

MEMORANDUM

To: Board of Trustees

From: Kent Walrack
District General Manager

Subject: Review, Discuss, and provide Feedback on District Manager's Benchmarks and Goals.

Date: December 11, 2024

I. RECOMMENDATION

That the Board of Trustees makes a motion to approve the attached District Manager's Benchmarks and Goals.

II. BACKGROUND

At the November 27, 2024 Special Meeting of the Board of Trustees, it was requested that I provide a list of benchmarks and goals.

III. FINANCIAL IMPACT

There is no financial impact.

IV. ATTACHMENT

Proposed list of District Manager's Benchmarks and Goals

IVGID
 Review of Priority Projects
 Date of Report: 12/4/2024
 Prepared by: Kent Walrack

Action Items	Target Date Completion	Responsible Party	Status	Financial Impact
District's BBK Counsel Contract Renewal Decision	12/11/2024	BOT/GM/HR	Open	None
Complete 2024 Annual Audit	2/28/2025	Finance/GM/Audit Committee	Open	TBD
Complete Financials for Sept/Oct	12/24/2024	Sue Griffith/GM	Open	None
Hire Director of Finance	1/15/2025	GM/HR	Open	TBD
Complete Training on the Tyler Munis System	12/30/2024	Sue Griffith/Vickie Nye/ IT Team	Open	TBD
Hire additional resources in Accounting Department	12/30/2024	Erin Feore/Accounting Dept/GM	Open	TBD
Work with the Committe of Local Government Finance	2/28/2025	Karen Crocker/Susan Griffith/Vickie Nye/GM	Open	TBD
Departmental Reviews	1/30/2025	GM	Open	None