

**EDGERTON CITY COUNCIL
MEETING AGENDA
CITY HALL, 404 EAST NELSON STREET
August 22, 2024
7:00 P.M.**

Call to Order

1. **Roll Call**

_____ Roberts _____ Longanecker _____ Lewis _____ Lebakken _____ Malloy _____ Conus

2. **Welcome**

3. **Pledge of Allegiance**

Consent Agenda *(Consent Agenda items will be acted upon by one motion unless a Council member requests an item be removed for discussion and separate action)*

4. Approve Minutes from August 8, 2024 Regular City Council Meeting

Motion: _____ Second: _____ Vote: _____

Regular Agenda

5. **Declaration.** At this time Council members may declare any conflict or communication they have had that might influence their ability to impartially consider today's issues.

6. **Public Comments.** The City of Edgerton encourages public participation in local governance issues. To facilitate an efficient and effective meeting, persons wishing to address the City Council must sign-up before the meeting begins. Speakers must provide their name and address for the record and are limited to three (3) minutes. The maximum time limit for all speakers will be thirty (30) minutes. Comments on personnel matters or matters pending before court/other outside tribunals are not permitted. Any comments are for informational purposes only. No action will be taken.

The Mayor may modify these provisions, as necessary. The Mayor may limit any unnecessary, off-topic, or redundant comments or presentations. Speakers should address their comments to City Council members only and should not speak to fellow audience members. City Council members will not engage in a dialogue or debate with speakers. Speakers and audience members should conduct themselves in a civil and respectful manner. Disruptive conduct may result in removal from the meeting.

7. **Proclamation.** Honoring Raymond "Ray" Braun of his induction into the Unified School District 231 Alumni Hall of Fame.

8. **Introduction** of New Hire Trenton Fowler, Public Works Maintenance Technician I.

Business Requiring Action

9. **CONSIDER AN AGREEMENT WITH BG CONSULTANTS, INC. FOR TECHNICAL SPECIFICATIONS AND STANDARD DETAILS UPDATE**

Motion: _____ Second: _____ Vote: _____

10. PUBLIC HEARING FOR RESOLUTION NO. 08-22-24A OF THE CITY OF EDGERTON, KANSAS TO LEVY A PROPERTY TAX RATE EXCEEDING THE REVENUE NEUTRAL RATE

11. CONSIDER RESOLUTION NO. 08-22-24A OF THE CITY OF EDGERTON, KANSAS TO LEVY A PROPERTY TAX RATE EXCEEDING THE REVENUE NEUTRAL RATE

Motion: _____ Second: _____ Vote: _____

12. PUBLIC HEARING FOR THE PROPOSED 2025 BUDGET

13. CONSIDER THE 2025 RECOMMENDED BUDGET

Motion: _____ Second: _____ Vote: _____

14. PUBLIC HEARING FOR RESOLUTION NO. 08-22-24B TEMPORARILY WAIVING CITY PROHIBITION AS TO THE SALE AND CONSUMPTION OF ALCOHOLIC LIQUOR ON CERTAIN PUBLIC PROPERTY FOR MEAT INFERNO EVENT

15. CONSIDER RESOLUTION NO. 08-22-24B TEMPORARILY WAIVING CITY PROHIBITION AS TO THE SALE AND CONSUMPTION OF ALCOHOLIC LIQUOR ON CERTAIN PUBLIC PROPERTY FOR MEAT INFERNO EVENT

Motion: _____ Second: _____ Vote: _____

16. CONSIDER RESOLUTION NO. 08-22-24C AUTHORIZING SPECIAL EVENT PERMIT FOR SALE AND CONSUMPTION OF ALCOHOLIC LIQUOR ON CERTAIN PUBLIC PROPERTY WITHIN THE CITY OF EDGERTON, KANSAS

Motion: _____ Second: _____ Vote: _____

17. CONSIDER RESOLUTION NO. 08-22-24D AUTHORIZING THE CLOSURE OF CERTAIN PUBLIC STREETS FOR MEAT INFERNO.

Motion: _____ Second: _____ Vote: _____

18. CONSIDER RESOLUTION NO. 08-22-24E FOR TEMPORARY NO PARKING RELATED TO MEAT INFERNO

Motion: _____ Second: _____ Vote: _____

19. CONSIDER RESOLUTION NO. 08-22-24F APPROVAL OF INDEMNITY AGREEMENT BETWEEN THE CITY AND THE EDGERTON UNITED METHODIST CHURCH FOR USE OF THE CHURCH PARKING LOTS DURING THE MEAT INFERNO EVENT

Motion: _____ Second: _____ Vote: _____

20. Report by the City Administrator

- Recreation Update
- 312 E 5th Street Update
- Discussion Regarding Residential Solid Waste Contract

21. Report by the Mayor

22. Future Meeting Reminders:

- September 10: Planning Commission – 7:00 PM
- September 12: City Council Meeting – 7:00 PM
- September 26: City Council Meeting – 7:00 PM
- October 8: Planning Commission – 7:00 PM
- October 10: City Council Meeting – 7:00 PM
- October 10: CIP Budget Work Session – Following Council Meeting
- October 24: City Council Meeting – 7:00PM

23. Adjourn Motion: _____ Second: _____ Vote: _____

EVENTS

8/24: Pizza Party Bingo Bonanza
8/29: Summer Art: Beaded Earrings
9/10: Tales for Tots
9/18: Senior Lunch & BINGO
9/21: Cops N Bobbers
9/21: Spooky Movie Night: Hocus Pocus
9/28: Pumpkin Yoga
9/28: Park Poker

City of Edgerton, Kansas
Minutes of City Council Regular Session
August 8, 2024

A Regular Session of the City Council was held in the Edgerton City Hall, 404 E. Nelson, Edgerton, Kansas August 8, 2024. The meeting convened at 7:00PM with Mayor Roberts presiding.

1. ROLL CALL

Clay Longanecker	present
Josh Lewis	present
Deb Lebakken	present
Bill Malloy	absent
Ron Conus	present

With a quorum present, the meeting commenced.

Staff in attendance: City Administrator, Beth Linn
City Clerk, Alex Clower
City Attorney, Todd Luckman
Assistant to the City Administrator, Kara Banks
Public Works Director, Dan Merkh
Public Work Superintendent, Trey Whitaker
Parks and Recreation Director, Levi Meyer
Development Services Director, Zach Moore
Director of Finance, Karen Kindle

2. WELCOME. Mayor Roberts welcomed all in attendance.

3. PLEDGE OF ALLEGIANCE. All present participated in the Pledge of Allegiance.

Consent Agenda (*Consent Agenda items will be acted upon by one motion unless a Council member requests an item be removed for discussion and separate action*)

4. Approve Minutes from July 25, 2024 Regular City Council Meeting
5. Consider Ordinance No. 2164 Amending Chapter XIV of the Edgerton, Kansas Municipal Code to Incorporate the 2024 Standard Traffic Ordinance, Subject to Existing Local Traffic Provisions in the City Code Which Supplement and/or Modify Certain Sections Thereof
6. Consider Ordinance No. 2165 Amending Chapter XI, Article I, Section 11-101 of the Code of the City of Edgerton, Kansas, Concerning the Uniform Public Offense Code

Councilmember Lebakken moved to approve the Consent Agenda, seconded by Councilmember Longanecker. The Consent Agenda was approved, 4-0.

Regular Agenda

7. Declaration. There were no declarations made.

8. Public Comments.

Darren Shafer lives at 191st and Dilly Road. He thanked the public works team for the maintenance they completed near his home. He stated he reached out to the Mayor last Fall about the road between Dilly and 56 Hwy and how it was washed out and barely drivable. He stated since that time, there has never been an issue. He stated now the road is in excellent shape, the roads stay plowed and there is dust control. He stated he just wanted to say thank you and feels that this is needed sometimes and that staff needs to hear it.

Mayor and Council thanked him for coming to speak on this tonight and agreed that the staff the City has goes above and beyond.

Business Requiring Action

9. CONSIDER AWARD OF THE 2024 STREET PRESERVATION PROJECT PAVEMENT MARKING AND STRIPING SERVICES TO C-HAWKK CONSTRUCTION, INC. FOR \$60,961.62 FOR THE BASE BID TOTAL.

Mr. Merkh addressed the Council. He stated in March of this year, staff presented an update to Council that included the anticipated scope of work for the 2024-2025 Street Preservation Programs. He stated a portion of the 2024 project is refreshing the markings and striping at three intersections in LPCK where the pavement markings have started to wear away. He stated the intersections include 199th & Homestead, 191st & Homestead, and 191st & Waverly Road.

He stated on July 31st, a public bid opening was held, and two bids were received. A copy of the bid tabulations are included in the packet. He stated staff reviewed bid information and qualifications. Following that review, staff and the City Engineer recommends C-Hawkk Construction, Inc. as the most qualified for the project. He stated staff anticipates this project beginning in August of this year and be completed by October/November of this year.

He stated funding for this project is through the Special Highway Fund and PIF Maintenance Fee. The total project is roughly \$148,000, including curb work. He stated the project costs associated with those phases of the 2024 Street Preservation Project will be presented at a later Council meeting. City Staff recommends awarding C-Hawkk Construction, Inc. for the 2024 Street Preservation Program Pavement Markings and Striping for \$60,691.62 for the base bid total.

With no questions or comments, Mayor Roberts requested motion to approve the award to C-Hawkk Construction, Inc. for a base bid total of \$60,961.62.

Councilmember Lewis moved to approve the motion, seconded by Councilmember Conus. The motion was approved, 4-0.

10. CONSIDER SUBMITTAL OF APPLICATION TO KANSAS WATER OFFICE (KWO) FOR TECHNICAL ASSISTANCE AND WATER PROJECTS GRANTS THROUGH THE STATE WATER PLAN FUND (SWPF) FOR FY2025.

Mr. Merkh addressed the Council. The Kansas Water Office is administering grant programs to serve Kansas entities to support water-related infrastructure activities that address various water quantity and quality needs. He stated Municipalities of fewer than 2,000 residents will be prioritized for the award of full grants for technical assistance and up to 90% for water projects. He stated the grants may provide full or partial grants with no required match.

He stated on December 14, 2023 City Council approved the submittal of applications for the initial round of funding. City Staff submitted two applications for the initial round of funding, Technical Specifications for Waterline Connections and Dwyer Sanitary Sewer Extension and Wastewater System Upgrades. He stated these projects were not selected for FY2024 funding through the KWO. Since those projects are now funded and underway, City Staff has identified additional projects to consider submitting applications for as listed below. He stated applications for FY2025 are due by September 6, 2024.

He stated City Staff have identified multiple projects that may qualify for both grant opportunities.

Technical Assistance (<\$1,000,000):

-Water Master Plan

Water Projects (<\$8,000,000):

- Wastewater System Upgrades related to Dwyer Sewer Extension
- Completion of CIPP Lining throughout Downtown Area

He stated staff has been in communication with KWO and confirmed wastewater projects as well as projects currently under consideration for SRF Loans qualify for both grants available through the SWPF.

He stated staff recommends applying for the SWPF Water Projects Grant and Technical Assistance Grant for the projects listed above. Should additional or substitute projects be identified, City Staff would update Council at a future meeting. He stated if the City is notified of any grant awards, this too will be brought before Council for further approvals.

Councilmember Lewis asked if the City received any feedback about why we did not receive grant funds last year.

Mr. Merkh stated he was not sure.

Councilmember Lewis stated he is curious if they tell who gets the award and why other come others were not selected.

Ms. Linn stated staff can find out if feedback is provided and see what the formal process is for that.

Councilmember Lewis stated it may help us potentially get the grant in future years if we knew why we were not selected.

Mr. Merkh stated staff would like to continue to apply as often as possible as long as we meet the requirements.

With no further questions or comments, Mayor Roberts requested motion to approve the submittal of an application to KWO for Technical Assistance and Water Projects Grants through SWPF for FY2025.

Councilmember Lewis moved to approve the motion, seconded by Councilmember Lebakken. The motion was approved, 4-0.

11. CONSIDER ORDINANCE NO. 2166 ADOPTING THE RECOMMENDATION OF THE CITY OF EDGERTON PLANNING COMMISSION TO APPROVE APPLICATION RZ2024-0001 FOR THE REZONING OF APPROXIMATELY 15.14± ACRES OF LAND FROM THE C-2 (HEAVY SERVICE COMMERCIAL) DISTRICT TO THE C-3 (HIGHWAY SERVICE COMMERCIAL) DISTRICT LOCATED WEST OF THE HOMESTEAD LANE AND INTERSTATE 35 INTERCHANGE.

Mr. Moore addressed the Council. He stated before Council this evening is a request to rezone a parcel just west of Homestead and I-35 from C2 to a C3 district. He stated this would allow for the highway service classification for heavy commercial, as well as a truck sales and maintenance facility. He stated the current zoning of C2 would allow for maintenance but not sales. The current property owner has not indicated a timeline for when any construction or projects could begin. Staff has reviewed their request against the City Code, Comprehensive Plan, State Laws, etc. and have found it identified as gateway commercial and C3 designation would be in compliance with that. He stated Planning Commission recommended approval without any stipulation.

Councilmember Lebakken asked if there will be a standard berm in place between them and the residential property neighbors when vertical construction occurs.

Mr. Moore stated all requirements will be implemented.

With no further questions or comments, Mayor Roberts requested motion to approve Ordinance No. 2166 adopting the planning commission's recommendation to rezone approximately 15.14 acres of land from C2 to C3 located west of the Homestead Lane and I35 interchange.

Councilmember Conus moved to approve the motion, seconded by Councilmember Longanecker. Ordinance 2166 was approved, 4-0.

12. Report by the City Administrator

- Marketing and Communications Update

Ms. Kara Banks reviewed the provided update. She stated the numbers on social media continue to rise and the City's website saw a spike in views during the July 3rd Fireworks Show and Community Picnic.

- The Greenspace Update by Henderson Building Solutions

Scott Crain with HBS provided an update regarding The Greenspace. He stated a lot has changed since he last gave an update 3 months ago. Brick was not yet finished, there was no roof, no improvements on Nelson St., curb, gutter, etc. were not yet in place. He stated the inside of the building is seeing dramatic change as finishes are going in, including tile in the bathroom, paint on walls, ceiling grid going up.

He then reviewed pictures of the building. He stated the building is really taking shape, Nelson improvements are nearly complete, the outside of the building is following close behind. He stated we're starting to see the entertainment district with the canopy there and they're really excited to see the greenspace come to life with plantings. He stated it will be beautiful when complete, very well designed.

He stated there are a few things to finish yet between now and February. Site improvements will wrap up fairly quickly. He stated the storm shelter is to be completed as well as all interior that isn't quite in place yet. He stated there isn't permanent electric quite yet, but that's coming. He stated substantial completion is still set for February. He stated he's very impressed with city staff and the contractor chosen. The community should be very proud of what's happening in the downtown area.

Councilmember Conus asked about special construction techniques for the storm shelter.

Mr. Crain stated there are standards by which you can improve a space and call it a storm shelter. Often there are different techniques related to the wall built to make the structure more stable. He stated there has to be grading in place within that so that if the rest of the building blows away, that structure is still standing without things puncturing the wall. He stated there's a special roof as well.

There were no further questions or comments.

- Martin Creek Park Update.

Parks and Recreation Director Levi Meyer stated the new slide has been installed at the park and all went well.

Mayor Roberts stated that is better than replacing the entire playground.

Ms. Linn agreed and stated thankfully staff was able to work to find the right equipment to fix.

Councilmember Lebakken stated the city does have some amazing staff.

Councilmember Lewis asked how things are going at Glendell.

Ms. Linn invited Mr. Merkh up to speak on that.

Mr. Merkh stated the project is moving along very well. He stated the skate park is complete, the paving under the playground and fitness area, as well as gazebo are all completed and ready for next step. He stated additional sidewalk and signage are to be installed next week.

Ms. Linn stated contractual completion is on target for the end of October. She stated Councilmember Conus reached out to Dan about fencing. She stated there was not fencing before and there is not fencing set to be installed as part of the project. She stated the functionality of the park did not change.

Councilmember Conus stated the park closes at sunset per the updated rules, so this should not be a problem.

Ms. Linn stated Councilmember Lebakken reached out to Mr. Moore about driveways and asked about regulations surrounding those on residential properties.

Mr. Moore shared info from the UDC stating that new driveways in development are not allowed today, however driveways that were gravel before are allowed as existing. He stated an amendment to this portion of the unified development code will be going to the next planning commission meeting for approval.

Ms. Linn stated anytime there are questions regarding items like this, please encourage those residents to reach out to staff. She stated most often than not, they start with one question and end up with quite a few more and it's easier for staff to help address these items as they arise and get information directly from the source.

13. Report by the Mayor

Mayor Roberts stated he had no report to give but would like to add an executive session with no action to follow to the meeting.

14. Future Meeting Reminders

Mayor Roberts reminded the Council of the future meetings for the Council and Planning Commission.

WALK ON:

CONSIDER RECESSING INTO EXECUTIVE SESSION PURSUANT TO THE ATTORNEY/CLIENT EXCEPTION TO INCLUDE CITY ATTORNEY AND CITY ADMINISTRATOR FOR DISCUSSIONS RELATED TO CONTRACT NEGOTIATIONS (K.S.A. 75- 4319(B)(2))

Mayor Roberts requested motion for the City Council to recess into executive session for discussions related to Contract Negotiations. The justification for such executive session is for a consultation with the City Attorney, which is deemed privileged in an attorney-client relationship (K.S.A. 75-4319B(2)). Present in the executive session will be the Governing Body and the following staff members: City Administrator Beth Linn and City Attorney Todd Luckman.

The executive session will start at 7:30PM and last 10minutes. The open meeting will resume in the Council Chambers.

Councilmember Lewis moved to recess into executive session pursuant to K.S.A 75-4319(B)(2) to discuss contract negotiations. Councilmember Lebakken. seconded the motion. The meeting recessed into executive session at 7:30PM, 4-0.

Councilmember Lewis moved to return to open session to request an additional 5 minutes to continue the discussion as provided in the original motion. Councilmember Lebakken seconded the motion. Council returned to executive session.

Councilmember Longanecker moved to return to open session with no action being taken. Councilmember Lebakken seconded the motion. Open session resumed at 7:45PM, 4-0.

Ms. Linn showed Council the new home sites at Dwyer Farms that are now online and priced to buy. She stated this is a very exciting time and wanted people to know and share.

15. Adjourn

Councilmember Lewis moved to adjourn, seconded by Councilmember Conus. The meeting was adjourned at 7:47PM with a 4-0 vote.

Submitted by Alex Clower, City Clerk

City Council Action Item

Council Meeting Date: August 22, 2024

Department: Public Works

Agenda Item: Consider an Agreement with BG Consultants, Inc. for Technical Specifications and Standard Details Update

Background/Description of Item:

In October 2023 City Staff presented the 2024-2028 Unfunded CIP Projects which included Technical Specifications as a project recommended for funding. As presented this project will prepare technical specifications, design criteria and standard details for the various infrastructure types (primarily Street and Sanitary Sewer). As development continues, having set standards will aid the City and the development community to know clearly the expectations for City-owned infrastructure. Currently, the City has its own water technical specifications as well as quoting outside sources for standards, such as APWA. Having City specific standards will incorporate lessons learned from past development, as well as provide a more accessible set of information to developers. This would consist of streets, stormwater, sanitary sewer, water, street lighting, and any other areas that come up during the project.

On October 26, 2023 City Council adopted the 2024-2028 CIP with Technical Specifications included as a funded project for 2024 and 2025. Funding for the project is from the General Fund.

City Staff recommends utilizing our on-call agreement with BG Consultants for Technical Specifications and Standard Details Update. Selection of BG Consultants will expedite the start date for the project. In addition, as the City Engineer, BG Consultants, Inc. has been involved in many other aspects of the design and development of projects within Edgerton and are familiar with our existing standards and specifications.

City Staff and BG Consultants will utilize the same agreement for services as previously agreed upon for other City projects as the City Engineer. The Agreement Work Order will be billed based on actual hours worked on the projects and not exceed \$45,000. The technical specifications to be included in this scope of work are in the attached Work Order.

The Agreement is the City's standard agreement approved by City Attorney.

Related Ordinance(s) or Statue(s): N/A

Funding Source: General Fund

Budget Allocated: \$45,000

Finance Director Approval: 
Karen Kindle, Finance Director

Recommendation: Approve an Agreement with BG Consultants, Inc. for Technical Specifications and Standard Design Details for a Not to Exceed Amount of \$45,000.

Enclosed: Work Order with BG Consultants, Inc. for Technical Specifications and Standard Design Details

Prepared by: Dan Merkh, Public Works Director



WORK ORDER CONSULTANT-CLIENT

THIS WORK ORDER made and entered into by and between BG CONSULTANTS, INC., party of the first part, (hereinafter called the CONSULTANT), and THE CITY OF EDGERTON, KANSAS, party of the second part, (hereinafter called the CLIENT).

WITNESSETH:

WHEREAS, the CLIENT and CONSULTANT have entered into an Agreement for “On-Call” Engineering Services; and

WHEREAS, the CLIENT wishes to engage the CONSULTANT to provide Services under the terms and conditions of said Agreement for the following improvement:

Technical Specifications and Standard Details Update

Edgerton, Kansas

IT IS AGREED by and between the two parties aforesaid as follows:

SECTION 1 – SCOPE OF SERVICES

The Scope of Services is for the development of technical specifications and standard details for construction of public infrastructure. The CLIENT desires to use the City of Olathe Technical Specifications and Standard Details as a template.

TECHNICAL SPECIFICATIONS AND STANDARD DETAILS UPDATE

CONSULTANT will provide the following services:

1. Meet with CLIENT to discuss project goals. Receive any available information from CLIENT applicable to the PROJECT.
2. CONSULTANT will obtain the current Technical Specifications and Standard Details from the City of Olathe to use as a template.
3. Modify the documents to reflect the CLIENT’s needs.
4. Provide a copy of the revised documents to the CLIENT for their review.
5. Revise documents per the CLIENT review comments.
6. The Project Priority List is attached as Exhibit 1. The CONSULTANT will complete as much of this scope as possible while not exceeding the maximum fee amount.

SECTION 2 – COST AND SCHEDULE

DESIGN FEE:

As compensation for the services required as described in Section 1, the CLIENT agrees to pay the CONSULTANT a fee based on the actual hours expended on the Project at the rates indicated in the Agreement, but not to exceed a maximum fee of **\$45,000.00** which includes transportation expenses in connection with the PROJECT. This will be billed monthly in accordance with the Agreement.

SCHEDULE:

The CONSULTANT will endeavor to complete the engineering scope of work based on a mutually agreed-upon schedule, exclusive of items outside the CONSULTANT’s control, including CLIENT reviews.

SECTION 3 – SPECIAL PROVISIONS

None.

IN WITNESS WHEREOF, the parties have executed this Work Order this _____ day of _____, 2024.

CONSULTANT:

CLIENT:

BG Consultants, Inc.

City of Edgerton, Kansas

By: 

By: _____

Printed Name: David J. Hamby, P.E., CFM

Printed Name: _____

Title: Vice President

Title: _____

END OF CONSULTANT-CLIENT WORK ORDER

EXHIBIT 1

Edgerton Technical Specifications Priority

Block One

Section 3000 – Sanitary Sewers

Section 3100 – Sanitary Sewer Manholes

Section 4000 – Pipeline Excavation, Bedding, and Backfill

Block Two

Section GP – General Provisions

Section 1000 – Site Preparation

Section 1100 – Grading

Section 1200 – Subgrade Preparation

Section 1300 – Asphalt Pavement

Section 1400 – Portland Cement Concrete Pavement

Section 2000 – Concrete Construction

Section 2100 – Concrete Curb, Curb and Gutter, Sidewalk and Driveway Entrances

Section 5000 – Storm Sewers

Block Three

Section 4100 – Blasting

Section 7000 – Restoration of Surface Construction

Section 7200 – Seeding and Sodding

Section 7300 – Erosion and Sedimentation Control

Section 8000 – Material Testing

Section 9000 – Street Lighting (Olsson)

Section 9100 – Pavement Markings

Section 9300 – Sign Details

City Council Action Item

Council Meeting Date: August 22, 2024

Department: Administration

AGENDA ITEM: Consider Resolution No. 08-22-24A Of The City Of Edgerton, Kansas To Levy A Property Tax Rate Exceeding The Revenue Neutral Rate

Background/Description of Item:

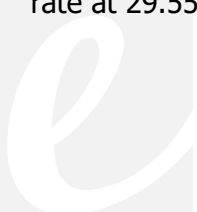
In March 2021, Senate Bill 13 (SB 13) was signed by the Governor and became effective beginning with the 2022 Budget. SB 13 repealed the previous tax lid which focused to the total property tax revenue required for the budget. SB 13 focuses on the mill rate and provides for the calculation of the Revenue Neutral Rate (RNR). The RNR calculation uses last year's property tax revenue and this year's estimated assessed valuation to arrive at the mill rate that would be required to receive the same property tax revenue as last year. SB 13 doesn't provide for any adjustments to the RNR to capture economic growth, issuance of debt or County errors in the assessed valuation numbers.

At the Council Meeting on June 10, 2021, the City's Financial Advisor and City staff presented information about SB 13 and asked for direction from the Council regarding suggested adjustments to the RNR. The resulting policy direction document is attached. The policy provides for the following adjustments:

- Roll-off of all types of incentives (i.e., property tax abatements)
- New territory/annexations
- Growth in assessed value of non-residential property
- Growth in assessed value of residential property due to inflation based on the CPI-U
- Issuance of General Obligation (GO) debt
- Errors by Johnson County

The property tax revenue amount included in the 2025 General Fund Budget was calculated based on these adjustments. Please find enclosed the calculation of property tax revenue amount, including these adjustments, that was presented during the 2025 Budget Work Session on July 18, 2024.

The City is required to hold an RNR Public Hearing and pass a resolution setting the mill rate to be used for the 2025 Budget. The notice of the public hearing was published in the Legal Record on July 30, 2024, and on the City's website as required by State statute. The RNR public hearing was held earlier this evening. The attached draft Resolution No. 08-22-24A establishes the City's estimated mill rate at 29.550 mills.



Related Ordinance(s) or Statue(s): K.S.A. 79-2925

Funding Source: N/A

Budget Allocated: N/A

x Karen E. Kindle

Finance Director Approval: Karen Kindle, Finance Director

RECOMMENDATION: Approve Resolution No. 08-22-24A Of The City Of Edgerton, Kansas To Levy A Property Tax Rate Exceeding The Revenue Neutral Rate.

Enclosed: Resolution No. 08-22-24A
Revenue Neutral Rate (RNR) FAQ's
Calculation of the Adjustment to the RNR

Prepared by: Karen Kindle, Finance Director

Resolution No. 08-24-24A

A RESOLUTION OF THE CITY OF EDGERTON, KANSAS TO LEVY A PROPERTY TAX RATE EXCEEDING THE REVENUE NEUTRAL RATE;

WHEREAS, the Revenue Neutral Rate for the City of Edgerton was calculated as 23.810 mills by the Johnson County Clerk; and

WHEREAS, the budget proposed by the Governing Body of the City of Edgerton will require the levy of a property tax rate exceeding the Revenue Neutral Rate; and

WHEREAS, the Governing Body held a hearing on August 22, 2024 allowing all interested taxpayers desiring to be heard an opportunity to give oral testimony; and

WHEREAS, the Governing Body of the City of Edgerton, having heard testimony, still finds it necessary to exceed the Revenue Neutral Rate.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF EDGERTON:

The City of Edgerton shall levy a property tax rate exceeding the Revenue Neutral Rate of 29.550 mills.

This resolution shall take effect and be in force immediately upon its adoption and shall remain in effect until future action is taken by the Governing Body.

ADOPTED this 22nd day of August 2024 and **SIGNED** by the Mayor.

Donald Roberts, Mayor

Attested:

Alexandria Clower, City Clerk

TODD LUCKMAN for
Stumbo Hanson, LLP, City Attorneys

Revenue Neutral Rate FAQs

What is a Revenue Neutral Rate (RNR)?

The tax rate in mills that would generate the same property tax revenue in dollars as levied the previous tax year using the current tax year's total assessed valuation. If the City were to stay revenue neutral every year, they would have to provide this year's services, with this year's prices, on last year's budget.

Why is the City holding a hearing about the Revenue Neutral Rate?

If the City collects even one more dollar in property tax revenue, it exceeds the Revenue Neutral Rate and is required to hold a hearing by state law.

Why would the City exceed RNR?

The Edgerton City Council has set a policy to determine when additional property tax revenue would be collected.

1. Roll off of all types of incentives (like property tax abatements)
2. New Territory or Annexations
3. Growth in assessed value of non-residential property
4. Growth in assessed value of residential property due to inflation
5. Issuance of General Obligation Debt
6. Errors by Johnson County

Proposed FY 2025 Budget

The City Council has expressed intent to reduce the mill levy from 29.753 to 29.550 for the upcoming budget year. This exceeds the RNR of 23.810.

If approved, the City would use the increase in revenue to invest in street maintenance and public safety and to help cover increased operating costs caused by inflation.

