

Louisville Metro Council City Agency Request  
Neighborhood Development Fund (NDF)  
✓ Capital Infrastructure Fund (CIF)  
Municipal Aid Program (MAP)  
Paving Fund (PAV)

Primary Sponsor: David James

Amount: \$14,085.00 Date: 7-10-18

Description of program/project including public purpose, additional funding sources, location of project/program and any external grantee(s): Planting of 27 trees on Oak Street in District 6, for the Planting of the Green with Brightside and the Hibernians.

City Agency: Brightside  
Contact Person: John Backert  
Agency Phone: 574-3937

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.

6 District #       Council Member Signature      \$14,085.00 Amount      7-10-18 Date

Approved by: \_\_\_\_\_ Date \_\_\_\_\_  
Appropriations Committee Chairman  
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: \_\_\_\_\_

## NDF, CIF, MAP OR PAV INTERAGENCY CHECKLIST

<b>Interagency Name:</b> Brightside	
<b>Program/Project Name:</b>	District 6 Tree Planting
	<b>Yes/No/NA</b>
<b>Request Form:</b> Is the Request Signed by all Council Member(s) Appropriating Funding?	Yes <input type="checkbox"/>
<b>Request Form:</b> If matching funds are to be used, are they disclosed with account numbers in the request form description?	NA <input type="checkbox"/>
<b>Request Form:</b> If matching funds are to be used, does the amount of the request exclude the matching fund amount?	NA <input type="checkbox"/>
<b>Request Form:</b> If other funds are to be used for this project, are they disclosed with account numbers in the request form description?	No <input type="checkbox"/>
<b>Funding Source:</b> 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.	Yes <input type="checkbox"/>
<b>Funding Source:</b> 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.	Yes <input type="checkbox"/>
<b>Ordinance Required:</b> Is the NDF request to a Metro Agency greater than \$5,000? If so, an ordinance is required.	NA <input type="checkbox"/>
<b>Ordinance Required:</b> Is the request a transfer from NDF to cost center? If so, is the amount given for the fiscal year \$25,000 or less?	NA <input type="checkbox"/>
<b>Supporting Documentation:</b> Does the attachment include a valid estimate and description of cost?	Yes <input type="checkbox"/>

**Submitted by:** Wanda Mitchell-Smith

**Date:** 7/10/18

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**From:** Masterson, Jasmine  
**Sent:** Wednesday, February 14, 2018 2:34 PM  
**To:** Smith, Wanda M; Backert, John M  
**Cc:** Stenberg, Beth; Bell, LaTonya J.  
**Subject:** RE: CIF for Tree Planting

It's in a public right of way in your district (in the empty tree wells along St Catherine) so CIF makes the most sense.

Jasmine (Masterson) Weatherby  
Legislative Aide  
Councilman Brandon Coan  
District 8  
601 West Jefferson St  
Louisville, KY 40202  
Email: [jasmine.masterson@louisvilleky.gov](mailto:jasmine.masterson@louisvilleky.gov)  
Office: (502) 574-1108

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**From:** Smith, Wanda M  
**Sent:** Wednesday, February 14, 2018 2:33 PM  
**To:** Masterson, Jasmine; Backert, John M  
**Cc:** Stenberg, Beth; Bell, LaTonya J.  
**Subject:** RE: CIF for Tree Planting

Thanks Jasmine. Is this CIF or NDF?

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**From:** Masterson, Jasmine  
**Sent:** Wednesday, February 14, 2018 2:14 PM  
**To:** Smith, Wanda M; Backert, John M  
**Cc:** Stenberg, Beth; Bell, LaTonya J.  
**Subject:** CIF for Tree Planting

Hi Wanda,

It's been a while since we talked about the tree planting. I will send a separate email that has some additional information about the schedule etc. I had originally thought that our office would be doing a CIF that we could have you all sign on to but since there is a pot of money left over from Councilman Owen that's already in Develop Louisville's possession that will cover our contribution, it looks like we won't need to. Below is the accounting of who is paying for what and how much D6 owes for the purpose of drafting a CIF request. If you need any additional information, please let me know. I have copied John Backert who should hopefully be able to answer any other questions should you have them.

