

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

A RESOLUTION AUTHORIZING THE ADMINISTRATOR FOR THE DEPARTMENT OF PUBLIC WORKS TO ENTER INTO A PARTNERSHIP AGREEMENT WITH BRIDGE CHRISTIAN CHURCH FOR THE USE OF THE HERITAGE PARK FACILITY FOR FAMILY MOVIE NIGHT BEGINNING JUNE 1, 2015 THROUGH JUNE 1, 2016.

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BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CHATTANOOGA, it is hereby authorizing the Administrator for the Department of Public Works to enter into a Partnership Agreement with Bridge Christian Church for the use of the Heritage Park Facility for Family Movie Night beginning June 1, 2015 through June 1, 2016.

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

/mem

# City of Chattanooga



## Resolution Request Form

(This form is only required for resolutions requiring expenditure of City funds)

Date: May 27, 2015

Preparer: Justin Holland

Department: Public Works

### Brief Description of Purpose for Resolution:

Resolution Number (if approved by Council): \_\_\_\_\_ District \_\_\_\_\_

A City Council resolution is requested to authorize the Administrator of the Department of Public Works to enter into a partnership agreement with **Bridge Christian Church** for the use of the Heritage Park facility for Family Movie Night beginning June 1, 2015 - June 1, 2016.

Name of Vendor/Contractor/Grant, etc.	N/A	New Contract/Project? (Yes or No)	N/A
Total project cost \$	N/A	Funds Budgeted? (YES or NO)	N/A
Total City of Chattanooga Portion \$	N/A	Provide Fund	N/A
City Amount Funded \$	N/A	Provide Cost Center	N/A
New City Funding Required \$	N/A	Proposed Funding Source if not budgeted	N/A
City's Match Percentage %	N/A	Grant Period (if applicable)	N/A

### List all other funding sources and amount for each contributor.

Amount(s)	Grantor(s)

Agency Grant Number \_\_\_\_\_

CFDA Number if known \_\_\_\_\_

Other comments: (Include contingency amount, contractor, and other information useful in preparing resolution)

Approved by:  DESIGNATED OFFICIAL/ADMINISTRATOR

Reviewed by: FINANCE OFFICE

Please submit completed form to @budget, City Attorney and City Finance Officer

CITY OF CHATTANOOGA PUBLIC WORKS -  
PARTS DIVISION PARTNERSHIP AGREEMENT

THE FOLLOWING ORGANIZATION IS ENTERING INTO AN AGREEMENT WITH THE PUBLIC  
WORKS – PARKS DIVISION - \_\_\_\_\_

Bridge Christian Church

Organization Name

I. CONTACT PERSON(S): David Sternberg

Phone: 423.322.0381

Fax: \_\_\_\_\_

Address: 8174- B East Brainerd Rd

City: Chattanooga

State: TN

Zip Code: 37412

II. LOCATION OF PROJECT/PROGRAM

Venue: Heritage

Address: \_\_\_\_\_

III. TERM OF AGREEMENT

Start Date: June 1, 2015

End Date: June 1, 2016

RE-EVALUATION DATE: March 1, 2016

IV. 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)

Male only

Female only

Both Male and Female

Geographic Target: East Hamilton, Chattanooga

Other Demographics of Target Group:

\_\_\_\_\_

\_\_\_\_\_

V. MARKETING AND ADVERTISING METHOD:

Community Newspaper, Facebook, website by organization and Parks Division

VI. GOAL MEASUREMENT

<b>PARK DIVISION</b>			
Park & Recreation Goals Desired Outcomes	How Measured?	By Whom?	When?
At least 4 scheduled events	100 per event	Volunteers count	At start of program
Positive Comments and expressed support of program	Comments made by Public Verbally		During Program
<b>COMMUNITY PARTNER</b>			
Community partner's Goals (desired outcomes)	How Measured?	By Whom?	When?
Provide Free entertainment to community	# of people attending	Volunteer Count	At start of program

**VII. DOLLAR VALUE OF CONTRIBUTIONS**

<b>Park Division Dollar Value Contribution</b>		
<b>Personnel Services (staff consulting, labor, volunteer time, etc.)</b>	<b>Date of Contribution</b>	<b>Dollar Value</b>
Full time staff time 2 @ \$25 /hour x 2 hour		\$50.00
Seasonal staff time 2@ \$15 /hour x 3 hour		\$90.00
Electricity for event-estimated per show		\$30.00
Supplies/Materials/Items (Consumable)		
Equipment (Non-Consumable)		
Facilities –Heritage Park		
Other		
Cash Commitment	Date Committed	Cash Amount
<b>Total Parks Division Contribution</b>	<b>Grand Total</b>	<b>\$170.00</b>
	<b>(Cash &amp; Dollar Value)</b>	

**VIII. COMMUNITY PARTNER DOLLAR VALUE CONTRIBUTION**

<b>Personnel Services (staff consulting, labor, volunteer time, etc.)</b>	<b>Date of Contribution</b>	<b>Dollar Value</b>
	June 19, July 24, August 21	
Full time staff time @ \$ hour		
Seasonal staff time @ \$		
Volunteer time @ \$7.00/hour x 3 x 5		\$210
Supplies/Materials/Items (Consumable)		
Equipment (Non-Consumable)		
Projector/Screen/Sound Equipment \$500.00 per event		500.00
Facilities		
Other		
Inflatable Play Units \$300.00/each x 2 units		600.00

Cash Commitment	Date Committed	Cash Amount
Community Partner Contribution	Grand Total	1600.00
	(Cash + Dollar Value)	
Partner Organization is furnishing large movie screen, projector and sound equipment valued at \$5,000.00 and other inflatable play equipment valued at \$3000.00		
Estimated rental value at 10% or \$800.00 per occurrence.		

**IX. EXPECTED REVENUE**

Projected revenue to be kept for Parks Department: None- Free Community Event

Projected revenue to be kept for Community Partner: None- Free Community Event

**X. ONGOING COMMUNICATION**

Both Parties agree to communicate in the following way: emails and site coordination

At the following intervals: Minimum of one week prior to each event

**XI. INSURANCE**

Complete the insurance information requested below in effect for this Agreement

**XII. PARKS DIVISION 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: \_\_\_\_\_

Who is covered: \_\_\_\_\_

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

**COMMUNITY PARTNER**

Type of Insurance offered: Liability \$1,000,000/\$3,000,000- city named as Co-insured

**Both Parties agree to the following:**

- The intent of this agreement is to build and document a mutually beneficial partnership between the Department of Parks 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**

**PARKS REPRESENTATIVE SIGNATURE**



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Title: Lead Pastor

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Date: 5-22-15

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

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