

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

Baldwin City Community Center  
712 Chapel St  
Baldwin City, KS 66006

TUESDAY  
July 7th, 2026  
7:00 PM



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**A. Call to Order-Mayor Gerald Cullumber**

**B. Approval of Agenda**

**C. Consent Agenda**

1. Minutes 6.16.2026
2. Scheduled Claims List

**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. Food Truck Ordinance

**G. New Business**

1. Revenue Neutral-Notice to County Clerk

**H. Council Committee Reports**

1. Budget and Finance - Scott Lauridsen/Peter Wentz
2. Community Development - Cory Venable/Peter Wentz
3. Public Safety -Jay King/Cory Venable
4. Public Works and Utilities - Julie Constantinescu/Jay King
5. Strategic Planning - Scott Lauridsen/Julie Constantinescu

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6. Lake Advisory Committee-Jay King/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. at the Baldwin Community Center. Council work sessions are held the last Tuesday of each month at 7:00 p.m. at the Baldwin Community Center.*

**City of Baldwin City  
Minutes  
Tuesday, June 16, 2026  
Regular Council Meeting**

**A. Call to Order**

The Baldwin City Council was called to Regular Session at 7:00 p.m. at the Baldwin City Community Center, 712 Chapel Street, with Mayor Gerald Cullumber presiding.

Present were Council Members: Jay King, Peter Wentz, Cory Venable, Scott Lauridsen and Julie Constantinescu.

Also, attending: Russ Harding-City Administrator; Amara Packard-City Clerk; City Attorney-Jessica Wortham; Pat Toth-Community Development; and Officer Sharp-Police Department.

**B. Approval of Agenda**

Cory Venable moved and Jay King seconded to approve the agenda as presented. Motion passes 5-0.

**C. Consent Agenda**

Cory Venable moved and Peter Wentz seconded to approve the consent agenda as presented. Motion passes 5-0.

1. Minutes 6.02.2026
2. Scheduled Claims List
3. Special Event-Homecoming Parade

**D. Public Comment**

Jeff Flory-Baldwin Power Wash-219 E HWY 56-Mr. Flory brought before the council the request for regulated commercial water wells. He detailed how it would benefit his business as well as other businesses, along with outlining how it can help the city foster business growth, preserve utility infrastructure, and protect the public water grid. Jeff asked the city to start looking at drafting a managed well ordinance.

Scott Lauridsen said he would like different committees to look at this such as Public Work and Budget and Finance and give their pros and cons.

**E. Special Reports or Presentations**

**F. Old Business**

**G. New Business**

1. Recreation Commission Board Appointment

The group that interviewed applicants recommended Andrew Markley to be appointed to the

board.

Mayor Cullumber said he was a remarkable young man, has a family, and might even have an interest in the council some day.

Julie Constantinescu said that he was her first choice and stood out to her the way he presented himself.

Julie Constantinescu moved and Peter Wentz seconded to approve Mr. Markley for the recreation commission board appointment. Motion passes 5-0.

