

## **AGENDA**

**A MEETING OF THE BOARD OF PUBLIC WORKS & SAFETY OF THE CIVIL CITY OF NEW ALBANY, INDIANA, WILL BE HELD IN THE THIRD FLOOR ASSEMBLY ROOM AT THE CITY/COUNTY BUILDING ON TUESDAY, APRIL 12, 2016 AT 10:00 A.M.**

### **CALL TO ORDER:**

### **PLEDGE OF ALLEGIANCE:**

### **NEW BUSINESS:**

1. Susan Parr re: Walk-a-thon for Brandon's House on Sunday, April 17<sup>th</sup> 812-949-2499
2. Joan Eeyton with Covenant Community Fellowship re: Outdoor concert 812-525-6552
3. Christine Cherry re: Sign at 37 Bank Street Suit #6 for Christine Cherry Photography
4. Vectren re: Cut permits for 608 Roseview Terrace (13201764)-Street Cut Permit, 2040 Silver St. (13385145) – street cut
5. Derek Misch re: Saw cuts at Roanoke, Red Bud Drive, East 16<sup>th</sup> and Jay Street

### **COMMUNICATIONS – PUBLIC:**

### **OLD BUSINESS:**

### **TABLED ITEMS:**

### **COMMUNICATIONS - CITY OFFICIALS:**

1. Courtney Lewis re: Special Event Requests
  - River City Winery use of Bicentennial Park for Cinco de Mayo
  - Culbertson Mansion use of Riverfront Amphitheater for Coffin Race
2. Vicki Glotzbach for AT&T re: Street cut permit for Indiana Avenue and East 5<sup>th</sup> between Market and Spring.

### **APPOINTMENTS:**

### **BIDS:**

### **CLAIMS:**

### **APPROVAL OF MINUTES:**

Regular Meeting Minutes for April 5, 2016

### **ADJOURN:**

**A MEETING OF THE BOARD OF PUBLIC WORKS & SAFETY OF THE CIVIL CITY OF NEW ALBANY, INDIANA, WAS HELD IN THE THIRD FLOOR ASSEMBLY ROOM AT THE CITY/COUNTY BUILDING ON TUESDAY, MARCH 29, 2016 AT 10:00 A.M.**

**PRESENT:** Warren V. Nash, president and Cheryl Cotner-Bailey, member. Mickey Thompson, member, was not present.

**OTHERS PRESENT:** Assistant Police Chief Fudge, Fire Chief Juliot, Fire Marshal Koehler, David Hall, Brandon Sailings, Chris Gardner, Bryan Slade, Alicia Meredith, Courtney Lewis, Jessica Campbell, Matthew Nash, Larry Summers, Sandy Boofter, Krisjans Streips and Vicki Glotzbach

**CALL TO ORDER:**

**Mr. Nash called the meeting to order at 10:00 a.m.**

**PLEDGE OF ALLEGIANCE:**

**NEW BUSINESS:**

**1. Margaret Lawrence re: Outdoor seating at Feast Restaurant**

**Casey Cull** stated that they are seeking permission to put a couple of tables out in front of their business. She said that the area is 11 X 14 and presented a drawing and pictures of what they would like to do. She also said they will leave three feet of sidewalk space and could bring it back another foot if they need to make more room.

**Mr. Nash** stated that this board's concern is always with ADA requirements.

**Mr. Thompson** stated that the requirement is 42 inches.

**Mr. Summers** stated that 42 inches is what we typically go by but he prefers 48 inches. He explained that his biggest concern is that there is enough room between where it will be roped off and the tree well.

**Ms. Cull** said that they could move it back.

**Mr. Thompson** moved to approve providing they leave enough room for ADA compliance, **Mrs. Cotner-Bailey** second, motion carries.

**2. Matthew Nash re: Request for "No Parking" sign on Mary Lee Drive near the intersection at Old Ford Road**

**Councilman Matthew Nash** stated that he represents the 5<sup>th</sup> District and was called by a resident on Mary Lee Drive because occasionally cars park on the pavement between the last driveway and the stop sign at Old Ford Road and it creates a dangerous intersection. He presented pictures for the board to review.

**Mr. Thompson** stated that he would like to put a sign on the existing stop sign that is there that says no parking on the street.

**Mr. Thompson** moved to approve the installation of a no parking on the street sign on the stop sign at Old Ford Road and Mary Lee Drive, **Mrs. Cotner-Bailey** second, motion carries.

**3. IN-AWC re: Street Cut permits for Culbertson & 9<sup>th</sup> (replace hydrant), 519 E. Spring Street (retire service), 501 East Spring Street (retire service), 509 East Spring Street (retire service), 401 East Spring Street (retire service), 411 East Spring Street (retire service), 430 East Elm Street (retire service)**

**Mr. Thompson** stated that these are in conjunction with the Breakwater Project.

**Mr. Thompson moved to approve, Mrs. Cotner-Bailey second, motion carries.**

**4. Derek Misch with Dan Christiani re: Traffic control plan for IN-AWC Ashley Court Project and traffic control plan for Breakwater Project**

**Derek Misch** passed out the plans for the projects and reviewed them with the board.

**Mr. Nash** asked if the Ashley Court closure was from March 30<sup>th</sup> until April 1<sup>st</sup>.

**Mr. Misch** replied that it is just those two days because they have to pour the concrete cap back across the street and it is supposed to rain on Thursday so they will asphalt on Friday.

