

**City Administrator's Report
March 2023**

The first week of activity was focused on setting up shop, meeting with the staff, and identifying issues to be addressed. I want to thank the Council members who were able to come by to meet me and I plan to set up meetings with all Council members by the end of this week.

Here are some items I focused on in the first week.

1. Met with Council Members - Mayor Julia Douglas, T.J. Walker, and Chip Joslin.
2. Called Staff meeting to review Michael Leamon's Outstanding Issues List and discuss any new issues.
3. Reviewed Financial Reports such as monthly results, Cash balances, and 2022-2023 Budget.
4. Worked with Rosario to set up initial 2023-2024 Budget Files.
5. Reviewed current City of Glen Rose Personnel Policy.
6. Reviewed current City of Glen Rose Financial Policy.
7. Met with VerkadaOne to discuss their Security Camera System.