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DISPOSITION OF BIDS - A verbal report will be given with regard to the bids received for the Broadway Water Line Project from Quincy Street to 2nd Street.

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CITY OF PITTSBURG, KANSAS
COMMISSION AGENDA
Tuesday, October 09, 2012
5:30 PM

CALL TO ORDER BY THE MAYOR:

- a. Invocation by Kevin Arensman of the First Christian Church
- b. Flag Salute Led by the Mayor
- c. Proclamation - Broadway Lumber Day - Received by Suzy Boldrini
- d. Public Input

CONSENT AGENDA:

- a. Approval of the September 25, 2012, City Commission Meeting minutes.
- b. Approval of Change Order No. 1 reflecting a reduction of (\$11,011.10) making a new contract construction amount of \$529,249.90 for the Sanitary Sewer Manhole Rehabilitation 2011 Project.
- c. Approval of the application submitted by Jay and Crystal Lotterer for water service outside the City limits at 611 East 546th Street.
- d. Approval of the Emergency Solutions Grant from the Kansas Housing Resource Corporation in the amount of \$156,156.00 and authorize the Mayor to sign all appropriate documents.
- e. Approval of staff's recommendation to award the bids received for a 5800 GVWR Cab and Chassis w/12 CY Dump Bed and 14 CY Ends to Joplin Freightliner, of Joplin, Missouri, with a low bid of \$100,877 AND to award the bids received for a 3/4-Ton Super Cab 4 x 4 Truck to Vance Ford, of Miami, Oklahoma, with a low bid of \$26,125 for a combined total of \$127,002.
- f. Approval of the Appropriation Ordinance for the period ending October 9, 2012, subject to the release of HUD expenditures when funds are received.

ROLL CALL VOTE.

SPECIAL PRESENTATIONS:

- a. WATER TREATMENT PLANT PROJECT UPDATE - Director of Public Utilities John Bailey will provide the City Commission an update on the Water Treatment Plant Project. **Receive for file.**

CITY OF PITTSBURG, KANSAS
COMMISSION AGENDA
Tuesday, October 09, 2012
5:30 PM

- b. ADOPT A STREET PROGRAM - Director of Public Works William Beasley will provide information on the Adopt A Street Program. **Receive for file.**

PUBLIC HEARING:

- a. REQUEST TO VACATE - The City of Pittsburg advertised for Public Hearing, Tuesday, October 9th, 2012, at the City Commission Meeting commencing at 5:30 p.m. for the purpose of vacating the alley located in the 300 Block of East 4th Street described as the West 10 feet of the East One-Half of Lots 19, 20, 21 and 22, Block 24, Original Town of Pittsburg, Crawford County, Kansas. (Request of Vietti's Auto Body, Inc., 315 E. 4th Street). **Following Public Hearing, consider request and, if approved, direct the preparation of the necessary Order.**

CONSIDER THE FOLLOWING:

- a. FORGIVABLE CDBG LOAN - COLONIAL FOX THEATER - Staff is recommending approval of a two (2) year forgivable CDBG loan, at three percent (3%) interest rate, in the amount of \$45,000 to the Colonial Fox Theater to match a \$250,000 United States Department of the Interior National Park Service grant for renovations of the current building at 409 North Broadway. **Approve or disapprove the recommendation and if approved, authorize the Mayor to sign the appropriate documents.**
- b. AIRPORT FEES AND CHARGES - The Airport Advisory Committee is recommending establishing a new category and fee of \$200 for single/twin turbo prop/jet aircraft weighting less than 12,500 lbs. **Approve or disapprove the recommendation of the Airport Advisory Committee.**
- c. AIRPORT CAPITAL IMPROVEMENTS PROGRAM - Staff is requesting authorization to submit a CIP Data Sheet to the Federal Aviation Administration (FAA) requesting funding for the replacement of the existing edge lights and REIL's on Runway 16-34 and the adjacent taxiways at the Atkinson Municipal Airport. **Approve or disapprove the submittal of a CIP Data Sheet to the FAA and, if approved, authorize the City Manager to sign the CIP Data Sheet on behalf of the City of Pittsburg.**

CITY OF PITTSBURG, KANSAS
COMMISSION AGENDA
Tuesday, October 09, 2012
5:30 PM

- d. ORDINANCE NO. G-1172 – Approval of Ordinance No. G-1172, establishing minimum landscaping standards in the commercial zoning districts by adding Sections 22-101, 22-102, 22-103, 22-104, 22-105, 22-106, 22-107, 22-108, 22-109, 22-110, and 22-111 to Zoning Ordinance Number G-663. **First Reading, if the Governing Body concurs.**

- e. DISPOSITION OF BIDS - A verbal report will be given with regard to the bids received for the Taylor Branch Sanitary Sewer Replacement Project. **Approve or disapprove the bids received and, if approved, authorize the Mayor to sign the contract documents once prepared.**

- f. DISPOSITION OF BIDS - A verbal report will be given with regard to the bids received for the Broadway Water Line Project from Quincy Street to 2nd Street. **Approve or disapprove the bids received and, if approved, authorize the Mayor to sign the contract documents once prepared.**

NON-AGENDA REPORTS & REQUESTS:

EXECUTIVE SESSION:

- a. EXECUTIVE SESSION - An Executive Session is necessary for discussion of personnel matters of nonelected personnel. **Motion to recess into Executive Session for approximately 30 minutes for discussion regarding personnel matters of nonelected personnel.**

ADJOURNMENT

Office of the Mayor
CITY OF PITTSBURG, KANSAS

Proclamation

Whereas: On September 30th, 1952, Bryon Deill opened the doors of Broadway Lumber at 1304 South Broadway in Pittsburg; and

Whereas: At the time Broadway Lumber opened for business, it was one of fourteen locally owned and operated lumber yards in Pittsburg; and

Whereas: Through the diligence and hard work of the Deill family, sixty years later, Broadway Lumber remains in the same location; and

Whereas: The citizens of Pittsburg and the surrounding communities have come to appreciate the prompt service, reliable products and knowledgeable staff at Broadway Lumber; and

Whereas: As Broadway Lumber celebrates its 60th anniversary, the City of Pittsburg wishes to convey its gratitude and best wishes for future success.

Now, Therefore, I, John Ketterman, Mayor of the City of Pittsburg, Kansas, do hereby proclaim Tuesday, October 9th, 2012, as

**Broadway Lumber Day
in Pittsburg**

Dated this 9th day of October, 2012.

ATTEST:

CITY CLERK

MAYOR

OFFICIAL MINUTES
OF THE MEETING OF THE
GOVERNING BODY OF THE
CITY OF PITTSBURG, KANSAS
September 25th, 2012

A Regular Session of the Board of Commissioners was held at 5:30 p.m., Tuesday, September 25th, 2012, in the City Commission Room, located in the Law Enforcement Center, 201 North Pine, with Mayor John Ketterman presiding and the following members present: Marty Beezley, Rudy Draper, Michael Gray and Patrick O'Bryan.

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

Mayor Ketterman led the flag salute.

APPROVAL OF MINUTES – SEPTEMBER 11th, 2012 – On motion of O'Bryan, seconded by Gray, the Governing Body approved the September 11th, 2012, City Commission Meeting minutes as submitted. Motion carried.

DISPOSITION OF BIDS – HOME REHABILITATION – On motion of O'Bryan, seconded by Gray, the Governing Body approved the recommendation of the Citizen's Advisory Board to award bids for the rehabilitation of houses as follows: 704 West 7th Street to S&A Construction of Wichita, Kansas, in the amount of \$12,514.00, 305 South Georgia to S&A Construction of Wichita, Kansas, in the amount of \$17,355, and 305 West 9th Street to Nance Construction of Galesburg, Kansas, in the amount of \$18,000. Motion carried.

APPROPRIATION ORDINANCE – On motion of O'Bryan, seconded by Gray, the Governing Body approved the Appropriation Ordinance for the period ending September 25, 2012, 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.

SALES TAX STREET IMPROVEMENTS PROJECT UPDATE - Director of Public Works Bill Beasley provided the City Commission an update on the Sales Tax Street Improvements Project. Commissioner O'Bryan commended the citizens of Pittsburg for approving the sales tax to fund the street repairs.

WATER TREATMENT PLANT PROJECT UPDATE – The update on the Water Treatment Plant Project by Director of Public Utilities John Bailey was tabled for a future meeting.

DANCE HALL LICENSE RENEWAL - THE JUNGLE - On motion of Gray, seconded by O'Bryan, the Governing Body approved the application submitted by Rick Peoples of The Jungle Bar, 1620 S. Broadway to renew the Dance Hall License for his business, with the calls for service by the Police Department to be reviewed by the Governing Body in six months, and directed the City Clerk to issue the license. Motion carried.

Mayor Ketterman requested that if significant problems arise at The Jungle, the review of the calls for service be brought back to the Governing Body prior to the expiration of the six month period.

OFFICIAL MINUTES
OF THE MEETING OF THE
GOVERNING BODY OF THE
CITY OF PITTSBURG, KANSAS
September 25th, 2012

ORDINANCE NO. S-1001 – On motion of Gray, seconded by O'Bryan, the Governing Body approved Ordinance No. S-1001, authorizing the Mayor to execute an Emergency Water Service Agreement for the sale and purchase of water from the City of Pittsburg, a municipal organization organized under the laws of the State of Kansas, to Rural Water District No. 4, a rural water district organized under the laws of the State of Kansas, and providing for the compensation to be paid by the District, and other terms and conditions of the Agreement, and providing for its acceptance, on the first and only reading. Motion carried.

Commissioner Gray requested staff to investigate the possibility of offering a rebate program.

DISPOSITION OF BIDS – On motion of Beezley, seconded by Draper, the Governing Body awarded the bids for the clean-up of two (2) illegal dump sites to the low bidders, Randy Vilela Trucking and Hauling, of Pittsburg, with a bid of \$2,600 for Dump Site #1 (10th Street) and Freddy Van's, of Pittsburg, with a bid of \$3,500 for Dump Site #2 (2nd and Joplin), and authorized the Mayor to sign the contract documents once they are prepared.

CLEAN SWEEP - Commissioner Beezley reminded citizens to do their part in keeping Pittsburg clean. Commissioner O'Bryan thanked Pittsburg Beautiful for planting flowers at 4th and Pine.

INDUSTRY VISIT - Mayor Ketterman thanked Vince and Joel VanBecelaere for allowing City Commissioners to tour VanBecelaere Machine Works.

ADJOURNMENT: On motion of Beezley, seconded by O'Bryan, the Governing Body adjourned the meeting at 6:05 p.m. Motion carried.

John Ketterman, Mayor

ATTEST:

Tammy Nagel, City Clerk

Interoffice Memorandum

TO: DARON HALL
City Manager

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

DATE: October 2, 2012

SUBJECT: Agenda Item – October 9, 2012
Change Order No. 1
Sanitary Sewer Manhole Rehabilitation 2011
KWPCRF Project No. C20 1656 01

Attached you will find Change Order No. 1 for the above-referenced project reflecting a decrease of (\$11,011.10) making a new contract construction amount of \$529,249.90. This change order revises the original quantities to reflect actual measurements of completed work in the field for a reduction of (\$35,530.50) and additional work to correct deficiencies found in the system for an increase of \$24,519.40. The contractor has also requested additional time for project completion of 30 days for a total contract time of 230 days to Final Completion. This project is being funded through the revolving loan fund from KDHE set aside for the rehabilitation of the sanitary sewers in Pittsburg.

In this regard, would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, October 9, 2012. Action being requested is to approve or disapprove the change order.

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

Attachment: Change Order No. 1

cc: Tammy Nagel, City Clerk
Bruce D. Remsberg, P.E., PEC
Project File
Memo File

CHANGE ORDER

Order No. 1

Date: September 24, 2012

PEC Project No. 334-07E03-030-0830

Agreement Date: March 28, 2012

NAME OF PROJECT: Sanitary Sewer Manhole Rehabilitation 2011

OWNER: City of Pittsburg, Kansas

CONTRACTOR: Corgill Construction

Changes are hereby made to the CONTRACT DOCUMENTS as listed and described below:

1. The Original Quantities are revised as per Attachment Nos. 1 and 2 to reflect actual measurements of completed work in the field. The REDUCTION in Cost equals a total of (\$35,530.50)
2. Additional work is added to correct deficiencies found in the system as per Attachment No. 3. The INCREASE in Cost equals a total of \$ 24,519.40

Change to BID PRICE

BID PRICE : \$540,261.00

The CONTRACT PRICE due to this CHANGE ORDER will be DECREASED by: (\$11,011.10)

The CONTRACT PRICE after this CHANGE ORDER will be: \$529,249.90

CONTRACT TIME:

The CONTRACT TIME: 175 Calendar Days To Substantial Completion And 200 Calendar Days to Final Completion

The CONTRACT TIME due to this CHANGE ORDER will be 30 Days

The CONTRACT TIME after this CHANGE ORDER will be: 205 Calendar Days To Substantial Completion And 230 Calendar Days to Final Completion

Approved by: _____ City of Pittsburg _____

Prepared by: Bence Rumbly _____ P.E.C., P.A. _____

Requested by: Blenda J. Corgill _____ Corgill Construction _____

07E03-030 Sewer Manhole Rehab 2011
Attachment No. 1

Manhole No.			MH Relining (Type 1)			Cost Diff (\$)
			MH Depth (L.F.)	MH Depth (L.F.)	MH Depth (L.F.)	
			Plan	Actual	Diff	
1A	031		11.3	10.4	-0.9	(\$74.70)
1A	032		10	0	-10	(\$830.00)
1A	033		12.8	12.3	-0.5	(\$41.50)
1A	043		7.9	6.9	-1	(\$83.00)
1A	053		6.6	6.2	-0.4	(\$33.20)
1A	055		11.7	11.5	-0.2	(\$16.60)
1A	058		9.2	8.8	-0.4	(\$33.20)
1A	061		7.6	7.1	-0.5	(\$41.50)
1A	062		7.5	7.2	-0.3	(\$24.90)
1A	063		7.3	6.4	-0.9	(\$74.70)
1A	065		8.2	7.4	-0.8	(\$66.40)
1A	074		7.8	6.9	-0.9	(\$74.70)
1A	075		4.9	4	-0.9	(\$74.70)
1A	076		7.6	6.7	-0.9	(\$74.70)
1A	077		5.2	4.4	-0.8	(\$66.40)
1B	004		14.6	13.7	-0.9	(\$74.70)
1B	006		16.6	15.6	-1	(\$83.00)
1B	012		16.4	15.8	-0.6	(\$49.80)
1B	013		11.7	10.2	-1.5	(\$124.50)
1B	014		11.2	10.5	-0.7	(\$58.10)
1B	015		9.3	8.7	-0.6	(\$49.80)
1B	016		5.8	5.2	-0.6	(\$49.80)
1B	017		7.2	6.1	-1.1	(\$91.30)
1B	018		10.8	9.8	-1	(\$83.00)
1B	020		8.1	7.1	-1	(\$83.00)
1B	023		9.8	8.9	-0.9	(\$74.70)
1B	024		9.5	8.5	-1	(\$83.00)
1B	025		6.9	6	-0.9	(\$74.70)
1B	026		5.5	4.8	-0.7	(\$58.10)
1B	031		8.2	7.4	-0.8	(\$66.40)
1B	031		5.3	4.7	-0.6	(\$49.80)
1B	033		8.7	8.1	-0.6	(\$49.80)
1B	036		14.3	13.8	-0.5	(\$41.50)
1B	042		11.2	10.4	-0.8	(\$66.40)
1B	045		10.2	9.6	-0.6	(\$49.80)
1B	048		13.4	12.4	-1	(\$83.00)
1B	049		13.8	13	-0.8	(\$66.40)
1B	050		10.2	9.4	-0.8	(\$66.40)

07E03-030 Sewer Manhole Rehab 2011
Attachment No. 1

Manhole No.		MH Relining (Type 1)			Cost Diff (\$)
		MH Depth (L.F.)	MH Depth (L.F.)	MH Depth (L.F.)	
		Plan	Actual	Diff	
1B	051	5.7	5.2	-0.5	(\$41.50)
1B	054	16.5	15.6	-0.9	(\$74.70)
1B	057	14.1	13.7	-0.4	(\$33.20)
1B	059	13.6	12.8	-0.8	(\$66.40)
1B	060	9.1	8.2	-0.9	(\$74.70)
1B	076	9.2	8.7	-0.5	(\$41.50)
1B	077	7.9	7.2	-0.7	(\$58.10)
1B	083	8.8	8.3	-0.5	(\$41.50)
1B	087	6.4	5.9	-0.5	(\$41.50)
1B	088	6.1	5.5	-0.6	(\$49.80)
1B	090	9.3	8.3	-1	(\$83.00)
1B	091	9.3	8.5	-0.8	(\$66.40)
1B	097	9.9	9	-0.9	(\$74.70)
1B	100	9.3	8.6	-0.7	(\$58.10)
1B	104	10.9	10.2	-0.7	(\$58.10)
2B	018	14.9	14.4	-0.5	(\$41.50)
2B	021	15.2	14.7	-0.5	(\$41.50)
2B	044	9.9	9.1	-0.8	(\$66.40)
2B	045	9.2	8.3	-0.9	(\$74.70)
2B	060	2.8	2	-0.8	(\$66.40)
2B	061	7.7	6.9	-0.8	(\$66.40)
2B	062	9.1	8.6	-0.5	(\$41.50)
2B	081	11.8	11	-0.8	(\$66.40)
2B	083	8.3	7.4	-0.9	(\$74.70)
2B	085	9.9	9.2	-0.7	(\$58.10)
2B	087	5.8	5	-0.8	(\$66.40)
2B	088	1.4	1	-0.4	(\$33.20)
2B	095	7.4	6.3	-1.1	(\$91.30)
2B	099	12.4	11.9	-0.5	(\$41.50)
2B	107	9	7.9	-1.1	(\$91.30)
2B	110	7.4	6.8	-0.6	(\$49.80)
2B	120	9.8	8.7	-1.1	(\$91.30)
2B	121	8.3	7.7	-0.6	(\$49.80)
2B	121	8.6	7.5	-1.1	(\$91.30)
2B	127	9.7	9.1	-0.6	(\$49.80)
2B	129	8.5	7.7	-0.8	(\$66.40)
2B	133	9.4	8.9	-0.5	(\$41.50)

07E03-030 Sewer Manhole Rehab 2011
Attachment No. 1

Manhole No.			MH Relining (Type 1)			Cost Diff (\$)
			MH Depth (L.F.)	MH Depth (L.F.)	MH Depth (L.F.)	
			Plan	Actual	Diff	
2B	134		4	3.2	-0.8	(\$66.40)
2B	141		8.4	7.9	-0.5	(\$41.50)
2B	142		7.4	7	-0.4	(\$33.20)
2B	144		8.5	7.9	-0.6	(\$49.80)
2B	145		10	9.1	-0.9	(\$74.70)
2B	146		8.4	7.9	-0.5	(\$41.50)
2B	149		8	7.3	-0.7	(\$58.10)
2B	150		7.3	9.5	2.2	\$182.60
2B	151		7.5	6.8	-0.7	(\$58.10)
2B	153		14	13.4	-0.6	(\$49.80)
2B	154		9.2	8.4	-0.8	(\$66.40)
2B	155		5.7	4.7	-1	(\$83.00)
2B	156		7.1	6.3	-0.8	(\$66.40)
2B	157		8.1	7.3	-0.8	(\$66.40)
2B	160		6.8	6.1	-0.7	(\$58.10)
2B	164		9.5	8.8	-0.7	(\$58.10)
2B	165		7.6	7	-0.6	(\$49.80)
2B	171		6.6	5.8	-0.8	(\$66.40)
2B	181		12.2	11.4	-0.8	(\$66.40)
2B	182		7.4	6.6	-0.8	(\$66.40)
2B	183		4.9	4	-0.9	(\$74.70)
2B	185		6.2	5.4	-0.8	(\$66.40)
2B	199		8.4	7.8	-0.6	(\$49.80)
2B	203		7.5	6.9	-0.6	(\$49.80)
2C	018		11	10.6	-0.4	(\$33.20)
2C	019		9.2	8.6	-0.6	(\$49.80)
2C	025		7	6.4	-0.6	(\$49.80)
2C	026		7.7	7	-0.7	(\$58.10)
2C	027		13.7	12.9	-0.8	(\$66.40)
2C	029		11.9	11.1	-0.8	(\$66.40)
2C	031		10.1	9.4	-0.7	(\$58.10)
2C	033		5.8	0	-5.8	(\$481.40)
2C	034		3.6	0	-3.6	(\$298.80)
2C	039		12.8	11.9	-0.9	(\$74.70)
2C	041		10.4	9.4	-1	(\$83.00)
2C	043		6.2	4.5	-1.7	(\$141.10)
2C	053		6.2	5.3	-0.9	(\$74.70)

07E03-030 Sewer Manhole Rehab 2011
Attachment No. 1

Manhole No.			MH Relining (Type 1)			Cost Diff (\$)
			MH Depth (L.F.)	MH Depth (L.F.)	MH Depth (L.F.)	
			Plan	Actual	Diff	
2C	061		8.9	8	-0.9	(\$74.70)
2C	062		9.1	8.4	-0.7	(\$58.10)
2C	063		9.3	8.4	-0.9	(\$74.70)
2C	064		8.4	7.9	-0.5	(\$41.50)
2C	066		10.5	10.1	-0.4	(\$33.20)
2C	067		9.5	8.8	-0.7	(\$58.10)
3A	015	A	16.1	15.5	-0.6	(\$49.80)
3A	015	C	13.9	13	-0.9	(\$74.70)
3A	016	B	12.3	11.5	-0.8	(\$66.40)
3A	018	A	10.9	10.9	0	\$0.00
3A	019		30	32.9	2.9	\$240.70
3A	042		12.1	11.1	-1	(\$83.00)
3A	046		5.4	4.7	-0.7	(\$58.10)
3A	049		7.3	1.6	-5.7	(\$473.10)
3A	075		9.4	8.5	-0.9	(\$74.70)
3A	078		8.3	8.1	-0.2	(\$16.60)
3A	082		10.2	9.4	-0.8	(\$66.40)
3A	085		7.9	7	-0.9	(\$74.70)
3A	086		7.4	6.5	-0.9	(\$74.70)
3A	087		8.7	8	-0.7	(\$58.10)
3A	093		9.6	8.7	-0.9	(\$74.70)
3A	095		11	10.1	-0.9	(\$74.70)
3A	099		12.9	12	-0.9	(\$74.70)
3A	100		15.4	14.6	-0.8	(\$66.40)
3A	103		10.7	9.6	-1.1	(\$91.30)
3A	104		13.2	12.2	-1	(\$83.00)
3A	105		13.2	12.4	-0.8	(\$66.40)
3A	108		8	7	-1	(\$83.00)
3A	109		12.1	11.1	-1	(\$83.00)
3A	110		14.6	13.7	-0.9	(\$74.70)
3A	114		12.2	11.3	-0.9	(\$74.70)
3A	121		8.8	8	-0.8	(\$66.40)
3A	127		9.6	0	-9.6	(\$796.80)
3A	131		10.8	10.2	-0.6	(\$49.80)
3A	134		5.9	5	-0.9	(\$74.70)
3A	135		8.8	8.1	-0.7	(\$58.10)
3A	136		9.2	0	-9.2	(\$763.60)

07E03-030 Sewer Manhole Rehab 2011
Attachment No. 1

Manhole No.			MH Relining (Type 1)			Cost Diff (\$)
			MH Depth (L.F.)	MH Depth (L.F.)	MH Depth (L.F.)	
			Plan	Actual	Diff	
3A	141		40.2	0	-40.2	(\$3,336.60)
3A	144		9.7	9.2	-0.5	(\$41.50)
3A	145		9.3	9.7	0.4	\$33.20
3A	146		5.4	4.4	-1	(\$83.00)
3A	151		9.9	8	-1.9	(\$157.70)
3A	157		8.6	7.1	-1.5	(\$124.50)
3A	163		5.6	4.6	-1	(\$83.00)
3A	166		10.1	9.1	-1	(\$83.00)
3B	001		18.4	0	-18.4	(\$1,527.20)
3B	009		13.8	12.8	-1	(\$83.00)
3B	017		10.2	9.7	-0.5	(\$41.50)
3B	045		11.4	10.5	-0.9	(\$74.70)
3B	052		8.5	9	0.5	\$41.50
3B	053		10.6	9.7	-0.9	(\$74.70)
3B	058		6.9	5.9	-1	(\$83.00)
3B	072		9	8.1	-0.9	(\$74.70)
3B	075		8.2	7.2	-1	(\$83.00)
3B	076		7.6	6.7	-0.9	(\$74.70)
3B	077		9.7	8.6	-1.1	(\$91.30)
3B	078		6.6	5.9	-0.7	(\$58.10)
3B	084		9.4	8.6	-0.8	(\$66.40)
3B	098		4	7.2	3.2	\$265.60
3B	107		8.6	7.6	-1	(\$83.00)
3B	110		5.6	5.9	0.3	\$24.90
3B	115		6.6	5.9	-0.7	(\$58.10)
3B	116		3.4	2.9	-0.5	(\$41.50)
3B	118		2.8	2.4	-0.4	(\$33.20)
3B	133		11.7	10.8	-0.9	(\$74.70)
3B	137		10.2	9.3	-0.9	(\$74.70)
3B	149		6.2	5.1	-1.1	(\$91.30)
3B	153		10.4	9.9	-0.5	(\$41.50)
3B	157		8.1	7.1	-1	(\$83.00)
3B	158		8.9	8	-0.9	(\$74.70)
3B	160		4.9	0	-4.9	(\$406.70)
3B	163		9.5	8.5	-1	(\$83.00)
3B	164		6.6	7.5	0.9	\$74.70
3C	006		17.9	17	-0.9	(\$74.70)

07E03-030 Sewer Manhole Rehab 2011
Attachment No. 1

Manhole No.			MH Relining (Type 1)			Cost Diff (\$)
			MH Depth (L.F.)	MH Depth (L.F.)	MH Depth (L.F.)	
			Plan	Actual	Diff	
3C	014		8.9	8.9	0	\$0.00
3C	018		8.3	8.4	0.1	\$8.30
3C	020		11.4	10.6	-0.8	(\$66.40)
3C	022		14.9	14.2	-0.7	(\$58.10)
3C	025		17.9	17	-0.9	(\$74.70)
3C	030		19.3	18.8	-0.5	(\$41.50)
3C	044		7.7	6.9	-0.8	(\$66.40)
3C	046		9.1	8.4	-0.7	(\$58.10)
3C	051		6.2	5.5	-0.7	(\$58.10)
3C	069		8.3	6.6	-1.7	(\$141.10)
3C	072		8.7	7.7	-1	(\$83.00)
3C	073		9	7.9	-1.1	(\$91.30)
3C	074		8.5	7.3	-1.2	(\$99.60)
3C	077		10.7	10.1	-0.6	(\$49.80)
3C	078		9.1	8.1	-1	(\$83.00)
3C	079		6.9	6.2	-0.7	(\$58.10)
3C	080		9.6	8.7	-0.9	(\$74.70)
3C	081		9.9	9	-0.9	(\$74.70)
3C	083		7.8	7.1	-0.7	(\$58.10)
3C	084		7.6	6.5	-1.1	(\$91.30)
3C	085		9.4	8.4	-1	(\$83.00)
3C	086		8.5	7.5	-1	(\$83.00)
3C	087		7.1	6.2	-0.9	(\$74.70)
3C	088		8.8	7.8	-1	(\$83.00)
3C	089		10.5	9.8	-0.7	(\$58.10)
3C	090		10.4	9.1	-1.3	(\$107.90)
3C	091		6.9	5.7	-1.2	(\$99.60)
3C	093		11.3	10.3	-1	(\$83.00)
3C	094		7.7	6.8	-0.9	(\$74.70)
3C	096		7.4	6.4	-1	(\$83.00)
3C	101		7.6	6.8	-0.8	(\$66.40)
3C	107		10.1	9.1	-1	(\$83.00)
3C	108		10	9	-1	(\$83.00)
3C	111		6.9	5.9	-1	(\$83.00)
3C	112		9.5	8.6	-0.9	(\$74.70)
3C	113		7.1	6.5	-0.6	(\$49.80)
3C	115		8.5	7.6	-0.9	(\$74.70)

07E03-030 Sewer Manhole Rehab 2011
Attachment No. 1

Manhole No.			MH Relining (Type 1)			Cost Diff (\$)
			MH Depth (L.F.)	MH Depth (L.F.)	MH Depth (L.F.)	
			Plan	Actual	Diff	
3C	116		9.1	8.2	-0.9	(\$74.70)
3C	117		8	7.1	-0.9	(\$74.70)
3C	124		8.4	7.5	-0.9	(\$74.70)
3C	125		7.5	6.8	-0.7	(\$58.10)
3C	128		8	7.1	-0.9	(\$74.70)
3C	130		9.7	8.9	-0.8	(\$66.40)
3C	131		9.3	8.3	-1	(\$83.00)
3C	134		9.5	9	-0.5	(\$41.50)
3C	138		12.4	13.8	1.4	\$116.20
3C	143		11.9	11.1	-0.8	(\$66.40)
4A	043		10.9	10.1	-0.8	(\$66.40)
4B	036		10.7	0	-10.7	(\$888.10)
4B	129		8.2	7.9	-0.3	(\$24.90)
4B	130		9.4	8.5	-0.9	(\$74.70)
4B	131		12.7	11.6	-1.1	(\$91.30)
4B	140		8.3	7.8	-0.5	(\$41.50)
4B	141		5.2	4.8	-0.4	(\$33.20)
4C	021		6.3	0	-6.3	(\$522.90)
4C	024		6.8	7.5	0.7	\$58.10
4C	034		5.6	5	-0.6	(\$49.80)
5B	007		12	11.4	-0.6	(\$49.80)
5B	009		11.9	10.8	-1.1	(\$91.30)
5B	012		15.5	14.7	-0.8	(\$66.40)
5B	014		11.6	10.9	-0.7	(\$58.10)
5B	046		0	3.5	3.5	\$290.50
Totals			2345.7	2057.2	-288.5	\$ (23,945.50)

07E03-030 Sewer Manhole Rehab 2011
Attachment No. 2

Manhole No.	Manhole Repairs															
	Adjust. Ex R&L		Replace Ring and Cover		MH Pad		Repair Drop		Reset MH R&L		Replace Adj Ring		Adj MH Type II		Rehab MH	
	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual
1A 003			X	1												
1A 003 A			X	1												
1A 004			X	1												
1A 005			X	1												
1A 006			X	1												
1A 038			X	1												
1A 044			X	1												
1A 047			X	1	X	1										
1A 053			X	1	X	1										
1A 055			X	1	X	1										
1A 057			X	1	X	0										
1A 058			X	1	X	1										
1A 061			X	1	X	1										
1A 062			X	1	X	1										
1A 081			X	1	X	1										
1A 087	X	1	X													
1A 096			X	1												
1A 098			X	1	X	1										
1A 100			X	1	X	1										
1A 101			X	1												
1A 103			X	1	X	1										
1B 001							X	0								
1B 006							X	0								
1B 032			X	1												
1B 044			X	0												
1B 081			X	1	X	1				X	1					
1B 083																
1B 085									X	0						

07E03-030 Sewer Manhole Rehab 2011
Attachment No. 2

Manhole No.	Manhole Repairs																	
	Adjust. Ex R&L		Replace Ring and Cover		MH Pad		Repair Drop		Reset MH R&L		Replace Adj Ring		Adj MH Type II		Rehab MH Plan			
	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual		
1B 093			X	1														
1B 098			X	1														
1B 099			X	1														
2A 1C 2			X	1												X		
2A 1C 3			X	0												X		
2A 1C 4			X	1												X		
2A 39	X	1	X	1														
2B 003		1	X	1														
2B 003 A	X		X	1														
2B 009			X	1														
2B 011			X	0														
2B 021			X	1														
2B 060				1					X	0								
2B 082			X	1							X	1						
2B 084	X	1	X	1														
2B 085			X	1														
2B 087			X	1							X	1						
2B 092			X	1									X	1				
2B 093			X	0									X	1				
2B 096			X	1														
2B 097			X	1														
2B 97			X	1														
2B 098	X	1	X	1														
2B 109	X	1	X	1														
2B 119	X	1	X	1														
2B 122			X	1							X	1						
2B 123	X	1	X	1														
2B 124	X	1	X	1														

07E03-030 Sewer Manhole Rehab 2011
Attachment No. 2

Manhole No.	Manhole Repairs																	
	Adjust. Ex R&L		Replace Ring and Cover		Replace Ring and Cover		MH Pad		Repair Drop		Reset MH R&L		Replace Adj Ring		Adj MH Type II		Rehab MH Plan	
	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual
2B 126			X	1														
2B 132	X	1	X	1	X	1						X	1					
2B 135			X															
2B 135 A			X	1														
2B 136	X	1	X	1	X	1												
2B 137 A	X	1	X	1	X	1												
2B 137			X	1	X	1												
2B 139			X	1	X	1						X	1					
2B 140			X	1	X	1						X	1					
2B 145	X	1	X	1														
2B 149			X	1														
2B 150	X	1	X	1														
2B 156	X	1	X	1	X	1												
2B 157			X	1														
2B 160			X	1														
2B 162			X	1														
2B 171	X	1																
2B 174			X	1														
2B 176			X	1														
2B 177	X	1	X	1	X	1												
2B 199	X	1	X	1	X	1												
2B 201			X	1	X	1												
2B 202				1							X	0						
2B 204			X	1														
2B 207			X	1														
2B 210			X	1	X	1												
2B 211			X	1	X	1												
2C 007			X	0	X	0												

07E03-030 Sewer Manhole Rehab 2011
Attachment No. 2

Manhole No.	Manhole Repairs																
	Adjust. Ex R&L		Replace Ring and Cover		Replace Ring and Cover		MH Pad		Repair Drop		Reset MH R&L		Replace Adj Ring		Adj MH Type II		Rehab Plan
	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	
2C 008			X	0			X	0					X	0			
2C 011			X	1			X	1					X	1			
2C 027	X	0	X	1			X	1									
2C 034			X	0			X	0									
2C 045			X	1													
2C 047			X	1													
2C 065			X	1			X	1									
3A 003	A																1
3A 004			X	1													1
3A 004	A		X	1													1
3A 012	B																
3A 019																	
3A 020		1															
3A 021								1									
3A 022																	
3A 023																	
3A 036			X	1			X	1									
3A 043			X	1				1									
3A 044			X	1													
3A 059			X	1			X	1									
3A 066								1									
3A 076			X	1			X	1									
3A 088		1															
3A 102			X	1			X	1									
3A 164			X	1													
3B 015							X	1			X	1					
3B 019		1									X	0					
3B 027											X	0					

07E03-030 Sewer Manhole Rehab 2011
Attachment No. 2

Manhole No.	Manhole Repairs															
	Adjust. Ex R&L		Replace Ring and Cover		MH Pad		Repair Drop		Reset MH R&L		Replace Adj Ring		Adj MH Type II		Rehab MH Plan	
	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual
3B 028					X	1			X	1						
3B 075				1		1										
3B 090			X	1												
3B 093			X	1												
3B 105			X	1												
3B 154			X	1		1										
3B 161			X	1		1										
3B 162			X	1												
3C 007			X	1	X	1										
3C 048			X	1												
3C 054			X	1												
3C 090				1		1										
3C 093 A		1		1												
3C 102		1														
3C 102 A				1					X	0						
4A 033			X	1												
4A 034			X	1												
4A 035			X	1												
4A 050			X	1												
4B 042	X	1														
4B 072 B	X	0														
4B 072 C									X	1						
4B 081	X	0														
4B 104	X	0														
4B 109	X	1														
4B 122			X	1												
4B 131 C									X	1						
4B 133			X	1												

Cost Estimate
Additional MH Work
Attachment No 3

Completed up to 9-14-12

Manhole No.	Manhole Relining		Manhole Repairs					Cost	Comments
	Type I Lining	MH Depth (Plan)(L.F.)	Adjust. Ring	Replace Ring and Lid	Repair Drop	MH Pad	Reset Ring & Lid		
Basin No.		\$ 83.00	\$ 295.00	\$ 560.00	\$ 4,000.00	\$ 215.00	\$ 200.00	\$ 275.00	
3C 093A	1	10.8							896.40 Recently Found by City
3C 29	1	19.5		1					2,178.50 Previously Sprayed, Reshape Flowline
2B 110			1	1					855.00 Raise & Replace R&L
2B 95			1	1					855.00 6" below grade
3C 90									- Replace R & L
4B 104	1	11							913.00 Removed from Raise R&L, Needs Re-lined
4A 38				1		1			775.00 MH is in Asphalt Road
5B 1		8.5		1				1	1,540.50 Top Adj. Ring has hole through it
3C 108			1	1					855.00 Below Grade in Alley
3C 22				1					560.00 Broken Ring-Above Grade
4B 133									- Replace R & L
3B 157				1					560.00 Replace R & L
1B 48				1					560.00 Replace R & L
3B 75									- Raise & Replace R&L
1B 89			1	1		1			1,070.00 Raise & Replace R&L
2B 42			1	1		1			1,070.00 Raise & Replace R&L
5B 16			1	1		1			1,070.00 Raise & Replace R&L
5B 17			1	1		1			1,070.00 Raise & Replace R&L
5B 44			1	1		1			1,070.00 Raise & Replace R&L
5B 18			1	1		1			1,070.00 Raise & Replace R&L
3A 66	1	7							581.00 Raise & Replace R&L
4A 16				1					560.00
4A 17	1	10		1					1,390.00
2B 81			1			1			510.00
2B 83			1			1			510.00
5B 12					1				4,000.00
3A 19									
3A 20									
3A 21									
3A 22									
3A 23									
								\$ 24,519.40	Total on 9-14-12

INTEROFFICE MEMORANDUM

To: DARON HALL, TAMMY NAGEL
From: DEENA HALLACY
CC: JON GARRISON
Date: JULY 12, 2012
Subject: *AGENDA ITEM: EMERGENCY SOLUTIONS GRANT (aka: EMERGENCY SHELTER GRANT)*
JULY 24TH, 2012

The City of Pittsburg sponsors the Emergency Shelter Grant on behalf of SEKCAP, INC. The grant in the past has funded the day to day operations of the Shelter. The guidelines for the Emergency Shelter Grant have been modified and the funding is now called the Emergency Solutions Grant. The name change comes with additional service provisions. Currently the grant helps fund street outreach and emergency shelter. It will now include Homeless Prevention and Rapid Re-Housing. These additional provisions are designed to keep families in housing and out of shelter and will fund rental and utility subsidies above that amount already available in the City of Pittsburg through the Public Housing Agency.