2025 Budget Process



5-Yr Capital
Improvement
Project
List Approved

Outside Agencies
Request Funding



Budget Work
Session

Budget Public
Hearing



Budget Approved



**City of Edgerton
Calculation of the Adjustment to the RNR
for the 2025 Budget**

Real Property							
Class	Description	Nov 2023	6/15/2024 Assessed Value			Change	
			#'s Co Clerk	Corrections	Adj #'s	Nov 2023-6/15/2024 Adj	Council Policy
R	Residential Including Apartments	\$ 14,471,091	\$ 15,526,812	\$ -	\$ 15,526,812	\$ 1,055,721	capture revenue incr up to CIP-U
A	Agricultural Land Use & Improvements	\$ 192,265	\$ 178,913	\$ -	\$ 178,913	\$ (13,352)	capture all revenue
C	Commercial & Industrial	\$ 7,978,386	\$ 20,004,576	\$ 7,553,250	\$ 27,557,826	\$ 19,579,440	capture all revenue
V	Vacant Lots	\$ 4,786,028	\$ 4,680,781	\$ -	\$ 4,680,781	\$ (105,247)	capture all revenue
N	Not for Profit	\$ -	\$ -	\$ -	\$ -	\$ -	capture all revenue
O	All Other Real Property	\$ 1,722	\$ 1,875	\$ -	\$ 1,875	\$ 153	capture all revenue
U	Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	capture all revenue
ED	Exempt Dam	\$ -	\$ -	\$ -	\$ -	\$ -	capture all revenue
EI	Exempt IRB	\$ -	\$ -	\$ -	\$ -	\$ -	capture all revenue
EIC	Exempt IRB for Com	\$ -	\$ -	\$ -	\$ -	\$ -	capture all revenue
EIR	Exempt IRB for Res	\$ -	\$ -	\$ -	\$ -	\$ -	capture all revenue
EIV	Exempt IRB for Vac	\$ -	\$ -	\$ -	\$ -	\$ -	capture all revenue
EX	Exempt Ec Dev	\$ -	\$ -	\$ -	\$ -	\$ -	capture all revenue
EXC	Exempt Ec Dev for Com	\$ -	\$ -	\$ -	\$ -	\$ -	capture all revenue
EXR	Exempt Ec Dev for Res	\$ -	\$ -	\$ -	\$ -	\$ -	capture all revenue
EXV	Exempt Ec Dev for Vac	\$ -	\$ -	\$ -	\$ -	\$ -	capture all revenue
E	All Other Tax Exempt Property	\$ -	\$ -	\$ -	\$ -	\$ -	capture all revenue
Total Real Property		\$ 27,429,492	\$ 40,392,957	\$ 7,553,250	\$ 47,946,207	\$ 20,516,715	

City of Edgerton Policy Regarding Adjustments to the RNR Adopted by Council on 6/10/2021	
Categories of Adjustments to the RNR:	
1	Roll off of incentives, including abatements
2	New territory/annexations
3	Growth in assessed value for non-residential properties
4	Growth in assessed value of residential property due to inflation based on the CPI-U
5	Issuance of GO debt
6	County errors

Personal Property							
Class	Description	Nov 2023	6/15/2024 AV			Change	
			#'s Co Clerk	Adj	Adj #'s	Nov 2023-6/15/2024 Adj	Council Policy
	Personal Property	\$ 158,837	\$ 144,603	\$ -	\$ 144,603	\$ (14,234)	capture all revenue

State Assessed							
Class	Description	Nov 2023	6/15/2024 AV			Change	
			#'s Co Clerk	Adj	Adj #'s	Nov 2023-6/15/2024 Adj	Council Policy
	State Assessed	\$ 32,557,263	\$ 34,634,116	\$ -	\$ 34,634,116	\$ 2,076,853	capture all revenue
Grand Totals		\$ 60,145,592	\$ 75,171,676	\$ 7,553,250	\$ 82,724,926	\$ 22,579,334	

Calculation of Adjustment to RNR

Change in Assessed Value All Non-Residential (Category 3)	\$ 21,523,613
Residential New Construction Assessed Value (Category 2)	\$ -
Allowable Change in Assessed Value - Residential per Council Policy (Category 4)	
Assessed Value - Residential incl Apartments at Nov 2023	\$ 14,471,091
Allowable Increase % Per Council Policy (CPI-U @ 12/31/2023)	3.4%
Allowable Residential Assessed Value Increase Per Council Policy	\$ 492,017
Total Change in Residential Assessed Value Nov 2023 to 6/15/2024	\$ 1,055,721
Less: Residential New Construction	\$ -
Residential Change in Assessed Valuation due to Reappraisal	\$ 1,055,721
Allowable increase in Residential Assessed Valuation	\$ 492,017 *
Total Allowable Change in Assessed Value Per Council Policy	\$ 22,015,630
Nov 2023 Mill Rate for the 2024 Budget	29.753
Allowable increase in Property Tax Revenue per Council Policy	\$ 655,031
Property Tax Levied 2023 for 2024 Budget	\$ 1,789,515
Total Property Tax Revenue for the 2025 Budget	\$ 2,444,546
Base Mill Rate Needed	29.550
Mill Rate Needed for GO Debt Service	\$ -
Total Mill Rate Needed	29.550
RNR	23.810
Estimated Adjustment to the RNR	5.740
Decrease in Mill Rate from 2024 Budget to 2025 Budget	(0.203)

* Due to Council Policy of only allowing an increase in Residential Assessed Value equal to the rate of inflation, the City is removing \$563,704 of assessed value out of the property tax calculation, resulting in forgone revenue of \$16,772.

City Council Action Item

Council Meeting Date: August 19, 2024

Department: Administration

Agenda Item: Consider the 2025 Recommended Budget

Background/Description of Item:

The 2025 Budget process began on May 23, 2024, with presentations and funding requests from outside agencies to whom the City provides funding.

A budget work session was held on July 18th where staff reviewed the schedules for all the City's budgeted funds. This included a detailed review of the calculation of the recommended mill rate based on the allowed adjustments to the Revenue Neutral Rate (RNR) as directed by Council on June 10, 2021. Information for Vehicles and Equipment was also reviewed at this budget work session. The vehicle/equipment schedules are included in the budget packet for final approval to incorporate these items in the 2025 Budget. In the future, as these vehicles/equipment items are purchased, staff will bring the bids to Council for approval in accordance with the City's Purchasing Policy.

Staff published the RNR and Budget public hearing notices in The Legal Record on July 30, 2024. The RNR public hearing will be held earlier during this Council Meeting. After the RNR hearing, Council will consider Resolution No. 08-22-24A authorizing an estimated mill rate of 29.550 for the 2025 Budget. Council will also hold the 2025 Budget public hearing after the RNR Resolution is considered earlier during this Council meeting.

The final steps in the 2025 Budget process are Council to formally approve the 2025 Budget and staff to submit the required budget forms to the Johnson County Clerk by September 30, 2024.

Related Ordinance(s) or Statue(s): K.S.A. 79-2925 – K.S.A. 79-2937

Funding Source: N/A

Budget Allocated: N/A

Finance Director Approval:  x
Karen Kindle, Finance Director

Recommendation: Approve the 2025 Recommended Budget

Enclosed: 2025 Budget Certificate Page

Prepared by: Karen Kindle, Finance Director

NOTICE OF HEARING TO EXCEED REVENUE NEUTRAL RATE AND BUDGET HEARING

2025

The governing body of
City of Edgerton

will meet on August 22, 2024 at 7:00 PM at City Hall 404 E. Nelson, Edgerton, KS 66021 for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds, the amount of ad valorem tax and the Revenue Neutral Rate. Detailed budget information is available at City Hall 404 E. Nelson, Edgerton, KS 66021 and will be available at this hearing.

BUDGET SUMMARY

Proposed Budget 2025 Expenditures and Amount of 2024 Ad Valorem Tax establish the maximum limits of the 2025 budget. Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual for 2023		Current Year Estimate for 2024		Proposed Budget Year for 2025		
	Expenditures	Actual Tax Rate *	Expenditures	Actual Tax Rate *	Budget Authority for Expenditures	Amount of 2024 Ad Valorem Tax	Proposed Estimated Tax Rate *
General	4,495,743	29.674	5,072,240	29.753	8,026,731	2,444,546	29.550
Debt Service	307,290		302,836		551,811		
Special Highway	54,108		48,270		48,310		
Special Parks & Rec	40,000				29,463		
Edgerton Office TIF					119		
Homestead TIF Redevel Dist A					132,753		
Homestead TIF Proj Plan A1	108,655		135,003		183,161		
Homestead TIF Redevel Dist B					2,091		
Homestead TIF Proj Plan B1	4,782		68,649		115,754		
Water Utility	500,141		519,290		755,352		
Sewer Utility	725,478		910,682		1,603,754		
Non-Budgeted Funds-A	4,233,322						
Non-Budgeted Funds-B	3,530,988						
Non-Budgeted Funds-C	3,070,136						
Non-Budgeted Funds-D	203,963						
Non-Budgeted Funds-E	101,763						
Totals	17,376,369	29.674	7,056,970	29.753	11,449,299	2,444,546	29.550
						<i>Revenue Neutral Rate**</i>	
						23.810	
Less: Transfers	531,224		534,680		3,567,578		
Net Expenditure	16,845,145		6,522,290		7,881,721		
Total Tax Levied	1,757,393		1,789,514		XXXXXXXXXXXXXXXXXXXX		
Assessed Valuation	59,222,399		60,157,378		82,724,926		
Outstanding Indebtedness, January 1,							
2022	8,333,934		2023	10,298,000	2024	19,498,000	
G.O. Bonds	30,700,699		27,450,001		28,095,001		
Revenue Bonds	3,412,674		3,361,209		3,361,209		
Other	0		0		0		
Lease Purchase Principal	42,447,307		41,109,210		50,954,210		
Total							

*Tax rates are expressed in mills
**Revenue Neutral Rate as defined by KSA 79-2988

Beth Linn
City Official Title: City Administrator

City of Edgerton 2025 Budget Work Session July 18, 2024



Packet Items

Revised - General Fund Budget

Utility Funds Budget

Other Funds Budget

New - TIF Funds Budget

Revised - Vehicles & Equipment



**City of Edgerton
2025 Budget Work Session
July 18, 2024**

Revised

General Fund Budget





August 19, 2024

To: Mayor and City Council Members

From: Beth Linn, City Administrator
Karen Kindle, Finance Director

Re: 2025 Recommended General Fund Budget

Updates Since the Budget Work Session on July 18, 2024

During the Budget Work Session on July 18, 2024, Council directed staff to make the following changes to the 2025 General Fund Budget:

- Reduce the allocation to Frontier days from \$40,000 to \$30,000.
- Reduce the allocation to GEHS Project Grad from \$8,000 to \$5,000.

In addition, after processing the TIF Budget Information from the County Clerk, the City TIF Increment increased from \$50,698 to \$69,531.

Council requested additional information regarding the properties for which the tax abatement was expiring. The table below contains the information requested.

Building	City Portion Of PILOT (2024 Budget)	Assessed Value	Est. City Property Tax (est. Mill Rate 29.550)
DeLong	\$ 9,408	\$ 1,042,591	\$ 30,809
Demdaco (ELHC 1)	\$ 19,599	\$ 4,927,001	\$ 145,593
Flexsteel (ELHC 2)	\$ 21,000	\$ 7,553,250	\$ 223,199

Please find enclosed with this memo the 2025 Recommended General Fund Budget. The General Fund contains the general operations of the City which are funded by a mixture of general-purpose revenues including property taxes, sales and use taxes, user fees and charges and payment in lieu of taxes for abated properties. Also included with this memo are (1) the calculation of the recommended mill rate for the 2025 Budget per Council direction given at the June 10, 2021, Council Meeting; and (2) the list of adjustments to the Revenue Neutral Rate (RNR) in accordance with the policy direction given by Council at the June 10, 2021 Council Meeting.

Throughout the annual budget process, the City Council approved the use of the Consumer Price Index for All Urban Consumers (CPI-U) as reported by the US Bureau of Labor Statistics (BLS). In January 2024 BLS released the CPI-U which was 3.4%. In January 2023 the CPI-U was 6.5%.

2024 Estimate

The 2024 estimated revenues and expenditures reflect staff’s evaluation of the activity so far in 2024 compared to the budget approved for 2024. A line item with an estimate of more than 100% means that staff

expects the 2024 activity to exceed the budget. A line item with an estimate that is less than 100% means that staff anticipates the 2024 activity to be less than the budget.

Revenues

Property Tax Revenue

In March 2021, Senate Bill 13 (SB 13) was signed by the Governor and became effective for the 2022 Budget. SB 13 repealed the previous tax lid which focused to the total property tax revenue required for the budget. SB 13 focuses on the mill rate and provides for the calculation of a RNR. This RNR calculation takes last year's property tax revenue divided by this year's estimated assessed valuation to arrive at the mill rate that would be required to receive the same property tax revenue. SB 13 doesn't provide for any adjustments to the RNR to capture economic growth, issuance of debt or County errors in the assessed valuation numbers. At the Council Meeting on June 10, 2021, the City's Financial Advisor and City staff presented information about SB 13 and asked for direction from the Council regarding suggested adjustments to the RNR. The property tax revenue amount included in the 2025 General Fund Budget was calculated based on the Council direction provided.

Assessed Value

The City's Assessed Value is made up of three major components:

- Real Estate
- Personal Property
- State Assessed Utilities/Railroads

The Real Estate and State Assessed portions make up the majority of the assessed value. The Personal Property amount is small and continues to decrease each year due to legislation passed by the Kansas Legislature in 2006.

The assessed value amounts per the County Clerk's Budget Information Form received on June 15, 2024, show an increase in Real Estate values and the State Assessed portion. Upon review of supplemental reports provided by the County Clerk, City staff discovered that the Flexsteel property had not been returned to the tax rolls upon the expiration of their abatement period on January 1, 2024, and therefore, was not included in the assessed value numbers on the County Clerk's Budget Information Form. City staff contacted the County Clerk's Office to verify the error. County Clerk staff worked with Appraiser staff to correct the tax roll. However, the County Clerk is not going to provide an updated County Clerk's Budget Information Form with the corrected numbers. City staff has included the Flexsteel value in the Corrections column on the Mill Rate Calculation Sheet. Please see the letter from the County Appraiser attached to the Mill Rate Calculation Sheet in Appendix B.

Mill Levy Rate

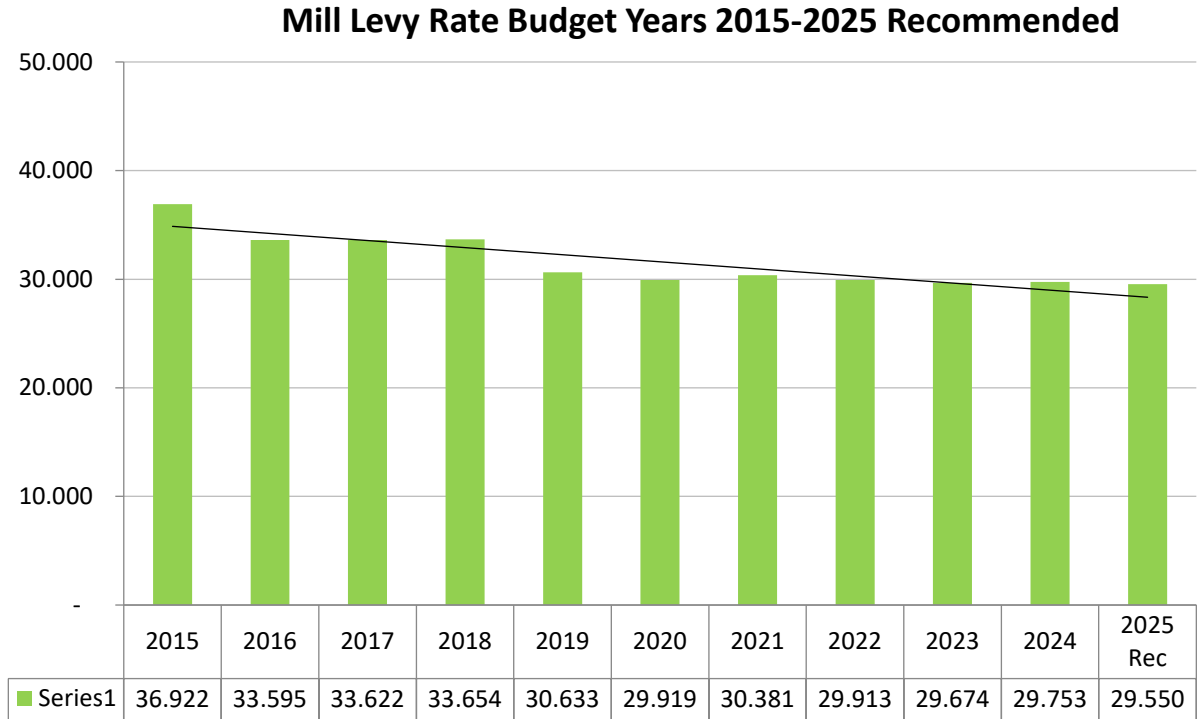
Since 2009, the City of Edgerton has lowered the mill levy rate over 14 mills. The ability to lower the mill levy rate while maintaining or increasing property tax revenue collection is driven by the growth in the value of one mill.

The chart below shows the information regarding the RNR, adjustments for categories approved at the June 10, 2021, Council Meeting and the recommended mill rate for the 2025 Budget. In order to levy the recommended mill rate, the City Council will have to hold a public hearing and pass a resolution. The public hearing is scheduled to occur during the August 22, 2024, Council Meeting. The City must also provide a notice of intent to hold the public hearing to the County Clerk no later than July 20, 2024.

	Revenue Neutral Rate (RNR)	Recommended Adjustments To the RNR	Recommended Mill Rate for the 2023 Budget
Property Tax Revenue	\$1,789,515	\$655,031	\$2,444,546
Estimated Mill Rate	23.810	5.740	29.550

The 2023 mill rate for the 2024 Budget was 29.753. **The recommended 2024 mill rate for the 2025 Budget represents a 0.203 mills or 0.6% DECREASE in the mill rate.**

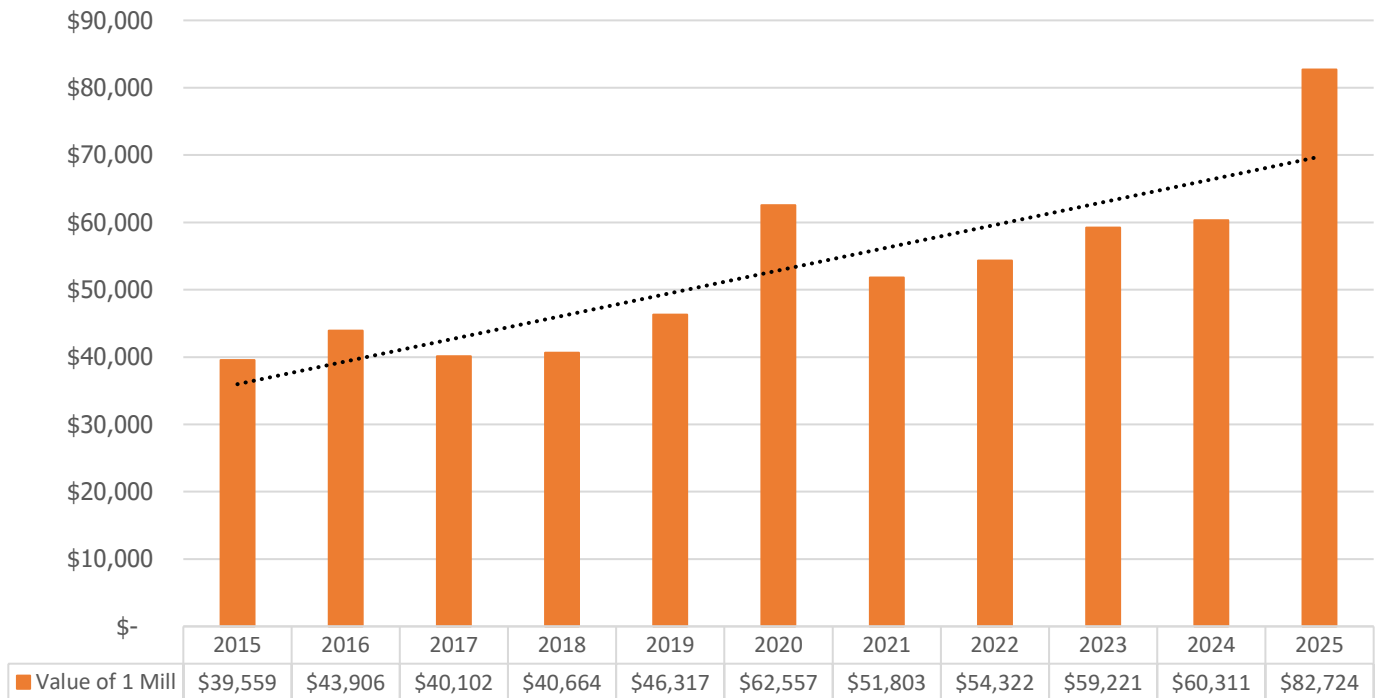
The graph below shows the history of the City’s mill rate since the 2015 Budget.



Value of One Mill

Growth in the value of one mill results from a citywide increase in appraised valuation. Since 2009, the value of one mill has grown by \$73,128. The most significant factor in increasing the city’s appraised valuation is the new construction at Logistics Park Kansas City and surrounding area. For the 2025 Budget, the first abated properties return to the tax roll. The value of one mill can fluctuate due to the timing of construction and the appraisal process. Improvements under construction on January 1st will receive a partial value for that assessment year based on the percentage of completion. If an abatement is processed for the next assessment year, the City’s assessed value will decrease, sometimes causing an overall decrease from the prior year. The chart below shows the change in the value of one mill since the 2015 budget.

Value of One Mill



Other Revenue

The chart below provides information about changes from the 2024 Budget to the 2025 Recommended Budget in the other sources of revenue for the General Fund.

Revenue Item	Change from 2024 Budget to 2025 Recommended
LPKC Pilot	The revenue from payments in lieu of taxes for abated properties at LPKC has decreased to reflect three properties coming off abatement and one property starting abatement.
City TIF Increment	This number is the amount of City property tax that is deposited into the TIF Funds. It is subtracted from the amount of total property tax to be received since it will be deposited directly into the TIF funds when distributions are received from the County Treasurer. This number is the same as 2024 pending receipt of the TIF budget information from the County Clerk.
Motor Vehicle Tax Recreational Vehicle Tax 16/20M Vehicle Tax	These estimates are provided by the County Treasurer.
Local Alcoholic Liquor Tax	The estimate is provided by the County Treasurer. For 2025, the County Treasurer's estimate showed a significant decrease due to what appears to be delayed remittance by the vendors. The June distribution appears to have caught up the shortfall on the previous two distributions on which the Treasurer based their estimate. Based on that staff is not recommending a change in the amount for 2025.
Use Tax	Increase in Local Use Tax based on amount received in 2022-2023 and collection trend in 2024. Based on that trend, the 2025 Budget reflects a 1% increase over the 2024 Budget. Increase in County Use Tax reflects a 1% increase over the 2024 Budget based on the County's 2025 budget forecast information.

Sales Tax	Increase in Local Sales Tax based on amount received in 2022-2023 and collection trend in 2024. Based on that trend, the 2025 Budget reflects a 1% increase over the 2024 Budget. Increase in County Sales Tax reflects a 1% increase over the 2024 Budget based on the County's 2025 budget forecast information.
Franchise Tax	No change.
Licenses & Permits	The bulk of the revenue in this category comes from Building Permits and Plan Review Fees. The 2025 Budget was calculated using the following building permit volumes: <ul style="list-style-type: none"> • 1 million square foot warehouse • 1 quick service restaurant • 113 single family homes (Dwyer Farms)
Fines & Forfeitures	For 2025, the estimate for this revenue has increased based on the trend from 2022-2024 year-to-date. The number and type of tickets issued can have a significant impact on this revenue source.
Charges for Services	The 2025 Budget is an increase over the 2024 budget due to adding revenue sources related to The Greenspace building as well as an increase in the contract costs for trash service. The Gardner Disposal contract expires on December 31, 2024, so an increase in revenue from trash customers is included in the 2025 estimate to reflect the potential increase in cost under a new contract. The City charges customers for half of the trash service cost.
Reimbursements/Miscellaneous	The City doesn't typically budget any funds in this category. This category is used to account for reimbursements for things like insurance claims, sale of trash stickers and other small receipts not categorized elsewhere.
Investment Income	The amount is increased slightly in 2025 to be in line with actuals. In addition, it does not appear the Fed will decrease rates in 2025 to the levels we had seen a couple of years ago.

Expenditures

The budget amount is an estimate of resources needed to carry out the level of services the Governing Body offers its citizens. The approved budget sets the legal level of budget authority at the fund level, which the City cannot exceed without going through the statutory budget amendment process.

Changes in expenditures between budget years can occur for several reasons: (1) County/State/Federal mandates/change in charges/fees; (2) inflation; (3) change in level of service, including corresponding changes in personnel; (4) more refined budgeting for a program(s) based on actual experience, etc.

Appendix A includes information about the change in each department's budget from year to year.

Other Sources & Uses

Transfers to/from other funds are listed in this section of the fund schedule. These transactions are more of a one-time occurrence than are routine.

Transfers from the TIF Funds consist of the annual TIF administrative fee the City is allowed to collect from TIF revenues related to the Homestead Lane Retail TIF District project plans. There are currently two project plans: (1) A1 – On the Go Travel Plaza and (2) B1 – Edgerton Crossing. As of publication of the work session packet, the TIF budget information had not yet been received from the County Clerk. The amount could

change once the TIF fund budgets are calculated. The TIF fund budgets will be provided to Council at a later date.

The 2025 Budget also includes a transfer of \$301,211 in LPKC Maintenance Fees from the LPKC Phase 1 PIF to cover the costs of operating The Greenspace building.

Transfers to the Equipment Reserve are typically done each year to systematically save for replacement of the City's vehicles and equipment. Staff has included a \$125,000 transfer to equipment reserve in the 2025 Budget, which is the same as the transfer in the 2024 Budget.

A transfer of \$40,000 to a new IT Equipment Reserve Fund-General is included for 2025. Staff recommends IT equipment replacement be handled in a manner similar to how we handle vehicles and equipment. The amount of equipment and replacement costs/schedule are at a point where they are causing large fluctuations in expenditures from year to year. Staff recommends this change in process to plan/save for larger expenditures as well as to level out the expenditure each year. Staff will bring authorizing documents for this fund prior to the start of 2025. During the 2026 Budget process, staff will present the 5-year IT Equipment Replacement Plan.

Transfers to capital projects will vary from year to year depending on the projects approved and the funding sources for those projects. The Governing Body reviews projects and discusses priorities and staff available capacity at the CIP work session in October each year. At a meeting following that work session, the Governing Body approves the CIP, setting the budget and timing for projects. After the CIP is approved, the budget for transfers to capital projects is updated to reflect the approved plan. The CIP adopted in October 2023 did not include any funding from the General Fund in 2025. The 2024 Estimate does include additional funding for the Glendell Park Renovation and the SW Area Metro Transportation Connection Plan approved by Council earlier this year.

Ending Balance and Reserves

The carryforward balance from 2023 to 2024 was greater than estimated during the 2024 Budget process due to lower expenditures for 2023 than originally forecast as well as some revenue sources exceeding projections. The projected balance at the end of 2024 and 2025 exceeds the required reserves, leaving funding available for projects or other priorities.

