

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
April 18th, 2023
7:00 PM



A. Call to Order-Mayor Casey Simoneau

B. Approval of Agenda

C. Consent Agenda

1. Minutes 04.04.2023
2. Resolution 2023-08
3. Special Event-STAG-Resolution 2023-09

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

F. Old Business

1. General Obligation Bonds, Series 2023-A

G. New Business

1. Recommendation from the Public Safety Committee

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

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**TUESDAY
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-
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

1. Acquisition of property

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, April 4th 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, Susan Pitts, Jerry Smith, and Julie Constantinescu.

Also, attending: Glenn Rodden-City Administrator; Amara Packard-City Clerk; Steve Gordon-Wastewater Treatment Plant Supervisor; Officer Brooks-Police Department; Russ Harding-Planning and Zoning; and Dakota Loomis-City Attorney.

B. Approval of Agenda

Julie Constantinescu moved and Susan Pitts seconded to approve the agenda. Motion carried with a vote of 4 yes and 0 no.

C. Consent Agenda

1. Minutes 04.04.2023

Cory Venable moved and Julie Constantinescu seconded to approve the consent agenda. Motion carried with a vote of 4 yes and 0 no.

D. Public Comment

E. Special Reports or Presentations

F. Old Business

1. Maple Leaf Trail Phase 2

This is the agreement with KDOT for the construction of phase II of the Maple Leaf Trail. This project is not near the construction phase, but this agreement is needed to keep moving forward with the project.

Cory Venable moved and Julie Constantinescu seconded to approve the agreement for construction of phase II of the Maple Leaf Trail. Motion passes 4-0.

2. Resolution 2023-05 - 910 Dearborn St.

This resolution sets the date for a hearing of an unsafe structure located at 910 Dearborn St. for Tuesday May 16th. The structure has been vacant since 2007, and has become a safety issue. City staff have been in contact with the owner of the structure.

Susan Pitts moved and Jerry Smith seconded to approve Resolution 2023-05. Motion passes 4-0.

3. Bauer Building

The one bid that came in was double the architect's estimate. The community development committee suggested rejecting this bid, and having it bid out in the spring for a fall start date.

Jerry Smith moved and Cory Venable seconded to reject the current bid and go out for bid again in June due by July 15th, with a start date in the fall. Motion passes 4-0.

G. New Business

1. Wastewater Truck

Steve Gordon has been looking for a truck to replace an older truck. He came across a couple of used trucks with very little miles on him, within his budget. They were very similar to each other, having less than 5,000 miles on them.

Jerry Smith moved and Julie Constantinescu seconded to approve the purchase of a new truck for the wastewater treatment plant.

2. Rezone-Swisher Ordinance 1470

This property was annexed into the city limits earlier this year. This ordinance will change the property from county zoning to city zoning.

Jerry Smith moved and Cory Venable seconded to approve ordinance 1470.

Jerry Smith-yes, Susan Pitts-yes, Cory Venable-yes and Julie Constantinescu-yes

H. Committee Reports

1. Budget and Finance - Scott Lauridsen/Cory Venable

Next meeting will be 04/07/23 at 7:45am.

2. Community Development - Cory Venable/Susan Pitts

Next meeting will be 04/24/23 at 4:00, 2nd floor of City Hall.

3. Public Safety - Susan Pitts/Jerry Smith

Next meeting will be on 4/11/2023 at 4:00.

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

Next meeting will be 04/13/23 at 9:00a.m.

5. Strategic Planning - Scott Lauridsen/Julie Constantinescu

- working on coming up with an RFP for a company to help with a survey of our citizens. Austin wrote a very nice one that Julie really liked. The committee will bring something back to the council to look at.

Next meeting to be determined.

I. City Administrator and Staff Comments

J. Council & Mayor Comments

Jerry Smith gave the council a quick overview of the water conference he attended the prior week.

K. Executive Session

L. Adjourn

Jerry Smith moved and Julie Constantinescu seconded to adjourn the regular meeting. Motion carried with a vote of 4 yes and 0 no. Time: 7:30 p.m.

