

4 March 2022

Memo for City Council

Subject: Retirement

From City Manager

Dear Mayor and Council:

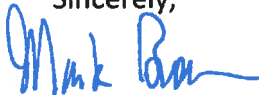
I am letting you know of my intent to retire as the City Manager of the City of Schertz. It has been my honor to serve as the City Manager. I believe the City has accomplished a great deal during my tenure and is well positioned for the future. It is simply time for me to retire.

I do not want to leave with things that need to be done in the short-term including hiring the new police chief, improving morale and teamwork among our departmental leadership team, and seeing through the first class of the Emerging Leaders Program.

Therefore, I am requesting November 23, 2022 as my last day of service. This should give council plenty of time to find a successor. I will give full attention to accomplishing as much as possible in the next few months and make the transition as seamless as possible.

Thank you for all the support you have given me.

Sincerely,



Mark Browne  
City Manager