

0-138-25

# Louisville Metro Council City Agency Request

× Neighborhood Development Fund (NDF)

Capital Infrastructure Fund (CIF)

Municipal Aid Program (MAP)

Paving Fund (PAV)

Primary Sponsor: Councilwoman Tammy Hawkins

Amount: ~~\$ 6,836.00~~ ~~\$ 4721.00~~ \$ 5,628 Date: 5/9/2025

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

This NDF is to transfer funds to Metro Parks and Recreation Department for the upcoming Algonquin Pool Grand Re-Opening and Community Day Event to be held Memorial Day Weekend on Saturday, May 24th, 2025 from 12:00pm-5:00pm in Algonquin Park. Funding will be used to cover entry fees to get into the pool on opening day for 600 people (2 pool capacities), free food for the first 300 people, inflatables, port-o-pots and DJ. *As well as photo booth, face painting, assistants and balloons (animal & decorations).*

City Agency: Metro Parks and Recreation

Contact Person: Michelle King, Executive Director

Agency Phone: 502-489-2523

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.

1  
District #

*Tammy Hawkins*  
Council Member Signature

2,000.00  
Amount

5/12/25  
Date

Approved by:

*Maubyn Parker*  
Appropriations Committee Chairman

6/4/25  
Date

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

Request Amount: \_\_\_\_\_ Amended Amount: \_\_\_\_\_

Reference #: 0-138-25 To OMB: \_\_\_\_\_

Budget Revision #: \_\_\_\_\_

Account #: \_\_\_\_\_

To Project Manager: \_\_\_\_\_ Completion Date: \_\_\_\_\_

Actual Cost: \_\_\_\_\_ Funds Returned: \_\_\_\_\_

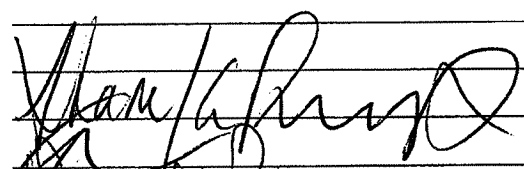
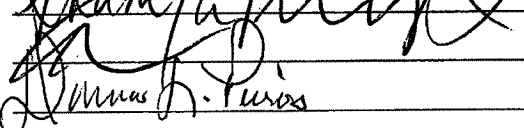
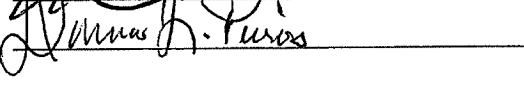
*for*  
Revised May 2016

**Department/Project:**  
Metro Parks and Recreation/ Algonquin Pool Grand Re-Opening and Community Day

### 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		\$ 907.00
District 4		\$ 907.00
District 5		\$ 907.00
District 6		\$ 907.00
District 7		\$
District 8		\$
District 9		\$
District 10		\$
District 11		\$
District 12		\$
District 13		\$
District 14		\$
District 15		\$
District 16		\$
District 17		\$
District 18		\$
District 19		\$
District 20		\$
District 21		\$
District 22		\$
District 23		\$
District 24		\$
District 25		\$
District 26		\$

## NDF, CIF, MAP OR PAV INTERAGENCY CHECKLIST

**Interagency Name:** Metro Parks and Recreation

**Program/Project Name:** Algonquin Pool Grand Re-Opening and Community

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

**Submitted by:** Olivia Bennett

**Date:** 5/9/2025

**Bennett, Olivia**

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**From:** Canuel, Jason  
**Sent:** Monday, May 12, 2025 11:09 AM  
**To:** Bennett, Olivia  
**Cc:** King, Michelle; Hawkins, Tammy; Tate, Regina  
**Subject:** Re: Algonquin Pool Event

Yes, Parks will accept the funding as described below.

Sent from my iPhone

On May 12, 2025, at 11:06 AM, Bennett, Olivia <olivia.bennett@louisvilleky.gov> wrote:

Good morning,

A vendor reached out to our office this morning and wants to provide the following services and associated costs:

This means the total that Director King approved last Friday will change and I will need her or Jason's approval ASAP for the updated cost. I do apologize but this was sent to me at 10:30 this morning.

