



**METROPOLITAN GOVERNMENT
OF NASHVILLE AND DAVIDSON COUNTY**

Planning Department
Lindsley Hall
730 Second Avenue South
Nashville, Tennessee 37201

December 9, 2003

Ms Kim McDoniel
Metro Department of Finance
Internal Audit Division
222 Third Avenue North, Suite 401
Nashville, TN. 37201

Dear Ms. McDoniel:

This is to acknowledge that we have received the Performance Audit report of the Planning Department. We are in basic agreement with the findings and will start immediately to plan implementation of the recommendations.

As you know, this audit follows the adoption of our Results Matter program. Both efforts are designed to provide better services to the general public. We believe that together these efforts will allow the Planning Department to manage its operations in a more efficient and responsive manner. We see the audit report as a valuable asset and management tool in our overall objective to improve our services.

The Planning Department and Metropolitan Planning Board will work diligently to implement the recommendations of the report. We are eager to coordinate with other Metro departments to implement certain recommendations involving outside agencies, and will strive to implement others within the department as soon as possible.

We appreciate the professionalism demonstrated by the auditing staff during the audit and your genuine interest in the Planning Department. We will keep you informed of the status of the implementation of the audit.

Sincerely,

A handwritten signature in blue ink that reads 'Richard C. Bernhardt'.

Richard C. Bernhardt, FAICP, CNU
Executive Director