

**CITY OF PITTSBURG, KANSAS**  
**COMMISSION AGENDA**  
**Tuesday, January 27, 2009**  
**7:00 PM**

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**CALL TO ORDER BY THE MAYOR:**

- a. Invocation – Mary Cash, Community of Christ
- b. Flag Salute Led by the Mayor
- c. Public Input

**CONSENT AGENDA:**

- a. Approval of the January 13th, 2009, City Commission Meeting minutes.
- b. Approval of Ordinance No. G-1058, an Ordinance amending Section 78-116 of the Pittsburg City Code to prohibit parking on the north side of 3rd Street between Georgia Street and Warren Street. **Second Reading - ROLL CALL VOTE.**
- c. Approval of Change Order No. 1 reflecting an increase of \$1,970.00 making a new contract construction amount of \$45,177.00 and final payment in the amount of \$6,290.70 to Mid-America Roofing, Construction and Supply Co., Inc., of Frontenac, Kansas, for the City Hall Roof Replacement Project.
- d. Approval of Change Order No. 2 reflecting a deduct of \$2,871.00 making a new contract construction amount of \$420,772.42 for the Pedestrian/Bicycle Path on Joplin (Centennial to Ford) and Centennial (Meadowbrook Mall to Knollview).
- e. Approval of Change Order No. 20 reflecting an increase of \$1,835.01 making a new contract construction amount of \$4,422,752.81 for Fire Station No. 1.
- f. Approval of Change Order No. 21 reflecting an increase of \$6,930.00 making a new contract construction amount of \$4,429,682.81 for Fire Station No. 1.
- g. Approval of Change Order No. 21 reflecting an increase of \$7,566.91 making a new contract construction amount of \$6,760,774.92 for the Police/Court Facility.

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- h. Approval of Change Order No. 22 reflecting an increase of \$1,818.83 making a new contract construction amount of \$4,431,501.64 for Fire Station No. 1.
- i. Approval of Change Order No. 23 reflecting an increase of \$826.66 making a new contract construction amount of \$4,432,328.30 for Fire Station No. 1.
- j. Approval of an Order vacating a portion of Lindburg Street from the east right-of-way line of Locust Street to the west right-of-way line of Elm Street, all located in the City of Pittsburg, Crawford County, Kansas. (Request of Pittsburg State University.)
- k. Approval of Annual Fire Fighting Contract for Pitsco's facility at 2106 West 4th Street for an annual payment of \$3,569.80, and authorization for the Mayor to sign the contract on behalf of the City.
- l. Approval of staff request to submit a grant application to the Kansas Arts Commission for Memorial Auditorium and Convention Center operating support for the for Fiscal Year 2010, and authorization for the Mayor to sign the application on behalf of the City.
- m. Approval of the Appropriation Ordinance for the period ending January 28, 2009, subject to the release of HUD expenditures when funds are received.  
**ROLL CALL VOTE.**

**SPECIAL PRESENTATION:**

- a. Presentation of plaque from the Kansas Ready Mix Concrete Association for a construction award for the City of Pittsburg's Stormwater Drainage Improvements Project 1A.

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**CONSIDER THE FOLLOWING:**

- a. REQUEST OF PITTSBURG STATE UNIVERSITY FOR TRAFFIC CALMING DEVICES - The Planning and Zoning Commission, in its special meeting of January 5th, 2009, voted 7 to 1 to recommend Governing Body approval of a request submitted by Pittsburg State University for traffic calming devices on Joplin Street between Cleveland Street and Lindburg Street in lieu of vacating the street. **Approve or disapprove recommendation.**
  
- b. FACADE GRANT APPLICATION - 126 EAST 3RD STREET - Staff is recommending approval of a Facade Grant Application by Zack Long, owner of the property located at 126 East 3rd Street, in the amount of \$1,498.88, with the conditions that the applicant completes all work as presented in the application, meets or increases financial contribution toward facility upgrade matching costs, and passes fire reinspection. **Approve or disapprove recommendation and, if approved, authorize the Mayor to sign the appropriate documents.**
  
- c. ATKINSON MUNICIPAL AIRPORT MASTER PLAN - Staff is requesting approval of the Economic Development Advisory Committee's recommendation to approve funding from the sales tax revolving loan fund to pay for the City's 5% share of the Atkinson Municipal Airport Master Plan, with the 95% share being paid by the FAA. **Approve or disapprove the EDAC's recommendation.**
  
- d. ATKINSON MUNICIPAL AIRPORT CAPITAL IMPROVEMENT PROJECTS - Staff is requesting authorization to submit an updated Airport Capital Improvement Plan (ACIP) to the Federal Aviation Administration (FAA) for possible future funding (FFY 2010) to include construction of a parallel taxiway to Runway 16-34, the Five-Year Capital Improvement Program and the Long Range Needs Assessment. **Approve or disapprove updated information and, if approved, authorize the City Manager to sign the new ACIP data sheets on behalf of the City for submittal to FAA.**
  
- e. DANCE HALL LICENSE RENEWAL - MOOREMAN'S, INC. - Approval of the application submitted by Graig A. Moore, to renew the Dance Hall License for Mooreman's Club. **Approve or disapprove application and, if approved, direct the City Clerk to issue the license.**

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- f. DISPOSITION OF BIDS - POLICE VEHICLE PURCHASE - Staff is requesting Governing Body approval of the low bid submitted by Pittsburg Ford, Inc., of Pittsburg, Kansas, for the purchase of three patrol vehicles at a price of \$22,649 per vehicle (total purchase \$67,947). **Approve or disapprove staff request and, if approved, authorize staff to issue the necessary purchase order.**

**NON-AGENDA REPORTS & REQUESTS:**

**ADJOURNMENT**

OFFICIAL MINUTES  
OF THE  
GOVERNING BODY  
OF THE  
CITY OF PITTSBURG, KANSAS  
January 13<sup>th</sup>, 2009

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A Regular Session of the Board of Commissioners was held at 7:00 p.m., Tuesday, January 13<sup>th</sup>, 2009, in the City Commission Room, City Hall, with Mayor Pamela Henderson presiding and the following members present: Marty Beezley, Patrick O'Bryan, and William H. Rushton. Commissioner Rudy Draper was absent.

Dan Muter, Countryside Christian Church, provided the invocation.

Mayor Henderson led the flag salute.

PUBLIC INPUT –

Lura Patrick, 120 East Lindburg, spoke in opposition to the vacation requests submitted by Pittsburg State University. She expressed concern that student fees would be increased to fund Pittsburg State University's proposed plan. She urged the Commission to postpone consideration of the vacation requests until such a time that there is more money available for the project.

Russell Jones, 2107 South Homer, suggested that public input sessions be held to allow Pittsburg State University administration the opportunity to answer the many questions that citizens have regarding the proposed plan for the vacated area.

APPROVAL OF MINUTES – On motion of O'Bryan, seconded by Beezley, the Governing Body approved the minutes of the December 23<sup>rd</sup>, 2008, Special City Commission Meeting as submitted. Motion carried. Absent: Draper.

ORDINANCE NO. G-1057 – On motion of O'Bryan, seconded by Beezley, the Governing Body approved Ordinance No. G-1057, providing for the change of a certain area from Planned Heavy Industrial (IP-3) to Planned General Commercial (CP-2) and amending and supplementing the Zoning District Boundary Map and Zoning Ordinance No. G-663, as amended, of the City of Pittsburg (Larry Fields - 3201 North Rouse), on second reading with the following roll call vote: Yea: Beezley, Henderson, O'Bryan and Rushton. Motion carried. Absent: Draper.

ORDINANCE NO. G-1058 – On motion of O'Bryan, seconded by Beezley, the Governing Body approved Ordinance No. G-1058, an Ordinance amending Section 78-116 of the Pittsburg City Code to prohibit parking on the north side of 3rd Street between Georgia Street and Warren Street on first reading. Motion carried. Absent: Draper.

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DISPOSITION OF BIDS – PURCHASE OF FUEL – On motion of O'Bryan, seconded by Beezley, the Governing Body approved staff recommendation to award the bid for the purchase of fuel to Dobrauc Oil Co., of Frontenac, Kansas, in the amount of \$.03 per gallon above the distributor's cost for unleaded and diesel and \$.10 per gallon above the distributor's cost for the small tanks located at various City facilities. Motion carried. Absent: Draper.

CHANGE ORDER NO. 20 – POLICE/COURTS FACILITY – On motion of O'Bryan, seconded by Beezley, the Governing Body approved Change Order No. 20 reflecting an increase of \$2,794.02 making a new contract construction amount of \$6,753,208.01 for the Police/Courts Facility. Motion carried. Absent: Draper.

INSTALLATION OF STREET LIGHTS – On motion of O'Bryan, seconded by Beezley, the Governing Body approved the installation of four 70-watt high pressure sodium street lights along the newly constructed Pedestrian/Bicycle Path on Centennial (Meadowbrook Mall to Knollview) and Joplin (Ford to Centennial) at a cost of \$6.13 per light per month (or \$24.52 per month for a total of \$294.24 per year). Motion carried. Absent: Draper.

WATER SERVICE OUTSIDE CITY LIMITS – SCHURR – On motion of O'Bryan, seconded by Beezley, the Governing Body approved the application for water service outside the City limits submitted by Rolla Schurr to property located at 1401 Main Street Lane. Motion carried. Absent: Draper.

APPROPRIATION ORDINANCE – On motion of O'Bryan, seconded by Beezley, the Governing Body approved the Appropriation Ordinance for the period ending January 14<sup>th</sup>, 2009, subject to the release of HUD expenditures when funds are received, with the following roll call vote: Yea: Beezley, Henderson, O'Bryan, and Rushton. Motion carried. Absent: Draper.

DISPOSITION OF BIDS – PURCHASE OF POLICE PACKAGE VEHICLES – On motion of Rushton, seconded by O'Bryan, the Governing Body tabled consideration of staff request to award the bid for the purchase of four (4) 2009 police package vehicles to Pittsburg Ford, Pittsburg, Kansas based on their low bid meeting specifications of \$90,596. Motion carried. Absent: Draper.

Commissioner Rushton requested that Staff refrain from ordering the police package vehicles and pick up truck to make sure the City's financial status is sufficient. Interim City Manager John VanGorden indicated that Staff would include consideration of these purchases on the January 27<sup>th</sup>, 2009, City Commission Meeting agenda.

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DISPOSITION OF BIDS – PURCHASE OF PICKUP TRUCK – On motion of Rushton, seconded by O'Bryan, the Governing Body tabled consideration of staff request to award the bid for the purchase of one (1) 2009 half-ton, four-wheel drive pickup truck to Pittsburg Ford, Pittsburg, Kansas, based on their low bid meeting specifications of \$24,793. Motion carried. Absent: Draper.

EMPLOYEE HANDBOOK ADOPTION – It was the consensus of the Governing Body to table the adoption of the newly revised Employee Handbook. Absent: Draper.

WILLIAMS SPURGEON KUHL & FRESHNOCK AGREEMENT – MT. OLIVE CEMETERY MAUSOLEUM – It was the consensus of the Governing Body to table the consideration of staff recommendation to enter into an agreement with Williams Spurgeon Kuhl & Freshnock to investigate the damage at the Mt. Olive Cemetery Mausoleum and provide a plan to correct the damage for a maximum amount of \$7,500. Absent: Draper.

PUBLIC HEARING - REQUEST TO VACATE – Following Public Hearing, on motion of O'Bryan, seconded by Rushton, the Governing Body approved the request submitted by Pittsburg State University to vacate a portion of Lindburg Street from the east right-of-way line of Locust Street to the west right-of-way line of Elm Street, with the vacated property to be retained as a utility easement, and directed staff to prepare the necessary Order. Motion carried. Absent: Draper.

Don Wadell, 2101 North Broadway, spoke in opposition to the vacation request submitted by Pittsburg State University. He indicated that the students have not been given the opportunity to voice their opinions regarding the vacation.

John Oldham, 527 South Georgia, inquired if the City was prepared to make a decision on a plan submitted by Pittsburg State University that is only 35% complete. He questioned what the end product would look like.

Brett Garrett, 1082 South 220<sup>th</sup>, spoke in opposition to the vacation request submitted by Pittsburg State University. He likes the concept of bringing more green space to the campus, but believes the students should be involved in the decision making process.

Greg Fuchs, 501 Victorian Drive, inquired if parking spaces on Elm Street would be eliminated. He is concerned about the possible loss of parking near McCray Hall. He indicated that he wants to ensure the needs of his patrons in loading and unloading their equipment are met.

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PUBLIC HEARING - REQUEST TO VACATE (continued) –

Bob Kehle, 310 East Jefferson, indicated that PSU students as a whole are unaware of the proposed project. He suggested the university administration visit with students and citizens regarding the project.

Dr. Howard Smith, Pittsburg State University, indicated that university administration visited with students involved in Student Government regarding the proposed project.

PUBLIC HEARING - REQUEST TO VACATE – Following Public Hearing, on motion of Rushton, seconded by Beezley, the Governing Body tabled the request submitted by Pittsburg State University to vacate a portion of the east-west alley beginning at the east right-of-way line of Broadway Avenue and extending east approximately 158 feet located adjacent to Lots 1 thru 12 and Lot 26, Block 1, College Park Addition to the City of Pittsburg, Crawford County, Kansas, until such a time that proper notice can be published in the newspaper. Motion carried. Absent: Draper.

Todd Kennemer, Assistant Director of Public Works, requested to amend the request to include 142 feet adjacent to Lots 1 thru 6 in lieu of 158 feet adjacent to Lots 1 thru 12. Mr. Kennemer's request was the result of the area approved by the Planning & Zoning Commission.

Lura Patrick, 120 East Lindburg, suggested the alley remain open to allow students and residents access to Broadway from the alley in case of an emergency.

City Attorney Henry Menghini indicated that he is prohibited by State Statute to prepare an Order that had incorrect information published in the Public Hearing Notice.

PROPERTY ACQUISITION – On motion of O'Bryan, seconded by Rushton, the Governing Body authorized staff to proceed with the purchase of the property located at 906 West 3<sup>rd</sup> Street in the amount of \$22,000.00. Motion carried. Absent: Draper.

CHANGE ORDER NO. 1 - BROADWAY AVENUE STREETSCAPE IMPROVEMENTS PHASE II (8<sup>th</sup> STREET TO 11<sup>th</sup> STREET) – On motion of Rushton, seconded by Beezley, the Governing Body approved Change Order No. 1 reflecting an increase of \$36,960.00 for the Broadway Avenue Streetscape Improvements Phase II Project (8th Street to 11th Street) making a new contract construction amount of \$772,726.80. Motion carried. Absent: Draper.

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CHANGE ORDER NO. 1- MANHOLE REHABILITATION (YEAR 5) – On motion of Beezley, seconded by O'Bryan, the Governing Body approved Change Order No. 1 reflecting an increase of \$54,985.00 for the Manhole Rehabilitation (Year 5) Project making a new contract construction amount of \$334,714.80. Motion carried. Absent: Draper.

DISPOSITION OF BIDS - FORD AND ROUSE TRAFFIC SIGNAL INSTALLATION – On motion of Rushton, seconded by O'Bryan, the Governing Body approved staff recommendation to approve the low bid submitted by CDL Electric Co., Inc., of Pittsburg, Kansas, based on their bid of \$88,295 for the Ford and Rouse Traffic Signal Installation Project, and authorized the Mayor to execute the contract documents when prepared. Motion carried. Absent: Draper.

It was noted that Pittsburg State University will participate in this project by paying 50% of the project cost. Commissioner Rushton requested staff to obtain written confirmation from PSU that they intend to pay 50% of the project costs.

Commissioner Beezley stated that she was under the impression that the signal would be pedestrian activated. Commissioner Beezley expressed concern about the possibility of having traffic congested on Rouse, due to a red light on Rouse, as a result of traffic on Joplin activating the signal.

NON-AGENDA REPORTS AND REQUESTS:

DISPOSITION OF BIDS – BYPASS SANITARY SEWER REPLACEMENT – Commissioner O'Bryan moved to approve the bid submitted by Polston Construction, Inc., of Lamar, Missouri, in the amount of \$81,343.00 for the Bypass Sanitary Sewer Replacement Project. Motion died for lack of a second. Absent: Draper.

Commissioner Beezley requested staff to revise the bid forms or provide additional instruction to potential bidders on how to properly complete the bid forms to avoid confusion by the bidders.

DISPOSITION OF BIDS – BYPASS SANITARY SEWER REPLACEMENT – On motion of O'Bryan, seconded by Beezley, the Governing Body approved the bid submitted by Polston Construction, Inc., of Lamar, Missouri, in the amount of \$81,343.00 for the Bypass Sanitary Sewer Replacement Project. Motion carried. Absent: Draper.

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January 13<sup>th</sup>, 2009

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ADJOURNMENT: On motion of Rushton, seconded by Beezley, the Governing Body adjourned the meeting at 8:57 p.m. Motion carried.

\_\_\_\_\_  
Pamela Henderson, Mayor

ATTEST:

\_\_\_\_\_  
Tammy Nagel, City Clerk



## Interoffice Memorandum

**TO:** JOHN D. VANGORDEN  
Interim City Manager

**FROM:** WILLIAM A. BEASLEY  
Director of Public Works

**DATE:** January 20, 2009

**SUBJECT:** Agenda Item – January 27, 2009  
Final Payment and Change Order No. 1  
City Hall Roof Replacement

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All work on the above-referenced project has been completed and the contractor, Mid-America Roofing, Construction and Supply Co., Inc., is now requesting final payment. Attached are the necessary documents to final out this project. Pay estimates were prepared during the course of the project to cover the work that was completed by the contractor. The remaining amount now due the contractor for payment is \$6,290.70.

Also, attached is Change Order No. 1 reflecting an increase of \$1,970.00, making a new contract construction amount of \$45,177.00. The first item of the change order includes retrofit of the new roof drains to provide proper drainage. The existing drains were clogged and inoperable. The second item of the change order includes changing the parapet cap color and size to cover an existing caulk joint.

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, January 27, 2009. Action necessary will be approval or disapproval of Change Order No. 1.

If you have any questions concerning this matter, please do not hesitate to contact me.

Attachment: Change Order No. 1

cc: Tammy Nagel, City Clerk  
Jon B. Garrison, Director of Finance & Administration  
Andrew J. Huyett, Building Official  
Project File  
Memo File

PROJECT: CITY HALL ROOF REPLACEMENT

DATE: January 5, 2009

PETITION AMOUNT: \$ \_\_\_\_\_

PERIODIC ESTIMATE NO. Final

TEMPORARY NOTES: \$ \_\_\_\_\_

CONTRACTOR: MID-AMERICA ROOFING, CONSTRUCTION & SUPPLY CO., INC.  
1035 NORTH HIGHWAY 69  
FRONTENAC, KANSAS 66763

ORIGINAL CONTRACT CONSTRUCTION AMOUNT..... \$43,207.00  
CHANGE ORDER NO. 1 THRU 1 ..... \$+1,970.00  
NEW CONTRACT CONSTRUCTION AMOUNT..... \$45,177.00

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	CONTRACT AMOUNT	C.O. QUANTITY	TOTAL QUANTITY	NEW CONST. AMOUNT	UNITS COMP.	VALUE
1.	City Hall Roof Replacement (take off gravel to insulation)	1	L.S.	\$43,207.00	\$43,207.00				100%	\$43,207.00
2.	CHANGE ORDER NO. 1					1 L.S.	1 L.S.	\$1,970.00	100%	\$ 1,970.00

TOTAL VALUE OF WORK DONE AND MATERIALS ON HAND..... \$45,177.00  
PERCENT RETAINED (10%)..... \$ - 0 -  
OTHER DEDUCTIONS (SPECIFY)..... \$ \_\_\_\_\_  
TOTAL OF PREVIOUS ESTIMATES..... \$38,886.30  
TOTAL DEDUCTIONS..... \$38,886.30  
AMOUNT DUE CONTRACTOR ON THIS ESTIMATE..... \$ 6,290.70

SUBMITTED BY: Andrew J. Huyett  
Andrew J. Huyett, Building Official

APPROVED BY: William A. Beasley  
William A. Beasley, Director of Public Works

**CHANGE ORDER FORM**

PROJECT: CITY HALL ROOF REPLACEMENT

DATE: January 5, 2009

PETITION AUTHORIZED AMOUNT \$ \_\_\_\_\_

TEMPORARY NOTES AUTHORIZED \$ \_\_\_\_\_

CHANGE ORDER NO.: 1

CONTRACT BIDS RECEIVED: \_\_\_\_\_

CONTRACTOR: MID-AMERICA ROOFING, CONSTRUCTION & SUPPLY CO., INC.

ORIGINAL CONTRACT CONSTRUCTION AMOUNT.....

\$ 43,207.00

CHANGE ORDER NO. \_\_\_\_\_ THRU \_\_\_\_\_ .....

\$ \_\_\_\_\_

NEW CONSTRUCTION AMOUNT.....

\$ \_\_\_\_\_

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL
1.	(3) Roof Drains	1	L.S.	+\$1,470.00	+\$1,470.00
2.	Extend Metal Fascia	1	L.S.	+\$ 500.00	+\$ 500.00

TOTAL CHANGE ORDER NO. 1 .....

\$ + 1,970.00

NEW CONTRACT CONSTRUCTION AMOUNT .....

\$ 45,177.00

ENGINEERING AND INSPECTION (10%) .....

\$ \_\_\_\_\_

LEGAL AND ADMINISTRATIVE (5%) .....

\$ \_\_\_\_\_

NEW PROJECT TOTAL .....

\$ + 1,970.00

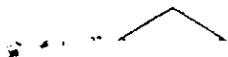
ACCEPTED BY: *Marcus Miller*

SUBMITTED BY: *Andrew J. Huyett*  
Andrew J. Huyett, Building Official

DATE: 1/21/09

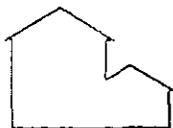
APPROVED BY: *William A. Beasley*  
William A. Beasley, Director of Public Works

DATE OF APPROVAL BY CITY COMMISSION: 1/27/09



Mid-America Roofing, Inc.

# Contract Invoice



Mid-America Roofing, Inc.

1035 N. Highway 69  
Frontenac KS 66763  
620-232-1678

# Contract Invoice

Invoice#: 2008262

Date: 12/15/2008

License:

**Billed To:** City of Pittsburg  
201 W 4th  
Pittsburg KS 66762

**Project:** Pittsburg City Hall  
201 W. 4TH St.  
Pittsburg KS 66762

Due Date: 01/14/2009

Terms: 30DY

Order# Andrew Huyett

Description	Amount
Change Order # 1	
(3) Roof drain	1,470.00
Extend Metal Fascia	500.00

*A service charge of 1.50 % per annum will be charged on all amounts overdue on regular statement dates.*

*Thank you for your prompt payment!*

Non-Taxable Amount:	1,970.00
Taxable Amount:	0.00
Sales Tax:	0.00
<b>Amount Due</b>	<b>1,970.00</b>

FINAL PAYMENT DUE CONTRACTOR

Date: January 5, 2009

PROJECT NO. CITY HALL ROOF REPLACEMENT

PETITION AUTHORIZED AMOUNT \$ \_\_\_\_\_

TEMPORARY NOTES AUTHORIZED \$ \_\_\_\_\_

CONTRACTOR: MID-AMERICA ROOFING, CONSTRUCTION & SUPPLY CO., INC.

ORIGINAL CONTRACT CONSTRUCTION AMOUNT..... \$43,207.00

Change Order No. 1 Dated 01-05-09 (show plus or minus)..... \$+1,970.00

Change Order No. \_\_\_\_\_ Dated \_\_\_\_\_ (show plus or minus)..... \$ \_\_\_\_\_

Change Order No. \_\_\_\_\_ Dated \_\_\_\_\_ (show plus or minus)..... \$ \_\_\_\_\_

Change Order No. \_\_\_\_\_ Dated \_\_\_\_\_ (show plus or minus)..... \$ \_\_\_\_\_

Change Order No. \_\_\_\_\_ Dated \_\_\_\_\_ (show plus or minus)..... \$ \_\_\_\_\_

TOTAL CONSTRUCTION COST..... \$45,177.00

Less Previous Payments..... \$38,886.30

BALANCE DUE CONTRACTOR (FINAL PAYMENT)..... \$ 6,290.70

Accepted by: Mark Miller  
Contractor

Submitted by: Andrew J. Huyett  
Andrew J. Huyett, Building Official

Date: 1/21/09

Approved by: William A. Beasley  
William A. Beasley, Director of Public Works

Date of Approval by City Commission: \_\_\_\_\_

# Mid-America ROOFING

1035 North Hwy 69 • Frontenac, KS 66763  
Phone 620-232-1678 • Fax 620-232-2128

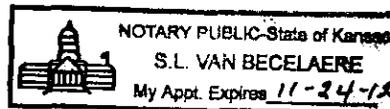
To: City Clerk  
City of Pittsburg  
Pittsburg, Kansas 66762

Project: City Hall Roof Replacement  
201 West 4<sup>th</sup> Street  
Pittsburg, KS 66762

In accordance with the provisions of the Contract of the above mentioned Project. I/We hereby certify and swear that all subcontractors, vendors, persons or firms who have furnished labor or materials for the work and all rentals of materials, equipment or property used in conjunction with the work, and that all taxes have been paid in full or otherwise satisfied.

<p>State of Kansas, <u>Crawford</u> County</p> <p>On this <u>21<sup>st</sup></u> day of <u>January</u> 2009, Before me, a Notary Public in and for the aforementioned County and State, personally appeared <u>Norman R. Miller</u>, to me known to be the identical person who executed the above statement.</p> <p><u>S.L. Van Becelaere</u> Notary Public</p> <p>My Commission Expires: <u>11-24-12</u></p>	<p>Contractor: <u>MID-AMERICA</u> <u>ROOFING, CONSTRUCTION SUPPLY CO. INC</u></p> <p>By: <u>Norman Miller</u></p> <p>Title: <u>Pres</u></p> <p>Seal: _____ (If Corporate)</p>
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IN WITNESS this 21<sup>st</sup> day of January, 2009



## STATE OF KANSAS PROJECT COMPLETION CERTIFICATION

TO: City of Pittsburg

Name of Entity to whom Project Exemption Certificate was Issued

201 W 4th St  
Street Address

Pittsburg  
City

KS  
State

66762  
Zip Code

This is to certify, to the best of my knowledge and belief, that all materials purchased under Exemption Certificate Number 0000010832, issued by the Kansas Department of Revenue, were incorporated into the building or project for which the exemption was issued and were entitled to an exemption pursuant to K.S.A. 79-3606(c), (d), (e), (xx), (aaa), (ccc), (iii), (qqq), (sss), (ttt), (uuu), (xxx) and (yyy) as amended.

Mid-America Roofing, Construction & Supply Co., Inc.  
Contractor / Subcontractor

1035 North Highway 69  
P.O. Box and/or Street Number and Name

Frontenac, Kansas 66763  
City, State Zip

Nann Miller  
Signature and Title of Authorized Representative

1/21/09  
Date

### INSTRUCTIONS

Upon completion of a tax exempt project, the contractor must furnish this certification to the exempt entity for which the work was performed. The exempt entity needs to retain this document in their files and record the actual date that the project was completed on-line at <https://www.kdor.org/taxcenter/>. All invoices must be retained by the contractor for a period of five (5) years and are subject to audit by the Kansas Department of Revenue.



## Interoffice Memorandum

**TO:** JOHN D. VANGORDEN  
Interim City Manager

**FROM:** WILLIAM A. BEASLEY  
Director of Public Works

**DATE:** January 20, 2009

**SUBJECT:** Agenda Item – January 27, 2009  
Change Order No. 2  
Pedestrian/Bicycle Path  
Joplin (Centennial to Ford)  
Centennial (Meadowbrook Mall to Knollview)  
KDOT Project No. TE-0280-01; Paving Project No. P06-04

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Attached you will find Change Order No. 2 for the above-referenced project reflecting a deduct of \$2,871.00 making a new contract construction amount of \$420,772.42. This change order reflects the following adjustments:

1. Items #6 and #13 were adjusted in order to leave approximately 100' of 5' wide sidewalk on the south side of Community National Bank as part of the path instead of removing it and replacing it with an 8' wide path. This was due to the close proximity of the bank parking lot and direct contact with the back of the curb of Centennial.
2. Item #9 was added to channel the storm water further on out to the edge of the drainage ditch that runs along the south side of that section of the path. This was to avoid soil erosion and deterioration of the side of the drainage ditch.
3. Item #25 was added to place sod along the east side of the south path where it joins the property at 2508 and 2511 Random Acres Court. Sod was scheduled for all areas adjacent to residential properties disturbed during construction. This area was inadvertently overlooked.

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, January 27, 2009. Action necessary will be approval or disapproval of Change Order No. 2.

**MEMO TO: JOHN D. VANGORDEN**  
**JANUARY 20, 2009**  
**PAGE TWO**

If you have any questions concerning this matter, please do not hesitate to contact me.

Attachment: Change Order No. 2

cc: Tammy Nagel, City Clerk  
Jon B. Garrison, Director of Finance & Administration  
Project File  
Memo File

## CHANGE ORDER FORM

PROJECT: PEDESTRIAN/BICYCLE PATH  
 Joplin (Centennial to Ford)  
 Centennial (Meadowbrook Mall to Knollview)

DATE: December 22, 2008

PETITION AUTHORIZED AMOUNT \$ \_\_\_\_\_  
 TEMPORARY NOTES AUTHORIZED \$ \_\_\_\_\_  
 CONTRACT BIDS RECEIVED: \_\_\_\_\_  
 CONTRACTOR: JRB INDUSTRIES, INC.