**Mr. Nash** asked how the Ashley Court people will be able to get in and out.

**Mr. Misch** explained that they can get in off Green Valley Road and Farrington Drive because the work is actually going to be over to the side but they just wanted to close the intersection to no thru traffic. He then stated that they are going to start the water line installation on the Breakwater Project next week and explained that they will need to close the right lane on Elm Street at E. Fifth Street and E. Fifth Street. He said that they will also need a street cut.

**Mr. Nash** asked if the residents will still have access.

**Mr. Misch** replied yes.

**Mr. Thompson moved to approve both closures and the street cut, Mrs. Cotner-Bailey second, motion carries.**

**5. Tim Daniel with Lithocraft re: Closing alley behind 1502 Beeler Street**

**Tim Daniel** stated that they have a piece of equipment coming in on April 4<sup>th</sup> and the machine has to go 25 ft. in the air to the third floor of the building and they would like to close the alley which would affect three homes. He said that he left notes at their residences as well as knocked on doors to let them know about the closure. He said that he thinks it should be done on Monday and Tuesday but may run over into Wednesday.

**Mr. Thompson** asked if it will just be during the day.

**Mr. Daniel** stated that he thinks said that it will be done during the day and there shouldn't be any trucks there overnight. He explained that Padgett is bringing in 75,000 lb. lift and he doesn't know if they will leave it parked in the alley or take it back. He added that even if they leave it in the alley overnight, they should be able to move it out of the way.

**Mr. Nash** asked if he made personal contact with the residences affected.

**Mr. Daniel** stated that he made personal contact with one of the three but he left a note with his business card at their doors. He said that he will try to make contact with them again between now and Monday.

**Mr. Thompson moved to approve the closure for April 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup>, Mrs. Cotner-Bailey second, motion carries.**

**6. Dale Seelye re: Installing driveway at 2026 Mary Lee Drive**

**Dale Seelye** presented pictures of the area for the proposed driveway for the board to review. He explained that it will be 114 ft. and he has a contractor that is going to do it.

**Mr. Thompson** asked if it was going to be concrete.

**Mr. Seelye** replied no and stated that it would be black top. He also stated that he is going to install leach lines to drain water into the road because he has standing water in his yard.

**Mr. Thompson** stated that there is no street cut involved.

**Mr. Nash** stated that since he is not getting a curb cut, this board doesn't need to approve anything.

**COMMUNICATIONS – PUBLIC:**

**Randy Gibson** stated that he would like for the board to check into a stop sign on Cherokee Drive close to Wahoo Drive and possibly consider a speed bump or something else instead. He explained that he was pulled over for running the stop sign because he didn't see it. He said that the officer told him that they have quite a few complaints in that area.

**Mr. Thompson** stated that Wahoo Drive is offset and the stop sign lines up with the other side of Wahoo Drive not the far side.

**Mr. Gibson** stated that the stop sign is not on the actual corner of Wahoo Drive, it's on the dead end that's a cul-de-sac.

**Mr. Thompson** stated that is Wahoo Drive as well and the reason the stop sign is there is so that the people on Wahoo Drive can get out.

**Mr. Nash** asked if the stop sign needs to be moved.

**Mr. Thompson** stated that he doesn't think so.

**Mr. Nash** stated that there have been many complaints on Cherokee Drive for speeding.

**Chrystal Goebel** stated that she opened a retail business at the Underground Station and is seeking approval to install a hanging panel sign on the exterior of the building outside of her suite. She presented drawings for the board to review and stated that Bottom Sign Company is making the sign and they made the Underground Station sign as well.

**Mr. Summers** asked if it will hang over Bank Street.

**Ms. Goebel** stated that it is a corner bracket and she doesn't know how much it hangs over the sidewalk. She added that it will basically protrude 36 inches from the corner of the building.

**Mr. Summers** asked how far the vertical clearance is over the sidewalk.

**Ms. Goebel** stated that she doesn't know but they can go as high as they need to.

**Mr. Summers** stated that he doesn't have a problem with it as long as it is above 80 inches of the sidewalk.

**Ms. Goebel** stated that they also have their certificate of appropriateness.

**Mr. Thompson** moved to approve the sign request for The Olivet, Mrs. Cotner-Bailey second, motion carries.

**Joe Kraft** stated that he is a member of Holy Family Catholic Church and he also has a property on Coyle Drive and one on Ellen Court. He explained that there is a lot of foot traffic from the swimming pool in that area and some of the sidewalks need to be repaired. He said that Holy Family is replacing the sidewalks that go from their back parking lot to their property line and they wanted to see about getting the rest of the sidewalks repaired. He stated that Holy Family is starting their work next week on their portion and presented drawings for the board to review. He said that the red sections are what the city would be responsible for. He said that he just wanted to make the board aware of the sidewalks that need to be repaired and wanted to see if anyone could take a look at them.

**Mr. Nash** stated that the city would look into it.

**Mr. Nash** asked who their contractor is.

**Mr. Kraft** stated Custom Concrete is their contractor and he would email all of the information.

**OLD BUSINESS:**

**1. INAWC re: 214 W. 9<sup>th</sup> Street (street cut), 216/218 W. 9<sup>th</sup> Street (street cut), 220 W. 9<sup>th</sup> Street (street cut), 222 W. 9<sup>th</sup> Street (street cut), 224 W. 9<sup>th</sup> Street (street cut)**

**Mr. Thompson** stated that it was a recently paved street and they cut five holes in it to retire service. He added that it wasn't a main break and he is working with the water company to resolve the matter. He said that it could be taken off of the agenda and he will bring it back to the board when it is resolved.

**Mr. Nash** asked if they have done the cuts yet.

**Mr. Thompson** replied yes and stated that is the problem.

**2. Thorntons re: Curb cuts at Coyle Drive and State Street**

**John Pacyga** was present with a request to go from four curb cuts to three. He added that this project is adjacent to Coyle Drive and they are providing sidewalk down Coyle Drive.

**Mr. Thompson** asked if one curb cut on Coyle Drive is being eliminated.

**Mr. Pacyga** replied yes.

**Mr. Nash** asked if they are tearing down the building that is there now and replacing it.

**Mr. Pacyga** replied yes and stated that they are going to do it in a sequenced fashion so that the entire site is not closed down at one time. He added that the new building will set back farther and will allow better turning for cars coming in and out and eventually there will be a new gas canopy there as well.

**Mrs. Cotner-Bailey** moved to approve, **Mr. Thompson** second, motion carries.

**3. AT&T re: Street cut on East 5<sup>th</sup> Street**

**Mr. Thompson** stated that it was an emergency repair and the work has been done.

**Mr. Thompson** moved to approve, **Mrs. Cotner-Bailey** second, motion carries.

**TABLED ITEMS:**

**COMMUNICATIONS - CITY OFFICIALS:**

**1. Vicki Glotzbach re: Parking issues on Cherry Street**

**Mrs. Glotzbach** stated that her office has received numerous phone calls from residents on Cherry Street regarding parking issues. She explained that they sometimes park a little on the sidewalk but they do this to keep their cars from being hit. She said that they keep getting tickets for parking like that but they don't want their vehicles to be damaged.

**Mr. Nash** asked what block of Cherry Street.

**Mrs. Cotner-Bailey** stated that it is probably the stretch from West Street to State Street.

**Mr. Nash** asked that the traffic division look into this.

**Assistant Police Chief Fudge** stated that they will look into it.

## **2. Joe Ham re: Update on pipe repair on I-64**

**Mr. Ham** explained that he talked with the state and they have located a 12 inch pump in Columbus and are in the process of trying to move it down here. He said between his department and the state, they have been pumping with two 6 inch pumps throughout the night trying to get ahead of it but the water is still continuing to rise. He said that in the process of shoring up to make it safe enough, the belief is that they possibly may have hit the remainder of the pipe that was open restricting it further. He also said that there is some flow coming out but it is rather restricted and at this point they will continue to pump to try to get ahead of the rain that is coming and will pump throughout the rain event. He added that the state is working hard to get their contractor in there quickly enough but they are not close enough to allow them to safely access the pipe. He said that he asked when they may have everything opened up and working and they are looking at two to three weeks but they are looking at two to three days before they can just get to a point where they can access where they can at least rip the end of the pipe up to get more relief.

## **3. John Rosenbarger re: Update on Greenway Project**

**Mr. Rosenbarger** explained that the board sign and approved the plans for the last section of the Greenway Project back in December which begins where the old one left off at the extension of E. 8<sup>th</sup> Street and goes to 18<sup>th</sup> Street. He stated that it turns into a pure walking path at Silver Creek and Clarksville is going to build a bridge for the rest of the Greenway to connect up to Clarksville and Jeffersonville. He said that the project is going to have a limited road access and remain quite narrow and adds a 12 ft. multi-use path. He also said that one deviation from the current model is that the path will be up against the floodwall beginning at E. 10<sup>th</sup> Street. He explained that there is a doorway there that people walk through and they wanted to keep the roadway where it is located now to minimize impact into the Ohio River side. He added that if you put the roadway up to the floodwall, it would be two steps away from that doorway for moving cars. He said that there are some trees that are being cleared now in advance of the May letting because they are required to be removed before April 1<sup>st</sup> because of the endangered species of the Indiana bat. He explained that they don't want trees to remain as nesting places for the Indiana bat that could kill offspring. He then said that project letting is this May and the project is scheduled to take about a year and a half. He said it is 80% federal money and 20% local and completion date is as much as a year and a half off.

**Mr. Nash** asked how many trees we are talking about.

**Mr. Rosenbarger** stated that the total is 109 more or less. He then stated that there is a replacement portion of the project and he will revisit that because it was more than they first thought.

**Mr. Summers** stated that we hired an environmental engineering firm to come out and determine the correct number of trees and they identified each of the bat trees along the corridor.

**Mr. Nash** asked where the bats would go.

**Mr. Rosenbarger** stated that they will find new roosting places and there is a wide array of places that they can nest.

**Mr. Nash** asked if this has gone to the tree board.

**Mr. Streips** stated that it hasn't gone before them officially.

**Mr. Rosenbarger** stated that he spoke with the arborist and he doesn't typically want to review this type of project to get in the way of DNR requirements.

**Mr. Streips** stated that it will be reported to the tree board but the overall project was approved years ago. He also stated that they will look through the replanting plan and make sure that is in order.

