



# City of CHARLOTTE

## MEMORANDUM

TO: Mayor Lewis and City Council Members

FROM: Gregg Guetschow, City Manager

SUBJECT: City Manager Report

DATE: January 11, 2019

**Finance Software Conversion.** We hit a few bumps in the road on our way to getting the first payroll completed under the new system but managed to address issues in time to get employees paid with a few minor mistakes. City Clerk Terpstra and I have continued to work since that time to correct problems. The next payroll appears to be coming together much better. We have also been advised that the implementation of conversion to new software for utility billing, general ledger, accounts payable and cash receipting will take place the first week in March. This schedule should enable us to use the budgeting tool in the new software for preparation of the document Council will receive in early April.

**AT&T AutoPay.** You might notice that the resolution approving credit card charges has been expanded to include additional charges incurred through AT&T's AutoPay program. AT&T's billing cycle and the City's payment cycle often times were misaligned. As a consequence, we were incurring late payment penalties of \$15 per month on each of the four accounts. I switched those accounts in December to the AutoPay program. Funds are now drawn from the City's bank account to pay those bills. You will now be asked to authorize those charges at the same time as credit card charges.

**Act 202 Non-compliance.** Among the year-end reports we file is one required since last year that requests information about pension and OPEB obligations. This year our data puts us in the category of cities that fall below the required threshold for funding. I expect to receive a notice from the state Treasury Department requiring either an application for waiver or a plan to achieve compliance. Because we have already taken steps in the past to address pension and OPEB funding issues, I expect to apply for the waiver. That application will require Council approval so you will see that on a future agenda.