The cost has now changed from \$4,535.00 to \$6,836.00

The \$6836.00 will cover the following expenses:

Food to feed 300 people - \$2,400.00

Entry Fees for the community (600 people) to get in the Algonquin Pool for free - \$ 1,200.00

Inflatables - \$425.00

Port-O-Pot Rentals - \$210.00

DJ - \$300.00

Photo Booth - \$ 600.00

Face Painting - \$750.00

2 Assistants - \$200.00

Balloon Decorations - \$125.00

Balloon Animals -\$ 626.00

Total: \$6,836.00

Please advise if you accept the new fund amount of \$6,836.00 for the Algonquin Community Day and Algonquin Pool Grand Re-Opening.

<image001.jpg>

*Olivia Bennett "She/Her"*

*Legislative Assistant*

*Councilwoman Tammy Hawkins, District 1*

*Louisville Metro Council*

*601 W. Jefferson Street*

*Louisville, KY 40202 | (502) 574-1101 (ofc) (502) 574-3906 (direct)*

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**From:** King, Michelle <Michelle.King@louisvilleky.gov>

**Sent:** Friday, May 9, 2025 5:09 PM

**To:** Bennett, Olivia <olivia.bennett@louisvilleky.gov>; Canuel, Jason <Jason.Canuel@louisvilleky.gov>

**Cc:** Hawkins, Tammy <Tammy.Hawkins@louisvilleky.gov>; Tate, Regina <Regina.Tate@louisvilleky.gov>

**Subject:** RE: Algonquin Pool Event

Parks and Recreation will accept these funds for the use laid out below.

Thank you,  
Michelle

**Michelle King**

**Executive Director**

**Louisville Parks and Recreation**

502-574-7252 (office)

502-489-2523 (cell)

<https://louisvilleky.gov/government/parks>

She | Her | Hers

<image002.jpg>

<image003.jpg>

**From:** Bennett, Olivia <[olivia.bennett@louisvilleky.gov](mailto:olivia.bennett@louisvilleky.gov)>  
**Sent:** Friday, May 9, 2025 3:34 PM  
**To:** King, Michelle <[Michelle.King@louisvilleky.gov](mailto:Michelle.King@louisvilleky.gov)>; Canuel, Jason <[Jason.Canuel@louisvilleky.gov](mailto:Jason.Canuel@louisvilleky.gov)>  
**Cc:** Hawkins, Tammy <[Tammy.Hawkins@louisvilleky.gov](mailto:Tammy.Hawkins@louisvilleky.gov)>; Tate, Regina <[Regina.Tate@louisvilleky.gov](mailto:Regina.Tate@louisvilleky.gov)>  
**Subject:** Fw: Algonquin Pool Event

Good afternoon,

This email acts as a follow up to our conversation during our meeting this afternoon.

Please advise is Metro Parks and Recreation will accept the funds from District 1 NDF of \$4,535.00 for Algonquin Community Day to be held In Algonquin Park on Saturday, May 24th, 2025 from 12:00pm -5:00pm.

The \$4,535.00 cost will cover the following expenses:

Food to feed 300 people - \$2,400.00

Entry Fees for the community (600 people) to get in the Algonquin Pool for free - \$ 1,200.00

Inflatables - \$425.00

Port-O-Pot Rentals - \$210.00

DJ - \$300.00

Total: \$ \$4,535.00

Please advise at your earliest convenience.

Thank you,  
Olivia Bennett

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**From:** Bennett, Olivia <[olivia.bennett@louisvilleky.gov](mailto:olivia.bennett@louisvilleky.gov)>  
**Sent:** Thursday, May 8, 2025 11:51 AM  
**To:** Tate, Regina <[Regina.Tate@louisvilleky.gov](mailto:Regina.Tate@louisvilleky.gov)>  
**Cc:** Hawkins, Tammy <[Tammy.Hawkins@louisvilleky.gov](mailto:Tammy.Hawkins@louisvilleky.gov)>  
**Subject:** RE: Algonquin Pool Event

<image004.png>

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**From:** Tate, Regina <[Regina.Tate@louisvilleky.gov](mailto:Regina.Tate@louisvilleky.gov)>  
**Sent:** Tuesday, May 6, 2025 2:18 PM  
**To:** Bennett, Olivia <[olivia.bennett@louisvilleky.gov](mailto:olivia.bennett@louisvilleky.gov)>  
**Subject:** Algonquin Pool Event  
**Importance:** High

Olivia,

Do you have any actual quotes from the vendors you can send me so that I can start requesting PO's? If they have the actual invoices, that would be great.

Also, let me know if there is anything else I can do to assist.

Thanks!

Regina Tate, CPRP

Special Events Manager

Louisville Parks and Recreation

P.O. Box 37280

Louisville, KY 40233

502-574-7275

<mime-attachment>