**Mr. Nash** asked what the formula is for replanting.

**Mr. Streips** stated that he is not sure what DNR's requirements are.

**Mr. Rosenbarger** stated that the Mr. Greg Mills said that it is up to three to one.

**Mr. Nash** asked if someone is inventorying what is being cut.

**Mr. Rosenbarger** replied yes and stated that they were individually marked.

**Mr. Nash** asked where they are.

**Mr. Rosenbarger** stated that they are from E. 8<sup>th</sup> Street all the way to E. 18<sup>th</sup> Street.

**Mr. Nash** asked if there is any concern about erosion.

**Mr. Rosenbarger** stated there is always concern for erosion and that is built into the plan.

**Mr. Nash** asked if it would be open to vehicular traffic.

**Mr. Rosenbarger** replied yes and stated that generally the whole street is between 16 and 18 ft. wide and there are a couple of pull off places to calm traffic.

**Mr. Nash** asked Mr. Summers if he was okay with it.

**Mr. Summers** stated that we were initially expecting a lower number of trees but after the environmental folks went out and identified them, it was a little higher than expected.

**Mr. Nash** stated that he was a little surprised that all of that could be done without anyone approving it or being informed.

**Mr. Rosenbarger** stated that they should have come to the board sooner but they got caught up in the deadline of use it or lose it.

**Mr. Nash** asked about all of the cutting of trees behind State Street Baptist Church.

**Mr. Streips** stated that is private property and it is permitted in anticipation of development.

**Mr. Nash** asked if they are allowed to cut on steep slopes like that.

**Mr. Streips** said that he would have to review that.

**Mr. Nash** asked Mr. Summers if he was aware of the all of the cutting.

**Mr. Summers** replied that he was aware of the actual cutting and he knows that they were required to stop once they disturbed the actual ground and install erosion control measures.

#### **4. Warren Nash re: New Albany High School Boys' Basketball Team**

**Mr. Nash** complimented the New Albany High School Boys' Basketball Team for winning the State Championship. He said that Mayor Gahan has proclaimed next week as New Albany Bulldog Week. He also said that we need to be thinking about new signs coming into the city honoring that team and showing them our appreciation for all the publicity they have gotten for our city. He added that he went to the celebration on Sunday evening and we certainly have some fine young men representing our city and we should be very proud.

#### **APPOINTMENTS:**

#### **BIDS:**

#### **CLAIMS:**

**APPROVAL OF MINUTES:**

**Mrs. Cotner-Bailey moved to approve the Regular Meeting Minutes for March 22, 2016, Mr. Thompson second, motion carries.**

**ADJOURN:**

There being no further business before the board, the meeting adjourned at 10:55 a.m.

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Warren Nash, President

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Vicki Glotzbach, City Clerk



Vectren

### EXCAVATION REPAIR REPORT

Sheet 1 of 1

Form 3020 (Rev 2-23-2012)

Report # **086506**

BSCI

Group # \_\_\_\_\_

Maximo#: 13201764 ~~13187795~~ Project #: 599032001 Task #: 0386406 Permit#: \_\_\_\_\_

Operating Service Area: CLARKSVILLE Prepared By: H.T. CHANDLER Date: 2-18-16

Address: 608 ROSEVIEW TERRACE City: NEW ALBANY

Directions To Job Site: EAST ON ROSEVIEW TERRACE OFF OF DAISY LANE @ ROSE DR @ ROSEVIEW TERRACE

**INITIAL EXCAVATION** By:  Vectren  Contractor: MILLER PIPELINE Crew Lead: ROBIN COOPER

Hole #1:  Street  Parkway  Sidewalk  Curb  Driveway  Parking Lot  State Highway  Other  
 Size: 2'4" x 3'0"  Asphalt  Asphalt W/Concrete Base  Concrete  Brick  Other  
 Valve Box or Other Facilities In Excavation:  Yes  No Depth 24" GAS SERVICE

Hole #2:  Street  Parkway  Sidewalk  Curb  Driveway  Parking Lot  State Highway  Other  
 Size: \_\_\_\_\_ x \_\_\_\_\_  Asphalt  Asphalt W/Concrete Base  Concrete  Brick  Other  
 Valve Box or Other Facilities In Excavation:  Yes  No Depth \_\_\_\_\_

Hole #3:  Street  Parkway  Sidewalk  Curb  Driveway  Parking Lot  State Highway  Other  
 Size: \_\_\_\_\_ x \_\_\_\_\_  Asphalt  Asphalt W/Concrete Base  Concrete  Brick  Other  
 Valve Box or Other Facilities In Excavation:  Yes  No Depth \_\_\_\_\_

CURB / GUTTER: 3 ' Damaged or Removed  Steel Plate/No. Of Plates Left: 0  Barricade/No. Of Barricades Left: 0

Comments: CUT BACK, CONCRETE & PAVE

**REPAIR NOTICE ISSUED TO:**  Vectren  Contractor: \_\_\_\_\_ Date: FEB 26 2016

Email/Scan  Fax  Contractor Pick-up  Other Stoll Construction & Paving Co., Inc.

