

07.16.2020

# Memo

**To:**  
Frontenac City Council

**From:**  
John Zafuta,  
City Administrator

**Re:**  
City Council Regular  
Meeting August 3, 2020

This memo is intended to prepare the Council for specific agenda items with staff comments and recommendations for the upcoming council meeting on August 3, 2020.

## *1. CDBG-CV*

On July 23<sup>rd</sup>, we received notification by email from the Department of Commerce that Frontenac was selected in round two to receive \$132,000 in CDBG-CV grant funds to help our local businesses. Since we were denied in round one, we had planned for Frontenac businesses to be included in the county's program. This award will allow us to put another \$132,000 into Crawford County so I recommend that we move forward with our own program as soon as we receive our official award letter. I've been in contact with SEK Regional Planning and have a contract before the Council to utilize their services to administer the grant. All fees for their services are paid for through the Grant. Their staff has most of our paperwork on file from administering past Grants except for an updated Code of Conduct.

*I recommend that the Council approved the contract and Resolution 2020-08 - Code of Conduct.*

## *2. Budget*

I adjusted the Budget numbers slightly from last meeting. The Council needs to approve the Budget Summary for publication and set the budget hearing for August 17<sup>th</sup>. The following are minor changes from the budget I distributed last meeting as we constantly update our revenues and expenses:

KPERS rates increase next year from 8.61% to 8.87%.

Unemployment Insurance increases from .10% to .82% due to increased claims.



I verified and adjusted our cash carryover with the auditor.

I increased some General Fund estimates on revenues as we received July numbers.

I decreased sewer revenue estimates and decreased our transfer to sewer reserve.

I increased funding to community recreation to match some anticipated grant funds.

I increased revenue estimates in Bond & Interest.

Our mil levy remains the same as last meeting at 49.433, which is a decrease from 49.634 last year.

*Recommendation: I recommend that the Council approve the Budget Summary for publication and set the budget hearing for August 17<sup>th</sup>.*