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Approval of the reappointment of Brad Hodson and Astrid Zagorski to second four-year terms effective immediately and to expire April 30, 2015, and the appointment of Babs Tims to fill an unexpired term effective immediately and to expire April 30, 2013, as members of the Pittsburg Public Library Board of Trustees.

Library Appointment Memo 51

Approval of low bids meeting specifications for the annual purchase of chemicals for use at the Water Treatment Plant as follows: Liquid Chlorine to Brenntag Mid-South, Inc., of Springfield, Missouri, for \$29.50 per 100 lbs.; Sodium Fluorosilicate to Brenntag Mid-South, Inc., of Springfield, Missouri, for \$45.45 per 100 lbs.; Lime (Calcium Oxide) to U.S. Lime Company-St. Clair, of Dallas, Texas, for \$153.00 per ton; Ferric Sulfate to Brenntag Mid-South, Inc., of Springfield, Missouri, for \$29.25 per 100 lbs.; Liquid Carbon Dioxide to Airgas Midsouth, of Pittsburg, Kansas, for \$128.00 per ton; Aluminum Sulfate to Univar USA, of Springfield, Missouri, for \$37.00 per 100 lbs.; and Liquid Polymeric Phosphate to G.S. Robins & Company, of Kansas City, Kansas, for \$57.50 per 100 lbs.; and authorize the issuance of the necessary purchase orders.

2011 WTP Chemicals Bid Disposition 52
 2011 WTP Chemical Bid Tab Sheet 54

Approval of revisions to Employee Handbook Policy 202 regarding Recruitment and Policy 203 regarding Pre-Employment, and if approved, authorize the Mayor to sign the revised policies on behalf of the City.

Policy Memo 56
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 Policy 203 - Red Line 62
 Policy 203 - Final 64

Approval of the Appropriation Ordinance for the period ending May 24, 2011, subject to the release of HUD expenditures when funds are received.

CHECK LIST 66

2010 COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)- Karen Linn of Berberich Trahan & Company, the City's auditing firm, will be present to review the 2010 audit and Comprehensive Annual Financial Report (CAFR).

2010 CAFR MEMO 79

HEALTH INSURANCE TRENDS AND OPTIONS - Bob Charlesworth, with Charlesworth and Associates, will present information on health insurance trends and options.

Charlesworth Memo. 80

FACADE GRANT VARIANCE REQUEST - The Economic Development Advisory Committee is recommending approval of a Facade Grant Variance Request by John Kutz to be allowed to apply for a third facade grant within 2011. The request is a variance to #12 of the Phase II Guidelines for Facade Grant Improvements.

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SHOP QA - Staff is requesting authorization to enter into a three year agreement with WebQA to become a pilot city for their ShopQA product. ShopQA is a web based business directory for local businesses that will be linked from the City of Pittsburg's homepage. The cost of this pilot program is \$150 monthly with a onetime set up fee of \$1000.	
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AIRSPACE HAZARD GRANT - Staff is requesting Governing Body approval of a grant award by the KDOT Division of Aviation to provide airspace protection planning for the Atkinson Municipal Airport. KDOT's grant is based on a 95% State/5% Local funding split with the City's share being \$1,800.	
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DISPOSITION OF BIDS - ATKINSON MUNICIPAL AIRPORT KANSAS AIRPORT IMPROVEMENT PROGRAM - REPAIR TAXIWAYS - City staff is recommending that the bid be awarded to APAC-Missouri, Inc., of Springfield, Missouri, based on their low bid of \$165,890.80 to repair taxiways at Atkinson Municipal Airport.	
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RESOLUTION NO. 1112 - Approval of Resolution No. 1112, authorizing and providing for the public sale of Temporary Notes, Series 2011A of The City of Pittsburg, Kansas, setting forth the details of said sale; and providing for the giving of notice thereof.	
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CITY OF PITTSBURG, KANSAS
COMMISSION AGENDA
Tuesday, May 24, 2011
5:30 PM

CALL TO ORDER BY THE MAYOR:

- a. Invocation by Don Talent of the Victory Life Center
- b. Flag Salute Led by the Mayor
- c. Public Input

CONSENT AGENDA:

- a. Approval of the minutes of the May 10, 2011, City Commission meeting.
- b. Approval of Ordinance No. S-990, amending Ordinance No. S-989, fixing the salary and compensation of the officers and employees of the City of Pittsburg, Kansas. **First Reading, if the Governing Body concurs.**
- c. Approval of Ordinance No. G-1144 amending Section 78-116 of the Pittsburg City Code to prohibit parking on both sides of East 23rd Street from Broadway Street to Michigan Street and on the east side of Elm Street from Ford Avenue to Hudson Street. **First Reading, if the Governing Body concurs.**
- d. Approval of an Order vacating the Western 12 feet of the North Smelter Street right-of-way, from 5th Street to 6th Street, adjoining Lots 1 thru 6, Block 9, Pittsburg Town Company 2nd Addition to the City of Pittsburg, Crawford County, Kansas. (Request of VanBecelaere Machine Shop).
- e. Approval of a no fee lease to provide the FAA 21 square feet of space in the Administration Building at the Atkinson Municipal Airport to store Radio Communications Outlet (RCO) equipment for a 5-year term beginning October 1, 2011. **Approve or disapprove lease and, if approved, authorize the Mayor to sign the lease on behalf of the City of Pittsburg.**
- f. Approval of the use of \$12,000 from the Revolving Loan Fund to overlay a 40 X 100 parking area west of the main entrance of VanBecelaere Machine located at 504 North Grand.
- g. Approval of the use of \$100,000 RLF to improve infrastructure and utility necessary for a \$4 million Millers expansion.

CITY OF PITTSBURG, KANSAS
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5:30 PM

- h. Approval of a revised request by Watco Companies for a \$693,274.65 RLF loan at 3% interest to construct a hangar at Atkinson Municipal Airport which will then be sold back to the City of Pittsburg and leased to Watco Companies for 15 years.
- i. Approval of the Economic Development Advisory Committee's recommendation to approve a RLF \$41,000 forgivable loan at 3% interest annually to the Pittsburg Farmers' Market provided they apply for an 86 CDBG State approval first.
- j. Approval of the reappointment of Brad Hodson and Astrid Zagorski to second four-year terms effective immediately and to expire April 30, 2015, and the appointment of Babs Tims to fill an unexpired term effective immediately and to expire April 30, 2013, as members of the Pittsburg Public Library Board of Trustees.
- k. Approval of low bids meeting specifications for the annual purchase of chemicals for use at the Water Treatment Plant as follows: Liquid Chlorine to Brenntag Mid-South, Inc., of Springfield, Missouri, for \$29.50 per 100 lbs.; Sodium Fluorosilicate to Brenntag Mid-South, Inc., of Springfield, Missouri, for \$45.45 per 100 lbs.; Lime (Calcium Oxide) to U.S. Lime Company-St. Clair, of Dallas, Texas, for \$153.00 per ton; Ferric Sulfate to Brenntag Mid-South, Inc., of Springfield, Missouri, for \$29.25 per 100 lbs.; Liquid Carbon Dioxide to Airgas Midsouth, of Pittsburg, Kansas, for \$128.00 per ton; Aluminum Sulfate to Univar USA, of Springfield, Missouri, for \$37.00 per 100 lbs.; and Liquid Polymeric Phosphate to G.S. Robins & Company, of Kansas City, Kansas, for \$57.50 per 100 lbs.; and authorize the issuance of the necessary purchase orders.
- l. Approval of revisions to Employee Handbook Policy 202 regarding Recruitment and Policy 203 regarding Pre-Employment, and if approved, authorize the Mayor to sign the revised policies on behalf of the City.
- m. Approval of the Appropriation Ordinance for the period ending May 24, 2011, subject to the release of HUD expenditures when funds are received.
ROLL CALL VOTE.

CITY OF PITTSBURG, KANSAS
COMMISSION AGENDA
Tuesday, May 24, 2011
5:30 PM

SPECIAL PRESENTATIONS:

- a. 2010 COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)- Karen Linn of Berberich Trahan & Company, the City's auditing firm, will be present to review the 2010 audit and Comprehensive Annual Financial Report (CAFR). **Receive for file.**

- b. HEALTH INSURANCE TRENDS AND OPTIONS - Bob Charlesworth, with Charlesworth and Associates, will present information on health insurance trends and options. **Receive for file.**

CONSIDER THE FOLLOWING:

- a. FACADE GRANT VARIANCE REQUEST - The Economic Development Advisory Committee is recommending approval of a Facade Grant Variance Request by John Kutz to be allowed to apply for a third facade grant within 2011. The request is a variance to #12 of the Phase II Guidelines for Facade Grant Improvements. **Approve or disapprove recommendation.**

- b. SHOP QA - Staff is requesting authorization to enter into a three year agreement with WebQA to become a pilot city for their ShopQA product. ShopQA is a web based business directory for local businesses that will be linked from the City of Pittsburg's homepage. The cost of this pilot program is \$150 monthly with a onetime set up fee of \$1000. **Approve or disapprove recommendation and, if approved, authorize the Mayor to sign the appropriate documents.**

- c. AIRSPACE HAZARD GRANT - Staff is requesting Governing Body approval of a grant award by the KDOT Division of Aviation to provide airspace protection planning for the Atkinson Municipal Airport. KDOT's grant is based on a 95% State/5% Local funding split with the City's share being \$1,800. **Approve or disapprove the grant award and, if approved, authorize City staff to solicit proposals to hire a consultant for this project.**

CITY OF PITTSBURG, KANSAS
COMMISSION AGENDA
Tuesday, May 24, 2011
5:30 PM

- d. DISPOSITION OF BIDS - ATKINSON MUNICIPAL AIRPORT KANSAS AIRPORT IMPROVEMENT PROGRAM - REPAIR TAXIWAYS - City staff is recommending that the bid be awarded to APAC-Missouri, Inc., of Springfield, Missouri, based on their low bid of \$165,890.80 to repair taxiways at Atkinson Municipal Airport. **Approve or disapprove low bid and, if approved, authorize the Mayor to execute the contract documents when prepared.**

- e. RESOLUTION NO. 1112 - Approval of Resolution No. 1112, authorizing and providing for the public sale of Temporary Notes, Series 2011A of The City of Pittsburg, Kansas, setting forth the details of said sale; and providing for the giving of notice thereof. **Approve or disapprove Resolution No. 1112 and, if approved, authorize the Mayor to sign the Resolution on behalf of the City.**

NON-AGENDA REPORTS & REQUESTS:

ADJOURNMENT

OFFICIAL MINUTES
OF THE
GOVERNING BODY
OF THE
CITY OF PITTSBURG, KANSAS
May 10th, 2011

A Regular Session of the Board of Commissioners was held at 5:30 p.m., Tuesday, May 10th, 2011, in the City Commission Room, located in the Law Enforcement Center, 201 North Pine, with Mayor Marty Beezley presiding and the following members present: Rudy Draper, Michael Gray, John Ketterman, and Patrick O'Bryan.

Jim Akins, of the First United Methodist Church, provided the invocation.

Mayor Beezley led the flag salute.

Mayor Beezley proclaimed May 14th, 2011, as Stamp Out Hunger Day in Pittsburg.

Mayor Beezley proclaimed May 10th, 2011, as John M. Lair Day in Pittsburg.

Mayor Beezley thanked President of the Board John Ketterman for filling in for her during the April 26th, 2011, City Commission Meeting.

APPROVAL OF MINUTES – APRIL 26th, 2011 - On motion of O'Bryan, seconded by Ketterman, the Governing Body approved the minutes of the April 26th, 2011, City Commission Meeting as submitted. Motion carried.

SALES CONTRACT – 18th AND LOCUST – On motion of O'Bryan, seconded by Ketterman, the Governing Body approved the Sales Contract with Jones Realty for the sale of property located at 18th and Locust for the amount of \$74,900, and authorized the Mayor to sign the contract on behalf of the City. Motion carried.

BACKGROUND CHECK AGREEMENT – On motion of O'Bryan, seconded by Ketterman, the Governing Body approved an agreement between the City and National Screening Bureau to conduct background screenings on new hires at the cost of \$25 per screen, and authorized the Mayor to sign the agreement on behalf of the City. Motion carried.

DISPOSITION OF BIDS – SURPLUS AIRPORT EQUIPMENT – On motion of O'Bryan, seconded by Ketterman, the Governing Body approved staff recommendation to award the bid for the sale of the Northrop Wilcox Non-Directional Beacon and Northrop Wilcox NBD Monitor Receiver located at the Atkinson Municipal Airport to George Ward, of Severy, Kansas, based on his high bid submitted in the amount of \$100. Motion carried.

PURCHASE OF POLICE DUTY PISTOLS – On motion of O'Bryan, seconded by Ketterman, the Governing Body approved staff request to purchase forty-six Glock pistols to replace current pistols issued to officers, and waived the City's formal bid policy to allow the purchase of the pistols from the appointed law enforcement wholesale dealer for Kansas. Motion carried.

OFFICIAL MINUTES
OF THE
GOVERNING BODY
OF THE
CITY OF PITTSBURG, KANSAS
May 10th, 2011

APPROPRIATION ORDINANCE – On motion of O'Bryan, seconded by Ketterman, the Governing Body approved the Appropriation Ordinance for the period ending May 11th, 2011, subject to the release of HUD expenditures when funds are received, with the following roll call vote: Yea: Beezley, Draper, Gray, Ketterman, and O'Bryan. Motion carried.

COPS GRANT APPLICATION – On motion of Beezley, seconded by Gray, the Governing Body authorized staff to pursue a Federal COPS grant application as part of the COPS Rehiring Program for unfunded positions and authorized Interim City Manager John VanGorden to sign the application as Chief Executive Officer on behalf of the City of Pittsburg. Motion carried.

PUBLIC HEARING – Following Public Hearing, on motion of Draper, seconded by Ketterman, the Governing Body approved the request submitted by VanBecelaere Machine Shop to vacate the Western 12 feet of the North Smelter Street right-of-way, from 5th Street to 6th Street, adjoining Lots 1 thru 6, Block 9, Pittsburg Town Company 2nd Addition to the City of Pittsburg, Crawford County, Kansas, and directed the preparation of the necessary Order. Motion carried

SALES TAX STREET IMPROVEMENTS – Director of Public Works William A. Beasley provided an update on the sales tax street improvements projects.

CONDITIONAL USE PERMIT – On motion of O'Bryan, seconded by Ketterman, the Governing Body approved the recommendation of the Planning and Zoning Commission to grant a request submitted by Westar Energy for a Conditional Use under the provisions of Article 30 of the Pittsburg Zoning Ordinance to allow for the addition of an electrical transmission substation at the existing Westar Energy facilities located at 1900 South Olive. Motion carried.

RESOLUTION NO. 1111 – On motion of O'Bryan, seconded by Draper, the Governing Body approved Resolution No. 1111, declaring the eligibility of the City of Pittsburg to submit an application to the Kansas Department of Transportation for use of Safe Routes to Schools funds set forth by SAFETEA-LU for the Pittsburg Safe Routes to Schools project in Pittsburg USD 250 and authorizing the Mayor to sign the application, and authorized the Mayor to sign the Resolution on behalf of the City. Motion carried.

ATKINSON ROAD IMPROVEMENTS PROJECT – On motion of O'Bryan, seconded by Draper, the Governing Body authorized staff to enter into an agreement with the Secretary of Transportation to participate in funding bridge and road improvements on Atkinson over Cow Creek based on an 80% State / 20% City local grant and authorized the Mayor and City Clerk to sign the contract on behalf of the City. Motion carried.

OFFICIAL MINUTES
OF THE
GOVERNING BODY
OF THE
CITY OF PITTSBURG, KANSAS
May 10th, 2011

NON-AGENDA REPORTS AND REQUESTS: ARBITRAGE REBATE CALCULATIONS – TAX INCREMENT FINANCING (TIF) BONDS AND TRANSPORTATION DEVELOPMENT DISTRICT BONDS – On motion of O'Bryan, seconded by Draper, the Governing Body approved staff recommendation to retain Gilmore & Bell, of Kansas City, Missouri, to perform Arbitrage Rebate Calculations for the Tax Increment Financing (TIF) Bonds and the Transportation Development District (TDD) Bonds, for a one-time fee of \$5,500 and an additional \$1,350 for each subsequent annual calculation. Motion carried.

Mayor Beezley requested that Director of Finance and Administration Jon Garrison discuss arbitrage in more depth.

