AND ITS PARTICIPATING MEMBERS Fernandina Dojo, LLC 1211 AMELIA PLZ # 220 FERNANDINA BEACH, FL 32034-1997	<b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>

**COVERAGES**
**CERTIFICATE NUMBER:** GAP100678

**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.

INSTR	TYPE OF INSURANCE	ADOL	SUBR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<b>GENERAL LIABILITY</b>			PAC 4265294	05/09/2022 12:00 AM	05/09/2023 12:01 AM	EACH OCCURRENCE	\$1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$300,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person)	\$0
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO JECT <input type="checkbox"/> LOC						PERSONAL & ADV INJURY	\$1,000,000
							GENERAL AGGREGATE	\$2,000,000
							PRODUCTS - COMPROP AGG	\$2,000,000
A	<b>AUTOMOBILE LIABILITY</b>			GAX100029	05/09/2022 12:00 AM	05/09/2023 12:01 AM	COMBINED SINGLE LIMIT (Ea accident)	
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	
	<input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident)	
	<input type="checkbox"/> HIRED AUTO <input type="checkbox"/> NON OWNED AUTOS						PROPERTY DAMAGE (Per accident)	
A	<b>UMBRELLA LIAB</b>			GAX100029	05/09/2022 12:00 AM	05/09/2023 12:01 AM	EACH OCCURRENCE	\$1,000,000
	<input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE	\$1,000,000
	DED <input type="checkbox"/> RETENTION \$ <input type="checkbox"/>							
A	<b>Professional Liability</b>			PAC 4265294	05/09/2022 12:00 AM	05/09/2023 12:01 AM	EACH OCCURRENCE	\$1,000,000
							AGGREGATE LIMIT	\$1,000,000
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							AD&D	\$100,000
							MAXIMUM MEDICAL	\$100,000
							DEDUCTIBLE	\$250

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)**

Covered Activities: Aikido, Judo, Jiu Jitsu, Karate, Tae Kwon Do

Scheduled Activities Exclusion Applies-Please Refer to Named Insured Member Certificate of Coverage

**CERTIFICATE HOLDER**

Proof of Insurance

**CANCELLATION**

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

Francis L. Dean





## ADDITIONAL INTEREST SCHEDULE

 DATE (MM/DD/YYYY)  
07/15/2022

AGENCY		CARRIER Great American Insurance Company		NAIC CODE 16691
POLICY NUMBER GAP100678/PAC 4265294	EFFECTIVE DATE 05/09/2022 12 00 AM	NAMED INSURED(S) Fernandina Dojo, LLC		

**ADDITIONAL INTEREST (Not all fields apply to all scenarios – provide only the necessary data)**

INTEREST <input checked="" type="checkbox"/> ADDITIONAL INSURED <input type="checkbox"/> BEACH OF WARRANTY <input type="checkbox"/> CO-OWNER <input type="checkbox"/> EMPLOYEE AS LESSOR <input type="checkbox"/> LEASEBACK OWNER <input type="checkbox"/> LIENHOLDER	<input type="checkbox"/> LOSS PAYEE <input type="checkbox"/> MORTGAGEE <input type="checkbox"/> OWNER <input type="checkbox"/> REGISTRANT <input type="checkbox"/> TRUSTEE	NAME AND ADDRESS    RANK:    EVIDENCE:    CERTIFICATE    POLICY    SEND BILL Amelia Plaza SDC, LLC and Saglo Development Corp C/O: my COI 1075 Broad Ripple Avenue, Ste 313 Indianapolis, IN 46220	INTEREST IN ITEM NUMBER LOCATION:    BUILDING: VEHICLE:    BOAT: AIRPORT:    AIRCRAFT: ITEM CLASS:    ITEM: ITEM DESCRIPTION:
REASON FOR INTEREST:		REFERENCE / LOAN #:	INTEREST END DATE:
		LIEN AMOUNT:	PHONE (A/C, No, Ex):    FAX (A/C, No):
		E-MAIL ADDRESS:	
INTEREST <input checked="" type="checkbox"/> ADDITIONAL INSURED <input type="checkbox"/> BEACH OF WARRANTY <input type="checkbox"/> CO-OWNER <input type="checkbox"/> EMPLOYEE AS LESSOR <input type="checkbox"/> LEASEBACK OWNER <input type="checkbox"/> LIENHOLDER	<input type="checkbox"/> LOSS PAYEE <input type="checkbox"/> MORTGAGEE <input type="checkbox"/> OWNER <input type="checkbox"/> REGISTRANT <input type="checkbox"/> TRUSTEE	NAME AND ADDRESS    RANK:    EVIDENCE:    CERTIFICATE    POLICY    SEND BILL Nassau County Board of Commissioners 96135 Nassau Place Suite 1 Yulee, FL 32097	INTEREST IN ITEM NUMBER LOCATION:    BUILDING: VEHICLE:    BOAT: AIRPORT:    AIRCRAFT: ITEM CLASS:    ITEM: ITEM DESCRIPTION:
REASON FOR INTEREST:		REFERENCE / LOAN #:	INTEREST END DATE:
		LIEN AMOUNT:	PHONE (A/C, No, Ex):    FAX (A/C, No):
		E-MAIL ADDRESS:	
INTEREST <input checked="" type="checkbox"/> ADDITIONAL INSURED <input type="checkbox"/> BEACH OF WARRANTY <input type="checkbox"/> CO-OWNER <input type="checkbox"/> EMPLOYEE AS LESSOR <input type="checkbox"/> LEASEBACK OWNER <input type="checkbox"/> LIENHOLDER	<input type="checkbox"/> LOSS PAYEE <input type="checkbox"/> MORTGAGEE <input type="checkbox"/> OWNER <input type="checkbox"/> REGISTRANT <input type="checkbox"/> TRUSTEE	NAME AND ADDRESS    RANK:    EVIDENCE:    CERTIFICATE    POLICY    SEND BILL Amelia Island Convention & Visitors Bureau 2398 Sadler Road Amelia Island, FL 32034	INTEREST IN ITEM NUMBER LOCATION:    BUILDING: VEHICLE:    BOAT: AIRPORT:    AIRCRAFT: ITEM CLASS:    ITEM: ITEM DESCRIPTION:
REASON FOR INTEREST:		REFERENCE / LOAN #:	INTEREST END DATE:
		LIEN AMOUNT:	PHONE (A/C, No, Ex):    FAX (A/C, No):
		E-MAIL ADDRESS:	
INTEREST <input checked="" type="checkbox"/> ADDITIONAL INSURED <input type="checkbox"/> BEACH OF WARRANTY <input type="checkbox"/> CO-OWNER <input type="checkbox"/> EMPLOYEE AS LESSOR <input type="checkbox"/> LEASEBACK OWNER <input type="checkbox"/> LIENHOLDER	<input type="checkbox"/> LOSS PAYEE <input type="checkbox"/> MORTGAGEE <input type="checkbox"/> OWNER <input type="checkbox"/> REGISTRANT <input type="checkbox"/> TRUSTEE	NAME AND ADDRESS    RANK:    EVIDENCE:    CERTIFICATE    POLICY    SEND BILL The School Board of Nassau County 1201 Atlantic Ave Fernandina Beach, FL 32034	INTEREST IN ITEM NUMBER LOCATION:    BUILDING: VEHICLE:    BOAT: AIRPORT:    AIRCRAFT: ITEM CLASS:    ITEM: ITEM DESCRIPTION:
REASON FOR INTEREST:		REFERENCE / LOAN #:	INTEREST END DATE:
		LIEN AMOUNT:	PHONE (A/C, No, Ex):    FAX (A/C, No):
		E-MAIL ADDRESS:	

