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CHCSEK Memo 42

CHCSEK Application 44

ARTFORMS GALLERY FUNDING REQUEST - Consider the recommendation of the Economic Development Advisory Committee (EDAC) to grant the request submitted by the ArtForms Gallery, LLC, for an injection of \$4,500 from the Revolving Loan Fund (RLF) to assist with renovating the classroom at their facility located at 620 North Broadway.

ArtForms Gallery Memo 52

ArtForms Information 54

BROADBAND INFRASTRUCTURE - Consider the recommendation of the Economic Development Advisory Committee (EDAC) to contribute \$100,000 from the Revolving Loan Fund (RLF) toward the City's 2016 total anticipated cost of approximately \$300,000 for broadband infrastructure to consist of the buildout of primary trunk lines throughout the City.

Broadband Infrastructure Memo 70

TARGET INDUSTRY ANALYSIS - ANGELOU ECONOMICS - Consider the recommendation of the Economic Development Advisory Committee (EDAC) to utilize \$70,000 from the Revolving Loan Fund (RLF) to contract with Angelou Economics to conduct the target industry analysis and business recruitment strategy for the City.

Target Industry Analysis Memo 72

Angelou Economics 74

BI-MONTHLY BUDGET REVIEW - Finance Director Jamie Clarkson will provide the April 30, 2016 bi-monthly budget review.

April 2106 report 95

CITY OF PITTSBURG, KANSAS
COMMISSION AGENDA
Tuesday, May 10, 2016
5:30 PM

CALL TO ORDER BY THE MAYOR:

- a. Invocation
- b. Flag Salute Led by the Mayor
- c. Kansas Statewide Homeless Coalition Award Received by Jami Crowder
- d. Public Input

CONSENT AGENDA:

- a. Approval of the April 26, 2016, City Commission Meeting minutes.
- b. Approval of the Economic Development Advisory Committee's recommendation to forgive Ron and Dora Ware's 2016 loan installment in the amount of \$5,458.86, as Mr. and Mrs. Ware have met the requirements for loan forgiveness as stipulated in their loan agreement with the City.
- c. Approval of staff recommendation to appoint Crawford County Zoning and Floodplain Administrator Mike Plank to serve an unexpired term as the Crawford County representative on the Land Bank Board of Trustees, effective immediately and to expire on December 31, 2016.
- d. Approval of the Appropriation Ordinance for the period ending May 10, 2016 subject to the release of HUD expenditures when funds are received.

ROLL CALL VOTE.

CONSIDER THE FOLLOWING:

- a. ORDINANCE NO. G-1251 - Consider Ordinance No. G-1251, amending Section 6-1 of the Pittsburg City Code regarding penalties for purchase, possession or consumption of alcoholic liquor or cereal malt beverages by persons under 21 years of age. **Approve or disapprove Ordinance No. G-1251 and, if approved, authorize the Mayor to sign the Ordinance on behalf of the City.**

CITY OF PITTSBURG, KANSAS
COMMISSION AGENDA
Tuesday, May 10, 2016
5:30 PM

- b. ORDINANCE NO. G-1252 - Consider Ordinance No. G-1252, amending Section 6-2 of the Pittsburg City Code regulating the time and location of dispensing and sale of alcoholic liquor and cereal malt beverage in the City of Pittsburg. **Approve or disapprove Ordinance No. G-1252 and, if approved, authorize the Mayor to sign the Ordinance on behalf of the City.**
- c. REQUEST TO REZONE - The Planning and Zoning Commission, in its meeting of April 25th, 2016, voted unanimously to recommend Governing Body approval of a request submitted by Skip Motsenbocker of Point Royale Development to rezone properties in the 500 Block of East 29th Street and the 600 Block of East 30th Street from R-1C Single Family Residential to RP-3 Planned Medium Density Residential to allow for the future residential development of senior housing. **Approve or disapprove recommendation. (If the Governing Body is in agreement with the recommendation as provided, approve Ordinance No. G-1253 rezoning the property. If the Governing Body is not in agreement with the recommendation as provided, the State Statutes stipulate that the Governing Body, by a 2/3 majority, may override the recommendation or may return the recommendation to the Planning and Zoning Commission for further consideration. A return of the recommendation must be accompanied with a statement specifying the basis for the Governing Body's returning the recommendation.)**
- d. COMMUNITY HEALTH CENTER OF SOUTHEAST KANSAS (CHCSEK) LOAN - Consider the recommendation of the Economic Development Advisory Committee (EDAC) to provide a loan in the amount of \$100,000 to the Community Health Center of Southeast Kansas (CHCSEK) at 0% interest, to be repaid over three years, with the funding to be used for necessary renovations and building repairs to the building located at 3101 "C" North Michigan which will house an outpatient substance abuse treatment program. **Approve or disapprove recommendation and, if approved, authorize the Mayor to sign the appropriate documents on behalf of the City.**

CITY OF PITTSBURG, KANSAS
COMMISSION AGENDA
Tuesday, May 10, 2016
5:30 PM

- e. ARTFORMS GALLERY FUNDING REQUEST - Consider the recommendation of the Economic Development Advisory Committee (EDAC) to grant the request submitted by the ArtForms Gallery, LLC, for an injection of \$4,500 from the Revolving Loan Fund (RLF) to assist with renovating the classroom at their facility located at 620 North Broadway. **Approve or disapprove recommendation and, if approved, authorize the Mayor to sign the appropriate documents on behalf of the City.**

- f. BROADBAND INFRASTRUCTURE - Consider the recommendation of the Economic Development Advisory Committee (EDAC) to contribute \$100,000 from the Revolving Loan Fund (RLF) toward the City's 2016 total anticipated cost of approximately \$300,000 for broadband infrastructure to consist of the buildout of primary trunk lines throughout the City. **Approve or disapprove recommendation and, if approved, authorize the Mayor to sign the appropriate documents on behalf of the City.**

- g. TARGET INDUSTRY ANALYSIS - ANGELOU ECONOMICS - Consider the recommendation of the Economic Development Advisory Committee (EDAC) to utilize \$70,000 from the Revolving Loan Fund (RLF) to contract with Angelou Economics to conduct the target industry analysis and business recruitment strategy for the City. **Approve or disapprove recommendation and, if approved, authorize the Mayor to sign the appropriate documents on behalf of the City.**

NON-AGENDA REPORTS & REQUESTS:

- a. BI-MONTHLY BUDGET REVIEW - Finance Director Jamie Clarkson will provide the April 30, 2016 bi-monthly budget review.

ADJOURNMENT

OFFICIAL MINUTES
OF THE MEETING OF THE
GOVERNING BODY OF THE
CITY OF PITTSBURG, KANSAS
April 26th, 2016

A Regular Session of the Board of Commissioners was held at 5:30 p.m. on Tuesday, April 26th, 2016, in the City Commission Room, located in the Law Enforcement Center, 201 North Pine, with Mayor John Ketterman presiding and the following members present: Michael Gray, Jeremy Johnson, Chuck Munsell and Monica Murnan.

Jim Sukraw of the First Church of the Nazarene provided the invocation.

Mayor Ketterman led the flag salute.

The City Clerk administered the Oath of Office to Mayor Ketterman.

APPROVAL OF MINUTES – APRIL 12th, 2016 - On motion of Gray, seconded by Johnson, the Governing Body approved the April 12th, 2016, City Commission Meeting minutes as submitted. Motion carried.

ORDINANCE NO. G-1250 – On motion of Gray, seconded by Johnson, the Governing Body approved Ordinance No. G-1250, creating Section 2-43 of the Pittsburg City Code establishing that elections for the Governing Body shall be nonpartisan, and authorized the Mayor to sign the Ordinance on behalf of the City. Motion carried.

SUPPLEMENTAL AGREEMENT NO. 2 – EXTENSION OF RUNWAY 16-34 - H.W. LOCHNER, INC. – On motion of Gray, seconded by Johnson, the Governing Body approved Supplemental Agreement No. 2 to the original agreement dated January 26, 2016, between the City of Pittsburg and H.W. Lochner, Inc. for the extension of the Runway 16-34 and authorized the Mayor to execute the agreement on behalf of the City of Pittsburg. Motion carried.

SUPPLEMENTAL AGREEMENT NO. 2 – MILL AND OVERLAY OF RUNWAY 16-34 - H.W. LOCHNER, INC. – On motion of Gray, seconded by Johnson, the Governing Body approved Supplemental Agreement No. 2 to the original agreement dated June 23, 2015, between the City of Pittsburg and H.W. Lochner amending the scope of services allowing H.W. Lochner to provide construction and project closeout services ensuring compliance with all construction and FAA requirements and authorized the Mayor to execute the agreement on behalf of the City of Pittsburg. Motion carried.

PLANNING AND ZONING COMMISSION APPOINTMENT – On motion of Gray, seconded by Johnson, the Governing Body appointed Laura Klusener to fill an unexpired term as a member of the Planning and Zoning Commission effective immediately and to expire on December 31, 2018. Motion carried.

APPROPRIATION ORDINANCE – On motion of Gray, seconded by Johnson, the Governing Body approved the Appropriation Ordinance for the period ending April 26, 2016, subject to the release of HUD expenditures when funds are received with the following roll call vote: Yea: Gray, Johnson, Ketterman, Munsell and Murnan. Motion carried.

OFFICIAL MINUTES
OF THE MEETING OF THE
GOVERNING BODY OF THE
CITY OF PITTSBURG, KANSAS
April 26th, 2016

JOINT CITY/UNIVERSITY ADVISORY BOARD – On motion of Murnan, seconded by Johnson, the Governing Body approved a Memorandum of Understanding between the City of Pittsburg and Pittsburg State University to establish a Joint City/University Advisory Board (JCUAB) to facilitate, operationalize, and maximize ongoing collaboration and cooperation to assist each other in achieving mutual and respective goals and objectives and authorized the Mayor to sign the Memorandum of Understanding on behalf of the City. Motion carried.

Shawn Naccarato, on behalf of Pittsburg State University, presented information regarding the proposed Advisory Board. Commissioner Gray urged Mr. Naccarato to see that the meetings of the Advisory Board are productive.

AZTECA SYSTEMS, INC. - CONTRACT AMENDMENT #1 – On motion of Murnan, seconded by Johnson, the Governing Body approved an Amendment #1 to the contract with Azteca Systems, Inc. for the Cityworks Software License Agreement to include the addition of an interface platform to allow integration with other applications at a cost of \$10,000 per year, and authorized the Mayor to sign the Amendment on behalf of the City. Motion carried.

NON-AGENDA REPORTS AND REQUESTS –

PROPOSED ORDINANCES – City Manager Daron Hall and City Attorney Henry Menghini discussed an Ordinance to be included as an upcoming City Commission meeting agenda item to regulate the time and location of dispensing and sale of alcoholic liquor and cereal malt beverages.

LORD'S DINER – Mayor Ketterman read a card sent by Jan Haberly, Director of the Lord's Diner, thanking the City for supporting the Lord's Diner.

ADJOURNMENT: On motion of Johnson, seconded by Gray, the Governing Body adjourned the meeting at 6:00 p.m. Motion carried.

John Ketterman, Mayor

ATTEST:

Tammy Nagel, City Clerk



Memorandum

TO: Daron Hall, City Manager

FROM: Blake Benson, Economic Development Director

DATE: May 4, 2016

SUBJECT: May 10, 2016 Agenda Item
Ron and Dora Ware loan forgiveness

On May 16, 2012, the City of Pittsburgh entered into a \$25,000 forgivable loan agreement with Ron and Dora Ware to help renovate and expand their business at 801 W. 20th Street. In return, the Wares agreed to the following annual benchmarks required through 2017 in order to qualify for loan forgiveness:

- *The Wares must invest at least \$101,324 of their own funds in the project
- *The Wares must enter into and complete a five-year lease agreement with Volvo Construction Equipment Rents, Inc.

The Wares have provided verification that both of these benchmarks have been met, so the Economic Development Advisory Committee has recommended forgiveness for this year's installment of the loan. This amount would be \$5,458.86.

Please place this item on the agenda for the City Commission meeting scheduled for Tuesday, May 10, 2016. Action being requested is the approval or denial of the loan forgiveness recommendation and, if approved, authorize the Mayor to sign the appropriate documents.



**COMMUNITY DEVELOPMENT
PITTSBURG PUBLIC HOUSING**
603 N. PINE · Pittsburg KS 66762

(620) 232-1210
www.pittks.org
FAX: (620) 232-1210

INTEROFFICE MEMORANDUM

To: Pittsburg City Commissioners
From: Becky Gray, Director of Community Development and Housing
CC: Daron Hall, City Manager
Date: May 10, 2016
Subject: Appointment to Board of Trustees for the City of Pittsburg's Land Bank

The City of Pittsburg's Land Bank was established by ordinance during the May 12, 2015 City Commission meeting, and is operated by a Board of Trustees. This Board contains representatives from the following categories: legal professional, financial professional, real estate professional, construction professional, and a representative from USD 250, Crawford County, and the Economic Development Advisory Board (EDAC).

We currently have a vacant seat in the Crawford County Representative position. By ordinance, the City Commissioners appoint members to the Land Bank Board of Trustees.

The Crawford County Commissioners have nominated Mike Plank, Zoning and Floodplain Administrator, to fill this position. Mr. Plank will be eligible for three terms on the Board of Trustees. His first term is a one year term, ending on December 31, 2016; the remaining two terms he will each be three year terms.

I have attached a nomination form for your review. It is my recommendation that this nomination be approved, and Mr. Plank begin serving on the Land Bank Board of Trustees at their May 19th 2016 meeting.

Best Regards,

Becky Gray
Director of Community Development and Housing



**COMMUNITY DEVELOPMENT
AND HOUSING**

603 N. PINE · Pittsburg KS 66762

(620) 232-1210

www.pittks.org

FAX: (620) 232-1210

City of Pittsburg: Land Bank Board of Trustees Nomination Form

Nomination of Self

Nomination of Other

Nominee is willing to serve

Name of Nominee: Mike Plank

Address of Nominee: 111 East Forest, Girard, Kansas 66743

Phone number of Nominee: 620-724-6168 (office) 620-719-0475 (cell)

How many years has Nominee been a resident of the City of Pittsburg? N/A – Representative from County.

Field of Expertise:

Real Estate

Financial

Law

Contracting/Developing

Property Managing

Member of Economic Development Advisory Committee

Representative of USD 250

Crawford County Appraiser or designee

Please explain the skills or experience held by this Nominee which are relevant to the duties of the Board of Trustees of the City of Pittsburg's Land Bank (Please see reverse for brief explanation of duties and responsibilities).

Nominated by the Crawford County Commissioners.

Duties and Responsibilities of the City of Pittsburg's Land Bank Board of Trustees

The primary responsibility is to efficiently acquire, hold, manage, transform, and convey surplus City properties and other abandoned, tax-foreclosed, or otherwise underutilized or distressed properties into productive use. Primary City staff support to the Board will come from the Director of Community Development and Housing, or her designee.

The members of the Board are subject to the provisions of the laws of the State of Kansas which relate to conflicts of interest of county officers and employees, including, but not limited to, K.S.A. 75-4301 et seq., and amendments thereto. Subject to the provisions of the Kansas Tort Claims Act, K.S.A. 75-6101 et seq., and amendments thereto, if any action at law or equity, or other legal proceeding, shall be brought against any member of the Board for any act or omission arising out of the performance of duties as a member of the Board, such member shall be indemnified in whole and held harmless by the Board for any judgment or decree entered against such member and, further, shall be defended at the cost and expense of the Bank in any such proceeding.

The Board will have the ability to sue and be sued; to enter into contracts; to appoint and remove staff and provide for the compensation thereof; to acquire, by purchase, gift or devise, and convey any real property, including easements and reversionary interest, and personal property, subject to the provisions of this Ordinance and state law; to rebate all or any portion thereof, the taxes on any property sold or conveyed by the Bank; to exercise any other power which may be delegated to the Bank by the Governing Body; to exercise any other incidental power which is necessary to carry out the purposes of the land bank and state law.

The Board will assume possession and control of any property it acquires and will administer the property, including the following:

1. Manage, maintain and protect or temporarily use for a public purpose;
2. Compile and maintain a written, public inventory of all such property;
3. Study, analyze and evaluate potential, present and future uses for properties;
4. Plan for and dispose of property;
5. Maintain records and accounts reflecting all transactions, expenditures and revenues, and;
 - a. Thirty days prior to the sale of any property owned by the Bank, publish a notice in the official City newspaper announcing such sale.

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C-CHECK	VOID CHECK	V	4/29/2016			177132		
C-CHECK	VOID CHECK	V	4/29/2016			177133		

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	0	0.00	0.00	0.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	2	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 99 BANK: *	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
		2	0.00	0.00	0.00
BANK: *	TOTALS:	2	0.00	0.00	0.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
6154	4 STATE MAINTENANCE SUPPLY INC	R	4/22/2016			177078		139.69
2876	A-PLUS CLEANERS & LAUNDRY	R	4/22/2016			177079		734.00
2004	AIRE-MASTER OF AMERICA, INC.	R	4/22/2016			177080		16.40
0145	BROADWAY LUMBER COMPANY, INC.	R	4/22/2016			177081		4,420.59
3516	CITY OF PITTSBURG	R	4/22/2016			177082		125.00
0375	WICHITA WATER CONDITIONING, IN	R	4/22/2016			177083		10.00
6985	DARRICK DEGRUSON	R	4/22/2016			177084		124.35
6088	EMERGENCY RESPONSE SOLUTIONS,	R	4/22/2016			177085		1,882.00
7151	TOTALFUNDS BY HASLER	R	4/22/2016			177086		503.00
6327	HEARTS & HAMMERS OF PITTSBURG,	R	4/22/2016			177087		2,000.00
5457	HIL HOLIDAY INN EXPRESS, LLC	R	4/22/2016			177088		351.92
1900	ICMA	R	4/22/2016			177089		1,160.00
1991	KANSAS OFFICE OF STATE FIRE MA	R	4/22/2016			177090		30.00
7190	LEXISNEXIS RISK DATA MANAGEMEN	R	4/22/2016			177091		370.80
5718	ANDRA STEFANONI	R	4/22/2016			177092		96.00
0349	UNITED WAY OF CRAWFORD COUNTY	R	4/22/2016			177093		101.77
7309	MICHAEL F. WALKER	R	4/22/2016			177094		50.00
1108	WESTAR ENERGY	R	4/22/2016			177095		3,045.42
1	WILLIAMS, ANTHONY WAYNE	R	4/22/2016			177096		8.50
5371	PITTSBURG FAMILY YMCA	R	4/22/2016			177097		147.44
6154	4 STATE MAINTENANCE SUPPLY INC	R	4/29/2016			177098		142.87
2004	AIRE-MASTER OF AMERICA, INC.	R	4/29/2016			177099		16.40

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
7506	DANIE J BELL	R	4/29/2016			177100		200.00
5506	MIKE E BROWN	R	4/29/2016			177101		385.00
6545	CENTER POINT INC	R	4/29/2016			177102		103.65
6865	MICHAEL S COLE	R	4/29/2016			177103		323.48
0748	CONRAD FIRE EQUIPMENT INC	R	4/29/2016			177104		2,591.90
7483	RICKY EUGENE CORNELL	R	4/29/2016			177105		280.00
5857	CREATIVE PRODUCT SOURCING INC	R	4/29/2016			177106		3,166.10
7484	DENNIS R ROBERTS	R	4/29/2016			177107		420.00
7501	DANIEL J DULING	R	4/29/2016			177108		200.00
7492	EVANS CONCRETE CONSTRUCTION IN	R	4/29/2016			177109		4,880.00
7345	MIKE FORD	R	4/29/2016			177110		390.00
7505	GABE HARRIS	R	4/29/2016			177111		120.00
7372	RANDY W. HEATHERLY	R	4/29/2016			177112		180.00
6923	HUGO'S INDUSTRIAL SUPPLY INC	R	4/29/2016			177113		61.80
7324	JEREMY DERINGER	R	4/29/2016			177114		315.00
1370	KDH&E	R	4/29/2016			177115		2,399.00
7504	RUSTY H KNIGHT	R	4/29/2016			177116		160.00
7500	ALEX LAHASKY	R	4/29/2016			177117		40.00
0071	NEENAH FOUNDRY COMPANY	R	4/29/2016			177118		10,406.61
7502	JAMES ORTOLANI	R	4/29/2016			177119		160.00
7170	SHAWN MICHAEL PEREZ	R	4/29/2016			177120		280.00
0187	PITTSBURG ROTARY CLUB	R	4/29/2016			177121		750.00

VENDOR SET: 99 City of Pittsburg, KS
 BANK: 80144 BMO HARRIS BANK
 DATE RANGE: 4/20/2016 THRU 5/03/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
6806	RED MUNICIPAL & INDUSTRIAL EQU	R	4/29/2016			177122		10,322.94
0175	REGISTER OF DEEDS	R	4/29/2016			177123		14.00
0175	REGISTER OF DEEDS	R	4/29/2016			177124		584.00
7499	GORDON D RICKETTS	R	4/29/2016			177125		315.00
0188	SECRETARY OF STATE	R	4/29/2016			177126		25.00
6811	SYMBOL ARTS LLC	R	4/29/2016			177127		720.00
5533	UNIVERSITY BANK	R	4/29/2016			177128		31,024.02
7309	MICHAEL F. WALKER	R	4/29/2016			177129		390.00
0831	WATER ENVIRONMENT FEDERATION	R	4/29/2016			177130		81.00
2350	WASTE CORPORATION OF MISSOURI	R	4/29/2016			177131		911.92
1108	WESTAR ENERGY	R	4/29/2016			177134		228.57
7503	DANIEL WESTHOFF	R	4/29/2016			177135		320.00
7369	JOSEPH EUGENE WRIGHT	R	4/29/2016			177136		385.00
7498	THEODORE MURRAY ZOGG II	R	4/29/2016			177137		210.00
7497	JOSEPH ZOGG	R	4/29/2016			177138		180.00
7508	LARRY FLEURY	R	4/29/2016			177139		120.00
0030	JAY BYERS	E	5/02/2016			999999		550.00
0046	ETTINGERS OFFICE SUPPLY	E	4/25/2016			999999		275.02
0046	ETTINGERS OFFICE SUPPLY	E	5/02/2016			999999		614.05
0054	JOPLIN SUPPLY COMPANY	E	5/02/2016			999999		58.48
0055	JOHN'S SPORT CENTER, INC.	E	4/25/2016			999999		1,199.97
0055	JOHN'S SPORT CENTER, INC.	E	5/02/2016			999999		1,080.00

VENDOR SET: 99 City of Pittsburg, KS

BANK: 80144 BMO HARRIS BANK

DATE RANGE: 4/20/2016 THRU 5/03/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0084	INTERSTATE EXTERMINATOR, INC.	E	4/25/2016			999999		70.00
0087	FORMS ONE, LLC	E	5/02/2016			999999		527.68
0101	BUG-A-WAY INC	E	5/02/2016			999999		40.00
0105	PITTSBURG AUTOMOTIVE INC	E	4/25/2016			999999		1,040.77
0105	PITTSBURG AUTOMOTIVE INC	E	5/02/2016			999999		256.82
0112	MARRONES INC	E	4/25/2016			999999		159.40
0117	THE MORNING SUN	E	4/25/2016			999999		125.66
0181	INGRAM	E	5/02/2016			999999		19.56
0183	PRO-PRINT INC	E	4/25/2016			999999		60.00
0199	KIRKLAND WELDING SUPPLIES	E	5/02/2016			999999		15.00
0202	CLIFF HIX ENGINEERING INC	E	5/02/2016			999999		10.00
0203	GADES SALES CO INC	E	5/02/2016			999999		3,322.04
0207	PEPSI-COLA BOTTLING CO OF PITT	E	4/25/2016			999999		104.50
0276	JOE SMITH COMPANY, INC.	E	4/25/2016			999999		177.34
0292	UNIFIRST CORPORATION	E	4/25/2016			999999		141.05
0294	COPY PRODUCTS, INC.	E	4/25/2016			999999		488.16
0294	COPY PRODUCTS, INC.	E	5/02/2016			999999		4,140.00
0321	KP&F	D	4/22/2016			999999		44,902.90
0335	CUSTOM AWARDS, LLC	E	5/02/2016			999999		25.00
0337	CROSS-MIDWEST TIRE	E	4/25/2016			999999		1,142.80
0337	CROSS-MIDWEST TIRE	E	5/02/2016			999999		719.45
0345	VICTOR L PHILLIPS CO	E	5/02/2016			999999		339.35

VENDOR SET: 99 City of Pittsburg, KS
 BANK: 80144 BMO HARRIS BANK
 DATE RANGE: 4/20/2016 THRU 5/03/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0400	QUILL CORPORATION	E	4/25/2016			999999		54.47
0409	WISEMAN'S DISCOUNT TIRE INC	E	5/02/2016			999999		91.90
0420	CONTINENTAL RESEARCH CORP	E	4/25/2016			999999		211.68
0505	SIRCHIE FINGER PRINT LABORATOR	E	5/02/2016			999999		243.00
0516	AMERICAN CONCRETE CO INC	E	5/02/2016			999999		687.50
0577	KANSAS GAS SERVICE	E	4/25/2016			999999		33.56
0636	SAM BROWN & SON SHEET METAL	E	5/02/2016			999999		25.00
0659	PAYNES INC	E	5/02/2016			999999		337.50
0661	SAFETY-KLEEN SYSTEMS INC	E	4/25/2016			999999		252.50
0728	ICMA	D	4/22/2016			999999		896.23
0746	CDL ELECTRIC COMPANY INC	E	5/02/2016			999999		675.76
0806	JOHN L CUSSIMANIO	E	5/02/2016			999999		270.00
0823	TOUCHTON ELECTRIC INC	E	4/25/2016			999999		40.00
0823	TOUCHTON ELECTRIC INC	E	5/02/2016			999999		20.00
0866	AVFUEL CORPORATION	E	4/25/2016			999999		27,074.72
0961	KANSAS JUDICIAL COUNCIL	E	5/02/2016			999999		40.00
1033	BOLLINGER GROUP, LLC	E	5/02/2016			999999		100.00
1050	KPERS	D	4/22/2016			999999		36,502.60
1478	KANSASLAND TIRE OF PITTSBURG	E	4/25/2016			999999		896.12
1478	KANSASLAND TIRE OF PITTSBURG	E	5/02/2016			999999		47.50
1490	ESTHERMAE TALENT	E	4/25/2016			999999		25.00
1792	B&L WATERWORKS SUPPLY, LLC	E	5/02/2016			999999		1,263.45

VENDOR SET: 99 City of Pittsburg, KS
 BANK: 80144 BMO HARRIS BANK
 DATE RANGE: 4/20/2016 THRU 5/03/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
2025	SOUTHERN UNIFORM & EQUIPMENT L	E	4/25/2016			999999		119.98
2025	SOUTHERN UNIFORM & EQUIPMENT L	E	5/02/2016			999999		903.44
2161	RECORDED BOOKS, LLC	E	5/02/2016			999999		549.86
2186	PRODUCERS COOPERATIVE ASSOCIAT	E	4/25/2016			999999		126.25
2767	BRENNTAG SOUTHWEST, INC	E	4/25/2016			999999		1,510.40
2767	BRENNTAG SOUTHWEST, INC	E	5/02/2016			999999		1,300.00
2825	KANSAS DEPT OF ADMINISTRATION	E	4/25/2016			999999		640.44
3079	COMMERCE BANK	D	4/27/2016			999999		48,562.85
3142	COMMUNITY MENTAL HEALTH CENTER	E	4/25/2016			999999		150.00
3288	B & G MAJESTIC PROPERTIES, LLC	E	4/25/2016			999999		178.00
3668	MID AMERICA PROPERTIES OF PITT	E	4/25/2016			999999		1,000.00
3802	BRENNTAG MID-SOUTH INC	E	5/02/2016			999999		5,727.00
4085	GILMORE & BELL	E	5/02/2016			999999		1,350.00
4307	HENRY KRAFT, INC.	E	5/02/2016			999999		106.59
4390	SPRINGFIELD JANITOR SUPPLY, IN	E	5/02/2016			999999		95.99
4572	KANSAS RURAL WATER ASSOCIATION	E	4/25/2016			999999		205.00
4711	PENGUIN RANDOM HOUSE, LLC	E	5/02/2016			999999		33.75
5317	ULINE	E	4/25/2016			999999		178.49
5340	COMMERCE BANK TRUST	E	4/28/2016			999999		27,988.36
5396	KAYE LEWIS	E	4/25/2016			999999		6,350.57
5482	JUSTIN HART	E	5/02/2016			999999		10.00
5552	NATIONAL SIGN CO INC	E	4/25/2016			999999		312.14

VENDOR SET: 99 City of Pittsburg, KS
 BANK: 80144 BMO HARRIS BANK
 DATE RANGE: 4/20/2016 THRU 5/03/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
5566	VINYLPLEX INC	E	5/02/2016			999999		3,935.68
5590	HD SUPPLY WATERWORKS, LTD.	E	5/02/2016			999999		14,095.60
5725	RED THE UNIFORM TAILOR INC	E	5/02/2016			999999		1,492.93
5855	SHRED-IT US JV LLC	E	4/25/2016			999999		200.88
5904	TASC	D	4/22/2016			999999		7,533.47
6117	ALEXANDER OPEN SYSTEMS, INC	E	5/02/2016			999999		5,419.92
6203	SOUTHWEST PAPER CO INC	E	5/02/2016			999999		410.59
6389	PROFESSIONAL TURF PRODUCTS LP	E	5/02/2016			999999		660.46
6402	BEAN'S TOWING & AUTO BODY	E	4/25/2016			999999		136.00
6415	GREAT WEST TANDEM KPERS 457	D	4/22/2016			999999		4,061.00
6583	R.E. PEDROTTI CO, INC	E	4/25/2016			999999		3,957.00
6595	AMAZON.COM, INC	E	5/02/2016			999999		11,546.97
6952	ADP INC	D	4/22/2016			999999		3,843.45
6952	ADP INC	D	4/29/2016			999999		679.41
7028	MATTHEW L. FRYE	E	5/02/2016			999999		400.00
7038	SIGNET COFFEE ROASTERS	E	4/25/2016			999999		41.25
7038	SIGNET COFFEE ROASTERS	E	5/02/2016			999999		41.25
7077	MAJESTIC CAR WASH PITTSBURG, L	E	4/25/2016			999999		101.00
7100	FIRST UNITED METHODIST CHURCH	E	4/25/2016			999999		21,164.10
7108	KANSAS MUNICIPAL INSURANCE TRU	E	5/02/2016			999999		18,401.00
7237	J & R ENGINEERING / MARKETING	E	4/25/2016			999999		600.00
7283	CORESOURCE, INC	D	4/21/2016			999999		19,669.75

VENDOR SET: 99 City of Pittsburg, KS
BANK: 80144 BMO HARRIS BANK
DATE RANGE: 4/20/2016 THRU 5/03/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
7283	CORESOURCE, INC	D	4/28/2016			999999		34,277.74
7285	ALLSTATE BENEFITS	D	4/28/2016			999999		722.92
7290	DELTA DENTAL OF KANSAS INC	D	4/22/2016			999999		2,550.76
7290	DELTA DENTAL OF KANSAS INC	D	4/29/2016			999999		2,290.40
7377	US AWARDS INC	E	5/02/2016			999999		2,000.00
7401	JAMI L CROWDER	E	4/25/2016			999999		1,533.14
7415	CENTERPOINT ENERGY SERVICES, I	E	4/25/2016			999999		1,072.70
7423	SARAH CHENOWETH	E	5/02/2016			999999		189.00
7473	CAROL BAKKE	E	4/25/2016			999999		25.00
7477	JASON LEWELLEN	E	5/02/2016			999999		970.00
7496	SARA VACCA	E	5/02/2016			999999		127.77

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	60	89,120.14	0.00	89,120.14
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	13	206,493.48	0.00	206,493.48
EFT:	92	186,454.41	4.15CR	186,450.26
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS 0.00		
		VOID CREDITS 0.00		
		0.00	0.00	

TOTAL ERRORS: 0

VENDOR SET: 99 BANK: 80144	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
		165	482,068.03	4.15CR	482,063.88
BANK: 80144	TOTALS:	165	482,068.03	4.15CR	482,063.88

VENDOR SET: 99 City of Pittsburg, KS
 BANK: HAP BMO HARRIS BANK-HAP
 DATE RANGE: 4/20/2016 THRU 5/03/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
7396	MICHAEL L CHANDLER	R	5/02/2016			177140		750.00
6585	CLASS HOMES 1 LLC	R	5/02/2016			177141		151.00
1601	GRAIG MOORE	R	5/02/2016			177142		993.00
1800	DAN RODABAUGH	R	5/02/2016			177143		274.00
6451	NAZAR SAMAN	R	5/02/2016			177144		769.00
0472	LARRY SPRESSER, LLC	R	5/02/2016			177145		339.00
4636	WESTAR ENERGY, INC. (HAP)	R	5/02/2016			177146		856.00
0234	KENNETH A THORNTON	E	5/03/2016			999999		281.00
0372	CONNER REALTY	E	5/03/2016			999999		108.00
0855	CHARLES HOSMAN	E	5/03/2016			999999		23.00
1008	BENJAMIN M BEASLEY	E	5/03/2016			999999		448.00
1231	JOHN LOVELL	E	5/03/2016			999999		605.00
1609	PHILLIP H O'MALLEY	E	5/03/2016			999999		2,985.00
1638	VERNON W PEARSON	E	5/03/2016			999999		655.00
1688	DORA WARE	E	5/03/2016			999999		508.00
1982	KENNETH STOTTS	E	5/03/2016			999999		808.00
1985	RICK A MOORE	E	5/03/2016			999999		214.00
2542	CHARLES YOST	E	5/03/2016			999999		542.00
2624	JAMES ZIMMERMAN	E	5/03/2016			999999		1,538.00
2913	KENNETH N STOTTS JR	E	5/03/2016			999999		430.00
3067	STEVE BITNER	E	5/03/2016			999999		6,837.00
3082	JOHN R JONES	E	5/03/2016			999999		219.00

VENDOR SET: 99 City of Pittsburg, KS
 BANK: HAP BMO HARRIS BANK-HAP
 DATE RANGE: 4/20/2016 THRU 5/03/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
3114	PATRICIA BURLESON	E	5/03/2016			999999		215.00
3142	COMMUNITY MENTAL HEALTH CENTER	E	5/03/2016			999999		545.00
3183	AUGUST RUA FAMILY TRUST	E	5/03/2016			999999		520.00
3193	WILLIAM CROZIER	E	5/03/2016			999999		493.00
3218	CHERYL L BROOKS	E	5/03/2016			999999		481.00
3241	CHARLES P SIMPSON	E	5/03/2016			999999		782.00
3272	DUNCAN HOUSING LLC	E	5/03/2016			999999		4,832.00
3273	RICHARD F THENIKL	E	5/03/2016			999999		968.00
3593	REMINGTON SQUARE APARTMENTS ,	E	5/03/2016			999999		8,661.00
3668	MID AMERICA PROPERTIES OF PITT	E	5/03/2016			999999		3,237.00
3708	GILMORE BROTHERS RENTALS	E	5/03/2016			999999		267.00
3724	YVONNE L. ZORNES	E	5/03/2016			999999		712.00
3746	JAROLD BONBRAKE	E	5/03/2016			999999		321.00
3946	THOMAS E SPURGEON	E	5/03/2016			999999		548.00
4054	MICHAEL A SMITH	E	5/03/2016			999999		783.00
4218	MEADOWLARK TOWNHOUSES	E	5/03/2016			999999		2,079.00
4492	PITTSBURG SENIORS	E	5/03/2016			999999		3,455.00
4523	TODD A TROWBRIDGE	E	5/03/2016			999999		565.00
4564	TERRY L SIMPSON	E	5/03/2016			999999		183.00
4786	JENNIFER STANLEY	E	5/03/2016			999999		508.00
4928	PITTSBURG STATE UNIVERSITY	E	5/03/2016			999999		721.00
5039	VANETA MATHIS	E	5/03/2016			999999		275.00

VENDOR SET: 99 City of Pittsburg, KS
 BANK: HAP BMO HARRIS BANK-HAP
 DATE RANGE: 4/20/2016 THRU 5/03/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
5393	CARLOS ANGELES	E	5/03/2016			999999		1,755.00
5549	DELBERT BAIR	E	5/03/2016			999999		262.00
5583	ROBERT L NANKIVELL SR	E	5/03/2016			999999		181.00
5653	PEGGY HUNT	E	5/03/2016			999999		107.00
5658	DEANNA J HIGGINS	E	5/03/2016			999999		159.00
5676	BARBARA TODD	E	5/03/2016			999999		31.00
5834	DENNIS TROUT	E	5/03/2016			999999		450.00
5854	ANTHONY A SNYDER	E	5/03/2016			999999		456.00
5896	HORIZON INVESTMENTS GROUP INC	E	5/03/2016			999999		161.00
5906	JOHN HINRICHS	E	5/03/2016			999999		183.00
5939	EDNA RUTH TRENT IRREVOCABLE TR	E	5/03/2016			999999		211.00
5957	PASTEUR PROPERTIES LLC	E	5/03/2016			999999		1,912.00
5961	LARRY VANBECELAERE	E	5/03/2016			999999		96.00
6002	SALLY THRELFALL	E	5/03/2016			999999		222.00
6090	RANDAL BENNEFELD	E	5/03/2016			999999		660.00
6108	TILDEN BURNS	E	5/03/2016			999999		113.00
6130	T & K RENTALS LLC	E	5/03/2016			999999		1,299.00
6150	JAMES L COX	E	5/03/2016			999999		444.00
6161	MICHAEL J STOTTS	E	5/03/2016			999999		150.00
6172	ANDREW A WACHTER	E	5/03/2016			999999		208.00
6227	REGGIE & ANGELA BOLLINGER	E	5/03/2016			999999		455.00
6295	DAVID L PETERSON	E	5/03/2016			999999		318.00

VENDOR SET: 99 City of Pittsburg, KS
 BANK: HAP BMO HARRIS BANK-HAP
 DATE RANGE: 4/20/2016 THRU 5/03/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
6298	KEVAN L SCHUPBACH	E	5/03/2016			999999		7,770.00
6317	RONALD L EMERSON	E	5/03/2016			999999		151.00
6322	R JAMES BISHOP, LLC	E	5/03/2016			999999		399.00
6391	DOWNTOWN PITTSBURG HOUSING PAR	E	5/03/2016			999999		4,359.00
6394	KEVIN HALL	E	5/03/2016			999999		1,889.00
6413	MIKE ADAM	E	5/03/2016			999999		279.00
6441	HEATHER D MASON	E	5/03/2016			999999		994.00
6464	PRO X PROPERTY SOLUTIONS, LLC	E	5/03/2016			999999		2,460.00
6507	MARTHA E MOORE	E	5/03/2016			999999		304.00
6655	B&H DEVELOPERS, INC	E	5/03/2016			999999		4,075.00
6657	OZARKS AREA COMMUNITY ACTION C	E	5/03/2016			999999		1,069.10
6673	JUDITH A COLLINS	E	5/03/2016			999999		324.00
6753	REBECCA SPONSEL	E	5/03/2016			999999		664.00
6868	DAVID SIMPSON (308)	E	5/03/2016			999999		223.00
6886	DELBERT BAIR	E	5/03/2016			999999		439.00
6916	STILWELL HERITAGE & EDUCATIONA	E	5/03/2016			999999		5,496.00
6945	JAMES M KUKOVICH	E	5/03/2016			999999		544.00
6953	CARL ULEPICH	E	5/03/2016			999999		600.00
7024	KIMBERLY GRISSOM	E	5/03/2016			999999		883.00
7027	CALVIN THOMAS	E	5/03/2016			999999		455.00
7083	PITTSBURG HEIGHTS, LP	E	5/03/2016			999999		4,264.00
7112	RANDY VILELA	E	5/03/2016			999999		242.00

VENDOR SET: 99 City of Pittsburg, KS
BANK: HAP BMO HARRIS BANK-HAP
DATE RANGE: 4/20/2016 THRU 5/03/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
7222	MICHAEL WILBER	E	5/03/2016			999999		362.00
7232	JAMES TODD OR LISA LOVELL	E	5/03/2016			999999		173.00
7293	DAVID E OR DIANA L GARARD	E	5/03/2016			999999		187.00
7294	AMMP PROPERTIES, LLC	E	5/03/2016			999999		572.00
7312	JASON & TONYA HARRIS	E	5/03/2016			999999		102.00
7344	TERRY O BARTLOW	E	5/03/2016			999999		232.00
7385	EAST 600 PROPERTIES, LLC	E	5/03/2016			999999		320.00
7393	TERESA MCCLURE	E	5/03/2016			999999		326.00

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	7	4,132.00	0.00	4,132.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	89	97,342.10	0.00	97,342.10
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	

TOTAL ERRORS: 0

VENDOR SET: 99 BANK: HAP TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
	96	101,474.10	0.00	101,474.10
BANK: HAP TOTALS:	96	101,474.10	0.00	101,474.10

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
2519	EAGLE BEVERAGE CO INC	R	5/03/2016			177149		184.27

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1	184.27	0.00	184.27
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0			
VOID DEBITS:		0.00		
VOID CREDITS:		0.00	0.00	

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 99 BANK: MAN TOTALS:	1	184.27	0.00	184.27
BANK: MAN TOTALS:	1	184.27	0.00	184.27

VENDOR SET: 99 City of Pittsburg, KS
 BANK: TBRA BMO HARRIS BANK-TBRA
 DATE RANGE: 4/20/2016 THRU 5/03/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1616	CITY OF PITTSBURG	R	5/02/2016			177147		75.00
4636	WESTAR ENERGY, INC. (HAP)	R	5/02/2016			177148		32.00
3272	DUNCAN HOUSING LLC	E	5/03/2016			999999		204.00
3668	MID AMERICA PROPERTIES OF PITT	E	5/03/2016			999999		370.00
4218	MEADOWLARK TOWNHOUSES	E	5/03/2016			999999		969.00
6391	DOWNTOWN PITTSBURG HOUSING PAR	E	5/03/2016			999999		1,215.00

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	2	107.00	0.00	107.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	4	2,758.00	0.00	2,758.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 99	BANK: TBRA	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			6	2,865.00	0.00	2,865.00
BANK: TBRA	TOTALS:		6	2,865.00	0.00	2,865.00
REPORT TOTALS:			270	586,591.40	4.15CR	586,587.25

Passed and approved this 10th day of May, 2016.

John Ketterman, Mayor

ATTEST:

Tammy Nagel, City Clerk

(Published in The Morning Sun on May 13th, 2016)

ORDINANCE NO. G-1251

AN ORDINANCE, amending Section 6-1 of the Pittsburg City Code regarding penalties for purchase, possession or consumption of alcoholic liquor or cereal malt beverages by persons under 21 years of age.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF PITTSBURG,

KANSAS:

Section One. Section 6-1 of the Pittsburg City Code is hereby amended to read:

(a) No person under the age of 21 years shall represent that he is 21 years of age or older for the purpose of asking for, purchasing or receiving alcoholic liquor or cereal malt beverages from any association, partnership, corporation, or natural person, except in cases authorized by law.

(b) No person under 21 years of age shall possess or consume alcoholic liquor or cereal malt beverages or attempt to purchase or purchase alcoholic liquor or cereal malt beverages.

(c) No person shall knowingly sell, give away, procure, deliver, or permit the sale, gift, procuring or delivery of any alcoholic liquor or cereal malt beverages to or for any person who is disabled or is physically or mentally incapacitated due to consumption of cereal malt beverage or alcoholic liquor.

(d) No person shall, either directly or indirectly, sell, give away, procure, deliver, or permit the sale, gift, procuring or delivery of any cereal malt beverage or alcoholic liquor to or for any person who is under 21 years of age.

(e) Violations of subsections (c) or (d) of this Section by any association, partnership, corporation or natural person, including the agents, officers, and employees thereof, is a misdemeanor punishable by a fine of not less than \$100 and not more than \$250 or imprisonment not exceeding 30 days, or both, for each separate violation. In addition, the judge of the municipal court may suspend the cereal malt beverage license and/or retailer's license of any license holder found guilty of violating any of such provisions for a period of time not to exceed 60 days. Notwithstanding anything to the contrary in this Section, it shall not be a violation by the individual's parent or legal guardian if the possession or consumption of the alcoholic liquor or cereal malt beverage by a person under 21 years of age is permitted, supervised, and furnished by such parent or legal guardian.

(f) Violations of subsections (a) and (b) of this Section by a person 18 or more years of age but less than 21 years of age is a misdemeanor punishable by a minimum fine of \$200. In addition to a fine, the court may order the offender to do either or both of the following:

(1) Perform 40 hours of public service; or

(2) Attend and satisfactorily complete a suitable educational or training program dealing with the effects of alcohol or other chemical substances when ingested by humans.

(g) Upon a first conviction of a violation of this Section by a person 18 or more years of age but less than 21 years of age, the court shall order the division of vehicles to suspend the driving privilege of such offender for 30 days.

(h) Upon a second conviction of a violation of this Section by a person 18 or more years of age but less than 21 years of age, the court shall order the division of vehicles to suspend the driving privilege of such offender for 60 days.

(i) Upon a third or subsequent conviction of a violation of this Section by a person 18 or more years of age but less than 21 years of age, the court shall order the division of vehicles to suspend the driving privilege of such offender for one year.

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

PASSED AND APPROVED BY THE GOVERNING BODY of the City of
Pittsburg, Kansas this 10th day of May, 2016.

John Ketterman - Mayor

ATTEST:

Tammy Nagel - City Clerk

ORDINANCE NO. G-1252

AN ORDINANCE, amending Section 6-2 of the Pittsburg City Code regulating the time and location of dispensing and sale of alcoholic liquor and cereal malt beverage in the City of Pittsburg.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF
PITTSBURG, KANSAS:

Section One. Section 6-2 of the Pittsburg City Code is hereby amended to read:

Sec. 6-2. Prohibiting entry of persons under age 21.

(a) *Definitions.* The following words, terms and phrases, when used in this Section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

Alcoholic liquor, caterer, cereal malt beverage, class A club, class B club, club, drinking establishment, and temporary permit mean as set forth in Section 6-181.

Dispense or sold means to furnish, transfer, exchange or barter in any manner or by any means whatsoever, with or without a consideration, cereal malt beverage and/or alcoholic liquor.

Food means any raw, cooked or processed edible substance or ingredient, other than alcoholic liquor or cereal malt beverage, used or intended for use or for sale, in whole or in part for human consumption.

Licensee or permit holder means either a partnership, association or corporation including the agents, officers, and employees thereof, or a natural person holding a license or permit to operate a club or drinking establishment, or holding a caterer's license, a temporary permit, or a license to sell cereal malt beverage and/or alcoholic liquor for consumption on the premises.

Pool hall means a premises where the primary business relates to customers engaging in billiards or pool.

Premises means the location of any place, whether or not licensed for the sale of cereal malt beverage and/or alcoholic liquor, where either cereal malt beverage or alcoholic liquor is dispensed or sold for consumption on the premises.

Restaurant means a business that prepares and sells food directly to consumers for immediate consumption on the premises.

(b) *Unlawful entry; licensee or permit holder absolutely liable.*

- (1) It shall be unlawful and the licensee or permit holder shall be absolutely liable, whether with or without consent or knowledge, if any person under 21 years of age enters or remains upon any premises where cereal malt beverage and/or alcoholic liquor is dispensed or sold for consumption on the premises. This Section shall not apply to persons under 21 years of age who are on the premises if accompanied by a parent or a legal guardian.
- (2) It shall be unlawful for any licensee or permit holder, or any owner, officer or employee thereof, to knowingly or unknowingly permit any person under 21 years of age to enter or remain upon any premises where cereal malt beverage and/or alcoholic liquor is dispensed or sold for consumption on the premises. This Section shall not apply to persons under 21 years of age who are on the premises if accompanied by a parent or legal guardian.
- (3) It shall be a defense to the prosecution hereof if the person under 21 years of age exhibited to the defendant an unexpired driver's license, state nondriver's identification card or other official or apparently official document, containing a photograph of the person which purported to establish that such person was 21 or more years of age.

(c) *Unlawful entry; minor.* It shall be unlawful for any person under 21 years of age to enter or remain upon the premises of a licensee or permit holder where cereal malt beverage and/or alcoholic liquor is dispensed or sold for consumption on the premises. This Section shall not apply to persons under 21 years of age who are on the premises accompanied by a parent or a legal guardian.

(e) *Premises exempted.*

- (1) This Section shall not apply to and shall exempt the following licensees or permit holders, and any owners, officers or employees thereof:
 - i. Premises used primarily as a bowling alley;
 - ii. Any member in good standing of a veteran's organization while on the premises of the veteran's organization if he is a member thereof; and
 - iii. A restaurant which derives at least sixty percent (60%) of its gross revenues from the bona fide sale of food for consumption on the premises.
- (2) However, none of the premises mentioned in this Section shall be exempt from the provision of this Section if persons under the age of 21 are allowed to enter or remain on the premises while a dance is occurring on the premises.

(f) *Additional exemptions.* Further, this Section shall not apply to and shall exempt from its provisions the following premises:

- (1) Four Oaks Complex, the Memorial Auditorium, Lincoln Center, Schlanger Community Center, and the Senior Center at 3003 North Joplin Street;
- (2) Premises which are furnished to or occupied by any state officer or employee as a residence;
- (3) A private dining room of a hotel or motel, if the dining room is rented or made available on a special occasion only to an individual or organization for a private party and if no sale of alcoholic liquor takes place;
- (4) Lincoln Park during the Fourth of July celebration if cereal malt beverage is sold by a licensee or permit holder who has received permission from the Governing Body to transfer such license or permit for the particular occasion; and

(g) *Additional qualified exemptions.* This Section shall also not apply to and shall exempt from its provisions the following premises only between the hours of 11:00 a.m. and 9:00 p.m.:

- (1) Premises used primarily as a pool hall; and
- (2) A restaurant which derives less than sixty percent (60%) of its gross revenues from the bona fide sale of food for consumption on the premises.

(h) *Underage employees and vendors allowed.* Notwithstanding any provisions of this Section, it shall not be a violation of this Section for an employee of a licensee or permit holder who is at least 18 years of age to enter or remain on the premises, provided that the employee is under the on-premises supervision of the licensee or permit holder or an employee who is 21 years of age or older; or for an employee of a vendor to enter for the purpose of providing goods and services to the licensee or permit holder and remain only so long as to provide such goods and services.

(i) *Violations; penalty.* Violation of this Section is a misdemeanor punishable by a fine of not less than \$100 and not more than \$250 or imprisonment not exceeding 30 days, or both.

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

PASSED AND APPROVED BY THE GOVERNING BODY of the City of
Pittsburg, Kansas this 10th day of May, 2016.

John Ketterman - Mayor

ATTEST:

Tammy Nagel - City Clerk



DEPARTMENT OF PUBLIC WORKS

201 West 4th Street · Pittsburg KS 66762

(620) 231-4100
www.pittks.org

Interoffice Memorandum

TO: DARON HALL
City Manager

FROM: TROY GRAHAM
City Planner

DATE: May 3, 2016

SUBJECT: Agenda Item – May 10, 2016
Recommendation of the Planning and Zoning Commission
Request to Rezone Properties in the 500 Block of East 29th Street and
the 600 Block of East 30th Street from R-1C Single Family Residential
to RP-3 Planned Medium Density Residential

The Planning and Zoning Commission, in its meeting of April 25, 2016, considered a request submitted by Skip Motsenbocker of Point Royale Development to rezone properties in the 500 Block of East 29th Street and the 600 Block of East 30th Street from R-1C Single Family Residential to RP-3 Planned Medium Density Residential to allow for the future residential development of senior housing. Both properties are currently zoned R-1C but are in close proximity to the Community Health Center of Southeast Kansas (CHCSEK) and other properties that are currently zoned RP-3.

After reviewing all the evidence presented, the Planning and Zoning Commission voted unanimously to recommend to the Governing Body **APPROVAL** of this rezoning request based on the following criteria:

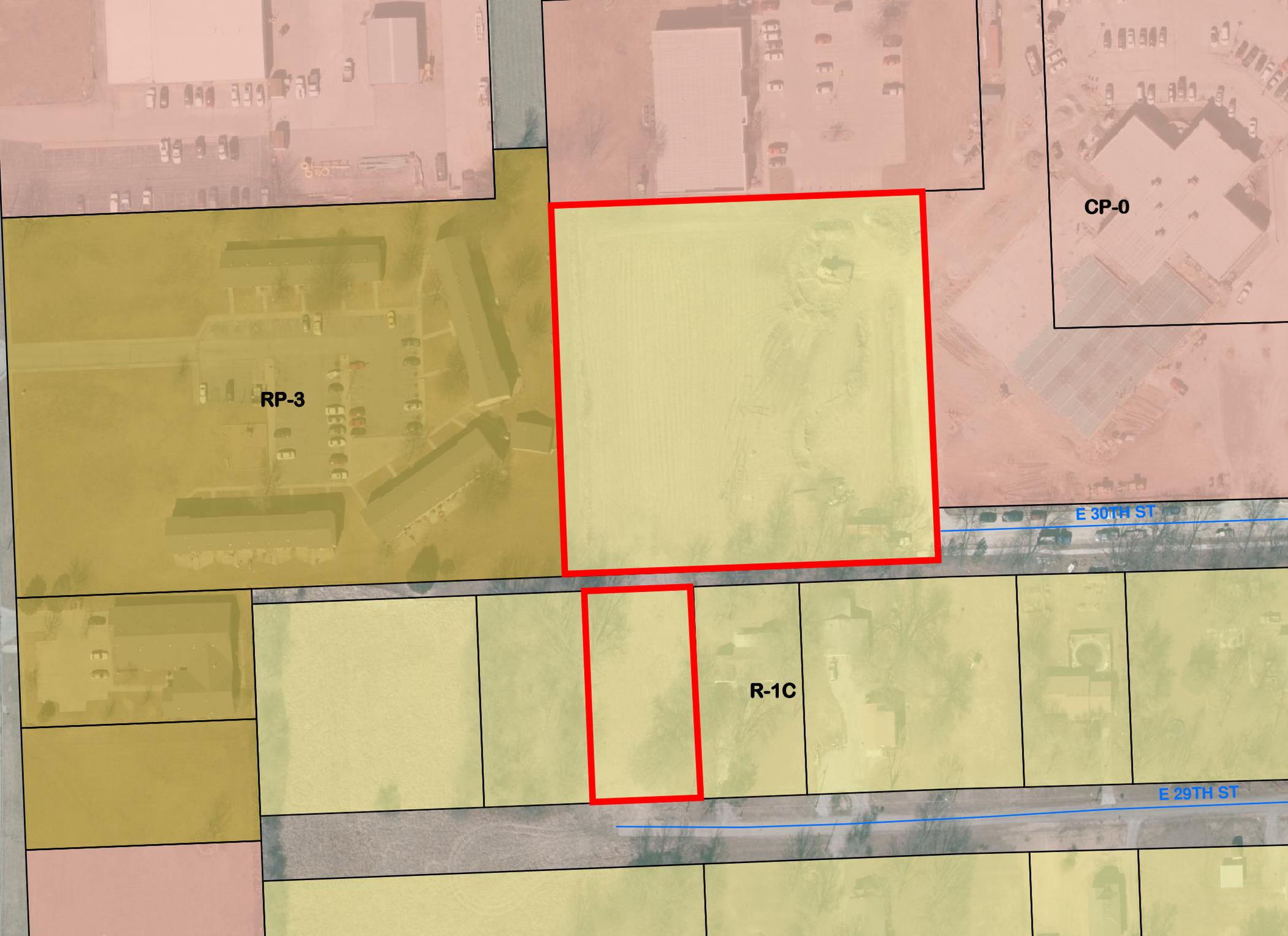
1. **Character of the neighborhood.** The properties are located in an area that is a mix of residential as well as commercial developments. The commercial developments are mostly office and medical in usage. The area was once a mix of agriculture and single family residential but has developed into a different type of use over the past 30+ years.
2. **Zoning and uses of nearby properties.** Zoning in the area is a mix of land used including commercial and residential. The parcel to the west is zoned RP-3 Planned Medium Density Residential, the parcels to the north and east are zoned CP-0 Planned Commercial Office and the parcels to the south are zoned R-1C Single Family Residential.