CHANGE ORDER NO.: 2

ORIGINAL CONTRACT CONSTRUCTION AMOUNT.....	<u>\$407,698.00</u>
CHANGE ORDER NO. <u>1</u> THRU <u>1</u> .....	<u>+\$15,945.42</u>
NEW CONSTRUCTION AMOUNT.....	<u>\$423,643.42</u>

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL
6.	Pavement Removal	105	S.Y.	\$ 5.00	- \$ 525.00
9.	15" RCP Storm Sewer	10	L.F.	\$ 65.00	+ \$ 650.00
13.	Concrete Bike Path	105	S.Y.	\$ 40.00	- \$4,200.00
25.	Sodding	344	S.Y.	\$ 3.50	+ \$1,204.00

TOTAL CHANGE ORDER NO. <u>2</u> .....	<u>\$- 2,871.00</u>
NEW CONTRACT CONSTRUCTION AMOUNT .....	<u>\$420,772.42</u>
ENGINEERING AND INSPECTION (10%) .....	\$ _____
LEGAL AND ADMINISTRATIVE (5%) .....	\$ _____
NEW PROJECT TOTAL .....	<u>\$420,772.42</u>

ACCEPTED BY: James R. Beachler

SUBMITTED BY: Matthew Goad  
 Matthew Goad, Engineering Technician

DATE: 1-13-09

APPROVED BY: William A. Beasley  
 William A. Beasley, Director of Public Works

DATE OF APPROVAL BY CITY COMMISSION: \_\_\_\_\_



## Interoffice Memorandum

**TO:** CITY COMMISSION

**FROM:** JOHN D. VANGORDEN  
Interim City Manager

**DATE:** January 12, 2009

**SUBJECT:** Agenda Item – January 27, 2009  
Change Order No. 20  
Pittsburg Fire Station No. 1

---

Attached is Change Order No. 20 for the above-referenced project reflecting an increase of \$1,835.01 making a new contract construction amount of \$4,422,752.81. Also, attached you will find a memorandum from Rick Kuhl of Williams Spurgeon Kuhl & Freshnock describing the proposed changes.

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, January 27, 2009. Action necessary will be approval or disapproval of this change order.

If you have any questions concerning this matter, please do not hesitate to contact me.

Attachment: Change Order No. 20

cc: Jon B. Garrison, Director of Finance & Administration  
Tammy Nagel, City Clerk  
Project File  
Memo File

# **AIA® Document G701™ – 2001**

## Change Order

<b>PROJECT (Name and address):</b> Pittsburg Fire Station #1	<b>CHANGE ORDER NUMBER:</b> 020 <b>DATE:</b> January 07, 2009	<b>OWNER:</b> <input checked="" type="checkbox"/>
<b>TO CONTRACTOR (Name and address):</b> Crossland Construction Company, Inc. 833 S. East Ave. P.O. Box 45 Columbus, KS 66725	<b>ARCHITECT'S PROJECT NUMBER:</b> 06075 <b>CONTRACT DATE:</b> October 12, 2007 <b>CONTRACT FOR:</b> General Construction	<b>ARCHITECT:</b> <input checked="" type="checkbox"/> <b>CONTRACTOR:</b> <input checked="" type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input type="checkbox"/>

**THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)*

1. Per Crossland's Change Order Request No. 042, dated 11/5/08 and WSKF's PR #17, dated 10/16/08 for the following items:
 

Irrigation line changes and additions and credit for booster pump	Deduct: <\$ 400.00>
Electrical for irrigation line changes:	No Cost Change: \$ 0.00
Add ceiling to trash/storage building:	Add: \$1,381.00
Paint ceiling of trash/storage building:	Add: \$ 280.00
Crossland's Overhead & Profit:	Add: \$ 96.26
	Add: \$1,357.26
  
  2. Per Crossland's Change Order Request No. 052, and WSKF's PR #23, dated 11/18/08 for adding wall phone outlet in Corridor #114:
 

	Add: \$ 173.25
--	----------------
  
  3. Per Crossland's Change Order Request No. 055, dated 1/6/09 and Hoss & Brown's PR #25, dated 12/12/08 for adding/relocating electrical devices:
 

	Add: \$ 304.50
--	----------------
- Total Change Order No. 20: Add: \$1,835.01

The original Contract Sum was	\$ 4,250,000.00
The net change by previously authorized Change Orders	\$ 170,917.80
The Contract Sum prior to this Change Order was	\$ 4,420,917.80
The Contract Sum will be increased by this Change Order in the amount of	\$ 1,835.01
The new Contract Sum including this Change Order will be	\$ 4,422,752.81

The Contract Time will be unchanged by Zero ( 0 ) days.  
 The date of Substantial Completion as of the date of this Change Order therefore is January 08, 2009

**NOTE:** This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Williams Spurgeon Kuhl & Freshnock  
Architects, Inc.

Crossland Construction Company, Inc.

City of Pittsburg, Kansas

ARCHITECT (Firm name)

CONTRACTOR (Firm name)

OWNER (Firm name)

110 Armour Road, North Kansas City,  
Missouri 64116

833 S. East Ave., P.O. Box 45, Columbus,  
KS 66725

201 W. Fourth Street, Pittsburg, Kansas  
66762

ADDRESS

ADDRESS

ADDRESS

BY (Signature)

BY (Signature)

BY (Signature)

(Typed name)

(Typed name)

(Typed name)

DATE

DATE

DATE

---

Architecture · Interior Design · Illustration · Planning

---

Attn.: Mr. John VanGorden  
To: City of Pittsburg  
201 W. 4th St.  
Pittsburg, KS 66762  
From: Rick Kuhl

Date: January 8, 2009  
Project: Pittsburg Fire Station 1  
Pittsburg, Kansas  
Project No.: 06075  
Subject: Change Order 020

---

John,

The following is an overview of the proposed Change Order 20 for Pittsburg Fire Station No. 1:

**COR # 042/PR #017**

**Additional Lighting – \$1,261.00**

This scope of work eliminates the landscape irrigation booster pump as it was determined that additional pressure was not needed. This scope also includes adding a ceiling in the trash enclosure to provide security for the storage portion of the building and to “bird-proof” the attic space. We recommend acceptance of this work in order to provide appropriate security.

**CCC OH/P – \$96.26**

This item is Crossland's overhead and profit associated with the items above. This item represents approximately 5% of the total change order. We recommend acceptance of this item.

**COR # 052/PR #023**

**Phone Outlet – \$165.00**

This scope of work provides for adding one additional telephone outlet at the first floor. This additional outlet was requested by the Fire Department. We recommend acceptance of this work in order to provide the requested outlet.

**CCC OH/P – \$8.25**

This item is Crossland's overhead and profit associated with the items above. This item represents approximately 5% of the total change order. We recommend acceptance of this item.

**COR # 055/PR #025**

**Power & TV Outlets – \$290.00**

This scope of work provides for two additional power outlets; one for a new TV (outlet & cable connection) location within the kitchen and one for the relocated microwave outlet. These outlets were requested by the Fire Department. We recommend acceptance of this work in order to provide the requested outlets.

**CCC OH/P – \$14.50**

This item is Crossland's overhead and profit associated with the items above. This item represents approximately 5% of the total change order. We recommend acceptance of this item.

January 8, 2009

Pittsburg Fire – Change Order 20

Changes Overview

**Summary**

---

COR # 042/PR #017	\$1,261.00	(Storage Bldg. Ceiling)
CCC OH/P	\$ 96.26	(Crossland OH/P)
COR # 052/PR #023	\$ 165.00	(Telephone Outlet)
CCC OH/P	\$ 8.25	(Crossland OH/P)
COR # 055/PR #025	\$ 290.00	(Power & TV Outlets)
CCC OH/P	\$ 14.50	(Crossland OH/P)
<b>Total Cost</b>	<b>\$1,835.01</b>	

Please let me know if you need additional information or comment.

Signed:



Williams Spurgeon Kuhl & Freshnock Architects, Inc.

Copy to: File



## Interoffice Memorandum

**TO:** CITY COMMISSION

**FROM:** JOHN D. VANGORDEN  
Interim City Manager

**DATE:** January 12, 2009

**SUBJECT:** Agenda Item – January 27, 2009  
Change Order No. 21  
Pittsburg Fire Station No. 1

---

Attached is Change Order No. 21 for the above-referenced project reflecting an increase of \$6,930.00 making a new contract construction amount of \$4,429,682.81. Also, attached you will find a memorandum from Rick Kuhl of Williams Spurgeon Kuhl & Freshnock describing the proposed changes.

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, January 27, 2009. Action necessary will be approval or disapproval of this change order.

If you have any questions concerning this matter, please do not hesitate to contact me.

Attachment: Change Order No. 21

cc: Jon B. Garrison, Director of Finance & Administration  
Tammy Nagel, City Clerk  
Project File  
Memo File

# AIA<sup>®</sup> Document G701<sup>™</sup> – 2001

## Change Order

<b>PROJECT</b> (Name and address): Pittsburg Fire Station #1	<b>CHANGE ORDER NUMBER:</b> 021 <b>DATE:</b> January 14, 2009	<b>OWNER:</b> <input checked="" type="checkbox"/> <b>ARCHITECT:</b> <input checked="" type="checkbox"/> <b>CONTRACTOR:</b> <input checked="" type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input type="checkbox"/>
<b>TO CONTRACTOR</b> (Name and address): Crossland Construction Company, Inc. 833 S. East Ave. P.O. Box 45 Columbus, KS 66725	<b>ARCHITECT'S PROJECT NUMBER:</b> 06075 <b>CONTRACT DATE:</b> October 12, 2007 <b>CONTRACT FOR:</b> General Construction	

**THE CONTRACT IS CHANGED AS FOLLOWS:**

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

- Per Crossland's Change Order Request No. 059 for installation of Plenum Rated Cable for TV System and Labor: Add: \$6,930.00
- Total Change Order No. 21: Add: \$6,930.00

The original Contract Sum was	\$ 4,250,000.00
The net change by previously authorized Change Orders	\$ 172,752.81
The Contract Sum prior to this Change Order was	\$ 4,422,752.81
The Contract Sum will be increased by this Change Order in the amount of	\$ 6,930.00
The new Contract Sum including this Change Order will be	\$ 4,429,682.81

The Contract Time will be unchanged by Zero ( 0 ) days.

The date of Substantial Completion as of the date of this Change Order therefore is January 08, 2009

**NOTE:** This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

Williams Spurgeon Kuhl & Freshnock Architects, Inc.

**ARCHITECT** (Firm name)

110 Armour Road, North Kansas City, Missouri 64116

**ADDRESS**

BY (Signature)

(Typed name)

**DATE**

Crossland Construction Company, Inc.

**CONTRACTOR** (Firm name)

833 S. East Ave., P.O. Box 45, Columbus, KS 66725

**ADDRESS**

BY (Signature)

(Typed name)

**DATE**

City of Pittsburg, Kansas

**OWNER** (Firm name)

201 W. Fourth Street, Pittsburg, Kansas 66762

**ADDRESS**

BY (Signature)

(Typed name)

**DATE**

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User Notes:

(3825944380)

# CROSSLAND

**CONSTRUCTION COMPANY, INC.**

## Change Order Request

Detailed (with Breakdown of PCOs), Grouped by Each Number

**Pittsburg Public Safety Facilities - Fire Station**  
 915 W. 4th Street  
 Pittsburg, Kansas 66762

**Project # 07KS12-A**  
 Tel: 620.232.2970 Fax: 620.429.3405

**Crossland Construction Company, Inc.**

**Change Order Request: 059**

**Date: 1/8/2009**

**To:** Rick Kuhl  
 Williams Spurgeon Kuhl & Freshnock  
 110 Armour Road  
 North Kansas City, MO 64116

**From:** Mike Bennett  
 Crossland Construction Company, Inc.  
 833 SE Avenue  
 PO Box 45  
 Columbus, KS 66725

Description	Category	Status
Plenum Rated Cable for TV System		Sent

Reference	Required By	Days Req	Amt Req
	1/15/2009	0	6,930.00

**Notes**

PCO No	Date	Reference	Amt Prop	Days Req	Category	Reason
		<b>Description</b>				<b>Notes</b>
059	1/8/2009		6,930.00	0		
Plenum Rated Cable for TV System						

Item No	Item Description	Amt Prop	Reference
2059-100100	Plenum Rated Cable for TV System and Labor	6,600.00	
2059-100101	CCC OH/P	330.00	

**Approved By:**

**Signature** \_\_\_\_\_  
**Name** \_\_\_\_\_ **Date** \_\_\_\_\_

*Prolog Manager*

Printed on: 1/8/2009 CM

Page 1 of 1

Architecture · Interior Design · Illustration · Planning

Attn.: Mr. John VanGorden  
To: City of Pittsburg  
201 W. 4th St.  
Pittsburg, KS 66762  
From: Rick Kuhl

Date: January 8, 2009  
Revision Date: January 14, 2009  
Project: Pittsburg Fire Station 1  
Pittsburg, Kansas  
Project No.: 06075  
Subject: Change Order 021

John,

The following is an overview of the proposed Change Order 21 for Pittsburg Fire Station No. 1:

**COR # 059**

**Additional Lighting – \$6,600.00**

This scope of work adds cable TV throughout the building. The conduit and outlets for cable TV were included in the original contract with the understanding that the cable TV company would wire the building. The cable TV company no longer offers wiring for "commercial" buildings. Additionally, the cable TV company does not have the required type of cable (plenum rated type). This scope provides for furnishing and installation the cable throughout the facility. We recommend acceptance of this work in order to provide cable TV.

**CCC OH/P – \$330.00**

This item is Crossland's overhead and profit associated with the items above. This item represents approximately 5% of the total change order. We recommend acceptance of this item.

**Summary**

COR # 059	\$6,600.00 (Cable TV)
CCC OH/P	\$ 330.00 (Crossland OH/P)
<b>Total Cost</b>	<b>\$6,930.00</b>

Please let me know if you need additional information or comment.

Signed: 

Williams Spurgeon Kuhl & Freshnock Architects, Inc.  
Copy to: File



## Interoffice Memorandum

**TO:** CITY COMMISSION

**FROM:** JOHN D. VANGORDEN  
Interim City Manager

**DATE:** January 19, 2009

**SUBJECT:** Agenda Item – January 27, 2009  
Change Order No. 21  
Pittsburg Police/Courts Facility

---

Attached is Change Order No. 21 for the above-referenced project reflecting an increase of \$7,566.91 making a new contract construction amount of \$6,760,774.92. Also, attached is a copy of a memorandum provided by Rick Kuhl of Williams Spurgeon Kuhl & Freshnock Architects explaining the proposed changes.

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, January 27, 2009. Action necessary will be approval or disapproval of this change order.

If you have any questions concerning this matter, please do not hesitate to contact me.

Attachment: Change Order No. 21

cc: Jon B. Garrison, Director of Finance & Administration  
Tammy Nagel, City Clerk  
Project File  
Memo File

# AIA<sup>®</sup> Document G701<sup>™</sup> – 2001

## Change Order

<b>PROJECT</b> (Name and address): Pittsburg Police/Courts Facility Pittsburg, Kansas	<b>CHANGE ORDER NUMBER:</b> 021 <b>DATE:</b> January 12, 2009	<b>OWNER:</b> <input checked="" type="checkbox"/> <b>ARCHITECT:</b> <input checked="" type="checkbox"/>
<b>TO CONTRACTOR</b> (Name and address): Crossland Construction Company, Inc. 833 S. East Ave. P.O. Box 45 Columbus, KS 66725	<b>ARCHITECT'S PROJECT NUMBER:</b> 06074 <b>CONTRACT DATE:</b> October 12, 2007 <b>CONTRACT FOR:</b> General Construction	<b>CONTRACTOR:</b> <input checked="" type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input type="checkbox"/>

### THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

- Per Crossland's Change Order Request No. 50, dated 1/2/09 for wall covering in Corridor #2047: Add: \$1,256.85
- Per Crossland's Change Order Request No. 51, dated 1/6/09 and WSKF's PR No. 21, dated 1/6/09 for the following:
 

Electrical Changes:	\$1,227.65
Crossland's Overhead/Profit:	\$ 61.38
Landscaping Changes:	\$2,203.00
Crossland's Overhead/Profit:	\$ 110.15
Millwork Changes:	\$2,369.95
Crossland's Overhead/Profit:	\$ 118.50
Wall Covering Changes:	\$ 105.00
Crossland's Overhead/Profit:	\$ 5.25
Crossland's Supervis/Process:	\$ 109.18
=	Add: \$6,310.06

Total Change Order No. 21: Add: \$7,566.91

The original Contract Sum was	\$ 6,650,000.00
The net change by previously authorized Change Orders	\$ 103,208.01
The Contract Sum prior to this Change Order was	\$ 6,753,208.01
The Contract Sum will be increased by this Change Order in the amount of	\$ 7,566.91
The new Contract Sum including this Change Order will be	\$ <u>6,760,774.92</u>

The Contract Time will be unchanged by Zero ( 0 ) days.

The date of Substantial Completion as of the date of this Change Order therefore is January 23, 2009

**NOTE:** This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Williams Spurgeon Kuhl & Freshnock  
Architects, Inc.

ARCHITECT (Firm name)

110 Armour Road, North Kansas City,  
Missouri 64116

ADDRESS

BY (Signature)

(Typed name)

DATE

Crossland Construction Company, Inc.

CONTRACTOR (Firm name)

833 S. East Ave., P.O. Box 45, Columbus,  
KS 66725

ADDRESS

BY (Signature)

(Typed name)

DATE

City of Pittsburg, Kansas

OWNER (Firm name)

201 W. Fourth Street, Pittsburg, Kansas  
66762

ADDRESS

BY (Signature)

(Typed name)

DATE

# CROSSLAND

CONSTRUCTION COMPANY, INC.

## Change Order Request

Detailed (with Breakdown of PCOs), Grouped by Each Number

**Pittsburg Public Safety Facilities - Police Station**      **Project # 07KS12MI**      **Crossland Construction Company, Inc.**  
 201 N. Pine Street      Tel: 620.230.0483      Fax: 620.230.0471  
 Pittsburg, KS 66762

**Change Order Request: 050** **Date:**

<b>To:</b> Rick Kuhl Williams Spurgeon Kuhl & Freshnock 110 Armour Road North Kansas City, MO 64116	<b>From:</b> Mike Bennett Crossland Construction Company, Inc. 833 SE Avenue PO Box 45 Columbus, KS 66725
--	---

Description	Category	Status
PR #19		Sent

Reference	Required By	Days Req	Amt Req
		0	1,256.85

**Notes**

PCO No	Date	Reference	Amt Prop	Days Req	Category	Reason
Description		Notes				

050	1/2/2009		1,256.85	0	
PR #19	Line Item #6 of PR #19 has been approved in COR #43 per Owner's Change Order #19.				

Item No	Item Description	Amt Prop	Reference
2050-100100	VWC-4 in Corridor #2047	1,197.00	
2050-100101	CCC OH/P @ 5%	59.85	
2050-100102	Transition Strip	0.00	
2050-100103	Recessed Floor Mat	0.00	
2050-100104	Overhead Door Power - Approved in CO #19	0.00	

**Approved By:**

Signature \_\_\_\_\_

Name \_\_\_\_\_ Date \_\_\_\_\_

**Mike Bennett**

---

**From:** Karen Arnold [cckarnold@hotmail.com]  
**Sent:** Wednesday, December 31, 2008 1:32 PM  
**To:** Mike Bennett  
**Subject:** RE: PR #19

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Dated 12-05-08: Additional cost for PR#19 is \$1,197.00. It is costly to order a small amount of VWC. Wayne/KA.....this is what our fax stated, but thought it might be easier for you to have it on this e-mail. Just let me know. Thanks, Karen.

---

**Subject:** RE: PR #19  
**Date:** Wed, 31 Dec 2008 13:26:09 -0600  
**From:** [mbennett@crosslandconstruction.com](mailto:mbennett@crosslandconstruction.com)  
**To:** [cckarnold@hotmail.com](mailto:cckarnold@hotmail.com)

Well our e-mail is back up but I do not have an answer for you. Can you resend your response for PR #19. I have been cleaning up and I bet I can't find it. Sorry for any inconvenience.

**From:** Karen Arnold [mailto:cckarnold@hotmail.com]  
**Sent:** Wednesday, December 31, 2008 1:21 PM  
**To:** Mike Bennett  
**Subject:** RE: PR #19

I've been out for nearly a week - wondering if your ema is back up and if you have the verification? Thanks, Karen.

---

**Subject:** Re: PR #19  
**Date:** Tue, 23 Dec 2008 12:18:38 -0600  
**From:** [mbennett@crosslandconstruction.com](mailto:mbennett@crosslandconstruction.com)  
**To:** [cckarnold@hotmail.com](mailto:cckarnold@hotmail.com)

Let me check. Our ema was down last week.

---

**From:** Karen Arnold  
**To:** Mike Bennett  
**Sent:** Tue Dec 23 12:18:46 2008  
**Subject:** FW: PR #19

I didn't receive your reply, thought maybe you were out of the office last week? We are needing the verification as to PR#19 as soon as possible. Thanks, Karen.

---

From: cckarnold@hotmail.com  
To: mbennett@crosslandconstruction.com  
Subject: PR #19  
Date: Thu, 18 Dec 2008 14:23:07 -0600

We faxed our response to PR#19 on Dec. 5 and since we did not hear anything further would be inclined to assume there was no change order issued. Please verify.

Also, I never did receive change order #2 for the extra work done on the eave brackets to be signed and returned to you - although I did include it on the billing submitted in November. Thanks, Karen.

---

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# CROSSLAND

**CONSTRUCTION COMPANY, INC.**

## Change Order Request

Detailed (with Breakdown of PCOs), Grouped by Each Number

**Pittsburg Public Safety Facilities - Police Station**  
 201 N. Pine Street  
 Pittsburg, KS 66762

**Project # 07KS12M1**  
 Tel: 620.230.0483 Fax: 620.230.0471

**Crossland Construction Company, Inc.**

**Change Order Request: 051**

**Date: 1/6/2009**

**To:** Rick Kuhl  
 Williams Spurgeon Kuhl & Freshnock  
 110 Armour Road  
 North Kansas City, MO 64116

**From:** Mike Bennett  
 Crossland Construction Company, Inc.  
 833 SE Avenue  
 PO Box 45  
 Columbus, KS 66725

Description	Category	Status
PR #21		Pending

Reference	Required By	Days Req	Amt Req
	1/13/2009	0	6,310.06

**Notes**

PCO No	Date	Reference	Amt Prop	Days Req	Category	Reason
--------	------	-----------	----------	----------	----------	--------

Description	Notes
051	1/6/2009
PR #21	

Item No	Item Description	Amt Prop	Reference
2051-100100	Electrical changes	1,227.65	
2051-100101	CCC OH/P	61.38	
2051-100102	Landscaping Changes	2,203.00	
2051-100103	CCC OH/P	110.15	
2051-100104	Millwork Changes	2,369.95	
2051-100105	CCC OH/P	118.50	
2051-100106	Wall Covering Changes	105.00	
2051-100107	CCC OH/P	5.25	
2051-100108	CCC Supervision/Processing	109.18	

**Approved By:**

**Signature** \_\_\_\_\_

**Name** \_\_\_\_\_ **Date** \_\_\_\_\_

1/9/2008 **BEI**

**CROSSLAND CONSTRUCTION**  
**ATTEN: Mike Bennett**  
**PITTSBURG POLICE & COURTS**

RFP #021

D

Scissor Lift

Rate	month	linear feet	Material	
			equipment	0.00
			quoted material	1,030.00
			backhoe/trencher	
			subtotal	1,030.00
0.000%			Tax	0.00
			subtotal	1,030.00
5%			Overhead	51.50
			subtotal 2	1,081.50
10%			Profit	108.15
			subtotal 3	1,189.65
Rate	Hours		Total from above	1,189.65
Foreman rate	\$48.00	0	Labor	0.00
Avg. man hr. rate	\$38.00	1.00	Labor	38.00
Overtime	\$57.00	0	Labor	0.00
Doubletime	\$76.00	0	Labor	0.00
			<b>Total</b>	<b>1,227.65</b>
Performance and	Payment bond	0.00%	add	0.00
			<b>Grand total of</b>	<b>1,227.65</b>

Sincerely,  
 Scott Edge  
 Estimator/Project Manager  
 Cell # 417-850-1362  
[sedge@beijoplin.com](mailto:sedge@beijoplin.com)

Bills Electric, Inc.  
 PO Box 707  
 Webb City, MO 64870-0707  
 417-624-6660 PH      417-624-6988 FAX

FRANK SHARUM LANDSCAPE DESIGN, INC.  
PO BOX 6524  
FORT SMITH, AR 72906  
479-646-6517

Date: 1/8/2009

Vendor: CROSSLAND  
Attn: MIKE BENNETT  
Fax:  
Subject: PR #21 – PITTSBURG POLICE/COURTS

PER PR #21 INSTRUCTIONS

DEDUCT 11 COMMON BOXWOODS  
ADD 244 1G PURPLELEAF WINTERCREEPER  
ADDITIONAL MULCH

TOTAL CHANGE REQUEST – ADD \$2,203.00

MARK KARNES                      1/8/2009

\_\_\_\_\_  
APPROVED                      DATE



905 Broadway, Suite 200 • Kansas City, MO 64105  
 816.471.2929 • Fax 816.471.3001  
 2105 Lunt Avenue • Elk Grove Village, IL • 60007  
 847.434.0909 • Fax 847.434.0910

**DATE:** January 8, 2009  
**TO:** Mike Bennett – Crosland Construction  
**FROM:** Doug Mead / Carroll Seating Company  
**ARCH:** WSKF & Wilson Estes Police Architects  
**RE:** Pittsburg Police Station  
 Pittsburg, KS

**Proposal Request #21**

**ITEM #3** - We will provide and install seven lineal feet of plastic laminate countertop and backsplash as elevated and detailed on Drawings SKA-42 and SKA-43.

<b>Material – TMI</b>		<b>\$ 425.00</b>
<b>Freight</b>		<b>\$ 125.00</b>
<b>Labor</b>		<b>\$ 175.00</b>
	<b>Subtotal</b>	<b>\$ 725.00</b>
	<b>O/P</b>	<b>\$ 72.50</b>
	<b>Total</b>	<b>\$ 797.50</b>

**We Exclude:** Sales tax, payment and performance bond costs, blocking in walls and any items not listed above.

**ITEM #4** - We will provide and install Marlite wall panels in Vestibule 1001 and continue wood chair rail from Lobby 1002.

<b>Material – Marlite</b>		<b>\$ 832.00</b>
<b>Material - Chair rail</b>		<b>\$ 32.50</b>
<b>Crate Marlite material</b>		<b>\$ 100.00</b>
<b>Freight</b>		<b>\$ 200.00</b>
<b>Labor</b>		<b>\$ 265.00</b>
	<b>Subtotal</b>	<b>\$1,429.50</b>
	<b>O/P</b>	<b>\$ 142.95</b>
	<b>Total</b>	<b>\$1,572.45</b>

**We Exclude:** Sales tax, payment and performance bond costs, blocking in walls and any items not listed above.

Respectfully submitted,

W. Douglas Mead, AIA

---

**Mike Bennett**

---

**From:** Karen Arnold [cckarnold@hotmail.com]  
**Sent:** Friday, January 09, 2009 2:21 PM  
**To:** Mike Bennett  
**Subject:** RE: PR #21

Per Wayne Yakel, pricing for painting/wallcovering is an additional \$105.00. Thanks, Karen.

---

Subject: RE: PR #21  
Date: Fri, 9 Jan 2009 12:57:41 -0600  
From: [mbennett@crosslandconstruction.com](mailto:mbennett@crosslandconstruction.com)  
To: [cckarnold@hotmail.com](mailto:cckarnold@hotmail.com)

I am needing this as soon as possible.

**From:** Karen Arnold [mailto:cckarnold@hotmail.com]  
**Sent:** Thursday, January 08, 2009 1:35 PM  
**To:** Mike Bennett  
**Subject:** RE: PR #21

We are working on it today. Should have something for you by tomorrow.

---

Subject: PR #21  
Date: Thu, 8 Jan 2009 12:49:00 -0600  
From: [mbennett@crosslandconstruction.com](mailto:mbennett@crosslandconstruction.com)  
To: [cckarnold@hotmail.com](mailto:cckarnold@hotmail.com)

Do you have any pricing for me yet for this proposal request.

---

**CROSSLAND**  
CONSTRUCTION COMPANY, INC.

Mike Bennett

Project Manager

833 S. East Ave, P.O. Box 45



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Architecture · Interior Design · Illustration · Planning

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Proposal Request No.: Twenty One (021)  
Date: January 06, 2008/9  
Project: Pittsburg Police/Courts Facility  
Pittsburg, Kansas  
Owner: City of Pittsburg, Kansas  
To: Mr. Mike Bennett  
Crossland Construction  
833 S. East Avenue  
Columbus, KS 66725  
Project No.: 06074  
Contract For: General Construction  
Contract Dated: October 12, 2007

---

Please submit an itemized quotation for changes in the Contract Sum and/or Contract Time, if any, for the proposed modifications to the Contract Documents described herein.

---

THIS IS NOT A CHANGE ORDER, OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED HEREIN.

