



Board of Public Works and Safety  
Lafayette City Hall: Common Council Chambers  
Caucus is Tuesday at 8:30AM in Board of Works room

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Meeting: August 18, 2020

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

NEW BUSINESS

**Economic Development**

- a. Historic Demolition Permit-721 Brown Street (Garage Only)

Documents:

[721 Brown St-Demolition of Historic Structure-Garage Only.pdf](#)

**Purchasing**

- a. Declaration Of Worthless Property-Lafayette Renew

Documents:

[Worthless Property-Lafayette Renew.pdf](#)

- b. Declaration Of Worthless Property-Parking Operations

Documents:

[Worthless Property-Parking Operations.pdf](#)

CLAIMS

MISCELLANEOUS

- a. Special Event Request-Class 49 Awards Presentation

Documents:

[Class 49 Awards Presentation.pdf](#)

A list of all permits issued for the preceding week is available at <http://www.lafayette.in.gov/DocumentCenter/Index/375>



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Economic Development Department

515 Columbia Street • Lafayette, Indiana 47901-1433  
Phone 765-807-1090 • [www.lafayette.in.gov](http://www.lafayette.in.gov)

### **Demolition of an Historic Structure Memo**

To: Lafayette Board of Public Works and Safety  
From: John D. Collier, Assistant Director of Economic Development  
Re: 721 Brown Street – Demolition of Garage Only  
Date: August 12, 2020

The property owner of 721 Brown Street, John Thompson, has applied for an improvement location permit to demolish the garage at this address. Because the property is within the Centennial National Historic District, this demolition request has been reviewed by Dann Keiser, Lafayette Historic Preservation Officer, who determined that the loss of the garage would be a loss to the national historic district. Consequently, Mr. Keiser recommends that the 60-day waiting period be maintained.

#### Determination of the Board of Works:

The 60 day public notice period has been:

\_\_\_\_\_ Waived, Demolition may begin as soon as all necessary permits have been obtained.

\_\_\_\_\_ Upheld, Demolition may not begin before October 17, 2020, and after all necessary permits have been obtained.



Approved by the Board of Public Works and Safety on \_\_\_\_\_ day of  
\_\_\_\_\_, 2020.

\_\_\_\_\_  
Gary Henriott, President

\_\_\_\_\_  
Norm Childress, Member

\_\_\_\_\_  
Amy Moulton, Member

\_\_\_\_\_  
Cindy Murray, Member

\_\_\_\_\_  
Ronald Shriner, Member

ATTEST:

\_\_\_\_\_  
Mindy Miller, 1<sup>st</sup> Deputy Clerk

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



NOTICE TO HISTORIC PRESERVATION OFFICER  
OF APPLICATION FOR DEMOLITION  
OF A HISTORIC BUILDING

Reference Lafayette City Code 13.01.070 Wrecking and demolition requirements. This form must be filed in the Economic Development Department by the applicant and date stamped 7 days prior to the hearing by the Board of Works. Comments will be submitted to the Board of Works on or before the date of the hearing.

Building Address: 721 BROWN ST

Description of demolition request: TEAR DOWN GARAGE IN  
THE REAR OF PROPERTY

Applicant Name (please print): JOHN THOMPSON

Address: 1924 DURKEES RUN CT  
LAFAYETTE IN 47905

Phone: (768) 412-7169

X [Signature] Date: 8/7/2020  
Applicant's Signature

\*\*\*\*\*  
Comments of Historic Preservation Officer or Historic Preservation Commission  
(Or, see attached memorandum from Historic Preservation Officer):