Steve Lohr, Executive Director, of SEKCAP, Inc. will be present at the Commission meeting on July 24th to provide an update regarding the shelter operations and the future funding. Because there have been many changes to the grant, Mr. Lohr has asked to address the Commission to explain the application and the funding request to the State of Kansas.

Please place this item on the agenda for July 24th, 2012. We will need Commission review and approval for submittal of the grant application due July 29th, 2012.

KANSAS  **HOUSING**
RESOURCES CORPORATION

September 20, 2012

Deena Hallacy
Executive Director, PHA
City of Pittsburg
201 West 4th Street
Pittsburg, KS 66762

Kansas Housing Resources Corporation is pleased to announce your 2012 Emergency Shelter Grant award. These funds have been conditionally awarded. Please advise your sub-recipient, Southeast Kansas Community Action Program, of this award.

Street Outreach	\$17,000.00
Emergency Shelter	\$70,000.00
Homeless Prevention	\$0.00
Rapid Re-housing	\$60,000.00
HMIS	\$5,000.00
Administration	\$4,156.00
Total Award	\$156,156.00

Please obtain the signature of the Authorized Grantee Official and return the original copy of the attached Notification of Grant Award to me no later than October 5, 2012. If you have questions or need more information, please feel free to contact me.

Cordially,



James Chiselom
Program Manager, Emergency Shelter Grant
Kansas Housing Resources Corporation
611 S. Kansas Ave. Suite 300
(785) 296-7236

Grant Award Conditions
Kansas Emergency Solutions Grant Program

1. The Local Government must match the amount of the State's grant dollar-for-dollar, except for the "Local Government Administration" allocation. Matching funds must be provided *after* the date of the grant award to the grantee. If a hardship would occur in meeting the match, exemptions may be requested in writing.
2. The terms of the State's grant award, the required local match, and the Local Government's expenditure of grant funds are subject to Federal "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments," 24 CFR Part 85.
3. All ESG grantees must have signed the "Certification of Local Approval for Nonprofit Organizations" and the, "Local Unit of Government Emergency Solutions Grant Program FY2012 Certifications" contained in the Kansas Emergency Solutions Grant Application before any funds will be distributed.
4. The Local Government's requests for grant funds shall only be for reimbursement of activities, as specifically agreed to in the "Notification of Grant Award" and "Budget Itemization". Any request for changes must be submitted to the Kansas Housing Resources Corporation (Corporation) in writing.
5. When salaries are included in the State's grant award, concurrent with the first reimbursement of salaries, the local Government shall submit the name, title, beginning date, and qualifications of the employee(s).
6. The State will de-obligate and recapture from the Local Government, any unexpended grant funds after the ending date of grant award, unless an extension is agreed to for completion of activities specified in the "Notification of Grant Award" and "Budget Itemization."
7. The Local Government, and nonprofit organizations to which it distributes Emergency Solutions Grant funds, shall maintain program and fiscal records, and retain such records for a minimum of four years after completion of the State's Final Report to the U.S. Department of Housing and Urban Development or until completion of a State Audit Report.
8. Authorized representatives of the Corporation, the Division of Legislative Post Audit, the Secretary of HUD, the Inspector General of the United States, or the U.S. General Accounting Office shall have access to all books, accounts, reports, files, papers, things, or property belonging to, or in use by, the Grantee pertaining to the administration of these funds and the receipt of assistance under the ESG Program as may be necessary to make audits, examinations, excerpts, and transcripts.

Any contract or agreement entered into by the Grantee shall contain language comparable

to this section so as to assure access by authorized parties to the pertinent records of any subgrantee, contractor, or subcontractor.

9. The Local Government shall submit the Progress and Final Performance Report to the State, as required by the U.S. Department of Housing and Urban Development. The Local Government shall submit any other reports, containing such information, and at such times as may be required by the Kansas Housing Resources Corporation.
10. The Local Government and nonprofit organizations funded under this grant award, shall acknowledge support of the Kansas Housing Resources Corporation in all public relations materials describing local Emergency Solutions Grant activities.
11. Special Conditions: The specific provisions found in “Contractual Provisions Attachment” (Form DA-146a), attached hereto to be executed by parties to this agreement, and are hereby incorporated into this agreement and made a part hereof.

Signature

Date

Title

CONTRACTUAL PROVISIONS ATTACHMENT

Important: This form contains mandatory contract provisions and must be attached to or incorporated in all copies of any contractual agreement. If it is attached to the vendor/contractor's standard contract form, then that form must be altered to contain the following provision:

"The Provisions found in Contractual Provisions Attachment (Form DA-146a, Rev. 1-01), which is attached hereto, are hereby incorporated in this contract and made a part thereof."

The parties agree that the following provisions are hereby incorporated into the contract to which it is attached and made a part thereof, said contract being the 1st day of September 2012.

- Terms Herein Controlling Provisions:** It is expressly agreed that the terms of each and every provision in this attachment shall prevail and control over the terms of any other conflicting provision in any other document relating to and a part of the contract in which this attachment is incorporated.
- Agreement With Kansas Law:** All contractual agreements shall be subject to, governed by, and construed according to the laws of the State of Kansas.
- Termination Due To Lack Of Funding Appropriation:** If, in the judgment of the Director of Accounts and Reports, Department of Administration, sufficient funds are not appropriated to continue the function performed in this agreement and for the payment of the charges hereunder, State may terminate this agreement at the end of its current fiscal year. State agrees to give written notice of termination to contractor at least 30 days prior to the end of its current fiscal year, and shall give such notice for a greater period prior to the end of such fiscal year as may be provided in this contract, except that such notice shall not be required prior to 90 days before the end of such fiscal year. Contractor shall have the right, at the end of such fiscal year, to take possession of any equipment provided State under the contract. State will pay to the contractor all regular contractual payments incurred through the end of such fiscal year, plus contractual charges incidental to the return of any such equipment. Upon termination of the agreement by State, title to any such equipment shall revert to contractor at the end of State's current fiscal year. The termination of the contract pursuant to this paragraph shall not cause any penalty to be charged to the agency or the contractor.
- Disclaimer Of Liability:** Neither the State of Kansas nor any agency thereof shall hold harmless or indemnify any contractor beyond that liability incurred under the Kansas Tort Claims Act (K.S.A. 75-6101 et seq.).
- Anti-Discrimination Clause:** The contractor agrees: (a) to comply with the Kansas Act Against Discrimination (K.S.A. 44-1001 et seq.) and the Kansas Age Discrimination in Employment Act (K.S.A. 44-1111 et seq.) and the applicable provisions of the Americans With Disabilities Act (42 U.S.C. 12101 et seq.) (ADA) and to not discriminate against any person because of race, religion, color, sex, disability, national origin or ancestry, or age in the admission or access to, or treatment or employment in, its programs or activities; (b) to include in all solicitations or advertisements for employees, the phrase "equal opportunity employer"; (c) to comply with the reporting requirements set out at K.S.A. 44-1031 and K.S.A. 44-1116; (d) to include those provisions in every subcontract or purchase order so that they are binding upon such subcontractor or vendor; (e) that a failure to comply with the reporting requirements of (c) above or if the contractor is found guilty of any violation of such acts by the Kansas Human Rights Commission, such violation shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration; (f) if it is determined that the contractor has violated applicable provisions of ADA, such violation shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration.
Parties to this contract understand that the provisions of this paragraph number 5 (with the exception of those provisions relating to the ADA) are not applicable to a contractor who employs fewer than four employees during the term of such contract or whose contracts with the contracting state agency cumulatively total \$5,000 or less during the fiscal year of such agency.
- Acceptance Of Contract:** This contract shall not be considered accepted, approved or otherwise effective until the statutorily required approvals and certifications have been given.
- Arbitration, Damages, Warranties:** Notwithstanding any language to the contrary, no interpretation shall be allowed to find the State or any agency thereof has agreed to binding arbitration, or the payment of damages or penalties upon the occurrence of a contingency. Further, the State of Kansas shall not agree to pay attorney fees and late payment charges beyond those available under the Kansas Prompt Payment Act (K.S.A. 75-6403), and no provision will be given effect which attempts to exclude, modify, disclaim or otherwise attempt to limit implied warranties of merchantability and fitness for a particular purpose.
- Representative's Authority To Contract:** By signing this contract, the representative of the contractor thereby represents that such person is duly authorized by the contractor to execute this contract on behalf of the contractor and that the contractor agrees to be bound by the provisions thereof.
- Responsibility For Taxes:** The State of Kansas shall not be responsible for, nor indemnify a contractor for, any federal, state or local taxes which may be imposed or levied upon the subject matter of this contract.
- Insurance:** The State of Kansas shall not be required to purchase, any insurance against loss or damage to any personal property to which this contract relates, nor shall this contract require the State to establish a "self-insurance" fund to protect against any such loss of damage. Subject to the provisions of the Kansas Tort Claims Act (K.S.A. 75-6101 et seq.), the vendor or lessor shall bear the risk of any loss or damage to any personal property in which vendor or lessor holds title.
- Information:** No provision of this contract shall be construed as limiting the Legislative Division of Post Audit from having access to information pursuant to K.S.A. 46-1101 et seq.
- The Eleventh Amendment:** "The Eleventh Amendment is an inherent and incumbent protection with the State of Kansas and need not be reserved, but prudence requires the State to reiterate that nothing related to this contract shall be deemed a waiver of the Eleventh Amendment."

BUDGET ITEMIZATION
 KANSAS EMERGENCY SOLUTIONS GRANT PROGRAM
 KANSAS HOUSING RESOURCES CORPORATION

Grantee's Name	Grantee's Address

APPROVED ESG EXPENSES

FOR

Name of Agency or Service Provider

STATE ESG FUNDS (See ESG Eligible Amount Activities.)

Street Outreach *(List standard sub items with planned expenses.)*

Emergency Shelter *(List standard sub items with planned expenses.)*

Homeless Prevention *(List standard sub items with planned expenses.)*

Rapid Re-Housing *(List standard sub items with planned expenses.)*

HMIS *(List standard sub items with planned expenses.)*

TOTAL APPROVED ESG EXPENSES

BUDGET ITEMIZATION
PAGE 2

LOCAL MATCHING FUNDS

AMOUNT

Donated Materials or Buildings

Value of Lease

Staff Salaries

Volunteer Time

Other Non-ESG Sources

TOTAL MATCHING FUNDS
(Must equal Total Approved ESG Expenses.)

I, the undersigned, approve this Budget Itemization.

Financial Officer of Local Government Responsible for ESG Account

Signature

Date

Name

Title

() ()
Area Code Telephone # Area Code Fax #

Interoffice Memorandum

TO: DARON HALL
City Manager

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

DATE: October 2, 2012

SUBJECT: Agenda Item – October 9, 2012
Disposition of Bids
5800 GVWR Cab and Chassis w/12 CY Dump Bed and 14 CY Ends
AND 3/4-Ton Super Cab 4 x 4 Truck

Bids were received on Tuesday, October 2, 2012 for the purchase of one (1) 5800 GVWR Cab and Chassis w/12 CY Dump Bed and 14 CY Ends and one (1) 3/4-Ton Super Cab 4 x 4 Truck (see attached bid tab sheets). The apparent low bidder for the dump truck was Joplin Freightliner, of Joplin, Missouri, with a bid of \$100,877 and the apparent low bidder for the 3/4-Ton Truck was Vance Ford, of Miami, Oklahoma, with a bid of \$26,125.

These two vehicles will be funded through the Water Maintenance Budget with funds totaling \$132,000. The total for these two vehicles is \$127,002. City staff is recommending that the bids be awarded to Joplin Freightliner and Vance Ford as stipulated above.

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, October 9, 2012. Action necessary will be for the Governing Body to award the bid to the low bidders as stipulated above.

Attachment: Bid Tab Sheets

cc: Tammy Nagel, City Clerk
John Brooks, Operations Superintendent
Bid File
Memo File



The City of Pittsburg, Kansas
Recapitulation of Bids
One (1) 5800 GVWR Cab and Chassis
w/12 CY Dump Bed and 14 CY Ends

Tuesday, October 2, 2012
2:00 p.m.

Name & Address of Bidder	Total
Midway Ford Western Star Truck Center 7601 NE 38 th Street Kansas City, Missouri 64161	\$109,575.00
Peterbilt of Joplin 4044 Coyote Drive Joplin, Missouri 64804	\$121,500.00
Joplin Freightliner 3201 East 32 nd Street Joplin, Missouri 64804	Bid #1 - \$100,877.00 (Crown Beds) Bid #2 - \$108,485.00 (Truck Parts & Equipment) Bid #3 - \$109,064.00 (Kansas Truck Equipment) Bid #4 - \$107,833.00 (Viking-Cives Midwest, Inc.) Bid #5 - \$103,925.00 (Bus Andrews Equipment)



The City of Pittsburg, Kansas
Recapitulation of Bids
One (1) New 3/4-Ton
Super Cab 4 x 4 Truck
Tuesday, October 2, 2012
2:00 p.m.

Name & Address of Bidder	Total	Addendum No. 1 Acknowledged
Shawnee Mission Ford 11501 Shawnee Mission Parkway Shawnee, Kansas 66203	\$29,553.00	Yes
Joplin Freightliner/Westfall GMC 3201 East 32 nd Street Joplin, Missouri 64804	\$28,794.00 (GMC Sierra SLE Package) \$25,956.00 (GMC Sierra Work Truck Package)	Yes
Mike Carpino Ford P.O. Box 48 Columbus, Kansas 66725	\$26,084.00 (Ford XL) \$29,756.00 (Ford XLT)	Yes
Molle Automotive 1015 N. Hwy. Frontenac, Kansas 66763	\$27,806.00	Yes
Pittsburg Ford 1097 S. Hwy. 69 Pittsburg, Kansas 66762	\$29,407.00 (Ford XLT) \$25,840.00 (Ford XL)	Yes

Name & Address of Bidder	Total	Addendum No. 1 Acknowledged
Vance Ford Lincoln 501 N. Main Street Miami, Oklahoma 74354	\$26,125.00	Yes

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
2519	EAGLE BEVERAGE CO INC	R	9/19/2012			169298		55.80
1616	CITY OF PITTSBURG	R	9/21/2012			169305		4.74
4263	COX COMMUNICATIONS	R	9/21/2012			169306		1,653.83
5457	HOLIDAY INN EXPRESS	R	9/21/2012			169309		160.16
1	HUDSON, JESSE	R	9/21/2012			169310		500.00
1	KIRKSEY, ROBIN	R	9/21/2012			169311		350.00
5589	VERIZON WIRELESS	R	9/21/2012			169312		131.78
1108	WESTAR ENERGY	R	9/21/2012			169313		54.48
2519	EAGLE BEVERAGE CO INC	R	9/25/2012			169314		107.50
1	BLANCETT, MONA	R	9/28/2012			169338		45.00
1	BODY INTUITION MASSAGE	R	9/28/2012			169339		70.00
1	COLLINS, JUDITH	R	9/28/2012			169340		185.00
1	HUTCHINSON, DIANE	R	9/28/2012			169341		100.00
0380	KANSAS DEPARTMENT OF REVENUE	R	9/28/2012			169342		50.00
6817	LYNN JENKINS OFFICE SUPPLY ACC	R	9/28/2012			169343		104.50
6318	NORMON MILLER	R	9/28/2012			169344		300.00
1	PAWP BRIDAL FAIR	R	9/28/2012			169345		150.00
0187	PITTSBURG ROTARY CLUB	R	9/28/2012			169346		392.00
0188	SECRETARY OF STATE	R	9/28/2012			169347		123.75
6957	US BANK	R	9/28/2012			169348		102.67
2350	WCA WASTE SYSTEMS INC	R	9/28/2012			169349		1,440.01
1108	WESTAR ENERGY	R	9/28/2012			169350		36.12

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
6154	4 STATE MAINTENANCE SUPPLY INC	R	10/02/2012			169368		244.63
2004	AIRE MASTER	R	10/02/2012			169369		15.45
6192	KATHLEEN CERNE	R	10/02/2012			169370		600.00
1	CORBY'S HANDYMAN SERVICES	R	10/02/2012			169371		30.00
0021	CUES	R	10/02/2012			169372		49.41
6941	FORTILINE WATERWORKS	R	10/02/2012			169373		15,537.75
6422	GARAGE DOOR BROKERS INC	R	10/02/2012			169374		600.00
6643	KEVINS CUSTOM CABINETS	R	10/02/2012			169375		480.00
6955	KYLE SAYRE	R	10/02/2012			169376		2,150.00
1571	LOY, SMITH & SAGEHORN LLC	R	10/02/2012			169377		12.50
6308	PITTSBURG TITLE LLC	R	10/02/2012			169378		4,400.00
6806	RED MUNICIPAL & INDUSTRIAL EQU	R	10/02/2012			169379		675.25
6377	SOUTHEAST KANSAS RECYCLING CEN	R	10/02/2012			169380		340.00
6602	VICTOR STANLEY INC	R	10/02/2012			169381		1,331.00
2350	WCA WASTE SYSTEMS INC	R	10/02/2012			169382		64.38
6832	WICHITA STATE UNIVERSITY	R	10/02/2012			169383		199.00
0011	AMERICAN ELECTRIC INC	E	9/26/2012			999999		1,054.31
0026	STANDARD INSURANCE COMPANY	D	10/01/2012			999999		1,251.93
0046	ETTINGERS OFFICE SUPPLY	E	9/26/2012			999999		1,574.76
0054	JOPLIN SUPPLY COMPANY	E	9/26/2012			999999		68.40
0055	JOHN'S SPORT CENTER	E	9/26/2012			999999		828.94
0056	JOPLIN GLOBE	E	9/26/2012			999999		382.27

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0063	LOCKE WHOLESALE SUPPLY	E	9/26/2012			999999		803.75
0073	K P & P INC	E	9/26/2012			999999		130.00
0078	SUPERIOR LINEN SERVICE	E	9/26/2012			999999		67.72
0083	WATER PRODUCTS INC	E	9/26/2012			999999		249.40
0084	INTERSTATE EXTERMINATOR, INC.	E	9/26/2012			999999		462.00
0087	FORMS ONE	E	9/26/2012			999999		27.50
0088	D & H LEASING INC	E	9/26/2012			999999		107.96
0094	M&I BANK	D	9/25/2012			999999		140.00
0101	BUG-A-WAY INC	E	9/26/2012			999999		330.00
0105	PITTSBURG AUTOMOTIVE INC	E	9/26/2012			999999		984.34
0112	MARRONES INC	E	9/26/2012			999999		577.20
0117	THE MORNING SUN	E	9/26/2012			999999		1,766.50
0128	VIA CHRISTI HOSPITAL	E	9/26/2012			999999		870.00
0145	BROADWAY LUMBER COMPANY, INC.	E	9/26/2012			999999		224.57
0154	BLUE CROSS & BLUE SHIELD	D	9/21/2012			999999		21,226.65
0154	BLUE CROSS & BLUE SHIELD	D	9/28/2012			999999		26,231.45
0163	O'REILLY AUTOMOTIVE INC	E	9/26/2012			999999		109.61
0191	XEROX CORP	E	9/26/2012			999999		348.48
0199	KIRKLAND WELDING SUPPLIES	E	9/26/2012			999999		52.82
0200	SHERWIN WILLIAMS COMPANY	E	9/26/2012			999999		18.60
0207	PEPSI-COLA BOTTLING CO OF PITT	E	9/26/2012			999999		1,342.30
0224	KDOR	D	9/24/2012			999999		317.44

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0276	JOE SMITH COMPANY, INC.	E	9/26/2012			999999		373.41
0282	VIA CHRISTI HOSPITAL	E	9/26/2012			999999		69.50
0292	UNIFIRST CORPORATION	E	9/26/2012			999999		51.51
0306	CASTAGNO OIL CO INC	E	9/26/2012			999999		415.78
0321	KP&F	D	9/28/2012			999999		347.20
0328	KANSAS ONE-CALL SYSTEM INC	E	9/26/2012			999999		463.40
0329	O'MALLEY IMPLEMENT CO INC	E	9/26/2012			999999		338.90
0335	CUSTOM AWARDS PLUS INC	E	9/26/2012			999999		60.00
0337	CROSS-MIDWEST TIRE	E	9/26/2012			999999		109.25
0339	GENERAL MACHINERY	E	9/26/2012			999999		1,946.29
0345	VICTOR L PHILLIPS CO	E	9/26/2012			999999		546.27
0363	FISHER SCIENTIFIC	E	9/26/2012			999999		423.26
0364	CRAWFORD COUNTY SHERIFF	E	9/26/2012			999999		2,124.00
0375	CONVENIENT WATER COMPANY	E	9/26/2012			999999		10.00
0420	CONTINENTAL RESEARCH CORP	E	9/26/2012			999999		202.53
0444	ROBERT BRENT LINDER	E	9/26/2012			999999		150.00
0455	LARRY BARRETT BODY * FRAME * T	E	9/26/2012			999999		384.60
0516	AMERICAN CONCRETE CO INC	E	9/26/2012			999999		182.00
0530	THYSSENKRUPP CORPORATION	E	9/26/2012			999999		776.83
0571	WILBERT MFG. & SUPPLY	E	9/26/2012			999999		123.50
0597	MIDWEST MINERALS INC	E	9/26/2012			999999		366.76
0607	QUALITY FLOOR COVERING	E	9/26/2012			999999		35.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0661	SAFETY-KLEEN SYSTEMS INC	E	9/26/2012			999999		137.70
0700	NAMES AND NUMBERS	E	9/26/2012			999999		752.56
0704	NEPTUNE RADIATOR AND AUTO	E	9/26/2012			999999		102.60
0746	CDL ELECTRIC COMPANY INC	E	9/26/2012			999999		300.00
0753	CRAWFORD COUNTY MENTAL HEALTH	E	9/26/2012			999999		12,874.32
0806	JOHN L CUSSIMANIO	E	9/24/2012			999999		232.00
0815	WILBERT & TOWNER	E	9/26/2012			999999		130.00
0968	LEE ENTERPRISES	E	9/26/2012			999999		475.50
1013	SAFETY FIRST SUPPLY CO., LLC	E	9/26/2012			999999		210.46
1030	FREDDY VAN'S INC	E	9/26/2012			999999		61,108.00
1050	KPERS	D	9/28/2012			999999		908.40
1075	COASTAL ENERGY CORP	E	9/26/2012			999999		14,455.60
1150	INDUSTRIAL SALES CO INC	E	9/26/2012			999999		68.10
1256	ANDERSON ENGINEERING INC	E	9/26/2012			999999		82.20
1478	KANSASLAND TIRE OF PITTSBURG	E	9/26/2012			999999		436.08
1490	ESTHERMAE TALENT	E	9/26/2012			999999		50.00
1792	B&L WATERWORKS SUPPLY INC	E	9/26/2012			999999		801.58
1923	AUTOZONE	E	9/26/2012			999999		12.99
2005	GALLS INCORPORATED	E	9/26/2012			999999		282.49
2025	SOUTHERN UNIFORM & EQUIPMENT L	E	9/26/2012			999999		446.73
2035	O'BRIEN ROCK CO., INC.	E	9/26/2012			999999		5,898.56
2126	BUILDING CONTROLS & SERVICE IN	E	9/26/2012			999999		1,281.91

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
2137	VAN WALL GROUP	E	9/26/2012			999999		252.91
2186	PRODUCERS COOPERATIVE ASSOCIAT	E	9/26/2012			999999		29,269.58
2433	THE MORNING SUN	E	9/26/2012			999999		1,558.32
2825	KANSAS DEPT OF ADMINISTRATION	E	9/26/2012			999999		621.46
2960	PACE ANALYTICAL SERVICES INC	E	9/26/2012			999999		1,453.00
3079	COMMERCE BANK	D	9/25/2012			999999		15,131.21
3142	COMMUNITY MENTAL HEALTH CENTER	E	9/26/2012			999999		300.00
3192	MUNICIPAL CODE CORP	E	9/26/2012			999999		532.40
3248	AIRGAS USA LLC	E	9/26/2012			999999		3,348.45
3261	PITTSBURG AUTO GLASS	E	9/26/2012			999999		2,445.00
3463	CONTROLS & ELECTRIC MOTOR	E	9/26/2012			999999		449.12
3697	LR ENTERPRISES LLC	E	9/26/2012			999999		840.00
3802	BRENNTAG MID-SOUTH INC	E	9/26/2012			999999		4,312.50
3971	FASTENAL COMPANY	E	9/26/2012			999999		3.23
3972	WASHINGTON ELECTRONICS INC	E	9/26/2012			999999		599.50
4133	T.H. ROGERS HOMECENTER	E	9/26/2012			999999		200.75
4183	BARBIZON LIGHT OF THE ROCKIES	E	9/26/2012			999999		91.01
4390	SPRINGFIELD JANITOR SUPPLY, IN	E	9/26/2012			999999		405.75
4452	RYAN INSURANCE	E	9/26/2012			999999		3,406.00
4489	WEIS FIRE & SAFETY EQUIP. CO.,	E	9/26/2012			999999		81.67
4501	JAMES D PATTERSON	E	9/26/2012			999999		160.00
4638	SOUND PRODUCTS	E	9/26/2012			999999		46.35

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
4766	ACCURATE ENVIRONMENTAL	E	9/26/2012			999999		934.00
5049	CRH COFFEE INC	E	9/26/2012			999999		37.90
5223	JOPLIN FIRE PROTECTION INC.	E	9/26/2012			999999		323.68
5275	US LIME COMPANY-ST CLAIR	E	9/26/2012			999999		15,329.53
5295	SPRINGFIELD BLUEPRINT	E	9/26/2012			999999		113.82
5590	HD SUPPLY WATERWORKS LTD	E	9/26/2012			999999		499.00
5725	RED THE UNIFORM TAILOR INC	E	9/26/2012			999999		707.35
5855	SHRED-IT USA INC	E	9/26/2012			999999		104.86
5904	TASC	D	10/01/2012			999999		7,922.56
6175	HENRY C MENGHINI	E	9/26/2012			999999		347.65
6203	SOUTHWEST PAPER CO INC	E	9/26/2012			999999		271.57
6230	THE MAZUREK LAW OFFICE LLC	E	9/26/2012			999999		82.50
6262	CLEAN THE UNIFORM COMPANY	E	9/26/2012			999999		362.72
6402	BEAN'S TOWING & AUTO BODY	E	9/26/2012			999999		555.00
6498	BLUEGLOBES LLC	E	9/26/2012			999999		186.80
6559	FOUR STATE DOORS LLC	E	9/26/2012			999999		1,511.07
6936	HAWKINS INC	E	9/26/2012			999999		598.11
6952	ADP INC	D	9/28/2012			999999		4,129.66

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	38	32,846.71	0.00	32,846.71
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	10	77,606.50	0.00	77,606.50
EFT:	102	194,054.93	38.77CR	194,016.16
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0 VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	

TOTAL ERRORS: 0

VENDOR SET: 99 BANK: 80144	TOTALS:	150	304,508.14	38.77CR	304,469.37
BANK: 80144	TOTALS:	150	304,508.14	38.77CR	304,469.37

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0011	AMERICAN ELECTRIC INC	E	10/01/2012			999999		816.75
0050	DEENA HALLACY	E	9/24/2012			999999		291.55
0074	RUSSELL BELDEN ELECTRIC COMPAN	E	9/24/2012			999999		65.22
0105	PITTSBURG AUTOMOTIVE INC	E	9/24/2012			999999		320.26
0105	PITTSBURG AUTOMOTIVE INC	E	10/01/2012			999999		432.31
0129	PROFESSIONAL ENGINEERING CONSU	E	10/01/2012			999999		52,150.10
0237	JON B. GARRISON	E	9/24/2012			999999		255.80
0266	JOHN S KUTZ	E	10/01/2012			999999		7,000.00
0272	BO'S 1 STOP INC	E	9/24/2012			999999		532.32
0339	GENERAL MACHINERY	E	10/01/2012			999999		499.65
0375	CONVENIENT WATER COMPANY	E	9/24/2012			999999		10.00
0420	CONTINENTAL RESEARCH CORP	E	10/01/2012			999999		58.58
0709	BATES SALES COMPANY INC	E	10/01/2012			999999		60.90
0806	JOHN L CUSSIMANIO	E	10/01/2012			999999		232.00
0866	AVFUEL CORPORATION	E	9/24/2012			999999		29,624.32
1452	CRETCHER HEARTLAND INC	E	9/24/2012			999999		2,500.00
1452	CRETCHER HEARTLAND INC	E	10/01/2012			999999		500.00
2223	PITNEY BOWES	E	9/24/2012			999999		894.00
3856	MATTHEW L HOISINGTON	E	9/24/2012			999999		825.00
4390	SPRINGFIELD JANITOR SUPPLY, IN	E	10/01/2012			999999		53.62
5034	KANSAS BUILDING SCIENCE INSTIT	E	10/01/2012			999999		390.00
5267	SOFTWARE HOUSE INTERNATIONAL,	E	10/01/2012			999999		22,073.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
5340	COMMERCE BANK TRUST	E	9/28/2012			999999		35,444.58
5609	RON WHITE	E	10/01/2012			999999		227.50
6067	BANC OF AMERICA PUBLIC CAPITAL	E	10/01/2012			999999		82,334.17
6130	T & K RENTALS LLC	E	10/01/2012			999999		100.00
6309	TAMMY FRYE	E	9/24/2012			999999		400.00
6508	JOHN H BAILEY	E	9/24/2012			999999		338.25
6805	WELLNESS INNOVATIONS & NURSING	E	9/24/2012			999999		656.24
6822	ELIZABETH BRADSHAW	E	10/01/2012			999999		306.00
6930	PRG PROTOTYPING	E	10/02/2012			999999		10,000.00
6958	CHELSEA N MONTGOMERY	E	10/01/2012			999999		50.00

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	0	0.00	0.00	0.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	32	249,442.12	0.00	249,442.12
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:	32	249,442.12	0.00	249,442.12
BANK: EFT	TOTALS:		32	249,442.12	0.00	249,442.12

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
6266	KENNETH JOSEPH BRADY	R	10/01/2012			169351		261.00
6585	CLASS HOMES 1 LLC	R	10/01/2012			169352		138.00
6168	K AND B RENTALS LLC	R	10/01/2012			169353		601.00
1601	GRAIG MOORE	R	10/01/2012			169354		490.00
6517	STACE MORRIS	R	10/01/2012			169355		870.00
1800	DAN RODABAUGH	R	10/01/2012			169356		251.00
6451	NAZAR SAMAN	R	10/01/2012			169357		764.00
3406	JON SCHWENKER	R	10/01/2012			169358		219.00
4636	WESTAR ENERGY, INC. (HAP)	R	10/01/2012			169359		712.00
0140	A&M RENTALS	E	9/24/2012			999999		400.00
0140	A&M RENTALS	E	10/02/2012			999999		1,303.00
0266	JOHN S KUTZ	E	10/02/2012			999999		732.00
0372	CONNER REALTY	E	10/02/2012			999999		898.00
0669	RANDY VILELA	E	10/02/2012			999999		550.00
0855	CHARLES HOSMAN	E	10/02/2012			999999		564.00
0969	SEK-CAP INC	E	10/02/2012			999999		150.00
1008	BENJAMIN M BEASLEY	E	10/02/2012			999999		503.00
1231	JOHN LOVELL	E	10/02/2012			999999		259.00
1609	PHILLIP H O'MALLEY	E	10/02/2012			999999		3,700.00
1638	VERNON W PEARSON	E	10/02/2012			999999		421.00
1688	DORA WARE	E	10/02/2012			999999		571.00
1961	DUSTIN D MAJOR	E	10/02/2012			999999		43.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1982	KENNETH STOTTS	E	10/02/2012			999999		3,989.00
1985	RICK A MOORE	E	10/02/2012			999999		747.00
2304	DENNIS HELMS	E	10/02/2012			999999		481.00
2339	CHRIS WINDSOR	E	10/02/2012			999999		154.00
2398	WILLIAM E SAMSON	E	10/02/2012			999999		530.00
2542	CHARLES YOST	E	9/24/2012			999999		975.00
2542	CHARLES YOST	E	10/02/2012			999999		1,584.00
2624	JAMES ZIMMERMAN	E	10/02/2012			999999		573.00
2718	KENNETH B DUTTON	E	10/02/2012			999999		284.00
2850	VENITA STOTTS	E	10/02/2012			999999		454.00
2913	KENNETH N STOTTS JR	E	10/02/2012			999999		447.00
3002	BARBARA MINGORI	E	10/02/2012			999999		369.00
3067	STEVE BITNER	E	10/02/2012			999999		3,510.00
3082	JOHN R JONES	E	10/02/2012			999999		235.00
3114	PATRICIA BURLESON	E	10/02/2012			999999		1,206.00
3142	COMMUNITY MENTAL HEALTH CENTER	E	10/02/2012			999999		432.00
3193	WILLIAM CROZIER	E	9/24/2012			999999		1,200.00
3193	WILLIAM CROZIER	E	10/02/2012			999999		3,921.00
3218	CHERYL L BROOKS	E	10/02/2012			999999		450.00
3252	LINDA S LLOYD	E	10/02/2012			999999		196.00
3272	DUNCAN HOUSING LLC	E	9/24/2012			999999		550.00
3272	DUNCAN HOUSING LLC	E	10/02/2012			999999		6,215.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
3273	RICHARD F THENIKL	E	10/02/2012			999999		1,154.00
3294	JOHN R SMITH	E	10/02/2012			999999		636.00
3593	REMINGTON SQUARE	E	10/02/2012			999999		6,941.00
3668	MID AMERICA PROPERTIES OF PITT	E	9/24/2012			999999		413.00
3668	MID AMERICA PROPERTIES OF PITT	E	10/02/2012			999999		2,011.00
3708	GILMORE BROTHERS RENTALS	E	10/02/2012			999999		68.00
3724	YVONNE L. ZORNES	E	10/02/2012			999999		315.00
3746	JAROLD BONBRAKE	E	10/02/2012			999999		318.00
3821	JAMES T BLANCHO	E	10/02/2012			999999		375.00
3978	TBSW HOLDINGS, LLC	E	10/02/2012			999999		218.00
4013	KNIGHTS OF COLUMBUS TOWERS	E	9/24/2012			999999		205.00
4054	MICHAEL A SMITH	E	10/02/2012			999999		344.00
4154	JOSEPH L. BOURNONVILLE	E	10/02/2012			999999		452.00
4177	MT RENTALS	E	10/02/2012			999999		497.00
4218	MEADOWLARK TOWNHOUSES	E	10/02/2012			999999		2,127.00
4492	PITTSBURG SENIORS	E	10/02/2012			999999		3,933.00
4546	C & M PROPERTIES LLC	E	10/02/2012			999999		65.00
4564	TERRY L SIMPSON	E	10/02/2012			999999		389.00
4752	S & N MANAGEMENT, LLC	E	10/02/2012			999999		479.00
4786	JENNIFER STANLEY	E	10/02/2012			999999		600.00
4828	LINDA G MARTINSON	E	10/02/2012			999999		154.00
4928	PITTSBURG STATE UNIVERSITY	E	10/02/2012			999999		983.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
5035	ZACK QUIER	E	10/02/2012			999999		244.00
5039	VANETA MATHIS	E	10/02/2012			999999		273.00
5393	CARLOS ANGELES	E	10/02/2012			999999		912.00
5534	SYCAMORE VILLAGE APARTMENTS	E	9/24/2012			999999		129.00
5549	DELBERT BAIR	E	10/02/2012			999999		266.00
5583	ROBERT L NANKIVELL SR	E	10/02/2012			999999		95.00
5653	PEGGY HUNT	E	10/02/2012			999999		234.00
5656	EARL HARTMAN	E	10/02/2012			999999		666.00
5658	DEANNA J HIGGINS	E	9/24/2012			999999		200.00
5658	DEANNA J HIGGINS	E	10/02/2012			999999		163.00
5660	HERBERT WARING	E	10/02/2012			999999		42.00
5676	BARBARA TODD	E	10/02/2012			999999		267.00
5806	GARY M WILKINSON	E	10/02/2012			999999		220.00
5817	JAMA ENTERPRISES LLP	E	10/02/2012			999999		253.00
5854	ANTHONY A SNYDER	E	10/02/2012			999999		267.00
5875	BRIAN WARE	E	10/02/2012			999999		900.00
5885	CHARLES T GRAVER	E	10/02/2012			999999		500.00
5896	HORIZON INVESTMENTS GROUP INC	E	10/02/2012			999999		157.00
5906	JOHN HINRICHS	E	10/02/2012			999999		186.00
5939	EDNA R TRENT	E	10/02/2012			999999		215.00
5957	PASTEUR PROPERTIES LLC	E	10/02/2012			999999		433.00
5961	LARRY VANBECELAERE	E	10/02/2012			999999		540.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
6002	SALLY THRELFALL	E	10/02/2012			999999		243.00
6032	TIM J. RIDGWAY	E	10/02/2012			999999		608.00
6073	REBECCA FOSTER	E	10/02/2012			999999		225.00
6090	RANDAL BENNEFELD	E	10/02/2012			999999		625.00
6108	TILDEN BURNS	E	10/02/2012			999999		266.00
6130	T & K RENTALS LLC	E	10/02/2012			999999		1,194.00
6150	JAMES L COX	E	10/02/2012			999999		266.00
6155	HOUSING AUTHORITY OF DEKALB CO	E	10/02/2012			999999		760.80
6161	MICHAEL J STOTTS	E	10/02/2012			999999		125.00
6172	ANDREW A WACHTER	E	10/02/2012			999999		714.00
6186	TROY ROSENSTIEL	E	10/02/2012			999999		514.00
6284	FRED TWEET	E	10/02/2012			999999		271.00
6294	RONALD E WUERDEMAN	E	10/02/2012			999999		407.00
6295	DAVID L PETERSON	E	10/02/2012			999999		852.00
6298	KEVAN L SCHUPBACH	E	9/24/2012			999999		525.00
6298	KEVAN L SCHUPBACH	E	10/02/2012			999999		5,422.00
6300	MARTY STAHL	E	10/02/2012			999999		223.00
6306	BALKANS DEVELOPMENT LLC	E	10/02/2012			999999		352.00
6317	RONALD L EMERSON	E	10/02/2012			999999		167.00
6322	R JAMES BISHOP	E	10/02/2012			999999		295.00
6380	WAYNE E THOMPSON	E	10/02/2012			999999		520.00
6391	DOWNTOWN PITTSBURG HOUSING PAR	E	9/24/2012			999999		1,275.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
6391	DOWNTOWN PITTSBURG HOUSING PAR	E	10/02/2012			999999		3,824.00
6441	HEATHER D MASON	E	10/02/2012			999999		267.00
6442	MELISSA BERMAN	E	10/02/2012			999999		525.00
6443	MEDICALODGES INC	E	10/02/2012			999999		162.00
6446	HUTCHINS RENTAL TRUST ACCOUNT	E	10/02/2012			999999		165.00
6507	MARTHA E MOORE	E	10/02/2012			999999		274.00
6603	BRENT COULTER	E	10/02/2012			999999		301.00
6628	SEAN HALL	E	10/02/2012			999999		308.00
6633	CHRISTINA OBERLE	E	10/02/2012			999999		82.00
6647	MICHAEL A SMITH	E	10/02/2012			999999		274.00
6657	OZARKS AREA COMMUNITY ACTION C	E	10/02/2012			999999		455.10
6673	JUDIITH A COLLINS	E	10/02/2012			999999		20.00
6708	CHARLES MERTZ	E	10/02/2012			999999		437.00
6726	JEPSON HOLDINGS LLC	E	10/02/2012			999999		71.00
6753	REBECCA SPONSEL	E	10/02/2012			999999		550.00
6763	BRETT A WARY	E	10/02/2012			999999		402.00
6769	DAVID SIMPSON (408)	E	10/02/2012			999999		581.00
6799	KEVIN KITTERMAN	E	10/02/2012			999999		304.00
6803	MIKE GARRETT RENTALS LLC	E	10/02/2012			999999		309.00
6868	DAVID SIMPSON (308)	E	10/02/2012			999999		445.00
6886	DELBERT BAIR	E	10/02/2012			999999		144.00
6905	JENNIFER M TRISLER	E	10/02/2012			999999		348.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
6908	BRANDON DEMO	E	10/02/2012			999999		496.00
6915	STILWELL HERITAGE & EDUCATIONA	E	9/24/2012			999999		200.00
6916	STILWELL HERITAGE & EDUCATIONA	E	10/02/2012			999999		5,518.00
6917	MICHAEL D MCLANE	E	10/02/2012			999999		525.00
6945	JAMES M KUKOVICH	E	10/02/2012			999999		570.00

* * T O T A L S * *		NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:		9	4,306.00	0.00	4,306.00
HAND CHECKS:		0	0.00	0.00	0.00
DRAFTS:		0	0.00	0.00	0.00
EFT:	128		101,841.90	0.00	101,841.90
NON CHECKS:		0	0.00	0.00	0.00
VOID CHECKS:		0	VOID DEBITS 0.00		
			VOID CREDITS 0.00	0.00	
TOTAL ERRORS:	0				
VENDOR SET: 99 BANK: HAP TOTALS:	137		106,147.90	0.00	106,147.90
BANK: HAP TOTALS:	137		106,147.90	0.00	106,147.90

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0224	KDOR	D	9/28/2012			000000		13,766.96
0321	KP&F	D	9/28/2012			000000		34,099.06
0728	ICMA	D	9/28/2012			000000		1,486.23
1050	KPERS	D	9/28/2012			000000		29,215.23
3147	INTERNAL REVENUE SERVICE	D	9/28/2012			000000		67,306.74
6415	ING FINANCIAL ADVISORS	D	9/28/2012			000000		3,609.00
6627	AMERICAN FUNDS SERVICE COMPANY	D	9/28/2012			000000		230.77
0349	UNITED WAY OF CRAWFORD COUNTY	R	9/28/2012			169332		88.00
1503	FAMILY SUPPORT PAYMENT CENTER	R	9/28/2012			169333		209.28
2228	KANSAS PAYMENT CENTER	R	9/28/2012			169334		2,162.50
2577	OK CENTRALIZED SUPPORT REGISTR	R	9/28/2012			169335		130.97
6943	VALENTINE & ZIMMERMAN	R	9/28/2012			169336		241.52
0028	PAYROLL CLEARING	E	9/28/2012			999999		81,830.46

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	5	2,832.27	0.00	2,832.27
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	7	149,713.99	0.00	149,713.99
EFT:	1	81,830.46	0.00	81,830.46
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:	13	234,376.72	0.00	234,376.72
BANK: PY	TOTALS:		13	234,376.72	0.00	234,376.72
REPORT TOTALS:			332	894,474.88	38.77CR	894,436.11

Passed and approved this 9th day of October, 2012.

John Ketterman, 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: DARON HALL
City Manager

FROM: WILLIAM A. BEASLEY
Director of Public Works

DATE: September 28, 2012

SUBJECT: Agenda Item – October 9, 2012
PUBLIC HEARING
Request to Vacate Alley

The Planning and Zoning Commission, in its meeting of August 27, 2012, considered a request submitted by Vietti's Auto Body, Inc., 315 E. 4TH Street, to vacate the alley located in the 300 Block of East 4th Street described as the West 10 feet of the East One-Half of Lots 19, 20, 21 and 22, Block 24, Original Town of Pittsburg, Crawford County, Kansas (see attached map).

Vietti's Auto Body, Inc. is planning to expand their current business and is requesting the alley be vacated. This alley separates the property between 317 and 321 E. 4th Street, which is owned on the east and west side by Vietti's Auto Body, Inc. They plan to combine the two properties into one. Several utilities have indicated they are located within this alley, so an easement will need to be retained for these utilities. Vietti's Auto Body, Inc. has consented to the need for the utility easement.

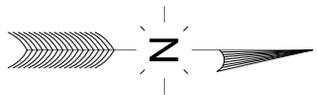
After reviewing all the evidence presented, the Planning and Zoning Commission voted unanimously to recommend to the Governing Body **approval** to vacate this alley with the condition an easement be retained for utility purposes. This recommendation will be presented to the Governing Body for their consideration during a **PUBLIC HEARING** scheduled for Tuesday, October 9, 2012. Action being requested is to review this request and, if approved, direct the City Attorney to prepare the necessary Order.

MEMO TO: DARON HALL
SEPTEMBER 28, 2012
PAGE TWO

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

Attachment: Map

cc: Henry Menghini, City Attorney
Tammy Nagel, City Clerk
Vacation File
Memo File



166	99
165	100
164	101
163	102
162	103
161	104

78	11
77	12
76	13
75	14
74	15
73	16

12	1
11	2
10	3
9	4
8	5
7	6

LOCUST Street

160	105
159	106
158	107
157	108
156	109
155	110

Elm Street

72	17
71	18
70	19
69	20
68	21
67	22

12	1
11	2
10	3
9	4
8	5
7	6

4th Street

154	111
153	112
152	113
151	114
150	115
149	116

5th Street

66	23
65	24
64	25
63	26
62	27
61	28

Joplin Street

11	10
12	9
13	8
14	7
15	6

Alley Proposed to be Vacated



INTEROFFICE MEMORANDUM

To: DARON HALL
From: MARK TURNBULL
CC:
Date: OCTOBER 3, 2012
Subject: *Agenda Item: October 9, 2012
Colonial Fox Theater*

Colonial Fox Theater submitted an RLF Application to the Economic Development Advisory Committee for a \$250,000 forgivable CDBG loan to match a \$250,000 United States Department of the Interior National Park Service grant for renovations of the current building at 409 North Broadway.

The Economic Development Advisory Committee in their meeting on September 20, 2012, approved recommendation to the City Commission to approve a two (2) year, \$45,000 forgivable CDBG loan at three percent (3%) interest rate based on capital injection and job creation. The City will be in a subordinate position on the facility at 409 North Broadway. Based on information provided by the applicant, \$1,286,194.00 is detailed in the scope of the work to be completed.

The RLF Loan Application and appendices are attached for your review.

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



COLONIAL FOX THEATRE FOUNDATION

P.O. Box 33 • Pittsburg, KS 66762
(620) 235-0622 • info@colonialfox.org • www.colonialfox.org

August 9, 2012

Mr. Mark Turnbull
Economic Development Director
City of Pittsburg,
Pittsburg, KS 66762

RE: ECONOMIC DEVELOPMENT ADVISORY COMMITTEE

Dear Mr. Turnbull,

The Colonial Fox Theatre Foundation is respectfully requesting a positive recommendation from the EDAC to the City Commission for \$250,000 in Economic Development funds to complete the Save America's Treasures Project for the Colonial Fox Theatre.

The Colonial Fox Theatre is a resource in the downtown district with the potential to impact the economic vitality of the heart of our city. The following impact points demonstrate the immediate and long-term benefits to the city. The Colonial Fox Theatre's Interim Occupancy Phase:

- Dovetails into EDAC's existing framework: Façade Grants & Streetscape.
- Complements the city's investment in Façade Grants and Streetscape with another project purposed to revitalize downtown.
- Like the Façade Grants and the Streetscape projects, this leverages outside monies: \$1/2 million of outside funding bringing \$1 million of capital expenditure to the downtown district within 12 months.
- Brings 10,000 people into the downtown district in the first year and almost 190,000 over the first 10 years. (See Appendix E – Interim Economic Impact Report)
- Benefits the downtown gift shops, coffee shops, restaurants and bars by bringing weekly programming and increased foot traffic.
- Produces direct retail spending of \$144,000 in the first year and \$3.0 million over 10 years (See Appendix E – Economic Impact Report, G1).
- Furthers the Imagine 2030 visioning goals of supporting downtown viability and extended use.

We have the opportunity to bring into our community \$1/2 million in outside monies in the next year. These monies will be matched by an additional \$1/2 million, bringing \$1 million in capital expenditures into the downtown district within one year. The scope of the Interim Occupancy Phase Project includes:

- selected demolition
- rehabilitation of the façade and entrance
- new electrical service

- improvements of egress and installation of emergency lighting for improved audience safety
- theatrical electrical connections and convenience outlets
- new heating and air conditioning

The Interim Occupancy Project will offer the community intimate programming within a 200 seat modified venue. This project will bring 10,000 people into the downtown district within the first year and 190,000 over the next 10 years.

You will see documented in the attached application a construction plan and a programming plan. Further, we have included an Economic Impact Report describing the benefit this project will have on the community. We are positioned to start as soon as we receive approval from the National Park Service and State Historic Preservation Office.

We hope you will agree that the Colonial Fox Theatre project is not only about restoring the Theatre but about the impact a restored theatre can bring to the downtown district and our community. We look forward to partnering with you to fulfill the commitment which began with investments in the Façade Grants and the Downtown Streetscape.

Our time frame for this opportunity ends October 31, 2012. Without this requested \$250,000 loan the \$500,000 Save America's Treasures grant will be lost to our community.

Sincerely,



Vonnie Corsini
Executive Director
Enclosures



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

I. GENERAL INFORMATION

- | | | |
|----|---|------------------------|
| 1. | Colonial Fox Theatre Foundation | August 9, 2012 |
| | Name of Applicant Firm | Date of Request |
| 2. | PO Box 33, Pittsburg | (620) 235-0622 |
| | Firm Address | Firm Phone Number |
| 3. | Names and addresses of all persons or corporation who would be obligated as either applicant or personal guarantors of loans: | |
| | Colonial Fox Theatre Foundation | PO Box 33, Pittsburg |
| | Name | Address |
| | | |
| | Name | Address |
| 4. | Names and addresses of the principal officers and directors of the applicant: | |
| | Gina Pinamonti | P.O. Box 33, Pittsburg |
| | Name | Address |
| | Cynthia Harvey | P.O. Box 33, Pittsburg |
| | Name | Address |
| | Vonnie Corsini | P.O. Box 33, Pittsburg |
| | Name | Address |
| 5. | Nature of applicant's business: <u>Film & Performing Arts</u> | |
| | | |
| | | |
| 6. | The products to be assembled or manufactured or service to be rendered: | |
| | <u>Movies, concerts, plays, community functions</u> | |
| | | |
| | | |
| 7. | Kevin Mitchelson | (620) 231-4651 |
| | Applicant's Attorney | Phone Number |
| 8. | CFTF Board of Trustees* | (620) 235-0622 |
| | Applicant's Financial Advisor | Phone Number |

* The CFTF Board of Trustees review the Financial Statements monthly and oversee the financial decisions of the Foundation. Dick Coleman, Harvey Dean & Rick Webb have been advising us since 2010 on how to move the project and the vision forward.

9. BKD (620) 231-7380
 Applicant's Accountant Phone Number
10. Estimated amount of loan: \$ 250,000.00
11. Number of years to retire loan: 2
12. List previous loans and credit references: n/a
-
-

II. USE OF LOAN PROCEEDS

1. Amount requested for purchase of land: \$ 0
2. Amount requested for land improvements (bldgs): \$ \$250,000.00
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: \$ \$250,000.00

III. LOAN PROPOSAL

1. Will the loan refinance an existing project? No
2. Will the loan proceeds be used to expand or replace an existing facility? Rehabilitate
3. Is the applicant presently located in the City of Pittsburg? Yes
4. What type and size of building will be constructed? Rehabilitation of
Colonial Fox Theatre - Existing building. See Appendix A-I for Interim Project Scope of Work.
5. Name and address of contractor and/or architect:
Westlake Reed Leskosky - Architects
925 Euclid Avenue, Suite 1900
Cleveland, Ohio 44115
6. What type of equipment will be financed? None
-
-

7. If the applicant will be in direct competition with local firms,
- (a) Name of firms: We have similarities to Memorial Auditorium. However, the Memorial Auditorium and the Colonial Fox Theatre have vastly different sized audience spaces (1400 vs. 200 seats) and substantially different sized stages (52' vs. 28' wide).
- (b) Describe nature of the competition: Our relationship with Memorial Auditorium will be collaborative. The Memorial Auditorium and the Colonial Fox both offer cultural entertainment. However, the Colonial Fox will be an Art Film House. A significant portion of the Colonial Fox programming will be cinema (see Appendix F-1), which is not offered at Memorial Auditorium.

IV. LOAN ANALYSIS

1. Has a financial advisor submitted an analysis indicating the need for the loan, the advisability of the loan or benefit to the applicant of the loan? Yes.
2008 Market Feasibility & 2011 User Survey. A commitment from the city would encourage other gifts.
 (If yes, attach a copy to this application.) See Appendix B-1 and B-2
2. Has additional financing, whether internally generated or through other loans, been arranged? (If yes, explain on an attached sheet) Yes.
Save America's Treasures grant, Heritage Trust Fund grant & private donations. See Appendix C-1
3. Has the applicant investigated conventional financing? Yes
Financing is not available for the \$250,000. Financing secured by pledges received from verifiable and financially able donors is available. See Appendix D-1

V. PROPOSED LOCATION

1. Location of the proposed facility: 409 North Broadway, Pittsburg
2. If the facility is a proposed expansion or replacement of another plant, state size and location of current operations:
This Interim Occupancy Phase Project involves rehabilitation of existing 50 x 180 Colonial Fox Theatre
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:

No zoning change

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

None

VI. OWNERSHIP AND MANAGEMENT

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

Charitable 501(c)3 Corporation

Note relationship to a parent company: Same

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

\$ 100% matching grant

Please explain Public fund raising campaign, foundation grants, State & Federal Historic Preservation Funds. See Appendix E-I

3. Describe all threatened or outstanding litigation

none

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

VII. MEASURE OF ECONOMIC GROWTH AND BENEFIT

- | | | | |
|----|--|---|-------------------------------------|
| | | In-house sales (tickets and concessions): | |
| | | Over 1st year | Over 10 years |
| 1. | What dollar amount of sales is contemplated? | <u>\$75,680</u> | <u>\$1,587,373</u> See Appendix G-I |
| 2. | What percentage of sales will be sold locally? | <u>100%</u> | |
-

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

\$47,441 (Construction materials = \$500,000) See Appendix F-1

4. How many people will the project employ: See Appendix G-2 and G-3

Type: Professional 3 (Construction = 13)

Technical 1 (Construction = 30)

Clerical 1 (Construction = 1)

General Labor 1 (Construction = 10)

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

2

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

\$62,500 : 1*

* This is for initial interim of 1 - 2 years. We anticipate adding 11 more jobs in 5 - 10 years.

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

1. Copies of applicant's financial statements for the past three years certified as correct by the owner or an authorized officer. See Appendix H-1, H-2, H-3
2. Applicant's most recent annual or quarterly financial report. See Appendix I-1
3. Interim financial statements, to date, for the current fiscal year. See Appendix J-1
4. Financial statements, current to date, for each personal guarantor, on forms, certified by a Certified Public Accountant or the guarantor. n/a
5. Copies of both federal and state income tax returns filed by applicant and each personal guarantor during the past three years. See Appendix K-1, K-2, K-3 and Appendix L-1, L-2, L-3
6. In certain cases, due to the size of the loan, audited financials may be required.

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

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

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

Signature

August 9, 2012

Date

Executive Director

Title

COLONIAL FOX THEATRE FOUNDATION

Application to the EDAC

Appendix Table

Appendix	Title	Section
A-1	Interim Occupancy Scope of Work	III. Loan Proposal
B-1	2011 User Survey Summary	IV. Loan Analysis
B-2	2008 Market Feasibility Study	IV. Loan Analysis
C-1	Additional Financing Generated	IV. Loan Analysis
D-1	Conventional Financing	IV. Loan Analysis
E-1	Monies Raised 2007 - 2011	VI. Ownership & Management
F-1	Interim Occupancy Phase Business Plan	VII. Measure of Economic Growth
G-1	Interim Economic Impact Report	VII. Measure of Economic Growth
G-2	Impact of SAT on Jobs	VII. Measure of Economic Growth
G-3	Salary Schedule	VII. Measure of Economic Growth
H -1	2011 Financial Statements	VIII. - 1
H -2	2010 Financial Statements	VIII. - 1
H -3	2009 Financial Statements	VIII. - 1
I -1	Fiscal Quarter Jun 30, 2012 Finance Report	VIII. - 2
J-1	Fiscal Year-to-Date Finance Report	VIII. - 3
K-1	2011 Form 990 (Federal Return)	VIII. - 5
K-2	2010 Form 990 (Federal Return)	VIII. - 5
K-3	2009 Form 990 EZ (Federal Return)	VIII. - 5
L-1	2011 Kansas Annual Report	VIII. - 5
L-2	2010 Kansas Annual Report	VIII. - 5
L-3	2009 Kansas Annual Report	VIII. - 5

Appendix A-1: Interim Occupancy Scope of Work

COLONIAL FOX THEATRE	
Interim Occupancy Renovation	
Phase 5: Parts 1 - 3 Scope of Work	
Part 1	
Actual Part 1 Costs	
Asbestos & Mold Removal	\$21,492
North Wall Repair	\$17,010
Basement Demo, Water Control, Repair	\$254,359
Total Part 1 Costs	Completed \$292,861
Part 2	
Summary of Schematic Design Estimate	
West Façade, Stage Egress and Demo, and Electrical Service	
Demolition of stage HVAC and west facade -	\$25,000
Stair / Exit -	\$6,000
West Façade -	\$15,000
Main Electrical - (does not include utility costs)	\$50,000
East Façade Repairs, Curtain Wall and Cornice lighting (final cost dependent on electricians)	\$90,000
Subtotal construction costs	\$186,000
Mark up, escalation, etc (does not include other soft costs)	\$52,080
Total Construction Costs	\$238,080
10% add for small project	\$23,808
Potential Part 2 Premium Total	\$261,888
Part 3	
Summary of Schematic Design Estimate	
General Conditions	
Site Work & Demolition	\$9,150
Excavation and Foundaitn Systems	\$3,040
Structural Systems	\$23,120
Exterior Wall, Door, and Glass Systems	\$48,671
Thermal and Moisture Protection Systems	\$3,000
Rough Carpentry and Miscellaneous Metals	\$2,000
Interior Wall, Door, and Glass Systems	\$16,200
Floor, Wall, and Ceiling Finishes	\$6,240
Fixed Equipment and Special Ties	\$5,185
Mechanical Systems:	
Plumbing	\$23,580
Fire Protection:	not included
H.V.A.C.	\$299,488
Electrical Systems	\$62,829
Subtotal all trades work	\$502,503
Mark up, escalation, etc (does not include other soft costs)	\$140,701
Total Construction Costs	\$643,204
General Conditions for divisions 2 thru 16	\$24,221
Contractor Bond, overhead, and Profit for Divisions 2 thru 16	\$16,349
Escalate to Midpoint of Construction	\$6,699
Contingency: Design, Estimating, Bidding and Market Conditions	\$35,008
City of Pittsburg Permit Fee	\$5,968
Total Part 3 Probable Construction Costs	\$731,449
Total Part 1, Part 2 & Part 3	\$1,286,198

Westlake
Reed
Leskosky



USER SURVEY

ORGANIZATION	CONTACT	Performance or Event	Frequency of Use (per year)	Number of Performers / Presenters / Musicians / Cast	Number of Audience Members	Current Facilities Used	Current Facility Seating Capacity	Current Ticket Price	Current Facility Rental Cost	Special Considerations / Comments
1. CLASS LTD	Cindy Divine									Accessibility
	Director of Community Relations	Trainings	Varies		25-100	Dalton's Event Facility				
	PO Box 266, Columbs, KS 66725	Ad Astra Awards	1		250	Pittsburg Memorial Aud	300+			
	cindy.divine@classltd.org	Ladies Night Out	1		200					
	T: 620-429-1212 ext 107	Holiday Ball and Auction	1		180					
	F: 620-429-8724	Strategic Planning	1		25-40					
		Various Meetings	4		25					
		Staff Awards	1		200					
		CARF Party	Every 3 yrs.		200					
2. EAGLE BEVERAGE	Steve Beykirch									Not necessarily seating Hold a liquor license Upstairs viewing with meal
	General Manager	Support Theatre Events	1 or 2			Hotel Meeting Rooms	100-150			
	250 N. Cayuga, Frontenac, KS 66763	Support Fundraisers	1 or 2	5 or 6						
	steveb@eaglebeverageco.com	Tasting Events for Retailers	1 or 2		100					
3. INTERLOCAL DIRECTOR 637	Dan Duling									
	Director	High School Job Placement Interviews	1			Lincoln Park Activity Center	150			
	400 N. Pine, Pittsburg, KS	Employee Appreciation Concert	1		100					
	dan@sekconnection.com									
4. CENTURY 21 Cobby Realty, Inc.	Robert Cobb									
	Broker	Buyer Seminars			25-40	Office	Efficient			
	4019 Parkview Drive, Pittsburg, KS	Century 21 Council Meeetings			25-40	Office	Efficient			
	robert@cobbrealty.com	Home Run Derby	1		200-300	Jaycee Ball Park				
5. THE BEN MILLER BAND	Scott Leeper									PA System Sound System Stage Lighting Green Room
	Bass Player	Dances	120 to 240	3	200	Georges/Fayetteville	800			
	2010 S. Broadway, Pittsburg, KS	Concerts	120 to 240	3	200	Pat n Alley's/Springfield	500			
	sjleeper@yahoo.com					Mercury Lounge/Tulsa	200			
						Trouser Mouse/Blue Springs	300			
6. PRAIRIE MOON BAND	Dan Duling									
	Band Leader	Country Music Concerts	25	7	80-100	Celebrity's Theater	120			
	2604 Carline Road									
	dan@sekconnection.com									

Westlake
Reed
Leskosky



USER SURVEY

7.	USD 247 SOUTHEAST	Glenn Fortmayer
		Superintendent
		PO Box 270 Cherokee, KS 66724
		gfortmayer@usd247.com
		T: 620-457-8350
		F: 620-457-

Performance or Event	Frequency of Use (per year)	Number of Performers / Presenters / Musicians / Cast	Number of Audience Members	Current Facilities Used	Current Facility Seating Capacity	Current Ticket Price	Current Facility Rental Cost	Special Considerations / Comments
Elementary and High School Music Programs High School Choir	9	25 / 30	400-500	High School Auditorium	500			Musical group = 25 Cast = 30

* Survey questions are available upon request

COLONIAL FOX THEATRE
Market Feasibility Research Study



April 23, 2008

EXECUTIVE SUMMARY

Introduction

Since 2007 the Colonial Fox Theatre Foundation (CFTF) has made a concerted effort to save the Colonial Fox Theatre, a 1920's era Italian Renaissance Revival style movie palace. CFTF has purchased the building, paid off a second mortgage and all of the existing back taxes and succeeded in getting the Colonial Fox listed on the National Register of Historic Places. In late of 2007, CFTF selected William Morris as the architect of record for the building project and made plans to move forward with the next phase of the restoration.

CFTF Trustees also invested time and energy in building the organization. Trustees spent many hours researching historic theatre restoration projects in Kansas and around the country and used the information they gathered to develop strategic and business plans to provide a framework for rebuilding the theatre operations. Their next step was to go to the community and ask the question, "What do *you* want this theatre to do for you and for Pittsburg?"

In January 2008, CFTF contracted with Springer Coaching and Consulting (Hutchinson, Kansas) to conduct a market feasibility study for the Colonial Fox Theatre restoration project. Pittsburg and Crawford County citizens responded enthusiastically to the opportunity to have their say, generously sharing their memories, experiences, insights, concerns, hopes and encouragement. By the time the survey portion of the project was complete, over 440 residents had offered their opinions on what should be done with the Colonial Fox Theatre.

This executive summary highlights the information that was gathered during the feasibility study. Survey details, specific comments and recommendations, participant lists and other attachments are included in additional sections of the report.

The Survey Process

Information for this study was gathered through individual interviews and written surveys during February and March 2008. Participants in the personal interview process were asked to respond these questions:

- *How aware are you of the Colonial Fox Theatre project?*
- *What is your opinion of the Colonial Fox Theatre project?*
- *What kind of programming do you think is appropriate or would you like to see at the Colonial Fox Theatre?*
- *What would you consider to be a good average ticket price for a show at the Colonial Fox? A top ticket price?*
- *How do you find out about events going on in Pittsburg?*
- *What challenges do you think the Colonial Fox project faces?*
- *What comments or advice would you like to give the Colonial Fox Theatre Foundation Trustees?*

Potential renters were also asked additional questions to determine their level of interest in using the facility, the level of rental rates they would be willing to pay and what kind of amenities they would need in a rental facility. All interviews were confidential though quotes (without attribution) are included in the detail of this study.

Members of the Colonial Fox Theatre Foundation Board of Trustees identified local “stakeholders” for individual interviews. This group of 64 local citizens included local business leaders, elected officials, opinion leaders, volunteers, potential renters, artists, educators, downtown business owners, donors and other interested parties. People were interviewed as individuals, couples, and – in four instances – as groups.

Written surveys were also distributed in the community. Students at Pittsburg State University participated through the Speech Communication 207 class and local citizens were able to access the survey through several internet sources including the Pittsburg Morning Sun and Joplin Globe websites, My Space and the Colonial Fox Theatre Foundation website. Over 380 surveys responded to the following questions:

- *How familiar are you with the Colonial Fox Theatre restoration project?*
- *What is your opinion about the Colonial Fox Theatre restoration project?*
- *What types of events or programs would you like to attend at the Colonial Fox Theatre once the restoration is completed?*
- *What specific events would you like to see at the Colonial Fox Theatre?*
- *What would you consider to be an appropriate average ticket price for live performance events at the Colonial Fox Theatre?*
- *What would you consider to be the top ticket price for an event at the Colonial Fox Theatre?*
- *What are the ways you find out about the entertainment events that you currently attend?*
- *What entertainment events have you attended in the last year?*
- *What cities were these events located in?*
- *What was the top ticket price you paid for these events?*
- *Please feel free to make any additional comment about the Colonial Fox Theatre project.*

And finally, individuals associated with other performing arts venues in the Pittsburg community were interviewed regarding the operation and policies of their facilities, current audiences and uses.

Awareness of the Colonial Fox Theatre Project

“[I’m] very aware without being overly aware of the details. I noticed it the first time I drove through town. I’ve also read the articles and heard the community talk.”

“They’ve done a great job of working with the local paper.”

CFTF has worked diligently to tell the story of the Colonial Fox Theatre in and around Crawford County and across Kansas. This has been no easy task because the project comes with a legacy of false starts and a fair amount of local skepticism in the beginning about whether the project would get off of the ground. According to those surveyed, communication efforts are paying dividends. Individuals in interviews saw the frequency of local publicity connected with the Colonial Fox as very positive and praised the professional quality of the print and publicity pieces that the organization distributes. Public relation efforts have piqued their interest and they want to know more.

There is a great deal of curiosity about what the inside of the Colonial Fox “looks like”. Scheduling regular tours of the building during warmer months would give the public the opportunity to see the building and learn about the plans for restoration and operation.

Opinion of the Colonial Fox Theatre Project

“I think it’s a fabulous undertaking for downtown Pittsburg and the community at large.”

Participants in this study are, overall, very supportive of the Colonial Fox’s restoration. They have confidence in the capability of the Board of Trustees to see the project through to opening and beyond and are excited about what a restored theatre could mean for the quality of life in Pittsburg. Almost everyone interviewed spoke positively about the current streetscape project in the downtown corridor and saw the Colonial Fox as a possible tipping point for a downtown renaissance. University students see the theatre as a step towards making Broadway similar to Massachusetts Avenue in Lawrence. Working age and older adults see it as an entertainment destination and a catalyst for restaurant development. Business owners and government entities see it as a way to bring more people into the downtown corridor. Participants may not know specifically what the Colonial Fox will present when it opens its doors, but they do have a vision of how it could begin to transform the community where they live. They want it “done” and they want it “done right.”

Programming – What do people want to see?

“Music concerts, live theater, art and independent films.”

“Don’t have specific activities in mind but would like to see events for a wide range of audiences so that all age groups will be part of the Colonial project.”

Responses from all participants about what should be programmed at the Colonial Fox Theatre can be generalized into three categories – live performance, film presentation, and community rentals. As one can imagine, there were many ideas offered about particular performances, but several trends emerged that will impact the architectural and operational planning.

Participants see the Colonial Fox as a venue for music – local bands and musicians, regional and national performers and groups, piano recitals and solo artists. Plays and comedy acts were also frequently mentioned by all ages and several indicated a specific interest in a speaker’s series, possibly in partnership with PSU. Several people interviewed were aware of the fact that the Colonial Fox had a smaller stage and wanted programming to be appropriately “sized” to the space – small to medium sized groups and productions. Many people surveyed expressed a desire to see dinner theatre at the Colonial Fox; however, the current seating configuration and lack support or catering space eliminates this option.

Participants also want the Colonial Fox to be a fully functional movie theatre. There were repeated requests for independent, documentary, classic, foreign and art films – titles that don’t currently show in Pittsburg and could be offered as second runs at reduced cost to the theatre. Again, they want it “done right” – from the presentation of the film to the concessions.

Finally, a smaller group of individuals feel that the Colonial Fox would make a good rental venue for conventions, wedding receptions, large club meetings, and other events. The current footprint and layout of the space will limit the flexibility of setups but it does not prohibit hosting these events. The CFTF Board of Trustees might consider leasing/optioning/purchasing adjacent property with an eye towards expanding to provide additional support spaces for the theatre – i.e. dressing and green rooms, catering, meeting rooms that could generate additional rental revenue. Even a small amount of additional space could make a significant impact on the ease of operations.

Ticket Prices

“You can't make the price of a ticket low enough,... but on the other hand,... I know it takes money to keep it operational and I would be willing to pay appropriately for whatever was showing. I've payed upwards of \$20 to go to events I knew nothing about in bigger cities & would pay up to \$50 to see an act I am familiar with & enjoy.”

“People will pay for what they want to see.”

The Colonial Fox Theatre's ticket prices, coupled with the seating capacity of the auditorium, will determine the amount of money it can pay for the acts that it books. Citizens in Pittsburg and Crawford County readily acknowledge the areas low average income level and are fairly conservative in their estimates of what an average ticket price should be. However, many study participants indicate their willingness to pay would “depend on what the show was.” On average, they felt that \$5 for movies, \$10 – 15 for live shows and \$35 for a nationally known act were “appropriate” admission prices though some indicated a willingness to pay up to \$50 for a “big act”.

Marketing

Survey participants learn about local events in a variety of ways and age often determines what medium the information arrives in. Survey participants over the age of 40 typically cited the newspaper, television, and radio as their primary sources while participants under 40 said that they learn about events on the Internet. However, every age group cited “word of mouth” as one of their main ways of learning about performances in the area. Interviewees also mentioned the Colonial Fox marquee as a source and commended the Board of Trustees for offering this space to publicize other performances. Fliers, newsletters, direct mail, billboards and posters were also mentioned as sources of information.