**Planting O the Green with Brightside**

- 45 District 8 Trees x \$250 = \$11,250
- 45 District 6 Trees x \$500 = \$22,500

## Smith, Wanda M

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**From:** Smith, Wanda M  
**Sent:** Monday, June 18, 2018 4:31 PM  
**To:** Weatherby, Jasmine; James, David A  
**Cc:** Backert, John M  
**Subject:** RE: CIF for Tree Planting

Thank you Jasmine.

**From:** Weatherby, Jasmine  
**Sent:** Monday, June 18, 2018 4:10 PM  
**To:** Smith, Wanda M; James, David A  
**Cc:** Backert, John M  
**Subject:** Re: CIF for Tree Planting

Hi Wanda and President James,

John Backert from Brightside just informed me that he never received the CIF money for the tree planting back in March from your office. As we discussed at the time, our office was not handling the CIF request because we already had some funding hanging out in Develop Louisville that we were paying for our portion with. Please coordinate with John so that this can be taken care of. I am assuming they are trying to close this out before the end of FY18, but I'll let John confirm that.

Thank you

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601 West Jefferson St  
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**From:** Stenberg, Beth  
**Sent:** Sunday, February 18, 2018 4:46 PM  
**To:** Weatherby, Jasmine  
**Cc:** Bell, LaTonya J.  
**Subject:** Re: CIF for Tree Planting

definitely CIF...

Beth Stenberg  
502 574 2841

- 90 Trees = \$33,750
- MSD pays  $50.66 \times \$240 = \$12,160$
- Trees Louisville pays \$10,795
- D8 pays \$6,710
- **D6 pays \$4,085**

Thank you

Jasmine (Masterson) Weatherby

Legislative Aide

Councilman Brandon Coan

District 8

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## Smith, Wanda M

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**From:** OBrien, Gina I.  
**Sent:** Monday, July 30, 2018 4:59 PM  
**To:** Bell, LaTonya J.; Smith, Wanda M; Roberts, Lorri A.  
**Cc:** James, David A; Stenberg, Beth  
**Subject:** RE: Planting O' the Green - D6 Contribution Breakdown

We planted a total of 45 trees with combined funds for the project – D6 portion was 27 trees

*Gina Iorio O'Brien*

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**From:** Bell, LaTonya J.  
**Sent:** Monday, July 30, 2018 4:54 PM  
**To:** Smith, Wanda M; Roberts, Lorri A.  
**Cc:** James, David A; OBrien, Gina I.; Stenberg, Beth  
**Subject:** RE: Planting O' the Green - D6 Contribution Breakdown

The **CIF080118BS06** paperwork has 45 trees listed not 27 trees. Please advise.

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**From:** Smith, Wanda M  
**Sent:** Monday, July 30, 2018 4:52 PM  
**To:** Roberts, Lorri A.; Bell, LaTonya J.  
**Cc:** James, David A; OBrien, Gina I.  
**Subject:** RE: Planting O' the Green - D6 Contribution Breakdown

Thank you.

**From:** Roberts, Lorri A.  
**Sent:** Monday, July 30, 2018 4:47 PM  
**To:** Smith, Wanda M <Wanda.Smith@louisvilleky.gov>; Bell, LaTonya J. <LaTonya.Bell2@louisvilleky.gov>  
**Cc:** James, David A <David.James@louisvilleky.gov>; OBrien, Gina I. <Gina.OBrien@louisvilleky.gov>  
**Subject:** Planting O' the Green - D6 Contribution Breakdown

Wanda,

Per your request, the contribution of \$4,085.00 from President James for the spring 2018 Planting O' the Green covered the purchase of 27 trees planted in District 6.  
Please let me know if you need anything further.