TRAILHEAD RIBBON CUTTING – Mayor Beezley commented on the large turnout for this afternoon's ribbon cutting at Trailhead Park located at 11th and Broadway.

ADJOURNMENT: On motion of Draper, seconded by Ketterman, the Governing Body adjourned the meeting at 6:10 p.m. Motion carried.

Marty Beezley, Mayor

ATTEST:

Tammy Nagel, City Clerk



HUMAN RESOURCES

201 West 4th Street • Pittsburg KS 66762

(620) 231-4100

www.pittks.org

To: John VanGorden, City Manager
From: Megan Fry, Human Resources
Date: April 27, 2011
Re: Changes to Ordinance No. S-985 (Salary Ordinance)

In an effort to align employee's pay and title with the responsibilities, duties, etc. performed, the following are recommended changes to the Salary Ordinance:

- Move the *Public Relations Manager* from grade 14E to 12E. The duties for website and Channel 6 have been moved to other personnel within the organization, but we still need someone that can "tell our story".
- In grade 12E – Remove the Utility description from the Utility Office Manager position to create a generic *Office Manager* title, much like the general Administrative Assistant, Heavy Equipment Operator titles. Allows for the same title to be in multiple departments.
- In grade 9E – Move *Assistant Director of Public Utilities* to grade 14E. We are going to need to search for a full time Assistant Director. In order to get someone well qualified and with the knowledge, skills and abilities to succeed our current Director, we will need to pay more than \$48K (max for the grade 9E).
- In grade 7 – Add *Street Sweeper Operator* position. Currently this position is titled as a Heavy Equipment Operator. Again, the desire is to have position titles reflect what the primary responsibility of the job for purposes of the job description, for advertising and for the physical requirements. This is not a new position.
- In grade 5 – Add position title of *Aquatic Center Maintenance Manager*. This is a seasonal position. It is separate from the Aquatic Center Manager, as it does have different responsibilities. This position was separated out in duties, but not in the salary ordinance.
- In grade 3 – Remove "Temporary" from the *Assistant Technical Director*, *Maintenance Worker III*, and *Instructor*. These are regular part time positions, as the staff in these positions have worked longer than six months. By removing the "temporary" from the position title, we also ensure that we are compliant with KPERS.
- In grade 3 – Add job title of *Part Time Temporary Recreation Program Leader*. In the past the seasonal leaders for recreation programs such as Tot Lot were classified as Part Time Temporary Instructors. The Instructor

- position is more of a regular position because those programs are longer than 6 months (using the KPERS guidelines). This position title will be used for the summer/seasonal programs that are less than 6 months and will allow for flexibility within the Recreation Department with regard to their year round vs summer programs.
- In grade 2 – Change Part Time Temporary Head Lifeguard to *Part Time Temporary Aquatic Center Assistant Manager*. Also, move this position to a grade 3. The range change aligns the position with more managerial responsibilities and aligns the job title with what the position actually does. This position oversees operations of the Center in the absence of the Manager. Plus, this position is responsible for the class schedule.
 - In grade 3 – Add job title of *Part Time Park Custodian*. In the past, the employees hired to clean the park facilities were hired under the title of Maintenance Worker. I believe that the Park Custodian title offers a more reflective description of the position by separating it from the idea of performing maintenance. The maintenance positions are typically involved in mowing, repair work and operating other equipment. Also due to the nature of the job, it has typically started at a wage higher than minimum wage.
 - In grade 1 – Remove “Temporary” from the *Event Worker* title. Again, this position is actually a regular position as we have some Event Workers that have been employed for a couple of years.
 - In grade 1 Change Part Time Temporary Cashier to *Part Time Temporary Clubhouse Worker*. This position is for the golf course clubhouse. Again, I believe that Clubhouse Worker more accurately describes what the position entails. The job does include more than just being a cashier.
 - In grade 1 – Add job title of *Part Time Temporary Recreation Program Worker*. Again for the same reason as noted for the Recreation Program Leader, adding this title gives the department more flexibility in looking at programs that are year round vs just the summer or seasonal. In the past these employees were listed as Part Time Temporary Event Workers.

Please let me know if you have any questions.

ORDINANCE NO. S-990

AN ORDINANCE AMENDING ORDINANCE S-989 FIXING THE SALARY AND COMPENSATION OF THE OFFICERS AND EMPLOYEES OF THE CITY OF PITTSBURG, KANSAS.

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

Section 1. Salary and Compensation of Officers and Employees. Officers and employees of the City of Pittsburg, Kansas, shall receive salary and hourly wages, payable in bi-weekly installments, not to exceed the amount set opposite the respective classification of the officer or employee.

Section 2. City Commission. City Commissioners shall serve without compensation. Provided, however, each Commissioner shall be entitled to receive and be reimbursed for any reasonable expenses incurred as the result of trips outside of the City on any City business or expenses incurred by such Commissioners in the performance of any official act for or on behalf of the City.

Section 3. City Manager's Authority. The City Manager is hereby empowered to employ qualified persons to fill any department head position at an annual salary at no more than the maximum amount allowed herein, and to employ qualified persons to fill any position other than department head on an annual salary or hourly wage at no more than the maximum amount allowed herein. Employees' salaries and wages may be increased by the City Manager at reasonable intervals until the maximum amount is reached and as may be allowed and paid from time to time. The City Manager is further empowered to allow salary incentive payments in addition to the base salary amounts contained herein, as authorized by the City Commission, for such items as Fire Department First Responder and EMT certificates, Public Works licenses and operator certificates, and Police education and special assignment duties, provided that such incentive payments do not increase employee pay more than 5% above the maximum amounts shown herein.

Section 4. City Manager and Legal Officers. The City Manager and the following legal officers shall receive annual salary as herein enumerated:

<u>CLASSIFICATION</u>	<u>ANNUAL SALARY</u>
City Manager	\$ 98,509
City Attorney	\$ 54,912
Legal Advisor / Municipal Court Prosecutor	\$ 43,056
Municipal Court Judge	\$ 29,432

Section 5. Department Heads and Exempt Employees. Amounts listed below are for exempt department heads and employees who are paid on a salary rate basis. Exempt employees are not eligible for overtime compensation.

GRADE	CLASSIFICATION	MINIMUM ANNUAL SALARY	MAXIMUM ANNUAL SALARY
17E	Assistant City Manager	\$62,095	\$100,464
16E	Director of Finance & Administration Director of Economic Development Director of Human Resources Director of Public Works Director of Public Utilities Director of Parks & Recreation City Engineer Fire Chief Police Chief	\$56,450	\$91,728
14E	Assistant Director of Public Utilities Assistant Director of Public Works Deputy Chief of Police Information Technology Manager	\$47,442	\$77,064
13E	Administrative Support Services Coordinator Assistant Director of Finance & Administration Battalion Fire Chief Building Official City Clerk Community Development Specialist Golf Course Superintendent Network Administrator II Operations Superintendent Park Maintenance Superintendent Police Lieutenant Street Superintendent Wastewater Treatment Plant Superintendent Water Maintenance Superintendent Water Treatment Plant (WTP) Superintendent	\$44,381	\$71,032
12E	Accounting Manager Airport Manager Memorial Auditorium Manager Network Administrator I Public Relations Manager Safety Coordinator Office Manager	\$40,687	\$63,960
11E	Public Works Foreman Stormwater Collection Foreman Utilities Foreman	\$38,071	\$57,720
10E	Technical Director	\$34,900	\$52,936

Section 5. Department Heads and Exempt Employees. Amounts listed below are for exempt department heads and employees who are paid on a salary rate basis. Exempt employees are not eligible for overtime compensation.

GRADE	CLASSIFICATION	MINIMUM ANNUAL SALARY	MAXIMUM ANNUAL SALARY
9E	Clubhouse Manager Parks & Recreation Operations Manager Recreation Superintendent	\$32,002	\$48,672

Section 6. Non-Exempt Employees. Amounts listed below are for non-exempt employees who are paid on a hourly rate basis. Overtime, based on 1.5 times the appropriate hourly rate, is paid for all hours in excess of 40 hours in a 7-day work cycle.

GRADE	CLASSIFICATION	MINIMUM HOURLY RATE	MAXIMUM HOURLY RATE
10	Administrative Assistant to the City Manager Administrative Assistant to the Director of Public Works Communications Supervisor Engineering Supervisor Facility Maintenance Supervisor Public Works Supervisor Traffic and Communications Supervisor Wastewater Collection System Supervisor Wastewater Treatment Plant Maintenance Technician Water Treatment Plant Maintenance Technician	\$16.78	\$25.45
9	Assistant Golf Course Superintendent Building Inspector II Electronics Engineer Engineering Technician Field Supervisor Park Forester Project Coordinator Traffic & Communications Technician Wastewater Treatment Plant Quality Controller	\$15.39	\$23.40
8	Building Inspector I Codes Enforcement Inspector Information Technology Specialist Housing Rehab Specialist Wastewater Treatment Plant Operator II Water Treatment Plant Operator II	\$14.11	\$21.39

GRADE	CLASSIFICATION	MINIMUM HOURLY RATE	MAXIMUM HOURLY RATE
7	Administrative Assistant Accounting Clerk Cemetery Caretaker Communications Technician Heavy Equipment Operator Housing Assistant Mechanic Municipal Court Administrator Street Sweeper Operator Stormwater Collection Operator II Utility Location Specialist Wastewater Collection System Operator Wastewater Treatment Plant Operator I Water Treatment Plant Operator I	\$12.93	\$19.60
6	Airport Attendant Facility Maintenance Technician Light Equipment Operator Municipal Court Clerk Police Records Clerk Stormwater Collection Operator I Traffic Technician Utility Office Clerk Water Service Representative	\$11.85	\$17.98
5	Animal Control Officer Assistant Clubhouse Manager Aquatic Center Maintenance Manager Aquatic Center Manager Building Maintenance Worker Maintenance Worker Section 8 Housing Coordinator Umpire	\$10.87	\$16.49
4	Clerk Typist Custodian Customer Service Representative Facility Coordinator GIS Clerk Laborer Park Maintenance Worker Report Taker	\$9.97	\$15.12

GRADE	CLASSIFICATION	MINIMUM HOURLY RATE	MAXIMUM HOURLY RATE
3	Part Time Assistant Technical Director Part Time Instructor Part Time Maintenance Worker III Part Time Temporary Aquatic Center Assistant Manager Part Time Temporary Building Maintenance Part Time Temporary Parking Enforcement Officer Part Time Temporary Recreation Program Leader Part Time Temporary Security Guard	\$8.12	\$11.44
2	Part Time Temporary Report Taker Part Time Temporary Maintenance Worker II Part Time Temporary Park Custodian Part Time Temporary Scorekeeper	\$7.25	\$9.55
1	Part Time Event Worker Part Time Temporary Clubhouse Worker Part Time Temporary Intern Part Time Temporary Maintenance Worker I Part Time Temporary Stage Technician Part Time Temporary Laborer Part Time Temporary Lifeguard	\$7.25	\$7.64

Section 7. Hourly Wages for Full Time Firefighters: Amounts listed below are for non-exempt firefighters who are paid on an hourly rate basis. Overtime, based on 1.5 times the appropriate hourly rate, is paid for all hours in excess of 106 hours in a 14-day work cycle, based upon 2,912 hours worked in a year.

F4	Fire Captain	\$12.68	\$20.61
F3	Fire Lieutenant	\$10.74	\$17.44
F2	Firefighter II	\$ 9.09	\$14.76
F1	Firefighter I	\$ 7.71	\$12.51

Section 8. Hourly Wages for Full Time Police Officers. Amounts listed below are for non-exempt police officers who are paid on an hourly rate basis. Overtime, based on 1.5 times the appropriate hourly rate, is paid for all hours in excess of 40 hours in a 7-day work cycle.

P4	Police Sergeant	\$18.31	\$29.72
P3	Police Detective	\$15.94	\$25.88
P2	Police Officer II	\$13.89	\$22.56
P1	Police Officer I	\$12.10	\$19.65

Section 9. Additional Employees. The City Manager may, when necessary, employ additional personnel who shall receive for their services an amount based on the rate being paid for similar work as herein provided, the rate of pay for such work to be determined by the City Manager.

Section 10. Repealed. That Ordinance No. S-989 of the City of Pittsburg, Kansas, and all other ordinances, or parts of Ordinances, in conflict herewith be, and the same are, hereby repealed.

Section 11. Effective Date. This Ordinance shall take effect as of June 17th, 2011, after its passage and publication in the official City paper.

PASSED THIS 14th DAY OF JUNE, 2011.

MARTY BEEZLEY, Mayor

ATTEST: _____
TAMMY NAGEL, City Clerk



DEPARTMENT OF PUBLIC WORKS

201 West 4th Street · Pittsburg KS 66762

(620) 231-4170

www.pittks.org

Interoffice Memorandum

TO: JOHN D. VANGORDEN
Interim City Manager

FROM: WILLIAM A. BEASLEY
Director of Public Works

DATE: May 17, 2011

SUBJECT: Agenda Item – May 24, 2011
FIRST READING – Ordinance No. G-1144
No Parking

During the Traffic Advisory Board (TAB) meeting held on May 3rd, the Board reviewed two streets in which parking had caused concern. A complaint had been filed with the Public Works Department concerning the parking of vehicles on both sides of Elm Street from Ford Avenue to Hudson Street. The complainant had indicated that only one car could pass down this street at a time and described several near misses a family member had due to poor visibility from parked vehicles and inadequate roadway to safely exit the driveway.

The Fire Chief also indicated that he would have a concern with the use of this street when responding to an emergency call. Cars parked on both sides of the street would make it difficult to maneuver a fire truck down this street.

Based on the evidence provided, the TAB recommended that parking be eliminated on the east side of the street. The Facilities Planning Office at PSU was notified of the staff's concerns and recommended action. While they were concerned about the loss of parking near the University, they understood the need for safety.

MEMO TO: JOHN D. VANGORDEN
MAY 17, 2011
PAGE TWO

The second street the TAB reviewed was East 23rd Street from Broadway Street to Michigan Street. This street is a 31' street from back of curb to back of curb. Normally, this would allow parking of vehicles on at least one side and two lanes of traffic. The amount of traffic that travels East 23rd Street has increased since its opening approximately 2-3 years ago. This street is now one of the major connectors between Broadway Street and Rouse Avenue.

On a few occasions, vehicles have been parking in front of residences along this stretch of East 23rd Street. When this occurs, traffic must cross the center line and enter into oncoming traffic. Most of the residences along this section of East 23rd Street have drive access off the alley.

After reviewing these concerns, the TAB recommended that 23rd Street be no parking on both sides of the street from Broadway Street to Michigan Street.

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, May 24, 2011. Action necessary will be approval or disapproval of the recommendations of the TAB to establish no parking on the east side of Elm Street from Ford Avenue to Hudson Street and on both sides of East 23rd Street from Broadway Street to Michigan Street and, if approved, approve Ordinance No. G-1144 on **FIRST READING**.

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

Attachment: Ordinance No. G-1144

cc: Tammy Nagel, City Clerk
Joe Beaman, Traffic and Communications Supervisor
Traffic Control Devices File
Memo File

(Published in The Morning Sun _____, 2011)

ORDINANCE NO. G-1144

AN ORDINANCE amending Section 78-116 of the Pittsburg City Code to prohibit parking on both sides of East 23rd Street from Broadway Street to Michigan Street and on the east side of Elm Street from Ford Avenue to Hudson Street.

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

Section 1. Section 78-116 of the Pittsburg City Code is amended to read as follows:

Sec. 78-116. No parking zone.

Except when necessary to momentarily avoid conflict with other traffic or in compliance with the direction of a police officer, it shall be unlawful for the driver of a vehicle to stop, stand or park any vehicle on:

Alleys

West side of alley lying between North Broadway Street and North Pine Street from 14th to 15th.

Abby Lane

The west and south side of Abby Lane, an "L" shaped street, from Amber Drive to the west line of lot 20, Amber Meadows subdivision.

Amber Drive

The north side of Amber Drive from Rouse Avenue west to the west line of lot 9, Amber Meadows subdivision.

Broadway

Both sides of South Broadway from Kansas Avenue to Centennial Drive.
Both sides of North Broadway Street from 20th Street to the north city limits.

Cedar Crest Circle

The west side of Cedar Crest Circle from Cedar Crest Drive south, including the west half of the cul-de-sac, Cedar Crest Estates.

