

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, JUNE 6, 2017 AT 10:00 A.M.

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

BIDS:

NEW BUSINESS:

1. Vectren re: Sidewalk cut permit for 800 E. 8th Street

COMMUNICATIONS – PUBLIC:

OLD BUSINESS:

TABLED ITEMS:

COMMUNICATIONS – CITY OFFICIALS:

1. Courtney Lewis re: Event permit request for Steven Shelton at Riverfront Amphitheater
2. Linda Moeller re: Bliss-McKnight 2017/2018 Insurance Proposal.

APPOINTMENTS:

CLAIMS:

APPROVAL OF MINUTES:

Regular Meeting Minutes for May 30, 2017

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, MAY 30, 2017 AT 10:00 A.M.

PRESENT: Mickey Thompson, member, Cheryl Cotner-Bailey, member and Warren V. Nash, president.

OTHERS PRESENT: Fire Chief Juliot, Fire Marshal Koehler, Mike Hall, Linda Moeller, Chris Gardner, Bryan Slade, Sidney Main, Larry Summers, David Hall, Jessica Campbell, Police Chief Bailey, Assistant Police Chief Fudge, Alicia Meredith, Courtney Lewis, Tonya Fischer, Christina Jarboe and Vicki Glotzbach

CALL TO ORDER:

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

PLEDGE OF ALLEGIANCE:

BIDS:

1. Award 2017 Paving Contract

Mr. Christmas stated that the board received in their packet a memo summarizing the bids and attached to that is a tabulation of the bids that were opened at last week's meeting. He said that all four bids were reviewed and found to be responsive and the lowest responsive bid was received from MAC Construction in the amount \$2,844,106.00.

Mr. Nash asked if this the city's annual street paving contract.

Mr. Christmas replied yes. He explained that he notified MAC Construction, being the apparent low bid, and they submitted additional documentation as required by the specifications to prove responsibility. He also explained that the bids were reviewed according to Indiana code and he found MAC Construction to be the lowest and lowest responsible bid. He then recommended that board award the 2017 Paving Contract to MAC Construction.

Mr. Nash stated that it was quite a bit lower than the others.

Mr. Christmas said the second bid was \$2,889,160.00 so there was about a \$45,000.00 difference between one and two. He said those two bids were pretty tight and right on estimate as well.

Mr. Thompson stated that last year the specks were redone to concentrate on quality.

Mr. Christmas explained that last year in the contract they emphasized some additional quality control testing procedures and requirements and that's carried forth and probably expanded a little bit this year. He said that the testing procedures are right in line with what INDOT requires with a QCQA mix.

Mr. Nash stated that this has nothing to do with current paving going on.

Mr. Christmas replied no and stated that this is completely independent of any paving that is currently taking place for the grid modernization project or paving that is left over from the 2016 Paving Contract.

Mr. Thompson stated that all of the documents are here and asked Mr. Christmas if he wants the board to approve notice to proceed as well.

Mr. Christmas stated that he does have the contract agreement with MAC Construction as well as all associated bonds and insurance certificates so he recommended that the board execute those documents and then he can issue notice to proceed at the board's direction. He also

recommended that the notice be issued as soon as possible because there are some streets that are adjacent to the high school for instance and they would like to get that work done this summer before school starts again.

Mr. Nash asked how quickly they could proceed if the board gives approval to this today.

Mr. Christmas stated that if the agreement is executed today, he could issue the notice to proceed immediately but he can't tell the board exactly when they will begin. He said he could come back next week to report when we could anticipate seeing them out there.

Mr. Nash said that would be great.

Mr. Summers stated that there has been an emphasis on quality so our inspection team is going to be out there to make sure we are getting the quality that we have specked.

Mrs. Cotner-Bailey moved to accept and approve the bid from MAC Construction in the amount of \$2,844,106.00, **Mr. Thompson** second, motion carries.

Mrs. Cotner-Bailey moved to authorize **Mr. Christmas** to issue notice to proceed, **Mr. Thompson** second, motion carries.

NEW BUSINESS:

1. Lenne Keithley re: Speed tables on Schell Lane

Mr. Keithley asked if there has been any progress on the sidewalks on Schell Lane.

Mr. Thompson stated that there is a sidewalk inventory being done now because the one we have is from several years ago. He said that the inventory entails where sidewalks are, what condition they are in, where they are not and where they are needed.