## **H. Committee Reports**

### **1. Budget and Finance - Scott Lauridsen/Peter Wentz**

Next meeting 6/18/2026 at 8:30am, second floor of City Hall

### **2. Community Development - Cory Venable/Peter Wentz**

Next meeting TBD at 4:00pm, second floor of City Hall

### **3. Public Safety - Jay King/Cory Venable**

- Food Truck Ordinance

Next meeting will be TBD at 9:00am, second floor of City Hall

### **4. Public Works and Utilities - Julie Constantinescu/Jay King**

- Trees in the median at 8th and 56 Hwy have been removed and in the process to repair the damage to the median.
- Lost a phase at the pool the weekend of the 6th. It went unnoticed for too long and caused damage to the pump. Working with Douglas Pump to get it back on line. Got a quote on the 10th of \$4,867 to rebuild the motor with a 7-10 day turn around. New pump around \$5000. The plan is to order a new one to have a spare.
- Had an early morning call in due to downed trees blocking roadways caused by the storm. Broken pole at 4th and High. Gardner loaned Baldwin their back yard machine and was able to replace the pole without any outages. Kept guys busy for 2 days picking up brush.
- 183 non reads this month.
- The fiber company submitted a quote and will be scheduling a date to have fiber connected to the new substation. Components have a lead time of 6 weeks.
- Pat's crew continue to work on lines running from 6th and Orange to the new substation and conduits coming out of the new substation building.
- Catalyst compliance testing will be tested on units 7 and 8 to prove CO reduction requirements are still being met. This is done every 5 years.

- The city wide clean up was another huge success. Filled 9 dumpsters for trash and 6 dumpsters of metal. Won't know the cost until the recycling company figures up the cost on metal.

Next meeting 7/07/2026 at 9:00am, Public Works Conference Room

5. Strategic Planning-Scott Lauridsen/Julie Constantinescu  
Next meeting TBD at 10:00am, second floor of City Hall

6. Lake Advisory Committee-Jay King/Julie Constantinescu  
Next meeting 7/7/2026 at 6:00pm, Executive Room at the Community Center

**I. City Administrator and Staff Comments**

**J. Council & Mayor Comments**

Mayor Cullumber thanked Pat Toth along with other city staff that were working at city wide clean up day. He participated alongside staff for a couple of hours and got to talk to staff while helping, and enjoyed getting to know their thoughts and feelings of working for the city.

July 18th at 8:30am, there will be a meet and greet at the Community Center with city government, county government, and council, if they would like to attend.

Mayor Cullumber would like to see the Police Chief work on an ordinance on e-bikes and scooters.

Mayor Cullumber reminded everyone that June 27th is the fireworks display at the golf course, he would love to see lots of the public show up.

**K. Executive Session**

**L. Adjourn**

Julie Constantinescu moved and Cory Venable seconded to adjourn the regular meeting. Motion passes 5-0. Time: 7:18 p.m.

Attest:

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Amara M. Packard  
City Clerk