Cedar Crest Drive

The southern and west side of Cedar Crest Drive from Rouse Avenue east and south to the south line of lot 17, Cedar Crest Estates.

Cedar Lane

South side of Cedar Lane from 144 feet west of the intersection of Cedar Lane and Woodgate Terrace to 156 feet east of the intersection of Cedar Lane and Woodgate Terrace.

Centennial Drive

Both sides of Centennial Drive from South Broadway to Rouse.

College Avenue

On the west side of South College Avenue between Forest Avenue and Martin Avenue.

College Street

The west side of College Street from its intersection with Jefferson Street to its intersection with Adams Street, during school days from 7:30 a.m. to 4:30 p.m.

East Park Street

On the south side of East Park Street from its intersection with the east edge of South Smelter Street east to the end of East Park Street.

Elm Street

West side of Elm Street between Lindburg and Ford.

West side of Elm Street from 14th to 15th.

East side of South Elm between East Washington and East Park.

East side of Elm Street between 13th Street and 14th Street.

East side of Elm Street from Ford Avenue to Hudson Street.

English Street

East side of English Street from its intersection with Ford Avenue south to its intersection with Union Street.

Fairview Street

East side of North Fairview Street between 9th and 10th Streets.

Ford Circle

Both sides of Ford Circle.

Ford Avenue

On both sides of Ford Avenue from Rouse to Broadway.

Forest Street

South side of Forest Street from Broadway to Walnut.

Grand Oaks Court

Both sides of Grand Oaks Court from Grand Oaks Drive north, including the cul-de-sac, Grand Oaks Estates 2nd Addition.

Grand Oaks Drive

Both sides of Grand Oaks Drive from Rouse Avenue west and north, including the cul-de-sac, Grand Oaks Estates Replat and Grand Oaks Estates 2nd Addition.

Hobson Drive

On both sides of Hobson Drive from its intersection with the south curb of Ford Avenue south a distance of 155 feet.

Homer Street

East side of Homer Street from Ford Street to Quincy Street.

West side of Homer Street from Twin Lakes Drive to Ford Street.

Both sides of the 1000 block of South Homer from its intersection with the 500 block of East Monroe south to its intersection with the 600 block of East Monroe.

Industrial Street

West side of Industrial Street from 13th Street to 14th Street.

Jefferson Avenue

On both sides of Jefferson Avenue a distance of 100 feet west from the west line of Broadway, and a distance of 100 feet east from the east line of Broadway.

On the south side of Jefferson between South Walnut Street and South Olive Street.

Joplin Street

Both sides of South Joplin from Lindburg Street to Centennial Drive.

East side of Joplin, commencing 100 feet south of the intersection of East Carlton and South Joplin, then north to the south line of the intersection of East Belleville and South Joplin.

Both sides of Joplin Street from 4th Street to Park Avenue.

West side of North Joplin Street from 4th Street to 20th Street.

Both sides of North Joplin from 20th Street to Atkinson Avenue.

J.F. Kennedy Street

On the west side of J.F. Kennedy Street from Ford Street to Hudson Street.

Lincoln Park

On the north side of the road extending from the east end of the parking lot adjacent to Jim Kelly ball diamond to Memorial Drive.

On the south side of ball park access road from the east end of the parking lot adjacent to Jim Kelly ball diamond to Memorial Drive.

Lindburg Street

North side of West Lindburg Street from its intersection with South Walnut Street to the first alley west of South Walnut Street.

Locust Street

West side of South Locust between East Lindburg Street and East Ford Street.

East side of South Locust Street from 2nd Street to Park Avenue.

West side of North Locust Street from its intersection with East 6th Street south to the northern entrance to City Parking Lot No. 7.

Both sides of North Locust Street between East 29th Street and the Wal-Mart parking lot.

West side of South Locust between East Lindburg Street and East Hudson Street.

West side of South Locust from the intersection of Lindburg Street south 180 feet.

Mallory Court

East side of Mallory Court from the intersection of 14th Street south 483 feet including the east half of the cul-de-sac.

Martin Street

South side of West Martin between Olive and College Streets.

Memorial Drive

South side of Memorial Drive (West 12th Street) from U.S. Highway 69 bypass to Georgia Street.

North side of Memorial Drive from Miles Street to the west entrance of the ball park access road.

South side of Memorial Drive from Catalpa Street to the band dome parking lot.

Michigan Street

East side of Michigan Street from 15th Street to 16th Street.

Mill Road

North side from 147 feet west of the intersection of Mill Road and Woodgate Terrace to 157 feet east of the intersection of Mill Road and Woodgate Terrace.

Monroe

On both sides of the 500 block of East Monroe from its intersection with Smelter Street east to its intersection with Homer Street.

South side of Monroe Street from Stilwell Street east to the dead end.

North Highland Street

On both sides of North Highland Street from its intersection with the south curb of East Fourth Street south a distance of 100 feet.

Oak Ridge Circle

Both sides of Oak Ridge Circle.

Oak Ridge Road

South side of Oak Ridge Road from the west side of the intersection of South Tucker Terrace and Oak Ridge Road west to the east side of the intersection of South Tucker Avenue and Oak Ridge Road.

Olive Street

East side of South Olive Street from the intersection of Olive Street and Quincy Street south 165 feet.

Pine Street

East side of North Pine between 7th and 8th Streets.

Both sides of North Pine Street from 11th Street to 15th Street.

Quincy Street

On the north side of West Quincy Street from College Street to Catalpa Street.

On the south side of West Quincy Street from Catalpa to the U.S. 69 Highway bypass.

On both sides of West Quincy Street for a distance of 450 feet from the west right-of-way of Broadway .

On both sides of East Quincy Street from the east right-of-way of Broadway to the Joplin Street intersection.

Rouse Street

Rouse Street from 4th Street to Centennial Drive.

On both sides of North Rouse Street from East 4th Street north to north City limits.

Scotty Drive

The east side of Scotty Drive from 31st Street north, including the east half of the cul-de-sac, replat of lots 1, 2, 3, 4, 19, 20 and 21 Radell's Second Addition.

Tanglewood Drive

Both sides of Tanglewood Drive from the north intersection with Rouse Avenue south to the south intersections with Rouse Avenue, first replat of Tanglewoods.

Tucker Avenue

The east side of South Tucker Avenue from the south side of the intersection of Oakridge Road and South Tucker Avenue south a distance of 143 feet.

Tucker Terrace

The west side of South Tucker Terrace from the north side of the intersection of South Tucker Terrace and Oak Ridge Circle to the north side of the intersection of South Tucker Terrace and Oak Ridge Road.

Both sides of South Tucker Terrace from the south side of its intersection with Ford Street south to the north side of the intersection with South Tucker Terrace and Oak Ridge Circle.

West side of South Tucker Terrace from the north side of its intersection with Oak Ridge Circle to the north side of its intersection with Oak Ridge Road.

Victorian Drive

On the west side of Victorian Drive and on the south side of Victorian Drive.

Villa Drive

South side from the west side of the intersection of Villa Drive and Victoria Drive west a distance of 271 feet.

Walnut Street

West side of North Walnut between 3rd Street and 9th Street.

West side of South Walnut for a distance of 30 feet North of South Walnut Street's intersection with West Lindburg Street.

On the east side of South Walnut Street from Jefferson Street to Quincy Street.

Both sides of North Walnut Street from 15th Street to 20th Street.

On both sides of Walnut Street from Kansas Avenue, northwesterly to the fast alley running east and west thereof.

On the west side of Walnut Street from Euclid Avenue south to the east-west alley.

On the west side of Walnut Street from Kansas Avenue south to the first alley running east and west.

On the west side of former Walnut Street from Kansas Avenue north to the east-west alley.

Warren Street

On the west side of North Warren between 3rd Street and 4th Street.

Washington Avenue

On the south side of Washington Avenue beginning at the intersection of College Avenue and Washington Avenue and continuing for a distance of 280 feet to the east end of the Lakeside Elementary School drive-thru island.

Windsor Circle

On the east side of Windsor Circle and on the south side of Windsor Circle.

Windsor Court

The east side of Windsor Court from Windsor Drive south, including the east half of the cul-de-sac, Balkans' Addition.

Woodgate Terrace

The east side of Woodgate Terrace from the north side of the intersection of Mill Road and Woodgate Terrace north to the south side of the intersection of Cedar Lane and Woodgate Terrace.

1st Street

South side of 1st Street from Broadway Street to Pine Street.

North side of 1st Street from Broadway to Locust.

3rd Street

South side of 3rd Street from Pine Street to Walnut Street.

On both sides of West 3rd Street between North Olive Street and North College Street.

The north side of 3rd Street beginning at the alley lying between North Walnut and Olive Streets thence west to Olive Street.

South side of 3rd Street between Walnut Street west to the north-south alley.

The north side of 3rd Street between Georgia Street and Warren Street.

4th Street

On the outside perimeter of the street designated as 4th Street Circle.

On the north side of East 4th Street for a distance of 150 feet east of such East 4th Street's intersection with North Grand Avenue.

On both sides of East 4th Street between Lapham Street and Water Street.

5th Street

On the north side of east 5th Street from the southwest corner of lot 16, block 13, original town addition to the city east to Joplin Street.

6th Street

The north side of 6th Street between Elm Street and Locust Street.

9th Street

South side of 9th Street from Locust to first alley west of Locust.

10th Street

South side of east 10th Street between Broadway and Locust.
Both sides of east 10th Street between Elm and Locust Streets.

14th Street

South side of East 14th Street from Elm to Grand Streets.

Within 100 feet of the intersection of Broadway and 14th Street on the east side of Broadway or the south side of 14th Street.

18th Street

North side of East 18th Street between Locust Street and Elm Street.

19th Street

North side of West 19th Street between Broadway Avenue and Walnut Street.

North side of East 19th Street between Grand Street and Joplin Street.

20th Street

South side of East 20th Street from Broadway to Michigan Streets.

South side of West 20th Street from Broadway Street to the St. Louis & San Francisco Railroad right-of-way.

On both sides of West 20th Street from St. Louis & San Francisco Railroad right-of-way to U.S. Highway 69 bypass.

On the north side of 20th Street for a distance of 135 feet west from where the western edge of North Walnut Street intersects with 20th Street.

22nd Street

On the north side of East 22nd Street from its intersection with the east edge of North Tucker Street to the west curb of North Rouse Street.

23rd Street

South side of West 23rd Street from North Pine (Walnut) Street west to the railroad right-of-way.

Both sides of East 23rd Street from Broadway Street to Michigan Street.

24th Street

Both sides of the 100 Block of West 24th Street.

27th Street

Both sides of 27th Street from the east side of its intersection with Broadway Avenue to the west side of the intersection of 27th Street and Joplin Avenue.

29th Street

On either side of East 29th Street between North Joplin Street and North Broadway Street.

(Code 1975, § 21-1507; Ord. No. G-861, § 1, 10-10-2000; Ord. No. G-874, § 1, 6-12-2001; Ord. No. G-875, § 1, 6-26-2001; Ord. No. G-885, § 1, 8-28-2001; Ord. No. G-904, §§ 1, 2, 7-9-2002; Ord. No. G-908, § 1, 7-23-2002; Ord. No. G-935, § 1, 3-23-2004; Ord. No. G-963, § 1, 1-11-2005; Ord. No. G-967, § 1, 3-22-2005; Ord. No. G-980, § 1, 9-27-2005; Ord. No. G-983, § 1, 12-13-2005; Ord. No. G-986, § 1, 3-14-2006; Ord. No. G-1014, § 1, 1-23-2007; Ord. No. G-1031, § 1, 10-23-2007; Ord. No. G-1048, § 1, 9-9-2008; Ord. No. G-1055, § 1, 12-23-2008; Ord. No. 1058, § 1, 1-27-2009; Ord. No. G-1101, § 1, 10-26-2010.)

Section 2. This Ordinance shall take effect upon publication in the official City paper.

PASSED AND APPROVED this _____ day of _____,
2011.

Mayor-Marty Beezley

ATTEST:

Tammy Nagel - City Clerk

ORDER VACATING PORTION OF A STREET

AN ORDER, vacating the Western 12 feet of the North Smelter Street right-of-way, from 5th Street to 6th Street, adjoining Lots 1 thru 6, Block 9, Pittsburg Town Company 2nd Addition to 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 April 15, 2011, pursuant to K.S.A. 12-504;

WHEREAS, said public hearing was held on May 10, 2011, with no one appearing in opposition to the Petition;

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 the Western 12 feet of the North Smelter Street right-of-way, from 5th Street to 6th Street, adjoining Lots 1 thru 6, Block 9, Pittsburg Town Company 2nd Addition to 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; EXCEPT, the southern 12 feet of the vacated right-of-Way, adjoining Lot 6.

Section 3: The City of Pittsburg reserves to itself and other public utilities an easement upon a portion of the right-of-way hereby vacated for the purpose of constructing, maintaining, operating, repairing and replacing public utility lines and pipes.

Said easement is described as follows:

Beginning at the Southeast Corner of Lot 6, Block 9, Pittsburg Town Company 2nd Addition to the City of Pittsburg, Crawford County, Kansas, thence North 12 feet, thence East 12 feet, thence South 12 feet, thence West 12 feet to the point of beginning.

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 24th day of May, 2011.

Mayor – Marty Beezley

ATTEST:

City Clerk - Tammy Nagel



DEPARTMENT OF PUBLIC WORKS

201 West 4th Street · Pittsburg KS 66762

(620) 231-4170

www.pittks.org

Interoffice Memorandum

TO: JOHN D. VANGORDEN
Interim City Manager

FROM: WILLIAM A. BEASLEY
Director of Public Works

DATE: May 16, 2011

SUBJECT: Agenda Item – May 24, 2011
Lease for Radio Equipment – Airport Storage Room
Atkinson Municipal Airport

The City has received a lease for a 21 square foot storage closet located in the administration building of the airport. This space is used to store the radio equipment owned by FAA and used by the pilots to communicate with the flight center prior to take off and landing. In a previous meeting, the City Commission approved the leasing of this space at no fee to FAA. However, at that time the City did not have a prepared lease from FAA. The lease has now been received and City staff is requesting approval. The City Attorney has reviewed this lease for form.

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, May 24, 2011. Action necessary will be approval or disapproval of this lease and, if approved, direct the Mayor to sign the lease on behalf of the City of Pittsburg.

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

Attachment: Lease

cc: Tammy Nagel, City Clerk
Bill Pyle, Airport Manager
Memo File

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION
EQUIPMENT SPACE LEASE
FOR REAL PROPERTY

Lease No: DTFACN- 12 - L – 00006
Radio Communications Outlet (RCO)
Geographical Location: Pittsburg, Kansas 66762

1. THIS LEASE(9/98), entered into by and between City of Pittsburg, Kansas whose interest in the property hereinafter described is that of Owner, hereby referred to as LESSOR, and the United States of America, hereinafter referred to as the GOVERNMENT OR FAA: WITNESSETH: The Parties hereto, and for the consideration hereinafter mentioned, covenant and agree as follows:

2. DESCRIPTION (10/96) - The LESSOR hereby leases to the GOVERNMENT the following described premises:

Approximately 21 square feet on the 1st floor, Administration Building, Atkinson Municipal Airport, Pittsburg, Crawford County, Kansas.

3. TERM (1/01) - To have and to hold, for the term commencing on October 1, 2011 and continuing through September 30, 2016 inclusive.

4. CANCELLATION -The GOVERNMENT AND/OR THE LESSOR may terminate this lease at any time, in whole or in part, if the Real Estate Contracting Officer (RECO) or the LESSOR determines that a termination is in the best interest of the Government or the LESSOR, on or after October 1, 2011 by giving at least 180 days notice in writing to the Government or the LESSOR. Said notice will be computed commencing with the day after the date of mailing.

5. CONSIDERATION (NO COST) (AUG-02) - The Government shall pay the Lessor no monetary consideration in the form of rental, it being mutually agreed that the rights extended to the Government herein are in consideration of the obligations assumed by the Government in its establishment, operation and maintenance of facilities upon the premises hereby leased.

6. SERVICES AND UTILITIES (To be provided by LESSOR as part of rent.) (10/08)
Services supplied to technical equipment will be supplied 24 hours a day, and seven days a week. The GOVERNMENT will have access to the leased premises at all times, including the use of electrical services without additional payment.

-ELECTRICITY
-HVAC – 68 to 74 DEG. F.

