

**EDGERTON CITY COUNCIL  
MEETING AGENDA  
CITY HALL, 404 EAST NELSON STREET  
February 13, 2020  
7:00 P.M.**

**Call to Order**

1. **Roll Call** \_\_\_\_ Roberts \_\_\_\_ Longanecker \_\_\_\_ Conus \_\_\_\_ Lewis \_\_\_\_ Smith \_\_\_\_ Beem
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 for January 23, 2020 Regular City Council Meeting
5. Approve Minutes for February 7, 2020 Special City Council Meeting
6. Approve Resolution No. 02-13-20A Setting Forth the Authority for Members of the Governing Body and City Staff with Regard to the City's Accounts at Central Bank of the Midwest

**Regular Agenda**

7. **Public Comments.** Persons who wish to address the City Council regarding items not on the agenda and that are under the jurisdiction of the City Council may do so when called upon by the Mayor. Comments on personnel matters and matters pending before court or other outside tribunals are not permitted. Please notify the City Clerk before the meeting if you wish to speak. Speakers are limited to three (3) minutes. Any presentation is for informational purposes only. No action will be taken.
8. **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.
9. Introduction of Accountant, Justin Vermillion
10. Introduction of Master Deputy Brad Johnson, Edgerton's Community Officer

**Business Requiring Action**

**11. Report By The City Administrator**

- Designate Voting Member and Alternate for KRWA
- Field Rental Discussion

**12. Report By the Mayor**

**13. Future Meeting/Event Reminders:**

- February 20<sup>th</sup>: State of the City – 6:00 PM
- February 27<sup>th</sup>: City Council Meeting – 7:00 PM
- March 10<sup>th</sup>: Planning Commission Meeting – 7:00 PM
- March 12<sup>th</sup>: City Council Meeting – 7:00 PM
- March 26<sup>th</sup>: City Council Meeting – 7:00 PM

**14. CONSIDER RECESSING INTO EXECUTIVE SESSION PURSUANT TO K.S.A. 75-4319(B)(2) FOR CONSULTATION WITH AN ATTORNEY DEEMED PRIVILEGED IN THE ATTORNEY-CLIENT RELATIONSHIP TO INCLUDE CITY ATTORNEY AND CITY ADMINISTRATOR FOR THE PURPOSES OF CONTRACT NEGOTIATIONS**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**15. Adjourn** Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

## EVENTS

February 19<sup>th</sup>: Senior Lunch and BINGO

March 2<sup>nd</sup>: Youth Art Class: Floam, Slime, and Puffy Slime

March 9<sup>th</sup>: Youth Cooking Class

March 16<sup>th</sup>-20<sup>th</sup>: Spring Break Parks and Rec Activities

**City of Edgerton, Kansas**  
**Minutes of City Council Regular Session**  
**January 23, 2020**

A Regular Session of the City Council was held in the Edgerton City Hall, 404 E. Nelson Edgerton, Kansas on January 23, 2020. The meeting convened at 7:00 p.m. with Mayor Roberts presiding.

**1. ROLL CALL**

Ron Conus	present
Clay Longanecker	present
Josh Lewis	present
Katee Smith	present
Josh Beem	present, arrived at 7:02pm

With a quorum present, the meeting commenced.

Staff in attendance:

City Attorney Lee Hendricks  
City Clerk Rachel James  
Development Services Director Katy Crow  
Finance Director Karen Kindle  
Public Works Director Dan Merkh  
Public Works Superintendent Trey Whittaker  
Marketing and Communications Manager Kara Banks

**2. WELCOME**

**3. PLEDGE OF ALLEGIANCE**

**CONSENT AGENDA**

4. Approve Minutes for January 9, 2020 Regular City Council Meeting
5. Approve a Right of First Refusal to Purchase Real Estate
6. Consider Agreement between Johnson County, Kansas, and the City of Edgerton, Kansas, for the Public Improvement of 207<sup>th</sup> Street Overpass at BNSF Railroad
7. Approve Ordinance 2030 amending Chapter III, Article 1 of the City Code of the City of Edgerton, Kansas, Regulating the Sale of Cereal Malt Beverage or Beer containing Not More Than 6% Alcohol by Volume Within the City of Edgerton, Kansas
8. Approve Resolution No. 01-23-20A Establishing Fees and Rates for Permits, Licenses and Services Within the City of Edgerton, Kansas

Motion by Smith, Second by Longanecker to approve the consent agenda.

