



Board of Public Works and Safety

Agenda Item

Cover Sheet

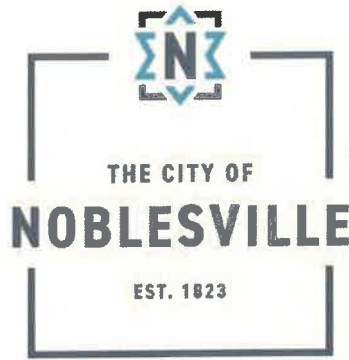
MEETING DATE: April 23, 2024

- ☒ Consent Agenda Item
- ☐ New Item for Discussion
- ☐ Previously Discussed Item
- ☐ Miscellaneous

ITEM #: 3

INITIATED BY: René Gulley

- ☒ Information Attached
- ☐ Bring Paperwork from Previous Meeting
- ☐ Verbal
- ☐ No Paperwork at Time of Packets



TO: Noblesville Board of Public Works and Safety
FROM: René Gulley, Operations Manager Street Department
SUBJECT: Board to consider street closure, alley activations, and parking reservations
for the annual Magic of the Square
DATE: April 23, 2024

Attached you will find a request from Kate Baker of Noblesville Main Street for their annual Magic of the Square event on May 3rd from 4:00pm to 8:00pm. They will set up at 2:00pm and tear down by 9:00pm. They are requesting to close N 9th Street from Logan Street to Conner Street and will have tents in the street for vendors. They are also requesting to reserve five (5) parking spaces on the south side of Logan Street just west of N 9th Street for trolley rides. They will be activating the north, south, and east pedestrian alleys for activities.

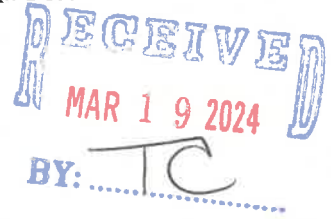
The committee recommends the Board of Public Works approve this street closure, alley activations, and parking reservations.



Tiana Chamberlin

ENC-0281-2024

From: Sent on Behalf of Street Department <no-reply@egovnotices.com>
Sent: Tuesday, March 19, 2024 3:41 PM
To: Street Department
Subject: Special Event Encroachment Permit Submitted - Receipt #2024-QIPD0H



A citizen submitted the following information for one or more item(s) for which you are on the notification list. The information sent to the citizen is as follows.

Confirmation

Thank you for submitting an online Special Event Encroachment Permit. You will be contacted following a review of this application.

**This is required as part of the permit application.* Please email nsd@noblesville.in.us with a map detailing the location of event (site map), and an event agenda or planned activities. If your event contains a program of various locations, your proposed route must also be attached.*

Confirmation: I agree to the terms and conditions listed above.

ENCROACHMENT LOCATION INFORMATION

Address or Special Event Location: Downtown Noblesville (9th Street between Conner & Logan, all Alleys: North, East, South)

APPLICANT CONTACT INFORMATION

Organization Name: Noblesville Main Street
Contact Name: Kate Baker
Address: 839 Conner Street, Noblesville, IN 46060
Phone Number: 310-570-6071
Email: kate@noblesvillemainstreet.org
Non-Profit: Yes

EVENT LOGISTICS

Event Name: First Friday - May: Magic of the Square
Type of Event: Entertainment
If other, please explain:
What is the purpose of the event?: The First Friday Series invites guests to come explore Downtown Noblesville Square, visit our shops and restaurants that are open later than usual, and engage within our historic district.
Event Requirements (Click All That Apply): Event Barricades; Trash Pickup

Event Starting Date & Time: 05/03/2024 at 04:00:00 PM

Event Ending Date & Time: 05/03/2024 at 08:00:00 PM

Setup Date & Time: 05/03/2024 at 02:00:00 PM

Tear Down Date & Time: 05/03/2024 at 09:00:00 PM

Total number of anticipated participants (including volunteers, spectators, runners, etc):
1000

Is this a first time event for you or the sponsoring organization at this location?: No