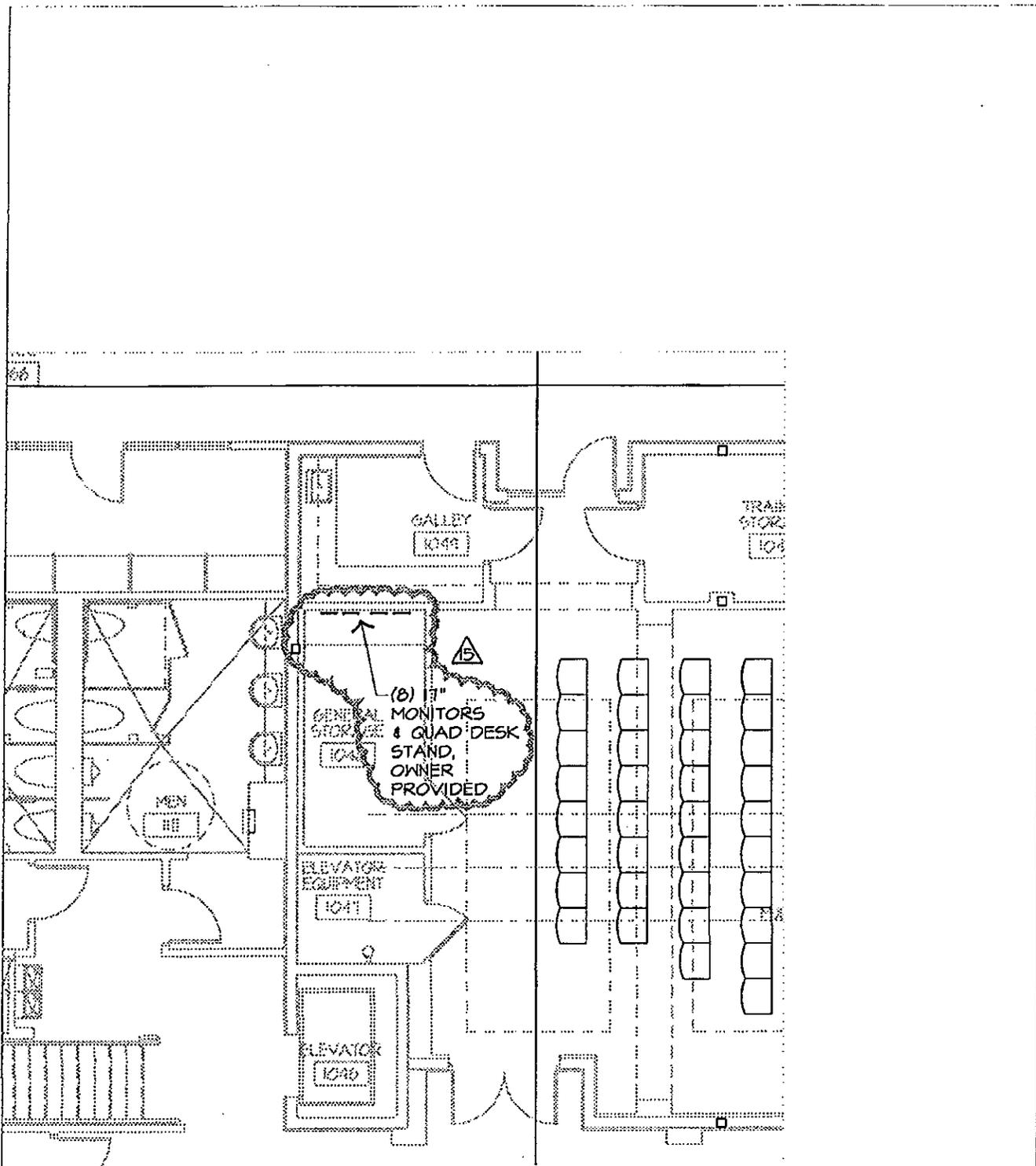
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Description:

1. PROVIDE New Multi Media Rack per below in Room 2027 EOC.
  - a. Mid Atlantic Products
    - i. (1) One WRK Series 19" Gang-able Enclosure – WRK-24-27.
    - ii. All necessary mounting hardware.
    - iii. Install per owners instructions.
2. REVISE Sheet L101: Remove 11 Buxus semperviens (CB) and replace with 244 euonymus fortunei (EF) at front entry to building per attached sketches SKL-1 & SKL-2.
3. REFER to Room number 1048, General Storage, for the addition of casework and monitors.
  - a. (8) 17" monitors, countertop and all accessories are to be installed in the west end of General Storage 1048. Reference attached sketch sheets SKA-41, SKA-42 and SKA-43 showing all details and elevations.
4. REFER to Room number 1001, Vestibule, for addition / continuation of wall finishes from Lobby 1002.
  - a. Marlite panel PFP-1, Wood chair rail and Vinyl wallcovering VWC-4 to be wrapped around corners and continued into Vestibule 1001. All finishes are to die into door frame for door number 1002A.

Attachments: SK-L1, SK-L2, SKA-41, SKA-42, SKA-43  
Signed: Theo Asir

Williams Spurgeon Kuhl & Freshnock Architects, Inc.



# A3 FIRST FLOOR PLAN

1/8" = 1'-0"

Williams  
Spurgeon  
Kuhl &  
Freshnock  
Architects, Inc.



PITTSBURG PUBLIC SAFETY  
POLICE & COURTS FACILITY

CITY OF PITTSBURG  
PITTSBURG, KS

110 Armour Road • North Kansas City, Missouri 64116  
Tel. 816.300.4101 • Fax 816.300.4102

ADDITION OF CASEWORK  
@ GENERAL STOR.  
1048

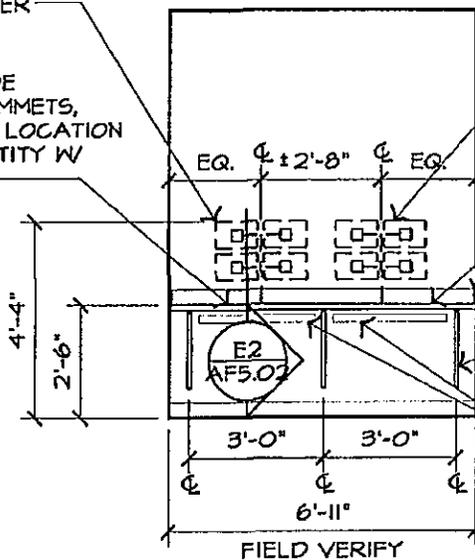
RE: ASI.01 REV. NO: 15

JOB NO:  
06074  
DATE:  
12.19.08  
**SKA-41**

Williams Spurgeon  
Kuhl & Freshnock  
Architects, Inc. 12/19/2008

(4) 17" MONITORS  
& QUAD DESK STAND  
W BASE, TO BE SUPPLIED  
BY OWNER

PROVIDE  
2" GROMMETS,  
VERIFY LOCATION  
& QUANTITY W/  
OWNER



(4) 17" MONITORS  
& QUAD DESK STAND  
W BASE, TO BE SUPPLIED  
BY OWNER

P. LAM, PL-1, ON 1 1/2"  
PART. BD COUNTERTOP  
W 3/4" PART. BD  
BACKSPLASH

METAL SUPPORT  
BRACKET, INSTALLED  
@ 3'-0" CL

ELECTRICAL BY  
OTHERS

# WEST ELEVATION @ D2 GEN. STOR. 1048

1/4" = 1'-0" XCASESTORAGE

Williams  
Spurgeon  
Kuhl &  
Freshnock  
Architects, Inc.



PITTSBURG PUBLIC SAFETY  
POLICE AND COURTS FACILITY

201 FINE STREET  
PITTSBURG, KS

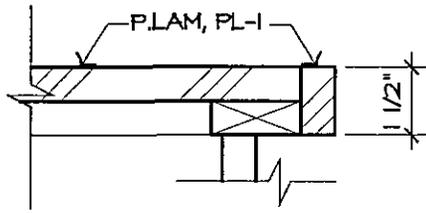
110 Armour Road • North Kansas City, Missouri 64116  
Tel. 816.300.4101 • Fax 816.300.4102

ADDITION OF ELEVATION  
@ CASEWORK @  
GEN. STORAGE 1048

RE: AF5.02 REV. NO: 15

JOB NO:  
06074  
DATE:  
12.19.08  
SKA-42

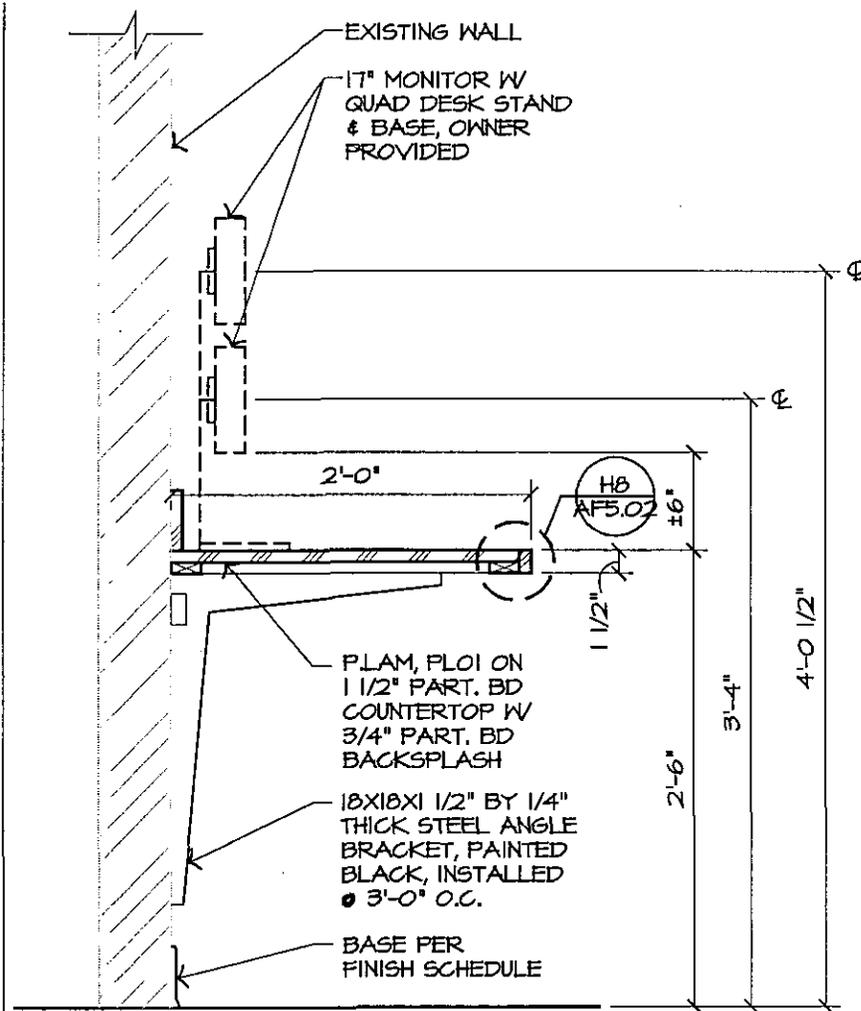
Williams Spurgeon  
Kuhl & Freshnock  
Architects, Inc. © 2008



# H8 EDGE DETAIL

3" = 1'-0"

XDETS-EDGE



## SECTION @ E2 GEN. STOR. 1048

1" = 1'-0"

XCASESECT

Williams  
Spurgeon  
Kuhl &  
Freshnock



PITTSBURG PUBLIC SAFETY  
POLICE AND COURTS FACILITY

201 PINE STREET  
PITTSBURG, KANSAS

110 Armour Road • North Kansas City, Missouri 64116  
Tel. 816.300.4101 • Fax 816.300.4102

ADDITION OF SECTION /  
& DETAIL @ CASEWORK @  
GEN. STOR. 1048

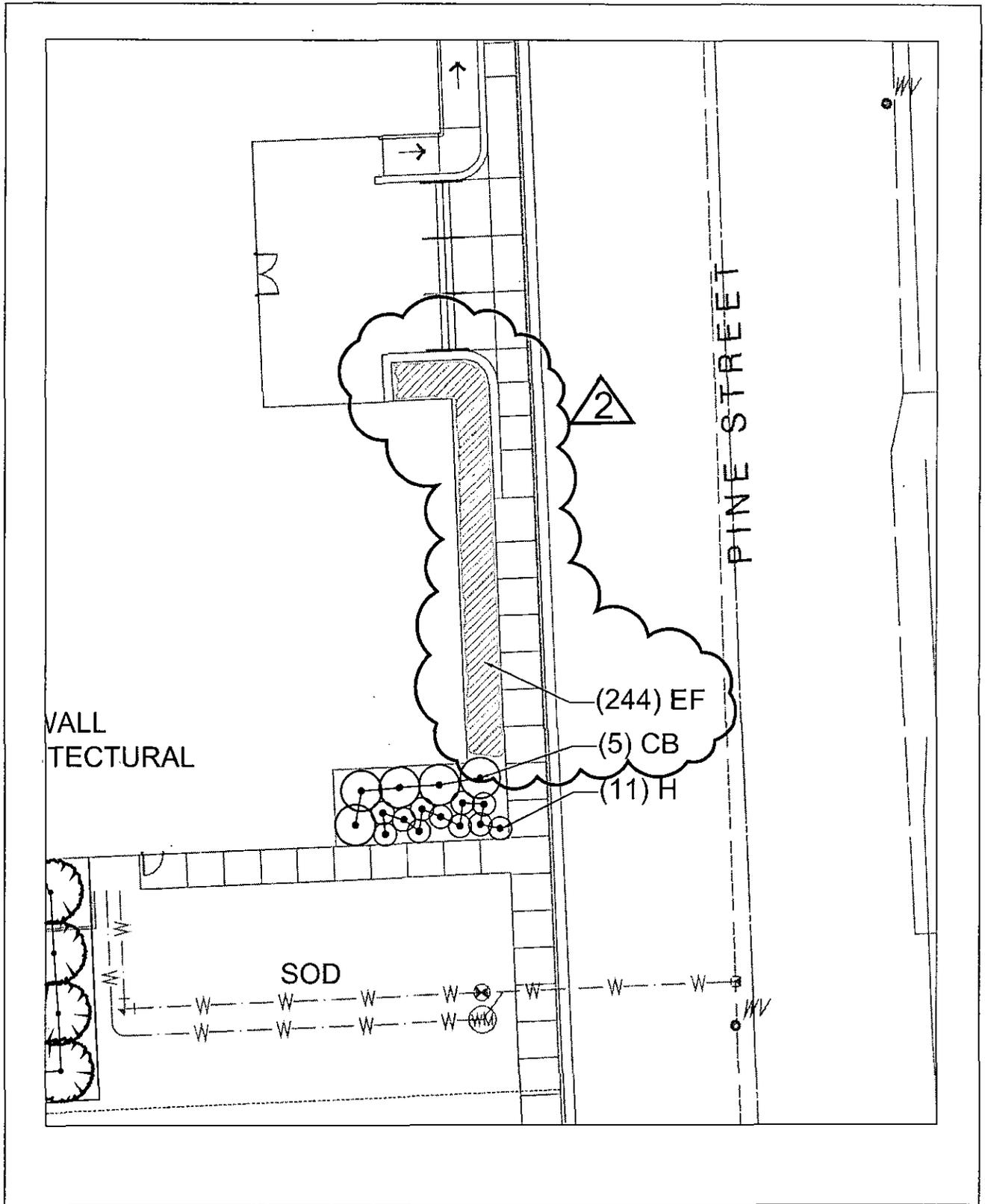
RE: AF5.02

REV. NO: 15

Williams Spurgeon  
Kuhl & Freshnock  
Architects, P.A. © 2008

JOB NO:  
06074  
DATE:  
12.19.08

SKA-43



Williams  
Spurgeon  
Kuhl &  
Freshnock  
Architects, Inc.



PITTSBURG PUBLIC SAFETY  
POLICE & COURTS FACILITY

201 PINE ST  
PITTSBURG, KANSAS 66762

110 Armour Road · North Kansas City, Missouri 64116  
Tel. 816.300.4101 · Fax 816.300.4102

LANDSCAPE REVISION

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RE PR-21 REV. NO: 2

JOB NO:  
06074  
DATE:  
1/5/09  
SK-L1

Small vertical text: Williams Spurgeon Kuhl & Freshnock Architects, Inc. © 2007

## PLANT SCHEDULE

KEY	QTY.	BOTANICAL NAME	COMMON NAME	SIZE	COND.	REMARKS
SHADE TREES						
QS	2	Quercus shumardii	Shumard Oak	3"	B&B	FIELD DUG & SPECIMEN QUAL.
KP	2	Koelreuteria paniculata	Golden Rain Tree	3"	B&B	FIELD DUG & SPECIMEN QUAL.
AS	3	Acer saccharum	Sugar Maple	3"	B&B	FIELD DUG & SPECIMEN QUAL.
ORNAMENTAL TREES						
PC	6	Pyrus calleryana 'Chanticleer'	Chanticleer Callery Pear	3"	B&B	
CC	11	Cercis canadensis	Eastern Redbud	3"	B&B	FIELD DUG & SPECIMEN QUAL.
SHRUBS						
EA	6	Euonymus alata 'compactus'	Dwarf Burning Bush	18-24"	CONT	
JY	7	Taxus cuspidata	Japanese Yew	18-24"	CONT	
SA	16	Spiraea japonica	Japanese Spirea	18-24"	CONT	
CB	31	Boxus sempervirens	Common Boxwood	18-24"	CONT	
WV	10	Viburnum lantana	Wayfaringtree Viburnum	18-24"	CONT	
PERENNIALS & GRASSES						
PA	17	Pennisetum alopecuroides 'Hameln'	Dwarf Fountain Grass	1 gal.	CONT	
SA	15	Sedum telephium 'Autumn Joy'	Autumn Joy Sedum	1 gal.	CONT	
H	28	Hemerocallis	Daylilies	1 gal.	CONT	
GROUNDCOVERS						
EF	244	Euonymus fortunei 'Coloratus'	Purpleleaf Wintercreeper	1 gal.	CONT	15" O.C.

2

**Williams  
Spurgeon  
Kuhl &  
Freshnack**  
Architects, Inc.

**PITTSBURG PUBLIC SAFETY  
POLICE & COURTS FACILITY**

201 PINE ST  
PITTSBURG, KANSAS 66762

110 Armour Road · North Kansas City, Missouri 64116  
Tel. 816.300.4101 · Fax 816.300.4102

**LANDSCAPE REVISION**

RE: PR-21

REV. NO: 2

JOB NO:  
06074  
DATE  
1/5/09

**SK-L2**

Kuhl & Spurgeon  
Architects, Inc. © 2007



---

Architecture · Interior Design · Illustration · Planning

---

Attn.: Mr. John VanGorden  
To: City of Pittsburg  
201 W. 4th St.  
Pittsburg, KS 66762  
From: Rick Kuhl

Date: January 13, 2009  
Project: Pittsburg Police/Courts  
Pittsburg, Kansas  
Project No.: 06075  
Subject: Change Order 021

---

John,

The following is an overview of the proposed Change Order 21 for Pittsburg police/Courts:

**COR # 050**

---

**Corridor Wall Covering – \$1,197.00**

This change order provides for additional wall covering at Corridor #2047. Adding this wall covering to this corridor provides wall covering for all corridors. We recommend acceptance of this change order as this finish provides for consistent finishes throughout the facility.

**CCC OH/P – \$59.85**

This item is Crossland's overhead and profit associated with the item above. This item represents approximately 5% of the total change order. We recommend acceptance of this item.

**COR # 051/PR #021**

---

**Electrical Changes – \$1,227.65**

This scope of work provides an audio/video (A/V) rack to be located in the Emergency Operations Center (EOC). This rack was requested by the A/V supplier and provides space for the EOC equipment. We recommend acceptance of this work in order to provide rack space for EOC equipment.

**CCC OH/P – \$61.38**

This item is Crossland's overhead and profit associated with the item above. This item represents approximately 5% of the total change order. We recommend acceptance of this item.

**Landscaping Changes – \$2,203.00**

This scope of work provides a substitution of ground cover for the scrub landscape materials located south of the entry on Pine Street. This substitution provides better erosion control on this section ground at the front of the facility. We recommend acceptance of this work in order to provide better erosion control and coverage of the Pine Street landscape area.

**CCC OH/P – \$110.15**

This item is Crossland's overhead and profit associated with the item above. This item represents approximately 5% of the total change order. We recommend acceptance of this item.

**Millwork Changes – \$2,369.95**

This scope of work provides for a video control counter in the General Storage Room (at the south end of the Courtroom). This work is being requested to support the new Audio/Visual work. Additionally, the wood paneling in the Lobby is being extended into the entry vestibule

January 13, 2009  
Pittsburg Police/Courts – Change Order 21  
Changes Overview

area. This additional paneling is required as a result of changing the location of the vestibule doors. We recommend acceptance of this work in order to provide workspace for the new A/V and to extend the wood paneling into the vestibule area.

**CCC OH/P – \$118.50**

This item is Crossland's overhead and profit associated with the item above. This item represents approximately 5% of the total change order. We recommend acceptance of this item.

**Crossland Supervision & Processing – \$109.18**

This scope of work adds work by Crossland (self-performed) for the "Millwork" changes noted above. We recommend acceptance of this work in order to provide complete installation of the millwork.

**Wall Covering – \$105.00**

This scope of work adds wall covering in the entry vestibule. The original design was for painted walls only. The wall covering will provide a more durable finish for this high use area. We recommend acceptance of this work in order to provide the durable finishes needed in the vestibule.

**CCC OH/P – \$5.25**

This item is Crossland's overhead and profit associated with the item above. This item represents approximately 5% of the total change order. We recommend acceptance of this item.

**Summary**

---

COR # 050	\$1,197.00 (Wall Covering at Corridor)
CCC OH/P	\$ 59.85 (Crossland OH/P)
COR # 051	\$6,014.78 (Refer to Detail Above)
CCC OH/P	\$ 295.28 (Crossland OH/P)
<b>Total Cost</b>	<b>\$7,566.91</b>

Please let me know if you need additional information or comment.

Signed:



Williams Spurgeon Kuhl & Freshnock Architects, Inc.

Copy to: File



## Interoffice Memorandum

**TO:** CITY COMMISSION

**FROM:** JOHN D. VANGORDEN  
Interim City Manager

**DATE:** January 12, 2009

**SUBJECT:** Agenda Item – January 27, 2009  
Change Order No. 22  
Pittsburg Fire Station No. 1

---

Attached is Change Order No. 22 for the above-referenced project reflecting an increase of \$1,818.83 making a new contract construction amount of \$4,431,501.64. Also, attached you will find a memorandum from Rick Kuhl of Williams Spurgeon Kuhl & Freshnock describing the proposed changes.

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, January 27, 2009. Action necessary will be approval or disapproval of this change order.

If you have any questions concerning this matter, please do not hesitate to contact me.

Attachment: Change Order No. 22

cc: Jon B. Garrison, Director of Finance & Administration  
Tammy Nagel, City Clerk  
Project File  
Memo File

# AIA<sup>®</sup> Document G701<sup>™</sup> – 2001

## Change Order

<b>PROJECT</b> (Name and address): Pittsburg Fire Station #1	<b>CHANGE ORDER NUMBER:</b> 022 <b>DATE:</b> January 14, 2009	<b>OWNER:</b> <input checked="" type="checkbox"/> <b>ARCHITECT:</b> <input checked="" type="checkbox"/> <b>CONTRACTOR:</b> <input checked="" type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input type="checkbox"/>
<b>TO CONTRACTOR</b> (Name and address): Crossland Construction Company, Inc. 833 S. East Ave. P.O. Box 45 Columbus, KS 66725	<b>ARCHITECT'S PROJECT NUMBER:</b> 06075 <b>CONTRACT DATE:</b> October 12, 2007 <b>CONTRACT FOR:</b> General Construction	

### THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

- |   |                        |
|---|------------------------|
| 1. Per Crossland's Change Order Request No. 58 to add Type "B" fixture in lockers/gear storage: | Add: \$ 238.16         |
| 2. Per Crossland's Change Order Request No. 60 for additional snow guards:                      | Add: \$1,580.67        |
| Total Change Order No. :  | Add: <u>\$1,818.83</u> |

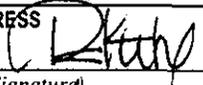
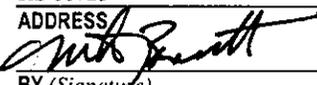
The original Contract Sum was	\$ 4,250,000.00
The net change by previously authorized Change Orders	\$ 179,682.81
The Contract Sum prior to this Change Order was	\$ 4,429,682.81
The Contract Sum will be increased by this Change Order in the amount of	\$ 1,818.83
The new Contract Sum including this Change Order will be	<u>\$ 4,431,501.64</u>

The Contract Time will be unchanged by Zero ( 0 ) days.

The date of Substantial Completion as of the date of this Change Order therefore is January 08, 2009

**NOTE:** This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

### NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Williams Spurgeon Kuhl & Freshnock Architects, Inc.	Crossland Construction Company, Inc.	City of Pittsburg, Kansas
<b>ARCHITECT</b> (Firm name)	<b>CONTRACTOR</b> (Firm name)	<b>OWNER</b> (Firm name)
110 Armour Road, North Kansas City, Missouri 64116	833 S. East Ave., P.O. Box 45, Columbus, KS 66725	201 W. Fourth Street, Pittsburg, Kansas 66762
<b>ADDRESS</b>	<b>ADDRESS</b>	<b>ADDRESS</b>
		
<b>BY</b> (Signature)	<b>BY</b> (Signature)	<b>BY</b> (Signature)
<u>RICK KOHL</u>	<u>MIKE BENNETT</u>	
(Typed name)	(Typed name)	(Typed name)
<u>1-15-09</u>	<u>1-16-09</u>	
<b>DATE</b>	<b>DATE</b>	<b>DATE</b>

# CROSSLAND

CONSTRUCTION COMPANY, INC.

## Change Order Request

Detailed (with Breakdown of PCOs), Grouped by Each Number

Pittsburg Public Safety Facilities - Fire Station  
915 W. 4th Street  
Pittsburg, Kansas 66762

Project # 07KS12-A  
Tel: 620.232.2970 Fax: 620.429.3405

Crossland Construction Company, Inc.

Change Order Request: 058

Date: 1/8/2009

To: Rick Kuhl  
Williams Spurgeon Kuhl & Freshnock  
110 Armour Road  
North Kansas City, MO 64116

From: Mike Bennett  
Crossland Construction Company, Inc.  
833 SE Avenue  
PO Box 45  
Columbus, KS 66725

Description	Category	Status
Add Type "B" Fixture in Lockers/Gear Storage		Sent

Reference	Required By	Days Req	Amt Req
	1/15/2009	0	238.16

Notes

PCO No	Date	Reference	Amt Prop	Days Req	Category	Reason
058	1/8/2009		238.16	0		
Add Type "B" Fixture in Lockers/Gear Storage						

Item No	Item Description	Amt Prop	Reference
2058-1001003	Type-B fixtures	226.82	
2058-100101	CCC OH/P	11.34	

Approved By:

Signature \_\_\_\_\_

Name \_\_\_\_\_

Date \_\_\_\_\_

Prolog Manager

Printed on: 1/12/2009 CM

Page 1 of 1

**BAKER ELECTRIC,LLC**

PROJECT: pittsburg fire station  
CHANGE ORDER: add b fixture in gear storage  
DATE:

**MATERIALS:**

3-type b fixtures	187.50
-------------------	--------

**LABOR RATE:**

**MAN HOURS:**

CHANGE ORDER SUB TOTAL:	187.50	
LABOR INSURANCE & TAXES 30%		
OVERHEAD:	18.70	
PROFIT:	20.62	
<b>TOTAL THIS CHANGE</b>		<b>226.82</b>

# CROSSLAND

CONSTRUCTION COMPANY, INC.

