

City of Baldwin City  
PO Box 86  
Baldwin City, Kansas 66006  
Council Meeting Agenda

Baldwin City Public Library  
800 7th St  
Baldwin City, KS 66006

TUESDAY  
February 07, 2023  
7:00 PM



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**A. Call to Order-Mayor Casey Simoneau**

**B. Approval of Agenda**

**C. Consent Agenda**

1. Minutes 01.24.2023
2. Special Event-Wellness Fair

**D. Public Comment:**

*Members of the public are welcome to comment on items relating to City business not listed on this Agenda. Please stand and wait to be recognized by the Mayor. As a general practice, the comments may or may not be acted upon by the Council during the meeting, or Council may refer the items to staff for follow up.*

*If you wish to comment on an item listed on the agenda, a **sign-up sheet** is provided for you to sign in and provide your address. You will be called on when the Agenda item of interest is under discussion by the Council.*

**E. Special Reports or Presentations**

1. MPO

**F. Old Business**

1. Substation

**G. New Business**

1. KMEA Board of Directors seat
2. Annexation-Swisher
3. Building Lease Agreement
4. Resolution-Moderate Income Housing Program

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**H. Council Committee Reports**

1. Budget and Finance - Scott Lauridsen/Cory Venable
2. Community Development - Cory Venable/Susan Pitts
3. Public Safety - Susan Pitts/Jerry Smith
4. Public Works and Utilities - Julie Constantinescu/Jerry Smith
5. Strategic Planning - Scott Lauridsen/Julie Constantinescu

**I. City Administrator and Staff comments**

**J. Council and Mayor comments**

**K. Executive Session**

**L. Adjourn**

*City Council meets every first and third Tuesday of each month at 7:00 p.m. in the Library community meeting room. Council work sessions are held the last Tuesday of each month at 7:00 p.m. in the American Legion Hall.*

**City of Baldwin City**  
**Minutes**  
**Tuesday, January 24th 2023**

**A. Call to Order**

The Baldwin City Council was called to Regular Session at 7:00 p.m. at the Baldwin City Public Library, 800 7th Street, with Mayor Casey Simoneau presiding.

Present were Council Members: Cory Venable, Jerry Smith, Susan Pitts, Scott Lauridsen and Julie Constantinescu.

Also, attending: Glenn Rodden-City Administrator; Amara Packard-City Clerk; Lynn Meador-Communications Director; Stu Young-Building Official/Zoning Official; Pat McComb-Director of Electric Distribution; Jeff Winkler-Power Plant Supervisor; and Officer Butrum-Police Department.

**B. Approval of Agenda**

Susan Pitts moved and Julie Constantinescu seconded to approve the agenda. Motion carried with a vote of 5 yes and 0 no.

**C. Consent Agenda**

1. Minutes 01.24.2023

Cory Venable moved and Julie Constantinescu seconded to approve the consent agenda. Motion carried with a vote of 5 yes and 0 no.

**D. Public Comment**

**E. Special Reports or Presentations**

Maggie with the Willow Domestic Violence Center gave a brief overview of what human trafficking is and how they support victims of human trafficking. Mayor Simoneau declared January 2023 Human Trafficking awareness month.

**F. Old Business**

1. Substation

Jeff Winkler and Pat McComb presented the council with updated figures for the new proposed substation from Lutz and Brain, and Mid States Engineering Group. Jeff also explained how Mid States differs from a private contractor. They are owned by KMEA, which is owned by the 84 member cities that are involved in it, Baldwin City being one of them. Mid States does not do formal bidding, they have a set labor price, then cost plus ten percent, and contractors would be cost plus ten percent. Glenn Rodden was going to verify that the city wouldn't have to go out for a formal bid on this project, and let the council know at the next council meeting.

The location is another factor in the project. If the location is different from the old motel lot, then the numbers will be skewed because of the transmission lines. This discussion will be moved to the next council meeting in order to get some questions answered, and to try to get Mike Schmaderer from Mid States to come speak to the council.

## **G. New Business**

### **1. Council President election**

Julie Constantinescu nominated Scott Lauridsen as the president of the council.

Julie Constantinescu nominated and Susan Pitts seconded to make Scott Lauridsen the council president. Motion passes 4-1. Scott Lauridsen voted no.

### **2. School District Deferment**

The school district had some missteps when passing their budget, costing them close to \$660,000.00 in funding. Senate bill 13 can be difficult to follow in regards to revenue neutral and mill levy neutral. Scott Lauridsen had an idea to defer the school districts utility bills for a year, then allow them 1-2 years to pay it back to help get them back on track. City Administrator Glenn Rodden went over the cash balances with the council while discussing the deferment.

Susan Pitts moved and Scott Lauridsen seconded to offer the school district a deferment on their electric utility payment for one year, payback will be up to two years after the deferment.

Motion passes 4-1. Jerry Smith - no.

## **H. Committee Reports**

### **1. Budget and Finance - Scott Lauridsen/Cory Venable**

- Discussed all the topics that we discussed this evening.

Next meeting will be 02/03/23 at 7:45am.

### **2. Community Development - Cory Venable/Susan Pitts**

- Community Center bids are due February 23rd by 2:00pm.
- Working on getting some letters of support for the trail heading south to Ottawa while working on grants.
- Discussed potential historical district for downtown buildings.

Next meeting will be 02/27/23 at 4:00.

### **3. Public Safety - Susan Pitts/Jerry Smith**

Next meeting will be on 2/14/2023

### **4. Public Works and Utilities - Julie Constantinescu/Jerry Smith**

- Discussed everything that Jeff Winkler discussed about the substation.

Next meeting will be 02/09/23 at 9:00a.m.

### **5. Strategic Planning - Scott Lauridsen/Julie Constantinescu**

Next meeting will be 02/03/2023 at 2:00.m.

**I. City Administrator and Staff Comments**

**J. Council & Mayor Comments**

**K. Executive Session**

**L. Adjourn**

Julie Constantinescu moved and Susan Pitts seconded to adjourn the regular meeting. Motion carried with a vote of 5 yes and 0 no. Time: 8:15 p.m.

Attest:

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Amara M. Packard

City Clerk

# Capstone Event

*Vendor Packet*



MARCH  
**25**  
9am–1pm

**Collins Gym**  
6th & Fremont –  
Baldwin City

Thank you for registering to become a vendor at the 2023 Be Well Baldwin City Health Festival! We are pleased to have received your reservation!

**Note:**

- ✓ Upon arrival, please register at the table in the front entrance of Collin's Gym. You will then be escorted to your space. Tables and 2 chairs will be provided. If you need more, contact Jenni Fish ASAP.
- ✓ Please bring your own table linens.
- ✓ Please park on the south end of the parking lot between Fremont St. & Grove St. As space allows, you can pull up to the South side of the building for drop-off only.

**Schedule:**

**8am – Set Up Begins**

We will have student volunteers available starting at 8:30am to help carry in exhibits.

**9am – Festival & 5K Begins**

**9-11am – Blood Draws**

**9am-12:30pm – Kid's Corner**

**9:30am-12:30pm – Rotating Group Activities**

We currently have approx 60 vendors registered. In addition to vendors, there will be indoor and outdoor activities for kids, blood draws, screenings, a 5K, outdoor food trucks and more! We will continue to market the event. Please help by following us on Facebook, sharing our posts & invite your friends to join the Facebook Group *Be Well Baldwin City!* Once posters are complete, I will send everyone a digital file to be printed and posted.

**SCAVENGER HUNT**

The 2023 capstone event is set up as a scavenger hunt encouraging participants to visit multiple booths. Each participant receives a vendor location map & highlighter to mark the booths as they visit them. Once the participant has visited 20 booths, they are eligible for the Grand Prizes. (Stickers will NO LONGER be involved in this game.)

**DOOR PRIZE**













Door Prize winners will be announced every 15 minutes. Each vendor is asked to provide an item for use as a door prize. Please deliver prizes to registration desk in the front entrance of Collin's Gym upon arrival.