The Challenges

“Whether the people who have a passion can sustain it through renovation. Can it sustain itself once it's open?”

“Getting the money to do it.”

“It will take awhile to get people used to going to the Colonial Fox. Consistent programming will help to build that base. Building a base takes awhile. You need to be prepared for that.”

Participants focused on four areas when asked about challenges the project could face: funding the restoration and ongoing operation, the size of the project, communicating and sustaining the vision, and available parking spaces. It is important to understand that these were rarely seen as a barrier or a reason not to attempt the project, but as a hurdle that will need to be overcome.

Many people were also very clear about that the Board of Trustees has a golden opportunity to bring the Colonial Fox Theatre back into service and they expect a quality product. They want to insure the building is well maintained.

It was also important to preserve the quality services that Memorial Auditorium offers Pittsburg. Interviewees expressed a strong desire for both facilities to work cooperatively and that programming be developed that was complimentary rather than competitive. As the “new kid” it will be up to the CFTF to keep the lines of communication open with Memorial Auditorium.

Renters

At the time of the interviews, none of the potential renters had been inside the theatre to see the space. However, they are excited about the prospect of an additional performance venue and are very supportive of the project. While all the groups surveyed currently use Memorial Auditorium and will continue to use Memorial for their productions, they expressed a desire to create new smaller, shows that would be appropriate to the Colonial Fox’s size and atmosphere. Potential renters indicated they would need lighting, sound, a piano, technical and front of house support, dressing rooms, green rooms and/or a rehearsal area. Rental rates would also influence their decision to choose the Colonial Fox as a performance space.

Market Area

Pittsburg maintains a full arts calendar for a community of its size. People can find performances at the local schools, on the PSU campus and at Memorial Auditorium. Current programming pulls audiences from Crawford and surrounding counties – a similar demographic to people that come to Pittsburg to shop – depending on how popular the event is. This is also good market area for the Colonial Fox Theatre to focus on developing in its early years of operation. As programming at the theatre matures and it’s reputation grows, the market area will expand as well.

Additional Comments

“Stay motivated and enthusiastic. Be diligent. Check your ego at the door. The theatre is more important than the individual.”

“Do it as nicely as possible. Don’t sell yourselves short! People will pay for quality. You have to have good quality lighting and sound. Do it right the first time. Start building relationships in all areas – programming, community, etc. Make sure you have the proper staff and equipment to maintain the facility.”

“I am glad that members of the community are working together to bring culture and entertainment back to Pittsburg. If the entertainment was here, I wouldn't feel the need to travel to Joplin and thus keeping money here in Pittsburg.”

When asked to offer advice or additional comments to the Board of Trustees, the participants restated their admiration and strong support for the project. They encourage CFTF to continue to plan well, to communicate the plans and involve the community in the project at every step. Some individuals thank CFTF for their hard work. Many of them wish CFTF well. Overall, their comments encourage the Board of Trustees to continue their efforts.

Trustees and others associated with the project are encouraged to read the individual comments at the end of this report in detail to gain a full understanding of the community's support for this project. *

Summary

For the first time in many years, people in Pittsburg see possibilities instead of liabilities when it comes to the Colonial Fox Theatre. They carry a hope and a vision for a theatre that brings new experiences and allows them to enjoy those experiences with others in a unique, well-appointed venue. CFTF has a mandate from the community and can find the support that it needs to proceed with the next stages of the project.

* Survey questions and individual comments are available upon request.

COLONIAL FOX THEATRE FOUNDATION

Additional Financing Generated

We have the opportunity to bring \$500,000 of Federal money into city for a total capital expenditure of \$1,000,000.

Save America's Treasures Project = \$1,000,000 capital investment in city

Save America's Treasures Fund - National Park Service	\$500,000
State of Kansas	\$103,000
Donor Pledges	\$150,000
Requested EDAC Loan	\$250,000
Total	\$ 1,003,000



Vonnie Corsini <vonnie@colonialfox.org>

conventional financing note

Tad Dunham <tdunham@bupittsburg.com>
To: Vonnie Corsini <vonnie@colonialfox.org>

Wed, Aug 8, 2012 at 5:43 PM

Vonnie,

As a community bank, University Bank helps local Foundations such as PSU, The Stillwell Hotel and others by providing financing secured by pledges from financially capable parties. Such pledges the Fox Foundation is able to obtain would be eligible collateral for such a loan as we discussed some weeks back. Such pledges would need supporting language specifying payment dates and would be eligible so long as they were current with pledge payments. I hope you have good success in your fund raising efforts this calendar year.

TAD

From: Vonnie Corsini [mailto:vonnie@colonialfox.org]
Sent: Wednesday, August 08, 2012 12:20 PM
To: Tad Dunham
Subject: conventional financing note

[Quoted text hidden]

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Appendix E-I: Monies Raised 2007 - 2011

Monies raised 2007 - 2011	\$ 1,484,539		
Funding Sources	Raised	Expended	Balance
Initial Donors & Special Events	\$ 53,000.00	\$ 53,000	
400 for \$40K	\$ 48,000.00	\$ 48,000	
Pritchett Trust	\$ 90,000.00	\$ 90,000	
2008 Heritage Trust Fund	\$ 90,000.00	\$ 90,000	
Major donor	\$ 250,000.00	\$ 200,000	\$ 50,000
Major donor	\$ 250,000.00	\$ 200,000	\$ 50,000
2010 Heritage Trust Fund	\$ 103,500.00	\$ 103,500	
Bess Spiva Timmons	\$ 17,539.00		\$ 17,539
City of Pittsburg Façade Grant	\$ 7,500.00		\$ 7,500
SAT (matching fund)	\$ 500,000.00	\$ 100,000	\$ 400,000
2009 members	\$ 25,000.00	\$ 25,000	
2010 members	\$ 25,000.00	\$ 25,000	
2011 members	\$ 25,000.00	\$ 25,000	
Total	\$ 1,484,539	\$ 959,500	\$ 525,039
Building Investments to date *		\$ (583,179)	
Total & per year operational costs (5 years)		\$ 376,321	annual average \$ 75,264

* Building Investments to Date		
Building Purchase –		\$61,646
New State of art roof		\$81,819
South & west tuckpoint		\$70,876
Mold Removal -		\$7,012
Asbestos abatement		\$14,480
North wall repair		\$17,010
Basement repair		\$264,523
HVAC/ELEC/Façade		\$65,813
		\$ 583,179



COLONIAL FOX THEATRE FOUNDATION

INTERIM PHASE

BUSINESS PLAN

PREPARED BY MIKE NEGRA
NEGRA – GRAHAM THEATRICAL ADVISORS
CENTRE HALL, PENNSYLVANIA
JULY, 2012

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This document provides the backup for the assumptions made on the attached numerical budget. Obviously, the considerations and text found below are not carved in stone, but they do provide a basis for discussions and review by the community and the Board.

Many of the programming specifics are a result of conversations between Vonnie Corsini and Mike Negra in Schenectady, NY during the League of Historic American Theatres 2011 conference. Other specific programs are the result of other successful Historic theatres throughout the country.

ABOUT MIKE NEGRA

Mike founded the State Theatre in State College, PA in 1999. He served as President of the Non-Profit Board of Directors from 2001 through 2006. From December 2006 through September of 2010 he was the Executive Director for the 571 seat theatre. Over 500 events per year including national touring artists, independent film, local productions and rentals were presented at the State.

His experience and expertise involves all aspects of programming including contract negotiations, show budgets, artist relations, day of show management, financial management including overall budgets, P&L, development, grant writing, Community and University relations, personnel management, and systems management.

He is an Allied member of the League of Historic American Theatres. He has attended and participated in seven National Conferences with the League. In addition he led the peer to peer theatre review for the League of the State Theatre in Culpeper, VA.

His previous experience in the entertainment business includes road management for various national touring artists. In addition, Mike produced over 150 concerts while an undergraduate at the University of Maryland from 1972-1975 at venues ranging in size from 150 to 14,500.

In December, 2010 Mike and Ken Graham established Negra – Graham Theatrical Advisors to help guide emerging historic theatres through the challenges of re-establishing their venues. For more information on their firm please visit www.ngta.biz

EXECUTIVE SUMMARY

The circa 1920 Colonial Fox Theatre is currently working to match a \$500,000 Save America's Treasures Federal Grant. The \$1,000,000 construction project (Phase 5) includes: Façade and entrance rehabilitation, new heating and air conditioning, selected demolition, new electrical service, theatrical electrical connections and convenience outlets, improvement of egress and installation of emergency lighting for improved audience safety.

Phase 5 Construction will take 6 – 9 months. Once this work is completed, the Colonial Fox will receive a temporary occupancy permit, allowing limited programming inside the Theatre.

The twelve month Budget assumes a starting month of April. Out of the twelve months, eight months are budgeted for four weekends and four months are budgeted for five weekends. They do not correspond to any calendar year and will be adjusted once the starting month is established.

The benefits to the Theatre and the Community that will result in operating on an Interim basis are many including:

- Over 10,000 people will attend an event inside the Colonial Fox Theatre's doors. These attendees may become Theatre donors, advocates, solicitors, maybe even Trustees, all because they had the opportunity to experience a performance or film in the Colonial Fox Theatre.
- Programming INSIDE the Theatre is anticipated to motivate people to give to the Capital Campaign by experiencing performances or film at the Colonial Fox. Patrons will be able to understand and process the potential of the Theatre and hopefully, give accordingly.
- It will provide the ability to explore the community response to Interim Programming which will be extremely beneficial to the Theatre as it plans for programming after opening on a permanent basis.
- Film Studios and talent agents will have experience in dealing with the Theatre. The entertainment business is a relationship business. Creating the contacts necessary to run the Theatre during the Interim Phase will assist the Theatre in bringing the best talent and the best films to the Colonial Fox.
- Programming during the Interim Phase will be financially beneficial to the Colonial Fox and the ENTIRE community. The vitality of the Theatre and its Economic Impact will be on display to neighboring businesses, arts organizations and the community.

The purpose of this Business Plan is to identify the feasibility of programming possibilities including the potential income and related expenses associated with various types of programming for this time period. Any major expenditure for equipment necessary to present programming during the interim phase will also be detailed. Operational expenses associated with running the organization are also found in this document.

The income and expenses are handled on an accrual basis. No income or expenses related to programming will be booked until the event actually occurs. Thus no deposits for artists, equipment rental, advertising, and other show expenses will appear on the Corporate Profit and Loss Statement (P & L) until the Interim Phase has begun. No income from advance ticket sales or sponsorships will be booked until their respective event date as well.

Community buy-in to the Theatre's role as the community's living room and cultural heart of the city is the key to the success of the Colonial Fox Theatre.

INCOME

PROGRAMMING

During the Interim Phase, the Colonial Fox will have certain limitations in regards to the type of Programming presented. Audience capacity will be limited to 200 versus the completed capacity of 625. Small scale Sound and Lights for musical productions will be rented on a show by show basis. Electrical power on stage is limited, thus restricting the type of productions capable of performing on the stage during this Phase. Theatre seating is also an issue. Currently, many of the seats in the Colonial Fox are in disrepair and will require temporary covers to provide the most enjoyable experience to their patrons. Therefore, the best conditioned seats throughout the theatre will be relocated to the lower center section.

Singer songwriters, pianists, a cappella group vocalists, musical groups, especially in the bluegrass genre, and tribute artists will provide the best opportunity for the Theatre to present a representation of the musical possibilities for the future Colonial Fox.

One weekend of live music per month is planned on Friday and Saturday nights. One National Touring Artist per quarter will appear at the Colonial Fox as part of these weekends, with the remaining slots filled by local artists.

The artist fee cap will be \$2,000 for National Touring Artists. This will result in an average ticket price of \$25. Reasonable ticket prices will always be a goal of the Colonial Fox and even more so during this Phase. Customer expectations rise for various amenities along with the ticket price and the Theatre will be able to offer only the basic amenities during the Interim Phase.

Local artist fees will average \$250-\$350. Artists may not require or may waive their fee as a donation to the Colonial Fox. Ticket prices will average \$10.

Technical equipment for film will be purchased. A new masked screen, projector, audio and necessary stage drapery and line sets are required to present film in a way patrons expect to view film. All film will be screened via Blu-Ray or DVD.

A Friday-Sunday series weekly is planned. Ticket pricing should be \$5 for Classic Films and \$7 for Art House Films.

Four screenings of film will be presented on Friday evening, Saturday afternoon and evening, and Sunday afternoon. Classic Film will be offered on two weekends, and a recent Art House Film will be screened on the remaining weekend. In the case of a five weekend month, a third Classic Film weekend will be offered.

In collaboration with the Pittsburg Public Library's Summer Reading Program, The Theatre will present the Summer Kids Film Series, *WATCH IT - READ IT* free of charge. Attendance will be limited to 200 children and parents. The program will introduce children to the Colonial Fox and allow them to experience the old time feel of a Historic Theatre.

Special events, such as the Tallgrass Film Festival, Greenbush Claymation Festival and the Manhattan Short Film Festival will be pursued. These types of events enhance the potential revenue forecast in this document.

ATTENDANCE:

The opening of the Pittsburg's classic theatre will create excitement in the community. The Colonial Fox will involve the community to help choose the film and talent presented on stage.

For the purpose of this budget we have forecast the attendance for the Interim Phase as follows:

Classic Film: 160 people per weekend at \$5 per person.

Art House Film: 200 people per weekend at \$7 per person

Watch It, Read It Film Series: 75 people per Wednesday at noon screening, Free.

Local Artists: 100 people per performance at an average ticket price of \$10.

National Touring Artists: 150 people per performance at an average ticket price of \$25.

Based on these assumptions and the Programming schedule, 10,080 people will attend events at the Colonial Fox during the twelve months detailed in this document.

CONCESSIONS:

Once opened on a permanent basis, the Theatre is budgeted to bring in \$5 per head during National Touring Artists and \$1 per head during local performances and film. No changes in that formula were made for the Interim Phase.

THEATRE RENTAL:

The Colonial Fox will pursue this revenue stream aggressively. Pittsburg does not currently have any space like the Colonial Fox and even during the Interim Phase, the idea of an organization utilizing the Theatre for a conference, presentation, fund raiser, or other use is probable. Weekday rentals, not interfering with scheduled programming will bring in \$500 per day plus production costs. The Theatre may donate space for Community Outreach meetings, such as a candidate's debate or another charitable organization's meeting or event. This would highlight the potential of the Colonial Fox's impact on the region. One rental of \$500 per month is forecast in this budget.

PROGRAM SPONSORSHIP:

Obtaining program sponsorships will be as important to the profitability of the Theatre during the Interim Phase as they will be once the Theatre is open on a permanent basis. Solicitations for sponsorships of the Classic Film Series, the Art House Film Series, Watch It, Read It Film Series, Special Events, National touring Artist and the Local Artist Series will be made by the staff and Trustees of the Colonial Fox. The association between the sponsor and the Theatre will be made through web links, marquee placement, poster recognition, and stage announcements before the performances, depending on the level of sponsorship.

Sponsorship recognition in the community will be magnified in the Interim Phase due to fewer sponsors, fewer performances and more visibility. This is a perfect opportunity for a Corporate supporter to get in on the ground floor of the Theatre and experience the value of program sponsorships.

All potential sponsorships are anticipated to be sold. Pricing for Sponsorships during the Interim Phase are as follows:

Classic Film Series: \$6,000 per year. This is an exclusive sponsorship. The participation business or individual will have a Presents tagline as in **The Colonial Fox Theatre** and **ABC Bank** Presents *The Godfather* this Friday, Saturday and Sunday.....

Art House Film Series: \$3,000 per year. This too will be an exclusive sponsorship. A potential sponsor may combine the Classic Film and Art House Film Series for increased exposure and continuity in their marketing relationship with the Colonial Fox.

Watch It - Read It Film Series: \$1,000. This sponsorship will be limited to six category exclusive sponsors plus two media sponsors. The series will run for eight weeks in June and July featuring popular children's films such as *Babe*, *The Muppet Movie*, and *Horton Hears a Who!*

Local Artist Series: \$2,000 per year. This represents the Lead **Sponsored By** position for all Local Events presented at the Colonial Fox during this Phase. In addition, no limit of **In Association With** sponsors at \$100 each will be solicited. We have forecast the Theatre selling two per event during the Interim Phase.

National Touring Artist Series: \$3,000 per year. Like the Local Artist Series, this represents the Lead **Sponsored By** for the National Touring Artist Series. There will be no limit of **In Association With** sponsors at \$150 each. The difference will be the **In Association With** sponsors will be for the entire series, not individual shows. We anticipate the Theatre selling ten of this type of sponsorships.

DEVELOPMENT:

The Development dollars budgeted in this document were provided by the Colonial Fox. There will not be an Interim Phase Campaign specifically but dollars will be raised through Memberships, Donations, Special Events and Grants to cover the operational deficits of the Interim Phase.

Once funding has been secured to begin the Phase 5 construction, the Capital Campaign will begin. Funding will be derived from individual and corporate donations, naming opportunities, Historic Tax Credits, and in-kind donations.

A public fundraising Capital Campaign designed to cover construction costs, provide operational funding, and a long term endowment fund will be led by the Executive Director of the Colonial Fox Theatre and the Board of Trustees.

Memberships: Interim programming will inspire community support not only through ticket sales but also through increased annual memberships. Staff and trustees will actively seek annual and film club memberships. \$70,000 per year is budgeted.

Donations: Donations specifically designated to the Interim Phase are anticipated. \$7,500 has been budgeted.

Government Grants: National and State arts funding grants will be pursued and are available. \$5,000 has been budgeted.

Foundation Grants: Arts funding through local and regional foundation funding is also available. \$4,000 has been budgeted.

Special Events: Special events such as the Foundation's annual meeting "Bluegrass, Brew & You" will be presented either in conjunction with an area festival or independently. \$19,000, including sponsorships, net of expenses has been budgeted.

EXPENSES

Expenses are broken down into Event related Expenses and Fixed Expenses. All costs associated with an event will be found under Event Expenses. All Facility and Administrative Expenses will be found under Fixed Expenses.

EVENT EXPENSES:

Event Expenses are variable due to the nature of the industry. Some Classic Film screening rights will cost the Theatre \$250 for a weekend, some will cost \$500. Art House Film Studios will generally charge 35% of the gross income of a film for the right to screen.

Marketing costs will vary with each show. Labor costs will be kept to a minimum but some artists will have requirements unknown at this time.

Just as assumptions have been made on the income side of the ledger, educated assumptions have been made on the expense side. As part of the Theatre's ongoing due diligence, an individual show budget will be created bringing into account all of the anticipated income and expenses of a live show. Adjustments in ticket pricing, artist fee and other expenses will be made accordingly before an offer is made to an artist. An example of a completed live show budget can be found in this document.

FILM ACQUISITION:

The average cost of purchasing rights to screen films at the Colonial Fox is 35% of the gross income. As stated above, some films will cost more, some less but this is the historical industry average.

WATCH IT - READ IT FILM ACQUISITION:

The children's films planned for the Watch It, Read It Film Series will all cost \$250 for the right to screen them. This expense is separate from other Film Acquisition due to the fact all screenings are free. Three Wednesdays in June and five in July are represented in this budget.

DVD/BLU-RAY PURCHASES:

All Classic Films and *Watch It - Read It* Films will be shown on Blu-Ray or, if not available on Blu-Ray, DVD. The Theatre will be required to purchase a copy to screen. We have set the average price of \$25 for each Classic Film. Art House films will be provided by the Studio. The Theatre is still responsible to acquire the right to screen the film from the studio owning the rights over and above this purchase.

ASCAP/BMI:

For National Touring Artists, ASCAP/BMI copyright fees must be paid. The fees are .8% of the gross ticket income for both ASCAP and BMI.

ARTIST FEE:

With a maximum capacity of 200, and a desire to keep ticket prices low during the Interim Phase, a \$2,000 maximum artist fee for National Touring Artists will be the Theatre's policy. One National Touring Artist per quarter at the maximum fee has been budgeted. Fees for the Local Artist Series are budgeted at \$250 per show.

HOSPITALITY:

This is catering for National Touring Artists. Once open, the Colonial Fox will budget \$300 per show but during this Phase, with the level of Artist being presented, a \$100 budget will be adequate. No hospitality budget is provided for the Local Artist Series.

CONCESSIONS COST OF GOODS:

The impression the Colonial Fox wants to present to the community is one of value and quality on stage, on screen and in the concessions area. During the Interim Phase, a limited selection of boutique shakes will be provided, which will surpass the typical movie theatre fare. The Colonial Fox will provide a healthier alternative to the calorie laden foods and they should provide a healthy profit margin as well. Concessions COG is set at 30%.

CONCESSION SUPPLIES:

This line item includes all of the necessary items to run the concession stand including popcorn boxes, cups, straws, etc. \$100 per month will cover this. A sponsor may be solicited to cover the costs of cups and other concession supplies in the future.

ADVERTISING:

The plan to make the community aware of the reopening of the Colonial Fox on an Interim basis is to utilize as much free publicity as possible. *The Morning Sun* and the *Collegio* newspapers will undoubtedly cover the events during this Phase. Social media, email alerts, radio PSA's and other low or no cost advertising must be utilized to their maximum. We have budgeted \$500 per month in advertising dollars.

PRODUCTION EQUIPMENT RENTAL:

The Colonial Fox will be required to rent Sound and Lights for every live performance during this Phase. For Sound, the plan is to only amplify vocals. On stage amplifiers will suffice for any musical instrument. The live nature of the acoustics in the Colonial Fox and the intimacy of the audience at this stage lessen the need for additional sound reinforcement. Theatrical lighting will be minimalistic, providing a stage wash for the performers.

It is important movie patrons experience a film in a professional atmosphere, on a screen that doesn't distort the picture, with sound clearly heard. A cinema screen, projector, and cinema sound system will be required. The Theatre does own a small projector and has the former cinema screen at its disposal. Neither will be adequate for this Phase. Most cinema equipment purchased during this Phase will be incorporated into the final cinema package of the Theatre.

More research is required at this time for the final recommendation of the technical needs of the live performance and cinema systems. Woodland Studios in Pittsburg has handled the audio/video needs for the Colonial Fox in the past. Discussions are ongoing with Woodland and other regional firms. For the purpose of this budget an estimated \$500 per show has been budgeted to cover the technical equipment rental necessary for live programming during this Phase.

NGTA will continue to work with the Colonial Fox and Cinema Technical firms to establish the best and most economically feasible approach for the screening of high quality digital cinema during the Interim Phase and beyond. Estimates for the purchase of the Interim Cinema equipment can be found under Capital Expenditures later in this document.

TECHNICAL LABOR:

During this Phase the Theatre will contract out most labor, saving payroll taxes, Workers Comp, etc. Sound and Lights labor will be provided as part of the live performance equipment rental but from time to time additional labor will be required. Local technicians will be contracted to assist the Theatre from as required. We have estimated \$100 per live event in technical labor.

For cinema presentations, labor costs will depend on the need to set the screen, move the cinema speakers into position and test the system on a weekly basis. Most of this can be done with volunteers and led by the House Manager. Running the show, setting the volume levels, handling the house lights, starting and stopping the DVD will also be the responsibility of the House Manager during this Phase. The House Manager's salary is found under Event Expenses Payroll. Therefore, no Technical Labor is estimated for cinema at this time.

EVENT CONTRACTED FIRE SAFETY:

For the Colonial Fox to expand capacity over 50 people for any event, fire safety monitors must be in the Theatre to direct patrons out of the Theatre in the case of an emergency. This requirement assumes no fire suppression system is installed in the Theatre for this Phase. If a sprinkler system is installed, no Fire Safety volunteers, Fire Marshall, or other contracted Fire Safety labor will be required.

Based on the attendance estimates found earlier in this document, there will be a need for Fire Safety labor for all live events and each *Watch I - Read It* film during the summer. After discussions with Colonial Fox Staff and the Scott Crain, Pittsburg's Fire Chief, it is expected all Fire Safety personnel will be volunteers.

EVENT SHIPPING:

The cost to ship the Monthly Art House film to and from the Theatre is the only expense in this line item. Estimated shipping costs are \$30 per month.

MISCELLANEOUS EVENT EXPENSE:

This is a catch all line item. The Theatre will have expenses not relegated to any of the above line items. For that reason, \$50 per month is budgeted in miscellaneous expenses.

EVENT CREDIT CARD PROCESSING:

During this Phase, credit card processing is estimated to be 1.5% of the gross ticket income. This is lower than the fees will be once the Theatre is open on a permanent basis due to the fact of less live events, lower ticket prices and the lack of on-line ticketing. It is expected that more cash will be utilized since the percentage of the movie audience is greater during this Phase.

EVENT PAYROLL:

With the schedule planned, a twenty to thirty hour a week House Manager at a rate of \$15 per hour will be added to the staff. The current Executive Director will be required to concentrate on Development along with Community Relations and will not have the time to manage the Theatre during this Phase. The House Manager will have more hours during the summer with the *Watch It, Read It* series. That is reflected in months three and four in the Budget.

Programming the Interim Phase will be the responsibility of the House Manager, the Executive Director and the Programming Committee of the Board of Trustees.

HOUSE MANAGER:

The House Manager is the only additional hire during the Interim Phase. Responsibilities will include:

General:

- Plans, directs, and manages Box Office, concessions, customer relations and operations for the Colonial Fox.
- Is responsible for the set up and removal of cinema equipment during the Interim Phase. Manages volunteers that assist in those tasks.
- Controls the environment of the Theatre including decibel levels, lighting, crowd control and HVAC levels.
- Schedules, trains and supervises volunteers to operate concessions.
- Trains Box Office volunteers in general procedures.
- Trains ushers in House procedures.
- Is responsible for the maintenance of concessions equipment, popcorn machine, cash registers, etc.
- Schedules, trains and supervises volunteer ushers.
- Complies with all organizational policies, procedures and expected standards of performance.
- Acts in a manner conducive to a positive and healthy work environment.
- Creates, develops, establishes, maintains, and enforces the highest professional standards, policies and procedures.
- Maintains expenses within assigned budgets.
- Oversees the observance of all governmental rules and regulations pertaining to the House operations including licensing, safety precautions, medical and ADA requirements. Produces and submits all necessary paperwork and reports.
- Advises Executive Director regarding issues and concerns relating to programming, marketing, and house operations and provides appropriate reports as required.
- Reports directly to the Executive Director.
- Performs all other duties as assigned by the Executive Director.

Box Office Responsibilities:

- Directs and ensures the proper tracking of all seats and the establishment of policies and procedures for all distribution possibilities including but not limited to mail, walk-up, artist, press, and ADA.
- Manages the process of all ticket sales, including in-person, telephone, mail order, and group/corporate sales.
- Prepares daily reports and organizes the bank deposits.

- In conjunction with the Executive Director, interviews and manages interns and volunteers as required.
- Responsible for night of show operations and volunteer scheduling.
- Submits Pollstar attendance reports when required.
- Completes in-house show budget reports when required.
- Delivers timely and proper reporting of sales and tax information to accounting.

Concession/Merchandise Responsibilities

- In conjunction with the Executive Director, interviews and manages interns and volunteers as required.
- Manages concession revenue and organize bank deposits.
- Maintains displays and adequate stock of concessions for sale
- Maintains proper inventory controls.
- Research & Development of varied products for sale including Colonial Fox Theatre logo products, drinks, food and more.
- Works with touring artists when required for the display and sale of tour related merchandise. Responsible for the inventory in and out counts, proper cash management and merchandise close out with touring artists.
- Delivers timely and proper reporting of sales and tax owed to accounting.

Front of House Operations:

- Responsible for professional and welcoming appearance of the Theatre.
- Oversees display and in theatre distribution of all promotional and advertising material on the outside of the theatre, store front windows, and in the Front of House, including marquees, posters, signs, programs and literature.
- Provides for the requirements of theatre artists that are pertinent to Front of House operations and related activities.
- Responsible for the daily maintenance of the Theatre

Customer Relations:

- Provides and supports effective customer/donor member relations.
- Trains volunteers in proper customer service techniques.

FIXED EXPENSES:

Most of the fixed expenses in this budget have been derived from the existing operational costs of the Colonial Fox in 2012. Certain expenses will increase due to the Interim Phase including Insurance, Utilities and Building Maintenance but the majority of these expenses would exist if no Programming were to be presented during this Phase.

PAYROLL ADMINISTRATIVE:

This includes the current full-time staff of Executive Director, PR/Marketing Director, and a part-time Pittsburg State University student intern. \$76,693 is budgeted annually.

PAYROLL PROCESSING:

This represents the cost of an outside firm processing payroll and payroll taxes. Currently the Theatre pays \$55 per month for this service. With one additional employee, the cost has been adjusted to \$60 per month.

ACCOUNTING:

Accounting fees will cover the costs of the yearly audit required by the IRS as part of the Form 990 submission. The Colonial Fox will surpass the minimum income levels that trigger the audit with their Capital Campaign and ticket sales. \$500 per month is budgeted for this service.

OFFICE EXPENSE:

Office expense will cover printing costs, ticket stock, paper, and other general costs of running the Colonial Fox Office. \$500 per month is estimated for these expenses.

GENERAL OPERATING EXPENSES:

Soap, toilet paper, paper towels and other hard to classify items are found in this expense line. \$100 per month is budgeted for these expenses.

OUTSIDE SERVICES:

IT services, pest control and other one of a kind service are included in this category. During this Phase, a minimum amount of \$50 per month has been allocated to Outside Services.

INTERNET:

Currently the Theatre pays \$30 per month for their Internet service. No changes are anticipated in the service through the Interim Phase.

TELEPHONE:

The Theatre currently averages \$100 per month in telephone billing. Phone service will need to be added in the Box Office and Backstage areas. At least one additional line will be required. For these reasons the telephone expense has been increased to \$150 per month.

POSTAGE, SHIPPING, DELIVERY:

Currently the Theatre is averaging \$65 per month in postage expense. Adding the expense of mailing tickets, promotional announcements, and other operational postage expenses will take this expense to \$150 per month.

WEBSITE MAINTENANCE:

The Theatre is paying \$50 per month to host their website. No major changes, including on line ticket sales, are planned for this Phase. No change in this expense is expected.

DUES AND SUBSCRIPTIONS:

This includes Chamber dues, Constant Contact web email fess, and LHAT membership dues. \$100 per month has been budgeted for this expense.

HOUSEKEEPING:

During the Interim Phase, volunteers will be needed to help clean the Theatre. Occasionally, depending on attendance and the state of the Theatre, a professional cleaning crew will be hired. \$300 per month has been allocated for this expense.

GAS:

The Colonial Fox will be heated with natural gas. The bulk of the usages will obviously occur in the winter but a twelve month payment structure will assist in cash flow and budgeting. The yearly cost estimate, once permanently open was \$15,000. Due to less activity in the Theatre the yearly cost is estimated to be \$7,500.

ELECTRIC:

The HVAC units will provide cooling powered by electricity. In addition, power for sound and lights, band equipment and general use will consume power. \$2,000 per month was estimated during permanent operations but again with less use and with less sound and lights only \$1,000 per month for electrical use is forecast.

WATER:

The Theatre currently utilizes \$60 per month in water. Increased use will increase the anticipated costs to \$90 per month.

REFUSE:

A two yard dumpster, picked up once per week, will cost \$60.

BUILDING REPAIRS:

Even though the Theatre is in an Interim Phase, certain repairs will have to be made. For this reason, \$200 per month has been budgeted to handle these issues.

GENERAL MAINTENANCE SUPPLIES:

Light bulbs, paint, tools, and other miscellaneous items are found in this line item. \$100 per month is allocated for this Phase.

HVAC:

\$300 per month is expected for preventative maintenance. Everything else should be under warranty for year one.

PROPERTY INSURANCE:

Currently the Theatre is paying \$3,072 for the Building and Contents Insurance on a yearly basis. With more contents, including the HVAC units, an increase to \$4,000 per year is expected.

GENERAL LIABILITY INSURANCE (G/L):

G/L insurance expense will increase with anticipated attendance. The variable expense is based on attendance figures for the year. Almost 10,000 people are projected to attend the Interim programming at the Colonial Fox for the year. The estimate for this insurance is \$1,500 for the year.

DIRECTORS AND OFFICERS INSURANCE:

No change in this coverage is anticipated from the \$1,464 yearly fee currently in place.

CONFERENCE, CONVENTION AND MEETINGS:

The League of Historic American Theatres conference would be attended by one or more employees from the Colonial Fox. Other conferences in Kansas and surrounding states may be attended as well. In the coming years, conferences are more conveniently located in Minneapolis, NYC and Nashville. For this reason, \$6,000 is budgeted for the year.

SMALL EQUIPMENT:

Cables, projection bulbs, tools and other small items too inexpensive to depreciate are found in this line item. \$100 per month is budgeted to cover these needs.

GENERAL STAGE MAINTENANCE:

The stage equipment utilized during the Interim Phase will be rented. Therefore maintenance costs will be the responsibility of the vendor. The Theatre may purchase its cinema equipment which would be under warranty. No money to maintain the equipment will be budgeted.

GENERAL ADVERTISING:

Current general advertising and marketing campaigns will not change during the Interim Phase. Top of mind awareness and brand recognition of the Colonial Fox will continue to be supported with a budget of \$300 per month.

DEVELOPMENT:

No additional expenses were budgeted for development as those costs associated with both the capital campaign and fundraising during the interim phase are covered in fixed expenses.

CONCLUSION

The assumptions and numbers in this document show it will be beneficial to the Colonial Fox Foundation to present live events and cinema during the Interim Phase. An operational deficit will need to be covered if there is programming or no programming. However, the deficit is lower with programming profits included.

Questions regarding the purchase of technical equipment are still outstanding. Live music and local productions can be easily handled with the rental of minimal Sound and Lights.

NGTA believes the quality of the cinema experience will be imperative to the enjoyment of the patrons. The Theatre cannot afford to provide a substandard experience during the Interim Phase. Patrons will understand the semi-uncomfortable seats, temporary concessions, and even the lack of surround sound, since most of the film screened during this Phase will be the Classics produced before the benefit of surround sound was invented. However, patrons will not be as patient with substandard video and inaudible audio. The Theatre's permanent screen, masked, hung with a single line set and backed with dead hung traveler drapery would solve the video issue.

Without any acoustical treatment in the Theatre, audio for cinema will be a challenge. How that is handled by the Cinema Equipment Provider will be a key to the presentation of cinema.

NGTA recommends buying or leasing permanent cinema equipment (see Capital Equipment Expenditures below). While not the least expensive, it does guarantee the presentation of cinema in a

quality form, one that will bring patrons back to experience and appreciate the film and the Colonial Fox together.

The Community is poised to support the Colonial Fox. What they need to witness is progress. Given the support necessary to begin Phase 5 construction by Local Government and key members of the Community, Interim Phase Programming will showcase the potential of the Theatre to vitalize Downtown and help garner the necessary support required to complete the renovations and secure the Colonial Fox's value to the community for generations to come.

CAPITAL EQUIPMENT EXPENDITURES

The following is a partial list of equipment with their estimated costs required for the Interim Phase. Additional research and communication with the architects, the Theatre, NGTA and Cinema Equipment Providers is needed to finalize any decision. Cash availability will determine if specific equipment will be leased or purchased.

The goal of any capital equipment expenditure made for the Interim Phase will be its long term utilization in the Theatre.

Cinema Digital Projector: \$15,000

Cinema Screen: \$5,000

Cinema Masking: \$1,000

Cinema Screen Frame w/wheels: \$1,500

Cinema Audio: \$10,000

Line Set for Cinema Screen: \$1,000 installed

Cinema Drapery including installation: \$5,000

Additional Electrical Conduits, Wires and Outlets: \$2,000

Seat Repair and Covers: \$3,000

SAMPLE SHOW BUDGET

The show budget below is an example of the income and expenses found for one National Touring Artist during the Interim Phase. Costs will vary according to the Artist, ticket sales, Technical equipment needs and staff requirements. Based on information provided by the Artist, the Theatre will complete the Budget and determine the ticket price. For this particular show, assumptions were made regarding the need for staffing, promotion and technical needs.

