



City of CHARLOTTE

MEMORANDUM

TO: Mayor Lewis and City Council Members

FROM: Gregg Guetschow, City Manager

SUBJECT: City Manager Report

DATE: January 25, 2019

Utility Bill Changes. New software for utility billing is included in the finance software changes that we are currently undertaking. We have decided, as part of the conversion, to begin utilizing a full-page bill in place of the postcard bills that we have used in the past. This change will increase postage costs but we believe the benefits outweigh these costs. The new bill format will allow us to provide significantly more information to customers about their usage history, water and sewer rates and the like. In addition, we anticipate utilizing the reverse side of the bill for a newsletter through which we can provide citizens additional information about City government. The first bills in the new format will be mailed in early March. We will be announcing this change to the public via press release and Facebook post as we get closer to that date.

Airport Master Plan. The update of the airport master plan officially launched last night with a strategic planning session attended by about 25 board members, pilots and others. Community Development Director Bryan Myrkle reports that there was excellent discussion and good direction. A follow-up session will be held. I have asked Mr. Myrkle to prepare a summary of the discussion for Council so that you can be kept apprised of actions leading to the new master plan.

Investments. Council might recall that we amended the City's investment policy to permit investing surplus City funds in some alternatives that provided better returns and were fully insured. With the maturity of two CDs and the closing of a money market account, we now use two primary tools to maximize return on City investments. The first, CDARS, are fully insured CDs that are, in essence, divided among multiple banks to fall within federal insurance limits. The second, a sweep account, is also fully insured. It invests all cash in the City's primary account above a certain minimum so the amount invested changes day-to-day. We are currently exploring reducing the minimum so as to have additional funds available for investing. This will result in payment of service charges to the bank but current interest rates still make this an attractive option.

Conference. I will be out of the office on February 6 and 7 attending the Michigan Municipal Executives winter institute in Battle Creek.