2.6.2 Antenna and Rack Space Template

Revised April 2010

OMB Control No. 2120-0595

Pg. 1

7. GENERAL CLAUSES:

a. **DAMAGE BY FIRE OR OTHER CASUALTY (10/96)** - If the building or structure is partially or totally destroyed or damaged by fire or other casualty or if environmentally hazardous conditions are found to exist so that the leased premises is untenable as determined by the GOVERNMENT, the GOVERNMENT may terminate the lease, in whole or in part, immediately by giving written notice to the LESSOR.

b. **MAINTENANCE OF THE PREMISES (10/96)** - The LESSOR will maintain the demised premises, including the grounds, all equipment, and fixtures, appurtenances furnished by the LESSOR under this lease, in good repair.

c. **FAILURE IN PERFORMANCE (10/96)** - In the event the LESSOR fails to perform any service, to provide any item, or meet any requirement of this lease, the GOVERNMENT may perform the service, provide the item, or meet the requirement, either directly or through a contract.

d. **CONTRACT DISPUTES (11/03)**

All contract disputes and arising under or related to this lease contract will be resolved through the Federal Aviation Administration (FAA) dispute resolution system at the Office of Dispute Resolution for Acquisition (ODRA) and will be governed by the procedures set forth in 14 C.F.R. Parts 14 and 17, which are hereby incorporated by reference. Judicial review, where available, will be in accordance with 49 U.S.C. 46110 and will apply only to final agency decisions. A LESSOR may seek review of a final FAA decision only after its administrative remedies have been exhausted.

All Contract Disputes will be in writing and will be filed at the following address:

Office of Dispute Resolution for Acquisition, AGC-70
Federal Aviation Administration
800 Independence Ave. SW
Room 323
Washington, DC 20591
Telephone: (202) 267-3290
Facsimile: (202) 267-3720

A contract dispute against the FAA will be filed with the ODRA within two (2) years of the accrual of the lease contract claim involved. A contract dispute is considered to be filed on the date it is received by the ODRA. The full text of the Contract Disputes clause is incorporated by reference. Upon request the full text will be provided by the RECO.

e. **INTERFERENCE (10/08)**

Should interference with the lessor's facility due to the FAA operations, FAA shall correct the problem immediately. If the lessor's facility interferes with FAA's equipment then the lessor will correct the problem immediately.

2.6.2 Antenna and Rack Space Template

Revised April 2010

OMB Control No. 2120-0595

Pg. 2

f. COORDINATION (10/08)

The FAA will receive permission from the lessor prior to installing any new equipment at the site.

g. NO WAIVER (10/96)

No failure by the GOVERNMENT to insist upon strict performance of any provision of this lease, or failure to exercise any right, or remedy consequent to a breach thereof, will constitute a waiver of any such breach in the future.

h. INSTALLATION OF ANTENNAS, CABLES AND OTHER APPURTENANCES -

The Government shall have the right during the existence of this lease, subject to the Lessor's approval not to be unreasonably withheld, to install, operate and maintain antennas, wires and their supporting structures including any linking wires, connecting cables and conduits atop and within buildings and structures, or at other locations, as deemed necessary by the Government and any such antennas, wires and their supporting structures, including any linking wires, connecting cables and conduits shall remain the property of the Government and may be removed or otherwise disposed of by the Government subject to the Lessor's approval not to be unreasonably withheld.

i. DAY-TO-DAY EXTENSION (8/02)

The GOVERNMENT shall continue to occupy the premises for not to exceed 90 days after the end of the occupancy period covered by the basic lease term and any options that have been exercised or until one of the following events occurs: (1) the 90 day period expires, (2) a new lease commences, (3) the GOVERNMENT acquires a fee simple interest in the property or (4) the GOVERNMENT vacates the leased premises; whichever occurs first.

j. NON-RESTORATION (10/96)

The FAA will have no obligation to restore and/or rehabilitate, either wholly or partially, the premises under this lease. It is further agreed that the FAA may abandon in place any or all of the structures, improvements and/or equipment installed in or located upon said property by the FAA during its tenure. Notice of abandonment will be conveyed to the LESSOR in writing.

k. NOTICES (10/96)

All notices/correspondence shall be in writing, reference the Agreement number, and be addressed as follows:

Lessor:

City of Pittsburg, Kansas
Director of Public Works
201 West 4th Street
Pittsburg, KS 66762

2.6.2 Antenna and Rack Space Template

Revised April 2010

OMB Control No. 2120-0595

Government:
 Federal Aviation Administration
 Real Estate and Utilities Branch, ASW-53
 2601 Meacham Boulevard
 Fort Worth, TX 76137

m. The following clauses are incorporated by reference: The full text of these clauses can be found in Standard Space Lease Form via the Internet at <http://fast.faa.gov>

- DEFAULT BY LESSOR (10/96)
- COMPLIANCE WITH APPLICABLE LAWS (10/96)
- OFFICIALS NOT TO BENEFIT (10/96)
- COVENANT AGAINST CONTINGENT FEES (8/02)
- ANTI-KICKBACK (10/96)
- EXAMINATION OF RECORDS (10/96)
- SUBORDINATION, NONDISTURBANCE AND ATTORNMENT (10/96)
- LESSOR'S SUCCESSOR (10/96)
- ASSIGNMENT OF CLAIMS (10/96)

IN WITNESS WHEREOF, the parties hereto have signed their names:

NAME AND TITLE OF LESSOR/OWNER <i>(Type or Print)</i>	SIGNATURE OF OWNER	DATE
THIS DOCUMENT IS NOT BINDING ON THE GOVERNMENT OF THE UNITED STATES OF AMERICA UNLESS SIGNED BELOW BY AUTHORIZED CONTRACTING OFFICER.		
NAME OF REAL ESTATE CONTRACTING OFFICER MORGAN C. FINLEY	SIGNATURE OF REAL ESTATE CONTRACTING OFFICER	DATE

2.6.2 Antenna and Rack Space Template

Revised April 2010
 OMB Control No. 2120-0595

MUNICIPAL CERTIFICATE

If agreement is made with State, County, Municipality or other Public Authority, the following certificate shall be executed by an authorized official:

I, _____, certify that I am the _____ of the
(Name) *(Title)*

Owner named in the foregoing agreement: that _____
(Name of Person Executing Lease)

who signed said agreement on behalf of said Public Authority and was then

_____ of that Public Authority and said agreement was duly
(Executing Person's Title)

signed for and in behalf of said _____ by authority of its governing body, and is

within the scope of its powers.

Signed: _____

(Authority Seal)

INTEROFFICE MEMORANDUM

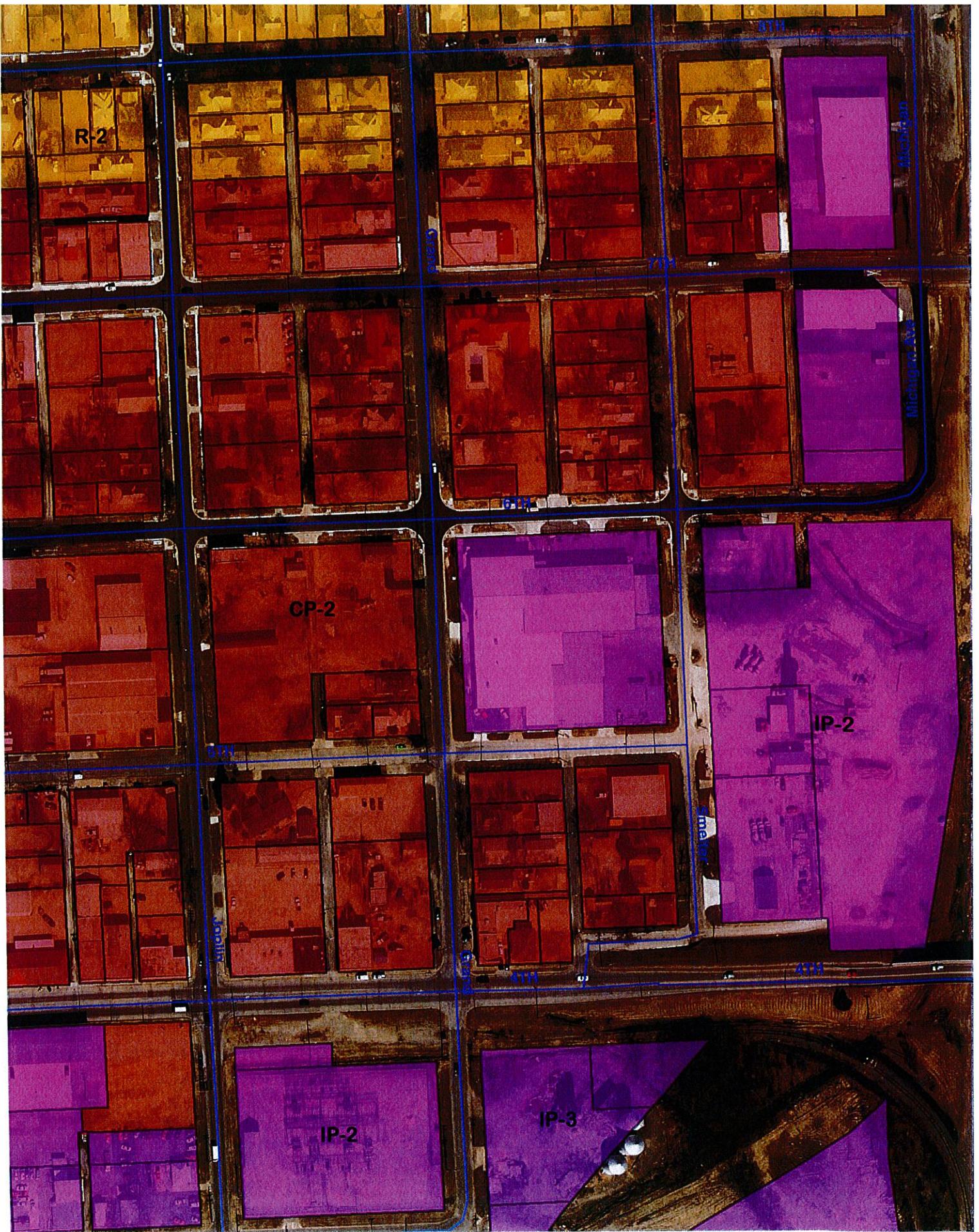
To: John VanGorden
From: Mark Turnbull
CC:
Date: May 17, 2011
Subject: *Agenda ITEM: May 24, 2011*
VanBecelaere Machine Parking Request

VanBecelaere Machine is currently expanding their manufacturing plant. A larger 40 X 100 parking area west of their main entrance is planned. The company is currently preparing the site and dirt work is almost complete. Funds are requested to overlay the area with asphalt. The Economic Development Advisory Committee recommends a City Commission approval to use \$12,000 from the Revolving Loan Fund for this project.

Please approve or disapprove the recommendation and if approved, authorize the Mayor to sign the appropriate documents.







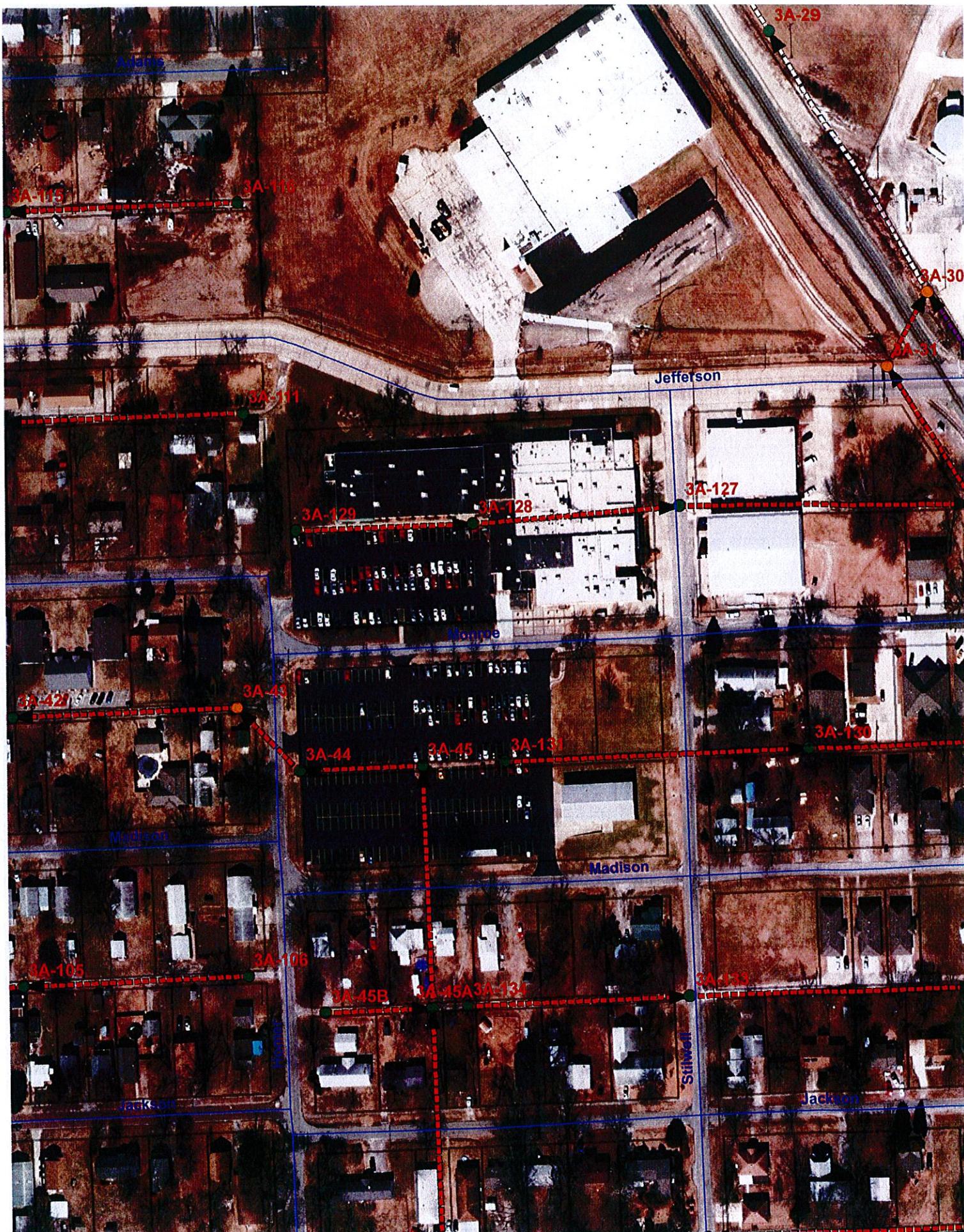
INTEROFFICE MEMORANDUM

To: John VanGorden
From: Mark Turnbull
CC:
Date: May 17, 2011
Subject: *Agenda ITEM: May 24, 2011*
Millers Infrastructure Improvements

Miller's Professional Imaging is planning a building expansion project of 28,887 square feet. The expansion will be an irregular shaped building measuring 160' X 236'. The total project is estimated near \$4 million. Infrastructure and sewer improvements must take place to allow the expansion.

The Economic Development Advisory Committee unanimously recommends a favorable City Commission vote to approve the use of \$100,000 RLF to assist in the infrastructure and utility improvements necessary for the expansion.

Please approve or disapprove the recommendation and if approved, authorize the Mayor to sign the appropriate documents.



INTEROFFICE MEMORANDUM

To: John VanGorden
From: Mark Turnbull
CC:
Date: May 17, 2011
Subject: *AGENDA ITEM: May 24, 2011*
Watco Companies Revised RLF Loan

On December 14, 2010, the City Commission approved a \$375,000 RLF loan for construction of a hangar for Watco Companies. Since the meeting, Watco Companies has received FAA approval and a revised construction estimate. Construction materials have rapidly increased and not all construction costs were included in the original estimate.

Watco Companies has requested additional RLF's to complete the project. The revised request is for a \$693,274.65 loan at 3% interest to construct the hangar which will then be sold back to the City of Pittsburg and leased to Watco Companies for 15 years.

The EDAC unanimously recommends a City Commission approval of a 15 year lease for the hangar with a revised \$693,274.65 loan at 3% interest. If approved, direct staff to prepare paperwork and authorize the Mayor to sign all appropriate documents.

