

Received 3.6.14 @ 3:49
EB

Louisville Metro Council City Agency Request

Neighborhood Development Fund (NDF)

Capital Infrastructure Fund (CIF)

Municipal Aid Program (MAP)

Primary Sponsor: Vicki Aubrey Welch, District 13

Amount: \$255.00 **Date:** March 6, 2014

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

NDF to Metro Parks to cover costs associated with 20 Picnic Tables, needed for Mt. Carmel Family Picnic, held on June 12, 13 & 14, 2014.

City Agency: Metro Parks
Contact Person: Robyn Richards
Agency Phone: 368-5865

I have reviewed this request for an expenditure of city tax dollars, and have determined the funds will be used for a public purpose.

13 District # Vicki Aubrey Welch Council Member Signature \$255⁰⁰ Amount 3/6/14 Date

Approved by: _____
Appropriations Committee Chairman Date

Clerk's Office & OMB Use Only:

Request Amount: _____ Amended Amount: _____
Reference #: _____ To OMB: _____
Budget Revision #: _____
Account #: _____
To Project Manager: _____ Completion Date: _____
Actual Cost: _____ Funds Returned: _____

Department/Project: _____

| |
|--|
| |
|--|

Additional Signatures

I have reviewed this request for an expenditure of city tax dollars, and have determined the funds will be used for a public purpose.

| | | | |
|-------------------|---------------------------------|---------------|-------------|
| <u>District #</u> | <u>Council Member Signature</u> | <u>Amount</u> | <u>Date</u> |
| <u>District #</u> | <u>Council Member Signature</u> | <u>Amount</u> | <u>Date</u> |
| <u>District #</u> | <u>Council Member Signature</u> | <u>Amount</u> | <u>Date</u> |
| <u>District #</u> | <u>Council Member Signature</u> | <u>Amount</u> | <u>Date</u> |
| <u>District #</u> | <u>Council Member Signature</u> | <u>Amount</u> | <u>Date</u> |
| <u>District #</u> | <u>Council Member Signature</u> | <u>Amount</u> | <u>Date</u> |
| <u>District #</u> | <u>Council Member Signature</u> | <u>Amount</u> | <u>Date</u> |
| <u>District #</u> | <u>Council Member Signature</u> | <u>Amount</u> | <u>Date</u> |
| <u>District #</u> | <u>Council Member Signature</u> | <u>Amount</u> | <u>Date</u> |
| <u>District #</u> | <u>Council Member Signature</u> | <u>Amount</u> | <u>Date</u> |

NDF OR CIF INTERAGENCY CHECKLIST

Interagency Name: Metro Parks

Program/Project Name: Mt Carmel Family Picnic / Table Rentals - \$255.00

Yes/No/NA

Request Form: Is the NDF Request Signed by all Council Member(s) Appropriating Funding?

Y

Request Form: If matching funds are to be used, are they disclosed with account numbers in the request form description?

N

Request Form: If matching funds are to be used, does the amount of the request exclude the matching fund amount?

N

Request Form: If other funds are to be used for this project, are they disclosed with account numbers in the request form description?

N/A

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.

N/A

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.

N/A

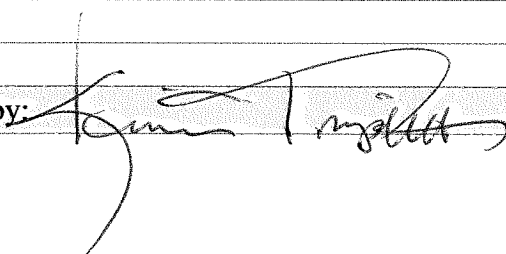
Ordinance Required: Is the NDF request to a Metro Agency greater than \$5,000?

N

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?

N

Prepared by:



Date:

3/10/2014

Triplett, Kevin D

From: Richards, Robyn
Sent: Wednesday, March 05, 2014 4:13 PM
To: Triplett, Kevin D; Steele, Joshua
Subject: RE: Picnic Table Request
Attachments: 20318 Mt Carmel Picnic Tables.pdf

Here's your order for your picnic tables.

From: Triplett, Kevin D
Sent: Wednesday, March 05, 2014 3:14 PM
To: Slaton, Mike; Richards, Robyn
Cc: Welch, Vicki A; Marshall, Menisa
Subject: RE: Picnic Table Request

Thanks Mike / Robyn

Let us know what you'll need from us.

