



Manager's Report September 19th Council Meeting

Goeble Field Lease

The City has inquired with CJO regarding the questions raised by City Council and their representatives are getting information to provide back to Council. I have also reached out to the city's insurer who provided some information and advice regarding this matter. We are working on providing a thorough response to those outstanding items and a proposed lease agreement for future Council discussion.

City Hall Projects

The City Hall roof replacement project is tentatively scheduled for end of September, or first week of October. I will provide the exact start date once it is known. The project will take approximately 10 working days, and total project time will be weather-dependent. A dumpster will be located on the sidewalk along Washington for the duration of the project.

The keyless entry upgrades are also slated to begin in the next few weeks, pending equipment and contractor schedule. The police garage is having concrete work done at the end of September to repair areas where there had been prior underground pipe repair. We are preparing bid specs for the boiler project.

I have contacted the representatives on the website redesign project, they have assured me that the site will be ADA compliant, and that they have robust security features and routine updates to ensure the platform used is secure. We have a kickoff meeting for the water rate study next week, and will be working to provide the necessary information for the consultant to begin his review.

Purchasing Policy/Ordinance

Following the discussion at the Council workshop on September 8th I have been in contact with Attorney Hitch on the proposed updates to the city's purchasing ordinance and policy. I will have a draft available for further discussion by Council in October.

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/>