SAMPLE SHOW BUDGET

Ticket Price	\$	25
capacity		200
Sponsorship	\$	-
Gross Ticket Potential	\$	5,000
Talent	\$	2,000
Bonus	\$	-
Talent Total	\$	2,000
CC Fees	\$	75
Housekeeping	\$	100
Ticket Stock/Set Up	\$	50
utilities	\$	200
Facilities Total	\$	425
House Manager	\$	150
LD/spots	\$	-
sound tech	\$	100
fire security	\$	-
stage security	\$	-
Technical director	\$	-
stage hands	\$	-
projectionist	\$	-
Staff Total	\$	250
ASCAP/BMI	\$	55
catering/hotel	\$	100
insurance	\$	100
sound & lights	\$	500
backline	\$	-
Production Total	\$	755
graphic design	\$	25
radio/TV production	\$	-
street team	\$	-
internet	\$	50
printing and postage	\$	75
print	\$	150
TV	\$	-
radio	\$	-
Promotion Total	\$	300
Total Expenses	\$	1,730
Artist fee	\$	2,000
Total Show Costs	\$	3,730
Tickets to Break Even		149
Net Potential	\$	1,270

EXECUTIVE INTERIM PHASE BUDGET

Executive Interim Phase Budget Colonial Fox Theatre													
INCOME													
Total Ticket Sales	8,550	5,000	5,000	8,550	5,000	5,000	8,550	5,000	5,000	8,550	5,000	5,000	\$ 74,200
TOTAL INCOME *	18,654	15,869	19,094	32,029	13,369	24,869	18,654	15,869	15,869	22,654	13,373	13,369	\$ 223,672
Total Event Expenses	7,740	5,244	6,802	9,853	5,244	5,244	7,740	5,244	5,244	7,740	5,244	5,244	\$ 76,584
GROSS PROFIT	10,914	10,625	12,292	22,176	8,125	19,625	10,914	10,625	10,625	14,914	8,129	8,125	\$ 147,088
Total Fixed Expenses	12,296	12,296	12,296	12,296	12,296	12,296	12,296	12,296	12,296	12,296	12,296	12,296	\$ 147,553
NET ORDINARY INCOME	(1,382)	(1,671)	(5)	9,880	(4,171)	7,329	(1,382)	(1,671)	(1,671)	2,618	(4,167)	(4,171)	\$ (465)
Total Development Expense**	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
NET PROFIT/ (LOSS) **	(1,382)	(1,671)	(5)	9,880	(4,171)	7,329	(1,382)	(1,671)	(1,671)	2,618	(4,167)	(4,171)	\$ (465)
* Total income includes ticket sales, sponsorships, concessions, box office/restoration fees, theatre rental and development.													

INTERIM PHASE BUDGET

Interim Phase Budget Colonial Fox Theatre														
	BUDGET	BUDGET	BUDGET											
	Month	Month	TOTAL											
	1	2	3	4	5	6	7	8	9	10	11	12		
INCOME														
Ticket Sales														
Film	3,800	3,000	3,000	3,800	3,000	3,000	3,800	3,000	3,000	3,800	3,000	3,000		\$ 39,200
Live Event	4,750	2,000	2,000	4,750	2,000	2,000	4,750	2,000	2,000	4,750	2,000	2,000		\$ 35,000
Total Ticket Sales	8,550	5,000	5,000		\$ 74,200									
Concessions Sales														-
Concessions Sales	1,530	720	945	1,905	720	720	1,530	720	720	1,530	720	720		\$ 12,480
Total: Concessions Sales	1,530	720	945	1,905	720	720	1,530	720	720	1,530	720	720		\$ 12,480
Theatre Rental	500		\$ 6,000											
Program Sponsorship	2,241	1,316	4,316	5,241	1,316	1,316	2,241	1,316	1,316	2,241	1,316	1,316		\$ 25,492
Development Income														
Memberships	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,837	5,833		\$ 70,000
Donations	0	0	2,500	0	0	2,500	0	0	2,500	0	0	0		\$ 7,500
Government Grants	0	2,500	0	0	0	0	0	2,500	0	0	0	0		\$ 5,000
Foundation/trust grants	0	0	0	0	0	0	0	0	0	4,000	0	0		\$ 4,000
Special Events	0	0	0	0	0	9,000	0	0	0	0	0	0		\$ 9,000
Special Event Sponsorship	0	0	0	10,000	0	0	0	0	0	0	0	0		\$ 10,000
Total Development Income	5,833	8,333	8,333	15,833	5,833	17,333	5,833	8,333	8,333	9,833	5,837	5,833		\$ 105,500
TOTAL INCOME	18,654	15,869	19,094	32,029	13,369	24,869	18,654	15,869	15,869	22,654	13,373	13,369		\$ 223,672

Event Expenses													
Film Acquisition	1,330	1,050	1,050	1,330	1,050	1,050	1,330	1,050	1,050	1,330	1,050	1,050	\$ 13,720
Watch It Read It Film Acq			750	1,250									\$ 2,000
DVD/Blu-Ray Purchases	75	50	70	105	50	50	75	50	50	75	50	50	\$ 750
ASCAP/BMI	76	32	32	76	32	32	76	32	32	76	32	32	\$ 560
Artist Fee	2,250	500	500	2,250	500	500	2,250	500	500	2,250	500	500	\$ 13,000
Hospitality	100	0	0	100	0	0	100	0	0	100	0	0	\$ 400
Concessions COG	459	216	284	572	216	216	459	216	216	459	216	216	\$ 3,744
Concessions Supplies	100	100	100	100	100	100	100	100	100	100	100	100	\$ 1,200
Advertising													
Single Event: Other	500	500	500	500	500	500	500	500	500	500	500	500	\$ 6,000
Total Advertising	500	500	500	500	500	500	500	500	500	500	500	500	\$ 6,000
Production Equipment Rental	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	\$ 12,000
Technical labor	200	200	200	200	200	200	200	200	200	200	200	200	\$ 2,400
Event Contracted Fire Safety	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
Event Shipping/Postage	30	30	30	30	30	30	30	30	30	30	30	30	\$ 360
Misc Event Expense	50	50	50	50	50	50	50	50	50	50	50	50	\$ 600
Event Credit Card Processing	128	75	75	128	75	75	128	75	75	128	75	75	\$ 1,113
Event Payroll													
Wages: House Manager	1,300	1,300	1,950	1,950	1,300	1,300	1,300	1,300	1,300	1,300	1,300	1,300	\$ 16,900
Wages: Technical Director	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
Wages: Sound	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
Wages: Lighting	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
Wages: Projection	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
Wages: Security	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
Wages: Front of House	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
Payroll Taxes	117	117	176	176	117	117	117	117	117	117	117	117	\$ 1,521
Employee Benefits	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
Workers Comp insurance	24	24	36	36	24	24	24	24	24	24	24	24	\$ 316

Total · Event Payroll	1,441	1,441	2,162	2,162	1,441	1,441	1,441	1,441	1,441	1,441	1,441	1,441	\$ 18,737
Total · Event Expenses	7,740	5,244	6,802	9,853	5,244	5,244	7,740	5,244	5,244	7,740	5,244	5,244	\$ 76,584
GROSS PROFIT	10,914	10,625	12,292	22,176	8,125	19,625	10,914	10,625	10,625	14,914	8,129	8,125	\$ 147,088
Fixed Expenses													
Administrative Payroll	5,539	5,539	5,539	5,539	5,539	5,539	5,539	5,539	5,539	5,539	5,539	5,539	\$ 66,468
Payroll Taxes	499	499	499	499	499	499	499	499	499	499	499	499	\$ 5,982
Employee Benefits	250	250	250	250	250	250	250	250	250	250	250	250	\$ 3,000
Work Comp Insurance	104	104	104	104	104	104	104	104	104	104	104	104	\$ 1,243
Total Payroll	6,391	6,391	6,391	6,391	6,391	6,391	6,391	6,391	6,391	6,391	6,391	6,391	\$ 76,693
Payroll Processing	60	60	60	60	60	60	60	60	60	60	60	60	\$ 720
Attorney Fees	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
Accounting Fees	500	500	500	500	500	500	500	500	500	500	500	500	\$ 6,000
Office Expense	500	500	500	500	500	500	500	500	500	500	500	500	\$ 6,000
General Operations Expenses	100	100	100	100	100	100	100	100	100	100	100	100	\$ 1,200
Outside Services	50	50	50	50	50	50	50	50	50	50	50	50	\$ 600
Internet	30	30	30	30	30	30	30	30	30	30	30	30	\$ 360
Telephone	150	150	150	150	150	150	150	150	150	150	150	150	\$ 1,800
Postage, shipping, delivery	150	150	150	150	150	150	150	150	150	150	150	150	\$ 1,800
Website Maintenance	50	50	50	50	50	50	50	50	50	50	50	50	\$ 600
Dues & Subscriptions	100	100	100	100	100	100	100	100	100	100	100	100	\$ 1,200
Housekeeping	300	300	300	300	300	300	300	300	300	300	300	300	\$ 3,600
Gas	625	625	625	625	625	625	625	625	625	625	625	625	\$ 7,500
Electric	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	\$ 12,000
Water	90	90	90	90	90	90	90	90	90	90	90	90	\$ 1,080
Refuse	60	60	60	60	60	60	60	60	60	60	60	60	\$ 720
Sewer	60	60	60	60	60	60	60	60	60	60	60	60	\$ 720
Building Repairs	200	200	200	200	200	200	200	200	200	200	200	200	\$ 2,400
General Maintenance Supplies	100	100	100	100	100	100	100	100	100	100	100	100	\$ 1,200
HVAC	300	300	300	300	300	300	300	300	300	300	300	300	\$ 3,600

Property Insurance	333	333	333	333	333	333	333	333	333	333	333	333	\$ 3,996
GL Insurance	125	125	125	125	125	125	125	125	125	125	125	125	\$ 1,500
D & O Insurance	122	122	122	122	122	122	122	122	122	122	122	122	\$ 1,464
Conference,convention,meeting	500	500	500	500	500	500	500	500	500	500	500	500	\$ 6,000
Small Equipment Expense	100	100	100	100	100	100	100	100	100	100	100	100	\$ 1,200
General Stage/Equip													
Maintenance	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
General Advertising	300	300	300	300	300	300	300	300	300	300	300	300	\$ 3,600
Development Expenses													
Development Payroll	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
Development Payroll - Other	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
Payroll Taxes	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
Employee Benefits	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
Work Comp Insurance	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
Total Development Payroll	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
Other Development Expense	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
Special Event Expense	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
Total Fixed Expenses	12,296	12,296	12,296	12,296	12,296	12,296	12,296	12,296	12,296	12,296	12,296	12,296	\$ 147,553
NET PROFIT/ (LOSS)	(1,382)	(1,671)	(5)	9,880	(4,171)	7,329	(1,382)	(1,671)	(1,671)	2,618	(4,167)	(4,171)	(\$465)



**COLONIAL FOX THEATER FOUNDATION
INTERIM ECONOMIC IMPACT REPORT**

AUGUST 7, 2012

COMPLETED BY:

MUNICIPAL CONSULTING, LLC

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SECTION 1 - EXECUTIVE SUMMARY

Economic Impact on the City of Pittsburg and Crawford County

The purpose of this report is to estimate the direct and indirect economic impact of the Colonial Fox Theatre Foundation's (CFTF) plan to operate the historic theatre on a limited basis following completion of an estimated \$1 million upgrade to the facility. The upgrade construction will perform code and safety corrections to allow public events inside the theatre and relocate the best existing seats to the front of the house, providing a seating capacity of 200 for the events as detailed in the Colonial Fox Theatre Foundation Interim Phase Business Plan.¹ The interim phase will continue until fundraising is complete for the planned complete refurbishment and expansion of the entire facility.

This interim phase plan could have the following economic impact on the City of Pittsburg over the next ten years:

- Increase in total direct city revenues of about \$294,000
- Increased local sales tax collections of \$266,000
- Increased utility profits and franchise fees of \$21,700
- Increased property taxes of \$6,300
- An increase in local personal incomes of \$4.1 million
- An increase in local retail spending of \$16.1 million
- The addition of \$310,000 to the local tax base
- An average of 15 construction jobs over the 9-12 month construction period
- A total of 22 new permanent jobs in the community
- More than 10,000 visitors to the downtown in the first year of operation
- About 3,800 hotel room nights sold in the next 10 years

In addition, these projects could produce the following economic impact on Crawford County:

- Increase in total direct county revenues of \$185,000
- Increased county sales tax collections of \$161,000
- Increased county property tax collections of \$6,800
- Increased county guest tax collections of more than \$17,000

The detailed itemization of this information can be found in Appendix A, "Executive Summary."

¹ Negra, Mike: Negra-Graham Theatrical Advisors, Colonial Fox Theatre Foundation Interim Phase Business Plan, July 2012

Methodology and Assumptions

An economic impact study involves identifying the various aspects of a project that will have an impact on the community. This report follows the methodology of determining the impact of these components of the project that will create a public benefit:

- Impact of construction
 - Construction salary spending plus rollover
 - Materials purchases plus rollover
- Impact of new permanent staff jobs created plus salary rollover
- Impact of event visitors
 - Tickets, concessions, gas and incidental expenditures plus rollover
 - Lodging expenditures plus rollover
- Impact of hospitality jobs created by visitor spending
- Impact of utilities expenses and utility franchise fee collections
- Impact of construction of new housing units required for new permanent jobs

Rollover Multiplier

The above components introduce a factor known as "rollover" spending that is an important component of economic impact. "Rollover" refers to the fact that when funds are spent within a community, they are then spent again by the receiver and the process is repeated until all of the money finally leaves the community. Economists frequently refer to a "rollover multiplier" or simply "rollover." Multipliers may range from a low of 2.5 to a high of 7.5. As will be explained in Section 2, this report uses a rollover multiplier of 4.0 for Pittsburg.

Other Calculations and Assumptions

Explanations of the methods used are contained in each section of the report. *The assumptions used can be found within each section, as well as in the References at the end of the report.*

SECTION 2 - INTRODUCTION, PURPOSE, AND METHODOLOGY

Introduction

Governments are charged with the responsibility to wisely spend public monies, whether for governmental operations or incentives for public and private investments. In Kansas, municipal governments are required by statute to conduct a cost-benefit analysis before granting tax abatements to private developments. Many cities will do a detailed analysis of the economic impact of a proposed project, even if it does not involve a tax abatement or public incentives. Therefore, it is good practice for developers, public and private, to perform their own analysis before approaching a municipality for incentives, or even concurrence with the proposed project.

The Colonial Fox Theatre Foundation has elected to have this report prepared because a significant part of the project will be financed by federal, state and local funds, with the balance coming from private donations. Donors are also interested in the impact their donations will have on the community.

Purpose of this Report

The purpose of this report is to estimate the direct and indirect economic impact of the Colonial Fox Theatre Foundation's (CFTF) plan to operate the historic theatre on a limited basis following completion of an estimated \$1 million upgrade to the facility. The upgrade construction will perform code and safety corrections to allow public events inside the theatre and relocate the best existing seats to the front of the house, providing a seating capacity of 200 for the events as detailed in the Colonial Fox Theatre Foundation Interim Phase Business Plan.² The interim phase will continue until fundraising is complete for the planned complete refurbishment and expansion of the entire facility.

Methodology

Conducting an economic impact study involves identifying the various aspects of a proposed project that will have an impact on the community. There are a number of components of this project that will create a public benefit:

- Impact of construction
 - Construction salary spending plus rollover
 - Materials purchases plus rollover
- Impact of new permanent jobs created plus salary rollover
- Impact of event visitors
 - Tickets, concessions, gas and incidental expenditures plus rollover
 - Lodging expenditures plus rollover

² Ibid, same

- Impact of hospitality jobs created by visitor spending
- Impact of utilities expenses and utility franchise fee collections
- Impact of construction of new housing units required for permanent jobs.

Rollover Multiplier

These components introduce a factor known as "rollover" spending that is an important component of economic impact. "Rollover" refers to the fact that when funds are spent within a community, they are then spent again by the receiver and the process is repeated until all of the money finally leaves the community. Economists frequently refer to a "rollover multiplier" or simply "rollover." Multipliers may range from a low of 2.5 to a high of 7.5.

In order to accurately apply a multiplier, it is necessary to examine an independent data set that is based upon actual spending within the community. This information is compiled and reported annually by the Kansas Department of Revenue³ in what are known as "Pull-Factor" reports. The most recent Pull-Factor reports for Kansas for the year 2011 are posted on the Kansas Department of Revenue website. The following excerpt from the report explains the data:

"The City Trade Pull Factor report provides different measures of retail market data for the cities for fiscal year 2011, which represents the period July 1, 2010 through June 30, 2011. Retail market data is presented three ways.

- *The first measure is a location quotient of retail trade called the City Trade Pull Factor (CiTPF). It is a measure of the relative strength of the retail business community. The City Trade Pull Factor is computed by dividing the per capita sales tax of a city by the statewide per capita sales tax. A CiTPF of 1.00 is a perfect balance of trade. The purchases of city residents who shop elsewhere are offset by the purchases of out-of-city customers. CiTPF values greater than 1.00 indicates that local businesses are pulling in trade from beyond their home city border. Thus, the balance of trade is favorable. A CiTPF value less than 1.00 indicates more trade is being lost than pulled in, that residents are shopping outside the city. This is an unfavorable balance of trade.*
- *The Trade Area Capture (TAC) of a city is a measure of the customer base served by a community. It is calculated by multiplying the city's population by the CiTPF.*
- *The Percent Market Share (MS) is the percent the city's Trade Area Capture is of the state as a whole. TAC is calculated by dividing the city's TAC by the sum of all city TAC numbers.*

³ Kansas Department of Revenue, Office of Policy and Research, City/County Trade Pull Factors, Annual Report FY 2011, issued December 2011

- *The Percent of County Trade (PCT) is a concentration factor that shows the percent capture of retail trade of the city within its county."*

The *City Trade Pull Factor* for Pittsburg is 1.13. Pittsburg's *Trade Area Capture* is 22,781 and the *Percent of County Trade* is 75.5%. This last number gives a good measure of the rollover factor to use for Pittsburg. Each time spending rolls over, 24.5% of the money "leaks out" of the city. This is a strong indicator that the correct rollover multiplier for the city is 4.0, as after four rollovers, the money has virtually all left the community.

Other Calculations and Assumptions

The other calculations used in developing this report are explained at the beginning of each section. The worksheet appendices are constructed in a manner that allows different assumptions to be entered once in the respective worksheet and the changes will flow automatically to the affected worksheets and final results. The reader should contact Municipal Consulting, LLC for the fee schedule to modify the report with a new set of assumptions.

The references used in the preparation of this report are contained in the REFERENCES at the end of the report. These references are the source of many of the assumptions.

Report Structure

The report is organized in a manner that shows the economic impact in terms of direct revenue to the city and county and other economic indicators of importance to the community. These include:

Components of City Revenues:

- Sales taxes
- County sales tax revenue sharing
- Net profits from city utilities
- Utility franchise fees
- New property taxes

Components of County Revenues:

- Sales taxes
- Property taxes
- Guest taxes

Other economic benefits:

- Construction jobs
- Permanent jobs created
- Related jobs created

- Increase in personal incomes
- Increase in local retail spending
- Addition to the local property tax base

County Sales Tax Revenue Sharing

The Kansas Department of Revenue determines by statute and regulation how sales tax levied at the county level is to be shared with the cities in the respective county.⁴ The formula is calculated in January and July of each year and applied to sales tax collections for the succeeding six month period.

In January, the calculation averages the ratios of city to county population and city to county total property taxes levied in the preceding year. In July, the calculation averages the ratios of city to county population and city to county total property taxes collected for the preceding year.

For the past two years (2011 and 2012) the calculation for Pittsburg has ranged between 40.00% and 40.50%. For purposes of this report, we have used 40.00% as the factor for Pittsburg. Thus, 40% of the sales tax collections calculated for Crawford County (1.0% local tax) are shown as a component of the direct revenues for the city.

Annual Summary of All Components

The year-by-year summary of all the components listed above is shown in Appendix B, "Annual Impact Summary." The projected results are grouped by five year intervals. The CFTF is hopeful that the interim phase will only be in 2013-2014, with completion of the full planned construction during 2015 and a transition to full-scale operations in 2016. This report is based on a "worst-case" scenario that the interim phase will expand by 50% in 2014 due to increased seating capacity and programming, followed by a 33% increase in attendance in 2015 and a very conservative 5% per year increase thereafter.

⁴ Kansas Department of Revenue, Office of Policy and Research, Monthly County/City Local Sales Tax Distribution Report, June 2012

SECTION 3 - CONSTRUCTION IMPACT

Total Construction Costs

The architectural estimate for this interim construction phase is \$1 million for electrical and safety code corrections, stage and screen improvements, seating rearrangement and other modifications allowing for internal events to be held in the facility.

Construction Cash Flow

The actual construction is expected to begin in late 2012 and take 9-12 months to complete. For this report, we assumed two months of construction in 2012 and seven months in 2013. There could be an error factor of 3-6 months depending on all of the factors that affect construction. For this report, we used 2012 as Year 1, with operations beginning in 2013. The projected results from this study will have to be adjusted in the annual summary according to when the CFTF is allowed to start operations. That year will then replace 2013 as the first year of operation.

Construction Jobs Created

The estimate of construction jobs created is determined using an average wage of \$22.00⁵ per hour for a 40-hour work-week (typically worked in four days of 10 hours each) and 4.2 work-weeks per month. This monthly salary of \$3,696 is divided into the projected labor expenditure for the month to determine the number of jobs required. Using this method, the monthly average is 15 jobs throughout the construction period. It should be noted that there probably will be more than 50 different workers involved, but not all at the same time.

It is generally accepted within the methodology for cost-benefit studies⁶ that labor is 50% of the total construction cost and that 50% of the labor salaries will be disposable income subject to sales tax. The location and duration of each project will affect the amount of the disposable income that is spent in the local community.

This project will take 9-12 months for completion. It can be expected that for a project of this duration, the workers will spend several days per week in Pittsburg (typically four 10 hour days) rather than commute daily from other communities. For this project, we are using the assumption that 90% of the disposable income will be spent in Kansas and that the previously discussed 75.5% of that will be spent in Pittsburg.

⁵ U.S. Department of Labor, General Wage Decision KS120008, Issued 5/25/2012 KS8

⁶ Kansas State Court of Tax Appeals, Kansas Tax Abatement Cost-Benefit Model, 5/29/1998

Construction Materials Spending

After labor expenses, 50% of the total construction cost is left for materials⁷. The key factor is determining the percentage of materials that will be purchased in the local area.

Our research among local contractors indicates that the materials for residential and small commercial "stick-built" projects are 100% available in the local community. By contrast, structural steel for larger commercial projects, and commercial metal building materials all have to be acquired from other areas. The interior walls and other portions of commercial metal buildings are available locally. For this phase of the CTF project, nearly all of the materials required are available locally.

For the purpose of this report, we are estimating that 90% of the construction materials will be acquired in Kansas and 80% will be purchased in the local community.

The impact of the construction activity is detailed in Appendix C, "Economic Impact of Construction."

Total Estimated Economic Impact of Construction

The combined totals for construction labor and materials economic impact are estimated to be:

- **Increased local retail spending of \$1.8 million**
- **City sales tax collections of \$22,700**
- **County sales tax collections of \$18,100**

⁷ Ibid., same

SECTION 4 - IMPACT OF NEW PERMANENT AND RELATED JOBS

New Permanent Staff Jobs Created

The current full-time staff at the theatre consists of the executive director and the PR/marketing director. The interim business plan forecasts the addition of a part-time house manager in 2013, becoming full-time in 2015. A part-time custodial position would be added in 2014, followed by part-time front of the house and technical directors in 2015. All of these positions would be full-time by 2016.

The listing of positions and salaries for these staff positions is shown in Appendix D, "Economic Impact of Existing and New Permanent Jobs."

Permanent Salary Rollover Calculation

The rollover impact of salary spending is very similar to the process used for construction labor in Section 3. The percentage of salaries classified as disposable income subject to sales tax is estimated at 50%, with 90% of that spent in Kansas and 75.5% of the 90% spent in the local community. The 75.5% factor is then applied to each subsequent rollover of the spending.

This is a conservative approach. It might be argued that a portion of the original spending not subject to sales tax should be included in subsequent rollovers. We have elected not to include any of that salary component in the rollover calculation. For jobs at this salary level, the first 50% of the salary would likely go to mortgage payments, auto financing and other payments that immediately leave the community.

Estimated Economic Impact of Existing and New Staff Jobs

Using the assumptions described above, the estimated economic impact of the 2 existing and 4 new jobs described above over the next 10 years could be:

- **Total salaries paid of \$1.5 million**
- **Increased local retail spending of \$1.8 million**
- **Increased city sales tax collections of \$22,500**
- **Increased county sales tax collections of \$18,000**

Related Jobs in the Hospitality Sector

The Kansas Department of Wildlife, Parks and Tourism commissioned an independent study of the Kansas tourism industry in 2009.⁸ That report lists some key factors used in this study:

- Every 203 visitor stays in a hotel produces one new job in the core tourism, or hospitality, industry⁹

⁸ IHS Global Insight, Shane Norton, Senior Consultant, 2009 Tourism Satellite Account, August 2020

⁹ Ibid., p. 9

- The core tourism average annual salary in 2009 was \$22,676¹⁰

These two factors are used in conjunction with the visitor impact from Section 5 in determining the impact of new hospitality jobs created locally by the CFTF project. For example, the number of room nights estimated for 2014 is 303, which would produce 1.5 new jobs in the core tourism industry. Once again, we are estimating that 50% of the new job salaries would be disposable income subject to sales tax, 90% of that would be spent in Kansas and 75.5% spent in the local community. The rollover calculation again applies 75.5% for each rollover.

The total new jobs produced in the hospitality industry is projected to be 18 over the next 10 years.

The resulting impact from hospitality job spending is shown in Appendix E, "Economic Impact of New Related Service Sector Jobs."

Estimated Economic Impact of New Hospitality Industry Jobs

Using the assumptions described above, the estimated economic impact of the 18 new hospitality industry jobs over the next ten years could be:

- Total salaries paid of \$2.0 million
- Increased local retail spending of \$2.4 million
- City sales tax collections of \$30,000
- County sales tax collections of \$24,000

Estimated Economic Impact of All New Jobs

All the 22 new permanent jobs created by these projects could have an estimated economic impact over the next 10 years of:

- Total salaries paid of \$3.5 million
- Increased local retail spending of \$4.2 million
- City sales tax collections of \$52,600
- County sales tax collections of \$42,100

¹⁰ Ibid., p. 9

SECTION 5 - IMPACT OF VISITORS

Visitor Retail and Hotel Spending

The first step in determining the impact of visitor spending is to estimate the number of visitors that would attend events. The starting point is derived from the Interim Business Plan referenced earlier.¹¹ The plan details how the CTF will attract 10,080 visitors in the first year of operation. We have further assumed that the attendance would increase 50% in year two and 30% in year three. After that, we assume only a 5% increase per year.

The next step is to make an assumption on the number of visitors that would spend a night in the community in connection with their visit to the theatre. We first eliminated all the attendees for the Watch It-Read It series, which is a free admission on Wednesday morning summer event. It is most likely that out-of-town visitors would be attracted to the other events. We have then assumed that only one in twenty (5%) of the attendees at these events would spend a night in Pittsburg.

Once again, we refer to the 2009 Tourism Industry Report on the Kansas Department of Wildlife, Parks and Tourism website for retail spending numbers to use for each visitor.¹² The study reports that each visitor stay in 2009 produced a total of \$137 in spending for lodging and other expenses during a stay. Assuming that the average local hotel room rate is \$100, with two persons per room, we could break down the spending into \$50 per person for lodging and \$87 per person for other expenditures (food, gasoline, incidentals and shopping) during the visit. However, the interim business plan projects that the average person attending an event will spend \$7.51 for tickets and concessions in the theatre. For incidental spending outside the theatre, we have assumed:

- National artist attendees will spend only 20% of the state average
- Local artist attendees will spend only 10% of the state average
- Classic and art film attendees will spend only 5% of the state average.

This produces an average per person amount of just \$5.97 outside of the theatre. This excludes the Watch It-Read It attendees, for which we project no spending outside the theatre. We believe this is ultra-conservative because even a fast-food meal would cost that much.

Finally, the economic impact of the visitor spending is calculated using the same rollover factor of 4.0 with a 75.5% retainage during each rollover as used in the previous sections.

In calculating the hotel spending by visitors, we assumed (see above) that only 5% of the attendees would spend a night. Further, we assume two persons per room, meaning that the

¹¹ Negra, Mike, et al

¹² IHS Global Insight, et al

hotel room nights sold will be only 2.5% of the visitors. We have also assumed a room cost of \$100, or \$50 per person. Then we again applied the same system of the rollover calculation.

The actual impact of the event visitors is calculated in Appendix F, "Direct Economic Impact of New Events, Year 1" , Appendix G1, "Impact of Visitor Spending for Food, Gas and Incidentals" and Appendix G2, "Impact of Visitor Spending on Hotels."

Estimated Economic Impact of Visitors to the City

Using the assumptions as described above, the estimated impact of visitors to events held at the CFTF over the next 10 years could be:

- **Almost 190,000 total visitors to the downtown**
- **Almost 3,800 hotel room nights sold**
- **Increased local retail sales of \$9.3 million**
- **City sales tax collections of \$116,700**
- **County sales tax collections of \$93,300**
- **County guest tax collections of \$17,300**

SECTION 6 - IMPACT OF NEW UTILITY EXPENSES

Utility Profits and Franchise Fee Calculation

The Interim Business Plan details the projected utility expenses based upon existing costs adjusted for the number of events and attendees.¹³

The Pittsburg City Budget actual expenditures for 2010 indicated a profit margin of 31.6% in the water, waste water and storm water funds, which we have used in this report.¹⁴

Public utilities in Kansas typically pay franchise fees to the municipalities where the services are delivered. The typical rate for these franchise fees is about 5%. We have used this rate in calculating the approximate franchise fees that would be generated by the theatre operation.

Impact Calculation of Utilities from New Housing Units

As will be detailed Section 7 of this report, an additional 2 housing units in the city will be needed for a portion of the new permanent job holders. Each of those new housing units will also be purchasing utilities from the city and its providers. The 2012 Pittsburg City Budget reveals that average utility profits per household in the city for 2010 were \$231 and the average franchise fees collected per household were \$211.¹⁵

If we apply those rates to the new housing units as they are built and start using utilities, we will get an approximate impact of these new units on the direct city revenues. *These results are shown in Appendix H, "Impact of New Utility Usage."*

Estimated Total Impact of All Utility Purchases

Using the assumptions discussed above, the overall impact of new utility purchases by the theatre and by the new housing for employees over the next 10 years could be:

- Increased city utility profits of about \$7,000
- Increased city franchise fees of about \$14,700
- Total new city revenues of about \$21,700

¹³ Megra, Mike, et al, P. 11-12

¹⁴ City of Pittsburg, Kansas, Office of the City Clerk, 2012 Budget

¹⁵ Ibid., Same

SECTION 7 - IMPACT OF NEW HOUSING CONSTRUCTION

Calculation of New Housing Impact

Given the number of new permanent staff and hospitality sector jobs created by this project, it is reasonable to assume that some of these new jobs will require the construction of a new housing unit in the city. These units might consist of a single-family home, a new apartment, or a modular or mobile home. For this report, we have assumed that 10% of the new jobs will require a new housing unit. **This would require an additional 2 units over the next 10 years.**

For an independent estimate of the value of a new housing unit, we consulted the 2010 US Census data in the housing value tables. The estimated upper quartile value of a new unit in the City of Pittsburg is listed at \$134,700.¹⁶

Since local housing units are likely to be built by local contractors, with local employees and who will purchase most materials locally, we have assumed that 75% of the construction labor salaries will be spent locally and 85% of the materials will be purchased locally.

The impact of new housing construction is detailed in Appendix I, "Impact of New Housing."

Estimated Economic Impact of New Housing in the City

Using the assumptions as described above, the estimated economic impact of the new housing construction over the next 10 years could be:

- **The addition of \$310,000 to the tax base**
- **Increased local retail spending of \$763,500**
- **City sales tax collections of about \$9,500**
- **City property tax collections of about \$6,300**
- **County sales tax collections of \$7,600**
- **County property tax collections of about \$6,800**

¹⁶ U.S. Census Bureau, Summary File 3, Table B25078, April 2012

SECTION 8 - REPORT SUMMARY AND DISCLAIMER

Report Summary

We believe that this report presents a conservative indication of the potential economic impact of this project at the Colonial Fox Theatre on the City of Pittsburg and Crawford County. The methodology is based upon documentable data and assumptions that are conservative rather than liberal. CFTF officials have provided historical data and future projections, but the assumptions used have been determined independently by Municipal Consulting, LLC from its own analysis and experience in more than 120 cost-benefit analyses conducted throughout the State of Kansas.

Estimated Total Economic Impact of the Project

The estimated total economic impact of all sections of this report over the next 10 years could be:

- Increase in total city revenues of about \$294,000
- Increased local sales tax collections of \$266,000
- Increased utility profits and franchise fees of \$21,700
- Increased city property taxes of \$6,300
- An increase in local personal incomes (salaries) of \$4.1 million
- An increase in local retail spending of \$16.1 million
- The addition of \$310,000 to the local property tax base
- An average of 15 construction jobs at \$44K over the next year
- A total of 22 new permanent staff and hospitality sector jobs
- About 190,000 visitors to the downtown
- About 3,800 hotel room nights sold in the next 10 years

In addition, these projects could produce the following economic impact on Crawford County:

- Increase in total county revenues of about \$185,000
- Increased county sales tax collections of \$161,000
- Increased county property tax collections of \$6,800
- Increased county guest tax collections of about \$17,300

Disclaimer

The results of this report are estimates based on the various assumptions listed above and are not to be interpreted as an actual prediction of performance of the overall economic impact of this project. Many unknown financial and economic factors can occur over a 10 year period that could significantly alter these projections. Municipal Consulting, LLC has no control over any of these factors and therefore cannot and does not make any guarantees of the results indicated

in this report. Projections out to 10 years may have an error margin of 25-50%, but they do give an idea of what slow, but steady growth will accomplish over the period.

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About Municipal Consulting, LLC

Municipal Consulting, LLC was formed in 2010 with R. Steven Robb as sole owner. However, Robb has been performing cost-benefit studies, economic impact studies, and financial feasibility reports for the last 15 years. He has performed more than 120 cost-benefit studies for city development projects all over the state of Kansas. The major clients for these projects include Gilmore & Bell law firm and the Unified Government of Kansas City/Wyandotte County.

Robb has completed financial feasibility reports for projects ranging from a new RV park in Coffeyville, to a sawmill in Linn County, to a movie theater in Fort Scott. He previously completed economic impact reports for the PSU Performing Arts Center and a new Indoor Event Center at PSU.

Municipal Consulting, LLC is currently under contract to perform a cost-benefit study for an estimated \$6 billion project to construct an energy transmission line through eight counties in North-Central Kansas.

The organization has arrangements with six other independent contractors who serve as consultants within their particular area of expertise. These include small business managers, public relations and media specialists, graphics imaging, top-level management executives, banking and social service agency specialists.

