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CID Policy. 57

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TMDL Study Memo 71

Director of Finance Jamie Clarkson will present the bi-monthly budget report for period ending April 30, 2015.

BI-MONTHLY 72

CITY OF PITTSBURG, KANSAS
COMMISSION AGENDA
Tuesday, May 12, 2015
5:30 PM

CALL TO ORDER BY THE MAYOR:

- a. Invocation
- b. Flag Salute Led by the Mayor
- c. Public Input

CONSENT AGENDA:

- a. Approval of the April 28, 2015, City Commission Meeting minutes.
- b. Approval of Ordinance No. G-1222, repealing Article II, Sections 26-31 through and including Section 26-38 of the Pittsburg City Code.
- c. Approval of Ordinance No. G-1223, creating Article II in Chapter 26 of the Pittsburg City Code for the purpose of creating the Pittsburg Land Bank, and determining the membership, duties and functions of the Board of Trustees of the Pittsburg Land Bank.
- d. Approval of the Community Development and Housing Department's request to select TranSystems as the proposed CDBG project engineering firm for a Special Round CDBG project to include sidewalk improvements along East 4th Street, parking lot improvements at Schlanger Park, and the addition of a public restroom at Trailhead Park, and authorize the Mayor to sign the necessary documents on behalf of the City.
- e. Approval of staff recommendation to appoint Mr. Bob Laushman to a first four-year term as a member of the Memorial Auditorium Advisory Board effective immediately and to expire on December 31st, 2018.
- f. Approval of staff recommendation to award Pulsar Plus Calcium Hypochlorite to Commercial Aquatic Services, Inc., of Olathe, KS, for the Pittsburg Aquatic Center at a price of \$108.54 per 50 pound bucket.
- g. Approval of staff recommendation to award the bid for the 2015 Sales Tax Street Program in Twin Lakes Addition to Blevins Asphalt Construction Co., Inc., of Mt. Vernon, Missouri, based on their low bid meeting specifications in the amount of \$210,834.40 and, if approved, authorize the Mayor to sign the contract documents when prepared.

CITY OF PITTSBURG, KANSAS
COMMISSION AGENDA
Tuesday, May 12, 2015
5:30 PM

- h. Approval of Change Order No. 1 reflecting an increase of \$3,433.44 making a new contract construction amount of \$131,210.62 and final payment in the amount of \$16,211.16 to Swift Construction Company, Inc., of Neosho, Missouri, for the 2014 Sales Tax Street Program in the Joplin Heights Addition.
- i. Approval of Change Order No. 1, reflecting an increase of \$4,000.00 making a new contract construction amount of \$90,242.50 submitted for consideration by Home Center Construction, Inc., of Pittsburg, for the clearing and grubbing of trees within Runway 16 approach area at the Atkinson Municipal Airport.
- j. Approval of the Appropriation Ordinance for the period ending May 12, 2015, subject to the release of HUD expenditures when funds are received.
ROLL CALL VOTE.

CONSIDER THE FOLLOWING:

- a. COMMUNITY IMPROVEMENT DISTRICT (CID) POLICY - Staff is recommending the adoption of a Community Improvement District (CID) Policy, establishing guidelines for the Governing Body to use when it considers a petition for the creation of a CID. **Approve or disapprove staff recommendation to adopt the CID Policy.**
- b. WASTE LOAD ALLOCATION FOR COW CREEK - Staff is requesting Governing Body approval to engage the professional services of CH 2M Hill Engineering Consultants, of Kansas City, Kansas, to represent the City of Pittsburg and to provide a professional review of the findings of the Kansas Department of Health and Environment with regard to Total Maximum Daily Loading. **Approve or disapprove staff's request and, if approved, authorize the Mayor to execute the contract once prepared.**

**CITY OF PITTSBURG, KANSAS
COMMISSION AGENDA
Tuesday, May 12, 2015
5:30 PM**

NON-AGENDA REPORTS & REQUESTS:

- a. Director of Finance Jamie Clarkson will present the bi-monthly budget report for period ending April 30, 2015.

ADJOURNMENT

OFFICIAL MINUTES
OF THE MEETING OF THE
GOVERNING BODY OF THE
CITY OF PITTSBURG, KANSAS
April 28, 2015

A Regular Session of the Board of Commissioners was held at 5:30 p.m. on Tuesday, April 28th, 2015, in the City Commission Room, located in the Law Enforcement Center, 201 North Pine, with Mayor Chuck Munsell presiding and the following members present: Michael Gray, John Ketterman, Jeremy Johnson, and Monica Murnan.

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

Mayor Munsell led the flag salute.

APPROVAL OF MINUTES – APRIL 14th, 2015 - On motion of Gray, seconded by Johnson, the Governing Body approved the April 14th, 2015, City Commission Meeting minutes as submitted. Motion carried.

APPOINTMENT TO JUVENILE CORRECTIONS ADVISORY BOARD – On motion of Gray, seconded by Johnson, the Governing Body approved the request submitted by the Restorative Justice Authority to appoint Lyle Telfer as a member of the Juvenile Corrections Advisory Board (JACB) effective immediately. Motion carried.

PURCHASE OF DUMP TRUCK – PUBLIC WORKS DEPARTMENT – On motion of Gray, seconded by Johnson, the Governing Body approved staff request to purchase a new 2015 Freightliner 108SD Dump Truck, SS Dump Body, SS1240 Spreader and 12" Snow Plow for the Pittsburg Public Works Department in the amount of \$150,661 and authorized staff to enter into a five-year lease/purchase agreement with University Bank, of Pittsburg, based on an interest rate of 1.48% and annual payments in the amount of \$31,024.02 and authorized the Mayor to sign the necessary lease/purchase agreement on behalf of the City. Motion carried.

APPROPRIATION ORDINANCE – On motion of Gray, seconded by Johnson, the Governing Body approved the Appropriation Ordinance for the period ending April 28th, 2015, subject to the release of HUD expenditures when funds are received, with the following roll call vote: Yea: Gray, Johnson, Ketterman, Munsell, and Murnan. Motion carried.

PROJECT UPDATE AND RECOGNITION - Director of Public Utilities Matt Bacon provided an update on the construction of communications huts at the water tower sites and recognized the Pittsburg State University construction students involved in the project. PSU construction students Mitch Ralston, John Norman, and Eric Sherman were present to provide details of the project. Mr. Ralston thanked the businesses and partners involved in the project, including Director of Public Utilities Matt Bacon and Water Treatment Plant employees Stephen Gillis and Jeff Switlik. Mayor Murnan thanked the students for their work.