Attest:

Amara M. Packard

City Clerk

RESOLUTION NO. 2023-08

A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF BALDWIN CITY KANSAS APPROVING A WAIVER FROM ARTICLE 5, SECTION 3 OF THE CODE OF THE CITY OF BALDWIN CITY AT THE REQUEST OF THE BALDWIN GOLF ASSOCIATION FOR THE PURPOSES OF SPECIAL EVENTS

WHEREAS, Article 5, Section 3 of the Code of the City of Baldwin City states that it shall be unlawful for any person to sell or serve any Alcoholic Liquor at any special event within the city without first obtaining a local special event permit; and

WHEREAS, Baldwin Golf Association has requested a waiver from said provision in favor of regular daily and seasonal BGA activities-BYOB events to be held throughout the year of 2023.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the City of Baldwin City, Kansas, that:

Section 1.

The City deems a waiver of Article 5, Section 3 of the Code of the City of Baldwin City in favor of regular, daily, and seasonal BGA activities-BYOB, is in the best interest of the City.

Section 2.

This waiver shall be in effect from 6:00 a.m. to 12:00 a.m., January 1st, 2023 to December 31st 2023.

Section 3.

Special event permits, which allow the consumption of alcohol, may be issued pursuant to Article 5, Section 3 of the Code of the City of Baldwin City.

ADOPTED AND APPROVED by the Governing Body of the City of Baldwin City, Kansas on this 18th day of April, 2023.

APPROVED:

Casey Simoneau, Mayor

Attest:

Amara M. Packard
City Clerk

RESOLUTION NO. 2023-09

A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF BALDWIN CITY KANSAS APPROVING A WAIVER FROM ARTICLE 5, SECTION 3 OF THE CODE OF THE CITY OF BALDWIN CITY AT THE REQUEST OF THE BALDWIN GOLF ASSOCIATION FOR THE PURPOSES OF SPECIAL EVENTS

WHEREAS, Article 5, Section 3 of the Code of the City of Baldwin City states that it shall be unlawful for any person to sell or serve any Alcoholic Liquor at any special event within the city without first obtaining a local special event permit; and

WHEREAS, Baldwin Golf Association has requested a waiver from said provision in favor of the Baker University STAG event to be held May 20th, 2023.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the City of Baldwin City, Kansas, that:

Section 1.

The City deems a waiver of Article 5, Section 3 of the Code of the City of Baldwin City in favor of the Baldwin Golf Association for the Baker University STAG event, is in the best interest of the City.

Section 2.

This waiver shall be in effect from 5:00 p.m. to 12:00 a.m., May 20th, 2022.

Section 3.

Special event permits, which allow the consumption of alcohol, may be issued pursuant to Article 5, Section 3 of the Code of the City of Baldwin City.

ADOPTED AND APPROVED by the Governing Body of the City of Baldwin City, Kansas on this 18th day of May, 2023.

APPROVED:

Casey Simoneau, Mayor

Attest:

Amara M. Packard
City Clerk

Baldwin City Recreation Commission



705 High St
Baldwin City, KS 66006

785-594-3870
info@baldwinrec.org
www.baldwinrec.org

Registration/Payment Receipt 48824426

01/18/2023 09:43 AM

Account Information

Baker University
Doug Barth
615 Dearborn Street
Baldwin City, KS 66006

Received By

Kristin Walters at BCRC Office

Item	Balance Due	Amount Paid
Sullivan Square Sullivan Square May 20, 2023 5:00 PM-11:00 PM - Half Day: \$250/6 Hours	\$250.00	\$0.00
Security Deposit	\$100.00	\$0.00
Baker University	(\$62.50)	\$0.00
Alcohol	\$0.00	\$0.00
Sound System Fee	\$0.00	\$0.00
Concession Stand	\$0.00	\$0.00
Change in Balance		\$287.50
Account Balance		\$287.50
(As of 01/18/2023 09:43 AM)		

Prompt(s)

Is the event you are hosting a private event? Yes

Is the event you are hosting a Fundraiser? (As of January 1, 2023, the City of Baldwin has added a fee for all fundraisers in Sullivan Square of \$200 per day. This fee will be a donation to a nonprofit in Baldwin City) No

Is this a free event to the public? (If you are hosting a fundraiser select yes) No

Total anticipated attendance? 200

Will your event require the sound system? (Sound system requires an additional fee of \$50) Yes

Will your event need concession stand access? (Concession stand requires an additional fee of \$50)
Yes

Splash Pad on or off? Off

Is your event BYOB No

Are you serving and charging for alcoholic beverages? (additional \$250 fee) Yes

Will you sell or offer alcohol, other than beer, at your event? IF yes you will need to acquire a permit from the state of Kansas. Yes

