



Manager's Report March 6th 2023 Council Meeting

March Communications

The March edition of City Beat and Charlotte Chronicles are both available now! Interested persons will find information on upcoming construction projects, Board of Review meetings, lead service line program, recent Council actions, community events, and much more!

Current and prior editions of Charlotte Chronicles can be found online here

<https://www.charlottemi.org/charlotte-chronicles/>

You can also find other city news on the backside of your quarterly utility bill or online here:

<https://www.charlottemi.org/about/city-beat/>

Pension Grant Program

The Michigan Department of Treasury has published preliminary information regarding the "pension grant" program on their website, which can be reviewed

here: <https://www.michigan.gov/treasury/local/grants/protecting-mi-pension-grant-program>. Per their information, program guidelines and application materials will be posted no later than April 15, 2023 and deadline to apply will be June 15th with funds disbursed no later than August 30th.

Please note, if we accept these grant funds, we will be subject to 5-years of corrective action plan monitoring under the State. As Council is aware, we are currently under corrective action plans for our pension and OPEB systems, and I will inquire whether this grant program requirement will be in addition to that monitoring or incorporated into the current plan. They have indicated an informational webinar will be scheduled sometime in mid-March to early-April after which I anticipate having more details to share with Council.

2023 Construction Updates

The City is gearing up for three major projects this construction season. Safe Routes to Schools program will install sidewalks through \$1.8mill grant funding in partnership with Charlotte Public Schools; Hall/Washington/McClure streets will be completely reconstructed, including underground utilities; and Island Hwy will be reconstructed in partnership with the Eaton County Drain Commissioner's Office. Want to keep up-to-date on the latest construction news? Check out the city's website here: www.charlottemi.org/construction-updates-2023/

Safe Routes to School – The City has sent notices to affected property owners for the Safe Routes to Schools program. The City will be doing tree removal work this month and we are required to complete tree removal by end of March. Tentative start date for construction is end of May to early June. We will continue to post information as we finalize those details. Interested persons can sign up for email alerts by sending a request to webmaster@charlottemi.org with SRTS as subject line.

Hall/Washington/McClure – The City has bid out the project to reconstruct Hall, Washington, and McClure streets. This project will include replacement and repairs to underground water and sewer utilities. We have been in communication with affected property owners during the planning stages, and will be mailing out notices to all property owners along the construction route with more details about the project. Construction will tentatively commence in mid-May; and we will publish the construction dates once we confirm the schedule.

Island Hwy – This project is being managed by Eaton County Drain Commissioner’s Office. They have bid the work and are in progress for finalizing details, including construction dates. We will update as we get information from their Office on the project.

City Projects Update

Website Redesign – The City is continuing work on redesigning the website. Staff has provided substantial content updates to the developer and they have provided some new, enhanced features for us to review. We anticipate launching the new website later this spring.

Keyless Entry Project – The vendor is still awaiting delivery of the hardware required to complete installation; we remain targeting April for final installation. As mentioned, they have performed all the necessary prep work so that the project can be completed expeditiously once the hardware is delivered.

MI Community Enhancement Grant Project – The City has utilized \$701,186.35 of the \$1million Community Enhancement Grant for fire department equipment. The city has acquired two mini-pumper trucks, one pick-up truck, and all the required equipment for outfitting the vehicles including medical supplies, tools, fire hose, radios, lights, and an extrication tool. We are evaluating the existing gear, equipment, and capital plans in connection with other pending grant applications for certain equipment to determine the best use of the final portion of this grant funding.

Water Rate Study – The City received the report and presentation at the February 20th Council meeting. The resolution adopting the recommended rates will be presented to Council for consideration, additionally staff is working on preparing recommendations for policies and amendments to city ordinance.

Code Enforcement and Rental Inspection Program

The Code Enforcement report for the month of February 2023 is attached for City Council's review. Year-to-date, Code Enforcement has investigated forty-four complaints of code violations.

The Rental Inspection Program has successfully issued 285 certificates of compliance, 50 are registered and pending inspection, and 16 are pending corrections to violations found at inspection. We have 3 property owners with pending citations processing through the court system. In this process we identified a number of vacant properties that were believed to be rental units that are being monitored by Code Enforcement.

Email Utility Billing Feature Now Available

Interested persons can now sign up for emailed billing of their quarterly utility bill. Please complete the form on the backside of your utility bill and return it to City Hall, in-person or drop-box, or you can sign up online at www.charlottemi.org/email-utility-bill-form/ Any person with questions or who needs to update their utility billing account, please contact UB Clerk Mikayla by phone at 517-543-8841 or email mdensmore@charlottemi.org.

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

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.

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 the Board of Review. Want to know more? Visit our website for more information on the Board of Review here: <https://www.charlottemi.org/councilboards/board-of-review/> and Camp Frances here: <https://www.charlottemi.org/councilboards/camp-frances-board-of-directors/>

Interested persons can fill out an application to serve here:

<https://www.charlottemi.org/councilboards/boards-commissions/board-and-commission-application/>

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/>

Persons who are struggling can also dial 9-8-8 for crises and mental health support counseling services.

Enforcement List

03/03/2023

Enforcement Number	Address/ Parcel Number	Category	Date Filed	Status	Next Action	Next Action Date	Date Closed
EN230034	AMITY	Property Maint	02/01/2023	Letter Sent			
EN230035	AMITY	Property Maint	02/02/2023	Letter Sent			
EN230036	LAWRENCE	Property Maint	02/02/2023	Letter Sent			
EN230037	HARRIS	Property Maint	02/02/2023	Open Complaint			
EN230039	HENRY	Property Maint	02/06/2023	Closed			02/06/2023
EN230040	PEARL	Property Maint	02/08/2023	Open Complaint			
EN230041	WASHINGTON	Property Maint	02/13/2023	Open Complaint			
EN230042	FOREST	Property Maint	02/16/2023	Open Complaint			
EN230043	BONNIE	Property Maint	02/22/2023	Open Complaint			
EN230044	LINCOLN	Property Maint	02/27/2023	DPW Sent			02/24/2023

Records: 10

Population: All Records

Enforcement.DateFiled Between 2/1/2023 12:00:00 AM AND 2/28/2023 11:59:59 PM