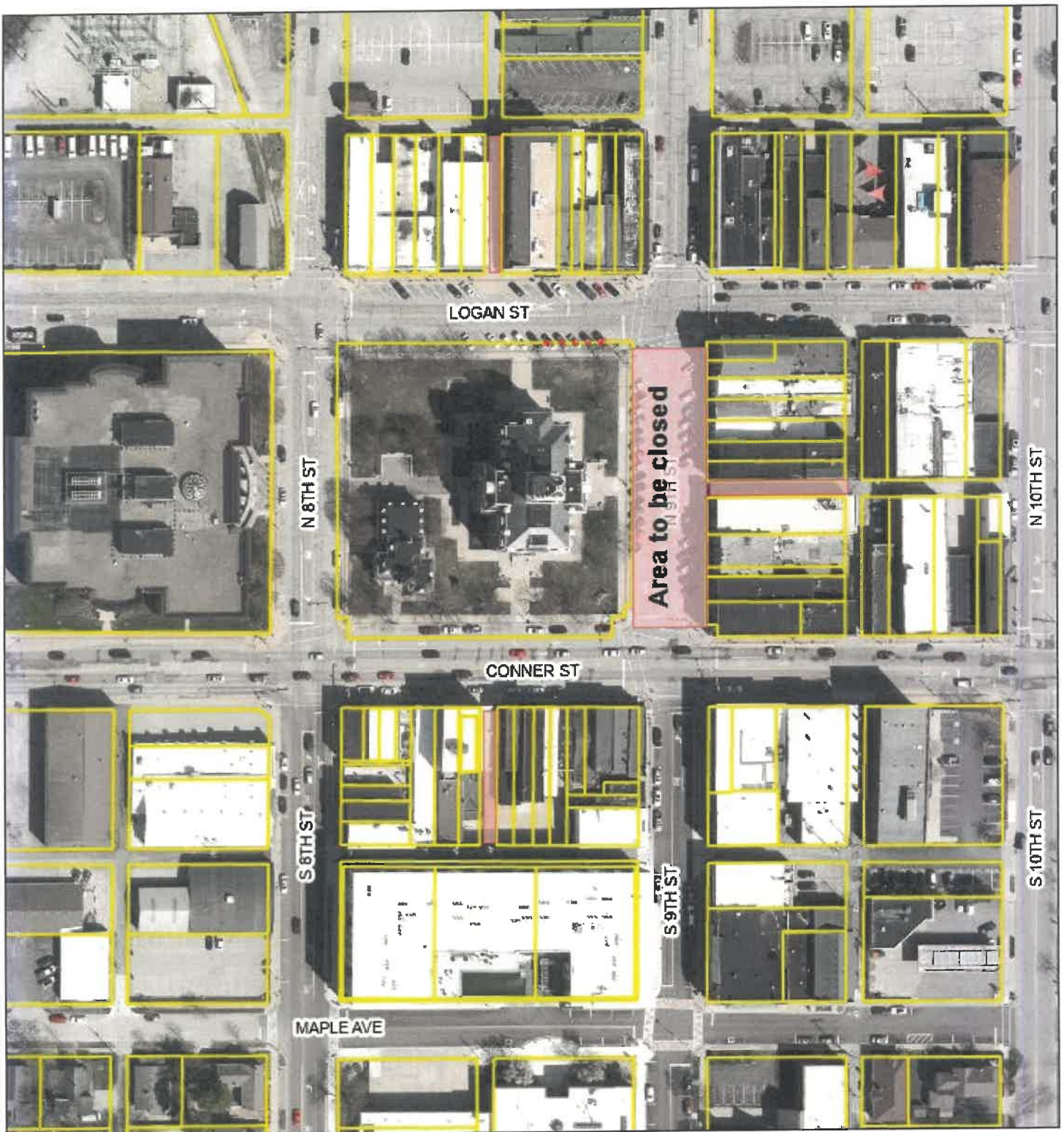
Do you plan to erect temporary structures such as stages, tents, booths, tables, bounce houses, etc for this event?: Yes

***If yes, please describe::** We will have tents on 9th Street, activities in the alleys, and activities on Courthouse Square.

To stay up to date you can view the status of this item [here](#).

[Noblesville, IN](#)

