

Louisville Metro Council City Agency Request
Neighborhood Development Fund (NDF)
■ Capital Infrastructure Fund (CIF)
Municipal Aid Program (MAP)
Paving Fund (PAV)

Primary Sponsor: James Peden

Amount: \$1,039.00 **Date:** November 11, 2016

Description of program/project including public purpose, additional funding sources, location of project/program and any external grantee(s):
Funding will be used for additional holiday lights and decorations at Highview Park. The lights will be used for many years to come. The decorations are part of the annual Highview Holiday Fest which will take place on December 2, 2016. The park will stay lit up each night through the entire Holiday season.

City Agency: Metro Parks
Contact Person: Kenneth Parker
Agency Phone: 574-8389

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.

23 James Peden \$1,039.00 11-11-16
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: Metro Parks	
Program/Project Name: Holiday Lights and Decorations for Highview Park	
	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.	Yes <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.	Yes <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: _____ John Torsky _____

Date: 11-14-16

Highview Light Up Proposed budget, 2016

50 count LED string lights – 20 boxes @ \$14.98 each \$299.60

100 count LED string lights – 20 boxes @ \$24.98 each \$499.60

20 rolls electrical tape @ \$1.99 each \$39.80

Miscellaneous (spot lights/holders, zip ties ect) \$200.00

Total of \$1039.00

Torsky, John N

From: Parker, Kenneth R
Sent: Monday, November 7, 2016 1:45 PM
To: Torsky, John N
Subject: RE: Highivew Holiday Fest
Attachments: Highview Light Up Proposed budget.docx

This is what we are asking for this year.

Thanks
Ken

From: Torsky, John N
Sent: Monday, November 07, 2016 1:31 PM
To: Parker, Kenneth R
Subject: RE: Highivew Holiday Fest

Each year we buy some additional lights, cords, ect for Highview Park. Do you need anything this year, anything needed for electrical outlets, more LED lights?

Thanks,
John Torsky

From: Parker, Kenneth R
Sent: Friday, November 4, 2016 4:20 PM
To: Torsky, John N; Tate, Regina L
Subject: RE: Highivew Holiday Fest

The cans are at the park

Sent from my Verizon 4G LTE smartphone

----- Original message -----

From: "Torsky, John N" <John.Torsky@louisvilleky.gov>
Date: 11/4/16 2:16 PM (GMT-05:00)
To: "Tate, Regina L" <Regina.Tate@louisvilleky.gov>
Cc: "Parker, Kenneth R" <Kenneth.Parker2@louisvilleky.gov>
Subject: RE: Highivew Holiday Fest

I don't think anything special is brought in, I think we just use the trash cans already in the park. The park guys usually decorate them too.

From: Tate, Regina L
Sent: Friday, November 4, 2016 1:27 PM
To: Torsky, John N
Cc: Parker, Kenneth R
Subject: FW: Highivew Holiday Fest

John,

Do you need picnic tables, trash cans, etc?

From: Torsky, John N
Sent: Tuesday, November 01, 2016 3:47 PM
To: Tate, Regina L
Subject: RE: Highivew Holiday Fest

It goes from about 5-9pm but the biggest thing is getting the park decorated leading up to this. Is there anything else you for decorating the park? We usually buy a few extra items for parks each year.

Thanks,
John

From: Tate, Regina L
Sent: Friday, October 14, 2016 3:52 PM
To: Hallett, Michael A
Cc: Janeth.Nunez@flylouisville.com; Torsky, John N
Subject: RE: Highivew Holiday Fest

John,

I have December 2nd at Highview Park blocked off of for you. If you could forward me all of your needs, time frames, etc., I will get everything set up.

Thanks!

Regina

From: Hallett, Michael A
Sent: Wednesday, October 12, 2016 2:41 PM
To: Tate, Regina L
Subject: Fwd: Highivew Holiday Fest

Sent from my iPhone

Begin forwarded message:

From: "Torsky, John N" <John.Torsky@louisvilleky.gov>
Date: October 12, 2016 at 10:15:49 AM EDT
To: "Hallett, Michael A" <Michael.Hallett@louisvilleky.gov>
Subject: FW: Highivew Holiday Fest

Mr. Hallett,

I'm notifying you of this as Jacky suggested.

Thanks,

John

From: Gardner, Jacky
Sent: Wednesday, October 12, 2016 7:48 AM
To: Torsky, John N
Cc: Lamar, Clarissa J.; Parker, Kenneth R; Storch, Marty; Gardner, Jacky
Subject: RE: Highivew Holiday Fest

Good Morning, please coordinate with our rental office ... Mike Hallett. Thanks for asking and have a great day!

Clarissa Region calendar please ... thanks

From: Torsky, John N
Sent: Tuesday, October 11, 2016 2:09 PM
To: Gardner, Jacky
Subject: Highivew Holiday Fest

Jacky,

Just wanted to let you know so you can put it on your schedule that the annual Highview Holiday Fest is set for Friday, December 2 of this year. Is there anything you need for decorating the park? Just let us know.

Thanks,
John Torsky

*John Torsky
Legislative Assistant
District 23 Metro Councilman James Peden*

502-574-1123 - Office
502-574-3468 - Direct
502-574-4501 - Fax