## Change Order Request

Detailed (with Breakdown of PCOs), Grouped by Each Number

**Pittsburg Public Safety Facilities - Fire Station**      **Project # 07KS12-A**      **Crossland Construction Company, Inc.**  
 915 W. 4th Street      Tel: 620.232.2970      Fax: 620.429.3405  
 Pittsburg, Kansas 66762

**Change Order Request: 060**      **Date: 1/12/2009**

**To:** Rick Kuhl  
 Williams Spurgeon Kuhl & Freshnock  
 110 Armour Road  
 North Kansas City, MO 64116

**From:** Mike Bennett  
 Crossland Construction Company, Inc.  
 833 SE Avenue  
 PO Box 45  
 Columbus, KS 66725

Description	Category	Status
Additional Snow Guards		Sent

Reference	Required By	Days Req	Amt Req
	1/19/2009	0	1,580.67

**Notes**

PCO No	Date	Reference	Amt Prop	Days Req	Category	Reason
060	1/12/2009		1,580.67	0		
Additional Snow guards						

Item No	Item Description	Amt Prop	Reference
2060-100100	Additional Snow Guards	1,505.40	
2060-100101	CCC OH/P	75.27	

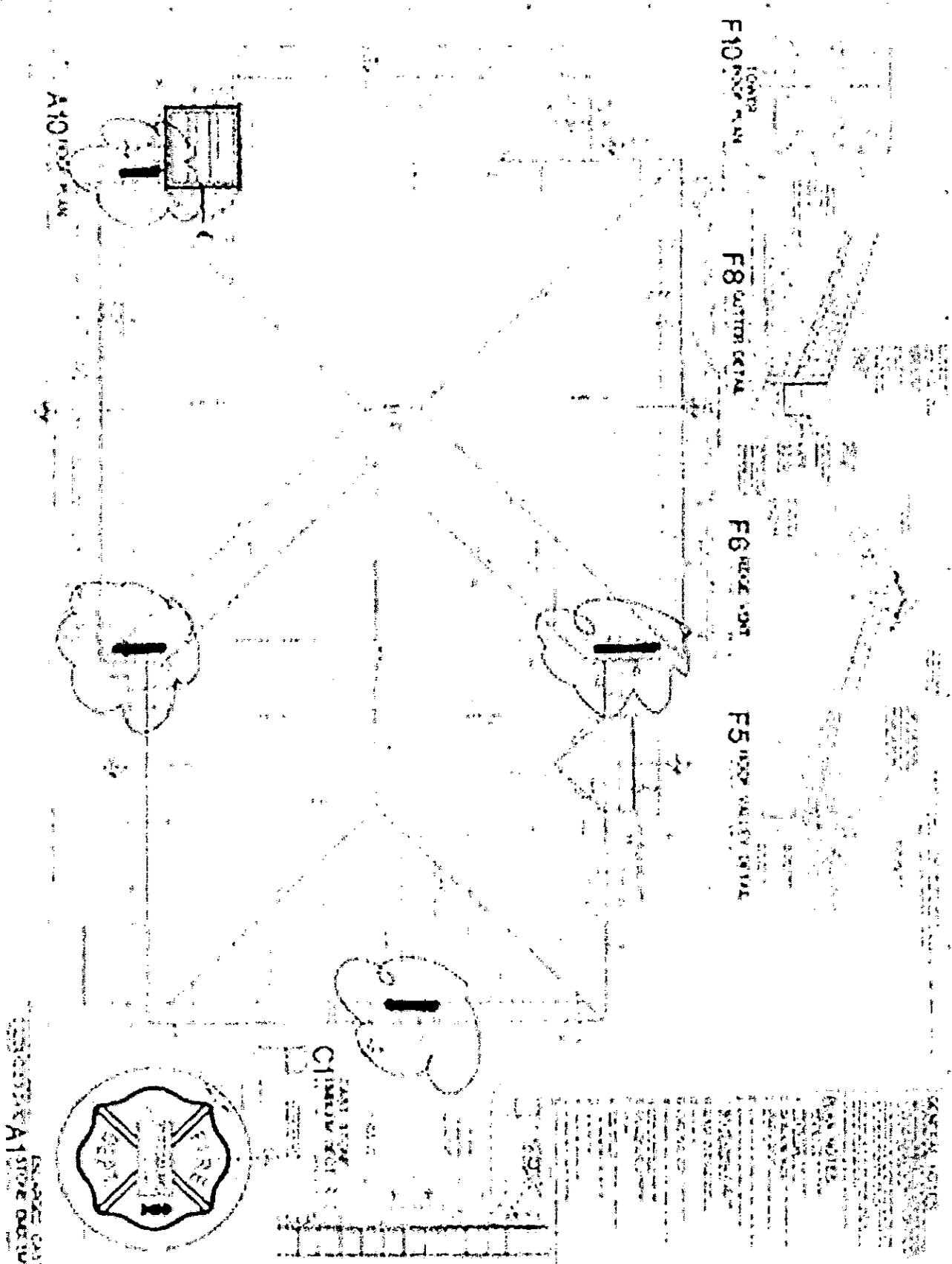
**Approved By:**

**Signature** \_\_\_\_\_  
**Name** \_\_\_\_\_ **Date** \_\_\_\_\_

*Prolog Manager*

Printed on: 1/12/2009 CM

Page 1 of 1



EAST PITTSBURGH  
 FIRE DEPT  
 FIRE STATION #1  
 HEADQUARTERS  
 A103

PITTSBURGH FIRE STATION #1  
 FIRE STATION HEADQUARTERS

Architecture · Interior Design · Illustration · Planning

Attn.: Mr. John VanGorden  
To: City of Pittsburg  
201 W. 4th St.  
Pittsburg, KS 66762  
From: Rick Kuhl

Date: January 13, 2009  
Revision Date: January 14, 2009  
Project: Pittsburg Fire Station 1  
Pittsburg, Kansas  
Project No.: 06075  
Subject: Change Order 022

John,

The following is an overview of the proposed Change Order 22 for Pittsburg Fire Station No. 1:

**COR # 058**

**Light Fixture Change – \$226.82**

This scope of work changes the light fixtures in the Gear Storage Room. The ceiling design was changed in the Gear Storage Room at the request of the Fire Department. As a result of this change, the original light fixtures need to be changed to fit the new ceiling. This change order request provides for light fixtures that work with the new ceiling. We recommend acceptance of this work in order to provide light fixtures that work with the new ceiling.

**CCC OH/P – \$11.34**

This item is Crossland's overhead and profit associated with the items above. This item represents approximately 5% of the total change order. We recommend acceptance of this item.

**COR # 060**

**Additional Snow Guards – \$1,505.40**

This scope of work provides for additional snow guards (in addition to the snow guards already provided) for the metal roof. The additional guards are being recommended by the contractor in order to extend protection of ground mounted equipment and door openings in four areas around the building. We recommend acceptance of this work in order to provide the additional protection needed.

**CCC OH/P – \$75.27**

This item is Crossland's overhead and profit associated with the items above. This item represents approximately 5% of the total change order. We recommend acceptance of this item.

**Summary**

COR # 058	\$ 226.82	(Gear Storage Light Fixtures)
CCC OH/P	\$ 11.34	(Crossland OH/P)
COR # 060	\$1,505.40	(Additional Snow Guards)
CCC OH/P	\$ 75.27	(Crossland OH/P)
<b>Total Cost</b>	<b>\$1,818.83</b>	

January 13, 2009  
Revised January 14, 2009  
Pittsburg Fire – Change Order 22  
Changes Overview

Please let me know if you need additional information or comment.

Signed: 

Williams Spurgeon Kuhl & Freshnock Architects, Inc.  
Copy to: File



## Interoffice Memorandum

**TO:** CITY COMMISSION

**FROM:** JOHN D. VANGORDEN  
Interim City Manager

**DATE:** January 12, 2009

**SUBJECT:** Agenda Item – January 27, 2009  
Change Order No. 23  
Pittsburg Fire Station No. 1

---

Attached is Change Order No. 23 for the above-referenced project reflecting an increase of \$826.66 making a new contract construction amount of \$4,432,328.30. Also, attached you will find a memorandum from Rick Kuhl of Williams Spurgeon Kuhl & Freshnock describing the proposed changes.

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, January 27, 2009. Action necessary will be approval or disapproval of this change order.

If you have any questions concerning this matter, please do not hesitate to contact me.

Attachment: Change Order No. 23

cc: Jon B. Garrison, Director of Finance & Administration  
Tammy Nagel, City Clerk  
Project File  
Memo File



# AIA® Document G701™ – 2001

## Change Order

<b>PROJECT</b> (Name and address): Pittsburg Fire Station #1	<b>CHANGE ORDER NUMBER:</b> 023 <b>DATE:</b> January 15, 2009	<b>OWNER:</b> <input checked="" type="checkbox"/> <b>ARCHITECT:</b> <input checked="" type="checkbox"/> <b>CONTRACTOR:</b> <input checked="" type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input type="checkbox"/>
<b>TO CONTRACTOR</b> (Name and address): Crossland Construction Company, Inc. 833 S. East Ave. P.O. Box 45 Columbus, KS 66725	<b>ARCHITECT'S PROJECT NUMBER:</b> 06075 <b>CONTRACT DATE:</b> October 12, 2007 <b>CONTRACT FOR:</b> General Construction	

### THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

- Per Crossland's Change Order Request dated 1/14/09 and WSKF's ASI #28 to change ceiling in Dispatch Center 140 from Tectum to gypsum board ceiling:

Provide and install sheetrock over Tectum ceiling:	Add:	\$430.93
Painting of Ceiling:	Add:	\$200.00
Crossland's Overhead/Profit:	Add:	\$ 31.55
Crossland's Labor:	Add:	\$149.25
Crossland's Overhead/Profit:	Add:	\$ 14.93

Total Change Order No. 23: Add: \$826.66

The original Contract Sum was	\$	4,250,000.00
The net change by previously authorized Change Orders	\$	181,501.64
The Contract Sum prior to this Change Order was	\$	4,431,501.64
The Contract Sum will be increased by this Change Order in the amount of	\$	826.66
The new Contract Sum including this Change Order will be	\$	4,432,328.30

The Contract Time will be unchanged by Zero ( 0 ) days.

The date of Substantial Completion as of the date of this Change Order therefore is January 08, 2009

**NOTE:** This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

### NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Williams Spurgeon Kuhl & Freshnock Architects, Inc.	Crossland Construction Company, Inc.	City of Pittsburg, Kansas
<b>ARCHITECT</b> (Firm name)	<b>CONTRACTOR</b> (Firm name)	<b>OWNER</b> (Firm name)
110 Armour Road, North Kansas City, Missouri 64116	833 S. East Ave., P.O. Box 45, Columbus, KS 66725	201 W. Fourth Street, Pittsburg, Kansas 66762
<b>ADDRESS</b>	<b>ADDRESS</b>	<b>ADDRESS</b>
<b>BY</b> (Signature)	<b>BY</b> (Signature)	<b>BY</b> (Signature)
RICK KUHL	MIKE BOEHM	
(Typed name)	(Typed name)	(Typed name)
1.15.09	1.16.09	
<b>DATE</b>	<b>DATE</b>	<b>DATE</b>

# CROSSLAND

CONSTRUCTION COMPANY, INC.

## Change Order Request

Detailed (with Breakdown of PCOs), Grouped by Each Number

Pittsburg Public Safety Facilities - Fire Station  
 915 W. 4th Street  
 Pittsburg, Kansas 66762

Project # 07KS12-A  
 Tel: 620.232.2970 Fax: 620.429.3405

Crossland Construction Company, Inc.

Change Order Request: 064

Date: 1/14/2009

To: Rick Kuhl  
 Williams Spurgeon Kuhl & Freshnock  
 110 Armour Road  
 North Kansas City, MO 64116

From: Mike Bennett  
 Crossland Construction Company, Inc.  
 833 SE Avenue  
 PO Box 45  
 Columbus, KS 66725

Description	Category	Status
ASI #28		Sent

Reference	Required By	Days Req	Amt Req
	1/16/2009	0	826.66

Notes

PCO No	Date	Reference	Amt Prop	Days Req	Category	Reason
064	1/14/2009		826.66	0		

ASI #28

Item No	Item Description	Amt Prop	Reference
2064-100100	Sheetrock over Tectum Ceiling	430.93	
2064-100101	Painting of Ceiling	200.00	
2064-100102	CCC OH/P	31.55	
2064-100103	CCC Labor	149.25	
2064-100104	CCC OH/P @ 10%	14.93	

Approved By:

Signature \_\_\_\_\_

Name \_\_\_\_\_ Date \_\_\_\_\_

Prolog Manager

Printed on: 1/14/2009 CM

Page 1 of 1

869 4706

01/14 '09 10:58 NO.503 01/01

# Samanco Construction, Inc.

P.O. Box 10038 Springfield, MO 65808  
Phone (417) 869-7666 and Fax (417) 869-4706  
[www.samancoconstructioninc.com](http://www.samancoconstructioninc.com)

## PROPOSAL

PROPOSAL SUBMITTED TO:

DATE **01/14/09**

NAME:	Crossland Construction	JOB NAME:	Pittsburg Fire Station
STREET:		CITY & STATE:	Pittsburg, KS
CITY:		ARCHITECT:	
STATE:		DATE OF PLANS:	
ATTN:		INCLUDES ADDENDUMS:	

This quotation is subject to conditions below.

Furnish and install 1/2" Drywall over existing tectum as directed per ASI #28, at dispatch and Fire Pole for the additional sum of:

Materials	\$ 53.91
Labor	<u>336.96</u>
	\$390.87
5% OH	<u>19.54</u>
	\$410.41
5% Profit	<u>20.52</u>
	\$430.93

**TERMS:** Samanco Construction reserves the right to negotiate the final terms, and conditions of any contract resulting from this proposal. 90% to be paid on approximately the 20<sup>th</sup> of the month for all materials and/or labor in place on the 1<sup>st</sup> of the month. Final 10% on Completion.  
All invoices and accounts shall bear interest at the maximum legal rate allowed by law after 30 days from the date of invoices. This proposal is subject to acceptance within 30 days from date and is invalid thereafter, unless specifically stated.

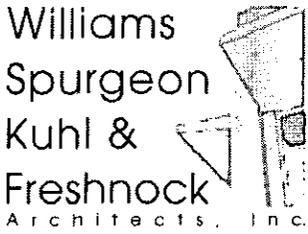
ACCEPTED BY:

Samanco Construction, Inc.

  
Floyd Meyer, President

DATE:





110 Armour Road  
North Kansas City, Missouri 64116  
Tel. 816.300.4101  
Fax. 816.300.4102  
www.wskfarch.com

# ARCHITECT'S SUPPLEMENTAL INSTRUCTIONS

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Architecture · Interior Design · Illustration · Planning

---

Supplemental Instruction No.: (028) Twenty-Eight  
Date: January 13, 2009  
Project: Pittsburg Fire Station No. 1

Owner: City of Pittsburg, Kansas  
To: Mike Bennett  
Crossland Construction Company, INC.  
833 S. East Avenue, P.O. Box 45  
Columbus, KS 66725

Project No.: 06075  
Contract For: General Construction  
Contract Dated: Oct 12, 2007

---

The Work shall be carried out in accordance with the following supplemental instructions issued in accordance with the Contract Documents without change in Contract Sum or Contract Time. Proceeding with the Work in accordance with these instructions indicates your acknowledgment that there will be no change in the Contract Sum or Contract Time.

---

**Description:**

1. Change ceiling in Dispatch Center 140 from Tectum (ACT3) to gypsum board ceiling (GYP)

Additionally, the ceiling installation should be so that it covers the block joint (or is at the joint) of the block adjacent to the lintel. Crossland should review the installation with the Fire Dept. prior to installing.

**Attachments:**

Issued: Williams, Spurgeon, Kuhl & Freshnock Architects, Inc.

Signed: Dustin Watkins

Architecture · Interior Design · Illustration · Planning

Attn.: Mr. John VanGorden  
To: City of Pittsburg  
201 W. 4th St.  
Pittsburg, KS 66762  
From: Rick Kuhl

Date: January 19, 2009  
Project: Pittsburg Fire Station No. 1  
Pittsburg, Kansas  
Project No.: 06075  
Subject: Change Order 023

John,

The following is an overview of the proposed Change Order 23 for Pittsburg Fire Station No. 1:

**COR # 064/ASI #028**

**Ceiling Finish – \$811.73**

This change order provides for changing the ceiling finish from Tectum to Drywall in Rooms 140 and 220. This is a request from the Fire Dept. to upgrade the ceiling finish. We recommend acceptance of this change order so as to provide the desired ceiling finish in these two rooms.

**CCC OH/P – \$14.93**

This item is Crossland's overhead and profit associated with the item above. This item represents approximately 10% of the change order value associated with Crossland's portion of the work only. We recommend acceptance of this item.

**Summary**

COR # 064/ASI #028	\$811.73 (Ceiling Finish)
CCC OH/P	\$ 14.93 (Crossland OH/P)
<b>Total Cost</b>	<b>\$826.66</b>

Please let me know if you need additional information or comment.

Signed:



Williams Spurgeon Kuhl & Freshnock Architects, Inc.

Copy to: File

## ORDER VACATING PORTION OF A STREET

**AN ORDER**, vacating a portion of Lindburg Street from the east right-of-way line of Locust Street to the west right-of-way line of Elm Street, all located in the City of Pittsburg, Crawford County, Kansas.

**WHEREAS**, Notice has been duly given that the Governing Body would hold a public hearing to consider a Petition to vacate that portion of the street hereinafter described, with notice being published in The Morning Sun on December 17, 2008, pursuant to K.S.A. 12-504;

**WHEREAS**, said public hearing was held on January 13, 2009, with supporting testimony from the Petitioner and testimony in opposition to the Petition from members of the general public;

**WHEREAS**, no private rights will be injured or endangered by the vacation, the public will suffer no loss or inconvenience thereby, and the Petition shall be granted;

**WHEREAS**, no written objection to the Petition has been filed by any owner or adjoining party who would have been a proper party to the Petition; and

**WHEREAS**, it is by the Governing Body of the City of Pittsburg, Kansas, deemed expedient and in the best interest of the City that the portion of the street hereinafter described be vacated.

**NOW, THEREFORE, BE IT ORDERED BY THE GOVERNING BODY OF THE CITY OF PITTSBURG, KANSAS.**

**Section 1:** That portion of Lindburg Street from the east right-of-way line of Locust Street to the west right-of-way line of Elm Street, all located in the City of Pittsburg, Crawford County, Kansas, is hereby vacated.

**Section 2:** The land comprising that portion of said street hereby vacated and closed shall revert to the adjoining owners of land in the same proportion as when originally taken.

**Section 3:** The City of Pittsburg reserves to itself and other public utilities the right to enter upon that portion of the land hereby vacated for the purpose of constructing, maintaining, operating, repairing, and replacing public utility lines and pipes.

**Section 4:** Upon the execution of this Order, the City Clerk or the Deputy City Clerk shall certify true copies thereof and send one copy to the office of the County Clerk and also a certified copy thereof to the office of the Register of Deeds for recording as provided by K.S.A. 12-505.

**SO ORDERED AND PASSED** the 27<sup>th</sup> day of January, 2009.

\_\_\_\_\_  
Mayor – Pamela Henderson

ATTEST:

\_\_\_\_\_  
City Clerk - Tammy Nagel



## Interoffice Memorandum

**TO:** JOHN D. VANGORDEN  
Interim City Manager

**FROM:** MARK D TURNBULL  
Director of Economic Development

**DATE:** January 12, 2009

**SUBJECT:** Outside Fire Contract for Pitsco

---

Pitsco has asked to renew their outside fire contract for the facility at 2106 West 4<sup>th</sup> Street, the former Helio site. The contract for 2008 was for \$3,476.38 and for 2009 it will be \$3,569.80, an increase of \$93.42. The calculation to determine the cost of the fire service to protect the facility is attached to this memo.

Please place this request for an outside fire contract for Pitsco on the City Commission agenda for Tuesday, January 27<sup>th</sup>. The City Commission should approve or disapprove the outside fire contract for Pitsco for 2009 at a cost of \$3,569.80 and if approved, authorize the Mayor to sign the contract on behalf of the City.

**CALCULATIONS**

2009 OUTSIDE FIRE CONTRACT

FIRE DEPARTMENT BUDGET - \$2,292,119 = 17.82 Mills

CITY ASSESSED VALUATION - \$128,610,950

<b><u>Firm</u></b>	<b><u>Assessed Value</u></b>	<b>x</b>	<b><u>Mill Levy</u></b>	<b>x</b>	<b>.75 =</b>	<b><u>Contract Cost</u></b>
S&H Properties, Inc. 2106 W. 4 <sup>th</sup> Street (old Helo Site)	\$267,100	x	17.82	x	.75 =	\$3,569.80

Assessed Valuation figures furnished by County Treasurer's Office

## CONTRACT FOR INDUSTRIAL FIRE FIGHTING SERVICE

THIS AGREEMENT made and entered into this 27<sup>th</sup> day of January, 2009, by and between the City of Pittsburg, Crawford County, Kansas, a Municipal Corporation, hereinafter called the City and S & H Properties, Inc., hereinafter called the Contractee, WITNESSETH:

THAT WHEREAS, the said Contractee is in charge of and handling real estate situated in Crawford County, Kansas, and located on West Fourth Street, a distance of approximately  $\frac{3}{4}$  mile west of the city limits of Pittsburg, Kansas, and upon which there is located and kept various buildings used by the Contractee in the operation of manufacturing, and within a distance of five (5) miles from the limits of the City of Pittsburg.

AND, WHEREAS, the Contractee has made application to the City of Pittsburg to furnish Industrial Fire Fighting Service for said premises and property.

THEREFORE: Pursuant to the authority vested in the City, according to law, and in consideration of charges and compensation herein provided, to be paid to the City, and in consideration of their mutual covenants and promises, IT IS AGREED BY AND BETWEEN THE PARTIES HERETO, as follows:

1. The Fire Department of the City shall, when notified, furnish a pumper truck and a minimum of two (2) fire fighters to attend and fight fires that may occur upon the above described premises if, at the time of need for such fire, the Fire Department can spare such equipment and fire fighters. The Fire Department of the City shall make a reasonable effort to attend and extinguish such fires; but it is expressly agreed and understood that the Fire Chief or person in charge of the Fire Department shall have the right in every case to determine whether or not the City can spare any part of its Fire Department equipment and fire fighters at a particular time.
2. IT IS FURTHER AGREED that the City shall not be liable in any way for failure of the Fire Department to attend a fire or put out a fire, or for damages to property or persons, or for any other reason.

3. As compensation for such Industrial Fire Fighting Service to said premises, the Contractee agrees to pay the City of Pittsburg, Kansas, the sum of **\$3,569.80** for the year beginning on the first day of January 2009. Said compensation to the City is based on the mill levy charged to City inhabitants for fire protection and/or the amount necessary to support the operation of the Fire Department. Such mill levy to be multiplied by the Contractee's assessed valuation. Said figure then to be reduced by twenty-five percent (25%) and which shall be the amount charged, but in no event shall the charge be less than \$150.00 per year. The annual charge shall be re-calculated each year based on succeeding City's mill levy and Contractee's assessed valuation. Said Fire Fighting Services may be extended for additional one-year periods, in the event payment is not made prior to March 15, 2009, the Contract may be considered delinquent and not binding on the City.
  
4. The City, or the said Contractee, may cancel this contract by the giving of written notice thirty (30) days prior to the date on which cancellation is desired; provided, that cancellation by Contractee shall not provide for any refund of payments made.

IN WITNESS WHEREOF this Contract was signed by the parties this 27<sup>th</sup> day of January, 2009.

THE CITY OF PITTSBURG, KANSAS

\_\_\_\_\_  
Pamela Henderson, Mayor

ATTEST:

\_\_\_\_\_  
Tammy Nagel, City Clerk

S & H PROPERTIES, INC.

\_\_\_\_\_  
Harvey Dean, President

ATTEST:

\_\_\_\_\_  
Secretary of the Corporation



## Interoffice Memorandum

**TO:** John VanGorden  
Interim City Manager

**FROM:** Jeff Wilbert  
Interim Director of Parks & Recreation

**DATE:** January 21, 2009

**SUBJECT:** Agenda Item – January 27, 2009  
Kansas Arts Commission Operation Support Grant  
Fiscal Year 2010

---

Memorial Auditorium and Convention Center has prepared an application for an Operational Support Grant being offered by the Kansas Arts Commission for Fiscal Year 2010. The Memorial Auditorium has been successful in previous grant proposals having received \$8,000 last year. Memorial Auditorium has many cultural partners which include; Pittsburg State University Department of Music, Pittsburg State University Department of Communications-Theatre, Pittsburg State University Performing Arts and Lecture Series (PALS), Pittsburg Community Theatre, pre-professional ballet companies, and Southeast Kansas Symphony Orchestra. If awarded, this grant will be used to support Memorial Auditorium's mission and to further build capacity in its partners to increase the quality of their arts performances, increase attendance at events and continued organizational viability in the future.

It is requested to place this item on the agenda for the City Commission meeting scheduled for Tuesday, January 27, 2009. Action necessary will be approval or disapproval of the grant application and, if approved, authorize the Mayor to sign the application on behalf of the City. Staff will be present to answer any questions.

If you have any questions concerning this matter, please do not hesitate to contact me.

Cc: Tammy Nagel, City Clerk  
Jason Huffman, Technical Director  
Memo File



*Memorial Auditorium & Convention Center*

503 North Pine • Pittsburg, Kansas 66762

Ph. 620-231-7827 • FAX 620-231-5967

January 16, 2009

Kansas Arts Commission  
700 SW Jackson Street, suite 1004  
Topeka, Ks 66603-3791

Re: Operational Support Grant  
Fiscal Year 2010

Ladies and Gentlemen:

Pittsburg's Memorial Auditorium is committed to working with our area arts organizations, schools and cultural groups to build their capacity. This results in a wide array of high quality theatre productions, dance performances, art exhibits, Opera and Symphony performances, and arts education experience. Memorial Auditorium has many cultural partners which include; Pittsburg State University Department of Music, Pittsburg State University Department of Communications, Pittsburg State University Performing Arts and Lecture Series(PALS), Pittsburg Community Theatre, private theatre, private dance, pre-professional ballet companies, Southeast Kansas Symphony Orchestra, who offer high quality arts entertainment and education to the community surrounding Pittsburg.

Memorial Auditorium shares a long and valued partnership with Pittsburg residents in the area of financial support. In the early 1980's Pittsburg residents passed a sales tax to renovate the facility. They again voted in 1984 for a ¼ cent sales tax dedicated to the operation of the facility. This tax money provides for staffing, operation expenses, and minor maintenance of the building. However, there is little if any budget for presenting greatly needed programs for children and families. In 2008 the Auditorium provided direct funding to pay for rights/royalties for plays, rent drops and in-kind funding provided to Pittsburg Community Theatre for performance space and office space. These strategic arts partnerships allowed an excess of 60,000 residents and visitors in the community to attend events in the Auditorium.

*Your Entertainment Center*



## *Memorial Auditorium & Convention Center*

503 North Pine • Pittsburg, Kansas 66762  
Ph. 620-231-7827 • FAX 620-231-5967

Kansas Arts Commission  
January 16, 2009  
Page Two

Memorial Auditorium is the performing arts venue of Pittsburg and surrounding areas. Virtually all drama, concerts, community celebrations and educational events of size are scheduled in the facility. This coordinated effort does not duplicate similar activities within the area. Events within the facility are directed by an Advisory Board of community leaders and implemented by professional staff and technical staff. Operation is supported by an independent uninterrupted sales tax dedicated solely to the implementation of the community's cultural program

KAC funds will be used to support Memorial Auditorium's mission and to further build capacity in its partners to increase the quality of their arts performances, increase attendance at events and continued organizational viability in the future.

### Enclosures

- FY 2010 operational Support Application Form
- Signed Compliance Statement
- Mission Statement
- Schedule of Activities
- Completed Budget Forms
- Current Advisory Board members list
- Financial Statements

# Operational Support Application Form

Fiscal Year 2010 (July 1, 2009 - June 30, 2010)

(Round All Monies to the Nearest Dollar)

Total expense budget from Budget Expense Form line 9: \$ **529486.00**

## Applicant Information

Organization Name: **Memorial Auditorium and Convention Center**  
Mailing Address: **503 North Pine Street**  
City/County/State: **Pittsburg Kasnas**  
Nine-digit Zip Code: **66762**  
Telephone: **620-231-7827**  
Website Address: **www.memorialauditorium.org**

Federal Employer Identification Number (FEIN): **48-6041003**  
State Agency Number, if applicable:  
State Legislative District (House) Number: **3**  
State Legislative District (Senate) Number: **13**  
Congressional District (U.S. House) Number: **1**

Authorizing Official Name: **Pam Henderson** Title: **Mayor**  
(Executive director, board chairman or board president)

Project Director: **Jeff Wilbert** Title: **General Manager/Interim Director of P&R**

Business Phone: **620-231-7827** Home Phone: **620-249-8169**  
Email Address: **jeff.wilbert@pittks.org** Fax Number: **620-231-5967**

## Organizational Status

1. Is this organization:

Nonprofit (Date established: )  City/County Government Agency  
 State Agency  Other:

2. Is the organization multi-cultural? (see All Applicants for definitions)  Yes  No

3. Is the organization registered as a foreign corporation:  Yes  No

If yes, please provide date of Kansas registration: and provide physical address  
(not Kansas address):

4. Please fill in the spaces below with the income/expense data from the applicant's most recent fiscal year:

Dates (MM/DD/YY): **01/01/2008 to 12/01/2008**

Cash Operating Income: **\$ 499771.00**

Cash Operating Expenses: **\$ 529486.00**

If operating income and expenses differ, please submit a note explaining the difference. If there is a deficit, please explain how the deficit will be managed.

Are there other Kansas Arts Commission grant programs that the applicant has applied for (prior to this application) for Fiscal Year 2010.

# Compliance Statement

The prospective Grant Applicant certifies to the best of its knowledge and belief that it and its principals:

- A) Are not presently declared ineligible, or excluded from receiving federal assistance from any federal agency;
- B) Are not presently declared ineligible, or excluded from receiving assistance from any agency of the State of Kansas;
- C) Do not currently owe a debt to the state of Kansas for outstanding taxes or any other debts;
- D) Have not, within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining or attempting to obtain public funds. These offenses include, but are not limited to violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- E) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (D) of this certification; and
- F) Have reviewed the Financial/Management Checklists of the Kansas Arts Commission's 2010 Fiscal Year Grant Guidelines with the governing board, council or committee of the applicant organization or individual.

As the representative of the applicant organization, I (we) accept full responsibility for meeting all requirements of the Kansas Arts Commission to provide all information required by the Commission and/or its Executive Director to evaluate this application. I (we) certify compliance with the above information. I (we) attest that the information in this grant application is true and that this application is made with full approval of the board of directors and signifies intention of compliance with all general and special guidelines of the Kansas Arts Commission and restrictions imposed by the Commission and by the National Endowment for the Arts, a federal agency. I (we) agree to meet all contractual administrative obligations of the grant application if it is funded by the Commission.

