

# Louisville Metro Council City Agency Request

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Neighborhood Development Fund (NDF)

Capital Infrastructure Fund (CIF)

Municipal Aid Program (MAP)

Primary Sponsor: CM Tom Owen

Amount: \$944.50

Date: Feb. 12, 2015

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

CIF to go for printing and posting of 4 public signs for Cherokee Triangle Historic Preservation District. The total cost is \$1889.00, Cherokee Triangle Assoc. is splitting the cost of this public education signage. They are to be posted on the perimeter of Cherokee Triangle.

City Agency: Metro Public Works-Traffic Engineering

Contact Person: Stuart Sparks

Agency Phone: 502-574-3650

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

874

District #

Thomas L. Owen

Council Member Signature

\$944.50

Amount

Feb. 12, 2015

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:

OFFICE OF METRO COUNCIL CLERK

REVIEWED

Revised July 2013

DATE 2/20/15 TIME 12:56

FEB 12 2015 PM 2:29

## NDF OR CIF INTERAGENCY CHECKLIST

**Interagency Name:** Louisville Public Works – Traffic Engineering

**Program/Project Name:**

**Yes/No/NA**

**Request Form:** Is the NDF Request Signed by all Council Member(s) Appropriating Funding?

na

**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?

yes

**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

**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

**Ordinance Required:** Is the NDF request to a Metro Agency greater than \$5,000?

na

**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

**Prepared by:**

**Date:**

## Long, Terra L

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**From:** Sparks, Stuart  
**Sent:** Monday, February 09, 2015 7:43 AM  
**To:** Long, Terra L; Gail Morris; Hall, Barbara C; Graves, Derek  
**Cc:** Owen, Tom; Tim Holz; mark church; Roades, Bonnie J  
**Subject:** RE: Cherokee Triangle Replacement Signage

Of course. Please let us know what account to bill against once the work is complete.

Gail,

Please contact Bonnie (copied on this email) to get the details regarding payment.

Thanks,

Stuart Sparks, PE, PTOE  
Louisville Metro Public Works  
Traffic Engineering Supervisor Signs and Markings  
601 W Jefferson St, Room 8  
(502) 574-3650



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**From:** Long, Terra L  
**Sent:** Friday, February 06, 2015 3:53 PM  
**To:** Sparks, Stuart; Gail Morris; Hall, Barbara C; Graves, Derek  
**Cc:** Owen, Tom; Tim Holz; mark church  
**Subject:** RE: Cherokee Triangle Replacement Signage

Will you accept CM Owen's CIF for \$944.50 for the funding of half of this project on Public Works behalf?

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**From:** Sparks, Stuart  
**Sent:** Friday, February 06, 2015 12:14 PM  
**To:** Gail Morris; Long, Terra L; Hall, Barbara C; Graves, Derek  
**Cc:** Owen, Tom; Tim Holz; mark church  
**Subject:** RE: Cherokee Triangle Replacement Signage

I think that the new total is \$1,889.00.

Barb,

Please provide additional information pertaining the the image file type as requested below.

Thanks,

Stuart Sparks, PE, PTOE  
Louisville Metro Public Works  
Traffic Engineering Supervisor Signs and Markings

601 W Jefferson St, Room 8  
(502) 574-3650



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**From:** Gail Morris [<mailto:gmorris1314@gmail.com>]  
**Sent:** Friday, February 06, 2015 12:07 PM  
**To:** Long, Terra L; Sparks, Stuart  
**Cc:** Owen, Tom; Tim Holz; mark church  
**Subject:** Re: Cherokee Triangle Replacement Signage

Absolutely, CTA stands ready to pay one half cost of signage replacement.

Also, Stuart, we need clarification on preferred file: we are informed that CVR is seldom used now; did you intend to request AI (Adobe Illustrated) for we don't know AL. Please advise for we have talks underway w/ graphic designer. Also, tell us if you want art work in B&W or in Pantome dark green background w/ white lettering.

Thanks to all,  
Gail Morris

Sent from my iPhone

On Feb 6, 2015, at 10:37 AM, "Long, Terra L" <[Terra.Long@louisvilleky.gov](mailto:Terra.Long@louisvilleky.gov)> wrote:

We just need to know if your group is willing to pay metro the other half....I think that was still out last time to be brought in front of board....after you send me that ... I'll do our paperwork to Public Works for our half and you still needed to get proper designs to Stuart Sparks.

Stuart, do you have the exact cost of the signs....with the graffiti coating?