Thank you,  
*Lorri Roberts*  
Events & Volunteer Supervisor - Brightside

*Louisville Forward*  
527 W Jefferson St; Suite 606  
Louisville, KY 40202  
Office: (502) 574-4167  
Cell: (502) 528-0084  
[Lorri.roberts@louisvilleky.gov](mailto:Lorri.roberts@louisvilleky.gov)

## Smith, Wanda M

---

**From:** Weatherby, Jasmine  
**Sent:** Monday, July 30, 2018 3:21 PM  
**To:** Smith, Wanda M; Bell, LaTonya J.  
**Subject:** FW: Planting O the Green 2018

Jasmine Weatherby  
Legislative Aide  
Councilman Brandon Coan  
District 8  
601 West Jefferson St  
Louisville, KY 40202  
Email: jasmine.weatherby@louisvilleky.gov  
Office: (502) 574-1108

Help your friends and neighbors stay informed! Share [this link](#) to spread the joy of District 8 eNews.

**From:** Coan, Brandon  
**Sent:** Wednesday, July 19, 2017 8:54 AM  
**To:** OBrien, Gina I. <Gina.OBrien@louisvilleky.gov>; Backert, John M <John.Backert@louisvilleky.gov>  
**Cc:** Masterson, Jasmine <Jasmine.Masterson@louisvilleky.gov>  
**Subject:** RE: Planting O the Green 2018

So, you're saying I just need to come up with \$11,250 (45 trees x \$250) and Brightside will plant and maintain the "District 6 Trees" for three years? If so, that'd be wonderful and we'll write that into our (working) plan/budget; discuss with CM James once we get the map; etc.

I think PO'G can be really successful this year - thanks!

Brandon Coan

Metro Council District 8  
(502) 574-1108

601 W. Jefferson Street  
Louisville, KY 40202

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**From:** OBrien, Gina I.  
**Sent:** Tuesday, July 18, 2017 1:27 PM  
**To:** Coan, Brandon; Backert, John M  
**Cc:** Masterson; Jasmine  
**Subject:** RE: Planting O the Green 2018

It costs us \$500 to cover the cost of the tree, gator bag and three years maintenance.

Generally MSD is comfortable with \$240 a tree. Therefore we could do the same amount that we did last year – which was \$250 per tree.

*Gina Iorio O'Brien*

**From:** Coan, Brandon  
**Sent:** Monday, July 17, 2017 4:05 PM  
**To:** Backert, John M; OBrien, Gina I.  
**Cc:** Masterson, Jasmine  
**Subject:** RE: Planting O the Green 2018

Thanks, Gina and John! We'll also need total cost, of course.

Best Regards,

Brandon Coan

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**From:** Masterson, Jasmine  
**Sent:** Monday, July 17, 2017 3:41 PM  
**To:** Backert, John M; OBrien, Gina I.  
**Cc:** Coan, Brandon  
**Subject:** RE: Planting O the Green 2018

Thank you. We appreciate it!

Jasmine Masterson  
Legislative Aide  
Councilman Brandon Coan  
District 8  
601 West Jefferson St  
Louisville, KY 40202  
Email: [jasmine.masterson@louisvilleky.gov](mailto:jasmine.masterson@louisvilleky.gov)  
Office: (502) 574-1108

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**From:** Backert, John M  
**Sent:** Monday, July 17, 2017 2:39 PM  
**To:** Masterson, Jasmine; OBrien, Gina I.  
**Cc:** Coan, Brandon  
**Subject:** RE: Planting O the Green 2018

Hello Jasmine-  
I can put together a map by the end of the week.



Thanks!

John Backert  
Brightside - Landscape Coordinator  
*Louisville Forward – Develop Louisville*  
527 West Jefferson Street, 6<sup>th</sup> floor  
Louisville, KY 40202  
Phone 502 574-3937  
[John.backert@louisvilleky.gov](mailto:John.backert@louisvilleky.gov)

STAY CONNECTED TO BRIGHTSIDE



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**From:** Masterson, Jasmine  
**Sent:** Monday, July 17, 2017 11:59 AM  
**To:** OBrien, Gina I.  
**Cc:** Backert, John M; Coan, Brandon  
**Subject:** RE: Planting O the Green 2018

Gina,

This looks great! Would it be too much trouble to ask for a map?

