

Louisville Metro Council City Agency Request

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

Primary Sponsor: Vicki Aubrey Welch, District 13

Amount: \$255 **Date:** Thursday, May 19th, 2016

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

NDF to Metro Parks for the costs associated with reserving 20 picnic tables for use at the Mt Carmel Community Picnic June 10th & 11th.

City Agency: Metro Parks / Iroquois Amphitheater

Contact Person: Tangie Dumas

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.

<u>13</u>		<u>\$255</u>	<u>5/19/16</u>
District #	Council Member Signature	Amount	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: _____

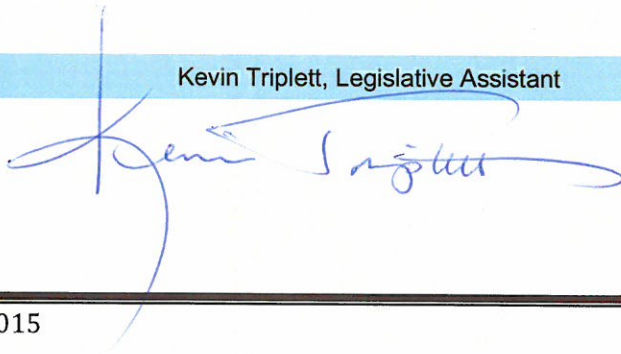
CIF, NDF, MAP OR PAV INTERAGENCY CHECKLIST

Interagency Name: Metro Parks / Iroquois Amphitheater
Program/Project Name: Mt. Carmel Community Picnic June 10th & 11th, 2016

	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: Kevin Triplett, Legislative Assistant

Date: Thursday, May 19th, 2016



Triplett, Kevin D

From: Dumas, Tangela
Sent: Friday, May 13, 2016 12:08 PM
To: Triplett, Kevin D
Subject: RE: Picnic Tables / Mt Carmel

Hey Kevin,

Im trying to book your reservation for your 20 Picnic tables. I just need to know have you made a reservation for the Mt Carmel Community Picnic in the past? Also, where do you need the tables delivered? If you get a chance give me a call and so we can speed up the process.

Tangie Dumas
Reservationist
Louisville Metro Parks
Iroquois Amphitheater
502-363-7758

From: Triplett, Kevin D
Sent: Friday, May 13, 2016 9:10 AM
To: Dumas, Tangela; Richards, Robyn
Subject: Picnic Tables / Mt Carmel

Good morning Tangie & Robyn –

We have another request / reservation to make – in preparation for the Mt Carmel Community Picnic June 9, 10 & 11.

Once again, Councilwoman Welch would like to cover the cost associated with the usage of 20 picnic tables for this year's event – to be delivered on Wednesday, June 8th.

Please offer us a cost for this request so that we may begin the process of appropriating the necessary funds to Metro Parks account.

Thank you so much for your help – let us know if there is anything further you might need from us.



Kevin Triplett
Legislative Assistant
Vicki Aubrey Welch
Louisville Metro Council
District 13
601 West Jefferson Street



METRO Parks

Printed: 17-May-16, 08:40 AM
User: tdumas

Remit Payment To:

Iroquois Amphitheater
1080 Amphitheater Road
Louisville, KY 40214

01-May-16 - 16-May-16

INVOICE

Account #: 15653

Councilwoman Welch
Vicki Welch
601 West Jefferson Street
Louisville KY 40202 USA

Business #: (502) 574-1113

			Previous Balance	\$0.00
Rental				
27183 - Mt Carmel Community Picnic	16-May-16	Rental Payment Due		
		Total:		\$255.00
		Invoice Balance		\$255.00

Over 120 \$0.00	Over 90 \$0.00	Over 60 \$0.00	Over 30 \$0.00	Current \$255.00
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METRO Parks

Facility Rental Agreement

Contract #: 27183
Date: 16-May-16

User: tdumas
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 Site Rental
Mt Carmel Community Picnic

ii) Conditions of Use Deliver to 5505 New Cut Rd, Louisville, KY 40214 6/8/16, pick up on 6/13/16

iii) Date(s) and Time(s) of Use # of Bookings: 1 Starting: Sun 29 May 16 08:00 AM Expected: 0
Ending: Sun 29 May 16 09:00 AM

Facility/Equipment	Day	Start Date	Start Time	End Date	End Time	Fee	XFee	Tax	Total
Iroquois Maintenance - Off Site Rentals	Sun	29-May-16	08:00 AM	29-May-16	09:00 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
	<u>2</u>	<u>1:00</u>	<u>\$255.00</u>	<u>\$0.00</u>	<u>\$255.00</u>

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	\$255.00

There is a \$50 fee for all returned checks

User: tdumas

Contract #: 27183
Date: 16-May-16

User: tdumas
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 Cancelations 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

Contract #: 27183
Date: 16-May-16

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: _____

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

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

Licensee Initials: _____