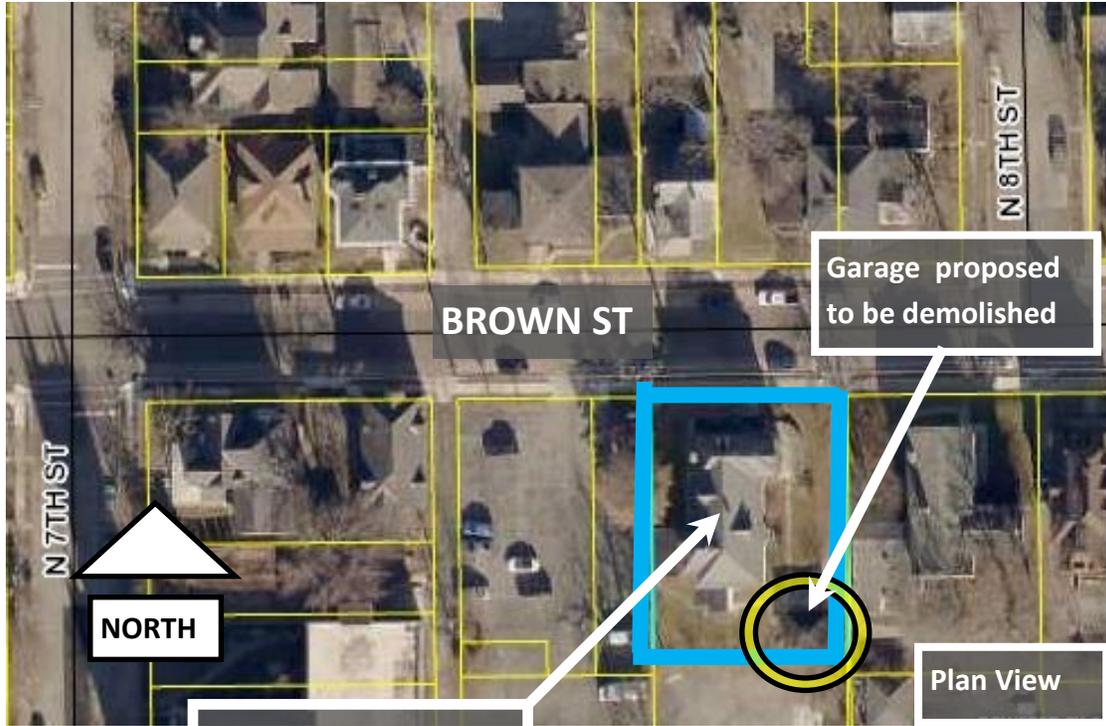
- Demolition would adversely affect the historic character of an historic district
- Demolition would be a loss of an historic resource of the City
- Building is in a local historic district and requires a Certificate of Appropriateness
- Demolition would NOT adversely affect an historic district.

Historic Preservation Officer: [Signature] Date: 8-10-2020  
Signature  
DAN KEESE  
Printed Name

- Sign Posting Verified. The sign provided must be posted on the premises of the proposed structure to be demolished clearly visible from the street within 7 days prior to the Board of Works hearing of the permit and must remain posted until the date of the hearing and throughout the 60 day waiting period.
- Insurance Verified All persons desiring to demolish structures within the city must first have a certificate of insurance on file in the office of the City Engineer in the amount of: body injury: one hundred thousand dollars/three hundred thousand dollars (\$100,000/\$300,000); property damage: fifty thousand dollars (\$50,000).

ORIGINAL MUST BE FILED IN THE ECONOMIC DEVELOPMENT DEPARTMENT

# Petition to Demolish Garage Only at 721 Brown Street



# Petition to Demolish Garage Only at 721 Brown Street



South & East Sides



721 BROWN ST

Garage proposed to be demolished

BROWN ST

721 Brown St

Aerial View North



**PURCHASING DEPARTMENT**  
**Memorandum**

To: Board of Public Works & Safety

From: Dave Payne, Purchasing Manager

Date: August 12, 2020

Subject: Declaration of Worthless Property

Worthless Property

Lafayette Renew is requesting the pump listed below be declared as worthless property. This item will be scrapped.

<b>Location</b>	<b>Manufacturer</b>	<b>Model</b>	<b>Serial Number</b>
Vinton LS Pump 1	Flygt	3102	3102.181-8830480

A motion has been made and seconded to declare the aforementioned items as worthless property.

All of which is approved this 18<sup>th</sup> day of August by the Board of Public Works & Safety.

\_\_\_\_\_  
Gary Henriott, President

\_\_\_\_\_  
Cindy Murray, Member

\_\_\_\_\_  
Ron Shriner, Member

\_\_\_\_\_  
Norm Childress, Member

ATTEST:

\_\_\_\_\_  
Amy Moulton, Member

\_\_\_\_\_  
Mindy Miller, 1<sup>st</sup> Deputy Clerk

Dated: \_\_\_\_\_, 2020



**PURCHASING DEPARTMENT**  
**Memorandum**

To: Board of Public Works & Safety

From: Dave Payne, Purchasing Manager

Date: August 12, 2020

Subject: Declaration of Worthless Property

Worthless Property

The Lafayette Parking Control Department is requesting the items listed below be declared as worthless property. These items were used with a previous parking control system and are no longer useful. These items will be e-cycled.

