



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: March 17, 2020

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

a. March 10, 2020

Documents:

[03102020.pdf](#)

NEW BUSINESS

**Parks Department**

a. Recommendation For Rejection-Columbian Park Pond Dredging (Rebid)

Documents:

[Recommendation for Rejection.pdf](#)  
[1268 Memorial Island Rejection.pdf](#)

**Economic Development**

a. Historic Demolition Permit-1221 Veterans Memorial Parkway

Documents:

[Historic Demolition Permit- 1221 Veterans Memorial Pkwy.pdf](#)

b. Historic Demolition Permit-36 N. 22nd Street (Garage Only)

Documents:

[Historic Demolition Permit - 36 N 22nd St -GARAGE ONLY.pdf](#)

**Lafayette Housing Authority**

a. Release Of Mortgage-1220 Schuyler Avenue, Lafayette Indiana

Documents:

[Release of Mortgage-1900 Schuyler.pdf](#)

CLAIMS

a. Claims 03/17/2020

Documents:

[Claims 03172020.pdf](#)

MISCELLANEOUS

a. Special Event Request-Proclamation Reading For Child Abuse Prevention Month

Documents:

[Proclamation for Child Abuse Prevention Month.pdf](#)

b. Special Event Request-Star City Blues & Jazz Fest

Documents:

[Star City Blues and Jazz Fest.pdf](#)

c. Special Event Request-Mosey Down Main Street

Documents:

[Mosey Down Main Street.pdf](#)

d. Special Event Request-Beers Across The Wabash

Documents:

[Beers Across the Wabash.pdf](#)

e. Special Event Request-Race For Kids 5K Run/Walk

Documents:

[Race for Kids 5K RunWalk.pdf](#)

f. Special Event Request-Jefferson High School Grand March

Documents:

[Jeff High School Grand March.pdf](#)

g. Special Event Request-Memorial Day Parade

Documents:

[Memorial Day Parade.pdf](#)

h. Special Event Request-Tunnel To Towers Lafayette 5K

Documents:

[Tunnel to Towers 5K Run and Walk.pdf](#)

i. Proclamation-Support Participation In The 2020 Census

Documents:

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

**BOARD OF PUBLIC WORKS AND SAFETY**  
**MINUTES**  
**March 10, 2020**

Regular Session:

The Board of Public Works and Safety met in regular session on Tuesday, March 10, 2020 at 9:00 a.m. in the Common Council Chambers. Members present were: Gary Henriott, Amy Moulton, Norm Childress, Cindy Murray and Ron Shriner

Jacque Chosnek, 1<sup>st</sup> Deputy City Attorney, was also present.

President Henriott called the meeting to order.

The Pledge of Allegiance was given to the flag of our Country.

**MINUTES**

Mrs. Moulton moved for approval of the minutes from the March 3, 2020 regular meeting. Mrs. Murray seconded. Passed.

**BIDS UNDER ADVISEMENT**

*Columbian Park Pond Dredging (Rebid)*

President Henriott stated that this will remain under advisement.

**NEW BUSINESS**

**Purchasing**

*Recommendation for Award-Sodium Hypochlorite, Sodium Bisulfite, Ferric Chloride, Hydrochloric Acid and Buffered Muriatic Acid*

Dave Payne, Purchasing Manager, presented to the Board and recommended approval of the Recommendation for Award for the Sodium Hypochlorite, Sodium Bisulfite, Ferric Chloride, Hydrochloric Acid and Buffered Muriatic Acid. Brenntag Mid-South was awarded Sodium Hypochlorite and Sodium Aluminate, PVS Chemical Solutions was awarded Sodium Bisulfite, PVS Nolwood was awarded Hydrochloric Acid, and PVS Technologies was awarded Ferric Chloride. No bids were received for Acid Magic Buffered Muriatic Acid. Mr. Shriner moved for approval. Mr. Childress seconded. Passed.

*Declaration of Worthless Property-Police Department*

Mr. Payne presented to the Board and recommended approval of a Declaration for Worthless Property for the Police Department. The worthless property includes a list computer accessories and electronics that range from chargers, cables, adapters, batteries, and cords etc. Mr. Payne stated that these items will be scrapped. Mr. Shriner moved for approval. Mrs. Moulton seconded. Passed.

## **Engineering**

### *Permission to Advertise-Public Works Campus, Phase I*

Jeromy Grenard, Public Works Director, presented to the Board and recommended approval of a Permission to Advertise the Public Works Campus Phase I. This is the site that will house the Street, Fleet, Sanitation, Traffic and Parks & Central Maintenance Departments. The publications are set to run of March 13 & 20, 2020 with a bid opening on April 7, 2020. Mrs. Moulton moved for approval. Mrs. Murray seconded. Passed.

## **Water Works**

### *Contract-Teal Road Water Main Relocation Project*

Kerry Smith, Water Works Superintendent, presented to the Board and recommended approval of a Contract for the Teal Road Water Main Relocation Project with Miller Pipeline, LLC in the amount of \$189,567.50. This is for replacement of water main on Teal Road from 18<sup>th</sup> Street east approximately 900' and across Teal Road to Tecumseh Middle School. Mr. Childress moved for approval. Mrs. Moulton seconded. Passed.

### *Notice to Proceed-Teal Road Water Main Relocation Project*

Mr. Smith presented to the Board and recommended approval of a Notice to Proceed for the Teal Road Water Main Relocation Project. The work is scheduled to start on March 30, 2020 with a substantial completion on June 28, 2020 and final completion of July 28, 2020. Mr. Shriner moved for approval. Mrs. Murray seconded. Passed.

## **Legal Counsel**

### *Resolution-02-2020 Resolution Accepting the Assignment of Certain Tax Sale Certification from Tippecanoe County*

Jacque Chosnek presented to the Board and recommended approval of Resolution 02-2020 A Resolution Accepting the Assignment of Certain Tax Sale Certificate from Tippecanoe County. This includes five (5) properties that did not sell at the property tax sale earlier this year. The assignment is for properties at 1327 Columbian Street, 113 Walnut Street, 960 S. 2<sup>nd</sup> Street, 258 Ravine Street and N. 9<sup>th</sup> Street. Mrs. Chosnek stated that all five (5) properties were on the Unsafe Structure List along with the Abandoned Property List. Mr. Childress moved for approval. Mr. Shriner seconded. Passed.

## **Parks Department**

### *Permission to Advertise-Memorial Island Phase 3 (Columbian Park)*

President Henriott stated that this item will be removed from the agenda.

## **CLAIMS**

Tim Clary, Controller, presented for Board approval, Claims in the amount of \$839,686.29. President Henriott asked if there were any further questions and there were none. Mrs. Moulton moved for approval. Mr. Childress seconded. Passed.

**MISCELLANEOUS**

*Banner Request-CASA*

President Henriott presented to the Board and recommended approval of a Banner Request for CASA. The banner is to be hung on Columbia Street from March 31-April 14, 2020. Mrs. Murray moved for approval. Mrs. Moulton seconded. Passed.

*Proclamation-Disability Awareness Month*

Mrs. Murray read the following proclamation:

**WHEREAS,** the month of March 2020, has been designated as “Disability Awareness Month” to celebrate and recognize people with disabilities; and

**WHEREAS,** disability is a natural part of the human experience and in no way diminishes the right of individuals with disabilities to live independently, enjoy self-determination, make choices, contribute to society and experience full in the economic, political, social, cultural and educational mainstream of American society; and

**WHEREAS,** family members, friends and members of the community can play a central role in enhancing the lives of people with disabilities especially when the family and community are provided with necessary support services; and public and private employers are aware of the capabilities of people with disabilities to be engaged in competitive work in inclusive settings; and

**WHEREAS,** the goals of this city properly include providing individuals with disabilities the opportunities and support to make informed choices and decisions; live in homes where such individuals can exercise their full rights and responsibilities as citizens; pursue meaningful and productive lives; contribute to their family, community, State and Nation; have interdependent friendships and relationships with others; and achieve full inclusion in society.

NOW, THEREFORE, I, Cindy Murray on behalf of Tony Roswarski, Mayor of the City of Lafayette, do hereby proclaim the month of March 2020, as

**DISABILITY AWARENESS MONTH**

in the City of Lafayette, and call upon citizens of Lafayette, to observe the month with appropriate programs and activities; furthermore, I encourage the citizens of Lafayette to seek counsel and input from any person or group with knowledge and expertise in matters concerning disabilities.

**IN WITNESS WHEREOF,** I have hereunto set my hand and caused the Seal of Lafayette, Indiana, to be affixed on March 10, 2020.

Milissa O’Hern, Executive Director of ARC Tippecanoe County, thanked the Board for taking the time to recognize this meaningful issue.

Board of Public Works and Safety

March 10, 2020

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*Taxi Cab Permits*

Police Chief, Patrick Flannelly, presented to the Board and recommended approval of taxi cab permits for Victor Javier Gonzalez and Joseph Rehwinkel. Mrs. Moulton moved for approval. Mr. Shriner seconded. Passed.

Time: 9:11 a.m.

BOARD OF PUBLIC WORKS AND SAFETY

Gary Henriott s/s

President

ATTEST: Mindy Miller s/s

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

Minutes written by Mindy Miller, 1<sup>st</sup> Deputy Clerk

\*A digital audio recording of this meeting is available in the Lafayette City Clerk's Office or online at

<http://www.lafayette.in.gov/agendacenter>.

\*\*A list of all permits issued for the preceding week is available at

<http://www.lafayette.in.gov/DocumentCenter/Index/375>



March 17, 2020

Board of Public Works and Safety  
City of Lafayette  
20 North 6<sup>th</sup> Street  
Lafayette, IN 47901

Dear Board Members:

Our design team has reviewed the bid received on February 25, 2020 for the dredging of the Columbian Park lagoon.

It is our recommendation to reject all of the bids.

We anticipate rebidding this project in the near future with a revised scope.

Sincerely,

A handwritten signature in black ink that reads "Claudine Laufman". The signature is written in a cursive, flowing style.

Claudine Laufman  
Superintendent, Lafayette Parks and Recreation

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

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

\_\_\_\_\_  
Cindy Murray, member

\_\_\_\_\_  
Norm Childress, member

\_\_\_\_\_  
Ronald Shriner, member

\_\_\_\_\_  
Amy Moulton, member

ATTEST:

\_\_\_\_\_  
Mindy Miller, Deputy Clerk

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



March 12<sup>th</sup>, 2020

Claudine Laufman  
Parks Superintendent  
Lafayette Parks and Recreation Department  
1915 Scott Street  
Lafayette, Indiana 47904

**Re: Columbian Park Dredging Bid Recommendations**

Claudine,

On February 21, 2020, four bids were received for the Lagoon Dredging for Columbian Park. After reviewing all the bids received, we recommend rejecting all bids and changing the scope of project to allow for mechanical dredging.

Please let us know if you have any questions.

Respectfully,

A handwritten signature in black ink that reads "Fred J. Prazeau". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

CONTEXT, LLC  
Fred J. Prazeau, PLA, ASLA, CLARB  
Partner



Economic Development Department

515 Columbia Street • Lafayette, Indiana 47901-1433  
Phone 765-807-1090

### Demolition of an Historic Structure Memo

To: Lafayette Board of Public Works and Safety  
From: John D. Collier, Assistant Director of Economic Development *JDC*  
Re: 1221 Veterans Memorial Parkway – Demolition of House  
Date: March 10, 2020

The property owner of 1221 Veterans Memorial Parkway, has applied for an improvement location permit to demolish the house at this address. Because the property is listed in the Tippecanoe County Interim Report of Historic Sites and Structures and rated as “Notable,” this demolition request has been reviewed by Dann Keiser, Lafayette Historic Preservation Officer. Mr. Keiser determined that the demolition of the home would be a loss of an historic resource of the City. 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 immediately.

\_\_\_\_\_ Upheld, Demolition may begin on May 16, 2020.



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: 1221 Veterans Memorial Pkwy Lafayette IN 47909

Description of demolition request: Requesting to demolish existing home and leave garage intact. We are building a new home in place of the existing structure.