**CLAIMS BY VENDOR**

INVOICE NUMBER	VENDOR NAME		AMOUNT	PAYMENT		
	REFERENCE	GL ACCOUNT #		AMOUNT	CHECK #	CHECK DATE
	AMAZON CAPITAL SERVICES					
11MR-H7TX-11FV	LARGE BINDER CLIPS	01.02.3800	16.56			
	DUMDUMS/TOUCH A TRUCK EVENT	18.21.3900	20.99			
	TRASH BAGS	01.02.3800	22.47			
	CLEAR PLATIC CUPS	01.02.3800	26.44			
	TRASH BAGS	01.02.3800	29.99			
				116.45	41482936	7/07/26
1374-WWFN-PGF7	MAGNETIC TAPE/COMMAND STRIPS	18.21.3900	16.47			
				16.47	41482936	7/07/26
1374-WWFN-X6KL	CHLORINE REAGENT	12.12.3550	979.08			
				979.08	41482936	7/07/26
169H-4K9X-QTPH	250 SHEETS PINK CARDSTOCK	11.26.2780	13.63			
	250 SHEETS PINK CARDSTOCK	12.11.2780	13.62			
				27.25	41482936	7/07/26
1CFY-9R1T-NHMC	STICKERS/TOUCH A TRUCK EVENT	18.21.3900	5.99			
				5.99	41482936	7/07/26
1DTN-MTKR-9XFP	PHONE CASE	18.21.3110	34.43			
				34.43	41482936	7/07/26
1FLL-X9FL-6VKM	KLEENEX	01.02.3800	42.26			
	STICKY NOTES	01.02.3800	8.54			
				50.80	41482936	7/07/26
1GKJ-39QH-NPQL	WRENCHES, HINGES	18.22.2520	53.97			
				53.97	41482936	7/07/26
1H1W-M961-W9Y4	BACK PACK-KERRY	01.05.3110	79.99			
	BADGE/TOKEN HOLDERS	01.05.3110	37.98			
	TITANIUM BORE ALIGNMENT ROD	01.05.3110	33.99			
	GORILLA GLUE	01.05.3110	8.48			
	FABRIC GLUE	01.05.3110	7.99			
	MONITOR MIRROR	01.05.3110	12.87			
	TORQUE WRENCH	01.05.3110	44.87			
	COPY PAPER	01.05.3110	39.97			
	2PK-TOURNIQUET HOLDER	01.05.4810	65.94			
	RADIO CHARGER	01.05.4810	147.44			
	2-N EAR EAR PIECES	01.05.4810	289.98			
	MOLLE RADIO POUCH	01.05.4810	11.89			
				781.39	41482936	7/07/26
1HG6-DGTH-4K7Q	PAPER ORGANIZERS	18.21.3110	76.95			
				76.95	41482936	7/07/26
1LWN-F4VD-PGMF	SQUEEGEE WINDOW CLEANER	01.01.3680	13.50			
				13.50	41482936	7/07/26
1M93-1T1X-0QM19	SUPPLIES	01.02.3800	31.42			
	CRAYONS-TOUCH A TRUCK	18.21.3900	3.98			
				35.40	41482936	7/07/26
1PP4-RKKH-JYKJ	80 DUDE BOMB PODS	01.01.3680	27.70			
	16 X 250 HAND TOWELS	01.01.3680	31.07			
	50 LEGAL SIZE FOLDERS	01.07.3110	48.55			
				107.32	41482936	7/07/26
1RNT-WNLG-9M44	OIL ABSORBENT PADS	11.24.3800	88.48			
	WATER ADDITIVE FOR EYE STATION	11.24.3006	56.41			
				144.89	41482936	7/07/26
1RNT-WNLG-M9XY	64 OZ LIQUID ENVELOPE SEALER	11.26.2780	14.14			
	64 OZ LIQUID ENVELOPE SEALER	12.11.2780	14.13			
				28.27	41482936	7/07/26

**CLAIMS BY VENDOR**

INVOICE NUMBER	VENDOR NAME		AMOUNT	PAYMENT		
	REFERENCE	GL ACCOUNT #		AMOUNT	CHECK #	CHECK DATE
	AMAZON CAPITAL SERVICES					
1RXD-VMXG-FY9K	32 REAMS COPY PAPER	11.26.2780	78.06			
	32 REAMS COPY PAPER	12.11.2780	78.06			
				156.12	41482936	7/07/26
1TQ6-K6FX-GCKV	REFLECT TRIANGLES/EXTINGUISHER	18.22.4006	131.84			
				131.84	41482936	7/07/26
1XFR-433R-QXDP	PENS	01.02.3800	11.04			
	PEN GRIPS	01.02.3800	4.83			
	BAGS/SPRAY-TOUCH A TRUCK	18.21.3900	13.02			
				28.89	41482936	7/07/26
	ANIXTER INC					
6732636-01	WIRE	40.24.2204.1120	51,371.70			
				51,371.70	69465	7/07/26
6747097-01	MOUNT EQUIP/SWITCH DISC	40.24.2204.1120	12,784.31			
				12,784.31	69465	7/07/26
6791013-00	6-02-ALUM-OH-3300'	11.25.4131	1,571.89			
				1,571.89	69465	7/07/26
6808566-00	GRIPS	11.25.4239	397.12			
				397.12	69465	7/07/26
	ARLAN COMPANY I					
17295	POOL PUMP REPAIR	01.06.2530	2,204.50			
				2,204.50	69466	7/07/26
17305	STABILIZER	01.06.2530	688.00			
				688.00	69466	7/07/26
	BOB ALLEN FORD-OTTAWA					
FOCS260049	UNIT 52 REAR MAIN SEAL REPLACE	01.05.2540	2,354.94			
				2,354.94	69467	7/07/26
FOCS260340	WATER TRUCK REPAIRS	12.12.2540	2,090.64			
				2,090.64	69467	7/07/26
	CCG SAFETY GEAR LLC					
2323	952 - VEST	01.05.4810	1,236.14			
				1,236.14	69468	7/07/26
2329	950-VEST	01.05.4810	1,236.04			
				1,236.04	69468	7/07/26
	CINTAS CORP - MATS					
CITY HALL JUN 2026	MAT SERVICE	01.01.2999	97.86			
				97.86	41482967	7/07/26
	COMPANION ANIMAL HOSPITAL					
202828	MAY&JUNE 26 MO SVS CONTRACT	01.05.3891	800.00			
				800.00	69469	7/07/26
	CONLEY SPRINKLER, INC.					
15326	CITY HALL ANNUAL FIRE INSPECTI	01.01.2203	335.00			
				335.00	69470	7/07/26
15328	FIRE STATION ANNAUL FIRE INSPE	01.04.2209	335.00			
				335.00	69470	7/07/26
15329	COMM CENTER FIRE SYSTEM INSPEC	27.01.2850	335.00			
				335.00	69470	7/07/26
	CORE & MAIN - 084041 (EX)					
Z241252	METERS	12.12.4235	2,759.88			
				2,759.88	69471	7/07/26
Z243068	METERS	12.12.4235	4,085.52			
				4,085.52	69471	7/07/26
	CORE & MAIN - 253851 (TX)					