The above are added as additional insured but only with respect to liability arising out of operations of the named insured during the policy period.



**From:** Mariela Murphy  
**To:** Linda Van Haren  
**Subject:** FW: Date Change  
**Date:** Friday, October 14, 2022 4:30:40 PM  
**Attachments:** image003.png  
image004.png  
image005.png  
image006.png  
image007.png  
image008.png  
image009.png

Here you go.



**Mariela Murphy, CMP** | Director of  
Special Events  
Amelia Island Convention & Visitors Bureau

(o) 904-277-4369 | (m) 904-504-1408

(e) [mmurphy@ameliaisland.com](mailto:mmurphy@ameliaisland.com)

2398 Sadler Road, Suite 200  
Fernandina Beach, FL 32034

[AmeliaIsland.com](http://AmeliaIsland.com)



**From:** Seaside Classic <[seasidekarateclassic@gmail.com](mailto:seasidekarateclassic@gmail.com)>

**Date:** Wednesday, October 5, 2022 at 10:28 AM

**To:** P5 Productions <[sales@p5pro.com](mailto:sales@p5pro.com)>, Harrison W. Poole  
<[harrisonpoole@pooleandpoolelaw.com](mailto:harrisonpoole@pooleandpoolelaw.com)>, Pete Wilking <[pete@a1asolar.com](mailto:pete@a1asolar.com)>, Zachary  
Kramer <[Coastalsubs.jj@gmail.com](mailto:Coastalsubs.jj@gmail.com)>, Mike Brooks <[mbrooks@firstportcity.com](mailto:mbrooks@firstportcity.com)>, Dr. Kevin Lin  
<[restoration.specific@gmail.com](mailto:restoration.specific@gmail.com)>, Maurie Dugger <[mdugger@ameliaisland.com](mailto:mdugger@ameliaisland.com)>,  
[radacademy.dance@gmail.com](mailto:radacademy.dance@gmail.com) <[radacademy.dance@gmail.com](mailto:radacademy.dance@gmail.com)>,  
[DRICHMOND@tournamentinabox.com](mailto:DRICHMOND@tournamentinabox.com) <[DRICHMOND@tournamentinabox.com](mailto:DRICHMOND@tournamentinabox.com)>, Justin  
Taylor <[jtaylor@residenceinamelia.com](mailto:jtaylor@residenceinamelia.com)>, Josh Mattox <[jmattox@primesouth.com](mailto:jmattox@primesouth.com)>, Mariela  
Murphy <[mmurphy@ameliaisland.com](mailto:mmurphy@ameliaisland.com)>, [monica@8flagsplumbing.com](mailto:monica@8flagsplumbing.com)  
<[monica@8flagsplumbing.com](mailto:monica@8flagsplumbing.com)>, Octavio Martinez <[octavio473@gmail.com](mailto:octavio473@gmail.com)>, Seth Webb  
<[swebb@davisauto.com](mailto:swebb@davisauto.com)>, Christopher Webber <[webberch@nassau.k12.fl.us](mailto:webberch@nassau.k12.fl.us)>, Robin Lentz  
<[bravesmom3133@gmail.com](mailto:bravesmom3133@gmail.com)>, Anna Crawford <[crawfordan@nassau.k12.fl.us](mailto:crawfordan@nassau.k12.fl.us)>

**Subject:** Date Change

Good Morning All!