**City of Edgerton
General Fund - REVISED**

	Mill Rate: Revenue from 1 Mill:	29.674 \$59,221	29.753 \$60,311		29.550 calculated \$82,725 est.
		2023 Budget	2024 Budget	2024 Estimate	2025 Recommended
Balance 1/1		\$ 1,901,407	\$ 2,058,293	\$ 2,812,785	\$ 2,288,368
Revenues:					
Ad Valorem Tax		1,757,393	1,789,515	100%	2,444,546
City TIF Increment		(50,425)	(50,698)	100%	(69,531)
LPKC PILOT		620,119	610,619	100%	604,876
Delinquent Tax		-	-	-	-
Motor Vehicle Tax		53,576	46,871	100%	50,377
Recreational Vehicle Tax		823	1,000	100%	729
16/20M Vehicle Tax		488	323	100%	141
Local Alcoholic Liquor Tax		9,000	8,500	100%	8,500
City 1% Use Tax		253,000	305,000	100%	308,000
County Use Tax		122,000	155,000	100%	157,000
City 1% Sales Tax		540,000	610,000	100%	616,100
County Sales Tax		380,000	408,000	100%	412,150
Franchise Tax		199,000	235,000	100%	235,000
Licenses & Permits		224,000	414,850	57%	383,976
Charges for Services		85,470	85,470	100%	143,830
Fines & Forfeitures		80,000	80,000	100%	120,000
Reimbursements/Miscellaneous		-	-	-	-
Investment Income		15,000	15,000	100%	20,000
Total Revenue		\$ 4,289,444	\$ 4,714,450	96%	\$ 5,435,694
Expenditures:					
General Government		1,138,238	1,223,435	97%	1,125,955
Law Enforcement		572,719	621,067	97%	698,244
Public Works		721,645	754,458	97%	779,614
Parks		336,947	372,387	97%	544,653
Facilities		142,424	137,914	97%	506,786
Fleet Maintenance		62,250	67,050	97%	80,027
Community Development		494,000	495,394	97%	437,770
Economic Development		494,775	580,900	97%	593,147
Information Technology		89,167	98,029	97%	143,305
Employee Benefits		602,718	630,402	97%	703,668
Total Expenditures		\$ 4,654,883	\$ 4,981,036	97%	\$ 5,613,169
Revenues Over(Under) Expenditures		\$ (365,439)	\$ (266,586)		\$ (177,475)
Other Financing Sources & Uses					
Transfers from Other funds:					
Transfer from Capital Projects Fund		\$ -	\$ -	-	\$ -
Transfer from LPKC Ph 1 PIF		\$ -	\$ -	-	\$ 301,211
Transfer from TIF Funds-City TIF Fee		\$ 5,343	\$ 1,107	100%	\$ 1,459
Transfers to Other Funds:					
Transfer to Equipment Reserve Fund-General		(125,000)	(132,525)	94%	(125,000)
Transfer to IT Equipment Reserve Fund-General		-	-	0%	(40,000)
Transfer to Capital Projects Fund		-	-	0%	-
Total Other Financing Sources & Uses		\$ (119,657)	\$ (131,418)		\$ 137,670
Balance 12/31		\$ 1,416,311	\$ 1,660,289	\$ 2,288,368	\$ 2,248,563

Undesignated Reserve:	\$ 796,776	\$ 904,239
Portion Designated for Self-Insured Losses:	\$ 50,000	\$ 50,000
Reserve Per Policy - 17% of Budgeted Expenditures:	\$ 846,776	\$ 954,239
Unencumbered Cash Over(Under) Requirement:	\$ 1,441,592	\$ 1,294,324
Undesignated Reserve:	\$ 1,195,259	\$ 1,353,292
Portion Designated for Self-Insured Losses:	\$ 50,000	\$ 50,000
Reserve Per Policy - 25% of Budgeted Expenditures:	\$ 1,245,259	\$ 1,403,292
Unencumbered Cash Over(Under) Requirement:	\$ 1,043,109	\$ 845,270

Funding Sources: Property tax, sales tax, franchise fees, user fees and charges

Expenditures: General operations of the City

Appendix A – Expenditures Approved Budgets Year-to-Year Detail

General Government

2023 Budget – 2024 Budget	2024 Budget -2025 Recommended
<ul style="list-style-type: none"> Added biennial Citizen Survey which is done in the even years. Estimated 8% increase in property insurance premiums. Reduced printing costs to reflect actual costs from the past few years. Added funding for Adopt-A-Highway segments approved by Council in 2022 after the 2023 Budget was adopted (Highway 56). Increase in support for Project Grad. Increase in support for utility assistance. Increase support for UCS. Increased cost for City Attorney to reflect rate increase, the first increase since the firm was hired five years ago. 	<ul style="list-style-type: none"> Removed biennial Citizen Survey which is done in the even years. Moved insurance premiums to the Facilities and Fleet Departments. Reduced printing costs to reflect actual costs from the past few years. Increased contractual residential solid waste contract due to contract expiring. Increased audit costs due to contract expiring. Increase in support for Project Grad. Increase support for UCS. Increase for positions/career progression approved in January 2024 Increase for career progression for Finance Director and Accountant

Law Enforcement

2023 Budget – 2024 Budget	2024 Budget -2025 Recommended
<ul style="list-style-type: none"> Includes a 10% increase in the policing contract with the Johnson County Sheriff's Office. Increase in the prisoner boarding fees from \$75/day to \$85/day. 	<ul style="list-style-type: none"> Includes 7.9% increase in policing contract with Johnson County Sheriff's Office Increase in cost for prosecutor based on two courts per month and actual hours outside court Increase in cost for interpreter services as the Court encounters more clients that do not speak English.

Public Works

2023 Budget – 2024 Budget	2024 Budget -2025 Recommended
<ul style="list-style-type: none"> Increased electric costs for streetlights and traffic signals for rate increase resulting from a potential Evergy rate case that would be effective in January 2024. Increase in cost for streetlight and traffic signal maintenance as the items in LPKC are approaching ten years old. Increase in cost for City Engineer services. Increase in cost for storm siren maintenance, including the cost to replace one battery each year. Increase in cost for brine used in snow operations in case we have to change vendors. 	<ul style="list-style-type: none"> Added biennial bridge inspection (odd years) Increase in cost of salt for ice control Increase for career progression for Public Works Superintendent

Parks

2023 Budget – 2024 Budget	2024 Budget -2025 Recommended
<ul style="list-style-type: none"> • Allocation of On-Call pay for Parks employees. In the past, the On-Call pay was all charged to Public Works. • Added back one Summer Movie Night event. • Increase in cost for the 3rd of July event related to food and insect treatment for the grass area. • Estimating an 8% increase in property insurance premiums. • Increase in costs for chemical applications for Bridgewater Lake and grassy areas. • Increased financial support for Frontier Days. 	<ul style="list-style-type: none"> • Increase for positions/career progression approved in January 2024 • Added new Maintenance Technician I split position (Parks Maintenance/Facilities/The Greenspace) • Increase in support for Frontier Days • Increase in costs for 3rd of July event

Facilities

2023 Budget – 2024 Budget	2024 Budget -2025 Recommended
<ul style="list-style-type: none"> • Removed utilities and internet costs for the Yellow House and the Red Barn. • Increase in cost of the cleaning contract to reflect cost with the current provider. 	<ul style="list-style-type: none"> • Moved property insurance premiums from General Government • Added The Greenspace operating costs, including staff at \$301,211. This amount includes operation and staffing plan as directed by City Council at June 13th work session plus portion of new position below. • Added new Maintenance Tech I split position (Parks Maintenance/Facilities/The Greenspace)

Fleet Maintenance

2023 Budget – 2024 Budget	2024 Budget -2025 Recommended
<ul style="list-style-type: none"> • Increase in the cost of parts and materials used to maintain the fleet. • Moved the cost for the Verizon Network Fleet from Public Works. • Increase in fuel costs to reflect the actuals from the last couple of years. 	<ul style="list-style-type: none"> • Moved the cost of vehicle insurance from General Government • Increased fuel and vehicle maintenance for the new Facilities vehicle

Community Development

2023 Budget – 2024 Budget	2024 Budget -2025 Recommended
<ul style="list-style-type: none"> • Added the Building Inspector position. • Reduced professional services for items that the building inspector would handle. 	<ul style="list-style-type: none"> • Decreased contracted building inspection/plan review services due to in-house building inspector • Reduced legal fees

<ul style="list-style-type: none"> • Increase in the cost for relocating animals to shelters. 	
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Economic Development

2023 Budget – 2024 Budget	2024 Budget -2025 Recommended
<ul style="list-style-type: none"> • Small decrease in the BNSF increment. • Added the Residential Grant Program. • Decreased the Utility Sales Tax transfer to the LPKC Phase 1 Public Infrastructure Fund to reflect the trend in the transfers made the last two years. 	<ul style="list-style-type: none"> • Increase in the BNSF increment. • Increased contribution to ElevateEdgerton!

Information Technology

2023 Budget – 2024 Budget	2024 Budget -2025 Recommended
<ul style="list-style-type: none"> • Estimating a 20% increase in cyber insurance premiums. • Increase in user license fees for some software programs, such as Adobe. • Added vulnerability scanning and monitoring monthly service for compliance with Payment Card Industry Data Security Standards (PCI Compliance) per the credit card merchant agreement with Global Payments. • Added the Tyler Online Payment Portal Maintenance fee (per transaction fee billed to the City after each quarter). 	<ul style="list-style-type: none"> • Moved cell phones from Facilities into IT • Reallocated contracted IT support services between general/water/sewer • Increase costs for contracted IT support services due to contract expiring • Moved equipment to IT Equipment Reserve

Employee Benefits

2023 Budget – 2024 Budget	2024 Budget -2025 Recommended
<ul style="list-style-type: none"> • Estimating a 10% increase in health insurance premiums and a 3% increase in premiums for dental and vision. • Increase in KPERS Rate from 9.43% to 10.26%. For the last few years, the rate had stayed around the same amount. 	<ul style="list-style-type: none"> • Estimating a 6% increase in health insurance premiums and a 3% increase in premiums for dental and vision • Increase in KPERS Rate from 10.26% to 10.71% • Increase in number of employees • Increase due to career progression and added positions

**City of Edgerton
Calculation of the Adjustment to the RNR
for the 2025 Budget**

Real Property							
Class	Description	Nov 2023	6/15/2024 Assessed Value			Change	
			#'s Co Clerk	Corrections	Adj #'s	Nov 2023-6/15/2024 Adj	Council Policy
R	Residential Including Apartments	\$ 14,471,091	\$ 15,526,812	\$ -	\$ 15,526,812	\$ 1,055,721	capture revenue incr up to CIP-U
A	Agricultural Land Use & Improvements	\$ 192,265	\$ 178,913	\$ -	\$ 178,913	\$ (13,352)	capture all revenue
C	Commercial & Industrial	\$ 7,978,386	\$ 20,004,576	\$ 7,553,250	\$ 27,557,826	\$ 19,579,440	capture all revenue
V	Vacant Lots	\$ 4,786,028	\$ 4,680,781	\$ -	\$ 4,680,781	\$ (105,247)	capture all revenue
N	Not for Profit	\$ -	\$ -	\$ -	\$ -	\$ -	capture all revenue
O	All Other Real Property	\$ 1,722	\$ 1,875	\$ -	\$ 1,875	\$ 153	capture all revenue
U	Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	capture all revenue
ED	Exempt Dam	\$ -	\$ -	\$ -	\$ -	\$ -	capture all revenue
EI	Exempt IRB	\$ -	\$ -	\$ -	\$ -	\$ -	capture all revenue
EIC	Exempt IRB for Com	\$ -	\$ -	\$ -	\$ -	\$ -	capture all revenue
EIR	Exempt IRB for Res	\$ -	\$ -	\$ -	\$ -	\$ -	capture all revenue
EIV	Exempt IRB for Vac	\$ -	\$ -	\$ -	\$ -	\$ -	capture all revenue
EX	Exempt Ec Dev	\$ -	\$ -	\$ -	\$ -	\$ -	capture all revenue
EXC	Exempt Ec Dev for Com	\$ -	\$ -	\$ -	\$ -	\$ -	capture all revenue
EXR	Exempt Ec Dev for Res	\$ -	\$ -	\$ -	\$ -	\$ -	capture all revenue
EXV	Exempt Ec Dev for Vac	\$ -	\$ -	\$ -	\$ -	\$ -	capture all revenue
E	All Other Tax Exempt Property	\$ -	\$ -	\$ -	\$ -	\$ -	capture all revenue
Total Real Property		\$ 27,429,492	\$ 40,392,957	\$ 7,553,250	\$ 47,946,207	\$ 20,516,715	

City of Edgerton Policy Regarding Adjustments to the RNR Adopted by Council on 6/10/2021	
Categories of Adjustments to the RNR:	
1	Roll off of incentives, including abatements
2	New territory/annexations
3	Growth in assessed value for non-residential properties
4	Growth in assessed value of residential property due to inflation based on the CPI-U
5	Issuance of GO debt
6	County errors

Personal Property							
Class	Description	Nov 2023	6/15/2024 AV		Change		
			#'s Co Clerk	Adj	Adj #'s	Nov 2023-6/15/2024 Adj	Council Policy
	Personal Property	\$ 158,837	\$ 144,603	\$ -	\$ 144,603	\$ (14,234)	capture all revenue

State Assessed							
Class	Description	Nov 2023	6/15/2024 AV		Change		
			#'s Co Clerk	Adj	Adj #'s	Nov 2023-6/15/2024 Adj	Council Policy
	State Assessed	\$ 32,557,263	\$ 34,634,116	\$ -	\$ 34,634,116	\$ 2,076,853	capture all revenue
Grand Totals		\$ 60,145,592	\$ 75,171,676	\$ 7,553,250	\$ 82,724,926	\$ 22,579,334	

Calculation of Adjustment to RNR

Change in Assessed Value All Non-Residential (Category 3)	\$ 21,523,613
Residential New Construction Assessed Value (Category 2)	\$ -
Allowable Change in Assessed Value - Residential per Council Policy (Category 4)	
Assessed Value - Residential incl Apartments at Nov 2023	\$ 14,471,091
Allowable Increase % Per Council Policy (CPI-U @ 12/31/2023)	3.4%
Allowable Residential Assessed Value Increase Per Council Policy	\$ 492,017
Total Change in Residential Assessed Value Nov 2023 to 6/15/2024	\$ 1,055,721
Less: Residential New Construction	\$ -
Residential Change in Assessed Valuation due to Reappraisal	\$ 1,055,721
Allowable increase in Residential Assessed Valuation	\$ 492,017 *
Total Allowable Change in Assessed Value Per Council Policy	\$ 22,015,630
Nov 2023 Mill Rate for the 2024 Budget	29.753
Allowable increase in Property Tax Revenue per Council Policy	\$ 655,031
Property Tax Levied 2023 for 2024 Budget	\$ 1,789,515
Total Property Tax Revenue for the 2025 Budget	\$ 2,444,546
Base Mill Rate Needed	29.550
Mill Rate Needed for GO Debt Service	\$ -
Total Mill Rate Needed	29.550
RNR	23.810
Estimated Adjustment to the RNR	5.740
Decrease in Mill Rate from 2024 Budget to 2025 Budget	(0.203)

* Due to Council Policy of only allowing an increase in Residential Assessed Value equal to the rate of inflation, the City is removing \$563,704 of assessed value out of the property tax calculation, resulting in forgone revenue of \$16,772.

June 25, 2024

To Whom It May Concern:

This letter is to inform you than upon review, we discovered a calculation error in the June 1, 2024 certified roll to the County Clerk. The parcel 046-138-34-0-30-02-001.00-0 is located at 31608 W 191st St., Edgerton, KS. The certified assessed value was \$0 and the corrected assessed value is \$7,553,250.

Please adjust your worksheets to reflect this change.

KUPN	Appraised Land Value	Appraised Building Value	Appraised Total Value	Assessed Total Value
046-138-34-0-30-02-001.00-0	\$2,028,500	\$28,184,500	\$30,213,000	\$7,553,250

Due to our business practice, additional changes may transpire before November 1, 2024. These potential adjustments occur when processing splits, combinations, and litigation settlements. Our office will notify you of any changes.

In addition, since the County Clerk has already provided you the values I certified on June 1, the County Clerk will not be sending updated 2025 County Clerk Budget Information letters reflecting this change. Please factor this valuation change into your FY2025 budget setting process as you would any other valuation changes that occur after June 1.

If you have any question, please contact me.

Respectfully,



Beau Boisvert, RMA
County Appraiser

Cc: BOCC, CMO, Budget

City of Edgerton General Fund Summary of Audits

	2021 Actual	2022 Actual	2023 Actual
Balance 1/1	\$ 1,978,603	\$ 2,098,781	\$ 2,368,806
Revenues:			
Ad Valorem Tax	2,081,360	2,194,690	2,356,031
City TIF Increment	-	(38,133)	(50,434)
LPKC PILOT	-	-	-
Delinquent Tax	1,460	9,016	3,787
Motor Vehicle Tax	53,313	46,960	47,821
Recreational Vehicle Tax	916	1,192	1,011
16/20M Vehicle Tax	598	434	311
Local Alcoholic Liquor Tax	8,156	7,728	6,048
City 1% Use Tax	253,200	294,254	425,015
County Use Tax	112,556	154,981	140,915
City 1% Sales Tax	523,941	560,160	674,555
County Sales Tax	366,045	373,853	408,065
Franchise Tax	199,933	226,162	238,816
Licenses & Permits	242,452	160,187	311,111
Charges for Services	115,272	124,824	121,730
Fines & Forfeitures	121,756	92,585	87,003
Reimbursements/Miscellaneous	9,517	36,144	17,952
Investment Income	6,477	12,751	57,757
Total Revenue	\$ 4,096,952	\$ 4,257,788	\$ 4,847,494
Expenditures:			
General Government	882,428	892,585	1,089,842
Law Enforcement	543,316	535,611	561,313
Public Works	527,357	577,800	618,697
Parks	224,320	311,378	323,154
Facilities	101,251	103,091	109,860
Fleet Maintenance	52,357	49,857	60,568
Community Development	423,422	366,082	401,186
Economic Development	425,747	460,944	428,159
Information Technology	38,203	45,501	89,074
Employee Benefits	410,119	445,056	524,399
Total Expenditures	\$ 3,628,520	\$ 3,787,905	\$ 4,206,252
Revenues Over(Under) Expenditures	\$ 468,432	\$ 469,883	\$ 641,242
Other Financing Sources & Uses			
Transfers from Other funds:			
Transfer from Capital Projects Fund	\$ 31,521	\$ 84,069	\$ 86,907
Transfer from TIF Funds-City TIF Fee	\$ -	\$ 50,916	\$ 5,321
Transfers to Other Funds:			
Transfer to Equipment Reserve Fund-General	(126,775)	(127,000)	(176,000)
Transfer to Capital Projects Fund	(253,000)	(207,843)	(113,491)
Total Other Financing Sources & Uses	\$ (348,254)	\$ (199,858)	\$ (197,263)
Balance 12/31	\$ 2,098,781	\$ 2,368,806	\$ 2,812,785

**City of Edgerton
2025 Budget Work Session
July 18, 2024**

Utility Funds Budget





July 3, 2024

To: Mayor and City Council Members

From: Beth Linn, City Administrator
Karen Kindle, Finance Director
Dan Merkh, Public Works Director

Re: 2025 Recommended Water Fund Budget

Attached please find the 2025 Recommended Budget for the Water Fund. This fund contains the water utility operation of the City.

Throughout the annual budget process, the City Council approved the use of the Consumer Price Index for All Urban Consumers (CPI-U) as reported by the US Bureau of Labor Statistics (BLS). In January 2024 BLS released the CPI-U which was 3.4%. In January 2023 the CPI-U was 6.5%.

2024 Estimate

The 2024 estimated revenues and expenditures reflect staff’s evaluation of the activity so far in 2024 compared to the budget approved for 2024. A line item with an estimate of more than 100% means that staff expects the 2024 activity to exceed the budget. A line item with an estimate that is less than 100% means that staff anticipates the 2024 activity to be less than the budget.

Staff included a transfer to the new Infrastructure Fund-Water of \$10,000 in 2024. As staff works to inventory the water system infrastructure, the condition of the infrastructure components (such as booster pumps, hydrants, valves, etc.) are reviewed and plans for repair/replacement/maintenance of the items will be developed. In addition, there are sometimes expensive emergency repairs which are not contemplated in the budget causing the use of reserves and large fluctuations in expenditures. Establishing the Infrastructure Fund-Water will allow the water utility to save for large repairs/replacements and emergency maintenance activities while minimizing the fluctuations in the operating budget. Staff will bring authorizing documents for this fund to a future Council meeting.

Revenues

The water utility operations are considered an enterprise, and as such, the funding for operations comes from user charges. The user charges needed to fund the utility operations are calculated based on the operation and maintenance costs required to run the utility, the debt service payments required on outstanding debt and any costs for capital outlay, such as equipment or capital improvements to the system.

Charges for Services

- The revenues are from the 2024 Rate Study Report prepared by Raftelis, which is included in this packet for reference. The 2024 Rate Study Report recommends a small increase of \$2.15 per month for the average customer for 2025.
 - If there is consensus to adopt the recommendation in the 2024 Rate Study Report, staff would bring back the updated fee resolution for Council consideration at a meeting in September.
- This category also includes the tower rent received from AT&T. There is a small increase for this source based on annual increases built into the lease agreement.

Fines & Forfeitures

- The 2025 Budget remains the same as the 2024 Budget. The 2024 Budget was a decrease from the 2023 Budget due to the implementation of the Tyler software. With the new software the late fees are now allocated proportionally among the General Fund (for trash-related late fees), the Water Fund and the Sewer Fund. Previously, all the late fees were deposited in the Water Fund.

Investment Income

- The 2025 Budget is the same as the 2024 Budget.

Expenditures

Fleet Maintenance

- The 2025 Budget is an increase from the 2024 Budget because staff has moved the vehicle insurance cost from the Administration Department.

Information Technology

- Includes a 12% increase in the cost of cyber insurance.
- Cost of cell phones was moved from the Administration Department.
- Increased cost of contracted IT services due to current contract expiring at the end of 2024. Includes a small increase in software maintenance contracts.
- Reflects revised cost allocation percentages for the contracted IT services. Staff reviewed the allocation and determined based on FTE count and equipment used in the operations that the allocation percentages should be adjusted. Previously the allocation was 1/3 each to General, Water and Sewer Funds. The new allocation is 65% General Fund, 10% Water Fund, 20% Sewer Fund and 5% Capital Projects Fund.
- Removed equipment replacement cost. Staff is recommending IT equipment replacement be handled in a manner similar to how we handle vehicles and equipment. The amount of equipment and replacement costs/schedule are at a point where they are causing large fluctuations in expenditures from year to year. Staff recommends this change in process to plan/save for larger expenditures as well as to level out the expenditure each year. Staff is recommending a \$5,000 transfer to an IT Equipment Reserve Fund in 2025. Staff will bring authorizing documents for this fund prior to the start of 2025. During the 2026 Budget process, staff will present the 5-year IT Equipment Replacement Plan.

Production

- Increase due to estimated increases in the cost of water purchased from Miami RWD #2; increase in transportation fee from Water 7; as well as an increase in the cost of the HAWC contract. The Miami RWD #2 contract provides for annual review of their rates and changes related to increases in their costs of operation. The transportation fee from Water 7 has not increased since the contract was signed in 2006. The HAWC cost increases annually when the state increases the cost of raw water. Staff also worked with Raftelis to refine the calculation of this expenditure.

Distribution

- Increased cost for locates based on a continued increase in the number of locates.
- Reduced lab/testing fees related to LCCR due to more information becoming available regarding testing requirements under this regulation.
- Moved building maintenance costs related to the booster pump station buildings from the Administration Department.

Administrative-Water

- Added new Maintenance Technician III position split Water/Sewer. Focused on implementation of preventative maintenance programs and operation/maintenance of complex mechanical, electrical and plumbing systems in the water infrastructure.
- Increase for career progression for Accountant for utility billing related duties.
- Removed the cost for the rate study. Rate studies are conducted in even years.
- Increased credit card fees to reflect the trend in the actual expenditures. The City switched credit card providers when the new software was implemented. The new provider is fully integrated with the software allowing for real-time posting of payments. The City absorbs the credit card fees for utility payments to encourage customers to utilize the online portal and to save staff time posting payments.
- Increase in training due to Director attending a conference in odd years as well as the addition of the new position.
- Reduction in Community Assistance based on the request from Miami County Conservation District at the May 23, 2024, Council Meeting.
- Increase in clothing/uniforms/PPE for the new position.

Employee Benefits

- Increase due to new position and career progression.
- Includes a 6% increase in health insurance premiums and a 3% increase in dental and vision insurance premiums based on information from the City's provider, Midwest Public Risk. The City has been fortunate that actual increases the last few years have been less than 10%.
- Includes an increase in the KPERS employer rate. The rate will go from 10.26% to 10.71%.

Debt Service

- Includes the State Revolving Loan payments for the AMI meter system. The loan is scheduled to be paid off in 2037.

Transfers to Other Funds

- The recommended budget includes a \$15,000 transfer to the Equipment Reserve Fund-Water to continue funding replacement of equipment used in the water operations.
- Added a transfer to the IT Equipment Reserve Fund as noted above for \$5,000.
- Added a transfer to the new Infrastructure Fund-Water in the amount of \$7,500.

Ending Balance and Reserves

The projected balance at the end of 2025 meets the level required by Council policy.

Future Considerations

The financial plan presented in the 2024 Rate Study Report is a forecast that relies on assumptions made about expenditures, customer base, debt service requirements, etc. These factors can change, and as more information is obtained, the assumptions will be updated.

Staff is inventorying the water system components to analyze and develop a replacement plan. The establishment of the new Infrastructure Fund-Water in 2024 and planned transfers in each year of the financial plan will provide a funding mechanism for the needs identified and will be reviewed annually to determine if the amount is adequate.

Another future consideration that might affect the financial plan is the renewal of the City’s wholesale water contracts with the City of Baldwin City and Miami County Rural Water District No. 2; and the City’s transportation contract with Johnson County Water District No. 7.

City of Edgerton Water Fund

	2023 Budget	2024 Budget	2024 Estimate	2025 Recommended
Balance 1/1	\$ 137,901	\$ 192,147	\$ 210,244	\$ 211,413
Revenues:				
Charges for Services	487,630	511,187	100%	533,440
Fines & Forfeitures	20,000	8,000	100%	8,000
Reimbursements	-	-	-	-
Investment Income	2,500	2,500	100%	2,500
Total Revenue	\$ 510,130	\$ 521,687	100%	\$ 543,940
Expenditures:				
Fleet Maintenance	6,075	7,475	95%	8,763
Information Technology	51,738	52,309	95%	39,711
Production	175,000	175,000	95%	204,766
Distribution	63,030	67,030	95%	70,460
Administrative - Water	150,151	162,562	95%	178,269
Employee Benefits	37,938	40,184	95%	46,885
Debt Service	14,957	14,957	100%	14,956
Total Expenditures	\$ 498,889	\$ 519,517	95%	\$ 563,810
Revenues Over(Under) Expenditures	\$ 11,241	\$ 2,170		\$ (19,870)
Other Financing Sources & Uses:				
Transfers from Other funds:				
Transfer from Water Reserve Fund	-	-	0%	-
Transfer from Capital Projects Fund	-	-	0%	-
Transfers to Other Funds:				
Transfer to Equipment Reserve Fund-Water	(15,000)	(15,000)	100%	(25,000)
Transfer to Infrastructure Fund-Water	-	-	n/a	(7,500)
Transfer to IT Equipment Reserve-Water	-	-	0%	(5,000)
Transfer to Capital Projects Fund	-	-		-
Total Other Financing Sources & Uses	\$ (15,000)	\$ (15,000)	167%	\$ (37,500)
Balance 12/31	\$ 134,142	\$ 179,317	\$ 211,413	\$ 154,043

<i>Reserve Per Policy - 17% of Budgeted Expenditures:</i>	\$ 88,318	\$ 95,848
<i>Unencumbered Cash Over(Under) Requirement:</i>	\$ 123,095	\$ 58,195
<i>Reserve Per Policy - 25% of Budgeted Expenditures:</i>	\$ 129,879	\$ 140,953
<i>Unencumbered Cash Over(Under) Requirement:</i>	\$ 81,534	\$ 13,091

Funding Sources: Charges to users of the City's water system

Expenditures: Water system operation and maintenance



July 3, 2024

To: Mayor and City Council Members

From: Beth Linn, City Administrator
Karen Kindle, Finance Director
Dan Merkh, Public Works Director

Re: 2025 Recommended Sewer Fund Budget

Attached please find the 2025 Recommended Budget for the Sewer Fund.

Throughout the annual budget process, the City Council approved the use of the Consumer Price Index for All Urban Consumers (CPI-U) as reported by the US Bureau of Labor Statistics (BLS). In January 2024 BLS released the CPI-U which was 3.4%. In January 2023 the CPI-U was 6.5%.

2024 Estimate

The 2024 estimated revenues and expenditures reflect staff's evaluation of the activity so far in 2024 compared to the budget approved for 2024. A line item with an estimate of more than 100% means that staff expects the 2024 activity to exceed the budget. A line item with an estimate that is less than 100% means that staff anticipates the 2024 activity to be less than the budget.

Staff included a transfer to the Capital Projects Fund for \$50,000 to fund the 2025 CDBG Project. A transfer had not been included in the 2024 Budget due to the uncertainty with the end of the agreement with Gardner. Based on the 2023 results, staff and Raftelis are comfortable including this transfer for 2024 to fully leverage potential CDBG funding.

Staff included a transfer to a new Infrastructure Fund-Sewer of \$25,000 in 2024. As staff works to inventory the sewer system infrastructure, the condition of the infrastructure components (such as pumps, screens, blowers, etc.) are reviewed and plans for repair/replacement/maintenance of the items will be developed. In addition, there are sometimes expensive emergency repairs which are not contemplated in the budget causing the use of reserves and large fluctuations in expenditures. Establishing the Infrastructure Fund-Sewer will allow the sewer utility to save for large repairs/replacements and emergency maintenance activities while minimizing the fluctuations in the operating budget. Staff will bring authorizing documents for this fund to a future Council meeting.

Revenues

The sewer utility operations are considered an enterprise, and as such, the funding for operations comes from user charges. The user charges needed to fund the utility operations are calculated based on the operation and maintenance costs required to run the utility, the debt service payments required on outstanding debt and any costs for capital outlay such as equipment or capital improvements to the system.

Licenses & Permits

- This revenue is generated from businesses that are using holding tanks because they are not yet connected to the City's wastewater system.

Charges for Services

- The revenues are from the 2024 Rate Study Report prepared by Raftelis, which is included in this packet for reference.
- The 2024 Rate Study Report recommends an increase of \$1.51 per month for the average customer for 2025.
 - If there is consensus to adopt the recommendation in the 2024 Rate Study Report, staff would bring back the updated fee resolution for Council consideration at a meeting in September.

Investment Income

- The 2025 Budget is the same as the 2024 Budget.

Expenditures

Fleet Maintenance

- Increased due to moving vehicle insurance cost from the Administration Department.

Information Technology

- Includes a 12% increase in the cost of cyber insurance.
- Cost of cell phones was moved from the Administration Department.
- Increased cost of contracted IT services due to current contract expiring at the end of 2024.
- Includes a small increase in software maintenance contracts.
- Reflects revised cost allocation percentages for the contracted IT services. Staff reviewed the allocation and determined based on FTE count and equipment used in the operations that the allocation percentages should be adjusted. Previously the allocation was 1/3 each to General, Water and Sewer Funds. The new allocation is 65% General Fund, 10% Water Fund, 20% Sewer Fund and 5% Capital Projects Fund.
- Removed equipment replacement cost. Staff is recommending IT equipment replacement be handled in a manner similar to how we handle vehicles and equipment. The amount of equipment and replacement costs/schedule are at a point where they are causing large fluctuations in expenditures from year to year. Staff recommends this change in process to plan/save for larger expenditures as well as to level out the expenditure each year. Staff is recommending a \$5,000 transfer to an IT Equipment

Reserve Fund in 2025. Staff will bring authorizing documents for this fund prior to the start of 2025. During the 2026 Budget process, staff will present the 5-year IT Equipment Replacement Plan.