MEMO TO: DARON HALL
MAY 3, 2016
PAGE TWO

3. ***Suitability of the subject property for the uses to which it is being considered.*** The properties have been zoned single family residential due to the past usage when the Zoning Ordinance was approved. The uses around the properties have developed into a commercial land use with the expansion CHCSEK and the apartment complex directly west of the property. Rezoning this property to medium density residential would complement the neighboring properties.
4. ***Length of time the subject property has remained vacant as zoned.*** The area was re-platted back in the early 80's and has not been redeveloped since this time.
5. ***The extent to which removal of the restrictions will detrimentally affect the nearby property.*** Rezoning the property should not have a detrimental effect to the area. There are other properties located directly adjacent to these properties that are zoned similar in naturel.
6. ***Relative gain to public health, safety, & welfare.*** Health, Safety, & Welfare should not be adversely affected by the rezoning of the property.
7. ***Conformance to Master Plan.*** The area to be rezoned is shown on the Master Plan as high-density residential.
8. ***Staff Recommendation:*** Approve. This area has been slowly developing and making a shift to higher density residential and commercial land uses.

In this regard, would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, May 10, 2016. Action necessary will be for the Governing Body to consider the recommendation of the Planning and Zoning Commission and if they are in agreement with the recommendation as provided, approve Ordinance No. G-1253 rezoning the property. If the Governing Body is not in agreement with the recommendation as provided, the State Statutes stipulate that the Governing Body, by a 2/3 majority, may override the recommendation or may return the recommendation to the Planning and Zoning Commission for further consideration. A return of the recommendation must be accompanied with a statement specifying the basis for the Governing Body's returning the recommendation.

Attachments: Map and Point Royale Flier
 Ordinance No. G-1253



RP-3

CP-0

E 30TH ST

R-1C

E 29TH ST



PITTSBURG, KS

Total Units: 50 Two-bedroom Single Level Duplex / Multiplex Homes (Two-Phases of 25 units).

Age Restriction: Affordable Senior (all occupants must be 55 years of age.)

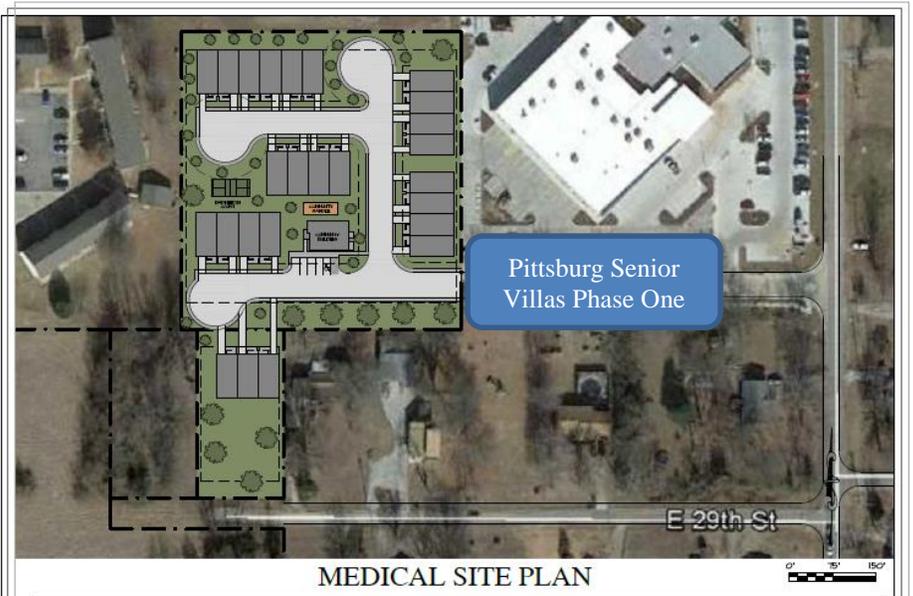
Pointe Royale Development, Inc. and Mid America Management were formed for the purpose of developing single-family and multi-family properties with an emphasis in providing high quality affordable housing. Our goal is to build the best home by utilizing quality materials and providing many amenities not typically found in other homes of the same rent structure. Managing our communities in a professional manner and maintaining them in top condition is of the utmost importance to our company and is clearly demonstrated by visiting any of our communities or viewing them at our website www.midamproperties.com.

PHASE ONE - TIMELINE

- Application for Credits:** February 2016
- Allocation by KHRC:** Spring 2016
- Construction Start:** Fall 2016
- Opening/Leasing:** Fall 2017

In Pittsburg, KS our plan is to build 50 new spacious 2BR/1.5BA homes in two 25-unit phases. The community will be developed as *single-story* affordable housing specifically for seniors where *everyone in the household must be 55 years of age or older*. In addition, residents may be retired, but most would need incomes at or below 60% of the median income which is currently \$46,000 approximately for this region.

Our new homes are equipped with modern kitchens including a dishwasher, refrigerator, stove/oven, garbage disposal and microwave. Providing extras such as washer / dryer hookups and a single-car garage in every unit is a great amenity, which allows many seniors the ability to live comfortably while scaling back. Quality laminate wood plank flooring, ceiling fans, and mini-blinds complete this pleasant living space that any senior would be proud to call home. We are also planning a community building so residents will have a common place for social gatherings and activities, which includes an on-site leasing/management office. For additional information please contact Skip Motsenbocker at 417.447.6303 Ext 108.



(Published in The Morning Sun on _____, 2016)

ORDINANCE NO. G-1253

AN ORDINANCE, providing for the change of certain area from Single Family Residential (R-1C) to Planned Medium Density Residential (RP-3), and amending and supplementing the Zoning District Boundary Map and Zoning Ordinance G-663 as amended, of the City of Pittsburg.

WHEREAS, the Planning and Zoning Commission of the City of Pittsburg, Kansas, has filed their report with the Board of Commissioners of the City of Pittsburg, Kansas, recommending amendment of said Ordinance relating to area and use zoning and amendment of the Zoning District Boundary Map.

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

Section 1. That the Planned Medium Density Residential (RP-3), as defined by the Zoning Ordinance, is hereby amended and supplemented to include the following described real estate in the City of Pittsburg, Crawford County, Kansas, to-wit:

A portion of the Northeast quarter, of the Northwest quarter, of Section 17, Township 30 South, Range 25 East, of the 6th principle meridian, Pittsburg, Crawford County, Kansas, bounded and described as follows:

Beginning at the Southeast corner of the Northeast quarter, of the Northwest quarter, thence North 343.91 feet, thence West 322.8 feet, thence South 343.91 feet, and thence East 322.8 feet to the point of beginning.

And

Lot 7 in Snyder's Subdivision to the City of Pittsburg, Crawford County, Kansas, according to the recorded plat thereof.

Section 2. That Zoning Ordinance No. G-663, as amended, including the Zoning District Boundary Map adopted on May 28, 1991, and periodically revised, is hereby amended and supplemented to include the area and use as set out in the preceding section.

Section 3. This Ordinance shall take effect and be in force from and after its passage and publication in the official City newspaper.

ADOPTED AND APPROVED this ____ day of _____, 2016.

Mayor – John Ketterman

ATTEST:

City Clerk - Tammy Nagel

(SEAL)



Memorandum

TO: Daron Hall, City Manager

FROM: Blake Benson, Economic Development Director

DATE: May 4, 2016

SUBJECT: May 10, 2016 Agenda Item
Community Health Center of Southeast Kansas expansion

The Community Health Center of Southeast Kansas (CHC/SEK) opened in 1997 as an outreach service of Mt. Carmel Regional Medical Center in Pittsburg. It was then designated as southeast Kansas' only Federally Qualified Health Center in November 2002. Since then, CHC/SEK has grown to become Kansas' largest non-profit health system, serving over 40,000 patients through 10 different sites throughout Southeast Kansas.

In March 2016, CHC/SEK was awarded \$325,000 in ongoing federal funding to establish and operate an outpatient substance abuse treatment program in Southeast Kansas. This grant supports the establishment of a comprehensive, evidence-based outpatient treatment program and, toward that end, CHC/SEK applied for and received state licensure as a Substance Abuse Outpatient Treatment Center. Eight new professionals have/are being recruited to staff this expanded service.

However, the grant does not cover building acquisition costs needed to house the new program. After considering various options on where best to place this new service and other recent additions that have also added staff to the CHC/SEK, the organization's board of directors approved the purchase of the former TFI building at 3101C N. Michigan. This is a \$737,500 investment by the CHC/SEK, but approximately \$100,000 in additional renovations and building repairs will be needed

to fully meet the demands of the proposed outpatient addiction treatment program. The CHC/SEK applied for \$100,000 in Revolving Loan Fund assistance to make these necessary repairs.

The EDAC considered this request at its May 4, 2016, and ultimately recommended providing a \$100,000 loan to the CHC/SEK at 0% interest, to be repaid over three years.

Please place this item on the agenda for the City Commission meeting scheduled for Tuesday, May 10, 2016. Action being requested is the approval or denial of the loan forgiveness recommendation and, if approved, authorize the Mayor to sign the appropriate documents.



APPLICATION FOR LOAN
CITY OF PITTSBURG, KANSAS
ECONOMIC DEVELOPMENT REVOLVING LOAN FUND
(SALES TAX)

I. GENERAL INFORMATION

1. Community Health Center of SEK / 04/28/2016
Name of Applicant Firm / Date of Request

3011 N. Michigan, Pittsburg, KS 66762 / 620-231-9873
Firm Address / Firm Phone Number

3. Names and addresses of all persons or corporation who would be obligated as either applicant or personal guarantors of loans:
Not applicable
Name / Address
Not applicable
Name / Address

4. Names and addresses of the principal officers and directors of the applicant:
Krista Postal, CEO & President / 3011 N. Michigan, Pittsburg, KS 66762
Name / Address
Douglas Stuckey, CFO / 3011 N. Michigan, Pittsburg, KS 66762
Name / Address
Dawn Flores, Chair / 111 W. Forest, Pittsburg, KS 66762
Name / Address

5. Nature of applicant's business:
Non-profit healthcare corporation providing quality, affordable, accessible, medical dental and mental health services to the people of southeast Kansas regardless of ability to pay.

6. The products to be assembled or manufactured or service to be rendered:
This project facilitates the expansion of its existing services to include outpatient addiction treatment services.

7. Mark Werner / 620-232-2442
Applicant's Attorney / Phone Number

8. Not applicable /
Applicant's Financial Advisor / Phone Number

9. Douglas Stuckey, CPA 620-231-9873
Applicant's Accountant Phone Number
10. Estimated amount of loan: \$ \$100,000
11. Number of years to retire loan: 3
12. List previous loans and credit references:
\$2.8 million in loans from University, Community National and Arvest Banks since 2003;
all payments timely remitted; \$977,000 outstanding as of 2/29/16. References attached.

II. **USE OF LOAN PROCEEDS**

1. Amount requested for purchase of land: \$ 0
2. Amount requested for land improvements (bldgs): \$ 0
3. Amount requested for machinery and equipment: \$ \$100,000
4. Capitalized debt service: \$ 0
5. Loan closing costs: \$ 0
6. Working capital: \$ 0
7. Other (specify) \$ 0
- TOTAL REQUEST: \$ \$100,000

III. **LOAN PROPOSAL**

1. Will the loan refinance an existing project? No
2. Will the loan proceeds be used to expand or replace an existing facility? No
3. Is the applicant presently located in the City of Pittsburg? Yes
4. What type and size of building will be constructed? CHC/SEK is
purchasing a 12,000 sq. ft. building immediately west of its existing facility.
5. Name and address of contractor and/or architect:
Not applicable.
6. What type of equipment will be financed? Telecommunications equipment compatible with
extension of CHC/SEK's high speed fiber; replacement of existing HVAC equipment; office
equipment; minor interior and external renovation/repairs.

7. If the applicant will be in direct competition with local firms,
- (a) Name of firms: Not applicable. All staff are members of the Via Christi Hospital medical staff.
-
- (b) Describe nature of the competition: Focus of expansion is addiction treatment with CHC/SEK partnering with DCCCA and Community Mental Health Center of Crawford County--the only entities currently providing services.
-

IV. LOAN ANALYSIS

1. Has a financial advisor submitted an analysis indicating the need for the loan, the advisability of the loan or benefit to the applicant of the loan?
No
 (If yes, attach a copy to this application.)
2. Has additional financing, whether internally generated or through other loans, been arranged? (If yes, explain on an attached sheet) Now seeking bids for financing.
3. Has the applicant investigated conventional financing?
The majority of the expense will be funded through conventional funding now being solicited from local vendors.

V. PROPOSED LOCATION

1. Location of the proposed facility: 3101C N. Michigan, Pittsburg
2. If the facility is a proposed expansion or replacement of another plant, state size and location of current operations:
The facility being acquired is located immediately west of CHC/SEK's main facility at 3011 N. Michigan.
3. What percentage of the facility will be occupied by the applicant? 100%
4. Is the prospective location properly zoned? Yes

5. If a zoning change is pending, cite application number and present status. If application has not been made, briefly describe what change will be needed and plans for submitting application:

Not applicable

6. If unusual demands for water or sewer services or police or fire protection will be made, specify the demands:

Not applicable

VI. OWNERSHIP AND MANAGEMENT

1. Describe the organizational structure of applicant (proprietorship, partnership, subsidiary, corporation, etc.):

CHC/SEK is a Kansas not-for-profit 501(c)(3) corporation that is "patient-owned and operated."

A majority of its Board are patients.

Note relationship to a parent company: Not applicable

2. What portion of the project is being financed from other company funds (in addition to this loan)?

\$ 0

Please explain The building is being purchased through a conventional loan acquired by CHC/SEK.

3. Describe all threatened or outstanding litigation

None.

4. Attach proforma statements for the first three (3) years of operation after issuance of the loan, including revenue projections, operating expense projections and a debt amortization schedule.

VII. MEASURE OF ECONOMIC GROWTH AND BENEFIT

1. What dollar amount of sales is contemplated? See narrative.

2. What percentage of sales will be sold locally? See narrative.
-

3. What is the estimated amount of merchandise and services purchased locally, per year?
See narrative.

4. How many people will the project employ:

Type:	Professional	8
	Technical	0
	Clerical	0
	General Labor	0

5. Number of current full-time employees at applicant's present location: 164

6. What is ratio of loan fund dollars to jobs created? 1:\$12,500

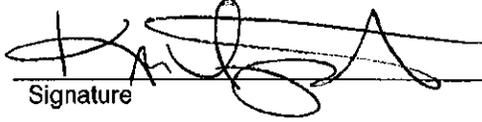
VIII. In order to facilitate the timely processing of the application, please attach as part of the proposal the following items:

1. Copies of applicant's financial statements for the past three years certified as correct by the owner or an authorized officer.
2. Applicant's most recent annual or quarterly financial report.
3. Interim financial statements, to date, for the current fiscal year.
4. Financial statements, current to date, for each personal guarantor, on forms, certified by a Certified Public Accountant or the guarantor.
5. Copies of both federal and state income tax returns filed by applicant and each personal guarantor during the past three years.
6. In certain cases, due to the size of the loan, audited financials may be required.
7. Completed business plan with three year financial projections.
8. Loan (if approved) must be personally guaranteed.

IX. Applicant should be aware that additional financial data shall be required if requested by the City Manager, City Attorney or any other persons authorized by the City of Pittsburg, Kansas, including the Economic Development Revolving Loan Fund (Sales Tax) Committee (EDAC).

X. Attached hereto is a copy of the Collateral Requirements for the Economic Development Revolving Loan Fund (Sales Tax) for informational purposes. HOWEVER, APPLICANT ACKNOWLEDGES AND AGREES THAT SAID REQUIREMENTS AS WELL AS THIS APPLICATION ARE A SET OF GUIDELINES AND ANY OF THE PROVISIONS STATED THEREIN MAY BE WAIVED OR ADDED TO AT THE DISCRETION OF THE PITTSBURG CITY COMMISSION.

XI. EACH APPLICANT ALSO EXPRESSLY AGREES AND UNDERSTANDS THAT THE CITY'S MONETARY PLEDGE OF MONIES FROM THE FUND AND COMMITMENTS MADE IN ANY AGREEMENT SHALL BE CONTINGENT UPON THE CITY CONTINUING TO COLLECT THE ONE-HALF CENT CITY RETAILERS' SALES TAX; AND APPLICANT ACKNOWLEDGES THAT SAID SALES TAX MAY BE DISCONTINUED AS PROVIDED BY THE PROVISIONS OF K.S.A. 12-187 et. seq. AND AMENDMENTS THERETO, AT ANY TIME.



Signature

4/28/2016

Date

President/Chief Executive Officer

Title

SUMMARY OF THE COMMUNITY HEALTH CENTER OF SOUTHEAST KANSAS' EXPANSION PROJECT FOR REVOLVING LOAN FUND CONSIDERATION

The Community Health Center of Southeast Kansas continues to experience tremendous growth throughout southeast Kansas but, most certainly, within its home community of Pittsburg, KS. With a total of ten sites throughout southeast Kansas – three of those in Crawford County – CHC/SEK serves more than 40,000 patients annually through 130,000 patient visits. With an overall budget of almost \$22 million, its annual payroll (not including an additional 20% for benefits) is \$12,349,176 with \$8.2 million devoted to its Pittsburg staff; average salary is \$49,053. (See attached fact sheet for historical growth and service summary.) During its 13-year-history, it has attracted more than \$61,000,918 in federal and state funding into the region including \$7,306,748 in capital grant funding for Crawford County alone.

Over the last two years, CHC/SEK has been awarded funding from the city of Pittsburg specific to drug and alcohol programming and, as a result, there has been a growing awareness of the need for increased resources and a unified effort to begin reversing an alarming trend. Recent data supports a dramatic increase in prescription drug abuse now resulting in more accidental deaths in southeast Kansas (and Crawford County) than motor vehicle accidents. In response, CHC/SEK did pursue federal grant support and, in March 2016, CHC/SEK was awarded \$325,000 in ongoing federal funding to establish and operate an outpatient substance abuse treatment program in southeast Kansas. This grant supports the establishment of a comprehensive, evidence-based outpatient treatment program and, toward that end, CHC/SEK applied for and received state licensure as Substance Abuse Outpatient Treatment Center. Eight new professionals have/are being recruited to staff this expanded service with Ray Brecheisen, a founding CHC/SEK board member and licensed alcohol and drug counselor, directing our new program.

Space for this new service, however, was a challenge and, after serious discussion regarding locations, it was agreed that it would be best for multiple reasons to incorporate the new services into CHC/SEK's existing 42,000 sq. ft. main clinic at 3011 N. Michigan which offers medical, dental, behavioral health services in one location along with a full-service pharmacy (medication assisted treatment is a major component of the program). Substance abuse is recognized as a medical diagnosis and segregating it from mainstream healthcare has been shown to reduce access to care and detrimental to the recovery process. In addition to working closely with a physician, the program includes a care team composed of counselors, social workers, peer specialists and nursing staff providing evidenced-based treatment demonstrated to be the most successful in overcoming alcohol or drug addiction.

