



INVITING APPLICATIONS FOR  
**CITY MANAGER**



## INVITATION TO APPLY

LOUISVILLE, OHIO offers a stable environment, a traditional city charter adopted in 1960, a cohesive City Council and invites qualified and dedicated local government professionals to apply for the position of City Manager.



## ABOUT THE CITY OF LOUISVILLE

The City of Louisville, Ohio (*population 9,521 and approximately 5.7 square miles*) located in the Akron/Canton metropolitan area of Northeast Ohio offers its residents the best of small town midwestern living, with easy access to the amenities of larger cities. The citizens say that Louisville puts the “unity” in “community”. Louisville benefits from a strong feeling of civic pride and its citizens have a sense of ownership of their city. That sense of ownership and responsibility is evidenced by the many active community service organizations that support the town and its citizens.

First settled in 1834, Louisville has always had a strong appreciation for good citizenship and government at all levels. In 1953, Louisville resident Olga T. Weber convinced the US Senate, the House of Representatives, and President Eisenhower to designate September 17–23 as Constitution Week. September 17 continues to be recognized as Constitution and Citizenship Day thanks to the efforts of Mrs. Weber. Since 1957 Louisville has been known as “Constitution Town” confirming its strong support for good governance at the national, state and local levels. It still celebrates the U.S. Constitution with its annual “Constitution Week” activities in September of each year.

The school system in Louisville is a focal point and source of pride for the community and recently earned 4.5 Stars on the Ohio School Report Card. Like many small towns, the school system and school athletics are a critical piece of the social fabric in the

city. Louisville has two elementary schools, a middle school, and a high school. Additionally, Louisville is home to a parochial high school which draws students from the nearby area.

Louisville offers many opportunities often associated with larger cities, such as an extensive, and expanding park system with a growing network of walking/running/biking trails and a very impressive YMCA facility. A wonderful brand-new library will soon be available for use by the community.



The City has several strong and diverse neighborhoods with a variety of housing choices. Like many midwestern cities, there are beautiful older homes in the center of the city. There is also a significant number of new homes under construction, as well as neighborhoods with very impressive newer homes on large lots. Louisville was the only city in Stark County which experienced an increase in population based on the 2020 Census. A new resident

will have no trouble finding a home which meets their needs at an attractive price.

The city is centrally located in Northeast Ohio, an hour from downtown Cleveland, less than 2 hours from Columbus or Pittsburgh, and 10 minutes from the Pro Football Hall of Fame. Three universities, Mount Union University, Walsh University and Malone University, are within a 15-minute drive, the University of Akron is about a 30-minute drive and Kent State University is less than 40 minutes away.