Treatment Plant

- Decreased costs for contracted sludge disposal services. In late 2023, Council approved a contract with a new provider which lowered the cost.
- Decreased maintenance contracts amount to reflect that the centrifuge maintenance is only done in the even years.
- The City's insurance agent, Kevin O'Brien estimates that property insurance costs will increase 12% in 2025. A portion of those insurance costs is allocated to the treatment plant.

Sewer Line Maintenance

- No increase over the 2024 Budget.

Lift Stations/Vaults

- Decreased electricity to be in line with the trend in actual expenditures.
- Increased trash expenditure to reflect estimated increase due to current contract expiring at the end of 2024.
- Increased generator maintenance contract cost due to current contract expiring at the end of 2024.

Administrative-Sewer

- Added new Maintenance Technician III position split between Water/Sewer. Focused on implementation of preventative maintenance programs and operation/maintenance of complex mechanical, electrical and plumbing systems in the sewer infrastructure.
- Increase for career progression for Accountant for utility billing related duties.
- Removed the cost for the rate study. Rate studies are conducted in even years.
- The City's insurance agent, Kevin O'Brien estimates that property insurance costs will increase 12% in 2025. A portion of those insurance costs is allocated to Sewer Administration Department.
- Increased credit card fees to reflect the trend in the actual expenditures. The City switched credit card providers when the new software was implemented. The new provider is fully integrated with the software allowing for real-time posting of payments. The City absorbs the credit card fees for utility payments to encourage customers to utilize the online portal and to save staff time posting and reconciling payments.
- Increase in training due to the Director attending a conference in odd years as well as the addition of the new position.
- Increase in clothing/uniforms/PPE for the new position.

Employee Benefits

- Increase due to new position and career progression.
- Includes a 6% increase in health insurance premiums and a 3% increase in dental and vision insurance premiums based on information from the City's provider, Midwest Public Risk.

- Includes an increase in the KPERS employer rate. The rate will go from 10.26% to 10.71%.

Debt Service

- Includes the payment for the Series 2016A and 2016B General Obligation Bonds for the conversion of the old treatment plant to a lift station. The project was completed in 2017. The bonds are scheduled to be paid off in 2046 and 2048, respectively.

Transfers to Other Funds

- Includes a transfer to capital projects of \$50,000 to fund the 2025 CDBG Project.
- Includes a \$15,000 transfer to the Equipment Reserve Fund-Sewer to continue funding replacement of equipment used in the sewer operations.
- Added a transfer to the IT Equipment Reserve-Sewer as noted above for \$5,000.
- Added a transfer to the new Infrastructure Fund-Sewer for \$20,000.

Ending Balance and Reserves

The projected balance at the end of 2025 meets the level required by Council policy.

Future Considerations

The financial plan presented in the 2024 Rate Study Report is a forecast that relies on assumptions made about expenditures, customer base, debt service requirements, etc. These factors can change, and as more information is obtained, the assumptions will be updated.

The Wastewater Master Plan is now complete and those projects have been added to the unfunded CIP list. The financial plan does not currently reflect any funding for these projects.

Staff continues to work on the inventory of sewer system components to analyze and develop a replacement plan. The establishment of the new Infrastructure Fund-Sewer in 2024 and planned transfers in each year of the financial plan will provide a funding mechanism for the needs identified and will be reviewed annually to determine if the amount is adequate.

City of Edgerton Sewer Fund

	2023 Budget	2024 Budget	2024 Estimate	2025 Recommended
Balance 1/1	\$ 456,410	\$ 704,735	\$ 843,765	\$ 750,791
Revenues:				
Licenses & Permits	100	100	-	100
Charges for Services	704,931	761,265	106%	839,363
Fines & Forfeitures	-	7,000		10,000
Reimbursements	-	-	-	-
Bond Proceeds	-	-	-	-
Investment Income	3,500	3,500	100%	3,500
Total Revenue	\$ 708,531	\$ 771,865	106%	\$ 852,963
Expenditures:				
Fleet Maintenance	6,075	7,475	95%	9,978
Information Technology	51,738	53,351	95%	50,423
Treatment Plant	193,772	225,055	95%	207,980
Sewer Line Maintenance	11,700	13,200	95%	13,200
Lift Stations/Vaults	35,756	38,456	95%	38,950
Administrative - Sewer	235,028	251,897	95%	310,662
Employee Benefits	65,055	71,876	95%	95,368
Debt Service	194,438	192,438	100%	195,438
Total Expenditures	\$ 793,562	\$ 853,748	96%	\$ 921,999
Revenues Over(Under) Expenditures	\$ (85,031)	\$ (81,883)		\$ (69,036)
Other Financing Sources & Uses:				
Transfers from Other funds:				
Transfer from Sewer Reserve Fund	-	-	-	-
Transfer from LPKC Phase I Maintenance Fee	194,438	-	-	-
Transfer from Capital Projects Fund	-	-	-	-
Transfers to Other Funds:				
Transfer to Equipment Reserve Fund-Sewer	-	-	-	(15,000)
Transfer to IT Equipment Reserve Fund-Sewer	-	-	-	(5,000)
Transfer to Infrastructure Fund-Sewer	-	-	-	(20,000)
Transfer to Capital Projects Fund	(50,000)	-	#DIV/0!	(50,000)
Total Other Financing Sources & Uses	\$ 144,438	\$ -	#DIV/0!	\$ (90,000)
Balance 12/31	\$ 515,817	\$ 622,852	\$ 750,791	\$ 591,755

<i>Reserve Per Policy - 17% of Budgeted Expenditures:</i>	\$ 145,137	\$ 156,740
<i>Unencumbered Cash Over(Under) Requirement:</i>	\$ 605,654	\$ 435,015
<i>Reserve Per Policy - 25% of Budgeted Expenditures:</i>	\$ 213,437	\$ 230,500
<i>Unencumbered Cash Over(Under) Requirement:</i>	\$ 537,354	\$ 361,255

Funding Sources: Charges to users of the City's sewer system

Expenditures: Sewer system operation and maintenance



CITY OF EDGERTON

Water and Sewer Rate Study

DRAFT REPORT / JULY 2024



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Executive Summary

The City of Edgerton retained Raftelis in 2024 to update the City’s Utility Financial Plan (Study). Raftelis reviewed the City’s operating budgets, historical water use data, forecasts of growth at the Dwyer Farms development, and planned transfers for capital expenditures. Based on this information, Raftelis **recommends increasing water rates by 4.75% and sewer rates by 4.0% in FY 2025**. The primary drivers of these increases are the need to meet debt service coverage requirements, the creation of new reserves for capital, the addition of a new employee in 2025, and increased water purchase costs.

	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Proposed Increases							
Water Rates			4.75%	4.50%	4.50%	4.50%	4.50%
Sewer Rates			4.00%	4.00%	4.00%	4.00%	4.00%
Customer Bill - 3,000 Gal.							
Water	\$42.63	\$44.78	\$46.93	\$49.07	\$51.30	\$53.63	\$56.06
Sewer	34.27	37.02	38.53	40.08	41.70	43.40	45.14
Combined	\$76.90	\$81.80	\$85.46	\$89.15	\$93.00	\$97.03	\$101.20

Introduction

The City of Edgerton retained Raftelis in 2024 to update the City's Utility Financial Plan (Study). Raftelis has previously completed several updates to the original Study performed in 2016. The primary objective of financial planning involves determining the overall level of revenue that the water and sewer utilities need to operate, repair and replace critical infrastructure and maintain appropriate reserves for rate stabilization and emergencies. This is referred to as the revenue requirement. Determining the revenue requirement involves three steps:

1. Develop status quo (without rate increases) revenue forecast
2. Forecast operating and capital expenses
3. Develop cash flow projections to determine the level of revenues required to cover projected costs in a financially sustainable fashion

For the City, financial sustainability focuses on maintaining an appropriate level of cash reserves, after funding operating expenses, debt service and rate (cash) funded capital repair and replacement.

Raftelis updated the City's financial plan for a five-year study period from FY 2025 through FY 2029. This plan determines the financial status of the utility under the recommended rates. Raftelis recommends updating the financial plan on a regular basis to recognize changes in capital improvement plans, water use characteristics, and system growth.

Key changes from the 2022 study include updated budget forecasts to account for increased costs, the impact of the new residential development at Dwyer Farms, and the creation of a new Infrastructure Fund to pay for planned or emergency repairs.

During the course of this project, the City provided Raftelis with a variety of financial information, including but not limited to, audited and unaudited financial results, customer billing data, and cost and revenue data. Raftelis did not independently assess or test for the accuracy of such data – historic or projected. We have relied on this data in the formulation of our findings and subsequent recommendations, as well as in the preparation of this report.

Water Utility

Revenue Forecast

The forecast of revenues under existing rates forms the baseline for the level of revenues the City can expect to receive with no adjustments to rates. This revenue is compared to projected expenses to determine if adjustments to revenue levels are needed. The forecast of revenues requires first developing a forecast of water sold and bills issued. Historically, the City has experienced little growth in the number of accounts with water service or the amount of water sold. Forecasts have simply been based on actual water demand in the most recently completed year. However, the new Dwyer Farms residential development is nearing completion and the City expects 113 homes to be sold in 2025¹, and a total of 275 homes sold through 2029. Each of these homes is expected to use 4,000 gallons of water per month. Figure 1 presents a forecast of water use through the study period. Demand from Dwyer Farms is expected to increase the City's total water sold by approximately 40% by 2029.

Figure 1: Water Demand Forecast

	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Baseline							
Water Bills Issued	8,491	8,491	8,491	8,491	8,491	8,491	8,491
Water Use (1,000 Gal.)	28,974	28,974	28,974	28,974	28,974	28,974	28,974
Dwyer Farms							
Bills Issued			-	1,356	1,842	2,328	2,814
Water Use (1,000 Gal.)			-	5,424	7,368	9,312	11,256
Total							
Bills Issued	8,491	8,491	8,491	9,847	10,333	10,819	11,305
Water Use (1,000 Gal.)	28,974	28,974	28,974	34,398	36,342	38,286	40,230

Figure 2 shows a forecast of revenue at current FY 2024 rates using the Demand Forecast presented above. Expenses will be compared to this revenue to determine the level of rate increases required.

Figure 2: Water Revenue at Current Rates

	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Fixed Charge		\$214,848	\$214,848	\$247,202	\$258,798	\$270,394	\$281,990
Volume Charge		256,188	256,188	299,553	315,095	330,638	346,180
Subtotal	\$465,413	\$471,036	\$471,036	\$546,755	\$573,893	\$601,031	\$628,170
Misc. Revenue	\$61,892	\$49,412	\$49,412	\$49,412	\$49,412	\$49,412	\$49,412
Total	\$527,305	\$520,448	\$520,448	\$596,167	\$623,305	\$650,443	\$677,582

¹ In order to develop a conservative forecast, demand is forecasted to begin the year after the City believes the homes will be sold.

Expense Forecast

Operating Expenses

Operating expenses are those which the utility incurs on a day-to-day basis and do not involve the construction of a capital asset. The basis for the operating expense forecast is the FY 2025 utility budget provided by City staff. From this, Raftelis removed debt service and any transfers to other funds, which we evaluated separately. To develop expense projections beyond the budget year we applied escalation rates to account for inflationary increases in costs that will occur over the forecast period. The cost to purchase water was also increased to account for additional sales at Dwyer Farms and increased charges from Miami Co. RWD #2, Water District #7, Baldwin City, and the Hillsdale Area Water Cooperative. Finally, a 95% spend factor is applied to the total for FY 2024 and beyond.

Figure 3: Water Operating Expense Forecast

	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Information Technology	\$49,411	\$52,309	\$39,711	\$41,697	\$43,782	\$45,971	\$48,269
Employee Benefits	36,604	40,184	46,885	49,230	51,691	54,276	56,989
Production	179,035	175,000	204,766	247,318	278,390	308,651	341,640
Distribution	57,414	67,030	70,460	74,244	78,238	82,454	86,906
Administrative	144,031	162,562	178,269	183,746	192,933	202,580	212,709
Fleet Maintenance	3,690	7,475	8,763	9,201	9,661	10,144	10,651
Total	\$470,185	\$504,560	\$548,854	\$605,435	\$654,695	\$704,076	\$757,165
Adjusted Total	\$470,185	\$479,332	\$521,412	\$575,164	\$621,960	\$668,872	\$719,307

Capital Expenses

Capital Expenses for the City's water utility include debt service payments for the Series 2016 PWSLF bonds of approximately \$15,000 per year and transfers to the Equipment Fund, Capital Fund, and newly created Infrastructure Fund and IT Equipment Fund. The Equipment Fund is primarily used for the purchase of new vehicles, while the Infrastructure Fund is intended for planned or emergency repairs to pump stations, valves, or other critical assets. Figure 4 summarizes transfers from the Operating Fund.

Figure 4: Water Transfers to Other Funds

	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Capital Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Infrastructure Fund	0	10,000	10,000	15,000	15,000	15,000	15,000
IT Equipment Fund	0	0	5,000	5,000	5,000	5,000	5,000
Equipment Fund	15,000	15,000	25,000	30,000	50,000	50,000	90,000
Total	\$15,000	\$25,000	\$40,000	\$50,000	\$70,000	\$70,000	\$110,000

Operating Fund Balance

In addition to the three capital-related funds described above, the City maintains the Operating Fund in order to handle unanticipated declines in revenue or emergency expenditures without reducing service quality or dramatically increasing rates. An appropriate reserve begins with a utility's minimum cash expenditures which include the cost to operate the utility on a day-to-day basis (O&M), plus annual principal and interest

payments on any outstanding debt (debt service). The City's reserve policy requires a balance ranging from 17% to 25% of annual operating expenses and debt service; the proposed rates will continue to meet the 25% target.

Cash Flow Forecast

The last step in the financial planning process involves compiling a cash flow forecast, which identifies the revenue adjustments necessary to ensure financial sustainability. Figure 5 summarizes the water utility financial plan. In order to ensure that the City is able to maintain debt service coverage of at least 1.1 times annual debt service in 2025 and maintain fund balance targets in the future, **we recommend a rate increase of 4.75% in FY 2025 and 4.5% each year thereafter.**

Figure 5: Water Financial Plan

	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Proposed Revenue Adjustment			4.75%	4.50%	4.50%	4.50%	4.50%
Revenue							
Retail Customer Revenue	\$465,413	\$471,036	\$493,410	\$598,498	\$656,474	\$718,456	\$784,686
Other Revenue	61,892	49,422	50,530	51,671	52,846	54,056	55,303
Total	\$527,305	\$520,458	\$543,940	\$650,169	\$709,320	\$772,512	\$839,989
Revenue Requirement							
Operating Expenses	\$470,185	\$479,332	\$521,412	\$575,164	\$621,960	\$668,872	\$719,307
Existing Debt Service	14,957	14,955	14,955	14,955	14,958	14,959	14,960
Transfers	15,000	25,000	40,000	50,000	70,000	70,000	110,000
Total	\$500,142	\$519,288	\$576,367	\$640,119	\$706,919	\$753,832	\$844,267
Surplus/(Deficit)	\$27,163	\$1,170	(\$32,427)	\$10,050	\$2,401	\$18,680	(\$4,278)
Debt Service Coverage	3.81	2.74	1.17	4.68	5.50	6.59	7.73
Fund Balances							
Operating (25% Budget)	\$121,285	\$123,572	\$134,092	\$147,530	\$159,230	\$170,958	\$183,567
Operating (Unencumbered)	88,959	87,842	44,895	41,507	32,209	39,161	22,274
System Development	25,772	25,772	25,772	25,772	25,772	25,772	25,772
Equipment	79,406	53,776	59,316	89,316	102,566	27,326	11,958
IT Equipment	0	0	5,000	10,000	15,000	20,000	25,000
Infrastructure	0	10,000	20,000	35,000	50,000	65,000	80,000
Total	\$315,422	\$300,963	\$289,075	\$349,125	\$384,777	\$348,217	\$348,571

Figure 6 presents the same information in graphic format. The columns represent the amount the City is forecasted to spend on O&M, debt service, and transfers. The yellow line shows revenue without any rate increases, which increases significantly with the addition of Dwyer Farms. The green line shows revenue with the recommended rate increases. The gap between the green line and the top of the column is the annual surplus or deficit.

Figure 6: Water Financial Plan Graph

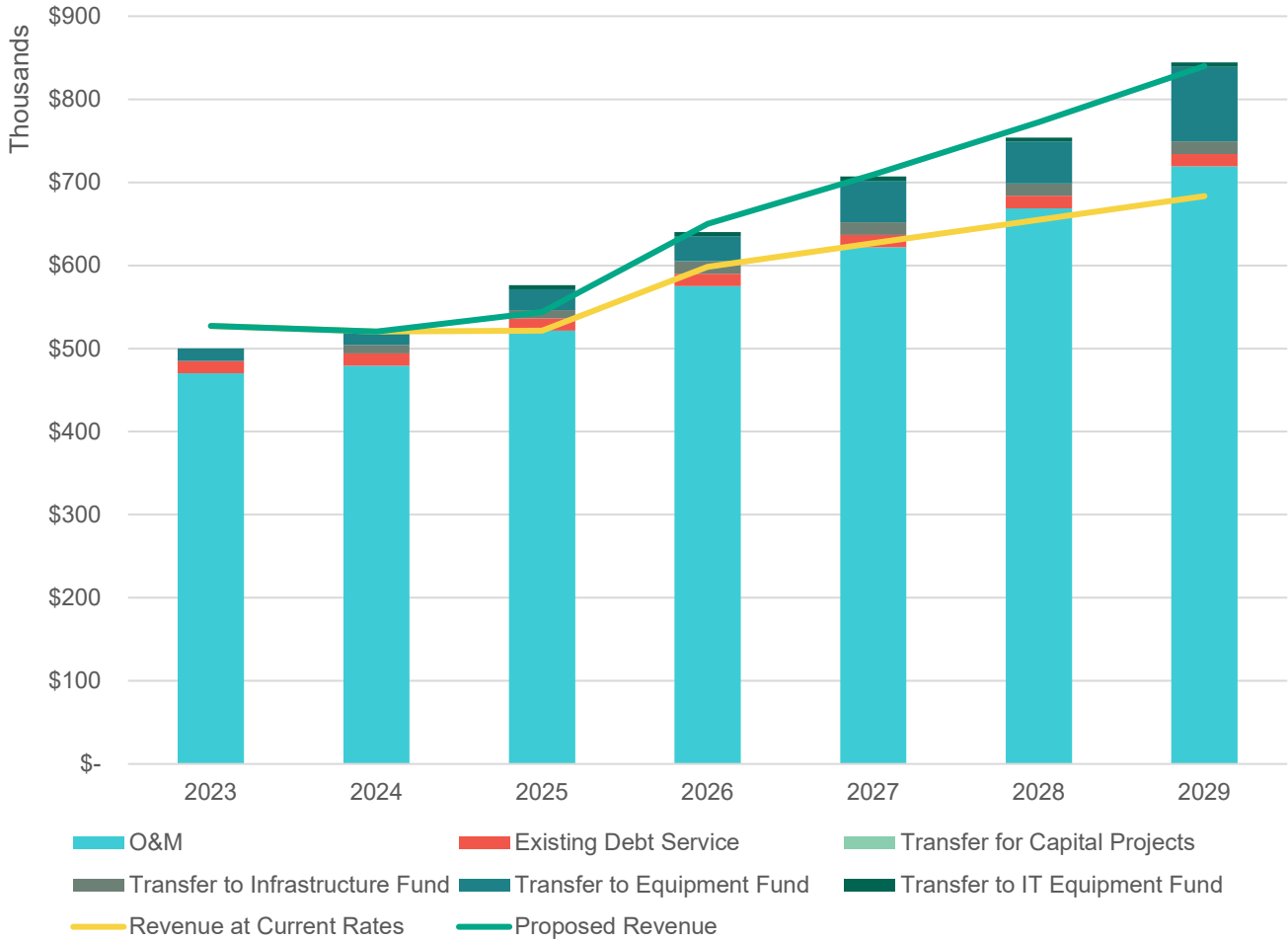
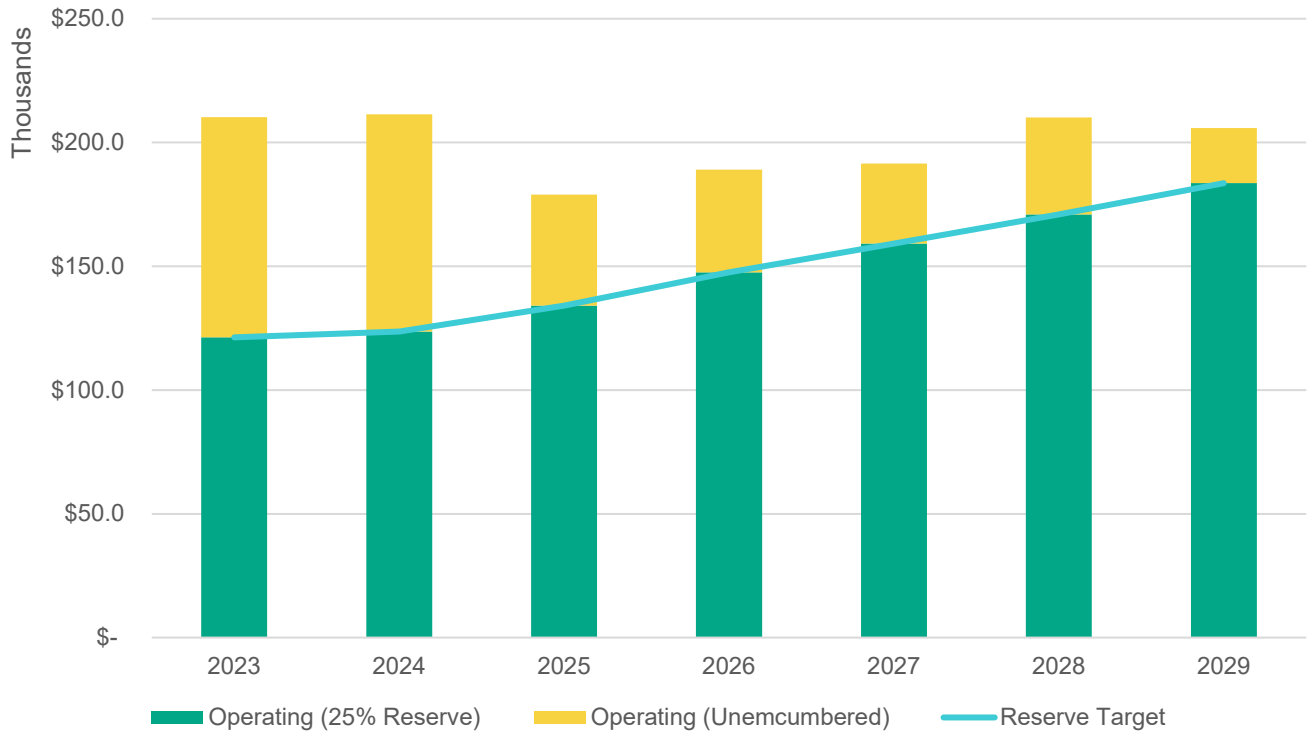


Figure 7 displays a forecast of the operating fund balance. The green bar represents the portion of the balance that is set aside to meet the 25% reserve target. The yellow bar shows the additional, unencumbered balance available for the utility to use as needed in the future. The proposed rates ensure that the utility is able to continue to maintain adequate reserves.

Figure 7: Water Operating Fund Balance



Proposed Water Rates

Figure 8 presents a forecast of the proposed inside city water rates.

Figure 8: Proposed Water Rate Schedule

	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Fixed Monthly Charge							
5/8"	\$22.72	\$23.86	\$25.00	\$26.13	\$27.31	\$28.54	\$29.83
3/4"	24.13	25.34	26.55	27.75	29.00	30.31	31.68
1"	27.00	28.35	29.70	31.04	32.44	33.90	35.43
1 1/2"	34.12	35.83	37.54	39.23	41.00	42.85	44.78
2"	42.70	44.84	46.97	49.09	51.30	53.61	56.03
3"	62.70	65.84	68.97	72.08	75.33	78.72	82.27
4"	91.24	95.81	100.37	104.89	109.62	114.56	119.72
6"	162.62	170.76	178.88	186.93	195.35	204.15	213.34
8"	248.30	260.72	273.11	285.40	298.25	311.68	325.71
Volume Rate (1,000 Gal.)							
Below 2,000	\$4.69	\$4.93	\$5.17	\$5.41	\$5.66	\$5.92	\$6.19
2,001 – 10,000	10.53	11.06	11.59	12.12	12.67	13.25	13.85
Above 10,000	14.51	15.24	15.97	16.69	17.45	18.24	19.07

Sewer Utility

Revenue Forecast

The forecast of sewer revenue under existing rates is similar to the forecast of water revenue. The construction of new homes at Dwyer Farms will significantly increase sewer revenue in future years. Additionally, LPKC customers continue to grow, with sales of approximately 50,000 units of wastewater in 2023 compared to 38,000 in 2022. Figure 9 presents the forecast of sewer demand.

Figure 9: Sewer Demand Forecast

	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Baseline							
Sewer Bills Issued	7,516	7,516	7,516	7,516	7,516	7,516	7,516
Sewer Use (1,000 Gal.)	77,675	77,675	77,675	77,675	77,675	77,675	77,675
Dwyer Farms							
Sewer Bills Issued				1,356	1,842	2,328	2,814
Sewer Use (1,000 Gal.)				5,424	7,368	9,312	11,256
Total							
Sewer Bills Issued	7,516	7,516	7,516	8,872	9,358	9,844	10,330
Sewer Use (1,000 Gal.)	77,675	77,675	77,675	83,099	85,043	86,987	88,931

Figure 10 shows a forecast of revenue at current FY 2024 rates using the Demand Forecast presented above. Expenses will be compared to this revenue to determine the level of rate increases required.

Figure 10: Sewer Revenue at Current Rates

	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Fixed Charge		\$62,232	\$62,232	\$73,460	\$77,484	\$81,508	\$85,532
Volume Charge		744,126	744,126	796,088	814,711	833,335	851,958
Subtotal	\$774,779	\$806,358	\$806,358	\$869,548	\$892,195	\$914,843	\$937,491
Misc. Revenue	\$224,105	\$11,350	\$14,350	\$14,350	\$14,350	\$14,350	\$14,350
Total	\$998,884	\$817,708	\$820,708	\$883,898	\$906,545	\$929,193	\$951,841

Expense Forecast

Operating Expenses

The forecast of sewer operating expenses is conducted in a similar manner as the forecast of water expenses. The primary difference is that chemical and electricity usage at the wastewater treatment plant is expected to follow the same growth pattern as total billed sewer use in order to account for the increased wastewater contributions from Dwyer Farms. The total budgeted O&M is then reduced using a 95% spend factor. Figure 11 presents forecast of sewer operating expenses.

Figure 11: Sewer Operating Expense Forecast

	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Information Technology	\$49,511	\$53,351	\$50,423	\$52,945	\$55,592	\$58,371	\$61,290
Employee Benefits	66,621	71,877	95,368	100,137	105,144	110,401	115,921
Treatment Plant	152,490	225,055	207,980	220,629	234,090	248,419	263,675
Sewer Line Maintenance	1,814	13,200	13,200	13,860	14,553	15,281	16,045
Lift Stations and Vaults	25,040	38,456	38,950	41,351	43,909	46,634	49,537
Administrative	217,429	251,897	310,662	326,196	342,505	359,631	377,612
Fleet Maintenance	4,037	7,475	9,978	10,477	11,001	11,551	12,128
Total	\$516,942	\$661,311	\$726,562	\$765,594	\$806,794	\$850,287	\$896,208
Adjusted Total	\$516,942	\$628,245	\$690,234	\$727,314	\$766,454	\$807,773	\$851,397

Capital Expenses

Capital Expenses for the City's sewer utility include debt service payments for the Series 2016 GO bonds of approximately \$195,000 per year and transfers to the Equipment Fund, Capital Fund, and newly created Infrastructure Fund. Figure 12 summarizes transfers from the Operating Fund.

Figure 12: Sewer Transfers to Other Funds

	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Capital Projects	\$14,100	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Infrastructure Fund	0	25,000	20,000	20,000	20,000	20,000	20,000
IT Equipment Fund	0	0	5,000	5,000	5,000	5,000	5,000
Equipment Fund	0	15,000	15,000	15,000	25,000	25,000	25,000
Total	\$14,100	\$90,000	\$90,000	\$90,000	\$100,000	\$100,000	\$100,000

Cash Flow Forecast

Figure 13 summarizes the sewer utility financial plan. The City's capital and equipment transfers in FY 2024 will reduce the Operating Fund to approximately the required minimum balance. In order to ensure that the Fund Balance remains positive in FY 2025 and beyond, **we recommend a rate increase of 4.0% in FY 2025 and each year thereafter.**

Figure 13: Sewer Financial Plan

	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Proposed Revenue Adjustment			4.00%	4.00%	4.00%	4.00%	4.00%
Revenue							
Retail Customer Revenue	\$774,779	\$806,358	\$838,613	\$940,503	\$1,003,598	\$1,070,237	\$1,140,601
Other Revenue	29,667	11,350	14,350	14,350	14,350	14,350	14,350
Transfer from Fund 900	194,438	0	0	0	0	0	0
Total	\$998,884	\$817,708	\$852,963	\$954,853	\$1,017,948	\$1,084,587	\$1,154,951
Revenue Requirement							
Operating Expenses	\$516,942	\$628,245	\$690,234	\$727,314	\$766,454	\$807,773	\$851,397
Existing Debt Service	194,438	192,438	195,438	193,338	196,238	194,038	191,563
Transfers	14,100	90,000	90,000	90,000	100,000	100,000	100,000
Total	\$725,479	\$910,683	\$975,672	\$1,010,652	\$1,062,692	\$1,101,810	\$1,142,960
Surplus/(Deficit)	\$273,405	(\$92,974)	(\$122,709)	(\$55,799)	(\$44,743)	(\$17,223)	\$11,991
Debt Service Coverage	2.47	0.98	0.80	1.15	1.25	1.40	1.55
Fund Balances							
Operating (25% Reserve)	\$177,845	\$205,171	\$221,418	\$230,163	\$240,673	\$250,453	\$260,740
Operating (Unencumbered)	665,919	545,619	406,662	342,118	286,865	259,862	261,566
System Development	623,487	623,487	623,487	623,487	623,487	623,487	623,487
Equipment	97,406	97,406	92,946	107,946	132,946	69,456	25,838
IT Equipment	-	-	5,000	10,000	15,000	20,000	25,000
Infrastructure	0	25,000	45,000	65,000	85,000	105,000	125,000
Total	\$1,564,657	\$1,496,682	\$1,394,513	\$1,378,714	\$1,383,971	\$1,328,257	\$1,321,630

Figure 14 presents the same information in graphical format.

