

EASTERN MICHIGAN UNIVERSITY
Institute for Community and Regional Development

MEMO

November 27, 2005

TO: Ed Koryzno, City Manager, City of Ypsilanti

CC. Mayor and Members of Council, Department Heads, Participants

FROM: Dr. Joe Ohren, ICARD/EMU

RE: Planning Retreat, 12/10, 2005

Attachments: Summary from 10/22/05 (without graphs)
Tentative Agenda 12/10/05

I wanted to send a brief reminder and some reading (or rereading as the case may be) in anticipation of our second retreat session on December 10. I have attached an edited version of the Minutes from 10/22/05—I eliminated the two graphs at the end of that summary—and a tentative agenda for the tenth for your review prior to our session. As we did for the first session, we will gather at 8:30 for a light breakfast and begin promptly at 9; we will continue through lunch and adjourn by early afternoon.

It was not our intention on the 22nd to arrive at a final set of budget priorities; as you recall we discussed at length the projections for the coming fiscal year and the estimated expenditures for functions within departments, and then completed a priority setting exercise. The past several weeks have given you an opportunity to sit in on more Town Hall meetings and perhaps discuss with constituents the cuts under consideration.

However, on December 10 we will need to finalize the list of priorities to provide direction to the Manager and staff to use as the basis for budget preparation. I will once again circulate the budget exercise sheet, as I did on the 22nd, and we will see what consensus emerges within the group. Following the exercise, we will discuss the results to be sure the management team has a clear understanding of Council's expectations. And, once again, I will prepare a written summary for submission to the Council and leadership group.

As we saw in our earlier session, the task will not be easy. See you on the tenth.