## ABOUT THE LOUISVILLE ORGANIZATION

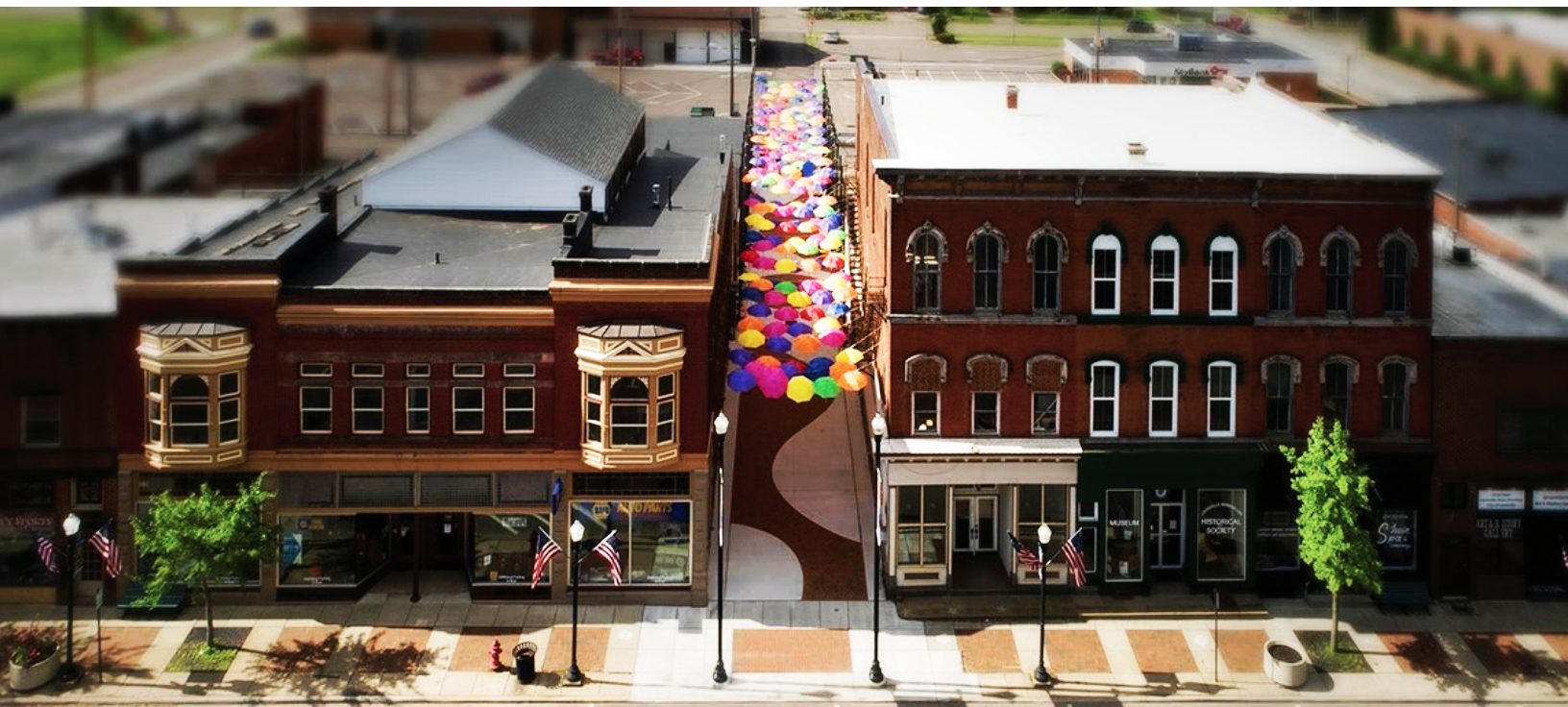
The Louisville City Charter is a traditional, strong document establishing clear lines of authority and responsibility for the City Manager and the City Council. It establishes a 5-member nonpartisan council consisting of 4 council members and the separately elected mayor, all elected at large for four-year staggered terms. The charter gives the City Manager the authority to accompany the responsibility of the position. The Council has a history of strong support and high expectations for the City Manager and has a clear understanding of its role in the city government.

The city has an annual budget of over \$16,000,000, including utilities and is on very solid financial footing. Fund balances are strong in the general fund and in the enterprise funds. A new Finance Director will be coming on board in December 2024. The incoming city manager will be expected to maintain the emphasis on strong, conservative financial management.