Does your event require street closure? No

How will trash be managed? Request City Services

Will your event require electricity? No

Are temporary buildings, site improvements or alterations, grills, tents, canopies, inflatable structures, or live music proposed with this event? Yes

IF yes, please describe: Possible tent for merch and live music

Are signs or attention attracting devices proposed with this event? Yes

Will the proposed event be advertised to the public? No

How will you advertise the event? Flyers, Website, Social Media

I understand that if no damages are found and the contract is not broken, Baldwin City Recreation Commission will refund the security deposit in full to the renter after the event has concluded. Agreed

Individuals or groups that reserve Sullivan Square for a weekend event (Saturday or Sunday) must pick up the key absolutely no later than 4:00 p.m. the Friday prior. Not picking up the key prior to the deadline will result in the forfeit of your \$100 deposit and may or may not guarantee your event to happen. If you cannot pick the key up yourself, make other arrangements for the key to be picked up by someone associated with your reservation. By clicking this box, you agree to these terms. Agreed

Facility Notes

Sullivan Square Sullivan Square

Please direct any questions to kristin@baldwinrec.org

Waiver(s)

Sullivan Square Rules and Regulations

1. ____ Rental agent. Sullivan Square, 710 High Street Baldwin City, Kansas, is a public facility of the City of Baldwin City. Sullivan Square may be rented for private events in accordance with the terms of this agreement. The rental agent designated by the city manager is the Baldwin City Recreation Commission. Information regarding the rental of Sullivan Square may be obtained by contacting the Baldwin City Recreation Commission at (785)594-3670 during regular business hours or emailing info@baldwinrec.org
2. ____ Reservations. The use of Sullivan Square is determined on a first come, first served basis. Dates will not be reserved, and reservations are not confirmed until this agreement is completed and signed by both parties and all appropriate fees have been paid.
3. ____ Eligibility. Renter shall be at least twenty-one (21) years of age and must be on-site during the activity. BCRC may refuse to rent Sullivan Square if in the judgment of BCRC the planned event is likely to draw a crowd too large for the facility, damage the facility, or create conditions that will disturb the neighborhood, or if Renter has previously rented Sullivan Square and has not complied with the terms of the rental agreement. In the granting or refusing of rental agreements, BCRC shall not discriminate on the basis of race, ethnicity, gender, religion, color, sex, disability, ancestry, national origin, or age.
4. ____ Rental fees and additional charges. The rental fee and deposit must be agreed upon in advance, at the time of making the reservation. Additional charges may be assessed for property damages or occupancy beyond the agreed time. Renter shall pay all charges in excess of the deposit within seven (7) days prior to the event. If Renter violates any of the terms or conditions of this agreement, BCRC shall have the right to immediately terminate without notice or refund, and the Baldwin City Recreation Commission may pursue all of its rights and remedies including, without limitation, the right to recover court costs and attorney fees. The deposit will be paid before the reservation is complete.

**EXCERPT OF MINUTES OF A MEETING
OF THE GOVERNING BODY OF
THE CITY OF BALDWIN CITY, KANSAS
HELD ON APRIL 18, 2023**

The City Council (the "Governing Body") met in regular session at the usual meeting place in the City, at 7:00 p.m., the following members being present and participating, to-wit:

Absent:

The Mayor declared that a quorum was present and called the meeting to order.

* * * * *

(Other Proceedings)

The matter of providing for the offering for sale of General Obligation Bonds, came on for consideration and was discussed.

Councilmember _____ presented and moved the adoption of a Resolution entitled:

**A RESOLUTION AUTHORIZING THE OFFERING FOR SALE OF GENERAL
OBLIGATION BONDS, SERIES 2023-A, OF THE CITY OF BALDWIN CITY,
KANSAS.**

Councilmember _____ seconded the motion to adopt the Resolution. Thereupon, the Resolution was read and considered, and, the question being put to a roll call vote, the vote thereon was as follows:

Aye: _____

Nay: _____

The Mayor declared the Resolution duly adopted by the Governing Body and the Clerk designated the same Resolution No. [____].

* * * * *

(Other Proceedings)

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* * * * *

CERTIFICATE

I hereby certify that the foregoing Excerpt of Minutes is a true and correct excerpt of the proceedings of the Governing Body of the City of Baldwin City, Kansas, held on the date stated therein, and that the official minutes of such proceedings are on file in my office.