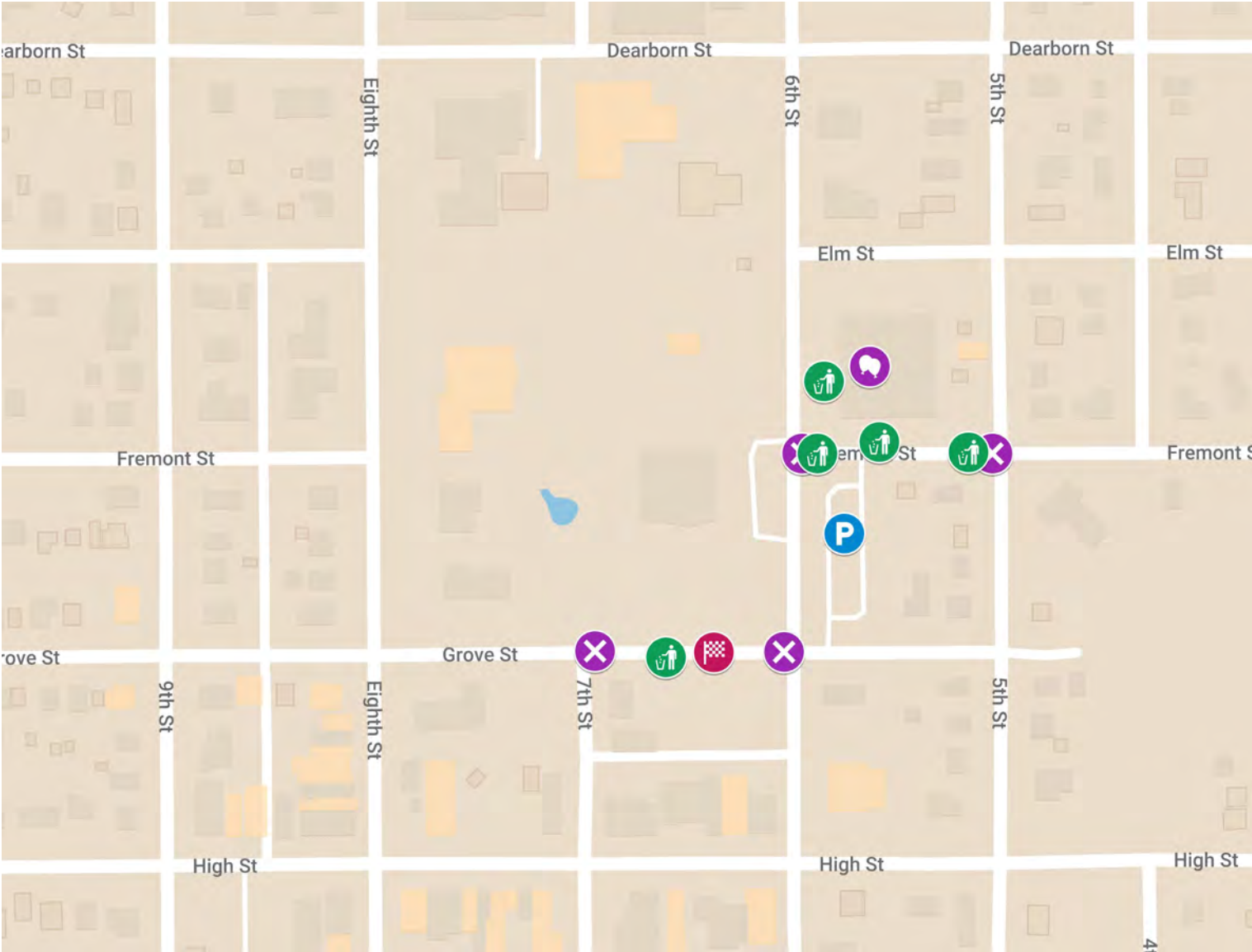
**If you have any questions, please contact**

Jenni Fish, Event Coordinator at [jennimfish@gmail.com](mailto:jennimfish@gmail.com) or 785-764-9114  
The Baldwin City Chamber of Commerce 719 High Street, Baldwin City, KS 66006

# Be Well Wellness Festival

Requested city services

-  Barricade
-  Barricade
-  Trash can
-  Trash can
-  Trash Can
-  Trash Can
-  Barricade
-  Barricade
-  Trash Can
-  Vendor Parking
-  5K Start
-  Collins Gym - Vendor Setup









## SPECIAL EVENTS APPLICATION

*Submit completed application to City Clerk Office thirty (30) days prior to event*

Date: 2/1/2023

Name of contact person Jenni Fish, Baldwin City Chamber of Commerce

Phone 785-764-9114

Email jennimfish@gmail.com

Name of Sponsoring Business or Organization *(if different than above)*

Address or location of event Collins Gym, Fremont St in front of Gym, Grove St by tennis courts

Describe the type of event proposed Wellness Festival

Date(s) of proposed event: March 25

Hours of operation: 9am-1pm

Please describe the details of your event in the space provided below. Attach additional sheets if necessary 60 vendors inside Collins Gym, 2 food trucks outside, 2 fire trucks, 2 health buses, free blood draws offered, children's activities, 5K beginning in front of Tennis Courts on Grove Street

Attendance: Total anticipated attendance: Persons 300-400 Vehicles 100

Electrical - does your event require electricity? ☒ No ☐ Yes (if yes, show location(s) on map)

Barricades – does your event require street closure? ☒ No ☒ Yes (if yes, show location(s) on map)

Trash: How will trash be managed? ☐ Provide Own Trash Receptacles

☒ Request City Services (show location(s) on map)

**Restrooms:** Number of Portable Restrooms <sup>0</sup> \_\_\_\_\_

Company to place/remove \_\_\_\_\_

Company contact info \_\_\_\_\_

**Structures:** Are temporary buildings, site improvements or alterations, grills, tents, canopies, inflatable structures, or live music proposed with this request? ☒ No ☐ Yes

*If yes, please describe:*

**Signs:** Are signs or attention attracting devices proposed with this event? ☐ No ☒ Yes (if yes, show on map)

**Publicizing Event:** Will the proposed event be advertised to the public?

☐ No ☒ Yes – Flyers ☒ Yes – Newspapers ☐ Yes – Radio/TV (*Please attach copy*)

**REQUIRED DOCUMENTS CHECK LIST:**

☒ **Completed Application**

☒ **Map** - Attach a map showing street(s) and location of the event as described above.

☒ **Insurance coverage** – Applications for all events *held on public property and/or assisted by the City of Baldwin City* must be accompanied by a Certificate of Insurance identifying the City as "Additional Insured." Proof of liability and bodily injury insurance coverage at a minimum amount of \$500,000.00 combined single limit per occurrence with a minimum aggregate limit of \$1,000,000 is required. Insurance certificates must reference the event to be held and be dated within 30 days of the event. Contact City Clerk Packard at [apackard@baldwincity.gov](mailto:apackard@baldwincity.gov) or call 785.594.6427 to confirm if applicable to your event.

☒ **Non-Profit:** Fee's may be waived by the City Administrator if a letter showing non-profit status is included with application.

☐ **Application fees:** \$100.00

☐ **Utility fees:** If electric service is requested, a fee of \$25.00 plus the cost of electricity used will be assessed.  
☐ Applicants must complete a utility card in advance and include with the application.

☐ **Alcohol:** If alcohol is to be served or sold a copy of the *approved KSDR Form ABC-830 Temporary Permit Application and Agreement* on file with the City Clerk.

*I certify that the information contained in and attached to this application is correct, and I agree to abide by the terms of the Code of the City of Baldwin City, Kansas, which regulate special events, and by the specific terms and stipulations of this permit.*

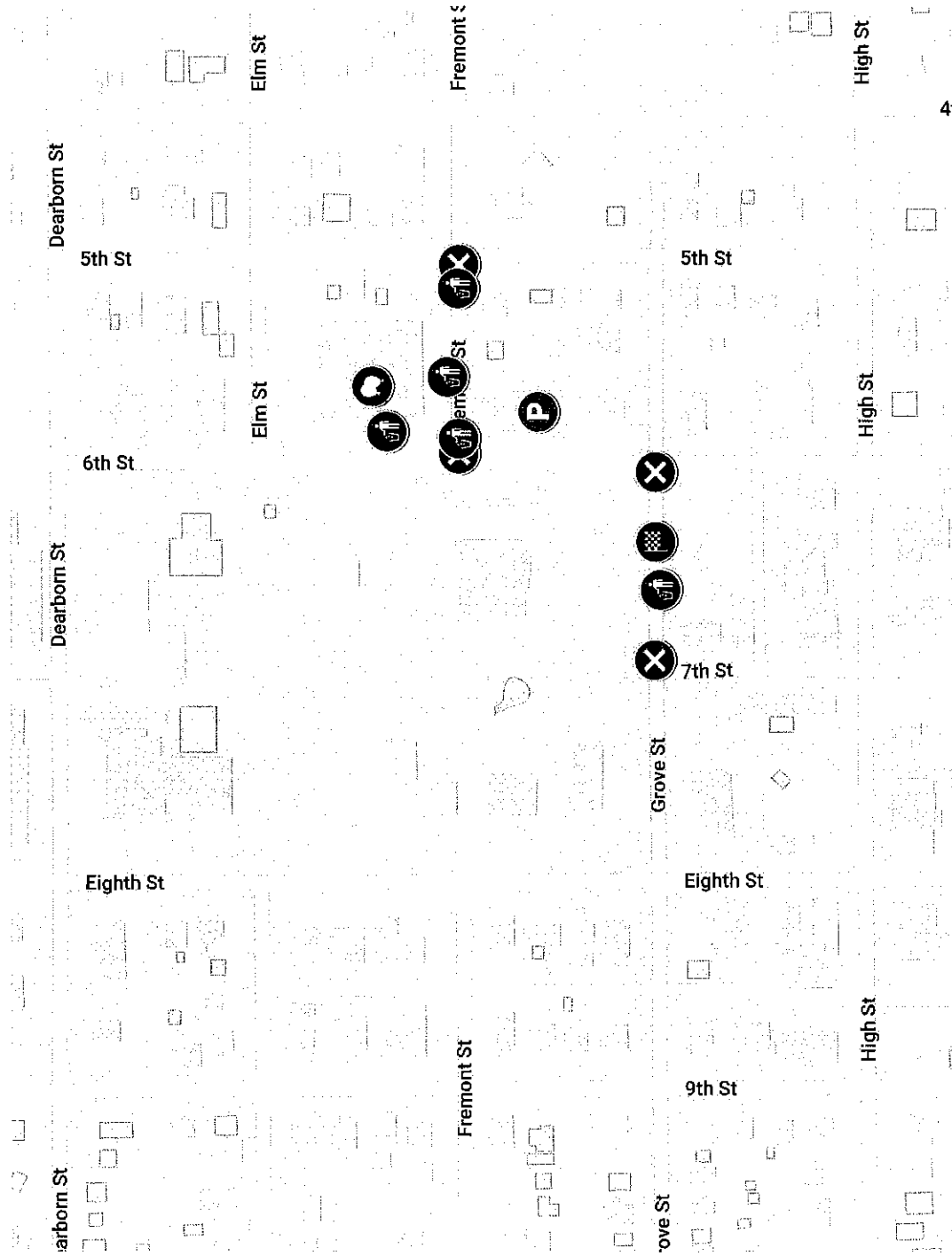
*By signing this application, the applicants for a Special Event Permit agree to hold the City of Baldwin City and its employees harmless for any and all claims, lawsuits, or liability including attorney fees, costs allegedly arising out of loss, damages, or injury to person or person's property occurring during the course of or pertaining to the Special Event caused by the conduct of employees or agents of applicants.*