(At the same time as this new service is developing, a rural medicine track at CHC/SEK for medical students from KU Medical Center in their last 18 months of training was approved for Pittsburg beginning November 2016. To support their staff and the eight students who will be ultimately participating, office and classroom space will be needed. With long-range plans by KU including the development of a three-year family practice residency program at CHC/SEK,

the need for even more support space has been identified. It is hoped this partnership will ultimately attract more physicians to southeast Kansas with studies indicating that the majority of doctors typically work within 75 miles of where they have trained.)

Consequently, to accommodate all this growth, it was apparent non-clinical staff – currently occupying a large portion of the original CHC/SEK clinic space -- would need to be relocated. Specifically, this includes administration, billing, medical records, quality assurance, scheduling, human resources and a dozen other employees that support operations but have minimal patient contact. Options were explored and the availability of a 12,000 sq. ft. office building next to CHC/SEK at 3101C N. Michigan – originally occupied by TFI (who provided foster care services under a state contract that was not renewed) – seemed like the ideal solution.

Negotiations for the purchase of the building have been completed with an agreed-upon purchase price of \$737,500 (down from the original \$850,000 asking price) and a total budget of \$837,500 which includes minor renovations and building repairs including partial replacement of the air conditioning system. Of this, CHC/SEK is requesting a \$100,000 forgivable loan over a three-year period through the city's Revolving Loan Fund to be used to fund the needed improvements including extension of the high-speed fiber network and a compatible telecommunications system along with minor renovation. An additional eight professional employees will be recruited and occupy the space vacated in the main building. It is anticipated that 75% of the individuals receiving services through the outpatient addiction treatment program will originate from Crawford County, with the remainder from adjacent counties/communities.

Ideally, services will be fully coordinated with the Community Mental Health Center of Crawford County who provides inpatient addiction treatment services at its Girard, KS facility and were in full support of our project. (Discussions are now underway regarding relocation of their services to Pittsburg near CHC/SEK and adjacent to CMHCC's existing offices and facilities at 3101A and 3101B N. Michigan which should attract even more jobs back into Pittsburg.)

Annual budget for the outpatient addiction treatment center is \$505,661; positions are now being filled that will attract new residents to the community and/or create opportunities to retain new graduates that will otherwise have to leave the area for comparable jobs.

This new service is also expected to help begin addressing the challenges faced by local law enforcement and the court systems who have experienced an increase in drug-related arrests and convictions with few alternatives beyond incarceration. Ultimately, it should improve the overall quality of life of all our residents as we work to overcome the disparities common in what is unfortunately the poorest and least healthy region of Kansas.

We believe this is only the beginning of what can and will be a community-wide effort to prevent the needless loss of life that touches all of our lives. The \$100,000 is not only an investment in CHC/SEK, but also the lives of the one in three Pittsburg residents who benefit from our services.



Memorandum

TO: Daron Hall, City Manager

FROM: Blake Benson, Economic Development Director

DATE: May 5, 2016

SUBJECT: May 10, 2016 Agenda Item
ArtForms Gallery, LLC request

ArtForms Gallery, an artist's cooperative, has recently opened at 620 North Broadway in downtown Pittsburgh. The project will provide display areas and sales opportunities for Southeast Kansas artists by giving them the opportunity to share resources and skills within the membership.

Along with offering high-quality handmade arts and fine crafts for sale, the ArtForms Gallery also has classroom space for educational opportunities and workshops for its members and the community. However, the renovating this classroom space will cost approximately \$4,500 and the group utilized most of its initial resources to cover up-front lease and other start-up costs. As a result, ArtForms Gallery, LLC, made application to the Revolving Loan Fund (RLF) for assistance in covering the renovation costs associated with the classroom space.

The EDAC considered this request at its May 4 meeting. Although not a large project, the EDAC felt that further enhancement of the Pittsburgh arts scene is an important part of economic development, as it is now playing a more prominent role in attraction on businesses and employees to our community. The EDAC voted unanimously to recommend to the City Commission that the City inject \$4,500 from the Revolving Loan Fund (RLF) to assist with the necessary renovations at the ArtForms Gallery location.

Please place this item on the agenda for the City Commission meeting scheduled for Tuesday, May 10, 2016. Action being requested is the approval or denial of the loan forgiveness recommendation and, if approved, authorize the Mayor to sign the appropriate documents.



620 N Boradway Pittsburg, KS 66762
620-240-0165

Updates since March 2, 2016

- We have moved and set up in our location at 620 N Broadway in beautiful downtown Pittsburg. Our soft opening in Thursday May 5, and beginning plans for a grand opening, soon.
- Our doors were open to the public for the April 22nd Artwalk and we were overwhelmed by the number of visitors. The gallery was full all evening. Many people expressed delight with the venue, business model and anticipation of classes. We sold 5 pieces of art that evening for \$138.50 in sales.
- We had 8 PAID artists on board in March, we now have 16, with 2 more jurying Tuesday May 3 at our meeting.
- Because we did not have as many artists as budgeted, we could only lease the front gallery part of the building, but we convinced John Kutz it would be a good investment for the community to go ahead and allow us it's use it for 6 months. A (\$250/mo x 6 = \$1500) inkind investment to us and the community.
- Our first class is scheduled for May 22.
- As part of the renovation to the building 620 N Broadway, John Kutz installed the needed lighting and art hanging apparatus which saved us \$1000 in start up costs.
- Because our members believe in themselves, and the ArtForms Gallery LLC organization, artists have paid \$4700 combined in up front rent to allow us to cover start-up expenses.
- We have developed a website <http://www.artforms-gallery.com/> Facebook page with 343 followers, Trip Advisor listing, Twitter and Instagram accounts. Response has been very positive.
- Artists have donated and loaned furniture, cleaning supplies, trash cans, etc. so we could open and spend as little as possible.
- Hippie Clay (Alan and Sandra Kirby) donated a smart phone valued at \$200
- Obtained LLC status by meeting with attorney, but completing paperwork ourselves saving approximately \$400

ArtForms Gallery LLC Impact

Financial Impact:

- Artists will be able to sell their work locally and affordably
- The artists will have more time to produce art due to the sharing of the work at the Gallery.
- Provides the artist affordable space for selling art.
- Money spent on classes will stay in Pittsburg and not be spent in surrounding towns.
- This Gallery will be another stopping place in the art loop from Kansas City, Fort Scott, Chanute to Joplin/Tulsa. This will take place by networking with other communities. And by networking with other communities, people will stop in Pittsburg to shop and dine. The local SBDC is working with several communities and connecting us to them.
- Provides a platform for other businesses to showcase artists within their own businesses.
- Provides consumers an opportunity to purchase local work from local artists instead of buying imports.
- Provides a new venue for home decor.
- Through TripAdvisor, Facebook, Twitter, Instagram, etc. the ArtForms Gallery LLC will attract out of town visitors to Pittsburg.
- Another sad empty building on Broadway is now beautiful, vibrant and now being used for business.

Community Impact:

- Provides the citizens of Pittsburg, Crawford County, and Southeast Kansas a place to purchase affordable art.
- Through art demonstrations, classes and enhanced art events, the citizenry will gain a new appreciation of how art is an essential part of living.
- Provides another avenue to bring people to Downtown Pittsburg.
- ArtForms Gallery LLC will actively network with other businesses in enhancing services through/with art.
- Our presence will enhance SEK ArtFest, Art Walks and all other Downtown/Pittsburg events.
- With the building being occupied and filled with beautiful art, the Downtown becomes more attractive for consumers.

ArtForms Gallery LLC will be open for business on Saturday 9-7, Sunday 11-4, and Tuesday-Friday 11-7.

Strategies for attracting consumers to the Gallery include but not limited to:

- We have created a Web site and Facebook presence. Our QR code will be displayed in the Gallery, front door, classroom etc., for access to instant information on a smart phone.
- Offer classes of all art genres and all sizes of projects.
- Hold art events such as : Art and Wine parties, Artie Parties, Featured Artists Receptions, weekly drawings, sell ArtForms T-Shirts, etc. Basically through art, generate money for our artists and the Gallery.
- Create alliances with KSU Extension, Pittsburg Public Library, Greenbush, and any other agencies that might be interested in offering classes in the arts but don't have the space, supplies or access.
- Offer gift certificates for class fees.
- Apply for grants to supplement class fees for patrons who do not have the means to pay.
- Create Customer Wish Lists
- Encourage artists to create products that can be patented.
- Maintain email and snail mail lists for newsletters and notifications of show openings, classes and gallery events.
- Network with other businesses highlighting what services we can offer to enhance sales/products for their businesses.
- Registered with Trip Advisor, Google Business, and other sites.
- Join the Pittsburg Chamber of Commerce.
- Network with other art communities.
- Give away an ArtForms Gallery LLC magnet with every purchase or something similar.
- Free gift wrapping for customers that purchase our art.
- Work with the SBDC of PSU on a regular basis to learn of new ways to keep our customers coming to our Gallery. They have been an outstanding resource to us.
- Keep the Gallery full of art, changing the spaces/art every 6 weeks. Provide attractive window dressings, and keep membership at 22 members.

ArtForms Gallery LLC Start-up Expenses

Start up Income & Expense	Expense	Waiting or Donated	Income
Initial Member Fee 16 artists			\$1,600.00
Prepaid rent from artists			\$3,100.00
Accounting LLC	\$165.00		
Rent Deposit	\$750.00		
Rent	\$500.00		
Legal Fees	\$100.00		
Westar	\$0.00		
City of Pittsburg	\$75.00		
Cell phone		\$200.00	
Credit card reader	\$50.00		
Web Site		\$300.00	
6' Tables - 4		\$200.00	
Chairs -24	\$100.00		
Shopping Bags 3 sizes S, M, L	\$100.00		
Business Cards	\$25.00		
City Business License	\$35.00		
Sign		\$1,000.00	
Chamber Membership		\$185.00	
Post Cards	\$50.00		
Misc office supplies	\$100.00		
Events budget food & beverage	\$100.00		
Classroom remodeling		\$3,000.00	
TOTAL STARTUP INCOME & EXPENSES	\$2,150.00	\$4,885.00	\$4,700.00

An artist is somebody who produces things that people don't need to have.
-Andy Warhol

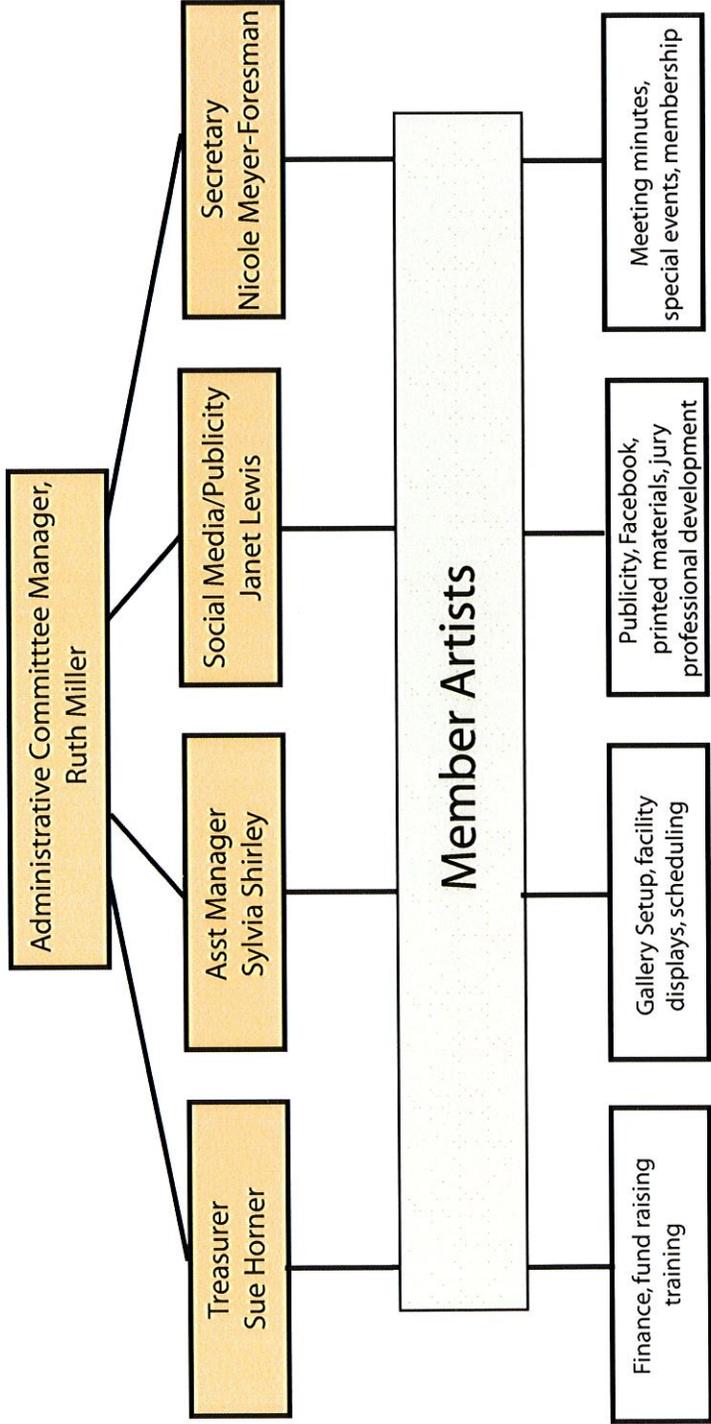
ArtForms Gallery Projected Monthly Expenses

Monthly Income & Expenses	Expense	Income
Monthly artists Fee 16 artists many have prepaid		\$500.00
Classes Fee Income		\$240.00
Accounting Services		
Advertising	\$100.00	
Bank Service Charges		
Estimated Taxes		
Installation/Repair of Equipment		
Insurance	\$58.33	
Internet - waiting		
Licenses/Permits		
Light Bulbs	\$50.00	
Office Supplies	\$20.00	
Printing	\$50.00	
Professional Fees		
Rent/Lease Payments	\$500.00 *	
Supplies, cleaning etc..	\$20.00	
Utilities	\$200.00	
Telephone	\$60.00	
Water	\$40.00	
trash - taking home right now		
TOTAL INCOME & EXPENSES	\$1,098.33	\$740.00

*1st 6 Months \$750.00/month thereafter

Life beats down and crushes the soul and art reminds you that you have one.
-Stella Adler

ArtForms Gallery LLC Organization Chart



Administrative Committee

Committees overseen by above administrative representative and members made up of core artists with interests in that area

ArtForms Gallery Administrative Committee

Manager - Ruth Miller

Kansas State University, BS in Physical Education, MS in Educational Administration.
Pittsburg State University, Superintendent Certification.
Retired Educator;. Career spanned 1980-2011. Spent 11 years as a teacher and 20 years as an elementary principal.
Practicing Artist for 23 years.
Show Awards:
Parsons Art Walk 2007 1st Place in 3D, 2009 2nd Place in 3D.
Spiva Art Center, Joplin, Missouri, Membership Show 2012, 2nd Place in 3D, Small Works Show, 2015, Best in Show 3D. Walnut Street Art Fest, Springfield, Missouri, 2013, 2nd Place in 3D.
Other:
Guest Artist: Taught a class on painting at Spiva.
Volunteer 2011-present at the SEK Recycling Center.
Married to Larry Downing, 2 daughters and 3 grandchildren.

Asst. Manager/Gallery Logistics - Sylvia Shirley

Home: 10880 NE 73rd Street, Pittsburg, KS 66762
Studio: Cow Creek Pottery, 107 E. 8th Street, Pittsburg, KS 66762
Phone: 620-308-6505
E-Mail: sylvia.shirley1@gmail.com

1973 - Graduated from Antelope Valley High School, Lancaster California
1973-1980 - US Air Force, Law Enforcement
1980-1982 - Butler County Community College, Augusta, Kansas, Associate's Degree, Art
1982-1984 - Wichita State University (Did not finish)
2005-2014 - Missouri Southern, Monday night ceramics class

1982-1992 - Managed Art Supply Stores: Color King - Art World, Wichita Kansas; Art World, Kansas City, Missouri; Lee Wards Arts and Crafts, Lee's Summit, MO
1992-1997 - Pitsco Manufacturing Division, Drafter
1997-Present - Freelance drafting as Pittsburg CAD Graphics
1997-Present - Owner and Potter at Cow Creek Pottery

2002 - Founded Midwest Clay Artists, Multiple stints as President

The purpose of art is washing the dust of daily life off our souls.
-Pablo Picasso

ArtForms Gallery Administrative Committee

Publicity/Social Media - Janet Lewis

- Hometown: Garnett, KS (family of artists; mother was first art teacher at GHS)
- Attended K-State for 2 years before transferring to PSU
- Earned BFA in 1993; MA in 2007 (Both from PSU with emphasis in Metalsmithing/Jewelry)
- Selected for Studio Assistant in Metals position at Arrowmont School of Arts & Crafts, Gatlinburg TN (Summer 1994)
- Have worked with Marjorie Schick since college years
- Have had works published and exhibited at a national level
- Work shown in the "Art of Adornment" at the Wichita Art Museum led to a sculpture commission for the University of Kansas Medical School Campus in Wichita (2011)
- Member of SNAG (Society of North American Goldsmiths), SAS (Society of American Silversmiths), ACC (American Craft Council), and KACA (Kansas Artist Craftsmen Association)
- Helped plan and coordinate multidisciplinary exhibits at the Little Room Gallery while it was in operation in Pittsburg (2007-2008)
- Locally known for the Legacy Series of copper sculptures installed at the Pittsburg Public Library and associated Legacy Copper Jewelry line available at Krimson Kultuur in downtown Pittsburg
- Owner of home-based studio business, Janet Lewis Designs, since 2009
- Adjunct instructor in the PSU Art Department since 2011 (have taught 2D and 3D design, as well as jewelry and crafts courses)
- Participate in local artwalks and currently serve on the selection committee for the Pittsburg Public Library's Art in the Library program

Treasurer - Sue Hiller Horner

- Hometown: Overland Park, KS
- BS in Art from ESU, major emphasis - Metalry, minor emphasis - Graphics
- Post graduate work in Photography at Bethany College
- Human Resources Manager at Salina Regional Medical Center - 5 Years
- Self employed since 1986, managing a custom screen printing and embroidery business that evolved into a niche market focusing on owners of greyhound dogs. Created many designs, developed website, and managed all aspects of a small business. Have distributed products and logos world wide.
- Member of the Kansas City Fiber and Weaver's Guild since 2013
- Shown and sold work in the KC Fiber Guild's Creative Hand Art Show & Sale
- Show & sell products in Krimson Kultuur boutique in Pittsburg and other local shows.
- SEK ArtFest Football project with SEK NOW

If you hear a voice within you say 'you cannot paint,' then by all means paint, and that voice will be silenced. -Vincent Van Gogh

ArtForms Gallery Administrative Committee

Secretary - Nicole Meyer-Foresman

- *Native to Southeast Kansas
- *BSED Art Therapy, PSU
- *MA Fine Art, Jewelry Design, PSU
- *Courses studied at:
 - Haystack Mountain School of Crafts, Deere Isle, ME
 - Arrowmont School of Arts and Crafts, Gatlinburg, TN
 - Penland School of Crafts, North Carolina
 - Appalachian Center for Crafts, Smithville, TN
- *Memberships:
 - Kansas Artist Educator Association
 - Kansas Artist Crafts Association
 - Spiva Center for the Arts
- *Art Instructor at Girard School District, USD 248
- *20 years art education experience
- *GHS Art Club Sponsor of 20 years, incorporating community projects.
- *Pittsburg Art Walk
- *SEK Art Fest

Creativity is allowing yourself to make mistakes. Art is knowing which ones to keep.
-Scott Adams

Operations of ArtForms Gallery LLC

An Artists Cooperative

I. NAME AND PURPOSE: The name of this venture shall be ArtForms Gallery LLC, an artist's cooperative (hereafter referred to as ArtForms). The principal place of business is 620 N. Broadway, Pittsburg, KS 66762 (hereafter referred to as the GALLERY). The purpose is to provide display areas and sales opportunities for artists. In addition to provide art classes and events to benefit the community, and network with other businesses to enhance their work through art.

