
Partner Agency Facility Usage Questionnaire

Note: All sections must be completed in order to process request.

Entity Information:

Official Name: Lexington-Fayette Urban County Human Rights Commission

Address: 162 E Main Street, Suite 226

Non-profit? YES No

If yes, please provide details (type of organization, date, certification,..):

Federal Tax ID Number: 61-0622471

Overview (list ALL services provided):

1) Receive complaints, conduct investigations, hold hearings; 2) Promote and secure a mutual understanding and respect among all ethnic groups in Fayette County; and 3) act as conciliator in controversies involving inter-group and inter-racial relations

Entity Authorized Contact Name: Raymond Sexton, Executive Director

Entity Contact Number(s): (Office) 252-4931 (Cell) 351-2578 E-mail: rsexton@lfuchrc.org

The following support documents must be attached to GS-101:

- Current annual report filed with the Kentucky Secretary of State
- Mission Statement
- Organizational chart
- Source, amount & duration of funding (*private, state or Federal, loan; Grants, ...*)
- Business plan
- Anticipated organizational budget identifying the proposed amount for lease and operational expenses.
- Annual cash flow report (*if an existing entity*). If new, a projected annual CF report must be submitted.

Please submit the questionnaire and all required attachments to the department responsible for conducting the initial evaluation.

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LFUCG Internal Evaluation:

Requesting Department / Division: CAD

Proposed initial length of agreement (not to exceed 36 months): 12 Months

Requested By:

Name: Richard Moloney Title: CAD Date: 5/15/12

Approval () initials Title: Director / Deputy Director Date: / /

Approval () initials Title: Commissioner Date: / /

Comment:

The Human Rights Commission was established pursuant to the Inter-Local Cooperation Agreement between the City of Lexington and the Fiscal Court of Fayette County. They operate under the provisions of KRS 344, Urban County Ordinances 199-94 ? 201-99. They carry out the purposes of the Kentucky Civil Rights Act.

Entity Evaluation & Overview:

Entity meets Urban County need [X] YES [] NO

Please provide detail:

The Human Rights Commission is required to enforce Local Ordinances 199-94 ? 201-99. They were created by the Charter of LFUCG. They receive complaints and investigate instances of discrimination to ensure all citizens receive equal rights

PARTNERSHIP OBLIGATION CLASSIFICATION:

Entity and LFUCG are parties to an agreement whereas facility funding is required by ordinance, contract or resolution (other than a PSA) [] YES [X] NO

Provide detail:

Three horizontal lines for providing detail.

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PROPOSED LEASE & SPACE ALLOCATION:

Requested space (Sft.): 1,418
Estimate annual lease payment per O&M method (\$/Sft.): \$ 5,939.86
Estimate annual lease payment based on FMV (\$/Sft.): \$ 15,794.90

PROPOSED LEASE ASSESMENT METHOD (Please select only ONE category):

- O&M Only (provide payment for pro-rata share of all direct & indirect operating and maintenance expenses.)
- Fair Market Value (provide payment for pro-rata share of all direct & indirect operating and maintenance expenses including Base Rent (\$/Sft.))
- Other (please describe, Non, Full, Partial Subsidies):

Recommended total annual lease liability for the tenant (\$): 15,794.90

Approved by:

Date: 5/15/12

Commissioner of Requesting Department

Date: 5/15/2012

Director of Facilities & Fleet Management

Date: / /

Commissioner of General Services

Date: 5/15/12

CAO

Comments:

