

### Louisville Metro Council City Agency Request

- Neighborhood Development Fund (NDF)
- Capital Infrastructure Fund (CIF)
- Municipal Aid Program (MAP)
- Paving Fund (PAV)

**Primary Sponsor:** Bill Hollander

**Amount:** \$467.50 **Date:** August 24, 2017

**Description of program/project including public purpose, additional funding sources, location of project/program and any external grantee(s):**

Grant to Metro Parks for rental of Crescent Hill Park and delivery of picnic tables for Annual Back to School Block Party held on Friday, September 8, 2017.

**City Agency:** Metro Parks  
**Contact Person:** Tangela Dumas  
**Agency Phone:** 502-368-5910

**I have reviewed this request for an expenditure of city tax dollars, and have determined the funds will be used for a public purpose and have the attached documentation from the receiving department concerning the project/expenditure.**

9		\$467.50	8/25/17
District #	Council Member Signature	Amount	Date

<b>Approved by:</b> _____		_____	
Appropriations Committee Chairman		Date	
<b>Clerk's Office &amp; OMB Use Only:</b>			
Request Amount: _____	Amended Amount: _____		
Reference #: _____	To OMB: _____		
Budget Revision #: _____			
Account #: _____			
To Project Manager: _____	Completion Date: _____		
Actual Cost: _____	Funds Returned: _____		



# METRO Parks

## Facility Rental Agreement

Contract #: 31126  
Date: 23-Aug-17

User: tdumas  
Status: Firm

Louisville / Jefferson County Metro Government by and through its Metro Parks Department, 1297 Trevilian Way, Louisville, Kentucky 40213 hereby grants Councilman Bill Hollander (hereinafter called the "Licensee") represented by Bill Hollander, permission to use the Facilities as outlined, subject to the Terms and Conditions of this Agreement contained herein and attached hereto all of which form part of this Agreement.

i) Purpose of Use                      Special Event  
Annual Back to school Block Party

ii) Conditions of Use                      On 9/7/17 Deliver 20 picnic tables to Mary T Meagher at 1pm. Place 10 picnic tables under the tent and place the other 10 around the tent. Pick up on 9/11/17. POC Kyle Ethridge 836-5172

iii) Date(s) and Time(s) of Use              # of Bookings: 1              Starting: Fri 08 Sep 17 01:00 PM              Expected: 250  
Ending: Fri 08 Sep 17 02:00 PM

Facility/Equipment	Day	Start Date	Start Time	End Date	End Time	Fee	XFee	Tax	Total
Crescent Hill Park - Crescent Hill Park- Special Event Space	Fri	08-Sep-17	01:00 PM	08-Sep-17	02:00 PM	\$212.50	\$255.00	\$0.00	\$467.50

iv) Additional Fees / DELIVERABLE ITEMS

Extra Fee - Bookings	Quantity	Hours	Charge	Tax	Total
Picnic Tables Non Profit	2	1:00	\$255.00	\$0.00	\$255.00
	2	1:00	\$255.00	\$0.00	\$255.00

v) Payment Method

Rental Fees	Extra Fees	Tax	Rental Total	Damage Deposit	Total Applied	Balance	Current
\$212.50	\$255.00	\$0.00	\$467.50	\$0.00	\$0.00	\$467.50	\$467.50

There is a \$50 fee for all returned checks

*Bill Hollander*  
8/25/17

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vi) Other Information

**CONDITIONS OF USE OF THE AREA:**

- (1) Alcoholic Beverages are **PROHIBITED**.
- (2) Holder of the PERMIT shall not allow any illegal activity on the premises during the use of the area.
- (3) Violation of Conditions (1) and (2) above shall be cause of immediate revocation of the PERMIT, without refund for unused time
- (4) The holder of the permit must have PERMIT in his/her possession at all times during the use of the premises or the premises will be available to the public on a first-come, first-serve basis.
- (5) The PERMIT is issued to the above stated named Organization / Individual only and is non-transferable without prior permission of the Department.
- (6) The PERMIT is valid only during the hours and on the day and date set forth above.
- (7) A copy of drivers license of State ID is required.
- (8) **VEHICLES ARE PROHIBITED ON GRASS. Vehicles are limited to paved routes only. No driving or parking on grass. Parking near or under trees is prohibited. Cost to repair turf will be billed to event organizer.**
- (9) Signage must be free standing and removed after event. No taping or stapling to Metro Parks signage or on Metro Parks shelters.
- (10) Customer is responsible for clean up of and around facility used before exiting premises.
- (11) No Refunds or Cancellations within 2 weeks of rental. For cancellations within this period, a credit will be issued for later use. A \$25 Administration Fee will be charged for rental cancellations.