First off, let me say thank you for sponsoring this event. Without your support, there is no way we could put on a tournament like this. I cannot thank you enough!

I hope noone had major damage to their homes or businesses due to Hurricane Ian. We got incredibly lucky! My prayers go out to those that were completely devastated by this storm.

The Inaugural Seaside Karate Classic had to be rescheduled due to the hurricane. It is now happening on December 10th. We hopefully will be able to use Fernandina Beach Middle School as the location since the high school had a previously booked event that day.

I will have all the t-shirts and spectator passes packed up and ready for you same as I would had the event taken place this weekend. You can pick them up either the day before (Friday, December 9th) at the Residence Inn on Sadler or the day of the tournament.

Again, THANK YOU for your support of this event and bringing greatness to Nassau County!

My Sincere Appreciation,  
Sensei Sean Watkins  
Event Promoter, Seaside Karate Classic  
Owner, Fernandina Dojo



**EXHIBIT "A"**

**CONTRACTOR E-VERIFY AFFIDAVIT**

I hereby certify that Fernandina Dojo (Contractor Company Name) does not employ, contract with, or subcontract with an unauthorized alien, and is otherwise in full compliance with Section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021 have had their work authorization status verified through the E-Verify system.

A true and correct copy of Fernandina Dojo (Contractor Company Name) proof of registration in the E-Verify system is attached to this Affidavit.



Print Name: Sean Watkins

Date: 8/23/22

STATE OF FLORIDA

COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this \_\_\_\_\_ (Date) by \_\_\_\_\_ (Name of Officer or Agent, Title of Officer or Agent) of \_\_\_\_\_ (Name of Contractor Company Acknowledging), a \_\_\_\_\_ (State or Place of Incorporation) Corporation, on behalf of the Corporation. He/She is personally known to me or has produced \_\_\_\_\_ as identification.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Printed Name

My Commission Expires: \_\_\_\_\_

my E-Verify the employers of the United States great choice 2022 ERM 04-10-2022

my **E-Verify**

Home

Self Check

Self Lock

2 5 Logout

Top Card

## You're authorized to work!

my E-Verify 04-10-2022

Case Number 202220616-4 NUDK

### Congratulations!

Self Check confirmed that you are eligible to work in the United States. For more information on how we were able to confirm your work eligibility, read below.


### Work Authorization Details

Self Check compared the information you provided to U.S. government records and can confirm that, based on the information you provided, you are eligible to work in the United States.

If you are hired today by an E-Verify participating employer and you use the same documents and information provided, you will likely be instantly work authorized when your employer checks your information using E-Verify.

In the event that you are not instantly work authorized, please work with your employer to ensure that your information was entered correctly and, if necessary, follow the step outlined by E-Verify to resolve any issues.

This doesn't mean that you are guaranteed to pass through E-Verify without issue. A number of things can happen between now and when a future employer checks your information using E-Verify that may cause you to get a mismatch. Those things include name changes, citizenship status changes, expiration of work authorization, or simple data entry error when your employer is entering your information into E-Verify. It is important that you keep your records up to date with the government to ensure an accurate employment verification process.

 Print Result



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**To:** Linda Van Haren  
**Subject:** FW: Date Change  
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**Attachments:** image003.png  
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image009.png

Here you go.

**AMELIA ISLAND**  
COME MAKE MEMORIES®



**Mariela Murphy, CMP** | Director of  
Special Events  
Amelia Island Convention & Visitors Bureau

(o) 904-277-4369 | (m) 904-504-1408  
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**Date:** Wednesday, October 5, 2022 at 10:28 AM

**To:** P5 Productions <sales@p5pro.com>, Harrison W. Poole

<harrisonpoole@pooleandpoolelaw.com>, Pete Wilking <pete@a1asolar.com>, Zachary  
Kramer <Coastalsubs.jj@gmail.com>, Mike Brooks <mbrooks@firstportcity.com>, Dr. Kevin Lin  
<restoration.specific@gmail.com>, Maurie Dugger <mdugger@ameliaisland.com>,  
radacademy.dance@gmail.com <radacademy.dance@gmail.com>,  
DRICHMOND@tournamentinabox.com <DRICHMOND@tournamentinabox.com>, Justin  
Taylor <jtaylor@residenceinamelia.com>, Josh Mattox <jmattox@primesouth.com>, Mariela  
Murphy <mmurphy@ameliaisland.com>, monica@8flagsplumbing.com  
<monica@8flagsplumbing.com>, Octavio Martinez <octavio473@gmail.com>, Seth Webb  
<swebb@davisauto.com>, Christopher Webber <webberch@nassau.k12.fl.us>, Robin Lentz  
<bravesmom3133@gmail.com>, Anna Crawford <crawfordan@nassau.k12.fl.us>

**Subject:** Date Change

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Again, THANK YOU for your support of this event and bringing greatness to Nassau County!

My Sincere Appreciation,  
Sensei Sean Watkins  
Event Promoter, Seaside Karate Classic  
Owner, Fernandina Dojo



2



## BOCC AGENDA ITEM

**Item Title:** Consider a Resolution Authorizing the use of TDT funds to engage or sponsor Fernandina Dojo, LLC Seaside Karate Classic

**Date:** 9/26/2022

**Department:** County Manager

**Background:**

On September 7, 2022, the Tourist Development Council, approved Resolution 2022-159 recommending to the Board of County Commissioners the engagement or sponsorship of Fernandina Dojo, LLC to host and execute the Seaside Karate Classic. The TDC found the strategic plan and use of Tourism Development Tax dollars will enhance visitor experiences, promote tourism on Amelia Island, in Nassau County, and in the State of Florida, and will work to grow the tourism market.