**REPAIRED BY:**  Vectren  Contractor: Stoll Construction & Paving Co., Inc. Date: 3/7/16

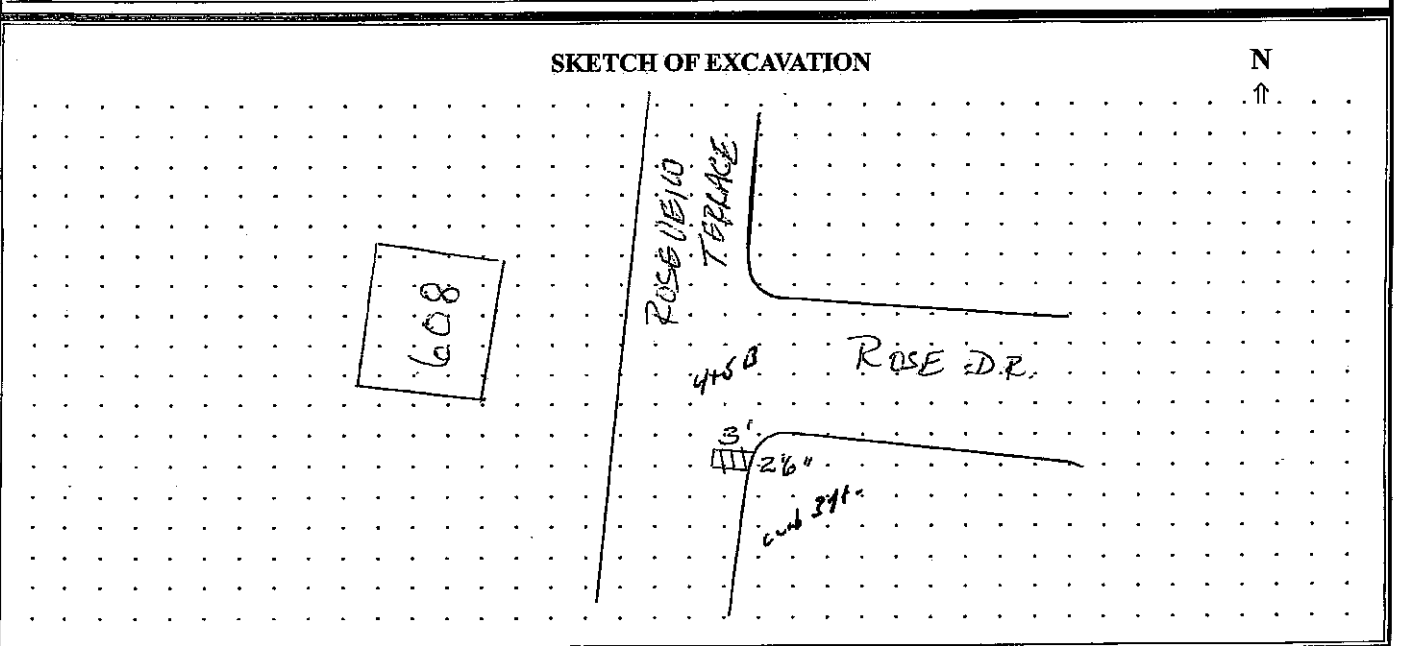
Hole #1:  Asphalt  Asphalt W/Concrete Base  Concrete  J-Bolt/Rebar  Asphalt W/Asphalt Base  Brick  Cold Patch  
 Other \_\_\_\_\_ Cut Back \_\_\_\_\_ " Final Repair 4'0" x 5'0" sqft 20

Hole #2:  Asphalt  Asphalt W/Concrete Base  Concrete  J-Bolt/Rebar  Asphalt W/Asphalt Base  Brick  Cold Patch  
 Other \_\_\_\_\_ Cut Back \_\_\_\_\_ " Final Repair \_\_\_\_\_ x \_\_\_\_\_ sqft \_\_\_\_\_

Hole #3:  Asphalt  Asphalt W/Concrete Base  Concrete  J-Bolt/Rebar  Asphalt W/Asphalt Base  Brick  Cold Patch  
 Other \_\_\_\_\_ Cut Back \_\_\_\_\_ " Final Repair \_\_\_\_\_ x \_\_\_\_\_ sqft \_\_\_\_\_

CURB / GUTTER: 3 ' Repaired

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





MAXIMO SITE VISIT / SEWER LOCATE FORM

Operations Center (Write in) Clarksville

Street Address 2040 Silver St. City/Town New Albany

MAXIMO "Parent" Work Order Number 13385145

MAXIMO "Child" Work Order Number 13388102

New  Renew  Retire  Resize  Relocate  Other  Estimate only

1.  <sup>Y</sup>  <sup>N</sup> Sewer lateral locate is needed. If not, explain why. \_\_\_\_\_

2.  <sup>Y</sup>  <sup>N</sup> Site is ready for service installation. If not, check below WHY the site is not ready and place job in review with an explanation in SYCLO.

House has not been started  Building materials are blocking route

Lot is not at final grade  Other (Write in) Retirement

3.  <sup>Y</sup>  <sup>N</sup> Site is marked in white for locates or locates have been requested and will be ready in two working days.