## Memorial Auditorium

Organization Name

**Pam Henderson, Mayor**

Authorizing Official Name

---

Signature of Authorizing Official

Date

If you are unable to certify to the above statements, you must submit a written statement and explanation to the Commission as an attachment to your grant application.

## PITTSBURG MEMORIAL AUDITORIUM MISSION STATEMENT

Pittsburg Memorial Auditorium and Convention Center is much more than bricks and mortar. The facility has the opportunity to attract major local, state, and national events. The facility is the performing and visual arts gathering place by function, the Auditorium has the ability to provide vibrancy to the City center through filling its mission of providing a meeting place for city residents and visitors alike.

**The Mission** of the Pittsburg Memorial Auditorium and Convention Center is to provide cultural enrichment, diverse entertainment and a public forum while maintaining a safe and clean facility.

# Schedule of Public Activities

(July 1, 2009 – June 30, 2010 only)

Date: **7/16-19/09** Number of Individuals Participating (include artists/performers): **60**

Location: **Memorial Auditorium**

Description of Audience:  Children  Adults  Senior Citizens  
 Families  Other:

Description of Activity: **Pittsburg Community Theatre with support from Memorial Auditorium present 4 performances of Guys & Dolls. This production will include over 60 actors, singers, dancers, musicians and support staff.**

Date: **8/14/09** Number of Individuals Participating (include artists/performers): **0**

Location: **Memorial Auditorium**

Description of Audience:  Children  Adults  Senior Citizens  
 Families  Other:

Description of Activity: **Memorial Auditorium will host a movie day for our local Senior Citizens Club.**

Date: **9/3-5/09** Number of Individuals Participating (include artists/performers): **25**

Location: **Memorial Auditorium**

Description of Audience:  Children  Adults  Senior Citizens  
 Families  Other:

Description of Activity: **Pittsburg Community Theatre with support from Memorial Auditorium present 3 performances of an original music review. This production will include over 30 actors, singers, dancers, musicians and support staff.**

Date: **9/19/09** Number of Individuals Participating (include artists/performers): **25**

Location: **Memorial Auditorium**

Description of Audience:  Children  Adults  Senior Citizens  
 Families  Other:

Description of Activity: **Memorial Auditorium and Pittsburg Parks and Recreation will host the 6<sup>th</sup> annual Pittsburg Idol. Performers will range in age from 6yrs old to 18yrs. Winners receive Savings bonds from a Local Bank.**

Date: **9/27/09** Number of Individuals Participating (include artists/performers): **65**

Location: **Memorial Auditorium**

Description of Audience:  Children  Adults  Senior Citizens  
 Families  Other:

Description of Activity: **Southeast Kansas Symphony Orchestra with support from Memorial Auditorium will host its first performance of the season.**

Date: **10/22-24/09** Number of Individuals Participating (include artists/performers): **35**

Location: **Memorial Auditorium**

Description of Audience:  Children  Adults  Senior Citizens  
 Families  Other:

Description of Activity: **Pittsburg State University Theater with support from Memorial Auditorium will present a matinee performance as part of our children's theatre programming as well as 3 performances open to the public.**

*Please make additional copies if needed.*

# Schedule of Public Activities

(July 1, 2009 – June 30, 2010 only)

Date: **11/12-14/09** Number of Individuals Participating (include artists/performers): **45**

Location: **Memorial Auditorium**

Description of Audience:  Children  Adults  Senior Citizens  
 Families  Other:

Description of Activity: **Memorial Auditorium, Southeast Kansas Symphony, Midwest Regional Ballet and the American Opera Company have teamed together again to bring to Southeast Kansas performances of an original Staging of Phantom of the Opera. This is a new and original staging that will include original ballet choreography, live orchestra and live opera singers. The organizations will have 4 public performances. We will also be taking small groups of Musicians and Dancers into the public schools to do mini workshops as an educational outreach as well as Matinee performances for schools. This is a follow up to last years extremely successful Nutcracker that had over 1600 school children in attendance at a matinee and a crowd of over 2200 in attendance for the evening performances.**

Date: **11/19/09** Number of Individuals Participating (include artists/performers): **55**

Location: **Memorial Auditorium**

Description of Audience:  Children  Adults  Senior Citizens  
 Families  Other:

Description of Activity: **Pittsburg State University Wind Ensemble with support from Memorial Auditorium will host its first performance of the season.**

Date: **11/22/09** Number of Individuals Participating (include artists/performers): **60**

Location: **Memorial Auditorium**

Description of Audience:  Children  Adults  Senior Citizens  
 Families  Other:

Description of Activity: **Southeast Kansas Symphony Orchestra with support from Memorial Auditorium will host its second performnce of the season**

Date: **12/3/09** Number of Individuals Participating (include artists/performers): **35**

Location: **Memorial Auditorium**

Description of Audience:  Children  Adults  Senior Citizens  
 Families  Other:

Description of Activity: **Pittsburg State University Jazz with support from Memorial Auditorium will host its first performance of the season**

Date: **12/6/09** Number of Individuals Participating (include artists/performers): **60**

Location: **Memorial Auditorium**

Description of Audience:  Children  Adults  Senior Citizens  
 Families  Other:

Description of Activity: **Memorial Auditorium, Pittsburg State University Dept of Music, Southeast Kansas Symphony will host the second annual Community Christmas Concert. There will be performances from the PSU Jazz Ensemble, PSU Wind Ensemble, PSU Choir, Southeast Kansas Symphony Orchestra, an appearance from Santa Claus with candy and surprises for children**

Date: **12/12/09**

Number of Individuals Participating (include artists/performers): **6**

Location: **Memorial Auditorium**

Description of Audience:

Children

Adults

Senior Citizens

Families

Other:

Description of Activity: **Memorial Auditorium will proudly present The Diamonds Christmas Show.**

*Please make additional copies if needed.*

# Schedule of Public Activities

(July 1, 2009 – June 30, 2010 only)

Date: **2/14/10** Number of Individuals Participating (include artists/performers): **6**

Location: **Memorial Auditorium**

Description of Audience:  Children  Adults  Senior Citizens  
 Families  Other:

Description of Activity: **Memorial Auditorium will host its 3<sup>rd</sup> annual Valentines Dinner and Concert.**

Date: **2/18/10** Number of Individuals Participating (include artists/performers): **40**

Location: **Memorial Auditorium**

Description of Audience:  Children  Adults  Senior Citizens  
 Families  Other:

Description of Activity: **Pittsburg State University Wind Ensemble with support from Memorial Auditorium will host its first performance of the spring**

Date: **2/21/10** Number of Individuals Participating (include artists/performers): **60**

Location: **Memorial Auditorium**

Description of Audience:  Children  Adults  Senior Citizens  
 Families  Other:

Description of Activity: **Southeast Kansas Symphony Orchestra with support from Memorial Auditorium will host its first performance of the spring**

Date: **3/5/10** Number of Individuals Participating (include artists/performers): **3000**

Location: **Memorial Auditorium**

Description of Audience:  Children  Adults  Senior Citizens  
 Families  Other:

Description of Activity: **Pittsburg State University with support from Memorial Auditorium will host the 37<sup>th</sup> annual Jazz festival. This festival brings in over 60 Junior High and High School bands from the 4-State area for performances and adjudication. The festival is highlighted by a final evening performance. Performance from the past have included the Chicago Jazz Orchestra, Count Basie Orchestra, Trinity Big Band, and Steve Turre just to name a few. This Festival has a participation level that approaches 3000**

Date: **3/11/10** Number of Individuals Participating (include artists/performers): **40**

Location: **Memorial Auditorium**

Description of Audience:  Children  Adults  Senior Citizens  
 Families  Other:

Description of Activity: **Pittsburg Community Middle School Amateur Theatrical Society with support from Memorial Auditorium will perform twice. There will be one performance for the schools with attendance of about 900 plus a performance open to the public**

Date: **4/13/10**      Number of Individuals Participating (include artists/performers): **50**

Location: **Memorial Auditorium**

Description of Audience:     Children                       Adults                       Senior Citizens  
    Families                       Other:

Description of Activity: **Pittsburg State University Wind Ensemble with support from Memorial Auditorium will host its second performance of the spring.**

*Please make additional copies if needed.*

# Schedule of Public Activities

(July 1, 2009 – June 30, 2010 only)

Date: **4/1/10** Number of Individuals Participating (include artists/performers): **40**

Location: **Memorial Auditorium**

Description of Audience:  Children  Adults  Senior Citizens  
 Families  Other:

Description of Activity: **Midwest Regional Ballet with support from Memorial Auditorium will present an original production of Cinderella.**

Date: **4/27/10** Number of Individuals Participating (include artists/performers): **35**

Location: **Memorial Auditorium**

Description of Audience:  Children  Adults  Senior Citizens  
 Families  Other:

Description of Activity: **Pittsburg State University Jazz with support from Memorial Auditorium will host its first performance of the spring.**

Date: **5/6/10** Number of Individuals Participating (include artists/performers): **300**

Location: **Memorial Auditorium**

Description of Audience:  Children  Adults  Senior Citizens  
 Families  Other:

Description of Activity: **Pittsburg State University Dept. of Music with support from Memorial Auditorium will host the annual 4-state Band Festival. This event is a honor band with over 200 high school participants. The students will rehearse for one day and perform in the evening. The students will have the opportunity to work with nationally recognized composers and perform their music. This event usually draws about 1000 in attendance**

Date: **6/7-18/10** Number of Individuals Participating (include artists/performers): **75**

Location: **Memorial Auditorium**

Description of Audience:  Children  Adults  Senior Citizens  
 Families  Other:

Description of Activity: **Pittsburg Community Theatre with support from Memorial Auditorium will host the Annual Children's Drama Workshop. This is a 2 week long theatrical camp. The students will work in various areas of theatre from making their own props to working on costumes and rehearsals in singing, dancing, and acting. The workshop is open to students from the ages of 7-12**

Date: Number of Individuals Participating (include artists/performers):

Location:

Description of Audience:  Children  Adults  Senior Citizens  
 Families  Other:

Description of Activity:

Date: Number of Individuals Participating (include artists/performers):

Location:

Description of Audience:  Children  Adults  Senior Citizens  
 Families  Other:

Description of Activity:

*Please make additional copies if needed.*

# Operational Support Budget Expense Form

Fiscal Year 2010 (July 1, 2009 - June 30, 2010)

*(Round All Monies to the Nearest Dollar)*

	<u>Expense Categories</u>	<u>Cash</u>	<u>In-Kind</u>	<u>Total</u>
<b>1</b>	<b>Staff (Include Fringe Benefits):</b>			
	Administrative	211701.00		211701.00
	Artistic			
	Technical/Production	91767.00		91767.00
	<b>Sub-total</b>	<b>303468.00</b>		<b>303468.00</b>
<b>2</b>	<b>Consulting and Artistic Fees for Service (non-staff):</b>			
	Artistic			
	Administrative			
	Production			
	<b>Sub-total</b>			
<b>3</b>	<b>Exhibition/Production/Project Expenses:</b>			
	Supplies			
	Props/Scenery			
	Costumes			
	Lighting/Sound			
	Musical Instruments			
	Other:			
	<b>Sub-total</b>			
<b>4</b>	<b>Building/Venue:</b>			
	Building or Office Space		3600.00	3600.00
	Performance and/or Exhibition Space		16050.00	16050.00
	<b>Sub-total</b>		<b>19650.00</b>	<b>19650.00</b>
<b>5</b>	<b>Travel:</b>			
	Airfare			

**Operational Support Budget Expense Form, Page 2**

		<u>In-Kind</u>	<u>Total</u>	<u>Cash</u>
	Rental Car/Taxi			
	Mileage			
	Accommodation and per diem			
	Other:	1409.00		1409.00
	<b>Sub-total</b>	1409.00		1409.00
<b>6</b>	<b>Marketing:</b>			
	Printing			
	Advertising			
	Website creation/maintenance			
	Other:			
	<b>Sub-total</b>			
<b>7</b>	<b>General Operating Expenses:</b>			
	Utilities	78175.00		78175.00
	Printing	1500.00		1500.00
	Postage	600.00		600.00
	Office Equipment Rental	5674.00		5674.00
	Membership Dues/Publication Purchase	717.00		717.00
	Other:	108205.00		108205.00
	<b>Sub-total</b>	194871.00		194871.00
<b>8</b>	<b>Capital Expenditures:</b>			
	Building & Equipment Expenses Greater Than \$750	29738.00		29738.00
	Equipment Expenses Less Than \$750			
	<b>Sub-total</b>	29738.00		29738.00
		<u>Total Cash</u>	<u>Total In-Kind</u>	<u>Total Expenses</u>
<b>9</b>	<b>Total Expenses (add line 1 through 8)</b>	529486.00	19650.00	549136.00

# Operational Support Budget Income Form

Fiscal Year 2010 (July 1, 2009 - June 30, 2010)

*(Round All Monies to the Nearest Dollar)*

		<u>Cash</u>	<u>In-Kind</u>	<u>Total</u>
<b>10</b>	<b>Earned Income:</b>			
	Admissions/Ticket Sales	15121.00		15121.00
	Memberships			
	Concessions	3396.00		3396.00
	Rental Fees	55428.00		55428.00
	Other:	416238.00		416238.00
	<b>Sub-Total</b>	<b>490183.00</b>		<b>490183.00</b>
<b>11</b>	<b>Contributed Income:</b>			
	Individuals			
	Foundations	1500.00		1500.00
	Corporations			
	Government (exclude Kansas Arts Commission)			
	Kansas Arts Commission (anticipated)	8088.00		8088.00
	Other:			
	<b>Sub-Total</b>	<b>9588.00</b>		<b>9588.00</b>
		<u>Total Cash</u>	<u>Total In-Kind</u>	<u>Total Budget</u>
<b>12</b>	<b>Total Income (add the subtotals for earned and contributed; items 10 and 11)</b>	<b>499771.00</b>		<b>499771.00</b>

The totals on line 9 (total expense) and line 12 (total income) do not have to equal.

Please attach an explanation of any surplus or deficit and how the additional income will be utilized or how any losses will be managed.

Please provide sufficient detail to enable KAC staff to determine how the amount listed for each category was derived; attach a detail sheet if necessary.

Operational Support Application Form  
Addendum

To: Kansas Arts Commission

From: Jason Huffman, Technical Director

Re: Operating Income and Expense Deficit

Any deficit between income and expense will be covered by cash reserves on hand. Currently the facility has an operating reserve that exceeds the project deficit.

Thank you,



Jason Huffman

PITTSBURG MEMORIAL AUDITORIUM AND CONVENTION CENTER  
 ADVISORY BOARD MEMBERS  
 2009

<p>Mike Lewark          University National Bank          1206 South Broadway          Pittsburg, Kansas 66762          231-4200          Fax:          907 South Rouse          231-9203  <a href="mailto:mlewark@unbpittsburg.com">mlewark@unbpittsburg.com</a></p>	<p>April Wilkes          US Bank          306 N. Broadway          Pittsburg KS 66762          231-4040          fax          516 Utah          232-6601 (H)  <a href="mailto:April.wilkes@USBank.com">April.wilkes@USBank.com</a></p>
<p>Ryan Moore ( )          Community National Bank          401 East Centennial P.O. Box 1186          Pittsburg KS 6676          235-1288          Fax:          601 West Leighton          Home: 235-0335  <a href="mailto:ryan.moore@communitynational.net">ryan.moore@communitynational.net</a></p>	<p>Magda Tawil (Elias)          Office Mgr. Dr. Elias Tawil          231-1300          1306 Woodland Terrace          Pittsburg, Kansas 66762          231-5356  <a href="mailto:dret007@hotmail.com">dret007@hotmail.com</a></p>
<p>Robert Poole (Carol)          Crawford County Health Department          525 West Forest          Pittsburg, Kansas 66762          230-0235  <a href="mailto:rpoole@chcsek.org">rpoole@chcsek.org</a> or <a href="mailto:rpoole8@cox.net">rpoole8@cox.net</a></p>	<p>Tony Perez (Mary)          2105 E. Countryside Dr.          Pittsburg, Kansas 66762          232-5813 (H)          620-421-7496 (W)  <a href="mailto:Perez4744@hotmail.com">Perez4744@hotmail.com</a></p>
<p>Jim Belew (Eleanora)          1004 Village Drive          Pittsburg, KS 66762          Cell: 620-249-7500          Home: 620-231-2337  <a href="mailto:jbelew@cox.net">jbelew@cox.net</a></p>	

# MEMORIAL AUDITORIUM

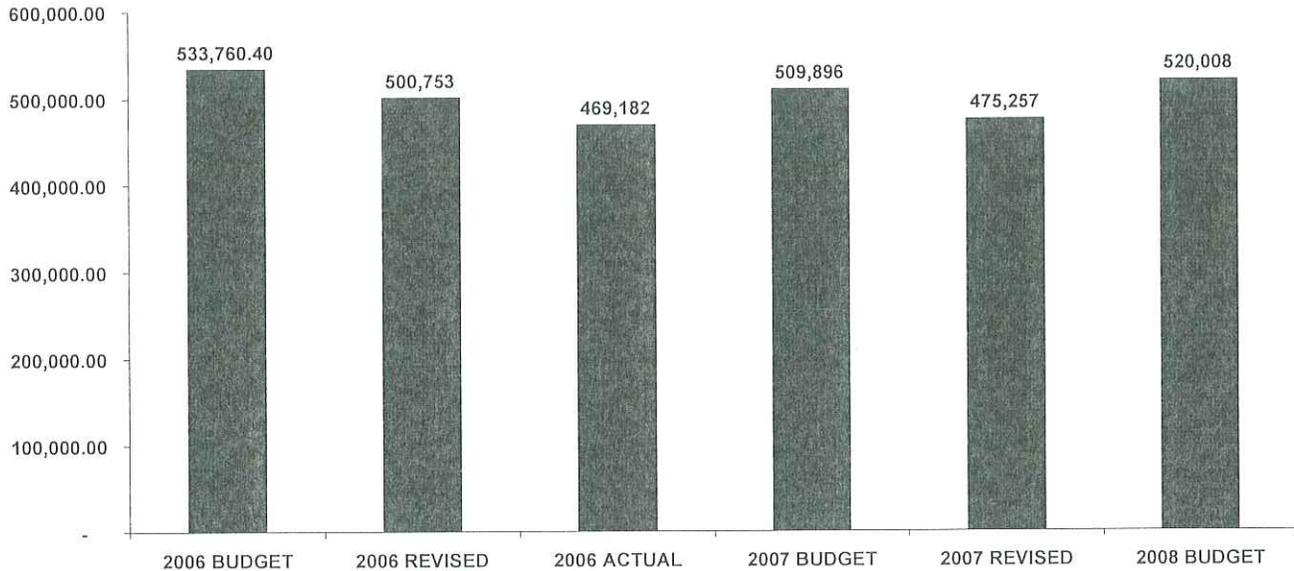


MEMORIAL AUDITORIUM SERVES AS THE CITY'S CULTURAL AND ARTS CENTER, AS WELL AS THE CITY'S CONVENTION CENTER. THE AUDITORIUM BOASTS STATE OF THE ART LIGHTING AND SOUND SYSTEMS AND SEATING FOR 1,578 PATRONS. THE AUDITORIUM HOSTS A VARIETY OF PROFESSIONAL CONCERTS, DRAMATIC PLAYS, TOURING SHOWS, AND SPECIAL EVENTS. THE CONVENTION CENTER OFFERS FLEXIBLE SPACE FOR SUCH EVENTS AS RECEPTIONS, PARTIES, MEETINGS AND SEMINARS.

## PERSONNEL SCHEDULE

BUDGETED POSITIONS	2006	2007	2008
MEMORIAL AUDITORIUM MANAGER	1	1	1
TECHNICAL DIRECTOR	1	1	1
ADMINISTRATIVE ASSISTANT	1	1	1
BUILDING MAINTENANCE WORKER	1	1	1
CUSTODIAN	1	1	1
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>

## EXPENDITURE CHART



MEMORIAL AUDITORIUM



EXPENDITURES	2006 BUDGET	2006 REVISED	2006 ACTUAL	2007 BUDGET	2007 REVISED	2008 BUDGET
<b>PERSONNEL SERVICES</b>						
SALARIES-FULL TIME	156,006	157,624	157,597	162,355	162,075	166,938
SALARIES-PART TIME	35,000	35,000	38,656	35,000	35,000	35,000
SALARIES-OVERTIME	1,000	1,000	2,851	1,000	1,000	1,000
HEALTH INSURANCE	11,696	9,100	9,099	9,284	9,100	9,556
GROUP LIFE INSURANCE	125	125	121	125	125	125
STATE UNEMPLOYMENT INSURANCE	598	602	505	439	617	632
WORKERS COMPENSATION	7,107	6,002	5,801	6,302	6,002	6,302
KPERS RETIREMENT	9,237	9,316	7,082	10,537	9,530	12,037
MEDICARE TAX	2,786	2,810	2,839	2,878	2,874	2,945
SOCIAL SECURITY	11,907	12,006	12,139	12,302	12,284	12,586
TOTAL	<u>235,462</u>	<u>233,585</u>	<u>236,690</u>	<u>240,222</u>	<u>238,607</u>	<u>247,121</u>
<b>CONTRACTUAL SERVICES</b>						
INSURANCE	9,468	9,468	8,921	10,415	8,921	8,921
UTILITIES	55,000	75,000	85,122	75,000	87,500	87,500
TRAVEL & TRAINING	3,000	3,000	869	3,000	3,000	3,000
DUES & MEMBERSHIPS	1,500	1,500	1,756	1,500	2,000	2,000
CONTRACTUAL SERVICES	17,500	17,500	22,456	17,500	17,500	17,500
LEASE PAYMENTS	9,000	9,000	8,839	9,000	9,000	9,000
DATA PROCESSING	11,700	11,700	11,700	12,000	12,000	12,000
TOTAL	<u>107,168</u>	<u>127,168</u>	<u>139,663</u>	<u>128,415</u>	<u>139,921</u>	<u>139,921</u>
<b>COMMODITIES</b>						
BUILDING MAINT. & SUPPLIES	15,000	25,000	22,734	25,000	25,000	25,000
EQUIPMENT MAINT. & SUPPLIES	2,500	25,000	21,326	25,000	25,000	25,000
OPERATING SUPPLIES	21,000	40,000	23,197	40,000	24,729	25,000
OFFICE SUPPLIES	1,000	3,000	2,134	3,000	3,000	3,000
JANITORIAL SUPPLIES	2,500	2,500	3,618	2,500	4,000	4,000
GAS & OIL	500	2,500	1,234	2,500	2,500	2,500
UNIFORMS & CLOTHING	1,000	2,000	1,135	2,000	2,500	2,500
TOTAL	<u>43,500</u>	<u>100,000</u>	<u>75,380</u>	<u>100,000</u>	<u>86,729</u>	<u>87,000</u>
<b>CAPITAL OUTLAY</b>						
MACHINERY & EQUIPMENT	<u>12,000</u>	<u>40,000</u>	<u>17,450</u>	<u>25,000</u>	<u>10,000</u>	<u>-</u>
<b>RESERVE</b>						
AUDITORIUM OPERATING RESERVE	<u>135,630</u>	<u>-</u>	<u>-</u>	<u>16,259</u>	<u>-</u>	<u>45,966</u>
TOTAL EXPENDITURES	<u>533,760</u>	<u>500,753</u>	<u>469,182</u>	<u>509,896</u>	<u>475,257</u>	<u>520,008</u>

FINANCIAL STATEMENT

AS OF: DECEMBER 31ST, 2008

100-GENERAL FUND  
345-MEMORIAL AUDITORIUM  
DEPT TOTAL EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR EXPENSE	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL SERVICES</u>							
345.000-701.000 SALARIES-FULL TIME	158,912.00	15,364.80	0.00	186,200.36	0.00 (	27,288.36)	17.17-
345.000-702.000 SALARIES-PART TIME	45,000.00	3,747.26	0.00	44,062.99	0.00	937.01	2.08
345.000-703.000 SALARIES-OVERTIME	3,000.00	0.00	0.00	340.95	0.00	2,659.05	88.64
345.000-706.000 HEALTH INSURANCE	15,760.00	3,346.38	0.00	15,760.00	0.00	0.00	0.00
345.000-707.000 GROUP LIFE INSURANCE	200.00	9.30	0.00	133.30	0.00	66.70	33.35
345.000-708.000 STATE UNEMPLOYMENT INS	540.00	0.00	0.00	509.46	0.00	30.54	5.66
345.000-709.000 WORKERS COMPENSATION	4,348.00	0.00	0.00	3,814.00	0.00	534.00	12.28
345.000-710.000 KPERS RETIREMENT	12,273.00	875.84	0.00	7,881.42	0.00	4,391.58	35.78
345.000-712.000 MEDICARE TAX	3,001.00	276.22	0.00	3,195.72	0.00 (	194.72)	6.49-
345.000-713.000 SOCIAL SECURITY	12,830.00	1,181.07	0.00	13,664.18	0.00 (	834.18)	6.50-
<b>** CATEGORY TOTAL **</b>	<b>255,864.00</b>	<b>24,800.87</b>	<b>0.00</b>	<b>275,562.38</b>	<b>0.00 (</b>	<b>19,698.38)</b>	<b>7.70-</b>
<u>CONTRACTUAL SERVICES</u>							
345.000-721.000 INSURANCE	8,921.00	0.00	0.00	7,819.00	0.00	1,102.00	12.35
345.000-722.000 UTILITIES	87,500.00	4,710.20	0.00	78,174.97	0.00	9,325.03	10.66
345.000-722.010 FCIP ENERGY COSTS	0.00	0.00	0.00	29,738.49	0.00 (	29,738.49)	0.00
345.000-725.000 TRAVEL & TRAINING	3,000.00	0.00	0.00	1,409.38	0.00	1,590.62	53.02
345.000-727.000 DUES & MEMBERSHIPS	2,000.00	0.00	0.00	717.15	0.00	1,282.85	64.14
345.000-730.000 CONTRACTUAL SERVICES	22,000.00	2,265.03	0.00	25,745.54	0.00 (	3,745.54)	17.03-
345.000-731.000 LEASE PAYMENTS	12,000.00	229.34	0.00	5,673.80	0.00	6,326.20	52.72
345.000-735.000 DATA PROCESSING	12,000.00	1,000.00	0.00	12,000.00	0.00	0.00	0.00
<b>** CATEGORY TOTAL **</b>	<b>147,421.00</b>	<b>8,204.57</b>	<b>0.00</b>	<b>161,278.33</b>	<b>0.00 (</b>	<b>13,857.33)</b>	<b>9.40-</b>
<u>COPIES</u>							
345.000-741.000 BUILDING MAINT. & SUPP	25,000.00	12,370.31	0.00	25,729.08	0.00 (	729.08)	2.92-
345.000-742.000 EQUIPMENT MAINT. & SUP	25,000.00	4,770.98	0.00	22,827.04	0.00	2,172.96	8.69
345.000-743.000 OPERATING SUPPLIES	25,000.00	197.20	0.00	6,634.12	0.00	18,365.88	73.46
345.000-744.000 OFFICE SUPPLIES	3,000.00	253.26	0.00	1,471.17	0.00	1,528.83	50.96
345.000-745.000 JANITORIAL SUPPLIES	4,000.00	751.34	0.00	4,313.48	0.00 (	313.48)	7.84-
345.000-746.000 GAS & OIL	2,500.00	0.09	0.00	505.99	0.00	1,994.01	79.76
345.000-747.000 UNIFORMS & CLOTHING	2,500.00	25.00	0.00	1,159.83	0.00	1,340.17	53.61
<b>** CATEGORY TOTAL **</b>	<b>87,000.00</b>	<b>18,368.18</b>	<b>0.00</b>	<b>62,640.71</b>	<b>0.00</b>	<b>24,359.29</b>	<b>28.00</b>
<u>RESERVES</u>							
<b>*** DEPARTMENT TOTAL ***</b>	<b>490,285.00</b>	<b>51,373.62</b>	<b>0.00</b>	<b>499,481.42</b>	<b>0.00 (</b>	<b>9,196.42)</b>	<b>1.88-</b>

VENDOR SET: 02 City of Pittsburg, KS  
 BANK: \* ALL BANKS  
 DATE RANGE: 1/07/2009 THRU 1/20/2009

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
3310	*INVALID VENDOR*							
3310	*INVALID VENDOR*							
C-CHECK	VOID CHECK	V	1/09/2009			158599		
3310	*INVALID VENDOR*							
3310	*INVALID VENDOR*							
C-CHECK	VOID CHECK	V	1/09/2009			158600		
3310	*INVALID VENDOR*							
3310	*INVALID VENDOR*							
C-CHECK	VOID CHECK	V	1/09/2009			158601		
3310	*INVALID VENDOR*							
3310	*INVALID VENDOR*							
C-CHECK	VOID CHECK	V	1/09/2009			158602		
3310	*INVALID VENDOR*							
3310	*INVALID VENDOR*							
C-CHECK	VOID CHECK	V	1/09/2009			158603		
3310	*INVALID VENDOR*							
3310	*INVALID VENDOR*							
C-CHECK	VOID CHECK	V	1/09/2009			158604		
3310	*INVALID VENDOR*							
3310	*INVALID VENDOR*							
C-CHECK	VOID CHECK	V	1/09/2009			158605		
3310	*INVALID VENDOR*							
3310	*INVALID VENDOR*							
C-CHECK	VOID CHECK	V	1/09/2009			158606		