For consideration by the Board of County Commissioners, is a Resolution which would authorize the use of Tourist Development Tax dollars to engage or sponsor, Fernandina Dojo, LLC to host and execute the Seaside Karate Classic in the amount of \$4,750. This action would find the use of TDT funds will enhance visitor experiences, promote tourism on Amelia Island, in Nassau County, and in the State of Florida, and will work to grow the tourism market. The BOCC is authorized, per Section 125.0104, Florida Statutes, to perform those acts, including the expenditure of Local Option Tourist Development Act Tax monies for (1) the marketing of Amelia Island tourism; (2) to increase Tourism Development Tax, herein referred to as the "TDT", revenues; (3) to increase Local Optional Sales Tax revenues; (4) to increase gas revenues; (5) to increase job growth; all of which further the public good for the people of Nassau County, and as such is in the best interest of Nassau County.

**Request:**

- ✓ Consider a Resolution authorizing the use of Tourist Development Tax dollars to engage or sponsor, Fernandina Dojo, LLC to host and execute the Seaside Karate Classic in the amount of \$4,750.

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

Working with tourism partners helps to build a stronger, more resilient, and equitable economic ecosystem, enhance visitor experiences and promote tourism on Amelia Island and Nassau County.

**Action Requested and Recommendation:**

Consider a Resolution authorizing the use of Tourist Development Tax dollars to engage or sponsor, Fernandina Dojo, LLC to host and execute the Seaside Karate Classic in the amount of \$4,750.

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


Yes

**Funding Source:**

37523552-548520

**APPROVED BOCC**

DATE

9-26-22  1

**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?**

One - Please email an executed copy to the County Manager's office and the Convention and Visitor's Bureau.

**ATTACHMENTS:**

**Description**

BOCC Resolution

AITDC Resolution 2022-159 Exhibit A

**Upload Date**

9/19/2022

9/19/2022

**Type**

Cover Memo

Cover Memo

**REVIEWERS:**

**Department**

County Manager

OMB

County Manager

Attorney

**Reviewer**

Bell, Amy

Lacambra, Chris

Pope, Taco

May, Denise

**Action**

Approved

Approved

Approved

Approved

**Date**

9/19/2022 - 11:24 AM

9/19/2022 - 12:29 PM

9/19/2022 - 4:41 PM

9/21/2022 - 10:55 AM



2



## BOCC AGENDA ITEM

**Item Title:** Consider a Resolution Authorizing the use of TDT funds to engage or sponsor Fernandina Dojo, LLC Seaside Karate Classic

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For consideration by the Board of County Commissioners, is a Resolution which would authorize the use of Tourist Development Tax dollars to engage or sponsor, Fernandina Dojo, LLC to host and execute the Seaside Karate Classic in the amount of \$4,750. This action would find the use of TDT funds will enhance visitor experiences, promote tourism on Amelia Island, in Nassau County, and in the State of Florida, and will work to grow the tourism market. The BOCC is authorized, per Section 125.0104, Florida Statutes, to perform those acts, including the expenditure of Local Option Tourist Development Act Tax monies for (1) the marketing of Amelia Island tourism; (2) to increase Tourism Development Tax, herein referred to as the "TDT", revenues; (3) to increase Local Optional Sales Tax revenues; (4) to increase gas revenues; (5) to increase job growth; all of which further the public good for the people of Nassau County, and as such is in the best interest of Nassau County.

**Request:**

Consider a Resolution authorizing the use of Tourist Development Tax dollars to engage or sponsor, Fernandina Dojo, LLC to host and execute the Seaside Karate Classic in the amount of \$4,750.

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

Working with tourism partners helps to build a stronger, more resilient, and equitable economic ecosystem, enhance visitor experiences and promote tourism on Amelia Island and Nassau County.

**Action Requested and Recommendation:**

Consider a Resolution authorizing the use of Tourist Development Tax dollars to engage or sponsor, Fernandina Dojo, LLC to host and execute the Seaside Karate Classic in the amount of \$4,750.

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

Yes

**Funding Source:**

37523552-548520

**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?**

One - Please email an executed copy to the County Manager's office and the Convention and Visitor's Bureau.

9-22-22

## Item Search

Title:

Status:

All

☐ Include Archived Items

Meeting Type:

All

Meeting Date:

Next 2 Weeks

Agenda Type:

All

☐ Show Items Needing Action☒ Show Submitted/Approved Items

Agenda Category:

Any Field or Attachment Containing Text:

## Search Results

Title	Inside Status	Outside
2018-19 SHIP Annual Report Checklist		
2022 Insurance Program Renewal Presentation		
Amend Resolution 2022-106 Local Housing Assistance Plan (LHAP)		
Approve a Resolution of the Board of County Commissioners approving the list of priority projects and enable projects to be considered for acquisition through the Conservation Lands Acquisition and Management division and directing staff to proceed with a third party to assist with the acquisition of conservation resources and the creation and administration of management plans for selected resources.		
Approve Draft Minutes from July 11, 18, 25, 2022 and Aug 8, 15, 22, 2022		
Approve Draft Minutes from February 7, February 14, February 15, February 28, March 14, March 16, March 21, and March 28, 2022		
Authorization for Use of Model Fees		
CM3045-A1 American Beach Water & Sewer District Loan Agreement		
CM3225, BOCC and State of Florida DOH for Operation of Nassau County DOH		
Consider a Resolution Authorizing the use of TDT for certain Professional Service Providers		