Applicant Name (please print): James A Clark

Address: 3330 Crosspoint Ct S. Lafayette IN 47909

Phone: 317-514-8741

X James A Clark Date: 3-4-2020  
*Applicant's Signature*

\*\*\*\*\*

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

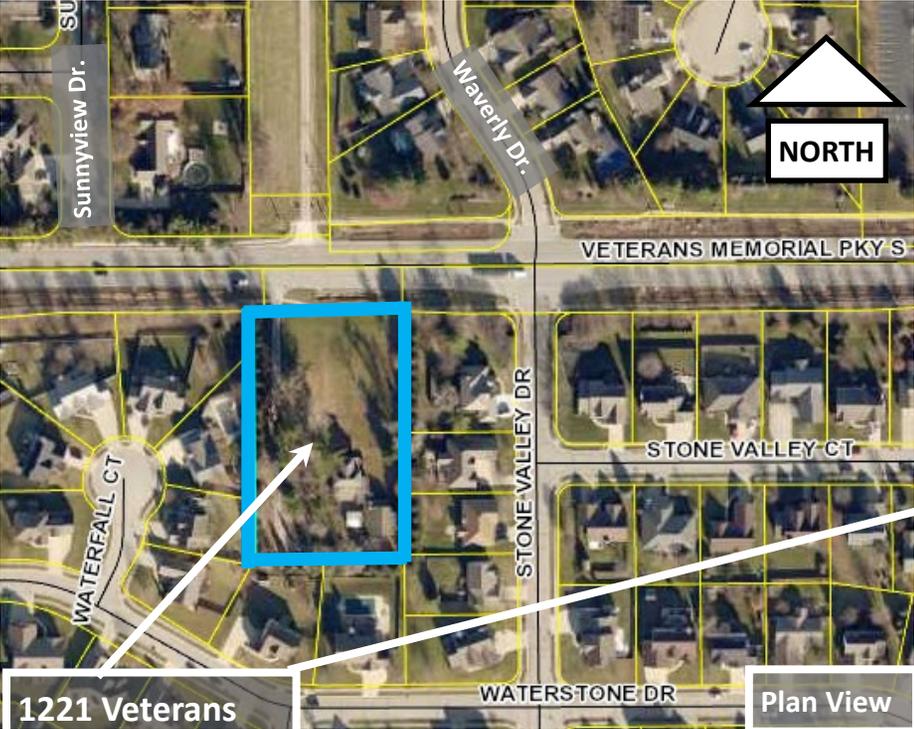
- Demolition would adversely affect the historic character of an historic district
- Demolition would be a loss of an historic resource of the City
- Building is in a local historic district and requires a Certificate of Appropriateness
- Demolition would NOT adversely affect an historic district.

Historic Preservation Officer: Dankei Date: 3-6-2020  
*Signature*  
DANN KEISER  
*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 House at 1221 Veterans Memorial Parkway



1221 Veterans Memorial Pkwy





Economic Development Department

515 Columbia Street • Lafayette, Indiana 47901-1433  
Phone 765-807-1090

**Demolition of an Historic Structure Memo**

To: Lafayette Board of Public Works and Safety  
From: John D. Collier, Assistant Director of Economic Development *JDC*  
Re: 36 N. 22<sup>nd</sup> Street – Demolition of Garage Only  
Date: March 10, 2020

The property owner of 36 N. 22<sup>nd</sup> Street, has applied for an improvement location permit to demolish the garage only at this address. Because the property is listed in the Tippecanoe County Interim Report of Historic Sites and Structures and rated as “Contributing,” this demolition request has been reviewed by Dann Keiser, Lafayette Historic Preservation Officer. Mr. Keiser determined that the demolition of the garage would be a loss of an historic resource of the City. 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 immediately.

\_\_\_\_\_ Upheld, Demolition may begin on May 16, 2020.



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: 36 N. 22nd St. - (Garage only)

Description of demolition request: Demolish garage

Applicant Name (please print): Janet Tyson

Address: 36 N. 22nd St. (Garage only)  
Laf., In. 47904

Phone: 765-447-8300

X Janet Tyson Date: 3-9-20  
*Applicant's Signature*

\*\*\*\*\*

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

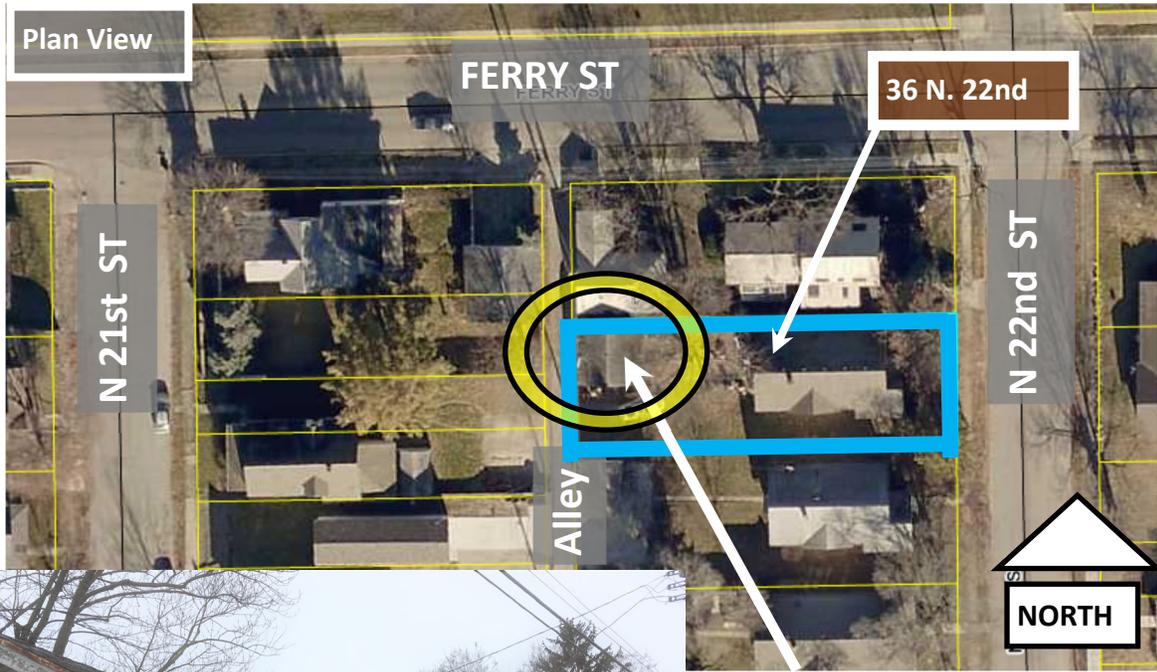
- Demolition would adversely affect the historic character of an historic district
- Demolition would be a loss of an historic resource of the City
- Building is in a local historic district and requires a Certificate of Appropriateness
- Demolition would NOT adversely affect an historic district.

Historic Preservation Officer: [Signature] Date: 3-9-20  
*Signature*  
DAVID KEISER  
*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 36 N. 22nd Street



Garage to be demolished



**RELEASE OF MORTGAGE**

For a valuable consideration, it is hereby certified that a certain mortgage executed by Phyllis R. Ravenscraft, on October 18, 1993, to City of Lafayette, Indiana, securing the principal sum of Seven Thousand, Seven Hundred Twenty-eight and 00/100 Dollars (\$7,728.00), which mortgage was duly recorded as Document No. 93-24606 in the office of the Recorder of Tippecanoe County, Indiana, on November 1, 1993, is hereby released and satisfied.

Property Address: 1900 Schuyler, Lafayette, Indiana

Dated: March 9, 2020

CITY OF LAFAYETTE  
on behalf of the Lafayette Housing Consortium

By: *Valerie Oakley*  
Valerie Oakley, Project Manager  
Lafayette Housing Authority, Grant Administrator

STATE OF INDIANA            )  
  )SS:  
COUNTY OF TIPPECANOE    )

Before me, the undersigned, a notary public, personally appeared Valerie Oakley, as Lafayette Housing Authority Project Manager, and acknowledged the execution of the foregoing release of mortgage on this 9th day of March, 2020.

*K Landon*  
Resident of \_\_\_\_\_, Notary Public  
County



This instrument prepared by  
Ed Chosnek, City Attorney

I affirm, under penalties for perjury, that I have taken reasonable care to redact each Social Security number in this document, unless required by law, Valerie Oakley.

For questions, contact:  
Lafayette Housing Authority  
PO Box 6687  
Lafayette, IN 47903-6687  
Telephone (765) 771-1300

APPROVED \_\_\_\_\_  
DATE

Return To:  
City of Lafayette drawer or  
Lafayette Housing Authority  
PO Box 6687  
Lafayette, IN 47903-6687

\_\_\_\_\_  
PRINTED NAME  
PRESIDENT  
BOARD OF PUBLIC WORKS AND SAFETY

ALLOWANCE OF VOUCHERS

I HEREBY CERTIFY THAT EACH OF THE ABOVE LISTED VOUCHERS AND THE INVOICES, OR BILLS ATTACHED THERETO, ARE TRUE AND CORRECT AND I HAVE AUDITED SAME IN ACCORDANCE WITH IC 5-11-10-1.6.

\_\_\_\_\_, 20\_\_\_\_. \_\_\_\_\_  
Fiscal Officer

WE HAVE EXAMINED THE VOUCHERS LISTED ON THE FOREGOING ACCOUNTS PAYABLE VOUCHER REGISTER, CONSISTING OF 16 PAGES, AND EXCEPT FOR VOUCHERS NOT ALLOWED AS SHOWN ON THE REGISTER, SUCH VOUCHERS ARE HEREBY ALLOWED IN THE TOTAL AMOUNT OF \$4,018,979.52 DATED THIS DAY OF MARCH 17, 2020. APPROVED BY STATE BOARD OF ACCOUNTS IN 2000 FOR THE CITY OF LAFAYETTE.

_____	_____
_____	_____
_____	_____
_____	_____

Invoices to be Approved 3/17/2020

Payroll

Regions Bank	\$	662,178.56	
Chase Bank	\$	1,855,639.89	
Horizon Bank	\$	538,749.57	
			\$ 3,056,568.02

Manuals/Wires

Horizon Bank	\$	111,349.79	
			\$ 111,349.79

Invoices

Chase Bank	\$	155,098.54	
Horizon Bank	\$	174,975.17	
Regions Bank LPD-2019	\$	21,720.00	
Old National Loeb Bond	\$	499,268.00	
Total Invoices			\$ <u>851,061.71</u>

**Grand Total**

**\$ 4,018,979.52**



# Board List by Voucher

Board: PR031320 3/13/2020

Cash Account / Bank: 101012 - Cash - Regions Pay Gross

Vendor	Vendor Name	Invoice	Type	Due Date	Amount	Comment
3653	INTERNAL REVENUE SERVICE	103335	INV	3/13/2020	14,829.14	PAYROLL RUN 4 - WARRANT 031320 (CLOTHING ALLOW)
2258	LAFAYETTE NEIGHBORHOOD HOUSING SERVICES INC	103411	INV	3/13/2020	1,039.81	Payroll Run 1 - Warrant 031320
3606	YOUNG MENS CHRISTIAN ASSOCIATION OF LAFAYETTE	103412	INV	3/13/2020	1,259.43	Payroll Run 1 - Warrant 031320
3653	INTERNAL REVENUE SERVICE	103413	INV	3/13/2020	263,651.70	Payroll Run 1 - Warrant 031320
3667	PERF	103414	INV	3/13/2020	115,083.10	Payroll Run 1 - Warrant 031320
3685	TIPPECANOE COUNTY GOVERNMENT	103415	INV	3/13/2020	606.00	Payroll Run 1 - Warrant 031320
3695	UNITED WAY GREATER LAFAYETTE	103416	INV	3/13/2020	555.38	Payroll Run 1 - Warrant 031320
3705	NATIONWIDE RETIREMENT SOLUTIONS INC	103417	INV	3/13/2020	27,678.57	Payroll Run 1 - Warrant 031320
3715	FOP ARMAN LODGE #49	103418	INV	3/13/2020	1,364.00	Payroll Run 1 - Warrant 031320
6323	CLEA	103419	INV	3/13/2020	1,580.00	Payroll Run 1 - Warrant 031320
7162	IND CHILD SUPPORT BUREAU	103420	INV	3/13/2020	7,021.60	Payroll Run 1 - Warrant 031320
9323	PERF POLICE AND FIRE	103421	INV	3/13/2020	161,271.96	Payroll Run 1 - Warrant 031320
9419	UNITED HEALTH GROUP DBA OPTUM	103422	INV	3/13/2020	46,420.10	Payroll Run 1 - Warrant 031320
10292	CLUB NEWTONE INC	103423	INV	3/13/2020	306.50	Payroll Run 1 - Warrant 031320
10652	AMER FIDELITY ASSURANCE-FLEX	103424	INV	3/13/2020	79.16	Payroll Run 1 - Warrant 031320
14521	GREAT-WEST LIFE & ANNUITY INSURANCE COMPANY	103425	INV	3/13/2020	19,432.11	Payroll Run 1 - Warrant 031320
			<b>Board Total</b>		<b>662,178.56</b>	