INTEROFFICE MEMORANDUM

To: John VanGorden
From: Mark Turnbull
CC:
Date: May 17, 2011
Subject: *Agenda ITEM: May 24, 2011*
RLF Application – Farmers Market Forgivable Loan

The Pittsburg Farmer's Market submitted an RLF Application to the Economic Development Advisory Committee for a \$41,000 forgivable loan to construct a shell building at 2nd and Broadway. Members of the market sell product on Wednesdays and Saturdays at this location. The Farmers Market is receiving an \$110,000 loan from the Agriculture Rural Development of Kansas and a \$40,000 grant to fund the rest of the project.

The Economic Development Advisory Committee in their meeting on May 17, 2011, approved recommendation to the City Commission to approve a 10 year forgivable loan with 3% interest annually provided the applicant does not qualify for a CDBG Revolving Loan. The EDAC also recommends that an annual review of the corporation be completed and the applicant is current with USDA Rural Development loan payments.

Please approve or disapprove the request and authorize staff to modify the CDBG plan for use of project income and if approved, authorize the Mayor to sign the appropriate documents.

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

* indicates required fields.

The following form was submitted via your website: Revolving Loan Fund (RLF) Loan Application

Name of Applicant Firm: Pittsburg Farmers' Market

Date of Request (mm/dd/yyyy): 05/10/2011

Firm Address: 2nd and Broadway

Firm Phone Number (xxx)xxx-xxxx: 620-249-3011

Name:

Address:

Name:

Address:

Name: Chaquetta "Chuckie" Hessong

Address: 670 E 600th AVE Pittsburg, KS 66762

Name: Ed Cook

Address:

Name:

Address:

Nature of applicant's business:: Sales of locally raised food, arts, and crafts.

The products to be assembled or manufactured or service to be rendered::

Applicant's Attorney: Bill Wachter

Phone Number (xxx)xxx-xxxx:

Applicant's Financial Advisor:

Phone Number (xxx)xxx-xxxx:

Applicant's Accountant:

Phone Number (xxx)xxx-xxxx:

Estimated amount of loan:: 41000

Number of years to retire loan:: 3

List previous loans and credit references:: None

1. Amount requested for purchase of land:: 0
2. Amount requested for land improvements (Buildings):: 41000
3. Amount requested for machinery and equipment:: 0
4. Capitalized debt service:: 0
5. Loan closing costs:: 0
6. Working capital:: 0
7. Other (specify):: 0

TOTAL REQUEST:: 41000

1. Will the loan refinance an existing project?: No
2. Will the loan proceeds be used to expand or replace an existing facility?: No
3. Is the applicant presently located in the City of Pittsburg?: Yes
4. What type and size of building will be constructed? : Open sided pavillion.
5. Name and address of contractor and/or architect:: Hunter & Associates, PC 211 S Main Suite 220 Joplin, MO 64801
6. What type of equipment will be financed?: None
 - (a) Name of firms:: Grocery Stores
 - (b) Describe nature of the competition::
 1. Has a financial advisor submitted an analysis indicating the need for the loan, the advisability of the loan or benefit to the applicant of the loan?: Yes
(If yes, please upload a copy to this application):No file was uploaded
 2. Has additional financing, whether internally generated or through other loans, been arranged? (If yes, please explain): Yes. We have applied for a USDA grant/loan.
 3. Has the applicant investigated conventional financing?: Yes.

1. Location of the proposed facility:: 2nd and Broadway--our existing location
2. If the facility is a proposed expansion or replacement of another plant, stat size and location of current operations:: NA
3. What percentage of the facility will be occupied by the applicant?: 100
4. Is the prospective location properly zoned?: Yes
5. If a zoning change is pending, cite application number and present status. If application has not been made, briefly describe what change will be needed and plans for submitting application:: NA
6. If unusual demands for water or sewer services or police or fire protection will be made, specify the demands:: NA

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

(a) Note relationship to parent company:: NA

2. What portion of the project is being financed from other company funds (in addition to this loan)? Please answer in dollar amount (\$xxx):

(a) Please explain::

3. Describe all threatened or outstanding litigation:: NA

4. Attach proforma statements for the first three (3) years of operation after issuance of the loan, including revenue projections, operating expense projections and a debt amortization schedule.:No file was uploaded

1. What dollar amount of sales is contemplated?: 4000-5000

2. What percentage of sales will be sold locally?: 100

3. What is the estimated amount of merchandise and services purchased locally, per year?: 100

Professional::

Technical::

Clerical::

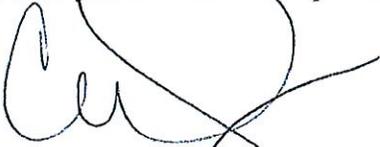
General Labor::

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

6. What is the ratio of loan fund dollars to jobs created?:

1. Copies of applicant's financial statements for the past three years certified as correct by owner or authorized officer. :No file was uploaded

2. Applicant's most recent annual or quarterly financial report.:No file was uploaded
3. Interim financial statements, to date, for the current fiscal year.:No file was uploaded
4. Financial statements, current to date, for each personal guarantor, on forms, certified by a Certified Public Accountant or the guarantor.:No file was uploaded
5. Copies of both federal and state income tax returns filed by applicant and each personal guarantor during the past three years.:No file was uploaded

A handwritten signature in black ink, appearing to be 'C. W.', written over the text of item 5 in the list above.

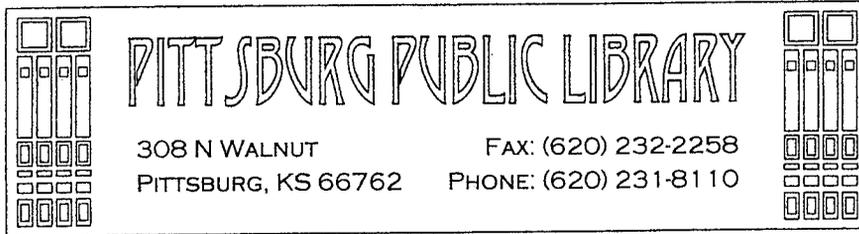
Additional Information:

Form submitted on: 5/10/2011 11:14:49 AM

Submitted from IP Address: 68.110.223.143

Referrer Page: <http://www.pittks.org/index.aspx?nid=127>

Form Address: <http://www.pittks.org/forms.aspx?FID=56>



May 16, 2011

John Van Gordon
City of Pittsburg

Dear John,

It is time to (re)appoint members to the library's Board of Trustees. Brad Hodson and Astrid Zagorski are both completing first terms and are eligible for reappointment to second terms. The Board has been enriched by their leadership and requests they both be reappointed.

Cathy Duncan has moved out of Pittsburg, so is no longer eligible to serve. Therefore, the Board of Trustees is requesting that Babs Tims be appointed to complete Cathy's term which will end in 2013. Babs is an elementary teacher with an outstanding reputation for her creativity and support of early literacy. The Board is looking forward to her guidance in the areas of service to children.

Thank you for your attention to this matter.

Action needed: Reappoint Brad Hodson and Astrid Zagorski to four year terms (ending 2015); appoint Babs Tims to complete a term ending in 2013.

Sincerely,


Pat Clement, Director



DEPARTMENT OF PUBLIC UTILITIES

201 West 4th Street · Pittsburg KS 66762

(620) 231-4170

www.pittks.org

Interoffice Memorandum

TO: JOHN D. VANGORDEN
Interim City Manager

FROM: JOHN H. BAILEY, P.E., PhD
Director of Public Utilities

DATE: May 18, 2011

SUBJECT: Agenda Item – May 24, 2011
DISPOSITION OF BIDS – WTP Chemicals

Bids were received on Tuesday, May 17, 2011 for the purchase of chemicals for use by the Water Treatment Plant (see attached bid tab sheet). After reviewing the bids received, City staff is recommending that the bids be awarded to the low bidders as follows:

Liquid Chlorine	\$29.50 Per 100 Lb.
Brenntag Mid-South, Inc. 2235 W. Battlefield Road Springfield, MO 65807	
[Successful bidder last year with a bid of \$27.05 per 100 lb.]	
Sodium Fluorosilicate	\$45.45 Per 100 Lb.
Brenntag Mid-South, Inc.	
[Successful bidder last year with a bid of \$44.00 per 100 Lb.]	
Lime (Calcium Oxide)	\$153.00 Per Ton
U.S. Lime Company – St. Clair 5429 LBJ Freeway, Suite 230 Dallas, TX 75240	
[Successful bidder last year with a bid of \$140.00 per ton.]	

MEMO TO: JOHN D. VANGORDEN
MAY 18, 2011
PAGE TWO

Ferric Sulfate **\$29.25 Per 100 Lb.**

Brenntag Mid-South, Inc.

[Successful bidder last with a bid of \$29.25 per 100 lb.]

Liquid Carbon Dioxide **\$128.00 Per Ton**

Airgas Midsouth

697 S. Hwy. 69

Pittsburg, KS 66762

[Successful bidder last year with a bid of \$120.00 per ton.]

Aluminum Sulfate **\$37.00 Per 100 Lb.**

Univar USA

220 S. Barne

Springfield, MO 65802

[Successful bidder last year was Brenntag Mid-South, Inc., of Springfield, MO, with a bid of \$29.27 per 100 lb.]

Liquid Polymeric Phosphate **\$57.50 Per 100 Lb.**

G.S. Robins & Company

2955 Chrysler Road

Kansas City, KS 66115

[Successful bidder last year was Simply Aquatics, Inc., of Kirbyville, TX, with a bid of \$58.50 per 100 lb.]

The unit prices for each product are firm for one (1) year and the City orders on an as needed basis.

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, May 24, 2011. Action necessary will be approval or disapproval of staff's recommendation to award the bids to the low bidders as stipulated above and, if approved, authorize the purchase of these chemicals on an as needed basis. These chemicals will be purchased with funds from the Water Treatment Operating Supplies Budget.

Attachment: Bid Tab Sheet

cc: Tammy Nagel, City Clerk
Stephen Gillis, WTP Superintendent
Memo File

DEPARTMENT: Public Utilities
 FUNDING: Water Treatment Plant General Operating

City of Pittsburg, Kansas

RECAPITULATION OF BIDS FOR PURCHASE OF WTP CHEMICALS

Tuesday, May 17, 2011 – 2:00 p.m.

Name/Address of Bidder	Liquid Chlorine (Per 100 Lb.)	Sodium Fluorosilicate (Per 100 Lb.)	Lime (Calcium Oxide) (Per Ton)	Ferric Sulfate (Per 100 Lb.)	Liquid Carbon Dioxide (CO²) (Per Ton)	Aluminum Sulfate (Per 100 Lb.)	Liquid Polymeric Phosphate (Per 100 Lb.)
Praxair Distribution, Inc. 3805 E. 20 th Street Joplin, Missouri 64801	NO BID	NO BID	NO BID	NO BID	\$169.00	NO BID	NO BID
Airgas Midsouth 697 S. Hwy. 69 Pittsburg, Kansas 66762	NO BID	NO BID	NO BID	NO BID	\$128.00	NO BID	NO BID
Univar USA 220 S. Barne Springfield, Missouri 65802	NO BID	NO BID	NO BID	\$35.00	NO BID	\$37.00	NO BID
G.S. Robins & Company 2955 Chrysler Road Kansas City, Kansas 66115	NO BID	\$49.00	NO BID	\$32.50	NO BID	\$38.00	\$57.50
Brenntag Mid-South, Inc. 2235 W. Battlefield Road Springfield, Missouri 65807	\$29.50	\$45.45	NO BID	\$29.25	NO BID	NO BID	NO BID
Kemira Water Solutions, Inc. 3211 Clinton Parkway Ct., St. 1 Lawrence, Kansas 66047	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID

DEPARTMENT: Public Utilities
 FUNDING: Water Treatment Plant General Operating

City of Pittsburg, Kansas

RECAPITULATION OF BIDS FOR PURCHASE OF WTP CHEMICALS

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Name/Address of Bidder	Liquid Chlorine (Per 100 Lb.)	Sodium Fluorosilicate (Per 100 Lb.)	Lime (Calcium Oxide) (Per Ton)	Ferric Sulfate (Per 100 Lb.)	Liquid Carbon Dioxide (CO ₂) (Per Ton)	Aluminum Sulfate (Per 100 Lb.)	Liquid Polymeric Phosphate (Per 100 Lb.)
U.S. Lime Company-St. Clair 5429 LBJ Freeway, Suite 230 Dallas, Texas 75240	NO BID	NO BID	\$153.00	NO BID	NO BID	NO BID	NO BID
Pristine Water Solutions 1570 S. Lakeside Dr. Waukegan, Illinois 60085	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID	\$59.87
Continental Carbonic Products Inc. 3985 East Harrison Avenue Decatur, Illinois 62526	NO BID	NO BID	NO BID	NO BID	\$132.00	NO BID	NO BID
Simply Aquatics, Inc. P.O. Box 849 Kirbyville, Texas 75956	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID	\$62.00
Mississippi Lime Company 3870 S. Lindbergh Blvd., Ste. 200 St. Louis, Missouri 63127	NO BID	NO BID	\$176.88	NO BID	NO BID	NO BID	NO BID



HUMAN RESOURCES

201 West 4th Street • Pittsburg KS 66762

(620) 231-4100

www.pittks.org

To: John VanGorden, Interim City Manager
From: Megan Fry, Human Resources
Date: May 19, 2011
Re: Revised Policies – 202 Recruitment and 203 Pre-Employment

Attached are two revised policies related to the hiring process - Policy 202 Recruitment and 203 Pre-Employment.

One copy of the policy is the red-lined copy so that you can see what changes have been made. The other copy is the final copy for approval. I have also added a signature block in order to document when the policy was approved by the Commission.

Respectfully submitted to the Commission for approval.



Section Number: II
Effective Date: 12/22/2009
Revision Date: 5/24/2011

Policy Number: 202
Page 1 of 2
Revision Number: 1

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TITLE RECRUITMENT

When a vacancy occurs, the appropriate department head will submit a ~~completed~~ Job ~~requisition~~ Requisition to the Human Resources department for approval by the City Manager. Upon requisition approval, Human Resources will circulate open position announcements to ~~all~~ department heads and city staff via email. Open position announcements will also be posted to the City's Intranet. Department heads are asked to ~~who will~~ post the announcement for notification to employees without email access. External notification of open position announcements will include the City's website and ~~N~~ newspaper advertisements. ~~may be placed with a deadline for application~~. Additional announcements may be submitted to appropriate agencies and organizations to help ensure equal access to job information for all area citizens. Advertising in professional publications and/or websites may also be utilized. Advertising will be initiated by Human Resources.

Open positions will be advertised with a closing date or deadline for application. Depending on the candidate pool, closing dates may be extended if necessary. Application review and interviews may take place during the open period; however, no conditional offers of employment will be extended until after the closing date. Applications received after the closing will not be guaranteed consideration for the open position.

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When there are qualified internal applicants, the City Manager may authorize an internal search only. In this situation, no outside advertising will take place, and only current City employees will be eligible to apply for the open position.

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~~The appropriate authorization is required to initiate any action for an open position including any recruitment efforts, advertising, interviewing and offers of employment. Authorization is required to extend an offer of employment to any candidate.~~

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~~Exceptions include internal promotions or transfers within the organization. These actions require the use of a "Personnel Action Form".~~

~~Consideration will be given to all applications for any position with the City. Candidates for open positions must provided the applicant meets the minimum qualifications established for that position in accordance with the job description. ~~Additional~~~~



Section Number: II
Effective Date: 12/22/2009
Revision Date: 5/24/2011

Policy Number: 202
Page 2 of 2
Revision Number: 1

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qualifications for employment in various job classifications may include job-related testing, education, certifications and/or training. Qualification for employment may be contingent upon review of minimum age, possession of or ability to obtain required valid driver's license, required certification(s), results of drug screen, assessment of physical condition related to position requirements, employment reference check, criminal background check and other tests specified for a particular position.

Relatives of -City Commissioners, ~~however~~, cannot hold any position defined as City Manager, Department Head or City Clerk.

~~To be considered for employment, each applicant shall complete a job application form which is available online at www.HRePartners.com~~

~~Additional qualifications for employment in various job classifications may include job-related testing, education, certifications and/or training. Qualification for employment may be contingent upon review of minimum age, possession of or ability to obtain required valid driver's license, required certification(s), results of drug screen, assessment of physical condition related to position requirements, records check, criminal background check and other tests specified for a particular classification.~~



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Page 1 of 2
Revision Number: 1

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When there are qualified internal applicants, the City Manager may authorize an internal search only. In this situation, no outside advertising will take place, and only current City employees will be eligible to apply for the open position.

