



**Lake Panasoffkee Annual Christmas Parade**  
**Saturday, December 10<sup>th</sup>, 2011**

507 B North Market Street, Bushnell, Fl. 33513  
Cell 352-446-2064; fax 352-793-0804  
E-mail: [tgorby@devereux.org](mailto:tgorby@devereux.org)

Oct 3<sup>rd</sup>, 2011

Scott B. Cottrell, PE  
Sumter County Public Works  
319 E. Anderson Avenue  
Bushnell, Fl 33513

RE: 2011 Annual Lake Panasoffkee Christmas Parade

Dear Mr. Cottrell,

On behalf of Lake Panasoffkee Neighborhood Project, please accept this as a formal request for your department's assistance with parade route detours and closures during this year's Christmas Parade.

For public safety we are requesting a total road closure of C-470 from CR-437 thru CR-479. We are expecting over 500 spectators to occupy both sides of the road. We are also expecting between 20 and 30 floats in the parade.

This year's parade will begin at 10:00am and end around 11:00am on Saturday, December 10<sup>th</sup>, 2011.

Thank you in advance for your consideration of our request

Respectfully,



Tammy Gorby  
Coordinator, Lake Panasoffkee Annual Christmas Parade

**TEMPORARY ROAD CLOSING REQUEST**

Requested Tammy Gorby, Coordinator Date: 10/3/11  
 Address: 507 B. N Market St. Phone & Fax #: 352-446-2064 352-793-0804  
 City, St, Zip Bushnell, FL 33513 Email Address: tgorby@devereux.org  
 Organization: Lake Panasoffkee Neighborhood Project; Devereux Kids

Date(s) Requested: Saturday, December 10<sup>th</sup>, 2011

\*Road(s) or Portion to be Closed: total road closure of C-470 from CR-437 thru CR-479

\*If Parade - Detailed Route: Attached

\*Attach map as applicable

Requested Time for Road Closure: 9:00am to 11:00am

Requested Assistance or Equipment from Public Works	Date:
<u>Detour Signs, Road Closure Signs and Barricades</u>	<u>12/10/11</u>
<u>Vehicles as needed</u>	<u>12/10/11</u>
<u>Any personnel deemed necessary after review of detour map by Road/Bridge Supervisor</u>	<u>12/10/11</u>

- We understand that any request approved will be upon the following terms and conditions:
1. We shall be responsible for all safety and maintenance requirements in connection with the event.
  2. We shall indemnify and hold the County harmless as to any liability which may result from any aspect of the event.
  3. We shall be responsible for clean-up work which may be required as a result of the event.
  4. It is understood that any request approved by the County shall in no way be construed by us to allow our event to take place on a State Road, and that any request approved is limited to the portion of the County Road described.
  5. We agree that we shall make every effort for all participants in the event to comply with all state and local laws, and that the County Road mentioned above will be closed to the public only the day and time mentioned above, but not in excess of 2 hours.

Our signature below indicates our agreement to these terms and conditions.

Tammy S. Gorby Signature      Tammy S. Gorby Printed Name

This request was approved in open session of the County Commissioners meeting, this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

Attest: Gloria R. Hayward  
 Clerk & Auditor

Board of County Commissioners  
 Sumter County

By: \_\_\_\_\_ Deputy Clerk      \_\_\_\_\_ Chairman

Sumter County Public Works Division

319 E Anderson Avenue  
Bushnell, FL 33513-6152  
(352) 793-0240  
Fax (352) 793-0247

EQUIPMENT/SUPPLY REQUEST

Requested by: Tammy Gorby, Coordinator Lake Panasoffkee Annual Christmas Parade

Phone Number: 352-446-2064

Division: Sumter County Public Works

Department: Road & Bridge

Date of Request: December 10<sup>th</sup> 2011

Division Head Approval: \_\_\_\_\_

Purpose: To Close roads for Parade

Dates and Times: Saturday, December 10<sup>th</sup>, 2011 Parade 10:00am

List Equipment and Supplies : Barricades  
Detour Signs

*Upon completion of form, please send to Denise Warnock, Public Works*

For Public Works Division Use Only

Approved?

Denied?

