

CIF, NDF, MAP OR PAV INTERAGENCY CHECKLIST

Interagency Name: Metro Parks

Program/Project Name: McNeely Lake Cleanup

	Yes/No/NA
Request Form: Is the Request Signed by all Council Member(s) Appropriating Funding?	Yes
Request Form: If matching funds are to be used, are they disclosed with account numbers in the request form description?	NA
Request Form: If matching funds are to be used, does the amount of the request exclude the matching fund amount?	NA
Request Form: If other funds are to be used for this project, are they disclosed with account numbers in the request form description?	NA
Funding Source: 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
Funding Source: 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
Ordinance Required: Is the NDF request to a Metro Agency greater than \$5,000? If so, an ordinance is required.	No
Ordinance Required: 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
Supporting Documentation: Does the attachment include a valid estimate and description of cost?	Yes

Prepared by:

John N. Torsky III

Date: August 20, 2015



METRO Parks

Facility Rental Agreement

Contract #: 251170
Date: 13-Aug-15

User: robyn
Status: Firm

Louisville / Jefferson County Metro Government by and through its Metro Parks Department, 1297 Trevilian Way, Louisville, Kentucky 40213 hereby grants Peden, James (hereinafter called the "Licensee") represented by James Peden, 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
McNeely Lake Cleanup 2015
- ii) Conditions of Use generator, 20 picnic tables, and people to haul away trash

iii) Date(s) and Time(s) of Use # of Bookings: 2 Starting: Sat 03 Oct 15 09:00 AM Ending: Sat 03 Oct 15 10:00 PM Expected: 200

Facility/Equipment	Day	Start Date	Start Time	End Date	End Time	Fee	XFee	Tax	Total
McNeely Park - McNeely Park - Special Event	Sat	03-Oct-15	09:00 AM	03-Oct-15	10:00 PM	\$212.50	\$297.50	\$0.00	\$510.00
McNeely Park - Picnic Shelter (Near Lake)	Sat	03-Oct-15	09:00 AM	03-Oct-15	10:00 PM	\$0.00	\$0.00	\$0.00	\$0.00

iv) Additional Fees / **DELIVERABLE ITEMS**

Extra Fee - Bookings	Quantity	Hours	Charge	Tax	Total
Generator	1	13:00	\$42.50	\$0.00	\$42.50
Picnic Tables-(Set of 10-Delivered)	2	13:00	\$255.00	\$0.00	\$255.00
	3	26:00	\$297.50	\$0.00	\$297.50

v) Payment Method

Rental Fees	Extra Fees	Tax	Rental Total	Damage Deposit	Total Applied	Balance	Current
\$212.50	\$297.50	\$0.00	\$510.00	\$0.00	\$0.00	\$510.00	\$510.00

There is a \$50 fee for all returned checks

Date	Amount
Thursday, Aug 20, 2015	\$510.00

User: robyn

Contract #: 25117
Date: 13-Aug-15

User: robyn
Status: Firm

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: _____

Facility Rental Agreement

User: robynr

Contract #: 25117
Date: 13-Aug-15

User: robynr
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: _____

James Peden

Peden, James
611 W Jefferson St
Louisville KY 40202
USA
Home: (502)574-1123
Fax: (502)

Business: (502)574-1123

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: _____

Helton, Jessamyn

From: Peden, James
Sent: Thursday, August 20, 2015 1:54 PM
To: Helton, Jessamyn
Subject: NDF - Metro Parks

Ms. Helton,

John Torsky has my permission to sign my name to the NDF to Metro Parks for fees associated with the McNeely Lake Cleanup.

Please let me know if you have any questions.

Thank you,
James Peden

JAMES PEDEN

METRO COUNCILMAN, DISTRICT 23

601 W. JEFFERSON STREET

LOUISVILLE, KY 40202

(502) 574-1123