



Manager's Report October 3rd Council Meeting

October Communications

The City Beat and Charlotte Chronicles for October are available for viewing online. There is information on upcoming events including trick-or-treating/Halloween activities, voting in the November 8th general election, fencing ordinance proposal, and a recap of September's City Council activity. [City Beat](#) can be found by clicking here. [Charlotte Chronicles](#) can be found by clicking here.

Hydrant Flushing

The City will be completing its biannual hydrant flushing beginning at 4:00 p.m. on Monday, October 3, 2022 the City of Charlotte will begin flushing water mains and will continue during the daytime on October 4th. This may cause some temporary discoloration of the water that can be cleared by running cold water for several minutes. Hydrant flushing is a vital maintenance procedure for our water system.

Curbside Leaf Collection

Curbside collection of bagged leaves will take place on the following dates:

- Monday, October 17th to Thursday, October 20th
- Monday, October 31st to Thursday, November 3rd
- Monday, November 21st to Wednesday, November 23rd

Bags must be placed curbside, no plastic please. Please, leaves only. Brush will **not** be collected curbside but may be taken to drop-off site.

Please note: Saturday, Nov 5th is final weekend for DPW garage drop-off until spring. Winter drop-off hours are Monday through Friday, 8a to 4p.

November 8th General Election

The City Clerk will conduct the state-wide general election on Tuesday, November 8th. Polls are open from 7am to 8pm, and absentee ballots must be received by the Clerk no later than close of polls on election day. Information about voting, including a sample ballot can be found online at www.michigan.gov/vote

In addition to state-wide elections, the City has a ballot proposal asking voters to consider amending the City Charter to make the mayoral term length four (4) years, beginning with the 2023 mayoral election. The current mayoral term length is two (2) years and City Council

members current term length is four (4) years. Passage of this amendment would not affect the current term of the Mayor or the terms of City Council members.

Category B Grant Funding Request

The City received notice on Thursday that our grant application to do road work on Walnut was not approved. This grant program is highly competitive, the state received 113 applications requesting over \$19 million in grant funding. Only \$3 million is appropriated annually for projects and administration of the Category B program. As always, we will continue to seek out grant funding and other partnership opportunities for these much-needed infrastructure projects.

In 2023, the City has three major projects scheduled: Safe Routes to Schools grant project, Hall/Washington/McClure (partially grant-funded), and Island Hwy, in partnership with Eaton County Drain Commissioner.

Deputy Treasurer

The City has filled the role of Deputy Treasurer, and her first day is scheduled for October 17th. Pursuant to City Charter, the Treasurer is permitted to appoint a Deputy with the approval of the City Manager and within budget allocation. This is a role that has traditionally been filled in the City and has been vacant for almost a year due to the illness and untimely loss of Lisa Brown. The Deputy Treasurer provides essential duties in the finance department to allow for proper segregation of duties; assistance with key finance/treasurer functions including tax, payroll, and receivables; and front-line customer service, among other duties.

Fire Chief Recruitment

The City is conducting first round resume reviews for applications received by Friday, September 30th. To date, we have received eight applications, and will be scheduling interviews for qualified candidates over the next few weeks.

City Hall Projects

The City Hall roof replacement project will take approximately 10 working days, and total project time will be weather-dependent. We had to relocate the dumpsters to the northwest corner of the rear parking lot in lieu of placement along Washington. The contractor will be hauling debris from the roof to the dumpsters.

The police garage concrete work is complete and bid specs for the boiler project have been posted.

Code Enforcement – September Activity

The September Code Enforcement report is included for City Council's review. There were 20 complaints found to have violations. Year-to-date, the Code Officer has filed complaints for 195 violations and there are 55 open violations still actively being addressed.

The Rental Inspector sent out final notices to the remaining property owners who had not registered properties that are rental units. We have received a significant response to those notices updating information with new owners, discussing the requirements, and proceeding with registration.

RAVE Alerts – Water Utility Bill Notification Feature

The City participates in RAVE Alerts which provides alert notifications to participants via voice, email, text, and posts to social media. We have expanded the service options to include targeted text and email messaging for quarterly utility billing. We will send out a notice to registered users when we send out the bills for their cycle area. This alert will notify them the bill has been mailed and provide other billing related information. If you're already registered for alerts, make sure your address information is up-to-date. There are several ways to register: Text CHARLOTTE to 67283; Download the Smart911 app; or Register for a free and secure safety profile online at Smart911.com.

General information about utility billing can be found on the city's website here: <http://www.charlottemi.org/serviceadministration/finance/utility-information/> and you can check your utility billing information anytime online here: www.bsaonline.com

Volunteer Opportunities

The City has open opportunities for citizens to participate in their local government. We are seeking volunteers to serve on the Camp Frances Board and Board of Review. Interested persons can find more information here: <https://www.charlottemi.org/volunteer-opportunities/>

Assistance Programs

For persons who may be facing financial difficulties with utilities, mortgage/rent, or other hardships, there are a number of assistance programs available. More information can be found on the city's website: <https://www.charlottemi.org/assistance-programs-available/>

Enforcement List

09/30/2022

Enforcement Number	Address/Parcel Number	Category	Date Filed	Status	Next Action	Next Action Date	Date Closed
EN220177	VAN LIEU	Tall Grass/Weed Compla	09/01/2022	Open Complaint			
EN220178	PEARL	Tall Grass/Weed Compla	09/01/2022	Open Complaint			
EN220179	VAN LIEU	Property Maint	09/01/2022	Open Complaint			
EN220180	PEARL	Property Maint	09/01/2022	Open Complaint			
EN220181	SHELDON	Tall Grass/Weed Compla	09/06/2022	Open Complaint			
EN220182	LOVETT	Property Maint	09/07/2022	Closed			09/08/2022
EN220183	WASHINGTON	Tall Grass/Weed Compla	09/14/2022	Open Complaint			
EN220184	SHELDON	Property Maint	09/14/2022	DPW Sent			
EN220185	HENRY	Building Violation	09/15/2022	Open Complaint			
EN220186	FOOTE ST	Tall Grass/Weed Compla	09/15/2022	Open Complaint			
EN220187	SHELDON	Property Maint	09/15/2022	Open Complaint			
EN220188	CLINTON	Tall Grass/Weed Compla	09/20/2022	Open Complaint			
EN220189	FOOTE	Property Maint	09/21/2022	Open Complaint			
EN220190	HARRIS	Property Maint	09/21/2022	Closed			09/28/2022
EN220191	WARREN	Tall Grass/Weed Compla	09/21/2022	Open Complaint			09/26/2022
EN220192	PRAIRIE	Property Maint	09/21/2022	Open Complaint			
EN220193	WASHINGTON	Tall Grass/Weed Compla	09/22/2022	Open Complaint			

Enforcement List

Enforcement Number	Address/Parcel Number	Category	Date Filed	Status	Next Action	Next Action Date	Date Closed
EN220194	PORTER	Property Maint	09/29/2022	Open Complaint			
EN220195	PORTER	Property Maint	09/29/2022	Open Complaint			
EN220196	PLYMOUTH	Property Maint	09/29/2022	Open Complaint			

Records: 20

Population: All Records

Enforcement.DateFiled Between 9/1/2022 12:00:00 AM AND 9/30/2022 11:59:59 PM