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11. U.S. Census Bureau, Summary File 3, Table B25078, April 2012
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APPENDICES

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COLONIAL FOX THEATER FOUNDATION

APPENDIX A - EXECUTIVE SUMMARY

	First 5 Years 2012 - 2016	Second 5 Years 2017 - 2021	10 Year TOTAL
City Revenues Generated:			
New City Sales Taxes Generated	\$103,367	\$162,670	\$266,037
Utility Net Profits	\$1,907	\$5,043	\$6,950
Franchise Fees	\$5,136	\$9,608	\$14,743
Property Tax from New Homes Constructed	\$769	\$5,556	\$6,325
Total City Revenues	\$111,179	\$182,877	\$294,056
County Revenues Generated			
New Sales Tax Generated	\$62,647	\$98,588	\$161,235
New Property Tax Collections	\$828	\$5,983	\$6,810
New Guest Tax Collections	\$5,646	\$11,641	\$17,287
Total County Revenues	\$69,120	\$116,212	\$185,332
Other Economic Benefits:			
Highest No. of Construction Jobs Created	15	0	15
Average No. of Construction Jobs Created	15	0	15
Permanent Staff Jobs Created	4	0	4
Related Hospitality Sector Jobs Created	6	12	18
Total new permanent jobs	10	12	22
Increase in Local Personal Incomes	\$1,399,377	\$2,732,787	\$4,132,164
Increase in Local Retail Spending:	\$6,264,688	\$9,858,776	\$16,123,464
Addition to the Local Property Tax Base	\$146,518	\$163,311	\$309,829



COLONIAL FOX THEATER FOUNDATION

APPENDIX B - ANNUAL IMPACT SUMMARY

Tuesday, August 07, 2012

						2012 - 2016					2017 - 2021		2012 - 2021
City Revenues Generated:													Decade
Description	2012	2013	2014	2015	2016	Total	2017	2018	2019	2020	2021	Total	Total
Sales tax from construction labor & materials	6,749	15,920	0	0	0	\$22,669	0	0	0	0	0	\$0	\$22,669
Sales tax from staff jobs spending	960	1,204	1,315	2,130	2,629	\$8,238	2,695	2,762	2,845	2,931	3,019	\$14,252	\$22,490
Sales tax from visitor and hotel spending	0	5,563	8,512	11,575	12,458	\$38,108	13,408	14,430	15,606	16,878	18,254	\$78,577	\$116,686
Sales tax from related jobs spending	0	336	857	1,399	2,187	\$4,780	3,013	3,955	4,966	6,114	7,326	\$25,375	\$30,154
Sales tax from new housing construction	0	0	0	0	4,513	\$4,513	0	0	0	5,030	0	\$5,030	\$9,544
Sales tax shared from Crawford County	2,467	7,368	3,419	4,834	6,972	\$25,059	6,117	6,767	7,494	9,905	9,152	\$39,435	\$64,494
Total new city sales taxes	10,175	30,391	14,103	19,938	28,760	\$103,367	25,234	27,915	30,911	40,859	37,751	\$162,670	\$266,037
Utility Net Profits	0	341	348	355	863	\$1,907	879	895	915	1,166	1,188	\$5,043	\$6,950
Franchise Fees	0	1,119	1,141	1,164	1,711	\$5,136	1,749	1,787	1,834	2,094	2,144	\$9,608	\$14,743
Property taxes from new homes constructed	0	0	0	0	769	\$769	769	769	769	1,625	1,625	\$5,556	\$6,325
Total New City Revenues	\$10,175	\$31,852	\$15,592	\$21,458	\$32,102	\$111,179	\$28,630	\$31,366	\$34,429	\$45,744	\$42,708	\$182,877	\$294,056
County Revenues Generated													Decade
Description	2012	2013	2014	2015	2016	Total	2017	2018	2019	2020	2021	Total	Total
Sales tax from construction labor & materials	5,399	12,736	0	0	0	\$18,135	0	0	0	0	0	\$0	\$18,135
Sales tax from staff jobs spending	768	963	1,052	1,704	2,103	\$6,591	2,156	2,210	2,276	2,345	2,415	\$11,402	\$17,992
Sales tax from visitor and hotel spending	0	4,451	6,809	9,260	9,966	\$30,487	10,726	11,544	12,485	13,503	14,603	\$62,862	\$93,349
Sales tax from related jobs spending	0	269	686	1,119	1,750	\$3,824	2,411	3,164	3,973	4,891	5,861	\$20,300	\$24,124
Sales tax from new housing construction	0	0	0	0	3,611	\$3,611	0	0	0	4,024	0	\$4,024	\$7,635
Total new sales tax collections	6,167	18,419	8,547	12,084	17,430	\$62,647	15,293	16,918	18,734	24,763	22,879	\$98,588	\$161,235
Property tax from new home construction	0	0	0	0	828	\$828	828	828	828	1,750	1,750	\$5,983	\$6,810
Guest tax from hotel visitors	0	824	1,261	1,715	1,846	\$5,646	1,986	2,138	2,312	2,500	2,704	\$11,641	\$17,287
Total New County Revenues	\$6,167	\$19,243	\$9,808	\$13,799	\$20,103	\$69,120	\$18,107	\$19,884	\$21,874	\$29,013	\$27,334	\$116,212	\$185,332
Other Economic Benefits:													Decade
Description	2012	2013	2014	2015	2016	Total	2017	2018	2019	2020	2021	Total	Total
Construction Jobs (monthly average)	15	15	0	0	0	15	0	0	0	0	0	0	15
Permanent staff jobs created	0	1	1.0	2	0	4	0	0	0	0	0	0	4
Related Hospitality Sector Jobs Created	0	1	2	2	2	6	2	2	2	3	3	12	18
Increase in Local Personal Incomes(Salaries)	\$177,576	\$495,413	\$150,042	\$243,789	\$332,556	\$1,399,377	\$393,963	\$463,415	\$538,708	\$623,600	\$713,101	\$2,732,787	\$4,132,164
Increase in Local Retail Spending from: (\$)													
Construction labor and materials	539,912	1,273,628	0	0	0	\$1,813,540	0	0	0	0	0	\$0	\$1,813,540
Permanent staff jobs	76,775	96,330	105,188	170,419	210,343	\$659,056	215,602	220,992	227,622	234,451	241,484	\$1,140,151	\$1,799,206
Related Hospitality Sector Jobs	0	26,896	68,584	111,928	174,958	\$382,365	241,069	316,403	397,282	489,122	586,116	\$2,029,993	\$2,412,358
Visitor Local Spending	0	381,584	583,824	793,981	854,522	\$2,613,910	919,679	989,804	1,070,473	1,157,717	1,252,071	\$5,389,744	\$8,003,654
Hotel Spending	0	63,467	97,104	132,059	142,128	\$434,758	152,966	164,629	178,046	192,557	208,251	\$896,449	\$1,331,207
New Housing Labor and Materials	0	0	0	0	361,059	\$361,059	0	0	0	402,439	0	\$402,439	\$763,498
Total New Local Retail Spending	\$616,687	\$1,841,905	\$854,700	\$1,208,386	\$1,743,010	\$6,264,688	\$1,529,316	\$1,691,829	\$1,873,424	\$2,476,286	\$2,287,921	\$9,858,776	\$16,123,464
Addition to the Local Property Tax Base	\$0	\$0	\$0	\$0	\$146,518	\$146,518	\$0	\$0	\$0	\$163,311	\$0	\$163,311	\$309,829



COLONIAL FOX THEATER FOUNDATION

APPENDIX C - ECONOMIC IMPACT OF CONSTRUCTION

Assumptions:

Percentage of construction cost attributed to labor:	50.00%
Percentage of labor salaries as disposable income:	50.00%
Percentage of disposable income spent in Kansas:	90.00%
Percentage of disposable income spent in the city	75.50%
Percentage of construction cost attributed to materials:	50.00%
Percentage of materials cost spent in Kansas:	90.00%
Percentage of materials cost spent in city:	80.00%
Average construction worker monthly salary (\$22/hr x 40 hrs/wk x 4.2 weeks/mo.)	\$3,696
Percent of rollover spending retained in the community	75.50%
City sales tax rate	1.25%
County sales tax rate	1.00%

Project Schedule	Amount	Bidding Date	Start Construction	Occupancy	2012 Amounts	2013 Amounts	Grand Totals
Theatre Renovation	1,000,000	Oct-12	Nov-12	Jul-13			
Labor	500,000				111,111	388,889	\$500,000
Materials	500,000				166,667	333,333	\$500,000
				Annual Total	\$277,778	\$722,222	\$1,000,000
	Labor disposable income				55,556	194,444	\$250,000
	Amount spent in the city				41,944	146,806	\$188,750
	Materials cost spent in city				133,333	266,667	\$400,000
	Total Original city spending				175,278	413,472	\$588,750
	First rollover				132,335	312,172	\$444,506
	Second rollover				99,913	235,690	\$335,602
	Third rollover				75,434	177,946	\$253,380
	Fourth rollover				56,953	134,349	\$191,302
	Total all city spending				539,912	1,273,628	\$1,813,540
	City sales tax generated				\$6,749	\$15,920	\$22,669
	County sales tax generated				\$5,399	\$12,736	\$18,135
	Number of construction jobs				15	15	



COLONIAL FOX THEATER FOUNDATION

APPENDIX D - ECONOMIC IMPACT OF EXISTING AND NEW PERMANENT JOBS

Assumptions:

Annual Inflation Rate (Years 2012-2015)	2.00%		
Annual Inflation Rate (Years 2016-2018)	2.50%	City sales tax	1.25%
Annual Inflation Rate (Years 2019-2021)	3.00%	County sales tax	1.00%
Percent of salaries as disposable income	50.00%		
Disposable income spent in Kansas	90.00%		
Disposable income spent in Pittsburg	75.00%		
Rollover retainage rate	75.50%		

	Number	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	Total
<u>Existing Positions</u>												
Executive Director	1.0	37,500	38,250	39,015	39,795	40,790	41,810	42,855	44,141	45,465	46,829	\$416,451
PR/Marketing Director	1.0	28,965	29,544	30,135	30,738	31,506	32,294	33,101	34,094	35,117	36,171	\$321,666
<u>New Positions</u>												
House Manager (2013)	1.0		15,600	15,912	30,000	45,000	46,125	47,278	48,696	50,157	51,662	\$350,431
Technical Director (2015)	1.0		0	0	20,000	30,000	30,750	31,519	32,464	33,438	34,441	\$212,613
Front of the House(2015)	1.0		0	0	15,000	22,500	23,063	23,639	24,348	25,079	25,831	\$159,460
Custodial(2014)	1.0		0	6,000	12,000	12,300	12,608	12,923	13,310	13,710	14,121	\$96,971
Total Jobs	6.0											
Total Salaries		66,465	83,394	91,062	147,533	182,097	186,649	191,315	197,055	202,966	209,055	\$1,557,591
Initial disposable spending		33,233	41,697	45,531	73,767	91,048	93,324	95,658	98,527	101,483	104,528	
Disposable spending in Pittsburg		24,924	31,273	34,148	55,325	68,286	69,993	71,743	73,895	76,112	78,396	
First rollover		18,818	23,611	25,782	41,770	51,556	52,845	54,166	55,791	57,465	59,189	
Second Rollover		14,208	17,826	19,465	31,537	38,925	39,898	40,895	42,122	43,386	44,688	
Third rollover		10,727	13,459	14,696	23,810	29,388	30,123	30,876	31,802	32,756	33,739	
Fourth rollover		8,099	10,161	11,096	17,977	22,188	22,743	23,311	24,011	24,731	25,473	
Total city spending		76,775	96,330	105,188	170,419	210,343	215,602	220,992	227,622	234,451	241,484	\$1,799,206
City sales tax generated		\$960	\$1,204	\$1,315	\$2,130	\$2,629	\$2,695	\$2,762	\$2,845	\$2,931	\$3,019	\$22,490
County sales tax generated		\$768	\$963	\$1,052	\$1,704	\$2,103	\$2,156	\$2,210	\$2,276	\$2,345	\$2,415	\$17,992



COLONIAL FOX THEATER FOUNDATION

APPENDIX E - ECONOMIC IMPACT OF NEW RELATED SERVICE SECTOR JOBS

TUESDAY, AUGUST 07, 2012

Assumptions:	Kansas Dept. of Wildlife, Parks & Tourism number of hotel sales to produce 1 new job:	203
	Tourism Industry average annual wage (2009)	\$22,676
	Percentage of tourism industry wages as disposable income	50.00%
	City retainage rate for roll-over spending	75.50%
	City sales tax rate	1.25%
	Annual Inflation Rate (Years 2012-2015)	2.00%
	Annual Inflation Rate (Years 2016-2018)	2.50%
	Annual Inflation Rate (Years 2019-2021)	3.00%
	County Sales Tax Rate	1.00%

	\$22,676	\$23,130	\$23,592	\$24,064	\$24,666	\$25,282	\$25,914	\$26,692	\$27,492	\$28,317	Totals
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	
Total Rooms Sold	0	202	303	404	424	445	468	491	516	541	3,794
New Jobs Created	0.0	1.0	1.5	1.5	2.1	2.1	2.3	2.3	2.5	2.5	18
New Annual Personal Income	\$0	\$23,130	\$58,980	\$96,256	\$150,460	\$207,314	\$272,100	\$341,653	\$420,634	\$504,046	\$2,074,573
Disposable income	\$0	\$11,565	\$29,490	\$48,128	\$75,230	\$103,657	\$136,050	\$170,827	\$210,317	\$252,023	
New Retail Sales	\$0	\$8,731	\$22,265	\$36,337	\$56,799	\$78,261	\$102,718	\$128,974	\$158,789	\$190,277	\$783,151
First rollover	\$0	\$6,592	\$16,810	\$27,434	\$42,883	\$59,087	\$77,552	\$97,375	\$119,886	\$143,659	\$591,279
Second rollover	\$0	\$4,977	\$12,692	\$20,713	\$32,377	\$44,611	\$58,552	\$73,518	\$90,514	\$108,463	\$446,416
Third rollover	\$0	\$3,758	\$9,582	\$15,638	\$24,444	\$33,681	\$44,206	\$55,506	\$68,338	\$81,889	\$337,044
Fourth rollover	\$0	\$2,837	\$7,235	\$11,807	\$18,455	\$25,429	\$33,376	\$41,907	\$51,595	\$61,827	\$254,468
Total city sales	\$0	\$26,896	\$68,584	\$111,928	\$174,958	\$241,069	\$316,403	\$397,282	\$489,122	\$586,116	\$2,412,358
City Sales Tax Generated	\$0	\$336	\$857	\$1,399	\$2,187	\$3,013	\$3,955	\$4,966	\$6,114	\$7,326	\$30,154
County Sales Tax Generated	\$0	\$269	\$686	\$1,119	\$1,750	\$2,411	\$3,164	\$3,973	\$4,891	\$5,861	\$24,124

City Sales Tax Rate:	1.25%
County Sales Tax Rate	1.00%



COLONIAL FOX THEATER FOUNDATION

APPENDIX F - DIRECT ECONOMIC IMPACT OF NEW EVENTS- YEAR 1

8/7/2012

Assumptions:

Persons attending national artist events	75
Persons attending local artist events	50
Persons attending classic film events	40
Persons attending art house events	50
Persons attending Watch It-Read It	200
Local rollover retainage rate	75.50%
Out-of-town visitor rate (hotel clients)	5.00%
Average Kansas tourism visitor daily spending	\$87 (not including hotel cost)

Event Description	Number of Events	Expected Attendance	Ticket Price	Concession Sales	In-Theatre Revenues	Visitor Retail Spending		Hotel Rooms				Total \$\$ All Spending
						Per Day	Total \$\$	Persons	Room Nights ^{1/}	Rate	Total \$\$	
Events								(2 per room)				
National touring artist concerts	8	600	\$25	\$5	\$18,000	\$17.40	\$10,440	30	15	\$100	\$1,500	\$29,940
Local artist concerts	24	1,200	\$10	\$1	\$13,200	\$8.70	\$10,440	60	30	\$100	\$3,000	\$26,640
Classic films Friday-Sunday screening	97	3,880	\$5	\$1	\$23,280	\$4.35	\$16,878	194	97	\$100	\$9,700	\$49,858
Art House Film screening	48	2,400	\$7	\$1	\$19,200	\$4.35	\$10,440	120	60	\$100	\$6,000	\$35,640
Summer Watch It-Read It series	10	2,000	\$0	\$1	\$2,000	\$0.00	\$0	0	0	\$100	\$0	\$2,000
Total	187	10,080			\$75,680		\$48,198	404	202	N/A	\$20,200	\$144,078

City Sales Tax Rate	1.25%
County Sales Tax Rate	1.00%
County Transient Guest Tax Rate	4.00%



COLONIAL FOX THEATER FOUNDATION

APPENDIX G1 - IMPACT OF VISITOR SPENDING FOR FOOD, GAS AND INCIDENTALS

Assumptions:

City retainage rate for roll-over spending	75.50%		
City sales tax rate	1.25%	County Sales Tax	1.00%
Annual Inflation Rate (Years 2012-2015)	2.00%	County Guest Tax	4.00%
Annual Inflation Rate (Years 2016-2018)	2.50%		
Annual Inflation Rate (Years 2019-2021)	3.00%		
Percent visitor increase for 2014	50.00%		
Percent visitor increase for 2015	33.33%		
Percent visitor increase 2016-2021	5.00%		
Percent of visitors staying 1 night in a hotel	5.00%		

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	Decade Total
National touring artist concerts	0	600	900	1,200	1,260	1,323	1,389	1,459	1,531	1,608	11,270
Local artist concerts		1,200	1,800	2,400	2,520	2,646	2,778	2,917	3,063	3,216	22,540
Classic films Friday-Sunday screening	0	3,880	5,820	7,760	8,148	8,555	8,983	9,432	9,904	10,399	62,482
Art House Film screening		2,400	3,600	4,800	5,040	5,292	5,556	5,834	6,126	6,432	45,081
Summer Watch It-Read It series	0	2,000	3,000	4,000	4,200	4,410	4,630	4,862	5,105	5,360	37,567
Total attendance		10,080	15,120	20,159	21,167	22,226	23,337	24,504	25,729	27,016	189,339
Hotel visitors*	0	404	606	808	848	891	935	982	1,031	1,083	7,589
Non-hotel visitors	0	9,676	14,514	19,352	20,319	21,335	22,402	23,522	24,698	25,933	181,750
Per person cost-tickets & concessions	\$0.00	\$7.51	\$7.66	\$7.81	\$8.01	\$8.21	\$8.41	\$8.66	\$8.92	\$9.19	
Per person other retail costs*	\$0.00	\$5.97	\$6.08	\$6.21	\$6.36	\$6.52	\$6.68	\$6.88	\$7.09	\$7.30	
* Does not include Watch It-Read It											
Total Retail Spending	0	123,878	189,533	257,759	277,413	298,566	321,331	347,520	375,843	406,474	\$2,598,317
First Roll-Over	0	93,528	143,098	194,608	209,447	225,417	242,605	262,378	283,761	306,888	
Second Roll-Over	0	70,614	108,039	146,929	158,132	170,190	183,167	198,095	214,240	231,700	
Third Roll-Over	0	53,313	81,569	110,931	119,390	128,493	138,291	149,562	161,751	174,934	
Fourth Roll-Over	0	40,251	61,585	83,753	90,139	97,013	104,410	112,919	122,122	132,075	
Total City Retail Spending	0	381,584	583,824	793,981	854,522	919,679	989,804	1,070,473	1,157,717	1,252,071	\$8,003,654
City Sales Tax	0	4,770	7,298	9,925	10,682	11,496	12,373	13,381	14,471	15,651	\$100,046
County Sales Tax	0	3,816	5,838	7,940	8,545	9,197	9,898	10,705	11,577	12,521	\$80,037

COLONIAL FOX THEATER FOUNDATION

APPENDIX G2 - IMPACT OF VISITOR SPENDING FOR HOTELS

Assumptions:

Percent of visitors that will spend one night in a hotel: 5.00% (Does not include Watch It-Read It)

Average Hotel Room Rate:	\$100.00	\$102.00	\$104.04	\$106.12	\$108.77	\$111.49	\$114.28	\$117.71	\$121.24	\$124.88	2012 - 2021 Decade Total
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	
Number of Room Nights:	0	202	303	404	424	445	468	491	516	541	3,794
Hotel Income	0	20,604	31,524	42,872	46,141	49,659	53,445	57,801	62,512	67,607	432,165
First Roll-Over	0	15,556	23,801	32,368	34,836	37,492	40,351	43,640	47,197	51,043	326,285
Second Roll-Over	0	11,745	17,970	24,438	26,301	28,307	30,465	32,948	35,633	38,538	246,345
Third Roll-Over	0	8,867	13,567	18,451	19,858	21,372	23,001	24,876	26,903	29,096	185,990
Fourth Roll-Over	0	6,695	10,243	13,930	14,992	16,136	17,366	18,781	20,312	21,967	140,423
Total City Spending	0	63,467	97,104	132,059	142,128	152,966	164,629	178,046	192,557	208,251	\$1,331,207
City Sales Tax	0	793	1,214	1,651	1,777	1,912	2,058	2,226	2,407	2,603	\$16,640
										Audit:	\$16,640
County Sales Tax	0	635	971	1,321	1,421	1,530	1,646	1,780	1,926	2,083	\$13,312
										Audit:	\$13,312
County Guest Tax	0	824	1,261	1,715	1,846	1,986	2,138	2,312	2,500	2,704	\$17,287
										Audit:	\$17,287



COLONIAL FOX THEATER FOUNDATION

APPENDIX II - IMPACT OF NEW UTILITY USAGE

Supporting Facts:

Current city average utility profit margin	31.60% including water and wastewater and stormwater accounts
Franchise fee rate	5% on electricity, gas, phone and cable connections

Assumptions:

Estimated annual cost for water/sewer	\$1,080
Estimated annual cost for gas	\$7,500
Estimated annual cost for electricity	\$12,000
Estimated annual cost for cable and internet	\$360
Estimated annual cost for trash service	\$720
Estimated annual cost for telephone service	\$1,800
Annual Inflation Rate (Years 2012-2015)	2.00%
Annual Inflation Rate (Years 2016-2018)	2.50%
Annual Inflation Rate (Years 2019-2021)	3.00%
Average annual utility profits per household	\$231
Average annual franchise fees per household	\$211

PROJECTED ANNUAL UTILITY COST INCREASE:

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	Decade Total
Water/Waste water/Storm water	0	1,080	1,102	1,124	2,000	2,050	2,101	2,164	2,229	2,296	\$16,146
City Net Profit Margin	0	341	348	355	632	648	664	684	704	726	\$5,102
Electricity/Gas/Internet/Phone	0	22,380	22,828	23,284	30,000	30,750	31,519	32,464	33,438	34,441	\$261,104
City Franchise Fees	0	1,119	1,141	1,164	1,500	1,538	1,576	1,623	1,672	1,722	\$13,055
Revenues from new housing units:											
Number of new units built	0	0	0	0	1	0	0	0	1	0	2
Cumulative new units	0	0	0	0	1	1	1	1	2	2	2
Utility net profits	0	0	0	0	231	231	231	231	462	462	\$1,848
Franchise Fees	0	0	0	0	211	211	211	211	422	422	\$1,688
Total utility net profits	0	341	348	355	863	879	895	915	1,166	1,188	\$6,950
Total franchise fees	0	1,119	1,141	1,164	1,711	1,749	1,787	1,834	2,094	2,144	\$14,743
Total City Revenues - Utilities	0	1,460	1,489	1,519	2,574	2,627	2,682	2,749	3,260	3,332	\$21,693



COLONIAL FOX THEATER FOUNDATION

APPENDIX I - IMPACT OF NEW HOUSING

Assumptions:	Percent of new permanent jobs requiring a new housing unit:	10.00%
	(Note: includes apartment, mobile home, or house)	
	Average cost of a new housing unit:	\$134,700
	Annual Inflation Rate (Years 2012-2015)	2.00%
	Annual Inflation Rate (Years 2016-2018)	2.50%
	Annual Inflation Rate (Years 2019-2021)	3.00%
	Percentage of construction for labor	50.00%
	Percentage of labor salaries spent in the city	75.00%
	Percentage of construction for materials	50.00%
	Percentage of materials purchased in the city	85.00%
	City retainage rate for rollover spending	75.50%
	City sales tax rate	1.25%
	City mill levy	45.616
	County Sales Tax Rate	1.00%
	County mill levy	49.116
	Assessed valuation rate for residential property	11.50%

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	Decade Total
Permanent staff jobs created	0.0	1.0	1.0	2.0	0.0	0.0	0.0	0.0	0.0	0.0	4
Related jobs created	0.0	1.0	1.5	1.5	2.1	2.1	2.3	2.3	2.5	2.5	18
Total New Jobs	0.0	2.0	2.5	3.5	2.1	2.1	2.3	2.3	2.5	2.5	22
New Housing Units Needed	0	0.0	0.0	0.0	1.0	0.0	0.0	0.0	1.0	0.0	2
Cost of a new unit (adjusted for inflatic	\$134,700	\$137,394	\$140,142	\$142,945	\$146,518	\$150,181	\$153,936	\$158,554	\$163,311	\$168,210	
Total Construction Cost	0	0	0	0	146,518	0	0	0	163,311	0	\$309,829
Labor salaries spent in the city	0	0	0	0	54,944	0	0	0	61,241	0	\$116,186
Materials purchases in the city	0	0	0	0	62,270	0	0	0	69,407	0	\$131,677
Total	0	0	0	0	117,215	0	0	0	130,648	0	
First Roll-Over	0	0	0	0	88,497	0	0	0	98,640	0	
Second Roll-Over	0	0	0	0	66,815	0	0	0	74,473	0	
Third Roll-Over	0	0	0	0	50,446	0	0	0	56,227	0	
Fourth Roll-Over	0	0	0	0	38,086	0	0	0	42,451	0	
Total City Spending	0	0	0	0	361,059	0	0	0	402,439	0	\$763,498
City Sales Tax	0	0	0	0	4,513	0	0	0	5,030	0	\$9,544
County Sales Tax	0	0	0	0	3,611	0	0	0	4,024	0	\$7,635
New Assessed Valuation	0	0	0	0	16,850	0	0	0	18,781	0	\$35,630
Cumulative Assessed Valuation	0	0	0	0	16,850	16,850	16,850	16,850	35,630	35,630	
City property tax	0	0	0	0	769	769	769	769	1,625	1,625	\$6,325
County Property Tax	0	0	0	0	828	828	828	828	1,750	1,750	\$6,810

WILLIAM MORRIS ASSOCIATES
architects

box 2
Augusta, Kansas

114 east 5th st.
67010
(316) 775-2590

August 8, 2012

We estimate a total of 54 jobs will be created as a direct result of the Save America's Treasures project.

JOB	ESTIMATED WORKERS
1. Restoration of historic terra cotta arch	4
2. Engineers	
a. Mechanical	4
b. Electrical	4
c. Structural	4
3. Construction	
a. Mechanical	6
b. Electrical	5
4. Masons	5
5. General Restoration on terra cotta	4
6. Concrete tear-out	
a. General Labor	2
7. New Concrete	3
8. General Restoration	5
9. Re-glazing Windows	4
10. Plastering	2
11. Construction Manager	1
12. Grant administrator	1
TOTAL WORKERS	54

This documentation was submitted to the U.S. Department of Interior as supporting material for the Save America's Treasures Appropriation application.

COLONIAL FOX THEATRE FOUNDATION
Salary Schedule

Job Postion	Current Phase	Interim Occupancy Phase
Executive Director	\$ 37,500.00	\$ 37,500.00
PR/Marketing Director	\$ 15 per hour	\$ 15 per hour
House Manager (2013)		\$ 15 per hour
Technical Director (2015)		\$13 per hour
Front of House (2015)		\$12 per hour
Custodial (2014)		\$12 per hour
Student Intern/Clerical	\$ 9 per hour *	\$ 9 per hour *
Technical Labor		\$ 200 per show **

* 1/2 funded by KS Work Study grant

** Sound, stage, lights contracts will vary per show

Colonial Fox Theatre Foundation

Balance Sheet

As of December 31, 2011

07/26/12

	<u>Dec 31, 11</u>
ASSETS	
Current Assets	
Checking/Savings	
Business Savings	17,540.00
Commerce Bank	1.00
Commerce Money Market	6,222.30
M & I Checking	8,581.62
Petty Cash	189.27
UB Money Market	<u>90,316.22</u>
Total Checking/Savings	122,850.41
Other Current Assets	
Community Foundation	<u>6,027.05</u>
Total Other Current Assets	<u>6,027.05</u>
Total Current Assets	128,877.46
Fixed Assets	
National Bank Building	89,200.00
Building	628,252.97
Computer Equipment	7,948.46
Accumulated Depreciation	<u>-2,228.73</u>
Total Fixed Assets	<u>723,172.70</u>
TOTAL ASSETS	<u>852,050.16</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	<u>1,494.52</u>
Total Accounts Payable	1,494.52
Credit Cards	
Commerce CFTF Visa	<u>138.59</u>
Total Credit Cards	<u>138.59</u>
Total Current Liabilities	<u>1,633.11</u>
Total Liabilities	1,633.11
Equity	
Retained Earnings	713,457.00
Net Income	<u>136,960.05</u>
Total Equity	<u>850,417.05</u>
TOTAL LIABILITIES & EQUITY	<u>852,050.16</u>

Colonial Fox Theatre Foundation
Profit & Loss
 January through December 2011

	Jan - Dec 11
Income	
Grant Income	101,303.50
Development Income	
Annual Meeting	430.00
Membership Income	
Major Donor Income	115,000.00
Staff	
Cash Contributions	850.00
Non Cash Contributions	2,171.74
Total Staff	3,021.74
Community NonCash Contributions	31,426.50
Trustee	
Cash Contribution	4,450.00
Non Cash Contribution	1,070.00
Total Trustee	5,520.00
Membership Income - Other	19,551.85
Total Membership Income	174,520.09
Professional Development	1,200.00
Total Development Income	176,150.09
Income from Sale of Equipment	2,820.00
Interest Income	2,134.66
Program Income	
Friday Flix	
concessions	335.50
Friday Flix - Other	5,098.58
Total Friday Flix	5,434.08
Shamrock Festival Income	50.00
Special Event	764.54
Theatre Tours	92.50
Program Income - Other	-18.33
Total Program Income	6,322.79
Promotion Income	
Merchandise Income	
Polo & Bling Shirt	375.00
Total Merchandise Income	375.00
Total Promotion Income	375.00
Total Income	289,106.04
Gross Profit	289,106.04
Expense	
Suspense	0.00
Annual Reports	
Kansas Annual Report	40.00
Total Annual Reports	40.00
Bank Service Charges	
PayPal	46.15
Total Bank Service Charges	46.15
Building Maintenance	
Equipment	1,094.75
Professional Svc	26.18

Colonial Fox Theatre Foundation
Profit & Loss
 January through December 2011

	Jan - Dec 11
Building Maintenance - Other	359.19
Total Building Maintenance	1,480.12
Building Supplies	196.17
Contract Labor	
Capital Campaign	26.25
Contract Labor-Advertising	23.00
Contract Labor-Development	238.05
Contract Labor-Friday Flix	720.00
Contract Labor-Maintenance	200.00
Contract Labor-Newsletter	771.05
Total Contract Labor	1,978.35
Development	
Board of Trustees	-8.55
Building	
Construction Oversight Team	10.18
Total Building	10.18
Capital Campaign	
Case Statement	7,534.52
Donor Cultivation Travel	560.00
Economic Impact Study	2,200.00
NGTA	5,044.73
Capital Campaign - Other	3,486.37
Total Capital Campaign	18,825.62
Community	1,673.28
Membership	1,028.53
Professional Development	
Conference Expense	
Registration	863.74
Travel & Ent	
Airfare	531.33
Lodging	1,038.30
Meals	228.87
Mileage	233.38
Travel & Ent - Other	546.90
Total Travel & Ent	2,578.78
Total Conference Expense	3,442.52
Total Professional Development	3,442.52
Volunteers	222.69
Total Development	25,194.27
Grant Expense	
Bess Spiva Timmons	37.71
City Facade Grant	360.00
Heritage Trust Fund	984.00
Kansas Arts Commission	42.06
Save Americas Treasures	302.36
Tax Credits	18.30
Total Grant Expense	1,744.43
Insurance	
Employee Health	190.84
Directors & Officers	1,116.00
Liability Insurance	5,050.75
Insurance - Other	1,428.25

Colonial Fox Theatre Foundation
Profit & Loss
 January through December 2011

	Jan - Dec 11
Total Insurance	7,785.84
Membership Fees	
Americans for the Arts	200.00
Kansas Historic Theatre Assoc	50.00
LHAT	625.00
National Trust For Historic Pre	50.00
Pittsburg Chamber	459.00
Pittsburg Rotary	384.00
SEK Inc	100.00
Total Membership Fees	1,868.00
Merchant Account Charges	336.41
Office	
Cleaning	18.41
Computer programs	928.77
Electronic Equipment	983.46
Office Equipment	
Furniture	231.93
Maintenance	55.75
Print Toner	731.07
Office Equipment - Other	31.72
Total Office Equipment	1,050.47
Printing and Reproduction	139.71
Supplies	1,694.20
Office - Other	50.43
Total Office	4,865.45
Payroll Expenses	-1,674.72
Postage and Delivery	902.30
Professional Fees	
Consulting	46.12
Legal Fees	130.00
Professional Fees - Other	4,285.20
Total Professional Fees	4,461.32
Program Expense	
Concession	84.01
Friday Flicks	
concessions	134.12
Friday Flicks - Other	2,347.73
Total Friday Flicks	2,481.85
Shamrock Festival	-150.00
Theatre Tours	148.37
Program Expense - Other	8.85
Total Program Expense	2,573.08
Promotion Expense	
Advertising	3,001.78
Marketing	3,820.40
Newsletter	2,313.38
Promotion Expense - Other	291.09
Total Promotion Expense	9,426.65
Restoration	
Architect	
HTF	0.00
SAT	0.00

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Colonial Fox Theatre Foundation
Profit & Loss
 January through December 2011

	Jan - Dec 11
Total Architect	0.00
Construction	
HTF	0.00
SAT	0.00
Total Construction	0.00
Total Restoration	0.00
Salary Expenses	
Medical Insurance	687.17
Federal Withholding	7,362.47
KS Withholding	2,167.76
Medicare	1,788.42
Social Security	6,491.46
Salary Expenses - Other	45,583.02
Total Salary Expenses	64,080.30
Taxes	
Real Estate	21,596.32
Sales	36.17
Total Taxes	21,632.49
Telephone	
Internet	406.40
Long Distance	216.40
Messaging	204.60
Plans and Services	576.74
Wireless Svcs	755.36
Telephone - Other	264.92
Total Telephone	2,424.42
Utilities	
Gas and Electric	2,133.63
Water	525.07
Total Utilities	2,658.70
Website	126.26
Total Expense	152,145.99
Net Income	136,960.05

Colonial Fox Theatre Foundation

Balance Sheet

As of December 31, 2010

07/26/12

	<u>Dec 31, 10</u>
ASSETS	
Current Assets	
Checking/Savings	
Business Savings	47,520.00
Commerce Bank	1.00
Commerce Money Market	26,155.36
M & I Checking	12,997.59
Petty Cash	179.36
UB Money Market	314,508.28
Total Checking/Savings	<u>401,361.59</u>
Other Current Assets	
Community Foundation	6,027.05
Total Other Current Assets	<u>6,027.05</u>
Total Current Assets	407,388.64
Fixed Assets	
Building	
Architect	6,501.70
Building - Other	294,179.93
Total Building	<u>300,681.63</u>
Computer Equipment	6,188.00
Accumulated Depreciation	-2,228.73
Improvements	1,836.24
Total Fixed Assets	<u>306,477.14</u>
Other Assets	
Advertising Receivable	50.00
Total Other Assets	<u>50.00</u>
TOTAL ASSETS	<u><u>713,915.78</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	52.39
Total Accounts Payable	<u>52.39</u>
Credit Cards	
Commerce CFTF Visa	406.39
Total Credit Cards	<u>406.39</u>
Total Current Liabilities	<u>458.78</u>
Total Liabilities	458.78
Equity	
Retained Earnings	543,332.02
Net Income	170,124.98
Total Equity	<u>713,457.00</u>
TOTAL LIABILITIES & EQUITY	<u><u>713,915.78</u></u>

Colonial Fox Theatre Foundation
Profit & Loss
 January through December 2010

	Jan - Dec 10
Income	
Development Income	
Heritage Trust Fund	
Matching Grant	30,000.00
Total Heritage Trust Fund	30,000.00
Membership Income	
Major Donor Income	315,072.64
Membership Income - Other	23,282.23
Total Membership Income	338,354.87
Professional Development	1,200.00
Restricted Development Income	-97,072.64
Total Development Income	272,482.23
Income from Sale of Equipment	500.00
Interest Income	3,166.85
Program Income	
Friday Flix	
concessions	1,225.97
Friday Flix - Other	7,719.31
Total Friday Flix	8,945.28
Off Broadway Festival Income	0.00
Shamrock Festival Income	2,753.66
Special Event	77.00
Theatre Tours	601.18
Total Program Income	12,377.12
Promotion Income	
Merchandise Income	
Polo & Bling Shirt	420.00
T-Shirt/Other Sales	10.00
Total Merchandise Income	430.00
Total Promotion Income	430.00
Total Income	288,956.20
Gross Profit	288,956.20
Expense	
Adjust Payroll Liabilities	0.00
Annual Reports	
Kansas Annual Report	40.00
Annual Reports - Other	1,500.00
Total Annual Reports	1,540.00
Bad Debt	950.00
Bank Service Charges	
PayPal	5.66
Bank Service Charges - Other	0.00
Total Bank Service Charges	5.66
Building Maintenance	
Equipment	575.79
Professional Svc	370.00
Building Maintenance - Other	41.10
Total Building Maintenance	986.89
Building Supplies	