# Board List by Voucher

Board: PR031320 3/12/2020

Cash Account / Bank: 101001 - Cash - Chase Operating 1201

Vendor	Vendor Name	Invoice	Type	Due Date	Amount	Comment
579	CITY OF LAFAYETTE GROSS/PT/BEN	GEN CLOTHING 031320	INV	3/12/2020	113,623.67	CLOTHING ALLOWANCE 3/13/20
579	CITY OF LAFAYETTE GROSS/PT/BEN	GEN PR 031320	INV	3/12/2020	1,742,016.22	GROSS/TAXES/BENEFITS FOR 3/13/20
			<b>Board Total</b>		<b>1,855,639.89</b>	

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# Board List by Voucher

Board: PR031320 3/12/2020

Cash Account / Bank: 101080 - Cash-Horizon Utilities Op

Vendor	Vendor Name	Invoice	Type	Due Date	Amount	Comment
579	CITY OF LAFAYETTE GROSS/PT/BEN	W/S CLOTHING 031320	INV	3/12/2020	45,426.72	CLOTHING ALLOWANCE 3/13/20
579	CITY OF LAFAYETTE GROSS/PT/BEN	W/S PR 031320	INV	3/12/2020	493,322.85	GROSS/TAXES/BENEFITS FOR 3/13/20
			<b>Board Total</b>		<b>538,749.57</b>	



# Board List by Voucher

Board: BW022020 2/20/2020

Cash Account / Bank: 101080 - Cash-Horizon Utilities Op

Vendor	Vendor Name	Invoice	Type	Due Date	Amount	Comment
3652	IND DEPT OF REVENUE	UBO SALES TAX 01/20	INV	2/20/2020	111,349.79	UBO SALES TAX FOR JAN 2020
<b>Board Total</b>					<b>111,349.79</b>	

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# Board List by Voucher

Board: BW031720 3/17/2020

Cash Account / Bank: 101001 - Cash - Chase Operating 1201

Vendor	Vendor Name	Invoice	Type	Due Date	Amount	Comment
10674	RPM MACHINERY LLC	P21242	CRM	3/17/2020	-24.00	CREDIT
9478	SYBATECH INC	5058	INV	3/17/2020	4,450.00	CODEPAL PREMIUM SUPPORT & CLOUD FEE FOR FIRE
1700	LAFAYETTE WAREHOUSE INC	02QQ7508	INV	3/17/2020	144.62	AUTO PARTS STOCK
1700	LAFAYETTE WAREHOUSE INC	02QQ7499	INV	3/17/2020	45.18	AUTO PARTS 17-13
12028	LOWER GREAT LAKES KENWORTH	LAFIN675183	INV	3/17/2020	150.02	AUTO PARTS STOCK
1700	LAFAYETTE WAREHOUSE INC	02QQ7667	INV	3/17/2020	8.64	AUTO PARTS STOCK
10674	RPM MACHINERY LLC	P21503	INV	3/17/2020	829.20	AUTO PARTS 1256
790	DEFOUW CHEVROLET INC	6040009	INV	3/17/2020	246.09	REPLACE O2 SENSORS 523
596	CLARK TRUCK EQUIPMENT CO INC	55661	INV	3/17/2020	343.81	AUTO PARTS 9925A
2770	ROWE TRUCK EQUIPMENT INC	283337	INV	3/17/2020	561.67	AUTO PARTS 12115
2770	ROWE TRUCK EQUIPMENT INC	283402	CRM	3/17/2020	-109.67	CREDIT
2770	ROWE TRUCK EQUIPMENT INC	283371	INV	3/17/2020	38.30	AUTO PARTS 12115
12028	LOWER GREAT LAKES KENWORTH	LAFIN676146	INV	3/17/2020	18.68	AUTO PARTS 12115
12039	D&D NAPA INC	723699	INV	3/17/2020	20.48	AUTO PARTS 12115
596	CLARK TRUCK EQUIPMENT CO INC	55672	INV	3/17/2020	130.78	AUTO PARTS 1303S
2770	ROWE TRUCK EQUIPMENT INC	283419	INV	3/17/2020	6.99	AUTO PARTS 12115
12317	TRUCK COUNTRY OF INDIANA INC	X30702923401	INV	3/17/2020	36.30	AUTO PARTS 20117
1700	LAFAYETTE WAREHOUSE INC	02QQ8337	INV	3/17/2020	91.24	AUTO PARTS 406
1700	LAFAYETTE WAREHOUSE INC	02QQ8745	INV	3/17/2020	39.27	AUTO PARTS STOCK
790	DEFOUW CHEVROLET INC	8006905	INV	3/17/2020	480.82	BODY REPAIR 358

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# Board List by Voucher

Board: BW031720 3/17/2020

Cash Account / Bank: 101001 - Cash - Chase Operating 1201

10096	POMP'S TIRE SERVICE INC	910106251	INV	3/17/2020	12.50	TIRE DISPOSAL 2500
800	BOBCAT OF LAFAYETTE	G04986	INV	3/17/2020	17.99	AUTO PARTS 2341
2770	ROWE TRUCK EQUIPMENT INC	283471	INV	3/17/2020	72.91	AUTO PARTS STOCK
10096	POMP'S TIRE SERVICE INC	910106186	INV	3/17/2020	198.45	TIRE STOCK
1700	LAFAYETTE WAREHOUSE INC	02QR0252	INV	3/17/2020	24.29	AUTO PARTS STOCK
1700	LAFAYETTE WAREHOUSE INC	02QQ9685	INV	3/17/2020	8.83	AUTO PARTS 525
1700	LAFAYETTE WAREHOUSE INC	02QQ9451	INV	3/17/2020	35.31	AUTO PARTS 1900
3440	VON TOBEL CORPORATION	9091177	INV	3/17/2020	27.54	AUTO PARTS 31155
596	CLARK TRUCK EQUIPMENT CO INC	55682	INV	3/17/2020	799.03	AUTO PARTS 2239
2770	ROWE TRUCK EQUIPMENT INC	283498	INV	3/17/2020	12.90	AUTO PARTS 12115
10144	WEST SIDE TRACTOR SALES CO	T82105	INV	3/17/2020	107.83	AUTO PARTS FD527
12039	D&D NAPA INC	723875	INV	3/17/2020	36.10	AUTO PARTS 2341
1700	LAFAYETTE WAREHOUSE INC	02QR0249	INV	3/17/2020	36.87	AUTO PARTS 2341
1700	LAFAYETTE WAREHOUSE INC	02QR0309	INV	3/17/2020	17.19	AUTO PARTS 14-238
8681	CINTAS CORPORATION NO 2	4043222281	INV	3/17/2020	187.64	UNIFORMS FLEET
2770	ROWE TRUCK EQUIPMENT INC	283560	INV	3/17/2020	23.22	AUTO PARTS 14124P
1700	LAFAYETTE WAREHOUSE INC	02QR0585	INV	3/17/2020	228.89	AUTO PARTS 14-235
3446	WIERS INTERNATIONAL TRUCKS	20P42195	INV	3/17/2020	23.87	AUTO PARTS FD10
2770	ROWE TRUCK EQUIPMENT INC	283524	INV	3/17/2020	8.21	AUTO PARTS 12115
1700	LAFAYETTE WAREHOUSE INC	02QR0302	INV	3/17/2020	489.80	AUTO PARTS 2377
1700	LAFAYETTE WAREHOUSE INC	02QR0683	CRM	3/17/2020	-180.94	CREDIT
800	BOBCAT OF LAFAYETTE	G04990	INV	3/17/2020	986.23	AUTO PARTS 2341

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# Board List by Voucher

Board: BW031720 3/17/2020

Cash Account / Bank: 101001 - Cash - Chase Operating 1201

2770	ROWE TRUCK EQUIPMENT INC	283545	INV	3/17/2020	137.69	AUTO PARTS 12115
2770	ROWE TRUCK EQUIPMENT INC	283561	INV	3/17/2020	3.98	AUTO PARTS 12115
1700	LAFAYETTE WAREHOUSE INC	02QR0546	INV	3/17/2020	123.39	AUTO PARTS 2377
1700	LAFAYETTE WAREHOUSE INC	02QR0818	CRM	3/17/2020	-56.25	CREDIT
1700	LAFAYETTE WAREHOUSE INC	02QR1043	INV	3/17/2020	1.12	AUTO PARTS 15141
1700	LAFAYETTE WAREHOUSE INC	02QR0880	INV	3/17/2020	78.77	AUTO PARTS 2377
6748	KUSSMAUL ELECTRONICS	0000163259	INV	3/17/2020	600.39	AUTO PARTS FD8
1780	LAFAYETTE HARDWARE INC	3145855	INV	3/17/2020	100.35	AUTO PARTS STOCK
250	B & M ELECTRICAL CO INC	W68595	INV	3/17/2020	19.64	AUTO PARTS 23126
1700	LAFAYETTE WAREHOUSE INC	02QR1077	INV	3/17/2020	43.67	AUTO PARTS 2377
1780	LAFAYETTE HARDWARE INC	3145812	INV	3/17/2020	8.13	AUTO PARTS 31154
9576	BERNATH LLC	25502	INV	3/17/2020	349.22	AUTO PARTS 1679
7080	NEWTON OIL COMPANY INC	087093	INV	3/17/2020	16,854.27	FUEL
11229	BICYCLE GARAGE OF INDY INC	28233	INV	3/17/2020	197.00	TREADMILL MAINTENANCE FOR #2
11229	BICYCLE GARAGE OF INDY INC	28242	INV	3/17/2020	86.00	TREADMILL MAINTENANCE FOR #5
11229	BICYCLE GARAGE OF INDY INC	28243	INV	3/17/2020	86.00	TREADMILL MAINTENANCE FOR #6
11229	BICYCLE GARAGE OF INDY INC	28244	INV	3/17/2020	86.00	TREADMILL MAINTENANCE FOR #7
11229	BICYCLE GARAGE OF INDY INC	28245	INV	3/17/2020	86.00	TREADMILL MAINTENANCE FOR #8
11229	BICYCLE GARAGE OF INDY INC	28246	INV	3/17/2020	86.00	TREADMILL MAINTENANCE FOR #9
8681	CINTAS CORPORATION NO 2	4043216996	INV	3/17/2020	35.00	RUGS FOR TC
3118	STEVE'S OVERHEAD DOOR CO	175309	INV	3/17/2020	645.00	REPLACED DOOR (7-1) SECTION AT #7
3118	STEVE'S OVERHEAD DOOR CO	175447	INV	3/17/2020	110.00	REPAIR TO DOORS @ #3

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# Board List by Voucher

Board: BW031720 3/17/2020

Cash Account / Bank: 101001 - Cash - Chase Operating 1201

2770	ROWE TRUCK EQUIPMENT INC	283641	INV	3/17/2020	12.12	AUTO PARTS 23126
2770	ROWE TRUCK EQUIPMENT INC	283617	INV	3/17/2020	32.89	AUTO PARTS 12115
10144	WEST SIDE TRACTOR SALES CO	T82106	CRM	3/17/2020	-3.49	CREDIT
10144	WEST SIDE TRACTOR SALES CO	T82164	INV	3/17/2020	5.51	AUTO PARTS EQ-16
1700	LAFAYETTE WAREHOUSE INC	02QR1481	INV	3/17/2020	455.38	AUTO PARTS STOCK
2770	ROWE TRUCK EQUIPMENT INC	283663	INV	3/17/2020	224.83	AUTO PARTS 23126
1509	JIM'S GARAGE INC	517818	INV	3/17/2020	30.00	TOWING 434
1700	LAFAYETTE WAREHOUSE INC	02QR2280	INV	3/17/2020	25.31	AUTO PARTS 13-211
1780	LAFAYETTE HARDWARE INC	3146117	INV	3/17/2020	201.07	AUTO PARTS STOCK
8391	STUART & BRANIGIN LLP	130112	INV	3/17/2020	570.00	LEGAL SERVICES FOR FIRE MERIT BOARD
1780	LAFAYETTE HARDWARE INC	3146215	INV	3/17/2020	81.17	AUTO PARTS STOCK
1780	LAFAYETTE HARDWARE INC	3146246	INV	3/17/2020	13.85	AUTO PARTS 12115
1780	LAFAYETTE HARDWARE INC	3146214	INV	3/17/2020	15.00	AUTO PARTS 31155
6900	OFFICE DEPOT INC	445665366001	INV	3/17/2020	505.00	PRINTER CARTRIDGES FOR #6 & #7
10096	POMP'S TIRE SERVICE INC	910106364	INV	3/17/2020	1,615.00	TIRES STOCK
10096	POMP'S TIRE SERVICE INC	910106367	INV	3/17/2020	759.30	TIRES STOCK
16223	LACAL EQUIPMENT INC	0316661-IN	INV	3/17/2020	150.13	AUTO PARTS 31154
12281	ROADSAFE TRAFFIC SYSTEMS INC	278855	INV	3/17/2020	688.00	REPAIR ARROW BOARD 1364
7026	VERIZON WIRELESS-MUNCIPAL	9848885394	INV	3/17/2020	300.20	WIRELESS CHARGES FOR FIRE
8681	CINTAS CORPORATION NO 2	4043222209	INV	3/17/2020	285.58	UNIFORMS/SUPPLIES STREET
8681	CINTAS CORPORATION NO 2	4043222050	INV	3/17/2020	165.04	UNIFORMS/SUPPIES SANITATION
1780	LAFAYETTE HARDWARE INC	3145432	INV	3/17/2020	119.31	AUTO PARTS STOCK