Jasmine Masterson  
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**From:** OBrien, Gina I.  
**Sent:** Friday, July 14, 2017 3:56 PM  
**To:** Masterson, Jasmine  
**Cc:** Backert, John M  
**Subject:** RE: Planting O the Green 2018

Jasmine –

John Backert looked in District 6 for placement of 45 trees. He is recommending to plant down East. St. Catherine street, starting at Preston and moving West to 3<sup>rd</sup>. Trees would go on both sides of the street.

This spot has a number of advantages that would make it a good choice.

- They have the Old Louisville Neighborhood Association already active in that area, and they turn out well when asked to provide volunteers.

- Neighborhood leader Herb Fink has been working with Erin on other plantings in that area and is familiar with the process. He would be a terrific asset and has been able to rally the homeowners for similar projects.
- There have already been some plantings projects in the area and this would add to the overall effort that is underway.
- Although some areas of Old Louisville have tree cover, There is plenty of empty space along St Catherine.

Please let me know if you like this suggestion and any additional information you may need.

Also, we would need to work with Erin Thompson for a permit. Therefore there could be modifications based on her feedback.

If you like this location we can fill out Erin's permit ASAP.

Let me know your thoughts!

**From:** OBrien, Gina I.  
**Sent:** Monday, July 10, 2017 2:39 PM  
**To:** Masterson, Jasmine  
**Cc:** Backert, John M  
**Subject:** RE: Planting O the Green 2018

We should be able to get you some ideas by end of day Friday.

Thank you Jasmine!

*Gina Iorio O'Brien*

**From:** Masterson, Jasmine  
**Sent:** Friday, July 7, 2017 3:35 PM  
**To:** OBrien, Gina I.  
**Subject:** RE: Planting O the Green 2018

Would it be too short of a timeline to have it to us by next Friday?

**From:** OBrien, Gina I.  
**Sent:** Friday, July 7, 2017 3:28 PM  
**To:** Masterson, Jasmine  
**Subject:** RE: Planting O the Green 2018

Absolutely!  
What is your timeline on this information?

*Gina Iorio O'Brien*

**From:** Masterson, Jasmine  
**Sent:** Friday, July 7, 2017 10:54 AM  
**To:** OBrien, Gina I.  
**Subject:** Planting O the Green 2018

Hi Gina,

Happy Friday! Getting in touch again about next year's Planting O'the Green. I am getting ready to submit our application for the urban reforestation grant to MSD, and am trying to be as detailed about our planting plans as possible. We are going to partner with District 6 for the 45 trees planted outside the our District. Could you identify a location that Brightside could plant 45 trees in that area?

Thank you and feel free to call if we need to discuss.

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*Gina Iorio O'Brien*

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**From:** Masterson, Jasmine  
**Sent:** Tuesday, July 11, 2017 10:48 AM  
**To:** OBrien, Gina I.  
**Cc:** Backert, John M  
**Subject:** RE: Planting O the Green 2018

Thanks so much! We appreciate it. I am meeting with MSD tomorrow – so if there is any modification to the information we need I'll let you know.

Jasmine Masterson  
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Councilman Brandon Coan  
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601 West Jefferson St  
Louisville, KY 40202  
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**Cc:** Backert, John M  
**Subject:** RE: Planting O the Green 2018

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*Gina Iorio O'Brien*

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**Sent:** Friday, July 7, 2017 3:35 PM  
**To:** OBrien, Gina I.  
**Subject:** RE: Planting O the Green 2018

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**Sent:** Friday, July 7, 2017 3:28 PM  
**To:** Masterson, Jasmine  
**Subject:** RE: Planting O the Green 2018

Absolutely!  
What is your timeline on this information?

*Gina Iorio O'Brien*

**From:** Masterson, Jasmine  
**Sent:** Friday, July 7, 2017 10:54 AM  
**To:** OBrien, Gina I.  
**Subject:** Planting O the Green 2018

Hi Gina,

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Thank you and feel free to call if we need to discuss.

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