

Board of Public Works

Special Meeting

July 14, 2025

11:45 am



Members:

Kyla Cox Deckard, President
Elizabeth Karon, Vice President
James Roach, Secretary

Appointed 01/02/2016 by the Mayor
Appointed 01/05/2022 by the Mayor
Appointed 01/17/2024 by the Mayor

BMC 2.09.020 states that these members serve at the pleasure of the Mayor.

The City will offer virtual options, including CATS public access television (live and tape-delayed) and public comments and questions will be encouraged via Zoom or [bloomington.in.gov](https://www.bloomington.in.gov) rather than in person. The City is committed to providing equal access to information. However, despite our efforts, at times, portions of our board and commission packets are not accessible for some individuals. If you encounter difficulties accessing material in this packet, please contact the Board of Public Works Liaison at public.works@bloomingtonin.gov and provide your name, contact information, and a link to or a description of the document or web page you are having problems accessing.



Board of Public Works Staff Report

Project/Event: HoopBus Event

Petitioner/Representative:

Gabe Hilt, HoopBus

Megan Kramper, Indiana University Athletics

Staff Representative: Cassie Werne, Special Projects & Operations Manager

Date of Event: Tuesday, July 15, 2025

Date of Board Meeting: Tuesday, July 15, 2025

Report:

HoopBus and IU Athletics are teaming up to kickoff WNBA All Star Weekend and the WNBA All-Star Game in Indianapolis. The event on Tuesday, July 15 will take place from 630pm to 9pm with setup beginning at 5pm and teardown completed by 930pm. It will include a meet-and-greet with the Indiana University Women's Basketball Program. The location of the event will be the closed 500 block of Kirkwood Avenue. HoopBus and IU Athletics will be responsible for bollard removal and reinstall as well as ensuring basketballs stay within event footprint and do not enter traffic on Indiana or Dunn or disrupt outdoor dining at Lennie's.

Hoop Bus Inc is a 501(c)(3) non-profit that amplifies community engagement through our vehicles of change. We partner with nonprofits, schools and brands to increase attendance, awareness and engagement at events.

The following plans and Certificate of Liability are included in the application:

- Site Plan
- Timeline of event
- Emergency Action Plan
- Waste Management Plan
- Notification Letter

**CITY OF BLOOMINGTON
BOARD OF PUBLIC
WORKS RESOLUTION 2025-
055**

HOOPBUS EVENT

WHEREAS, the City of Bloomington Board of Public Works (hereinafter referred to as the “City”) is empowered by I.C. 36-9-6-2 to supervise city streets, sidewalks and parking spaces; and

WHEREAS, Gabe Hilt (“Organizer” or “Organizers”), with the HoopBus Event, would like to use a portion of Kirkwood Ave. on July 15, 2025 from 5:00 p.m. until 9:30 p.m. in order to hold a special event: HoopBus; and

WHEREAS, the City desires to reserve this space to support this community function.

NOW, THEREFORE, BE IT RESOLVED that the City approves the Special Event herein described, subject to the following conditions:

1. The Board of Public Works declares the above-described event to be an approved Special Event for purposes of Chapters 4.16, 4.28 and 4.30 of the Bloomington Municipal Code.
2. The City of Bloomington Board of Public Works (hereinafter “City”) declares that the Organizer and other event organizers may use the 500 block of E. Kirkwood Avenue, as more particularly indicated on the attached application marked as Exhibit A, incorporated into this Resolution by reference. Kirkwood Ave. is already closed to traffic on weekends during the summer. HoopBus will use the 500 block of E. Kirkwood Ave. from 5:00 p.m. until 9:30 p.m. on July 15, 2025.
3. Organizers and other event organizers shall work with City of Bloomington Parking Enforcement regarding a requested closure of any parking spaces. Parking Enforcement shall post "No Parking" signs at appropriate parking spaces at least 24 hours in advance of their closure.
4. Organizers and event organizers shall obtain, and place at their own expense, any security measures which are deemed prudent and necessary by the Police Department which may include, but are not limited to: anti-vehicle barriers for protection; pedestrian barriers; and other engineering controls or personnel as deemed appropriate.
5. Organizer and the other event organizers shall clean up the affected area before, during and after the event. Clean-up shall include, but not be limited to, removal of all “no parking” signs posted for the event, the removal of any and all food and/or drink, picking up all trash and litter, sweeping up any and all broken glass, and collect all trash can/receptacles. Clean-up shall be completed by 9:30 p.m. on July 15, 2025.
6. Organizers and the other event organizers shall provide the City with a General Liability Certificate of Insurance in the amount of, at least, \$1,000,000 per occurrence and \$2,000,000 aggregate. Such Certificate

shall list the City of Bloomington as an additional insured and shall be provided to the City at least forty eight hours prior to the event.

7. On the day of the event, bollards will be blocking Kirkwood Avenue to all motor vehicles. Organizers will need to remove and replace the bollards in order to gain access to Kirkwood Avenue. The Department of Public Works shall loan bollard tools to the event organizers on the last business day prior to the event. Organizer is responsible for using the tools to manage bollard removal/reinstallation throughout the course of their event, including making sure the bollards are properly seated and locked. Organizer is responsible for returning the bollard tools to the Department of Public Works on the business day following the event. Should Organizer fail to return the bollard tools to the Department of Public Works, he will be charged Six Hundred and Fifty Dollars (\$650.00).
8. Organizer will ensure no basketballs or other event items leave the event footprint and enter traffic on either Indiana or Dunn or the outdoor dining area at Lennie's.
9. By granting permission to utilize City property to facilitate this activity, the City also waives the City Noise Ordinance in accordance with Section 14.09.070 of the Bloomington Municipal Code, and therefore amplified sound and music may be played during those hours of 6:30 p.m. and 9:00 p.m.
10. Organizers and other event organizers shall be responsible for obtaining any and all required permits, including alcohol permits, as well as being responsible for all legal and financial expenditures.
11. Organizer shall be responsible for developing, enacting, and enforcing an Emergency Action Plan covering emergencies, including but not limited to weather related emergencies, that may arise during the course of the event, a copy of which Organizer agrees to submit to the City at least forty eight hours prior to the event.
12. Mobile food vendors and pushcarts, as defined by Bloomington Municipal Code Chapter 4.28 and 4.30, will be located inside of the Special Event area. As such, the following additional conditions shall specifically apply to any mobile food vendor units and/or pushcarts:
 - a. Shall obtain a permit from the Monroe County Health Department;
 - b. If a spark, flame or fire is used, an open burn permit from Bloomington Fire Department shall be obtained;
 - c. Shall not attach any portion of their unit or cart to a building, tree, telephone pole, streetlight pole, traffic signal pole or fire hydrant;
 - d. Shall not use any public electrical outlet;
 - e. Shall only be permitted to utilize a private electrical outlet if a licensed electrician has provided written documentation that said outlet is capable of handling the unit or pushcart's electrical needs;
 - f. Shall serve their food and beverages in containers that do not allow the food or beverages to fall onto the street or sidewalk.
 - g. If utilizing a grill or device that results in a spark, flame or fire shall do the following: locate at least 20 feet away from a building; provide a barrier between the grill or device and the public;

not allow the spark or flame to exceed 12 inches in height; and have a fire extinguisher within reaching distance;

- h. Shall contain an approved grease interceptor or grease trap;
- i. If a generator is utilized, the generators shall not exceed 70dBa;
- j. Shall maintain the food storage areas in a manner that are free from rats, mice, flies and other insects or vermin.

13. Organizers, HoopBus, and their officers, directors, agents, employees, members, successors and assigns, do hereby indemnify and hold harmless the City, its Boards, officers, agents and employees from any and all claims, demands, damages, costs, expenses or other liability arising out of bodily injury or property damage (collectively "Claims") which may occur as a result of the use of said property, including, but not limited to, any claim or claims brought by third parties, whether or not sounding in tort or contract.

14. Gabe Hilt, organizer for the HoopBus event, presents that they are fully empowered by proper action of their entities or organizations, to bind their entities or organizations to the terms and conditions set forth in this Resolution and does so bind their entities or organizations by their signature set forth below.

ADOPTED THIS 15th DAY OF July, 2025.

BOARD OF PUBLIC WORKS:

Kyla Cox Deckard, President

ALL TERMS AND CONDITIONS CONTAINED IN THIS RESOLUTION 2025-055 ARE ACCEPTABLE AND AGREED TO BY VENDOR:

Gabe Hilt, Organizer

Date: _____



City of Bloomington Public
Works (BPW)
bloomington.in.gov

401 N Morton ST Suite 120
PO Box 100
Bloomington IN 47404

City Permit #: SE2025-0024
Application Date: 7/7/2025

Phone: (812) 349-3410
Fax: (812) 349-3567
public.works@bloomington.in.gov

Application For Special Event Permit To The Board of Public Works

Event Organizer

Gabe Hilt

Applicant

Megan Kramper
1001 E. 17th St.
Bloomington IN 47408

Overview

Event Description

HoopBus Event - Indiana University Athletics in partnership with HoopBus, a non-profit organization that promotes community engagement through the game of basketball. This specific activation is in conjunction with the WNBA All-Star game that is happening in Indianapolis on July 19. The event would be with the HoopBus charter bus would park on Kirkwood Ave. and have opportunity for the community to meet the IU women's basketball team. The event is interactive with chances to win free prizes, play basketball and meet the team. The event would be around 3 hours total.

