

05.15.2020

# Memo

**To:**  
Frontenac City Council

Comments:

**From:**  
John Zafuta,  
City Administrator

This information is to provide the Council with staff comments and recommendations regarding agenda items for the upcoming council meeting on May 18, 2020.

**Re:**  
City Council Meeting  
May 18, 2020

*1. Agenda Item – Amendment to Planning & Zoning Ordinance*

We're continuing to study the Planning and Zoning Ordinances and plan to have a working copy of an amendment to the P&Z structure by next meeting.

*2. Administrator's Comments*

We met with Triad Engineering to narrow down the details on the paving project. Triad has prepared the bid details and will be putting the project out to bid on May 15<sup>th</sup>, with a bid opening on May 29. The bid will be published in the paper and on our website.

Triad is also working on the details for the water line extension across Capaldo Rd. to the Hunter's Creek subdivision. I'll update the council once the project is ready for the next step.

Lastly for Triad, their engineers are looking at the sewer extension on North County Rd. west from Crawford St. Once their recommendations are in, we'll discuss the next step.

I attended a full-day Budget Workshop last Wednesday conducted by the Kansas Department of Administration. The workshop featured updates to Kansas budget law, anticipated changes, and an update to the budget forms and procedures. I've attached an anticipated budget schedule for the 2020 budget.



On May 14<sup>th</sup>, the Governor's Office put out Phase 1.5 for reopening of the State. The plan put on hold opening mass gatherings beyond 10 persons and opens a few businesses; nail salons, barber shops, hair salons, tanning salons, tattoo parlors, and other personal service businesses. We're continuing to analyze the details and plan to discuss our recommendations at our meeting.

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**Budget Calendar**

Input and request from Staff & City Council	June 1
Receive value from County Clerk	July 1
Distribute preliminary budget proposal	July 6
Budget work session (Regular Meeting)	July 20
Approve budget for publication and set hearing	August 3
Publish budget hearing notice	August 4
Conduct Public Hearing (approve budget)	August 17
Mail approved Budget to the County Clerk	August 25

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