(SEAL)

Clerk

ADOPTED by the Governing Body on April 18, 2023.

(SEAL)

Mayor

ATTEST:

Clerk

EXHIBIT A

**CERTIFICATE DEEMING
PRELIMINARY OFFICIAL STATEMENT FINAL**

To:

Re: Approximately \$4,185,000 City of Baldwin City, Kansas, General Obligation Bonds,
Series 2023-A

The undersigned are the duly acting Mayor and Clerk of the City of Baldwin City, Kansas (the “Issuer”), and are authorized to deliver this Certificate to the addressee (the “Purchaser”) on behalf of the Issuer. The Issuer has previously caused to be delivered to the Purchaser copies of the Preliminary Official Statement (the “Preliminary Official Statement”) relating to the above-referenced Bonds (the “Bonds”).

For the purpose of enabling the Purchaser to comply with the requirements of Rule 15c2-12(b)(1) of the Securities and Exchange Commission (the “Rule”), the Issuer hereby deems the information regarding the Issuer contained in the Preliminary Official Statement to be final as of its date, except for the omission of such information as is permitted by the Rule, such as offering prices, interest rates, selling compensation, aggregate principal amount, principal per maturity, delivery dates, ratings, identity of the underwriters and other terms of the Bonds depending on such matters.

THE CITY OF BALDWIN CITY, KANSAS

By: _____
Title: Mayor

By: _____
Title: Clerk

Baldwin City, Kansas
General Obligation Bonds, Series 2023A

Schedule of Events

(As of: April 5, 2023)

April 2023							May 2023							June 2023						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1		1	2	3	4	5	6					1	2	3
2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	
30																				

July 2023							August 2023							September 2023						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1			1	2	3	4	5						1	2
2	3	4	5	6	7	8	6	7	8	9	10	11	12	3	4	5	6	7	8	9
9	10	11	12	13	14	15	13	14	15	16	17	18	19	10	11	12	13	14	15	16
16	17	18	19	20	21	22	20	21	22	23	24	25	26	17	18	19	20	21	22	23
23	24	25	26	27	28	29	27	28	29	30	31			24	25	26	27	28	29	30
30	31																			

00 Holiday

00 Significant Action

Date	Event	Responsible Party
Mon., Apr. 10	Finalize Bond structure and prepare Notice of Bond Sale.	Baker Tilly
Tue., Apr. 11	Pre-Sale Summary and Bond Resolution delivered to City.	Baker Tilly Bond Counsel
Mon., Apr. 17	First Draft of Preliminary Official Statement distributed for review.	Bond Counsel
Week of Apr. 17	Draft Preliminary Official Statement and supporting documents sent to rating agency.	Bond Counsel
Tue., Apr. 18	City Council considers Resolution authorizing the sale.	City Council
Fri., Apr. 21	Comments to Gilmore & Bell on first draft of Preliminary Official Statement.	City Staff Baker Tilly
Week of Apr. 24	Rating Conference conducted.	City Staff Baker Tilly
Wed., Apr. 26	Submit Notice of Bond Sale for publication in local newspaper and Kansas Register.	City Staff Bond Counsel
Wed., Apr. 26	Revised draft of Preliminary Official Statement circulated to working group for final review and sign off.	Bond Counsel

Date	Event	Responsible Party
Tue., May. 2	Final comments due on revised draft of Preliminary Official Statement.	City Staff Baker Tilly
Wed., May. 3	Receipt of rating and rating report.	Rating Agency
Thu., May. 4	Bond Ordinance published in local paper.	
Thu., May. 4	Distribution of Preliminary Official Statement (with rating(s) on cover).	Bond Counsel
Tue., May. 9	Form of Award Resolution delivered to City.	Bond Counsel
Tue., May. 16	Sale of the Bonds (at 11 am CT) and consideration of award of the Bonds by the City.	City Staff Baker Tilly
Mon., May. 22	Draft closing memorandum circulated for review.	Baker Tilly
On or before May. 25	Distribution of Final Official Statement.	Bond Counsel
Thu., May. 25	Final closing memorandum distributed.	Baker Tilly
Thu., Jun. 1	Receipt of proceeds and settlement of the Bonds.	All Parties

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