

### Louisville Metro Council City Agency Request

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

**Primary Sponsor:** CM Owen

**Amount:** \$152.50 **Date:** 8-30-2016

**Description of program/project including public purpose, additional funding sources, location of project/program and any external grantee(s):**  
 Bellarmine Show house is in district 8 on Village Drive this year. NO PARKING signs are needed for safety and traffic control. \$152.50 of 8th District NDF is being requested to cover this expense.

**City Agency:** Public Works  
**Contact Person:** Audrey Knigge  
**Agency Phone:** 502-574-3364

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.

514  
District #
Thomas L. Owen  
Council Member Signature
\$152.50  
Amount
8-29-2016  
Date

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

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

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

Reference #: \_\_\_\_\_ To OMB: \_\_\_\_\_

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

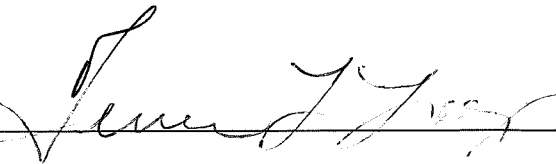
Account #: \_\_\_\_\_

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

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

## NDF, CIF, MAP OR PAV INTERAGENCY CHECKLIST

<b>Interagency Name:</b> Public Works - Permits	
<b>Program/Project Name:</b> NO Parking signs for Bellarmine Show House	
	<b>Yes/No/NA</b>
<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?	---

Submitted by: 

Date: 8-28-2016

## Long, Terra L

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**From:** Knigge, Audrey  
**Sent:** Monday, August 29, 2016 2:32 PM  
**To:** Long, Terra L  
**Subject:** RE: Bellarmine Show House

I accept the funding.

Thanks!

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

**From:** Long, Terra L  
**Sent:** Monday, August 29, 2016 2:30 PM  
**To:** Knigge, Audrey; Sandy Byrd  
**Cc:** Borden, Donna D; Joan Riggert  
**Subject:** RE: Bellarmine Show House

Will you accept our NDF for this cost?

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

**From:** Knigge, Audrey  
**Sent:** Monday, August 29, 2016 2:15 PM  
**To:** Long, Terra L; Sandy Byrd  
**Cc:** Borden, Donna D; Joan Riggert  
**Subject:** RE: Bellarmine Show House

Hello Terra,

Please find the invoice attached to the email for the permit and signs cost. Please let me know if you have any questions.

Thank you,

Audrey

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

**From:** Long, Terra L  
**Sent:** Thursday, August 04, 2016 11:13 AM  
**To:** Sandy Byrd; Knigge, Audrey  
**Cc:** Borden, Donna D; Joan Riggert  
**Subject:** RE: Bellarmine Show House

Audrey, can you send us an invoice with an approval from your office to accept NDF?

Thanks much.

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

**From:** Sandy Byrd [<mailto:sandrabyrd@me.com>]  
**Sent:** Thursday, August 04, 2016 9:50 AM  
**To:** Knigge, Audrey



**Louisville-Jefferson County Metro Government**  
**Department of Codes & Regulations**

**Licenses & Permits Division**

444 S. 5th Street, Suite 200 - Louisville, KY 40202  
 Phone: 502.574.3591 Web Site: <https://louisvilleky.gov/government/codes-regulations>

**Estimated Event Permit Invoice**

**Invoice Due Date: Wednesday, 9 November, 2016**

SANDY BYRD  
 2417 AINTREE WAY  
 LOUISVILLE, KY 40220

**Event Name:** BELLARMINE UNIVERSITY WOMI  
**Permit Number:** 16EVE1367  
**Location:** 2320 VILLAGE DR-PRIVATE RESIDENCE  
**Category:** Small (OTHER)

To obtain this Event Permit please remit the amount shown at the bottom of this Invoice to the Department of Codes and Regulations. All checks should be payable to Metro Finance. Please be informed that the non-contracted costs shown below are estimates. It is possible that some costs may exceed the amount shown, in these cases an Invoice will be issued after the event has taken place. It is also possible that the costs may not meet the estimated costs shown below. In these cases a refund will be issued to for the difference.

<b>FEE DETAILS</b>				
<u>Fee Type</u>	<u>Amount Charged</u>	<u>Amount Paid</u>	<u>Amount Due</u>	<u>Date Paid</u>
Application Fee	\$40.00	\$0.00	\$40.00	
PWA-SM-CUSTOM SIGNS	\$112.50	\$0.00	\$112.50	
<b>Totals:</b>	<b>\$152.50</b>	<b>\$0.00</b>	<b>\$152.50</b>	

**Amount Due: \$152.50**

I SANDY BYRD agree to pay in full the estimated cost of \$152.50 and shown above. I understand that if additional services or levels of service that exceed those quoted are provided then I agree to pay any additional charges that are assessed.

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

Please take the time to complete the Special Events Survey at: <https://louisvilleky.wufoo.com/forms/r13lamo01q95exy/>

Please make checks, money orders, cashier's checks or certified checks payable to Metro Finance and mail to Codes & Regulations Special Events 444 S. 5th St., Ste. 200, Louisville, Ky. 40202. You may also pay in person by check or credit card at 444 S. 5th St., Louisville, Ky. 40202 during regular business hours. You may receive additional invoices for any additional metro services provided. Services from Metro Parks, PARC, and Water Front Development are billed separately.

**Permit Number: 16EVE1367**