

Louisville Metro Council City Agency Request

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

Primary Sponsor: Marianne Butler

Amount: \$25,000.

Date: August 28, 2017

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

Funding is to create an Executive Director position with the Southwest Dream Team to serve as liaison with Louisville Forward. Job description attached.

City Agency: Louisville Foward

Contact Person: Mary Ellen Wiederwohl

Agency Phone: 574-5768

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.

<u>15</u>		<u>\$3,125.-</u>	<u>9-6-17</u>
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: _____

Department/Project:
Executive Director position with the Southwest Dream Team

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	<i>Grace Lee</i>	\$ 3,125.00
District 2		\$
District 3	<i>Mary Stuber</i>	\$ 3,125.00
District 4		\$
District 5		\$
District 6		\$
District 7		\$
District 8		\$
District 9		\$
District 10		\$
District 11		\$
District 12	<i>Bob Bell</i>	\$ 3,125.00
District 13	<i>Vicki Aubrey Welch</i>	\$ 3,125.00
District 14	<i>Cindi Fowler</i>	\$ 3,125.00
District 15		\$
District 16		\$
District 17		\$
District 18		\$
District 19		\$
District 20		\$
District 21	<i>Don John</i>	\$ 3,125
District 22		\$
District 23		\$
District 24		\$
District 25	<i>Duffy</i>	\$ 3,125.00
District 26		\$

NDF, CIF, MAP OR PAV INTERAGENCY CHECKLIST

Interagency Name:	Louisville Forward
Program/Project Name:	Executive Director position with the Southwest Dream Team
	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.	NA
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.	NA
Ordinance Required: Is the NDF request to a Metro Agency greater than \$5,000? If so, an ordinance is required.	Yes
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?	NA

Submitted by:

Susan Hughes

Date:

8/28/17

Hughes, Susan

From: Butler, Marianne
Sent: Thursday, August 24, 2017 5:53 PM
To: Wiederwohl, Mary Ellen; Frockt, Daniel; Fleischaker, Rebecca
Cc: Lajara, Teresa; Massey, Sara; Hughes, Susan; Yates, David; Green, Jessica; Woolridge, Mary; Welch, Vicki A; Blackwell, Rick; Fowler, Cindi; Johnson, Dan D
Subject: Re: SW Dream Team

Thank you! We will get the paperwork together to move the money.

Vince Jarboe is the contact with SWDT.

Look forward to many ribbon cuttings!

Marianne

From: Wiederwohl, Mary Ellen
Sent: Thursday, August 24, 2017 4:33:54 PM
To: Butler, Marianne; Frockt, Daniel; Fleischaker, Rebecca
Cc: Lajara, Teresa; Massey, Sara
Subject: SW Dream Team

CW Butler,

I was so excited to get your phone call today about the opportunity for the SW Dream Team to further advance our collective vision for Southwest Louisville. Louisville Forward has a great relationship with the community leaders who have worked tirelessly over many years to build up this organization. We often cite SWDT as a model for community engagement, collaboration, and promotion.

The Economic Development Department is happy to steward the grant monies for the SW Dream Team, and we look forward to working with their new staff person. Rebecca and I had a chance to catch up about this afternoon. Daniel is copied here.

Let us know "who" we should be working with at SWDT, and we'll get it moving!

Thank you for the additional investment!

Mary Ellen Wiederwohl
Chief, Louisville Forward
444 South Fifth Street, 6th Floor
Louisville, KY 40202
(502) 574-5768
Maryellen.wiederwohl@louisvilleky.gov

www.louisvilleky.gov/louisvilleforward

ESSENTIAL FUNCTIONS:

1. Work with Board Chair and other Board Members
2. Coordinate meetings, communications, social media and branding efforts of SWDT
3. Manage and grow the advertising and promotion of the South Points Scenic Area
4. Organize activities associated with retail and business attraction
5. Direct the financial development activities of the SWDT
6. Represent and promote the SWDT in Louisville Community. Takes a leadership role in our relationships with DABA, Metro Louisville, the Mayors office, Leadership Louisville, etc.
7. Develop, manage, and monitor the operating budget to meet or exceed budget targets.
8. Direct strategic planning efforts and develops the annual operating plan

POSITION REQUIREMENTS:

1. Bachelor's degree in human services, social services, business or equivalent proven experience
2. Three or more years of management experience preferred
3. Previous budget responsibility preferred
4. Fundraising experience and an understanding of running an Annual Campaign preferred
6. Experience in the development of volunteers; ability to recruit top community leaders preferred

SWDT EXECUTIVE DIRECTOR COMPETENCIES:

Mission Advancement: Reinforces the SWDT ideas within Metro Government and the community. Effectively communicates the benefits and impact of the SWDT efforts for all stakeholders.

Collaboration: Builds and nurtures strategic relationships to enhance support for the SWDT. Serves as a community leader building collaborations based on trust and credibility to advance the SWDTs mission and goals. Communicates for influence to attain buy-in and support of goals.

Operational Effectiveness: Integrates multiple thinking processes to make decisions. Involves board at all levels in the development of programs and activities. Ensures execution of plans. Institutes sound accounting procedures and financial controls. Assigns clear accountability and ensures continuous improvement.

Personal Growth: Has the functional and technical knowledge and skills required to perform well; uses best practices and demonstrates up-to-date knowledge and skills in technology.

Behavioral Characteristics: Welcoming, Determined, Hopeful, and Genuine.

STARTING SALARY: \$25,000+ (Based on experience)

STATUS: Part-time