Mr. Keithley stated that from his observation there has been nothing done and he proposed this about three years ago. He also stated that there has been nothing done at Daisy Lane where the subdivision is being built and it was his understanding that the developer of the subdivision was going to put a sidewalk at least from Daisy Lane to the end of the subdivision. He said that he showed the board some pictures last time he approached the board showing people having to step about 3 ft. down off into the grass if traffic was going to get through. He explained that there is a narrow section at the second stop on Schell going north where he normally stops if there is a car coming because it is too narrow for two cars to pass. He then stated that his main purpose is speed tables. He said that he lives right across from Parkland Heights and there is a stretch from Cherokee Drive down to the end of the sidewalk that resembles a drag strip and that is the way it is used. He doesn't expect police to observe the area because it doesn't happen often but when it does he has seen cars go an estimated 60-70 mph and if a child or someone steps off the sidewalk they will be hit and he doesn't want that to happen. He said that speed tables would be a minimal cost to the city and recommended that they be installed before the sidewalks because that is needed as much or more than the sidewalks to slow the traffic down. He explained that Schell is a lane not a street and he is not asking for signs to be put up for people not to use it as a cut through but something needs to be done with the amount of traffic traveling Schell Lane to slow people down. He complimented the city on the traffic circle at Daisy Lane and Schell Lane and feels it is absolutely tremendous because it has slowed traffic and has really helped that area. He then asked what would be the holdup on putting at least one and possibly two speed tables from Cherokee Drive to the end of the sidewalk.

Mr. Nash stated that our traffic engineers tell us that speed tables are not an effective way to slow traffic.

Mr. Keithley stated that in this particular area he feels that it would have to slow traffic because you could not speed up on that stretch if there was a speed table unless you wanted to knock the bottom of your car out. He highly recommended that an exception be made to put one speed table on Schell Lane if not two in conjunction with a sidewalk.

Mr. Thompson asked if the overgrowth needs to be trimmed back again and if it helped any when they did it last year.

Mr. Keithley stated that it helped but people aren't going to walk back over in that area anyway. He added that the area that was cleared at the second stop on Schell Lane is not really necessary because it is wide enough for someone to step off of the street if they have to.

Mrs. Cotner-Bailey asked if Mr. Duggins knows too because redevelopment was looking into sidewalks also at one point.

Mr. Nash asked Police Chief Bailey if he had anything to add.

Police Chief Bailey stated that he would increase patrols in that area in the meantime and asked Mr. Keithley to never be afraid to call them because he does agree that can be a problem area.

Mr. Keithley said that he could call but all he would be able to do is give a description because they go by so fast.

Mrs. Cotner-Bailey asked if there is a certain time of day that the speeding is occurring.

Mr. Keithley said that it can happen at any time and they often hear motorcycles at night.

Mr. Thompson stated that part of the concern of putting those out is that if someone does ignore them then there is the potential for them to get hurt.

Mr. Nash added that the city would have some liability.

Mr. Keithley stated that he knows the city has a liability and his concern is that you will be paying liability for someone getting injured or killed because of not having a sidewalk and because of speeding. He added that he can't imagine the city having to pay for someone speeding on a speed table but he guesses that happens.

Mr. Thompson moved to take this item under advisement, Mrs. Cotner-Bailey second, motion carries.

2. Vectren re: Street cut permit at 926 Pennwood Drive (14607989) to renew service

Mr. Thompson said that it sounds like something that was cut off if they are wanting to renew the service ASAP.

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

COMMUNICATIONS – PUBLIC:

Mr. Justin Ramirez stated that he wanted to update the board on the McDonald Lane project in Brian Fleck's place because he couldn't be here this morning. He explained that progress is proceeding on McDonald Lane but there have been a few delays with extra undercut in areas where good material has kind of gone to waste with the amount of rain and sitting in traffic that we have had over top. He said that this is no fault of the contractor because they are doing everything per spec, it's just natural occurrences and local traffic. He then said that mid-July is the schedule for completion. He also said that they are currently finishing up at Grant Line Road and Vectren was in doing concrete work over their gas line last week.

Mr. Nash asked if that is about finished.