\*\*\* TOTALS \*\*\*

	NO	CHECK AMOUNT	DISCOUNTS	TOTAL APPLIED
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 DEBITS VOID DISCOUNTS VOID CREDITS

VOID CHECKS:	8	0.00	0.00	0.00
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000000	02-3310	** INVALID **	1	INVALID VENDOR
000000	02-3310	** INVALID **	1	INVALID VENDOR
000000	02-3310	** INVALID **	1	INVALID VENDOR
000000	02-3310	** INVALID **	1	INVALID VENDOR
000000	02-3310	** INVALID **	1	INVALID VENDOR
000000	02-3310	** INVALID **	1	INVALID VENDOR
000000	02-3310	** INVALID **	1	INVALID VENDOR
000000	02-3310	** INVALID **	1	INVALID VENDOR

TOTAL ERRORS: 8

VENDOR SET: 02	BANK: *	TOTALS:	8	0.00	0.00	0.00
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VENDOR SET: 99 City of Pittsburg, KS  
 BANK: \* ALL BANKS  
 DATE RANGE: 1/07/2009 THRU 1/20/2009

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C-CHECK	VOID CHECK	V	1/07/2009			158595		
C-CHECK	VOID CHECK	V	1/07/2009			158596		
C-CHECK	VOID CHECK	V	1/14/2009			158705		
C-CHECK	VOID CHECK	V	1/14/2009			158706		
C-CHECK	VOID CHECK	V	1/15/2009			158708		
C-CHECK	VOID CHECK	V	1/15/2009			158709		
C-CHECK	VOID CHECK	V	1/20/2009			158749		

\* \* T O T A L S \* \*

	NO	CHECK AMOUNT	DISCOUNTS	TOTAL APPLIED
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:	NO	VOID DEBITS	VOID DISCOUNTS	VOID CREDITS
	7	0.00	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 99	BANK: *	TOTALS:	7	0.00	0.00	0.00
BANK: *	TOTALS:		15	0.00	0.00	0.00

VENDOR SET: 99 City of Pittsburg, KS

BANK: 80144 M&amp;I Bank

DATE RANGE: 1/07/2009 THRU 1/20/2009

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0523	AT&T	R	1/07/2009			158594		4,978.86
0095	CRAWFORD COUNTY TREASURER	R	1/07/2009			158597		1,848.00
6156	COOPER NEIL	R	1/07/2009			158598		342.00
6157	LILLIAN MENDEZ	R	1/07/2009			158640		13,766.57
2150	AT&T	R	1/08/2009			158641		249.08
2335	UNITED STATES TREASURY	R	1/08/2009			158642		114.15
4834	FAMILY RESOURCE CENTER	R	1/08/2009			158643		12.71
6135	MCNEARNEY & ASSOCIATES LLC	R	1/08/2009			158644		191.57
6136	US DEPARTMENT OF EDUCATION	R	1/08/2009			158645		266.15
6158	TODD A NORRIS	R	1/08/2009			158646		280.70
6159	MICHAEL MARIETTA	R	1/09/2009			158647		5,631.58
0188	SECRETARY OF STATE, RON THORNB	R	1/12/2009			158648		292.50
3406	JON SCHWENKER	R	1/13/2009			158649		400.00
2850	VENITA STOTTS	R	1/13/2009			158650		525.00
3251	FT SCOTT COMMUNITY CLGE	R	1/14/2009			158701		210.00
0175	REGISTER OF DEEDS	R	1/14/2009			158702		7.00
0175	REGISTER OF DEEDS	R	1/14/2009			158703		8.00
1108	WESTAR ENERGY	R	1/14/2009			158704		59,939.15
4263	COX COMMUNICATIONS	R	1/15/2009			158707		650.00
6098	NUNSENSE AT 25 LLC	R	1/15/2009			158710		7,000.00
0094	M&I BANK	R	1/16/2009			158711		250.00
6117	ALEXANDER OPEN SYSTEMS	R	1/20/2009			158746		9,359.24

VENDOR SET: 99 City of Pittsburg, KS

BANK: 80144 M&amp;I Bank

DATE RANGE: 1/07/2009 THRU 1/20/2009

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0827	AMERICAN PLANNING ASSOC	R	1/20/2009			158747		447.00
6059	CBIZ INC	R	1/20/2009			158748		5,250.00
5759	COMMUNITY HEALTH CENTER OF SEK	R	1/20/2009			158750		75.00
6164	DEAR READER.COM	R	1/20/2009			158751		350.00
5136	KANSAS TURFGRASS FOUNDATION	R	1/20/2009			158752		195.00
6066	LAMPLIGHTER INN	R	1/20/2009			158753		941.64
6163	LION APPAREL INC	R	1/20/2009			158754		47.17
4644	MIDWAY FORD TRUCK CENTER, INC.	R	1/20/2009			158755		228.62
6162	OZARK CRANE SERVICE INC	R	1/20/2009			158756		3,523.50
3434	PITTSBURG SUNRISE ROTARY	R	1/20/2009			158757		186.00
6142	SEILER INSTRUMENT	R	1/20/2009			158758		1,240.00
5934	STOFFER COMMUNICATIONS	R	1/20/2009			158759		40.00
6167	UNIVERSAL PRODUCTS	R	1/20/2009			158760		150.00
0011	AMERICAN ELECTRIC INC	E	1/14/2009			999999		61.57
0019	CONNECTIONS	E	1/14/2009			999999		21,841.76
0034	CRONISTER BROTHERS, INC	E	1/14/2009			999999		563.35
0038	LEAGUE OF KANSAS MUNICIPALITIE	E	1/14/2009			999999		9,105.25
0039	BATTERY MART INC	E	1/14/2009			999999		228.93
0042	BEITZINGER'S HARDWARE INC	E	1/14/2009			999999		4.59
0043	BOWLUS SCHOOL SUPPLY INC	E	1/14/2009			999999		24.30
0044	CRESTWOOD COUNTRY CLUB	E	1/14/2009			999999		556.91
0046	ETTINGERS OFFICE SUPPLY	E	1/14/2009			999999		1,375.03

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0054	JOPLIN SUPPLY COMPANY	E	1/14/2009			999999		578.35
0055	JOHN'S SPORT CENTER	E	1/14/2009			999999		494.59
0056	JOPLIN GLOBE	E	1/14/2009			999999		159.71
0062	LINDSEY SOFTWARE SYSTEMS, INC.	E	1/14/2009			999999		635.50
0063	LOCKE WHOLESALE SUPPLY	E	1/14/2009			999999		611.24
0064	MATADORE CO	E	1/14/2009			999999		70.00
0074	RUSSELL BELDEN ELECTRIC COMPAN	E	1/14/2009			999999		430.86
0075	RYAN'S DRIVE-THRU CLEANER	E	1/14/2009			999999		69.30
0078	SUPERIOR LINEN SERVICE	E	1/14/2009			999999		447.64
0083	WATER PRODUCTS INC	E	1/14/2009			999999		11,976.52
0084	INTERSTATE EXTERMINATOR, INC.	E	1/14/2009			999999		310.00
0087	FORMS ONE	E	1/14/2009			999999		59.50
0088	D & H LEASING INC	E	1/14/2009			999999		113.46
0092	KANSAS COMMUNICATIONS SYSTEMS,	E	1/14/2009			999999		1,252.29
0094	M&I BANK	D	1/09/2009			999999		52.17
0101	BUG-A-WAY INC	E	1/14/2009			999999		50.00
0105	PITTSBURG AUTOMOTIVE INC	E	1/14/2009			999999		3,992.44
0109	RANDY VILELA TRUCKING, HAULING	E	1/14/2009			999999		1,641.00
0112	MARRONES INC	E	1/14/2009			999999		491.15
0116	DANIEL E BRADEN	E	1/14/2009			999999		200.00
0117	THE MORNING SUN	E	1/14/2009			999999		1,544.62
0129	PROFESSIONAL ENGINEERING CONSU	E	1/14/2009			999999		55,797.66

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0135	PITTSBURG AREA CHAMBER OF COMM	E	1/14/2009			999999		16,150.00
0136	CHARLESWORTH & ASSOCIATES LC	E	1/14/2009			999999		850.00
0142	HECKERT CONSTRUCTION	E	1/14/2009			999999		43,837.40
0145	BROADWAY LUMBER COMPANY, INC.	E	1/14/2009			999999		327.18
0149	NATIONAL MINI STORAGE LLC	E	1/14/2009			999999		624.00
0154	BLUE CROSS & BLUE SHIELD	D	1/08/2009			999999		256.31
0154	BLUE CROSS & BLUE SHIELD	D	1/15/2009			999999		30,845.59
0163	O'REILLY AUTOMOTIVE INC	E	1/14/2009			999999		32.33
0176	BAKER & TAYLOR INC	E	1/14/2009			999999		1,384.75
0177	BOOK WHOLESALERS INC	E	1/14/2009			999999		822.65
0181	INGRAM	E	1/14/2009			999999		24.03
0183	PRO-PRINT INC	E	1/14/2009			999999		112.50
0194	KANSAS STATE TREASURER	E	1/14/2009			999999		4,197.65
0196	ALCOHOL & DRUG SAFETY	E	1/14/2009			999999		200.00
0199	KIRKLAND WELDING SUPPLIES	E	1/14/2009			999999		110.93
0200	SHERWIN WILLIAMS COMPANY	E	1/14/2009			999999		219.21
0201	SPICER-ADAMS WELDING, INC.	E	1/14/2009			999999		148.70
0207	PEPSI-COLA BOTTLING CO OF PITT	E	1/14/2009			999999		50.20
0224	KDOR	D	1/07/2009			999999		8,388.21
0276	JOE SMITH COMPANY, INC.	E	1/14/2009			999999		184.73
0292	UNIFIRST CORPORATION	E	1/14/2009			999999		175.77
0294	COPY PRODUCTS INC	E	1/14/2009			999999		2,348.70

VENDOR SET: 99 City of Pittsburg, KS

BANK: 80144 M&amp;I Bank

DATE RANGE: 1/07/2009 THRU 1/20/2009

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0306	CASTAGNO OIL CO INC	E	1/14/2009			999999		183.46
0329	O'MALLEY IMPLEMENT CO INC	E	1/14/2009			999999		2,218.86
0331	OVERHEAD DOORS INC	E	1/14/2009			999999		90.00
0332	PITTCRAFT PRINTING	E	1/14/2009			999999		1,160.00
0337	CROSS-MIDWEST TIRE	E	1/14/2009			999999		13,047.04
0339	GENERAL MACHINERY	E	1/14/2009			999999		15,578.44
0340	HOMER COLE COMM CTR	E	1/14/2009			999999		9,000.00
0345	VICTOR L PHILLIPS CO	E	1/14/2009			999999		3,425.80
0347	LYNN'S QUICK LUBE	E	1/14/2009			999999		231.40
0348	TYRELL'S SERVICE INC	E	1/14/2009			999999		2,578.07
0362	SENSUS TECHNOLOGIES INC	E	1/14/2009			999999		1,508.85
0373	BROADWAY ELECTRONICS INC	E	1/14/2009			999999		529.00
0375	CONVENIENT WATER COMPANY	E	1/14/2009			999999		30.00
0420	CONTINENTAL RESEARCH CORP	E	1/14/2009			999999		1,511.36
0422	DEMCO INC	E	1/14/2009			999999		209.05
0429	LORD ELECTRIC	E	1/14/2009			999999		90.00
0430	NATIONAL LEAGUE OF CITIES	E	1/14/2009			999999		1,489.00
0460	JOHN NEWBERRY	E	1/14/2009			999999		17.50
0496	UNIQUE BOOKS INC	E	1/14/2009			999999		15.70
0516	AMERICAN CONCRETE CO INC	E	1/14/2009			999999		3,834.14
0525	3M	E	1/14/2009			999999		729.00
0527	MIDLAND SCIENTIFIC INC	E	1/14/2009			999999		37.02

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0534	TYLER TECHNOLOGIES	E	1/14/2009			999999		32,292.00
0543	PITTSBURG REFRIGERATION	E	1/14/2009			999999		681.33
0583	DICKINSON INDUSTRIES INC	E	1/14/2009			999999		120.00
0585	MOLLE MC AUTOMOTIVE INC	E	1/14/2009			999999		993.17
0597	MIDWEST MINERALS INC	E	1/14/2009			999999		25,057.34
0627	BOETTCHER SUPPLY INC	E	1/14/2009			999999		66.05
0659	PAYNES INC	E	1/14/2009			999999		149.10
0698	FOSTER BROTHERS WOOD PRODUCTS	E	1/14/2009			999999		1,683.00
0714	SHARE CORPORATION	E	1/14/2009			999999		375.00
0788	SCHREIBER LLC	E	1/14/2009			999999		9,081.00
0803	OLD DOMINION BRUSH CO	E	1/14/2009			999999		368.62
0812	PICHLER'S CHICKEN ANNIES	E	1/14/2009			999999		138.75
0837	BLACKBURN MANUFACTURING	E	1/14/2009			999999		93.65
0843	LAB SAFETY SUPPLY INC	E	1/14/2009			999999		284.97
0844	HY-FLO EQUIPMENT CO	E	1/14/2009			999999		39.95
0852	JEFF BROOKS	E	1/14/2009			999999		2,160.00
0932	ALL-QUIP RENTAL AND SALES INC	E	1/14/2009			999999		1,008.00
0953	J A SEXAUER INC	E	1/14/2009			999999		61.56
1013	SAFETY FIRST SUPPLY CO., LLC	E	1/14/2009			999999		152.30
1075	COASTAL ENERGY CORP	E	1/14/2009			999999		8,351.64
1187	BINGHAM SAND & GRAVEL INC	E	1/14/2009			999999		6,179.20
1235	RHODES GROCERY INC	E	1/14/2009			999999		49.19

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1256	ANDERSON ENGINEERING INC	E	1/14/2009			999999		36.00
1478	KANSASLAND TIRE OF PITTSBURG	E	1/14/2009			999999		49.78
1490	ESTHERMAE TALENT	E	1/14/2009			999999		25.00
1492	MARMIC FIRE AND SAFETY CO	E	1/14/2009			999999		130.50
1619	MIDWEST TAPE	E	1/14/2009			999999		660.77
1629	PITTSBURG BEAUTIFUL	E	1/14/2009			999999		1,750.00
1731	HEART OF AMERICA GOLF COU	E	1/14/2009			999999		100.00
1792	B&L WATERWORKS SUPPLY INC	E	1/14/2009			999999		1,150.68
1923	AUTOZONE	E	1/14/2009			999999		59.94
1977	CDW GOVERNMENT, INC.	E	1/14/2009			999999		10,298.63
2005	GALLS INCORPORATED	E	1/14/2009			999999		271.97
2025	SOUTHERN UNIFORM & EQUIPMENT L	E	1/14/2009			999999		75.00
2111	DELL MARKETING L.P.	E	1/14/2009			999999		238.93
2165	CP COMMUNICATIONS	E	1/14/2009			999999		54.90
2350	WCA WASTE SYSTEMS INC	E	1/14/2009			999999		544.22
2433	THE MORNING SUN	E	1/14/2009			999999		350.00
2439	KSGFOA	E	1/14/2009			999999		60.00
2582	DLT SOLUTIONS, INC.	E	1/14/2009			999999		1,957.09
2694	JOHN RHUEMS	E	1/14/2009			999999		165.22
2765	G.S. ROBINS & COMPANY	E	1/14/2009			999999		3,224.00
2825	KANSAS DEPT OF ADMINISTRATION	E	1/14/2009			999999		544.66
2945	GALAXIE BUSINESS EQUIPMENT, IN	E	1/14/2009			999999		5,615.00

VENDOR SET: 99 City of Pittsburg, KS

BANK: 80144 M&amp;I Bank

DATE RANGE: 1/07/2009 THRU 1/20/2009

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
2960	PACE ANALYTICAL SERVICES INC	E	1/14/2009			999999		345.00
3697	LR ENTERPRISES LLC	E	1/14/2009			999999		260.00
3743	STANION WHOLESALE ELECTRIC	E	1/14/2009			999999		56.23
3784	TAPED EDITIONS, INC.	E	1/14/2009			999999		136.03
3802	BRENNTAG MID-SOUTH INC	E	1/14/2009			999999		1,334.21
3868	MUNICIPAL EMERGENCY SERVICES I	E	1/14/2009			999999		249.59
3971	FASTENAL COMPANY	E	1/14/2009			999999		800.06
3972	WASHINGTON ELECTRONICS INC	E	1/14/2009			999999		31,739.61
4121	MCANANY, VAN CLEAVE & PHILLIPS	E	1/14/2009			999999		27.00
4133	T.H. ROGERS HOMECENTER	E	1/14/2009			999999		341.92
4141	HAYS FIRE EQUIPMENT	E	1/14/2009			999999		1,270.00
4186	KEN WILKERSON	E	1/14/2009			999999		7,200.00
4197	ESRI	E	1/14/2009			999999		2,200.00
4307	HENRY KRAFT, INC.	E	1/14/2009			999999		389.38
4390	SPRINGFIELD JANITOR SUPPLY, IN	E	1/14/2009			999999		602.93
4501	JAMES D PATTERSON	E	1/14/2009			999999		960.00
4618	TRESA NOYES	E	1/14/2009			999999		434.65
4638	SOUND PRODUCTS	E	1/14/2009			999999		46.35
4645	COVERT ELETRICAL SUPPLY INC	E	1/14/2009			999999		135.00
4660	TURFGRASS, INC.	E	1/14/2009			999999		2,858.34
4698	THE MORNING SUN	E	1/14/2009			999999		121.57
4711	RANDOM HOUSE, INC.	E	1/14/2009			999999		103.20

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
4840	JOHN'S IMPORT AUTO	E	1/14/2009			999999		7,500.00
5003	SOUTHEAST KANSAS FIREFIGHTERS'	E	1/14/2009			999999		225.00
5008	DAVE'S TRENCHING & BACKHOE	E	1/14/2009			999999		139.12
5025	WILLIAMS SPURGEON KUHL & FRESH	E	1/14/2009			999999		19,381.02
5171	TROY'S ORNAMENTAL IRON	E	1/14/2009			999999		100.00
5267	SOFTWARE HOUSE INTERNATIONAL,	E	1/14/2009			999999		26,793.00
5275	US LIME COMPANY-ST CLAIR	E	1/14/2009			999999		3,406.00
5287	AMSTERDAM PRINTING & LITHO	E	1/14/2009			999999		61.66
5420	AQUIONICS INC	E	1/14/2009			999999		1,487.98
5474	THE UPS STORE	E	1/14/2009			999999		19.95
5552	NATIONAL SIGN CO INC	E	1/14/2009			999999		478.70
5586	WESTECH	E	1/14/2009			999999		2,917.00
5620	CRAWFORD COUNTY ABSTRACT CO IN	E	1/14/2009			999999		400.00
5640	CORRECT CARE SOLUTIONS LLC	E	1/14/2009			999999		122.50
5758	ROLL OFF SERVICES INC	E	1/14/2009			999999		334.02
5783	MURPHY'S TRANSPORTATION SERVIC	E	1/14/2009			999999		2,470.56
5855	SHRED-IT USA INC	E	1/14/2009			999999		60.00
5904	TASC	D	1/12/2009			999999		6,588.15
5931	VOGEL HEATING & COOLING INC	E	1/14/2009			999999		276.55
5944	KCR INTERNATIONAL TRUCKS	E	1/14/2009			999999		44.54
5989	CASCO INDUSTRIES INC	E	1/14/2009			999999		894.40
6118	CHOICE TECHNOLOGY LLC	E	1/14/2009			999999		28,479.00

VENDOR SET: 99 City of Pittsburg, KS  
BANK: 80144 M&I Bank  
DATE RANGE: 1/07/2009 THRU 1/20/2009

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
6139	BOB MARTIN	E	1/14/2009			999999		650.00

\* \* T O T A L S \* \*

	NO	CHECK AMOUNT	DISCOUNTS	TOTAL APPLIED
REGULAR CHECKS:	35	118,996.19	0.00	118,996.19
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	5	46,130.43	0.00	46,130.43
EFT:	159	508,602.12	0.00	508,602.12
NON CHECKS:	0	0.00	0.00	0.00

	VOID DEBITS	VOID DISCOUNTS	VOID CREDITS
VOID CHECKS:	0	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 99 BANK: 80144 TOTALS: 199 673,728.74 0.00 673,728.74

BANK: 80144 TOTALS: 199 673,728.74 0.00 673,728.74

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0092	KANSAS COMMUNICATIONS SYSTEMS,	E	1/12/2009			999999		231.96
0135	PITTSBURG AREA CHAMBER OF COMM	E	1/13/2009			999999		215.98
0297	PETTY CASH FUND	E	1/08/2009			999999		2,636.71
0577	KANSAS GAS SERVICE	E	1/13/2009			999999		25,716.70
0834	SHERRI L. ADAMS	E	1/20/2009			999999		15.00
0866	AVFUEL CORPORATION	E	1/15/2009			999999		15,469.45
1616	CITY OF PITTSBURG	E	1/12/2009			999999		25.73
1982	KENNETH STOTTS	E	1/14/2009			999999		400.00
2238	MISSION ELECTRONICS INC	E	1/14/2009			999999		48,612.00
2767	BRENNTAG SOUTHWEST, INC	E	1/13/2009			999999		2,280.00
3079	COMMERCE BANK	E	1/07/2009			999999		12,776.18
4013	KNIGHTS OF COLUMBUS TOWERS	E	1/14/2009			999999		441.00
4218	MEADOWLARK TOWNHOUSES	E	1/14/2009			999999		475.00
5534	SYCAMORE VILLAGE APARTMENTS	E	1/14/2009			999999		600.00
5689	CONNIE ETZKIN	E	1/20/2009			999999		118.17
5690	CORGILL CONSTRUCTION INC	E	1/15/2009			999999		59,154.50
5788	CROSSLAND CONSTRUCTION INC	E	1/09/2009			999999		821,882.70
5883	SPROULS CONSTRUCTION INC	E	1/08/2009			999999		167,027.22
6043	BRENDA CAVIN	E	1/14/2009			999999		550.00

* * T O T A L S * *				
	NO	CHECK AMOUNT	DISCOUNTS	TOTAL APPLIED
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:	19	1,158,628.30	0.00	1,158,628.30
NON CHECKS:	0	0.00	0.00	0.00
		VOID DEBITS	VOID DISCOUNTS	VOID CREDITS
VOID CHECKS:	0	0.00	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 99	BANK: EFT	TOTALS:	19	1,158,628.30	0.00	1,158,628.30
BANK: EFT	TOTALS:		19	1,158,628.30	0.00	1,158,628.30

VENDOR SET: 99 City of Pittsburg, KS  
 BANK: PY PAYROLL PAYABLES  
 DATE RANGE: 1/07/2009 THRU 1/20/2009

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0028	PAYROLL CLEARING	D	1/09/2009			000000		100.00
0094	M&I BANK	D	1/09/2009			000000		78,314.80
0321	KP&F	D	1/09/2009			000000		30,874.66
0728	ICMA	D	1/09/2009			000000		27,771.11
1050	KPERS	D	1/09/2009			000000		22,707.08
0349	UNITED WAY OF CRAWFORD COUNTY	R	1/09/2009			158607		100.00
0349	UNITED WAY OF CRAWFORD COUNTY	R	1/09/2009			158635		50.00
1503	FAMILY SUPPORT PAYMENT CENTER	R	1/09/2009			158636		347.73
2577	OK CENTRALIZED SUPPORT RE	R	1/09/2009			158637		130.97
4252	GENERAL REVENUE CORPORATION	R	1/09/2009			158638		205.88
2228	KANSAS PAYMENT CENTER	R	1/09/2009			158639		1,189.01
0028	PAYROLL CLEARING	E	1/09/2009			999999		72,692.96

* * T O T A L S * *	NO	CHECK AMOUNT	DISCOUNTS	TOTAL APPLIED
REGULAR CHECKS:	6	2,023.59	0.00	2,023.59
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	5	159,767.65	0.00	159,767.65
EFT:	1	72,692.96	0.00	72,692.96
NON CHECKS:	0	0.00	0.00	0.00

VOID CHECKS:	NO	VOID DEBITS	VOID DISCOUNTS	VOID CREDITS
	0	0.00	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 99	BANK: PY	TOTAL	12	234,484.20	0.00	234,484.20
BANK: PY	TOTALS:		12	234,484.20	0.00	234,484.20
REPORT TOTALS:			245	2,066,841.24	0.00	2,066,841.24

Passed and Approved this 27<sup>th</sup> day of January, 2009.

---

Pamela Henderson, Mayor

ATTEST:

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Tammy Nagel, City Clerk



## Interoffice Memorandum

**TO:** JOHN D. VANGORDEN  
Interim City Manager

**FROM:** TODD KENNEMER  
Assistant Director of Public Works

**DATE:** January 20, 2009

**SUBJECT:** Agenda Item – January 27, 2009  
Summary of January 5, 2009 Special Planning & Zoning Meeting  
Revised Joplin Street Vacation Request

---

On Monday, December 22, 2008, representatives of Pittsburg State University (PSU) met with representatives of the City regarding Joplin Street traffic calming devices:

PSU has submitted a letter withdrawing their request to vacate Joplin. They have now submitted drawings for proposed traffic calming devices such as “neck-downs *aka* bump-outs”, “chokers”, raised crosswalks *aka* speed tables, and limited access gates. (See Attachment No. 1 – plan).

With the traffic calming devices, the utilities along Joplin are to remain in place; driving lanes are to remain at their current width; overall street widths (back-of-curb to back-of-curb) are to remain as they currently are except at the bump-outs as noted on Attachment No. 1; the only alteration to the pavement will be at the bump-outs, the raised crosswalks (speed tables), and the gate islands, no other road work is to be done.

Advanced warning signage, emergency vehicle procedure, and stormwater drainage will be provided to the City Commissioners and the type and location are to be discussed and coordinated with the City.

PSU will be responsible for snow removal on Joplin from Cleveland to Lindburg.

PSU states there are about 3 to 4 accidents per year on this stretch of Joplin (per PSU campus police).

**MEMO TO: JOHN D. VANGORDEN**  
**JANUARY 20, 2009**  
**PAGE TWO**

PSU would like to have the gates closed to through traffic from the hours of 7 am to 5 pm, Monday through Friday, and possibly on game days; however, having the gates closed until 5 pm is flexible.

**Attachment 2A** shows the intersection of Cleveland and Joplin (at the far north end of the proposal area) as it currently exists. **Attachment 2B** shows the intersection with the proposed traffic calming devices. 2B shows the “neck-downs or bump-outs” and green space (turf). The crosswalk, 8 feet in width, is at street level and handicap ramps provide smooth transition from street level to sidewalk level. Width of traffic lanes on Joplin remain as they are now. There is a proposed limited access gate at this intersection.

**Attachment 3A** shows the existing crosswalk at the hike and bike trail located between the stadium and the library. **Attachment 3B** shows the proposed chokers (or bump-outs) and green space (turf). The crosswalk is 15 feet wide and is raised to sidewalk level and handicap ramps are not necessary for transition. Long, low ramps are provided in the traffic lanes to transition traffic from street level to the level of the raised crosswalk, and then back down to street level. The raised crosswalk is at the same level as to sidewalks. Width of traffic lanes on Joplin remain as they are now.

**Attachment 4A and 4B** shows a new raised crosswalk, bump-out, and green space to be installed in front of the stadium. The crosswalk is 9 feet wide and is raised to sidewalk level and handicap ramps are not necessary for transition. Long, low ramps are provided in the traffic lanes to transition traffic from street level to the level of the raised crosswalk, and then back down to street level. The raised crosswalk is at the same level as to sidewalks. Width of traffic lanes on Joplin remain as they are now.

The 9 foot width and 15 foot width of the two raised crosswalks are based on the amount of daily pedestrian traffic crossing them (per PSU).

**Attachment 5A** shows the intersection of Lindburg and Joplin (at the far south end of the proposal area) as it currently exists. **Attachment 5B** shows the intersection with the proposed traffic calming devices. 5B shows the “neck-downs or bump-out” and green space (turf) to be installed at the northwest corner only. The existing crosswalk across Joplin is to remain as is; the crosswalk on Lindburg is to be 6 feet wide. The crosswalks are at street level and handicap ramps provide smooth transition from street level to sidewalk level. Width of traffic lanes on both streets remain as they are now. There is a proposed limited access gate at this intersection.

**MEMO TO: JOHN D. VANGORDEN  
JANUARY 20, 2009  
PAGE THREE**

After due consideration and receiving input from the applicant and the general public, the **Planning Commission recommended approval of the bump-outs, speed tables, and crosswalk improvements but they did not recommend approval of the gates.**

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, January 27, 2009. Action necessary will be for the Governing Body to consider the recommendation of the Planning and Zoning Commission and by a simple majority, the Governing Body may approve the request, deny the request, or modify and approve the request.

If you have any questions concerning this matter, please do not hesitate to contact me.

