



City of CHARLOTTE

MEMORANDUM

TO: Mayor Lewis and City Council Members

FROM: Gregg Guetschow, City Manager

SUBJECT: City Manager Report

DATE: December 7, 2018

Holiday Schedule. City offices will be closed for the Christmas holiday on Monday, December 24 and Tuesday December 25. They will also be closed on December 31 and January 1. Please remember that the second December City Council meeting will be held on Wednesday, December 26. Your agenda packet will still be available on the preceding Friday.

Payroll. We are nearing the conclusion of the payroll conversion process. Because this launches for the first pay in January, we need to be ready at the beginning of the pay cycle which starts December 16. Training for all staff members and additional training for department heads will take place next week.

M-50 Traffic Impact Analysis. Proposals were received for studying the impact on traffic of traffic calming measures in downtown to satisfy MDOT requirements. Two firms were interviewed and additional follow-up with the preferred firm is underway. We expect to have a recommendation to Council on awarding a contract in the near future.

Property Tax Sharing. You might recall my alerting you that the change in personal property tax laws affected the tax sharing arrangements we have with Carmel and Eaton Townships. I will be meeting with Carmel Township Supervisor Steve Willard on Monday in an effort to work out a solution that fulfills the spirit of our development cooperation agreement. Any such solution will require an amendment to that agreement approved by Council and the Township Board. It will also be necessary, of course, to work out a similar solution with Eaton Township.