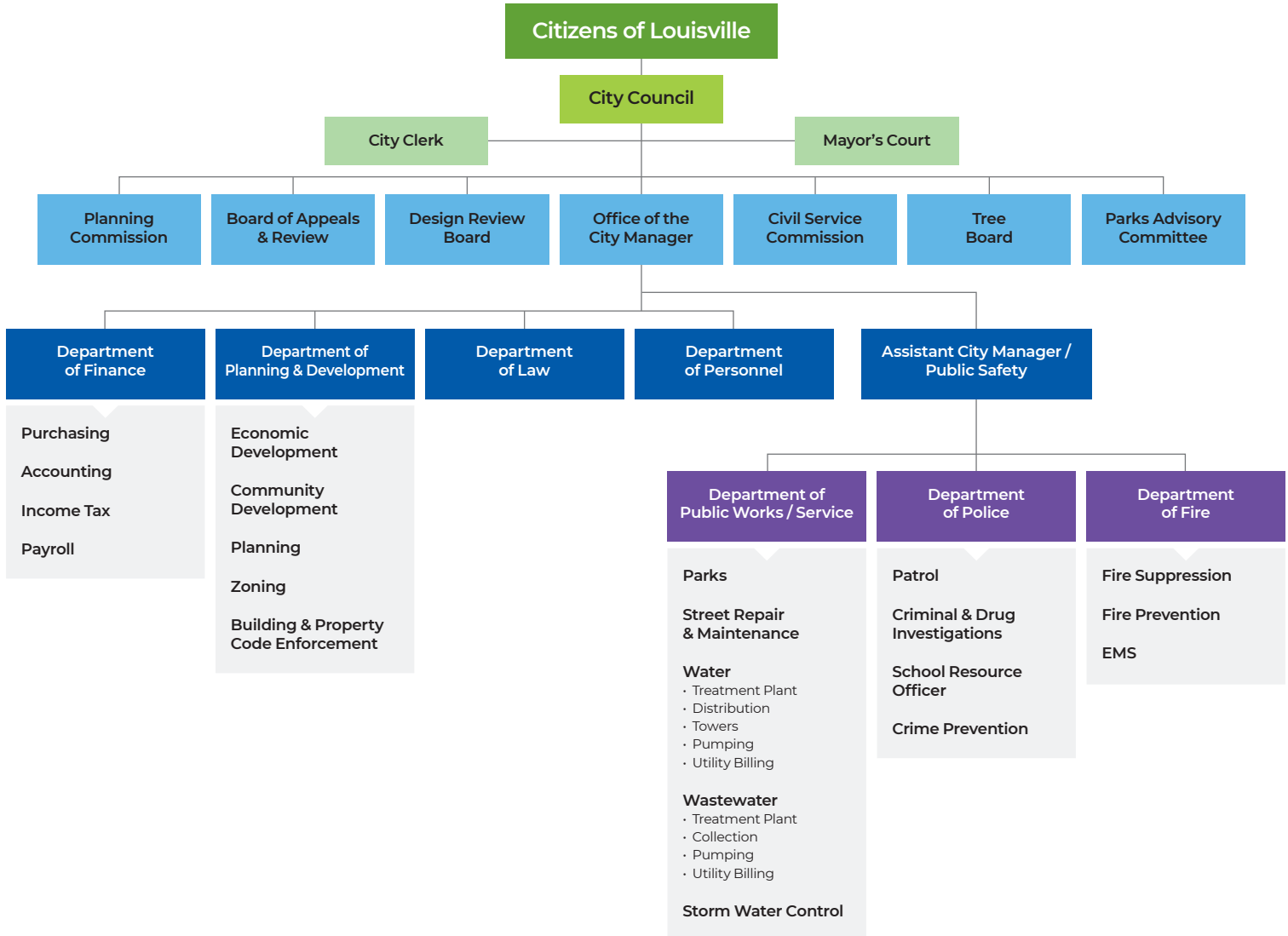
Louisville is a full-service city with the traditional departments reporting to the city manager as shown in the organizational chart below. The city has approximately 90 employees with 3 labor organizations, The Ohio Police Benevolent Association, AFL-CIO representing the Public Works Department and AFSCME representing members of the part time fire department. The initial contract with the Public Works Department unit is currently being negotiated. The relationship with the bargaining units has been described as positive and cooperative.

The primary source of governmental revenue is the 2% income tax, and the enterprise funds (*water and sewer*) are adequately funded by the rate structure.

There are not expected to be any internal candidates. The interim City Manager is the Police Chief/Assistant City Manager who expects to retire in 2025 after the transition to the new City Manager is complete.



# City of Louisville, Ohio Organizational Chart



## CURRENT STAFFING LEVELS

|                          |           |  |
|--------------------------|-----------|--|
| City Manager's Office    | <b>2</b>  | City Manager and Admin Asst to City Manager/HR/Clerk of Council  |
| Planning and Development | <b>5</b>  | Director, Admin. Assistant, 3 Inspectors ( <i>part-time</i> )  |
| Finance                  | <b>6</b>  | Director, Deputy Director, Tax Commissioner, Tax Agent, Accounts Receivable Clerk, Account Payable Clerk   |
| Police                   | <b>22</b> | Chief, 3 Lieutenants, 10 officers ( <i>full-time</i> ), 2 officers ( <i>part-time</i> ), 6 crossing guards   |
| Fire                     | <b>21</b> | Chief, 3 Captains ( <i>part-time</i> ), 2 Lieutenants ( <i>part-time</i> ), 15 Firefighters/EMT/Paramedics ( <i>part-time</i> )                              |
| Public Works             | <b>23</b> | Director, Deputy Director, 2 Supervisors, 5 Utility Operators, 8 Service Operators, 1 Admin. Assistant, 1 Billing Assistant, 4 laborers ( <i>part-time</i> ) |