By: \_\_\_\_\_

Date: \_\_\_\_\_

Return Confirmation:

Checked In By: \_\_\_\_\_

Date: \_\_\_\_\_

Comments: \_\_\_\_\_

Sumter County Public Works Division

319 E Anderson Avenue  
Bushnell, FL 33513-6152  
(352) 793-0240  
Fax (352) 793-0247

WORK ASSISTANCE REQUEST

Requested by: Tammy Gorby, Coordinator Lake Panasoffkee Annual Christmas Parade

Phone Number: 352-446-2064

Division: Sumter County Public Works

Department: Road & Bridge

Date of Request: December 10<sup>th</sup>, 2011

Division Head Approval: \_\_\_\_\_

*Work performed by Public Works employees will be billed according to wages, equipment, and material cost.  
Work performed by contract or other vendors will be billed based on actual invoice amount.*

Description of Work Assistance Request

Placement of Detour Signs, and Barricades as requested

Help with Street Closures during Parade

*Upon completion of form, please send to Denise Warnock, Public Works*

For Public Works Division Use Only

Public Works Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approved By: _____	Completion Date: _____
Date: _____	By: Public Works: _____
	Contractor: _____
	Other: _____
Billable Amount _____	If completed by Public Works attach worksheet with employee(s) name and hours worked. If completed by contractor or other attach invoice.



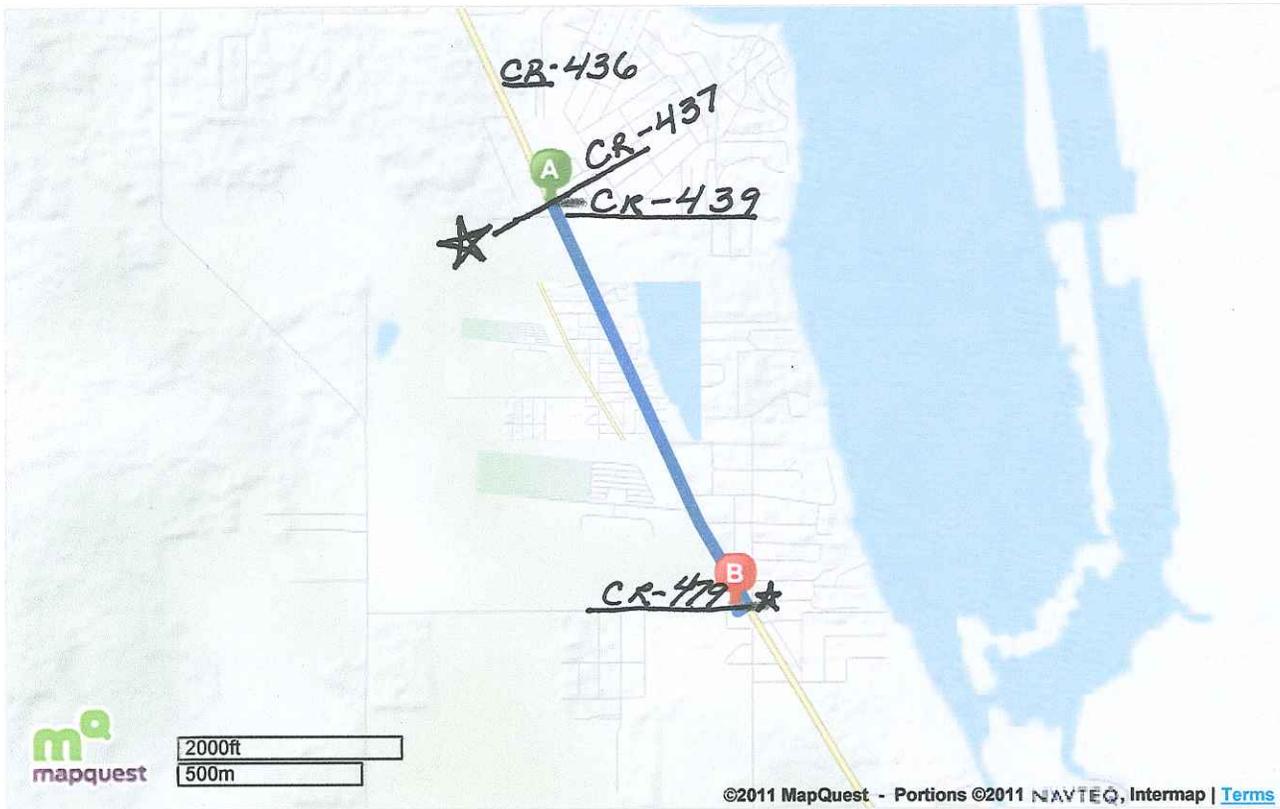
Trip to:  
[1000-1081] Cr 479  
Lake Panasoffkee, FL 33538  
1.19 miles  
2 minutes

Notes



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# Lake Panasoffkee Parade Detour Route

