

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION AUTHORIZING THE WAIVER OF THE  
PARK RESERVATION FEE FOR THE PURPOSE OF  
“EVERYONE EAST LAKE – MUSIC IN THE PARK” TO BE  
HELD ON AUGUST 29, 2015, BETWEEN 2:00 P.M. AND 9:30  
P.M., AT THE EAST LAKE PARK.

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BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CHATTANOOGA,  
TENNESSEE, That it is hereby authorizing the waiver of the park reservation fee for the purpose  
of “Everyone East Lake – Music in the Park” to be held on August 29, 2015, between 2:00 p.m.  
and 9:30 p.m., at the East Lake Park.

ADOPTED: \_\_\_\_\_, 2015

/mem

# FAX

TO:	Kim McNamara	FROM:	Linda G. Richards
FAX:	423-643-6099	FAX:	Lgrichards5@gmail.com
PHONE:	423-643-5956	PHONE:	423-698-5408
SUBJECT:	East Lake Neighborhood Association Partnership Agreement	DATE:	May 27, 2015

**COMMENTS:**

Attached is the discussed Partnership Agreement. I will have the Certificate of Liability Insurance to you tomorrow. These events will not be generating funds. They are free community wide event.

***PLEASE SEND EMAIL VERIFYING THIS DOCUMENT WAS RECEIVED.***

Thanks

**CITY OF CHATTANOOGA  
PUBLIC WORKS DEPARTMENT  
PARKS DIVISION  
PARTNERSHIP AGREEMENT**

**THE FOLLOWING ORGANIZATION IS ENTERING INTO AN AGREEMENT WITH  
THE DEPARTMENT PUBLIC WORKS: East Lake Neighborhood Association**

**Contact Persons:** Heather Jones Linda Richards

**Phone:** (HJ) 904-838-8885 (LR) 423-698-5408

**Physical Address:** 2812 14<sup>th</sup> Avenue, Chattanooga, Tennessee 37407

**Address: Mailing Address:** P O Box 3031;

**City:** Chattanooga

**State:** TN

**Zip Code:** 37404

**Division Responsible:** Parks

**LOCATION OF PROJECT/PROGRAM**

**Venue:** East Lake Park

**Dates & Time of Events:** May 30, 2015 (4:00pm-11pm, July 25, 2015 (4<sup>00</sup>pm-11:00pm),

August 29, 2015 (2:00p.-9:30pm) October 6, 2015 (4:00pm-8:30p.)

**Address:** 34<sup>th</sup> & 13<sup>th</sup> Avenue

**PUBLIC SERVED (TARGET MARKET) BY PROJECT/PROGRAM**

**Families (parents & children together)**                          Yes                      No

**Age Group (check all that apply)**

Youth (17 and under)

Young Adult (18-24)

Baby Boomer (25-50)

Senior (50 & over)

**Sex (check only one)**

Both Male and Female

**Geographic Target:** Families involved in East Lake Neighborhood

**Other Demographics of Target Group:** Residents of East Lake Community

**Start/End of Working Agreement**

Start date: May 30, 2015  
 RE-EVALUATION DATE: 12/31/2015

End date: August 31, 2015

**GOAL MEASUREMENT**

<b>PARK</b>			
<b>Park Goals and Desired Outcomes</b>	<b>How Measured?</b>	<b>By Whom?</b>	<b>When?</b>
<b>COMMUNITY PARTNER</b>			
<b>Community partner's Goals (desired outcomes)</b>	<b>How Measured?</b>	<b>By Whom?</b>	<b>When:</b>
Provide a family friendly activities that will increase community awareness, cultural awareness, music appreciation	Surveys forms and observation, communication with those in attendance	East Lake Neighborhood members	Following each event

**DOLLAR VALUE OF CONTRIBUTIONS**

<b>Park Dollar Value Contribution</b>		
<b>Personnel Services (staff consulting, labor, etc.</b>	<b>Date of Contribution</b>	<b>Dollar Value</b>
staff time at \$20/hour		
<b>Supplies/Material/Items (Consumable)</b>		
<b>Equipment (Non-Consumable)</b>		
<b>Facilities – Walker pavilion and Coolidge Park</b>		
<b>Other</b>		
<b>Cash Commitment</b>	<b>Date Committed</b>	<b>Cash Amount</b>
<b>Total Parks Contribution</b>	<b>Grand Total</b>	
	<b>(Cash &amp; Dollar Value)</b>	

**COMMUNITY PARTNER DOLLAR VALUE CONTRIBUTION**

<b>Personnel Services (staff consulting, labor, volunteer time, etc.)</b>	<b>Date of Contribution</b>	<b>Dollar Value</b>
Full time staff @ \$ /hour x hours		
Seasonal staff time @ \$		
Volunteer time @ \$ /hour /hour		
<b>Supplies/Material/Items (Consumable)</b>		
Supplies/Equipment		
Printing (brochures, signage, etc.)		
T-Shirts		
Permits		
Food/Beverages		
Audio		
Tables/chairs		
Insurance		
Advertising		
Park Employee		
Chattanooga Police		
Merchandise		
Miscellaneous		
<b>Total</b>		
<b>Equipment (Non-Consumable)</b>		
<b>Facilities</b>		
<b>Other</b>		
<b>Cash Commitment</b>	<b>Date Committed</b>	<b>Cash Amount</b>
<b>Total Community Partner Dollar Value Contribution</b>	<b>Grand Total</b>	
	<b>(Cash &amp; Dollar Value)</b>	

**EXPECTED REVENUE**

Projected revenue to be kept for Parks Division: \$0.00

Projected revenue to be kept for Community Partner: **if additional funds remain they will be used for additional programs for the community related to autism.**

**ONGOING COMMUNICATION**

Both Parties agree to communicate in the following way: Email and phone

At the following intervals: When needed

**INSURANCE**

Complete the Insurance Information requested below in effect for this Agreement

**PARK CITY LIABILITY PROVISION:**

The City maintains a self-funded insurance plan under the provisions of the Tennessee Governmental Tort Liability Act, T.C.A. 29-20-201, et seq., which established the limits of liability for governmental entities in the State of Tennessee

Special Event Insurance offered: None

Who is covered? \_\_\_\_\_

Limits & Limitations: \_\_\_\_\_

**COMMUNITY PARTNER** (Insurance policies must name the City of Chattanooga as a Co-Insured Party)

Type of Insurance offered: Rider for Event – see agreement

Limits & Limitations:

**AGREEMENT TERMS**

Both Parties agree to the following:

- The intent of this agreement is to build and document a mutually beneficial partnership between the Parks Division and its partners.
- The projected dollar values of the services contributed are accurate.
- This agreement may be terminated by either party with seven (7) days written notice.
- The staff and personnel involved will at all times represent both parties in this partnership in a professional manner, and reflect the commitment of both parties in quality services and customer satisfaction.
- The commitment of personnel, facilities, supplies/materials, and cash will be honored according to the timetable agreed upon by both parties.

**COMMUNITY PARTNER SIGNATURE**

  
East Lake Neighborhood Association Representative  
Title

Date

5/27/2015

**PUBLIC WORKS SIGNATURE**

\_\_\_\_\_  
Lee Norris

Administrator of Public Works

\_\_\_\_\_  
Date

Form content and provisions approved by Chattanooga City Attorney's office on

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