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# Board List by Voucher

Board: BW031720 3/17/2020

Cash Account / Bank: 101001 - Cash - Chase Operating 1201

1530	JOURNAL & COURIER	408803765 022320	INV	3/17/2020	29.00	MONTHLY SUBSCRIPTION 022320-032220
8697	DUKE ENERGY INDIANA INC	77203137381 0220	INV	3/17/2020	230.00	1116 BROWN ST APT E
572	GREATER LAFAYETTE PUBLIC TRANSPORTATION	0000025005	INV	3/17/2020	126.00	BUS PASSES-FEB 2020
14977	COUNTRY HERITAGE PROPERTIES LLC	TAVELINE 01/20	INV	3/17/2020	424.00	JAN 20 RENT 2522 ECKMAN PL #F4
14977	COUNTRY HERITAGE PROPERTIES LLC	TAVELINE 02/20	INV	3/17/2020	424.00	FEB 20 RENT 2522 ECKMAN PL #F4
14977	COUNTRY HERITAGE PROPERTIES LLC	TAVELINE DAMAGE	INV	3/17/2020	495.00	DAMAGE 2522 ECKMAN PL #F4
10160	CONSOLIDATED LOTS LLC	MJACKSON DEPOSIT	INV	3/17/2020	500.00	RENT DEPOSIT 318 S 5TH #4
10160	CONSOLIDATED LOTS LLC	MJACKSON 02/20	INV	3/17/2020	250.00	FEB 20 RENT 318 S 5TH #4
10160	CONSOLIDATED LOTS LLC	MJACKSON 03/20	INV	3/17/2020	250.00	MAR 20 RENT 318 S 5TH #4
16199	ANN E KROEGHER	DFLEER 03/20	INV	3/17/2020	426.00	MAR 20 RENT 8929 RAILROAD ST STOCKWELL
9396	JAY BENNER	CMILLER 03/20	INV	3/17/2020	625.00	MAR 20 RENT 501-B N 4TH
9316	TETZLOFF LLC	JLYTLE 03/20	INV	3/17/2020	705.00	MAR 20 RENT 925 N 8TH #4
9316	TETZLOFF LLC	RBROWN 03/20	INV	3/17/2020	495.00	MAR 20 RENT 925 N 8TH #4
16538	BRENT W PARKS	DMCKIM 03/20	INV	3/17/2020	271.00	MAR 20 RENT 1021-3 S 4TH
9316	TETZLOFF LLC	JWARREN 03/20	INV	3/17/2020	550.00	MAR 20 RENT 1401 SOUTH #2
9316	TETZLOFF LLC	DDICKS 03/20	INV	3/17/2020	705.00	MAR 20 RENT 923 N 8TH #7
15664	ERE LAFAYETTE LLC	TARMSTRONG 03/20	INV	3/17/2020	575.00	MAR 20 RENT 32 OWEN

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# Board List by Voucher

Board: BW031720 3/17/2020

Cash Account / Bank: 101001 - Cash - Chase Operating 1201

16508	MENTAL HEALTH AMERICA WABASH VALLEY REGION INC	MSIEGLE 03/20	INV	3/17/2020	60.00	MAR 20 RENT 915 COLUMBIA #6
16508	MENTAL HEALTH AMERICA WABASH VALLEY REGION INC	DPHELPS 03/20	INV	3/17/2020	370.00	MAR 20 RENT 915 COLUMBIA #7
3290	TWIN CITY DODGE INC	6066480	INV	3/17/2020	191.20	REPAIR ELECTRICAL ISSUE 14-234 (FROM 12/9/2019)
11260	ENTERPRISE APARTMENTS LLC	MBEBALI 03/20	INV	3/17/2020	550.00	MAR 20 RENT 1015 MAIN #9
16257	LAFAYETTE WEST EQUITIES LLC	SBINGHAM 03/20	INV	3/17/2020	625.00	MAR 20 RENT 350 TEAL RD W #B9
2350	RAY O'HERRON CO INC	2011293-IN	INV	3/17/2020	48.13	NEW HIRE UNIFORM-PARRETT
16466	SCHUYLER LLC	IGOSNELL 03/20	INV	3/17/2020	495.00	MAR 20 RENT 1502 SCHUYLER #18
15124	UNIVERSITY OF NORTH FLORIDA TRAINING AND SERVICES	MYERS 2020	INV	3/17/2020	2,190.00	BERNARD MYERS TRAFFIC SERIES-LAWRENCE, IN 001
10160	CONSOLIDATED LOTS LLC	GBUCHANAN 03/20	INV	3/17/2020	630.00	MAR 20 RENT 1018 N 8TH #1
15299	SUSPECT TECHNOLOGIES	10	INV	3/17/2020	1,450.00	ADVANCED (2) AND BASIC (1) VIDEO REVIEW LICENSES
16465	KNR ENTERPRISES LLC	LSWAFFORD 03/20	INV	3/17/2020	585.00	MAR 20 RENT 131 PARK AVE
1784	LAFAYETTE HOUSING AUTHORITY	2019-43	INV	3/17/2020	811.24	#1326C ADMIN EXP JAN-FEB 2020
1784	LAFAYETTE HOUSING AUTHORITY	2019-44	INV	3/17/2020	1,142.28	#1328H ADMIN EXP DEC 2019-JAN 2020
1784	LAFAYETTE HOUSING AUTHORITY	2019-45	INV	3/17/2020	5,903.74	#1328H ADMIN EXP JAN-FEB 2020
1784	LAFAYETTE HOUSING AUTHORITY	2019-46	INV	3/17/2020	5,527.28	#1326C & 1322C ADMIN EXP, OOR ADMIN JAN-FEB 2020
12179	PETSMART INC 508	1536050810102 242020	INV	3/17/2020	70.47	DOG FOOD-WILSON
2610	THE TRUSTEES OF PURDUE UNIVERSITY	400052378	INV	3/17/2020	377.33	K9 WELLNESS- KILO

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# Board List by Voucher

Board: BW031720 3/17/2020

Cash Account / Bank: 101001 - Cash - Chase Operating 1201

8902	RIGG'S MOWERS & MORE INC	1122442	INV	3/17/2020	641.31	SWAT CHOP SAW
7026	VERIZON WIRELESS-MUNCIPAL	9849061785	INV	3/17/2020	5,889.09	LPD MONTHLY PHONE BILL
7026	VERIZON WIRELESS-MUNCIPAL	9849087538	INV	3/17/2020	3,121.04	LPD MONTHLY PHONE BILL
8391	STUART & BRANIGIN LLP	.130111	INV	3/17/2020	200.00	LEGAL SERVICES POLICE
10658	DR ELIZABETH M HOLMES DVM	524032	INV	3/17/2020	18.00	K9 BOARDING CEZAR
12850	TESTING FOR PUBLIC SAFETY LLC	LIN2020.02	INV	3/17/2020	1,500.00	APPLICANT WRITTEN TESTING
14111	VCA ANIMAL HOSPITALS INC	280358674	INV	3/17/2020	28.10	K9 MEDICATION-ROY
2350	RAY O'HERRON CO INC	2008327-IN	INV	3/17/2020	81.72	HAT BANDS FOR UNIFORM HATS
2350	RAY O'HERRON CO INC	2008355-IN	INV	3/17/2020	2,401.27	UNIFORM BADGES
7981	NEW AQUA LLC	PSI-4002556	INV	3/17/2020	45.20	HR & UBO 5 GAL WATER
7981	NEW AQUA LLC	PSI-4002540	INV	3/17/2020	58.50	STREET & SAN 5 GAL WATER
7981	NEW AQUA LLC	PSI-3998008	INV	3/17/2020	51.85	FLEET 5 GAL WATER
15061	INDIANA CARBON CO INC	PSVI-007547	INV	3/17/2020	15.00	COPIER CHARGES FLEET OFFICE
15061	INDIANA CARBON CO INC	PSVI-008352	INV	3/17/2020	15.00	COPIER CHARGES FLEET OFFICE
15061	INDIANA CARBON CO INC	PSVI-007703	INV	3/17/2020	38.48	COPIER CHARGES DISPATCH
16257	LAFAYETTE WEST EQUITIES LLC	ELANHAM 03/20	INV	3/17/2020	329.00	MAR 20 RENT 360 TEAL RD W #AA09
15061	INDIANA CARBON CO INC	PSVI-008349	INV	3/17/2020	34.35	COPIER CHARGES DISPATCH
8697	DUKE ENERGY INDIANA INC	23403176320 0320	INV	3/17/2020	84.73	350 ST RD 25 W APT B9
7755	LAFAYETTE COMMUNITY BANK-VISA	0049 0320	INV	3/17/2020	4,279.53	MAYOR'S CREDIT CARD STATEMENT
9160	BUTLER, FAIRMAN & SEUFERT INC	88398	INV	3/17/2020	6,930.00	GIS ADMINISTRATION ASSISTANCE
3207	ALMOST HOME HUMANE SOCIETY INC	12-169	INV	3/17/2020	18,301.25	ANIMAL SHELTERING MAR 2020

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# Board List by Voucher

Board: BW031720 3/17/2020

Cash Account / Bank: 101001 - Cash - Chase Operating 1201

1503	JAMES H DREW CORPORATION	29216	INV	3/17/2020	17,471.65	REPLACED DAMAGED TRAC UNIT SOUTH AT LOGAN'S
1503	JAMES H DREW CORPORATION	29217	INV	3/17/2020	4,502.00	REPAIR TWO DAMAGED ET UNITS AT SAG/SCHUYLER
1503	JAMES H DREW CORPORATION	29218	INV	3/17/2020	2,052.90	REPAIR DAMAGED G.R.E.A.T. NOSE UNIT 2ND/COLUMBIA
2350	RAY O'HERRON CO INC	2010753-IN	INV	3/17/2020	687.34	VEST FOR JKLUMPE
7026	VERIZON WIRELESS-MUNCIPAL	9848991796	INV	3/17/2020	5,718.91	MONTHLY CHARGES VARIOUS AREAS
6836	VOHNE LICHE KENNELS INC	16356	INV	3/17/2020	15,880.00	K9 KILO/TRAINING FOR HANDLER J BRAINARD
			<b>Board Total</b>		<b>155,098.54</b>	

