

JONATHAN HOLLINGER

232 TAYLOR DR · LEXINGTON, KY 40511 · (859) 552-5292 · JONATHANMHOLLINGER@GMAIL.COM
<https://jmhollinger.github.io/lclt/>

August 21, 2018

Norman Franklin, President
Lexington Community Land Trust
P.O. Box 171
Lexington, Kentucky 40588

Dear Mr. Franklin,

I believe you will find me uniquely qualified for the position of Executive Director of the Lexington Community Land Trust based on my unique blend of housing policy expertise, education, existing relationships with key stakeholders, and technical skills.

I have experience both locally and nationally developing data-driven models to help target many types of affordable housing policies. This experience includes providing key input to the creation of the Lexington Affordable Housing Fund and designing more than 40 implementations of property data analytics software in cities such as Philadelphia, Louisville, New York, and many others.

In addition, I believe my skills in developing technology solutions will be invaluable to the Lexington Community Land Trust across many areas, including project management, financial management and reporting, administrative record keeping, and fundraising, among others.

Below I have detailed my specific experience in key components required of the Executive Director position:

Board Development

I have experience interfacing with boards and commissions from my work with the Lexington-Fayette Urban County Government (LFUCG) where I managed the vacant property program in conjunction with the Vacant Property Review Commission and helped create the Lexington Affordable Housing Fund and establish policies and procedures of the Affordable Housing Governing Board. This includes the recruitment of new members and the implementation of board policies and initiatives.

Community and Public Relations, Marketing and Advocacy

I have experience with marketing and public relations through my work with Tolemi where I actively marketed products to prospective clients, cultivated relationships, and created materials to promote the business.

Additionally, I interfaced with many local groups through my work at the LFUCG and have existing relationships with many organizations, including the LFUCG, the Kentucky Transportation Cabinet (KYTC), the University of Kentucky, the Bluegrass Community Foundation, and many other groups.

Construction/Development Management

Through my work with in the LFUCG Department of Planning, Preservation, and Development and the Mayor's Office I have deep knowledge of local building codes, construction management practices, and project

communication. This experience includes the management of multi-million dollar construction projects, creation of project dashboards, and detailed cost control tracking.

I am also an avid remodeler of my own home, where I have personally performed fully permitted structural, electrical, and plumbing work and passed all inspections. This experience has given me unique first-hand experience with the permitting, inspection, and construction techniques.

Homeowner Services

I have significant experience with real estate proceedings and analysis from work with the LFUCG Vacant Property Review Commission and my work at Tolemi with various cities, land banks, and nonprofit organizations. This includes reviewing closing documents, performing property price analysis and many other analyses of property data.

I also have experience with managing public engagement with diverse stakeholders and presenting educational materials to various community groups on the projects and programs I worked on at the LFUCG.

Financial Management and Grant Management

I have vast experience with budgeting and financial management at the LFUCG where I provided financial analysis to the LFUCG Council and managed budgets within the Department of Planning, Preservation of Development, and the 10th District Council Office. I have also written publications on government accounting standards and I am familiar with reviewing financial standards and ensuring compliance.

In addition, I managed several grant projects including the Town Branch Commons project where I secured more than \$14 million in federal funding and managed grant compliance and reporting.

Fundraising

As part of the Town Branch Commons project I supported the Town Branch Fund in their efforts to raise funding for Town Branch Park. These efforts have led to more than \$6 million dollars in funding to date.

In addition, I am well versed in database management and the process of building a prospect database to target individuals, organizations, and grant opportunities that are in-line the mission of the Lexington Community Land Trust.

Administration and Committee Management

Through my work with the LFUCG I have experience working with committees, tasks forces, and other similar entities. These include the Lexington Affordable Housing Governing Board, the Vacant Property Review Commission, and the LFUCG Council and its various committees. This experience includes creating administrative systems to organize and report information to stakeholders, and strategies to organize work that keep committees productive and on track toward achieving their goals.

Personnel Management and Board Support

I have experience managing employees and carrying out the initiatives of boards and commissions through my work at the LFUCG and Tolemi where I handled personnel issues, ensured compliance with policies, and kept management and advisory committees apprised of operational progress.

My digital resume can be found at <https://jmhollinger.github.io/lclt/>. Thank you for your consideration of my application. I look forward to hearing from you about this opportunity.

Sincerely,

A handwritten signature in black ink, appearing to be 'JH' followed by a long horizontal stroke.

Jonathan Hollinger