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Date: April 21, 2020

From: Mayor Tommie Pierson, Sr.

To: Community

Re: Our focus during these challenging times

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We are in unprecedented times for us as individuals, as a team and as a city administration. The COVID-19 crisis is sweeping the world and taking a terrible toll. So far, our team has not had a member contract the virus and I pray, with your constant vigilance, it stays this way. These are not normal times.

As a result, we are expecting revenues to be reduced and lower for the end of this fiscal year and entering the new fiscal year. Based on this, the impact to our administration is currently projected to be close to \$1 million in lost revenue over the next fiscal year including the last 3 months of this fiscal year. We are a pool based municipality and it is expected that the pool of tax revenue will drastically decrease.

As you may already know, we are focused on first, protecting our people and second, maintaining the availability necessary to meet the needs of the community. Currently we are working on an action plan to cut or defer costs as best as possible to manage and preserve our cash while avoiding unnecessary terminations. We plan to reduce, delay and or cancel capital spending with the exception for positions that have been deemed critical. Effective immediate we are implementing an administrative staff hiring freeze. In addition, all promotions and annual raises are suspended until we better understand what our finances are at the end of this crisis.

Currently our priority is to continue to move forward as best as possible, in a very mindful manner. I ask that all initiatives continue moving if safe and possible but when resourcing and cost decisions need to be made, no exceptions will be made to deviate from the pre-determined budget.

While these are not normal times, we will get through this crisis if we watch over one another, stay focused on our roles and make sure we wisely spend every dollar.

Thank You,

*Tommie Pierson*

Mayor Tommie Pierson

*Patrick Howard*

Patrick Howard  
City Treasurer