OFFICIAL MINUTES
OF THE MEETING OF THE
GOVERNING BODY OF THE
CITY OF PITTSBURG, KANSAS
April 28, 2015

ATKINSON MUNICIPAL AIRPORT – On motion of Gray, seconded by Ketterman, the Governing Body approved the Airport Design and Planning Agreement for the design of a parallel taxiway on Runway 16 at the Atkinson Municipal Airport with the scope of work to include survey, design, plan development and wetland mitigation, as submitted by The Kansas Department of Transportation Aviation Division and authorized the Mayor to sign the Agreement on behalf of the City. Motion carried.

NON-AGENDA REPORTS AND REQUESTS:

PUBLIC EXCHANGE AREA – Assistant City Manager Jay Byers announced that a secure public exchange area has been established on the north side of the Law Enforcement Center. This area, which is equipped with surveillance cameras, provides a safe place for citizens to complete transactions arranged online.

ADJOURNMENT: On motion of Johnson, seconded by Gray, the Governing Body adjourned the meeting at 5:47 p.m. Motion carried.

Chuck Munsell, Mayor

ATTEST:

Tammy Nagel, City Clerk



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

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

INTEROFFICE MEMORANDUM

To:	DARON HALL, CITY MANAGER
From:	BECKY GRAY, DIRECTOR OF COMMUNITY DEVELOPMENT AND HOUSING
CC:	
Date:	MAY 6, 2015
Subject:	<i>Repeal Citizens Advisory Board</i>

As the Community Development and Housing Department moves toward attaining the goals and recommendations outlined in the 2014 housing study, the revitalization programs we operate will be focused around the strategies adopted by our impending Land Bank Board of Trustees.

Therefore, the Citizens Advisory Board (CAB), which has previously overseen these revitalization programs, will no longer be necessary, and it is recommended that we repeal the ordinance that created the CAB.

Once established, the Board of trustees for the Land Bank will have authority to convene advisory groups as they deem necessary; therefore, the City will still retain the ability to establish one or more advisory boards to review HUD Administrative plans, revitalization initiatives, and the like.

If you have any questions, please feel free to contact me.

(Published in The Morning Sun _____, 2015)

ORDINANCE NO. G-1222

AN ORDINANCE repealing Article II, Sections 26-31 through and including Section 26-38 of the Pittsburg City Code.

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

Section 1. Article II, Sections 26-31 through and including Section 26-38 of the Pittsburg City Code are hereby repealed.

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

APPROVED this _____ day of _____, 2015.

Mayor - Chuck Munsell

ATTEST:

Tammy Nagel - City Clerk

(Published in The Morning Sun on _____, 2015)

ORDINANCE NO. G-1223

AN ORDINANCE creating Article II in Chapter 26 of the Pittsburg City Code for the purpose of creating the Pittsburg Land Bank, and determining the membership, duties and functions of the Board of Trustees of the Pittsburg Land Bank.

WHEREAS, the City of Pittsburg recognizes that dilapidated, vacant, and unused properties can create a dis-incentive for new construction and infill;

WHEREAS, the Vision 2030 community strategic plan identified the improvement of the community's aesthetic appearance by addressing dilapidated and condemned structures as a specific area of focus;

WHEREAS, within that specific area of focus a strategy is to develop a focused property management strategy for the city;

WHEREAS, land banking provides the City a viable tool to address abandoned and tax-delinquent properties; and

WHEREAS, the City desires to establish a Land Bank as a proactive measure to return such properties to productive use.

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

Section 1. Article II in Chapter 26 of the Pittsburg City Code is hereby created as follows:

ARTICLE II. PITTSBURG LAND BANK

Sec. 26-31. Creation; purpose. The Pittsburg Land Bank is hereby established pursuant to K.S.A. 12-5901, et. seq. The Pittsburg Land Bank is an independent agency and instrumentality of the City with the primary responsibility and authority to efficiently acquire, hold, manage, transform, and convey surplus City properties and other abandoned, tax-foreclosed, or otherwise underutilized or distressed properties in order to convey these properties into productive use.

Sec. 26-32. Definitions. For the purpose of this Article, the words set out in this section shall have the following meanings.

- (1) "City" means the City of Pittsburg, Kansas;
- (2) "Board" means the Board of Trustees of the Pittsburg Land Bank;
- (3) "Bank" means the Pittsburg Land Bank established pursuant to this Ordinance; and
- (4) "Governing Body" means the governing body of the City of Pittsburg.

Sec. 26-33. Land Bank Board of Trustees; Appointment; Terms; Dissolution.

- a) There is hereby established a Land Bank Board of Trustees. The Board shall be composed of seven (7) members. Board members shall be appointed by the Governing Body. Vacancies on the Board shall be filled by appointment for the vacant unexpired term.
- b) The term of office of the Board members shall be three (3) years.
- c) Primary City staff support to the Board will come from the Director of Community Development and Housing, or his or her designee. City staff will provide technical and professional support for Bank operations; additional support may be contracted as deemed necessary.
- d) The Bank may be dissolved by ordinance of the Governing Body, without cause. In such case, all property of the Bank shall be transferred to and held by the City and may be disposed of as otherwise provided by law.

Sec. 26-34. Officers; Organization.

- a) The Board shall select, annually, from its membership, a chairperson, a vice chairperson, a secretary and a treasurer. The treasurer shall be bonded in such amounts as the Governing Body may require.
- b) The Board may appoint such officers, agents and employees as it may require for the performance of its duties, and shall determine the qualifications and duties and fix the compensation of such officers, agents and employees.
- c) The Board shall fix the time and place at which its meetings shall be held. Meetings shall be held within the City and shall be subject to the Kansas Open Meeting Act, K.S.A. 75- 4317, et seq., and amendments thereto.
- d) A majority of the Board shall constitute a quorum for the transaction of business. No action of the Board shall be binding unless taken at a meeting at which at least a quorum is present.
- e) The members of the Board shall be subject to the provisions of the laws of the State of Kansas which relate to conflicts of interest of county officers and employees, including, but not limited to, K.S.A. 75-4301, et seq., and amendments thereto.
- f) Subject to the provisions of the Kansas Tort Claims Act, K.S.A. 75-6101, et seq., and amendments thereto, if any action at law or equity, or other legal proceeding, shall be brought against any member of the Board for any act or omission arising out of the performance of duties as a member of the Board, such member shall be indemnified in whole and held harmless by the Board for any judgment or decree entered against such member and, further, shall be defended at the cost and expense of the Bank in any such proceeding.

Sec. 26-35. Powers of the Board. The Land Bank Board of Trustees shall have the following powers and duties:

- (1) To sue and be sued;

- (2) To enter into contracts;
- (3) To appoint and remove staff and provide for the compensation thereof;
- (4) To acquire, by purchase, gift or devise, and convey any real property, including easements and reversionary interest, and personal property, subject to the provisions of this Ordinance and state law;
- (5) To rebate all or any portion thereof, the taxes on any property sold or conveyed by the Bank;
- (6) To exercise any other power which may be delegated to the Bank by the Governing Body; and
- (7) To exercise any other incidental power which is necessary to carry out the purposes of the Land Bank and state law.