Load & Unload Permitted in Non Paved Areas. \_\_\_\_\_

Approved for Tent Usage \_\_\_\_\_

Barrell Staked

Staked Only

Inflatables/Jumpers/Slides \_\_\_\_\_

**Permit holders must rent inflatables from vendors that carry insurance listing Louisville Metro Government as additional insured.**

Insurance Requirements \_\_\_\_\_

**ADDITIONAL PERMITS ARE NEEDED FOR TENTS AND /OR INFLATABLES.**

**HOLD HARMLESS AND INDEMNIFICATION CLAUSE:** The Consultant shall indemnify, hold harmless, and defend the Louisville/Jefferson County Metro Government, its elected and appointed officials, employees, agents and successors in interest from all claims, damages, losses and expenses including attorneys' fees, arising out of or resulting, directly or indirectly, from the Consultant's (or Consultant's, Subcontractors, if any) performance or breach of the contract provided that such claim, damage, loss, or expense is: (1) attributable to personal injury, bodily injury, sickness, death, or to injury to or destruction of property, including the loss of use resulting therefrom, or breach of contract, and (2) not caused by the negligent act or omission of the Louisville/ Jefferson County Metro Government or its elected and appointed officials and employees acting within the scope of their employment. This Hold Harmless and Indemnification Clause shall in no way be limited by any financial responsibility or insurance requirements and shall survive the termination of this Contract.

Regional Manager / Metro Parks: \_\_\_\_\_

WE HOPE YOUR EVENT IS A SAFE AND SUCCESSFUL ONE AND WE ASK THAT YOU MAKE A REASONABLE EFFORT TO PICK UP AND DEPOSIT TRASH IN THE CONTAINERS PROVIDED FOR THE ACTIVITY.

Licensee Initials: \_\_\_\_\_

User: tdumas

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**User:** tdumas  
**Status:** Firm

The undersigned holder of this permit hereby releases Louisville / Jefferson County Metro Government by and through its Metro Parks Department from any and all obligations, claims, or responsibilities arising from the use by the holder of this permit of the premises and activity covered by said permit, and further indemnifies and binds itself to hold the Louisville / Jefferson County Metro Government by and through its Metro Parks Department harmless from any obligation, claim or cause of action which might arise, be made, or brought against Louisville / Jefferson County Metro Government by and through its Metro Parks Department by any party arising from the use by the holder of this permit of the premises and activity covered by said permit.

THE HOLDER OF THIS PERMIT IS RESPONSIBLE FOR PROTECTING THE PROPERTY AGAINST DAMAGE DURING THE USE BY THE ORGANIZATION / INDIVIDUAL TO WHOM THE PERMIT IS ISSUED WILL BE BILLED FOR ALL SUCH DAMAGE.

Licensee Signature: \_\_\_\_\_

Metro Parks Representative: \_\_\_\_\_

**Bill Hollander**

Councilman Bill Hollander  
601 W Jefferson St  
Louisville KY 40202  
USA  
Home: ()  
Fax: (502)

Business: (502)333-4644

Please Return to:  
**Metro Parks**  
**1080 Amphitheater Road**  
**Louisville, KY 40214**  
**Phone (502) 368-5865**  
**Fax (502) 368-5955**

**For immediate assistance outside of regular business hours, please call (502) 574-3506**

Licensee Initials: \_\_\_\_\_

## NDF, CIF, MAP OR PAV INTERAGENCY CHECKLIST

<b>Interagency Name:</b> Metro Parks	
<b>Program/Project Name:</b>	Annual Back to School Block Party
	<b>Yes/No/NA</b>
<b>Request Form:</b> Is the Request Signed by all Council Member(s) Appropriating Funding?	Yes
<b>Request Form:</b> If matching funds are to be used, are they disclosed with account numbers in the request form description?	NA
<b>Request Form:</b> If matching funds are to be used, does the amount of the request exclude the matching fund amount?	NA
<b>Request Form:</b> If other funds are to be used for this project, are they disclosed with account numbers in the request form description?	NA
<b>Funding Source:</b> If CIF is being requested, does Metro Louisville own/will own the real estate, building or equipment? If not, the funding source is probably NDF.	NA
<b>Funding Source:</b> If CIF is being requested, does the project have a useful life of more than one year? If not, the funding source is probably NDF.	NA
<b>Ordinance Required:</b> Is the NDF request to a Metro Agency greater than \$5,000? If so, an ordinance is required.	No
<b>Ordinance Required:</b> Is the request a transfer from NDF to cost center? If so, is the amount given for the fiscal year \$25,000 or less?	No
<b>Supporting Documentation:</b> Does the attachment include a valid estimate and description of cost?	Yes

Submitted by: Wyle G. Gaudy

Date: 08/24/17