Figure 14: Sewer Financial Plan Graph

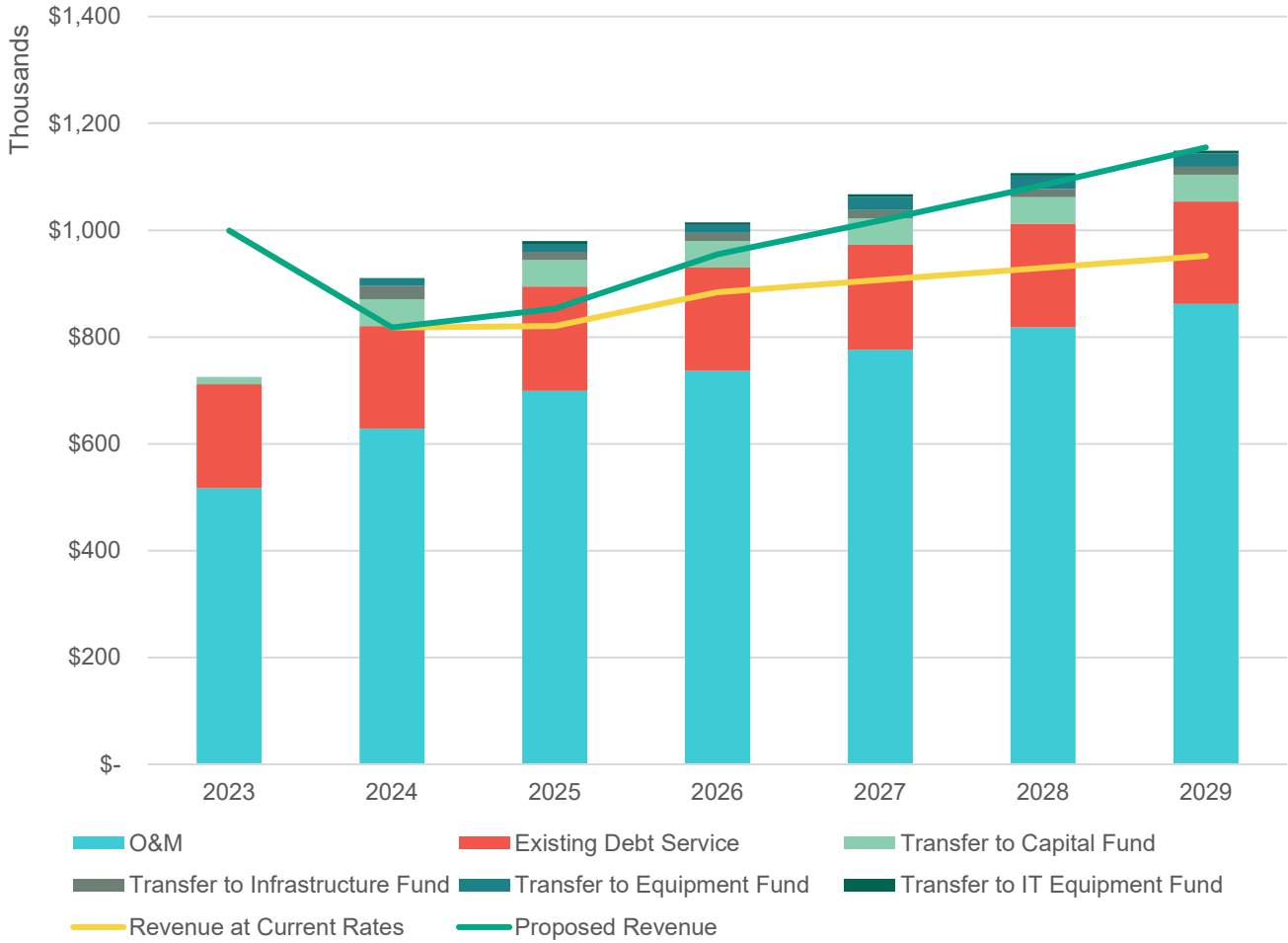
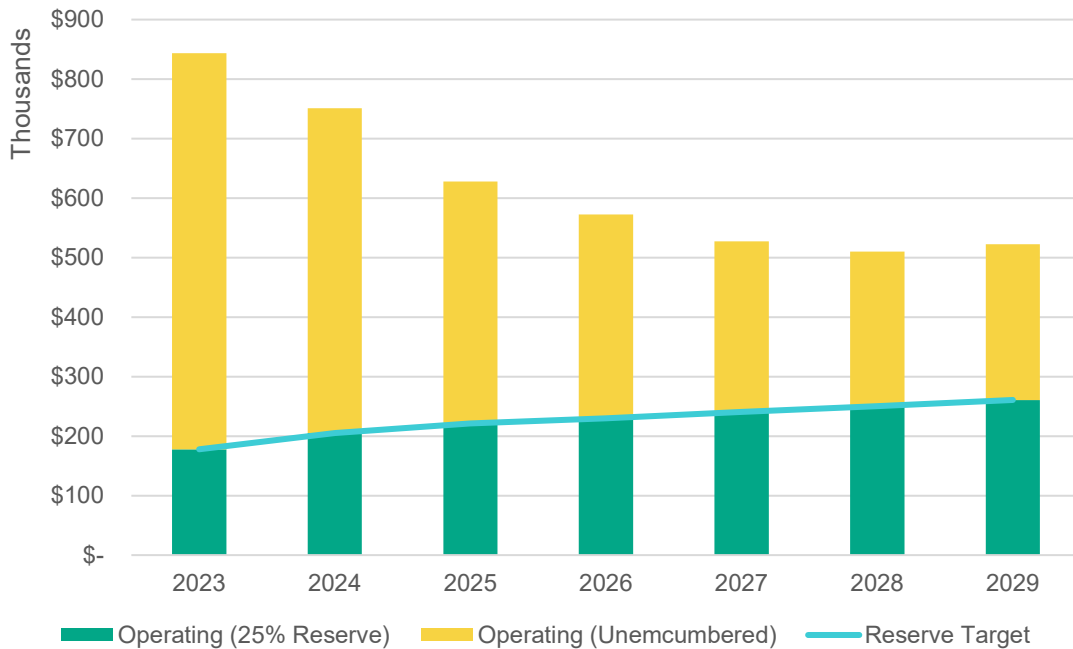


Figure 15: Sewer Operating Fund Balance



Proposed Sewer Rates

Figure 16 presents a forecast of the proposed sewer rates.

Figure 16: Proposed Sewer Rates

	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Fixed Monthly Charge	\$7.66	\$8.28	\$8.62	\$8.97	\$9.33	\$9.71	\$10.10
Volume Rate (1,000 Gal.)	\$8.87	\$9.58	\$9.97	\$10.37	\$10.79	\$11.23	\$11.68

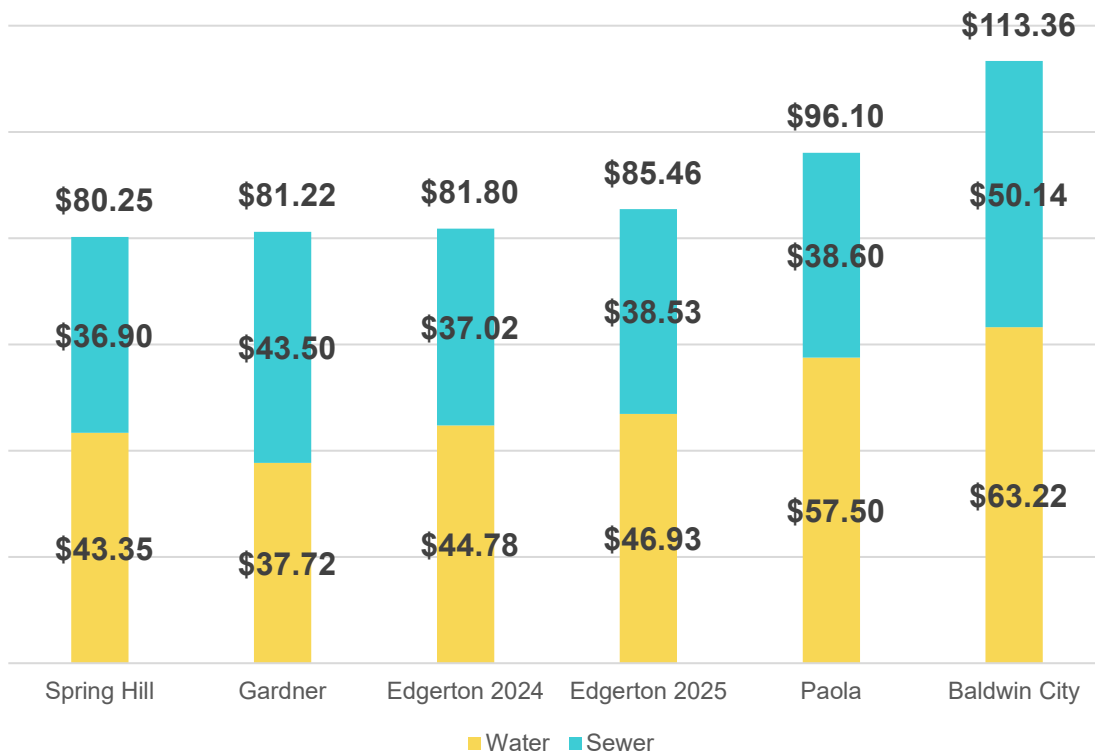
Customer Bill Impacts

Figure 17 presents a typical residential water, sewer, and combined bill for varying levels of water use. Figure 18 compares 2024 and proposed 2025 typical water and sewer bills in the City of Edgerton to bills in neighboring communities in 2024.

Figure 17: Customer Bills

	Use	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Water Bill								
Small	3	\$42.63	\$44.78	\$46.93	\$49.07	\$51.30	\$53.63	\$56.06
Medium	8	95.28	100.08	104.88	109.67	114.65	119.88	125.31
Large	15	188.89	198.40	207.91	217.36	227.24	237.58	248.36
Sewer Bill								
Small	3	\$34.27	\$37.02	\$38.53	\$40.08	\$41.70	\$43.40	\$45.14
Medium	8	78.62	84.92	88.38	91.93	95.65	99.55	103.54
Large	15	140.71	151.98	158.17	164.52	171.18	178.16	185.30
Combined Bill								
Small	3	\$76.90	\$81.80	\$85.46	\$89.15	\$93.00	\$97.03	\$101.20
Medium	8	173.90	185.00	193.26	201.60	210.30	219.43	228.85
Large	15	329.60	350.38	366.08	381.88	398.42	415.74	433.66

Figure 18: 3,000 Gallon Bill Comparison





Utility Rates FY 2025



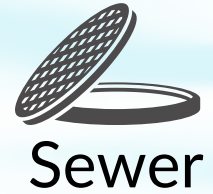
2025 Proposed Average Monthly Water Charge

2025 Proposed Average Monthly Sewer Charge



\$46.93
an increase of
\$2.15

\$38.53
an increase of
\$1.51



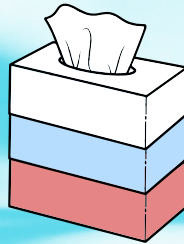
This utility rate increase is less than...

2025 Proposed Total Average Monthly Increase

\$3.66
per month

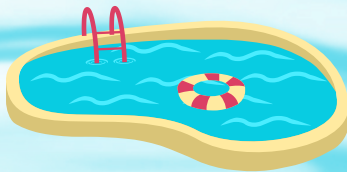


A tube of whitening toothpaste



3 Pack of tissues

One Day Pool Pass



Two crunchy tacos from Taco Bell

Bottle of Coffee Creamer



How are rates set?

Both water and sewer are considered enterprise funds, which means they operate like a business. The user charges are based on how much money is needed to run the utility, any debt service payments and capital costs.

**City of Edgerton
2025 Budget Work Session
July 18, 2024**

Other Funds Budget





July 3, 2024

To: Mayor and City Council Members

From: Beth Linn, City Administrator
Karen Kindle, Finance Director

Re: Other Funds 2025 Recommended Budgets

Attached are the budget schedules for the other funds for which the City adopts a budget. The sections below provide additional information about the 2025 Recommended Budget for these funds.

Special Highway Fund

The Special Highway Fund is the fund the City is required to establish by state statute to track the revenues and expenditures related to the state gasoline tax.

Revenues

The portion of the gas tax that is distributed to cities is distributed on a per capita basis. The League of Kansas Municipalities provides an estimate of the gas tax revenue for the current year and the budget year. The League shows no change in 2024 estimated revenue and a small increase from that amount to the 2025 estimated revenue. The City's portion of the state gasoline tax revenue has stayed about the same over the last few years.

Expenditures

Expenditures of gas tax revenues are limited to street maintenance by state statute. The City uses the gas tax revenue to fund the Annual Street Preservation Program. The funds are transferred to the Capital Projects Fund and deposited into the Annual Street Preservation Project.

Special Parks and Recreation Fund

The Special Parks & Recreation Fund is the fund the City is required to establish by state statute to track the revenues and expenditures related to the tax on alcoholic beverages sold by any club, caterer or drinking establishment. A portion of the taxes paid within the City limits are returned to the City and must be allocated 50% to the General Fund and 50% to the Special Parks and Recreation Fund.

Revenues

The Johnson County Treasurer provides an estimate of the alcohol tax for the budget year. Staff reviewed that estimate as well as the trend in the actuals, including the two distributions received so far in 2024 to estimate the revenue to be received in 2025. This review resulted in a leaving the revenue estimate unchanged for both the 2024 estimate and the 2025 budget year. Due to timing of remittance of the tax by the vendors, the last distribution in 2023 and the first

distribution in 2024 were lower than normal. The second distribution in 2024 appears to have made up the difference from those two distributions.

Expenditures

Expenditures of the portion of the alcohol tax revenue deposited in the Special Parks & Recreation Fund are limited to park and recreation programs and improvements. Council utilized \$40,000 of the balance in this fund for the Edgerton Lake/Dam Exploration project. Council has not designated funds from this source for any other programs or capital projects, so the balance will start to accumulate again. The 2025 Recommended Budget includes a transfer to the Capital Projects fund should the Council decide later to utilize the balance in this fund.

Bond & Interest Fund

The Bond & Interest Fund contains the transactions related to some of the debt obligations of the City. Currently, this fund contains the transactions related to the Series 2020A General Obligation Bonds, which refunded the 2012A General Obligation Bonds related to the Sunflower Benefit District. Debt obligations related to water operations are paid from the Water Fund. Debt obligations related to the sewer operations are paid from the Sewer Fund. Debt obligations related to LPKC Phases 1 and 2 are paid from their respective Public Infrastructure Funds in accordance with the development agreements and master trust indentures.

Revenues

The Recommended Budget includes the special assessments payable to the City from the properties within the Sunflower Benefit District for 2025. Collections are at 82% so far in 2024; however, there are still two property tax distributions left in 2024 which may contain the remaining assessments. Collections were 95% in 2023. There is adequate fund balance on hand to cover debt payments in addition to a reserve that is maintained in the Series 2020A Bond Reserve Fund.

Expenditures

The expenditures in the Recommended Budget reflect the amount payable on the Series 2020A General Obligation Bonds related to the Sunflower Benefit District in 2025. Bond payments have been made according to the debt schedule each year. The Series 2020A GO Bonds are scheduled to be paid off in 2030.

TIF Funds

At time of publication of the packet, the City had not yet received the 2025 TIF Budget Information from the County Clerk. Budget information for the TIF Funds will be provided at a future Council meeting.

Dwyer RHID Fund

At time of publication of the packet, the City had not yet received the 2025 RHID Budget Information from the County Clerk. Budget information for the Dwyer RHID Fund will be provided at a future Council meeting.

City of Edgerton Special Highway Fund

	2023 Budget	2024 Budget	2024 Estimate	2025 Recommended
Balance 1/1	\$ 8,463	\$ -	\$ -	\$ -
Revenues:				
Gasoline Tax	49,600	48,270	100%	48,310
Total Revenue	\$ 49,600	\$ 48,270	100%	\$ 48,310
Expenditures:				
Public Works	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ -	\$ -
Revenues Over(Under) Expenditures	\$ 49,600	\$ 48,270		\$ 48,310
Other Financing Sources & Uses:				
Transfers to Other Funds:				
Transfer to Capital Projects Fund	58,063	48,270	100%	48,310
Total Other Financing Sources & Uses	\$ (58,063)	\$ (48,270)		\$ (48,310)
Balance 12/31	\$ -	\$ -	\$ -	\$ -
Expenditure Detail:				
Annual Street Preservation Program	\$ 58,063	\$ 48,270	100%	\$ 48,310
	\$ 58,063	\$ 48,270	100%	\$ 48,310

Funding Sources: State gasoline tax (per gallon)

Expenditures: Maintenance of City streets

**City of Edgerton
Special Parks & Recreation Fund**

	2023 Budget	2024 Budget	2024 Estimate	2025 Recommended
Balance 1/1	\$ 47,687	\$ 54,915	\$ 12,463	\$ 20,963
Revenues:				
Local Alcoholic Liquor Tax	9,000	8,500	100%	8,500
Total Revenue	<u>\$ 9,000</u>	<u>\$ 8,500</u>	100%	<u>\$ 8,500</u>
Expenditures:				
Parks	-	-	-	-
Total Expenditures	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Revenues Over(Under) Expenditures	\$ 9,000	\$ 8,500		\$ 8,500
Other Financing Sources & Uses:				
Transfers to Other Funds:				
Transfer to Capital Projects Fund	56,687	63,415	0%	29,463
Total Other Financing Sources & Uses	<u>\$ (56,687)</u>	<u>\$ (63,415)</u>		<u>\$ (29,463)</u>
Balance 12/31	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 20,963</u>	<u>\$ -</u>

Expenditure Detail:

Transfer to CIP	\$ 29,463
	<u>\$ 29,463</u>

Funding Sources: Special alcohol tax per K.S.A. 79-41a04 (1/2 of total alcohol tax received by the City)

Expenditures: Park & Recreation programs and improvements

City of Edgerton Bond & Interest Fund

	2023 Budget	2024 Budget	2024 Estimate	2025 Recommended
Balance 1/1	\$ 385,225	\$ 389,228	\$ 376,739	\$ 312,857
Revenues:				
Special Assessments	238,954	238,954	100%	238,954
Investment Income		-		-
Total Revenue	\$ 238,954	\$ 238,954	100%	\$ 238,954
Expenditures:				
Debt Service	307,290	302,836	100%	303,380
Total Expenditures	\$ 307,290	\$ 302,836	100%	\$ 303,380
Revenues Over(Under) Expenditures	\$ (68,336)	\$ (63,882)		\$ (64,426)
Other Financing Sources & Uses:				
Transfers from Other funds:	-	-	-	-
Transfers to Other Funds:	-	-	-	-
Total Other Financing Sources & Uses	\$ -	\$ -	\$ -	\$ -
Balance 12/31	\$ 316,889	\$ 325,346	\$ 312,857	\$ 248,431

Funding Sources: Special assessments

Expenditures: Debt service payments on the City's 2020 outstanding GO bonds

Notes: The City's 2020 outstanding GO bonds will be paid off in 2030.

**City of Edgerton
2025 Budget Public Hearing
August 22, 2024**

New

**TIF & RHID
Funds Budget**





August 19, 2024

To: Mayor and City Council Members

From: Beth Linn, City Administrator
Karen Kindle, Finance Director

Re: TIF and RHID Funds 2025 Recommended Budgets

Attached are the budget schedules for the TIF and RHID funds for which the City adopts a budget. The County had not provided the information in time for publication of the packet for the budget work session held on July 18, 2024. The sections below provide additional information about the 2025 Recommended Budget for these funds.

TIF – Edgerton Office

On August 22, 2019, the Governing Body approved Ordinance No. 2020 which established the Edgerton Office TIF covering Project Area A and Project Area B. Both project areas will contain a multi-story office building. To date, redevelopment project plans have not been adopted for either of the two project areas. At this time, all activity related to the Edgerton Office TIF District is accounted for in the TIF-Edgerton Office Fund.

Revenues

The majority of the revenues in this fund come from the incremental ad valorem property tax for properties included in the Project Areas. Other revenues can include reimbursements for legal fees and financial advisor services.

Expenditures

Expenditures can include payment for legal and financial services, city administrative fee and eligible expenditures per future Disposition and Development Agreements (DDA) adopted via resolution of the Governing Body.

At this time, the City does not expect to have eligible expenditures in 2025. Funds will accumulate until a project plan is adopted by the Governing Body; however, transfers to capital projects are listed so there is budget authority should a project plan be adopted after budget approval.

TIF – Homestead Lane Retail District

On August 22, 2019, the Governing Body approved Ordinance No. 2021 which established the Homestead Lane Retail District TIF covering two project areas, Project Area A and Project Area B. Activity related to the two project areas is accounted for as follows:

- Project Area A is accounted for in the TIF-Homestead Ln Redev Dist A Fund.
- Project Area B is accounted for in the TIF-Homestead Ln Redev Dist B Fund.

Once a project plan is approved by the Governing Body, a new fund is established to account for the activity related to that specific project plan.

The Governing Body has approved two project plans for the Homestead Lane Retail TIF District:

- On July 9, 2020, the Governing Body approved Ordinance No. 2041 adopting a redevelopment project plan for Project Plan A1, commonly known as the On-the-Go Travel Plaza. The activity related to this project plan is accounted for in the TIF-Proj Plan A1 Homestead Ln Fund.
- On November 18, 2021, the Governing Body approved Ordinance No. 2099 adopting a redevelopment project plan for Project Plan B1, commonly known as Edgerton Crossing. The activity related to this project plan is accounted for in the TIF-Proj Plan B1 Homestead Ln Fund.

Revenues

The majority of the revenues in the funds related to the Homestead Lane Retail TIF District come from the incremental ad valorem property tax for properties included in the Project Areas. Other revenues can include reimbursements for legal fees and financial advisor services.

Expenditures

Expenditures can include payment for legal fees and financial services as well as the City administrative fee and eligible expenditures per the DDAs adopted by the Governing Body. Current DDAs are:

- My Store III, Inc., adopted by Resolution No. 07-09-20A
- Woodstone Properties, LLC, adopted by Resolution No. 11-18-2021A

Expenditures for 2025 were calculated based on the current DDAs.

Dwyer Farms RHID

The Governing Body approved Ordinance No. 2137 on May 25, 2023, which established the Dwyer Farms Rural Housing Incentive district.

Revenues

The majority of the revenues in this fund come from the incremental ad valorem property tax for properties included in the District. Other revenues can include reimbursements for legal fees and financial advisor services.

Expenditures

Expenditures include eligible expenditures per the development agreement with Kansas LD, LLC approved by Council on January 26, 2023, legal fees, financial advisor fees and any other costs allowed by state law.

The base year for the assessed value of the District is 2023, so the first year of increment is 2024. The assessed value of the District decreased in 2024 resulting in a zero increment amount and zero incremental revenues for the 2025 Budget. Assessed value is measured on January 1st each year, so the next measurement date is January 1, 2025, which will be used for the 2026 Budget. Because of the zero increment for the first year of the district, there will not be any activity in the Dwyer Farms RHID fund, so a fund schedule was not prepared.

**City of Edgerton
TIF - Edgerton Office**

	2022 Budget	2023 Budget	2024 Budget	2024 Estimate	2025 Recommended
Balance 1/1	\$ -	\$ 30	\$ 87	\$ 60	\$ 90
Revenues:					
TIF Revenue	31	30	29	100%	29
Charges for Services	-	-	-	-	-
Reimbursements	-	-	-	-	-
Interest	-	-	-	-	-
Total Revenue	\$ 31	\$ 30	\$ 29	103%	\$ 29
Expenditures:					
Administration	-	-	-	-	-
TIF Office Redevelopment	31	60	87	0%	119
Total Expenditures	\$ 31	\$ 60	\$ 87	0%	\$ 119
Revenues Over(Under) Expenditures	\$ -	\$ (30)	\$ (58)		\$ (90)
Other Financing Sources & Uses:					
Transfers from Other Funds:					
Transfer from General Fund	-	-	-	-	-
Transfers to Other Funds:					
None	-	-	-	-	-
Total Other Financing Sources & Uses	\$ -	\$ -	\$ -		\$ -
Balance 12/31	\$ -	\$ -	\$ 29	\$ 90	\$ -

Funding Sources: Property tax revenue increment from area designated in TIF district documents

Expenditures: City administrative fee, reimbursements to developers per development agreements

City of Edgerton
TIF - Homestead Ln - Redevelopment District A

	2022 Budget	2023 Budget	2024 Budget	2024 Estimate	2025 Recommended
Balance 1/1	\$ (8,968)	\$ 34,599	\$ 121,867	\$ 81,913	\$ 107,477
Revenues:					
TIF Revenue	48,983	47,796	25,664	99%	25,276
Charges for Services	-	-	-	-	-
Interest on Investments	-	-	150	-	-
Reimbursements	-	-	-	-	-
Total Revenue	\$ 48,983	\$ 47,796	\$ 25,814	99%	\$ 25,276
Expenditures:					
Administration	-	-	-	-	-
TIF Project Plan A1	-	-	-	-	-
TIF Homestead Ln Redevelopment District A	-	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues Over(Under) Expenditures	\$ 48,983	\$ 47,796	\$ 25,814		\$ 25,276
Other Financing Sources & Uses:					
Transfers to Other Funds:					
Transfer to the General Fund	(4,375)	-	-	0%	-
Transfer to Homestead Proj Plan A1	-	-	-	0%	-
Transfer to Capital Projects	(35,640)	(82,395)	(105,652)	0%	(132,753)
Total Other Financing Sources & Uses	\$ (40,015)	\$ (82,395)	\$ (105,652)		\$ (132,753)
Balance 12/31	\$ -	\$ -	\$ 42,029	\$ 107,477	\$ -

Funding Sources: Property tax revenue increment from area designated in TIF district documents

Expenditures: City administrative fee, reimbursements to developers per development agreements

City of Edgerton
TIF - Homestead Ln Project Plan A1 (On-the-Go Travel Center)

	2022 Budget	2023 Budget	2024 Budget	2024 Estimate	2025 Recommended
Balance 1/1	\$ 117	\$ -	\$ 22,970	\$ 22,398	\$ 0
Revenues:					
TIF Revenue	62,246	108,655	113,710	99%	183,161
Interest on Investments	-	-	-	-	-
Total Revenue	\$ 62,246	\$ 108,655	\$ 113,710	99%	\$ 183,161
Expenditures:					
Administration	-	-	-	-	-
TIF Project Plan A1	17,959	54,056	56,571	99%	91,123
Total Expenditures	\$ 17,959	\$ 54,056	\$ 56,571	99%	\$ 91,123
Revenues Over(Under) Expenditures	\$ 44,287	\$ 54,599	\$ 57,139		\$ 92,038
Other Financing Sources & Uses:					
Transfers from Other Funds:					
Transfer from Homestead Ln Redev Dist A	-	-	-	-	-
Transfers to Other Funds:					
Transfer to General Fund - Admin Fee	(13,281)	(543)	(569)	99%	(916)
Transfer to Capital Projects	(31,123)	(54,056)	(79,540)	99%	(91,123)
Total Other Financing Sources & Uses	\$ (44,404)	\$ (54,599)	\$ (80,109)		\$ (92,038)
Balance 12/31	\$ -	\$ -	\$ -	\$ 0	\$ 0

Funding Sources: Property tax revenue increment from area designated in TIF district documents

Expenditures: City administrative fee, reimbursements to developers per development agreements

City of Edgerton
TIF - Homestead Ln - Redevelopment District B

	2022 Budget	2023 Budget	2024 Budget	2024 Estimate	2025 Recommended
Balance 1/1	\$ 33,236	\$ 252	\$ 600	\$ 609	\$ 1,178
Revenues:					
TIF Revenue	41,051	329	664	85%	913
Charges for Services	-	-	-	-	-
Interest on Investments	-	-	-	-	-
Reimbursements	-	-	-	-	-
Total Revenue	\$ 41,051	\$ 329	\$ 664	86%	\$ 913
Expenditures:					
Administration	-	-	-	-	-
TIF Homestead Ln Redevelopment District B	-	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues Over(Under) Expenditures	\$ 41,051	\$ 329	\$ 664		\$ 913
Other Financing Sources & Uses:					
Transfers to Other Funds:					
Transfer to Capital Projects	(41,176)	(581)	(1,264)	-	(2,091)
Transfer to General Fund - Admin Fee	(33,111)	-	-	#DIV/0!	-
Total Other Financing Sources & Uses	\$ (74,287)	\$ (581)	\$ (1,264)		\$ (2,091)
Balance 12/31	\$ -	\$ -	\$ -	\$ 1,178	\$ -

Funding Sources: Property tax revenue increment from area designated in TIF district documents

Expenditures: City administrative fee, reimbursements to developers per development agreements

City of Edgerton
TIF - Homestead Ln Project Plan B1 (Edgerton Crossing)

	2022 Budget	2023 Budget	2024 Budget	2024 Estimate	2025 Recommended
Balance 1/1	\$ -	\$ 39,879	\$ 36,587	\$ 75,965	\$ 61,491
Revenues:					
TIF Revenue	-	41,083	53,754	100%	54,263
Charges for Services	-	-	-	-	-
Interest on Investments	-	-	-	-	-
Reimbursements	-	-	-	-	-
Total Revenue	\$ -	\$ 41,083	\$ 53,754	-	\$ 54,263
Expenditures:					
Administration	-	-	-	-	-
TIF Project Plan B1	-	38,081	63,195	-	88,351
Total Expenditures	\$ -	\$ 38,081	\$ 63,195	-	\$ 88,351
Revenues Over(Under) Expenditures	\$ -	\$ 3,002	\$ (9,441)		\$ (34,088)
Other Financing Sources & Uses:					
Transfers from Other Funds:					
Transfers to Other Funds:					
Transfer to General Fund - Admin Fee	-	(4,800)	(538)	-	(543)
Transfer to Capital Projects	-	(38,081)	(26,608)	-	(26,860)
Total Other Financing Sources & Uses	\$ -	\$ (42,881)	\$ (27,146)		\$ (27,403)
Balance 12/31	\$ -	\$ -	\$ -	\$ 61,491	\$ -

Funding Sources: Property tax revenue increment from area designated in TIF district documents

Expenditures: City administrative fee, reimbursements to developers per development agreements

**City of Edgerton
2025 Budget Work Session
July 18, 2024**

Revised

Vehicles & Equipment



August 19, 2024

To: Mayor and City Council Members

From: Beth Linn, City Administrator
Karen Kindle, Finance Director
Dan Merkh, Public Works Director

Re: Vehicles & Equipment 2024-2029

Updates Since the Budget Work Session on July 18, 2024

At the Budget Work Session on July 18, 2024, staff presented the proposed 5-year Vehicles & Equipment Plan for 2024-2029. Part of that presentation included three items on the unfunded equipment list that staff recommended Council consider funding in 2029. The three items are the Brine Manufacturing System and two Outdoor Brine Storage Tanks. Council gave consensus to fund all three items. Staff has incorporated those items into Exhibit B. Those items were already included in the Fund Summary in order to show Council the effect on fund balances if they chose to fund them.