Sec. 26-36. Administration. The Board shall assume possession and control of any property acquired by it under this Ordinance or state law and shall hold and administer such property. In the administration of property, the Board shall:

- (1) Manage, maintain and protect or temporarily use for a public purpose such property in the manner the Board deems appropriate;
- (2) Compile and maintain a written inventory of all such property. The inventory shall be available for public inspection and distribution at all times;
- (3) Study, analyze and evaluate potential, present and future uses for such property which would provide for the effective reutilization of such property;
- (4) Plan for and use the Board's best efforts to consummate the sale or other disposition of such property at such times and upon such terms and conditions deemed appropriate;
- (5) Establish and maintain records and accounts reflecting all transactions, expenditures and revenues in relation to the Bank's activities, including separate itemizations of all transactions, expenditures and revenues concerning each individual parcel of property acquired; and
- (6) No less than thirty (30) days prior to the sale of any property owned by the Bank, publish a notice in the official City newspaper announcing such sale.

Sec. 26-37. Budget; Records; Report.

- a) The Bank shall be subject to the provisions of the Cash Basis Law, K.S.A.10-1101, et. seq., and amendments thereto.
- b) The budget of the Bank shall be prepared, adopted and published as provided by law for other political subdivisions of the State of Kansas. No budget shall be adopted by the Board until it has been submitted to, reviewed and approved by the Governing Body. If the Governing Body elects not to ratify the budget, it must reject the plan in its entirety and remand it back to the Board with specific recommendations for reconsideration
- c) The Board shall keep accurate accounts of all receipts and disbursements. The receipts and disbursements of the Board shall be audited yearly by a certified or licensed public accountant and the report of the audit shall be included in and become part of the annual report of the Board.

- d) All records and accounts shall be subject to public inspection pursuant to K.S.A. 45-216, et seq., and amendments thereto.
- e) Any moneys of the Bank which are not immediately required for the purposes of the Bank shall be invested in the manner prescribed by K.S.A. 12-1675, and amendments thereto.
- f) The Bank shall make an annual report to the Governing Body on or before January 31 of each year, showing receipts and disbursements from all funds under its control and showing all property transactions occurring in each year. Such report shall include an inventory of all property held by the Bank. A copy of such inventory shall also be published in the official City newspaper on or before January 31 of each year.
- g) The Bank shall be subject to the statutory requirements for the deposit of public money as provided in K.S.A. 9-1401, et seq., and amendments thereto.
- h) The Board, without competitive bidding, may sell any property acquired by the Board at such times, to such persons, and upon such terms and conditions, and subject to such restrictions and covenants deemed necessary or appropriate to assure the property's effective reutilization.
- i) The sale of any real property by the Board, under the provisions of this Ordinance or state law, on which there are delinquent special assessments to finance public improvements shall be conditioned upon the approval of the Governing Body.
- j) The Board, for the purpose of land disposition, may consolidate, assemble or subdivide individual parcels of property acquired by the Bank.
- k) Until sold or otherwise disposed of by the Bank, and except for special assessments levied by the City to finance public improvements, any property acquired by the Bank shall be exempt from the payment of ad valorem taxes levied by the State of Kansas and any other political or taxing subdivision of the state.
- l) Except for special assessments levied by the City to finance public improvements, when the Board acquires property pursuant to this Ordinance and state law, the Crawford County Treasurer shall remove from the tax rolls all taxes, assessments, charges, penalties and interest that are due and payable on the property at the time of acquisition by the Board.
- m) Property held by the Bank shall remain liable for special assessments levied by the City for public improvements, but no payment thereof shall be required until such property is sold or otherwise conveyed by the Bank.
- n) The Governing Body may abate part or all of any special assessments which it has levied on property acquired by the Bank, and the Bank and the Governing Body may enter into agreements related thereto. Any special assessments that are abated shall be removed from the tax rolls by the County Treasurer as of the effective date of the abatement.
- o) Any moneys derived from the sale of property by the Bank shall be retained by the Bank for the purposes and operations thereof; provided, however, that the Board may use all or part of the proceeds from such sale to reimburse the City for delinquent special assessments due on such property.
- p) The Board may establish separate neighborhood or city advisory committees consisting of persons living or owning property within the city or neighborhood.

In the case of neighborhood advisory committees, the board shall determine the boundaries of each neighborhood. In the absence of a resolution by the Board providing otherwise, each advisory committee shall consist of not less than five (5) nor more than nine (9) persons, to be appointed by the board for two (2) year, overlapping terms. The Board shall consult with each advisory committee as needed to review the operations and activities of the Bank and to receive the advices of the members of the advisory committee concerning any matter which comes before the committees.

Section 2. This Ordinance shall take effect upon its passage and publication in the official city newspaper.

PASSED AND APPROVED this ____ day of _____, 2015.

Mayor – Chuck Munsell

ATTEST:

Tammy Nagel – City Clerk

INTEROFFICE MEMORANDUM

To: DARON HALL, TAMMY NAGEL
From: BECKY GRAY
CC:
Date: MAY 6, 2015
Subject: **AGENDA ITEM: MAY 12, 2015**
CDBG 2015 SPECIAL ROUND APPLICATION

The City of Pittsburg is working with Southeast Kansas Regional Planning Commission (SEKRPC) to apply for a Special Round of Community Development Block Grant (CDBG) funding, which will provide sidewalk improvements along East 4th Street, parking lot improvements at Schlanger Park, and the addition of a public restroom at Trailhead Park. This grant opportunity would further our active transportation network and allow us to complete the essential infrastructure that connects the east to the west side of our community. In conjunction with existing sidewalks and our developing trail system, the proposed project will connect four schools, our central business district, the farmers market, and the school districts athletic complex.

Per CDBG guidelines, the City has Requested Qualifications for engineering design and implementation services to assist in the proposed project, preceding the Request for Proposal and submittal of the grant application. The Community Development and Housing office received five professional statements of qualifications from engineering firms and rated each firm with the assistance of key City personnel following CDBG criteria.

Based on the rating criteria, the City recommends the engineering firm TranSystems for the proposed project implementation. TranSystems is nationally recognized, with extensive experience in CDBG projects, pedestrian facilities, bicycle/pedestrian oriented parks, and transportation/ trail development. TranSystems is also serving as the City's firm to construct the South Rouse Trail, which would offer design consistencies for the proposed project.

Please place this item on the agenda for the City Commission review and approval to select TranSystems as the proposed CDBG project engineering firm.

CITY OF PITTSBURG
 QUALIFICATIONS FOR ENGINEERING/ARCHITECTURAL SERVICES
 DATE OF QUALIFICATIONS REVIEWED: Monday, May 4th, 2015

Proposal from:	1. BG Consultants	2. PEC	3. Agricultural Engineering Assoc.	4. Tri-State Engineering	5. Trans Systems
Rater #1 Score	60	75	30	85	85
Rater #2 Score	55	89	55	80	75
Rater #3 Score	75	82	68	75	80
Rater #4 Score	65	85	45	75	85
Rater #5 Score	50	95	15	75	95
Rater #6 Score	65	70	10	80	85
Total	370	496	223	470	* 505 *

INTEROFFICE MEMORANDUM

To: DARON HALL
CITY MANAGER

From: KIM VOGEL
DIRECTOR OF PARKS AND RECREATION

CC: TAMMY NAGEL
CITY CLERK
JASON HUFFMAN
MANAGER OF MEMORIAL AUDITORIUM & CONVENTION CENTER

Date: MAY 5, 2015

Subject: AGENDA ITEM – May 12, 2015
Memorial Auditorium Advisory Board Appointment

Mr. Bob Laushman has written to express interest in filling the expired term of Mike Lewark on the Memorial Auditorium Advisory Board. Mr. Laushman has been involved with the Memorial Auditorium for many years through his role as a musician. Mr. Laushman has an extensive background in sales and customer service that should prove to be valuable to the operations of Memorial.

In this regard would you place an item on the agenda for the City Commission meeting scheduled for Tuesday, May 12, 2015. Action necessary will be the appointment of Mr. Bob Laushman to fill the expired term of Mike Lewark. This appointment will complete the all vacancies on the board.

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

Tammy,

Terri Steele spoke with me last week about joining the Memorial Auditorium Advisory Board. She asked that I send you a brief bio. Hope this will suffice.

I'm 66 years old, married to Susan Laushman who teaches vocal music at PHS. I retired last Sept. after 33 years in the alcoholic beverage industry. Being a musician as well, I've played many musicals in the pit and on stage at Memorial with different groups the last 27 years. While in liquor, wine, and beer sales, I helped many fund raising organizations and wedding parties with their bar questions and needs at Memorial. When asked, I was also able to assist them with city and state license requirement info.

I've had a good working relationship with Jason and Terri as well as past managers Jeff Wilbert and Judy Collins. If you need additional info, please contact me.

Respectfully submitted,

Bob Laushman
608 W. Euclid
231-1851

INTEROFFICE MEMORANDUM

To: Daron Hall, City Manager

From: Kim Vogel, Director of Parks and Recreation

CC: Tammy Nagel, City Clerk

Date: May 5, 2015

Subject: May 12, 2015 City Commission Meeting Agenda Item
Award of Chemical Bids for the Pittsburg Aquatic Center

The Pittsburg Parks and Recreation Department received bids on Tuesday, April 28th for Pulsar Plus Briquettes Calcium Hypochlorite to be used at the Pittsburg Aquatic Center. We received two bids but only one, from Commercial Aquatic Services, Inc. of Olathe, KS, met specifications. Commercial Aquatics Services, Inc. has quoted us the price of \$108.54 for a 50 pound bucket with no delivery charge.

The Pittsburg Aquatic Center operates on a Pulsar system so this chemical being brand specific is essential to longevity of the equipment and clarity of the water. We use approximately 144 buckets of Pulsar Plus Briquettes per season.

In this regard would you please place an item on the May 12, 2015 City Commission Agenda. Staff is requesting the bid of Pulsar Plus Briquettes to Commercial Aquatic Services, Inc. of Olathe, KS for 2015.

If you have any questions regarding this item please do not hesitate to contact me.



General Conditions

It is understood by the bidder that the City is exempt from state sales tax and federal excise tax and, therefore, the net amount of the bid should not reflect these items.

The bidder agrees that acceptance of any quotation by the City within a reasonable period of time constitutes a contract.

The City of Pittsburg will accept only a firm bid for any product. A bid that is proposed with a beginning price and a stipulation of a change in price by giving advance notice is not an acceptable bid.

The City of Pittsburg reserves the right to accept the best bid, reject any and/or all bids and the right to waive any irregularity in any bid. Bids received after the designated closing time will be returned unopened. Bidder may bid one or all of the items listed in the Bid Form.

Bid Form

Date 4/23/2015

Bidder hereby agrees to furnish, in accordance with your specifications, the following Pittsburg Aquatic Center Chemicals for costs shown:

CHEMICAL 1

Pulsar Plus Calcium Hypochlorite with a minimum of 65% available chlorine

Company Name Biopolymers

Company Address P.O. Box 1838; 111 E. 10th St. Pittsburg, KS 66762

Contact Person Grant Dahmer

Contact Phone 620-875-2734

Product Description

Product Name: Calcium Hypochlorite prills/brquettes

Grade, if applicable: 65% available chlorine

Form (ex. liquid, powder, etc.) small prill brquettes

Container/UOM: 100 pound pail

Unit Cost: \$ 2.03/pound / 100 pound pail
List Cost: \$ 203.00 / 100 pound pail
Delivery Fee: \$ 0.00
Freight Charge: \$ 0.00
Container Deposit Fee, if applicable: \$ 0.00
Minimum Order Requirements: 10 pails or less

How far in advance must orders be placed: 10 days preferred

Customer References

Business Name: Take's Fireworks
Contact Person: Robbie Kennady
Contact Phone: 620 687. 2143
Duration of Services: 5 years

Customer References

Business Name: Sugar Creek Packing Co.
Contact Person: Charles Ferguson
Contact Phone: 620. 875. 0612
Duration of Services: 9 years

Customer References

Business Name: Missouri Sugars
Contact Person: Gmyr Williams
Contact Phone: 417. 451. 9150
Duration of Services: 7 years

Biopolymers Chemical Co.
P.O.Box 1838
Pittsburg, Kansas 66762

Product Certification Letter

To Whom It May Concern:

This will certify that WT743 Calcium Hypochlorite has a minimum available chlorine level of 65% (usual range 68-72%).

WT743 meets and exceeds EPA requirements and is certified to NSF/ANSI Standard 50.

WT743 has a long shelf life and is cyanuric acid free and is in tablet form designed for use in chlorination feeders in municipal swimming pools.

WT743 tablets are available in 55 pound plastic pails.

Sincerely,

Biopolymers Chemical Co.



Grant Dahmer



General Conditions

It is understood by the bidder that the City is exempt from state sales tax and federal excise tax and, therefore, the net amount of the bid should not reflect these items.

