

NDF032323MP06

Louisville Metro Council City Agency Request

X Neighborhood Development Fund (NDF)

Capital Infrastructure Fund (CIF)

Municipal Aid Program (MAP)

Paving Fund (PAV)

Primary Sponsor: Phillip Baker

Amount: \$1,200 Date: Mar 10, 2023

Description of program/project including public purpose, additional funding sources, location of project/program and any external grantee(s): Funds requested will help Parkhill Community Center produce Family Night, for free, for surrounding residents.

City Agency: Parks and Recreation Contact Person: ~~Andrea Veonaman~~ Ben Johnson Agency Phone: 502-574-~~3810~~ 5994

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 \$1,200 Amount Mar 10, 2023 Date

Approved by: Clerk's Office & OMB Use Only: Request Amount: Amended Amount: Reference #: NDF032323MP06 To OMB: Budget Revision #: Account #: To Project Manager: Completion Date: Actual Cost: Funds Returned:

## NDF, CIF, MAP OR PAV INTERAGENCY CHECKLIST

**Interagency Name:** Councilman Phillip Baker

**Program/Project Name:** Parkhill Community Center Family Night

	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.	NA
<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.	NA
<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?	NA
<b>Supporting Documentation:</b> Does the attachment include a valid estimate and description of cost?	Yes

**Submitted by:** Shalanna M. Grew

**Date:** 3/10/23

## Taylor, Shalanna

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**From:** Baker, Phillip  
**Sent:** Friday, March 10, 2023 3:45 PM  
**To:** Harward, Sonya  
**Cc:** Taylor, Shalanna  
**Subject:** RE: Signature consent

Honorable Clerk,

Please allow this communication to serve as consent for my Legislative Aide to sign the NDF transfer request for \$1,200 supporting IWRBR Family night at Parkhill Community Center.

Thank you,



Councilman Phillip T. Baker  
District 6 Office  
601 W Jefferson St.  
Louisville, KY 40202  
(502) 574-1106

# Read to Lead Parkhill Family Night

March 2023

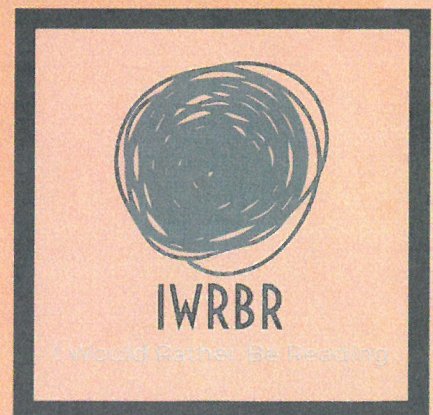


## I Would Rather Be Reading

828 S. 6th St

502-714-2269

[sara@iwouldratherbereading.education](mailto:sara@iwouldratherbereading.education)



I Would Rather Be Reading aims to provide a quarterly Family Night for the Read to Lead Parkhill program, housed in the Parkhill Community Center. The first event will be in March 2023. This event will bring families together for a meal, family friendly crafts and activities, and will provide registration information for our summer programming. There are 25 students enrolled and IWRBR aims to provide meals for an additional 2 family members per child (and 5 staff members)- for a total of 80 people.

Parkhill Community Center  
Read to Lead Families  
Wednesday, March 22nd  
4:30-6:00pm

## Proposed Budget

Item	Cost
Food & Drink (\$12.50 per person)	\$1,000
Paper Products	\$50
Materials for Crafts	\$100
Take Home Dessert Kits	\$50
<b>TOTAL</b>	<b>\$1,200</b>

**I Would Rather Be Reading**

828 S. 6th St.  
Louisville, KY 40203  
502-710-9710  
www.iwouldratherbereading.org  
82-4974981

**PREPARED DATE**  
3/05/23

**PREPARED FOR**

Metro Council District 6  
Attn: Shalanna Taylor  
Shalanna.Taylor@louisvilleky.gov

DESCRIPTION	UNIT PRICE	Charitable Donation
Park Hill Community Center Family Night	1,200	\$1,200
	<b>SUBTOTAL</b>	<b>\$1,200</b>

Payments can be mailed to the following address:

**I Would Rather Be Reading**  
Attn: Ashley Dearing  
828 S. 6th St.

LOUISVILLE, KY 40203

THANK YOU FOR YOUR BUSINESS!

## Taylor, Shalanna

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**From:** Canuel, Jason  
**Sent:** Friday, March 10, 2023 3:41 PM  
**To:** Taylor, Shalanna  
**Subject:** RE: Parkhill Family Nights

Yes, Parks will accept the funds.

Jason T. Canuel  
**Assistant Director**  
**Louisville Parks and Recreation**  
PO Box 37280  
Louisville, Kentucky 40233  
  
502/574.6086 (office)  
502/439.7694 (cell)  
[jason.canuel@louisvilleky.gov](mailto:jason.canuel@louisvilleky.gov)



**LOUISVILLE  
PARKS  
AND RECREATION**



**From:** Taylor, Shalanna <Shalanna.Taylor@louisvilleky.gov>  
**Sent:** Friday, March 10, 2023 3:06 PM  
**To:** Canuel, Jason <Jason.Canuel@louisvilleky.gov>  
**Subject:** FW: Parkhill Family Nights

Hello Jason,

We want to allocate \$1,200 to IWRBR for the Family Fun Night (information attached) that will be taking place at the Parkhill Community Center on March 22<sup>nd</sup>.  
Does Parks accept these funds?