**Applicants Signature:** \_\_\_\_\_



Applications for a special event filed after thirty (30) days prior to the event may not be considered

# Be Well Wellness Festival



Requested city services



Barricade



Barricade



Trash can



Trash can



Trash Can



Trash Can



Barricade



Barricade



Trash Can



Vendor Parking



5K Start

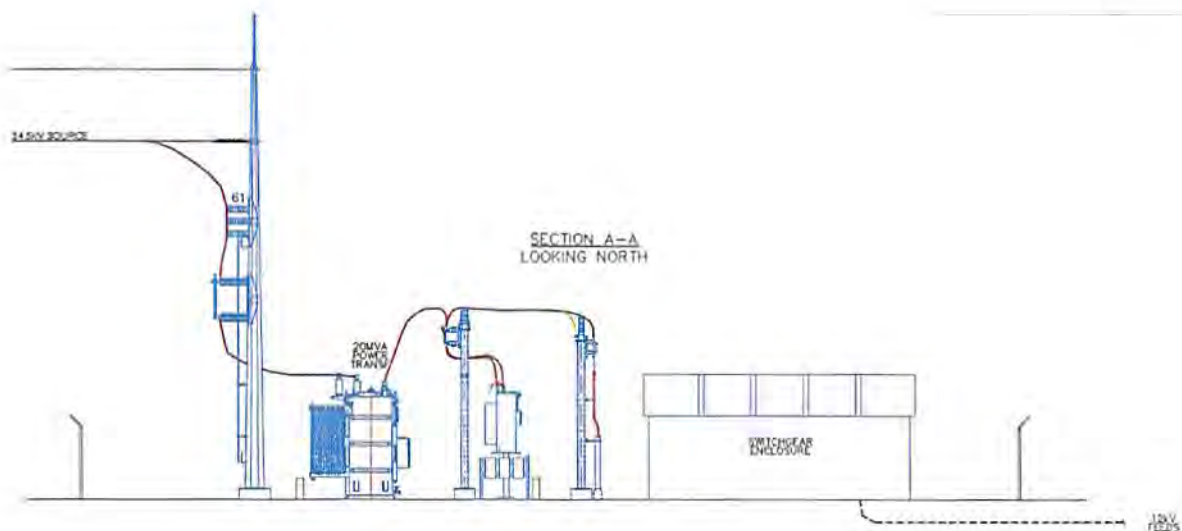


Collins Gym - Vendor Setup

- Current and Potential Transformers for protection and control
- Concrete foundations (transformer pad, structure pads, etc)
- Underground duct
- Ground grid

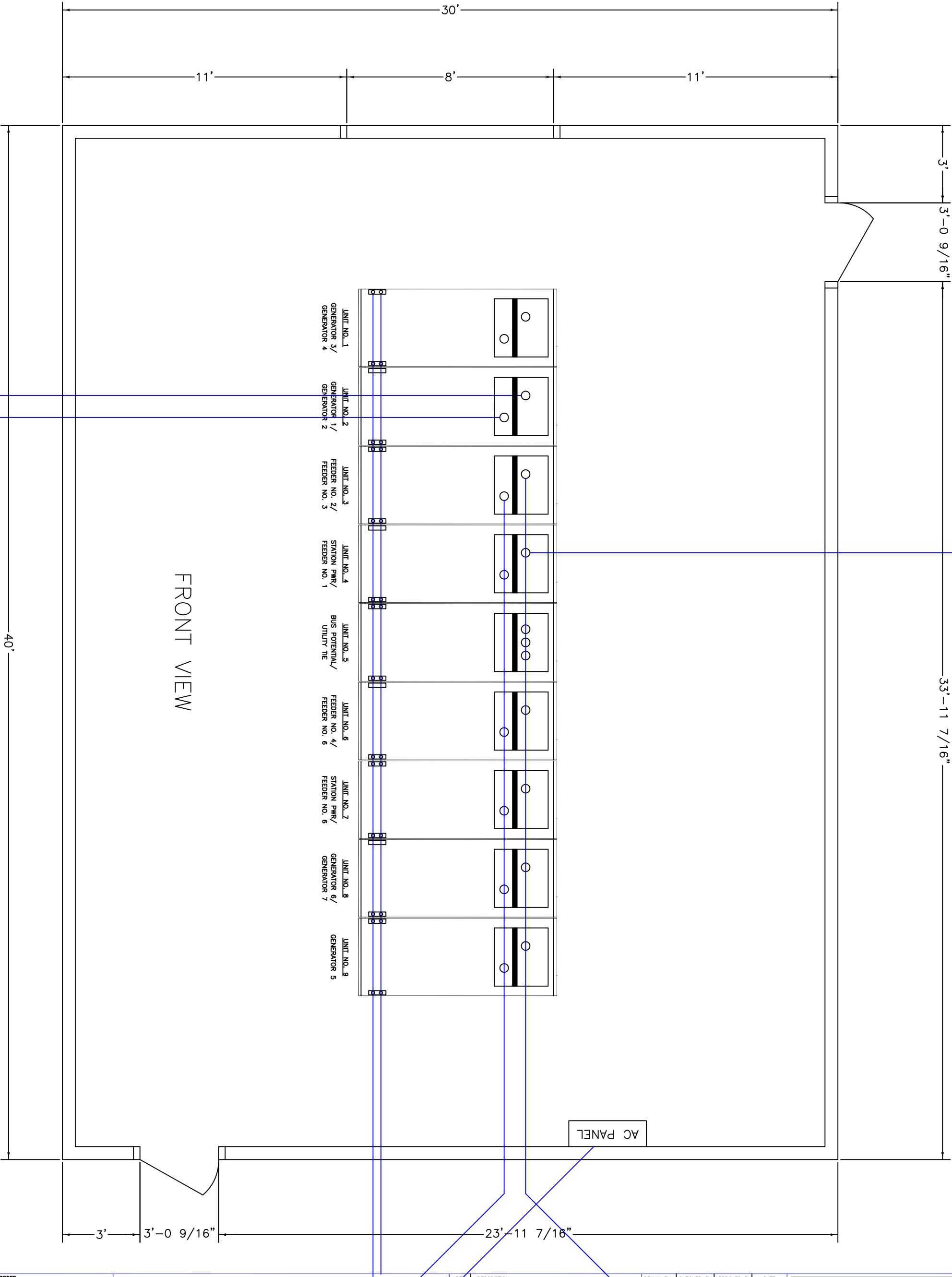
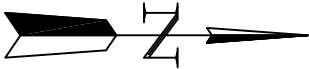
\*LDB has compiled a more detailed list of various/typical devices to be accounted for in the costs and design of this substation.

The image snippet below has been taken from the City's request for a conceptual preliminary design for such a substation. LDB has included a voltage regulator only for future consideration and were not included in the cost assessment. An overhead view is included in the appendix.