Please check all boxes that apply. For example, if your event is a festival and also includes a public art installation, please check both boxes.

Festival/Community Event

Checked

Neighborhood Block Party

Public Art Installation

Run/Walk/Parade

Other

Setup - Date and Time

5 p.m. ET 7/15/25

Start - Date and Time

6:30 pm ET 7/15/25

End - Date and Time

9 p.m. ET 7/15/25

Teardown - Date and Time

9-9:30 p.m..

Expected Number of Participants

100

Event Classification

Non-Profit

Financial

Will you be charging admission?

No

If yes, please describe admission including amount, who admission will benefit, etc.:

Will you be collecting donations?

No

If yes, who will donations benefit?

Right of Way

Which public rights of way are you requesting to use/close? Please check all boxes that apply.

Street(s) ☒ Checked

Sidewalk(s) ☐

Metered Parking Space(s) ☐

Please describe location of public rights of way you are requesting to use/close:

We are requesting to use the 500 block of Kirkwood Ave between N Dunn St and S Indiana Ave.

Street	To Street	From Street	Closing /Opening	Date
500 S Kirkwood St.	S. Indiana Ave.	N Dunn St.	Closing	7/15/2025 5 PM

Is this event on Indiana University campus? ☐

No

If yes, has this event been approved by Will Keaton, IUPD-Bloomington Special Events Coordinator, and the IUB Office of Student Life? ☐

Emergency

Who is responsible for overall event safety and coordinating emergency response? Please provide contact name and phone number.

Gabe Hilt - 614-493-6581

Please provide your plan of action for each emergency scenario below:

Medical Emergencies

We will call 911

Severe Weather

Event will be cancelled.

Fire/Evacuation

We will call 911

Lost or Missing Persons

We will call 911

Other ☐

Have you arranged for security at your event? ☐

Yes

If yes, who will be providing security?

We will likely work with IUPD who coordinates our security to have an officer at the event.

Waste

Who is responsible for event clean-up and ensuring trash and recycling are properly disposed of? Please provide contact name and phone number.

HoopBus and Indiana University Athletics

Gabe Hilt - HoopBus 614-493-6581

Megan Kramper - Indiana Athletics - 618-334-5321

Will you have food vendor(s)? ☐

No

If yes, please name the food vendors:

Will you have alcohol vendor(s)? No

If yes, please name the alcohol vendors:

What types of waste will need to be collected i.e. food waste, beverage containers, etc.? None

What is your plan to collect and dispose of trash and recycling? None

What vendor will provide waste bins and collection service? HoopBus will collect all trash on its bus and take off site.

Will you be providing portable toilets? No

If yes, how many portable toilets?

If yes, what company is providing the portable toilets?

Noise & Entertainment

Please check all sources of noise below that will be present at your event:

Live Music

Recorded Music i.e. DJ, etc. Checked

Loudspeaker Checked

Other

Will the noise be amplified? Yes

Please describe event entertainment and associated infrastructure including stage, sound amplification equipment, etc.?

HoopBus will arrive on the 500 block at 6:00 PM to begin setting up for the event. The pop-up experience will take place from 6:30 PM to 8:00 PM, with the HoopBus departing between 8:30 PM and 9:00 PM.

The HoopBus team will provide high-energy and engaging entertainment for the public as part of this Indiana University Pop-Up Experience. All basketballs and entertainment equipment will be brought by the HoopBus.

Throughout the event, Hoopbus will host a variety of interactive basketball activities including:

3v3 games

Shooting contests

Free throw challenges

Attendees will also have the opportunity to step onboard the Hoopbus and explore everything it has to offer.

All entertainment will take place on or around the Hoopbus charter bus, which comes equipped with its own sound system—no additional sound amplification setup is required.

What will be the power source for equipment? The charter bus HoopBus will provide.