Motion passed, 4-0.

**REGULAR AGENDA**

9. **Public Comments.** None.

Council Member Josh Beem arrives at 7:02pm

10. **Declaration.** None.

11. Introduction of Master Deputy Brad Johnson, Edgerton's Community Officer

Master Deputy Johnson was not able to attend the Council Meeting but will be at future meetings. Master Deputy Johnson has focused on introducing himself to people around town and being available daily at Edgerton Elementary. The statistics from the first month of his full-time patrol in the city include: 47 Traffic Stops, 35 Business Checks (entering the business and talking with owners/employees/patrons), 45 Area Checks logged into the system (specific police metric as he is actively patrolling at a greater rate), 23 calls for service, and 10 times running school zone traffic enforcement.

Mayor Roberts stated that he has received lots of positive comments on the addition of a full-time police officer in town. Council Member Longanecker stated it sounds like Master Deputy Johnson is doing a great job. Council Member Smith stated she has seen him patrolling frequently and always waves. Mayor Roberts added that Master Deputy Johnson mentioned how many people have been waving at him in town.

**Business Requiring Action**

12. **CONSIDER RESOLUTION NO. 01-23-20B CONSENTING TO THE ASSIGNMENT AND ASSUMPTION OF LEASE AGREEMENT AND RELATED BOND DOCUMENTS IN CONNECTION WITH THE CITY'S INDUSTRIAL REVENUE BONDS (MIDWEST GATEWAY VENTURE, LLC PROJECT), SERIES 2017B**

Scott Anderson, City Bond Counsel, introduced the Resolution which is the assignment of the lease agreement from Midwest Gateway to Dot's Pretzel. The Assignment transfers all of Midwest Gateway's interest in the Base Lease, the Lease Agreement, the Performance Agreement, the Origination Fee Agreement and the other bond documents for the project to Dot's Pretzel.

Mr. Anderson stated that the City has to execute a consent page every time it enters into a base lease, lease agreement, or tax incentives. He stated that

Randy Johnson, Dot's Pretzel CEO and President, gave background on the history of Dot's and their expanding footprint. He thanked council and stated the economics of the incentive helped Dot's select this site and they look forward to working in Edgerton.

Motion by Longanecker, Second by Conus to approve Resolution. No. 01-23-20B.

Mayor Roberts announced a quick recess for pictures with Dot's Pretzel representatives and samples of Dot's Pretzels to be handed out to the Council and public in attendance.

**13. PUBLIC HEARING FOR RESOLUTION NO. 01-23-20C CONSENTING TO THE PARTIAL ASSIGNMENT OF A RESOLUTION OF INTENT FROM EDGERTON LAND HOLDING COMPANY, LLC TO ELHC VII, LLC, OR ITS SUCCESSORS IN INTEREST**

Scott Anderson, City Bond Counsel, introduced the application for the construction of a 952,000 square foot warehouse and distribution facility located at 30901 W. 185<sup>th</sup> Street Edgerton, Kansas. Mr. Anderson stated that the first thing that needs to occur in this process is for the City to hold a public hearing. The School District and County were notified of the public hearing.

Jeff White, Colombia Capital Management, presented the prepared cost-benefit report which is included in the Council packet.

Mayor Roberts opened the public hearing at 7:32pm.

There were no comments.

Mayor Roberts closed the public hearing at 7:33pm.