**CLAIMS BY VENDOR**

INVOICE NUMBER	VENDOR NAME		AMOUNT	PAYMENT		
	REFERENCE	GL ACCOUNT #		AMOUNT	CHECK #	CHECK DATE
Z241228	CORE & MAIN - 253851 (TX) RED PAINT	11.25.4131	156.01			
				156.01	69472	7/07/26
061226	DOUGLAS, STEPHANIE REIMBURSEMENT-CITY WIDE DRINKS	01.02.2450	43.00			
				43.00	69473	7/07/26
CLAIM #Y00042732	EMC INSURANCE-WC DEDUCTIB DEDUCTIBLE ON WC CLAIM	01.05.1150	500.00			
				500.00	69474	7/07/26
4235	FLORY BOOKKEEPING SERVICE JUN 2026 PAYROLL & A/P SERVICE	01.01.2850	1,260.00			
	JUN 2026 PAYROLL & A/P SERVICE	11.26.2850	1,470.00			
	JUN 2026 PAYROLL & A/P SERVICE	12.11.2850	1,470.00			
				4,200.00	69475	7/07/26
15039486	HACH COMPANY TUBING	12.12.3550	265.05			
				265.05	69476	7/07/26
587668742	HILTI, INC. CRIMPERS	11.25.4131	4,190.49			
				4,190.49	69477	7/07/26
12055	KANSAS CITY FIRST AID LLC FIRST AID SUPPLIES	01.02.3006	111.50			
				111.50	69478	7/07/26
2025-5-26	KMEA SUBSTATION PROJECT MAY 2026	40.24.2204.1120	19,453.75			
				19,453.75	69479	7/07/26
INVPR11264459	LEXIPOL FIRE & EMS LEARNING PLATFORM	01.04.2140	987.63			
				987.63	69480	7/07/26
57359624	LINDE GAS-0365: EXEMPT WELDING SUPPLIES	01.02.3320	132.20			
				132.20	69481	7/07/26
57518910	LINDE GAS-2920: TAXABLE WELDING SUPPLIES	11.24.3800	44.48			
				44.48	69482	7/07/26
PS-INV128727	LUMINEO SIGNS GRAPHICS FOR NEW F350	01.04.4810	935.36			
				935.36	69483	7/07/26
PS-INV128747	TAILGATE GRAPHICS FOR NEW F350	01.04.4810	233.00			
				233.00	69483	7/07/26
IN30592	MCCONNELL MACHINERY CO., I STEERING - KUBOTA	01.03.2530	1,226.95			
				1,226.95	69484	7/07/26
IN30608	FILTER	01.03.2530	36.66			
				36.66	69484	7/07/26
IN30675	FILTER/OIL	01.03.2530	182.32			
				182.32	69484	7/07/26
2727157	MFA OIL E-10 UNLEADED FUEL	01.02.3530	2,407.86			
	E-10 UNLEADED FUEL	01.03.3530	863.72			
	E-10 UNLEADED FUEL	12.12.3530	4,410.45			
	E-10 UNLEADED FUEL	03.01.3530	463.57			
	E-10 UNLEADED FUEL	11.25.3530	4,700.06			