### 2.2.5 Construction Needs

The City evaluated two sites for a possible North Substation location, both located at the intersection of 1<sup>st</sup> Street and North Diagonal Road. The exact location has yet to be determined. However, LDB has confirmed via our internal Professionally Licensed civil engineer that either site would be considered to be viable choices. From an electrical perspective, neither location poses particular advantages or disadvantages.

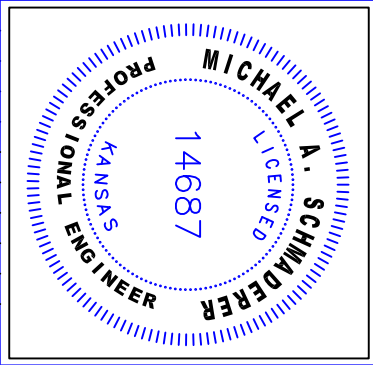


SHOP ORDER:	
547	
DRAWN BY:	CK'D BY:
SCALE:	REV:
DRAWING NO:	
D - 823	

<div>Mid-States Energy Works, Inc.</div>		KANSAS
SALINA		
TITLE:		CONDUIT ROUTING SWITCHGEAR BLDG
PROJECT DESCRIPTION: CITY OF JOHNSON CITY JOHNSON CITY, KANSAS		

REV.	DESCRIPTION	DRAWN BY	CHECKED BY	APPROVED BY	DATE
1					
2					
3					
4					
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7					
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THE INFORMATION CONTAINED WITHIN THIS FILE WAS DEVELOPED BY MID-STATES ENERGY WORKS, INC.  
AND IS PROPRIETARY. IT IS UNLAWFUL TO REPRODUCE, DISTRIBUTE, OR ALTER THIS MATERIAL  
WITHOUT THE CONSENT FROM MID-STATES ENERGY WORKS, INC.





**ORDINANCE NO.**

**AN ORDINANCE ANNEXING REAL PROPERTY INTO THE CITY OF BALDWIN CITY, KANSAS, PURSUANT TO A PETITION AND CONSENT OF THE PROPERTY OWNERS**

WHEREAS, the following described real property, which is located south of High St. and east of First St. and adjoins the corporate limits of the City of Baldwin City, Kansas; and

WHEREAS a written petition and consent for the annexation of the following described real property, signed by all of the owners thereof, was filed on November 28, 2022 with the City of Baldwin City, Kansas, pursuant to K.S.A. 12-519 et seq., as amended; and

WHEREAS, the governing body of the City of Baldwin City, Kansas finds and hereby deems it advisable and in the best interests of the City to annex such real property;

**NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF BALDWIN CITY, KANSAS:**

**SECTION 1.** The following described real estate is hereby annexed and made a part of the corporate territory of the City of Baldwin City, Kansas, to-wit:

A tract of land located in the Southeast Quarter (SE ¼) of Section Three (3), Township Fifteen (15) South, Range Twenty (20) East of the 6<sup>th</sup> P.M., Douglas County, Kansas. more particularly described as follows: Commencing at the Northwest corner of the Southeast Quarter (SE ¼); thence South 89°05'46" East a distance of 390.00 feet to the point of beginning, said point being on the North line of the Southeast Quarter (SE ¼); thence continuing along said North line South 89°05'46" East a distance of 357.00 feet; thence South 00°32'18" East a distance of 505.00 feet; thence North 89°05'46" West a distance of 357.00 feet; thence North 00°32'18" West a distance of 505.00 feet to the point of beginning, subject to public road right of way and easements of record.

Commonly known as: 1759 North 250 Road Baldwin City, KS 66006

**SECTION 2. EFFECTIVE DATE OF ORDINANCE.** This Ordinance shall take effect on its passage and upon its publication as required by law.

Passed by the City Council this \_\_\_\_ day of February, 2023.



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Casey Simoneau, Mayor

ATTEST: 

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Amara Packard, City Clerk

***(Approved as to Form):***

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Dakota Loomis, City Attorney

Mr. Glenn Rodden  
City Administrator  
Baldwin City, Kansas 66006

To whom it may concern:

It has come to the Master Gardeners attention through Facebook that proposals are being made to consider how the building in front of Tom Swan Park can be used.

Master Gardeners of Douglas County are proposing to continue using the building to help maintain the garden in Tom Swan Park. After the Chamber of Commerce moved out in 2016. Master Gardeners have appreciated using the building to maintain the park. It is used for storage of the water system parts, the leaf blower, the electric trimmer, other trimmers, Christmas lights, wreaths, rakes, shovels, brooms, ladders, plant signage materials, other tools for repair work, and organizational drawers, cupboards and a tool caddy for the larger tools. Also tubs and baskets are used to clean up and maintain the garden with weeding, pruning, deadheading, planting, transplanting and mulching. All plant life, tools and equipment have been purchased by the Master Gardeners of Douglas County, and we appreciate working with the city to provide water, mulch and their care of trees and large bushes.

To help maintain the garden, it is vital the tools and equipment are available. When there is a water system malfunction, those materials are necessary to make a quick and efficient fix. When vandalism has occurred in and around the garden, our resources are available to help clean up broken glass, transplant demolished plants, pick up scattered litter, reestablish moved rocks and repair broken structures. In helping educate and welcome visitors to the garden, it is necessary our materials are available for plant signage, gardening information and resources. As you can see, the building is not just used for storage, it provides for the life, integrity and survival of the garden in Tom Swan Park.

The garden is cared for and maintained by Master Gardener volunteers from Baldwin City, the outlying area, and Lawrence, plus there are volunteers from the community that contribute time and effort for the park. The park is a focal point of 8th and High and is enjoyed by many as they drive by or stroll through downtown. Many have lunch in the gazebo, relax on the benches, take a tour of the area, take advantage of photo opportunities and allow children to explore nature. Many favorable comments are given throughout the year, at Maple Leaf time, the holidays and the many other activities of Baldwin City. It would be extremely difficult to maintain the garden without necessary support, and availability of equipment and tools.

We hope you understand the importance of our proposal, and the importance of being able to maintain the beauty of Tom Swan Park. It is crucial to have resources and equipment available on site so the garden can be maintained properly. Our proposal is to continue to use the building for the much needed equipment to maintain the garden.

Thank you for your sincere consideration for the betterment of Baldwin City.

Master Gardeners,  
Helen Grattinger  
Marilyn Harnish

**TOM SWAN PARK**  
Established 2008

- The garden is a Demonstration garden affiliated with the Extension service of Douglas County and a part of nationwide Master Gardener program.
- It is maintained by Master Gardener Volunteers from Baldwin City, outside the city limits, and from Lawrence. Also there are community members that volunteer their time and gardening knowledge to the park.
- The purpose of the garden is to provide information and to educate the community about plant growth, names and information, and how to best maintain them for sustainability.
- Year round, members meet to care for the garden as well as to maintain the water system, to work with the city, to make regular clean-ups after community functions, to be available for scheduled tours and promotions, to install and remove seasonal decorations, to work with other community groups, and to provide information about gardening and the Master Gardener program.
- The park is a vital part of the community and has been referred to as the jewel of downtown. Community members and visitors appreciate the availability of being able to gather at Tom Swan Park for lunch, coffee, informal gatherings and organized meetings, photography opportunities and annual visits for grandchildren while visiting Baldwin City. Many parents speak of the opportunity to bring their children to stroll through the garden, identify plants and give them an opportunity to explore nature.
- Master Gardeners work to maintain relationships with the Lumberyard Arts Center, in maintaining the walk way through the garden, and to give the director and Lucy's Corner a view outside. Starting in 2023, the occupants of the building to the north will benefit with more lighting in their office space and will have a garden view outside their windows.
- Many other organizations/groups use the garden as a meeting place to hold formal and informal gatherings. When community activities are being held that surround the park, working with the group as well as welcoming the groups has been an important part of being a Demonstration Garden.
- The shed has been a contributing factor for maintenance of the garden, as well as storage for the Chamber and the City of Baldwin. Master Gardeners have appreciated the use and the convenience to store tools, rakes, shovels, hoes, brooms, trimmers, loppers, hoses, ladders, blowers, tubs, buckets, and signage for plants. It really helped to have items available for members to use on a regular basis when maintaining the garden. Other items stored are for the water system, seasonal wreaths, decor, lights, a standing tool caddy and a collection of plastic drawers for needed organization.
- Currently all of the Master Gardener tools and equipment are stored at the Chamber of Commerce across the street. While we have appreciated the storage area, we would like to have our equipment in easy access.
- In order to maintain the survival of the garden, its beauty, its function, and its availability to the community, we are needing more accessibility to be able to work in the garden without the inconvenience of bringing tools from another location, whether from across the street, or from our homes.

RESOLUTION 2023-\_\_\_\_\_

A RESOLUTION OF THE CITY OF BALDWIN CITY, KANSAS IN SUPPORT OF DEVELOPMENT FOR AFFORDABLE HOUSING AND AUTHORIZING AN APPLICATION FOR THE MODERATE INCOME HOUSING PROGRAM OFFERED BY THE KANSAS HOUSING RESOURCES CORPORATION.