**14. CONSIDER RESOLUTION NO. 01-23-20C CONSENTING TO THE PARTIAL ASSIGNMENT OF A RESOLUTION OF INTENT FROM EDGERTON LAND HOLDING COMPANY, LLC TO ELHC VII, LLC, OR ITS SUCCESSORS IN INTEREST**

Scott Anderson, City Bond Counsel, stated this Resolution is a partial assignment of the Master Resolution of Intent for Logistics Park Kansas City. \$45 Million of the Master Resolution of Intent is assigned to ELHC VII for constructing this project.

Mayor Roberts stated this approach has not change since the inception of LPKC.

Motion by Longanecker, Second by Lewis to approve Resolution No. 01-23-20C.

Motion was approved, 5-0.

**15. CONSIDER ORDINANCE NO. 2031 AMENDING CHAPTER XIV, ARTICLE 2 OF THE MUNICIPAL CODE OF THE CITY OF EDGERTON, KANSAS TO REPLACE CODE SECTION 14-203 AND REPEAL ALL OTHER ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH**

Dan Merkh, Public Works Director, introduced the Ordinance which pertains to routing of overweight truck traffic. Ordinance No. 2031 simply formalizes the differentiation between a standard truck route and the Overweight Corridor as previously designated by City Council. A standard truck route allows a gross vehicle weight of up to 80,000 pounds, the same weight as allowed on the federal interstate system. The Overweight Corridor routes allow a gross vehicle weight of up to 96,000 pounds. These routes are only in LPKC, north of Interstate 35.

Lee Hendricks, City Attorney, checked with other local municipalities and they do not allow for exceptions in their weight limits. Mr. Hendricks recommended striking subsection D 1-4.

Motion by Lewis, Second by Smith to Approve Ordinance No. 2031 striking subsection D 1-4.

Motion was approved, 5-0.

**16. CONSIDER ORDINANCE NO. 2032 APPROVING THE DESCRIPTIONS AND SURVEY OF LANDS NECESSARY FOR ACQUISITION OF RIGHT OF WAY AND EASEMENTS NEEDED FOR CONSTRUCTING THE 207<sup>TH</sup> STREET GRADE SEPARATION PROJECT AND ASSOCIATED IMPROVEMENTS**

Katy Crow, Development Services Director, introduced the Ordinance which is a follow-up to Resolution No. 01-09-20A, passed on January 9, 2020, confirming the necessity for condemnation and authorizing the preparation of survey and legal descriptions. The 207<sup>th</sup> Street Grade Separation Project requires the acquisition of rights-of-way and easements from several property owners near the 207th Street and Co-op Road intersection. Passing the Ordinance does not prohibit the City from continuing to negotiate and/or acquire the easements.

Motion by Smith, Second by Longanecker to approve Ordinance No. 2032.

Motion was approved, 5-0.

**17. Report by the City Administrator**

Dan Merkh, Public Works Director and Acting City Administrator, stated that a Winter Storm is on the way and gave an overview of snow operations.

**18. Report by the Mayor**

Mayor Roberts thanked the Directors for stepping up as a team to lead Staff and the Council meeting while Beth Linn, City Administrator, has been on vacation. Mr. Merkh joked that it takes three of them to do Ms. Linn's job.

**19. Future Meeting Reminders:**

- January 14<sup>th</sup>: Planning Commission – 7PM
- January 23<sup>rd</sup>: City Council Meeting – 7PM

**20. CONSIDER RECESSING INTO EXECUTIVE SESSION PURSUANT TO K.S.A. 75-4319(B)(2) FOR CONSULTATION WITH AN ATTORNEY DEEMED PRIVILEGED IN THE ATTORNEY-CLIENT RELATIONSHIP TO INCLUDE CITY ATTORNEY AND PUBLIC WORKS DIRECTOR FOR THE PURPOSES OF CONTRACT NEGOTIATIONS**

Motion by Longanecker, Second by Lewis to recess into executive session pursuant to K.S.A. 75-4319 (b)(2) for the purpose of discussing contract negotiations to include City Attorney and Public Works Director for thirty (30) minutes.