Colonial Fox Theatre Foundation
Profit & Loss
 January through December 2010

	Jan - Dec 10
Cleaning	89.62
Building Supplies - Other	110.04
Total Building Supplies	199.66
CFSEK Admin Expenses	30.22
Contract Labor	
Capital Campaign	333.75
Contract Labor-Advertising	279.00
Contract Labor-Development	60.00
Contract Labor-Friday Flix	720.00
Contract Labor-Maintenance	860.00
Contract Labor-Newsletter	348.75
Contract Labor-Shamrock Festiva	350.00
Total Contract Labor	2,951.50
Depreciation Expense	1,194.00
Development	
Board of Trustees	1,416.05
Building	
Construction Oversight Team	196.35
Total Building	196.35
Capital Campaign	
Case Statement	
Architect	1,294.11
Total Case Statement	1,294.11
Donor Cultivation Travel	801.92
Economic Impact Study	3,484.19
Morris	1,756.00
NorthGroup	39.86
WRL	3,043.47
Total Capital Campaign	10,419.55
Community	729.22
Membership	2,887.00
Professional Development	
Conference Expense	
Registration	674.00
Travel & Ent	
Airfare	97.00
Lodging	1,514.18
Meals	235.52
Mileage	337.72
Travel & Ent - Other	268.45
Total Travel & Ent	2,452.87
Total Conference Expense	3,126.87
Professional Development - Other	54.69
Total Professional Development	3,181.56
Volunteers	131.44
Total Development	18,961.17
Grant Expense	
Bess Spiva Timmons	91.81
Heritage Trust Fund	68.37
Kansas Arts Commission	190.51
Save Americas Treasures	18.30
	18.30

Colonial Fox Theatre Foundation
Profit & Loss
 January through December 2010

Jan - Dec 10

Total Grant Expense	368.99
Insurance	
Building & Contents	2,742.00
Directors & Officers	1,232.00
Liability Insurance	985.00
Insurance - Other	417.00
Total Insurance	5,376.00
Membership Fees	
Americans for the Arts	50.00
Kansas Historic Theatre Assoc	100.00
Kansas Preservation Alliance	50.00
National Trust For Historic Pre	115.00
Pittsburg Chamber	347.00
Pittsburg Rotary	372.00
SEK Inc	100.00
Total Membership Fees	1,134.00
Merchant Account Charges	419.70
Office	
Computer programs	640.44
Electronic Equipment	3,182.64
Office Equipment	
Furniture	200.74
Maintenance	297.17
Print Toner	1,561.50
Office Equipment - Other	103.57
Total Office Equipment	2,162.98
Printing and Reproduction	138.42
Supplies	353.01
Total Office	6,477.49
Payroll Expenses	118.18
Postage and Delivery	1,081.09
Professional Fees	219.00
Program Expense	
Concession	8.40
Friday Flicks	
concessions	190.61
Friday Flicks - Other	4,480.00
Total Friday Flicks	4,670.61
Shamrock Festival	4,172.29
Theatre Tours	437.61
Program Expense - Other	20.37
Total Program Expense	9,309.28
Promotion Expense	
Advertising	1,941.18
Marketing	1,198.43
Merchandise Expense	
Logo Polo	767.37
Wine Glass	9.74
Total Merchandise Expense	777.11
Newsletter	751.62
Promotion Expense - Other	45.56
Total Promotion Expense	4,713.90

07/26/12

Colonial Fox Theatre Foundation
Profit & Loss
 January through December 2010

	Jan - Dec 10
Salary Expenses	
Federal Withholding	4,976.80
KS Withholding	1,169.02
Medicare	
Employee	120.82
Employer	120.82
Medicare - Other	954.82
Total Medicare	1,196.46
Social Security	
Employee	1,033.32
Employer	516.66
Social Security - Other	3,566.38
Total Social Security	5,116.36
Salary Expenses - Other	43,675.69
Total Salary Expenses	56,134.33
Taxes	
Real Estate	-756.53
Sales	52.32
Total Taxes	-704.21
Telephone	
Internet	452.35
Long Distance	232.18
Messaging	193.23
Wireless Svcs	496.75
Telephone - Other	684.35
Total Telephone	2,058.86
Utilities	
Gas and Electric	1,758.70
Water	433.51
Total Utilities	2,192.21
Website	3,113.30
Total Expense	118,831.22
Net Income	170,124.98

Colonial Fox Theatre Foundation

Balance Sheet

As of December 31, 2009

07/26/12

	Dec 31, 09
ASSETS	
Current Assets	
Checking/Savings	
Business Savings	14,060.51
Commerce Bank	1.00
Commerce Money Market	26,077.02
M & I Checking	116,710.08
Petty Cash	69.69
UB Money Market	128,866.32
Total Checking/Savings	285,784.62
Other Current Assets	
Community Foundation	6,054.17
Total Other Current Assets	6,054.17
Total Current Assets	291,838.79
Fixed Assets	
Building	
Architect	6,501.70
Building - Other	237,120.43
Total Building	243,622.13
Computer Equipment	6,188.00
Accumulated Depreciation	-1,034.73
Improvements	1,836.24
Total Fixed Assets	250,611.64
Other Assets	
Advertising Receivable	500.00
Membership Receivable	1,600.00
Total Other Assets	2,100.00
TOTAL ASSETS	544,550.43
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
Commerce CFTF Visa	1,097.91
Total Credit Cards	1,097.91
Total Current Liabilities	1,097.91
Total Liabilities	1,097.91
Equity	
Retained Earnings	382,222.00
Net Income	161,230.52
Total Equity	543,452.52
TOTAL LIABILITIES & EQUITY	544,550.43

Colonial Fox Theatre Foundation
Profit & Loss
 January through December 2009

	Jan - Dec 09
Income	
Development Income	
Heritage Trust Fund	
Matching Grant	30,000.00
Heritage Trust Fund - Other	91,845.00
Total Heritage Trust Fund	121,845.00
Membership Income	
Major Donor Income	80,000.00
Community NonCash Contributions	0.00
Membership Income - Other	24,633.26
Total Membership Income	104,633.26
Professional Development	1,000.00
Total Development Income	227,478.26
Interest Income	4,667.13
Program Income	
Friday Flix	
concessions	1,203.25
Friday Flix - Other	5,164.73
Total Friday Flix	6,367.98
Off Broadway Festival Income	
Concessions	78.00
Off Broadway Festival Income - Other	6,910.00
Total Off Broadway Festival Income	6,988.00
Shamrock Festival Income	
CCCVB Grant	2,900.00
Shamrock Festival Income - Other	4,241.34
Total Shamrock Festival Income	7,141.34
Theatre Tours	191.74
Total Program Income	20,689.06
Promotion Income	
Merchandise Income	
Button Sales	6.00
Polo & Bling Shirt	450.00
T-Shirt/Other Sales	681.00
Merchandise Income - Other	25.00
Total Merchandise Income	1,162.00
Total Promotion Income	1,162.00
Total Income	253,996.45
Gross Profit	253,996.45
Expense	
Building Maintenance	230.24
Building Supplies	707.86
CFSEK Admin Expenses	59.85
Contract Labor	
Contract Labor-Fall Festival	620.00
Contract Labor-Friday Flix	1,163.75
Contract Labor-Newsletter	168.75
Contract Labor-Shamrock Festiva	718.75
Contract Labor-Website	1,965.73

Colonial Fox Theatre Foundation
Profit & Loss
 January through December 2009

	Jan - Dec 09
Total Contract Labor	4,636.98
Depreciation Expense	385.00
Development	
Board of Trustees	2,692.51
Capital Campaign	
Case Statement	
Architect	3,747.50
Total Case Statement	3,747.50
Capital Campaign - Other	2,129.93
Total Capital Campaign	5,877.43
Membership	1,070.97
Professional Development	
Conference Expense	
Registration	1,954.00
Travel & Ent	
Airfare	994.60
Lodging	1,351.78
Meals	255.17
Mileage	801.66
Total Travel & Ent	3,403.21
Total Conference Expense	5,357.21
Total Professional Development	5,357.21
Total Development	14,998.12
Grant Expense	
Bess Spiva Timmons	9.90
Heritage Trust Fund	615.87
Kansas Arts Commission	168.73
Total Grant Expense	794.50
Insurance	
Building & Contents	823.00
Directors & Officers	1,232.00
Disability Insurance	-65.00
Insurance - Other	2,077.00
Total Insurance	4,067.00
Membership Fees	
Kansas Historic Theatre Assoc	100.00
Kansas Preservation Alliance	50.00
LHAT	362.50
National Trust For Historic Pre	115.00
Pittsburg Chamber	303.00
Pittsburg Rotary	180.00
Total Membership Fees	1,110.50
Merchant Account Charges	339.21
Office	
Cleaning	84.68
Electronic Equipment	247.75
Office Equipment	
Furniture	209.44
Maintenance	115.86
Print Toner	1,943.34
Office Equipment - Other	53.61

Colonial Fox Theatre Foundation
Profit & Loss
 January through December 2009

	Jan - Dec 09
Total Office Equipment	2,322.25
Printing and Reproduction	78.52
Supplies	-1,210.18
Total Office	1,523.02
Payroll Expenses	357.00
Postage and Delivery	1,092.30
Program Expense	
Concession	224.76
Friday Flicks	
concessions	428.95
Friday Flicks - Other	2,813.39
Total Friday Flicks	3,242.34
Off Broadway Festival	
Concessions	124.23
Off Broadway Festival - Other	6,637.18
Total Off Broadway Festival	6,761.41
Shamrock Festival	5,334.64
Theatre Tours	100.48
Total Program Expense	15,663.63
Promotion Expense	
Advertising	470.10
Marketing	153.84
Merchandise Expense	
Bling Shirts	794.28
Logo Polo	462.65
T-Shirts/Other	875.76
Merchandise Expense - Other	22.11
Total Merchandise Expense	2,154.80
Newsletter	680.11
Total Promotion Expense	3,458.85
Salary Expenses	34,605.42
Taxes	
Real Estate	1,451.89
Total Taxes	1,451.89
Telephone	
Internet	419.85
Long Distance	106.27
Messaging	89.29
Telephone - Other	708.19
Total Telephone	1,323.60
Utilities	
Gas and Electric	1,974.06
Water	428.77
Total Utilities	2,402.83
Website	3,558.13
Total Expense	92,765.93
Net Income	161,230.52

Colonial Fox Theatre Foundation

Balance Sheet

As of June 30, 2012

07/26/12

	Jun 30, 12
ASSETS	
Current Assets	
Checking/Savings	
Business Savings	17,544.38
Commerce Bank	1.00
M & I Checking	16,050.81
Petty Cash	200.57
UB Money Market	115,614.70
Total Checking/Savings	149,411.46
Other Current Assets	
Community Foundation	6,030.54
Total Other Current Assets	6,030.54
Total Current Assets	155,442.00
Fixed Assets	
National Bank Building	89,245.75
Building	686,323.61
Computer Equipment	7,948.46
Accumulated Depreciation	-2,228.73
Total Fixed Assets	781,289.09
TOTAL ASSETS	936,731.09
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	
Payroll Taxes	1,730.66
Total Accounts Payable	1,730.66
Total Accounts Payable	1,730.66
Credit Cards	
Commerce CFTF Visa	2,226.11
Total Credit Cards	2,226.11
Total Current Liabilities	3,956.77
Total Liabilities	3,956.77
Equity	
Retained Earnings	850,417.05
Net Income	82,357.27
Total Equity	932,774.32
TOTAL LIABILITIES & EQUITY	936,731.09

07/26/12

Colonial Fox Theatre Foundation
Profit & Loss
 April through June 2012

	Apr - Jun 12
Income	
Grant Income	119,923.00
Development Income	
Annual Meeting	1,947.25
Membership Income	
Major Donor Income	9,737.00
Staff	
Cash Contributions	363.20
Total Staff	363.20
Trustee	
Cash Contribution	1,110.00
Total Trustee	1,110.00
Membership Income - Other	9,252.00
Total Membership Income	20,462.20
Total Development Income	22,409.45
Interest Income	38.48
Program Income	
Friday Flix	
concessions	149.30
Friday Flix - Other	498.00
Total Friday Flix	647.30
Theatre Tours	6.00
Total Program Income	653.30
Promotion Income	
Merchandise Income	
Polo & Bling Shirt	140.00
Total Merchandise Income	140.00
Total Promotion Income	140.00
Total Income	143,164.23
Gross Profit	143,164.23
Expense	
Annual Reports	
Kansas Annual Report	40.00
Total Annual Reports	40.00
Bank Service Charges	
PayPal	0.96
Bank Service Charges - Other	8.81
Total Bank Service Charges	9.77
Building Maintenance	
Equipment	227.97
Equipment Rental	25.14
Building Maintenance - Other	69.61
Total Building Maintenance	322.72
Building Supplies	90.49
CFSEK Admin Expenses	105.08
Contract Labor	
Contract Labor-Development	450.80
Contract Labor-Friday Flix	240.00

Colonial Fox Theatre Foundation

Profit & Loss

April through June 2012

	Apr - Jun 12
Total Contract Labor	690.80
Development	
Capital Campaign	
Case Statement	3,473.88
Capital Campaign - Other	464.52
Total Capital Campaign	3,938.40
Community Membership	37.90
Annual Meeting	2,127.02
Membership - Other	547.82
Total Membership	2,674.84
Professional Development	
Conference Expense	
Registration	1,845.00
Travel & Ent	
Airfare	1,170.60
Total Travel & Ent	1,170.60
Total Conference Expense	3,015.60
Total Professional Development	3,015.60
Total Development	9,666.74
Insurance	
National Bank Building	6,237.00
Building & Contents	3,072.00
Directors & Officers	350.00
Disability Insurance	67.00
Insurance - Other	0.00
Total Insurance	9,726.00
Membership Fees	
Pittsburg Chamber	326.00
Total Membership Fees	326.00
Merchant Account Charges	172.28
Office	
Electronic Equipment	3.59
Office Equipment	
Furniture	16.28
Maintenance	51.81
Print Toner	918.72
Total Office Equipment	986.81
Supplies	176.28
Total Office	1,166.68
Payroll Expenses	97.00
Postage and Delivery	392.04
Program Expense	
Special Event	500.00
Concession	177.48
Friday Flicks	
concessions	151.29
Friday Flicks - Other	377.99
Total Friday Flicks	529.28

07/26/12

Colonial Fox Theatre Foundation

Profit & Loss

April through June 2012

	Apr - Jun 12
Program Expense - Other	125.75
Total Program Expense	1,332.51
Promotion Expense	
Advertising	327.00
Marketing	1,528.33
Newsletter	1.80
Promotion Expense - Other	150.00
Total Promotion Expense	2,007.13
Salary Expenses	
Dental Insurance	75.94
Medical Insurance	615.33
Federal Withholding	3,194.80
KS Withholding	1,161.39
Medicare	780.04
Social Security	2,797.44
Salary Expenses - Other	14,049.29
Total Salary Expenses	22,674.23
Taxes	
Sales	
Liquor	64.98
Total Sales	64.98
Total Taxes	64.98
Telephone	
Internet	90.00
Long Distance	54.84
Messaging	48.69
Plans and Services	172.56
Total Telephone	366.09
Utilities	
Gas and Electric	557.92
Water	123.22
Total Utilities	681.14
Website	148.82
Total Expense	50,080.50
Net Income	93,083.73

Colonial Fox Theatre Foundation

Balance Sheet

As of August 9, 2012

08/09/12

	Aug 9, 12
ASSETS	
Current Assets	
Checking/Savings	
Business Savings	17,545.12
Commerce Bank	1.00
M & I Checking	11,564.23
Petty Cash	200.57
UB Money Market	100,593.00
Total Checking/Savings	129,903.92
Other Current Assets	
Community Foundation	6,030.54
Total Other Current Assets	6,030.54
Total Current Assets	135,934.46
Fixed Assets	
National Bank Building	89,245.75
Building	689,458.53
Computer Equipment	7,948.46
Accumulated Depreciation	-2,228.73
Total Fixed Assets	784,424.01
TOTAL ASSETS	920,358.47
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	
Payroll Taxes	-0.90
Accounts Payable - Other	253.29
Total Accounts Payable	252.39
Total Accounts Payable	252.39
Credit Cards	
Commerce CFTF Visa	2,440.36
Total Credit Cards	2,440.36
Total Current Liabilities	2,692.75
Total Liabilities	2,692.75
Equity	
Retained Earnings	850,417.05
Net Income	67,248.67
Total Equity	917,665.72
TOTAL LIABILITIES & EQUITY	920,358.47

Colonial Fox Theatre Foundation
Profit & Loss
 January 1 through August 9, 2012

	Jan 1 - Aug 9, 12
Income	
Grant Income	119,923.00
Development Income	
Annual Meeting	1,977.25
Membership Income	
Non Cash Contributions	2,060.75
Major Donor Income	12,559.00
Staff	
Cash Contributions	988.20
Non Cash Contributions	1,629.12
Total Staff	2,617.32
Community NonCash Contributions	250.00
Trustee	
Cash Contribution	4,490.00
Non Cash Contribution	1,050.00
Total Trustee	5,540.00
Membership Income - Other	14,027.00
Total Membership Income	37,054.07
Total Development Income	39,031.32
Interest Income	158.58
Program Income	
Seat Sponsorship Income	1,290.00
Friday Flix	
concessions	287.65
Friday Flix - Other	4,414.21
Total Friday Flix	4,701.86
Special Event	500.00
Theatre Tours	6.00
Total Program Income	6,497.86
Promotion Income	
Merchandise Income	
Polo & Bling Shirt	190.00
Total Merchandise Income	190.00
Total Promotion Income	190.00
Total Income	165,800.76
Gross Profit	165,800.76
Expense	
Suspense	0.00
Annual Reports	
Kansas Annual Report	40.00
Total Annual Reports	40.00
Bank Service Charges	
PayPal	0.96
Bank Service Charges - Other	35.10
Total Bank Service Charges	36.06
Building Maintenance	
Equipment	266.22
Equipment Rental	25.14
Professional Svc	120.00

08/09/12

Colonial Fox Theatre Foundation
Profit & Loss
 January 1 through August 9, 2012

	Jan 1 - Aug 9, 12
Building Maintenance - Other	203.69
Total Building Maintenance	615.05
Building Supplies	182.76
CFSEK Admin Expenses	105.08
Contract Labor	
Capital Campaign	1,040.00
Contract Labor-Development	650.80
Contract Labor-Friday Flix	480.00
Contract Labor-Newsletter	299.00
Total Contract Labor	2,469.80
Development	
Board of Trustees	1,000.00
Capital Campaign	
Case Statement	3,601.28
Donor Cultivation Travel	1,984.84
NGTA	260.00
Capital Campaign - Other	493.13
Total Capital Campaign	6,339.25
Community	620.60
Membership	
Annual Meeting	4,097.67
Membership - Other	697.82
Total Membership	4,795.49
Professional Development	
Conference Expense	
Registration	1,845.00
Travel & Ent	
Airfare	1,170.60
Lodging	2,069.50
Meals	93.58
Mileage	38.09
Travel & Ent - Other	75.68
Total Travel & Ent	3,447.45
Conference Expense - Other	56.67
Total Conference Expense	5,349.12
Total Professional Development	5,349.12
Volunteers	428.99
Development - Other	1,000.00
Total Development	19,533.45
Grant Expense	10.79
Insurance	
National Bank Building	6,237.00
Employee Health	190.84
Building & Contents	3,072.00
Directors & Officers	1,466.00
Disability Insurance	67.00
Insurance - Other	0.00
Total Insurance	11,032.84
Membership Fees	
Pittsburg Area Young Profession	15.00
Americans for the Arts	50.00
Kansas Historic Theatre Assoc	100.00

08/09/12

Colonial Fox Theatre Foundation
Profit & Loss
 January 1 through August 9, 2012

	Jan 1 - Aug 9, 12
Kansas Preservation Alliance	50.00
National Trust For Historic Pre	50.00
Pittsburg Chamber	347.00
Pittsburg Rotary	384.00
Total Membership Fees	996.00
Merchant Account Charges	381.33
Office	
Computer programs	392.95
Electronic Equipment	45.56
Office Equipment	
Furniture	155.67
Maintenance	314.15
Print Toner	1,466.97
Total Office Equipment	1,936.79
Printing and Reproduction	0.00
Supplies	295.95
Total Office	2,671.25
Payroll Expenses	428.00
Postage and Delivery	570.35
Professional Fees	4,116.80
Program Expense	
Special Event	500.00
Concession	177.48
Friday Flicks	
concessions	222.52
Friday Flicks - Other	398.99
Total Friday Flicks	621.51
Program Expense - Other	125.75
Total Program Expense	1,424.74
Promotion Expense	
Advertising	795.00
Marketing	2,754.53
Newsletter	1,682.27
Promotion Expense - Other	300.00
Total Promotion Expense	5,531.80
Salary Expenses	
Dental Insurance	151.88
Medical Insurance	1,216.39
Federal Withholding	5,310.61
KS Withholding	2,401.41
Medicare	1,303.38
Social Security	4,674.33
Salary Expenses - Other	32,298.30
Total Salary Expenses	47,356.30
Taxes	
Real Estate	-2,788.56
Sales	
Liquor	64.98
Sales - Other	34.20
Total Sales	99.18
Total Taxes	-2,689.38
Telephone	

08/09/12

Colonial Fox Theatre Foundation
Profit & Loss
January 1 through August 9, 2012

	Jan 1 - Aug 9, 12
Internet	210.00
Long Distance	127.71
Messaging	113.59
Plans and Services	402.89
Total Telephone	854.19
Utilities	
Gas and Electric	1,984.96
Water	286.30
Total Utilities	2,271.26
Website	
Maintenance	250.00
Website - Other	363.62
Total Website	613.62
Total Expense	98,552.09
Net Income	67,248.67



DEPARTMENT OF PUBLIC WORKS

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Interoffice Memorandum

TO: DARON HALL
City Manager

FROM: WILLIAM A. BEASLEY
Director of Public Works

DATE: September 28, 2012

SUBJECT: Agenda Item – October 9, 2012
Atkinson Municipal Airport Fees and Charges

In its meeting on September 24, 2012, the Airport Advisory Committee recommended establishing a new fee for the Multiple Hangar at the airport for a type of aircraft that had previously not been listed. Many aircraft manufacturers now offer a light jet. These types of aircraft are much more affordable than a jet weighing over 12,500 lbs. and are increasing in the amount of their sales. The City has stored, on a temporary basis, several similar types of aircraft in the past and currently has one stored in the Multiple Hangar. They do not take up the space of a jet weighing over 12,500 lbs., but they are larger than many piston twin engine aircraft. The Airport Advisory Committee is recommending establishing a category and fee of \$200 for single/twin turbo prop/jet aircraft weighing less than 12,500 lbs. (see attached fee schedule). The fee for this category would be more than a light twin-engine aircraft, but less than an aircraft 12,500 lbs. and over.

The City of Pittsburg is working with the Kansas Airport Association to review all of the fee schedules for aircraft hangars in Kansas. Prior to the start of next year, all of the aircraft hangar fees at Atkinson Municipal Airport will be reviewed. Since we currently have an aircraft stored at the airport that meets the size and serviceability of the new category, we are asking this category be added before the end of the year. Since this is a new category, it requires City Commission approval.

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, October 9, 2012. Action necessary will be to approve or disapprove this new category and associated fee.

MEMO TO: DARON HALL
SEPTEMBER 28, 2012
PAGE TWO

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

Attachment: Airport Fee Schedule

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

RENTAL CHARGES ATKINSON MUNICIPAL AIRPORT

RENTAL CHARGES

The rental charge for storage of aircraft at Atkinson Municipal Airport on a month-to-month basis is as follows:

Rental Fees Per Month		
<u>Hangar Type</u>	<u>Aircraft Type</u>	<u>Rental Fees</u>
T-Hangar	Single-Engine (Piston) Aircraft	\$115.00
T-Hangar	Twin-Engine (Piston) Aircraft	\$134.00
Multiple Hangar	Single-Engine (Piston) Aircraft	\$105.00
Multiple Hangar	Light Twin-Engine (Piston) Aircraft	\$155.00
Multiple Hangar	Single/Twin Turbo Prop/Jet Aircraft weight less than 12,500 lbs.	\$200.00
Multiple Hangar	Aircraft gross weight of 12,500 or more	\$260.00
Six-Bay T-Hangar	Single-Engine (Piston) Aircraft	\$115.00
Six-Bay T-Hangar	Twin-Engine (Piston) Aircraft	\$302.00
Maintenance Building	Northeast Stall for Twin-Engine Aircraft	\$476.00
Maintenance Building	Northwest Stall for Twin-Engine Aircraft	\$362.00
Maintenance Building	Southeast Stall for Twin-Engine Aircraft	\$340.00
Maintenance Building	Southwest Stall for Twin-Engine Aircraft	\$495.00
Multi-Use Hangar	Single-Engine to Light Jet	\$320.00
Large Single Box Hangar	Rented to Private Business	\$570.00
Service Fees		
Heating of Aircraft Engine		\$10.00 per engine
Power Assist to Start Engine		\$10.00
Power Assist Per Hour		\$25.00
Overnight Storage Per Night Single/Light Twin		\$35.00
Outside Aircraft Tie-Down Per Month		\$22.00
Overnight Storage Per Night Turbo Prop/Light Jet		\$50.00



DEPARTMENT OF PUBLIC WORKS

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Interoffice Memorandum

TO: DARON HALL
City Manager

FROM: WILLIAM A. BEASLEY
Director of Public Works

DATE: September 27, 2012

SUBJECT: Agenda Item – October 9, 2012
Airport Capital Improvements Program

At the beginning of the year, the FAA requested general aviation airports to submit a CIP Data Sheet for proposed improvements to the airport. This year, when this data sheet was submitted, the Master Plan was still being drafted. The number 1 priority on the CIP at that time was the parallel taxiway; therefore, the City Commission approved the submission of the parallel taxiway on the CIP Data Sheet.

Each year, as a general aviation airport, \$150,000 of entitlement funds is set aside by the FAA for Atkinson Municipal Airport. The airport is allowed to accumulate four years of entitlement money before the FAA diverts those funds to other projects. Currently, the City of Pittsburg has built up \$600,000 (or four years of funds).

Over the last several years, the City has been experiencing maintenance problems with the edge lights (runway lights) on Runway 16-34 and the Runway End Identifier Lights (REILS) on both ends of both runways. Many of the edge lights are over 30 years old and both the edge lights and REILS have been damaged in the past by lightning strikes. Over the past three years, the City has spent \$21,208 on repairs to either the edge lights or the REILS. Because these lighting systems are essential to the operation of the airport, City staff is proposing to resubmit a revised CIP Data Sheet to the FAA requesting the repair or replacement of these systems.

MEMO TO: DARON HALL
SEPTEMBER 27, 2012
PAGE TWO

This project is estimated to cost approximately \$400,000 and will require a 10% match by the City of Pittsburgh. These lights were scheduled to be replaced in the Master Plan with the extension of Runway 16-34 in year six. Currently, the City is not in the position to be engaged in any large Capital Improvements Project such as the runway extension. Due to the past history of repair costs to these lighting systems and the possibility of losing entitlement funds, staff is recommending the edge lighting improvements be separated from the runway extension project and moved up in priority.

The staff has reviewed this proposal with the Airport Advisory Committee and they agree that the City should consider realigning the proposed CIP and identify improvements to the edge lights and REILS to capture the entitlement funds. Staff has also discussed the proposed project with the FAA and they have indicated the City will need to submit a new CIP Data Sheet to be considered for future funding. The City's match of approximately \$40,000 is expected to come from STCO funds.

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, October 9, 2012. Action necessary will be approval or disapproval of staff's request and, if approved, authorize City Manager to sign the attached CIP Data Sheet for submission to the FAA.

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

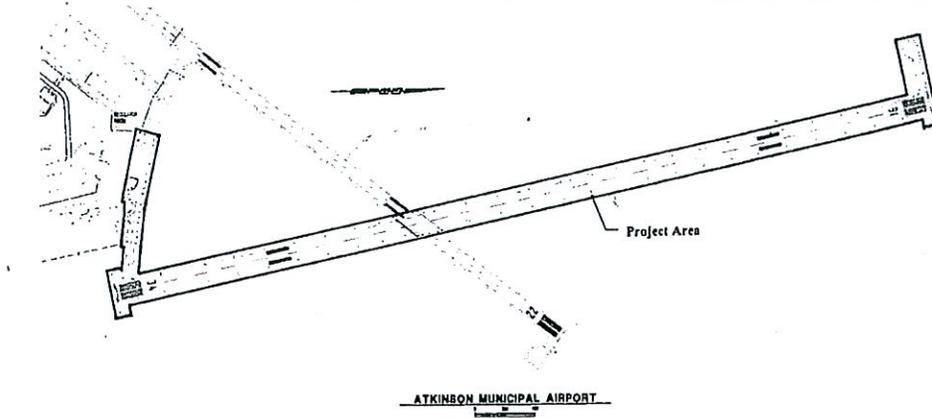
Attachment: CIP Data Sheet

cc: Tammy Nagel, City Clerk
Airport CIP File
Memo File

CIP DATA SHEET

AIRPORT	Pittsburg-Atkinson Memorial Airport	LOCID	PTS	LOCAL PRIORITY	1
PROJECT DESCRIPTION	Replace edge lights and REIL's on Runway 16-34			Identify FFY that you desire to construct (FFY: Oct. 1-Sept. 30)	2013

Sketch:



JUSTIFICATION

The project is to replace the existing Airfield Lighting system for Runway 16-34 and the adjacent Taxiways. The existing system utilizes stake mounted edge light fixtures with direct-bury L-824 cable. Problems with this circuit are continually occurring from damaging lightning strikes. The entire circuit feeding the associated fixtures would be removed and replaced with base-mounted runway and taxiway edge lighting with all cabling routed in conduit. In the event of potential future cable failure this allows for much simpler troubleshooting and cable maintenance. Many of the stake mounted fixtures have had the ground settle around the fixture leaving 6-12" of non-frangible stake sticking out of the ground. The fixtures would be frangible from the base up by installing a base-mounted type. A new counterpoise would also be installed to protect the cable from lightning strikes. The existing Runway End Indicator Lights (REIL's) and associated circuiting at each end of Runway 16-34 would be replaced to connect into the new airfield lighting circuit.

COST ESTIMATE: (Attach detailed cost estimate)

Federal (90 %) \$ 361,395 State (%) \$ Local (10%) \$40,155 Total \$401,550

SPONSOR'S VERIFICATION:

For each and every project as applicable

Date	(see instruction sheet or point mouse over each date box for more information)
Aug-2012	- Date of approved ALP with project shown
July-2012	- Date of environmental determination (ROD, FONSI, CE), or cite CE paragraph # (307-312) in Order 1050.1E
	- Date of land acquisition or signed purchase agreement
	- Date of pavement maintenance program
	- Snow removal equipment inventory & sizing worksheet (for SRE acquisition)
	- Apron sizing worksheet (for apron projects)
NO	- Revenue producing facilities (for fuel farms, hangers, etc.)
	- Date statement submitted for completed airside development
	- Date statement submitted for runway approaches are clear of obstructions

SPONSOR'S SIGNATURE: _____ DATE: _____

PRINTED NAME: _____ TITLE: _____

PHONE NUMBER: _____

FAA USE ONLY

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

PROJECT BUDGET

Replace Edge Lights and REIL's on Runway 16-34

ATKINSON MUNICIPAL AIRPORT
 Sponsor-City of Pittsburg, Kansas

28-Sep-12
 BDR

1. SCOPE OF WORK

Replace Existing Lighting System on Runway 16-34

2. PROJECT COSTS

Administrative Costs

Advertisement, etc.	Total Costs	Non-Eligible Costs	Eligible Costs	FAA Share (90%)	Local Costs
\$ 2,000	\$ 2,000	\$	2,000	\$ 1,800	\$ 200

Engineering Costs-Estimated

Basic Agreement Preliminary Engineering-Bidding Services	Total Costs	Non-Eligible Costs	Eligible Costs	FAA Share (90%)	Local Costs
\$ 22,043	\$ 22,043	\$	22,043	\$ 19,839	\$ 2,204
\$ 2,500	\$ 2,500	\$	2,500	\$ 2,250	\$ 250

Construction Services

Construction Services	Total Costs	Non-Eligible Costs	Eligible Costs	FAA Share (90%)	Local Costs
\$ 48,225	\$ 48,225	\$	48,225	\$ 43,403	\$ 4,823

Construction Costs

Base Bid	Total Costs	Non-Eligible Costs	Eligible Costs	FAA Share (90%)	Local Costs
\$ 326,782	\$ 326,782	\$ -	326,782	\$ 310,443	\$ 32,678
Totals	\$ 401,550	\$ -	401,550	\$ 377,734	\$ 40,155

3. ADDITIONAL FUNDING SOURCES

None

ESTIMATE OF PROBABLE COST

Replace Edge Lights and REIL's on Runway 16-34

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

28-Sep-12
 BDR

No.	Description	Quantity	Unit	Unit Cost	Total Cost
1	Mobilization	1	L.S.	\$35,000.00	\$35,000
2	Contractor Quality Control	1	L.S.	5,000.00	5,000
3	Contractor Staking	1	L.S.	5,000.00	5,000
4	Seeding	2	Acre	510.00	1,020
5	Fertilizing	0.2	Ton	2,810.00	562
6	Mulching	2	Acre	350.00	700
7	Electrical Demolition, Temporary Work, Misc. Work	1	L.S.	20,000.00	20,000
8	#8 AWG, L-824C Cable, (In PVC Conduit)	17,000	L.F.	1.50	26,500
9	Bare Counterpoise Wire (Installed in Trench)	16,500	L.F.	2.00	33,000
10	Electrical Conduit, 2" PVC, Installed in Trench	14,600	L.F.	5.00	73,000
11	Electrical Conduit, 2" PVC, Pushed or Bored in Place	430	L.F.	15.00	6,450
12	L-861T Taxiway Edge Light, LED, Base Mounted	62	Each	650.00	40,300
13	L-861E Runway/Threshold/End Light, Elevated, Quartz, Base Mounted	16	Each	750.00	12,000
14	L-861 Runway Edge Light, Elevated, Quartz, Base Mounted	55	Each	750.00	41,250
15	Runway End Identifier Lights, Pair	2	Each	14,000.00	28,000

Total Construction Items

\$326,782



DEPARTMENT OF PUBLIC WORKS

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Interoffice Memorandum

TO: DARON HALL
City Manager

FROM: WILLIAM A. BEASLEY
Director of Public Works

DATE: September 28, 2012

SUBJECT: Agenda Item – October 9, 2012
Recommendation of the Planning and Zoning Commission
Ordinance Establishing Minimum Landscape Standards in Commercial
Zoning Districts by Adding Sections 22-101, 22-102, 22-103, 22-104,
22-105, 22-106, 22-107, 22-108, 22-109, 22-110, and 22-111 to
Zoning Ordinance Number G-663

The Planning and Zoning Commission, in its meeting of September 24, 2012, considered the attached Ordinance establishing minimum landscape standards in commercial zoning districts by adding Sections 22-101, 22-102, 22-103, 22-104, 22-105, 22-106, 22-107, 22-108, 22-109, 22-110, and 22-111 to Zoning Ordinance Number G-663.

This Ordinance was prepared as the result of concerns expressed by the Planning and Zoning Commission about stormwater runoff and “curb appeal” of new commercial developments. The intent of this Ordinance is to establish minimum landscape standards that will improve stormwater absorption, protect and improve the aesthetics of the City of Pittsburg, and enhance the safety, comfort and enjoyment of its citizens.

The Planning and Zoning Commission elected to only address landscaping in commercially zoned areas. If approved, this Ordinance would apply to CP-O, CP-1, CP-2 and CP-3 zones. The Ordinance does not include the CP-4 zone, which is the zoning district for the downtown area. It also does not include any residential or industrial zoned properties. Their intent was to keep the landscaping requirements to a minimum to minimize the additional cost to the commercial development.

MEMO TO: DARON HALL
SEPTEMBER 28, 2012
PAGE TWO

After hearing all the evidence presented, the Planning and Zoning Commission voted unanimously to recommend to the Governing Body approval of this Ordinance. In this regard, would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, October 9, 2012. Action being requested is for the Governing Body to approve Ordinance No. G-1172 on **FIRST READING**.

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

Attachment: Ordinance No. G-1172

cc: Tammy Nagel, City Clerk
Memo File

(Summary of Ordinance Published in The Morning Sun on _____, 2012)

ORDINANCE NO. G-1172

AN ORDINANCE, establishing minimum landscaping standards in the commercial zoning districts by adding Sections 22-101, 22-102, 22-103, 22-104, 22-105, 22-106, 22-107, 22-108, 22-109, 22-110, and 22-111 to Zoning Ordinance Number G-663.