Mr. Ramirez replied yes and stated they poured concrete last Friday and he was out there this morning and everything looks good. He said Milestone may install their structure in that area this week if they get all of the cutting done and today or tomorrow the contractor should be moving up to Rita Drive and Oxford Drive to do the relocate of that road that goes through where they are stockpiling material. He also said that they will then progress with putting on extra stone and potentially start pouring curbs and gutters next week.

Mr. Derek Misch, Dan Christiani, passed out maps of closures and traffic control plans and reviewed them with the board. He said that they are just starting a new project on Bono Road and requested to close the intersection of Cottom Avenue and Bono Road tomorrow through possibly Saturday from 7:30 a.m. to 5:00 p.m. each day but will open it at night. He then went over the packet with all of the saw cuts they will need with the board.

Mr. Nash asked if they were all in the street.

Mr. Misch replied no and stated that there is a section of sidewalk cuts and a section of street cuts.

Mr. Thompson asked if this is the water main relocation project before we do phase 2 of Bono Road.

Mr. Misch replied yes and stated that they are boring in that section of main on the northeast side of Bono Road behind the sidewalk and will have to open cut across Bono Road for all of the tie ins on the side streets.

Mr. Nash asked if there will be other closures of intersections.

Mr. Misch replied yes and stated that depending on how fast their boring process goes, they will have to have a rolling closure at each side street to tie over.

Mr. Nash asked how long they will be closed at a time.

Mr. Misch replied that each intersection should be closed two days at the most but open at night.

Police Chief Bailey asked if anyone has had a conversation with TARC regarding the route that goes through there.

Mr. Misch replied no and stated that he would contact them. He then asked if they could roll the closure from the Cottom Avenue and Bono Road intersection to the Olive Avenue and Bono Road intersection if they get bored pass Olive Avenue on Monday.

Mr. Thompson asked if they could have signage out in advance.

Mr. Misch replied yes.

Mr. Thompson asked if there will be local access on the rolling closures.

Mr. Misch replied yes on most of them but there are some where the open cut is going directly in the middle of the intersection so it would be hard to get people through there. He added that once they get out of Bono Road, local traffic should be able to pass through there.

Mr. Thompson asked if a detour could be put up on those with signage.

Mr. Misch replied yes.

Mr. Thompson moved to approve the closure requests and saw cuts on Bono Road, Mrs. Cotner-Bailey second, motion carries.

Mr. Wes Christmas, Clark Dietz, stated that paving on Spring Street is complete but there are a couple of manhole structures that they are going to be adjusting the grade of the casting on. He also stated that milling work has begun on Elm Street and they will finish milling the south side today and plan to begin patching work that needs to be done prior to surface placement. He said that if that all goes well today then surface will go down on the south side tomorrow and then they will mill the north half the next day and pave it the following day. He also said that depending on the amount of patching, it could extend the duration of the work for a day or two but it should definitely be completed sometime next week. He stated that the intent would be then to move over to Market Street and beginning milling operations on Monday, June 12th.

Mr. Nash asked if they will begin on the west end on Market Street.

Mr. Christmas stated that he was not sure but will find out.

Mrs. Cotner-Bailey asked if he will get notice to the residents and the businesses.

Mr. Christmas replied yes.

Mr. Nash asked if the depth of the milling is in the specifications.

Mr. Christmas replied that in general it is 1 ½ inches and then we put 1 ½ inches back.

Mr. Nash asked where that comes from.

Mr. Christmas stated that is just what has been specified and is pretty typical for a mill and fill job.

Mr. Thompson mentioned that there was a 2 inch test area done last year that is being looked at.

Mr. Christmas also mentioned that they have been told to try to correct cross slope issues such as dips or humps in the pavement if at all feasible which may take a little more or a little less but generally it is 1 ½ inches.

Mr. Nash stated that there still seems to be some mounds out there.

Mr. Christmas said that it is difficult to try and correct after being paved year after year. He said they corrected it to some degree but it's not like a new road would obviously be.

Ms. Paige Thomas, Dave O'Mara, stated that she had one 5'X6' street cut request in the alley behind 1262 Vincennes Street for a service main leak.

Mr. Thompson moved to approve the alley cut behind 1262 Vincennes Street, Mrs. Cotner-Bailey second, motion carries.

Mr. Thompson asked if she knows when they are going to do the 9th Street and Market Street work.