The bidder agrees that acceptance of any quotation by the City within a reasonable period of time constitutes a contract.

The City of Pittsburg will accept only a firm bid for any product. A bid that is proposed with a beginning price and a stipulation of a change in price by giving advance notice is not an acceptable bid.

The City of Pittsburg reserves the right to accept the best bid, reject any and/or all bids and the right to waive any irregularity in any bid. Bids received after the designated closing time will be returned unopened. Bidder may bid one or all of the items listed in the Bid Form.

Bid Form

Date 4-17-2015

Bidder hereby agrees to furnish, in accordance with your specifications, the following Pittsburg Aquatic Center Chemicals for costs shown:

CHEMICAL 1

Pulsar Plus Calcium Hypochlorite with a minimum of 65% available chlorine

Company Name Commercial Aquatic Services, Inc.

Company Address 1542 E. Spruce St. Olathe, KS 66061

Contact Person Kathy Stanley

Contact Phone 913-764-6990

Product Description

Product Name: Pulsar Plus Braguettes Calcium Hypochlorite

Grade, if applicable: As specified

Form (ex. liquid, powder, etc.) 3" briguettes

Container/UOM: Bucket - 50 pound

Unit Cost: \$ 108.54
List Cost: \$ 116.84
Delivery Fee: \$ 0
Freight Charge: \$ 0
Container Deposit Fee, if applicable: \$ 0
Minimum Order Requirements: 400 lbs

How far in advance must orders be placed: 3-4 business days

Customer References

Business Name: City of Olathe
Contact Person: Konni Knabe
Contact Phone: 913-971-6603
Duration of Services: 7+ years

Customer References

Business Name: City of Overland Park
Contact Person: Bryan Toben
Contact Phone: 913-685-3604
Duration of Services: 10+ years

Customer References

Business Name: City of Gardner
Contact Person: Robert Sanchez
Contact Phone: 913-856-0936
Duration of Services: 10+ years



DEPARTMENT OF PUBLIC WORKS

(620) 231-4170

201 West 4th Street · Pittsburg KS 66762

www.pittks.org

Interoffice Memorandum

TO: DARON HALL
City Manager

FROM: WILLIAM A. BEASLEY
Director of Public Works

DATE: May 5, 2015

SUBJECT: Agenda Item – May 12, 2015
Disposition of Bids
2015 Sales Tax Street Program – Twin Lakes Addition

Bids were received on Tuesday, May 5, 2015, for a 2015 Sales Tax Street Program in Twin Lakes Addition. This project consists of milling of the old asphalt and replacing it with a new asphalt overlay. The City received four bids (see attached bid tab sheet). After reviewing all the bids received, staff is recommending that the bid be awarded to Blevins Asphalt Construction Co., Inc., of Mt. Vernon, Missouri, based on their bid of \$210,834.40.

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, May 12, 2015. Action being requested is to approve or disapprove staff's recommendation and, if approved, authorize the Mayor and City Clerk to execute the contract documents when prepared.

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

Attachment: Bid Tab Sheets



**BID TABULATION
 2015 SALES TAX STREET PROGRAM
 TWIN LAKES ADDITION
 BID OPENING: MAY 5, 2015 - 2:00 PM**

BIDDER	TOTAL BID	BID BOND	ACKNOWLEDGE ADDENDUM
Engineer's Estimate	\$333,600.00	Yes/No	Yes/No
APAC-Missouri, Inc. 4580 W. Calhoun P.O. Box 1187 Springfield, MO 65802	\$ 214,606.33	Yes	Yes
Blevins Asphalt Construction Co., Inc. 11837 Lawrence 1163 P.O. Box 230 Mt. Vernon, MO 65712	\$ 210,834.40	Yes	Yes
Heckert Construction Co., Inc. 746 E. 520th Ave. Pittsburg, KS 66762	\$ 212,307.17	Yes	Yes
Swift Construction Co., Inc. 225 E. Main Neosho, MO 64850	\$ 220,758.20	Yes	Yes



BID TABULATION
2015 Sales Tax Street Program Twin Lakes Addition
Bid Opening: May 5, 2015 - 2:00 PM

ITEM NO.	DESCRIPTION	UNIT	NO. OF UNITS	Engineer's Estimate		APAC-Missouri, Inc. P.O. Box 1187 Springfield, MO 65801		Blevins Asphalt Const. Co., Inc. P.O. Box 230 Mt. Vernon, MO 65712		Heckert Construction Co., Inc. 746 E. 520th Ave. Pittsburg, KS 66762		Swift Const. Co., Inc. 225 E. Main Neosho, MO 64850	
				UNIT COST	EXTENSION	UNIT COST	EXTENSION	UNIT COST	EXTENSION	UNIT COST	EXTENSION	UNIT COST	EXTENSION
1	Mobilization	L.S.	1	\$ 25,000.00	\$ 25,000.00	\$ 3,550.00	\$ 3,550.00	\$11,900.00	\$ 11,900.00	\$ 6,565.00	\$ 6,565.00	\$ 3,790.00	\$ 3,790.00
2	Traffic Control	L.S.	1	\$ 5,000.00	\$ 5,000.00	1,900.00	1,900.00	5,205.00	5,205.00	200.00	200.00	3,015.00	3,015.00
3	Pavement Repair	Tons	60	\$ 150.00	\$ 9,000.00	153.00	9,180.00	302.50	18,150.00	140.00	8,400.00	275.00	16,500.00
4	Milling	S.Y.	23,107	\$ 3.00	\$ 69,321.00	1.66	38,357.62	1.50	34,660.50	2.47	57,074.29	2.10	48,524.70
5	HMA Commercial Grade (Class A)	Tons	2,503	\$ 90.00	\$ 225,270.00	64.57	161,618.71	56.30	140,918.90	55.96	140,067.88	59.50	148,928.50
	Total			\$ 333,591.00		Total	\$214,606.33	Total	\$ 210,834.40	Total	\$ 212,307.17	Total	\$220,758.20



DEPARTMENT OF PUBLIC WORKS

(620) 231-4170

201 West 4th Street · Pittsburg KS 66762

www.pittks.org

Interoffice Memorandum

TO: DARON HALL
City Manager

FROM: WILLIAM A. BEASLEY
Director of Public Works

DATE: May 5, 2015

SUBJECT: Agenda Item – May 12, 2015
Final Payment and Change Order No. 1
2014 Sales Tax Street Program
Joplin Heights Addition

The contractor, Swift Construction Company, Inc., of Neosho, Missouri, has completed all work on the above-referenced project and is now requesting final payment. They have also submitted for consideration Change Order No. 1 reflecting an increase of \$3,433.44. This change order is for an adjustment in planned quantities on the project. This will bring the total project cost to \$131,210.62 and make final payment to Swift Construction Company, Inc. in the amount of \$16,211.16.