SHOW XML

QUIT

Title\*

Consider a Resolution Authorizing the use of TDT

Agenda Type

BOCC MEETING

Agenda Category

NEW BUSINESS

Create Date

8/18/2022 : 10:36 AM

Scheduled Meeting:

BOCC MEETING 8/25/2022 8:00 PM

Item Details Meeting Attachments Comments Inside Routing Outside Routing History

Status: Closed

Step	Group/User	Answer	Date Received	Date Answered
1	County Manager	Approved	8/18/2022 11:00 AM	8/18/2022 4:41 PM
2	Clerk of the Courts	Approved	8/18/2022 4:41 PM	8/22/2022 3:58 PM
3	Attorney	Approved	8/19/2022 4:41 PM	8/21/2022 10:56 AM

ItemDetailsPage.aspx?ItemID=9820&amp;DeptID=2&amp;parentPage=Items



**RESOLUTION NO. 2022-182**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF NASSAU COUNTY, FLORIDA, AUTHORIZING THE USE OF TOURIST DEVELOPMENT DOLLARS TO ENGAGE, OR SPONSOR, FERNANDINA DOJO, LLC TO HOST AND EXECUTE THE SEASIDE KARATE CLASSIC; FINDING THE STRATEGIC PLAN AND USE OF TOURIST DEVELOPMENT TAX DOLLARS WILL ENHANCE VISITOR EXPERIENCES, PROMOTE TOURISM ON AMELIA ISLAND, IN NASSAU COUNTY, AND IN THE STATE OF FLORIDA, AND GROW THE TOURISM MARKET; PROVIDING CERTAIN LEGISLATIVE FINDINGS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, Tourism is a critical component of the Nassau County economy generating over \$850 million in economic impact; supports 1 in 4 jobs; and contributes 36% of all sales taxes collected; and

**WHEREAS**, the Board of County Commissioners (BOCC) is authorized under Section 125.0104, Florida Statutes, to perform those acts, including the expenditure of Local Option Tourist Development Act Tax monies for (1) the marketing of Amelia Island tourism; (2) to increase Tourism Development Tax, herein referred to as the "TDT", revenues; (3) to increase Local Optional Sales Tax revenues; (4) to increase gas revenues; (5) to increase job growth; all of which further the public good for the people of Nassau County, and as such is in the best interest of Nassau County; and

**WHEREAS**, the BOCC has by Ordinance No. 88-31, as amended by Ordinance No. 89-8, established the Amelia Island Tourist Development Council (AITDC), adopted a strategic tourism plan; has levied and imposed a two percent (2%) Tourist Development Tax Development Plan for the use of funds derived from such tax; and pursuant to Florida Statutes and the recommendation of the AITDC, the BOCC, in Ordinance No. 2008-16 increased the TDT to three percent (3%); and in Ordinance No. 2010-02 increased the TDT to four percent (4%); and in Ordinance No. 2018-16 increased the TDT to five percent (5%); and

**WHEREAS**, the AITDC is an advisory board to the BOCC as provided for in Section 125.0104; and

**WHEREAS**, the funds received by the County from the TDT are restricted tax funds and the expenditure of those funds shall comply with Ordinance No. 88-31, as amended, and Ordinance No. 89-8, as amended, and Florida Statutes and the Florida Administrative Code, and AITDC Policies as approved by the BOCC; and

**WHEREAS**, pursuant to Section 125.0104, Florida Statutes, the BOCC may engage or sponsor county tourism promotion agencies and has determined that, based on the recommendation of the AITDC, the BOCC shall contract with the Amelia Island Convention and Visitors Bureau (AICVB); and,

**WHEREAS**, the AICVB performs tasks recommended by the AITDC and approved by the BOCC in its capacity of administration and research; and

Resolution 2022-182

**WHEREAS**, the BOCC, based upon the recommendation of the AITDC on September 7, 2022 by execution of AITDC Resolution No. 2022-159 attached hereto as Exhibit "A", finds that the engagement or sponsorship of Fernandina Dojo, LLC Seaside Karate Classic is tourism-related and assists in the development of a County-wide Tourism Strategy and Destination Development Strategic Plan; and

**WHEREAS**, the utilization of TDT dollars to fund new and enhanced products and events is an integral aspect of successful tourism development in Nassau County, Florida; and

**NOW, THEREFORE, BE IT RESOVLED** by the BOCC, as follows:

**SECTION 1. FINDINGS.** The above findings are true and correct and are hereby incorporated herein by reference.

**SECTION 2. USE OF TOURIST DEVELOPMENT TX DOLLARS.**

- a. The BOCC authorized the use of TDT dollars for the engagement or sponsorship of Fernandina Dojo, LLC Seaside Karate Classic as means to promote tourism in Nassau County, Florida.
- b. The BOCC finds that the use of TDT dollars for the engagement or sponsorship of Fernandina Dojo, LLC Seaside Karate Classic is consistent with Section 125.0104, Florida Statutes and with local Ordinances 88-31, as amended, and 89-8, as amended.
- c. The BOCC approved the appointment for the AICVB to manage the event as provided in the Agreement (CM2698) between the AICVB and the BOCC, fully executed on July 8, 2019, and utilize such resources necessary for success as recommended by the AITDC and approved by the BOCC.
- d. The recommended amount of TDT dollars to fund or sponsor Fernandina Dojo, LLC Seaside Karate Classic is \$4,750. Such amount, pursuant to Ordinance 88-31, as amended, shall be funded from the AITDC budget.

