

TO: All Public Works Department Heads

FROM: Maria Flores, City Manager

DATE: October 1, 2024

SUBJECT: Introduction of Asset Manager and Launch of Strategic Asset Management Plan (SAMP) Initiative

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Please join me in welcoming Alex Chen, who will be joining the Public Works department as our new Asset Manager, effective today.

As you know, following recent operational challenges and in accordance with the City Council's resolution 24-11B, Northwood is formally commencing the development of a Strategic Asset Management Plan (SAMP). Alex will be leading this critical initiative.

The primary goal of this project is to develop a systematic process for managing our city's infrastructure assets. The council expects this plan to provide a clear line of sight between our operational activities and our city-wide goals of ensuring public safety and long-term fiscal sustainability.

Alex will be reaching out to each of you in the coming weeks to understand your departmental operations. I expect your full cooperation. We must ensure this planning effort is grounded in operational reality and fiscal prudence. All recommendations must be accompanied by a rigorous cost-benefit analysis.