Thank you,



Shalanna Taylor  
Legislative Assistant  
District 6 Office  
601 W. Jefferson Street Louisville, Ky 40202  
| Office: 502-574-1106 |  
| Direct: 502-574-3910 |  
| Cell: 502-724-3684 |

Click [here](#) to subscribe to the District 6 Newsletter

**From:** Sara Hannah <[sara@iwouldratherbereading.education](mailto:sara@iwouldratherbereading.education)>  
**Sent:** Tuesday, February 28, 2023 11:43 AM  
**To:** Taylor, Shalanna <[Shalanna.Taylor@louisvilleky.gov](mailto:Shalanna.Taylor@louisvilleky.gov)>  
**Subject:** Parkhill Family Nights

**CAUTION: This email came from outside of Louisville Metro. Do not click links, open attachments, or give away private information unless you recognize the sender's email address and know the content is safe.**

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Hi Shalanna,

Attached is the proposal for our Read to Lead Family Night at Parkhill Community Center. If there is anything else you need from me please let me know.

Thank you!

**Sara Hannah**

Director of Programming  
**I Would Rather Be Reading**  
[sara@iwouldratherbereading.education](mailto:sara@iwouldratherbereading.education)  
(502) 714-2269



## Harward, Sonya

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**From:** Bell, LaTonya J.  
**Sent:** Wednesday, March 15, 2023 1:07 PM  
**To:** Taylor, Shalanna; Johnson, Benjamin  
**Cc:** Canuel, Jason; Harward, Sonya; Veeneman, Andrea  
**Subject:** RE: Question RE NDF at Parkhill

Good afternoon,

I am glad the situation was resolved.

Shalanna, prior to submitting future Metro Parks' Community Center programming projects/programs appropriation packets to the Clerk's office, please ensure you have consulted with Mr. Johnson about those projects/programs. Also, Mr. Johnson's name needs to be recorded as the agency contact (program/project manager) on the Community Centers' NDF/CIF Agency Request forms unless he provides a designee name. Pretty much anything else relating to Metro Parks can go through Jason. Thank you.

Sonya, please leave the appropriation item on the 3/23/23 Budget and Appropriations Committee agenda. Also, please revised the Agency Request form to reflect NDF Agency Request at the top on page 1 along with removing Andrea's name and adding Ben Johnson's name and phone number as the agency contact. Thank you.

**From:** Taylor, Shalanna <Shalanna.Taylor@louisvilleky.gov>  
**Sent:** Wednesday, March 15, 2023 12:05 PM  
**To:** Johnson, Benjamin <Ben.Johnson@louisvilleky.gov>; Harward, Sonya <Sonya.Harward@louisvilleky.gov>  
**Cc:** Bell, LaTonya J. <LaTonya.Bell2@louisvilleky.gov>; Canuel, Jason <Jason.Canuel@louisvilleky.gov>  
**Subject:** RE: Question RE NDF at Parkhill

Ben –

I understand. I may have appropriated the funds a different way in the past, but yes, this is the method we use to sponsor family events at most of our D6 community centers. Sorry for any confusion, and thanks to everyone who helped clear it up.



Shalanna Taylor  
Legislative Assistant  
District 6 Office  
601 W. Jefferson Street Louisville, Ky 40202  
| Office: 502-574-1106 |  
| Direct: 502-574-3910 |  
| Cell: 502-724-3684 |

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**From:** Johnson, Benjamin <[Ben.Johnson@louisvilleky.gov](mailto:Ben.Johnson@louisvilleky.gov)>  
**Sent:** Tuesday, March 14, 2023 6:25 PM  
**To:** Taylor, Shalanna <[Shalanna.Taylor@louisvilleky.gov](mailto:Shalanna.Taylor@louisvilleky.gov)>; Harward, Sonya <[Sonya.Harward@louisvilleky.gov](mailto:Sonya.Harward@louisvilleky.gov)>  
**Cc:** Bell, LaTonya J. <[LaTonya.Bell2@louisvilleky.gov](mailto:LaTonya.Bell2@louisvilleky.gov)>; Canuel, Jason <[Jason.Canuel@louisvilleky.gov](mailto:Jason.Canuel@louisvilleky.gov)>  
**Subject:** RE: Question RE NDF at Parkhill

Shalanna –

I was confused because I hadn't heard anything about this before Latonya called. I thought D6 had provided support for them before that didn't go through us.

Typically, we get a call about an appropriation, how much it is and who / what it's for so there's no confusion.

They've been a great partner; I have no problem accepting the funds. Do you know when they plan to have the event and if it is more than one?