**SECTION 3. SCOPE.** The BOCC approves the engagement or sponsorship of the event referenced herein and further depicted in Exhibit "A".

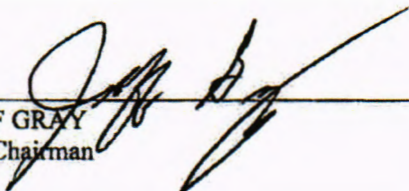
**SECTION 3. EFFECTIVE DATE.** This Resolution shall take effect immediately upon its passage.

**DULY ADOPTED** this 26th day of September, 2022.

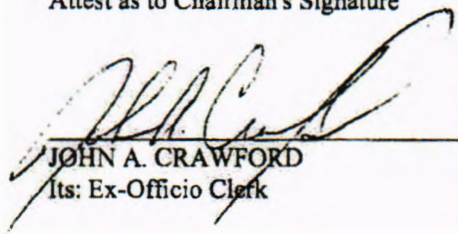


Resolution 2022-182

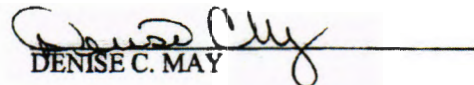
**BOARD OF COUNTY COMMISSIONERS  
OF NASSAU COUNTY, FLORIDA**

  
JEFF GRAY  
Its: Chairman

Attest as to Chairman's Signature

  
JOHN A. CRAWFORD  
Its: Ex-Officio Clerk

Approved as to form by the  
Nassau County Attorney:

  
DENISE C. MAY

Resolution 2022-182

**EXHIBIT "A"**

**AITDC RESOLUTION NO. 2022-159**



**AITDC RESOLUTION NO. 2022- 159**

**A RESOLUTION OF THE AMELIA ISLAND TOURIST DEVELOPMENT COUNCIL OF NASSAU COUNTY, FLORIDA RECOMMENDING TO THE BOARD OF COUNTY COMMISSIONERS THE ENGAGEMENT OR SPONSORSHIP OF FERNANDINA DOJO, LLC TO HOST AND EXECUTE THE SEASIDE KARATE CLASSIC; FINDING THE STRATEGIC PLAN AND USE OF TOURIST DEVELOPMENT TAX DOLLARS WILL ENHANCE VISITOR EXPERIENCES, PROMOTE TOURISM ON AMELIA ISLAND, IN NASSAU COUNTY, AND IN THE STATE OF FLORIDA, AND GROW THE TOURISM MARKET; PROVIDING CERTAIN LEGISLATIVE FINDINGS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, Tourism is a critical component of the Nassau County economy generating over \$850 million in economic impact; supports 1 in 4 jobs; and contributes 36% of all sales taxes collected; and

**WHEREAS**, the Board of County Commissioners (BOCC) is authorized under Section 125.0104, Florida Statute, to perform those acts, including the expenditure of Local Option Tourist Development Tax monies for (1) the marketing of Amelia Island tourism; (2) to increase Tourism Development Tax, herein referred to as the "TDT", revenues; (3) to increase Local Optional Sales Tax revenues; (4) to increase gas revenues; (5) to increase job growth; all of which further the public good for the people of Nassau County, and as such is in the best interest of Nassau County; and

**WHEREAS**, the BOCC has by Ordinance No. 88-31, as amended by Ordinance No. 89-8, established the Amelia Island Tourist Development Council (AITDC), adopted a strategic tourism plan; has levied and imposed a two percent (2%) Tourist Development Tax Development Plan for the use of funds derived from such tax; and pursuant to Florida Statutes and the recommendation of the AITDC, the BOCC, in Ordinance No. 2008-16 increased the TDT to three percent (3%); and in Ordinance No. 2010-02 increased the TDT to four percent (4%); and in Ordinance No. 2018-16 increased the TDT to five percent (5%); and

**WHEREAS**, the AITDC is an advisory board to the BOCC as provided for in Section 125.0104, Florida Statutes; and

**WHEREAS**, the funds received by the County from the TDT are restricted tax funds and the expenditure of those funds shall comply with Ordinance No. 88-31, as amended, and Ordinance No. 89-8, as amended, and Florida Statutes and the Florida Administrative Code, and AITDC Policies as approved by the BOCC; and

**WHEREAS**, pursuant to Section 125.0104, Florida Statutes, the BOCC may engage or sponsor county tourism promotion agencies and has determined that, based on the recommendation of the AITDC, the BOCC shall contract with the Amelia Island Convention and Visitors Bureau (AICVB); and

**WHEREAS**, the AICVB performs tasks recommended by the AITDC and approved by the BOCC in its capacity of administration and research; and

**WHEREAS**, the AITDC, based upon the recommendation of the AICVB, finds that the engagement or sponsorship of Fernandina Dojo, LLC Seaside Karate Classic, as further depicted in Exhibit "A" attached hereto, is tourism-related and assists in the promotion thereof; and

**WHEREAS**, the utilization of TDT dollars to fund new and enhanced products and events is an integral aspect of successful tourism development in Nassau County, Florida.