Locate Number \_\_\_\_\_ Time Called \_\_\_\_\_

Start Date 4-8-16 Expiration Date \_\_\_\_\_

4.  <sup>Y</sup>  <sup>N</sup> Permits needed prior to the planned work accordance with state, county, or municipal requirements. Specify which permits are needed. (Write in)

Street

5.  <sup>Y</sup>  <sup>N</sup> Necessary material is in truck stock. If not what is needed (Write in) \_\_\_\_\_

6. Estimated scheduled start date (Write in) 4-8-16

7. Other information needed to complete this work:

Special crew or equipment (Write in) \_\_\_\_\_

Other (Write in) \_\_\_\_\_ Welder

Completed by S. Lewis Date 4-5-16

Return this completed form with the Crew Sheet to the Operations Assistant and Scheduler no later than the next business day.



City of New Albany Bicentennial Park,  
 Riverfront Amphitheater, City Square  
**Special Event Permit Application**  
 311 Hauss Square Room 316, New Albany, IN 47150  
 812-948-5333  
 www.cityofnewalbany.com

Name of Organization: River City Winery  
 Name of Applicant: Keryn Keller Date: 4-5-2016  
 Address: 321 Pearl Street City: New Albany State: IN Zip: 47150  
 Contact Phone: (812) 989-8360 Email: keryn@rivercitywinery.biz  
 Onsite event day contact person: Keryn Keller Phone: 812-989-8360

**Event Information**

Type of Event			
<input type="checkbox"/> Run/Walk	<input type="checkbox"/> Rally	<input type="checkbox"/> Parade	<input type="checkbox"/> Wedding Ceremony/Photos
<input type="checkbox"/> Fair	<input type="checkbox"/> Concert	<input type="checkbox"/> Picnic	<input type="checkbox"/> Other (Specify) _____

Event Title: Cineo de May 7 year Anniversary  
 Event Date: \_\_\_\_\_ Estimated Attendance: \_\_\_\_\_

Requested Park:  Bicentennial Park  Riverfront Amphitheater  City Square

Event Hours: 5 AM/PM - 9 AM/PM

Set Up Hours: 3 AM/PM - \_\_\_\_\_ AM/PM Tear Down Hours: 9 AM/PM - 10 AM/PM

Please indicate all of the following that apply to your event

- | Yes                                 | No                                  |  |
|-------------------------------------|-------------------------------------|--|
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | FOOD CONCESSIONS   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | ALCOHOLIC BEVERAGES  |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | FIRST AID FACILITY AND AMBULANCE                                     |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | TABLES AND CHAIRS SET UP, IF YES HOW MANY <u>10 tables 60 chairs</u> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | FENCING, BARRIERS, BARRICADES  |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | ELECTRICITY REQUIRED, IF YES SOURCE _____                            |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | BOOTHS, EXHIBITS, DISPLAYS   |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | CANOPIES, TENTS  |

- 0 VEHICLES, TRAILERS, IF YES HOW MANY \_\_\_\_\_
- 0 TRASH CONTAINERS, DUMPSTERS
- 0 PORTABLE TOILETS
- ENTERTAINMENT, IF YES PLEASE DESCRIBE MUSIC ON STAGE AND
- 0 INFLATABLES, AMUSEMENT, IF YES PLEASE DESCRIBE \_\_\_\_\_

**Voluntary Donations**

While there is no fee for the use of our public parks, donations are accepted for the use of the City of New Albany Bicentennial Park, Riverfront Amphitheater and City Square. Contributions support a broad array of recreational activities for residents and visitors, as well as helping to maintain our ever evolving park system. Donations made to New Albany Parks and Recreation Department are tax deductible.

**Other permits**

All components of the event are subject to Board of Works approval and may require approval by and/or permits from other agencies. Board of Works approval permits use of the specified park under the terms of the permit and does not constitute permission from other agencies. Events that impact other agencies must seek proper approval and permitting from said agencies. It is the express responsibility of the applicant to secure all necessary permissions and paperwork.

**Insurance Requirements**

Proof of insurance may be required before final permit approval. Each event is evaluated on its risk and exposure. The City of New Albany is not responsible for any accidents to persons or property resulting from the issuance of this permit.

**Affidavit of Applicant**

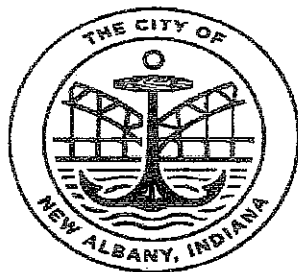
Everything that I have stated on this application is correct to the best of my knowledge. I have read, understand and agree to abide by the policies, rules and regulations listed on this and all applicable forms as they pertain to the requested usage. Applicant agrees and understands any significant damage to city property will be the sole responsibility of the applicant. By signing this application, the applicant agrees to follow all rules and regulations. The permit, if granted, is not transferrable and is revocable at any time at the absolute discretion of the New Albany Board of Public Works. All programs and facilities of the City of New Albany are open to all citizens regardless of race, sex, age, color, religion, national origin or handicap.

For any questions regarding special event permitting, please contact Courtney Lewis at [clewis@cityofnewalbany.com](mailto:clewis@cityofnewalbany.com) or 812.948.5333.

