



James P. Stith II
City Auditor

Marcus Patterson, MBA
Deputy Auditor

4645 Montgomery Road
Norwood, Ohio 45212
Ph. (513) 458-4570
Fax (513) 458-4571

10/29/2015

Hon. Thomas Williams, Mayor
City of Norwood, Ohio

Dear Mayor Williams,

The date of the first payroll in 2016 is Friday Jan 1, 2016. Being a holiday, the banks will not be open to receive direct deposits on January 1st. For this reason, the payroll will be available the first available banking day, Monday January 4th, 2016.

In the past, when pay dates fall on holidays, the Auditor's office has made every attempt to run the payroll early. Early payment is not an option for this payroll. The payroll must be paid out in 2016, an early payment would cause the payments to be made in 2015 which does not have the appropriations and cash flow to support this transaction.

Please notify the City Employees under your administration that the first payroll in 2016 will be paid on Monday January 4, 2016.

Sincerely,

Jim Stith, Auditor
City of Norwood. Ohio

"Gem of The Highlands"