

Louisville Metro Council City Agency Request

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

Primary Sponsor: Councilman David Tandy

Amount: 1000 **Date:** November 7, 2017

Description of program/project including public purpose, additional funding sources, location of project/program and any external grantee(s):
 District Four is allocating funding for the Baxter Community Center Holiday Events, Thanksgiving dinner and Santa's Workshop Event.

City Agency: Louisville Metro Parks Department
Contact Person: Rene Douglas
Agency Phone: 502-574-2670

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.

4 David Jarvey 1000 11/7/2016
 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: _____

NDF, CIF, MAP OR PAV INTERAGENCY CHECKLIST

Interagency Name: Louisville Metro Parks Department

Program/Project Name: Baxter Community Center Holiday Parties

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

Submitted by: KKING

Date: 11/7/16

King, Keidra

From: Douglas, Niletta R
Sent: Thursday, October 6, 2016 1:08 PM
To: King, Keidra
Subject: Baxter Community Center Holiday Events

Keidra,

On behalf of the *Baxter Community Center* I am extending an invitation for Councilman Tandy and yourself to come out and support us as we endeavor to host the following holiday events:

- Spooky Ooky Fall Carnival, Wednesday, October 26, 2016, 6:00-8:00pm
- Thanksgiving Family Dinner, Thursday, November 17, 2016, 5:00-7:00pm
- Santa's Workshop, Saturday, December 10, 2016, 11:00am-1:00pm

Each year Baxter endeavor's to facilitate holiday events that will promote the sense of community, offer fun activities in a safe environment, where we can promote positive family involvement, and show the neighborhood we value them!

For the Santa's Workshop event, we are preparing to serve 100-150 youth, and I am requesting the Councilman to sponsor the following items:

- Novelty prizes, paper products and decorations for the Annual *Spooky Ooky* Fall Carnival @ cost of \$500
- (20) Door prizes and decorations and paper products for the Thanksgiving Family Dinner @ cost \$500
- Toys for the *Santa's Workshop* holiday program @ cost of \$1,000.

We thank you and Councilman Tandy in advance for your assistance in helping us to make this holiday season one to remember!

Sincerely,

Rene

Rene Douglas
Supervisor of Recreation
Baxter Community Center
1125 Cedar Court
Louisville, Kentucky 40203
(502) 574-2670
Niletta.douglas@louisvilleky.gov