Name of Applicant: Keryn McKottrick Keller (please print)

Signature: Keryn McKottrick Keller Date: 4-5-2016

Office Use Only			
<input type="checkbox"/>	Approved	Notes: _____	
<input type="checkbox"/>	Denied	Signed: _____	Date: _____
(Board of Works President)			



City of New Albany Bicentennial Park,  
Riverfront Amphitheater, City Square  
Special Event Permit Application

311 Hauss Square Room 316, New Albany, IN 47150  
812-948-5333  
www.cityofnewalbany.com

Name of Organization: Calbertson mansion State historic site

Name of Applicant: Kristina Kimmick Date: 3/21/2016

Address: 914 E main st. City: new albany State: IN Zip: 47150

Contact Phone: (812) 944-9600 Email: KKimmick@indianamuseum.org

Onsite event day contact person: Kristina Kimmick Phone: 812-820-1129

**Event Information**

Type of Event			
<input type="checkbox"/> Run/Walk	<input type="checkbox"/> Rally	<input type="checkbox"/> Parade	<input type="checkbox"/> Wedding Ceremony/Photos
<input type="checkbox"/> Fair	<input type="checkbox"/> Concert	<input type="checkbox"/> Picnic	<input checked="" type="checkbox"/> Other (Specify) <u>Race</u>

Event Title: Calbertson mansion coffin Races

Event Date: Sept. 24, 2016 Estimated Attendance: 100 +

Requested Park:  Bicentennial Park  Riverfront Amphitheater  City Square

Event Hours: 4:00 AM/PM - 7:00 AM/PM

Set Up Hours: 2:00 AM/PM - 4:00 AM/PM Tear Down Hours: 7:00 AM/PM - 9:00 AM/PM

Please indicate all of the following that apply to your event

Yes No

- FOOD CONCESSIONS
- ALCOHOLIC BEVERAGES
- FIRST AID FACILITY AND AMBULANCE
- TABLES AND CHAIRS SET UP, IF YES HOW MANY 1 to 3
- FENCING, BARRIERS, BARRICADES → to block race way
- ELECTRICITY REQUIRED, IF YES SOURCE \_\_\_\_\_
- BOOTHS, EXHIBITS, DISPLAYS
- CANOPIES, TENTS (few if any)

- VEHICLES, TRAILERS, IF YES HOW MANY Dependant on entries
- TRASH CONTAINERS, DUMPSTERS
- PORTABLE TOILETS
- ENTERTAINMENT, IF YES PLEASE DESCRIBE \_\_\_\_\_
- INFLATABLES, AMUSEMENT, IF YES PLEASE DESCRIBE \_\_\_\_\_

**Voluntary Donations**

While there is no fee for the use of our public parks, donations are accepted for the use of the City of New Albany Bicentennial Park, Riverfront Amphitheater and City Square. Contributions support a broad array of recreational activities for residents and visitors, as well as helping to maintain our ever evolving park system. Donations made to New Albany Parks and Recreation Department are tax deductible.

**Other permits**

All components of the event are subject to Board of Works approval and may require approval by and/or permits from other agencies. Board of Works approval permits use of the specified park under the terms of the permit and does not constitute permission from other agencies. Events that impact other agencies must seek proper approval and permitting from said agencies. It is the express responsibility of the applicant to secure all necessary permissions and paperwork.

**Insurance Requirements**

Proof of insurance may be required before final permit approval. Each event is evaluated on its risk and exposure. The City of New Albany is not responsible for any accidents to persons or property resulting from the issuance of this permit.

**Affidavit of Applicant**

Everything that I have stated on this application is correct to the best of my knowledge. I have read, understand and agree to abide by the policies, rules and regulations listed on this and all applicable forms as they pertain to the requested usage. Applicant agrees and understands any significant damage to city property will be the sole responsibility of the applicant. By signing this application, the applicant agrees to follow all rules and regulations. The permit, if granted, is not transferrable and is revocable at any time at the absolute discretion of the New Albany Board of Public Works. All programs and facilities of the City of New Albany are open to all citizens regardless of race, sex, age, color, religion, national origin or handicap.

For any questions regarding special event permitting, please contact Courtney Lewis at [clewis@cityofnewalbany.com](mailto:clewis@cityofnewalbany.com) or 812.948.5333.

Name of Applicant: Kristina Kinnick (please print)

Signature:  Date: 3/21/16

Office Use Only	
<input type="checkbox"/> Approved	Notes: _____
<input type="checkbox"/> Denied	Signed: _____ Date: _____
(Board of Works President)	



AT&T – OSP Engineering  
510 E. Spring St  
New Albany, IN 47151-1405

T: 812.948.7170  
F: 812.948.7156

Date 3/16/2016

Street Department  
C/O Mickey Thompson  
2113 Grant Line Rd  
New Albany, IN 47150

UT# \_\_\_A003HBM  
FRC \_\_\_4M  
GEO LOC \_\_\_n39123\_\_\_

AT&T is planning to :

Cut the street in two locations on E 5<sup>th</sup> St between E Market St and E Spring St. Work is already complete. AT&T had to do an emergency dig up and repair in our conduit runs that required immediate attention. Restoration is complete. The first street cut (186' South of E Spring St) totaled 276 square feet of asphalt and the second street cut (280' South of E Spring St) totaled 24 square feet of asphalt.

This work is planned to start on or around: Completed first week of March, 2016

AT&T will be responsible for the work performed by our contractors, and all surfaces will be restored by our contractors after the work has been completed. We will also be responsible for any repairs that are relative to these cuts for at least one year after the proposed work has been completed.

Any and all expenses in relocation of said work in public right of way due to construction, or reconstruction of said road will be borne by AT&T.

