



Park Place Community Center

DESCRIPTION & INFORMATION

The City of Taylor Mill is pleased to make available the opportunity to rent the Park Place Community Center for private and public events. The Park Place Community Center is a great location for small/medium-sized events including parties, wedding receptions, club meetings, and more.

The Park Place Community Center is to be reserved for no less than an 8-hour block of time. The eight (8) hour block of your choice is to include the setup and cleanup of the event. The latest eight (8) hour block to rent is between 4 pm and 12 am midnight. The presence of any person in the Center before or after the designated hours shall be subject to a fee of \$100 an hour (any time from 0-60 minutes) and the loss of the deposit.

VENUE AMENITIES

Due to the center's lower cost and multi-functionality, it is best to plan for a minimum of three (3) to six (6) months in advance. This venue can be booked out up to one (1) year to the date.

This event space includes:

- Accommodates up to 231 people (standing) and 108 people (seated)
- Tables and chairs
- Large Banquet Room
- Six 5' round tables and Six Chairs (Extra tables & chairs are in the closet)
- Small Banquet
- Five 4' round tables and Four Chairs (Extra tables & chairs are in the closet)
- Café
- Four round pub-height tables and Four Chairs
- Extra Tables and Chairs in the closet
- Seven (7) Rectangle Tables
- Five (5) - 5-foot round tables
- Five (5) - 4-foot round tables
- Three (3) - Foldable square card tables
- One (1) - Foldable 3-foot rectangle table
- 35 chairs
- Six (6) - Narrow 6-foot rectangle Seminar/Training Tables
- Three (3) televisions
- Kitchen with two (2) full-size refrigerators, three (3) ovens, one (1) microwave, and one (1) commercial ice machine
- Café with one (1) mini refrigerator and one (1) microwave
- Four (4) Bathrooms

- Two (2) gas fireplaces
- Outdoor area with a concrete patio and gazebo
- Cornhole set
- Wi-Fi access
- Paved parking lot

VENUE RULES & GUIDES

Section 1.0 – EVENT TIMES, DOCUMENTS AND FEES:

Simultaneously with or prior to the signature of the Licensee to this Agreement, the Licensee shall provide the City with the following described fees and deposits:

1.1 – Event Time:

The Community Center is to be reserved for no more than an 8-hour block of time. The 8 hours are to include the setup and cleanup of the event. No entry will be allowed before or after those times that have been agreed upon. The presence of any person in the Center after the designated hours shall be subject to a fee of \$100.00 an hour (any time from 0 – 60 minutes).

1.2 – Reservation Fee:

The reservation fee **shall not be refunded** in any circumstance. This includes cancellations for any reason.

Weekend (Fri-Sun) and Holiday Rates:

Whole House Rentals ONLY

Resident \$350 Non-Resident \$450

Weekday (Mon-Thurs) Rates:

Weekdays Whole House

Resident \$275 Non-Resident \$450

Weekdays Café Only

Resident \$75.00 Non-Resident \$150

**Residential rate applies to all Taylor Mill businesses, schools, and churches

1.3 – Cleaning Security Deposit: The additional security deposit in the amount of **\$200.00** is refundable under the conditions in Section 6.

1.4 – State Sales Tax on Rental: Effective, January 1, 2023, the Commonwealth of Kentucky charges a 6% tax rate on the rental fee.

Section 2.0 – CAPACITY LIMITS:

The following capacity limits are established in accordance with the Kentucky Standards of safety adopted pursuant to KRS 227.300. These limits cannot be exceeded under any circumstance:

- 2.1– Café:** Standing 48; Chairs Only 24; Combination – Tables 4 & Chairs 24
2.2– Room A: Standing 78; Chairs Only 46; Combination – Tables 6 & Chairs 36
2.3– Room B: Standing 105; Chairs Only 75; Combination – Tables 8 & Chairs 48

Section 2.1 AMENITIES

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- Café
- Four round pub-height tables and Four Chairs
- Three (3) televisions
- Kitchen with two (2) full-size refrigerators, three (3) ovens, one (1) microwave, and one (1) commercial ice machine
- Café with one (1) mini refrigerator and one (1) microwave
- Four (4) Bathrooms
- Two (2) gas fireplaces
- Outdoor area with a concrete patio and gazebo
- Cornhole set (*Bring your own bean bags*)
- Wi-Fi is available under PARK PLACE GUEST. The user must access the network and accept the terms to get onto the network.
- Paved parking lot

Section 3.0 – TEMPORARY EXCLUSIVE LICENSE:

Upon the compliance of the Licensee with all of the terms and provisions hereof, the Licensee shall have the exclusive use of the Community Center during the hours and for the Event described herein.

Section 4.0 – PROHIBITIONS:

During the Event described herein, the Licensee shall not cause, promote, aid, assist, allow, encourage or engage in any of the following actions or occurrences on the premises of the Community Center; and the Licensee shall also cause to occur all actions necessary to prevent all of the guests and invitees thereof from engaging in any such actions or occurrences, even to the extent of removing everybody engaged therein from the premises of the Community Center, and calling 911 for the assistance of the Taylor Mill Police therefor, if necessary.