Motion was approved, 5-0.

Session recessed at 7:54 pm. Meeting reconvened at 8:24 pm.

Motion by Smith, Second by Longanecker to return to open session.

Motion was approved, 5-0.

## **21. WALK ON ITEM**

Lee Hendrick, City Attorney, introduced an item regarding the purchase of Real Estate for a City Project. The property is located at 36790 W. 207<sup>th</sup> Street, Edgerton, KS 66021. The property is owned by 9 family members which have signed an agreement allowing \$15,000 initially to one sibling and then \$250,000 split among the 9 siblings at closing. Closing must occur on or before March 2, 2020 and the seller is to fully vacate the property by that date.

Council Member Conus thanked Mr. Hendricks for a good job on negotiating with the multiple parties that are the property owners.

Motion by Longanecker, Second by Lewis to approve the Real Estate Purchase/Sale Contract for 36790 W. 207<sup>th</sup> Street.

Motion was approved, 5-0.

## **22. Adjourn**

Motion by Beem, Second by Lewis to adjourn.

Motion was approved 5-0. The meeting adjourned at 8:25 pm.

## **EVENTS**

January 24<sup>th</sup> – Paint Nite

February 1<sup>st</sup> – Princess Tea Party

**City of Edgerton, Kansas**  
**Minutes of City Council Special Session**  
**February 7, 2020**

A Special Session of the City Council was held in the Edgerton City Hall, 404 E. Nelson Edgerton, Kansas on February 7, 2020. The meeting convened at 9:00 a.m. with Mayor Roberts presiding.

**1. ROLL CALL**

Ron Conus	present
Clay Longanecker	present
Josh Lewis	present via telephone
Katee Smith	present via telephone
Josh Beem	absent

With a quorum present, the meeting commenced.

Staff in attendance:

City Administrator Beth Linn
City Attorney Lee Hendricks via telephone
Planning and Zoning Coordinator Chris Clinton
Development Services Director Katy Crow
Public Works Director Dan Merkh

**2. WELCOME**

**3. PLEDGE OF ALLEGIANCE**

**CONSENT AGENDA**

4. Approve Deed of Dedication of Right-of-Way and Permanent Utility Easement for 207<sup>th</sup> Grade Separation Project

Councilmember Longanecker motioned to approve the consent agenda, Councilmember Conus seconded. The consent agenda was approved, 4-0.

**REGULAR AGENDA**

**5. Public Comments.**

There were no public comments made.

6. **Declaration.** There were no declarations made by the Councilmembers.

- 6.5. **Resolution No. 02-07-20A** Mayor Roberts stated this resolution needed to be added to the agenda as the City of Edgerton needs to name a City Clerk per Kansas State Statute. Mayor Roberts introduced Resolution Number 02-07-20A naming the Planning and Zoning Coordinator Chris Clinton as the City Clerk. Councilmember Longanecker



motioned to approve Resolution Number 02-07-20A, Councilmember Lewis seconded the motion. The resolution was approved, 4-0.

## **BUSINESS REQUIRING ACTION**

7. **CONSIDER RECESSING INTO EXECUTIVE SESSION PURSUANT TO K.S.A. 75-4319(B)(2) FOR CONSULTATION WITH AN ATTORNEY DEEMED PRIVILEGED IN THE ATTORNEY-CLIENT RELATIONSHIP TO INCLUDE CITY ATTORNEY, CITY ADMINISTRATOR AND PUBLIC WORKS DIRECTOR FOR THE PURPOSES OF CONTRACT NEGOTIATIONS**

Councilmember Longanecker motioned to recessing into executive session for ten minutes, Councilmember Conus seconded. The meeting was recessed into executive session at 9:07 a.m., 4-0.

Councilmember Smith motioned to return to open session with no action taking place at 9:17 a.m., Councilmember Longanecker seconded. The meeting returned to open session at 9:17 a.m., 4-0.

8. **CONSIDER RECESSING INTO EXECUTIVE SESSION PURSUANT TO K.S.A. 75-4319 (b) (1) PERSONNEL MATTERS OF NONELECTED PERSONNEL TO INCLUDE CITY ATTORNEY AND CITY ADMINISTRATOR**

Councilmember Longanecker motioned to recessing into executive session for three minutes, Councilmember Smith seconded. The meeting was recessed into executive session at 9:18 a.m., 4-0.

Councilmember Longanecker motioned to return to open session with no action taking place at 9:21 a.m., Councilmember Conus seconded. The meeting returned to open session at 9:21 a.m., 4-0.

9. **Adjourn**

Councilmember Smith motioned to adjourn the meeting, seconded by Councilmember Longanecker. The motion was approved, 4-0. The meeting adjourned at 9:22 a.m.

## City Council Action Item

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**Council Meeting Date:** February 13, 2020

**Department:** Administration

**Agenda Item: Consider Resolution No. 02-13-20A Setting Forth the Authority for Members of the Governing Body and City Staff with Regard to the City's Accounts at Central Bank of the Midwest**

**Background/Description of Item:** The City maintains accounts at Central Bank of the Midwest to carry out the business of the City. In October 2019, the Governing Body approved Resolution No.10-24-19A documenting banking authority for staff and members of the Governing Body. Due to recent staff changes, a new resolution is needed by the bank.

Changes to the banking resolution are:

- Removed Rachel James.
- Added Justin Vermillion, Accountant, for the ability to discuss City accounts.

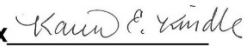
Staff will use this banking resolution to work with the bank to update their records for the City's accounts.

**Related Ordinance(s) or Statue(s):** Resolution No. 10-24-19A

**Funding Source:** n/a - this resolution denotes who has authority regarding the City's bank accounts at Central Bank of the Midwest.

**Budget Allocated:** n/a

**Finance Director Approval:**

x   
Karen Kindle, Finance Director

**Recommendation: Approve Resolution No. 02-13-20A Setting Forth the Authority for Members of the Governing Body and City Staff with Regard to the City's Accounts at Central Bank of the Midwest.**

**Enclosed:** Draft Resolution 02-13-20A

**Prepared by:** Karen Kindle, Finance Director

## **RESOLUTION NO. 02-13-20A**

### **A RESOLUTION SETTING FORTH THE AUTHORITY FOR MEMBERS OF THE GOVERNING BODY AND CITY STAFF REGARDING THE CITY'S ACCOUNTS AT CENTRAL BANK OF THE MIDWEST.**

**WHEREAS**, the City of Edgerton, Kansas, maintains accounts at Central Bank of the Midwest; and

**WHEREAS**, the City Council wishes to designate by Resolution those members of the Governing Body and City of Edgerton Staff who are authorized to discuss accounts, withdraw funds, endorse or authorize checks, amend online banking preferences, be listed as authorized signors and take any and all other actions listed below involving City accounts at Central Bank of the Midwest.

**NOW, THEREFORE, BE IT RESOLVED**, that Central Bank of the Midwest, ("Financial Institution") is hereby designated a depository of the City of Edgerton, Kansas, for the purpose of banking services, and that with the exception of Municipal Court Account #\*\*\*82, which is described further below the following individuals are authorized to discuss with Financial Institution any and all City accounts:

<u><b>Name</b></u>	<u><b>Title</b></u>
Donald Roberts	Mayor
Elizabeth Linn	City Administrator
Karen Kindle	Finance Director
Irene Eastwood	City Treasurer
Kathy Clark	Accounting Technician
Kathleen Crow	Development Services Director
Justin Vermillion	Accountant

**BE IT FURTHER RESOLVED** that the following individuals are hereby individually authorized to open any deposit or checking accounts in the name of the City; to endorse or authorize checks and orders for the payment of money; and withdraw funds on deposit with Financial Institution and shall be listed as signers on said account signature cards. This authority shall be for all City accounts with the exception of Municipal Court Account #\*\*\*82 which is described further below:

<u><b>Name</b></u>	<u><b>Title</b></u>
Donald Roberts	Mayor
Elizabeth Linn	City Administrator
Irene Eastwood	City Treasurer

**BE IT FURTHER RESOLVED** that the following individuals acting individually, are authorized to instruct Financial Institution, either by written or verbal instructions, to make changes to the set up of the on-line banking system.

<u><b>Name</b></u>	<u><b>Title</b></u>
Donald Roberts	Mayor
Elizabeth Linn	City Administrator

**BE IT FURTHER RESOLVED** that for Municipal Court Account, account #\*\*\*82, the following individuals are hereby individually authorized to endorse or authorize checks and orders for the payment of money; and withdraw funds on deposit with Financial Institution in Municipal Court Account, account #\*\*\*82, and shall be listed as signers on said account signature cards:

<u><b>Name</b></u>	<u><b>Title</b></u>
Donald Roberts	Mayor
Elizabeth Linn	City Administrator

**BE IT FURTHER RESOLVED** that the following individuals are hereby authorized to discuss Municipal Court Account, account #\*\*\*82:

<u><b>Name</b></u>	<u><b>Title</b></u>
Donald Roberts	Mayor
Elizabeth Linn	City Administrator
Karen Kindle	Finance Director
Kathy Clark	Accounting Technician
Alexandria Clower	Customer Service Representative II
Kathleen Crow	Development Services Director
Justin Vermillion	Accountant

**BE IT FURTHER RESOLVED** that the City acknowledges and agrees that Financial Institution may rely on alternative signature and verification codes issued to or obtained from the individual(s) named on this resolution. The Term “alternative signature and verification codes” includes, but is not limited to, facsimile signatures on file with the Financial Institution, personal identification numbers (PIN), and digital signatures. If a facsimile signature specimen has been provided on this resolution, (or that is filed separately by the City with Financial Institution from time to time) Financial Institution is authorized to treat the facsimile signature as the signature of the individual(s) regardless of by whom or by what means the facsimile signature may have been affixed so long as it resembles the facsimile signature on file.

**BE IT FURTHER RESOLVED** that this resolution shall continue in force and Central Bank of the Midwest may consider the facts concerning and holders of said offices, respectively, and their signatures, to be and continue as set forth herewith until written notice to the contrary is duly served on said financial institution.

ADOPTED THIS 13th DAY OF FEBRUARY, 2020,

By: \_\_\_\_\_  
Donald Roberts, Mayor

ATTEST:

\_\_\_\_\_  
Chris Clinton, City Clerk

APPROVED AS TO FORM:

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Lee W. Hendricks, City Attorney

February 10, 2020

TO: Mayor and City Council

FROM: Beth Linn, City Administrator

SUBJECT: Baseball Field Research

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In November 2019, staff presented an End of Season report to the Governing Body regarding the use of the baseball fields at Martin Creek Park. Following that report, the Governing Body directed staff to research the requirements for the City to host tournament play at the fields. This memo summarizes the usage of the fields for 2019 and provides City Council a menu of options to consider for the 2020 ball season.

### **2019 USAGE REPORT (MARCH 1 – OCTOBER 31)**

For the 2019 season, Field One (closest to Sunflower Rd) was available for reservation only. Seven (7) teams reserved Field One for practice. Practice allowed for one team each night for two (2) hours long. Coaches paid a \$50 deposit to receive a key to Field One, and coaches who returned their keys by the return date deadline received a full refund. Teams were allowed one weeknight and weekend day for practice. Teams were given their requested practice times on a first come, first serve basis. Lights were available for \$20 an hour. One team request to use lights near the end of their season. Field Two was available on a first come first serve basis so that the public had access to a field for pick-up games, catch with friends and family, practice, etc.

### **OPTIONS FOR FIELD USAGE FOR 2020**

In researching the requirements (both programming and capital improvements) for the tournament play, staff discovered that several smaller communities around Edgerton participate in youth league play. Below is summary of research related to different options for the Governing Body to consider for the 2020 ball season. For each option, staff has compiled programming information (scheduling, sign up, etc) and estimated capital improvement costs (physical improvements to the fields/facilities). Please note the estimates included below are preliminary to provide a level of magnitude of expenditure. Further research will be necessary to develop actual budgetary costs based on City Council direction.

#### **Option 1: Enhanced Practice Fields**

This option would build upon the usage of the Martin Creek fields as practice fields for area teams. This information was presented to the City Council in November 2019 and spurred the request to research other options.

#### **PROGRAMMING**

Staff recommended several changes to the current program for practice field rental.

- Field rental fees: Staff recommended adding a field rental charge with a discount for resident teams. Suggested rates were \$5/hour for resident teams (at least 60% Edgerton address) and \$10/hour for non-resident teams. Deposit remain \$50.
- Season dates: Staff recommended to divide the season into Spring season (March 1 – June 30) and a Fall season (July 1 – October 31). Separating the season into two shorter seasons gives teams a chance to change their practice times halfway through the year.
- Practice times: Staff would recommend changing the length of practice reservation to 1½ hours, rather than two hours to allow more than one team each night.
- Reservation process: Staff researched reservation process used by surrounding communities. Staff recommends each team submit their top three choices for practice times with preference given to Edgerton teams with others on a first-come, first-serve basis. Coaches would email their completed registration to the Parks and Recreation Coordinator for each season. Exact submittal dates would be set if City Council moves forward with this option.

### CAPITAL

In 2018, the City invested in a capital improvement project to elevate the conditions of both Ballfield #1 and Ballfield #2 to be suitable for practice fields. Following that investment, staff budgeted for annual maintenance dollars in the Parks operating budget to maintain that level of service. The 2020 annual maintenance funding is \$8,574. This option would not require additional capital improvement funding outside the operating budget.

### **Option 2: Youth Recreation League**

May 4 – July 11

Today the cities of Baldwin City, Wellsville, Eudora and De Soto participate in a youth league called the Big Four (ages 7 and 8). For older age groups (9 and up), Gardner and Spring Hill participate in the League as well.

### PROGRAMMING

Each participating City determines the enrollment specifications for their program. These specifications include the cost per child to participate, equipment provided, deadline to enroll, etc. Most cities provide teams some level of equipment (i.e. catcher's gear) and some level of uniform (shirt and hat, or more).

Edgerton would need to enroll enough kids for each age group to form at least one team. Currently Edgerton youth can participate in the league by enrolling with the City of Gardner. Below is a breakdown of the number of Edgerton kids per age group participating in the league through Gardner.

Tball- 11  
 B7/8- 3  
 B9/10- 11  
 B11/12- 5  
 B13/15- 5

Additionally, to support the league, each City provides a League Coordinator for enrollment and administration of the league. During games, the City provides a Field Supervisor and Umpires when they are hosting at their own fields. Staff believes the Parks and Recreation Coordinator could serve as the City's League Coordinator. However, likely the other positions would have to be new seasonal staff.

### CAPITAL IMPROVEMENTS

Staff met with the league staff from the lead community to determine what capital improvements would be needed to bring our fields to an operating level consistent with the surrounding communities. League staff recommended to be consistent with other communities in the League, the City should consider investment in several upgrades to the facilities/fields including modern restroom, upgraded lights and dugouts. However, due to timing of this discussion with the annual budget process, the Governing Body could choose to try membership in the League with smaller, incremental improvements for one year. Then consider more significant improvements during the capital improvement budget process. The breakdown of those options is below.

