



CITY MANAGER'S REPORT

March 25, 2024

It's been a very busy and informative first week as the City Manager for Hartford. I have been busy receiving updates from staff and meeting stakeholders. Its so many exciting items that we are doing in Hartford that it's not enough time Therefore, I'm taking it day by day to get caught up.

STAFF MEETING:

My first day on the job, I met all the staff. It was a great meeting because staff stated their work goals. Also, staff that is planning to retire announced their proposed timeframe.

CITY MANAGER'S MEET AND GREET:

The City Manager's meet and greet was a good turnout. I met several stakeholders from our County. Mostly I appreciate the Mayor and City Commissioners that were able to attend.

MICHIGAN STATE EXTENSION WEBINAR

I attended the Fiscally Ready Communities webinar regarding budgeting for fiscal sustainability. The webinar was very informative and gave multiple resources to preparing for the budget process. I would like to work with staff on a timeline to complete the budget for your review.

PROJECTS UPDATE:

Staff and I met with Mickey Bittner from Wrightman and Surf Internet staff. I was updated on all the construction projects that are either in close out phase or in the construction process.

4TH ANNUAL MUNICIPAL SUMMIT

I attended the Municipal Summit that was hosted by Market Van Buren. The Summit focused on Housing Development. The first presenter was Sharon Woods, LandUse USA. The County hired Sharon to complete a county wide Target Market Analysis. Jeff Hawkins, Fishbeck presented on the new Brownfield Redevelopment Authority Act 381 that was amended to include housing development. Alan Smaka from ACS PE PLLC presented on intergovernmental utility sharing. Patrick Britton from New Growth Group presented on Rural communities seeking grant opportunities and how his company can assist.

CITIZEN PLANNER

I'm attending the Michigan State Extension's Citizen Planner program. It's a six-week program that covers the following topics, Understanding the Planning and Zoning Context, Planning for the Future of your Community, Implementing the Plan with Zoning, Making Zoning Decisions, Using Innovative Planning and Zoning, and Successfully Fulfilling Your Role.

DEPARTMENT HEAD MEETINGS:

This week, I will start meeting with department head staff weekly. Also, I will start meeting with staff individually to begin fostering a working relationship.

Interim City Manager Contract:

It has been such a pleasure to work with Linnea on the transition into the City Manager's position. Unfortunately, we do not have the funding in the City Manager's budget for both Linnea and I. Therefore, I would like to propose that Linnea complete the projects that she is currently wrapping up that includes posting the open interviews for the DPW and Wastewater vacancies. Complete the two grant applications for the police department, and continue working with the police department to plan the spring break event. I'm proposing that Linnea's contract end date is April 2nd.

SWOT ANALYSIS, COLORS TRAINING, AND STRATEGIC PLANNING:

I'm proposing that we postpone the SWOT analysis, Colors training and strategic planning until after the City's budget process. Currently, it's not in our budget to pay Linnea for the services. During the budget planning, I would like to see if we can budget for those services in our upcoming fiscal year and offer a contract to Linnea to complete those services.