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**From:** Owen, Tom  
**Sent:** Friday, February 06, 2015 6:59 AM  
**To:** Gail Morris; Long, Terra L  
**Cc:** Tim Holz; mark church  
**Subject:** RE: Cherokee Triangle Replacement Signage

Gail:

Terra monitors our discretionary account. At worst, we'd have to wait until July 1 for new fiscal year replenishment but I doubt if our account is perilously low. On the otherhand our discretionary sidewalk and paving account is just about gone for this fiscal year.

Tom  
8

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**From:** Gail Morris [[gmorris1314@gmail.com](mailto:gmorris1314@gmail.com)]  
**Sent:** Thursday, February 05, 2015 6:38 PM  
**To:** Long, Terra L; Owen, Tom  
**Cc:** Tim Holz; mark church  
**Subject:** Re: Cherokee Triangle Replacement Signage

Still working on Metro request for different style design qualification; hope to be able to provide soon.  
Is your much appreciated funding offer time-sensitive?

Gail Morris

Sent from my iPhone

On Jan 27, 2015, at 4:46 PM, "Gail Morris" <[gmorris1314@gmail.com](mailto:gmorris1314@gmail.com)> wrote:

Such great news! I will touch base in a few days with next steps.

Regards,

Gail

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**From:** Long, Terra L [<mailto:Terra.Long@louisvilleky.gov>]

**Sent:** Tuesday, January 20, 2015 9:57 AM

**To:** Gail Morris; Sparks, Stuart

**Cc:** Graves, Derek; Slaughter, Kenneth G.; Roades, Bonnie J; Hall, Barbara C; 'Tim Holz'; 'Mark Church'; Owen, Tom; Johnson, Pat W

**Subject:** RE: Cherokee Triangle Replacement Signage

Tom has given me the "go ahead" to say he is willing to split the cost of signs. Gail, let me know if this is acceptable to CTNA. Stuart, once this is approved by CTNA please send me an e-mail stating you will accept the funding and we will start our half of the paperwork.

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**From:** Gail Morris [<mailto:gmorris1314@gmail.com>]

**Sent:** Tuesday, January 20, 2015 9:53 AM

**To:** Sparks, Stuart

**Cc:** Graves, Derek; Slaughter, Kenneth G.; Roades, Bonnie J; Hall, Barbara C; 'Tim Holz'; 'Mark Church'; Owen, Tom; Long, Terra L; Johnson, Pat W

**Subject:** RE: Cherokee Triangle Replacement Signage

Understand.

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**From:** Sparks, Stuart [<mailto:Stuart.Sparks@louisvilleky.gov>]

**Sent:** Tuesday, January 20, 2015 9:51 AM

**To:** Gail Morris

**Cc:** Graves, Derek; Slaughter, Kenneth G.; Roades, Bonnie J; Hall, Barbara C; 'Tim Holz'; 'Mark Church'; Owen, Tom; Long, Terra L; Johnson, Pat W

**Subject:** RE: Cherokee Triangle Replacement Signage

See comments below.

Also, as stated below, we will need better artwork for the proposed signs. The ones that have been provided are too small and will turn out badly pixelated when enlarged. An actual size AL or CDR file would be optimum.

Stuart Sparks, PE, PTOE  
Louisville Metro Public Works  
Traffic Engineering Supervisor Signs and Markings  
601 W Jefferson St, Room 8  
(502) 574-3650  
<image001.png>

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**From:** Gail Morris [<mailto:gmorris1314@gmail.com>]

**Sent:** Tuesday, January 20, 2015 9:10 AM

**To:** Sparks, Stuart

**Cc:** Graves, Derek; Slaughter, Kenneth G.; Roades, Bonnie J; Hall, Barbara C; 'Tim Holz'; 'Mark Church'; Owen, Tom; Long, Terra L; Johnson, Pat W

**Subject:** RE: Cherokee Triangle Replacement Signage

Stuart,

Your report and proposal was discussed at the January 19, 2015 Cherokee Triangle Association meeting. Members were most appreciative of the excellent documentation/photographs you provided. We will proceed with a determination of our budgetary resources. When those funds are confirmed, I will then make contact with you, and the other appropriate individuals, to schedule the work.

Questions:

- \*Is it possible for new signs to be coated with anti-graffiti paint, an important application due to the fact the Association will be charged with maintenance responsibility of newly replaced signage; Yes, but it will add an additional cost of \$5 per sign.