Staff has reviewed and updated the Vehicles & Equipment Plan for 2024-2029. The document is divided into the following sections:

- Recommended Budget – items scheduled for replacement in 2024 and 2025.
- Current Program – items scheduled for replacement in 2026-2029.
- Unfunded Equipment – items for which staff has identified a need but the items have not been approved for funding by Council.

The Vehicle & Equipment Process includes the following steps:

- Review the plan and obtain consensus on funding new requests, if any, at the budget work session.
- Staff updates the plan documents to reflect Governing Body direction given at the work session and brings back the plan for formal approval with the other 2025 Budget documents. This approval sets the budget for the purchase of the equipment items.
- After approval of the plan, purchase of the individual items will be made in 2024/2025 in accordance with the City's Purchasing Policy, including obtaining Governing Body approval if required by the Purchasing Policy.

Equipment Condition Rating Scale

Staff use a rating scale to note the condition of each equipment item. The scale considers the age of the unit, number and extent of repairs and quarterly inspections of the item and historical data related to the unit.

Condition Rating	Rating Title	Rating Description
1	Failed	Unit outside the useful life - catastrophic emergency maintenance & repair needed to safely operate
2	Poor	Unit has traditionally received some urgent maintenance and/or minor emergency maintenance - Typically in the 7 - 9 yrs. of service
3	Fair	Unit has traditionally received only minor maintenance outside the traditional PM's - Typically in the 4 - 6 yrs. of service
4	Good	Unit has only received Standard PM's - Typically in the 1 - 3 yrs. of service.
5	Excellent	Brand New Unit - No PM's to-date

Recommended Budget 2024-2025 (Exhibit A)

Items on this list are recommended for replacement within the current year and the next budget year. There are columns that indicate the budget that was approved last year, the year a piece of equipment will be ordered and the year the payment will be made for the equipment item. For large equipment, it sometimes takes 9-12 months for the equipment to arrive after the order is placed, so having the two columns showing order year and payment year clarifies when the funding is actually needed for cash flow and forecasting purposes.

Items listed for replacement in the Recommended Budget were initially scheduled in compliance with the adopted Vehicle & Equipment Policy. In addition, since the item has now reached its scheduled replacement date, staff has evaluated the item based on actual condition and recommends it for replacement.

The document is broken down into three sections: (1) purchases that will need to come back through Council for approval per the Purchasing Policy; (2) purchases that can be approved by the City Administrator per the Purchasing Policy; and (3) payments required per lease agreements or other similar contracts. A column has been added to indicate which items already have an approved budget amount.

Items in the Recommended Budget were updated as follows (highlighted in orange):

Asset #	Item	Change
1269	Compact Track/Wheel Loader (New Request)	The year was updated from 2023 to 2024 since the item will be purchased in 2024.
1270	Hydraulic Hammer Attachment (New Request)	The year was updated from 2023 to 2024 since the item will be purchased in 2024.
1000	Class 5 Truck (1 Ton) Flat Bed (RCLB)	The cost of this item increased from \$57,000 to \$74,250 to reflect both an increase in the cost of trucks due to the MARC Cooperative purchasing no longer

		being available and to include the cost of the flat bed. In the past the City was able to purchase just the cab and chassis and then add the flat bed. Now the whole truck has to be purchased and the bed removed to accommodate the flat bed.
1014	Skid Steer Loader (Wheeled)	The year was updated from 2023 to 2024 since the item will be purchased in 2024.
1016	Edgerton Rd Tank Butterfly Valves	The year was updated from 2023 to 2024 since the valves will be replaced in 2024.

The following were new requests added to the Budget since the 2024 Budget process (highlighted in green):

Asset #	Item	Details
1279	Spreader (New Request)	The spreader for truck 528 will be transferred to truck 646, which currently does not have a spreader.
1280	Class 3 Truck (1/2 Ton) – Construction Inspector (New Request)	Council approved the addition of a Construction Inspector position. This employee will require a vehicle to access project sites.
1286	Class 3 (1/2 Ton) Truck – Facilities Maintenance Tech (New Request)	Staff is proposing the addition of a Facilities Maintenance Tech position. The employee will need a vehicle to access City facility sites and to plow parking lots.
1287	Plow – Facilities Truck (New Request)	For the added Facilities Maintenance Tech Position.

Items from 2025 were moved from the Current Program to the Recommended Budget. Staff reviewed projected replacement costs and timing and made the following updates (highlighted in orange):

Asset #	Item	Changes
1006	Class 4 Truck (3/4 Ton) CCSB	The cost of this item increased from \$57,000 to \$65,750 to reflect an increase in the cost of trucks due to the MARC Cooperative purchasing no longer being available.

Current Program (Exhibit B)

This list contains the items to be replaced in the balance of the five-year program (2026-2029). Staff reviewed the timing and replacement cost for these items and made the following changes from the plan that was approved by Council on September 14, 2023. Also, items with a replacement year of 2025 were moved into the Recommend Budget. Items with a replacement year of 2029 were moved into the Current Program. Items listed for replacement during the Current Program are based on the adopted Vehicle & Equipment Policy for budget and financial planning. However, as an item gets closer to its scheduled replacement date, staff evaluates the item based on actual condition to consider opportunities for recommended changes. For example, an increase in significant maintenance may move an item forward for recommended replacement, or lower usage or less repairs may lengthen the recommended life of an item.

Asset #	Item	Changes
1241	Class 3 Truck (1/2 Ton) ECSB	The cost of this item increased from \$51,000 to \$55,000 to reflect an increase in the cost of trucks due to the MARC Cooperative purchasing no longer being available.
1009	83" x 16' Utility Trailer	The replacement year was pushed back from 2025 to 2026. The allocation was changed from 50% Water/50% Sewer to 100% General as the trailer will primarily be used in general operations.
1271	Concrete Saw (New Request)	The addition of the concrete saw was approved previously with a purchase year of 2024. Staff has delayed the purchase to 2026 to allow more time for research of concrete maintenance operations.
1011	Class 5 Truck (1 Ton) CCSB	The cost of this item increased from \$57,000 to \$65,750 to reflect an increase in the cost of trucks due to the MARC Cooperative purchasing no longer being available.
1023	Class 5 Truck (1 Ton) CC Cab & Chassis 60"	The cost of this item increased from \$57,000 to \$65,750 to reflect an increase in the cost of trucks due to the MARC Cooperative purchasing no longer being available.
1025	9' Commercial Plow	The cost of this item increased from \$7,200 to \$9,500 to reflect higher equipment costs.
1002	8' Salt Spreader (Elect.)	The spreader will be transferred to truck 646 when truck 528 is replaced later this

		year. The replacement year on this spreader was updated from 2024 to 2028 to match the replacement year for truck 646.
1026	Class 5 Truck (1 Ton) CC Cab & Chassis 60"	The cost of this item increased from \$53,000 to \$75,000 to reflect replacing with a higher capacity, 1 1/2 ton truck and an increase in the cost of trucks due to the MARC Cooperative purchasing no longer being available.
1027	Utility Bed	The cost of this item increased from \$17,200 to \$40,780 due to purchasing a larger capacity truck.
1028	Service Crane	The cost of this item increased from \$30,000 to \$61,200 due to purchasing a larger capacity truck.
1020	60 Inch Commercial Mower	This item was purchased in 2023 per the adopted budget and has been added to the replacement schedule according to policy.
1021	72 Inch Commercial Mower	This item was purchased in 2023 per the adopted budget and has been added to the replacement schedule according to policy.

Fund Summary (Exhibit C)

This schedule shows the estimated revenues and expenditures for 2023-2028 based on the Recommended Budget and the Current Program.

Revenues During 5-Year Plan

- The Equipment Reserve Fund – General shows an annual funding of \$125,000 from the General Fund occurring in each year of the plan. In 2024, a transfer from the construction inspection budget for 2nd Street was added to fund the truck for the Construction Inspector position. Also in 2024, a transfer from the LPKC Phase 1 PIF was added to cover 30% of the cost of the truck for the Facilities Maintenance Tech 1 position, which is the portion of the position that is related to operation of The Greenspace.
- The Equipment Reserve Fund – Water shows transfers from the Water Fund occurring in each year of the plan. They begin at \$15,000 in 2024 and increase to \$25,000 in 2025 then increase again to \$30,000 in 2026. Years 2027 and 2028 are \$50,000 and 2029 increases to \$90,000 to provide for the replacement of equipment in the later years of the plan. These amounts have been included in the rate study.
- The Equipment Reserve Fund – Sewer shows a \$15,000 transfer in 2024 – 2026 and then increases to \$25,000 in years 2027-2029. These amounts have been included in the rate study.

Ending Fund Balances During the 5-Year Plan

- Equipment Reserve Fund – General
 - The balance at the end of the 5-year plan is positive, which will be used towards equipment replacement in years past the current 5-year plan.
- Equipment Reserve Fund – Water
 - The balance at the end of the 5-year plan in is positive, which will be used towards equipment replacement in years beyond the current 5-year plan.
- Equipment Reserve Fund – Sewer
 - The balance at the end of the 5-year plan is positive, which will be used towards equipment replacement in years beyond the current 5-year plan.

Unfunded Equipment (Exhibit D)

The items on the Unfunded Equipment List are new items that have been requested by staff or the item requested is a significant change from the item being replaced and is, therefore, being treated as a new request.

There are two parts to this list. The first part is the list of requests that staff recommend be funded. The second part of the list contains the requests that staff does not recommend funding at this time.

Attachment: Vehicle & Equipment Policy Adopted on June 9, 2022

**City of Edgerton
Vehicle Equipment Replacement
Recommended Budget 2024-2025**

Line Number	Budgeted in 2024-2028 Plan	Asset Number	Equipment Description	Item Number	Department	Category	Purchase Date	Replace With	General Condition	Mileage	Hours	Usage Frequency	Approved Budget	Projected Replace Cost	Order Year	Payment Year	Fund 130 %	Fund 270 %	Fund 370 %
Purchase Approval - Council																			
1	Yes	1269	COMPACT TRACK/WHEEL LOADER (NEW REQUEST)		PUBLIC WORKS	NEW REQUEST			NEW REQ			DAILY	\$ 85,000	\$ 85,000	2024	2024	100		
2	Yes	1270	HYDRAULIC HAMMER ATTACHMENT (NEW REQUEST)		PUBLIC WORKS	NEW REQUEST			NEW REQ			DAILY	\$ 17,000	\$ 17,000	2024	2024	100		
3	Yes	1000	CLASS 5 TRUCK (1 TON) FLAT BED (RCLB)	528	PUBLIC WORKS	1 TON TRUCK	6/9/2014	SAME TYPE	1	45,361		DAILY	\$ 57,000	\$ 74,250	2024	2024	100		
4	Yes	1001	8' - 10' COMMERCIAL SNOW PLOW	P-528	PUBLIC WORKS	PLOW	10/26/2017	SAME TYPE	2			SEASONALLY	\$ 9,500	\$ 9,500	2024	2024	100		
5		1279	SPREADER (NEW REQUEST)		PUBLIC WORKS	NEW REQUEST			NEW REQ			SEASONALLY	\$ -	\$ 8,400	2024	2024	100		
6	Yes	1014	SKID STEER LOADER (WHEELED)	235	UTILITIES	HEAVY DUTY EQUIPMENT	1/1/2010	SAME TYPE	2		1,416	DAILY	\$ 30,000	\$ 30,000	2024	2024		50	50
7	Yes	1273	BOOSTER PUMP (BALDWIN PUMP STATION)		WATER	WATER SYSTEM COMPONENT	1/1/2002	SAME TYPE	2			DAILY	\$ 15,400	\$ 15,400	2024	2024		100	
8		1280	CLASS 3 TRUCK (1/2 TON) - CONSTRUCTION INSPECTOR (NEW REQUEST)		PUBLIC WORKS	NEW REQUEST			NEW REQ			DAILY	\$ -	\$ 55,000	2024	2024	100		
9		1092	CLASS 6 TRUCK W/STREET SWEEPER EQUIPMENT (1 1/2 TO 1 3/4 T)	812	PUBLIC WORKS	1 1/2 - 1 3/4 TON TRUCK	8/4/2016	SAME TYPE	2	9,629		MONTHLY	\$ 350,000	\$ 350,000	2025	2025	100		
10		1286	CLASS 5 TRUCK (1 TON) - FACILITIES MAINTENANCE TECH (NEW REQUEST)		FACILITIES	NEW REQUEST			NEW REQ			DAILY	\$ -	\$ 65,750	2025	2025	100		
11		1287	PLOW (NEW REQUEST)		FACILITIES	NEW REQUEST			NEW REQ			SEASONALLY	\$ -	\$ 9,500	2025	2025	100		
12		1006	CLASS 4 TRUCK (3/4 TON) CCSB	530	PUBLIC WORKS	CLASS 4	6/9/2014	CLASS 5	2	78,400		DAILY	\$ 57,000	\$ 65,750	2025	2025	100		
13		1007	8' - 10' COMMERCIAL SNOW PLOW	P-530	PUBLIC WORKS	PLOW	10/24/2017	SAME TYPE	2			SEASONALLY	\$ 9,500	\$ 9,500	2025	2025	100		
14		1272	TRAILER MOUNTED GENERATOR (NEW REQUEST)		PUBLIC WORKS	NEW REQUEST			NEW REQ			DAILY	\$ 37,000	\$ 37,000	2025	2025	34	33	33
15		1141	OUTDOOR WARNING SIREN - BRAUN ST - 1100 W BRAUN ST		PUBLIC WORKS	STORM SIREN	1/1/1999	SAME TYPE	3			OCCASIONALLY	\$ 29,500	\$ 29,500	2025	2025	100		
16		1010	61" ZERO TURN MOWER	6EF	PARKS	MOWER	4/26/2018	72 INCH	3		734	SEASONALLY	\$ 16,500	\$ 16,500	2025	2025	34	33	33
Purchase Approval - City Administrator																			
17	Yes	1016	EDGERTON RD TANK BUTTERFLY VALVES		WATER	WATER SYSTEM COMPONENT	1/1/1982	SAME TYPE	2			DAILY	\$ 10,230	\$ 10,230	2024	2024		100	
18		1008	60" ZERO TURN MOWER	006	PARKS	MOWER	5/29/2015	48 INCH	2		611	SEASONALLY	\$ 13,000	\$ 14,500	2025	2025	100		

Contract Payments

None.

Other

None.

 Changed since the 2024 Budget.
 Added since the 2024 Budget.

**City of Edgerton
Vehicle Equipment Replacement
Current Program 2026-2029**

Line Number	Asset Number	Equipment Description	Item Number	Department	Category	Purchase Date	Replace With	General Condition	Mileage	Hours	Usage Frequency	Projected Replace Cost	Payment Year	Fund 130 %	Fund 270 %	Fund 370 %
1	1241	CLASS 3 TRUCK (1/2 TON) ECSB	819	COMMUNITY DEVELOPMENT	CLASS 3	9/9/2015	SAME TYPE	4	54,597		DAILY	\$ 55,000	2026	100		
2	1009	83" X 16' UTILITY TRAILER	541	PARKS	TRAILER	1/1/1987	SAME TYPE	2			DAILY	\$ 7,500	2026	70	15	15
3	1271	CONCRETE SAW (NEW REQUEST)		PUBLIC WORKS	NEW REQUEST			NEW REQ			DAILY	\$ 30,000	2026	100		
4	1011	CLASS 5 TRUCK (1 TON) CCSB	312	PARKS	CLASS 5	5/30/2017	SAME TYPE	4	51,500		DAILY	\$ 65,750	2027	100		
5	1012	8' COMMERCIAL PLOW	P-312	PARKS	PLOW	5/30/2017	SAME TYPE	4			SEASONALLY	\$ 9,500	2027	100		
6	1013	WATER METERS GROUP A (1/4 of METERS)		WATER	WATER METER	10/1/2016	SAME TYPE	4			DAILY	\$ 36,750	2027		100	
7	1022	WATER METERS GROUP B (1/4 of METERS)		WATER	WATER METER	10/1/2016	SAME TYPE	4			DAILY	\$ 36,750	2028		100	
8	1023	CLASS 5 TRUCK (1 TON) CC CAB & CHASSIS 60"	646	PUBLIC WORKS	CLASS 5	2/28/2019	SAME TYPE	4	22,646		DAILY	\$ 65,750	2028	100		
9	1024	FLAT BED	F-646	PUBLIC WORKS	CLASS 5	2/28/2019	SAME TYPE	4			DAILY	\$ 9,000	2028	100		
10	1025	9' COMMERCIAL PLOW	P-646	PUBLIC WORKS	PLOW	2/28/2019	SAME TYPE	5			SEASONALLY	\$ 9,500	2028	100		
11	1002	8' SALT SPREADER (ELECT.)	S-646	PUBLIC WORKS	SPREADER	1/1/2017	SAME TYPE	4			SEASONALLY	\$ 8,400	2028	100		
12	1026	CLASS 5 TRUCK (1 TON) CC CAB & CHASSIS 60"	647	UTILITIES	CLASS 5	3/28/2018	CLASS 6 (1 1/2 TON)	4	44,789		DAILY	\$ 75,000	2028		50	50
13	1027	UTILITY BED	UB-647	UTILITIES	CLASS 5	3/28/2019	FIT FOR CLASS 6	4			DAILY	\$ 40,780	2028		50	50
14	1028	SERVICE CRANE	C-647	UTILITIES	CLASS 5	3/28/2019	SAME TYPE	4			DAILY	\$ 61,200	2028		50	50
15	1003	CLASS 3 TRUCK (1/2 TON) ECSB	454	UTILITIES	CLASS 3	5/4/2015	SAME TYPE	4	31,317		DAILY	\$ 51,000	2029		50	50
16	1020	60 INCH COMMERCIAL MOWER	425	PARKS	MOWER	4/14/2023	SAME TYPE	5		166	SEASONALLY	\$ 17,000	2029	100		
17	1021	72 INCH COMMERCIAL MOWER	299	PARKS	MOWER	4/14/2023	SAME TYPE	5		156	SEASONALLY	\$ 17,500	2029	100		
18	1029	WATER METERS GROUP C (1/4 of METERS)		WATER	WATER METER	10/1/2016	SAME TYPE	4			DAILY	\$ 36,750	2029		100	
19	1030	COMPACT EXCAVATOR	368	PUBLIC WORKS	HEAVY DUTY EQUIPMENT	12/21/2017	SAME TYPE	5		607	DAILY	\$ 70,000	2029	34	33	33
20	1265	12" BUCKET (CE)	368-A	PUBLIC WORKS	HEAVY DUTY EQUIPMENT	8/19/2016	INCL W/EXCAVATOR	4			DAILY	\$ -	2029	34	33	33
21	1266	18" BUCKET (CE)	368-B	PUBLIC WORKS	HEAVY DUTY EQUIPMENT	8/19/2016	INCL W/EXCAVATOR	4			DAILY	\$ -	2029	34	33	33
22	1274	TRAFFIC COUNTER - ARMADILLO TRACKER		PUBLIC WORKS	LIGHT DUTY EQUIPMENT	10/7/2022	SAME TYPE	5			SEASONALLY	\$ 4,000	2029	100		
23	1275	TRAFFIC COUNTER - ARMADILLO TRACKER		PUBLIC WORKS	LIGHT DUTY EQUIPMENT	10/7/2022	SAME TYPE	5			SEASONALLY	\$ 4,000	2029	100		
24	1276	TRAFFIC COUNTER - ARMADILLO TRACKER		PUBLIC WORKS	LIGHT DUTY EQUIPMENT	10/7/2022	SAME TYPE	5			SEASONALLY	\$ 4,000	2029	100		
25	1277	TRAFFIC COUNTER - ARMADILLO TRACKER		PUBLIC WORKS	LIGHT DUTY EQUIPMENT	10/7/2022	SAME TYPE	5			SEASONALLY	\$ 4,000	2029	100		
26	1278	TRAFFIC COUNTER - ARMADILLO TRACKER		PUBLIC WORKS	LIGHT DUTY EQUIPMENT	10/7/2022	SAME TYPE	5			SEASONALLY	\$ 4,000	2029	100		
27	1282	BRINE MANUFACTURING SYSTEM		PUBLIC WORKS	NEW REQUEST			NEW REQ			SEASONALLY	\$ 65,000	2029	100		
28	1283	BRINE STORAGE TANK (FIBERGLASS) 10,000 GAL. - OUTDOO		PUBLIC WORKS	NEW REQUEST			NEW REQ			SEASONALLY	\$ 18,000	2029	100		
29	1289	BRINE STORAGE TANK (FIBERGLASS) 10,000 GAL. - OUTDOO		PUBLIC WORKS	NEW REQUEST			NEW REQ			SEASONALLY	\$ 18,000	2029	100		

Changed since 2024 Budget.
 Added since the 2024 Budget.

City of Edgerton
 Vehicle & Equipment Replacement
 Fund Summary 2023-2029

Fund 130 - General Equipment Reserve Fund

	2023	2024	2025	2026	2027	2028	2029
Beginning Balance, Jan 1	\$ 343,719	\$ 470,258	\$ 428,358	\$ 168	\$ 25,418	\$ 75,168	\$ 107,518
Transfers in or Other Revenues	205,400	207,250	125,000	125,000	125,000	125,000	125,000
Vehicle/Equipment Purchases	(78,861)	(249,150)	(553,190)	(99,750)	(75,250)	(92,650)	(179,300)
Ending Balance, 12/31	\$ 470,258	\$ 428,358	\$ 168	\$ 25,418	\$ 75,168	\$ 107,518	\$ 53,218

Fund 270 - Water Equipment Reserve Fund

	2023	2024	2025	2026	2027	2028	2029
Beginning Balance, Jan 1	\$ 68,006	\$ 79,406	\$ 53,776	\$ 61,121	\$ 89,996	\$ 103,246	\$ 28,006
Transfers in or Other Revenues	18,900	15,000	25,000	30,000	50,000	50,000	90,000
Vehicle/Equipment Purchases	(7,500)	(40,630)	(17,655)	(1,125)	(36,750)	(125,240)	(85,350)
Ending Balance, 12/31	\$ 79,406	\$ 53,776	\$ 61,121	\$ 89,996	\$ 103,246	\$ 28,006	\$ 32,656

Fund 370 - Sewer Equipment Reserve Fund

	2023	2024	2025	2026	2027	2028	2029
Beginning Balance, Jan 1	\$ 178,845	\$ 97,405	\$ 97,405	\$ 94,750	\$ 108,625	\$ 133,625	\$ 70,135
Transfers in or Other Revenues	3,900	15,000	15,000	15,000	25,000	25,000	25,000
Vehicle/Equipment Purchases	(85,340)	(15,000)	(17,655)	(1,125)	-	(88,490)	(48,600)
Ending Balance, 12/31	\$ 97,405	\$ 97,405	\$ 94,750	\$ 108,625	\$ 133,625	\$ 70,135	\$ 46,535

**City of Edgerton
Unfunded Equipment**

Exhibit D

Unfunded New Vehicle and Equipment Request - Recommended								
Item #	Equipment Description	Dept.	Equip Type	Estimated Cost	Recommended Year	Alloc % Fund 13 General	Alloc % Fund 27 Water	Alloc % Fund 37 Sewer

Unfunded New Vehicle and Equipment Request - Not Recommended								
Item #	Equipment Description	Dept.	Equip Type	Estimated Cost	Recommended Year	Alloc % Fund 13 General	Alloc % Fund 27 Water	Alloc % Fund 37 Sewer
1	PTO Overseeder (tractor attachment) (ballfields)	PK	Equipment	\$ 13,750	n/a	100%	0%	0%
2	Top Dresser - Material Handling Parks Maintenance	PK	Equipment	\$ 10,000	n/a	100%	0%	0%
3	Concrete Crack Seal Machine (trailer mounted)	PW	Equipment	\$ 90,000	n/a	100%	0%	0%
4	Diagnostic Scan Tool	PW	Equipment	\$ 21,500	n/a	100%	0%	0%
5	CLASS 6 DUMP TRUCK W/HYDRAULIC HOIST	PW	Heavy Truck	\$ 133,455	n/a	70%	15%	15%
5a	BRINE APPLICATION SYSTEM FOR DUMP TRUCK	PW	Equipment	\$ 16,647	n/a	100%		
6	GPS Data Collection System	PW	Equipment	\$ 15,000	n/a	100%	0%	0%
7	Snow Blower attachment for UTV (trail size)	PW	Equipment	\$ 22,000	n/a	100%	0%	0%
8	Storm Siren	PW	Storm Siren	\$ 29,500	n/a	100%	0%	0%
9	Generator for 8th Street Lift Station	UT	Equipment	\$ 35,000	n/a	0%	0%	100%
10	Sewer Inspection Camera	UT	Equipment	\$ 60,000	n/a	40%	0%	60%
11	Sewer Push Camera	UT	Equipment	\$ 12,500	n/a	40%	0%	60%
12	Trench Box	UT	Equipment	\$ 22,000	n/a	50%	25%	25%
13	Tractor - New Unit & Surplus Old	PW/PK	Equipment	\$ 150,000	n/a	100%	0%	0%
14a	Boom Mower	PW/PK	Equipment	\$ 120,000	n/a	100%	0%	0%
14b	Rotary Mower (Batwing)	PW/PK	Equipment	\$ 35,500	n/a	100%	0%	0%
15	Combination Bucket Attachment for Skid Steer	PW/PK	Equipment	\$ 5,500	n/a	100%	0%	0%
16	Wheel Loader Snow Plow - DDI Interchange	PW	Equipment	\$ 50,000	n/a	100%	0%	0%
17	Combination Sewer Truck	UT	Heavy Truck	\$ 450,000	n/a	33%	33%	33%

City of Edgerton
Vehicle and Equipment Replacement Policy

1. Policy Objective

The objective of the Vehicle and Equipment Replacement Policy is to provide effective guidelines for administering and accounting for the City's vehicle and equipment replacement so that the City's fleet is ready to serve daily operations as well as emergency operations at any time; to act as a framework for decisions related to long-range vehicle and equipment replacement; and to act as a budgeting guide for the Governing Body and staff.

2. Vehicle and Equipment Replacement Schedule

Annually, as part of the budget process, the City Administrator and the Department Heads shall update the inventory schedule of all City vehicles and equipment. The schedule should include detailed information about the equipment, its condition, estimated replacement year, estimated replacement cost and how the vehicle or equipment should be allocated among general City operations, water operations and sewer operations. The schedule shall be the basis of budget discussions and decisions regarding vehicle and equipment replacement. The schedule shall be presented to the Governing Body along with other budget information and approved when the budget is adopted each year.

3. Replacement Considerations

The Schedule of Estimated Useful Lives in Appendix A should be used as a guide for replacing vehicles and equipment. In addition to the estimated useful life, the items listed below should also be considered when determining if a vehicle or piece of equipment should be replaced.