Ms. Thomas stated that she doesn't know when that is scheduled. She said she will get with R.J. to see when he wants to schedule it and will call Mr. Thompson back.

Mr. Paul Lincks, HWC Engineering, stated that he was present to give an update on Ragle's activity with respect to the signal modernization for the grid modernization project. He said that now that the paving is complete on Spring Street, they will be coming in to install detector housings within the pavement areas and they finished putting handholds which are located in sidewalk sections last week on Spring Street so they will be coming in to do patch work over those locations in the sidewalk. He said that they are also slated this week to be putting up new signal heads for two-way operation but they will be bagged at this time so there are no questions. He stated that on Market Street they are doing their signal prep work out in the pavement in advance of milling and paving and on Elm Street they are finishing up prep work in the sidewalk area locations and as the handholds are installed, they will patch those sidewalks.

OLD BUSINESS:

TABLED ITEMS:

COMMUNICATIONS - CITY OFFICIALS:

1. Larry Summers re: LSI Wallcovering Street Crossing and Curb Alterations

Mr. Summers explained that LSI Wallcovering on McDonald Avenue already has a crossing from one of their locations to the other across the street. He said that apparently the forklift

drivers are having some issues with getting across the curb so he gave them standard drawings for a depressed curb so that they can modify the curb in a section. He stated that they are going to be replacing the curb in that section but it will have the same capacity to carry water and the only difference will be that they are lowering the backside of the curb so that they can reshape their parking lot to match it and have an easier transition across the street. He just wanted to make the board aware of it and for them to be able to get the permit to make those alterations in the right-of-way.

Mr. Nash asked if there are any safety concerns there.

Mr. Thompson stated that we installed the crosswalk for them for safety reasons because it is not quite in the middle but not on the corner either.

Mr. Summers stated that they are going to put flashing lights on the signs out there because they are doing work at night.

Mrs. Cotner-Bailey asked if they are doing the work themselves.

Mr. Summers replied yes but they are running it through him.

Mrs. Cotner-Bailey asked if he would be monitoring the work.

Mr. Summers replied yes.

Mr. Nash asked if he has a drawing.

Mr. Summers replied no and stated that he could get one if need be. He added that they are going to be using the standard drawing for curbs that is within our city specks.

Mr. Thompson moved to approve the curb cut subject to the city engineer's review, Mrs. Cotner-Bailey second, motion carries.

2. Vicki Glotzbach re: Handicapped parking request at 1116 E. Oak St.

Mrs. Glotzbach explained that the application was approved by Traffic Officer Mark Miller.

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

3. Courtney Lewis re: Event permit request for Rauch, Inc.

Ms. Courtney Lewis stated that Rauch would like to have a 5K which they are calling Rauch & Roll. She explained that people will be walking and using wheelchairs on Saturday, July 8th in the industrial park. She said they have already checked with all of the businesses out there and they are not open. She also said that the map is kind of small but it will start and finish at Rauch and they will use the outer perimeter of the industrial park so we would just essentially need to drop barricades off for them and they would set them up. She stated that the closure time is 8:00 a.m. – 2:00 p.m. which includes set up, tear down and the event itself.

Police Chief Bailey stated that he would like to know if they have volunteers to staff the barricades because that is always preferred so that no one moves them.

Mr. Nash asked if they need any help from the police department.

Ms. Lewis stated that he didn't indicate that but she will ask him. She added that she doesn't typically volunteer the police department and usually asks her contacts to have volunteers for their events.

Police Chief Bailey stated that he always assigns someone to them anyway just in case and then if they are not needed, he sends them back to their regular duties.

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

4. Chris Gardner re: Storm Water repairs at Monon Avenue

Mr. Gardner explained that storm water is repairing a pipe located under Monon Avenue near the intersection of Beechwood Avenue and Monon Avenue. He requested a closure of Monon Avenue starting tomorrow from 8:30 a.m. to 2:30 p.m. and on Thursday and Friday as well.

Mr. Nash asked if the entire intersection will be closed.

Mr. Gardner stated that it is at Monon Avenue off of Beechwood Avenue but traffic will only be affected on Monon Avenue and not on Beechwood Avenue other than not being able to turn onto to Monon Avenue from Beechwood Avenue.

Mr. Nash asked what type of repair they are doing.