7/07/2026 THRU 7/07/2026

INVOICE NUMBER	VENDOR NAME		GL ACCOUNT #	AMOUNT	PAYMENT			
	REFERENCE				AMOUNT	CHECK #	CHECK DATE	
		MFA OIL						
		E-10 UNLEADED FUEL	11.24.3530	691.62				
		E-10 UNLEADED FUEL	18.22.3530	2,768.83				
		E-10 UNLEADED FUEL	01.35.3530	757.85				
		E-10 UNLEADED FUEL	01.01.3530	251.84				
		E-10 UNLEADED FUEL	01.04.3530	1,421.49				
		E-10 UNLEADED FUEL	01.05.3530	7,594.36				
					26,331.65	69485	7/07/26	
		N ZONE SPORTSWEAR						
117887		EMPLOYEE SHIRTS	18.22.3610	183.39				
		EMPLOYEE SHIRTS	01.01.3610	172.84				
		EMPLOYEE SHIRTS	11.24.3610	209.14				
		EMPLOYEE SHIRTS	01.35.3610	73.34				
		EMPLOYEE SHIRTS	01.02.3610	619.66				
					1,258.37	69486	7/07/26	
117888		EMPLOYEE SHIRTS	18.22.3610	747.40				
		EMPLOYEE SHIRTS	01.02.3610	165.10				
		EMPLOYEE SHIRTS	01.35.3610	289.05				
		EMPLOYEE SHIRTS	01.01.3610	290.75				
					1,492.30	69486	7/07/26	
IN0002474		NATIONAL SIGN COMPANY LLC						
		SIGNS-SUBSTATION	40.24.2204.1120	1,222.80				
					1,222.80	69487	7/07/26	
2660248197		PACE ANALYTICAL SERVICES,						
		MONTHLY TESTING FEES	18.22.2202	300.00				
					300.00	41482937	7/07/26	
2660249035		MONTHLY TESTING FEES	18.22.2202	601.00				
					601.00	41482964	7/07/26	
17124		POWER PLANT COMPLIANCE						
		PERFORMANCE TESTING	11.24.2999	9,500.00				
					9,500.00	69488	7/07/26	
720166		RUESCHHOFF LOCKSMITH & SE						
		FIRE ALARM MONITORING	01.05.2209	150.36				
					150.36	69489	7/07/26	
721184		ALARM MONITORING/GSM BACK UP	01.05.2209	126.21				
					126.21	69489	7/07/26	
GBE1038-INV1		SCHAEFFER MANUFACTURING						
		GREEN GREASE	12.12.3530	68.89				
		GREEN GREASE	01.02.3530	68.89				
		GREEN GREASE	01.03.3530	68.90				
		GREEN GREASE	03.01.3530	68.90				
					275.58	69490	7/07/26	
904259925		STATE CHEMICAL SOLUTIONS						
		LIQUID RUST CONVERTER	18.22.3550	576.03				
					576.03	69491	7/07/26	
INV0017616897		US AUTOFORCE						
		T.BAKER NEW TRUCK	01.04.3350	1,317.36				
					1,317.36	41482965	7/07/26	
50		WORTHAM, JESSICA						
		CITY ATTORNEY 6/8/26-6/28/26	01.01.2851	1,400.00				
		CITY ATTORNEY 6/8/26-6/28/26	01.05.2851	150.00				
		CITY ATTORNEY 6/8/26-6/28/26	01.07.2851	50.00				
		CITY ATTORNEY 6/8/26-6/28/26	01.35.2851	50.00				
					1,650.00	69492	7/07/26	