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Board List by Voucher

Board: BW031720 3/17/2020

Cash Account / Bank: 101080 - Cash-Horizon Utilities Op

Vendor	Vendor Name	Invoice	Type	Due Date	Amount	Comment
8681	CINTAS CORPORATION NO 2	4043222173	INV	3/17/2020	68.64	UNIFORMS - RENEW
8681	CINTAS CORPORATION NO 2	4043222446	INV	3/17/2020	269.03	UNIFORMS - RENEW
9024	BRENNTAG MID-SOUTH INC	BMS514906	INV	3/17/2020	4,723.38	FERRIC FOR TREATMENT
9844	HD SUPPLY FACILITIES MAINTENANCE LTD	152406	INV	3/17/2020	499.08	LAB SUPPLIES
480	CDK REFRIGERATION	20MARCH633	INV	3/17/2020	100.00	ICE MACHINE RENT
10715	PRAXAIR DISTRIBUTION INC	95037674	INV	3/17/2020	126.17	TANK RENTAL
8902	RIGG'S MOWERS & MORE INC	1123125	INV	3/17/2020	1,263.89	MOWER PM AND REPAIR (376)
8378	BRIDGESTONE AMERICAS INC	612064	INV	3/17/2020	806.47	PRINT & MAIL STORMWATER BILLS
7981	NEW AQUA LLC	PSI-4011173	INV	3/17/2020	381.10	DI WATER MIXED BED TANK
9024	BRENNTAG MID-SOUTH INC	BMS518433	INV	3/17/2020	4,691.74	FERRIC FOR TREATMENT
16493	WASTE MANAGEMENT OF INDIANA LLC	7907334-0023-4	INV	3/17/2020	1,960.12	DISPOSAL OF STREET SWEEPINGS
890	EVERETT J PRESCOTT INC	5666430	INV	3/17/2020	9,566.00	INVENTORY FOR SERVICES
6245	ENVIRONMENTAL LABORATORIES INC	20307728	INV	3/17/2020	150.00	BACTERIA SAMPLING
6245	ENVIRONMENTAL LABORATORIES INC	20307862	INV	3/17/2020	150.00	BACTERIA SAMPLING
10715	PRAXAIR DISTRIBUTION INC	95037673	INV	3/17/2020	114.70	TANK RENTALS WWPL
14373	HYDRA-STOP HOLDINGS LLC	39514	INV	3/17/2020	1,182.55	REPLACE PARTS FOR MACHINE
114	AMERICAN WATER WORKS ASSOCIATION	7001752781	INV	3/17/2020	4,064.00	ANNUAL MEMBERSHIP WWPL
8681	CINTAS CORPORATION NO 2	4043222503	INV	3/17/2020	129.28	UNIFORMS WWPL
13968	RONALD E HURST	246155715	INV	3/17/2020	35.00	CDL RENEWAL REIMBURSMENT

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# Board List by Voucher

Board: BW031720 3/17/2020

Cash Account / Bank: 101080 - Cash-Horizon Utilities Op

12229	SHREWSBERRY & ASSOCIATES LLC	2112428	INV	3/17/2020	3,835.24	S 30TH ST DRAINAGE IMPROVEMENTS STUDY
1232	GREELEY AND HANSEN LLC	INV-0000620260	INV	3/17/2020	24,172.28	WILLIAMS ST SEWER DESIGN AND CONSTRUCTION SERVICE
1232	GREELEY AND HANSEN LLC	INV-0000620274	INV	3/17/2020	26,671.07	9TH STORM WATER PUMP STATION DESIGN
1232	GREELEY AND HANSEN LLC	INV-0000620135	INV	3/17/2020	6,679.17	CSO LONG TERM CONTROL PLAN PHASE II-C PEARL RIVER
1232	GREELEY AND HANSEN LLC	INV-0000620131	INV	3/17/2020	6,881.26	GREENBUSH CSO STORAGE TANK
1232	GREELEY AND HANSEN LLC	INV-0000620271	INV	3/17/2020	26,144.19	DIGESTER GAS UTILIZATION
9160	BUTLER, FAIRMAN & SEUFERT INC	88190	INV	3/17/2020	50,310.81	PEARL RIVER SEWER RELOCATION
			<b>Board Total</b>		<b>174,975.17</b>	

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# Board List by Voucher

Board: BW031720 3/17/2020

Cash Account / Bank: 101018 - Cash-Regions LPD Lease

Vendor	Vendor Name	Invoice	Type	Due Date	Amount	Comment
12642	MOVE OVER OUTFITTERS	4362	INV	3/17/2020	21,720.00	LABOR TO INSTALL EQUIPMENT ON NEW LPD VEHICLES
			<b>Board Total</b>		<b>21,720.00</b>	

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# Board List by Voucher

Board: BW031720 3/17/2020

Cash Account / Bank: 101099 - Cash-ONB 2019 LOEB

Vendor	Vendor Name	Invoice	Type	Due Date	Amount	Comment
1522	J R KELLY COMPANY INC	19-3658-6	INV	3/17/2020	220,718.70	LOEB STADIUM CONSTRUCTION MANAGEMENT
1522	J R KELLY COMPANY INC	19-3658-RET6	INV	3/17/2020	24,524.30	RETAINAGE-LOEB STADIUM CONSTRUCTION MANAGEMENT
16296	ALMET INC	18-8765-3	INV	3/17/2020	193,410.00	LOEB STADIUM-STEEL
1387	HUSTON ELECTRIC INC	LC1179-4	INV	3/17/2020	60,615.00	LOEB STADIUM-ELECTRICAL
			<b>Board Total</b>		<b>499,268.00</b>	

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# 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: 4-1-2020 Time: From: 11AM am/pm to: 1PM am/pm

Name: Erickalee Organization: Tippecanoe Child Abuse Prevention Council

Street Address: PO Box 741

City: Lafayette State: IN Zip Code: 47902

Contact person(s): Erickalee Phone Number(s): cell-765-404-0813

Email: tippecanoechildabuseprevention@hotmail.com

Event Description: Proclamation for Child Abuse Prevention Month

Caterer: NA Caterer's Phone Number: NA

## 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: 50  Private Trash Hauler (must be removed by 8am following day)  
 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)

**Not sure if you need an A&E Permit? Go to:**

Amusement & Entertainment Permit # \_\_\_\_\_ <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: \$ \_\_\_\_\_ *\* on HS way*
  - Equipment & Services: \$ \_\_\_\_\_ (optional)
- Certificate of 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)



# TCAP

TIPPECANOE CHILD ABUSE PREVENTION COUNCIL  
a Chartered Council of Prevent Child Abuse Indiana

January 28, 2020

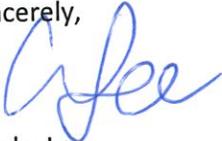
Dear Board of Works,

Please accept this letter as a letter of request to have the Tippecanoe County Child Abuse Prevention Council (TCAP)'s Proclamation for Child Abuse Prevention Month on April 1st 11am-1pm at Riehle Plaza.

We are inviting children from Rights Steps to sing a song at Noon. We will have a speaker from TCAP board member and invite Judge Graham to speak. Finally, we will ask City Officials to read and sign the Proclamation.

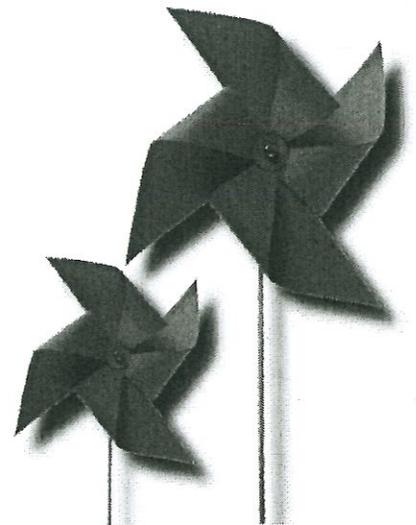
If you have any questions, please contact me at 765-404-0813 or email [tipchildabuseprevention@hotmail.com](mailto:tipchildabuseprevention@hotmail.com)

Sincerely,



Ericka Lee

President of Board of TCAP





**SPECIAL EVENT - PUBLIC PROPERTY  
USER APPLICATION & AGREEMENT**

**DIRECTIONS**

**Step One:**

- If this request involves closing a street  
Contact Lafayette Police - Traffic Division / 765-807-1293

- If this request involves renting the Big Four Depot - Community Room  
Contact Lafayette Parks Department for availability / 765-807-1500

**Step Two:**

- Complete and submit this application to Lafayette Engineering Department  
City Hall, 2<sup>nd</sup> floor, 20 N 6<sup>th</sup> Street, Lafayette, IN / 765-807-1050



Do not use for  
contractor  
vehicle permit

**User Information**

Date of Function: 7/25/2020 Time: From: 3 am/pm to: 1 am/pm

Name: Star City Bluest Jazz Fest. Organization: Friends of Downtown

Street Address: P. O. Box ~~552~~ 684

City: Lafayette State: IN Zip Code: 47902

Contact person(s): Ken McComan Phone Number(s): 765-414-7609

Email: k.mccoman@comcast.net

Event Description: Music Festival

Caterer: \_\_\_\_\_ Caterer's Phone Number: \_\_\_\_\_

**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 \_\_\_\_\_

5th St. from Columbia to Ferry

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

Anticipated Attendance: 2,000

- 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)

**Not sure if you need an A&E Permit? Go to:**

Amusement & Entertainment Permit # \_\_\_\_\_ <http://www.in.gov/dhs/2795.htm>

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

**Optional Equipment & Services:**

Traffic Control: barricades, **No Parking** signs, \$25

\* **JUNKS & TRASH CANS**

**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)
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- Damage Deposit: \$ \_\_\_\_\_ (required only when renting Depot)
- Permit Fee: \$ 25 (fee waived when renting Depot)
- Rental Fee: \$ \_\_\_\_\_
- Equipment & Services: \$ 25 (optional)

- Certificate of Insurance
- Amusement & Entertainment Permit # \_\_\_\_\_  
Not sure if you need an A&E Permit? Want more information? Go to:  
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- 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, its 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: *Kenneth R. Hammon*

Signature

Printed: *Ken McClammon*

Date: *2/7/2020*

February 7, 2020

To: City of Lafayette Board of Works  
From: Ken McCammon  
Star City Blues and Jazz Festival Committee  
Friends of Downtown

This letter is intended as a request to allow the closure of Main Street from the East sidewalk of 5<sup>th</sup> Street to the alley between 4<sup>th</sup> and 5<sup>th</sup> Streets, and 5<sup>th</sup> Street between Columbia street and the North sidewalk of Main Street from 2pm until 1am on Saturday, July 25, 2020. This will be done in conjunction with the Star City Blues and Jazz Festival.

It is requested that the City of Lafayette provide barricades for closing the intersections and that these be delivered on Friday and picked up on Monday. Crews associated with the event will be responsible for erecting and removing these barricades. Signs will be required to inform people of the need to remove their vehicles from that portion of Main Street prior to the event (already in possession of organizers). It is also requested that additional trash/recycling receptacles be provided to facilitate cleanup after the event.

Sincerely,



Ken McCammon  
Friends of Downtown

## **STAR CITY BLUES AND JAZZ FESTIVAL**

The “Star City Blues and Jazz Festival” committee Friends of Downtown would like to announce the closure of Main Street from the East sidewalk of 5<sup>th</sup> Street to the alley between 4<sup>th</sup> and 5<sup>th</sup> Streets, and 5<sup>th</sup> Street between Columbia street and the North sidewalk of Main Street from 2pm until 1am on Saturday, July 27, 2019. This will be done in conjunction with the Star City Blues and Jazz Festival.

This will allow the people of Greater Lafayette and surrounding communities an opportunity to enjoy a street festival complete with food, music and fun.

Please call Ken McCammon at 765-414-7608 if you have any questions.

## **STAR CITY BLUES AND JAZZ FESTIVAL**

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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/27/2019

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 rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Underwood Agency 3990 State Road 38 E STE 5A Lafayette IN 47905		<b>CONTACT NAME:</b> Aspen Klaus <b>PHONE (A/C, No, Ext):</b> (765) 742-7320 <b>E-MAIL ADDRESS:</b> aklaus@underwoodagency.com <b>FAX (A/C, No):</b>	
<b>INSURED</b> Friends of Downtown PO Box 684 Lafayette IN 47902		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: West Bend Mutual Ins NAIC # 15350 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

**COVERAGES**

CERTIFICATE NUMBER: CL19112700807

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			1111825	08/04/2019	08/04/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY			1844235	02/11/2019	02/11/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE <input type="checkbox"/> OTHER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

**CERTIFICATE HOLDER****CANCELLATION**
 City of Lafayette  
 20 N 6th Street

Lafayette

IN 47901

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

MISCELLANEOUS PAYMENT RECPT#: 2036230  
City of Lafayette, IN  
20 N 6th St  
Lafayette IN 47901

DATE: 02/19/20      TIME: 15:45  
CLERK: sscott      DEPT:  
CUSTOMER#: 999  
MISC CUSTOMER  
COMMENT: JAZZ FEST

CHARGES:  
APG1 APPLICATION FEE      25.00  
BARR BARRICADE RENTA      25.00  
AMOUNT PAID:      50.00

PAID BY:      FRIENDS OF DOWNTOWN  
PAYMENT METH: CHECK  
                 1069

REFERENCE:

AMT TENDERED:      50.00  
AMT APPLIED:      50.00  
CHANGE:      .00

**SPECIAL EVENT - PUBLIC PROPERTY  
USER APPLICATION & AGREEMENT**

**DIRECTIONS**



Do not use for  
contractor  
vehicle permit

**Step One:**

- If this request involves closing a street  
Contact Lafayette Police - Traffic Division / 765-807-1293.
- If this request involves renting the Big Four Depot - Community Room  
Contact Lafayette Parks Department for availability / 765-807-1500

**Step Two:**

- Complete and submit this application to Lafayette Engineering Department  
City Hall, 2<sup>nd</sup> floor, 20 N 6<sup>th</sup> Street, Lafayette, IN / 765-807-1050

**User Information**

Date of Function: 5/9, 6/6, 7/11, 8/8, 9/5 Time: From: 3 PM am/pm to: 1 am/pm  
 Name: Mosey Down Main Street Organization: Friends of Downtown  
 Street Address: ~~Main St from 6th to 11th~~ P.O. Box ~~322~~ 684  
 City: Lafayette State: IN Zip Code: 47902  
 Contact person(s): Ken McCommon Phone Number(s): 765-414-7608  
 Email: k.mccommon@comcast.net  
 Event Description: Street Fair  
 Caterer: \_\_\_\_\_ Caterer's Phone Number: \_\_\_\_\_

**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 \_\_\_\_\_

Main St. from 6th to 11th.

