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O-200-26

# Louisville Metro Council City Agency Request

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

**Primary Sponsor:** Councilman Ken Herndon

**Amount:** 10,000 **Date:** 07/21/2026

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

For District 4 to utilize services from contractor 502 Tree & Landscape for tree trimming. The work completed will only be in the right-of-way of District 4.

**City Agency:** Brightside Inc.,

**Contact Person:** Angela Richardson

**Agency Phone:** (502)574-0067

**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 | Ken Herndon | 10,000.00 | 7/21/2026 |
|---|---|---|---|
| District # | Council Member Signature | Amount | Date |

**Approved by:** _____
Appropriations Committee Chairman Date

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

Request Amount: _____ Amended Amount: _____

Reference #: O-200-26 To OMB: _____

Budget Revision #: _____

Account #: _____

To Project Manager: _____ Completion Date: _____

Actual Cost: _____ Funds Returned: _____

Revised May 2016

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**Department/Project:**
Tree Trimming along District for through 502 Tree & landscape

## Additional Signatures

**I have reviewed this request for an expenditure of city tax dollars, and have determined the funds will be used for a public purpose.**

### Council Member Signature and Amount

District 1 _____ $_____
District 2 _____ $_____
District 3 _____ $_____
District 4 _____ $_____
District 5 _____ $_____
District 6 _____ $_____
District 7 _____ $_____
District 8 _____ $_____
District 9 _____ $_____
District 10 _____ $_____
District 11 _____ $_____
District 12 _____ $_____
District 13 _____ $_____
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District 17 _____ $_____
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District 20 _____ $_____
District 21 _____ $_____
District 22 _____ $_____
District 23 _____ $_____
District 24 _____ $_____
District 25 _____ $_____
District 26 _____ $_____

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# NDF, CIF, MAP OR PAV INTERAGENCY CHECKLIST

**Interagency Name:** Brightside Inc,

**Program/Project Name:** Tree Trimming along District for through 502 Tree & landscape

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

**Submitted by:** Taylore Bass **Date:** 7/21/2026

502 Tree And Landscape
5025231519
905 willow pointe dr
Louisville, KY 40299

Prepared For
Councilman Herndon
Brightside
444 S Fifth Street - Second Floor
Louisville, KY 40202

Estimate Date
07/26/2026

Estimate Number
581

| Description | Rate | Qty | Line Total |
|---|---|---|---|
| Tree Trimming (district 4 as needed)<br>Trim trees in right of way 12 ft or more above sidewalk, 14 ft or more above road way to clear all lamp poles and downtown Louisville signage this work would be preformed on a as needed basis multiple days of work not to exceed a total of $10,000 budget | $10,000.00 | 1 | $10,000.00 |

| | |
|---|---|
| Subtotal | 10,000.00 |
| Tax | 0.00 |
| Estimate Total (USD) | $10,000.00 |

Terms
Payment due upon completion of work (day of service)

**Bass, Taylore**

**From:** Richardson, Angela
**Sent:** Tuesday, July 21, 2026 11:47 AM
**To:** Bass, Taylore
**Cc:** Herndon, Ken
**Subject:** Re: CIF monies

Yes, I accept.

**Angela Richardson,** Interim Director
Brightside, Inc.
Angela.Richardson@louisvilleky.gov (502)574-0067

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**From:** Bass, Taylore <Taylore.Bass@louisvilleky.gov>
**Sent:** Tuesday, 21 July 2026 11:43:11
**To:** Richardson, Angela <Angela.Richardson@louisvilleky.gov>
**Cc:** Herndon, Ken <Ken.Herndon@louisvilleky.gov>
**Subject:** CIF monies

Good afternoon,

Can you confirm Brightside will accept $10K cost for the 502 Tree & Landscape services for district 4 to utilize services from 502 Tree & Landscape contractor for tree trimming. The work completed will only be in the right-of-way of District 4?

Best regards,

**Taylore Bass, MPA**
Legislative Assistant
District 4 Councilman Ken Herndon
601 W. Jefferson Street | Louisville, KY 40202
o: (502) 574-1104 | d: (502) 574-3453

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## Golden, Amy

**From:** Bass, Taylore
**Sent:** Thursday, July 23, 2026 3:19 PM
**To:** Scotland, Christina; Harward, Sonya; Richardson, Angela
**Cc:** Golden, Amy
**Subject:** RE: Issue with $10,000 for Landscaping through Brightside

Good afternoon,

For clarity, the $10,000.00 allocation is intended for ongoing, as-needed services with 502 Tree and Landscaping and will be disbursed in parcels. No single invoice will exceed the $7,500.00 threshold. Thank you for your collaboration and support.

Best regards,

**Taylore Bass, MPA**
Legislative Assistant
District 4 Councilman Ken Herndon
601 W. Jefferson Street | Louisville, KY 40202
o: (502) 574-1104 | d: (502) 574-3453

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**From:** Scotland, Christina <Christina.Scotland@louisvilleky.gov>
**Sent:** Thursday, July 23, 2026 3:03 PM
**To:** Bass, Taylore <Taylore.Bass@louisvilleky.gov>; Harward, Sonya <Sonya.Harward@louisvilleky.gov>; Richardson, Angela <Angela.Richardson@louisvilleky.gov>
**Cc:** Golden, Amy <Amy.Golden@louisvilleky.gov>
**Subject:** RE: Issue with $10,000 for Landscaping through Brightside

Hi Taylore,

Sorry, this has become a frustrating situation. The NDF in and of itself is fine.

With the NDF going through a Metro department like Brightside, they have to abide by Metro's procurement policy, see below.

Any invoice over $7,5000 requires a bit of extra work so that Brightside will be able to process it since Metro does not have a contract setup with the vendor 502 Tree and Landscape.