



Manager's Report May 3rd Council Meeting

Fire Chief Retirement

April 30th marks the final day of service for the long-serving Fire Chief Kevin Fullerton. Chief Fullerton has served the city of Charlotte for decades in a variety of roles including Fire Chief, Building Official, and Interim City Manager. His dedication to the community and knowledge of fire operations have been invaluable over the years. We wish him all the best in his retirement!

Yard Waste Collection

The City will be hosting two curbside yard waste collections this spring. The first was held Monday, April 12th through Thursday, April 15th. If anyone missed last week's collection, they can place items out week of **Monday, May 3rd through Thursday, May 6th**. We remind residents to please place leaves in brown, paper bags and neatly stack brush for collection. Residents may also drop off their yard waste at the DPW garage from 8am to 4pm, Monday through Friday.

Fiscal Year 21-22 Budget Draft

Administration has provided a list of potential cost reductions for Council to discuss at the May 3rd Council meeting. We are proposing reductions consistent with direction at the meetings held in April to contribute additional funding into the pension systems and to rebuild the unassigned fund balance reserves. We anticipate additional discussion at the May 11th study session regarding the options for additional funding for pension system and to finalize discussion on cost reductions at the May 17th meeting. Based on the discussion and direction given, administration will prepare a revised draft budget for the general fund for review at the May 24th Council meeting.

Administration will be prepared to present a complete draft budget which includes all the city's funds at the June 7th Council meeting. This will provide sufficient time to finalize projections for revenues and expenditures, and we should have better information regarding the stimulus funding by that date.

City Clerk-Treasurer

The City Clerk-Treasurer has announced her impending relocation out of state. The effective date is anticipated for mid-late May. In discussions with Ms. Tidwell, she has offered to continue to perform her duties remotely as-needed until such time the city and her can mutually cease employment relationship due to hiring of replacement staff or her obtaining other employment. She has noted that she will return to Michigan periodically to attend to personal matters and can incorporate in-person office hours as well. Given the technology in place, this is preferable as a temporary solution to maintain staffing in those key roles while conducting the search for replacement personnel.

City Manager Vacation May 17 – 21

Prior to accepting my employment with the City, I had scheduled a vacation for the week of May 17-21st to travel to the upper peninsula. This is a non-refundable reservation that was previously rescheduled due to COVID last year. During this time, I will be available remotely via phone/email and plan to attend the May 17th meeting virtually, assuming the internet connection works as advertised.

Federal Stimulus Update

On Thursday, April 15th the US Treasury released initial pre-award steps for direct receipt agencies to complete. As Charlotte will be receiving funding from the state, and not the federal treasury directly, we await further instruction from the federal government/US Treasury. It is anticipated we can expect to receive further guidance by mid-May. I expect we will see the first portion of stimulus funding before fiscal year end but do not have an exact amount, anticipated date of receipt, or eligible expenditures.