Mr. Gardner explained that the gas company was doing work in that area and notified them that one of their pipes had deteriorated so they need to replace it.

Mr. Nash stated that water pools just north of that intersection and asked Mr. Gardner if that is something that he is aware of.

Mr. Gardner replied yes and stated that it is not associated with this pipe.

Mr. Nash asked if there is a storm drain there.

Mr. Gardner replied no.

Mrs. Cotner-Bailey moved to approve the closure of Monon Avenue off of Beechwood Avenue on Wednesday, May 31st – Friday, June 2nd from 8:30 a.m. to 2:30 p.m., **Mr. Thompson** second, motion carries.

5. Shane Gibson re: Business parking in the 600 block of E. Spring Street

Mr. Gibson stated that he has gone out there several times because of concerns of some local businesses with regards to the new apartment complex. He explained that he met with them a few times and came to a consensus to replace the “two hour parking” signs with three “business parking only from 8:00 a.m.-6:00 p.m.” on the westbound side of E. Spring Street for one year just to see how that works since we are doing the grid modernization and the two-way. He told them it would just be on a trial basis to see if we are facing any potential issues or problems. He added that he would like to do it for one year to see how it goes.

Mr. Nash asked how many spaces it would be.

Mr. Gibson replied that it would be from the alley to 6th Street.

Mrs. Cotner-Bailey moved to approve replacing the “two hour parking” signs with three “business parking only from 8:00 a.m.-6:00 p.m.” on the westbound side in the 600 block of E. Spring Street for a one year trial period, **Mr. Thompson** second, motion carries.

6. Michael Hall re: River Run Opening Weekend

Mr. Hall explained that Ms. Meredith wanted to apologize for not being here today but asked him to pass on that River Run had a great opening weekend this past weekend and even hit capacity a few times yesterday. He reminded everyone that they are open from 11:00 a.m. to 7:00 p.m. every day and encouraged everyone to come check it out.

7. Linda Moeller re: Bank Reconciliation Worksheet for April 2017

Mrs. Moeller requested that the Bank Reconciliation Worksheet for April 2017 be read into the minutes.

Mr. Nash asked that the record show that the Bank Reconciliation Worksheet for April 2017 was accepted into the minutes.

8. Fire Chief Juliot re: Fire at Hitching Post

Mr. Nash asked what the extent of the fire was.

Fire Chief Juliot stated that they will probably rebuild.

Mr. Nash asked if it was a total loss.

Fire Chief Juliot replied no.

Mr. Thompson stated that a dumpster was approved for them to place in the parking lane so they could do cleanup work.

Mr. Nash asked if it is known what caused the fire.

Fire Marshal Koehler stated that it is still under investigation.

9. Mickey Thompson re: INAWC Water Main Projects

Mr. Thompson explained that the board approved eight water main projects this year and the water company has now moved on to the Shelby Street project and the Monon Avenue project this week. He added that the Monon Avenue project would not interfere with the replacement of the pipe that storm water is doing there.

10. Fire Chief Juliot re: Crusade for Children

Fire Chief Juliot explained that the crews have been out several weekends going door to door and at Walmart on Grant Line Road. He said that this coming weekend they will be out quite a bit with Harvest Homecoming officials. He also said that Sunday is the crusade so Saturday we have the Fest of Ales at the riverfront and all proceeds go to the crusade and last year they raised \$16,000.00 and hopefully it will go to \$20,000.00 this year. He added that the fire department will help with set up and tear down of the festival and will be collecting donations during the festival.

Mr. Nash stated that it is the time of year to remind everyone that there is no collecting in the right-of-way of the streets. He then said that someone slips in Charlestown Road and I-265 every year so he asked Assistant Police Chief Fudge to watch that area.

APPOINTMENTS:

CLAIMS:

APPROVAL OF MINUTES:

Mrs. Cotner-Bailey moved to approve the Regular Meeting Minutes for May 23, 2017, **Mr. Thompson** second, motion carries.

ADJOURN:

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

Warren V. Nash, President

Vicki Glotzbach, City Clerk

Mindy Milburn

From: Mathew, Reuben T. <rmathew@vectren.com>
Sent: Thursday, June 1, 2017 11:46 AM
To: Mindy Milburn; Reid, Sam
Subject: Sidewalk cut permit-Vectren Energy
Attachments: CAD-14703389-Bore.pdf

Mindy,

We need a permit for a gas main work at 800 E 8th Street in New Albany. Please put this on the agenda for the next Board of Works meeting. See attached drawing.