II. OBJECTIVES AND GOALS

- a. To offer high-quality handmade arts and fine craft arts for purchase.
- b. To provide an opportunity to share resources and skills within the membership as well as the community.
- c. To promote the appreciation of art.

III. MEMBERSHIP

- a. Membership is open to artists who produce original handmade art or fine crafts with preference given to Southeast Kansas artists.
- b. Selection of a new member must be made by a majority vote of the current membership (CO-OP) and based on the selection criteria and process defined by ArtForms Contract.

IV. MEMBERSHIP RIGHTS AND RESPONSIBILITIES

- a. Each new member will pay a one-time, non-refundable fee as listed in the Membership Contract/Application.
- b. Members of the CO-OP may be required to pay a monthly fee as determined by the Administrative Committee.
- c. Members are required to actively participate in 1 standing committees.
- d. Members will fulfill responsibilities as determined or assigned. (Refer to Membership Contract/Application).
- e. Members will contact the ArtForms Administrative Committee to request a change in membership.

V. TERMINATION OF MEMBERSHIP: A membership may be terminated by a majority vote by the CO-OP for members whose sales are not consistent with ArtForms policy or for conduct considered detrimental to the objectives and goals of the ArtForms Gallery.

VI. GOVERNANCE: The CO-OP shall be governed by the Administrative Committee. All positions are reviewed annually by the CO-OP. All positions are non-paying.

A. Administrative Committee Positions

a. The Administrative Committee are members who have paid the fees and voluntarily assume the following responsibilities:

1. Process applications for membership.
2. Set policy for the CO-OP.
3. Manage the Gallery. (Staffing, maintenance, events, advertising, etc.)
4. Manage the finances of the CO-OP and Gallery.
5. Maintain all necessary licenses, leases, and records for the CO-OP and Gallery.

b. The Administrative Committee will meet monthly and as needed. Attendance is required.

c. Minutes shall be taken at each meeting and maintained in a file at the Gallery.

d. A quorum is 2/3 of the total number of the Administrative Committee.

e. All Administrative Committee members in attendance at meetings shall have one vote. Decisions will be based on simple majority.

f. Administrative Committee members will have the following position titles and assignments:

Manager: Prepares agenda and facilitates monthly CO-OP meetings, oversees the general operation of the facilities, and organization of systems in the Gallery.

Assistant Manager: Substitutes for the Manager when necessary and oversees the staffing schedule and other duties as assigned.

Treasurer: Oversees daily procedures of handling money for the Gallery/CO-OP. Maintains checking account, issues checks to artists, oversees purchases necessary to run the Gallery, provides financial report at each monthly Administrative Committee and CO-OP meeting, and duties as assigned. The treasurer will work with the CO-OP accountant in maintaining and setting up accounts, licenses, paying sales taxes and as assigned.

Secretary: Records minutes of meetings, maintains forms, handles Gallery and CO-OP internal communications, and duties as assigned.

Web/Social Media Coordinator: Maintains online and social media presence with the community. Provides assistance in all areas of electronics and technology. Keep the CO-OP on the cutting edge in technology.

VII. TERMINATION OF THE CO-OP/GALLERY: In the event the Gallery/CO-OP should cease to do business, any financial obligations shall be shared equally by all CO-OP Artists. Any net funds remaining shall be distributed equally between the CO-OP artists.

VIII. TERMS OF AGREEMENT: These bylaws will be considered valid indefinitely until amended by a majority vote of the CO-OP membership or until the dissolution of the CO-OP/Gallery.

ADOPTED ON: **February 25, 2016**

SIGNED BY THE ADMINISTRATIVE COMMITTEE:

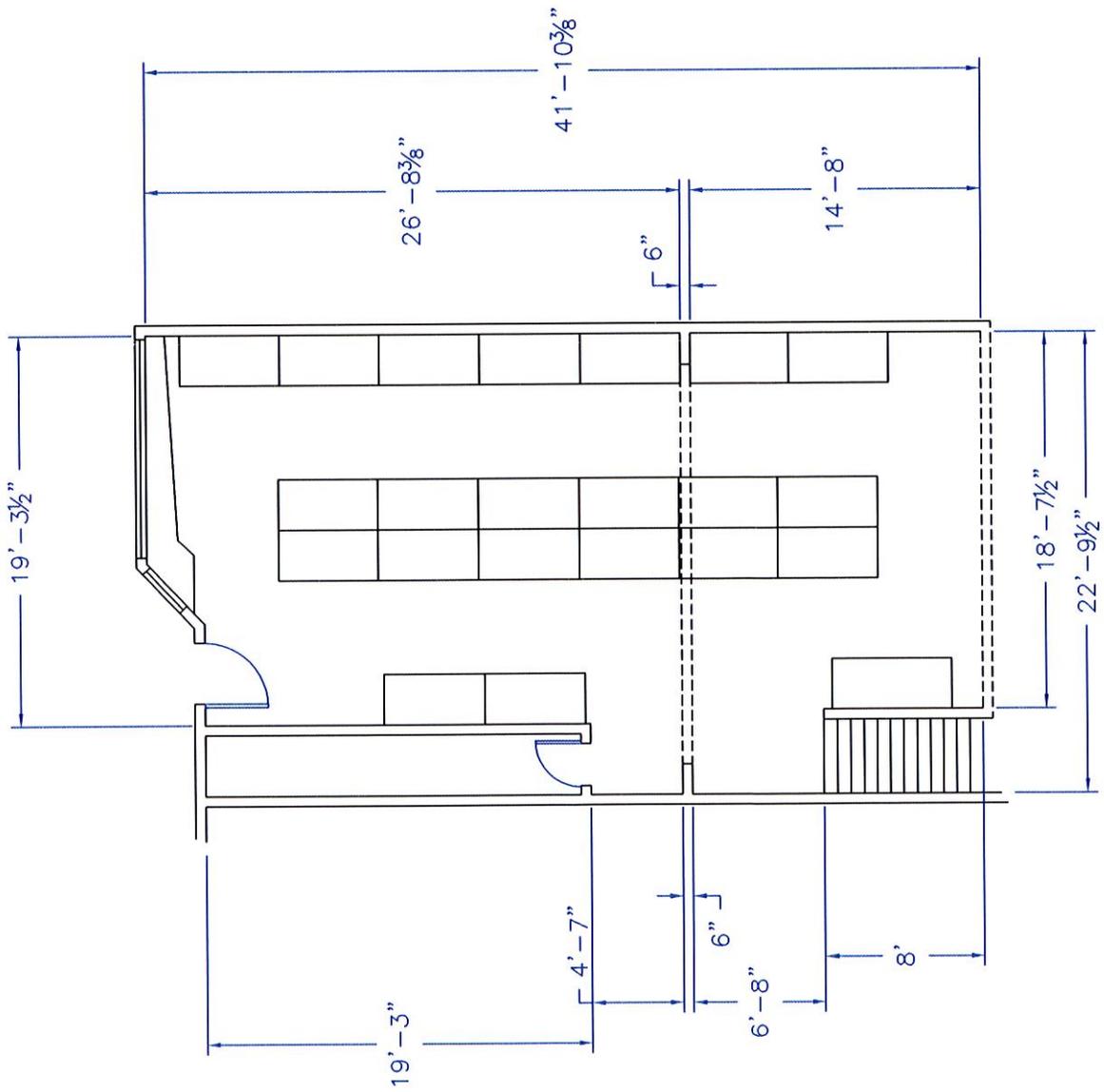
_____ Ruth Miller, Manager

_____ Sylvia Shirley, Assistant Manager

_____ Sue Horner, Treasurer

_____ Janet Lewis, Web/Social Media Coordinator

_____ Nicole Meyer, Secretary



22 floor spaces (5' x 30")
 plus 4 wall spaces

What is an artist's Co-op Gallery?:

- An Artist's Co-Op Gallery is a gallery that is owned and operated by a group of artists.
- Expenses and labor required to run the gallery are shared by the members.
- Every artist has a role in the operation and promotion of the gallery.
- A few examples of successful Co-Op Galleries:
 - Local Color, Joplin
 - Fresh Gallery, Springfield
 - Simpatico Gallery, Clarksville, MO
 - Downtown Artists Co-Op, Clarksville, TN
 - Artist's Co-OP Gallery, Omaha, NE
 - The Torpedo Factory, Alexandria, VA

How Co-Op Galleries benefit artists:

- Minimum expense
 - You don't have to pay to set up your own gallery,
 - Your membership fee, along with the fees from the other artists, goes toward rent, utilities, taxes, maintenance, promotions and other expenses.
 - ArtForms is planning to give 100% of sales back to the artist, and 0% commission.
- Minimum time devoted to selling your art
 - You work in the gallery for a set number of hours per month
 - You attend a monthly organizational meeting
 - You attend sales training sessions as needed
- Gain exposure in the community as an artist.
- Inspiration, critiques, and ideas from the "family" of artists in the co-op.
- Networking, working with other artists and discovering new opportunities
- Special Events, receptions, featured artist events
- Your art will be professionally displayed in an up-scale setting
- Displays changes regularly, so customers always have something new to discover.
- Promotion online, through the gallery's web site and facebook page, with links to your own contact information or web site.
- Local promotion, through press releases, chamber of commerce events, etc.
- Art Walk will go right past our door.
- Opportunity to do your own small workshops, classes and demonstrations in conjunction with the gallery.

What kind of artist are we looking for?:

- An artist who produces original, professional quality work, presented in a professional manner. (2D wall art should be framed and ready to hang, prints should be matted, etc.)
- One who works well with other artists and with the public
- One who is willing and enthusiastic about selling not only their own work, but the work of the other artists.
- One who is reliable and meets the obligations and expectations of the gallery
- Attend a monthly meeting where we will discuss the operation and future plans for the gallery.
- Work 16 hours per month in the gallery as a sales clerk.
- Perform other duties related to the maintenance and promotion of the gallery
- One who has ideas for improvement and who can work with other's ideas as well.

Vision is the art of seeing what is invisible to others.

-Jonathan Swift

ArtForms Gallery LLC Application/Contract for CO-OP Membership

Thank you for your interest in ArtForms Gallery!

ArtForms Gallery LLC is a cooperative gallery. Our mission is to offer high quality handmade arts and crafts for purchase and provide an opportunity to share resources and skills within the membership and to promote the appreciation of art in Southeast Kansas.

If you are interested in becoming a member, please fill out this form and get an appointment to have a representative sample of your priced work juried by the gallery's Administrative Committee. (The Administrative Committee will accept work based on your portfolio, how well your work fits with other work in the gallery, how well it is presented for sale, and the price range of your work.)

If your work is accepted, your name is placed in the queue for either (1) wall art or (2) non-wall art (art that can be displayed on the floor, shelves or countertops or both).

BENEFITS

1. Opportunity to be featured in special events and on ArtForms Gallery LLC web site and Facebook page.
2. Participate in any group shows.
3. Attend monthly meeting. Receive monthly minutes.
4. Network with other artists.
5. Maximize sales with minimal effort.

Application and Request to Jury Work

Media _____

Name: _____

Phone: _____

Address: _____

E-mail: _____

Indicate which type of work you wish to show (each is a separate waiting list)

____ Wall Art - drawings, paintings, and other work in need of wall space

____ Non-Wall Art -3-dimensional work that can be shown on floor, counters, shelves, or pedestals

____ Both wall art and non-wall art

Contract Requirements for ArtForms Gallery LLC CO-OP Artist Gallery Members

ArtForms Gallery LLC depends upon all members contributing to its success. Those who do not fulfill the obligations listed below might not be asked to return the next year.

1. Pay a one-time \$100 initial fee, which is non-refundable.
2. Pay \$50 monthly fee (due 1st of each month).
3. Checks will be issued for all work sold during the month on or around the 5th of the following month.
4. Attend monthly meetings.
5. Provide a variety of artwork and refresh work bi-monthly.
6. Assist with at least 2 special events per year and/or volunteer for another job (to be determined by Administrative Committee.)
7. Working members will work a maximum of 16 hours per month as a sales clerk.
8. Any display materials must be juried and approved to ensure uniformity of the displays.
9. Present samples of work and artist's statement to ArtForms Gallery LLC Administrative Committee to be juried upon application. Jury new artwork if in a different medium or significantly different style.
10. Prepare inventory sheet and inventory materials consistent with ArtForms Gallery LLC standards. Inventory must be done monthly.
11. Contract is for one year minimum. Artist is required to provide a 30 day written notice to Administrative Committee before resigning. Any and all bills are to be paid before leaving.
12. Carry out at least one major duty to help with the functioning of the coop. For instance: work calendar, inventory of supplies, show schedule, community event planning, customer list, shipping, etc.
13. All volunteer work other than the above is most welcomed!

Insurance: All artists are responsible for theft and damage insurance for their own art work. ArtForms Gallery LLC is not responsible for damage or theft of any member's artwork.

Termination of Membership

The CO-OP Artists reserve the right to ask any artist not fulfilling their professional responsibilities and/or conduct detrimental to the goals and objectives of the gallery to leave the gallery without prior notice.

Signature: _____

Date: _____



Memorandum

TO: Daron Hall, City Manager

FROM: Blake Benson, Economic Development Director

DATE: May 5, 2016

SUBJECT: May 10, 2016 Agenda Item
Broadband Infrastructure

Pittsburg has recently taken a significant step forward with the addition of four new fiber-optic network providers. In addition to significantly faster Internet connections, which feeds a growing appetite for online services, the project also created geographic redundancy, which creates a more robust communications environment and is increasingly important for businesses and economic development. (In the event a line is cut to one location, businesses still have access through another location.) The new systems will have multiple connections to Tier 1 internet providers. Such a feature is critical to businesses considering relocating.

The total investment by the new providers is approximately \$10 million. As part of their franchise agreements, the new providers must include a conduit line for the City's use next to their lines if requested by the City; however, the City must pay for its materials (conduit and fiber) and its share of the direct labor costs. As the City of Pittsburg will utilize the new fiber infrastructure for utilities, public safety and to attract economic development, the EDAC considered a request to cover a portion of the city's share of the cost.

The City's total anticipated cost for its share of the new infrastructure is anticipated to be \$300,000 in 2016, which represents the buildout of the primary trunk lines throughout the city. It's expected that the utilities department and the general fund would each absorb 1/3 of this total cost, and the EDAC recommended contributing

\$100,000 from the Revolving Loan Fund (RLF) toward the City's total anticipated cost. Additional expenses incurred to connect final service lines or to build out network capacity may be considered in the future.

Please place this item on the agenda for the City Commission meeting scheduled for Tuesday, May 10, 2016. Action being requested is the approval or denial of the loan forgiveness recommendation and, if approved, authorize the Mayor to sign the appropriate documents.



Memorandum

TO: Daron Hall, City Manager

FROM: Blake Benson, Economic Development Director

DATE: May 5, 2016

SUBJECT: May 10, 2016 Agenda Item
Target industry analysis

A crucial component of the City's 2016 economic development action plan is the development of a focused target industry analysis and business recruitment strategy. Such an effort will help the City best focus its efforts and resources in recruiting new businesses to our community. This strategy will be a comprehensive effort that will outline goals, strategies, recommendations, performance measures and best practices for the next five to ten years. The strategy will also provide a 360-degree view of the city's location, assets and resources, workforce, demographics and other useful information that is commonly requested by economic development prospects.

The City considered proposals from three well-known economic development planning and site selection firms. A task force reviewed each proposal and interviewed the firms before overwhelmingly recommending Austin, Texas-based Angelou Economics to craft the City's strategy. With a client list over 650 strong, Angelou Economics has cited over \$18 billion in capital investment projects from high tech to health care. The company also provides site selection services for over 40 private sector companies, which brings a valuable viewpoint to their work.

The project deliverables will include, but will not be limited to:

- Current market data/SWOT analysis
- Strategic recommendations (short, mid-range and long-range)

- Best practice case studies
- Performance measures
- Implementation matrix

The timeline calls for the project to be complete in approximately five months. Angelou Economics has proposed to provide these services for \$60,000, exclusive of travel costs.

The EDAC considered the task force's recommendation and the Angelou Economics proposal at its May 4 meeting. The EDAC voted unanimously to recommend to the City Commission that the City utilize \$70,000 total from the Revolving Loan Fund (RLF) in moving forward with Angelou Economics to conduct the target industry analysis and business recruitment strategy.

Please place this item on the agenda for the City Commission meeting scheduled for Tuesday, May 10, 2016. Action being requested is the approval or denial of the loan forgiveness recommendation and, if approved, authorize the Mayor to sign the appropriate documents.



CITY OF PITTSBURG
INDUSTRY MARKET ANALYSIS
SCOPE OF SERVICES AND PROCESS
February 1, 2016



angelou**economics**
8121 Bee Cave Road, Suite 100
Austin, TX 78746

The logo for angelou economics features the company name in a lowercase, sans-serif font. "angelou" is in black, and "economics" is in orange. To the right of the text is a graphic consisting of a large circle and several rectangular shapes, all in a light gray color.

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February 1, 2016

Blake Benson
Economic Development Director
City of Pittsburg
117 West Fourth Street
Pittsburg, Kansas 66762

Dear Mr. Benson,

The City of Pittsburg is ripe for new opportunities. A clear vision and strategy for attracting and retaining businesses will guide economic development efforts and maximize opportunities. To create this strategy, AngelouEconomics will conduct a thorough analysis of the City of Pittsburg, looking at the City through the eyes of a site selector. This analysis will inform recommendations and a targeted industry / business recruitment strategy. The recommendations will highlight areas of strengths to build on and weaknesses to improve on.