- 4 – Motorola PDA's
- 4 – Hand-held printers
- 4 – Spare batteries
- Docking stations for charging these devices

A motion has been made and seconded to declare the aforementioned items as worthless property.

All of which is approved this 18<sup>th</sup> day of August, 2020 by the Board of Public Works & Safety.

\_\_\_\_\_  
Gary Henriott, President

\_\_\_\_\_  
Cindy Murray, Member

\_\_\_\_\_  
Ron Shriner, Member

\_\_\_\_\_  
Norm Childress, Member

ATTEST:

\_\_\_\_\_  
Amy Moulton, Member

\_\_\_\_\_  
Mindy Miller, 1<sup>st</sup> Deputy Clerk

Dated: \_\_\_\_\_, 2020



# SPECIAL EVENT - PUBLIC PROPERTY USER APPLICATION & AGREEMENT



**DO NOT USE FOR**

\* Contractor vehicle permit

**OR**

\* Single Day Temporary Parking Restriction Request

## DIRECTIONS

### Step One:

- If this request involves closing a street  
Contact Lafayette Police – Special Operations Division / 765-807-1272
- If this request involves renting the Big Four Depot - Community Room, Riehle Plaza, or John T. Myers Pedestrian Bridge  
Contact Facilities Department for availability / 765-807-1323

### Step Two:

- Complete and submit this application to Lafayette Clerk's Office  
City Hall, 2<sup>nd</sup> floor, 20 N 6<sup>th</sup> Street, Lafayette, IN / 765-807-1021

## User Information

Date of Event: 8.27, 2020 Time: From: 3:30 am/pm to: 5:30 am/pm

Name: KITTY CAMPBELL, ED Organization: LEADERSHIP LAFAYETTE

Street Address: PO BOX 682

City: LAFAYETTE State: IN Zip Code: 47902-0682

Contact person(s): KITTY CAMPBELL Phone Number(s): C: 855.532.3523  
C: 765.714.6451

Email: CONNECT @ LEADERSHIP LAFAYETTE.ORG

Event Description: CLASS 49 AWARDS PRESENTATION

Caterer: OUTPOST CATERING Caterer's Phone Number: 765.471.1706

*\* PROVIDING ONLY WATER*

### **This event will utilize the following venues (check all that apply):**

- Big 4 Depot - Community Room  Riehle Plaza  John T. Myers Bridge  
 City Right-of-way  City Street  Sidewalk  Other \_\_\_\_\_

### **This event will include the following elements (check all that apply):**

Estimated Attendance: 150  Private Trash Hauler (must be removed by 8am following day)  
*REMOVED BY CATERER*

Street/Sidewalk/Right-of-way restriction or closure  Food or Beverages

Restroom Facilities (required for events 4+ hours)  Tents/Canopies

Alcohol (security is required)  Security (required when serving alcohol)

Amusement & Entertainment Permit # \_\_\_\_\_ **Not sure if you need an A&E Permit? Go to:**  
<http://www.in.gov/dhs/2795.htm>

Stage  Fireworks  Outdoor cooker/grill  Other \_\_\_\_\_

**Optional Equipment & Services:**

- Traffic Control: barricades, **No Parking** signs, water barriers, **Road Closed** Signs \$25
- City Equipment: Trash totes, picnic tables, other \$25

**Timetable** (Minimum # of days. Advanced planning is encouraged; sequence remains the same)

	0	7 days	14 days	21 days			42 days
	Pre-planning		Notices	Event Preparation			Event
Begin	1st week	2nd week	3rd week	4th week	5th week	6th week	
	First contact	Submit Application Pre-event Meeting	Contact Neighbors prior to Board of Works Hearing	Board of Works Public Hearing & Approval			Date of Event

**Application submittal checklist**

- Application
- Pre-event meeting (if required)
- Good Neighbor letter to neighboring properties (send out prior to Board of Works hearing)
- Letter of request to Board of Works (omit if only using Big Four Depot community room)
- Receipt – payment made to City of Lafayette
  - Damage Deposit: \$ \_\_\_\_\_ (required only when renting Depot)
  - Permit Fee: \$ 25 (fee waived when renting Depot)
  - Rental Fee: \$ \_\_\_\_\_
  - Equipment & Services: \$ \_\_\_\_\_ (optional)
- Certificate of Insurance WILL BE PROVIDED BY MDAH INSURANCE
- Amusement & Entertainment Permit # \_\_\_\_\_  
 Not sure if you need an A&E Permit? Want more information? Go to:  
<http://www.in.gov/dhs/2795.htm> and see definition of A&E Permit in **Rule and Regulations** instructions found at the same link as the **Special Event Application**
- Traffic Control / Public Safety / Emergency Plan
- User Agreement
- Board of Public Works and Safety meeting (if required)