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, May 12, 2015. Action necessary will be approval or disapproval of Change Order No. 1 and for final payment to Swift Construction Company, Inc.

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

Attachment: Final Payment Documents
Change Order No. 1



DEPARTMENT OF PUBLIC WORKS
201 W. 4th Street · Pittsburg KS 66762

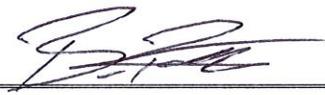
PROJECT: 2014 Sales Tax Street Program - Joplin Heights

CONTRACTOR: Swift Construction Company, Inc.
P.O. Box 788
Neosho, MO 64850

Pay Application No. FINAL
Date: April 9, 2015

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	CONTRACT AMOUNT	CHANGE QUANTITY	UNIT	UNIT COST	NEW CONTRACT AMOUNT	UNIT COMPLETE	VALUE
1	Mobilization	1	L.S.	\$ 2,584.25	\$ 2,584.25					100%	\$ 2,584.25
2	Traffic Control	1	L.S.	\$ 2,581.26	\$ 2,581.26					100%	\$ 2,581.26
3	Crack Repair	79	Tons	\$ 310.73	\$ 24,547.67	22	Tons	\$310.73	\$ 31,383.73	100%	\$ 31,383.73
4	Milling	9587	S.Y.	\$ 2.22	\$ 21,283.14					100%	\$ 21,283.14
3	HMA Commercial Grade (Class A)	1038	Tons	\$ 73.97	\$ 76,780.86	-46	Tons	\$ 73.97	\$ 73,378.24	100%	\$ 73,378.24
Original Contract Construction Amount											\$ 127,777.18
Value of Completed Work											\$ 131,210.62
Less 10% Retainage											\$ -
Less Previous Estimates											\$ 114,999.46
Total Deductions											\$ 114,999.46
Amount Due Contractor on this Estimate											\$ 16,211.16

REQUESTED BY: SWIFT CONSTRUCTION COMPANY, INC.

 DATE: 4-21-15

REVIEWED BY: JACOB REAGAN, ENGINEERING TECHNICIAN, CITY OF PITTSBURG

 DATE: 4-24-15

APPROVED BY: WILLIAM A. BEASLEY, DIRECTOR OF PUBLIC WORKS, CITY OF PITTSBURG

 DATE: 4/24/15



**2014 Sales Tax Street Program
Joplin Heights Addition
Change Order No. 1**

CONTRACTOR: Swift Construction Company, Inc. Date: April 9, 2014
 P.O. Box 788
 Neosho, Missouri 64850

ORIGINAL CONTRACT CONSTRUCTION AMOUNT.....	\$ 127,777.18
CHANGE ORDER NO. <u>1</u> DATED <u>04-09-2015</u>	\$ 3,433.44
NEW CONTRACT CONSTRUCTION AMOUNT.....	\$ 131,210.62

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL
3	Crack Repair	22	Tons	\$ 310.73	\$ 6,836.06
5	HMA (Commercial Grade (Class A))	-46	Tons	\$ 73.97	\$ (3,402.62)

TOTAL CHANGE ORDER NO. 1.....	\$ 3,433.44
NEW CONTRACT CONSTRUCTION AMOUNT.....	\$ 131,210.62
ENGINEERING AND INSPECTION (10%).....	\$ -
LEGAL AND ADMINISTRATIVE (5%).....	\$ -
NEW PROJECT TOTAL.....	\$ 131,210.62

ACCEPTED BY: SWIFT CONSTRUCTION COMPANY, INC.

 DATE: ~~4/21/15~~ 4/21-15

SUBMITTED BY: Jacob Reagan, Engineering Technician, City of Pittsburg

 DATE: 4-24-15

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

 DATE: 4/24/15

DATE OF APPROVAL BY CITY COMMISSION: _____



DEPARTMENT OF PUBLIC WORKS
201 W. 4th Street • Pittsburg KS 66762

FINAL PAYMENT DUE CONTRACTOR

PROJECT: 2014 Sales Tax Street Program - Joplin Heights Date: April 9, 2015

CONTRACTOR: Swift Construction Company, Inc.
P.O. Box 788
Neosho, Missouri 64850

ORIGINAL CONTRACT CONSTRUCTION AMOUNT.....	\$	127,777.18
CHANGE ORDER NO. <u>1</u> DATED <u>04-09-2015</u>	\$	3,433.44
CHANGE ORDER NO. <u> </u> DATED <u> </u>	\$	-
CHANGE ORDER NO. <u> </u> DATED <u> </u>	\$	-
CHANGE ORDER NO. <u> </u> DATED <u> </u>	\$	-

TOTAL CONSTRUCTION COST.....	\$	131,210.62
Less Previous Payments.....	\$	114,999.46
BALANCE DUE CONTRACTOR (FINAL PAYMENT).....	\$	16,211.16

ACCEPTED BY: Swift Construction Company, Inc.
 DATE: 4-21-15

SUBMITTED BY: Jacob Reagan, Engineering Technician, City of Pittsburg
 DATE: 4-24-15

APPROVED BY: William A. Beasley, Director of Public Works, City of Pittsburg
 DATE: 4/24/15

DATE OF APPROVAL BY CITY COMMISSION: _____

CONSENT OF SURETY

TO REDUCTION IN OR

RELEASE OF RETAINAGE

PROJECT: 2014 Sales Tax Street Program - Joplin Heights

TO: City of Pittsburg
201 W. 4th Street
Pittsburg, KS 66762

CONTRACT FOR: milling, repair & repaving

CONTRACT DATE: August 26, 2014

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the Liberty Mutual Insurance Company, Surety on bond of Swift Construction Company, Contractor, hereby approves the reduction in or partial release of retainage to the Contractor, as follows: Release of Final Payment 1

The Surety agrees that such reduction in or partial or total release of retainage to the Contractor shall not relieve the Surety of any of its obligations to:

The City of Pittsburg, KS, OWNER, as set forth in the said Surety's bond.

IN WITNESS WHEREOF, Liberty Mutual Insurance Company
the Surety has hereunto set its hand this 30th day of April, 2015.