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

Anticipated Attendance: 6,000

- 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)

**Not sure if you need an A&E Permit? Go to:**

- Amusement & Entertainment Permit # \_\_\_\_\_ <http://www.in.gov/dhs/2795.htm>  
 Stage     Fireworks     Outdoor cooker/grill     Other \_\_\_\_\_

**Optional Equipment & Services:**

Traffic Control: barricades, **No Parking** signs, \$25

*\* tables & trash cans*

**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
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- Equipment & Services: \$ 25 (optional)

Certificate of 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, its 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: Kenneth R. McCammon

Signature

Printed: Kenneth R. McCammon

Date: 2/7/2020

February 7, 2020

To: City of Lafayette Board of Works  
From: Ken McCammon  
Mosey Down Main Street Committee  
Friends of Downtown

This letter is intended as a request to allow the closure of Main Street from 6<sup>th</sup> to 11<sup>th</sup> streets, and 9<sup>th</sup> Street from Columbia to Ferry Streets to vehicular traffic on May 9, June 6, July 11, August 8 and September 5, between 3 PM-1 AM.

It is requested that the City of Lafayette provide barricades for closing the intersections and that these be delivered on Friday and picked up on Monday. Crews associated with the event will be responsible for erecting and removing these barricades. Signs will be required to inform people of the need to remove their vehicles from that portion of Main Street prior to the event (already in possession of organizers). It is also requested that additional trash/recycling receptacles be provided to facilitate cleanup after the event.

Sincerely,



Ken McCammon  
Mosey Down Main Street

# Mosey Down Main Street

The "Mosey Down Main Street" committee would like to announce the closure of Main Street to vehicular traffic between 6<sup>th</sup> and 11<sup>th</sup> Streets, and 9<sup>th</sup> Street between Ferry and Columbia on Saturdays May 9, June 6, July 11, August 8 and September 5, from 3 pm to 1 am. This will allow the people of Lafayette to enjoy a street festival complete with food, music and fun. The goal of this effort is to bring people downtown to enjoy the shops, restaurants, taverns, etc. and to allow a pedestrian mall effect in this section of Downtown.

Please call Ken McCammon at 765-414-7608 if you have any questions.

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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
11/27/2019

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<b>PRODUCER</b> Underwood Agency 3990 State Road 38 E STE 5A Lafayette IN 47905	<b>CONTACT NAME:</b> Aspen Klaus <b>PHONE (A/C, No, Ext):</b> (765) 742-7320 <b>E-MAIL ADDRESS:</b> aklaus@underwoodagency.com	<b>FAX (A/C, No):</b>
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Friends of Downtown PO Box 684 Lafayette IN 47902	<b>INSURER A:</b> West Bend Mutual Ins	<b>NAIC #</b> 15350
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES**                      **CERTIFICATE NUMBER:** CL19112700807                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			1111825	08/04/2019	08/04/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000 \$
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			1844235	02/11/2019	02/11/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE    OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

<b>CERTIFICATE HOLDER</b>  City of Lafayette 20 N 6th Street  Lafayette IN 47901	<b>CANCELLATION</b>  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  
---	---

MISCELLANEOUS PAYMENT RECPT#: 2036232  
City of Lafayette, IN  
20 N 6th St  
Lafayette IN 47901

DATE: 02/19/20      TIME: 15:46  
CLERK: sscott      DEPT:  
CUSTOMER#: 999  
MISC CUSTOMER  
COMMENT: MOSEY'S

CHARGES:  
APG1 APPLICATION FEE      25.00  
BARR BARRICADE RENTA      25.00  
AMOUNT PAID:      50.00

PAID BY:      FRIENDS OF DOWNTOWN  
PAYMENT METH: CHECK  
1069

REFERENCE:

AMT TENDERED:      50.00  
AMT APPLIED:      50.00  
CHANGE:      .00

**SPECIAL EVENT - PUBLIC PROPERTY  
USER APPLICATION & AGREEMENT**

**DIRECTIONS**

**Step One:**

- If this request involves closing a street  
Contact Lafayette Police - Traffic Division / 765-807-1293

- If this request involves renting the Big Four Depot - Community Room  
Contact Lafayette Parks Department for availability / 765-807-1500

**Step Two:**

- Complete and submit this application to Lafayette Engineering Department  
City Hall, 2<sup>nd</sup> floor, 20 N 6<sup>th</sup> Street, Lafayette, IN / 765-807-1050



Do not use for  
contractor  
vehicle permit

**User Information**

Date of Function: 8/29/2020 Time: From: 8 am/pm to: 8 am/pm

Name: Beers Across the Wabash Organization: Friends of Downtown

Street Address: P.O. Box ~~500~~ 684

City: Lafayette State: IN Zip Code: 47902

Contact person(s): Ken McCammon Phone Number(s): 765-414-7608

Email: k.mccammon@comcast.net

Event Description: Brewfest

Caterer: \_\_\_\_\_ Caterer's Phone Number: \_\_\_\_\_

**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):**

Anticipated Attendance: 1,500

- 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)

**Not sure if you need an A&E Permit? Go to:**

Amusement & Entertainment Permit # \_\_\_\_\_ <http://www.in.gov/dhs/2795.htm>

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

**Optional Equipment & Services:**

Traffic Control: barricades, **No Parking** signs, \$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 or Lafayette Parks Department
  - Damage Deposit: \$ \_\_\_\_\_ (required only when renting Depot)
  - Permit Fee: \$ 25 (fee waived when renting Depot)
  - Rental Fee: \$ \_\_\_\_\_
  - Equipment & Services: \$ \_\_\_\_\_ (optional)
- Certificate of 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, its 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: 

Signature

Printed: Ken McCammon

Date: 2/7/2020

February 7, 2020

To: City of Lafayette Board of Works  
From: Ken McCammon  
Beers Across the Wabash  
Friends of Downtown

This letter is intended as a request to allow the closure of the John T. Myers Pedestrian bridge on Saturday, August 29 from 8am to 8pm for the annual Beers Across the Wabash.

Sincerely,

A handwritten signature in blue ink that reads "Ken R. McCammon". The signature is written in a cursive style with a large initial "K" and "M".

Ken McCammon  
Friends of Downtown

# Beers Across the Wabash

The "Beers Across the Wabash" committee would like to announce the closure of the John T. Myers Pedestrian Bridge on Saturday, August 29, 2020 from 8am to 8pm. This will allow the people of Lafayette to enjoy the annual Beers Across the Wabash brew fest.

Please call Ken McCammon at 765-414-7608 if you have any questions.

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Please call Ken McCammon at 765-414-7608 if you have any questions.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
11/27/2019

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 rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Underwood Agency 3990 State Road 38 E STE 5A Lafayette IN 47905	<b>CONTACT NAME:</b> Aspen Klaus <b>PHONE (A/C, No, Ext):</b> (765) 742-7320 <b>E-MAIL ADDRESS:</b> aklaus@underwoodagency.com	<b>FAX (A/C, No):</b>
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Friends of Downtown PO Box 684 Lafayette IN 47902	<b>INSURER A:</b> West Bend Mutual Ins	<b>NAIC #</b> 15350
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES**      **CERTIFICATE NUMBER:** CL19112700807      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			1111825	08/04/2019	08/04/2020	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
							MED EXP (Any one person)	\$ Excluded
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMPI/OP AGG	\$ 2,000,000
								\$
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			1844235	02/11/2019	02/11/2020	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			N/A			PER STATUTE	OTH-ER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

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

**CERTIFICATE HOLDER**      **CANCELLATION**

City of Lafayette 20 N 6th Street  Lafayette IN 47901	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  
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MISCELLANEOUS PAYMENT RECPT#: 2036227  
City of Lafayette, IN  
20 N 6th St  
Lafayette IN 47901

DATE: 02/19/20                      TIME: 15:43  
CLERK: sscott                        DEPT:  
CUSTOMER#: 999  
MISC CUSTOMER  
COMMENT: BEERS ACROSS WABASH

CHARGES:  
APG1 APPLICATION FEE                25.00  
AMOUNT PAID:                        25.00

PAID BY:                      FRIENDS OF DOWNTOWN  
PAYMENT METH: CHECK  
                                 1069

REFERENCE:

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



# SPECIAL EVENT - PUBLIC PROPERTY USER APPLICATION & AGREEMENT

## 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  
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



Do not use for  
contractor  
vehicle permit

## User Information

Date of Function: 6/6/2020 Time: From: 8:00 am am/pm to: 10:00 am am/pm

Name: Race for Kids 5K Run/Walk Organization: Franciscan Health

Street Address: 1701 S. Creasy Lane

City: Lafayette State: IN Zip Code: 47905

Contact person(s): Jennifer Eberly Phone Number(s): 765-423-6812

Email: jennifer.eberly@franciscanalliance.org

Event Description: 5K Run / Walk

Caterer: n/a Caterer's Phone Number: n/a

## **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):**

Anticipated Attendance: 300 - 350

- 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)

**Not sure if you need an A&E Permit? Go to:**

Amusement & Entertainment Permit # \_\_\_\_\_ <http://www.in.gov/dhs/2795.htm>

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

**Optional Equipment & Services:**

Traffic Control: barricades, **No Parking** signs, \$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: \$ \_\_\_\_\_ (fee waived when renting Depot)
  - Rental Fee: \$ \_\_\_\_\_
  - Equipment & Services: \$ \_\_\_\_\_ (optional)
- Certificate of 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: Terry Wilson  
Signature

Printed: Terry Wilson

Date: 2/12/20

January 27, 2020

Lafayette Board of Works,

Franciscan Health is requesting permission from the board to host it's fifth annual Race for Kids 5K run/walk on Saturday, June 6, 2020. We are requesting approval to restrict the following roads to one lane from 8:30 a.m. to 10 a.m.:

- a. Unity Place
- b. Amelia Avenue (from Creasy Lane to Sourgum Lane)
- c. Sourgum Lane (from Austrian Court to Sweetgum Drive)
- d. Sweetgum Drive (from Sourgum Lane to Hornbeam Circle)
- e. Hornbeam Circle East and Hornbeam Circle West
- f. St. Francis Way (East of Hatke Drive)

Franciscan Health will contact the Lafayette Police Department to discuss safety requirements needed to provide traffic control support at Amelia Ave/Unity Place/Sourgum. We will utilize volunteers on the course to make sure participants are safe, and provide support for traffic control. We will have medical personnel onsite, and we would like to use a golf cart/utility vehicles on the course (to move volunteers and supplies, respond to any medical issues, etc.). A course map is enclosed for your review.

The 5K run/walk benefits the Franciscan Health Level III NICU (Neonatal Intensive Care Unit) and Pediatric Therapy Departments. For more information or to register, please visit: [Franciscanhealthfoundation.org/raceforkids](http://Franciscanhealthfoundation.org/raceforkids).

If you have any questions about this event, please contact me at (765) 423-6812 or [jennifer.Eberly@franciscanalliance.org](mailto:jennifer.Eberly@franciscanalliance.org).

Thank you in advance for your support.