- Maintenance and repair costs
- Performance
- Resale value
- Dependability
- Major mechanical failures
- Technological changes
- Fuel consumption
- Physical appearance
- Safety issues
- Obsolescence
- Type of usage

4. Purchasing and Acquisition

Purchases of vehicles and equipment shall be made in accordance with the City's Purchasing Policy, City Code and other applicable ordinances, resolutions and state law.

5. Financing

As part of the annual budget process, the City Administrator shall submit to the Governing Body a recommendation for the financing of all proposed vehicles and equipment that are planned for that budget year.

The following financing methods may be considered by the City Administrator for all vehicles and equipment.

- A. Pay as You Go Financing (PAYG): Utilizes current year revenues or reserves. This is the preferred method of financing vehicles and equipment.

City of Edgerton
Vehicle and Equipment Replacement Policy

- B. General Obligation Bonds: General obligation bonds will not be issued for vehicles or equipment where the acquisition cost is less than \$250,000. The City will structure the general obligation bond debt for vehicles and equipment to mature over 10 – 15 years or the useful life of the vehicle or equipment, whichever is less with at least 60% of the debt service amortization in the first 10 years of the issue.
- C. Lease and Lease Purchase: Lease obligations and other long-term agreements may be used as a flexible, financial alternative for acquiring vehicles and equipment. The City will plan issuance of lease obligations and other long-term financing agreements according to the following guidelines.
 - a. The City Administrator, or designee, will determine and document the justification for each proposed lease transaction. The justification should include an explanation for not recommending PAYG financing or general obligation debt financing. An analysis of various financing strategies should be performed to allow for the lowest possible cost to the City.
 - b. Each transaction will include lease payments and a cash flow statement over the life of the transaction.
 - c. The scheduled maturity shall not exceed the anticipated useful life of the item, and in no case shall exceed 20 years.

6. Maintenance and Repair

The City staff will be responsible for all maintenance necessary for the continued operation for the City's vehicles and equipment. The City staff shall be responsible for determining what specific types of maintenance will be done in-house and what types will be sent to a mechanic. In making this determination, the following factors should be considered:

- A. Cost of in-house maintenance
- B. Time needed to completed maintenance task
- C. Knowledge of Department with specific maintenance task
- D. Experience of Department with specific maintenance task
- E. Ability to attain necessary parts in a timely manner.

If maintenance is determined to be sent to a mechanic, staff shall be responsible for complying with the City's Purchasing Policy. City staff shall maintain documentation of all maintenance and repairs for vehicles and equipment.

7. Disposition of Vehicles and Equipment

When it is determined that a vehicle or equipment should be replaced, the City should dispose of the replaced item using the method that will produce the greatest amount of value for the City. The acceptable disposal methods are listed below. The City Council will approve assets for disposal and the disposal method at the time of purchase of the replacement item. Vehicles and equipment will not be sold to employees of the City.

- A. Trade-in – the vehicle or equipment is traded in on the new vehicle or equipment and the price of the new vehicle or equipment is reduced.
- B. Sold at Auction - The City should use a reputable auction service, including on-line auction services. The City should receive a detailed accounting of the sale price for each item sold.
- C. Scrap – The vehicle or equipment is sold for scrap metal or it is kept on hand for parts.
- D. Destroyed – The vehicle or equipment was destroyed.

Money received from the sale of vehicles and equipment shall be deposited into the Equipment Reserve Funds for general City operations, water operations and sewer operations. The sale proceeds should be allocated among the three funds according to the allocation percentages for each item as listed on the Vehicle and Equipment Replacement Schedule

City of Edgerton
Vehicle and Equipment Replacement Policy

8. Insurance

The City shall maintain at least the minimum state required insurance coverage on all vehicles and equipment. When new vehicles or equipment are purchased, the City Clerk shall notify the City's insurance agent to add the vehicle or equipment to the City's policy. When vehicles or equipment are sold/traded in/scrapped/destroyed, City staff shall notify the City Clerk who will notify the City's insurance agent that the items should be removed from the City's policy.

9. Responsibility for Enforcement

The City Administrator has overall responsibility for enforcement of this policy.

10. Effective Date

This policy shall take effect and be in force from and after its passage and approval.

**City of Edgerton
Vehicle and Equipment Replacement Policy**

**Appendix A
Estimated Useful Life of Vehicles and Equipment**

Vehicle Classification	Useful Life -Years	Units of Usage
Class 2 - Light Duty Truck	10	100,000 Miles
Class 3 - 1/2 Ton Truck	10	100,000 Miles
Class 4 - 3/4 Ton Truck	10	100,000 Miles
Class 5 - 1 Ton Truck	10	75,000 Miles
Class 6 - 1 1/2 - 1 3/4 Ton Truck	10	75,000 Miles
Class 7 - Single Axle	10	75,000 Miles
Class 8 - Tandem Axle	10	75,000 Miles
Aerial Lift/Bucket Truck	10	50,000 Miles
Class 6 - Street Sweeper	7	50000 / 2000 hrs.
Utility Trailer / Equipment Trailer	15	N/A

Equipment Classification	Useful Life -Years	Units of Usage
Mower	n/a	1000 hrs.
Excavator/Backhoe	10	1500 hrs.
Compact Loader	7	1500 - 2000 hrs.
Wheel Loader	10	2500 hrs.
Tractor	10	2500 hrs.
Sewer Jetter	15	2500 hrs.
Road Grader	15	1500 - 2000 hrs.
Roller	10	1000 hrs.
Crack Seal Machine	10	1000 hrs.
UTV	10	2000 hrs.
Storm Siren	25	N/A
Radio	10	N/A
Water Meter	10	N/A

Note: This schedule is a guide for replacing vehicles and equipment. In addition to the estimated useful life noted in the charts above, staff will consider other factors listed in Section 3 above including maintenance and repair costs; performance; resale value; dependability; major mechanical failures; technological changes; fuel consumption; physical appearance; safety issues; obsolescence; type of usage; etc.

City Council Action Item

Council Meeting Date: August 22, 2024

Department: Parks and Recreation

Agenda Item: Consider Resolution No. 08-22-24B Temporarily Waiving City Prohibition As To The Sale And Consumption Of Alcoholic Liquor On Certain Public Property For Meat Inferno Event

Background/Description of Item:

Edgerton's Meat Inferno event will be held October 4-5, 2024. City staff has requested permission to sell and serve alcoholic liquor (i.e. alcoholic beverages other than 3.2% beer [a/k/a cereal malt beverage]) at the event.

Chapter III, Article I, Section 3-202 of the Code of the City of Edgerton prohibits serving cereal malt beverages or alcoholic liquor within 200 feet of any church, school, nursing home, library, or hospital. This prohibition may be waived by the governing body after public notice, followed by a hearing and finding by the governing body that the proximity of the location, where the cereal malt beverage or alcoholic liquor will be served, is not adverse to the public welfare or safety.

City Council will hold a Public Hearing on August 22, 2024 prior to considering this resolution.

If approved, Resolution No. 08-22-24B would grant the waiver requested by City staff, with the following stipulations:

- The sale and consumption of alcoholic liquor shall be allowed in an area on Nelson Street between East Third Street and East Fourth Street (specifically designated and approved by the City Administrator)
- Between the hours of 5:00 pm and 10:00 pm on October 4, 2024
- Point of sale for alcoholic liquor shall be from a beverage trailer parked near 307 E. Nelson Street by properly licensed individuals or groups only
- No alcoholic liquor may be sold or dispensed in glass bottles or containers, only plastic, paper cups or cans may be used

City staff will inform the Johnson County Sheriff's Office and request deputies to be present at the event during the proposed request to serve alcoholic liquor on the above date and time.

Related Ordinance(s) or Statue(s): Chapter III, Article I, Section 3-202

Funding Source: N/A

Budget Allocated: N/A

Finance Director Approval: N/A

**Recommendation: Approve Resolution No. 08-22-24B Temporarily
Waiving City Prohibition As To The Sale And Consumption Of Alcoholic
Liquor On Certain Public Property**

Enclosed: Draft Resolution No. 08-22-24B

Prepared by: Brittany Paddock, Recreation Superintendent

RESOLUTION NO. 08-22-24B

A RESOLUTION TEMPORARILY WAIVING CITY PROHIBITION AS TO THE SALE AND CONSUMPTION OF ALCOHOLIC LIQUOR ON CERTAIN PUBLIC PROPERTY

WHEREAS, the City of Edgerton together with the Kansas City Barbeque Society is holding a contest on October 4th and 5th, 2024 in the City of Edgerton, Kansas; and

WHEREAS, the City of Edgerton together with the Kansas City Barbeque Society requests permission to sell and serve alcoholic liquor (i.e. alcoholic beverages other than 3.2% beer [a/k/a cereal malt beverage]) at this contest; and

WHEREAS, Chapter III, Article 1, Section 3-202 of the Code of the City of Edgerton prohibits the serving alcoholic liquor within 200 feet of a church, school, nursing home, library or hospital, but said prohibition may be waived by the governing body after public notice, followed by a hearing and finding by the governing body that the proximity of the location, where the cereal malt beverage or alcoholic liquor will be served, is not adverse to the public welfare or safety.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF EDGERTON, KANSAS, THAT:

SECTION ONE: Finding: That the Governing Body, after receiving a request from the City of Edgerton and the Kansas City Barbeque Society, does hereby find and conclude that the proximity of the requested location for the sale and consumption of alcoholic liquor is not adverse to the public welfare or safety.

SECTION TWO: Waiver Granted: That the Governing Body, pursuant to Chapter III, Article I, Section 3-202 of the Edgerton City Code, hereby grants the waiver requested by the City of Edgerton and the Kansas City Barbeque Society, with the following stipulations:

- a) The sale and consumption of alcoholic liquor shall be allowed in an area on Nelson Street between East Third Street and East Fourth Street (specifically designated and approved by the City Administrator) between the hours of 5:00 pm and 10:00 pm on October 4, 2024.
- b) The location of the point of sale for alcoholic liquor shall be a beverage trailer parked near 307 E. Nelson Street by properly licensed individuals or groups only.
- c) No alcoholic liquor may be sold or dispensed in glass bottles or containers, only plastic, paper cups or cans may be used.

SECTION THREE - Effective Date: This Resolution shall take effect and be in full force immediately after its adoption by the Governing Body.

PASSED AND APPROVED BY THE CITY COUNCIL OF EDGERTON, KANSAS ON THE 22ND DAY OF AUGUST, 2024.

ATTEST:

CITY OF EDGERTON, KANSAS

Alexandria Clower, City Clerk

By: _____
Donald Roberts, Mayor

APPROVED AS TO FORM:

TODD LUCKMAN for
Stumbo Hanson, LLP, City Attorneys

City Council Action Item

Council Meeting Date: August 22, 2024

Department: Parks and Recreation

Agenda Item: Consider Resolution No. 08-22-24C Authorizing Special Event Permit For Sale And Consumption Of Alcoholic Liquor On Certain Public Property Within The City Of Edgerton, Kansas

Background/Description of Item:

Meat Inferno will be held October 4-5, 2024. City staff has requested permission to sell and serve alcoholic liquor (i.e. alcoholic beverages other than 3.2% beer [a/k/a cereal malt beverage]) at the event.

If approved, Resolution No. 08-22-24C authorizes the Special Event Permit, with the following stipulations:

- The sale and consumption of alcoholic liquor shall be allowed in an area on Nelson Street between East Third Street and East Fourth Street (specifically designated and approved by the City Administrator)
- Between the hours of 5:00 pm and 10:00 pm on October 4, 2024.
- Point of sale for alcoholic liquor shall be from a beverage trailer parked near 307 E. Nelson Street by properly licensed individuals or groups only
- No alcoholic liquor may be sold or dispensed in glass bottles or containers, only plastic, paper cups or cans may be used.

Chapter III, Article 3-202 of the Edgerton Municipal Code prohibits the sale or service of alcoholic liquor within two hundred feet of any church, school, nursing home, library or hospital. The location requested by City staff is within two hundred feet of the Edgerton Library.

Section 3-202(b) allows the Governing Body to waive this distance requirement for special event permit holder following holding a public hearing. The Edgerton City Council will be holding a public hearing to consider this request on August 22, 2024. Holding a public hearing and approval of this distance waiver is required for this special event permit prior to the event.

Related Ordinance(s) or Statue(s): Chapter III, Article 5 of Edgerton Municipal Code

Funding Source: N/A

Budget Allocated: N/A

Finance Director Approval: N/A

Recommendation: Approve Resolution No. 08-22-24C Authorizing Special Event Permit For Sale And Consumption Of Alcoholic Liquor On Certain Public Property Within The City Of Edgerton, Kansas

Enclosed: Draft Resolution No. 08-22-24C
Meat Inferno Special Event Permit

Prepared by: Brittany Paddock, Recreation Superintendent

RESOLUTION NO. 08-22-24C

A RESOLUTION AUTHORIZING A SPECIAL EVENT PERMIT FOR THE SALE AND CONSUMPTION OF ALCOHOLIC LIQUOR ON CERTAIN PUBLIC PROPERTY WITHIN THE CITY OF EDGERTON, KANSAS

WHEREAS, the City of Edgerton together with Kansas City Barbeque Society is holding a contest on October 4th and 5th, 2024 in the City of Edgerton, Kansas; and

WHEREAS, Article 5 of Chapter III of the Code of the City of Edgerton requires that an entity desiring to sell and serve alcoholic liquor on public property at an event open to the public must, in addition to obtaining the required permit from the State of Kansas, also apply and obtain a Special Event Permit from the City; and

WHEREAS, the City of Edgerton together with the Kansas City Barbeque Society requests a Special Event Permit to sell and serve alcoholic liquor (i.e. alcoholic beverages other than 3.2% beer [a/k/a cereal malt beverage]) at its contest on October 4, 2024.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF EDGERTON, KANSAS, THAT:

SECTION ONE: Special Event Permit Authorized: That the Governing Body does hereby authorize the City Clerk, in accordance with Article 5 of Chapter III of the Edgerton City Code, to issue the City of Edgerton and the Kansas City Barbeque Society a Special Event Permit for sale and consumption of alcoholic liquor per the requirements contained within Article 5 and with the following additional stipulations:

- a) The Special Event Permit provided for herein is only valid if the required permit from the State of Kansas is obtained by the City of Edgerton, the Kansas City Barbeque Society or a party designated by the Kansas City Barbeque Society.
- b) The sale and consumption of alcoholic liquor shall be allowed in an area on Nelson Street between East Third Street and East Fourth Street (specifically designated and approved by the City Administrator) between the hours of 5:00 pm and 10:00 pm on October 4, 2024.
- c) The location of the point of sale for alcoholic liquor shall be from a beverage trailer parked near 307 E. Nelson Street by properly licensed individuals or groups only.
- d) No alcoholic liquor may be sold or dispensed in glass bottles or containers, only plastic, paper cups or cans may be used.

SECTION TWO: Waiver of Application Fees: The City of Edgerton, in appreciation for the many anticipated benefits to be enjoyed by the community from this event, waives any City application or permit fees for issuance of the Special Event Permit.

SECTION THREE - Effective Date: This Resolution shall take effect and be in full force immediately after its adoption by the Governing Body.

PASSED AND APPROVED BY THE CITY COUNCIL OF EDGERTON, KANSAS ON THE 22ND DAY OF AUGUST, 2024.

ATTEST:

CITY OF EDGERTON, KANSAS

Alexandria Clower, City Clerk

By: _____
Donald Roberts, Mayor

APPROVED AS TO FORM:

TODD LUCKMAN for
Stumbo Hanson, LLP, City Attorneys

Event Name: Meat InfernoPrimary Contact Name: Brittany Paddock Phone: 913-893-6231Email Address: bpaddock@edgertonks.orgAre you the contact for day of the event? Yes No

If no, please provide contact name and phone: _____

Sponsoring Organization/Event Operator: City of Edgerton/Kansas City BBQ SocietyAddress: 404 E Nelson Street Email: bpaddock@edgertonks.orgWebsite: meatinferno.com**Event Information:**Event Date(s): October 4th and 5th Hours of Event: Friday (5-9 PM) Saturday (7AM-4 PM)Requested Location(s): East 4th Street, East Nelson Street, City Hall, Church Parking LotsType of Event: Festival Trade Show Parade Car Show Sports Other: _____
Circle all applicableIs this event for profit? Yes No

If no, who is the beneficiary: _____

Estimated number of participants*: 500 Estimated number of support personnel: 15

*Events in excess of 1,000 people may be required to have additional security and/or crowd control

KCBS Sanctioned Event that is a BBQ Competition for Master Teams, BBQ Food, Bar, Kids Q, Pork Chop Challenge, live band, street performances, smores barWill you be selling or serving alcohol/cereal malt beverages? Yes NoWill you have any food vendors? Yes NoWill you have any merchant vendors? Yes NoWill you have any non-commercial vendors? Yes No

If you checked any yes boxes, please fill out the vendor information on the following page

Do you need to close a publicly owned facility, street or sidewalk? Yes No

If yes, please specify which facility, streets, or sidewalk (list all and include date and times of closures): _____

Please see attached previously approved resolutions and map by city council of road closures and no parking areas.

Will there be amplified music or speaking? Yes NoIf yes, please specify dates and hours: October 4th 6-9 PM, October 5th 3-4 PM

Vendor Information:

Alcohol Vendors

Total number of alcohol/cereal malt beverage vendors: 1

Cereal Malt Beverage Permit Holder(s): Tipsy Tavern Mobile Bar Co

Temporary Permit for Alcohol Vendors # from Kansas Alcohol and Beverage Control: attached
Copy of temporary permit must be turned in to City Clerk prior to start of event and is not required at application

Vendor Contact Name/Company: Aaliyah Jaremko Phone: 913-208-0306

2nd Vendor Contact Name/Company: _____ Phone: _____

3rd Vendor Contact Name/Company: _____ Phone: _____

Please attach additional vendor contacts, if necessary

Description of alcohol control measures (beer garden, wristbands for 21+, etc): signage of alcohol area, no glass bottles

Food Vendors

Total number of food vendors: 1

Vendor Contact Name/Company: M2SmokinQ Phone: _____

2nd Vendor Contact Name/Company: _____ Phone: _____

3rd Vendor Contact Name/Company: _____ Phone: _____

Please attach additional vendor contacts, if necessary

Food Vendor License #(s) from Kansas Department of Agriculture: PENDING
Copy of license(s) must be turned in to the City Clerk prior to the start of event

Merchant Vendors

Total number of merchant vendors: n/a

Vendor Contact Name/Company: _____ Phone: _____

2nd Vendor Contact Name/Company: _____ Phone: _____

3rd Vendor Contact Name/Company: _____ Phone: _____

Please attach additional vendor contacts, if necessary

Public Sanitation Measures:

Depending on the size of your event, public sanitation measures may be required. Please describe your plans to handle trash and portable restrooms. Include contact information for any vendors.

Multiple PortaPotties and handwashing stations, ash bins, grease barrels, dumpsters, trash cans.

Event Equipment:

Please check equipment required (additional charges may apply):

- | | |
|--|---|
| <input checked="" type="checkbox"/> Traffic or Event Signage | <input checked="" type="checkbox"/> Bleachers |
| <input checked="" type="checkbox"/> Barricades | <input checked="" type="checkbox"/> Tables |
| <input checked="" type="checkbox"/> Extension cord covers | <input checked="" type="checkbox"/> Chairs |

Please check if you plan to have other Entertainment/Amusements:

*Attach additional description and/or proof of insurance

- | | |
|--|--|
| <input type="checkbox"/> Carnival rides | <input type="checkbox"/> Animals |
| <input type="checkbox"/> Fireworks | <input checked="" type="checkbox"/> Hired performers |
| <input checked="" type="checkbox"/> Stage | <input checked="" type="checkbox"/> Live Music |
| <input type="checkbox"/> Other (please specify): _____ | |

Information for Event Organizer

State Sales Tax Information: State of Kansas Tax Identification Numbers must be provided for all food and merchant vendors. Event sponsors are required to provide the Kansas Department of Revenue with notification of an event and a list of participating vendors.

Community Notification: Provide copy of written notification or log of personal contacts to notify surrounding residents/businesses of street closures, if applicable. Notification must be completed prior to consideration of special event application by the Governing Body.

Completion of Event/Clean Up: Event organizer is responsible for cleaning and disposing of refuse from event.

Insurance: The operator and sponsoring agency of a special event shall furnish an original copy of a certificate of insurance indicating the City as a certificate holder and executed within the previous ten (10) days. The certificate of insurance must provide evidence of occurrence form general liability insurance coverage of at least \$1,000,000 combine single limit per occurrence for bodily injury and property damage with a minimum aggregate limit of \$2,000,000 and shall include the City as an additional insured. The operator and sponsoring agency, if any, shall complete and submit a hold harmless and indemnification agreement for review and approval by City officials.

Applicant's Statement of Agreement

Everything stated on this application is true and correct to the best of my knowledge. I further understand that the facilities for this event must be in compliance with all the City regulations (including adopted codes by reference). It is further understood that failure to comply with these regulations may result in permission to operate being withheld until all codes are met. I understand this permit, if granted, is not transferable and is revocable at any time at the discretion of the City of Edgerton.

I agree to abide by the provisions in this application and regulations of the City of Edgerton.

Name of Applicant and Title (please print) Brittany Paddock-Edgerton Recreation Superintendent

Signature Brittany Paddock Date 08/15/2024

To the fullest extent permitted by law,

_____ [hereafter referred to as OPERATOR and/or SPONSOR] shall indemnify, hold harmless and defend the City of Edgerton, hereafter referred to as the CITY, and all of its appointed and elected officials, agents, officials and employees from and against all claims, damages, losses and expenses, including but not limited to reasonable attorneys' fees arising out of or resulting from the conduct or management of the Special Event, known as

_____ and any condition created in, about, or resulting from the Special Event or any accident, injury or damage whatsoever occurring in or at the Special Event, provided that any such claim, damage, loss or expense: (a) is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property, including loss of use resulting there from, and (b) is caused in whole or in part by any alleged act or omission of the OPERATOR / SPONSOR or anyone directly or indirectly employed or appointed by them or anyone for whose acts they may be liable, regardless of whether it is caused in part by the negligent act or omission of the CITY or any of its appointed and elected officials, agents, officials and employees. Notwithstanding the foregoing, the special event OPERATOR'S / SPONSOR'S obligation to indemnify the CITY or any of its appointed and elected officials, agents, officials and employees for any judgment, decree or arbitration award shall extend only to the percentage of negligence of the CITY in contributing to such claim, damage, loss and expense. In any and all claims against the CITY or any of its appointed and elected officials, agents, officials and employees, by any employee of the OPERATOR and/or SPONSOR, the indemnification obligation under this paragraph shall not be limited by any limitation on the amount or type of damages, compensation or benefits payable by or for OPERATOR and/or SPONSOR under workers compensation acts, disability benefit acts or other employee benefit acts. Such workers compensation policies or plans maintained on behalf of OPERATOR and/or SPONSOR shall waive subrogation against the CITY.

Date: _____

 Title

STATE OF Kansas)
) ss:
 COUNTY OF _____)

BE IT REMEMBERED that on this _____ day of _____, 20____, before me, the undersigned, a notary public in and for the County and State aforesaid, came _____ (Name) _____ of _____ (Official Capacity) of _____ (Business/Sponsor/Organization) who is personally known to me to be the person who executed, as such officer, the within instrument on behalf of said entity and such person duly acknowledged the execution of the same to be the voluntary act and deed of said entity.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal and the day and year last above written.

My Commission Expires: _____

 Notary Public
 (SEAL)

Application Checklist: (Attach required documents)

- List of services requested from the City
- Description of publicly owned property for event
- Map of event (show vendor areas, stage, carnival, beer garden, etc.)
- Description of Amusement/Entertainment
- Operators' Certificates of Insurance (includes entertainment/amusement companies)
- Sponsoring Agency's Certificate of Insurance
- Completed indemnification statement
- Site/Route/Staging/Parking Map (including by not limited to:)
 - Main Entrances/Exits
 - Street/Sidewalk closures
 - Barricades
 - Traffic Signs
 - Assembly areas
 - Fire hydrant locations
 - Food Vendor Fire Extinguishers, with minimum rating of 2A10BC
 - Extension Cord Locations for food production or other portable equipment (minimum 12-gauge cords required)
 - Fire Department Vehicle Access Locations (20-feet wide minimum)
 - Parking/No Parking Areas
- Emergency Plan for reporting police, fire or medical emergencies
- Food Vendor License from KS Department of Agriculture (if applicable)
- Temporary Permit for Alcohol Vendors from Kansas Alcohol and Beverage Control (if applicable)
- Retailers' Sales Tax Registration Event Certificate (if applicable)
- State of Kansas Tax Identification Numbers for all food and merchant vendors
- Application Fee

OFFICE USE ONLY:

Received by: _____ Date: _____

Application Fee Paid Date: _____ Receipt Number: _____

Required documents? Map Indemnification Vendor Licenses Insurance
 Emergency Plan Site/Staging Plan

Requested public equipment approved? Bleachers Tables/chairs

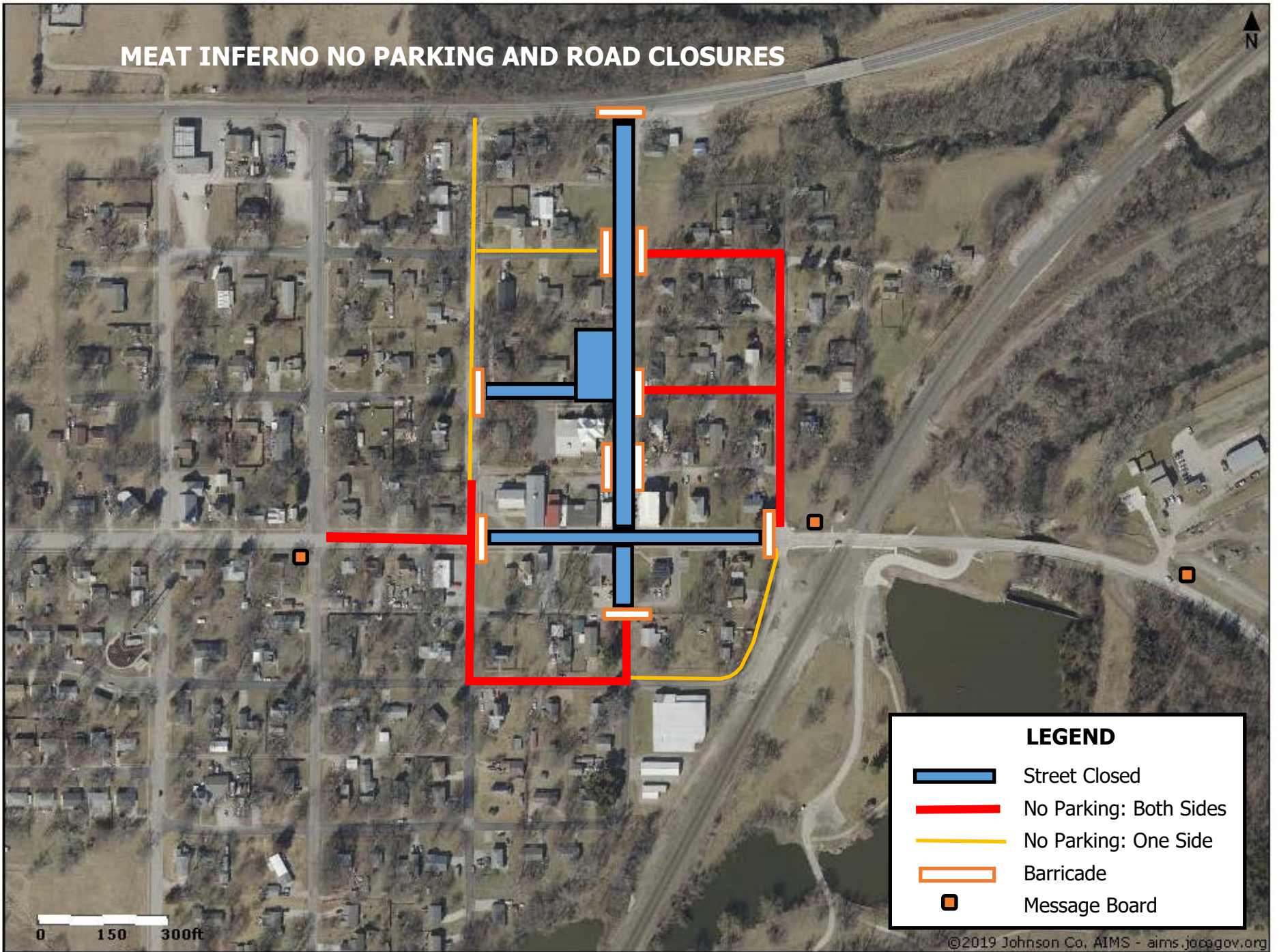
Requested public street, facility, or sidewalk approved? Yes No

Council Review Date of application: _____

Ord. # for Special Event: _____ Ord. # for Street/Sidewalk/Facility Closure: _____

Ord. # for Noise Waiver: _____ Ord. # for Public Alcohol Waiver: _____

MEAT INFERNO NO PARKING AND ROAD CLOSURES



RESOLUTION NO. 07-27-23C

A RESOLUTION OF THE CITY OF EDGERTON, KANSAS, PROVIDING FOR THE CREATION OF TEMPORARY NO PARKING ZONES ON CERTAIN STREETS TO PERMIT THE HOLDING OF MEAT INFERNO 2023

WHEREAS, the Meat Inferno Barbeque Competition will be held in the City of Edgerton on October 6th and October 7th, 2023; and

WHEREAS, Meat Inferno will be held in a central and convenient location for participants and that location will necessitate the creation of no parking zones to allow participants to access and enjoy the event; and

WHEREAS, the creation of temporary no parking zones is necessary to permit the event to be held.