All rules and regulations will be strictly enforced. *Please note that failure to comply with the rules will result in partial or full loss of deposit.*

4.1 – Smoking: No Smoking within any building including E-Cigarettes;

4.2 – Sound Amplification: Sound amplification should not reach a level determined by any police officer of the City to be disruptive to the public peace;

4.3 – Musical Instruments: There shall be no operation and use of any musical instrument in combination with any other musical instrument, without the written authorization of the City Administrative Officer;

- 4.4 – Open Flames:** No use of any lit candles or other open flames in the building other than the use of the gas fireplace;
- 4.5 – Fine Materials:** There shall be no use of glitter, rice, confetti, or other fine materials;
- 4.6 – Birdseed:** No use of birdseed anywhere other than outside of the building;
- 4.7 – Helium Balloons:** The use of helium balloons in any room with a ceiling fan is prohibited;
- 4.8 –Tape/Adhesives/Tacks/Nails:** There is to be no use of any type of tape, adhesives, 3M hooks, tacks, or nails anywhere within the Community Center or outdoor Gazebo. There are eye hooks in the crown molding to assist in the hanging of decorations;
- 4.9 – Sidewalk Chalk/Confetti String:** There is to be no use of sidewalk chalk or confetti string in any of the indoor and outdoor spaces; or
- 4.10 – Decorations & Decoration Attachments:** The wall decorations in the community center are not to be moved or disturbed. There should be no decorations attached to the walls or doors. (*Note: For your convenience, there are eye hooks in the crown molding for the attachment of decorations*);
- 4.11 – No Fireworks/Explosives:** No sprinklers, fireworks, or explosives are allowed;
- 4.12 – Motor Vehicle Operation:** No vehicles are to be on the concrete patio between the café and garage at any time. Additionally, parking on the grass is strictly prohibited. All vehicles must be parked in designated areas that are made of concrete, asphalt, or gravel;
- 4.13 – Post-Event Presence:** The presence of any person on the premises of the Community Center after the time designated herein for the end of the Event is prohibited and will result in a fee of \$100.00 per hour;
- 4.14 – Oven Use:** Ovens located in the Community Center are for the purpose of warming food;
- 4.15 – Tents:** The placement of any tents on the premises must be pre-approved by the CAO. Tents must not exceed a size of 10x10, and the use of stakes is prohibited;
- 4.16 – Inflatables & Bouncy Houses:** Inflatables and bouncy houses are not permitted;
- 4.17 – Signs:** No banners or signs may be hung on the outside of the building
- 4.18 – Bubbles:** The use of bubbles or bubble machines is not permitted within the building;
- 4.19 – Glass Containers:** The use of any glass bottles or containers outside of the building of the Park Place Community Center is strictly prohibited;
- 4.20 – Alcoholic Beverage Violations:** Alcoholic beverages are permitted at Park Place Community Center, provided that all city, county, and state regulations are adhered to;
- 4.21 – Pets:** Any animal of any type in the Community Center for any reason, except when they are assisting individuals with disabilities;
- 4.22 – Outside Doors:** All outside doors must remain closed at all times and may not be propped open. Propping doors open will lead to the forfeiture of your deposit and could incur additional charges. The cameras will be monitored after each rental to verify compliance. For your convenience, there are green buttons located on the walls of the café and at the main entrance door that can be pressed to keep the doors unlocked. Please remember to push the button to ensure the doors are locked at the conclusion of your rental;
- 4.23 – Coolers:** No coolers are allowed inside the Community Center. Please utilize the available refrigerators.

Section 5.0 – PHYSICAL DAMAGE TO COMMUNITY CENTER:

In the event of any physical damage to the Community Center during the Event described herein, or any post-Event cleanup, the Licensee shall be obligated and liable to the City

for all the costs and expenses of the City for the repair and replacement thereof. Cameras are located throughout the park and the community center and should not be tampered with.

The City reserves the right to do on-site inspections during the event. If the inspection reveals a serious problem, the City reserves the right to order the premises vacated immediately and the Renter forfeits all deposits and rental fees. The City may pursue any other legal remedies as necessary.

Section 6.0 – SECURITY DEPOSIT:

6.1 – Security Deposit Refund: The City shall refund the security deposit of the Renter if, and only if, after the Event described herein, the Community Center was cleaned to the same condition thereof that existed immediately prior to the Event **AND**, the renter must complete the attached Cleaning Checklist acknowledging that each line item was completed, sign and leave on the counter before leaving.

If the Community Center has not been cleaned to the condition thereof immediately prior to the Event described herein, the City shall mail or otherwise deliver to the Licensee, a written description of the deficiencies in the post Event cleaning, and keep the security deposit of the Licensee as liquidated damages for the time, labor, equipment, and supplies necessary for the required cleaning of the Community Center.

Section 7.0 – RELEASE AND INDEMNIFICATION:

7.1 – Release: The Renter hereby releases, acquits, and forever discharges the City and the officers and employees thereof from all obligations and liabilities thereof to the Renter, for any and all damages that the Renter may sustain or endure from any injury to the person or property thereof, that may develop or occur as a consequence of, or in any way related to the condition of the Community Center, or the use thereof by the Renter.

7.2 – Indemnification: The Renter shall pay, indemnify and hold the City and the officers and employees thereof harmless from each, every, any and all obligations and liabilities thereof to others, which are in any way related to the condition or use of the Community Center for the Event described herein, and all claims and causes of action therefor, at law or in equity, including, without limitation, third party actions for contribution and/or indemnification, and also all investigation and litigation expenses, court costs and attorney fees reasonably necessary for the defense thereof.