

Louisville Metro Council City Agency Request

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

Primary Sponsor: Marianne Butler

Amount: \$11,200

Date: August 7, 2017

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

1. Support for the Jack O Lantern Spectacular at Iroquois Park to help offset the cost of the event. The event runs from October 13-November 6. Proceeds from the event benefit the Louisville Parks.
2. Purchase discount coupons to be distributed by Metro Council administration at the request of metro residents.

City Agency: Metro Parks

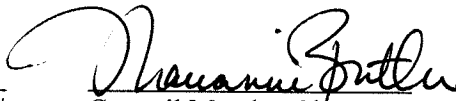
Contact Person: Marty Storch

Agency Phone: 502-574-6112

I have reviewed this request for an expenditure of city tax dollars, and have determined the funds will be used for a public purpose and have the attached documentation from the receiving department concerning the project/expenditure.

15

District #


Council Member Signature

3500-
Amount

8/10/17
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: _____

Department/Project:

Jack O Lantern Spectacular - 2017

Additional Signatures

I have reviewed this request for an expenditure of city tax dollars, and have determined the funds will be used for a public purpose.

Council Member Signature and Amount

District 1	<u>Joseph E. Jhon</u>	\$ <u>1300.00</u>	
District 2		\$	
District 3		\$	
District 4	<u>Barbara Lynn Smith</u>	\$ <u>200-</u>	no tickets
District 5		\$	
District 6	<u>Pat L. Smith</u>	\$ <u>200.00</u>	no tickets
District 7		\$	
District 8		\$	
District 9		\$	
District 10	<u>Erinn P. McInnis</u>	\$ <u>1,500.00</u>	
District 11		\$	
District 12	<u>Paul Blum</u>	\$ <u>150</u>	
District 13	<u>Vicki Aubrey Welch</u>	\$ <u>1,500.00</u>	
District 14		\$	
District 15		\$	
District 16		\$	
District 17		\$	
District 18		\$	
District 19		\$	
District 20		\$	
District 21		\$	
District 22		\$	
District 23		\$	
District 24		\$	
District 25	<u>D. J.</u>	\$ <u>1,500.00</u>	
District 26		\$	

Jack O' Lantern Festival 2017 Appropriation Summary

District	Amount of Sponsorship (Donation)	Amount of Coupons to Purchase (\$5 each)	District Signature
1	1,000	300.00	<i>[Signature]</i>
2			
3			
4			
5			
6			
7			
8			
9			
10	6,000 -	500 -	EAM
11			
12	1000	500	<i>[Signature]</i>
13	1,000 -	500 -	VAW
14			
15	2500 -	1,000	JHB
16			
17			
18			
19			
20			
21			
22			
23			
24			
25	1,000	500 -	<i>[Signature]</i>
26			
Total	\$ -	\$ -	

Coupons

60

100

100

100

200

100

660 coupons

NDF, CIF, MAP OR PAV INTERAGENCY CHECKLIST

Interagency Name: Metro Parks

Program/Project Name:

Jack O Lantern Spectacular

	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.	Yes
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?	NA

Submitted by: Susan Hughes

Date: Aug 7, 2017

Vouchers for \$5 off Jack 'O Lantern Event

- CW Butler is sponsoring a Voucher program for the Jack 'O Lantern event
- Members must sponsor a minimum of \$1,000 to participate in the voucher program. Member will then be able to purchase \$5 off coupons to be distributed.
- The voucher program is advertised by each participating district in any manner they choose
- Vouchers may only be used Monday through Thursday
- Beginning September 25th 2017, Jefferson County Residents may call Metro Council at 502- 574-2854 and give their address. Administration determines the correct district – and mails the voucher(s) with an event flyer for the event.
- Envelopes are provided by the sponsoring district
- Program is limited to Jefferson County Residents only
- Districts may NOT distribute their own vouchers
- Vouchers are limited to 4 per household
- Available vouchers are limited to the number purchased by that district until October 16th in which remaining tickets will be available to any Louisville Metro resident.
- Vouchers have no cash value
- Unclaimed vouchers are non-refundable for district NDF –become additional donations for the event costs
- Parks will provide a report of the number of vouchers used after the event closes

Hughes, Susan

Subject: FW: Jack O Lantern funding

From: Nelson, Erika L
Sent: Monday, August 14, 2017 12:21 PM
To: Hughes, Susan
Cc: Storch, Marty; Reiter, Jon E.; Lockett, Daniel R
Subject: Re: Jack O Lantern funding

Louisville Metro Parks and Recreation accepts the funds allocated towards expenses to operate the Louisville Jack O Lantern Spectacular.

Sent from my iPhone

On Aug 14, 2017, at 12:14 PM, Hughes, Susan <Susan.Hughes@louisvilleky.gov> wrote:

Hi Erika. Hope you had a nice time away and I hate to add work to your day....but I really need a statement accepting the NDF funding from the Council for the Jack O Lantern event. It can actually come from anyone there. Thanks so much.

Susan

From: Hughes, Susan
Sent: Wednesday, August 9, 2017 8:58 PM
To: Nelson, Erika L; Stenberg, Beth
Cc: Storch, Marty; Reiter, Jon E.; Lockett, Daniel R
Subject: RE: Jack O Lantern funding

Thanks Erika. I am meeting with the council financial advisor tomorrow to work on the program for coupons/tickets. We will add you in the loop. thanks, Susan

From: Nelson, Erika L
Sent: Wednesday, August 09, 2017 1:15 PM
To: Hughes, Susan
Cc: Storch, Marty; Reiter, Jon E.; Lockett, Daniel R
Subject: Re: Jack O Lantern funding

Hello Susan - if it helps, we will work out a ticket voucher that folks can use at the box office in place of any coupons that can be replicated. This way we can track them too.

Let me know if you have any questions about that.

Sent from my iPhone

On Aug 9, 2017, at 11:21 AM, Hughes, Susan <Susan.Hughes@louisvilleky.gov> wrote:

<image001.gif>

Happy Jack O Lantern to all. Lol

I am working on the council NDF for funding relating to the Jack O Lantern spectacular. I need an email detailing a request for funding and that Parks will accept the funding. The financial advisor and I are also working on the coupon program for constituents.

Also, who will the contact person for the funding?

Thanks,

Susan

Susan W. Hughes

Legislative Assistant to
Councilwoman Butler
District 15