**NOW, THEREFORE, BE IT RESOLVED** by the AITDC, as follows:

**SECTION 1. FINDINGS.** The above findings are true and correct and are hereby incorporated herein by reference.

**SECTION 2. USE OF TOURIST DEVELOPMENT TAX DOLLARS.**


- a. The AITDC recommends that the BOCC utilize TDT dollars for the engagement or sponsorship of Fernandina Dojo, LLC Seaside Karate Classic, as further depicted in Exhibit "A" attached hereto, as means to promote tourism in Nassau County, Florida.
- b. The AITDC finds that the use of TDT dollars for the engagement or sponsorship of Fernandina Dojo, LLC Seaside Karate Classic, as further depicted in Exhibit "A" attached hereto, is consistent with Section 125.0104, Florida Statutes and with local Ordinances 88-31, as amended, and Ordinance 89-8, as amended.
- c. The AITDC recommends appointment of the AICVB to manage the events as provided for in the Agreement (CM2698) between the AICVB and the BOCC, fully executed on July 8, 2019, and utilize such resources necessary for success as recommended by the AITDC and approved by the BOCC.
- d. The recommended amounts of TDT dollars needed to fund or sponsor Fernandina Dojo, LLC Seaside Karate Classic is \$4,750. Such amount pursuant to Ordinance 88-31, as amended, shall be funded from the AITDC budget.

**SECTION 3. SCOPE.** The AITDC recommends that the BOCC approve the engagement or sponsorship of the event referenced herein and further depicted in Exhibit "A".

**SECTION 4. EFFECTIVE DATE.** This Resolution shall take effect immediately upon its passage.

**DULLY ADOPTED** this 7<sup>th</sup> day of September, 2022.

**AMELIA ISLAND TOURIST DEVELOPMENT  
COUNCIL OF NASSAU COUNTY, FLORIDA**

  
JOHN E. MARTIN, MBA  
Its: Chairman  
Date: September 7, 2022



Approved as to form by the  
Nassau County Attorney:

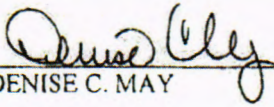
  
DENISE C. MAY

Exhibit A

Thursday, August 4, 2022 at 12:57:32 Eastern Daylight Time

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**Subject:** Seaside Karate Classic Sponsorship  
**Date:** Thursday, August 4, 2022 at 12:15:34 PM Eastern Daylight Time  
**From:** Seaside Classic  
**To:** Mariela Murphy  
**Attachments:** Seaside Classic Sponsorship.pdf, Seaside Karate Classic Pitch Deck.pdf

Good Afternoon,

I am so excited to announce the Inaugural Seaside Karate Classic! Fernandina Beach is lucky to host the only national karate tournament in NE Florida. Fernandina Beach High School will host 300 athletes from here in Nassau County and all around the US on October 1, 2022. We will have representatives from USA Karate (the nationally recognized Olympic organization in the US) as well as some of the most acclaimed referees from around the US!

This event brings so much to our community and a HUGE opportunity for our local karate students. We are looking for sponsors to help with the cost of running such an incredible event here on Amelia Island. Please find the attached sponsorship levels and a further description of the event.

We are looking for a medal sponsorship in the amount of \$3,000. In addition, we are hoping for a general event sponsorship of \$1,750 that will help with the cost of running the event as well as bringing in officials/referees/judges.

Gratitude abounds because of your commitment to keep Nassau County in the forefront of this event. This sponsorship allows local and national talent alike to experience the marvellous sport of karate right here in our community. Thank you!

All my respect,

Sean Watkins  
Promoter, Seaside Karate Classic  
Owner, Fernandina Dojo  
904-310-6673



## CHECK REQUEST

DATE: 9/6/2022

PAYABLE TO: Fernandina Dojo, LLC  
1211 Amelia Plaza  
Fernandina Beach, FL 32034  
Sean Watkins, Owner

65

10/24/2022

AMOUNT: \$4,750.00

ACCOUNT # 37523552-548520 FY 2012/23

**EXPLANATION:**

Sponsorship of Fernandina Dojo, LLC Seaside Karate Classic, a one-day tournament bringing Olympic Athletes, US team coaches, and internationally acclaimed referees to Fernandina Beach on December 10th, 2022.

MAIL CHECK DIRECTLY: X YES  
NO

OR

FORWARD CHECK TO: Fernandina Dojo, LLC  
1211 Amelia Plaza  
Fernandina Beach, FL 32034  
Sean Watkins, Owner

REQUESTED BY: Gil Langley, AITDC

APPROVED: chris lacambra 10/20/2022

10/20/2022

RCVD OMB  
'22 OCT 20 AM10:53

**Certificate Of Completion**

Envelope Id: DCFF31F217794951B6583F9E2417251F

Status: Completed

Subject: Complete with DocuSign: Fernandina DOJO CM3232 Sponsorship \$4750.00.pdf, Fernandina DOJO Check ...

Source Envelope:

Document Pages: 33

Signatures: 9

Envelope Originator:

Certificate Pages: 6

Initials: 5

Tracy Poore

AutoNav: Enabled

tpoore@nassaucountyfl.com

Envelopeld Stamping: Enabled

IP Address: 50.238.237.26

Time Zone: (UTC-05:00) Eastern Time (US &amp; Canada)

**Record Tracking**

Status: Original

Holder: Tracy Poore

Location: DocuSign

10/20/2022 11:07:28 AM

tpoore@nassaucountyfl.com

**Signer Events****Signature****Timestamp**

Tracy Poore



Sent: 10/20/2022 11:28:45 AM

tpoore@nassaucountyfl.com

Viewed: 10/20/2022 12:04:55 PM

OMB Admin

Signed: 10/20/2022 12:05:31 PM

Nassau County BOCC

Signature Adoption: Pre-selected Style

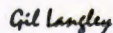
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Using IP Address: 50.238.237.26

**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

Gil Langley



Sent: 10/20/2022 12:05:37 PM

glangley@ameliaisland.com

Viewed: 10/20/2022 1:50:20 PM

Amelia Island CVB

Signed: 10/20/2022 1:50:35 PM

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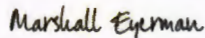
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Marshall Eyerman



Sent: 10/20/2022 1:50:40 PM

MEyerman@nassaucountyfl.com

Viewed: 10/20/2022 2:20:54 PM

Assistant County Manager

Signed: 10/20/2022 2:21:01 PM

Nassau County BOCC

Signature Adoption: Pre-selected Style

Security Level: Email, Account Authentication  
(None)

Using IP Address: 50.238.237.26

**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

Lanaee Gilmore



Sent: 10/20/2022 2:21:05 PM

lgilmore@nassaucountyfl.com

Viewed: 10/20/2022 2:46:08 PM

Procurement Director

Signed: 10/20/2022 2:46:20 PM

Nassau County BOCC

Signature Adoption: Pre-selected Style

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(None)

Using IP Address: 50.238.237.26

**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign



Signer Events	Signature	Timestamp
<p>chris lacambra clacambra@nassaucountyfl.com OMB Director Nassau County BOCC Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<p><i>chris lacambra</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p>	<p>Sent: 10/20/2022 2:46:24 PM Viewed: 10/20/2022 3:46:50 PM Signed: 10/20/2022 3:46:59 PM</p>
<p>Abigail Jorandby ajorandby@nassaucountyfl.com Assistant County Attorney Nassau BOCC Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<p><i>AJ</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p>	<p>Sent: 10/20/2022 3:47:04 PM Viewed: 10/21/2022 4:18:56 PM Signed: 10/21/2022 4:19:04 PM</p>
<p>Denise C. May dmay@nassaucountyfl.com Assistant County Attorney Nassau County BOCC Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<p><i>Denise C. May</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26</p>	<p>Sent: 10/21/2022 4:19:08 PM Viewed: 10/23/2022 2:59:53 PM Signed: 10/23/2022 3:00:05 PM</p>
<p>Taco Pope, AICP tpope@nassaucountyfl.com County Manager Nassau County BOCC Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<p><i>[Signature]</i></p> <p>Signature Adoption: Drawn on Device Using IP Address: 50.238.237.26</p>	<p>Sent: 10/23/2022 3:00:09 PM Viewed: 10/24/2022 10:35:04 AM Signed: 10/24/2022 10:35:15 AM</p>
<p>Sean Watkins fernandinadojo@gmail.com Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<p><i>Sean Watkins</i></p> <p>Signature Adoption: Drawn on Device Using IP Address: 99.191.124.61 Signed using mobile</p>	<p>Sent: 10/24/2022 10:35:20 AM Viewed: 10/24/2022 10:52:23 AM Signed: 10/24/2022 10:56:58 AM</p>
<p><b>Electronic Record and Signature Disclosure:</b> Accepted: 10/24/2022 10:52:23 AM ID: bb50995c-74ca-4fa4-bdc5-3098bdc51dfe</p>		
<p>Clerk Finance boccap@nassauclerk.com Nassau County Clerk Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Accepted: 2/4/2021 9:59:11 AM ID: 6238f06a-a4ad-4d45-a7f5-929d04629059</p>	<p><i>CF</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 12.23.69.254</p>	<p>Sent: 10/24/2022 10:57:04 AM Viewed: 10/24/2022 11:29:33 AM Signed: 10/24/2022 11:29:53 AM</p>

<b>In Person Signer Events</b>	<b>Signature</b>	<b>Timestamp</b>
<b>Editor Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Agent Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Intermediary Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Certified Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Carbon Copy Events</b>	<b>Status</b>	<b>Timestamp</b>
Clerk Admin clerkservices@nassaucountyfl.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 10/24/2022 11:29:57 AM Viewed: 10/24/2022 12:04:19 PM
AICVB billing@ameliaisland.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 10/24/2022 11:29:58 AM
Nate Aron naron@ameliaisland.com Amelia Island CVB Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 10/24/2022 11:30:00 AM
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<b>Notary Events</b>	<b>Signature</b>	<b>Timestamp</b>
<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
Envelope Sent	Hashed/Encrypted	10/20/2022 11:28:45 AM
Certified Delivered	Security Checked	10/24/2022 11:29:33 AM
Signing Complete	Security Checked	10/24/2022 11:29:53 AM
Completed	Security Checked	10/24/2022 11:30:00 AM
<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
<b>Electronic Record and Signature Disclosure</b>		



## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, County of Nassau (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

#### **How to contact County of Nassau:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [bsimmons@nassaucountyfl.com](mailto:bsimmons@nassaucountyfl.com)

#### **To advise County of Nassau of your new email address**

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at [bsimmons@nassaucountyfl.com](mailto:bsimmons@nassaucountyfl.com) and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

#### **To request paper copies from County of Nassau**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to [bsimmons@nassaucountyfl.com](mailto:bsimmons@nassaucountyfl.com) and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

#### **To withdraw your consent with County of Nassau**

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:



- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to [bsimmons@nassaucountyfl.com](mailto:bsimmons@nassaucountyfl.com) and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

### **Required hardware and software**

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

### **Acknowledging your access and consent to receive and sign documents electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify County of Nassau as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by County of Nassau during the course of your relationship with County of Nassau.