Attachments: As Stated

cc: Tammy Nagel, City Clerk  
Planning and Zoning Commission File  
Memo File





2-A

0 S BROADWAY

Cleveland

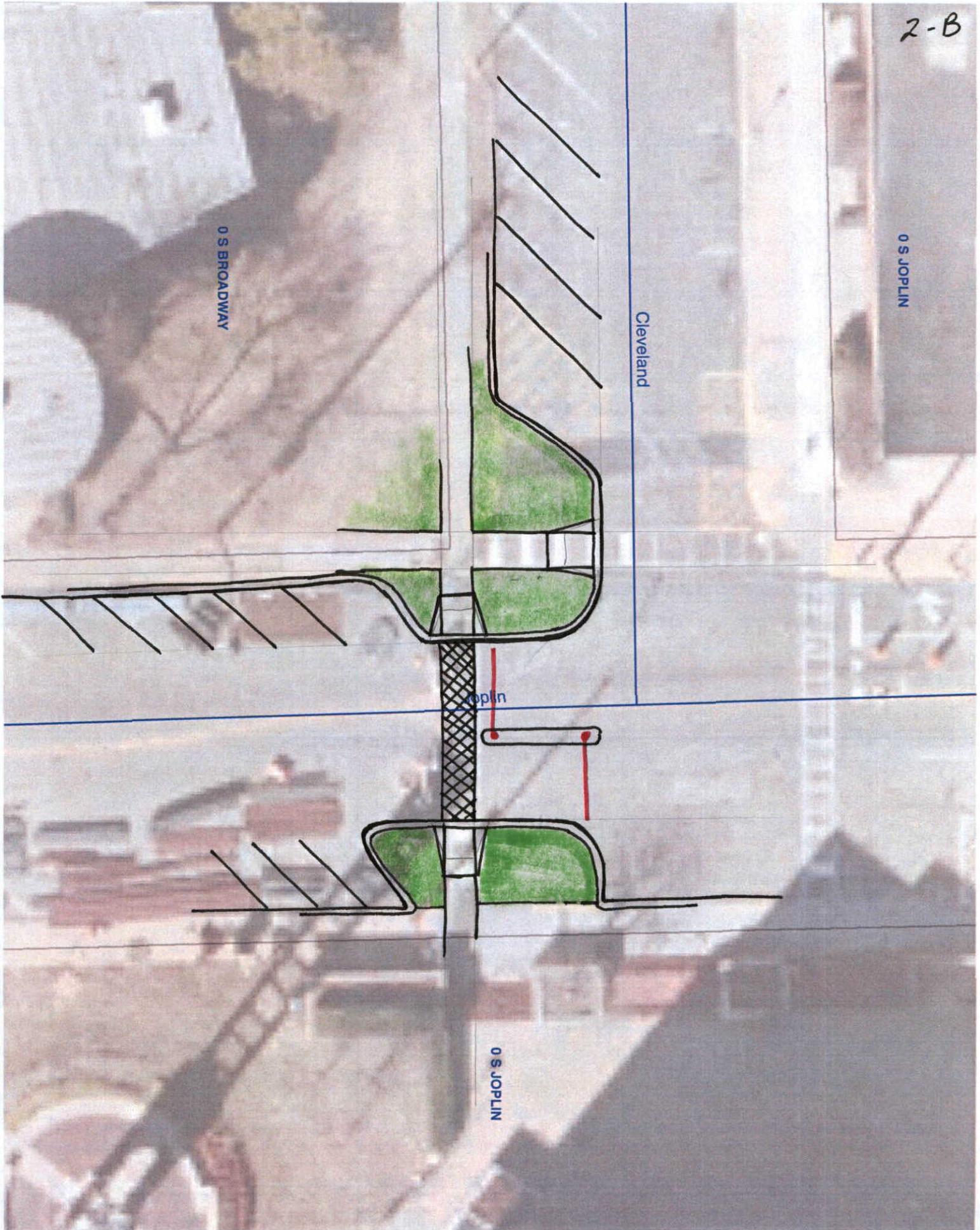
0 S JOPLIN

Joplin

0 S JOPLIN



2-B



0 S BROADWAY

Cleveland

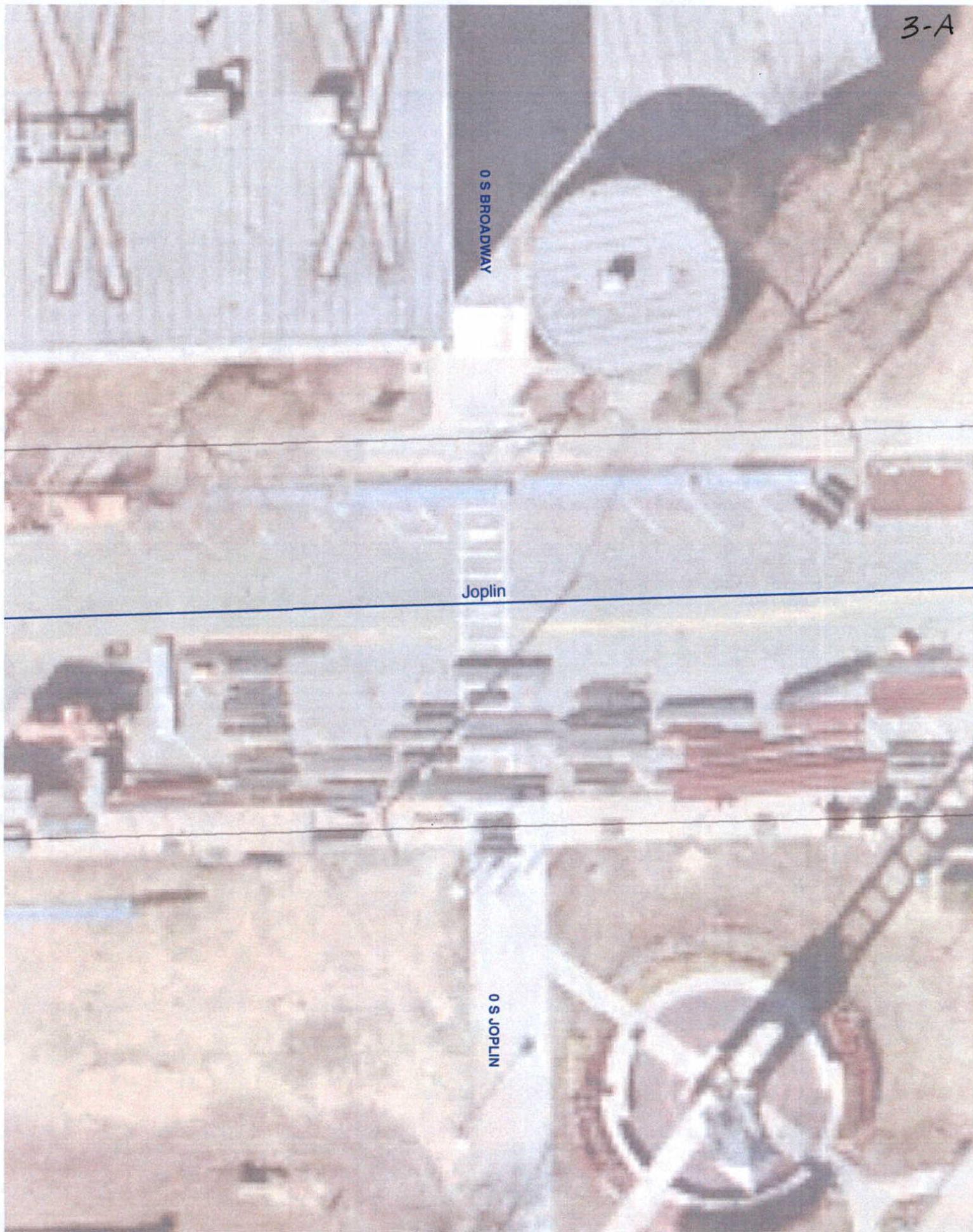
0 S JOPLIN

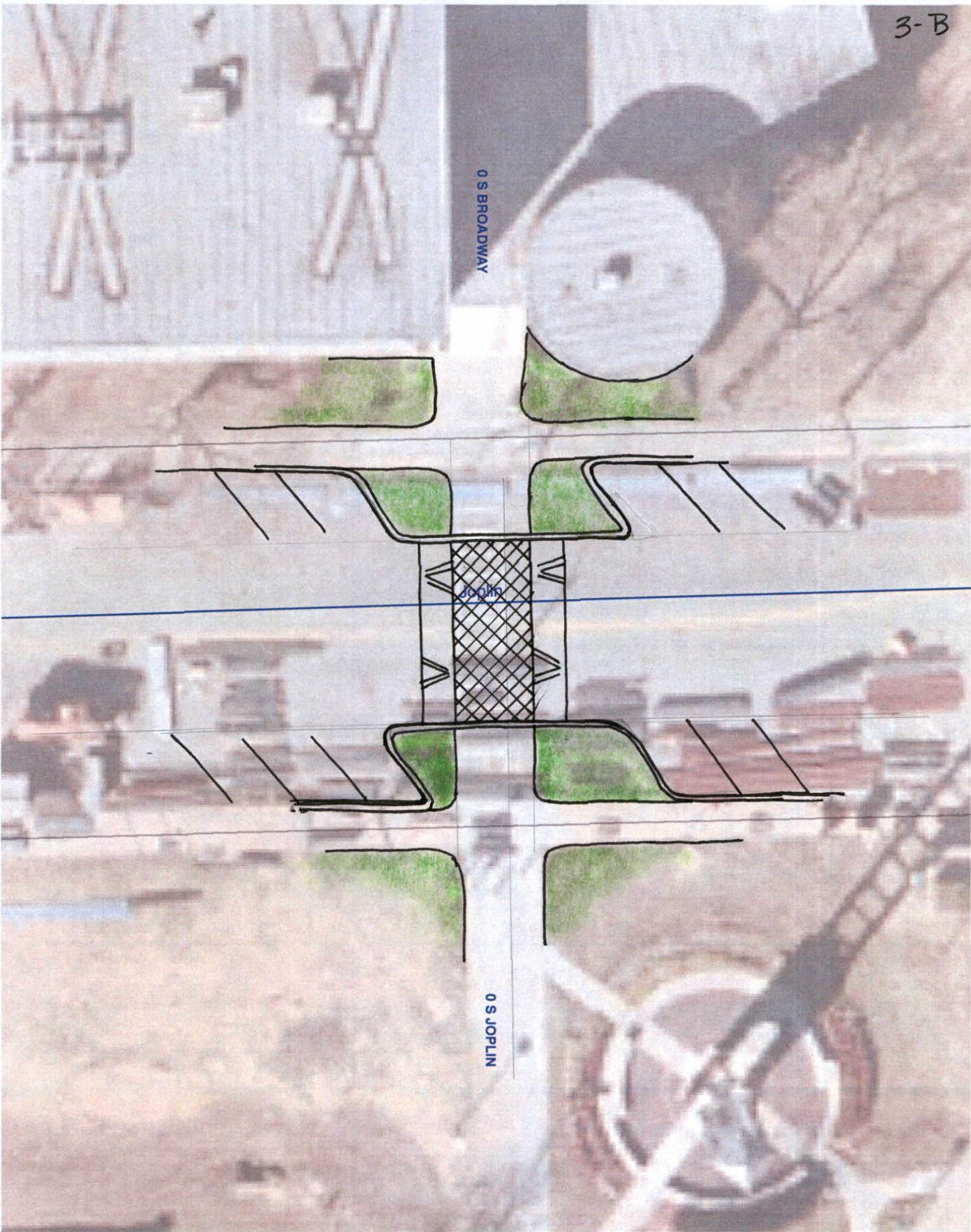
Joplin

0 S JOPLIN



3-A





0 S BROADWAY

Joplin

0 S JOPLIN

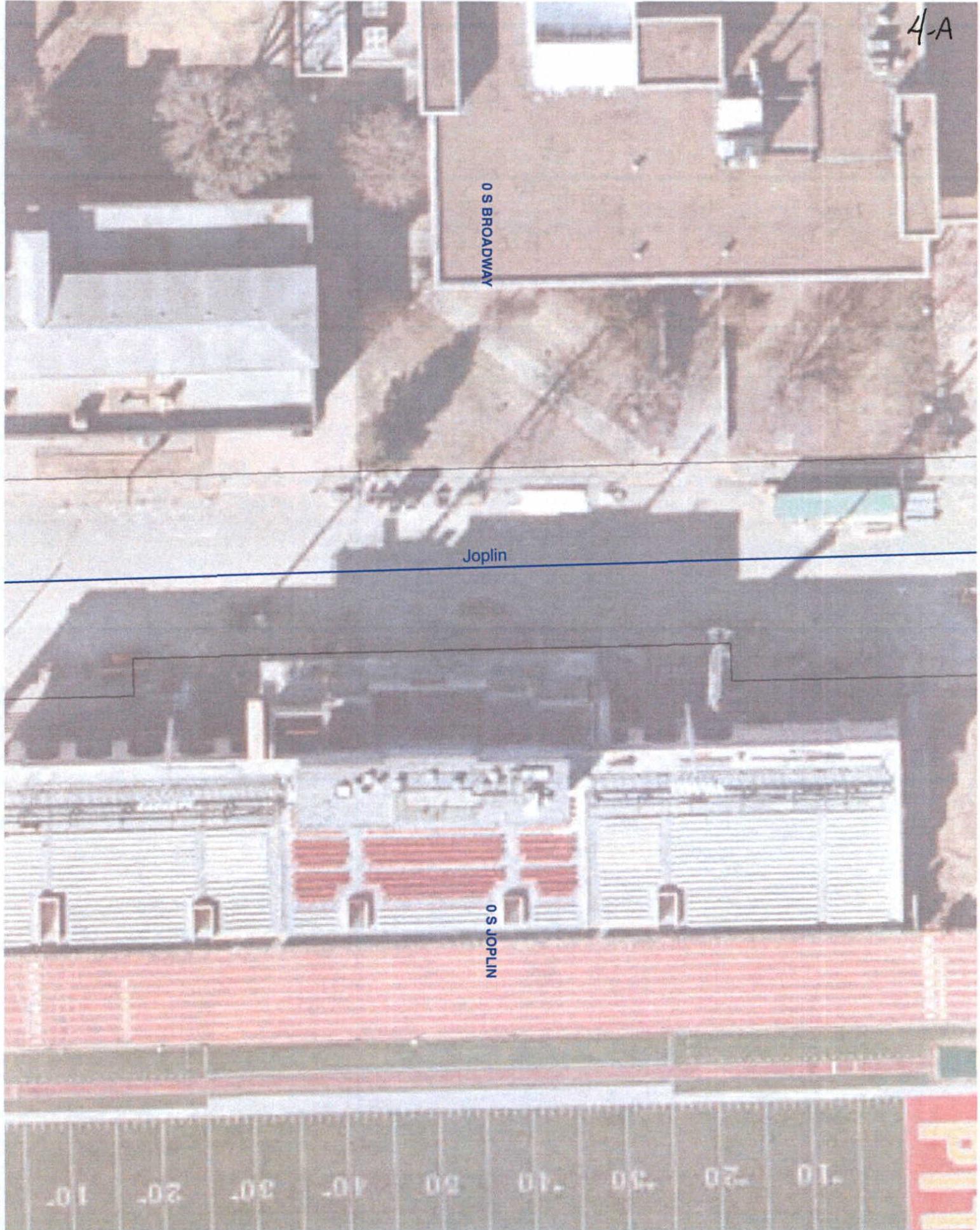


4-A

0 S BROADWAY

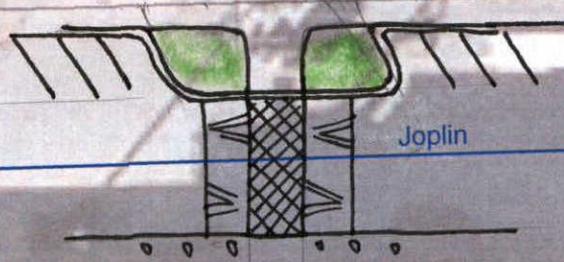
Joplin

0 S JOPLIN

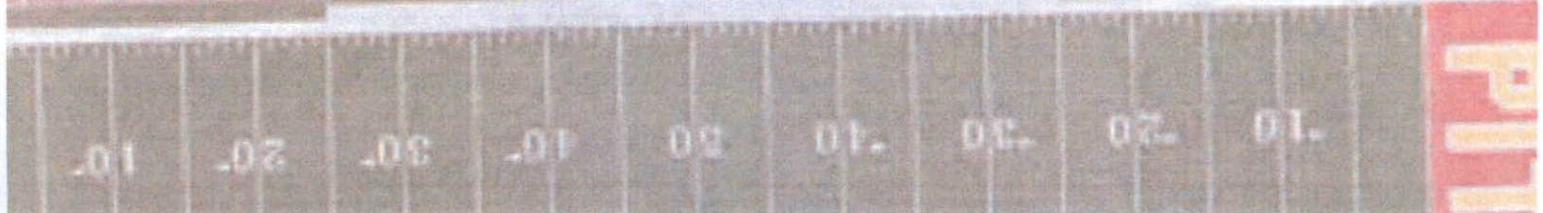


4-B

0 S BROADWAY



0 S JOPLIN



5-A

0 S BROADWAY

Lindburg

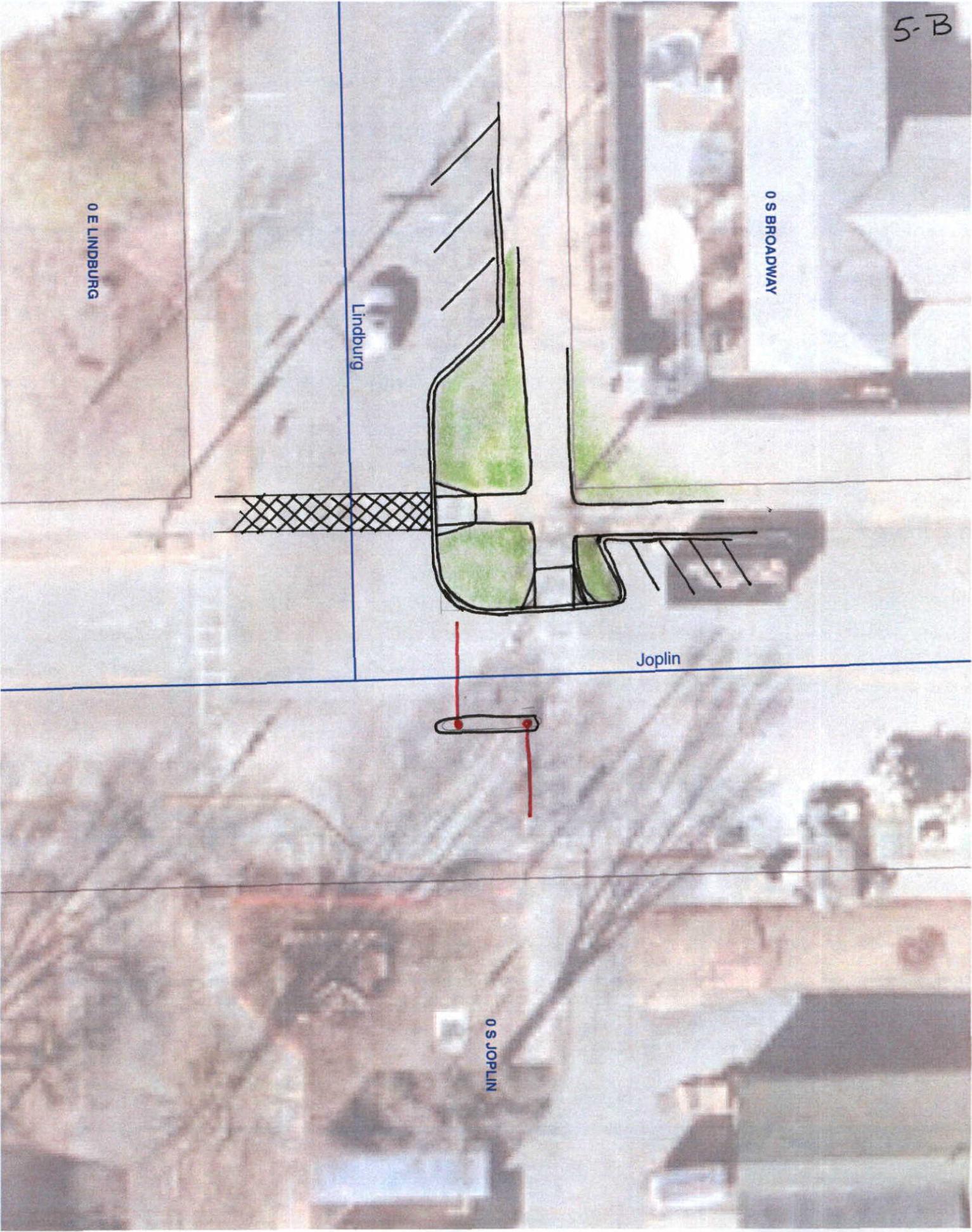
0 E LINDBURG

Joplin

0 S JOPLIN



5-B





## Interoffice Memorandum

TO: **John D. VanGorden**  
Interim City Manager

FROM: **Mark D Turnbull**  
Director of Economic Development

DATE: January 21, 2009

SUBJECT: City Commission Agenda Item – January 27, 2009  
Façade Grant Request – 126 E. 3<sup>rd</sup> St.

---

The Downtown Façade Improvement Committee took an e-mail vote to consider an application for the Phase II Façade Grant Program.

The grant to be considered was submitted by Zack Long, owner of the property located at 126 E. 3<sup>rd</sup> St. Front footage of the business measures approximately 30 feet. Mr. Long previously requested and was awarded a grant in September 2008 for \$587.50, which makes him eligible to receive the remaining balance, approximately \$2,400.00, if approved.

Total amount of the project is \$3,331.66 and the total grant requested is \$1,498.88. The grant money will be used for a new front entry door and tinting on the front windows. Matching funds will also be used for roof repair.

Recommendation: Committee recommends funding of \$1,498.88, with conditions; the owner completes all work as presented in the application, meets or increases financial contribution toward facility upgrade matching costs and passes fire re-inspection.

The City Commission is requested to approve or disapprove the façade grant request and if approved, direct staff to prepare the necessary paperwork and Mayor to sign appropriate documents.



Downtown Revitalization
Façade Improvement Grant
Application

Date of Application: 1/16/09

Applicant Information

Applicant Name: Zack Long
Business Name: Crawford County Chiropractic
Street Address: 1200 E. 3rd St.
City: Pittsburg State: KS Zip: 66702

Building Information

Address of building where work is to be done: 1200 E. 3rd St.
Name of building owner (if different from above):
Building renter(s)/occupants:

Financial Information

Total amount of project: \$ 3331.66
Total grant amount applied for: \$ 1498.88

Guidelines:

Match must be 50/50 with City funds, using the following formula:

- Based on \$100 per building front foot
Extra: for street corner buildings - add up to 25 feet if side has a display window
Extra: for rear entrances facing a city parking lot - amount based on \$50 per building foot

Owner/Renter Matching Fund Source:

[X] Cash [ ] Bank Financing (list bank): [ ] Sweat Equity [ ] Other:

Description of Improvements

Describe the façade improvements (City matching funds can only be used for façade improvements):

- New front Entry door.
- Window Tinting on building front windows



# Downtown Revitalization Façade Improvement Grant Application

Describe how owner/renter funds to match City will be used (exterior improvements will have first priority):

roof repair

Please attach the following:

- Copies of any written estimates for building improvements
- Drawings that show work to be done
- Pictures of building in present condition

Is a building permit required for the project?

yes  no

If yes, describe: \_\_\_\_\_

### Project Timetable:

Date work is to start:

2 12 09

Date work is to be completed:

3 12 09

Is your building located within 500 feet of the Hotel Stilwell, Colonial Fox Theatre, or Pittsburg Public Library?  yes  no

If yes, have you received State historical review?

If no, have you inquired about the approval process?

*Funds will be paid out once all work has been completed. Invoices or receipts must be furnished for all materials and labor.*

### New or Expanding Business Information

Will your building improvements create any new jobs?

NO

If this is a new business, what goods or services are you going to provide?

Chiropractic Care

### Additional Incentive Program

The Neighborhood Revitalization Program may provide property tax rebates for improvements over \$10,000. For more information, call Deena Hallacy at 232-1210 or visit the City's website at [www.pittks.org](http://www.pittks.org).

[Signature]  
Applicant Signature

1-19-09  
Date

[Signature]  
Building Owner Signature

1-19-09  
Date

PURCHASE ORDER

ORDER NO.  
5773

TO Zack Long SHIP TO BERRY Const  
 ADDRESS \_\_\_\_\_ ADDRESS 231-9836  
 CITY \_\_\_\_\_ CITY \_\_\_\_\_

QTY	DESCRIPTION	PRICE	UNIT
	2576 FT		
5	PLACES TO FIX	\$500.00	
	LABOR	\$13 00 00	
8	HR to put on Rollax Roofing		
5	5 gallons Snow Roof	\$97.00	\$ 485.00
2	ROLLER	\$12.00	12 00
			\$ 497.00
	+ Tax		35 78
			\$ 532.78
	Total		\$ 532.78

THANK you  
 Bob Barry

**IMPORTANT**  
 OUR ORDER NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES, ETC.  
 PLEASE NOTIFY US IMMEDIATELY IF YOU ARE UNABLE TO SHIP COMPLETE ORDER BY DATE SPECIFIED.

PLEASE SEND COPIES OF YOUR INVOICE WITH ORIGINAL BILL OF LADING

PURCHASING AGENT

ORIGINAL

PURCHASE ORDER

ORDER NO.  
5774

TO Zack Long SHIP TO BERRY Const  
 ADDRESS \_\_\_\_\_ ADDRESS 231 9836  
 CITY \_\_\_\_\_ CITY \_\_\_\_\_

REQ. NO.	FOR	DATE REQUIRED	TERMS	HOW SHIP	DATE	
QUANTITY ORDERED	QUANTITY RECEIVED	PLEASE SUPPLY ITEMS LISTED BELOW			PRICE	UNIT
1						
2						
3	1		3.0 DOOR WITH WINDOW			
4				\$175.00	1 75.00	
5	6		2x6s 12'	\$5.75	34.50	
6	4		1x8s 12'	\$11.20	44.80	
7			misc	\$40.00	40.00	
8			MATERIAL	\$2	94.30	
9			TAX		21.18	
10				\$3	15.48	
11			LADDER			
12			Take out Door			
13			Rebuild For New Door			
14				\$325.00	3 25.00	
15						
16						
17						
18					Total \$ 6 40 48	
19			Thank you			
20						
21			Bob Berry			
22						

IMPORTANT

OUR ORDER NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES, ETC.

PLEASE NOTIFY US IMMEDIATELY IF YOU ARE UNABLE TO SHIP COMPLETE ORDER BY DATE SPECIFIED.

PLEASE SEND

COPIES OF YOUR INVOICE WITH ORIGINAL BILL OF LADING

PURCHASING AGENT



ORIGINAL

**Pittsburg Auto & Glass LLC**

920 W. 4th Street  
 Pittsburg, KS 66762  
 (620)-235-1111

# Invoice

Date	Invoice #
1/20/2009	2491

<b>Bill To</b>
Crawford County Chiropractic Zackery S. Long D.C. 132 East 3rd St 231-9300

<b>Ship To</b>

Dispatch Number	Terms	Rep	Install Date	Via	F.O.B.	Project
			1/20/2009			
Quantity	Item Code	Description	Price Each	Amount		
2	TINT	41X66 Outers	125.00	250.00T		
2	TINT	42X66 Outers	125.00	250.00T		
2	TINT	69x66 Inners	150.00	300.00T		
		Sales Tax	7.30%	58.40		
<b>Quote</b>						<b>Total</b> \$858.40



## Memorandum

**TO:** JOHN D. VANGORDEN  
Interim City Manager

**FROM:** MARK D TURNBULL  
Director of Economic Development

**DATE:** January 21, 2009

**SUBJECT:** Agenda Item – January 27, 2009  
RLF Funding for Atkinson Municipal Airport Master Plan

---

At the Economic Development Advisory Committee meeting held on January 14, 2009, members voted unanimously to approve funding from the sales tax revolving loan fund (RLF) to pay for the City's share of the Atkinson Municipal Airport Master Plan, up to a maximum amount of \$10,000.

The FAA has allotted funds for the Master Plan development, and will pay on a 95%/5% split with the City being responsible for the 5%. Public Works Director Bill Beasley has advised that the City's 5% portion should be approximately \$7,500. Because the airport plays a vital role in the economic development of the community, EDAC members felt that this was a valid use of RLF funds.

Action requested is to approve or disapprove the EDAC's recommendation to use RLF funds to pay for the City's 5% share of the Atkinson Municipal Airport Master Plan.



## Interoffice Memorandum

**TO:** JOHN D. VANGORDEN  
Interim City Manager

**FROM:** WILLIAM A. BEASLEY  
Director of Public Works

**DATE:** January 12, 2009

**SUBJECT:** Agenda Item – January 27, 2009  
Submittal of ACIP to FAA

---

Each year the FAA requests Airport Managers to submit ACIP data sheets listing proposed capital improvements projects and their priority. This information is used to get congressional appropriation of funds and plan for future years.

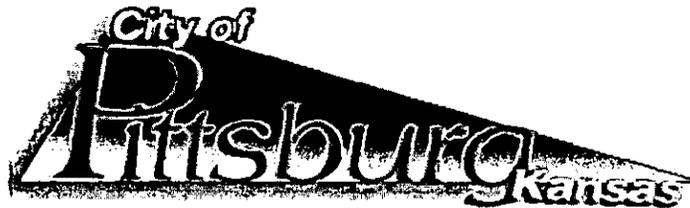
Attached are the ACIP data sheets and a memo from Bruce Remsberg explaining each proposed project. These projects were selected based on need for safety maintenance and usability of the airport. The City needs to submit the ACIP to FAA by February 17, 2009. This does not commit the City to take projects, but if they are not submitted they will not be included in possible future funding by FAA.