ATTEST: Liberty Mutual Insurance Company
Surety

(SEAL) Kris Copra
Signature of Authorized Representative

Kris Copra, Attorney-in-Fact
Title

TO: CITY CLERK PROJECT: 2014 Sales Tax Street Program -
CITY OF PITTSBURG Joplin Heights
PITTSBURG, KANSAS 66762

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

<p>State of Missouri, Newton County On this <u>20th</u> day of <u>April</u>, 20<u>15</u>, before me, a Notary Public in and for the aforementioned County and State, personally appeared <u>DAVID KOING</u> to me known to be the identical person who executed the above statement.</p> <p> Notary Public My Commission Expires: <u>2/26/2016</u></p> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> <p>MISTY D. WINTON Notary Public - Notary Seal STATE OF MISSOURI Newton County My Commission Expires: February 26, 2016 Commission # 12415446</p> </div>	<p>Contractor: <u>SWIFT CONSTRUCTION</u></p> <p>By: <u>David Koing</u></p> <p>Title: <u>PRESIDENT</u></p> <p>Seal: <u>4/28/15</u> (If Corporate)</p>
--	--

The Liberty Mutual Insurance Company, Surety Company on bond for the above project hereby approves the final payment to the Contractor, and agrees that the final payment shall not relieve the Surety Company of any of its obligations to the City of Pittsburg as set forth in the Surety Company's bond.

IN WITNESS this 30th day of April, 2015.

Liberty Mutual Insurance Company

(SEAL):

Kris Copra
Signature of Authorized Representative
Kris Copra
ATTORNEY-IN-FACT

RESIDENT AGENT.

cc: Engineering Division

THIS POWER OF ATTORNEY IS NOT VALID UNLESS IT IS PRINTED ON RED BACKGROUND.

This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Certificate No. 6836382

American Fire and Casualty Company
The Ohio Casualty Insurance Company

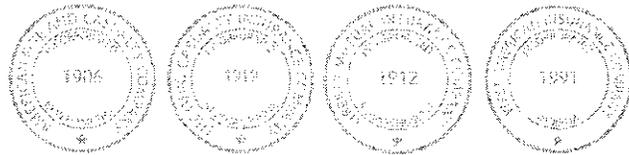
Liberty Mutual Insurance Company
West American Insurance Company

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That American Fire & Casualty Company and The Ohio Casualty Insurance Company are corporations duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Allison Madrid; Darla A. Veltrop; Kris Copra; Louis A. Landwehr

all of the city of Jefferson City, state of MO each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 14th day of January, 2015.



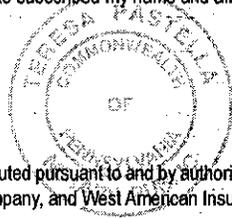
American Fire and Casualty Company
The Ohio Casualty Insurance Company
Liberty Mutual Insurance Company
West American Insurance Company

By: David M. Carey
David M. Carey, Assistant Secretary

STATE OF PENNSYLVANIA ss
COUNTY OF MONTGOMERY

On this 14th day of January, 2015, before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of American Fire and Casualty Company, Liberty Mutual Insurance Company, The Ohio Casualty Insurance Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at Plymouth Meeting, Pennsylvania, on the day and year first above written.



COMMONWEALTH OF PENNSYLVANIA
Notarial Seal
Teresa Pastella, Notary Public
Plymouth Twp., Montgomery County
My Commission Expires March 28, 2017
Member, Pennsylvania Association of Notaries

By: Teresa Pastella
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of American Fire and Casualty Company, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV – OFFICERS – Section 12. Power of Attorney. Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

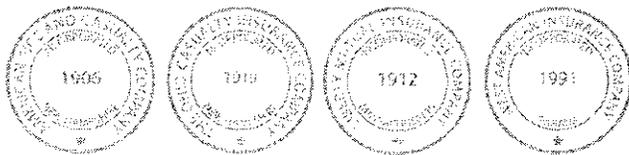
ARTICLE XIII – Execution of Contracts – SECTION 5. Surety Bonds and Undertakings. Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation – The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization – By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Gregory W. Davenport, the undersigned, Assistant Secretary, of American Fire and Casualty Company, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 30th day of April, 20 15.



By: Gregory W. Davenport
Gregory W. Davenport, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

To confirm the validity of this Power of Attorney call 1-610-832-8240 between 9:00 am and 4:30 pm EST on any business day.

Policy & Research
915 SW Harrison St
Topeka KS 66612-1588



Phone: 785-296-3081
FAX: 785-296-7928
www.ksrevenue.org

Nick Jordan, Secretary
Richard Cram, Director

Department of Revenue

Sam Brownback, Governor

STATE OF KANSAS PROJECT COMPLETION CERTIFICATION

TO: City of Pittsburg

Name of Entity to whom Project Exemption Certificate was Issued

201 W 4th St

Pittsburg

KS

66762

Street Address

City

State

Zip Code

This is to certify, to the best of my knowledge and belief, that all materials purchased under **Exemption Certificate Number** 0000045084, issued by the Kansas Department of Revenue, were incorporated into the building or project for which the exemption was issued and were entitled to an exemption pursuant to K.S.A. 79-3606(c), (d), (e), (xx), (aaa), (ccc), (iii), (qqq), (sss), (ttt), (uuu), (xxx) and (yyy) as amended.

SWIFT CONSTRUCTION COMPANY, INC.

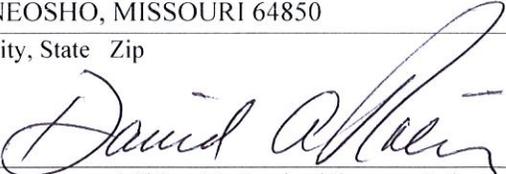
Contractor / Subcontractor

P.O. BOX 788

P.O. Box and/or Street Number and Name

NEOSHO, MISSOURI 64850

City, State Zip

 - PRESIDENT

Signature and Title of Authorized Representative

4/20/2015

Date

INSTRUCTIONS

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

PR-77 (Rev. 05/07)



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: May 5, 2015

SUBJECT: Agenda Item – May 12, 2015
Change Order No. 1
Atkinson Municipal Airport
Clearing and Grubbing of Trees within Runway 16 Approach Area
KDOT Project No. AV-2015-19

The contractor for the clearing and grubbing of trees at the Atkinson Municipal Airport has submitted a change order for consideration. Home Center Construction, Inc. submitted a proposal for additional work not covered by the original contract that included brush hogging and small tree removal at the north end of Runway 16. This change order increases the contract cost by \$4,000.00 making a new contract construction amount of \$90,242.50. This project is being funded through a KDOT Division of Aviation Grant where KDOT will reimburse the City of Pittsburg 90% up to a maximum of \$96,489.00 including construction costs and construction engineering.

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, May 12, 2015. Action necessary will be approval or disapproval of Change Order No. 1 pending approval by KDOT.