Kevin

From: Slaton, Mike
Sent: Wednesday, March 05, 2014 3:07 PM
To: Triplett, Kevin D; Richards, Robyn
Cc: Welch, Vicki A; Marshall, Menisa
Subject: RE: Picnic Table Request

I believe we will be able to accommodate this request. Robyn, can you handle?

From: Triplett, Kevin D
Sent: Tuesday, March 04, 2014 3:03 PM
To: Slaton, Mike
Cc: Welch, Vicki A; Marshall, Menisa
Subject: Picnic Table Request

Good afternoon Mike –

Councilwoman Welch has been asked to help provide Picnic Tables for the Mt. Carmel Family Picnic, June 12, 13 & 14.

They are in need 20 tables – delivered to the school by Tuesday, June 10th.

We have worked with Parks in the past, and wanted to check with you to make sure that the tables are available and what the costs would be.

Could you assist us with this request, or direct us to the appropriate contact ?

Thank you for your help.



Kevin Triplett

Legislative Assistant
Vicki Aubrey Welch
Louisville Metro Council
District 13
601 West Jefferson Street
Louisville, KY 40202
574-3458
574-1113

www.kevin.triplett@louisvilleky.gov

Sign up for our District 13 Weekly E-News



METRO Parks

Off Site Rental Agreement

Contract #: 20318
 Date: 05-Mar-14

User: robyn
 Status: Firm

Louisville / Jefferson County Metro Government by and through its Metro Parks Department, 1297 Trevilian Way, Louisville, Kentucky 40213 hereby grants Councilwoman Welch (hereinafter called the "Licensee") represented by Vicki Welch, 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: Equipment Rental
Mt Carmel Family Picnic
- ii) Conditions of Use: Please deliver 20 picnic tables to Mt Carmel 5505 New Cut Rd. on June 12. to be picked up June 16, 2014.
- iii) Date(s) and Time(s) of Use: # of Bookings: 1 Starting: Thu 12 Jun 14 10:00 AM Expected: 1,000
Ending: Thu 12 Jun 14 11:00 AM

| Facility/Equipment | Day | Start Date | Start Time | End Date | End Time | Fee | XFee | Tax | Total |
|--|-----|------------|------------|-----------|----------|--------|----------|--------|----------|
| Sun Valley Maintenance - Off Site Rentals | Thu | 12-Jun-14 | 10:00 AM | 12-Jun-14 | 11:00 AM | \$0.00 | \$255.00 | \$0.00 | \$255.00 |

iv) Additional Fees / DELIVERABLE ITEMS

| Extra Fee - Bookings | Quantity | Hours | Charge | Tax | Total |
|-------------------------------------|----------|-------|----------|--------|----------|
| Picnic Tables-(Set of 10-Delivered) | 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 |
|-------------|------------|--------|--------------|----------------|---------------|----------|---------|
| \$0.00 | \$255.00 | \$0.00 | \$255.00 | \$0.00 | \$0.00 | \$255.00 | \$0.00 |

There is a \$50 fee on all returned checks

| Date | Amount |
|-------------------------|----------|
| Wednesday, Mar 12, 2014 | \$255.00 |

User: robynr

Contract #: 20318
Date: 05-Mar-14

User: robynr
Status: Firm

vi) Other Information

CONDITIONS OF USE OF THE AREA:

- (1) The PERMIT is issued to the above stated named Organization / Individual only and is non-transferable without prior permission of the Department.
- (2) The PERMIT is valid only during the hours and on the day and date set forth above.
- (3) A copy of drivers license or State ID is required.
- (4) Customer is responsible for maintaining rental items in same condition received.

Regional Manager / Metro Parks: _____

Licensee Initials: _____

User: robynr

Contract #: 20318
Date: 05-Mar-14

User: robynr
Status: Firm

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

THE HOLDER OF THIS AGREEMENT 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: _____

Vicki Welch

Councilwoman Welch
601 West Jefferson Street
Louisville KY 40202
USA
Home: ()
Fax: (502)

Business: (502)574-1113

Please Return to:
Metro Parks
1080 Amphitheater Road
Louisville, KY 40214
Phone (502)368-5865
Fax (502)368-5955
Emergency Phone # (502) 574-3506 After Hours

Licensee Initials: _____