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, January 27, 2009. Action being requested is to approve the ACIP and authorize the City Manager to sign on behalf of the City.

If you have any questions concerning this matter, please do not hesitate to contact me.

Attachment: Bruce Remsberg Memo and ACIP Data Sheets

cc: Tammy Nagel, City Clerk  
Jon B. Garrison, Director of Finance & Administration  
Project File  
Memo File



## Interoffice Memorandum

**TO:** Bill Beasley; John VanGorden  
**FROM:** Bruce Remsberg *Bruce*  
**DATE:** 11/25/08  
**SUBJECT:** FAA Airport Improvement Program Submittals

---

Attached for your review and comment are drafts of the Airport Capital Improvement Plan (ACIP) Data Sheet for the parallel taxiway to Runway 16-34, the Five-Year Capital Improvement Program and the Long Range Needs Assessment submittals for this year. These must be renewed each year and are due by February 17, 2009. A brief explanation of these follows. Also attached for your information is a copy of the current Proposed Airport Capital Plan provided by FAA.

Note that we have not included a new ACIP Data Sheet for the proposed Master Plan. This is in accordance with the instructions contained in the letter from Jeff Deitering dated October 29, 2008, a copy of which is attached.

### ACIP Data Sheet

As the taxiway is planned for the next five year planning period, much more detail needs to be provided for the cost estimate. A copy of the cost estimate and project budget are attached to this ACIP. The cost estimate is based on the bids received in early 2005 with an assumed 5% increase in costs per year to 2011. The compounding of interests results in a 34% increase in unit prices. I have applied this uniformly to all bid items.

As shown on the Proposed Airport Capital Plan, FAA has tentatively scheduled this project for three phases beginning in FFY 2011. The first phase is for design although as discussed below it would appear that two separate plans will be required. The second and third phases would follow in each of the next years. The total cost matches our budget of \$2,596,324.

### Five-Year Capital Improvement Program (CIP)

This is a recap of the project discussed above.

### Long Range Needs Assessment FFY 2014-FFY 2018

The two projects that we submitted last year are the extension and asphalt overlay of Runway 16-34 and the expansion of the apron at the terminal building. There is little doubt that the runway will need major maintenance (overlay) in this time frame. The

last work done on it was in 1997. We can not expect more than 20 year's life out of this asphalt pavement. The 400 foot runway extension is part of the current Master Plan and that would be the logical time to make that improvement.

Discussions at the Airport Advisory Meetings have surfaced the lack of apron space as a current problem. This will only be a larger concern in 10 years.

#### Project Timing

I've tried to do a little forecasting of when we need to do things to get the taxiway accomplished in accordance with FAA's schedule. First, FAA will only award a grant based on bids in hand. They also like to have construction ready to start early in the year. Also note that their fiscal years start on October 1<sup>st</sup>.

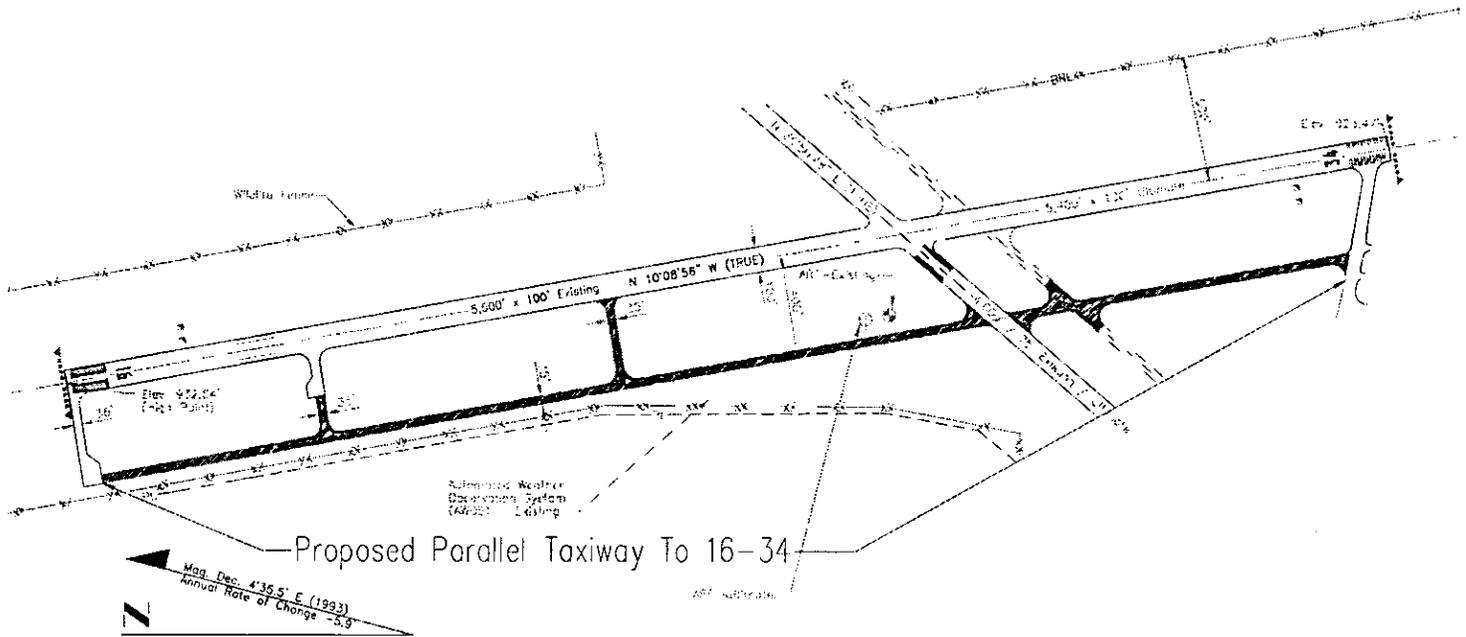
Therefore we should be able to begin design in late 2010 in order to take bids on the first phase of construction in late 2011. One question will be how we can phase the construction to match funds available in each fiscal year. Looking at our estimate it appears that the drainage, earthwork and subgrade will come close to \$1,000,000. That work could progress through the 2012 calendar year. Bids for the second phase could be taken in late 2012 for the 2013 construction season.

Please let me know of any questions regarding this information.

### ACIP DATA SHEET

<b>AIRPORT</b>	Atkinson Municipal	<b>LOCID</b>	PTS	<b>LOCAL PRIORITY</b>	1
<b>PROJECT DESCRIPTION</b>	Parallel Taxiway to Runway 16-34			Identify FFY that you desire to construct (FFY: Oct. 1-Sept. 30)	2011

**SKETCH:**



**JUSTIFICATION:**

A parallel taxiway to Runway 16-34 would improve efficiency of the runway and increase safety. The forecasts from the Airport Master Plan suggest more than 30,000 operations by 2013. The expansion of Runway 16-34 in 1996 increased the amount of business and corporate jet traffic at the Airport. The recent improvements to Runway 4-22 should continue this trend.

**COST ESTIMATE:** (Attach detailed cost estimate)

<b>Federal</b>	<b>\$2,358,962</b>	<b>State</b>	<b>\$0</b>	<b>Local (5%)</b>	<b>\$129,816</b>	<b>Total</b>	<b>\$2,596,324</b>
(95%)							

**SPONSOR'S VERIFICATION:**

For each and every project as applicable

Date	(see instruction sheet)
10-2-97	- Date of approved ALP with project shown
310e/	- Date of environmental determination (ROD, FONSI, CE), or
309b	cite CE paragraph # (307-312) in Order 1050.1E
n/a	- Date of land acquisition or signed purchase agreement
2/08	- Date of pavement maintenance program
n/a	- Snow removal equipment inventory & sizing worksheet (for SRE acquisition)
n/a	- Apron sizing worksheet (for apron projects)
n/a	Revenue producing facilities (for fuel farms, hangers, etc.)
n/a	- Date statement submitted for completed airside development
n/a	- Date statement submitted for runway approaches are clear of obstructions

**FAA USE ONLY**

FAA Verification: (initial/date)

SPONSOR'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

PRINTED NAME: John D. VanGorden TITLE: Interim City Manager

**FAA USE ONLY**

PREAPP NUMBER	GRANT NUMBER	NPIAS CODE	WORK CODE	FAA PRIORITY	FEDERAL \$

# ESTIMATE OF PROBABLE COST

## Parallel Taxiway to Runway 16-34

ATKINSON MUNICIPAL AIRPORT  
 A.I.P. Project No.  
 Sponsor-City of Pittsburg, Kansas

25-Nov-08  
 BDR

### Total Project

No.	Description	Item	Quantity	Unit	Unit Cost	Total Cost
1	Mobilization		1	L.S.	\$247,918.00	\$247,918
2	Contractor Quality Control		1	L.S.	\$113,908.00	113,908
3	Contractor Staking		1	L.S.	\$60,304.00	60,304
4	Clearing	P-151-4.1	18	Acre	1,340.00	24,120
5	Unclassified Excavation	P-152-4.1	30,000	C.Y.	8.00	240,000
6	4'x6' RCB	D-701-5.1	100	L.F.	670.00	67,000
7	36" Reinforced Concrete Pipe	D-701-5.1	800	L.F.	134.00	107,200
8	60"X38 " Reinforced Concrete Elliptical Pipe	D-701-5.1	100	L.F.	281.00	28,100
9	Lime-Treated Subgrade (8")	P-155-8.1	24,294	S.Y.	5.00	121,470
10	Lime	P-155-8.2	307	Ton	201.00	61,707
11	Crushed Aggregate Base Course	P-208-5.1	2,699	C.Y.	54.00	145,746
12	Bituminous Prime Coat	P-602-5.1	12,147	Gal.	2.00	24,294
13	Plant Mix Bituminous Mixture	P-401-8.1	6,146	Tons	94.00	577,724
14	Runway and Taxiway Painting	P-620-5.1	15,000	S.F.	0.70	10,500
15	Linear Sediment Barrier	P-156-5.3	2,000	L.F.	6.20	12,400
16	Seeding	T-901-4.1	19	Acre	482.00	9,158
17	Fertilizing	T-901	2.0	Ton	2,680.00	5,360
18	Mulching	P-908-5.1	19	Acre	335.00	6,365
19	Field Office and Laboratory		1	L.S.	13,401.00	13,401
20	Electrical Demolition, Temporary Work, Misc. Work	L-130-5.1	1	L.S.	20,101.00	20,101
21	#6 1/c 5kV Primary Cable (In PVC Conduit)	L-108-5.1	12,690	L.F.	1.70	21,573
22	Bare Counterpoise (Above PVC Conduit)	L-108-5.2	12,690	L.F.	1.30	16,497
23	Conduit Trench & Backfill in Soil (28" Depth)	L-110-5.1	12,390	L.F.	2.00	24,780
24	2" PVC Conduit	L-110-5.2	12,390	L.F.	1.30	16,107
25	2" Conduit 4-Way Duct Bank	L-110-5.3	300	L.F.	47.00	14,100
26	Handhole	L-110-5.4	12	Each	5,394.00	64,728
27	Duct, Conduit, Cable & Splice Marker	L-110-5.5	3	Each	134.00	402
28	2" Duct Bored and Pulled in Place	L-110-5.6	500	L.F.	23.00	11,500
29	Taxiway Edge Light Base Mounted	L-125-5.3	60	Each	925.00	55,500
30	Junction Box	L-125-5.4	10	Each	804.00	8,040
31	3/4" x 10'-0" Ground Rod	L-125-5.5	40	Each	54.00	2,160
32	Guide Sign System	L-125-5.6	1	Each	18,761.00	18,761

**Total Construction Items**

**\$2,150,924**

# PROJECT BUDGET

## Parallel Taxiway to Runway 16-34

ATKINSON MUNICIPAL AIRPORT  
Sponsor-City of Pittsburg, Kansas

25-Nov-08  
BDR

**1. SCOPE OF WORK**

Construct New Parallel Taxiway to Runway 16-34 with Lighting

**2. PROJECT COSTS**

	Total Costs	Non-Eligible Costs	Eligible Costs	FAA Share (95%)	Local Costs
<b><u>Administrative Costs</u></b>	\$ 20,000		\$ 20,000	\$ 19,000	\$ 1,000
Advertisement					
<b><u>Engineering Costs-Estimated</u></b>					
Basic Agreement Preliminary Engineering-	\$ 161,300		\$ 161,300	\$ 153,235	\$ 8,065
Bidding Services	\$ 6,000		\$ 6,000	\$ 5,700	\$ 300
Construction Services	\$ 258,100		\$ 258,100	\$ 245,195	\$ 12,905
<b><u>Construction Costs</u></b>					
Base Bid	\$ 2,150,924		\$ 2,150,924	\$ 1,935,832	\$ 107,546
<b>Totals</b>			<b>\$ 2,596,324</b>	<b>\$ 2,358,962</b>	<b>\$ 129,816</b>

**3. ADDITIONAL FUNDING SOURCES**

None

# Five-Year Capital Improvement

## Five-Year Capital Improvement Program (CIP)

**Airport Name:** Atkinson Municipal      **Telephone:** (620) 231-4100

**Date Prepared:** November 25, 2008

Project Description	Funding Source	FY 2010*	FY 2011*	FY 2012*	FY 2013	FY 2014
Parallel Taxiway to Runway 16-34	Federal	\$	230,850	1,045,000	1,013,183	
	State	\$	- 0 -	- 0 -	- 0 -	
	Local	\$	12,150	55,000	53,325	
	<b>Total</b>	<b>\$</b>	<b>243,000</b>	<b>1,100,000</b>	<b>1,066,508</b>	
2" Asphalt Overlay of Runway 16-34 and 400' x 100' extension	Federal	\$				2,135,600
	State	\$				- 0 -
	Local	\$				112,400
	<b>Total</b>	<b>\$</b>				<b>2,248,000</b>
	Federal	\$				
	State	\$				
	Local	\$				
	<b>Total</b>	<b>\$</b>				
	Federal	\$				
	State	\$				
	Local	\$				
	<b>Total</b>	<b>\$</b>				
	Federal	\$				
	State	\$				
	Local	\$				
	<b>Total</b>	<b>\$</b>				

\*ACIP Data Sheet(s) needed for projects requested in these fiscal years

## Long Range Needs Assessment

FFY 2015 – FFY 2019

Airport Name: Atkinson Municipal

Description of Project (include estimated FAA fiscal year)	Funding Source	Total Estimated Cost
Terminal Building Apron Expansion/2" Overlay of Existing/ Drainage Improvements; FY 2018	Federal: State: Local:	\$ 712,500 \$ - 0 - \$ 37,500 750,000
	Federal: State: Local:	\$ \$ \$



U.S. Department  
of Transportation  
**Federal Aviation  
Administration**

Central Region  
Iowa, Kansas  
Missouri, Nebraska

901 Locust St, Room 335  
Kansas City, MO 64106  
(816) 329-2600

October 29, 2008

Mr. Bill Beasley  
Director of Public Works  
Atkinson Municipal  
201 W. 4th Street  
Pittsburg, KS 66762

Dear Mr. Beasley:

Because your airport is a part of the National Plan of Integrated Airport Systems (NPIAS), you may be eligible for funding through the federal Airport Improvement Program. The Federal Aviation Administration (FAA) Central Region Airports Division is putting together the planned program for Federal Fiscal Year (FFY) 2010 early next calendar year. This program will identify regional recommendations for Airport Improvement Program (AIP) funding. To be considered for FFY 2010 funding, you need:

- A current Capital Improvement Plan (CIP)
- An Airport Capital Improvement Plan (ACIP) data sheet request on file for each major work item
- A current, accurate Airport Layout Plan

Please review the enclosed list of major improvement objectives you previously identified as being needed at your airport. Review these projects and determine which work items you would like considered for funding during FFY 2010-2012. This listing of projects is for planning purposes and is not a guarantee of federal funding for these projects or a commitment for the years indicated at the amount listed. This report only shows Capital Projects for Short Term Planning. The "Year Planned" is based upon:

- The project's National Priority Rating (NPR)
- Your projected available Entitlement funds
- Any possible Discretionary and/or State Apportionment funds that may also be available for your project

Land acquisition grants are reimbursements **for land already purchased or under a contract to purchase**. If you are planning to acquire land, your CIP should show the request for a land reimbursement grant one fiscal year after you expect to close on the property.

Entitlement funds expire if they are not used on a project or transferred to another airport within four years. If you have **unused FFY 2006 nonprimary entitlement funds, they will expire on September 30, 2009**. You need to either send us a grant application based on negotiated bids to use the funds or submit to us a request to transfer the funds to another NPIAS airport. Due to this year's partial fiscal year funding, the latest this should be done is February 2<sup>nd</sup>, 2009. If you have not already sent me a plan or a project request (i.e. a project shown on an ACIP Data Sheet) to use these entitlements, please contact me as soon as possible.

Please note the following:

- Please use the ACIP Data Sheet form that is included with this letter. This form includes dates for additional documentation required for some project types. Old versions or incomplete forms will be returned to you for corrections. An electronic version of this form is available at:  
[http://www.faa.gov/airports\\_airtraffic/airports/regional\\_guidance/central/airports\\_resources/forms/](http://www.faa.gov/airports_airtraffic/airports/regional_guidance/central/airports_resources/forms/)
- A Reauthorization of the AIP program has not yet been passed. The federal share may revert back to 90% unless new legislation maintains the 95%. Please continue to use 95% federal share/5% local share when planning your projects.
- Fiscal Year 2009 has already started. Please do not send in project requests or updates for FY 2009 without contacting me first.
- It is very important that the Sponsor Identification sheet is updated, especially with an email address that is checked often.

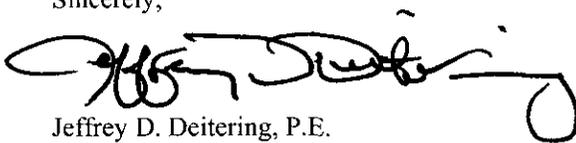
Enclosed are application materials, including a checklist of items you need to complete to be considered for AIP funding. A separate ACIP data sheet needs to be completed for **each** major work item. You may have previously submitted an ACIP data sheet for a project not yet funded; however, because of the volatility of construction material pricing, we request you please confirm that the work is still needed. If there is a significant change, submit a new ACIP with costs based on current estimates. Please use the revised ACIP data sheet that is enclosed with this mailing; other versions or unsigned ACIP data sheets will not be entered into the planning database.

Please send the updated CIP sheets, updated Sponsor Identification sheet, and each ACIP data sheet **with original signature** and supporting documentation for each proposed project by **Friday, February 17, 2009** to the FAA Regional Office in Kansas City. Please use the following address:

Jeffrey D. Deitering, P.E.  
Airport Planning Engineer - Kansas  
Federal Aviation Administration  
Airports Division, ACE-611D  
901 Locust, Room 335  
Kansas City, MO 64106-2325

Please contact me by telephone at 816-329-2637 or by email at [jeff.deitering@faa.gov](mailto:jeff.deitering@faa.gov) if you have any questions.

Sincerely,



Jeffrey D. Deitering, P.E.  
Airport Planning Engineer

Enclosures

Cc: C.Edward Young, KDOT



## Interoffice Memorandum

To: Interim City Manager John VanGorden  
Chief of Police Mendy Hulvey

From: Sergeant Timothy W. Tompkins

Date: January 16, 2009

Subject: Calls For Service Summary for Mooreman's Club

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In response to the request for renewal of a Dance Hall License submitted by Mr. Graig Moore of Mooreman's Inc, 1608 S. Broadway, I have reviewed the calls for service received by the Police Department for the period January 15, 2008 through January 15, 2009. During this period, the department received 32 requests for service and filed 9 crime reports for related incidents. Officers also conducted 52 routine bar checks. Following is a summation of the calls for service received and crime reports filed by officers:

February 10, 2008, 12:47 a.m. – Credit Card Fraud – Management advised a subject was attempting to use a credit card belonging to someone else. Upon investigation, the subject had permission of the card owner to use the card.

February 17, 2008, 12:15 a.m. – Request for Officer – Management requested officers to drive through the parking lot due to several individuals loitering in the area.

March 30, 2008, 12:11 a.m. – Request for Officer – Management requested officers to drive through the lot due to subjects loitering on the lot.

April 5, 2008, 11:11 p.m. – Fight in Progress – Officers received a report of individuals fighting on the parking lot. There was no fight upon officers arrival, however two subjects were advised to leave the area.

April 9, 2008, 9:30 p.m. – Request for Officer – Management advised two subjects were urinating in the hallway near the bar entrance. Officers were unable to locate the suspects in the area.

**April 9, 2008, 10:14 p.m. – Theft From a Motor Vehicle** – The reporting party advised items were stolen from her vehicle while parked on the parking lot in front of the bar. Information for a theft report was gathered.

April 13, 2008, 1:14 a.m. – Fight in Progress – Management advised there was a fight inside the bar. The suspects left the area prior to officers arrival.

May 4, 2008, 12:36 a.m. – Fight in Progress – Management advised there were two subjects preparing to fight in front of the bar. Officers contacted two subjects and advised them to leave the area. The subjects complied and left the area.

May 4, 2008, 1:27 a.m. – Request for Officer – Management requested officers to drive through the lot due to individuals loitering in the area.

May 12, 2008, 1:53 a.m. – Request for Officer – PSU officer patrolling the area reported hearing what sounded like an animal in distress in the area behind the bar. Officers responded but did not locate anything.

**May 18, 2008, 2:32 p.m. – Theft Report** – The reporting party advised she had items stolen from her vehicle while it was parked on the bar parking lot the previous night. Information was gathered and a theft report completed.

May 19, 2008, 12:48 a.m. – Driving Under the Influence – An officer initiated a traffic stop with the driver pulling off of Broadway and onto the bar parking lot. After investigation, the driver of the vehicle was arrested for DUI and taken to jail.

**June 23, 2008, 10:29 p.m. – County Arrest Warrant** – While conducting a routine compliance check, officers located a subject known to have an active arrest warrant. The suspect was taken into custody and transported to jail.

**June 29, 2008, 1:57 a.m. – Domestic Battery** – Officers received a report of a male assaulting a female inside the bar. The subjects were located on the parking lot. Subsequently the male was arrested for domestic battery and transported to jail.

July 6, 2008, 1:35 a.m. – Request for Officer – Management requested an officer to drive through the lot due to crowds loitering in the area.

July 20, 2008, 1:16 a.m. – Request for Officer – Management advised they seized a fake ID from a subject and that a second subject was demanding it to be returned. Both subjects left prior to officers arrival. The ID was destroyed.

July 27, 2008, 1:58 a.m. – Fight in Progress – Management reported subjects fighting on the parking lot. Subjects left the area prior to officers arrival.

August 2, 2008, 2:22 a.m. – Request for Officer – Management requested to speak to an officer in reference to an ongoing problem.

August 26, 2008, 10:45 a.m. – Parking Complaint – Officers received a report of a delivery truck blocking the parking lot. Vehicle was gone prior to officer arrival.

**September 7, 2008, 12:19 a.m. – Battery Complaint** – Officers received a report of a fight inside the bar. The suspect left prior to officers arrival. Information for a battery report was gathered from the victim.

September 14, 2008, 1:39 a.m. – Civil Standby – Management requested officers to stand by while employee was asked to leave.

October 18, 2008, 6:57 p.m. – Request for Officer – Subject requested to speak to officer due to management refusing to return an ID that was confiscated from someone else. Subject was advised of options.

October 19, 2008, 12:44 a.m. – Parking Complaint – Department received a complaint of a limousine partially blocking the driveway. Problem resolved.

October 19, 2008, 1:18 a.m. – Request for Officer – Management requested assistance removing a problem customer. Subject removed without incident.

October 26, 2008, 12:29 a.m. – Request for Officer – Management advised a subject was attempting to use a fake ID to gain entry to the bar. The suspect left the area prior to officer's arrival.

**October 26, 2008, 1:26 a.m. – Battery Complaint** – Officers responded to a fight inside the bar. Management advised a subject tried to start a fight inside the bar. The incident was broken up and staff told the suspect to leave the bar. The suspect refused and then struck the owner and an employee of the bar. The suspect was arrested by officers and taken to jail.

**October 26, 2008, 1:43 a.m. – Municipal Court Warrant** – While investigating the above fight, officers located a subject with an active arrest warrant. He was placed under arrest and taken to jail.

October 31, 2008, 9:19 p.m. – Request for Officer – Management advised several subjects ran out of the bar with glasses containing alcohol. The subjects were stopped by management in the parking lot and the glasses retrieved. The subjects left the area prior to officer's arrival.

**November 2, 2008, 1:34 a.m. – Fight in Progress** – Officers received a report of a fight inside the bar with an unconscious female victim on the floor. EMS responded with Fire Department, however, no victim was found. Two subjects were requested by management to be removed and advised of Criminal Trespass if they return. Subjects were advised and left the area with a report of the incident completed.

November 23, 2008, 12:55 a.m. – Check Welfare – Management requested assistance checking an unresponsive male on the parking lot. EMS was requested and transported the subject to MCRMC.

**December 17, 2008, 1:28 a.m. – Criminal Damage** – The reporting party advised the window on his vehicle was broken out while it was parked on the bar parking lot. Information for a criminal damage report was gathered.

January 4, 2009, 12:42 a.m. – Request for Officer – Management requested assistance confirming the validity of an ID presented to gain entry. An officer confirmed the ID as valid.



## Interoffice Memorandum

To: Interim City Manager John VanGorden  
Chief of Police Mendy Hulvey

From: Sergeant Timothy W. Tompkins

Date: Tuesday, January 20, 2009

Subject: Disposition of Vehicle Replacement Bids

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As you know, the police department replaces fleet vehicles through a scheduled rotation program in an effort to maximize usage of the vehicles while minimizing maintenance costs due to the extreme usages some fleet vehicles endure. Not all vehicles are purchased new, but are acquired through reassignment of used vehicles to meet departmental needs when other fleet vehicles are replaced.

Currently, the police department has 26 vehicles within the fleet. Those vehicles include 11 vehicles assigned to the patrol division, 3 vehicles assigned to investigations, 3 vehicles assigned to administration, 1 vehicle assigned to animal control, with the remaining 8 being specialty vehicles such as the D.A.R.E. vehicles, a retired ambulance used as a crime scene vehicle and leased vehicles assigned to drug task force members.

Our fleet vehicle replacement schedule for patrol revolves around replacing four marked patrol cars one year and three marked patrol cars the following year. The eighth patrol car used in the marked fleet is a back up patrol car used when primary vehicles are down for maintenance as well as being utilized for out of town trips such as when officers must attend training and the academy. This eighth car is obtained by keeping the best car out of the group being replaced each year and relegating it to the back up status. The remaining vehicles are then either transferred to other City departments or sold as surplus at auction.

The two unmarked patrol vehicles, administration and investigations vehicles do not encumber the higher mileage and heavy usages the marked patrol vehicles do and are therefore traded off depending on mileage and projected useful life, usually between 3 and 7 years. Normally these vehicles are then absorbed for use elsewhere in the police department fleet as replacement for older specialty vehicles,

such as the K9 patrol vehicle or transferred to other City departments due to their lighter usage.

For 2009, we requested funding in our Capital Outlay budget to replace three 2007 model year marked patrol cars along with one of the unmarked supervisor patrol vehicles. The supervisory vehicle is a 2006 model year with approximately 88,000 miles on it at this time. We also requested funding to purchase a new pickup truck to be assigned to the investigation division. However, due to the serious budget restrictions we are now facing, we have revised our vehicle replacement requests to meet our budget limitations.

First, we would recommend rejecting all bids received for the 2009 half-ton pickup truck. It was our intention to purchase the truck and assign it to the investigations division. We planned to retain the 2002 pickup truck currently assigned this division and transfer the 2006 retired patrol car out of the investigations division. This would provide not only another pickup for the investigators, but provide a back up for the animal control truck which we have attempted to replace for the past three years but had to remove from consideration due to budget limitations. However, we feel that based on the mileage of the vehicles within the investigations division, we will be able to maintain our current fleet with minimal maintenance costs.

Finally, we would recommend an amended purchase to Pittsburg Ford, Inc. for the purchase of three (3) patrol vehicles based on their submitted bid of \$22,649 per vehicle for a total bid award of \$67,947. I have spoken with City Attorney Henry Menghini concerning our bid recommendation. Mr. Menghini indicated in his opinion should the bidder honor their per-vehicle bid price, the number of cars awarded could be changed at the Commission discretion. I have also spoken with Mr. Gary Kratz, of Pittsburg Ford, Inc. Mr. Kratz said his company would honor the per-vehicle quoted bid price for the purchase of three (3) vehicles rather than a total of four (4) vehicles as noted in our bid specifications.

As noted previously, the unmarked supervisory patrol vehicle is not utilized in the same manner as marked patrol cars and therefore, we feel we will be able to either maintain this vehicle for one more year, or absorb one of the 2007 patrol cars being replaced should it prove more suitable when the fleet vehicles are delivered later this year. Therefore, we would ask to only replace the three marked patrol cars this year and award the bid to Pittsburg Ford, Inc accordingly for the amended purchase.

Should you or the Commission have any questions concerning our fleet replacement recommendation, please contact me. I will also be in attendance along with Chief Hulvey at the Commission meeting should any questions arise.