Describe any other electrical needs:

**Have you notified
businesses/residents impacted by
your event?**

Yes

**Which businesses/residents have been
notified?**

**When did you notify businesses/
residents impacted by the event?**

7/13/2025 12:00:00 AM

Insurance

**Do you agree to submit Certificate of
Liability Insurance listing the City of
Bloomington as additional insured for
an amount no less than \$1,000,000
per occurrence and \$2,000,000 in the
aggregate at least 2 weeks prior to
your event or earlier?**

Yes

Ave

E Kirkwood Ave

HOOP BUS
40 FT SCHOOL BUS
WITH 20 FT ON EACH END FOR BASKETBALL HOOPS

408



Kilroy's on Kirkwood
Grill



Urban Outfitters
UO Beauty &
Accessories

- Bus arrival (ballards removal and replaced): 6 pm ET
- Bus parked on 500 block of Kirkwood: 6-9 pm ET
 - Activities include meet-and-greet with Indiana women's basketball team, giveaways, opportunities to hang out on the bus and playing basketball in the street
- Bus departs 500 block of Kirkwood (ballards removed and replaced): 9 p.m. ET



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/24/2024

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 SportsInsurance.com P.O. Box 1155, Lake Placid, NY, 12946	CONTACT NAME: PHONE (A/C, No, Ext): 1-866-889-4763 FAX (A/C No): E-MAIL ADDRESS: info@sportsinsurance.com PRODUCER CUSTOMER ID :														
INSURED Sports Marketing Program Management Inc. Hoopbus Inc. P.O. Box 468 Venice, CA, 90294	<table><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A : Texas Insurance Company</td><td>16543</td></tr><tr><td>INSURER B :</td><td></td></tr><tr><td>INSURER C :</td><td></td></tr><tr><td>INSURER D :</td><td></td></tr><tr><td>INSURER E :</td><td></td></tr><tr><td>INSURER F :</td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Texas Insurance Company	16543	INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
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INSURER C :															
INSURER D :															
INSURER E :															
INSURER F :															

COVERAGES**CERTIFICATE NUMBER:** A-SP-SI-24-10-22-323004_E3_398112**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 <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> INCLUDES ATHLETIC PARTICIPANTS GENERAL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	Y	N	BESGLPTNV011301_170012_02	10/24/2024	10/24/2025	EACH OCCURRENCE \$ 1,000,000.00 FIRE DAMAGE TO PREMISES RENTED (Any one premises) \$ 300,000.00 MED EXP (any one person) \$ 5,000.00 PERSONAL & ADV INJURY \$ 1,000,000.00 GENERAL AGGREGATE \$ 3,000,000.00 PRODUCTS - COMP/OP AGG \$ 2,000,000.00
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> NON-OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input checked="" type="checkbox"/> CLAIMS-MADE DEDUCTIBLE RETENTION \$	Y	N	BESGLXTNV011301_170012_02	10/25/2024	10/26/2024	EACH OCCURRENCE \$ 4,000,000.00 AGGREGATE \$ 4,000,000.00 \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under SPECIAL PROVISIONS below						WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	OTHER Abuse/Molestation	Y	N	BESGLPTNV011301_170012_02	10/24/2024	10/24/2025	Each Occurrence: \$ 1,000,000.00 Aggregate: \$ 1,000,000.00

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

Certificate Issue Date :Jul 7 2025 12:00AM EST

Endorsed Date :May 2 2025 12:00AM EST

Liability Policy Deductible: \$0.00 Deductible for Bodily Injury and \$ 1000.00 per Property Damage Claim. ISO Occurrence form CG 00 01 04 13 and company's specific forms. Coverage for Participant Legal Liability requires that every participant signs a waiver/release. The certificate holder is named as Additional Insured with respect to (continued on next page)

CERTIFICATE HOLDER**CANCELLATION**City of Bloomington
401 N Morton St.
Bloomington , IN, 47404

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

Mark Di Perno

AGENCY SportsInsurance.com		NAMED INSURED Hoopbus Inc. P.O. Box 468 Venice, CA, 90294
POLICY NUMBER BESGLPTNV011301_170012_02		
CARRIER Texas Insurance Company	NAIC CODE 16543	EFFECTIVE DATE: 10/24/2024

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

negligent acts or omissions of the Named Insured and only with respect to the Operations of the Insured during the coverage period.
RE: Registered Basketball participants: 10/24/2024 - 10/24/2025, 10/24/2024 - 10/24/2025, 10/24/2024 - 10/24/2025, 10/24/2024 - 10/24/2025, 10/24/2024 - 10/24/2025;