Candidates for open positions must meet the minimum qualifications established for that position in accordance with the job description. Additional qualifications for employment in various job classifications may include job-related testing, education, certifications and/or training. Qualification for employment may be contingent upon review of minimum age, possession of or ability to obtain required valid driver's license, required certification(s), results of drug screen, assessment of physical condition related to position requirements, employment reference check, criminal background check and other tests specified for a particular position.

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Section Number: II
Effective Date: 12/22/2009
Revision Date: 5/24/2011

Policy Number: 202
Page 2 of 2
Revision Number: 1

APPROVED:

Policy Approved by Pittsburg City Commission on: _____

City Manager Signature

Date

Mayor Signature

Date



Section Number: II
Effective Date: 12/22/2009
Revision Date: ~~3/25/2011~~—
Revision Number:

Policy Number: 203
Page 1 of 2

TITLE	<u>APPLICATION PROCESS PRE-EMPLOYMENT</u>
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The City of Pittsburg is an Equal Opportunity Employer. Generally, all City vacancies, including part-time temporary positions, are posted on the City web site (at: <http://www.pittks.org>), internally and on local access television. Other trade publications, websites, list serves, etc will be incorporated as needed. However, wWhen there is believed to be are qualified internal applicants, the City Manager may authorize an internal search only. In this situation, no outside advertising will take place, and only current City employees will be eligible to apply for the open position. ~~The City has a standard application form. Applicants may apply for open positions electronically.~~

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Applications are available on the website or at City Hall. If an applicant wishes to submit a resume with the application, they may do so and it will accompany the application.

If a Hiring Manager is approached directly by an individual regarding possible employment, they must be referred to Human Resources. Letting the HR Department handle all inquiries will alleviate any interruptions to the Hiring Manager's work schedule and help avoid legal problems that might result from inconsistent employment practices.

Applications will be reviewed by Human Resources staff. Each application is evaluated with regard to the current job posting, the job preference(s) listed on the application and the applicant's skills and work inventory. If an applicant meets the minimum or preferred qualifications for a position, the application will be sent to the department where the vacancy exists. ~~If an applicant wishes to submit a resume with their application, they may do so and it will accompany the application.~~

Hiring supervisors will also evaluate applications based on skills inventory, education and/or training relevant to the particular position, skills or experience, which, though not directly related to the available position might transfer to accommodate training, prior job-related experience and job history. Based on the evaluation of applications, the hiring manager selects which applicant(s) he/she would like to interview.

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Human Resources staff is available to assist hiring managers with scheduling interviews. Anyone involved in the interview process must be familiar with acceptable



Section Number: II
Effective Date: 12/22/2009
Revision Date: ~~3/25/2011~~
Revision Number:

Policy Number: 203
Page 2 of 2

interviewing standards. Please review the attached Guidelines to Employment Interviews.

Questions regarding pay and benefits by an applicant must be referred to the Human Resources Department.

Application procedures for professional and/or administrative positions as defined by the Fair Labor Standards Act are explained in the individual position announcements. Physical assessments, drug and alcohol screening, background checks, and other job related testing may be required as a condition of employment.

Once a candidate has been identified, Human Resources will conduct applicable background verifications, including but not limited to past work history and education. The City of Pittsburg Police Department performs more extensive background checks per regulatory guidelines.

Upon successful completion of applicable background verifications, Human Resources will extend a conditional offer of employment.

Once the conditional offer has been accepted Human Resources will arrange the remainder of the pre-employment process, including a criminal background screening. Successful completion of all required paperwork, including providing necessary documentation, and physical assessment is needed before the candidate will be allowed to start work.

Human Resources will notify the hiring supervisor when/if the applicant has accepted the conditional offer of employment and when/if the applicant completes the remainder of the pre-employment process.

In the event the negative references are received, Human Resources will make a recommendation not to hire. If the hiring supervisor still wishes to hire the applicant, approval from the City Manager will be required.

For those applicants not selected, applications/resumes will be kept on file for one year from the date and for the position the application was received.

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Revision Date: 5/24/2011

Policy Number: 203
Page 1 of 2
Revision Number:

TITLE	PRE-EMPLOYMENT
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APPROVED:

Policy Approved by Pittsburg City Commission on: _____

City Manager Signature

Date

Mayor Signature

Date

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
	C-CHECK		VOID CHECK	V	5/06/2011			165146
	C-CHECK		VOID CHECK	V	5/06/2011			165147
	C-CHECK		VOID CHECK	V	5/06/2011			165150
	C-CHECK		VOID CHECK	V	5/06/2011			165151
	C-CHECK		VOID CHECK	V	5/06/2011			165158
	C-CHECK		VOID CHECK	V	5/06/2011			165159

* * 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:	6			
	VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	0.00
TOTAL ERRORS:	0			
VENDOR SET: 99 BANK: *	TOTALS:	6	0.00	0.00
BANK: *	TOTALS:	6	0.00	0.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
2519	EAGLE BEVERAGE CO INC	R	5/06/2011			165144		167.50
0523	AT&T	R	5/06/2011			165145		6,001.60
6605	KEVIN CASELLA	R	5/06/2011			165148		120.00
4263	COX COMMUNICATIONS	R	5/06/2011			165149		2,080.90
1	DAVIED, JOHN	R	5/06/2011			165152		100.00
1	JONES, DENNIS	R	5/06/2011			165153		43.42
1989	ALBERT MCCOOL	R	5/06/2011			165154		403.56
0175	REGISTER OF DEEDS	R	5/06/2011			165155		15.90
3947	USSSA	R	5/06/2011			165156		165.00
1108	WESTAR ENERGY	R	5/06/2011			165157		83,289.25
1	ALLEN, DEEANN	R	5/13/2011			165207		50.00
6693	CHARLES BASS	R	5/13/2011			165208		55.00
1	BERGER, JASMINE	R	5/13/2011			165209		100.00
5968	TYLER BRAY	R	5/13/2011			165210		55.00
4263	COX COMMUNICATIONS	R	5/13/2011			165211		19.43
2648	DIVISION OF ACCOUNTS AND REPOR	R	5/13/2011			165212		150.00
1	GIRTH, JENNIFER	R	5/13/2011			165213		45.00
6327	HEARTS & HAMMERS OF PITTSBURG	R	5/13/2011			165214		40.70
0787	KANSAS NAHRO	R	5/13/2011			165215		190.00
0094	M&I BANK	R	5/13/2011			165216		500.00
1	MURRAY, BRYAN	R	5/13/2011			165217		145.55
0175	REGISTER OF DEEDS	R	5/13/2011			165218		11.42

VENDOR SET: 99 City of Pittsburg, KS
BANK: 80144 M&I Bank
DATE RANGE: 5/04/2011 THRU 5/17/2011

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
6208	MATT STRINGER	R	5/13/2011			165219		55.00
2350	WCA WASTE SYSTEMS INC	R	5/13/2011			165220		418.69
6168	K AND B RENTALS LLC	R	5/16/2011			165221		300.00
6517	STACE MORRIS	R	5/16/2011			165222		600.00
5699	JON PRIDEAUX	R	5/16/2011			165223		375.00
6154	4 STATE MAINTENANCE SUPPLY INC	R	5/17/2011			165224		161.38
6173	ASHBROOK SIMON-HARTLEY OPERATI	R	5/17/2011			165225		2,766.83
5966	BOBCAT OF SPRINGFIELD	R	5/17/2011			165226		2,540.00
6192	KATHLEEN CERNE	R	5/17/2011			165227		600.00
6687	CHAMPLIN TIRE RECYCLING INC	R	5/17/2011			165228		265.50
0748	CONRAD FIRE EQUIPMENT INC	R	5/17/2011			165229		30.27
5967	DANCO SYSTEMS INC	R	5/17/2011			165230		2,417.66
6691	EMPIRE ELECTRIC	R	5/17/2011			165231		480.00
0118	FED EX	R	5/17/2011			165232		26.78
6688	GENERAL BINDING CORP	R	5/17/2011			165233		538.49
5054	KANSAS ASSOC FOR COURT MANAGEM	R	5/17/2011			165234		200.00
0089	KANSAS ASSOCIATION CHIEFS OF P	R	5/17/2011			165235		472.50
6643	KEVINS CUSTOM CABINETS	R	5/17/2011			165236		1,265.00
6656	KNIPP EQUIPMENT INC	R	5/17/2011			165237		12,632.00
6685	METRO APPLIANCES AND MORE	R	5/17/2011			165238		639.00
2224	PITNEY BOWES	R	5/17/2011			165239		16.14
1081	POSTMASTER	R	5/17/2011			165240		110.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
6290	R-QUIP EQUIPMENT RENTAL	R	5/17/2011			165241		85.48
3997	S&H FARM SUPPLY, INC.	R	5/17/2011			165242		66.86
0910	SCAFFA	R	5/17/2011			165243		90.00
5242	SI MEMORIALS	R	5/17/2011			165244		231.76
5934	STOUFFER COMMUNICATIONS	R	5/17/2011			165245		40.00
6226	THERMO ORION INC	R	5/17/2011			165246		262.02
4052	TRAVELERS	R	5/17/2011			165247		374.00
2350	WCA WASTE SYSTEMS INC	R	5/17/2011			165248		246.60
0011	AMERICAN ELECTRIC INC	E	5/04/2011			999999		1,337.65
0012	ANDERSON CAR & TRACTOR CORPORA	E	5/11/2011			999999		139.08
0034	CRONISTER BROTHERS, INC	E	5/11/2011			999999		885.69
0039	BATTERY MART INC	E	5/11/2011			999999		10.00
0044	CRESTWOOD COUNTRY CLUB	E	5/11/2011			999999		495.69
0046	ETTINGERS OFFICE SUPPLY	E	5/11/2011			999999		2,079.69
0063	LOCKE WHOLESALE SUPPLY	E	5/04/2011			999999		733.37
0078	SUPERIOR LINEN SERVICE	E	5/11/2011			999999		277.34
0083	WATER PRODUCTS INC	E	5/11/2011			999999		4,000.20
0084	INTERSTATE EXTERMINATOR, INC.	E	5/11/2011			999999		310.00
0087	FORMS ONE	E	5/11/2011			999999		986.02
0088	D & H LEASING INC	E	5/11/2011			999999		499.92
0101	BUG-A-WAY INC	E	5/11/2011			999999		20.00
0105	PITTSBURG AUTOMOTIVE INC	E	5/11/2011			999999		1,771.14

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0112	MARRONES INC	E	5/11/2011			999999		235.50
0117	THE MORNING SUN	E	5/11/2011			999999		697.71
0133	JIM RADELL CONSTRUCTION INC	E	5/11/2011			999999		1,600.00
0136	CHARLESWORTH & ASSOCIATES LC	E	5/11/2011			999999		450.00
0145	BROADWAY LUMBER COMPANY, INC.	E	5/11/2011			999999		613.71
0154	BLUE CROSS & BLUE SHIELD	D	5/06/2011			999999		34,031.64
0154	BLUE CROSS & BLUE SHIELD	D	5/13/2011			999999		21,177.60
0163	O'REILLY AUTOMOTIVE INC	E	5/11/2011			999999		149.99
0177	BOOK WHOLESALERS INC	E	5/11/2011			999999		36.00
0183	PRO-PRINT INC	E	5/11/2011			999999		70.00
0194	KANSAS STATE TREASURER	E	5/11/2011			999999		5,073.85
0199	KIRKLAND WELDING SUPPLIES	E	5/11/2011			999999		135.44
0200	SHERWIN WILLIAMS COMPANY	E	5/11/2011			999999		523.45
0207	PEPSI-COLA BOTTLING CO OF PITT	E	5/11/2011			999999		779.00
0224	KDOR	D	5/05/2011			999999		4,346.63
0224	KDOR	D	5/06/2011			999999		4,209.51
0276	JOE SMITH COMPANY, INC.	E	5/11/2011			999999		115.15
0278	LAWSON PRODUCTS INC	E	5/11/2011			999999		199.80
0289	TITLEIST	E	5/11/2011			999999		192.46
0292	UNIFIRST CORPORATION	E	5/11/2011			999999		83.82
0294	COPY PRODUCTS INC	E	5/11/2011			999999		599.85
0300	PITTSBURG FORD-MERCURY, INC.	E	5/11/2011			999999		112.64

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0306	CASTAGNO OIL CO INC	E	5/11/2011			999999		123.33
0308	DOBRAUC OIL COMPANY INC	E	5/11/2011			999999		32,622.49
0312	HACH COMPANY	E	5/11/2011			999999		21.80
0317	KUNSHEK CHAT & COAL CO, INC.	E	5/11/2011			999999		761.83
0329	O'MALLEY IMPLEMENT CO INC	E	5/11/2011			999999		145.27
0335	CUSTOM AWARDS PLUS INC	E	5/11/2011			999999		42.78
0337	CROSS-MIDWEST TIRE	E	5/11/2011			999999		12.60
0339	GENERAL MACHINERY	E	5/04/2011			999999		1,868.28
0341	RADIO SHACK CORP.	E	5/11/2011			999999		43.55
0347	LYNN'S QUICK LUBE	E	5/11/2011			999999		34.95
0375	CONVENIENT WATER COMPANY	E	5/11/2011			999999		15.00
0444	ROBERT BRENT LINDER	E	5/11/2011			999999		765.00
0516	AMERICAN CONCRETE CO INC	E	5/11/2011			999999		174.75
0534	TYLER TECHNOLOGIES	E	5/11/2011			999999		390.00
0585	MOLLE MC AUTOMOTIVE INC	E	5/11/2011			999999		17.14
0607	QUALITY FLOOR COVERING	E	5/11/2011			999999		206.00
0636	SAM BROWN & SON SHEET METAL	E	5/11/2011			999999		600.00
0704	NEPTUNE RADIATOR AND AUTO	E	5/11/2011			999999		82.87
0709	BATES SALES COMPANY INC	E	5/11/2011			999999		7.50
0710	HOLLAND ALIGNMENT	E	5/11/2011			999999		164.90
0714	SHARE CORPORATION	E	5/11/2011			999999		315.00
0746	CDL ELECTRIC COMPANY INC	E	5/11/2011			999999		1,151.29

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0808	JD DICKINSON COMPRESSOR	E	5/11/2011			999999		7,329.72
0823	TOUCHTON ELECTRIC INC	E	5/11/2011			999999		3,430.67
0831	WATER ENVIRONMENT FEDERATION	E	5/11/2011			999999		98.00
0832	FINISHING TOUCH	E	5/11/2011			999999		75.00
0844	HY-FLO EQUIPMENT CO	E	5/11/2011			999999		258.43
0874	KANSAS PERIODICAL INDEX	E	5/11/2011			999999		39.95
0921	BROYLES INC	E	5/11/2011			999999		353.00
1030	FREDDY VAN'S INC	E	5/11/2011			999999		500.00
1062	JOPLIN BUILDING MATERIAL	E	5/11/2011			999999		177.00
1150	INDUSTRIAL SALES CO INC	E	5/11/2011			999999		112.78
1478	KANSASLAND TIRE OF PITTSBURG	E	5/11/2011			999999		1,031.21
1490	ESTHERMAE TALENT	E	5/11/2011			999999		25.00
1733	BOYD METALS OF JOPLIN INC	E	5/11/2011			999999		415.00
1792	B&L WATERWORKS SUPPLY INC	E	5/11/2011			999999		312.62
1991	CHIEF STATE BOILER INSPECTOR	E	5/11/2011			999999		30.00
2025	SOUTHERN UNIFORM & EQUIPMENT L	E	5/11/2011			999999		477.26
2111	DELL MARKETING L.P.	E	5/11/2011			999999		3,410.09
2161	RECORDED BOOKS	E	5/11/2011			999999		48.37
2707	THE LAWNSCAPE COMPANY, INC.	E	5/11/2011			999999		622.10
2825	KANSAS DEPT OF ADMINISTRATION	E	5/11/2011			999999		544.66
2960	PACE ANALYTICAL SERVICES INC	E	5/11/2011			999999		876.00
3248	AIRGAS MID-SOUTH, INC	E	5/11/2011			999999		3,296.52

