

# Louisville Metro Council City Agency Request

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

**Primary Sponsor:** James Peden

**Amount:** \$837

**Date:** Feb 12, 2020

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

Funds will be used to cover the cost of the Kentucky Department of Veterans Affairs to use a room in the Central Government Center for 1 year. KDVA staff will meet with veterans and their families from around the county to help them on receiving benefits and explain programs available to them.

**City Agency:** Metro Facilities

**Contact Person:** Jessica Bell

**Agency Phone:** 574-2020

**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.**

23

District #

  
Council Member Signature

\$837

Amount

Feb 12, 2020

Date

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

**Clerk's Office & OMB Use Only:**

Request Amount: \_\_\_\_\_ Amended Amount: \_\_\_\_\_

Reference #: NDF 022600FFM23 To OMB: \_\_\_\_\_

Budget Revision #: \_\_\_\_\_

Account #: \_\_\_\_\_

To Project Manager: \_\_\_\_\_ Completion Date: \_\_\_\_\_

Actual Cost: \_\_\_\_\_ Funds Returned: \_\_\_\_\_

Department/Project: \_\_\_\_\_

**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	_____	\$ _____
District 2	_____	\$ _____
District 3	_____	\$ _____
District 4	_____	\$ _____
District 5	_____	\$ _____
District 6	_____	\$ _____
District 7	_____	\$ _____
District 8	_____	\$ _____
District 9	_____	\$ _____
District 10	_____	\$ _____
District 11	_____	\$ _____
District 12	_____	\$ _____
District 13	_____	\$ _____
District 14	_____	\$ _____
District 15	_____	\$ _____
District 16	_____	\$ _____
District 17	_____	\$ _____
District 18	_____	\$ _____
District 19	_____	\$ _____
District 20	_____	\$ _____
District 21	_____	\$ _____
District 22	_____	\$ _____
District 23	_____	\$ _____
District 24	_____	\$ _____
District 25	_____	\$ _____
District 26	_____	\$ _____

## NDF, CIF, MAP OR PAV INTERAGENCY CHECKLIST

**Interagency Name:** Metro Facilities and Flee Management

**Program/Project Name:** KY Dept Veterans Affairs Office Space

**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.

No

**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?

NA

**Supporting Documentation:** Does the attachment include a valid estimate and description of cost?

Yes

**Submitted by:** \_\_\_\_\_ John Torsky

**Date:** Feb 12, 2020

## Torsky, John N

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**From:** Bell, Jessica M.  
**Sent:** Wednesday, February 12, 2020 1:14 PM  
**To:** Torsky, John N; Fiechter, Travis J.  
**Subject:** RE: Central Gov. lease

Business office rental located at the Central Government Center (7201 Outer Loop) Suite 129; for Veteran Affairs to operate a business office serving Louisville Veterans and their widows/spouses/families to meet with Field Reps to apply for and/or appeal Disability Compensation/Pension/Survivor Claims.  
Lease rate \$9.00 PSF / 93 sq. ft. = \$837 per year/ \$69.75 per mth.

Thank you,

*Jessica Bell*

*Metro Facilities Property Officer  
Office of Facilities and Fleet Management  
Louisville Metro Government  
745 West Main Street, Suite 300  
Louisville, KY 40202  
Office: (502)- 574-2020  
Cell: (502)-528-2138  
[Jessica.Bell@louisvilleky.gov](mailto:Jessica.Bell@louisvilleky.gov)*

**From:** Torsky, John N <[John.Torsky@louisvilleky.gov](mailto:John.Torsky@louisvilleky.gov)>  
**Sent:** Wednesday, February 12, 2020 10:38 AM  
**To:** Bell, Jessica M. <[Jessica.Bell@louisvilleky.gov](mailto:Jessica.Bell@louisvilleky.gov)>; Fiechter, Travis J. <[Travis.Fiechter@louisvilleky.gov](mailto:Travis.Fiechter@louisvilleky.gov)>  
**Subject:** RE: Central Gov. lease

Jessica,

For the NDF I need an email from you (or someone in facilities) requesting the amount and a brief description on what it will be used for. I will add the email to the NDF packet.

Thank you,  
John Torsky

**From:** Bell, Jessica M. <[Jessica.Bell@louisvilleky.gov](mailto:Jessica.Bell@louisvilleky.gov)>  
**Sent:** Monday, February 10, 2020 4:22 PM  
**To:** Ernest, Edwin <[Edwin.Ernest@louisvilleky.gov](mailto:Edwin.Ernest@louisvilleky.gov)>; Fiechter, Travis J. <[Travis.Fiechter@louisvilleky.gov](mailto:Travis.Fiechter@louisvilleky.gov)>  
**Cc:** Torsky, John N <[John.Torsky@louisvilleky.gov](mailto:John.Torsky@louisvilleky.gov)>  
**Subject:** RE: Central Gov. lease

Wonderful! Thank you.

Travis,  
Please let me know once the Lease is completed and can be circulated for signatures.