**USER AGREEMENT:**

INDEMNIFICATION AND RELEASE. In consideration of being permitted the use of the venue(s) indicated above on this document (the "Property"), which Property is owned by the City of Lafayette, User as indicated below, for User and User's legal representatives, successors, and assigns, hereby releases waives and discharges the City of Lafayette, it officers, departments and employees and of them (herein collectively, "City") from all liability to User and User's officers, members, legal representatives, successors, invitees and assigns (herein collectively "User") from any and all loss or damage, and any claim of damages resulting therefore, on account of injury to persons or property arising out of possession or use of the Property, whether caused by the negligence of City, or any of them, or otherwise, resulting during the time the User is entitled to occupy and use the Property. User shall exercise the privileges under this Agreement at User's own risk, and irrespective of any negligence of City, User shall indemnify and hold City harmless from any and all liability for all damages, costs, losses and expenses resulting from, arising out of, or in any way connected with User's use and possession of the Property, including attorney fees incurred by City in defending any action arising out of User's possession or use of the Property, whether caused by negligence of the City, or any of them, or otherwise. City shall not be liable to User for any reason whatever User's occupation or use of the Property shall be hindered or disturbed. User agrees that User has made inspection of the Property and is not relying upon any representations of City or any of them as to the condition of state of repair of the Property or to its suitability for any particular purpose. This release, waiver, and indemnification is intended to be as broad and inclusive as permitted by the laws of the State of Indiana, and if any portion thereof is held invalid, the balance shall, notwithstanding, continue in full legal force and effect.

I have read the above Indemnification and Release and the Policy and Rules governing the use of any public property, city street, sidewalk or public property within the city's right-of-way, the James F. Riehle Plaza, Big Four Community Room, and John T. Myers Main Street Pedestrian Bridge. I agree on my own behalf, and on behalf of the group or organization I am authorized to represent, to such Indemnification and Release and to follow such Rules and Regulations which are incorporated and made a part of this user agreement.

"Lafayette Board of Works"

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

"User"

By: Kitty Campbell  
Signature

Printed: KITTY CAMPBELL, ED

Date: July 31, 2020

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 08/03/2020

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

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

PRODUCER: MBAH Insurance, 2663 Duncan Road, Lafayette, IN 47904. CONTACT NAME: Carol Ruemler, AAI. PHONE: 765-423-5421. E-MAIL ADDRESS: cruemler@mbah.com. INSURER(S) AFFORDING COVERAGE: AMCO Insurance Company. NAIC #: 19100.

COVERAGES CERTIFICATE NUMBER: 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.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSR, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Includes Commercial General Liability, Automobile Liability, Umbrella Liab, and Workers Compensation.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Use of Riehle Plaza on August 27, 2020

CERTIFICATE HOLDER: City of Lafayette, 20 N 6th Street, Lafayette, IN 47901. 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: [Signature]

MISCELLANEOUS PAYMENT RECPT#: 2255478  
City of Lafayette, IN  
20 N 6th St  
Lafayette IN 47901

DATE: 08/03/20      TIME: 09:23  
CLERK: sscott      DEPT:  
CUSTOMER#: 999  
MISC CUSTOMER  
COMMENT: AWARDS EVENT

CHARGES:  
APG1 APPLICATION FEE      25.00  
AMOUNT PAID:      25.00

PAID BY:      LEADERSHIP LAFAYETTE  
PAYMENT METH: CREDIT CARD  
V#6928 EX 0623

REFERENCE:

AMT TENDERED:      25.00  
AMT APPLIED:      25.00  
CHANGE:      .00

CITY OF LAFAYETTE IN - PARKS ZOO  
20 N 6TH ST  
LAFAYETTE, IN 47901  
765-807-1000

Merchant ID: D0008983  
Record Num.: 1745

**Sale**

XXXXXXXXXXXX6928      Exp: XX/XX  
VISA      Entry Method: Key Entered

Total:      \$      25.00

08/03/20

Invt#: 000001

Apprvd: OnLine

AVS Code:

TRN Ref #:      1011241533      e

09:23:06

Appr Code: 08120G

Batch#: 000408

Z

THANK YOU!  
PLEASE COME AGAIN!

CARDHOLDER COPY

RETAIN THIS COPY FOR STATEMENT  
VERIFICATION