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
3261	PITTSBURG AUTO GLASS	E	5/11/2011			999999		10,485.00
3570	AMERICAN EXPRESS	D	5/04/2011			999999		194.45
3697	LR ENTERPRISES LLC	E	5/11/2011			999999		319.95
3802	BRENNTAG MID-SOUTH INC	E	5/16/2011			999999		5,712.05
3971	FASTENAL COMPANY	E	5/11/2011			999999		108.72
3972	WASHINGTON ELECTRONICS INC	E	5/11/2011			999999		1,506.96
4059	PSU QUICK PRINT	E	5/11/2011			999999		572.13
4133	T.H. ROGERS HOMECENTER	E	5/11/2011			999999		97.28
4183	BARBIZON LIGHT	E	5/11/2011			999999		319.87
4186	KEN WILKERSON	E	5/11/2011			999999		2,250.00
4307	HENRY KRAFT, INC.	E	5/11/2011			999999		207.50
4354	LIFESTYLE LEASING INC	E	5/11/2011			999999		1,300.00
4390	SPRINGFIELD JANITOR SUPPLY, IN	E	5/11/2011			999999		710.01
4618	TRESA NOYES	E	5/11/2011			999999		1,111.25
4711	RANDOM HOUSE, INC.	E	5/11/2011			999999		111.96
4738	PIONEER REVERE	E	5/11/2011			999999		1,075.00
5118	HIPFL CONSTRUCTION INC.	E	5/11/2011			999999		2,603.62
5171	TROY'S ORNAMENTAL IRON	E	5/11/2011			999999		540.00
5223	JOPLIN FIRE PROTECTION INC.	E	5/11/2011			999999		470.81
5236	SHOWCASES	E	5/11/2011			999999		247.86
5295	SPRINGFIELD BLUEPRINT	E	5/11/2011			999999		152.04
5552	NATIONAL SIGN CO INC	E	5/11/2011			999999		1,183.47

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
5635	LASER EQUIPMENT INC	E	5/11/2011			999999		99.00
5785	SWARCO REFLEX INC	E	5/11/2011			999999		782.02
5855	SHRED-IT USA INC	E	5/11/2011			999999		114.09
5892	LAFORGE AND BUDD CONSTRUCTION	E	5/06/2011			999999		331,264.43
5904	TASC	D	5/13/2011			999999		7,441.84
6059	CBIZ BENEFITS & INSURANCE SERV	E	5/11/2011			999999		5,000.00
6203	SOUTHWEST PAPER CO INC	E	5/04/2011			999999		506.52
6262	CLEAN THE UNIFORM COMPANY	E	5/11/2011			999999		203.99
6309	TAMMY FRYE	E	5/11/2011			999999		400.00
6341	INDUSTRIAL SEALING & LUBRICATI	E	5/11/2011			999999		286.12
6427	FC INDUSTRIES INC	E	5/11/2011			999999		858.89
6508	JOHN H BAILEY	E	5/11/2011			999999		1,535.00
6509	JAMES TUSH	E	5/11/2011			999999		700.00
6572	PIERCE MANUFACTURING, INC	E	5/17/2011			999999		597,181.00
6577	GREENSPRO INC	E	5/11/2011			999999		1,395.00
6652	JOHNNY VILELA	E	5/11/2011			999999		2,397.00
6665	MIDWEST SWEEPERS AND SCRUBBERS	E	5/11/2011			999999		4,995.00

* * T O T A L S * *	NO	CHECK AMOUNT	DISCOUNTS	TOTAL APPLIED
REGULAR CHECKS:	52	122,056.19	0.00	122,056.19
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	6	71,401.67	0.00	71,401.67
EFT:	113	1,067,047.41	67.82	1,067,115.23
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0 VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 99 BANK: 80144	TOTALS:	171	1,260,505.27	67.82	1,260,437.45
BANK: 80144	TOTALS:	171	1,260,505.27	67.82	1,260,573.09

VENDOR SET: 99 City of Pittsburg, KS
 BANK: EFT MANUAL EFTS
 DATE RANGE: 5/04/2011 THRU 5/17/2011

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0050	DEENA HALLACY	E	5/09/2011			999999		275.00
0050	DEENA HALLACY	E	5/16/2011			999999		26.54
0075	RYAN'S DRIVE-THRU CLEANER	E	5/09/2011			999999		408.50
0500	S SCOTT CRAIN	E	5/16/2011			999999		83.00
0577	KANSAS GAS SERVICE	E	5/09/2011			999999		12,822.03
0866	AVFUEL CORPORATION	E	5/16/2011			999999		29,676.58
2921	CSG SYSTEMS INC	E	5/09/2011			999999		6,362.34
3884	MARK D. TURNBULL	E	5/09/2011			999999		60.00
5482	JUSTIN HART	E	5/09/2011			999999		29.95
5482	JUSTIN HART	E	5/16/2011			999999		100.00

* * 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:	10	49,843.94	0.00	49,843.94
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0 VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 99 BANK: EFT TOTALS:	10	49,843.94	0.00	49,843.94
BANK: EFT TOTALS:	10	49,843.94	0.00	49,843.94

VENDOR SET: 99 City of Pittsburg, KS
 BANK: HAP M&I Bank - HAP
 DATE RANGE: 5/04/2011 THRU 5/17/2011

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0140	A&M RENTALS	E	5/17/2011			999999		400.00
0372	CONNER REALTY	E	5/17/2011			999999		600.00
1008	BENJAMIN M BEASLEY	E	5/17/2011			999999		400.00
1688	DORA WARE	E	5/17/2011			999999		350.00
1874	HIGHLAND MEADOWS OF KS	E	5/17/2011			999999		2,193.00
1982	KENNETH STOTTS	E	5/17/2011			999999		410.00
3114	PATRICIA BURLESON	E	5/17/2011			999999		600.00
3272	DUNCAN HOUSING LLC	E	5/17/2011			999999		550.00
3668	MID AMERICA PROPERTIES OF PITT	E	5/17/2011			999999		800.00
3929	MDI LIMITED PARTNERSHIP #49	E	5/17/2011			999999		200.00
4013	KNIGHTS OF COLUMBUS TOWERS	E	5/17/2011			999999		192.00
4492	PITTSBURG APARTMENTS	E	5/17/2011			999999		430.00
4752	S & N MANAGEMENT, LLC	E	5/17/2011			999999		400.00
5534	SYCAMORE VILLAGE APARTMENTS	E	5/17/2011			999999		437.00
5549	DELBERT BAIR	E	5/17/2011			999999		400.00
6073	REBECCA FOSTER	E	5/17/2011			999999		425.00
6298	KEVAN L SCHUPBACH	E	5/17/2011			999999		500.00
6391	DOWNTOWN PITTSBURG HOUSING PAR	E	5/17/2011			999999		300.00

* * 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:	18	9,587.00	0.00	9,587.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0 VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 99	BANK: HAP	TOTALS:	18	9,587.00	0.00	9,587.00
BANK: HAP	TOTALS:		18	9,587.00	0.00	9,587.00

VENDOR SET: 99 City of Pittsburg, KS
 BANK: PY PAYROLL PAYABLES
 DATE RANGE: 5/04/2011 THRU 5/17/2011

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0224	KDOR	D	5/13/2011			000000		12,109.19
0321	KP&F	D	5/13/2011			000000		30,093.58
0728	ICMA	D	5/13/2011			000000		2,009.55
1050	KPERS	D	5/13/2011			000000		22,682.59
3147	INTERNAL REVENUE SERVICE	D	5/13/2011			000000		60,289.73
6415	ING FINANCIAL ADVISORS	D	5/13/2011			000000		4,891.47
6627	AMERICAN FUNDS SERVICE COMPANY	D	5/13/2011			000000		230.77
0349	UNITED WAY OF CRAWFORD COUNTY	R	5/13/2011			165178		85.42
1503	FAMILY SUPPORT PAYMENT CENTER	R	5/13/2011			165179		347.74
2228	KANSAS PAYMENT CENTER	R	5/13/2011			165180		1,988.14
2577	OK CENTRALIZED SUPPORT RE	R	5/13/2011			165181		314.06
5385	NCO FINANCIAL SYSTEMS, INC.	R	5/13/2011			165182		215.86
5784	JAY W VANDER VELDE	R	5/13/2011			165183		288.01
6135	MCNEARNEY & ASSOCIATES LLC	R	5/13/2011			165184		201.23
6136	US DEPARTMENT OF EDUCATION	R	5/13/2011			165185		115.29
6521	FIRST MUTUAL BANK	R	5/13/2011			165186		221.23
0028	PAYROLL CLEARING	E	5/13/2011			999999		85,236.18

* * T O T A L S * *		NO	CHECK AMOUNT	DISCOUNTS	TOTAL APPLIED
REGULAR CHECKS:		9	3,776.98	0.00	3,776.98
HAND CHECKS:		0	0.00	0.00	0.00
DRAFTS:		7	132,306.88	0.00	132,306.88
EFT:		1	85,236.18	0.00	85,236.18
NON CHECKS:		0	0.00	0.00	0.00
VOID CHECKS:	0 VOID DEBITS		0.00		
	VOID CREDITS		0.00	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 99	BANK: PY	TOTALS:	17	221,320.04	0.00	221,320.04
BANK: PY	TOTALS:		17	221,320.04	0.00	221,320.04
REPORT TOTALS:			222	1,541,256.25	67.82	1,541,188.43

Passed and approved this 24th day of May, 2011.

Marty Beezley, Mayor

ATTEST:

Tammy Nagel, City Clerk



FINANCE AND ADMINISTRATION
201 West 4th Street · Pittsburg KS 66762

(620) 231-4100
www.pittks.org

Interoffice Memorandum

TO: John VanGorden, Interim City Manager

FROM: Jamie Clarkson, Assistant Director of Finance and Administration

DATE: May 12, 2011

SUBJECT: Fiscal year 2010 audit report and acceptance of Comprehensive Annual Financial Report (CAFR)

Please place this item on the May 24, 2011 City Commission agenda. Karen Linn of Berberich Trahan & Co., P.A., will be attending the meeting to provide an overview and answer questions.

cc: Jon Garrison, Director of Finance & Administration
Tammy Nagel, City Clerk

INTEROFFICE MEMORANDUM

To: JOHN D. VAN GORDEN
Interim City Manager

TAMMY NAGEL
City Clerk

From: JON B. GARRISON
Director of Finance & Administration

Date: May 18, 2011

Subject: Health Insurance Presentation

Please place on the May 24, 2011 City Commission agenda an item to hear a verbal presentation from Bob Charlesworth, Charlesworth & Associates, the city's insurance consultant, outlining various health insurance options.

As we are all aware, health insurance costs continue to rise. Bob Charlesworth, an independent consultant who does not represent any insurance company, will be present to inform us of health insurance trends and options as we build our 2012 Budget.

Thank you.

INTEROFFICE MEMORANDUM

To: John VanGorden
From: Mark Turnbull
CC:
Date: May 17, 2011
Subject: *Agenda ITEM: May 24, 2011*
Façade Grant Variance Request

John Kutz has requested a variance to #12 of the Phase II Guidelines for Façade Grant Improvements:

12. Grants will be made on a maximum of two buildings per calendar year per owner.

As per #21 of the Phase II Guidelines for Façade Grant Improvements:

21. Exceptions to these guidelines may be made, based on unique circumstances, after review and recommendation by the Economic Development Advisory Committee (EDAC), subject to final approval by the City Commission.

Mr. Kutz owns many buildings in the downtown district and has been awarded two façade grants for 2011. Due to the economy, Mr. Kutz has not been able to apply for façade grants in the last year and recently purchased more property. There is \$19,799.10 left in the allocated funds. The variance request has gone before the EDAC on May 17, 2011. The EDAC recommends approval for Mr. Kutz to be able to apply for a third façade grant as funds are available.

Please approve or disapprove the recommendation.

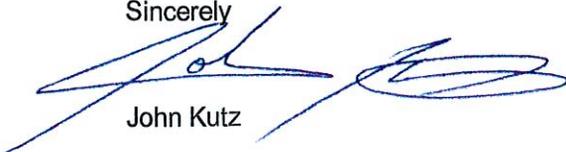
Dear Mark,

Please except this letter as formal request for a variance on # 12 on the list of facade grant requirements. *(12. Grants will be made on a maximum of two buildings per calendar year per owner.)*

In September of 2010 I purchased 602 N. Broadway thru 608 N. Broadway. I was unable to do any facade grants for the last year or more due to the economy. My new tenants have ideas for expanding and fixing the places up that I would really like to capitalize on. I can explain in more detail in the future if you would like. This is a high visibly corner and would love to really give it a lift.

Thank you for your time

Sincerely

A handwritten signature in blue ink, appearing to read 'John Kutz', with a stylized flourish extending to the right.

John Kutz

INTEROFFICE MEMORANDUM

To: JOHN VAN GORDEN
From: MARK TURNBULL
CC:
Date: MAY 16, 2011
Subject: *Agenda Item: May 24, 2011*
ShopQA Agreement

ShopQA offering local business an interactive micro-website intended to grow their business. Almost 50% or more businesses do not have a website. The program, ShopQC, is a product of WebQA a company that will develop a link to the current businesses home page for a business directory. This directory will link to local businesses sub pages. Local businesses register online with the City and, when approved, receive:

- their micro-website
- Ability to post information, coupons, links etc
- Online support in the form of webinars and training videos
- ability to update information at any time based on approval

Commissioner O'Bryan, Blake Benson, Devin Gorman, Stacie Perry and I completed a web based conference call with Web QA this month. This is the second review staff has completed with the company. Generally all were impressed and positive as to the potential impact of this web based marketing tool to assist our retail and service employers. More study is underway.

We have been approached as a test community for this product at a reduced rate.

The cost of the program is \$150 monthly with a onetime set up fee of \$1000. Staff recommends the city to cover the costs of the three year agreement to test the impact on Pittsburg.

Pittsburg has been selected as a test site for this program. ShopQA is requiring a commitment by May 31. We request approval of the attached agreement and the Commission authorizes the Mayor to sign appropriate documents.

ShopsQA Micro-websites: Business Setup and Management

Micro-websites grow local business sales by providing a vibrant and interactive communication vehicle between business and residents.

- **Local Businesses** receive a simple setup and management page to control their content and optionally manage their customers. The page consists of easy, intuitive tools and collapsible sections that let each local business load operation information, documents, questions & answers, coupons and other relevant data. As an option, local businesses can manage and track customers from their setup portal.
- **For Assistance**, Local businesses can review one-to-two minute video tutorials, join a live webinar or use the directory knowledgebase of instructions to lookup information or ask questions.
- **Updating a site** is simply a matter of logging into the Micro-site via secure identification and changing information. After saving, updates can go to the City for review or immediately take place. When an update occurs, those residents that have registered to follow that section of the business micro-site immediately receive notifications of the new information.

For more information, please contact WebQA, Inc. at 630-985-1300

WEBQA SERVICE(S) AGREEMENT
For GovQA Service(s)

THIS SERVICE(S) AGREEMENT (the "Agreement") between WEBQA, Inc. ("WEBQA") with its principal place of business at 900 S. Frontage Road, Suite 110 Woodridge, IL, 60517 and Pittsburg, a city with its principal place of business at 201 W. 4th Street Pittsburg, KS, 66762 ("Customer") is made effective as of May 31, 2011. ("Effective Date".)

1. WEBQA DELIVERY OF SERVICES:

WEBQA grants to Customer a non-exclusive, non-transferable, limited license to access and use the ShopsQA Service(s) on the Authorized Website(s) identified in Schedule A in consideration of the fees and terms described in Schedule A

2. CUSTOMER RESPONSIBILITIES:

Customer acknowledges it is receiving only a limited license to use the Service(s) and related documentation, if any, and shall obtain no title, ownership nor any other rights in or to the Service(s) and related documentation, all of which title and rights shall remain with WebQA. In addition, Customer agrees that this license is limited to applications for its own use and may not lease or rent the Service(s) nor offer its use for others. All Customer data is owned by the Customer. Under no circumstances is the system intended to capture confidential information of any kind. Confidential information is defined as social security numbers and financial information.

Customer agrees to maintain the Authorized Website(s) identified in Schedule A, provide WEBQA with all information reasonably necessary to setup or establish the Service(s) on Customer's behalf, and allow a "Powered by GovQA" logo with a hyperlink to WebQA's website home page on the Authorized Website.

3. SERVICE(S) LEVELS:

WEBQA will use commercially reasonable efforts to backup and keep the Service(s) and Authorized Website(s) in operation consistent with applicable industry standards and will respond to customers' requests for support during normal business hours.

THE SERVICE(S) ARE PROVIDED ON AN "AS IS" BASIS, AND CUSTOMER'S USE OF THE SERVICE(S) IS AT ITS OWN RISK. WEBQA DOES NOT WARRANT THAT THE SERVICE(S) WILL BE UNINTERRUPTED OR ERROR-FREE OR UNEFFECTED BY FORCE MAJEURE EVENTS.