Sincerely,



Jennifer Eberly  
Director of Development  
Franciscan Health Foundation

January 31, 2020

To our neighbors,

Franciscan Health will be hosting the fifth annual Race for Kids 5K run/walk on Saturday, June 6, 2020. The race will begin on the Franciscan Health Lafayette East campus, proceeds through your neighborhood and finish back at the hospital campus. The race will restrict the following roads to one lane from 8:30 a.m. to 10 a.m.:

- a. Unity Place
- b. Amelia Avenue (from Creasy Lane to Sourgum Lane)
- c. Sourgum Lane (from Austrian Court to Sweetgum Drive)
- d. Sweetgum Drive (from Sourgum Lane to Hornbeam Circle)
- e. Hornbeam Circle East and Hornbeam Circle West
- f. St. Francis Way (East of Hatke Drive)

The 5K run/walk benefits our Franciscan Health Level III NICU (Neonatal Intensive Care Unit) and Pediatric Therapy Department. For more information or to register, please visit: [Franciscanhealthfoundation.org/raceforkids](http://Franciscanhealthfoundation.org/raceforkids).

The ninth annual Healthy Families Fun Fair will also be held on Saturday, June 6 inside the hospital from 10 a.m. to 2 p.m. The fair inspires families in a fun way to lead an active and healthy lifestyle. The event is free and will feature fun, kid-friendly activities at every booth. The NICU reunion and group photo will take place at 11 a.m. with check in at 10:45 a.m.

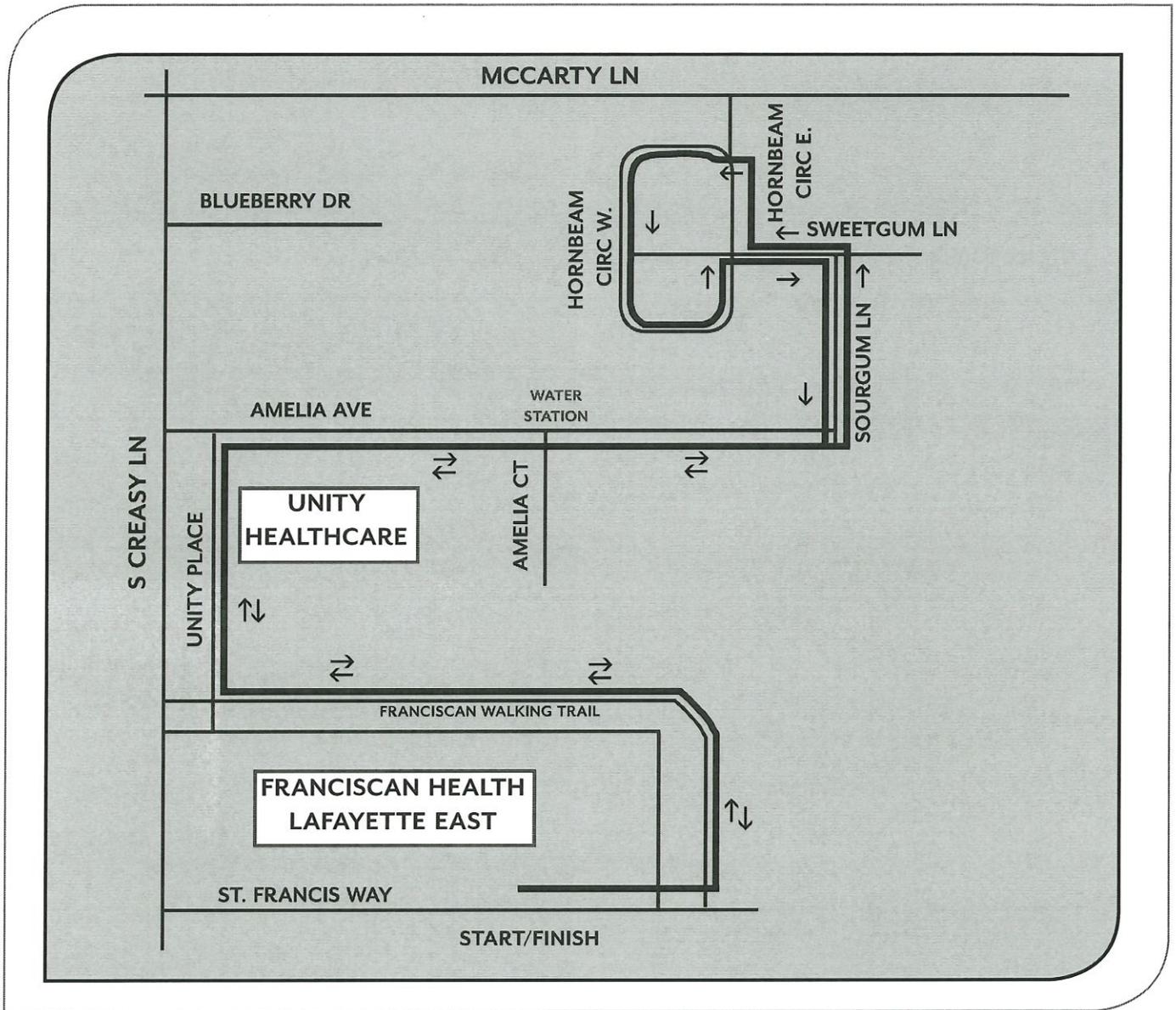
We will be seeking approval from the City of Lafayette Board of Works. The discussion of this event is expected to go before the board in March.

We appreciate your cooperation. If you have any questions regarding restriction, please feel free to contact Jennifer Eberly at (765) 423-6812.

Sincerely,

Franciscan Health  
Race for Kids Committee

# Franciscan Health Race for Kids • 5K Course



- START: St. Francis Way to Franciscan Trail
- Following Walking Trail to Unity Place and turn right
- Right on Amelia Ave
- Left on Sourgum Ln
- Left on Sweetgum Dr
- Right on Hornbeam Cir E
- Left on Hornbeam Cir W (Go around the circle drive)
- Right on Sweetgum Dr
- Right on Sourgum Ln
- Right on Amelia Ave
- Left onto Unity Place
- Left on Franciscan Walking Trail
- FINISH: Franciscan Walking Trail (behind hospital)



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
02/05/2020

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 rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> K&K Insurance Group, Inc. 1712 Magnavox Way Fort Wayne IN 46804	<b>CONTACT NAME:</b> Mass Merchandising <b>PHONE (A/C, No, Ext):</b> 1-800-426-2889 <b>FAX (A/C, No):</b> 1-260-459-5105 <b>E-MAIL ADDRESS:</b> info@sportsinsurance-kk.com <b>PRODUCER CUSTOMER ID:</b>	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> 2001214026    CP# 1279 Franciscan Alliance, Inc. DBA: Franciscan Health Lafayette 3510 Park Place W Mishawaka, IN 46545 A Member of the Sports, Leisure & Entertainment RPG	<b>INSURER A:</b> Nationwide Mutual Insurance Company <b>NAIC #</b> 23787 <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	

**COVERAGES**      **CERTIFICATE NUMBER:** 2000457133      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	X		6BRPG000006993700	06/05/20 12:01 AM	06/08/20 12:01 AM	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea Occurrence) \$1,000,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$5,000,000 PRODUCTS - COMP/OP AGG \$1,000,000 PROFESSIONAL LIABILITY LEGAL LIAB TO PARTICIPANTS \$1,000,000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> Not provided while in Hawaii						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION						EACH OCCURRENCE AGGREGATE
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)    Y / N <input type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT
A	<b>MEDICAL PAYMENTS FOR PARTICIPANTS</b>			6BRPG000006993700	06/05/20 12:01 AM	06/08/20 12:01 AM	PRIMARY MEDICAL EXCESS MEDICAL \$25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Legal Liability to Participants (LLP) limit is a per occurrence limit.  
 Event Name: Franciscan Health Race for Kids    Event Type: Walk and Run Distance: 5K    Event Date(s): 6/5/20 to 6/7/20  
 # of Participants: 235    Event Location: Franciscan Health Lafayette, 1701 S Creasy Ln, Lafayette  
 The certificate holder is added as an additional insured, but only for liability caused, in whole or in part, by the acts or omissions of the named insured.  
 This certificate voids and replaces certificate #W01668521

<b>CERTIFICATE HOLDER</b> City of Lafayette 20 N 6th Street Lafayette, IN 47901 Owner/Manager/Lessor of Premises	<b>CANCELLATION</b> 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 

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Coverage is only extended to U.S. events and activities.  
 \*\* NOTICE TO TEXAS INSURED: The Insurer for the purchasing group may not be subject to all the insurance laws and regulations of the State of Texas.  
**ACORD 25 (2016/03)**      The ACORD name and logo are registered marks of ACORD



MISCELLANEOUS PAYMENT RECPT#: 2029413  
City of Lafayette, IN  
20 N 6th St  
Lafayette IN 47901

DATE: 02/14/20 TIME: 10:06  
CLERK: sscott DEPT:  
CUSTOMER#: 999  
MISC CUSTOMER  
COMMENT: FRANCISCAN ALLIANCE

CHARGES:  
APG1 APPLICATION FEE 25.00  
AMOUNT PAID: 25.00

PAID BY: RACE FOR KIDS 5K RUN  
PAYMENT METH: CREDIT CARD  
V 6114 1022

REFERENCE:

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



# SPECIAL EVENT - PUBLIC PROPERTY USER APPLICATION & AGREEMENT

## 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  
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



Do not use for contractor vehicle permit

## User Information

Date of Function: April 25, 2020 Time: From: 6:30pm am/pm to: 8:30pm am/pm

Name: Kirby Gibson Organization: JHS Prom

Street Address: 1801 S 18th Street

City: Lafayette State: IN Zip Code: 47905

Contact person(s): Kirby Gibson Phone Number(s): 765-772-4700

Email: kgibson@lsc.k12.in.us

Event Description: JHS Grand March

Caterer: \_\_\_\_\_ Caterer's Phone Number: \_\_\_\_\_

## **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):**

Anticipated Attendance: 500

- 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)

**Not sure if you need an A&E Permit? Go to:**

Amusement & Entertainment Permit # \_\_\_\_\_ <http://www.in.gov/dhs/2795.htm>

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

**Optional Equipment & Services:**

Traffic Control: barricades, **No Parking** signs, \$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: \$ 25.00 (fee waived when renting Depot)
  - Rental Fee: \$ \_\_\_\_\_
  - Equipment & Services: \$ 25.00 (optional)
- Certificate of 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:  \_\_\_\_\_  
Signature

Printed: Kirby Gibson

Date: 2-18-20

# JEFFERSON HIGH SCHOOL

Lafayette School Corporation  
1801 South 18<sup>th</sup> Street • Lafayette, IN 47905

Dear Sir/Madam:

On April 25, Jefferson High School will host their 2020 senior prom. The location for this year's prom is the Lafayette Theater located on 600 Main Street in downtown Lafayette. This is a special evening for our seniors and their families. Not only will many of our seniors participate in the event, but also families and community members will be present to take pictures and capture the special memories of the evening.

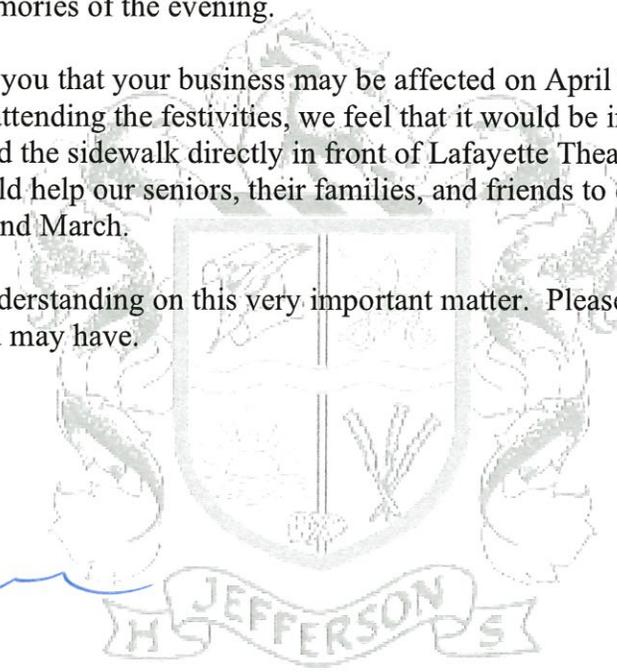
I am writing to inform you that your business may be affected on April 25<sup>th</sup> due to our event. With so many people attending the festivities, we feel that it would be in everyone's best interest to have Main Street and the sidewalk directly in front of Lafayette Theater closed from 6:30 p.m. to 8:30 p.m. This would help our seniors, their families, and friends to enjoy the time leading up to prom, including Grand March.