WHEREAS, the Governing Body of the City of Baldwin City recognizes that the need for affordable workforce housing in the community is great; and

WHEREAS, the City of Baldwin City is resolved to partner with the Baldwin City Economic Development Corporation, a not-for-profit organization, to apply and participate in the Moderate Income Housing Program offered by the Kansas Housing Resources Corporation; and

WHEREAS, this application will request funding for the construction of up to twenty (20) housing units targeted to families whose household income is between 60% and 150% of the non-metro median income of the State of Kansas as determined by Housing and Urban Development; and

WHEREAS, the City of Baldwin City has sufficient infrastructure to support this housing development, and due to the proximity of major employment centers, including the University of Kansas, the BNSF Intermodal and Logistics Park KC and the new Panasonic Battery Manufacturing facility in De Soto, Kansas. The Panasonic facility alone is projected to create between 4 to 10 thousand jobs within 30 minutes of Baldwin City.

WHEREAS, the City of Baldwin City has established two (2) Rural Housing Incentive districts (RHIDs) that will finance infrastructure for one-hundred (100) housing lots in the next two years with plans to establish two more RHIDs. These lots will be zoned for single and multi-family housing.

NOW AND THEREFORE BE IT RESOLVED, that the Governing Body authorizes the development and application to the Kansas Housing Resource Corporation.

ADOPTED AND APPROVED by the Governing Body of the City of Baldwin City, Kansas  
on this 7th day of February 2023.

APPROVED:

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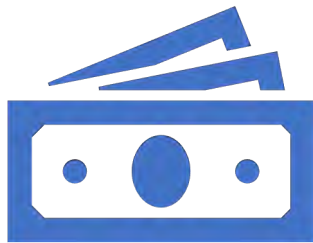
Casey Simoneau, Mayor

ATTEST:

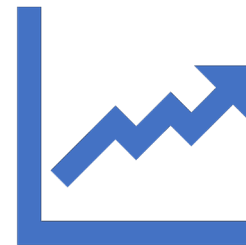
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Amara Packard, City Clerk

# New Billing Format Goals and Assumptions



Bond fee per meter set to cover the annual 3-year running bond payment average



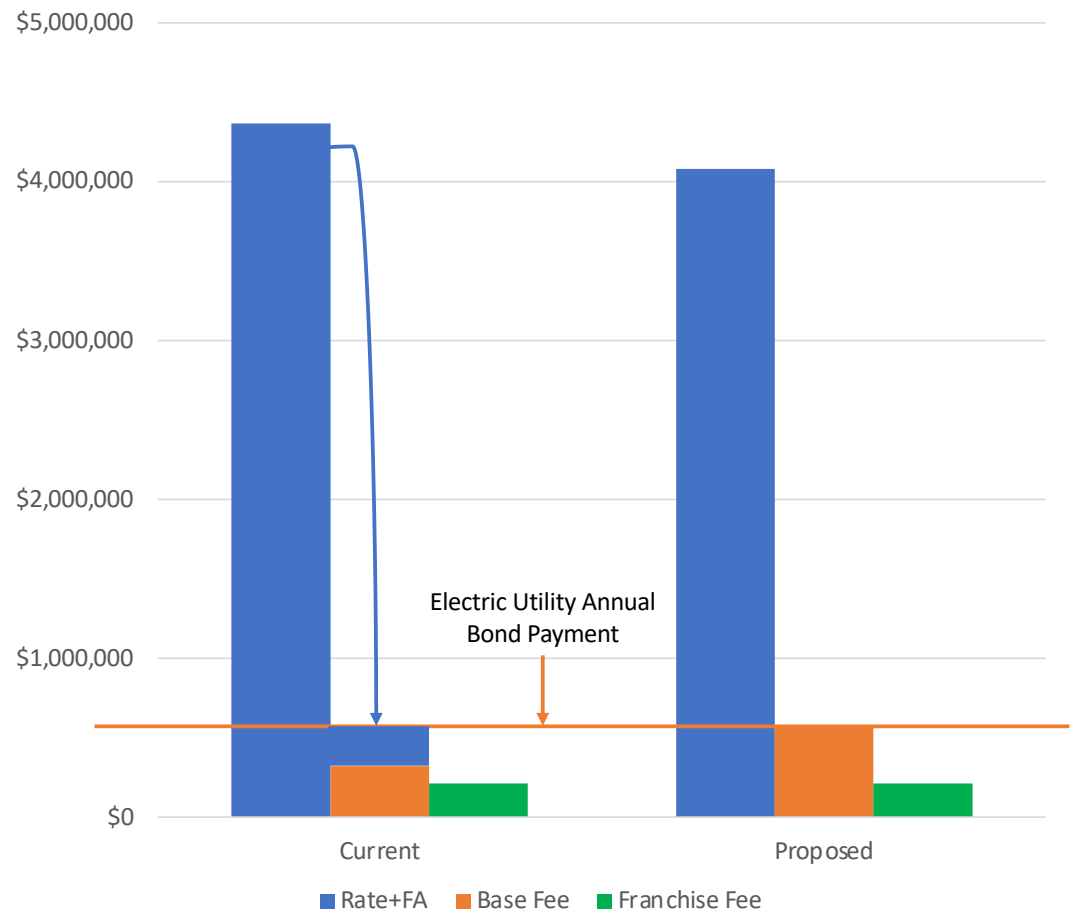
Minimize annual total charge increase for all customers

# Municipal Electric Customer Types and Rates

Customer Type	Description	Base Charge	Demand Charge	Rate per KWH
Residential	(in city limits)	\$12.000		\$0.1154
	(out city limits)	\$20.000		\$0.1154
Business	(in city limits)	\$22.500		\$0.1154
	(out city limits)	\$40.000		\$0.1154
Commercial	>90,000 KWH annual usage	\$0.000	Monthly demand charge of \$10.00/KW of billing demand. Billing demand = highest demand metered for the current month	\$0.0950
Heavy Commercial	>360,000 KWH annual usage	\$0.000	Monthly demand charge of \$10.00/KW of billing demand. Billing demand = highest demand metered for the current month	\$0.0925
Industrial	>1,020,000 KWH annual usage	\$0.000	Monthly demand charge of \$9.00/KW of billing demand. Billing demand = highest demand metered for the current month	\$0.0750
Public Schools	facilities owned and operated by USD348	\$0.000	Monthly demand charge of \$10.00/KW of billing demand. Billing demand = highest demand metered for the current month	\$0.0850
Clubhouse, sorority and fraternity	club houses, sororities, fraternities and on campus residential areas (In/out)	\$25.000		\$0.1215
		\$50.000		\$0.1215
University	any or all facilities owned and operated by a university for university purposes	\$0.000	Monthly demand charge of \$12.00/KW of billing demand. Billing demand = highest demand metered for the current month	\$0.0732
City	facilities used by the City of Baldwin for city purposes	\$22.500		\$0.1154
Church	any church, synagogue, or other public place that is used for the purpose of conducting group religious worship services	\$20.000		\$0.1154