4. WARRANTY AND LIABILITY:

WEBQA MAKES NO REPRESENTATION OR WARRANTY AS TO MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OF THE SERVICE(S) AND SHALL HAVE NO LIABILITY FOR ANY CONSEQUENTIAL DAMAGES OF ANY KIND INCLUDING, BUT NOT LIMITED TO, DATA LOSS AND BUSINESS INTERRUPTION, AND THE PARTIES AGREE THAT THE ONLY REMEDIES THAT SHALL BE AVAILABLE TO CUSTOMER UNDER THIS AGREEMENT SHALL BE THOSE EXPRESSLY SET FORTH IN THIS AGREEMENT. WEBQA'S LIABILITY UNDER ANY CIRCUMSTANCE INVOLVED HEREIN IS EXPRESSLY LIMITED TO THE AMOUNT RECEIVED UNDER THIS AGREEMENT.

5. TERMINATION:

Either party may terminate this agreement if the terminating party gives the other party sixty (60) day's written notice prior to termination. Should Customer terminate without cause after the first date of the term as defined in Schedule A, Customer must pay the remaining balance of the current contracted term and this payment obligation will immediately become due.

WebQA may terminate service(s) if payments are not received by WebQA as specified in Schedule A at which time all monies due under the current term will become immediately due.

Upon any termination, WebQA will discontinue Service(s) under this agreement; WebQA will, if requested, provide Customer with an electronic copy of Customer's data; and, provisions of this Agreement regarding Ownership, Liability, Confidentiality and Miscellaneous will continue to survive.

6. ACCEPTABLE USE:

Customer represents and warrants that the Service(s) will only be used for lawful purposes, in a manner allowed by law, and in accordance with reasonable operating rules, policies, terms and procedures.

WEBQA may, upon misuse of the Service(s), request Customer to terminate access to any individual and Customer agrees to promptly comply with such request unless such misuse is corrected.

7. SERVICE INITIATION:

Customer agrees to perform all customer activities as stated on Schedule A.

8. CONFIDENTIALITY:

Each party hereby agrees to maintain the confidentiality of the other party's proprietary materials and information, including but not limited to, all information, knowledge or data not generally available to the public which is acquired in connection with this Agreement, unless disclosure is required by law. Each party hereby agrees not to copy, duplicate, or transcribe any confidential documents of the other party except as required in connection with their performance under this Agreement. Customer acknowledges that the Service(s) contain valuable trade secrets, which are the sole property of WebQA, and Customer agrees to use reasonable care to prevent other parties from learning of these trade secrets or have unauthorized access to the Service(s). WebQA will use reasonable efforts to insure that any WebQA contractors maintain the confidentiality of proprietary materials and information.

9. MISCELLANEOUS PROVISIONS:

This Agreement will be governed by and construed in accordance with the laws of the State of Kansas

WEBQA may not assign its rights and obligations under this Agreement, in whole or part, without prior written consent of Customer, which consent will not be unreasonably withheld.

9. ACCEPTANCE:

Authorized representatives of Customer and WEBQA have read the foregoing and all documents incorporated therein and agree and accept such terms effective as of the date first written above.

Customer: The City of Pittsburg

Signature: _____

Print Name: _____

Title: _____ Date: _____

WebQA Inc.

Signature: _____

Print Name: John Dilenschneider

Title: CEO Date: _____

WEBQA SERVICE(S) AGREEMENT

For GovQA Service(s)

Schedule A

A. Service(s): Software: ShopsQA Service with Advertising Module
 Website: http://pittks.org

B. WebQA Subscription Service At a Locked-In subscription cost per month for term of **\$150**

Activities & Fees:	<input checked="" type="checkbox"/> ShopsQA Community Business Portal
	<input checked="" type="checkbox"/> Advertising Rental Module (Addendum) <input checked="" type="checkbox"/> Hosting and ongoing service upgrades for all designated modules
Implementation, Training and Storage At a Locked-In one-time cost of \$1,000	
	<input checked="" type="checkbox"/> One-time setup of business information into portal directory (customer to provide directory information in csv format)
	<input checked="" type="checkbox"/> Services selected above consistent with the then current WebQA offering, Specifically: - A hosted <u>Business Directory</u> that allows businesses to sponsor information and coupons - Directory will be branded to look like, and link into, the Customer website - Service will include all features/functions made available to other customers
	<input checked="" type="checkbox"/> Site Administrator Training included
	<input checked="" type="checkbox"/> Full user training and support via ongoing webinars, videos and knowledgebase support
	<input checked="" type="checkbox"/> 10 GB storage free with service(s). Additional 10GB is \$20/month

C. Customer Activities: Customer agrees to (1) Hold an implementation kickoff meeting with WebQA 15 days after contract signing. (2) Place a "Coming Soon" notice on the home page of the customer website with 30 days of contract signing. (3) "Go Live" by prominently display the directory link on the **home page and throughout the** Customer website within 2 months of contract signing and (4) use the administrative tools to approve local businesses as they register. (5) Create a Press Release within 30 days of contract signing to announce and promote the system within your community.

D. Terms: **Annual Billable Term Starting: June 1, 2011 Ending: May 31, 2014**

Upon the expiration of this initial term, the term will continue to auto-renew for the same initial time period unless Customer notifies WEBQA in writing of its intention not to extend the term at least sixty (60) days prior to expiration of the current term end date. Renewal terms will not increase by more than eight percent.

E. Billing: Fees are exclusive of all taxes. Fees are billed on an annual basis at time of contract and are due upon receipt of invoice. This secures branded site, servers and resources necessary to begin project.

Payments over 45 days from initial contract start date will accrue interest at a rate of one (1%) per month. Renewal payments made after contract renewal date will accrue interest at a rate of one (1%) per month

F. Remittance: All payments should be made directly to WebQA and will not be deemed received until actually received in WebQA offices. WebQA mailing address for all payments is: Accounts Receivable Dept., WebQA Inc, 900 S. Frontage Road, Suite 110, Woodridge, IL 60517

G. Special: Includes _____ Addendum
H. Contacts: Organization Name _____

Main Contact Name: _____ Title: _____
Address: _____ City _____ State: _____ Zip: _____
Work Phone: _____ Cell _____ Fax: _____

Billing Contact Name: _____
Title: _____
Address: _____ City _____ State: _____ Zip: _____
Work Phone: _____ Cell _____ Fax: _____
Purchase Order Number: _____ Duns Number: _____



DEPARTMENT OF PUBLIC WORKS

201 West 4th Street · Pittsburg KS 66762

(620) 231-4170

www.pittks.org

Interoffice Memorandum

TO: JOHN D. VANGORDEN
Interim City Manager

FROM: WILLIAM A. BEASLEY
Director of Public Works

DATE: May 16, 2011

SUBJECT: Agenda Item – May 24, 2011
Airspace Hazard Grant

The City of Pittsburg received notification from the KDOT Aviation Division that it has been awarded a grant to provide airspace protection planning. This grant is based on a 95% State/5% Local funding split. Through this grant, the City will engage a planning consultant to develop airspace regulations to be adopted by the City, the County and the City of Frontenac to protect the airspace of Atkinson Municipal Airport from the construction of towers and other tall structures protruding the required airspace for runways. The estimated cost to provide the airspace protection planning service is \$35,000. The City staff is proposing the City portion of this grant, approximately \$1,800 come from the airport operating budget.

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, May 24, 2011. Staff is requesting permission to go out for proposals to hire a consultant for this grant. Action necessary will be approval or disapproval of this request.

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

Attachment: KDOT Notification Letter

cc: Tammy Nagel, City Clerk
Bruce D. Remsberg, City Engineer
Bill Pyle, Airport Manager
Memo File

Dwight D. Eisenhower State Office Building
700 S.W. Harrison Street
Topeka, KS 66603-3745

Deb Miller, Secretary
C. Edward Young, Director



Phone: 785-296-2553
Fax: 785-296-3833
Hearing Impaired - 711
publicinfo@ksdot.org
<http://www.ksdot.org>

Sam Brownback, Governor

MAY 02 2011
CITY OF PITTSBURG

April 28, 2011

William Beasley
PO Box 688
Pittsburg, KS 66762

Dear Mr. Beasley:

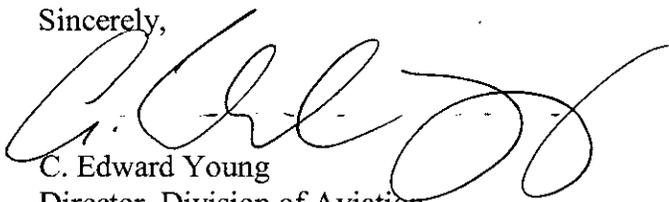
Your request for **Airspace Protection Planning** has been conditionally approved for funding through the FY 2012 Kansas Airport Improvement Program. This notification is conditional because it is predicated on the availability of funds. Your official notification of funding and notice-to-proceed for this grant will come from the Secretary of Transportation. Until receipt of that notice, you should not commit to any expenditures for this project.

However, you should undertake all preparations necessary to be in a position to commence the project as quickly as possible upon receipt of the notice-to-proceed. We anticipate the FY 12 funding picture to become clearer in the coming weeks, allowing us to provide you a notice-to-proceed the last week of May.

If you have any questions about the grant, please contact George Laliberte in this office at (785) 296-2553.

We look forward to working with you.

Sincerely,



C. Edward Young
Director, Division of Aviation



DEPARTMENT OF PUBLIC WORKS

201 West 4th Street · Pittsburg KS 66762

(620) 231-4170

www.pittks.org

Interoffice Memorandum

TO: JOHN D. VANGORDEN
Interim City Manager

FROM: WILLIAM A. BEASLEY
Director of Public Works

DATE: May 17, 2011

SUBJECT: Agenda Item – May 24, 2011
Disposition of Bids
Atkinson Municipal Airport Kansas Airport Improvement Program FY 2011
Project No. AV-2011-42; Repair Taxiways

The City staff received bids on May 17, 2011 for improvements to the taxiways at Atkinson Municipal Airport. There were two bidders who submitted bids for this project (see attached bid tab sheet). After reviewing the bids received, City staff is recommending that the bid be awarded to APAC-Missouri, Inc., of Springfield, Missouri, based on their low bid of \$165,890.80. This is below the Engineer's Estimate of \$174,698.00.

This project is funded in part by a grant of 50% up to \$88,350.00 from the KDOT Division of Aviation. The City's matching 50% was approved to be taken from Revolving Loan Funds. This project includes the patching of the bad spots in the airport taxiways with new asphalt and installation of a concrete valley gutter to improve the drainage in the taxiway areas. Upon completing this work, a slurry seal will be applied over most of the taxiway rejuvenating and re-sealing the top surface. This project should start early in the summer, but due to the length of time that is required to allow the freshly installed asphalt to cure before the slurry seal is applied this project will not be completed until the end of the summer.

MEMO TO: JOHN D. VANGORDEN
MAY 17, 2011
PAGE TWO

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, May 24, 2011. Action necessary will be approval or disapproval of staff's recommendation to award the bid to the low bidder as stipulated above and, if approved, authorize the Mayor to sign the contract documents once prepared.

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

Attachment: Bid Tab Sheet

cc: Tammy Nagel, City Clerk
Project File
Memo File

BID TABULATION						APAC-Missouri, Inc. Springfield Branch PO Box 1187 Springfield, MO 65801		Mission Construction Co., Inc. PO Box 321 Saint Paul, KS 66771	
Improvement: Atkinson Municipal Airport Kansas Airport Improvemtn Program FY 2011 Project No. AV-2011-42: Repair Taxiways Bid Opening: May 17, 2011; 2:00 PM									
				ENGINEER'S ESTIMATE					
ITEM NO.	DESCRIPTION	UNIT	NO. OF UNITS	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST
1	Mobilization	L.S.	1	\$ 20,000.00	\$ 20,000.00	\$ 3,750.00	\$ 3,750.00	\$ 28,000.00	\$ 28,000.00
2	Contractor Staking	L.S.	1	2,000.00	2,000.00	1,765.00	1,765.00	1,200.00	1,200.00
3	Traffic Control	L.S.	1	3,000.00	3,000.00	3,120.00	3,120.00	1,000.00	1,000.00
4	Asphalt Pavement Repair	S.Y.	1,518	45.00	68,310.00	38.40	58,291.20	51.00	77,418.00
5	5' Concrete Valley Gutter	S.Y.	68	50.00	3,400.00	48.00	3,264.00	88.00	5,984.00
6	8' Concrete Valley Gutter	S.Y.	128	50.00	6,400.00	47.25	6,048.00	88.00	11,264.00
7	Grip Flex	S.Y.	14,004	5.00	70,020.00	6.15	86,124.60	5.39	75,481.56
8	Pavement Marking (4" Yellow)	S.Y.	784	2.00	1,568.00	4.50	3,528.00	7.00	5,488.00
TOTAL					\$ 174,698.00		\$ 165,890.80		\$ 205,835.56

INTEROFFICE MEMORANDUM

To: JOHN D. VAN GORDEN
Interim City Manager

TAMMY NAGEL
City Clerk

From: JON B. GARRISON
Director of Finance & Administration

Date: May 18, 2011

Subject: Authorizing Resolution – Temporary Notes

Please place on the May 24, 2011 City Commission agenda an item to approve the attached Authorizing Resolution with provides for the sale of Temporary Notes in the amount of \$1,230,000 to fund the following projects:

- \$ 510,000 Atkinson Road Bridge Project
- \$ 365,000 Quincy Street Project
- \$ 355,000 Homer Street Project

Thank you for your consideration.

RESOLUTION NO. 1112

A RESOLUTION AUTHORIZING AND PROVIDING FOR THE PUBLIC SALE OF TEMPORARY NOTES, SERIES 2011A OF THE CITY OF PITTSBURG, KANSAS, SETTING FORTH THE DETAILS OF SAID SALE; AND PROVIDING FOR THE GIVING OF NOTICE THEREOF.

WHEREAS, the City of Pittsburg, Crawford County, Kansas (the "City") has issued its Temporary Notes, Series 2010A, dated July 15, 2010, (the "Series 2010A Notes") which mature July 15, 2011; and

WHEREAS, the projects (the "Projects") funded by the proceeds of the Series 2010A Notes are not, in the aggregate, complete and, as such, the City is not able to determine the final cost thereof to permanently finance such costs; and

WHEREAS, pending the issuance of the bonds of the City to permanently finance the Projects, the City is authorized pursuant to K.S.A. 10-123, as amended, to issue renewal temporary notes of the City to pay the cost of renewing its outstanding temporary notes at maturity and finance certain additional costs pending the issuance of bonds to permanently finance the Projects.

BE IT RESOLVED by the Governing Body of the City of Pittsburg, Kansas:

Section 1. That it is hereby determined to be necessary and, therefore, it is hereby authorized, directed and ordered, that Temporary Notes, Series 2011A in the maximum principal amount of One Million Two Hundred Thirty Thousand Dollars (\$1,230,000) (the "Notes") of the City, shall be sold at public sale and in the manner provided by law, on Tuesday, June 14, 2011, at 11:00 a.m. C.D.T. The Notes shall be dated July 1, 2011.

Section 2. That it is hereby further authorized, ordered and directed that, at the option of the City, the Summary Notice of Note Sale in substantially the form attached hereto and made a part hereof by reference as though fully set out herein, shall be published one time in The Morning Sun, the official newspaper of the City and/or one time in the Kansas Register.

Section 4. That the Mayor and other officers of the City are hereby authorized to provide for the preparation of an Official Statement, to be "deemed final" except for the omission of certain information as provided in the Securities and Exchange Commission Rule 15c2-12, and the Mayor and Clerk are hereby authorized to execute such Official Statement, with such changes thereto as such officials shall deem appropriate, and to use such document in connection with the offering of the Notes.

Section 5. That the officers and representatives of the City are hereby authorized and directed, after consultation with Springsted, as Financial Advisor and Nichols and Wolfe Chartered, as Bond Counsel, to take such other action as may be necessary to carry out the offering for sale of the Notes.

Section 6. That it is hereby further authorized, ordered and directed that copies of the Official Statement, Official Notice of Note Sale and the City's bid form for this issue of Notes, be distributed to prospective bidders of the Notes.

ADOPTED THIS 24th day of May, 2011.

CITY OF PITTSBURG, KANSAS

ATTEST:

City Clerk

(SEAL)

Mayor