CITY OF PITTSBURG AT A GLANCE

	CITY OF PITTSBURG	KANSAS	USA
Population (2014)	20,336	2,882,946	314,107,084
Unemployment Rate (April 2015)	5.6%	4.2%	5.4%
Median Household Income (2014)	\$32,655	\$51,872	\$53,482
% Bachelor's Degree+ (2014)	34.0%	30.7%	29.3%
25-44 Age Group (2014)	23.8%	25.4%	26.9%
Median Age (2014)	26.5	36	37.4

Sources: Bureau of Labor Statistics, Census

For over 30 years, I have helped more than 650 public and private clients innovate, grow and improve. For 12 years I was the Vice President of the Economic Development Division and the Chief Economist at the Greater Austin Chamber of Commerce and led economic development efforts to make Austin the innovative city it is today. My team was responsible for attracting over 800 companies, which brought 70,000 direct and 250,000 indirect jobs to Austin. For the past 20 years, I have led a dynamic consulting firm, AngelouEconomics ("AE"). Our mission is to provide the best growth strategies for our clients, which enables them to use sound economic advice to improve their economic competitiveness, talent attraction efforts and strengthen their assets and resources. With unique expertise in strategic economic development for public sector clients and site selection and incentive negotiations for private clients, AE understands the full cycle of economic development.

We have worked with counties, cities and states of all sizes across the U.S. My team and I are committed to performing the best economic analysis and offering innovative solutions to help you expand economic growth and opportunity. What sets us apart are these five areas:

1

1. Innovative and robust analysis
2. Technology-driven economic development focus
3. A site selector's perspective
4. Client satisfaction and long-term support
5. Key relationships with industry leaders

It would be an honor to serve the City of Pittsburg in conducting an industry market analysis and formulate a targeted industry / business recruitment strategy. We look forward to working with you and please don't hesitate to contact me directly with any questions you may have.

Very truly yours,



Angelos Angelou
Principal Executive Officer
512-225-9320 office
angelos@angeloeconomics.com

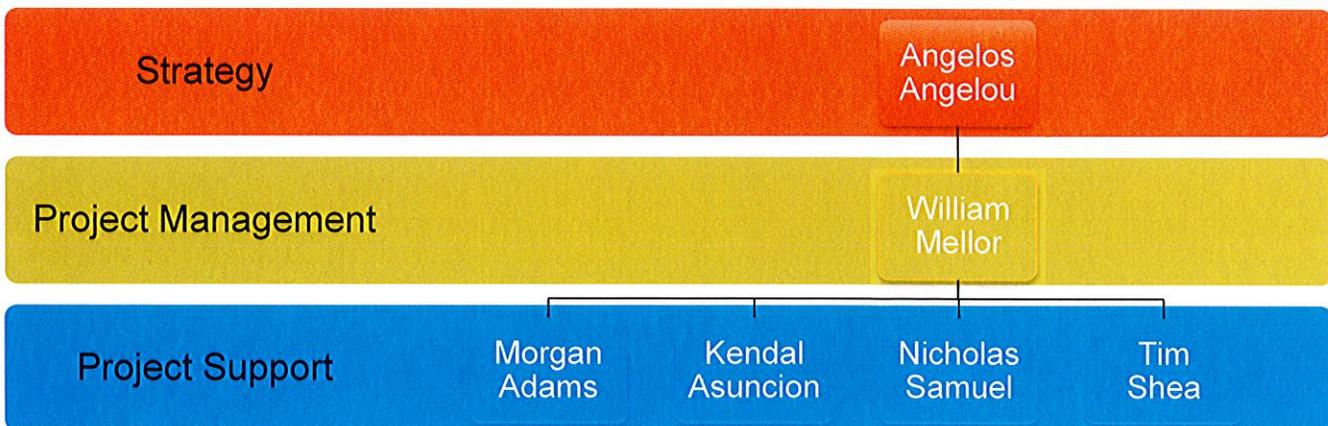
SECTION II: PERSONNEL

AE works closely with each client to ensure smooth project coordination and communication between the project team and client. Our strong performance is the result of selecting the best-qualified consultants to manage and staff each project and to utilize the highest standards of quality control and management. For each client project, we strive to provide a vision, a sense of mission and consistent and effective lines of communication.

The AngelouEconomics team will be led by the Principal Executive Officer and Chief Strategist Angelos Angelou. Angelos will set the vision and strategy for the project, as well as lead project trips, internal project meetings, and write, edit and present deliverables. Vice President and General Manager William Mellor will serve as the project manager, overseeing the details of the project, assist Angelos on trips, and write and edit deliverables. During the project setup phase, the project manager will communicate with the project point of contact to confirm the proposed timeline for the scope of work. Morgan Adams, Kendal Asuncion, Nicholas Samuel and Tim Shea will provide project support, assisting on project trips, conducting necessary research and write and edit deliverables.

While key members of the team will interface directly with the client, the project will move through a series of internal progress meetings to provide a forum for group review and input. Our team's combination of internal and external communication fosters the ability to harness the expertise of the entire multi-disciplinary team. This continuous interaction between the entire firm and each client's project brings a deeper understanding of the competitive advantages which serve as the driving means behind many strategies.

AE TEAM ORGANIZATION



RESUMES



ANGELOS ANGELOU

Founder & Principal Executive Officer, Chief Strategist

EDUCATION

Ph.D. coursework in Economics, Southern Methodist University, Dallas, Texas
M.A. Economics and Management, St. Mary's University, San Antonio, Texas
B.A. Economics and Political Science, University of Texas, San Antonio, Texas

PROFESSIONAL MEMBERSHIPS

International Economic Development Council, Board Member

World Congress on Information Technology, Board Member

Site Selectors Guild, Founding Member

CPRIT Board of Director (Texas Governor Appointee) - \$3 billion Texas Grant Program specializing in Cancer Research and Commercialization

BIOGRAPHY

Prior to starting AngelouEconomics, Angelos spent nearly 12 years with the Austin Chamber of Commerce as Vice President of Economic Development and Chief Economist and brings a practitioner's approach to AE's economic development consulting practice. During his time at the chamber, Angelos handled the recruitment of 800 technology companies and some 70,000 employees. Including, IBM, Apple, Samsung, Motorola, AMD, Cypress Semiconductor, Applied Materials, Tokyo Electron, and Sematech.

A highly visible leader in the field of economic development, Angelos is widely regarded as an expert on technology-based economic development, public policy, investment attraction, marketing and entrepreneurship. The national and international media regularly seek his comments and insights in the technology sector and on economic development issues. He is also widely regarded as the chief architect in the establishment of Austin as a nationally recognized high-tech center.

Angelos recently received a Proclamation from the Texas Governor and the Mayor of Austin in recognition for his 30-year leadership and contribution to economic development in the State of Texas and Austin. Mr. Angelou is the Governor's appointee to The CPRIT Oversight Committee (Texas Governor Appointee), a \$3 billion Texas Grant Program specializing in Cancer Prevention, Research and Commercialization. He is a Fellow at the IC2, an international think tank on venture capital and entrepreneurship. Current Board appointments include Advisory Board of The College of Natural Sciences at the University of Texas at Austin (largest college at UT). Angelos is also President of Schoox.com, and President of Gridmates, member companies of the International Accelerator. Past appointments include board and advisory posts at the International Economic Development Council, the Social Sciences Department at St. Edwards University and the World Information Technology Conference. Angelos was awarded the US Economic Development of the Year award by Site Selection Magazine.

Angelos is also the Founder and Chairman of the International Accelerator which is the only accelerator in the US focused on foreign born entrepreneurs.



WILLIAM MELLOR

Vice President & General Manager, Economic Impact & Research

EDUCATION

M.A. Applied Economics, University of Houston
B.S. International Business, Illinois State University
B.S. Economics, Illinois State University
B.S. Finance, Illinois State University

BIOGRAPHY

As Vice President, William coordinates with the executive leadership of the firm to ensure the continued success of all departments, including Business Development, Economic Impact, Economic Development Strategy, Product Development and Site Selection and Incentives Negotiation. As the General Manager of Economic Impact and Research, William oversees all departmental responsibilities relating to economic impact assessments, feasibility studies, cost/benefit analyses, ROI analyses, and various other economic studies.

William has devoted his career to economic development, becoming a leader in the field. He has successfully managed over 40 projects and has amassed a portfolio worth millions. A hallmark of his work is his ability to answer tough questions with data. William analyzes all factors that might affect a situation to offer a clear path of action. Clients can attest to his professionalism, positive outlook and flexibility in providing quality research and strategies that exceed client expectations

EXPERTISE

Economic Impact Analysis
Return on Investment Analysis
Feasibility Studies
Labor Assessment & Workforce Analysis

Economic Forecasts
EDA Grant Application Services
Fiscal Impact Analysis
Litigation Services
Damage Modeling

Settlement Analysis
Legislative Support
Public Policy Analysis
Comprehensive Economic Development



MORGAN ADAMS

Business Development Manager and Project Manager

EDUCATION

M.S. International and Development Economics, University of San Francisco
M.Div., Gordon-Conwell
B.A. Economics, University of North Carolina



KENDAL ASUNCION

Project Manager, Economic Impact

EDUCATION

M.S. Community and Regional Planning, University of Texas at Austin
BA Anthropology and Spanish, San Diego State University



NICK SAMUEL

Project Manager and Director of Research

EDUCATION

M.S. Geography, Texas A&M University
B.S. Geography cum laude, Texas A&M University



TIM SHEA

Product Development Manager

EDUCATION

M.A. Economics, University of Texas at Austin
B.A. Economics, Franciscan University of Steubenville

SECTION III: EXPERIENCE

FIRM OVERVIEW

At AngelouEconomics, we guide our clients in creating globally competitive economies. Over the past 20 years, AE has developed over **650 strategic plans** working hand-in-hand with towns, cities, counties, regions, states, countries and private sector companies to develop visions, strategies, and implementation plans to advance success, growth and prosperity. In projects we may engage stakeholders and public officials and have represented our clients in council meetings, legislative hearings and in the media. We live by the philosophy that client success and satisfaction are our top priority. The AE team is focused on producing customized strategies that bring our clients measurable results and success.

AE combines unique expertise in strategic economic development plans, economic research, economic impact studies as well as site selection, policy, public-private partnership, entrepreneurial accelerators, marketing and communications strategies. Each member of our team brings extensive industry experience and local knowledge. We will utilize our extensive and varied expertise to develop unique, original strategies customized to the client's local context.

AE's Principal Executive Officer, Angelos Angelou, is a founding member of the Site Selector's Guild, an association of the world's foremost professional site selection consultants. Angelos has sited **over \$18 billion in capital investment** projects from high tech to health care to governmental clients around the world. Major corporate clients include Fortune 500 companies such as HP, Dell, Seton Health, The Cleveland Clinic, Dimension Advisors, GE, Oracle, Exodus Communications, Intel, Oracle, Sun Micro Systems, AMD, SEMATECH, CITGO, Bloom Energy, Houghton Mifflin Harcourt and ConocoPhillips; international clients in countries such as Portugal, Czech Republic, Puerto Rico, Austria, Republic of Malta, Alberta, Canada, Parana, Brazil, Vietnam; as well as countless domestic clients including major public-sector clients.

PRINCIPAL-IN-CHARGE:

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Principal Executive Officer
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FIRM INFORMATION:

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Corporation, established 1995
Female and minority owned

AngelouEconomics has served **over 650 clients of all sizes and situations over the last 20 years.** Our client list includes:

SELECT PUBLIC SECTOR CLIENTS

Asheville, North Carolina
Austin, Texas
Balch Springs, Texas
Bartlesville, Oklahoma
Bastrop, Texas
Bee, Texas
Binghamton, New York
Carson City, Nevada
Charleston, South Carolina
Charlotte, North Carolina
Cincinnati, Ohio
Cleveland, Ohio
Colorado Springs, Colorado
Commerce City, Colorado
Detroit, Michigan
Erie County, Ohio
Frederick, Virginia
Galveston, Texas
Garland, Texas
Georgetown, Texas
Grant County, New Mexico
Harris County/Houston, Texas
Hartford, Connecticut
Hudson, Ohio
Huntsville, Alabama
Iowa Workforce Development
Jefferson County, Colorado

Jefferson Parrish, Louisiana
Little Rock, Arkansas
Las Colinas, Texas
Lincoln, Nebraska
Los Alamos, New Mexico
Lubbock, Texas
Manchester, New Hampshire
Midland, Texas
Moraine, Ohio
 Mooresville, North Carolina
New Orleans, Louisiana
Northern Kentucky
Orlando, Florida
Palo Alto County, Iowa
Parsons, Kansas
Phoenix, Arizona
Pflugerville, Texas
Prince William County, Virginia
Providence, Rhode Island
Quad Cities, Illinois
Richmond, Washington
Richmond, Virginia
Reno, Nevada
Rockford, Illinois
Roseville, California
Round Rock, Texas
San Antonio, Texas

San Diego, California
San Joaquin City, California
Santa Clarita, California
Santa Fe, New Mexico
Scranton, Pennsylvania
Seven Rivers, MN/WI/IW
State of Delaware
State of Iowa
State of Michigan
State of Nevada
State of New Mexico
State of New York
State of North Carolina
State of North Dakota
State of Texas
State of Wisconsin
Tacoma, Washington
Tallahassee, Florida
Tri Cities, Washington
Tulahoma, Tennessee
Tunica, Mississippi
Tulsa, Oklahoma
Tupelo, Tennessee
Waller County, Texas
West Des Moines, Iowa
Winter Haven, Florida
Yakima, Washington

SELECT PRIVATE SECTOR CLIENTS

AMD
Applied Materials
Arista Data Centers
Bank One
Bloom Energy
BNSF
Brown McCaroll
C3 Presents
Carlyle Group
CITGO
Cleveland Clinic
ConocoPhillips
Dell, Inc.

El Paso Electric Company
EB5 Center of Texas
Exodus Communications
FirstPower Energy
Fotowatio/Sun Edison
GE
Heliovolt
HP
Intel
Pacrim International (EB5)
Pacific Northwest National Labs
Nationwide Children's Hospital
Oracle

PageSoutherlandPage
Pelagic Solar
Photronics
Power Computing
RRE Austin Solar
RePower
Samsung
SchoolX, Inc.
Schneider Electric
Schott Glass
SEMATECH
Seton Hospital
SXS

SELECT INTERNATIONAL CLIENTS

Alberta, Canada
Brazil
Carinthia, Austria
Czech Republic

Dubai
Greece
Montreal, Canada
Portugal

Puerto Rico
Republic of Malta
Strasbourg, France
State of Parana, Brazil

CASE STUDIES

Butte-Silver Bow, Montana

Target Industry Analysis

In 2014, Butte-Silver Bow hired AngelouEconomics to develop a Target Industry Report and Reverse Site Selection Analysis to help guide the County's economic development efforts.

Butte-Silver Bow is historically a mining town. In the early 1900s, Butte-Silver Bow boasted a population of more than 100,000. However, as mining industries in the U.S. consolidated, Butte-Silver Bow lost 70% of its population. The loss of population led to the decline of retail and entertainment sectors.

Over a four-month period, AngelouEconomics partnered with the County to develop a strategic plan to target specific industries and diversify the local economy based on Butte-Silver Bow's unique challenges and opportunities. Target industries include: Tourism & Destination Retail, Manufacturing, Logistics, Mining & Environmental Engineering, and Innovation & Specialized Services. Specific recommendations are given for each target industry on how to best utilize existing assets to grow those industries organically.

The theme of the report was diversification. The study gave Butte-Silver Bow the tools necessary to expand their economy to better insulate itself from the decline of any one industry. The recommendations addressed each specific industry and how best to market and promote those industries. Overall product improvement strategies were provided to enhance economic development efforts in the region. Finally, recommendations were given to increase the effectiveness of the Montana Connections Park, which is an industrial park at the junction of a two major interstates and multiple rail lines.

Project Deliverables included:

- Resident and Business Survey Results
- SWOT Analysis
- Target Industry Analysis
- Reverse Site Selection
- Site Selector Perception Survey
- Action Strategy and Final Recommendations

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 Butte, MT 59701
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 krosa@bsb.mt.gov
 <http://www.bsbcommunitydevelopment.com/>

Detroit Region Aerotropolis, Detroit, Michigan

Target Industry Analysis & Business Attraction Strategy

AngelouEconomics developed a Business Attraction Strategy based on an industry assessment and asset gap analysis for the Greater Detroit Aerotropolis Region. Home to two large airports, including Detroit Metro and Willow Run Cargo Airport, the Detroit Aerotropolis Region provides companies with significant assets for business recruitment. Through this project, the project team provided Wayne County and the Detroit Renaissance Foundation with an overview of the region's assets by target industry (including companies operating in the Detroit Aerotropolis region, and an overview of the aerospace industry as part of advanced manufacturing), and current limitations based on a gap analysis of company site selection factors versus regional assets.

To create a global logistics hub around the region's primary airports, AngelouEconomics then developed a recruitment strategy for attracting high-impact jobs. AE developed a business recruitment strategy based on addressing significant gaps in industry assets and workforce, including incentive policy, marketing opportunities, workforce development assets, and logistics-specific gaps in companies operating in the region.

Contact: Doug Rothwell
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Parsons, Kansas

Economic Development Strategic Plan

In 2009, the City of Parsons hired AngelouEconomics to develop an economic development strategic plan that enhances the city's competitive position in today's economic environment. Local assets and restraints were taken into consideration along with regional resources and existing facilities to help determine how the City of Parsons guide its economic transformation into an economy that maximizes the benefit to its citizens.

Location quotients were calculated to determine which industries in Parsons benefit most from economies of agglomeration. The industries with a high cluster concentration were compared to their national growth trends to determine a sustainable growth strategy. Each industry that had been recommended was summarized and dissected to present the feasible benefits that each may bring to the city. Parsons was found to have regional advantages in advanced manufacturing, agribusiness, bio fuel production and medical services.

SECTION V: APPROACH

OVERVIEW

The City of Pittsburgh has great assets and opportunities as well as challenges to overcome. The industry market analysis, recommendations and strategy (“the strategy”) will be a comprehensive document that outlines goals, strategies, recommendations and best practices for the next five to ten years. The strategy will also provide a 360-degree view of the city’s location, assets and resources, workforce and demographics and other useful information.

The Plan will accomplish the following:

- Sharpen and clarify the vision and mission of economic development efforts;
- Analyze the external and internal influences;
- Identify the desired short and long-term goals;
- Assess the gap between the desired goals and the present;
- Create strategies and actions to bridge the gap;
- Outline and secure resources to implement the strategy;
- Assign key measures to assess performance; and
- Set up a system for monitoring, evaluating and adjusting the plan.

AE will take several steps to ensure that the project is customized on a tactical and strategic level. The project will be organized as follows:

Phase One: Trip 1: Project Setup, Resource and Asset Mapping, stakeholder engagement.

Phase Two: Economic Analysis, including: Market Assessment, SWOT Analysis.

Phase Three: Target Industry Analysis, including: Cluster Analysis, Occupational Analysis, Cost of Operations Models, Location Scorecard, Primary Opportunity Areas Report, Business Case Analysis and trip 2 to present findings.

Phase Four: Trip 3: Strategic Recommendations, including: Performance Metrics and Implementation Matrix

The following outlines the process in more detail.