# Electric Utility Bill Charges



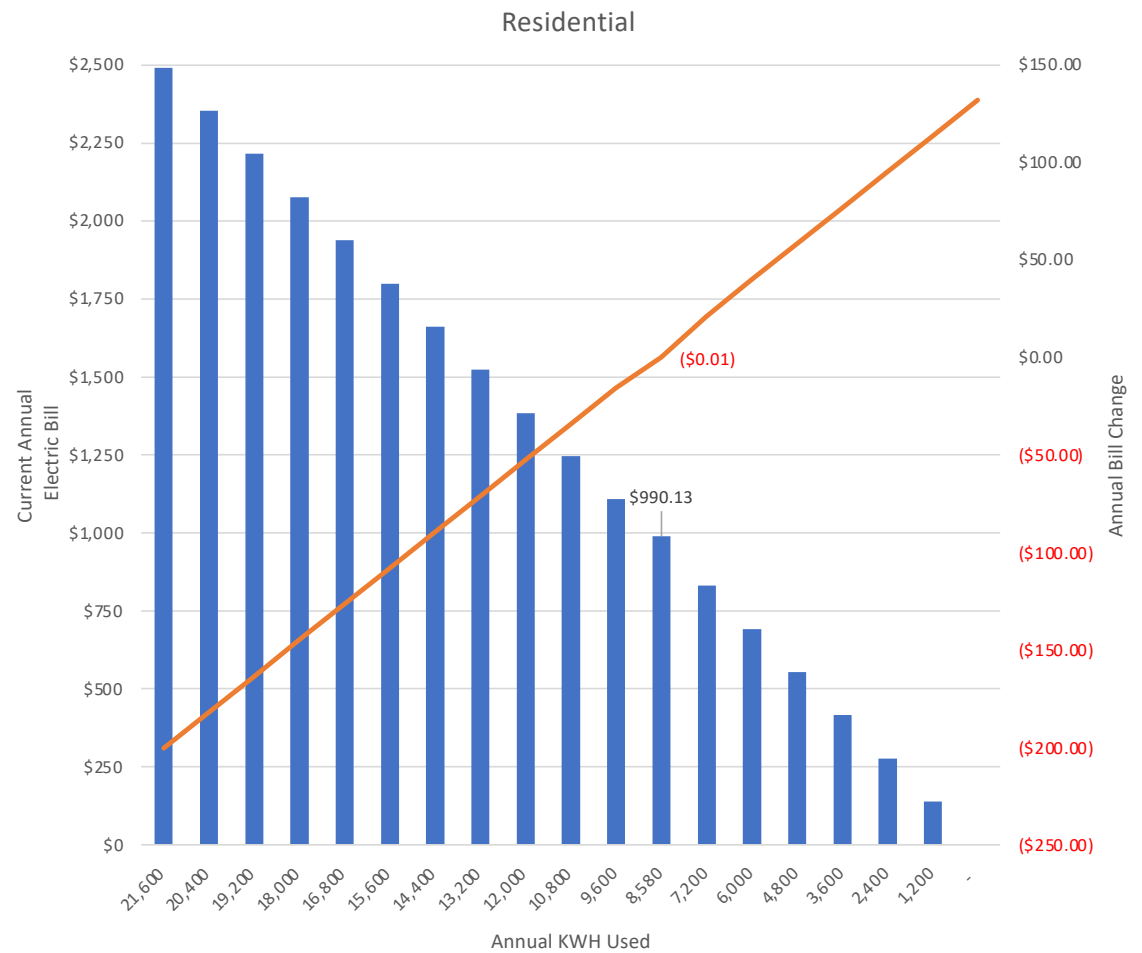
# Electric Utility Bill Format and Proposed Rate Changes

- Bill break out:
  - Bond Fee
  - Consumption charge (KWH x rate)
  - Fuel Adjustment
  - Franchise Fee
- Customer types reduced to only those required by state reporting
- Review and consolidate rates:
  - Residential
  - Non-Residential
  - Heavy Commercial
  - Public School
  - Industrial
  - University



## Proposed Residential Electric Utility Bill Rate and Fee Changes

Monthly Bond Fee = \$23.01 (+\$11.01)  
KWH rate = \$0.1000 (-13.3%)  
Annual KWH usage breakeven = 8,680







**Baldwin City, K...**

Sun 10/16/2022 12:01 p...

Baldwin City, you are stunning this weekend.



**Total Engagements 8,892**



**Baldwin City P...**

Fri 12/30/2022 8:47 pm ...

PRESS RELEASE: SHOOTING INCIDENTS IN BALDWIN CITY  
At 7:13 p.m. Friday, Dec. 30...



**Total Engagements 7,047**



**Baldwin City P...**

Mon 3/21/2022 1:25 pm ...

At 2:07pm Baldwin City Police Department responded to an incident at a professional...



**Total Engagements 3,547**

# 2022 Year End Communications Report



# High Altitude View

combined social media platform growth  
compared to 2021

54.8%

1,295,052

Impressions

total eyes on our  
content

61.2%

140,230

Engagements

such as likes, shares,  
and link clicks

46.5%

8,392 Audience

people who follow  
our platforms



# Communication Department Goals

Main: Inform, educate, and engage Baldwin City citizens on city issues and emergency situations.

- Projects and regular work that impacts every day life
- Emergency services communication for health, safety, and well-being
- Elected body meeting transparency

# Communication Department Goals

Secondary: Promote Baldwin City as a great place to live, work, and visit.

- Community event promotion
- Location awareness
- Tourism support



# How we communicate

Platforms we use and where to find them.

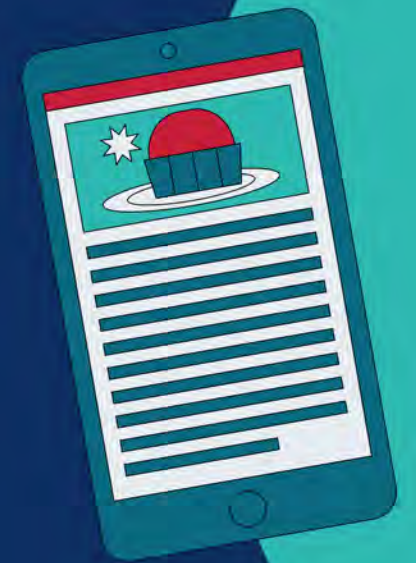




# Online Information

City Website

[baldwincity.gov](http://baldwincity.gov)





# Social Media Platforms

## Facebook

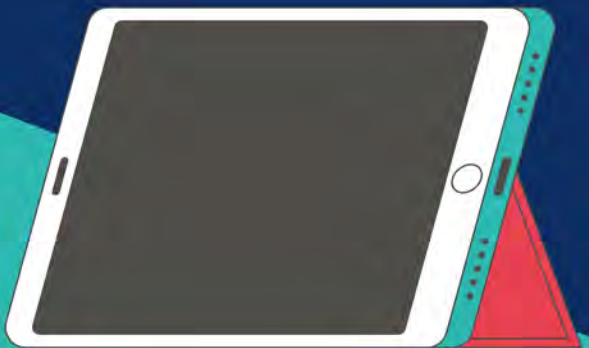
- Main City Page, [@BaldwinCityKS](#)
- Fire Department, [@BaldwinCityFireDepartment](#)
- Police Department, [@BaldwinCityPD](#)

## Twitter

- [@BaldwinCityKS](#)

## Instagram

- [@BaldwinCityKS](#)





# Print & email publications



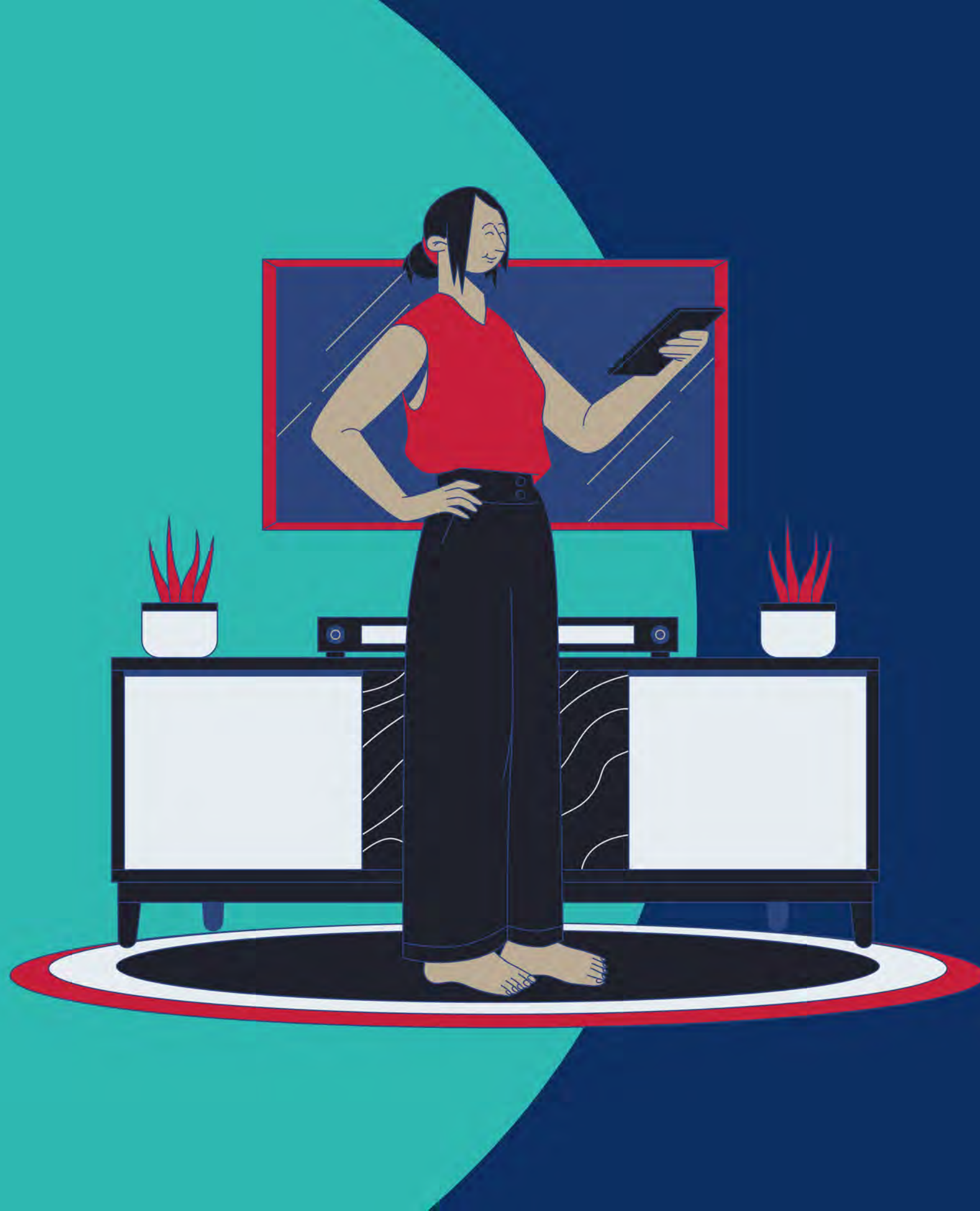
# The Baldwin Beacon

[BaldwinCity/Substack.com](https://BaldwinCity/Substack.com)

Subscribe to get emails approximately  
once/month.







