



Board of Public Works and Safety

Agenda Item

Cover Sheet

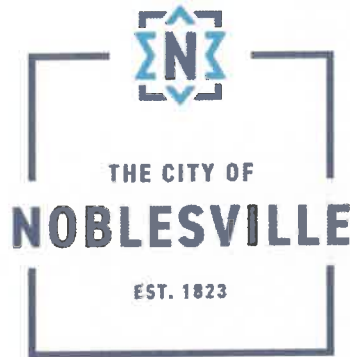
MEETING DATE: May 13, 2025

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

ITEM #: 4

INITIATED BY: René Gulley

- ☒ Information Attached
- ☐ 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 Annual Grillin' on the Square 2025

DATE: May 13, 2025

Attached you will find a request from Julia Kozicki on behalf of the Noblesville Lions Club to reserve parking spaces for the annual Grillin' on the Square. This event will begin with a porkchop dinner on Friday, June 6th and will be followed by a pancake breakfast on Saturday, June 7th. They are requesting to reserve three (3) parking spaces on the south side of Logan Street, just east of N 8th Street, from Thursday, June 5th until Monday, June 9th during business hours for the tent company to set up and tear down before and after the event. They will use these spaces for member parking during the event, as well. Additionally, they are requesting to reserve all of the parking spaces along the east side of N 8th Street between Logan Street and Conner Street from 8:00am-8:00pm on Friday and from 6:00am-12:00pm on Saturday. They will utilize the N 8th Street parking for a drive-thru lane. They have received approval to use the Hamilton County lawn.

The committee recommends the Board of Public Works approve this request.



Tiana Chamberlin

ENC2-0251-2025

From: Sent on Behalf of Street Department <no-reply@egovnotices.com>
Sent: Tuesday, March 18, 2025 9:03 PM
To: Street Department
Subject: Special Event Encroachment Permit Submitted - Receipt #2025-A5TJCO

EXTERNAL EMAIL - This email was sent by a person from outside your organization. Exercise caution when clicking links, opening attachments or taking further action, before validating its authenticity.



RECEIVED
MAR 19 2025
BY: TC

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.gov 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: Courthouse Square (8th Street between Conner and Logan St.)

APPLICANT CONTACT INFORMATION

Organization Name: Noblesville Lions Club
Contact Name: Julia Kozicki
Address: 925 Queensbury Dr, Noblesville, IN 46062
Phone Number: 317-294-8064
Email: julia@thekozickis.org
Non-Profit: Yes

EVENT LOGISTICS

Event Name: Grillin on the Square - annual porkchop dinner
Type of Event: Fundraiser
If other, please explain:

What is the purpose of the event?: This is our annual pork chop and chicken fundraiser dinner. We will primarily be under a tent on the lawn of the courthouse, but would like to again offer a drive-through pick up option along 8th Street. We will also need parking spaces for some of our members with mobility issues. We also serve pancakes on Saturday morning.

Event Requirements (Click All That Apply): No Additional Requirements

Event Starting Date & Time: 06/06/2025 at 11:00:00 AM

Event Ending Date & Time: 06/05/2025 at 07:30:00 PM

Setup Date & Time: 06/06/2025 at 08:00:00 AM

Tear Down Date & Time: 06/06/2025 at 09:00:00 PM

Total number of anticipated participants (including volunteers, spectators, runners, etc):
300

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::** Yes, we will have a tent on the northwest corner of the courthouse lawn, with tables for serving and eating. We will need parking spaces along the east side of 8th Street between Conner and Logan for the drivethrough lane as well as refrigerated truck and member parking.

see cover letter

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

[Noblesville, IN](#)

Lions Club Pork Chop Dinner



March 29, 2021

centerlines

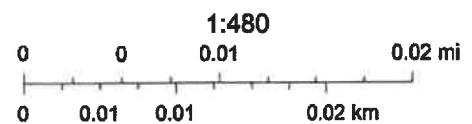
Red- Meal Pick-up Area

Green - Que for Pick-up

Cones will be placed along pick-up area

Lions Club will provide Flagger to assist drivers entering N.B. 8th

Blue shaded area on Logan for support vehicles



ArcGIS WebApp Builder



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/19/2025

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 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

DSP Insurance Services, Inc.
1900 E. Golf Rd., Ste. 225
Schaumburg, IL 60173

CONTACT NAME: Bryan Adams

PHONE (A/C, No, Ext): 1-800-316-6705

FAX (A/C, No): 847-934-6186

E-MAIL ADDRESS: lionsclubs@dspins.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: ACE American Insurance Company

22667

INSURED

Noblesville Lions Club
Noblesville Indiana

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			HDOG48914445	09/01/2024	09/01/2025	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
	<input checked="" type="checkbox"/> Agg. Per Named Insured is \$2,000,000						PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 10,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
A	AUTOMOBILE LIABILITY			ISAH10835549	09/01/2024	09/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS	<input checked="" type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB	<input type="checkbox"/> OCCUR					AGGREGATE \$
		<input type="checkbox"/> CLAIMS-MADE					\$
	DED	RETENTION \$					\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y / N					E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> N/A					E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

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

Provisions of the policy apply to the named insureds participation in the following activity during the policy period shown above:

06-05-2025 to 06-07-2025

Grillin on the Square, Courthouse Square, Noblesville, IN 46060

City of Noblesville

is included as an Additional Insured(s), but only with respect to General Liability arising out of the issuance of permit(s) to the Insured shown above and not out of the sole negligence of said additional insured.

PROVISIONS OF THE POLICY DO NOT APPLY TO THE SALE OR SERVING OF ALCOHOLIC BEVERAGES

CERTIFICATE HOLDER

CANCELLATION

City of Noblesville
16 South 10th Street
Noblesville Indiana 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

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