Sam,

Can one of our guys attend the next meeting?

Thanks,

Reuben T. Mathew

Gas Distribution Engineering Co-op-SE Division



VECTREN

Energy Delivery

2520 Lincoln Drive Clarksville, Indiana 47129

Office: 812-948-4915

E-mail: rmathew@vectren.com

This message (including any attachments) is intended only for the use of the individual or entity to which it is addressed and may contain information that is non-public, proprietary, privileged, confidential, and exempt from disclosure under applicable law or may constitute as attorney work product. If you are not the intended recipient, you are hereby notified that any use, dissemination, distribution, or copying of this communication is strictly prohibited. If you have received this communication in error, notify us immediately by telephone and (i) destroy this message if a facsimile or (ii) delete this message immediately if this is an electronic communication. Thank you.



Special Event Permit Application

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

Name of Organization: _____

Name of Applicant: Steven Shelton Date: 5-29-17

Address: 710 Culbertson Ave City: New Albany State: IN Zip: 47150

Contact Phone: (812) 777-9687 Email: KNOXFREY@ADL.COM

Onsite event day contact person: Steven Shelton Phone: 812-777-9687

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>gathering of musical friends</u>

Event Title: _____

Event Date: Thurs. July 6 + Thurs. Aug 3 Estimated Attendance: 20-30

Requested Park: Bicentennial Park Riverfront Amphitheater City Square
 Other (Specify) _____

Event Hours: 6 AM/PM 10 AM/PM

Set Up Hours: _____ AM/PM - _____ AM/PM Tear Down Hours: _____ AM/PM - _____ AM/PM

Please indicate all of the following that apply to your event

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

open to 1st of last Friday of month

ongoing during summer

reverse/rhythm

No

- CANOPIES, TENTS
- VEHICLES, TRAILERS, IF YES HOW MANY _____
- TRASH CONTAINERS, DUMPSTERS
- PORTABLE TOILETS
- ENTERTAINMENT, IF YES PLEASE DESCRIBE Each participant will bring instruments.
- INFLATABLES, AMUSEMENT, IF YES PLEASE DESCRIBE _____

Voluntary Donations

While there is no fee for the use of our non-parks public spaces, donations are accepted for the use of the City of New Albany Bicentennial Park, Riverfront Amphitheater, City Square or any other non-parks public space. 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 space 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

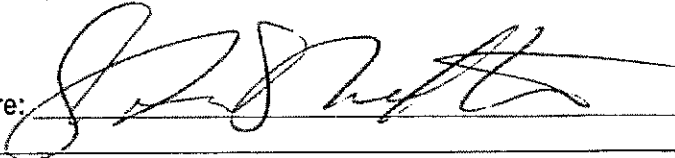
Proof of insurance may be required before final permit approval. Each event is evaluated on its risk and exposure. The City of New Albany is not responsible for any accidents to persons or property resulting from the issuance of this permit.

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, including City of New Albany ordinances, 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 and city ordinances. 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 or 812.948.5333.

Name of Applicant: Steven Skeltan (please print)

Signature:  Date: 5/29/17

Office Use Only			
_____ Approved	Notes: _____	_____	
_____ Denied	Signed: _____	Date: _____	_____
(Board of Works President)			

●2017/2018 INSURANCE PROPOSAL●

With respect to coverage proposed by Governmental Interinsurance Exchange in this quotation, the following Disclosure Notice applies:

**POLICYHOLDER DISCLOSURE
NOTICE OF TERRORISM INSURANCE COVERAGE**

Coverage for acts of terrorism is included in your proposed policy This policy contains coverage for certain losses caused by terrorism, including, but not limited to, "acts of terrorism" certified under the federal Terrorism Risk Insurance Act.