## *Jessica Bell*

*Metro Facilities Property Officer  
Office of Facilities and Fleet Management  
Louisville Metro Government  
745 West Main Street, Suite 300  
Louisville, KY 40202  
Office: (502)- 574-2020  
Cell: (502)-528-2138  
[Jessica.Bell@louisvilleky.gov](mailto:Jessica.Bell@louisvilleky.gov)*

**From:** Ernest, Edwin <[Edwin.Ernest@louisvilleky.gov](mailto:Edwin.Ernest@louisvilleky.gov)>  
**Sent:** Monday, February 10, 2020 11:42 AM  
**To:** Bell, Jessica M. <[Jessica.Bell@louisvilleky.gov](mailto:Jessica.Bell@louisvilleky.gov)>; Fiechter, Travis J. <[Travis.Fiechter@louisvilleky.gov](mailto:Travis.Fiechter@louisvilleky.gov)>  
**Cc:** Torsky, John N <[John.Torsky@louisvilleky.gov](mailto:John.Torsky@louisvilleky.gov)>  
**Subject:** RE: Central Gov. lease

Good morning,

I have spoken with the district office to discuss this matter and they are going to begin the process to request a transfer from their Neighborhood Development Fund to Public Works for this expense.

Have a great day!

Edwin

**From:** Bell, Jessica M. <[Jessica.Bell@louisvilleky.gov](mailto:Jessica.Bell@louisvilleky.gov)>  
**Sent:** Friday, February 7, 2020 2:33 PM  
**To:** Fiechter, Travis J. <[Travis.Fiechter@louisvilleky.gov](mailto:Travis.Fiechter@louisvilleky.gov)>; Ernest, Edwin <[Edwin.Ernest@louisvilleky.gov](mailto:Edwin.Ernest@louisvilleky.gov)>  
**Subject:** RE: Central Gov. lease

Hi Edwin,  
Hope this finds you and yours well!  
Travis Fiechter (with the County Attorney's office) and I are working on a lease and hoping you can advise how this needs to be transferred....

Back story:  
Councilman Peden has offered to pay the lease rate that Lou. Metro Facilities charges for a room at the Central Government Center, for Veteran Affairs to Operate out of.  
We are drafting a lease and have ran into some questions regarding Council funding.... I'm hoping you can advise or point us in the right direction.  
Travis....please take it from here, as I am unclear.

## *Jessica Bell*

*Metro Facilities Property Officer  
Office of Facilities and Fleet Management  
Louisville Metro Government  
745 West Main Street, Suite 300  
Louisville, KY 40202*

Office: (502)- 574-2020  
Cell: (502)-528-2138  
[Jessica.Bell@louisvilleky.gov](mailto:Jessica.Bell@louisvilleky.gov)

**From:** Fiechter, Travis J. <[Travis.Fiechter@louisvilleky.gov](mailto:Travis.Fiechter@louisvilleky.gov)>  
**Sent:** Friday, February 7, 2020 12:44 PM  
**To:** Bell, Jessica M. <[Jessica.Bell@louisvilleky.gov](mailto:Jessica.Bell@louisvilleky.gov)>  
**Subject:** RE: Central Gov. lease

I am waiting on a call back from folks in the Metro Council business office to provide some clarity.

Was working on this with my former colleague Sean Dennis, our Metro Council financing guru, as this is outside my general practice areas. Unfortunately he left the office in early December. While CM Peden's office's offer to pay the rent is generous, there are some technical complications regarding signature authority and specific funding pool. Did not get those resolved before Sean left, and the holidays intervening did not help keep things moving.

Not sure there is much you all can do to accelerate the process unless you want to rent the space for \$1 and work out Council contribution on the back end.

Travis

**From:** Bell, Jessica M. <[Jessica.Bell@louisvilleky.gov](mailto:Jessica.Bell@louisvilleky.gov)>  
**Sent:** Friday, February 7, 2020 12:37 PM  
**To:** Fiechter, Travis J. <[Travis.Fiechter@louisvilleky.gov](mailto:Travis.Fiechter@louisvilleky.gov)>  
**Subject:** RE: Central Gov. lease

This lease is a basic lease. What is it going to take to figure out the payment source? Can we help? I would think we should be able to get this done quickly.

*Jessica Bell*

*Metro Facilities Property Officer  
Office of Facilities and Fleet Management*

*Louisville Metro Government  
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*Office: (502)- 574-2020  
Cell: (502)-528-2138*

*[Jessica.Bell@louisvilleky.gov](mailto:Jessica.Bell@louisvilleky.gov)*

**From:** Fiechter, Travis J. <[Travis.Fiechter@louisvilleky.gov](mailto:Travis.Fiechter@louisvilleky.gov)>  
**Sent:** Friday, February 7, 2020 12:34 PM  
**To:** Bell, Jessica M. <[Jessica.Bell@louisvilleky.gov](mailto:Jessica.Bell@louisvilleky.gov)>  
**Subject:** RE: Central Gov. lease

I spoke with him shortly ago. Working out how best to move forward.

In the meantime, Frankfort may need some sort of showing that this is moving along. John mentioned something about a key? Doubt you all would feel okay giving a key to anyone without a full lease, but maybe we could come up with some interim agreement while we figure out the Metro Council finance questions.



**Travis J. Fiechter**  
Assistant County Attorney  
**Office of Mike O'Connell - Jefferson County Attorney**  
(502) 574-1037  
531 Court Place, Suite 900  
Fiscal Court Building  
Louisville, KY 40202

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***Attorney Client Privilege***

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**From:** Bell, Jessica M. <[Jessica.Bell@louisvilleky.gov](mailto:Jessica.Bell@louisvilleky.gov)>  
**Sent:** Friday, February 7, 2020 12:01 PM  
**To:** Fiechter, Travis J. <[Travis.Fiechter@louisvilleky.gov](mailto:Travis.Fiechter@louisvilleky.gov)>  
**Subject:** Central Gov. lease

Travis,  
Did you talk with John about the council payment?

***Jessica Bell***  
***Metro Facilities Property Officer***  
***Office of Facilities and Fleet Management***  
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