# Utility Bill Inserts

Mailed to all 1800(ish) utility customers, or emailed for e-bill customers. These do not occur every month, but on an as-needed basis.



## Direct Mailers

Mailed to all city residents as needed.

## Flyers & Brochures

Created for specific city events & programs and distributed as needed.





# The Maple Magazine

Partnership with a locally produced magazine to get hyper local information to residents.

The Maple is published in the winter and summer, and is mailed to all 66006 addresses. It's also available for free in several community businesses.



# Baldwin City Community News

Partnership with a locally produced newspaper to get hyper-local information to residents.

The Baldwin City Community News is published weekly, and is available by subscription at The Nook.



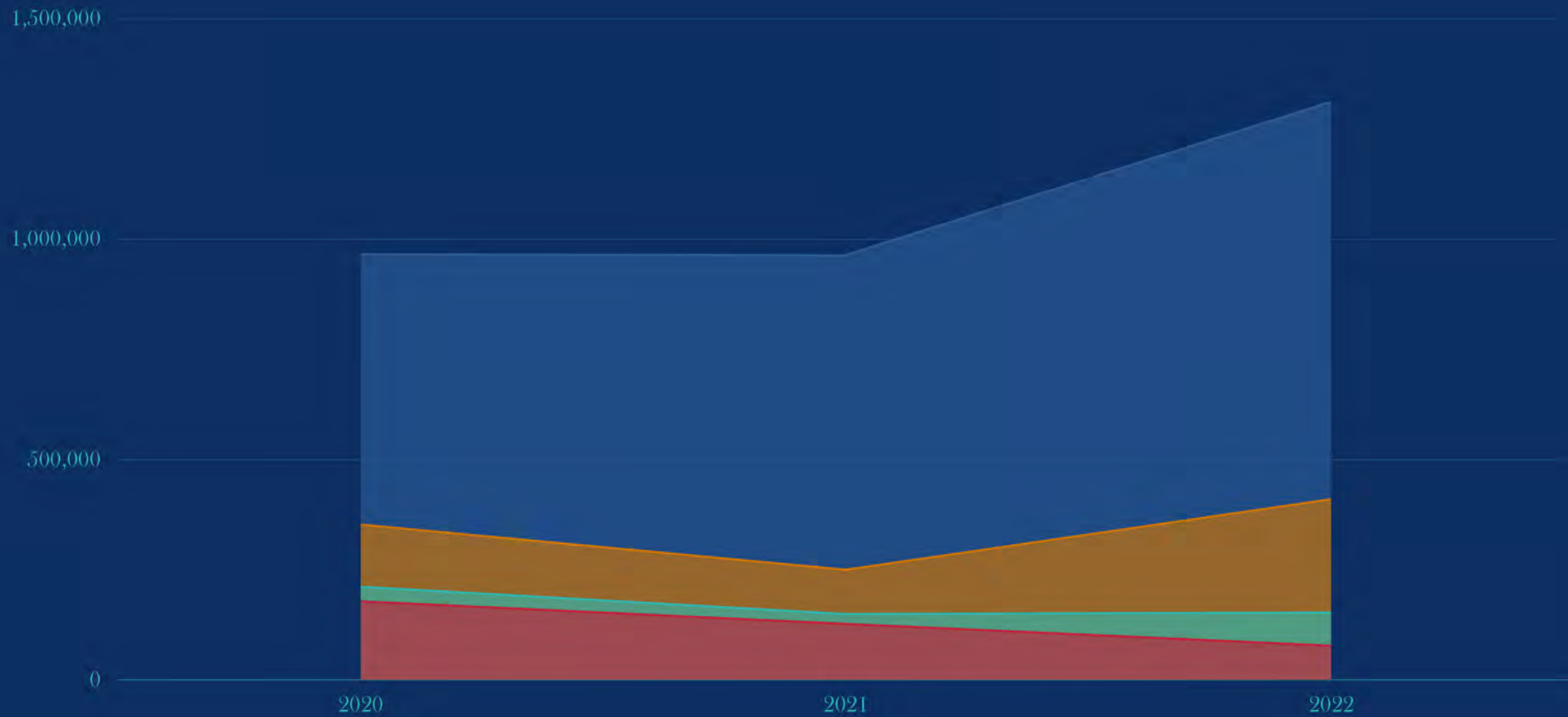
# Subscription options

The Baldwin Beacon

The Baldwin City Community News

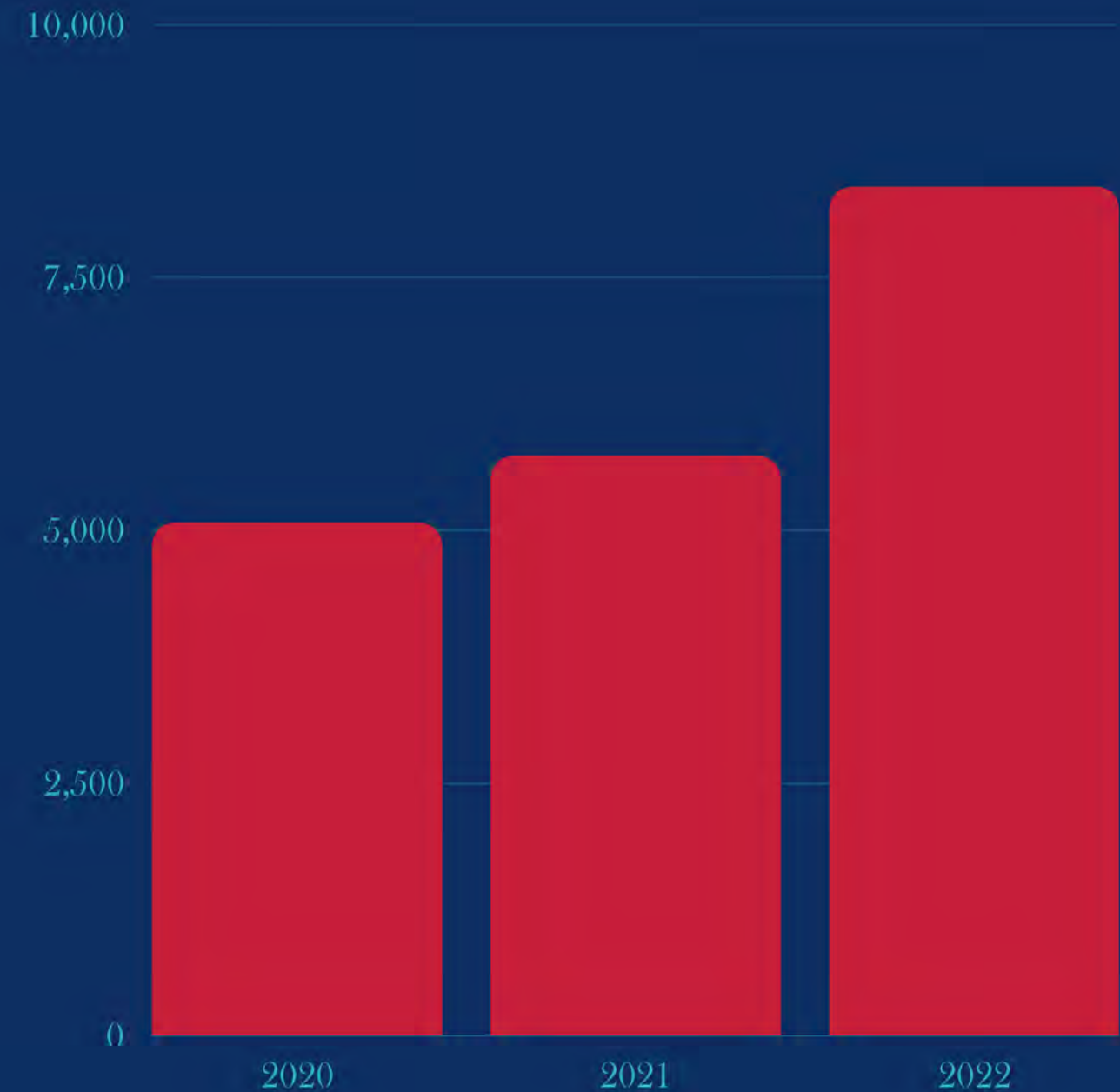


# Social Media Impressions by Year



# Social Media Followers

Total audience by year. We've seen steady growth, with a 46.5% jump in 2022 at a time when many agencies are seeing a loss of followers.