# CLAIMS BY VENDOR

7/07/2026 THRU 7/07/2026

INVOICE NUMBER	VENDOR NAME REFERENCE	GL ACCOUNT #	AMOUNT	PAYMENT AMOUNT	CHECK #	CHECK DATE
						=====
						164,972.61

REPORT TOTAL

164,972.61

*Published in the Lawrence Journal World on the \_\_\_\_ day of \_\_\_\_\_, 2026.*

ORDINANCE NO. 1537

AN ORDINANCE REGULATING MOBILE FOOD VENDORS WITHIN CORPORATE LIMITS OF THE CITY OF BALDWIN CITY, KANSAS. AMENDING CHAPTER V OF THE CITY OF BALDWIN CITY CODE

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

SECTION 1. Chapter V - Business Licenses and Regulations is hereby amended to add and establish a new Article 7. Mobile Food Vendors to read as follows:

ARTICLE 5. MOBILE FOOD VENDORS

5-701 PURPOSE.

The Governing Body finds that, in order to advance the health, safety, and welfare of the residents of the City of Baldwin City, Kansas, it is necessary to regulate various activities, including those of Mobile Food Vendors.

5-702 DEFINITIONS.

The following words, terms, and phrases, when used in this Article, shall, except where the context clearly indicates otherwise, have the following meanings:

- (a) "City Clerk," for the purposes of this Article, shall mean the City Clerk, the interim City Clerk, anyone fulfilling the duties of the City Clerk on either a temporary or a permanent basis, or any designee of the City Clerk.
- (b) "Mobile Food Vendor" shall mean any person, corporation, association, or other entity, however organized, that offers food and/or beverage for sale from a Mobile Food Unit.
- (c) "Mobile Food Unit" shall mean any self-contained vehicle, trailer, cart, or other type of wheeled-conveyance from which food and/or beverage is offered for sale.
- (d) "City Approved Event" shall mean any event sponsored by the City, any event such as a community celebration or festival approved by the

Governing Body, or any event sanctioned by a permit issued by the City, including but not limited to a Temporary Use Permit.

#### 5-703 MOBILE FOOD VENDOR'S LICENSE REQUIRED.

No person, corporation, association, or other entity, however organized, shall operate within the corporate limits of the City as a Mobile Food Vendor without first obtaining a valid Mobile Food Vendor's License.

#### 5-704 MOBILE FOOD VENDOR'S LICENSE FEE.

The application for a Mobile Food Vendor's License shall be accompanied by the following fee: \$25 per day for a daily license. Fees shall not be pro-rated or refunded for any reason, including denial of an application or revocation of a license.

City Council may request Mobile Food Vendors to pay costs associated with the event to reimburse the city for materials and labor regarding preparation, clean up, and public safety as outlined in the City Code. Payment for costs shall be due the 1<sup>st</sup> day of the month following 30 days after the Special Event.

#### 5-705 MOBILE FOOD VENDOR'S LICENSE APPLICATION.

Application for a Mobile Food Vendor's License shall be made to the City Clerk on a form provided by the City Clerk for that purpose. In addition to paying the Mobile Food Vendor's License Fee, the applicant shall attest to the truthfulness of the application and shall complete the application in full, providing the following information:

- (a) Name, date of birth, and Social Security Number.
- (b) The applicant's permanent address, business mailing address, and telephone number.
- (c) A copy of the applicant's government-issued photo identification.
- (d) The applicant's valid Kansas sales tax number.
- (e) A brief description of the nature of the business and the food and/or beverage to be offered for sale.
- (f) Date(s) and time(s) for which the license is requested.
- (g) Address or description of location for the placement of the Mobile Food Unit.
- (h) A photograph of each Mobile Food Unit and, if licensed, the license plate

number of each Mobile Food Unit.