PHASE ONE: PROJECT SETUP, ASSET MAPPING, STAKEHOLDER ENGAGEMENT

PROJECT SETUP

To customize an approach to best suit the needs of the City of Pittsburgh, the project setup phase and trip 1 will include:

- Introduce project team;
- Discuss goals, objectives and vision for the action plan;
- Develop communications protocols;
- Set calendar of travel dates, conference calls and project timeline;
- Tour city, industrial sites and other assets;
- Finalize previous research/reports to be reviewed by project team and used in the strategy; and

- Engage media, as desired and appropriate, to generate interest and buzz about the project.

STAKEHOLDER ENGAGEMENT

AE will work closely with the City of Pittsburg to identify a cross-section of local stakeholders to engage through a workshop, interviews and surveys. AE encourages a diverse economic and social-cross section of stakeholders, including major industry, educational and workforce leader; real estate developers, investors, young professionals, small businesses and entrepreneurs; and local and state level elected officials and influencers.

Input AE seeks includes questions like:

- Which stakeholders can assist with the early scoping of issues and impacts?
- What are the strengths, weaknesses, opportunities and threats?
- What will constitute success?
- How will the community evaluate the success of the strategy? Which performance measures will best monitor progress?
- How will the action plan be implemented?

Stakeholder engagement will include:

INTERVIEWS

10+ one-on-one interviews will be held with government and industry leaders and stakeholders who are able to provide specific insights into the issues affecting business recruitment and retention.

FOCUS GROUPS

4+ Round table discussions with 10-15 representatives from the business community.

SURVEYS

AE will survey local businesses and residents with customized web-based, multiple choice and open-ended questions designed to capture community perception, including factors such as workforce capabilities, infrastructure, commercial development, competitiveness within the city and quality of life. A reasonable expectation is to engage **300-500 community residents and 50-100 business owners/managers** through this method. A comprehensive survey summary and analysis will be provided at the conclusion of the survey.

PROJECT WEBSITE

At the city's discretion, a project website will be created to serve as an online portal for work developed throughout the duration of the project. It can also provide a forum for gathering feedback and develop and galvanize grassroots support from the community at-large.

RESOURCE AND ASSET MAPPING

AE will identify and review the role and opportunities of specific key assets such as public schools, colleges and universities, airports, rail, retail corridors, military bases, etc. The results will be included in the SWOT analysis in phase two and be used to recommend priorities for investment and focus.

DELIVERABLES:

Project Website, Resource and Asset Mapping (Delivered with the Market Assessment), and Stakeholder Engagement results (Delivered with the Market Assessment)

PHASE TWO: MARKET ANALYSIS

The foundation of creating an in-depth strategy is a critical analysis of the assets and challenges in the area. This phase of work will include a market assessment, resource and asset mapping results and SWOT analysis to give a 360-degree view of the city.

MARKET ASSESSMENT

The market assessment begins with the collection of data from a variety of qualitative and quantitative sources to provide local leaders with a **profile of current demographics and an understanding of current economic conditions and trends**. This analysis will provide a preliminary identification of issues critical to the success of existing businesses and the attraction of new jobs and capital investment.

AE will analyze local demographic and economic characteristics against competing communities to obtain an independent assessment of local strengths and weaknesses. AE will assist in selecting **3 to 4 appropriate benchmark** cities/communities. The competitive intelligence gathered will determine how to engage and leverage local assets in order to direct and promote a sustainable business retention and recruitment strategy. Moreover, knowing the city’s strengths and weaknesses vis-à-vis competitor communities will position the city to successfully capitalize on its most promising opportunities in marketing and effectively address its most urgent challenges. The following will be included in the analysis:

Business Climate	Business operating costs (land, office lease rates, labor, utility, transportation, lodging and tax costs), incentives, key economic drivers, permitting, availability of capital, access to markets, legal/regulatory issues, economic development incentives, etc.
Workforce Development and Education	K-12, community colleges, technical schools, state universities, workforce training programs, continuing education/e-education programs, entrepreneurial activity, young professional organizations, abundant skills, etc.
Marketing and Economic Development Efforts	Return on investment (jobs & capital investment), marketing & communication activities, promotional tools, trade show attendance, use of social media tools, business retention/expansion activities, staffing/organizational structure, fundraising and budget, regional collaboration, etc.
Sites and Infrastructure	Industrial and commercial sites, available incubators and accelerators, support for entrepreneurs, available land and other existing facilities, utility infrastructure and rates, transportation and telecommunications infrastructure, etc.
Quality of Life	Cost of living, parks and recreation, entertainment and night-life, housing options, healthcare amenities, activities for young professionals, crime rates, etc. Accommodations infrastructure, arts and culture, historical resources, natural assets, ecotourism, tourism, retail shopping, unique retail, etc.

Market Assessment data includes:

- Qualitative data: information gathered through surveys, focus groups and interviews.
- Quantitative: public and subscription-based data sources including the US Census, the Bureau of Labor Statistics, ESRI, and many others.

Once completed, the market assessment will provide answers to the following:

1. How well does local infrastructure support economic growth?
2. What drives the regional economy and what are the major economic clusters?
3. How competitive is the local business climate?
4. What is the level of support for local businesses and entrepreneurship?

5. How healthy are local real estate markets?
6. How well is the city meeting its current and future workforce needs?
7. What is the educational and training capacity of regional institutions?

SWOT ANALYSIS: Strengths, Weaknesses, Opportunities and Threats

The SWOT analysis highlights areas that have direct impact on future economic development efforts. This analysis will serve as a starting point for development and prioritization of goals and strategies in the action plan.

Key Questions Answered by the SWOT Analysis:

1. What are the key economic drivers from the business perspective?
2. How is the overall business climate?
3. How are state and city governments influencing business development?
4. Is there appropriate integration of local businesses and governments?

DELIVERABLES:

Market assessment report, SWOT analysis and stakeholder engagement results.

PHASE THREE: TARGET INDUSTRY ANALYSIS

The target industry report highlights a mix of sectors that capitalizes on existing clusters, unique competitive assets, location, and infrastructure to strengthen existing businesses and foster new and emerging industries. Our assessment can confirm current target and identify new target industries that complements the city and regional focus.

STEP 1: TARGET INDUSTRY SELECTION AND ANALYSIS

AE will conduct a cluster analysis of the economy to determine the relative strength and dominance of existing industries. Clusters will be analyzed to evaluate national and local growth trends as well as their location requirements.

The analysis will follow a four-step process explained below. Each step acts as a filtering mechanism where industries are screened for suitability against the region’s social and economic desires. In many ways, target industry selection is best described as target industry “elimination.” The selection of target industries focuses economic development resources on industries that hold the greatest potential for sustained growth.

I. WHAT CLUSTERS EXIST IN THE CITY AND REGION? HOW ARE THEY PERFORMING?

AE has defined 36 standard industry clusters to categorize businesses according to their final product or service. To assess the strength of a cluster in the local economy, the location factors (or quotients) for each industry is calculated.

II. HOW DO LOCAL INDUSTRY CLUSTERS COMPARE TO NATIONAL GROWTH TRENDS?

AE will illustrate which industry sectors have registered solid performance over the last decade and which have declined or are at risk of decline. Greater focus on economic development efforts will:

1. Support investment and employment growth in emerging industry clusters.
2. Help to strengthen and diversify the area economy by offering jobs at a variety of skill levels
3. Leverage the community’s existing assets, facilities, infrastructure and character.

III. WHICH LOCAL ASSETS GIVE SPECIFIC INDUSTRIES A COMPETITIVE EDGE?

Every city has unique strengths that companies can leverage to create their own competitive advantages. These strengths can include business climate, infrastructure, market proximity, strategic location, workforce skills and many other factors. The challenge is to identify key regional assets that will support a wide range of industries while working to improve a city's "product" (e.g. infrastructure, cost of business, quality of life, etc.). The location scorecard discussed below identifies key assets in the region and opportunities for improvement with regard to specific industry location requirements.

IV. DO THESE TARGETS MEET THE CITY'S GOALS?

Local government officials, economic developers, business leaders; and the public must be united in their efforts to grow industry clusters that are considered a good fit for the region. Consensus and broad support is critical to undertake necessary investments in infrastructure to support the growth of the targeted industries.

TARGET INDUSTRY IDENTIFICATION

The analysis will drive the **selection of up to 5-6 target industries** and corresponding niches. These targets will help guide business retention, expansion, entrepreneurship and recruitment efforts for the region. AE will pinpoint niches and areas of overlap within each industry that present **opportunities for significant economic growth**. This evaluation includes outlining national and regional industry growth trends, while identifying regional assets and challenges in supporting the target industry.

Using our corporate site location experience, this analysis includes site location criteria and requirements for each target industry pertaining to infrastructure, cost factors, location preferences and workforce needs.

All industries will be clearly defined according to the four-digit NAICS. Target industries will be prioritized and ranked based on the potential costs and benefits of pursuing each. The final report will provide guidance and focus to maximize your industry and business recruitment efforts.

OCCUPATIONAL ANALYSIS

The occupational analysis will provide a regional snapshot, highlighting occupations within each target industry that are in demand and how the region measures up in terms of its current concentration of those jobs. The data provides an understanding of which jobs will continue to be in demand and how economic and workforce development efforts can support a more vibrant economy through job training and education. An understanding of the regional occupational strengths and weaknesses will help to align the community's workforce with the needs of its existing and new employer.

STEP 2: BUSINESS CASE ANALYSIS

I. REVERSE SITE SELECTION

To assess the city's site selection sales process and performance, AE will use an "actual" site selection RFP of a past corporate client and undertake a one day visit to the region to evaluate: 1) the community's proposal to the RFP and 2) assess one day's visit to the community from the overall sales process and experience.

In this capacity, AE will provide key information not typically disclosed by site selection consultants including important disqualifying factors. Critical strengths and weaknesses will be discussed and candid recommendations will be provided for key improvements.

The reverse site selection service may include:

- Submission of a mock Request for Proposal (RFP)
- Prospect role play and site visit
- Identification of key disqualifying factors, if any
- Evaluation of proposal
- Identification and evaluation of key performance strengths in the area
- Overall 'report card' and SWOT evaluation
- Recommendations to strengthen proposal and overall site visit experience

This exercise will significantly improve (usually double) the community's success in closing its portfolio of prospective employers measured against its competitors.

II. SITE SELECTORS PERCEPTION SURVEY

More than 25 national and international top site selectors will be surveyed to give an insight of their perceptions of doing business in the City of Pittsburg. This input will help clarify areas of competitive advantages and disadvantages for the region and help to guide possible solutions to challenges and for the amplification and leveraging of the opportunities.

III. COST OF OPERATIONS MODEL

The AE team has developed industry specific cost of operation models that simulate the start-up and ongoing operational costs for businesses in a given industry and location. AE proposes to develop a **cost of operations model for three** of the selected targeted industries and **compare these costs to three competing pier benchmark counties/regions** of your choice.

This model is an in-depth breakdown of the cost of doing business in the city for a specific type of business (vis-à-vis the cost of doing business in a competing counties/regions). Among the other factors we examine are: costs related to labor, utilities, local transportation, real estate, air fare, taxes, construction, travel, housing, etc.

The deliverable is a "market ready" dashboard, which can be marketed directly to prospective clients and be included in marketing materials and websites. These analyses can also pinpoint and direct public policy to remedy/mitigate areas of cost disadvantages.

LOCATION SCORECARDS

A Location Scorecard will be developed to identify each industry's unique location criteria and industry requirements and to illustrate the region's performance in each of those key areas. These scorecards examine assets including land availability, infrastructure needs, workforce requirements, utilities, access to capital and other industry-specific criteria. The scorecards will highlight strengths and areas needing improvement to help guide economic development efforts.

PRIMARY OPPORTUNITY AREAS

Following the completion of the SWOT analysis and target industry identification, AE will identify up to 5 primary opportunity locations or properties. Using the demographic and economic analysis data in conjunction with target industry location data, AE will select the best physical locations to focus economic development efforts on. These locations will be ranked based on their potential for reinvestment, reuse and/or revitalization.

DELIVERABLES:

Target industry analysis, cluster analysis, occupational analysis, business case analysis, cost of operations model, location scorecard and primary opportunity areas.

PHASE FOUR: STRATEGIC RECOMMENDATIONS

AE will provide an ambitious, yet achievable, target industry / business recruitment strategy that will guide economic development efforts for the next one to two years, five years, and ten years and beyond. The strategy will provide recommendations to attract business investment, improve the business environment for growing and retaining existing industry, a prospect list and marketing.

The strategic recommendations will generate the following results:

- A clear mission and vision;
- High quality jobs and capital investment;
- Stronger existing industry clusters and the growth of new industries;
- A more supportive environment for entrepreneurs and small businesses;
- A more diverse, resilient economy, including a stronger tax base;
- An improved quality of life for local citizens and sense of place and pride; and
- A call to action.

What do the Strategic Recommendations Communicate?

I. Three-Tiered Policy Framework

Tier One: Goals (three to five goals)

- Goals serve as the foundation of the future target industry / business recruitment.
- Each goal addresses many of the community's challenges and opportunities identified by the SWOT analysis.
- Goals are supported by broad-based consensus among public and private leadership.
- Goals are prioritized with cost benefit analysis.
- Goals and strategies include a funding plan.

Tier Two: Strategies (typically three to six strategies for each goal)

- Strategies provide solution-oriented recommendations for achieving the goals.
- Each strategy addresses specific problems or untapped areas of opportunity.

Tier Three: Actions (typically one to five actions for each strategy)

- Actions are clear, implementable steps that are taken to realize strategies and goals.
- Each action provides a detailed solution for one or more facets of a given strategy.

II. Best Practice Case Studies

AE will provide a customized set of best practice case studies from domestic and international communities that have successfully faced similar opportunities and challenges. Best practice examples highlight a successful program or initiative from another community and a detailed description of how the initiative was

implemented. Each best practice example will directly relate to a specific strategy, providing real-world example of how to achieve its strategic goals.

III. Performance Metrics

The ongoing performance evaluation will be a critical component to the success of the economic development efforts. The AE team will propose a set of customized performance metrics that will effectively measure the implementation of the Plan.

Performance metrics will be beneficial for:

- Area economic development initiatives to demonstrate positive result of their efforts as well as have a better source of information for the continuous improvement of program offerings.
- Local businesses, government, and residents who will be able to determine whether economic development resources are well spent.

IV. Implementation Matrix

The implementation matrix is a timeline with organizational roles and responsibilities for each economic development partner. For each strategy and action, AE will identify the timeframe (short-term, mid-term, or long-term) and those responsible for implementing the strategy or action.

Presentation

AE will give a presentation of findings and strategy to stakeholders and residents. The strategy can be greatly enhanced by not only engaging local and regional stakeholders during the stakeholder engagement phase but throughout the process and after the completion of the plan. AE has extensive experience presenting to stakeholders, community leaders, elected officials and the press. AE is able to anticipate questions and possible concerns and prepare our presentation accordingly.

DELIVERABLES:

Strategic recommendations, best practice case studies, performance matrix and implantation matrix.

SECTION V: CLIENT REFERENCES

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SECTION VI: COST

PROJECT TASKS	PRICE
PHASE ONE: PROJECT SETUP & STAKEHOLDER ENGAGEMENT	
Community meeting and tour, steering committee, project website, interviews, focus groups and surveys	\$10,000
PHASE TWO: MARKET ANALYSIS	
Market assessment & SWOT analysis	\$20,000
PHASE THREE: TARGET INDUSTRY	
Target industry analysis & business case analysis	\$20,000
PHASE FOUR: STRATEGIC ACTION PLAN	
Strategic recommendations, strategies, presentation of findings	\$10,000
ALL INCLUSIVE FEE* (not including travel expenses)	\$60,000

This budget includes the full range of services as recommended by AE. No additional cost will be added unless negotiated in the contract. Should the client not require the full scope of services, the total fee will be adjusted. AE estimates 3 trips, each lasting 2 to 3 days and including 2 to 4 staff members. Travel expenses will be billed at actual cost and would be in addition to the \$60,000 proposed.

TIMELINE

The following is a proposed project timeline, assuming a tentative start date of February, 2016 following firm selection and contract award. The deliverables for each phase will be delivered at the end of each phase.

PROJECT PHASES	FEB 2016	MAR 2016	APR 2016	MAY 2016	JUN 2016
PHASE ONE: Project Setup & Stakeholder Engagement	■				
PHASE TWO: Market Analysis		■			
PHASE THREE: Target Industry			■		
PHASE FOUR: Strategic Action Plan				■	
PRESENTATION					■

City of Pittsburg, Kansas
2016 Budget Review
As of April 30, 2016
(33.06% of Fiscal Year has passed)

Budgeted Funds	Un-Encumbered Cash Balance 1/1/2016	Revenues (1)			Expenditures			Loan Activity	Y-T-D Net	Un-Encumbered Cash Balance 4/30/2016
		Adopted Budget 2016	Y-T-D Revenues 4/30/2016	Percent Received	Adopted Budget 2016	Y-T-D Expenses 4/30/2016	Percent Used			
General Fund	\$ 2,921,413	\$ 25,403,674	\$ 9,239,157	36.37%	\$ 25,108,181	\$ 7,924,479	31.56%	\$ -	\$ 1,314,678	\$ 4,236,091
Public Library	103,501	812,319	445,470	54.84%	799,404	236,826	29.63%	-	208,644	312,145
Public Library Annuity	232,538	88	40	45.08%	112,612	59,000	52.39%	-	(58,960)	173,578
Special Alcohol & Drug	71,765	85,000	22,514	26.49%	83,000	21,930	26.42%	-	584	72,349
Special Parks & Recreation	-	85,000	22,514	26.49%	85,000	22,514	26.49%	-	-	-
Street & Highway	97,849	1,085,526	450,664	41.52%	1,080,231	357,538	33.10%	-	93,126	190,975
Street & Highway Sales Tax	222,327	1,013,596	449,617	44.36%	1,010,340	20,770	2.06%	-	428,847	651,174
Section 8 Housing	827	1,337,123	541,170	40.47%	1,350,274	530,535	39.29%	-	10,635	11,462
Revolving Loan Fund	3,094,750	1,286,090	352,231	27.39%	2,617,789	411,248	15.71%	144,843	85,826	3,180,576
Debt Service	807,700	5,303,748	1,108,913	20.91%	5,311,883	665,238	12.52%	-	443,675	1,251,375
Public Utilities	1,442,466	7,931,721	2,470,251	31.14%	7,615,907	2,532,183	33.25%	-	(61,932)	1,380,534
Capital Reserves (1)	375,000	-	-	-	-	-	-	-	-	375,000
Stormwater	156,954	806,058	266,574	33.07%	805,065	168,442	20.92%	-	98,132	255,086
Totals	\$ 9,527,090	\$ 45,149,943	\$ 15,369,115	34.04%	\$ 45,979,686	\$ 12,950,703	28.17%	\$ 144,843	\$ 2,563,255	\$ 12,090,345

(1) Public Utility Capital Reserves: \$225,000 for Wastewater Treatment Plant Clarifier and \$150,000 set aside for water tower maintenance.

Notable Items:

*Sales Tax revenue is down 0.82% YTD compared to same period in 2015.

*Utility water sales are down 3% compared to adopted budget