## ABOUT THE NEXT CITY MANAGER

### *The next Louisville City Manager will be someone who:*

- is goal driven and takes ownership of the job and the position
- is proactive while being responsive to citizens, staff and council
- can build trust with the Council, staff and citizens
- has a high level of interpersonal awareness and is a good listener with strong communication skills
- has the highest integrity and applies sound judgment in decision making

### *The new manager will be expected to:*

- have the vision and confidence to make recommendations to the council to help set the agenda and direction for the City
- have the stamina, ability and perseverance to implement that agenda
- be highly visible, positive and an active member of the community on and off the job and often be the public “face” of the City
- be a professional representative of Louisville at all times
- assure that the council is kept informed on all matters of importance related to the city
- have a passion for all aspects of local government in a small city
- be a “working” city manager, involved in both the “big picture” strategy and the details of a small city government
- provide direction, leadership and support for all departments
- develop clear expectations for all departments and hold department leadership accountable
- have a passion for local government, public service and working with the public
- be forward thinking and acting with the confidence and vision to provide direction for the city and city council
- be conservative fiscally and knowledgeable regarding local government finance
- develop and maintain good relationships with nearby governmental jurisdictions

## ECONOMIC DEVELOPMENT

A major focus of the new manager will be to continue the growth that the city has recently experienced. That growth is occurring in residential, commercial and industrial sectors and the manager will be expected to work effectively with the private sector and local and state agencies to continue that trend. The economic health of the very attractive downtown area will be a priority for the next manager. The City recently established a DORA District in the downtown area to help stimulate additional activities.

Those efforts will be aided by the Downtown Action Plan as well as the Louisville Strategic Plan, although both plans are in need of updating. Successful economic development experience will be beneficial for any candidate.

## CAPITAL IMPROVEMENT/INFRASTRUCTURE PROJECTS

The City has made major upgrades to the water and wastewater treatment plants in the past few years, so the utility focus will turn to the distribution and collection systems in the future. The current rate structure funds operation and the debt related to the plant improvements. These enterprise funds are in solid financial condition. The city leaders have had the foresight to maintain steady investment in infrastructure and the new manager will be expected to continue that good governance.

The new manager will have the opportunity to oversee the construction of a new \$8,000,000 fire station which is just getting started, and a major rehabilitation to the City Hall scheduled for 2025.

## THE IDEAL CANDIDATE

The new manager will be expected to have a master's degree in public administration or an equivalent postgraduate degree and at least 7 years of local government management experience. Ideally, that experience will include substantial management/supervisory experience in a leadership position. Membership in the ICMA is expected and an ICMA-CM designation will be highly valued.

The City Council expects the new manager to be an active and highly visible member of the community and therefore residency in Louisville is strongly preferred.

## BENEFITS/COMPENSATION

The salary for the position will be commensurate with the qualification of the successful candidate and is expected to be in the \$140,000 range.

### *Additional Benefits include:*

- Participation in the Ohio Public Employees Retirement System
- Medical, Dental and Vision Insurance
- Standard sick leave, holidays and personal days
- Participation in the Deferred Compensation program
- Severance, vacation, and relocation assistance are negotiable



## HOW TO APPLY

Interested professionals are encouraged to submit a cover letter and resume to the email address below, by **December 18, 2024**, for priority consideration. Applications will be accepted until the position is filled. Questions may be directed to:

Marc Thompson, Partner  
The Management Advisory Group LLC  
419-260-0446  
[mthompson@themanagementadvisorygroup.com](mailto:mthompson@themanagementadvisorygroup.com)

For additional information, visit the City's website at [www.louisvilleohio.gov](http://www.louisvilleohio.gov)