Ben Johnson, Jr. CPRP  
Assistant Director, Recreation  
Louisville Parks and Recreation  
1297 Trevilian Way (Physical)  
PO Box 37280, 40233-7280 (Mailing)  
502-574-5994 (Office)  
502-693-2408 (Mobile)  
<http://www.louisvilleky.gov/MetroParks/>



**LOUISVILLE  
PARKS  
AND RECREATION**



**From:** Taylor, Shalanna <[Shalanna.Taylor@louisvilleky.gov](mailto:Shalanna.Taylor@louisvilleky.gov)>  
**Sent:** Tuesday, March 14, 2023 5:34 PM  
**To:** Harward, Sonya <[Sonya.Harward@louisvilleky.gov](mailto:Sonya.Harward@louisvilleky.gov)>  
**Cc:** Bell, LaTonya J. <[LaTonya.Bell2@louisvilleky.gov](mailto:LaTonya.Bell2@louisvilleky.gov)>; Johnson, Benjamin <[Ben.Johnson@louisvilleky.gov](mailto:Ben.Johnson@louisvilleky.gov)>; Canuel, Jason <[Jason.Canuel@louisvilleky.gov](mailto:Jason.Canuel@louisvilleky.gov)>  
**Subject:** Re: Question RE NDF at Parkhill

I spoke with Jason Canuel today. He did not understand why this would be an issue and said he would speak with Mr. Johnson. I'm waiting for him to get back with me.  
Shalanna M. Taylor

On Mar 14, 2023, at 4:20 PM, Harward, Sonya <[Sonya.Harward@louisvilleky.gov](mailto:Sonya.Harward@louisvilleky.gov)> wrote:

Ok, so that won't be on the agenda this time and I'll delegate it back to Shalanna so she can add the updated documents when received.

Thanks,  
Sonya

<image001.jpg>

Sonya Harward

**Louisville Metro Council Clerk**

601 W. Jefferson Street, Ste. 103  
Louisville, KY 40202  
(502)574-2704 (direct)  
(502)574-3902 (ofc)

**From:** Bell, LaTonya J. <[LaTonya.Bell2@louisvilleky.gov](mailto:LaTonya.Bell2@louisvilleky.gov)>  
**Sent:** Tuesday, March 14, 2023 2:06 PM  
**To:** Taylor, Shalanna <[Shalanna.Taylor@louisvilleky.gov](mailto:Shalanna.Taylor@louisvilleky.gov)>  
**Cc:** Johnson, Benjamin <[Ben.Johnson@louisvilleky.gov](mailto:Ben.Johnson@louisvilleky.gov)>; Canuel, Jason <[Jason.Canuel@louisvilleky.gov](mailto:Jason.Canuel@louisvilleky.gov)>;  
Harward, Sonya <[Sonya.Harward@louisvilleky.gov](mailto:Sonya.Harward@louisvilleky.gov)>  
**Subject:** RE: Question RE NDF at Parkhill

Good afternoon,

Sorry, I left you a voice message today and yesterday but you may be out of the office.

Per my discussion with Director Johnson yesterday, the I Would Rather Be Reading organization is not a Metro Parks event. However, Metro Parks does agree to let the organization use its site location for the program, similar to other organizations throughout Louisville. The NDF funds need to be paid directly to the I Would Rather Be Reading organization.

Please have I Would Rather Be Reading complete the NDF application and submit the required supporting documentation, similar to NDF030922IWRBR06. Thank you.

**From:** Taylor, Shalanna <[Shalanna.Taylor@louisvilleky.gov](mailto:Shalanna.Taylor@louisvilleky.gov)>  
**Sent:** Sunday, March 12, 2023 4:54 PM  
**To:** Harward, Sonya <[Sonya.Harward@louisvilleky.gov](mailto:Sonya.Harward@louisvilleky.gov)>  
**Cc:** Bell, LaTonya J. <[LaTonya.Bell2@louisvilleky.gov](mailto:LaTonya.Bell2@louisvilleky.gov)>  
**Subject:** Re: Question RE NDF at Parkhill

If I worded the request incorrectly please let me know. We appropriated funds for iWRBR programming at the Parkhill community center in FY23 budget, in case we need to use that language....

Shalanna M. Taylor

On Mar 12, 2023, at 11:44 AM, Harward, Sonya <[Sonya.Harward@louisvilleky.gov](mailto:Sonya.Harward@louisvilleky.gov)> wrote:

LaTonya, please see the attached packet. I've not seen one of these NDFs for funding to I Would Rather Be Reading go to Metro Parks. My question is, should this be considered funding for I Would Rather Be Reading that is being accepted through Metro Parks? As in:

APPROPRIATING \$1,200 FROM DISTRICT 6 NEIGHBORHOOD DEVELOPMENT FUNDS, THROUGH METRO PARKS, TO I WOULD RATHER BE

READING FOR FREE FAMILY NIGHT EVENTS AT THE PARKHILL  
COMMUNITY CENTER.

Would the description on the first page also need to be amended to  
include the information about the funds going to IWRBR?

Thanks,  
Sonya

<image001.jpg>

*Sonya Harward*

**Louisville Metro Council Clerk**

601 W. Jefferson Street, Ste. 103  
Louisville, KY 40202  
(502)574-2704 (direct)  
(502)574-3902 (ofc)

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