THEREFORE, BE IT RESOLVED by the City Council of Edgerton, Kansas;

That a no parking zone is hereby created from Thursday, October 5, 2023 at 12:00 P.M. to Monday, October 9, 2023 at 12:00 P.M. **on both sides** of the following streets:

1. **East 5th Street:** East McCarty Street to East Nelson Street;
2. **East McCarty Street:** East 4th Street to East 5th Street;
3. **East Hulett Street:** East 4th Street to East 5th Street;
4. **East Nelson Street:** East 2nd Street to East 3rd Street;
5. **East Martin Street:** East 3rd Street to East 4th Street;
6. **East 3rd Street:** East Nelson to East Martin Street;
7. **East 4th Street:** from the alleyway one half block south of East Nelson Street to East Martin Street;
8. **East 3rd Street:** from the alleyway one half block south of East Hulett Street to East Nelson Street.

That a no parking zone is hereby created from Thursday, October 5, 2023 at 12:00 P.M. to Monday, October 9, 2023 at 12:00 P.M. **on the side of the street notated** of the following streets:

1. **East side of East 3rd Street:** from 56 Highway (East Morgan Street) south to the alleyway one half block south of East Hulett Street;
2. **West side of 5th Street:** from East Nelson Street to East Martin Street;
3. **North side of East Martin Street:** from East 5th Street to East 4th Street;
4. **North side of East McCarty Street:** from East 3rd Street to East 4th Street.

PASSED AND APPROVED by the City Council of Edgerton, Kansas on the 27th day of July, 2023.

ATTEST:

CITY OF EDGERTON, KANSAS

Alexandria Clower, City Clerk

By: _____
Donald Roberts, Mayor

APPROVED AS TO FORM:

Lee W. Hendricks, City Attorney

RESOLUTION NO. 07-27-23B

A RESOLUTION APPROVING THE CLOSURE OF THE PUBLIC STREETS NAMED HEREIN DURING MEAT INFERNO IN 2023.

WHEREAS, the City has determined that the closure of certain streets would be beneficial to the safety and enjoyment of Meat Inferno; and

WHEREAS, City staff has reviewed the proposed street closures and does not anticipate any conflicts or issues that would prevent said closures; and

WHEREAS, the following public streets shall be closed to vehicular traffic during Meat Inferno between 8:00 AM on October 6, 2023 until 6:00 PM on October 7, 2023:

- Nelson Street between East 5th Street and East 3rd Street
- East Hulett Street between East 4th Street and East 3rd Street
- East 4th Street between Morgan Street and south to and including the nearest alley that runs from East 4th Street to East 3rd Street behind Edgerton Library

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EDGERTON, KANSAS that the City hereby authorizes the closure of the public streets named above for the duration of Meat Inferno in 2023.

SECTION ONE: EFFECTIVE DATE

This Resolution shall take effect and be in full force immediately after its adoption by the Governing Body.

ADOPTED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR OF THE CITY OF EDGERTON, KANSAS ON THE 27TH DAY OF JULY, 2023.

ATTEST:

CITY OF EDGERTON, KANSAS

Alexandria Clower, City Clerk

By: _____
Donald Roberts, Mayor

APPROVED AS TO FORM:

Lee W. Hendricks, City Attorney



E Morgan St

E Morgan St

E 3rd St

E 4th St

TEAM AREA

W—Water

R—Portable Restrooms

Martin Creek

E McCarty St

E McCarty St

E 3rd St

TEAM AREA

E 5th St

E 6th St

E Hulett St

E Hulett St

E Hulett St

E 3rd St

TEAM AREA

E 5th St

TEAM AREA

Open Table Community Church

ICE

KCBS TURN-IN

A Cup Above Coffeehouse & ACA...

United States Postal Service

KIDS BACKYARD TURN-IN

TEAM AREA

KCBS/ VENDOR CHECK-IN

E 3rd St

R

W

KIDS BACKYARD TURN-IN & CHECK-IN

INFO BOOTH

ATM

EXTRA PARKING AT EDGERTON LAKE

Johnson County Fire District #1 Station #4

Alcoholic Beverage Control
109 SW 9th Street, 5th Floor
PO Box 3506
Topeka KS 66601-3506
Mark A. Burghart, Secretary



Phone: 785-296-7015
Fax: 785-296-7185
kdor_abc.email@ks.gov
www.ksrevenue.gov
Laura Kelly, Governor

TEMPORARY PERMIT LOCATION AND ZONING

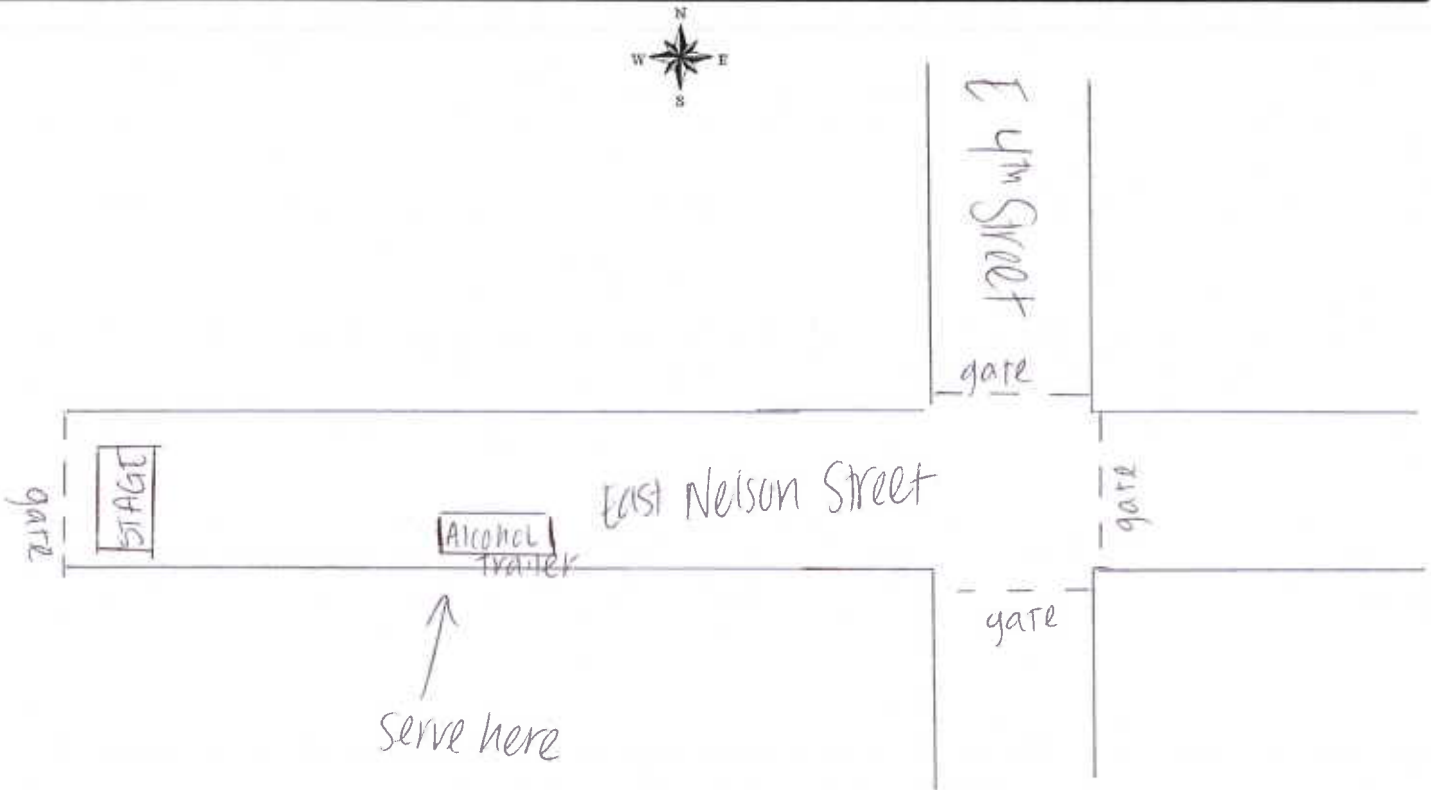
Applicant Name: Tipsy Tavern Mobile Beverage Co FEIN/SSN: _____

Phone Number: 913-208-0306 Event Date(s) (must be consecutive): October 6, 2023

Event Type: Charitable Auction On-Premise Porcelain Container Special Event* - Number of days: 1

*A special event is held on public streets, alleys, roads, sidewalks or highways and must be approved, by ordinance or resolution, by the local governing body of any city, county or township where such special event is being held.

SECTION 1 – EVENT AREA: Complete this section for On-Premise and Special Events only.
In the space below, draw the floor plan **and** any outside areas included in the proposed event area where alcoholic liquor will be sold, served, or consumed. If the area is outside, it must show the line of demarcation to define the event area; and, include nearby streets for reference. Shade in the areas you DO NOT wish to be permitted.



SECTION 2 – CERTIFICATE OF CITY, TOWNSHIP OR COUNTY CLERK: (Completed by the clerk)
I HEREBY CERTIFY THAT THE PREMISES AT 317 E Nelson Street Edgerton 66021
Location Street Address City Zip

CITY LIMITS: Inside the incorporated city limits Outside the city limits
ZONING: within an area that complies with all applicable zoning regulations required by K.S.A. 41-1201(e)
 located outside an incorporated city, in a township or county **that is not zoned** (Seal)
LOCATION: government property private property public property CMB licensed premise

I declare under penalties of perjury that to the best of my knowledge and believe that Section 2 is true, correct, and complete.

CLERK SIGNATURE _____ DATE _____ PHONE _____
PRINTED NAME _____ City Clerk Township Clerk County Clerk

City Council Action Item

Council Meeting Date: August 22, 2024

Department: Parks and Recreation

Agenda Item: Consider Resolution No. 08-22-24D Authorizing the Closure of Certain Public Streets for Meat Inferno.

Background/Description of Item:

On Friday, October 4th, 2024 and Saturday, October 5th, 2024 the City of Edgerton will host the Meat Inferno Barbeque Competition. This is a Kansas City Barbeque Society sanctioned contest. On Friday, there will be barbeque food available, a live band, street performances, a Kids 'Q competition, and a one-meat master's competition. On Saturday, the master barbeque teams will compete in four different categories, and local cooks will face-off in the Edgerton Pork Chop Challenge competition.

To support this event, City staff is requesting the closure of Nelson Street between East 5th Street and East 3rd Street, East Hulett Street between East 4th Street to East 3rd Street, and the closure of East 4th Street between Morgan Street to one half block south of East Nelson Street from October 4th, 2024 at 7:00 AM until October 5th, 2024 at 6:00 PM.

City staff has reviewed the proposed street closures and does not anticipate any conflicts or issues. City staff will notify surrounding residents who would be affected, the Johnson County Sheriff's Office, Johnson County Fire District 1 and Johnson County Med-Act of the proposed closings.

Related Ordinance(s) or Statue(s): N/A

Funding Source: Edgerton Parks and Recreation Budget

Budget Allocated: N/A

Finance Director Approval: N/A

Recommendation: Approve Resolution No. 08-22-24D Authorizing the Closure of Certain Public Streets for Meat Inferno.

Enclosed: Resolution No. 08-22-24D

Prepared by:

Brittany Paddock, Recreation Superintendent

RESOLUTION NO. 08-22-24D

A RESOLUTION APPROVING THE CLOSURE OF THE PUBLIC STREETS NAMED HEREIN DURING MEAT INFERNO IN 2024.

WHEREAS, the City has determined that the closure of certain streets would be beneficial to the safety and enjoyment of Meat Inferno; and

WHEREAS, City staff has reviewed the proposed street closures and does not anticipate any conflicts or issues that would prevent said closures; and

WHEREAS, the following public streets shall be closed to vehicular traffic during Meat Inferno between 7:00 AM on October 4, 2024 until 6:00 PM on October 5, 2024:

- Nelson Street between East 5th Street and East 3rd Street
- East Hulett Street between East 4th Street and East 3rd Street
- East 4th Street between Morgan Street to the alleyway one half block south of East Nelson Street

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EDGERTON, KANSAS that the City hereby authorizes the closure of the public streets named above for the duration of Meat Inferno in 2024.

SECTION ONE: EFFECTIVE DATE

This Resolution shall take effect and be in full force immediately after its adoption by the Governing Body.

PASSED AND APPROVED BY THE CITY COUNCIL OF EDGERTON, KANSAS ON THE 22ND DAY OF AUGUST, 2024.

ATTEST:

CITY OF EDGERTON, KANSAS

Alexandria Clower, City Clerk

By: _____
Donald Roberts, Mayor

APPROVED AS TO FORM:

TODD LUCKMAN for
Stumbo Hanson, LLP, City Attorneys

City Council Action Item

Council Meeting Date: August 22, 2024

Department: Parks and Recreation

Agenda Item: Consider Resolution No. 08-22-24E for Temporary No Parking Related to Meat Inferno

Background/Description of Item:

As part of the 2024 Meat Inferno event, City staff is requesting that parking be prohibited along certain streets during the event to help with traffic around the event and protect pedestrian safety.

Staff is requesting that the following streets prohibit parking on Thursday, October 3, 2024 at 12:00 P.M. to Monday, October 7, 2024 at 12:00 P.M. **on both sides:**

1. **East 5th Street:** East McCarty Street to East Nelson Street;
2. **East McCarty Street:** East 4th Street to East 5th Street;
3. **East Hulett Street:** East 4th Street to East 5th Street;
4. **East Nelson Street:** East 2nd Street to East 3rd Street;
5. **East Martin Street:** East 3rd Street to East 4th Street;
6. **East 3rd Street:** East Nelson to East Martin Street;
7. **East 4th Street:** from the alleyway one half block south of East Nelson Street to East Martin Street;
8. **East 3rd Street:** from the alleyway one half block south of East Hulett Street to East Martin Street.

Staff is further requesting that a no parking zone be created from Thursday, October 3, 2024 at 12:00 P.M. to Monday, October 7, 2024 at 12:00 P.M. **on the side of the street notated** of the following streets:

1. **East side of East 3rd Street:** from 56 Highway (East Morgan Street) south to the alleyway one half block south of East Hulett Street;
2. **West side of 5th Street:** from East Nelson Street to East Martin Street;
3. **North side of East Martin Street:** from East 5th Street to East 4th Street;
4. **North side of East McCarty Street:** from East 3rd Street to East 4th Street.

No parking zones as described above are shown on the enclosed map.

Related Ordinance(s) or Statue(s): n/a

Funding Source: N/A

Budget Allocated: N/A

Finance Director Approval: N/A

<p>Recommendation: Approval of Resolution No. 08-22-24E for Temporary No Parking Related to Meat Inferno</p>

Enclosed: Draft Resolution No. 08-22-24E
No Parking Zone Map

Prepared by: Brittany Paddock, Recreation Superintendent

RESOLUTION NO. 08-22-24E

A RESOLUTION OF THE CITY OF EDGERTON, KANSAS, PROVIDING FOR THE CREATION OF TEMPORARY NO PARKING ZONES ON CERTAIN STREETS TO PERMIT THE HOLDING OF MEAT INFERNO 2024

WHEREAS, the Meat Inferno Barbeque Competition will be held in the City of Edgerton on October 4th and October 5th, 2024; and

WHEREAS, Meat Inferno will be held in a central and convenient location for participants and that location will necessitate the creation of no parking zones to allow participants to access and enjoy the event; and

WHEREAS, the creation of temporary no parking zones is necessary to permit the event to be held.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EDGERTON, KANSAS;

That a no parking zone is hereby created from Thursday, October 3, 2024 at 12:00 P.M. to Monday, October 7, 2024 at 12:00 P.M. **on both sides** of the following streets:

1. **East 5th Street:** East McCarty Street to East Nelson Street;
2. **East McCarty Street:** East 4th Street to East 5th Street;
3. **East Hulett Street:** East 4th Street to East 5th Street;
4. **East Nelson Street:** East 2nd Street to East 3rd Street;
5. **East Martin Street:** East 3rd Street to East 4th Street;
6. **East 3rd Street:** East Nelson to East Martin Street;
7. **East 4th Street:** from the alleyway one half block south of East Nelson Street to East Martin Street;
8. **East 3rd Street:** from the alleyway one half block south of East Hulett Street to East Martin Street.

That a no parking zone is hereby created from Thursday, October 3, 2024 at 12:00 P.M. to Monday, October 7, 2024 at 12:00 P.M. **on the side of the street notated** of the following streets:

1. **East side of East 3rd Street:** from 56 Highway (East Morgan Street) south to the alleyway one half block south of East Hulett Street;
2. **West side of 5th Street:** from East Nelson Street to East Martin Street;
3. **North side of East Martin Street:** from East 5th Street to East 4th Street;
4. **North side of East McCarty Street:** from East 3rd Street to East 4th Street.

PASSED AND APPROVED BY THE CITY COUNCIL OF EDGERTON, KANSAS ON THE 22ND DAY OF AUGUST, 2024.

ATTEST:

CITY OF EDGERTON, KANSAS

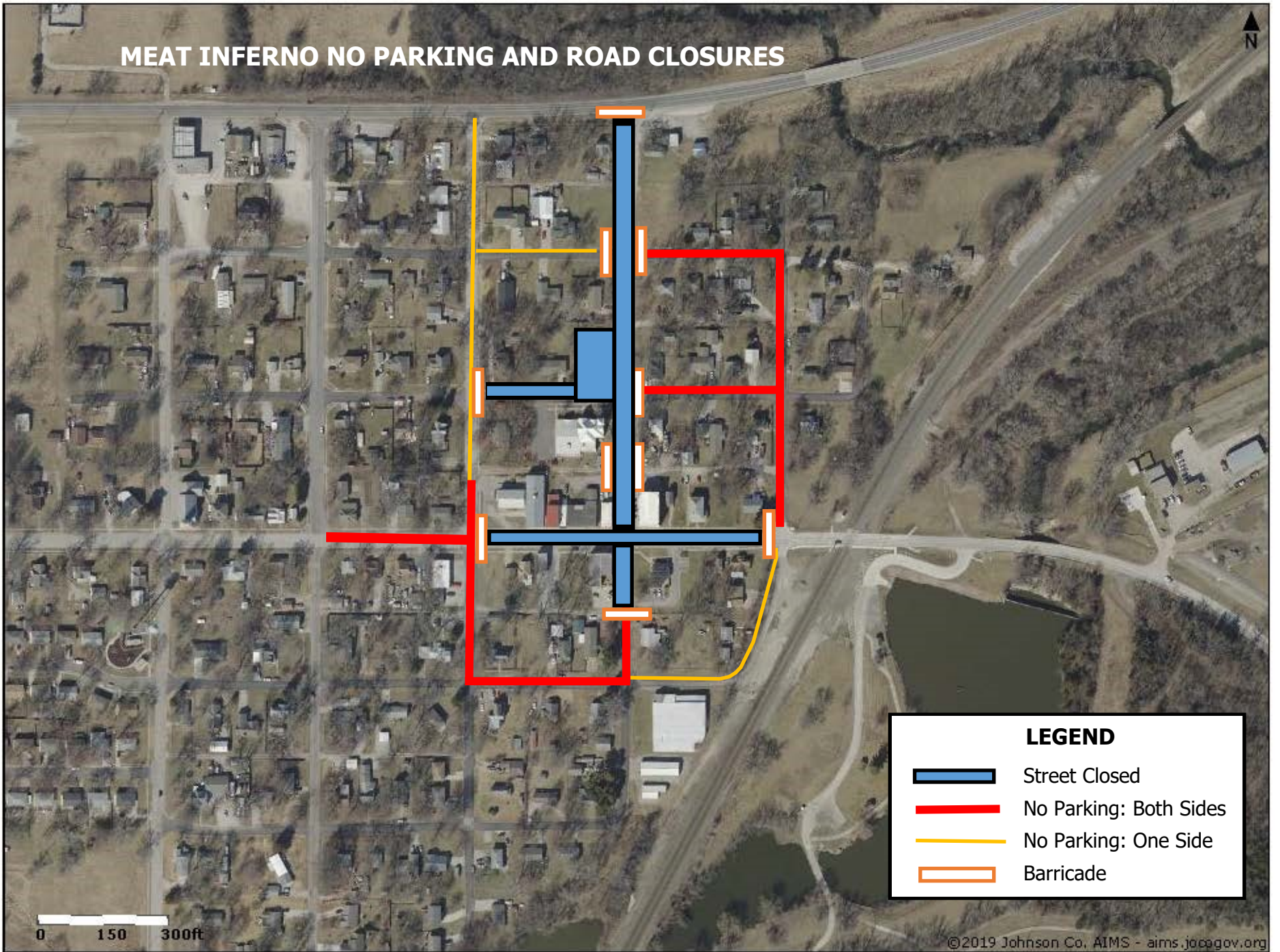
Alexandria Clower, City Clerk

By: _____
Donald Roberts, Mayor

APPROVED AS TO FORM:

TODD LUCKMAN for
Stumbo Hanson, LLP, City Attorneys

MEAT INFERNO NO PARKING AND ROAD CLOSURES



City Council Action Item

Council Meeting Date: August 22, 2024

Department: Parks and Recreation

Agenda Item: Consider Resolution No. 08-22-24F Approval Of Indemnity Agreement Between The City And The Edgerton United Methodist Church For Use Of The Church Parking Lots During The Meat Inferno Event

Background/Description of Item:

Meat Inferno will take place on October 4th and 5th, 2024. In order to allow more contestants to have a place to park and compete in the Kansas City Barbeque Society sanctioned master's competition, the City has requested use of the Edgerton United Methodist church parking lots at 300 East 4th Street, Edgerton, Kansas 66021.

In order for the United Methodist Church to be covered by the City's insurance for the duration of the event, the City's insurance agent has requested that a signed indemnity agreement be submitted. The City's attorney has drafted the agreement, and it has already been signed by a member of the United Methodist Church.

The Church has made the following requests of the City for use of their property:

- The area temporarily used by the City shall be cleaned prior to Sunday services on October 6, 2024;
- The Church has requested that only trailers under a length of 40 feet may be assigned to park in the paved parking lot;
- The Church will be allowed a booth during the event should they choose operate one; and
- The Church shall be covered as an additional insured by the City's insurance in the event of a liability claim.

Related Ordinance(s) or Statue(s): N/A

Funding Source: N/A

Budget Allocated: N/A

Finance Director Approval: N/A

Recommendation: Approve Resolution No. 08-22-24F The Indemnity Agreement Between The City And The Edgerton United Methodist Church For Use Of The Church Parking Lots During The Meat Inferno Event

Enclosed:

Draft Resolution No. 08-22-24F
Indemnity Agreement between the City and Edgerton United Methodist Church

Prepared by:

Brittany Paddock, Recreation Superintendent

RESOLUTION NO. 08-22-24F

A RESOLUTION OF THE CITY OF EDGERTON, KANSAS, TO APPROVE THE INDEMNITY AGREEMENT BETWEEN THE CITY AND THE EDGERTON UNITED METHODIST CHURCH FOR USE OF THE CHURCH PARKING LOTS DURING THE MEAT INFERNO EVENT.

WHEREAS, the Meat Inferno Barbeque Competition will be held in the City of Edgerton on October 4th and October 5th, 2024; and

WHEREAS, Meat Inferno will be held on East Nelson and East 4th Streets and use of the Edgerton United Methodist Church parking lots will allow more teams to park and compete; and

WHEREAS, the indemnity agreement between the two parties will allow the Edgerton Methodist Church to be covered as an additional insured by the City's insurance for the duration of the Meat Inferno event.

THEREFORE, BE IT RESOLVED by the City Council of Edgerton, Kansas;

Agreement to the indemnity agreement to have the Edgerton United Methodist Church to be covered as an additional insured by the City's insurance for the duration of the Meat Inferno event on October 4th and 5th, 2024.

PASSED AND APPROVED BY THE CITY COUNCIL OF EDGERTON, KANSAS ON THE 22ND DAY OF AUGUST, 2024.

ATTEST:

CITY OF EDGERTON, KANSAS

Alexandria Clower, City Clerk

By: _____
Donald Roberts, Mayor

APPROVED AS TO FORM:

TODD LUCKMAN for
Stumbo Hanson, LLP, City Attorneys

INDEMNITY AGREEMENT

THIS AGREEMENT is made and entered into as of the dates listed below, by and between the CITY OF EDGERTON, KANSAS (the "City") and the EDGERTON METHODIST CHURCH (the "Church").

RECITALS

- A. Whereas, the Church owns certain real estate located at 300 East 4th Street, Edgerton, Kansas 66021 (the "Property");
- B. Whereas, the City is sponsoring a BBQ event (the "Event") titled Meat Inferno, to be held on October 4 and 5, 2024, wherein it wishes to use the gravel and paved parking lot at the Property for competing teams to park and remain for the term of the Event;
- C. Whereas, the Church is agreeable to that arrangement subject to certain terms;
- D. Whereas, the parties wish to memorialize those terms as follows:

AGREEMENT

The City and the Church agree as follows:

1. USE OF PROPERTY. The Church agrees to allow the City to use the gravel and paved parking lot located at 300 East 4th Street for competing teams to park and operate subject to the following conditions:
 - a. The area temporarily used by the City shall be cleaned prior to Sunday services on October 6, 2024;
 - b. The City will only designate parking in the paved lot for participants with trailer lengths of less than 40 feet.
 - c. The Church will be allowed a booth during the event should they choose to operate one; and
 - d. The Church shall be covered as an additional insured by the City's insurance in the event of a liability claim.
2. INDEMNITY. The City shall indemnify, defend and hold the Church harmless from and against all losses, claims and liabilities (including reasonable attorneys' fees and costs) incurred by the Church and arising from the City's use of the of the Property for the Event. As a term of this Agreement, the Church shall be covered as an additional insured under the City's insurance policy during all times the Property is used for the Event.
3. TERM This Agreement shall continue in force and effect through the term of the Event.
4. POWER TO SIGN. By signing this Agreement, the undersigned on behalf of the Church is warranting that they are empowered in any and all manners necessary to sign on behalf of the Edgerton Methodist Church.
5. CHOICE OF LAW. This Agreement will be governed by and construed in accordance with the laws and regulations of the State of Kansas.

IN WITNESS WHEREOF, the above and foregoing Agreement has been executed by the parties hereto.

CITY OF EDGERTON, KANSAS

Date

By: _____
Donald Roberts, Mayor

ATTEST:

Date

Alexandria Clower, City Clerk

EDGERTON METHODIST CHURCH

Aug-14-2024
Date

By 

CLIFFORD E. FESMIRE - CHAIR, BOARD OF TRUSTEES
Print Name Title



Parks & Recreation Mid-Year Report

January-August
2024

64
Events & Programs

4,425
Total Attendance

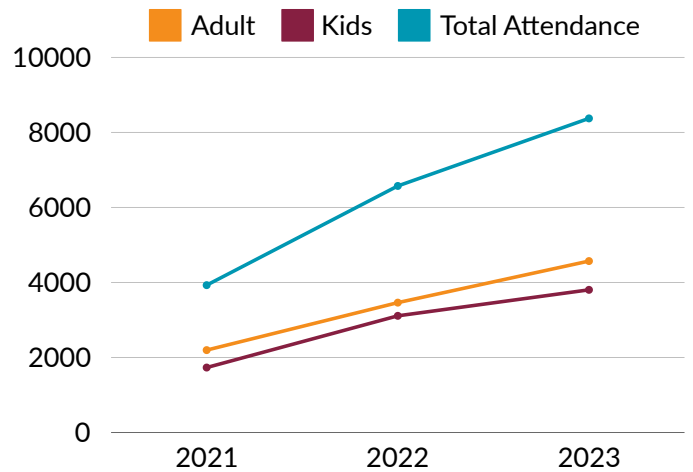
2,317
Adult Attendance

2,108
Child Attendance



Attendance is growing for these events:

- Senior Lunch
- Friday Senior Dominoes
- Animal Wonders
- Movie Nights
- Summer Block Party
- Spring Break
- School-year themed events
- Culinary Kids
- Tales for Tots



Educational Programs

- Dog Bite Prevention
- Compost 101
- Air Plant Workshop



New Popular Programs

- Step Into Spring Walking Challenge
- Crafty Kids

MEMORANDUM

Date: August 22, 2024
To: City of Edgerton Governing Body
From: Zachary Moore, Development Services Director
Re: Status Update – 312 E. 5th Street, Edgerton, Kansas

On May 9, 2024 the Edgerton City Council passed Resolution 05-09-24B, which requires the owners of 312 E. 5th Street, Edgerton, Kansas to resolve the dangerous and unfit structure which exists on said property by June 10, 2024 by either bringing the property within compliance with the City Code or by demolishing the structures on site.

At the June 13, 2024 City Council meeting, an update was provided to the Council regarding the progress that had occurred since the property was found to have an unsafe structure with Resolution 05-09-24B. Between May 9 and June 13, the property owner had set up a utility account for the property, collected a series of bids for work to bring the structure closer to compliance with City codes, and had removed the dilapidated trailer from the property.

Since the July 11 City Council meeting, the property owner has had the dilapidated shed demolished. Additionally, a bid for a structural engineer to visit the property and supply a repair bid has been approved by the property owner.

At the July 11 City Council meeting, the City Council expressed a desire to ensure that the basement egress doors were secure for safety purposes. Between that meeting and the drafting of this report, the property owner has verified that the door is locked and secure, and is acquiring bids to have the door improved with stronger material.

Any additional updates received after publication of this agenda packet will be shared by staff during the August 22nd City Council meeting.