- (i) A copy of a valid State of Kansas license for food service establishments, if such is required.
- (j) Proof of general liability insurance in the amount of \$500,000.00 or more. Evidence of compliance with the insurance requirements shall be in the form of a certificate of insurance that shall be submitted with the application.
- (k) A statement indicating whether or not the applicant has had a Mobile Food Vendor's License, or any similar license, revoked in this jurisdiction within the preceding two (2) years.
- (l) The applicant's signature.

**Applications for Mobile Food Vendor's License must be submitted at least 3 business days before operation or they may be automatically denied.**

#### 5-706 MOBILE FOOD VENDOR'S LICENSE ISSUANCE; DENIAL.

- (a) The City Clerk shall review each application for a Mobile Food Vendor's License. Within three (3) business days of the application, the City Clerk shall approve the application and shall issue to the applicant a Mobile Food Vendor's License together with an official copy for each Mobile Food Unit identified in the application unless:
  - (1) The application is incomplete.
  - (2) The application is determined to be fraudulent, to include a material misrepresentation, or to contain a false statement.
  - (3) The applicant has had a Mobile Food Vendor's License revoked by the City for any reason within the preceding two (2) years.
  - (4) The City has documented violations by the applicant within the past two (2) years including a municipal court offense of operating without a Mobile Food Vendor's License.
- (b) If the application is deficient for any of the reasons set forth in Section 5- 706(a) of this Article, then the City Clerk shall deny the application by giving Notice of Denial to the applicant. Notice of Denial shall be in writing, shall be mailed to the applicant at his or her given address, shall inform the applicant of the reason for denial, and shall inform the applicant that he or she has fourteen (14) days from the date of the Notice of Denial in which to appeal the denial of the application to the Governing Body. The City Clerk shall maintain a copy of

the Notice of Denial in his or her files.

5-707 MOBILE FOOD VENDOR'S LICENSE APPEARANCE; DURATION.

- (a) The Mobile Food Vendor's License shall contain the seal of the City, the name of the licensee, and the expiration date of the license.
- (b) Mobile Food Vendor's License shall be valid for a calendar day.

5-708 MOBILE FOOD VENDOR'S LICENSE DISPLAYED.

Mobile Food Vendors shall display the Mobile Food Vendor's License in a prominent place on a Mobile Food Unit at all times that that Mobile Food Unit is engaged in any of the activities licensed by this Article.

5-709 MOBILE FOOD VENDOR'S LICENSE RESTRICTIONS.

- (a) Mobile Food Vendors shall obtain the permission of the property owner before engaging in any activities licensed by this Article.
- (b) Mobile Food Vendors may only engage in activities licensed by this Article on improved surfaces in commercial, industrial, and nonresidential special purpose zoning districts as defined in Chapter 14, Article 2 of the Code of the City of Baldwin City.
- (c) Mobile Food Vendors may not be located on property where the Unit or a line of customers would:
  - (1) hinder the flow of traffic on any street;
  - (2) hinder the flow of bicycles within any bike lane or route;
  - (3) hinder the flow of pedestrians along any sidewalks;
  - (4) block or reduce to less than five feet in width any accessible route to persons with disabilities;
  - (5) block, hinder, or obstruct the vehicular flow within any parking lot; or
  - (6) block or obstruct access to any driveway or access point to any property;
  - (7) be within 200 feet from another restaurant without express permission from the Restaurant Owners within that space or approval by the City Council as a designated Special Event.

#### 5-710 MOBILE FOOD UNIT STANDARDS.

All Mobile Food Units shall comply with the following standards:

- (a) All Mobile Food Units shall be maintained in good, operable condition and shall, at all times, be capable of being moved.
- (b) Signs shall be limited to those that may be mounted or incorporated on the Mobile Food Unit. Signs shall not exceed the dimensions of the Mobile Food Unit by more than one (1) foot in any direction. No flashing signs shall be permitted. Illuminated signs are permitted, provided that the signs are only illuminated when the Mobile Food Unit is stationary, that such signs are only illuminated during hours that the Mobile Food Unit is being operated, and that any such signs, within five hundred (500) feet of any traffic signal, are not green, amber, or red in color.

