

# Louisville Metro Council City Agency Request

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

**Primary Sponsor:** Vicki Aubrey Welch, District 13

**Amount:** \$2,500 **Date:** May 11, 2016

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


NDF to Metro Parks for the cost associated with the installation of a Highway Marker for the Isaac Fenley Family Cemetery - as a part of the Historical Marker Program - through the KY Tourism, Arts & Heritage Cabinet / KY Historical Society.

**City Agency:** Metro Parks

**Contact Person:** Marty Storch

**Agency Phone:** 456-8100

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

<u>13</u>		<u>\$2,500</u>	<u>4/11/16</u>
District #	Council Member Signature	Amount	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: \_\_\_\_\_

## Triplett, Kevin D

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**From:** Storch, Marty  
**Sent:** Thursday, May 12, 2016 9:48 AM  
**To:** Triplett, Kevin D; Welch, Vicki A  
**Cc:** 'sbuzan@humana.com'; Babb, Jade R.  
**Subject:** Re: Fenley Cemetery Highway Marker

Kevin we will accept these funds to pay for historical marker. We will need to know who payment will need to go towards. They will have to be set up.

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**From:** Triplett, Kevin D  
**Sent:** Thursday, May 12, 2016 07:55 AM  
**To:** Welch, Vicki A; Storch, Marty  
**Cc:** [sbuzan@humana.com](mailto:sbuzan@humana.com) <[sbuzan@humana.com](mailto:sbuzan@humana.com)>  
**Subject:** RE: Fenley Cemetery Highway Marker

Marty –

Could you or someone from Parks forward us an email / or simply respond to this ?

We'll need an email from someone (Parks) that confirms Metro Parks will serve as a conduit for the marker – and the money will be spent on this project.

Thanks,  
Kevin

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**From:** Welch, Vicki A  
**Sent:** Wednesday, May 11, 2016 4:13 PM  
**To:** Triplett, Kevin D  
**Cc:** [sbuzan@humana.com](mailto:sbuzan@humana.com)  
**Subject:** Re: Fenley Cemetery Highway Marker

It was a verbal conversation with Marty Storch. They did the one by Americana about the old race track.

Vicki Aubrey Welch  
Louisville Metro Council  
District 13 Councilwoman  
502-574-1113  
Sent from my iPhone

On May 11, 2016, at 2:57 PM, Triplett, Kevin D <[Kevin.Triplett@louisvilleky.gov](mailto:Kevin.Triplett@louisvilleky.gov)> wrote:

Question: Who from Parks has agreed to facilitate this matter ???

Do we have an email from someone that states that they / parks will indeed process this request ?

Thanks - I'll need to include that with our NDF request form.

Kevin

-----Original Message-----

From: Welch, Vicki A  
Sent: Monday, May 09, 2016 9:53 PM  
To: Triplett, Kevin D  
Cc: [sbuzan@humana.com](mailto:sbuzan@humana.com)  
Subject: FW: Fenley Cemetery Highway Marker  
Importance: High

Kevin,  
See attached info & invoice for NDF to go thru Parks Dept for the Fenley Highway Marker.  
Thanks!

Vicki Aubrey Welch  
Councilwoman District 13  
Louisville Metro Council  
502-574-1113  
[vicki.welch@louisvilleky.gov](mailto:vicki.welch@louisvilleky.gov)  
[www.louisvilleky.gov/district13](http://www.louisvilleky.gov/district13)

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From: Stefanie Buzan [[sbuzan@humana.com](mailto:sbuzan@humana.com)]  
Sent: Monday, April 25, 2016 10:48 AM  
To: Welch, Vicki A  
Subject: Fenley Cemetery Highway Marker

Hi Vicki,

I just wanted you to have a copy of the official approval letter from the Kentucky Historical Society. We are targeting October 28th for the ceremony as that will be Isaac Fenley's 189th birthday. When the date gets closer, perhaps we can get together and talk a little bit about what the dedication ceremony might look like?

Stefanie Buzan  
Privacy Office

Humana  
500 West Main Street | Louisville, KY, 40202

T 502.580.5830  
F 502.508.6976  
[sbuzan@humana.com](mailto:sbuzan@humana.com)

**CIF, NDF, MAP OR PAV INTERAGENCY CHECKLIST**

**Interagency Name:** Metro Parks

**Program/Project Name:** Fenley Cemetery Highway Marker

	Yes/No/NA
<b>Request Form:</b> Is the Request Signed by all Council Member(s) Appropriating Funding?	Yes
<b>Request Form:</b> If matching funds are to be used, are they disclosed with account numbers in the request form description?	NA
<b>Request Form:</b> If matching funds are to be used, does the amount of the request exclude the matching fund amount?	NA
<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?	NA
<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.	No
<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.	No
<b>Ordinance Required:</b> Is the NDF request to a Metro Agency greater than \$5,000? If so, an ordinance is required.	No
<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?	No
<b>Supporting Documentation:</b> Does the attachment include a valid estimate and description of cost?	Yes

**Prepared by:**

Kevin Triplett, Legislative Assistant

**Date:** May 11, 2016





**KENTUCKY TOURISM, ARTS AND HERITAGE CABINET  
KENTUCKY HISTORICAL SOCIETY**

**Matthew G. Bevin**  
Governor

100 West Broadway  
Frankfort, Kentucky 40601  
Phone 502-564-1792  
Fax 502-564-4701  
[www.history.ky.gov](http://www.history.ky.gov)

**Don Parkinson**  
Secretary

**Kent Whitworth**  
Executive Director

Stefanie Buzan  
230 Kenwood Hill Rd.  
Louisville, KY 40214

Dear Stefanie Buzan,

The Kentucky Historical Society was pleased with number and quality of applications we received for the March 1 deadline. After review by our advisory committee, we have approved the applications that, we believe, will be excellent additions to the Kentucky Historical Markers. I am happy to report that your request for **FENLEY FAMILY** was approved.