Definition of "Act Of Terrorism"

You are here by notified that under the Terrorism Risk Insurance Act as amended in 2015 the definition of "act of terrorism" has changed. As defined in Section 102(1) of the Act the term "act of terrorism" means: ...any act or acts that are certified by the Secretary of the Treasury in consultation with the Secretary of Homeland Security and the Attorney General of the United States to be an act of terrorism; to be a violent act or an act that is dangerous to human life property or infrastructure; to have resulted in damage within the United States or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission, and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

Disclosure Of Premium:

We are required by the "Act" to notify you of the portion of the premium, if any, for this policy that is attributable to coverage for terrorist acts certified under the federal Terrorism Risk Insurance Act.

- The portion of your premium that is attributable to coverage for "acts of terrorism" is \$ 0

Disclosure Of Federal Participation In Payment Of Terrorism Losses:

The United States Government, Department of the Treasury, will pay a share of terrorism losses insured under the federal program. The federal share equals a percentage (as shown in the following paragraph) of that portion of the amount of such insured losses that exceeds the applicable insurer retention. However, if aggregate insured losses attributable to terrorist acts certified under the Terrorism Risk Insurance Act exceed \$100 billion in a calendar year, the Treasury shall not make any payment for any portion of the amount of such losses that exceeds \$100 billion.

The percentage federal share of terrorism losses for the following calendar years shall be:

- 85% in 2015; 84% in 2016; 83% in 2017; 82% in 2018; 81% in 2019; and 80% in 2020

Cap On Insurer Participation In Payment Of Terrorism Losses

The Terrorism Risk Insurance Act as amended contains a \$100 billion cap that limits US Government reimbursement, as well as insurer's liability, for losses resulting from certified acts of terrorism when the amount of such losses exceeds \$100 billion in any one calendar year. If the aggregate insured losses for all insurers exceed \$100 billion your coverage may be reduced.

Effect Of This Endorsement

Other than as specifically stated above, this Policy Declarations – (Supplemental) does not modify, extend or reduce coverage provided by the Policy.

I ACKNOWLEDGE THAT I HAVE BEEN NOTIFIED THAT UNDER THE TERRORISM RISK INSURANCE ACT, AS AMENDED, ANY LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM UNDER MY POLICY COVERAGE MAY BE PARTIALLY REIMBURSED BY THE UNITED STATES GOVERNMENT, MAY BE SUBJECT TO A \$100 BILLION CAP THAT MAY REDUCE MY COVERAGE, AND I HAVE BEEN NOTIFIED OF THE PORTION OF MY PREMIUM ATTRIBUTABLE TO SUCH COVERAGE.

Name of Insured

Title of Authorized Official

Signature of Authorized Official

Date

NOTE:
ACKNOWLEDGEMENT NOT REQUIRED

This Notice pertains to the following quotation issued by an insurer of the Chubb Group of Insurance Companies. If you have more than one Chubb policy, you will receive individual notice(s) for each policy to which the Terrorism Risk Insurance Act applies.

Mailing Date April 26, 2017
Insured Name City Of New Albany, Indiana
Mailing Street Address Shane Gibson, City Attorney
Mailing City, State, Zip New Albany, Indiana 47150

Policy Type	Policy Number	Effective Date	Underwriting Company
Property	36000946	06/11/17	Federal Insurance Company

Rejection of terrorism insurance:

I hereby reject terrorism insurance and elect to have a terrorism exclusion, sublimit or other limitation included in my policy. I understand that I will have no, or limited, coverage for losses arising from acts of terrorism.

Policyholder/Applicant's Name: _____

Policyholder/Applicant's Signature: _____

Date: _____

City of New Albany

Changes / Developments

It is important that we be advised of any changes in your operations that may have a bearing on the validity and/or adequacy of your insurance. The types of changes that concern us include, but are not limited to, those listed below:

1. Changes in any operation such as expansion to other states or new products.
2. Mergers and/or acquisition of new companies.
3. Any newly assumed contractual liability, granting of indemnities, or hold harmless agreements.
4. Circumstances which may require increased liability insurance limits.
5. Any changes in fire or theft protection, such as the installation of or disconnection of sprinkler systems, burglar alarms, etc. This includes any alterations to same.
6. Immediate advice of any changes to scheduled equipment such as contractors' equipment, electronic data processing, etc.
7. Property of yours that is in transit, unless we have previously arranged for the insurance.
8. Any changes in existing premises including vacancy, whether temporary or permanent, alterations, demolition, etc. Also, any new premises either purchased, constructed, or occupied.

No Changes and/or Developments

Signature: _____

Title: _____

Date: _____