

07.16.2020

# Memo

**To:**  
Frontenac City Council

**From:**  
John Zafuta,  
City Administrator

**Re:**  
City Council Regular  
Meeting July 20, 2020

This memo is intended to prepare the Council for specific agenda items with staff comments and recommendations for the upcoming council meeting on July 20, 2020.

## *1. City Appointment for the Rec Board*

Dennis Gatewood has announced his resigned after 23 years as the city's representative on the Rec Board. Dennis has been involved in many projects in our city including the establishment of the Rec Center, parks and ballfield improvements to name a few. Dennis was responsible for the minutes, filing notices, and creation of the budget for the Board. The Mayor will have a recommendation for filling Dennis' position.

## *2. Lanyon Street Drainage*

Heckert has completed the city's paving, with the exception of Lanyon Street in front of the elementary school. Right now, a stabilization layer is in place to level the street for the final fiber and asphalt layers. I've been in contact with the school superintendent regarding sidewalk repair and drainage off the school. The school has committed paying half of the cost of drainage work and much needed sidewalk replacement from the cafeteria to the elementary entrance. We're working with Triad Engineering and Tri-State Construction to address the water flow issues we anticipate by going under the road to the north ditch. The city's share of the work is \$17,549.50. Once the sidewalk and drainage is complete, Heckert will place the final layers onto Lanyon and complete their yearly project.

*Recommendation: I would recommend to the Council to approve the city's commitment to share the cost of improvement to Lanyon not to exceed \$17,549.50.*



*3. Budget Work Session*

I had a preliminary Budget for 2021 delivered to each councilperson for review last week. Each department head was consulted during the preparation. I tried to be conservative in our estimates for revenues and I estimated higher on certain expenditures. Before we finalize our budget next month, our 2019 audit should be completed, allowing us to account for our cash carryover more accurately. The budget was prepared while trying to keep the mil levy as flat as possible. Under the proposed Budget before you, the mil levy will decrease to 49.433 from 49.634 due to increased valuation. We should discuss the specifics of the budget numbers and agree on a mil levy for next year. Once the audit numbers are finalized, we can approve the budget for publication, no later than August 4<sup>th</sup>. The hearing to approve the final budget will be on August 17<sup>th</sup>.