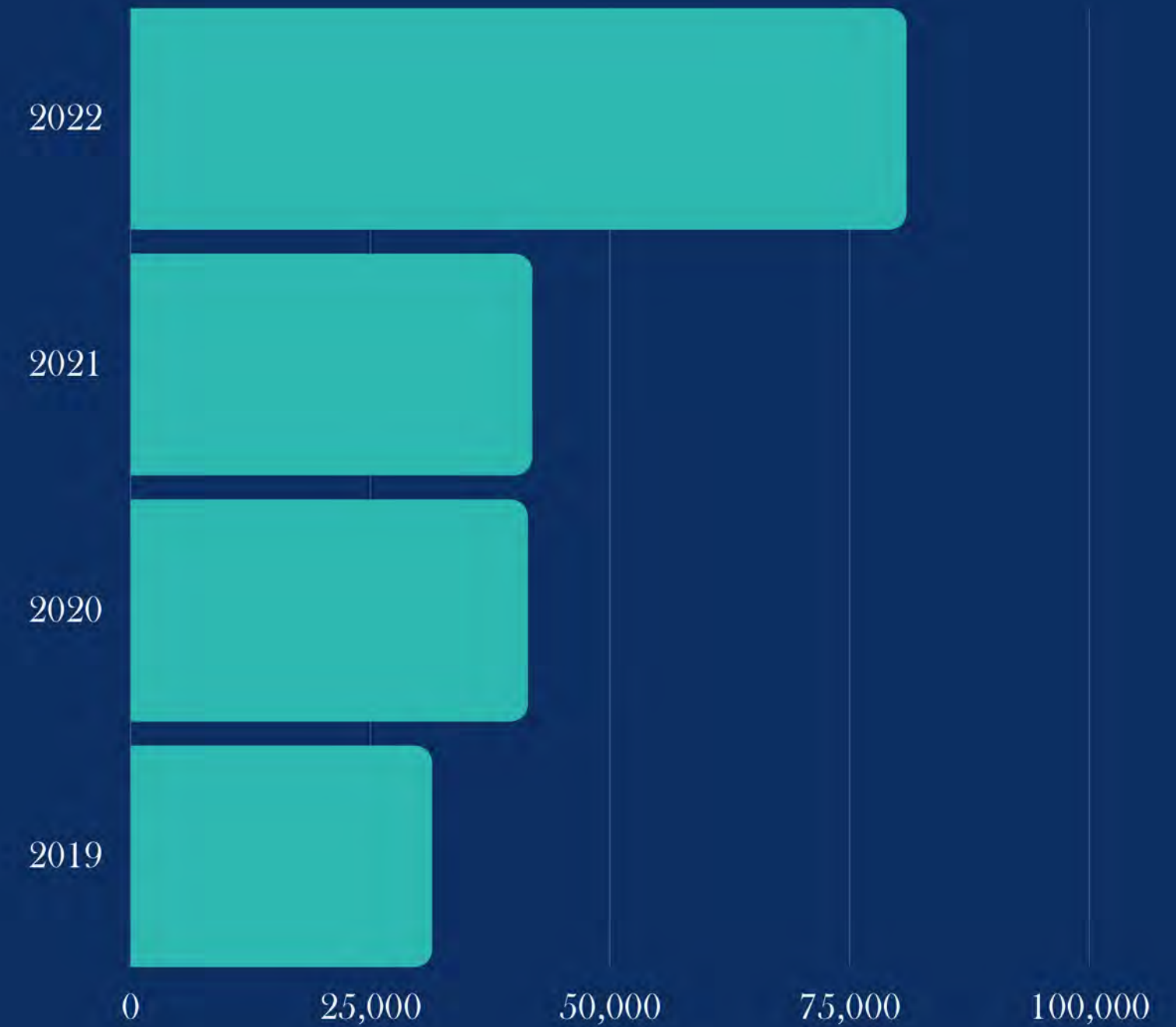




# Website Views by Year

93%

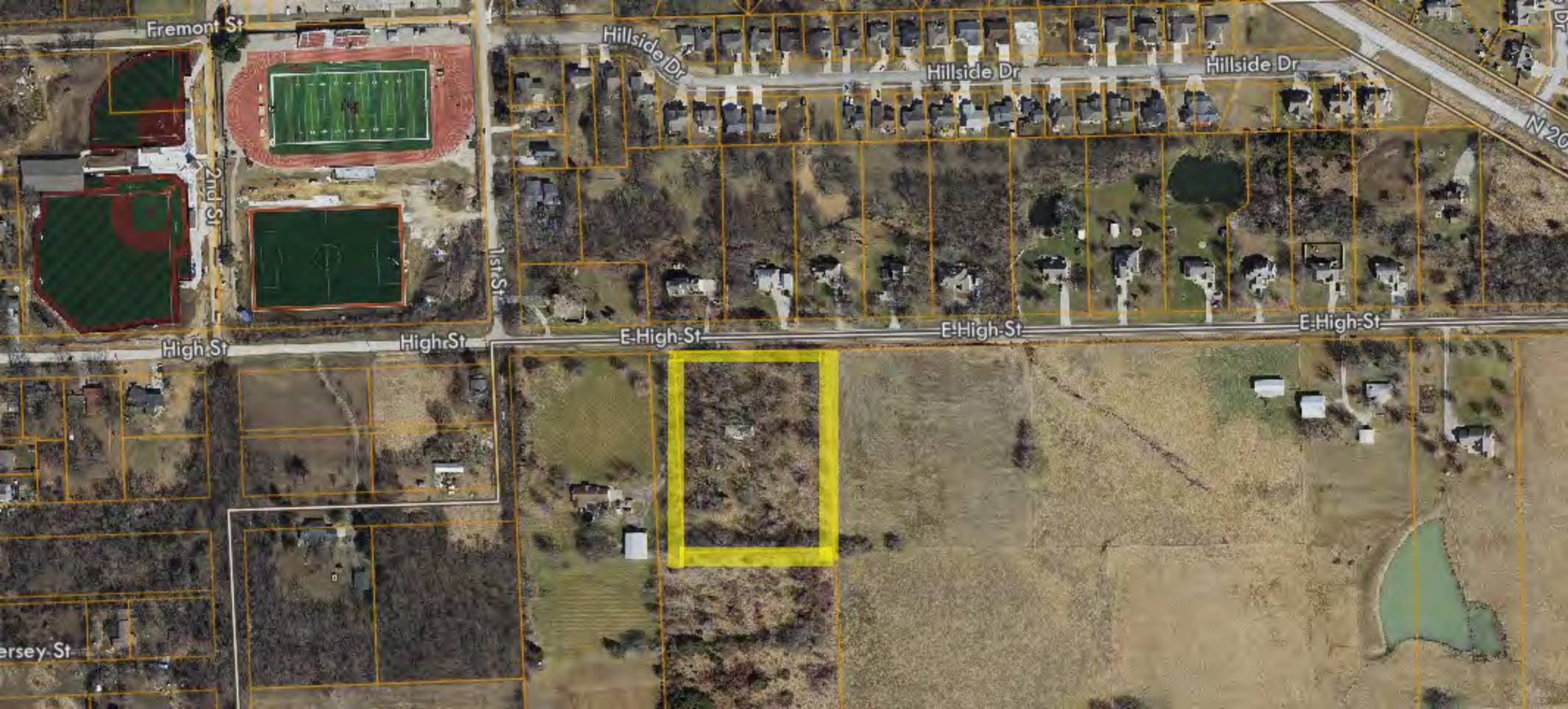
growth in 2022 over 2021











Notes from the 2/3 Budget and Finance Committee meeting.

## Agenda

### **1. Utility rate ordinance and electric bill reformat proposed changes**

We reviewed a bill format and rate change proposal that would raise the residential customer monthly base rate from \$12.00 to a \$23.01 and renamed the bond fee and reduce the KWH charge from \$0.1154 to \$.1000. It's estimated these changes would result in ~\$50K less revenue (~1%) in the electric fund at the 2022 KWH usage level. More evaluation on the impact to individual accounts based on their annual usage is needed. Slides attached)

### **2. 2023 electric fund reserve forecast**

We discussed the electric reserve fund forecast for 2023 and a better way to show all the available funds whether in cash or invested (CDs). Ben to provide additional information for clarity. The committee agreed it would be helpful if the council authorized staff to explore lease options for the new generators (to fund the installation) and the new electric utility truck in the 2023 budget. This information will be useful to determine whether we need to lease or use the reserve and budgeted funds as planned to stay within our reserve fund policy in 2023.

The committee would like the council to support an electrical rate study as part of the electric bill reformat and reserve fund analysis. .