- Estimated Limited Improvements for 2020 Season - \$94,925 (per field)
  - Turf Maintenance Stage I: \$22,125
  - Dugouts: \$38,000
  - Bleachers: \$14,800
  - Lighting Repairs: \$20,000
- Estimated Improvements for Future Seasons - \$524,925 - \$674,925 (per field)
  - Turf Maintenance Stage I: \$22,125
  - Dugouts: \$38,000
  - Bleachers: \$14,800
  - New Lighting: \$200,000
  - Concession Stand & Restroom: \$250,000 to \$400,000

### **Option 3: Youth Tournament Play**

Staff contacted local and national tournament management organizations to research the requirements for the City to host tournament play.

### PROGRAMMING

Generally, tournament management organizations indicated the City would need to have groups of fields (typically at least four) to be considered as a destination for tournament play. With two fields that include the required amenities, the City could be considered as overflow fields during times of make-up play for inclement weather, etc. The City would have to reserve our fields for possible use during specific tournament dates with the guarantee of use.

### CAPITAL

Similar to League play, for the City to be considered for tournament play (even as overflow or backup), the field facilities would have to include a modern restroom facility, concessions and dugouts in place. In addition to all of the requirements of League play, tournament play would also require the fields tested for compaction and impact concerns (which can dictate additional requirements to the turf) and perimeter fencing to control access to the fields.



- Estimated Field/Facility Improvements as listed in League: \$524,925 - \$674,925
- Additional Facility/Field Improvements: \$340,000
  - Perimeter Fencing: \$50,000
  - Turf Maintenance Stage II: \$115,000
  - Irrigation System: \$175,000
- TOTAL: \$864,925 – 1,014,925

#### **Option 4: Adult Tournament Play**

In researching options for additional play on the City fields, staff discovered that some cities provide a location for adult tournament play with more limited requirements for facility amenities.

#### **PROGRAMMING**

Adult tournament play would include the City marketing the use of two fields for adult softball tournaments. Similar to youth league play, the City would provide a Field Supervisor and Umpires during games. Staff believes the Parks and Recreation Coordinator could serve as the coordinator of adult tournament play. However, likely the other positions would have to be new seasonal staff.

#### **CAPITAL**

Other cities provide similar level of service to the City's existing fields and facilities. If the City Council desired to try this option due to timing of this discussion with the annual budget process, staff would recommend the installation of additional portable restroom for patrons at an estimate cost of \$10,000. Otherwise, City Council no additional investment outside funding programmed in the operating Parks budget. In future years, City Council could consider investment similar to Youth League play.

#### **ADDITIONAL CONSIDERATIONS**

##### **REVENUE**

Each of the options outlined above has the opportunity to generate revenue depending on the option (if any) selected by City Council. The revenue projections vary widely based on the option selected and the level of participation in that option. If City Council provides direction on a preferred option, staff would bring back additional research and a budget (including revenues and expenditures) for that option

##### **INSURANCE**

Currently our insurance coverage does not cover league play for accidents that could potentially happen on the ballfields under our insurance. If city moves forward that type of option, staff would work with the City's insurance carrier to research any additional policies necessary, the costs associated with those policies, and any specific capital improvements required by the insurance carrier.

### STAFFING

Several of the options could require additional city staff including positions such as field supervisor, umpires, concession stand attendants, etc. If City Council selects an option for additional research, staff will provide these estimates as part of the additional research and budget mentioned above.

### **NEXT STEPS**

This memo was developed to provide City Council a menu of options to consider related to the ball fields at Martin Creek Park. Staff would request direction from City Council related to a program option, if any, related to the 2020 ball season and any additional research discussion to be considered in future as part of the 2021 Annual Budget Process including the 2022 – 2027 Capital Improvement Program.