If this plan meets with your approval, please sign in the space provided and return two (2) copies to me.

Respectfully,

Monte Gullion  
Engineer  
OSPE AT&T

Approval:

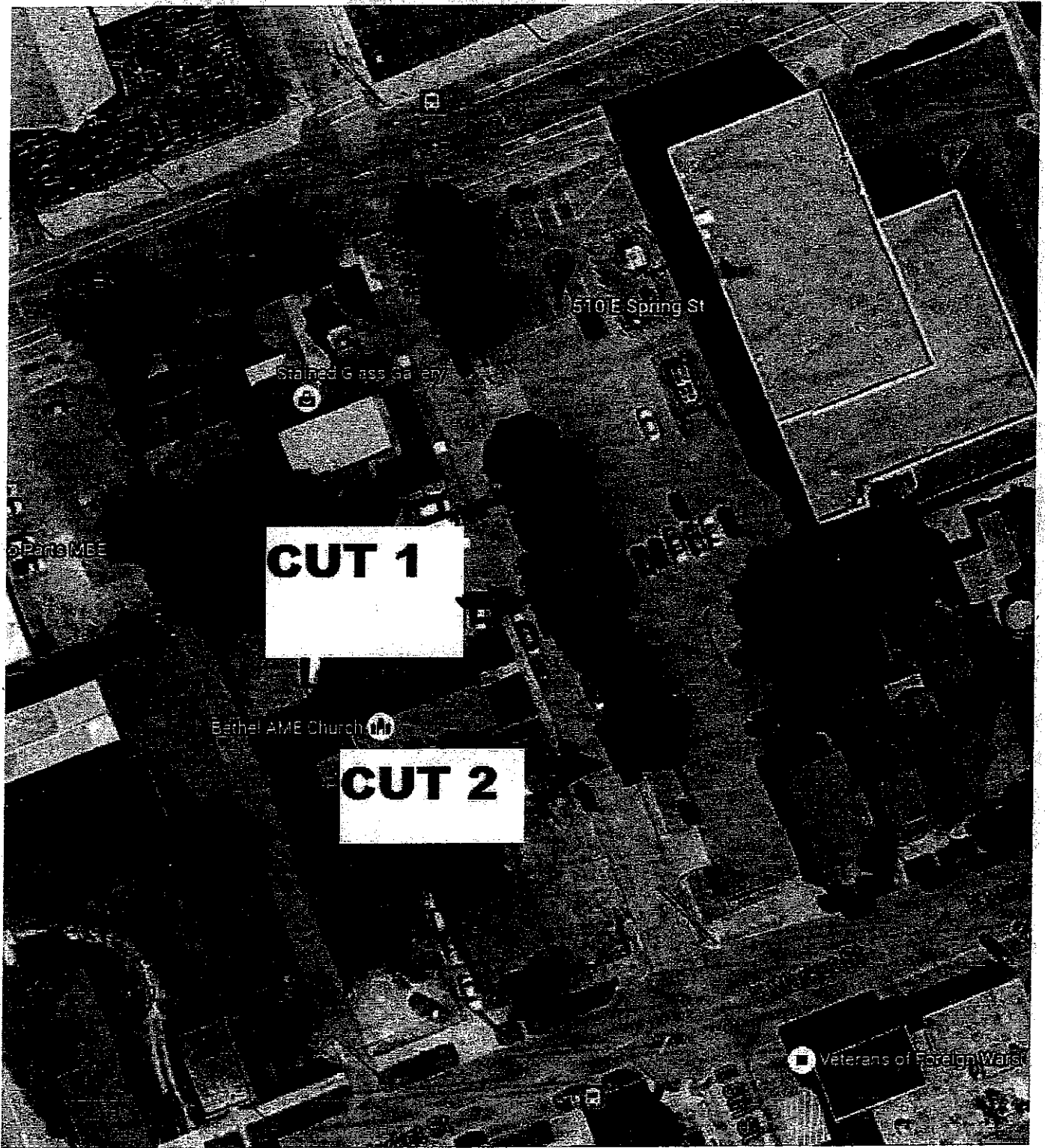
Date:

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

(4) copies







AT&T 240 N MERIDIAN ST INDIANAPOLIS, IN 46204  
 EMAIL: NJ2914@ATT.COM  
 317-610-5455

April 8-2016

Street Department  
 Attn: MICKEY THOMPSON  
 2113 Grant Line Rd  
 New Albany, IN 47150

UT # A00BNCY\_\_

GEO LOC \_\_FRC\_\_

AT&T is planning to place: \_\_PAD PLACEMENT FOR NEW PFP.\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

This work is planned to start on or around 4-29-2016. AT&T will be responsible for the work performed by our contractors, and all surfaces will be restored by our contractors after the work has been completed. We will also be responsible for any repairs that are relative to these cuts for at least one year after the proposed work has been completed.

Any and all expenses in relocation of said cable in public right of way due to construction, or reconstruction of said road will be borne by AT&T.

If this plan meets with your approval, please sign in the space provided and return an approved copy to AT&T Permit Desk via email: [NJ2914@att.com](mailto:NJ2914@att.com) or fax: 317 265-1976.

Respectfully,

*Greg Yaschen*  
 Greg Yaschen  
 248-701-0554

Approval:

Date:

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

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

(4) copies