2024 Magic of the Square



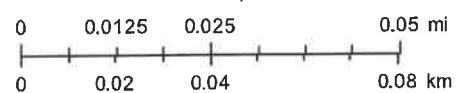
3/21/2024, 1:50:43 PM

1:1,600

centerlines



Parcels



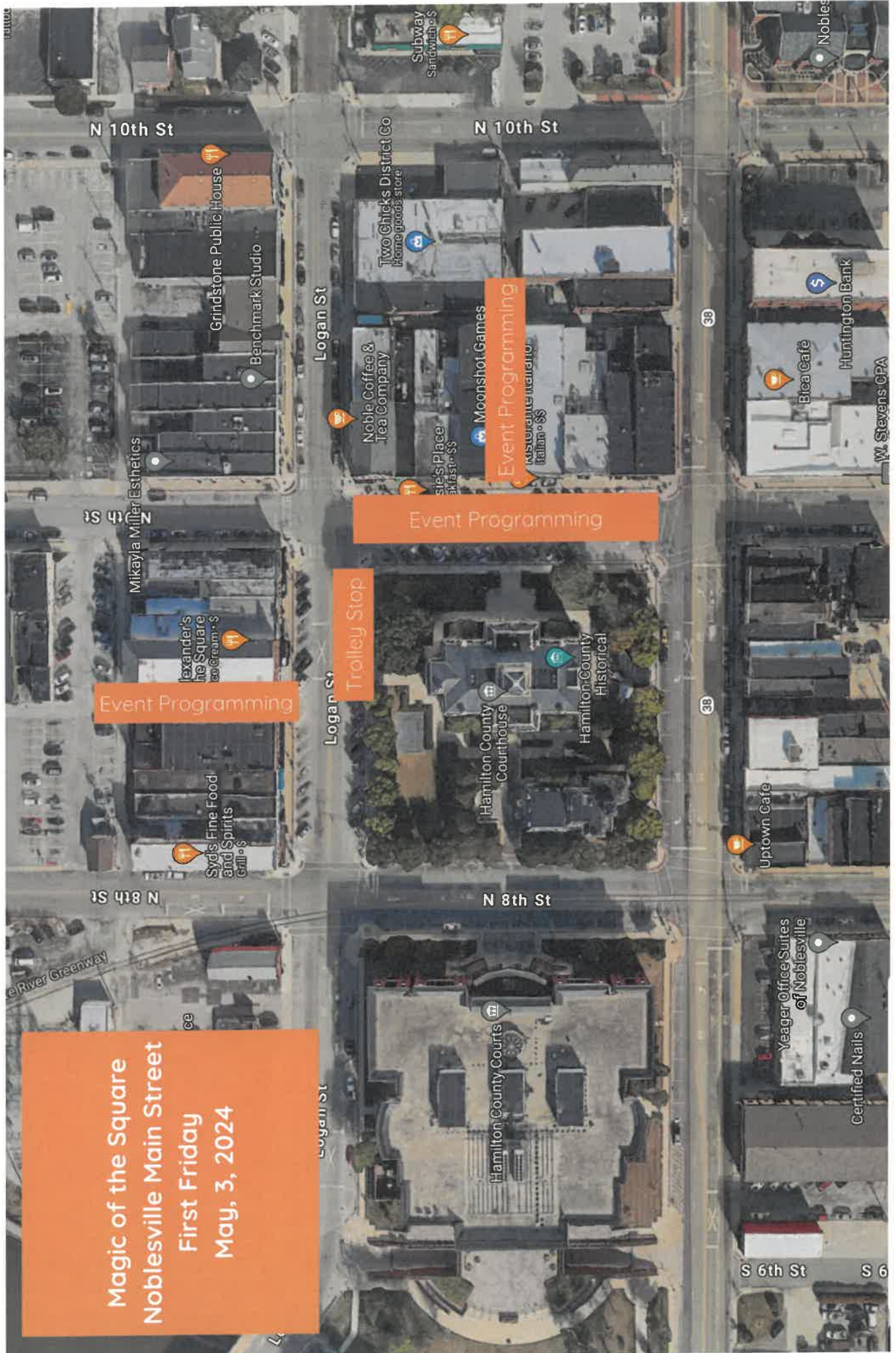
Magic of the Square
Noblesville Main Street
First Friday
May, 3, 2024

Event Programming

Trolley Stop

Event Programming

Event Programming





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/15/2023

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).

PRODUCER Martin & Martin Insurance Agency 62 S 9th Street Noblesville IN 46060		CONTACT NAME: Christine Martin PHONE (A/C. No. Ext): E-MAIL ADDRESS: FAX (A/C. No): (317)703-1115	
INSURED Noblesville Main Street Inc. 839 Conner Street Noblesville IN 46060		INSURER(S) AFFORDING COVERAGE INSURER A: ERIE INS EXCH INSURER B: INSURER C: ERIE INS EXCH INSURER D: Erie Insurance Group INSURER E: INSURER F:	
		NAIC # 26271 26271 35585	

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

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

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 <input checked="" type="checkbox"/> hired & non-owned liability GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	N	Q43-0155851	07/01/2023	07/01/2024	EACH OCCURRENCE \$ 1000000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1000000 MED EXP (Any one person) \$ 5000 PERSONAL & ADV INJURY \$ 1000000 GENERAL AGGREGATE \$ 2000000 PRODUCTS - COMP/OP AGG \$ 2000000 \$
	<input type="checkbox"/> AUTOMOBILE LIABILITY <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						COMBINED SINGLE LIMIT (Ea accident) \$ 1000000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$ 0						EACH OCCURRENCE \$ 1000000 AGGREGATE \$ 1000000 \$
	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y / N <input checked="" type="checkbox"/> N						E.L. EACH ACCIDENT \$ 1000000 E.L. DISEASE - EA EMPLOYEE \$ 1000000 E.L. DISEASE - POLICY LIMIT \$ 1000000

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

certificate holder is additional insured

CERTIFICATE HOLDER**CANCELLATION**

City Of Noblesville 16 South 10th Street Noblesville IN 46060	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
---	---

Fax:

Email:

© 1988-2015 ACORD CORPORATION. All rights reserved.

ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD