



City Administrator's Report

July 2026

To: Mayor and City Council
From: Katherine Carttar, City Administrator
Date: July 9, 2026
RE: Administration Department

Administrative Department Updates:

1. Snapshot of Meetings and Progressing Projects
 - a. Continued meeting with developers, consultants and contractors that expand the capacity of Westwood to ensure we provide the first-class city services, this includes our utilities.
 - b. Westwood All-Employee Meeting held to provide updates and a benefits meeting.
 - c. Strengthening relationship with City Administrators/Managers from the region through MARC, NEK Manager's Lunch, Eastern KS GFOA.
 - d. Panelist for the KU Public Management Center program – Public Policy and the Role of the City Administrator Panel with Mark Dunning, Lee's Summit City Manager
2. Planning Commission has a new chair – Mark Niebling, BNIM
3. New Furniture
 - a. The City of Westwood was able to inherit a significant amount of 2nd hand furniture from the Mid-America Regional Council ahead of their move. Very generous of MARC to provide this benefit to cities – large and small.
4. FY27 Budget
 - a. No better way to truly understand a city than to analyze its budget.
 - b. Working with John Sullivan, Public Works Director, to reprioritize and update estimates of the Capital Improvements Plan (CIP) as it is a significant portion of the City's "discretionary" budget.
 - c. Held a budget work session on 6/29 with the City Council to discussion a variety of funding options.
5. Grant Submission
 - a. VarietyKC Ten Parks Project: Westwood has been notified that Joe D Dennis Park will move forward to the next phase of the application process for grant funding.
 - b. KDOT Safe Routes to School Planning Grant: Westwood and Westwood View's application was not selected to move forward at this time.

6. Economic Development Updates

- a. Hunt Midwest: Community Meeting July 15th, 4-7pm in the Westwood Community Room. Open house format. All are welcome to come by, learn about the project, provide input and ask questions.

The next step will be the submission of the preliminary plan to the Planning Commission.

- b. City Hall Redevelopment: Working with our partners to refine the scope and numbers.

Building Permits

The following is a snapshot of select building permits of note issued last month:

Residential:

New Construction: 0

Additions: 1

- 2406 W. 49th St.

Alterations: 3

- 2104 W. 49th St.
- 2812 W. 48th St.
- 2715 W. 49th St.

Demolition: 0

Commercial:

New Construction: 0

Additions: 0

Alterations: 1

- 2000 W. 47th Place

Demolition: 0