



City of CHARLOTTE

MEMORANDUM

TO: Mayor Lewis and City Council Members

FROM: Gregg Guetschow, City Manager

SUBJECT: City Manager Report

DATE: February 8, 2019

Audit Presentation. The presentation of the audit report has been rescheduled to March 11.

MME Conference. Council members might recall that I attended the Michigan Municipal Executives Winter Institute in Battle Creek this week. There were two very timely sessions that I attended. The first dealt with succession planning and was presented by two Plante & Moran associates. This is an important topic for us not only in terms of some key staff retirements that will occur in the next few years but also in terms of planning for vacancies in other areas given our smaller work force. The second session addressed the preparation of public participation plans and offered concrete steps that we can use as we proceed with the strategic planning initiative.

Strategic Planning RFP. The request for proposals for the community-based strategic plan were issued on Friday, February 1 as planned. I have had email and telephone contacts with three of the four recipients of the request and had had a prior contact with the fourth. I believe that we will attract good responses to the RFP. Our general time frame would call for Council action on approving a contract for services sometime during March.