I have attached an invoice for the marker. As soon as we receive payment, we will begin the process of verifying the research and editing the text. Keep in mind that we may request more information or documentation from you during this process. Once we have a draft of the text ready, we will send it to you for your approval. When both you and KHS are happy with the text, we will have you sign off on it and the maker will be ordered. It takes about 6 weeks from the time the marker is ordered until it is completed and shipped to the D.O.T. facility in your district. Please keep that in mind as you are planning the date for your marker dedication. I have, also, attached information concerning the dedication planning process. Please complete the form and return to me 30 days prior to the dedication.

I am looking forward to working with you on this worthwhile project. If you have any questions or concerns, please feel free to contact me at (502) 564-1792, ext. 4474 or [becky.riddle@ky.gov](mailto:becky.riddle@ky.gov).

Sincerely,  
  
Becky Riddle, Coordinator  
Historical Marker Program

**KENTUCKY HISTORICAL SOCIETY****INVOICE**

100 West Broadway  
 Frankfort, KY 40601  
 Phone (502) 564-1792 Fax (502) 564-4701

DATE: APRIL 21, 2016

**TO:**  
 Stefanie Buzan  
 230 Kenwood Hill Rd.  
 Louisville, KY 40214

**COMMENTS OR SPECIAL INSTRUCTIONS:**

Please address envelope c/o Historical Highway Marker Program. Marker to be installed by KYTC.  
 Note: Please allow 6-8 weeks for delivery

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
	<b>FENLEY FAMILY</b>  County: Jefferson Location: Louisville		2500.00
		SUBTOTAL	
		SALES TAX	
		SHIPPING & HANDLING	
		TOTAL DUE	<b>2500.00</b>

Please make all checks payable to Kentucky Historical Society

If you have any questions concerning this invoice, contact  
 Becky Riddle, (502) 564-1792, ext. 4474.

Thank you!

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# Kentucky Historical Society

## Historical Marker Dedication Information

Historical marker sponsors increase public awareness through a celebration of the marker's installation. These marker dedications offer an opportunity to re-tell the marker's historical account and to recognize the men and women responsible for its placement. Always organized by the local sponsors, these marker dedications are popular community events frequently covered by the local media. Dedication ceremonies usually include 1) remarks by the marker sponsor or other local expert on the history and background of the marker subject, 2) brief remarks by the Kentucky Historical Society representative and 3) unveiling of the marker. Some local sponsors choose to continue the celebration with a reception and/or refreshments following the dedication ceremony.

Kentucky Historical Society will do our best to accommodate your chosen dedication date, especially if the date corresponds to an anniversary or local event. We will also attempt to have a representative on site to speak at the dedication. However, since our program covers the entire Commonwealth, we can only schedule one dedication ceremony per date. Dedication ceremonies are scheduled on a first-received basis, so please submit your request as far in advance as possible.

### **When planning a dedication ceremony, please be aware of:**

- **location-** many have limited space for attendees and parking
- **weather considerations-** inclement weather is always possible!
- **local calendar-** are there other local events scheduled at the same time?

We will provide an unveiling cover and up to 50 customized dedication programs. Information to be included in the printed program must be received at least 30 days before the dedication date. The Kentucky Historical Society can not provide equipment such as chairs, podium, microphone, etc. If such items are desired, they should be procured by the local sponsor.

**PUBLICITY:** The Kentucky Historical Society will send a press release on the marker dedication ceremony to local media outlets. Because these outlets need releases two weeks before the actual event, we must have all pertinent information three weeks before the dedication ceremony. You may, also, submit any other related publicity to local media outlets.

**NOTES ON MARKER INSTALLATION:** 2-3 weeks prior to the dedication, please notify Before You Dig by calling 811 or use their website at <http://811now.com>. They will need to know the location that the marker will be installed by the Ky. Department of Transportation and that the hole will be 3-feet deep. Please keep in mind that the KY-DOT will **only** install the posts in the ground (not sidewalks or pavement).

# Kentucky Historical Society

## Historical Marker Dedication Program Information

Please fill in your information as completely as possible within the space provided. Feel free to omit or add items according to how you plan your ceremony. Thank you!

**Name of Marker** \_\_\_\_\_ **County** \_\_\_\_\_

**Dedication date** \_\_\_\_\_ **Time** \_\_\_\_\_

**Welcome & Introduction of Dignitaries** \_\_\_\_\_ (name)  
\_\_\_\_\_ (title)

**Remarks by** \_\_\_\_\_ (name) \_\_\_\_\_ (title)  
\_\_\_\_\_ (name) \_\_\_\_\_ (title)  
\_\_\_\_\_ (name) \_\_\_\_\_ (title)  
\_\_\_\_\_ (name) \_\_\_\_\_ (title)

**Dedication address by** \_\_\_\_\_ (name) \_\_\_\_\_ (title)

**Unveiling of marker by** \_\_\_\_\_ (name) \_\_\_\_\_ (title)  
\_\_\_\_\_ (name) \_\_\_\_\_ (title)  
\_\_\_\_\_ (name) \_\_\_\_\_ (title)

**Other (music, invocation, etc.)** \_\_\_\_\_ (type)

**By** \_\_\_\_\_ (name) \_\_\_\_\_ (title)