

## Louisville Metro Council City Agency Request

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

**Primary Sponsor:** Marianne Butler

**Amount:** \$405.00

**Date:** September 20, 2017

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

Funding used for Port A Pot rental for a community event through Louisville Grows.

**City Agency:** Parks and Recreation

**Contact Person:** Marty Storch

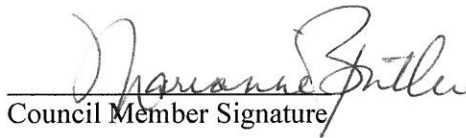
**Agency Phone:** 502-574-6112

**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.**

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District #

Council Member Signature



\$405.00

Amount

Sep 20, 2017

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> Parks	
<b>Program/Project Name:</b>	Port a Pots- Louisville Grows
	<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.	NA
<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:** \_\_\_\_\_ shughes

**Date:** Sep 20, 2017

Port a pots

Luckett, Daniel R

**From:** Tiffany Oester <toester@mooncompanies.net>  
**Sent:** Monday, September 18, 2017 11:12 AM  
**To:** Storch, Marty; Luckett, Daniel R  
**Cc:** Dumas, Tangela; Tate, Regina L; Hallett, Michael A  
**Subject:** RE: Port-a-pots/Tables

Dan,

Thank you for reaching out to me again this morning, I'm happy to hear your offices are back up and running. It's amazing how easily things get messed up when we don't have access to all of our electronics and stuff. In regards to your event, we can bring you the following equipment:

- 1-Standard Portable Restroom - \$100.00
- 1 – Handicap Portable Restroom - \$130.00
- 1 – Hand wash station - \$100.00
- Delivery - \$75.00

405

To put the units on order, I will just need an email from someone at the parks dept (all copied in on this email) with the bill to information, PO # (if needed), and an email address to send the invoice to if that's how they prefer to receive it. If you need anything else or have any other questions please juts let me know.

*Thank you,  
Tiffany Oester*

*Moon Leasing  
Moon Portable Restrooms  
Go Minis/ Dumpsters  
(502) 776-2199 Office  
(502) 776-7679 Fax  
(815) 876-7522 Cell*

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**From:** Storch, Marty [mailto:Marty.Storch@louisvilleky.gov]  
**Sent:** Thursday, September 14, 2017 12:33 PM  
**To:** Luckett, Daniel R <Daniel.Luckett@louisvilleky.gov>; toester@mooncompanies.net  
**Cc:** Dumas, Tangela <Tangela.Dumas@louisvilleky.gov>; Tate, Regina L <Regina.Tate@louisvilleky.gov>; Hallett, Michael A <Michael.Hallett@louisvilleky.gov>  
**Subject:** RE: Port-a-pots/Tables

I have copied reservations office on this email to help with this process.

---

**From:** Luckett, Daniel R  
**Sent:** Thursday, September 14, 2017 11:26 AM  
**To:** toester@mooncompanies.net

**Cc:** Storch, Marty

**Subject:** FW: Port-a-pots/Tables

Hi Mrs. Oester!

Per our conversation below is what has been requested to rent.

1. 2 Port-a-pots with at least one being ADA/Handicap accessible.
2. 1 Wash Station

We are going through Metro Parks for payment on this and working with the Assistant Director Marty Storch ( [Marty.Storch@louisvilleky.gov](mailto:Marty.Storch@louisvilleky.gov) or 574-6112). The event is through Louisville Grows and is being held Saturday, October 28<sup>th</sup> at the Iroquois Gardens, 1400 Bicknell Ave. We are requesting delivery to be on Friday, October 27<sup>th</sup> and pick-up/removal on Monday, October 30<sup>th</sup>. I will forward contact information for whom to discuss delivery information as soon as it becomes available. Please lets us know if rental of these items are possible and if so, the total costs, including delivery. Thank you!

\*FYI\* Do you rent folding tables as well? If so what would the cost be to rent for 15 tables for this same event?

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## Luckett, Daniel R

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**From:** Butler, Marianne  
**Sent:** Monday, September 18, 2017 1:41 PM  
**To:** Luckett, Daniel R  
**Cc:** Hughes, Susan  
**Subject:** Re: Port-a-pots/Tables

Yes -- thanks!

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**From:** Luckett, Daniel R  
**Sent:** Monday, September 18, 2017 12:26:46 PM  
**To:** Butler, Marianne  
**Cc:** Hughes, Susan  
**Subject:** FW: Port-a-pots/Tables

Is this total ok?

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**From:** Tiffany Oester [<mailto:toester@mooncompanies.net>]  
**Sent:** Monday, September 18, 2017 11:12 AM  
**To:** Storch, Marty; Luckett, Daniel R  
**Cc:** Dumas, Tangela; Tate, Regina L; Hallett, Michael A  
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**From:** Storch, Marty [<mailto:Marty.Storch@louisvilleky.gov>]  
**Sent:** Thursday, September 14, 2017 12:33 PM  
**To:** Lockett, Daniel R <[Daniel.Lockett@louisvilleky.gov](mailto:Daniel.Lockett@louisvilleky.gov)>; [toester@mooncompanies.net](mailto:toester@mooncompanies.net)  
**Cc:** Dumas, Tangela <[Tangela.Dumas@louisvilleky.gov](mailto:Tangela.Dumas@louisvilleky.gov)>; Tate, Regina L <[Regina.Tate@louisvilleky.gov](mailto:Regina.Tate@louisvilleky.gov)>; Hallett, Michael A <[Michael.Hallett@louisvilleky.gov](mailto:Michael.Hallett@louisvilleky.gov)>  
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