

AGENDA ITEM SUMMARY SHEET

City of Rollingwood

Meeting Date: November 19, 2025

Submitted By:

Steve Franke, Western Hills Girls Softball

Agenda Item:

Discussion and possible action to amend the lease agreement with Western Hills Little League to modify the required approval amount of \$1,000 for improvements

Description:

Steve Franke of Western Hills Girls Softball expressed interest in amending the lease agreement to increase the threshold amount requiring City Council approval for improvements due to the rising cost of goods and services.

At the November 18, 2025, Park Commission meeting, the Commission discussed the request and made the following recommendation:

Diana Wallace moved to recommend to City Council to raise the required approval amount to \$7,500 with administrative approval when the threshold is not met. Laurie Mills seconded the motion.

The Park Commission and Steve Franke discussed the average cost of maintenance and the lease approval process. Steve Franke explained that any changes to the lease would apply to Western Hills Little League baseball and Western Hills Girls Softball.

Sean Downing moved to amend the motion to add that the \$7,500 threshold be designated for maintenance work and not improvements. Diana Wallace seconded the amendment to the motion. The amended to the motion carried with 7 in favor and 0 against.

The motion, as amended, carried with 7 in favor and 0 against.

Action Requested:

To consider the request to modify the required approval amount for improvements in the lease agreement with Western Hills Little League.

Fiscal Impacts:

No fiscal impacts.

Attachments:

- Rollingwood Park Field Lease Agreement
- Steve Franke Email Redacted