We appreciate your understanding on this very important matter. Please feel free to contact me with any questions you may have.

Sincerely,



Kirby Gibson  
Senior Class Sponsor  
kgibson@lsc.k12.in.us



*A Nationally Recognized School Of Excellence*

Phone: 765.772.4700 • [lafayettejeff.org](http://lafayettejeff.org) • Fax: 765.772.4700

# JEFFERSON HIGH SCHOOL

Lafayette School Corporation  
1801 South 18<sup>th</sup> Street • Lafayette, IN 47905

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We are asking for your assistance to help us make the night run as smoothly as possible. With so many people attending the event, we feel that it would be in everyone's best interest if we were able to get Main Street closed from 6:30 PM to 8:30 PM.

We are happy to work with you to refine any details of closing Main Street for our event. It is our intent to pay the \$25 permit fee. We will also inform any neighboring businesses that could possibly be affected by the closure. Thank you for your consideration of this matter.

Sincerely,



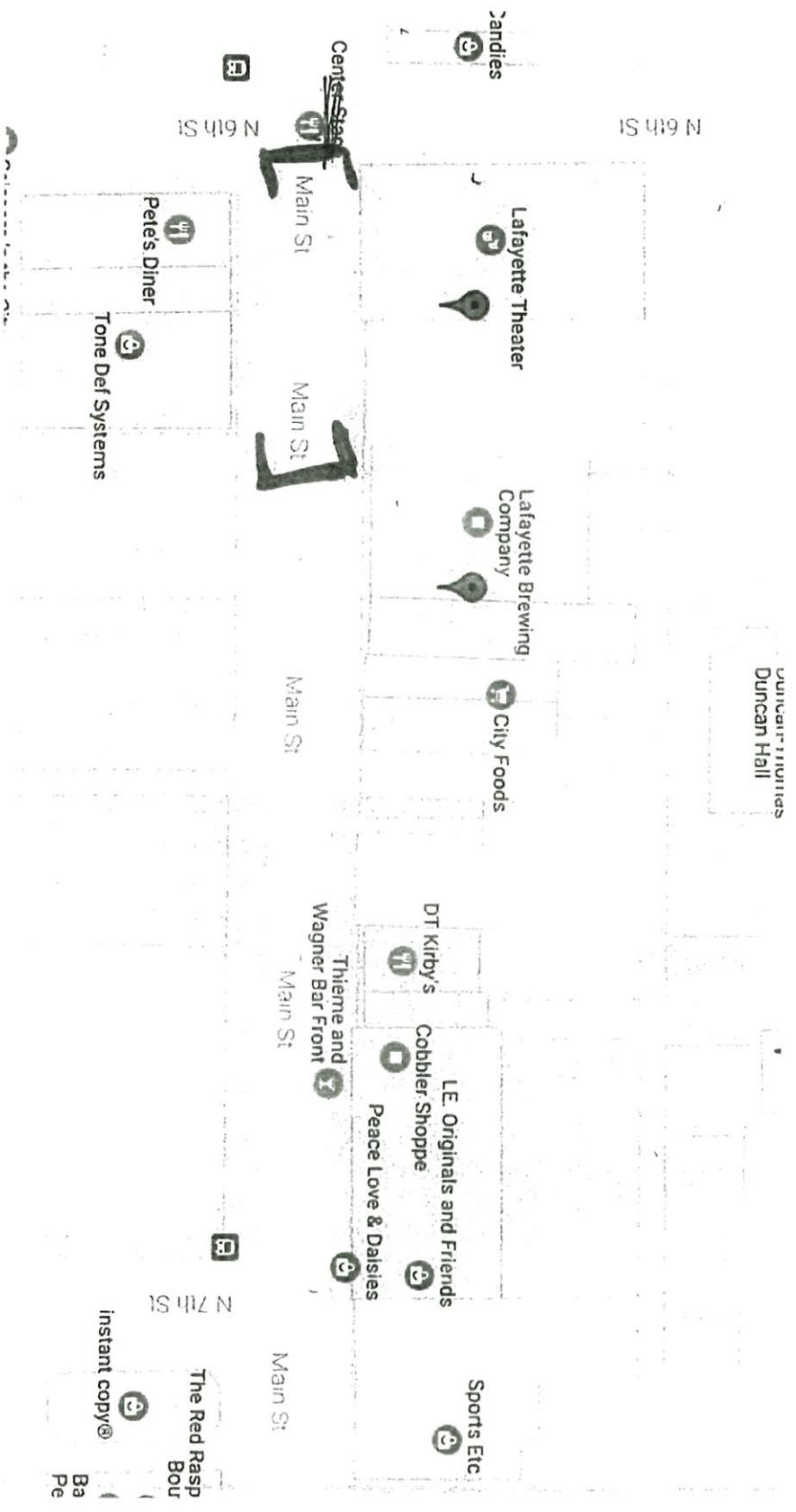
Kirby Gibson  
Senior Class Sponsor  
kgibson@lsc.k12.in.us



*A Nationally Recognized School Of Excellence*

Phone: 765.772.4700 • [lafayettejeff.org](http://lafayettejeff.org) • Fax: 765.772.4700

Close street of center in front of theater - Lafayette St to parking lot





MISCELLANEOUS PAYMENT RECPT#: 2036111  
City of Lafayette, IN  
20 N 6th St  
Lafayette IN 47901

DATE: 02/19/20      TIME: 14:10  
CLERK: sscott      DEPT:  
CUSTOMER#: 999  
MISC CUSTOMER  
COMMENT: JHS PROM

CHARGES:  
APG1 APPLICATION FEE      25.00  
BARR BARRICADE RENTA      25.00  
AMOUNT PAID:      50.00

PAID BY:      KIRBY GIBSON  
PAYMENT METH: CREDIT CARD  
V#7625 EX 0420

REFERENCE:

AMT TENDERED:      50.00  
AMT APPLIED:      50.00  
CHANGE:      .00



# 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: 05/25/2020 Time: From: 11<sup>00</sup> am/~~pm~~ to: 2:00 am/pm  
 Name: Tim Hinton Organization: Tippecanoe County Veterans Council  
 Street Address: 629 N. 6th St.  
 City: Lafayette State: IN Zip Code: 47901  
 Contact person(s): Tim Hinton Phone Number(s): 765-586-2500  
 Email: timhinton2120@yahoo.com  
 Event Description: Memorial Day Parade  
 Caterer: NA Caterer's Phone Number: \_\_\_\_\_

## **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: 600     Private Trash Hauler (must be removed by 8am following day)  
 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)

**Not sure if you need an A&E Permit? Go to:**

Amusement & Entertainment Permit # \_\_\_\_\_ <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: \$ NA (required only when renting Depot)
  - Permit Fee: \$ waived (fee waived when renting Depot)
  - Rental Fee: \$ \_\_\_\_\_
  - Equipment & Services: \$ \_\_\_\_\_ (optional)
- Certificate of 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: Devin L. Allen  
Signature

Printed: Timothy L. Hinton

Date: 02-18-2020

**Tippecanoe County Veterans Council**  
**1521 Creasy Lane**  
**Lafayette, IN 47905**

February 18, 2020

Letter of request for 2020 Annual Lafayette Memorial Day Parade

This letter is to request approval by the City of Lafayette Board of Works, Lafayette Fire and Police Departments for the annual Memorial Day parade to be held on Monday May 25, 2020 starting at Noon. The parade route is the same as each year to start at Main Street and Alabama street/16<sup>th</sup> street and proceed to move east to Park Avenue at Columbian Park and conclude at or near Memorial Plaza within Columbian Park. We have worked with Lafayette Parks department director Claudine Lauffman. We are excited to present our annual parade and as the largest Memorial Day parade in Indiana. As stated the parade will start at Noon and conclude in about one-two hours at Columbian Park. We would request the temporary closure of streets including Main street, 18<sup>th</sup> street and the necessary side streets until the parade is concluded. We will setup the LFD aerial trucks with the American Flag and the parade will proceed under/through to begin the parade at Main and 18<sup>th</sup> streets. We have two coordinators for the Memorial Day parade setup in James Harris VSO and Clem Schroll members of the Tippecanoe County Veterans Council. We would be very happy to address any and all questions as we have in the past to the Lafayette City Board of Works.

Sincerely,

Timothy L. Hilton  
President  
Tippecanoe County Veterans Council





# SPECIAL EVENT - PUBLIC PROPERTY USER APPLICATION & AGREEMENT

## DIRECTIONS

### Step One:

o If this request involves closing a street  
Contact Lafayette Police – Special Operations Division / 765-807-1272

o If this request involves renting the Big Four Depot - Community Room  
Contact Facilities Department for availability / 765-807-1323

### Step Two:

o 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



Do not use for contractor vehicle permit

### User Information

Date of Function: 10/3/2020 Time: From: 8:00 am/pm to: 10:00 am/pm

Name: Tunnel to Towers Lafayette 5K Organization: Stephen Silber Tunnel to Towers Foundation

Street Address: 2361 Hylan Blvd,

City: Staten Island State: NY Zip Code: 10306

Contact person(s): Chad McCord / Jennifer McCord Phone Number(s): 765-421-5662

Email: lafayette@tunnel2-towers.org or chad

Event Description: 5K Run/Walk

Caterer: \_\_\_\_\_ Caterer's Phone Number: \_\_\_\_\_

### 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):

Anticipated Attendance: 200

- 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)

Not sure if you need an A&E Permit? Go to:

Amusement & Entertainment Permit # \_\_\_\_\_ <http://www.in.gov/dhs/2795.htm>

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

**Optional Equipment & Services:**

Traffic Control: barricades, No Parking signs, \$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)
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  - Damage Deposit: \$ \_\_\_\_\_ (required only when renting Depot)
  - Permit Fee: \$ 25 (fee waived when renting Depot)
  - Rental Fee: \$ \_\_\_\_\_
  - Equipment & Services: \$ \_\_\_\_\_ (optional)
- Certificate of Insurance
- Amusement & Entertainment Permit # \_\_\_\_\_  
 Not sure if you need an A&E Permit? Want more information? Go to:  
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- Traffic Control / Public Safety / Emergency Plan
- User Agreement
- Board of Public Works and Safety meeting (if required)

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"Lafayette Board of Works"

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

"User"

By: Todd Hirsch  
Signature

Printed: Todd Hirsch

Date: 2-19-2020





MISCELLANEOUS PAYMENT RECPT#: 2047014  
City of Lafayette, IN  
20 N 6th St  
Lafayette IN 47901

DATE: 02/26/20            TIME: 12:22  
CLERK: sscott            DEPT:  
CUSTOMER#: 999  
MISC CUSTOMER  
COMMENT:

CHARGES:  
APG1 APPLICATION FEE            25.00  
AMOUNT PAID:            25.00

PAID BY:            CHAD MCCORD  
PAYMENT METH: CHECK  
                         6865

REFERENCE:

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

## **PROCLAMATION TO SUPPORT PARTICIPATION IN THE 2020 CENSUS**

**WHEREAS**, the U.S. Census Bureau is required by Article 1, Section 2 of the U.S. Constitution to conduct a nationwide census every ten years; and

**WHEREAS**, census data collected helps determine the number of seats that each state will have in the U.S. House of Representatives and is necessary for accurate and fair redistricting of state legislative seats, county and city councils and voting districts; and

**WHEREAS**, federal and state funding is allocated to states and local communities based on census data; and

**WHEREAS**, accurate census information is critical to planning for future growth, development, and the social needs of our communities; and

**WHEREAS**, the decennial census is a massive undertaking that requires cross-sector collaboration and partnership in order to achieve a complete and accurate count.

### **NOW THEREFORE,**

1. City of Lafayette, City of West Lafayette and Tippecanoe County, in partnership with the state, businesses, schools, and community organizations, is committed to planning and conducting outreach and communication strategies to promote awareness and participation in the 2020 Census.
2. The City of Lafayette, City of West Lafayette and Tippecanoe County recognizes the importance of the 2020 Census and supports helping to ensure a complete, fair and accurate count of all people in Tippecanoe County and Indiana.

**Dated this 17<sup>th</sup> day of March 2020**

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**Mayor Tony Roswarski**  
**City of Lafayette, Indiana**

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**Mayor John Dennis**  
**City of West Lafayette, Indiana**

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**Commissioner Tom Murtaugh**  
**Tippecanoe County, Indiana**