#### 5-711 MOBILE FOOD VENDOR'S LICENSE MUNICIPAL OFFENSE.

Operating as a Mobile Food Vendor without a Mobile Food Vendor's License shall be a municipal offense. Any person, upon an adjudication of guilt or the entry of a plea of no contest, shall be subject to a fine of a minimum of \$500.00 and a maximum of \$1,000.00. The municipal court judge shall have no authority to suspend all or any portion of the minimum fine.

#### 5-712 MOBILE FOOD VENDOR'S LICENSE EXEMPTIONS.

The provisions of this Article shall not apply to the following activities:

- (a) The sale of products at a recognized Farmers Market;
- (b) Vendors selling as part of a City Approved Special Event sponsored in part by the City. Vendors wishing to participate in serving alcoholic or cereal malt beverages in a Common Consumption Area (CCA) approved by the city during a Special Event must still apply for a CCA permit and the Mobile Food Vender license fee shall be increased to \$100 per day if the CCA permit is approved.
- (c) Individuals providing catering services to a private event and not open for the sale of food and/or beverage to the general public;
- (d) Auctions;
- (e) Garage sales at private residences;

(f) Lemonade Stands; or

(g) Restaurants already operating as a business with a City of Baldwin City, Kansas address.

#### 5-713 VIOLATIONS OF THIS ORDINANCE

Violations of this ordinance, including violations that result to charges for a municipal offense, may result in Mobile Food Vendor's License being revoked or denial in future requests for a Mobile Food Vendor's License as well as municipal, criminal and civil sanctions. City Clerk shall maintain records of violations for a minimum of two years and shall follow city and state laws pertaining to document retention and destruction or documents after expiration of two years.

#### SECTION 2. EFFECTIVE DATE OF ORDINANCE.

This Ordinance shall take effect and be in force from and after publication in the official city newspaper.

APPROVED:

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Gerald Cullumber, Mayor

ATTEST:

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Amara Packard, City Clerk

*(Approved as to Form):*

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Jessica Wortham, City Attorney

**Notice of Intent to County Clerk**

**THE GOVERNING BODY OF Baldwin City, HEREBY NOTIFIES THE Douglas County CLERK OF INTENT TO EXCEED THE REVENUE NEUTRAL RATE;**



Yes, the Baldwin City intends to exceed the Revenue Neutral Rate. The proposed rate and hearing information is as follows:

Proposed Rate:                   **45.4**  
Date of Hearing:                   **September 1, 2026**  
Time of Hearing:                   **7:00 PM**  
Location of Hearing:               **712 Chapel**



No, the Baldwin City does not plan to exceed the Revenue Neutral Rate and will submit our budget to the County Clerk on or before October 1, 2026.

**ADDITIONAL REQUIRED BUDGET INFORMATION FOR COUNTY CLERK**

**Prior Year and Current Year Revenue From Property Tax and Tax Rate:**

2026 Total Amount of Revenue From Property Tax Levy:	\$	<b>2,438,184</b>
2026 Property Tax Rate:		<b>41.084</b>
2027 Total Proposed Amount of Revenue From Property Tax Levy:	\$	<b>2,709,408</b>

**2027 Proposed Property Tax by Fund:**

<b>Fund</b>	<b>Amount</b>	<b>Estimated Tax Levy Rate</b>
General	\$ 1,969,369	33.000
Debt Service	\$ 393,641	6.596
Library	\$ 262,610	4.400
Cemetery	\$ 83,789	1.404

WITNESS my hand and official seal on \_\_\_\_\_, 20\_\_.

(Seal)

\_\_\_\_\_  
Clerk or Officer of Governing Body