WHEREAS, the Planning and Zoning Commission of the City of Pittsburg, Kansas, has filed their report with the Board of Commissioners of the City of Pittsburg, Kansas, recommending amendment of Ordinance No. G-663.

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

Section 1: Section 22-101 of Zoning Ordinance No. G-663 is hereby created and shall read as follows:

22-101 Purpose

It is recognized that good landscaping increases property values, assists with stormwater runoff and retention, attracts potential residents and businesses to the city, and creates an attractive environment for all residents and visitors. The purpose of these regulations is to use landscape elements, particularly plant materials, in an organized manner that will improve storm water absorption, protect and improve the aesthetics of the City of Pittsburg, and enhance the safety, comfort and enjoyment of its citizens.

The City recognizes the value of landscaping in achieving the following goals:

1. Encourage the preservation of existing trees;
2. Provide an overall planting scheme that will reduce soil erosion and the volume and rate of discharge of storm water runoff;
3. Establish and enhance a visual character and structure to the built environment that is pleasant to view and is sensitive to safety and aesthetics;
4. Promote compatibility between land uses by reducing noise, glare, heat, and lighting impacts of specific development on users of a site and its abutting properties;
5. Provide visual screens and buffers that mitigate the impact of conflicting land uses;

6. Aid in energy conservation by shading and sheltering structures from energy losses caused by weather conditions;
7. Mitigate the loss of natural resources;
8. Provide shade, comfort, and seasonal color.

These regulations are minimum landscaping standards. Owners and developers are encouraged to exceed these standards with more creative solutions, not only for the enhanced value of their land, but also for the health and enjoyment of all citizens of the City of Pittsburg.

Section 2: Section 22-102 of Zoning Ordinance No. G-663 is hereby created and shall read as follows:

22-102 Applicability

These landscaping regulations are minimum standards and apply only to the CPO, CP-1, CP-2, and CP-3 zoning districts.

Section 3: Section 22-103 of Zoning Ordinance No. G-663 is hereby created and shall read as follows:

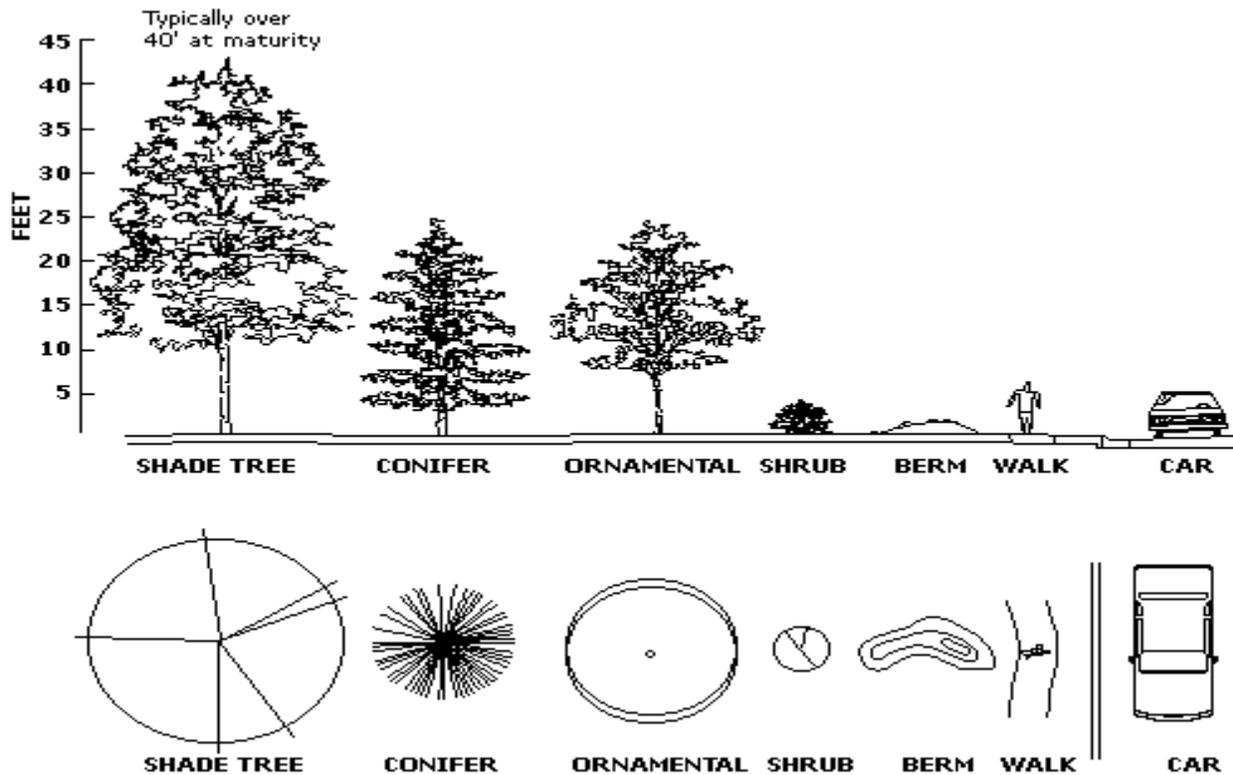
22-103 Definitions

For the purpose of this section the following words, terms and phrases, when used in this section, shall have the meaning ascribed to them in this section, except when the context clearly requires otherwise.

1. *berm* - an earthen mound designed to provide visual interest, a landscaping screen, decrease noise, and /or detain or direct the flow of storm water.
2. *conifer tree* - an evergreen tree, usually pine, spruce, or juniper bearing cones and mostly used for screening purposes. For the purpose of these regulations, a conifer shall be considered a shade tree if it is at least five (5) feet tall when planted; AND is on the “Shade and Ornamental Trees for Kansas” list provided by Kansas State University.
3. *deciduous* - a plant with foliage that is shed annually.
4. *evergreen* - a plant with foliage that persists and retains its natural color year round.
5. *groundcover* - an evergreen or deciduous planting less than 24 inches in height at maturity. Turf grass is excluded.
6. *landscape materials* - living plants such as trees, shrubs, vines, groundcover, flowers, and grasses. May also include nonliving items such as bark, wood

chips, rock, brick, and stone (monolithic paving not included); and structural/decorative features such as fountains, pools, benches, berms, and terraces.

7. *mulch* - an organic or inorganic material used in landscape design to control weed growth, reduce soil erosion, retain moisture, reduce water loss, and provide visual interest.
8. *ornamental tree* - a deciduous tree having qualities such as flowers or fruit, attractive foliage, bark, or shape, and generally having a mature height of less than 40 feet. For the purposes of these regulations, trees listed as small or medium on the "*Shade and Ornamental Trees for Kansas*" list provided by Kansas State University shall be classified as ornamental trees.
9. *parking lot* - any off-street, unenclosed ground level facility used for the purpose of temporary storage of motor vehicles.
10. *shade tree* - usually a deciduous tree planted primarily for its high crown of foliage or overhead canopy. For the purposes of these regulations, trees listed as large or very large on the "*Shade and Ornamental Trees for Kansas*" list provided by Kansas State University shall be classified as shade trees.
11. *shrub* – a deciduous or evergreen woody plant smaller than a tree and larger than ground cover consisting of multiple stems from the ground or small branches near the ground, which attains a height of 24 inches or more.
12. *street frontage* - the width of the property abutting a street.
13. *street wall*. Any building wall facing a street.
14. *street wall line* - a line that extends from the building parallel to the street wall until it intersects a side or rear lot line, or the wall line of another building.
15. *street yard* - the area of a lot lying between the property line abutting a street and the street wall line of the building. If a building or its lot is an irregular shape, wall lines extending parallel to the street wall from the points of the wall closest to the side property lines shall be used to define the limits of the street yard. Corner lots shall be considered as having two (2) street yards.
16. *xeriscape* – a method of landscaping that emphasizes water conservation accomplished by following sound horticultural and landscaping practices, such as planning and design, soil improvement, limited turf areas, use of native plants, use of mulches, gravel, use of low-water demand plants, efficient irrigation practices and appropriate maintenance.



The symbol chart shown above is for the following sections:

Section 4: Section 22-104 of Zoning Ordinance No. G-663 is hereby created and shall read as follows:

22-104 Required street yard plantings

1. The minimum amount of street yard landscaping shall be as follows:
 - a. one (1) shade tree and two (2) shrubs for each 80 feet of frontage; or
 - b. two (2) ornamental trees and two (2) shrubs for each 80 feet of frontage; or
 - c. one (1) ornamental tree and seven (7) shrubs for each 80 feet of frontage.
2. For the purposes of landscaping regulations, all lots zoned CP-O, CP-1, CP-2, and CP-3 with less than 80 feet of street frontage, shall be construed as having a minimum street frontage of 80 feet.
3. Design standards for landscaped street yards and required trees:
 - a. trees shall be located in planter areas of sufficient size and design to accommodate the growth of the trees and protected to prevent

damage to the trees by vehicles. A minimum of twenty-five (25) square feet of permeable ground surface area per tree is required.

- b. trees may be clustered along a façade or boundary of the yard. Trees are not required to be spaced evenly; however, adequate distance is to be maintained between individual trees. Minimum spacing for ornamental trees is recommended to be fifteen (15) feet. Minimum spacing for shade trees is recommended to be forty (40) feet or more.
- c. minimum size at time of planting of required trees shall be as follows:
 - 1. shade trees – two (2) inch or larger caliper measured at the height of six (6) inches above the ground.
 - 2. ornamental trees – 1.5 inch or larger caliper measured at the height of six (6) inches above the ground.
 - 3. conifer trees – five (5) feet or more in height at time of planting.
- d. shrubbery shall obtain a mature height of at least two (2) feet and shall be no less than three (3) gallon container size at the time of planting.
- e. trees and shrubs should not be located inside public right-of-way. If they are located inside the right-of-way, they shall be located no closer than eight (8) feet to the curb line of adjacent streets or sidewalks, and they must not interfere with existing or future utility services and/or traffic control devices.
- f. any grass or shrubbery located inside the sight triangle shall be no taller than 18 inches at maturity. Trees placed in the sight triangle shall not have any limbs, boughs, or branches below eight (8) vertical feet from ground level.

Section 5: Section 22-105 of Zoning Ordinance No. G-663 is hereby created and shall read as follows:

22-105 Required buffers

- 1. Buffers between commercial and residential development:
 - a. a landscaped buffer is required along the common property line of any commercially zoned property where it abuts residentially zoned property. The landscaped buffer is in addition to the required screening.

- b. there shall be a minimum of one (1) shade tree or two (2) ornamental trees for every 40 feet or fraction thereof. The trees may be irregularly spaced but within fifteen (15) feet of the property line. If an easement occupies this fifteen (15) foot area, trees are to be located outside of the easement.
- c. minimum size at time of planting of required trees shall be as stated in Section 22-104.3(c) above.

Section 6: Section 22-106 of Zoning Ordinance No. G-663 is hereby created and shall read as follows:

22-106 Parking lot landscaping

- 1. All new parking areas or additions to parking areas shall be continuously screened from view from adjacent residential districts. (Existing Zoning code 25-104.3)
- 2. All new parking areas or additions to parking areas which create twenty four (24) or more spaces shall provide at least two shade trees and two ornamental trees for each twenty four (24) parking spaces or fraction thereof over twenty four (24).
 - a. the trees shall be located within and/or around the parking lot to enhance its appearance and/or to reduce the deleterious effect of large expanses of paved areas.
 - b. trees planted in parking lot areas shall be planted in interior planting islands with each tree having a minimum permeable ground surface of twenty five (25) square feet.
 - c. a planting island shall be a minimum width of at least five (5) feet, and its contents shall be protected from possible damage caused by vehicles by the use of raised curbs, bumper blocks, or other protective means.

Section 7: Section 22-107 of Zoning Ordinance No. G-663 is hereby created and shall read as follows:

22-107 Other landscaping regulations

- 1. Landscaping shall not conflict with the traffic visibility requirements of this code.
- 2. Artificial trees, shrubbery, turf, or other plants as a landscape material will not be allowed.
- 3. Planting of cottonwood, ash, and Australian Pine trees shall not be allowed in any required landscaped area.

4. Clumped, or multi-trunked trees shall be credited as only one of the required trees.
5. Landscaping shall not interfere with safety and accessibility of any gas, electric, water, sewer, telephone, or other utility easement.
6. Any dead or diseased tree shall be removed. The stumps of all removed trees shall be ground out to at least four (4) inches below the ground level, the wood chips removed, the cavity filled with topsoil, and the area leveled.

Section 8: Section 22-108 of Zoning Ordinance No. G-663 is hereby created and shall read as follows:

22-108 Maintenance

1. The landowner is responsible for the maintenance of all landscaping materials and shall keep them in a proper, neat, and orderly appearance free from refuse and debris at all times.
2. Disturbed soil between trees and shrubs in planting beds shall be mulched, planted or otherwise treated to prevent wind and water erosion.
3. Plants which die shall be replaced within sixty (60) days or, if weather prohibits replanting within that time, replanting shall occur within the first thirty (30) days of the next planting season.

Section 9: Section 22-109 of Zoning Ordinance No. G-663 is hereby created and shall read as follows:

22-109 Enforcement / assurances for installation and completion

1. Prior to the issuance of a certificate of occupancy for any structure where landscaping is required, all work as indicated on the landscaping plan shall be inspected, and, if in accordance with the submitted landscape plan, shall be approved by a city inspector.
2. A landowner may obtain a final certificate of occupancy for a structure prior to the completion of required landscaping due to seasonal or weather conditions if the owner submits necessary assurances for the completion of landscaping. Acceptable assurances guaranteeing the completion of landscaping, such as a an irrevocable letter of credit, certified check or other assurance, shall be equal to one-hundred twenty-five percent (125%) of the cost of landscaping work and shall be accompanied by a written letter of assurance that landscaping shall be completed according to the landscape plan and accepted by the city inspector.

Section 10: Section 22-110 of Zoning Ordinance No. G-663 is hereby created and shall read as follows:

22-110 Penalties

Any person, contractor or subcontractor violating any provision of this Ordinance is guilty of a class C offense, punishable as provided in Chapter 1, Section 1-7 of the Pittsburg City Code. Each day on which noncompliance shall occur or continue shall be deemed a separate and distinct violation.

Section 11: Section 22-111 of Zoning Ordinance No. G-663 is hereby created and shall read as follows:

22-111 Severability

If any provision of this section is invalidated by any court of competent jurisdiction, the remaining provisions shall not be affected and shall remain in full force and effect.

Section 12: This Ordinance shall take effect and be in force from and after its passage and publication in the official City paper.

ADOPTED AND APPROVED by the Governing Body on this _____ day of _____, 2012.

Mayor – John Ketterman

ATTEST:

City Clerk - Tammy Nagel

(SEAL)

Interoffice Memorandum

TO: DARON HALL
City Manager

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

DATE: October 2, 2012

SUBJECT: Agenda Item – October 9, 2012
DISPOSITION OF BIDS
Taylor Branch Sanitary Sewer Replacement
KWPCRF Project No. C20 1656 01

Bids were received on Tuesday, October 2, 2012, for the Taylor Branch Sanitary Sewer Replacement Project. This project includes the construction of 371 lineal feet of 18” sanitary sewer line, two manholes, 80 lineal feet of 30” casing by trenchless methods and related work.

Four bids were received (see attached bid tabulation). The low bidder was Southard Construction Co., of Joplin, Missouri, with a bid of \$99,862. The Estimate of Probable Cost for this project was \$82,115. According to the review of the bids by PEC, the Estimate of Probable Cost did not account for the high mobilization cost received with this bid. It also did not anticipate the high cost of boring the steel casing across the creek. PEC plans to immediately enter into a discussion with the contractor regarding potential cost-saving options.

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, October 9, 2012. Staff will provide a verbal report on the findings of PEC’s discussion with Southard Construction Co. This project will be funded through a Kansas Water Pollution Control Revolving Loan Fund administered by KDHE for a maximum amount of \$4.0 million. There is currently approximately \$1.2 million remaining in this loan to finance the cost of the improvements to the City’s wastewater collection system.

MEMO TO: DARON HALL
OCTOBER 2, 2012
PAGE TWO

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

Attachment: Bid Tabulation and PEC Recommendation Memo

cc: Tammy Nagel, City Clerk
Bruce D. Remsberg, P.E., PEC
Project File
Memo File

ITEM NO.	DESCRIPTION	UNIT	NO. OF UNITS	ENGINEER'S ESTIMATE		Southard Construction Co. 5371 County Road 200 Joplin, MO 64801		CBH Construction 20214 Lawrence 1090 Monett, MO 65708		Sprouls Construction, Inc. 397 W. DD Hwy Lamar, MO 64759	
				UNIT COST	EXTENSION	UNIT COST	EXTENSION	UNIT COST	EXTENSION	UNIT COST	EXTENSION
1	Mobilization	L.S.	1	\$ 5,000.00	\$ 5,000.00	\$ 18,000.00	\$ 18,000.00	\$ 5,500.00	\$ 5,500.00	\$ 15,000.00	\$ 15,000.00
2	Traffic Control	L.S.	1	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00
3	Erosion Control	L.S.	1	\$ 3,000.00	\$ 3,000.00	\$ 800.00	\$ 800.00	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00
4	Clearing and Grubbing	L.S.	1	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,500.00	\$ 2,500.00	\$ 3,500.00	\$ 3,500.00
5	Site Restoration	L.S.	1	\$ 2,000.00	\$ 2,000.00	\$ 80.00	\$ 80.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
6	18" Sewer Pipe	L.F.	291	\$ 65.00	\$ 18,915.00	\$ 42.00	\$ 12,222.00	\$ 85.00	\$ 24,735.00	\$ 150.00	\$ 43,650.00
8	18" Sewer Pipe (In 30" Casing Pipe)	L.F.	80	\$ 65.00	\$ 5,200.00	\$ 42.00	\$ 3,360.00	\$ 85.00	\$ 6,800.00	\$ 20.00	\$ 1,600.00
8	30" Casing Pipe (By Trenchless Methods)	L.F.	80	\$ 325.00	\$ 26,000.00	\$ 580.00	\$ 46,400.00	\$ 500.00	\$ 40,000.00	\$ 700.00	\$ 56,000.00
9	Standard Manhole (Type A)	EA	1	\$ 6,000.00	\$ 6,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 3,500.00	\$ 3,500.00
10	Standard Manhole (Type B)	EA	1	\$ 6,000.00	\$ 6,000.00	\$ 4,000.00	\$ 4,000.00	\$ 3,200.00	\$ 3,200.00	\$ 5,300.00	\$ 5,300.00
11	4" Sanitary Sewer Service Line	L.S.	1	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 3,500.00	\$ 3,500.00	\$ 6,500.00	\$ 6,500.00
12	Abandon Existing Sewers and Manhole	L.S.	1	\$ 4,000.00	\$ 4,000.00	\$ 3,000.00	\$ 3,000.00	\$ 22,000.00	\$ 22,000.00	\$ 2,500.00	\$ 2,500.00
	Total				\$ 82,115.00		\$ 99,862.00		\$ 117,735.00		\$ 142,550.00

MEMO



TO: City of Pittsburg
201 W. Fourth
Pittsburg, KS 66762

ATTENTION: Mr. John Bailey, P.E., PhD

FROM: BMC for Bruce Remsberg, P.E.

REFERENCE: Award Recommendation

DATE: 10/2/12

PROJECT NO.: 07E03-031

PROJECT: Taylor Branch Sanitray Sewer Replacement

COPIES TO: _____

Please advise immediately of any misconceptions or omissions you believe to be contained herein.

John,

We received bids for the above referenced project on Tuesday, October 2nd. There were a total of 4 bids received, in which 3 bids were responsive. A tabulation of these bids is attached.

Southard Construction Co. of Joplin, MO was the low bidder. Their bid of \$99,862.00 was over the Estimate of Probable Cost, which was \$82,115.00. Their bid was responsive, as all required KDHE documents were submitted along with a Bid Bond. The Estimate of Probable Cost did not account for the high mobilization cost received with this bid. The Estimate also did not anticipate the high cost of boring the steel casing across the creek.

We plan to immediately enter into a discussion with the contractor regarding potential cost-saving options. An Award Recommendation is pending.

Please let me know of any questions.

BMC
for
BRUCE REMSBERG

Interoffice Memorandum

TO: DARON HALL
City Manager

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

DATE: October 2, 2012

SUBJECT: Agenda Item – October 9, 2012
DISPOSITION OF BIDS
Broadway Water Line
Quincy Street to 2nd Street

Bids were received on Tuesday, October 2, 2012, for the Broadway Water Line Project from Quincy Street to 2nd Street. This project includes the replacement of the existing 8" line in Broadway with a 12" line tying into the 12" line downtown, installation of new fire hydrants on both sides of the street, and tying all cross water lines, and ultimately terminate at a 16" water line on Quincy Street.

Seven bids were received (see attached bid tabulation). The low bidder was Lathrop Construction, Inc., of Nevada, Missouri, with a bid of \$839,126. The Estimate of Probable Cost for this project was \$767,975. According to the review of the bids by PEC, the bid received from Lathrop Construction, Inc. was within 10% of the Estimate of Probable Cost. PEC plans to immediately enter into a discussion with the contractor regarding potential cost-saving options.

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, October 9, 2012. Staff will provide a verbal report on the findings of PEC's discussion with Lathrop Construction, Inc.

Attachment: Bid Tabulation and PEC Recommendation Memo

cc: Tammy Nagel, City Clerk
Bruce D. Remsberg, P.E., PEC
Project File
Memo File

CITY OF PITTSBURG, KANSAS

BID TABULATION - Page 1 of 2 Broadway Water Line Quincy St. to Second St. Bid Opening October 2, 2012; 2:00 p.m.						Lathrop Construction, Inc. 14805 E Recoat Rd Nevada, MO 64772	Laforge Construction Corp. 1715 S. 59 Highway Parsons, KS 67357		Bennett, Inc. 103 NE 15th Lane Lamar, MO 64759		Polston Construction, Inc. PO Box 605 Lamar, MO 64759		
				ENGINEER'S ESTIMATE									
ITEM NO.	DESCRIPTION	UNIT	NO. OF UNITS	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST
1	Mobilization	L.S.	1	\$ 30,000.00	\$ 30,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$20,000.00	\$ 20,000.00	\$ 4,620.00	\$ 4,620.00
2	Traffic Control	L.S.	1	10,000.00	\$ 10,000.00	\$ 22,500.00	\$ 22,500.00	\$ 24,000.00	\$ 24,000.00	\$14,580.00	\$ 14,580.00	\$14,000.00	\$ 14,000.00
3	Erosion Control	L.S.	1	1,000.00	\$ 1,000.00	\$ 7,500.00	\$ 7,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 5,200.00	\$ 5,200.00
4	16" Pipe (Open Cut)	L.F.	245	100.00	\$ 24,500.00	\$ 88.00	\$ 21,560.00	\$ 125.00	\$ 30,625.00	\$ 100.00	\$ 24,500.00	\$ 142.00	\$ 34,790.00
5	16" Pipe (Trenchless)	L.F.	661	110.00	\$ 72,710.00	\$ 92.00	\$ 60,812.00	\$ 138.00	\$ 91,218.00	\$ 250.00	\$ 165,250.00	\$ 230.00	\$ 152,030.00
6	12" Pipe (Open Cut)	L.F.	3,436	60.00	\$ 206,160.00	\$ 48.75	\$ 167,505.00	\$ 71.00	\$ 243,956.00	\$ 49.00	\$ 168,364.00	\$ 68.00	\$ 233,648.00
7	12" Pipe (Trenchless)	L.F.	571	80.00	\$ 45,680.00	\$ 72.00	\$ 41,112.00	\$ 105.00	\$ 59,955.00	\$ 165.00	\$ 94,215.00	\$ 162.00	\$ 92,502.00
8	8" Pipe (Open Cut)	L.F.	489	40.00	\$ 19,560.00	\$ 48.00	\$ 23,472.00	\$ 58.00	\$ 28,362.00	\$ 49.00	\$ 23,961.00	\$ 100.00	\$ 48,900.00
9	8" Pipe (Trenchless)	L.F.	610	60.00	\$ 36,600.00	\$ 70.00	\$ 42,700.00	\$ 82.00	\$ 50,020.00	\$ 140.00	\$ 85,400.00	\$ 125.00	\$ 76,250.00
10	6" Pipe (Open Cut)	L.F.	101	35.00	\$ 3,535.00	\$ 85.00	\$ 8,585.00	\$ 50.00	\$ 5,050.00	\$ 49.00	\$ 4,949.00	\$ 177.00	\$ 17,877.00
11	4" Pipe (Open Cut)	L.F.	61	30.00	\$ 1,830.00	\$ 65.00	\$ 3,965.00	\$ 36.00	\$ 2,196.00	\$ 49.00	\$ 2,989.00	\$ 80.00	\$ 4,880.00
12	16" Valve Assembly	Each	5	3,000.00	\$ 15,000.00	\$ 7,200.00	\$ 36,000.00	\$ 6,600.00	\$ 33,000.00	\$ 6,000.00	\$ 30,000.00	\$ 7,255.00	\$ 36,275.00
13	12" Valve Assembly	Each	25	1,500.00	\$ 37,500.00	\$ 1,925.00	\$ 48,125.00	\$ 2,100.00	\$ 52,500.00	\$ 1,925.00	\$ 48,125.00	\$ 1,810.00	\$ 45,250.00
14	8" Valve Assembly	Each	22	1,000.00	\$ 22,000.00	\$ 1,175.00	\$ 25,850.00	\$ 1,200.00	\$ 26,400.00	\$ 1,300.00	\$ 28,600.00	\$ 1,060.00	\$ 23,320.00
15	6" Valve Assembly	Each	5	600.00	\$ 3,000.00	\$ 950.00	\$ 4,750.00	\$ 910.00	\$ 4,550.00	\$ 1,200.00	\$ 6,000.00	\$ 710.00	\$ 3,550.00
16	Fire Hydrant Assembly	Each	23	2,500.00	\$ 57,500.00	\$ 4,250.00	\$ 97,750.00	\$ 4,400.00	\$ 101,200.00	\$ 4,000.00	\$ 92,000.00	\$ 4,956.00	\$ 113,988.00
17	Connect to Existing 2" Line	Each	1	1,000.00	\$ 1,000.00	\$ 2,250.00	\$ 2,250.00	\$ 1,620.00	\$ 1,620.00	\$ 2,000.00	\$ 2,000.00	\$ 2,050.00	\$ 2,050.00
18	Connect to Existing 4" Line	Each	3	1,500.00	\$ 4,500.00	\$ 1,800.00	\$ 5,400.00	\$ 970.00	\$ 2,910.00	\$ 2,000.00	\$ 6,000.00	\$ 416.00	\$ 1,248.00
19	Connect to Existing 6" Line	Each	14	2,000.00	\$ 28,000.00	\$ 2,200.00	\$ 30,800.00	\$ 790.00	\$ 11,060.00	\$ 2,000.00	\$ 28,000.00	\$ 625.00	\$ 8,750.00
20	Connect to Existing 8" Line	Each	3	2,000.00	\$ 6,000.00	\$ 2,600.00	\$ 7,800.00	\$ 800.00	\$ 2,400.00	\$ 2,500.00	\$ 7,500.00	\$ 832.00	\$ 2,496.00
21	Connect to Existing 12" Line	Each	2	2,500.00	\$ 5,000.00	\$ 4,200.00	\$ 8,400.00	\$ 1,225.00	\$ 2,450.00	\$ 3,500.00	\$ 7,000.00	\$ 1,820.00	\$ 3,640.00
22	Connect to Existing 16" Line	Each	3	3,000.00	\$ 9,000.00	\$ 5,500.00	\$ 16,500.00	\$ 1,490.00	\$ 4,470.00	\$ 5,000.00	\$ 15,000.00	\$ 2,600.00	\$ 7,800.00
23	Water Service (Short)	L.S.	15	1,000.00	\$ 15,000.00	\$ 875.00	\$ 13,125.00	\$ 590.00	\$ 8,850.00	\$ 1,000.00	\$ 15,000.00	\$ 990.00	\$ 14,850.00
24	Water Service (Long)	L.S.	21	1,500.00	\$ 31,500.00	\$ 1,525.00	\$ 32,025.00	\$ 1,010.00	\$ 21,210.00	\$ 2,000.00	\$ 42,000.00	\$ 3,000.00	\$ 63,000.00
25	Pavement Removal/Replacement	S.Y.	1,480	55.00	\$ 81,400.00	\$ 68.00	\$ 100,640.00	\$ 94.00	\$ 139,120.00	\$ 70.00	\$ 103,600.00	\$ 75.00	\$ 111,000.00
TOTAL BASE BID					\$ 767,975.00		\$ 839,126.00		\$ 960,622.00		\$ 1,038,533.00		\$ 1,121,914.00
ADD ALTERNATE NO. 1													
	Meter Replacement	Each	1	\$ -	\$ -	\$ 850.00	\$ 850.00	\$ 900.00	\$ 900.00	\$ 1,200.00	\$ 1,200.00	\$ 450.00	\$ 450.00

CITY OF PITTSBURG, KANSAS

BID TABULATION - Page 2 of 2 Broadway Water Line Quincy St. to Second St. Bid Opening October 2, 2012; 2:00 p.m.						Tri-Star Utilities, Inc. 2109 W Maple Independence, KS 67301		Nowak Construction Co., Inc. 200 S Goddard Rd Goddard, KS 67052		Goins Enterprises 3255 N County Ln 252 Joplin, MO 64801			
				ENGINEER'S ESTIMATE									
ITEM NO.	DESCRIPTION	UNIT	NO. OF UNITS	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST
1	Mobilization	L.S.	1	\$ 30,000.00	\$ 30,000.00	\$ 15,000.00	\$ 15,000.00	\$ 20,200.00	\$ 20,200.00	\$40,000.00	\$ 40,000.00		
2	Traffic Control	L.S.	1	\$ 10,000.00	\$ 10,000.00	\$ 20,000.00	\$ 20,000.00	\$ 34,200.00	\$ 34,200.00	\$12,000.00	\$ 12,000.00		
3	Erosion Control	L.S.	1	\$ 1,000.00	\$ 1,000.00	\$ 10,000.00	\$ 10,000.00	\$ 2,000.00	\$ 2,000.00	\$12,000.00	\$ 12,000.00		
4	16" Pipe (Open Cut)	L.F.	245	\$ 100.00	\$ 24,500.00	\$ 120.00	\$ 29,400.00	\$ 188.00	\$ 46,060.00	\$ 135.00	\$ 33,075.00		
5	16" Pipe (Trenchless)	L.F.	661	\$ 110.00	\$ 72,710.00	\$ 155.00	\$ 102,455.00	\$ 159.00	\$ 105,099.00	\$ 135.00	\$ 89,235.00		
6	12" Pipe (Open Cut)	L.F.	3,436	\$ 60.00	\$ 206,160.00	\$ 75.00	\$ 257,700.00	\$ 104.25	\$ 358,203.00	\$ 78.00	\$ 268,008.00		
7	12" Pipe (Trenchless)	L.F.	571	\$ 80.00	\$ 45,680.00	\$ 100.00	\$ 57,100.00	\$ 104.00	\$ 59,384.00	\$ 108.00	\$ 61,668.00		
8	8" Pipe (Open Cut)	L.F.	489	\$ 40.00	\$ 19,560.00	\$ 75.00	\$ 36,675.00	\$ 88.00	\$ 43,032.00	\$ 83.00	\$ 40,587.00		
9	8" Pipe (Trenchless)	L.F.	610	\$ 60.00	\$ 36,600.00	\$ 100.00	\$ 61,000.00	\$ 66.00	\$ 40,260.00	\$ 100.00	\$ 61,000.00		
10	6" Pipe (Open Cut)	L.F.	101	\$ 35.00	\$ 3,535.00	\$ 75.00	\$ 7,575.00	\$ 76.00	\$ 7,676.00	\$ 64.00	\$ 6,464.00		
11	4" Pipe (Open Cut)	L.F.	61	\$ 30.00	\$ 1,830.00	\$ 75.00	\$ 4,575.00	\$ 69.00	\$ 4,209.00	\$ 56.00	\$ 3,416.00		
12	16" Valve Assembly	Each	5	\$ 3,000.00	\$ 15,000.00	\$ 6,500.00	\$ 32,500.00	\$ 6,500.00	\$ 32,500.00	\$ 8,000.00	\$ 40,000.00		
13	12" Valve Assembly	Each	25	\$ 1,500.00	\$ 37,500.00	\$ 3,500.00	\$ 87,500.00	\$ 2,230.00	\$ 55,750.00	\$ 3,600.00	\$ 90,000.00		
14	8" Valve Assembly	Each	22	\$ 1,000.00	\$ 22,000.00	\$ 1,750.00	\$ 38,500.00	\$ 1,180.00	\$ 25,960.00	\$ 2,700.00	\$ 59,400.00		
15	6" Valve Assembly	Each	5	\$ 600.00	\$ 3,000.00	\$ 1,250.00	\$ 6,250.00	\$ 850.00	\$ 4,250.00	\$ 2,600.00	\$ 13,000.00		
16	Fire Hydrant Assembly	Each	23	\$ 2,500.00	\$ 57,500.00	\$ 5,000.00	\$ 115,000.00	\$ 3,500.00	\$ 80,500.00	\$ 4,000.00	\$ 92,000.00		
17	Connect to Existing 2" Line	Each	1	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00	\$ 1,230.00	\$ 1,230.00	\$ 1,400.00	\$ 1,400.00		
18	Connect to Existing 4" Line	Each	3	\$ 1,500.00	\$ 4,500.00	\$ 2,000.00	\$ 6,000.00	\$ 1,000.00	\$ 3,000.00	\$ 2,000.00	\$ 6,000.00		
19	Connect to Existing 6" Line	Each	14	\$ 2,000.00	\$ 28,000.00	\$ 2,500.00	\$ 35,000.00	\$ 1,300.00	\$ 18,200.00	\$ 3,000.00	\$ 42,000.00		
20	Connect to Existing 8" Line	Each	3	\$ 2,000.00	\$ 6,000.00	\$ 3,000.00	\$ 9,000.00	\$ 1,800.00	\$ 5,400.00	\$ 4,000.00	\$ 12,000.00		
21	Connect to Existing 12" Line	Each	2	\$ 2,500.00	\$ 5,000.00	\$ 3,500.00	\$ 7,000.00	\$ 2,600.00	\$ 5,200.00	\$ 6,000.00	\$ 12,000.00		
22	Connect to Existing 16" Line	Each	3	\$ 3,000.00	\$ 9,000.00	\$ 7,500.00	\$ 22,500.00	\$ 4,950.00	\$ 14,850.00	\$10,000.00	\$ 30,000.00		
23	Water Service (Short)	L.S.	15	\$ 1,000.00	\$ 15,000.00	\$ 750.00	\$ 11,250.00	\$ 1,375.00	\$ 20,625.00	\$ 800.00	\$ 12,000.00		
24	Water Service (Long)	L.S.	21	\$ 1,500.00	\$ 31,500.00	\$ 1,750.00	\$ 36,750.00	\$ 1,950.00	\$ 40,950.00	\$ 2,300.00	\$ 48,300.00		
25	Pavement Removal/Replacement	S.Y.	1,480	\$ 55.00	\$ 81,400.00	\$ 80.00	\$ 118,400.00	\$ 81.00	\$ 119,880.00	\$ 65.00	\$ 96,200.00		
	TOTAL BASE BID				\$ 767,975.00		\$ 1,128,630.00		\$ 1,148,618.00		\$ 1,181,753.00		
	ADD ALTERNATE NO. 1												
	Meter Replacement	Each	1	\$ -	\$ -	\$ 2,500.00	\$ 2,500.00	\$ 100.00	\$ 100.00	\$ 800.00	\$ 800.00		

INTEROFFICE MEMORANDUM

To: JOHN BAILEY, P.E., PH.D
From: BRUCE REMSBERG
CC:
Date: OCTOBER 2, 2012
Subject: Broadway Water Line (Quincy St. to Second St.)

John,

We received bids for the above referenced project on Tuesday, October 2nd. There were a total of 7 bids received. All bids were responsive. A tabulation of these bids is attached.

Lathrop Construction, Inc. of Nevada, MO was the low bidder. Their bid of \$839,126.00 was within 10% of the Estimate of Probable Cost, which was \$767,975.00.

We are familiar with this firm, and are of the opinion that they have the necessary experience and resources to perform this project satisfactorily. I plan to immediately enter into a discussion with the contractor regarding potential cost-saving options. An Award Recommendation is pending.

Please let me know of any questions.

BMC
Acr
BRUCE REMSBERG