- \*What will timetable be for work completion from fabrication to installation;

Approximately 5 weeks as long as we receive everything we need to schedule fabrication and installation by February 6<sup>th</sup>, 2015.

- \*What is proposed gauge of metal used for signs. 0.08

Per our conversation this morning, the two photograph markers that we want to change are the following:

- \*Number 3: Grinstead Drive at alley just past Speedway: existing sign is to remain and be replaced with newly designed version; OK.

- \*Number 4: Cherokee Road at Grinstead Drive intersection, across from Highland Baptist Church: existing sign is to be removed. OK.

We still need to confirm wording from new signs, whether it is "Cherokee Triangle Historic Preservation District" or "Cherokee Triangle Preservation District." Please advise how the other six Metro preservation districts have worded signs; consistency might be a good rule to maintain here. Concern is that the 30"x30" triangular sign not be filled with wording. I am not familiar with the particular wording of the other districts. We can accommodate whatever wording you would like to use.

We soon hope to be in discussion with Councilman Tom Owen with regard to available dollars from the Councilman's neighborhood discretionary fund, as well as the Association's budgetary capital improvement allowance.

Again, your assistance and input have been extremely helpful.

Regards,

Gail Morris

Trustee, Cherokee Triangle Association  
1314 Everett Avenue  
40204

**From:** Sparks, Stuart [<mailto:Stuart.Sparks@louisvilleky.gov>]

**Sent:** Tuesday, January 13, 2015 4:10 PM

**To:** Gail Morris

**Cc:** Graves, Derek; Slaughter, Kenneth G.; Roades, Bonnie J; Hall, Barbara C  
**Subject:** RE: Cherokee Triangle Replacement Signage

Gail,

I hope this message finds you and your family well after the holiday season.

Louisville Metro Public Works has completed the cost estimate, as requested, for the removal of existing and installation of proposed signage associated with the Cherokee Triangle Neighborhood. As discussed, Louisville Metro Public Works does not, at any time, assume responsibility for maintenance or replacement of this signage. Please review the attached plan to ensure that it encompasses all items discussed during our site meeting. The total cost for the project will be \$1,819.00. Assuming you find this estimate suitable, please work with Bonnie Roades regarding the payment. As soon as we have received payment, we will schedule fabrication and installation of this project. We will need better artwork for the proposed signs. The ones that have been provided are too small and will turn out badly pixelated when enlarged. An actual size AL or CDR file would be optimum. Please let me know if you have any questions or if you would like to discuss this matter further. Have a great day.

Kindly,

Stuart Sparks, PE, PTOE  
Louisville Metro Public Works  
Traffic Engineering Supervisor Signs and Markings  
601 W Jefferson St, Room 8  
(502) 574-3650  
<image001.png>

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**From:** Gail Morris [<mailto:gmmorris1314@gmail.com>]  
**Sent:** Tuesday, December 16, 2014 8:53 AM  
**To:** Sparks, Stuart  
**Subject:** RE: Cherokee Triangle Replacement Signage

Great! Please let me know if any of the following dates/times are available on your schedule:

Tomorrow	8:00 – 10:00 or 2:00 – 5:00
Thursday	8:30 – 1:00
Dec 22	All Day
Dec 29	All Day

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**From:** Sparks, Stuart [<mailto:Stuart.Sparks@louisvilleky.gov>]  
**Sent:** Tuesday, December 16, 2014 7:51 AM  
**To:** Gail Morris  
**Subject:** RE: Cherokee Triangle Replacement Signage

Gail,

Yes, I received your message. I would like to schedule a time that we can meet on site to go over your plan. What times do you have available this week?

Thanks,

Stuart Sparks, PE, PTOE  
Louisville Metro Public Works  
Traffic Engineering Supervisor Signs and Markings  
601 W Jefferson St, Room 8  
(502) 574-3650  
<image001.png>

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**From:** Gail Morris [<mailto:gmorris1314@gmail.com>]  
**Sent:** Monday, December 15, 2014 7:35 PM  
**To:** Sparks, Stuart  
**Subject:** Re: Cherokee Triangle Replacement Signage

Hello, Stuart,  
Just making certain this email transmitted.  
Thank you,  
Gail Morris

Sent from my iPhone

On Dec 9, 2014, at 12:14 PM, Gail Morris <[gmorris@louisvilledowntown.org](mailto:gmorris@louisvilledowntown.org)> wrote:

**Stuart,**  
**Please advise when we can expect to receive**  
**follow up/next steps information from you.**

**Thank you,**  
**Gail Morris**