

— THE CITY OF —  
**CHARLOTTE**  
 — MICHIGAN —

**Memo**

To: Honorable Mayor Armitage; City Council  
 From: City Manager LaPere, MPAP  
 Date: September 30, 2022  
 Re: November and December workshop meeting dates

In reviewing the upcoming City meeting calendar, I noticed the November and December workshop meetings are scheduled to occur the same week as the regular Council meeting. Additionally, the November Council workshop meeting is also scheduled for the same week when the state-wide general election will be held. I am requesting Council consider canceling or rescheduling those workshop meeting dates. Per Charter, the Council is required to meet twice monthly. The workshop meetings are not required but are a useful tool to discuss sole topics in-depth, when needed. At this time, administration does not have any recommendations for discussion topics for either workshop meeting. Below are calendars of both November and December with currently scheduled meetings and holiday closures noted to assist with deliberations.

**November 2022**

| Sunday    | Monday             | Tuesday              | Wednesday | Thursday           | Friday                  | Saturday |
|-----------|--------------------|----------------------|-----------|--------------------|-------------------------|----------|
|           |                    | 1 – PC 7p            | 2         | 3                  | 4                       | 5        |
| <b>6</b>  | 7- Council<br>7p   | 8- Election<br>7a-8p | 9         | 10 – Council<br>7p | 11 –<br>Veterans<br>Day | 12       |
| <b>13</b> | 14                 | 15-DDA<br>6:30p      | 16        | 17                 | 18                      | 19       |
| <b>20</b> | 21 – Council<br>7p | 22                   | 23        | 24<br>Thanksgiving | 25 City Hall<br>Closed  | 26       |
| <b>27</b> | 28                 | 29                   | 30        |                    |                         |          |

**December**

| Sunday    | Monday                   | Tuesday     | Wednesday | Thursday         | Friday                   | Saturday |
|-----------|--------------------------|-------------|-----------|------------------|--------------------------|----------|
|           |                          |             |           | 1                | 2                        | 3        |
| <b>4</b>  | 5 – Council<br>7p        | 6-PC 7p     | 7         | 8- Council<br>7p | 9                        | 10       |
| <b>11</b> | 12                       | 13          | 14        | 15               | 16                       | 17       |
| <b>18</b> | 19-Council<br>7p         | 20 – DDA 7p | 21        | 22               | 23-City Hall<br>Closed   | 24       |
| <b>25</b> | 26 – City<br>Hall Closed | 27          | 28        | 29               | 30 – City<br>Hall Closed | 31       |