

## NDF, CIF, MAP OR PAV INTERAGENCY CHECKLIST

<b>Interagency Name:</b> Metro Parks	
<b>Program/Project Name:</b>	District 6 Special Parks Account
	<b>Yes/No/NA</b>
<b>Request Form:</b> Is the Request Signed by all Council Member(s) Appropriating Funding?	Yes <input type="checkbox"/>
<b>Request Form:</b> If matching funds are to be used, are they disclosed with account numbers in the request form description?	NA <input type="checkbox"/>
<b>Request Form:</b> If matching funds are to be used, does the amount of the request exclude the matching fund amount?	NA <input type="checkbox"/>
<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?	No <input type="checkbox"/>
<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 <input type="checkbox"/>
<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 <input type="checkbox"/>
<b>Ordinance Required:</b> Is the NDF request to a Metro Agency greater than \$5,000? If so, an ordinance is required.	Yes <input type="checkbox"/>
<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 <input type="checkbox"/>
<b>Supporting Documentation:</b> Does the attachment include a valid estimate and description of cost?	No <input type="checkbox"/>

**Submitted by:** Kanda Mitchell Smith

**Date:** 7-9-18

Louisville Metro Council City Agency Request

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

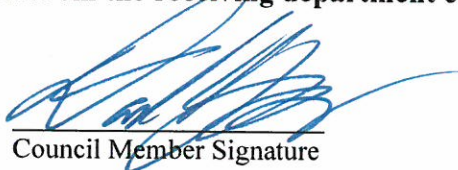
Primary Sponsor: David James

Amount: 12,500.<sup>00</sup> Date: 7-9-18

Description of program/project including public purpose, additional funding sources, location of project/program and any external grantee(s):  
 District 6 Parks events - to include additional funds  
 Jazz In Central Park  
 California Day additional funding  
 Parkhill interactive video games  
 and Christmas events held throughout District 6

City Agency: Andrea Veeneman/Parks Dept  
 Contact Person: Andrea Veeneman or Mary Ann Westenhof  
 Agency Phone: 574-3810

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      12,500.<sup>00</sup> Amount      7-9-18 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: \_\_\_\_\_

## Smith, Wanda M

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**From:** Stenberg, Beth  
**Sent:** Monday, July 9, 2018 3:11 PM  
**To:** Smith, Wanda M; Bell, LaTonya J.  
**Cc:** James, David A; Taylor, Shalanna  
**Subject:** RE: Parks Account

No, you just request to have your D6 Parks Activity Account increased from \$xxx to \$xxx in the FY19 operating budget.. The request will be for and describe in words what you will use it for. I would be glad to review the paperwork once you have it prepared before sending it to the COA for an ordinance.

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**From:** Smith, Wanda M  
**Sent:** Monday, July 09, 2018 2:41 PM  
**To:** Stenberg, Beth; Bell, LaTonya J.  
**Cc:** James, David A; Taylor, Shalanna  
**Subject:** RE: Parks Account

Beth I understand. The problem is for the amount we are wanting to put into this account, I do not have the invoices to substantiate and justify the dollar amount. Will that matter?

**From:** Stenberg, Beth  
**Sent:** Monday, July 9, 2018 2:29 PM  
**To:** Smith, Wanda M <Wanda.Smith@louisvilleky.gov>; Bell, LaTonya J. <LaTonya.Bell2@louisvilleky.gov>  
**Cc:** James, David A <David.James@louisvilleky.gov>; Taylor, Shalanna <Shalanna.Taylor@louisvilleky.gov>  
**Subject:** RE: Parks Account

Wanda, you have to do this with an NDF interagency request form. We cannot just transfer – it has to go through Appropriations Committee.

Am I missing something here?

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**From:** Smith, Wanda M  
**Sent:** Monday, July 09, 2018 11:15 AM  
**To:** Stenberg, Beth; Bell, LaTonya J.  
**Cc:** James, David A; Taylor, Shalanna  
**Subject:** Parks Account

Good Morning

Please transfer \$12,500 into D6 Parks Account from our NDF Account. Please call if you have any questions regarding this transaction. Thank you.

*Wanda Mitchell-Smith  
Legislative Assistant  
Office of Councilman David James  
Metro Council District 6*

## Smith, Wanda M

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**From:** Veeneman, Andrea R.  
**Sent:** Monday, July 9, 2018 3:41 PM  
**To:** Westenhofer, Mary Ann  
**Cc:** Smith, Wanda M  
**Subject:** Fw: Parks Account

**Importance:** High

Mary Ann  
Will Parks accept these funds?

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**From:** Smith, Wanda M  
**Sent:** Monday, July 9, 2018 2:59:25 PM  
**To:** Veeneman, Andrea R.  
**Subject:** Parks Account

Hi Andrea,

Are you will to accept the \$12,500.00 to be placed in the District 6 Special Parks Account? Please advise.

*Wanda Mitchell-Smith  
Legislative Assistant  
Office of Councilman David James  
Metro Council District 6  
(502) 574-1106  
Wanda.smith@louisvilleky.gov*