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

Attachment: Change Order 1 and Proposal



**Atkinson Municipal Airport
 Clearing and Grubbing of Trees
 within Runway 16 Approach Area
 KDOT Project No. AV-2015-19
 Change Order No. 1**

CONTRACTOR: Home Center Construction, Inc. Date: April 24, 2014
 420 W. Atkinson
 Pittsburg, Kansas 66762

ORIGINAL CONTRACT CONSTRUCTION AMOUNT.....	\$ 86,242.50
CHANGE ORDER NO. 1 DATED 04-24-2015.....	\$ 4,000.00
NEW CONTRACT CONSTRUCTION AMOUNT.....	\$ 90,242.50

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL
ADD	Brush Hog & Small Tree Removal @ North End of Runway 16	1	L.S.	\$ 4,000.00	\$ 4,000.00

TOTAL CHANGE ORDER NO. 1.....	\$ 4,000.00
NEW CONTRACT CONSTRUCTION AMOUNT.....	\$ 90,242.50
ENGINEERING AND INSPECTION (10%).....	\$ -
LEGAL AND ADMINISTRATIVE (5%).....	\$ -
NEW PROJECT TOTAL.....	\$ 90,242.50

ACCEPTED BY: HOME CENTER CONSTRUCTION, INC.

[Signature]

DATE: 4-24-15

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

[Signature]

DATE: 4/24/15

DATE OF APPROVAL BY CITY COMMISSION: _____



A Reputation of Quality. A Foundation of Experience.

PROPOSAL

Home Center Construction, Inc.
 420 W. Atkinson Rd., Pittsburg, KS 66762
 Phone (620)231-0992 Fax (620)231-6962
 Email Info@HccGeneralContractors.com

PROPOSAL SUBMITTED TO: CITY OF PITTSBURG, KANSAS			CONTACT BILL BEASLEY	DATE 3/12/15
STREET 201 WEST 4TH ST. / P.O. BOX 688			PHONE / EMAIL 620-231-4170 / BILL.BEASLEY@PITTKS.ORG	
CITY PITTSBURG	STATE KS	ZIPCODE 66762	JOB LOCATION ATKINSON MUNICIPAL AIRPORT, PITTSBURG, KS	
JOB DESCRIPTION LAND CLEARING AT ATKINSON MUNICIPAL AIRPORT (SUPPLEMENT TO KDOT PROJECT NOR. AV-2015-19)				
WE SUBMIT SPECIFICATIONS AND ESTIMATES FOR: <p style="text-align: center;">Brush Hog & Small Tree Removal @ North End of Runway 16 at Atkinson Municipal Airport</p> <p style="text-align: center;">- Approx. (4) acres of land that is not included in KDOT Project No. AV-2015-19</p>				
NOTES: This work does not include grubbing, seeding, or mulching.				
ALL MATERIAL & LABOR AS SPECIFIED ABOVE:				\$4,000.00
TAX: SALES TAX NOT APPLICABLE/INCLUDED				
PAYMENTS TO BE MADE AS FOLLOWS: 100% UPON COMPLETION				
All materials guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreement contingent on strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by workman's compensation.			Authorized Signature:  Authorized HCC Agent Note: this proposal may be withdrawn by us if not accepted within <u>30</u> days. PRICES SUBJECT TO CHANGE AFTER 30 DAYS	
Acceptance of Proposal -- By signature, it is agreed the above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.			Signature:  Signature: _____ Date of Acceptance: <u>3/31/2015</u>	

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1554	LITTLE BALKANS FESTIVAL							
1554	LITTLE BALKANS FESTIVAL							
M-CHECK	LITTLE BALKANS FESTIVAL UNPOST	V	5/05/2015			173644		250.00CR
1554	LITTLE BALKANS FESTIVAL							
1554	LITTLE BALKANS FESTIVAL							
M-CHECK	LITTLE BALKANS FESTIVAL UNPOST	V	5/05/2015			173824		200.00CR
C-CHECK	VOID CHECK	V	4/24/2015			174853		
C-CHECK	VOID CHECK	V	4/24/2015			174854		

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	0	0.00	0.00	0.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	4 VOID DEBITS	0.00		
	VOID CREDITS	450.00CR	450.00CR	0.00

TOTAL ERRORS: 0

VENDOR SET: 99 BANK: *	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
		4	450.00CR	0.00	0.00
BANK: *	TOTALS:	4	450.00CR	0.00	0.00

VENDOR SET: 99 City of Pittsburg, KS
 BANK: 80144 BMO HARRIS BANK
 DATE RANGE: 4/22/2015 THRU 5/05/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
4856	BRIAN BLYTHE	R	4/24/2015			174842		339.00
1	CAPITOL PLAZA HOTEL	R	4/24/2015			174843		100.58
3516	CITY OF PITTSBURG	R	4/24/2015			174844		1,000.00
3516	CITY OF PITTSBURG	R	4/24/2015			174845		200.00
7334	WILLIAM E HOOVER	R	4/24/2015			174846		875.00
7336	LIVE WELL CRAWFORD COUNTY	R	4/24/2015			174847		9,690.00
5468	OZ CUSTOM UPHOLSTERY	R	4/24/2015			174848		400.00
1	PITTSBURG STATE UNIVERSITY	R	4/24/2015			174849		100.00
1	PITTSBURG STATE UNIVERSITY	R	4/24/2015			174850		330.00
0349	UNITED WAY OF CRAWFORD COUNTY	R	4/24/2015			174851		107.89
2350	WASTE CORPORATION OF MISSOURI	R	4/24/2015			174852		799.00
1108	WESTAR ENERGY	R	4/24/2015			174855		2,429.47
5371	PITTSBURG FAMILY YMCA	R	4/24/2015			174856		113.52
3516	CITY OF PITTSBURG	R	4/24/2015			174857		400.00
7343	WILLIAM R. BLAIR	R	5/01/2015			174864		140.00
3516	CITY OF PITTSBURG	R	5/01/2015			174865		100.00
6865	MICHAEL S COLE	R	5/01/2015			174866		168.00
7339	MARK CRYSTAL	R	5/01/2015			174867		252.00
0613	GOVERNMENT RESEARCH SERVICE	R	5/01/2015			174868		106.50
7340	BRYAN MITCHELL HORGAN	R	5/01/2015			174869		280.00
7341	JACK BURKE	R	5/01/2015			174870		140.00
1	MARTIN-LOVELL, KATHY	R	5/01/2015			174871		100.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
7345	MIKE FORD	R	5/01/2015			174872		224.00
7170	SHAWN MICHAEL PEREZ	R	5/01/2015			174873		336.00
0175	REGISTER OF DEEDS	R	5/01/2015			174874		28.00
0175	REGISTER OF DEEDS	R	5/01/2015			174875		11.00
0175	REGISTER OF DEEDS	R	5/01/2015			174876		20.00
0175	REGISTER OF DEEDS	R	5/01/2015			174877		40.00
7342	RYAN BYRD	R	5/01/2015			174878		224.00
7241	MIGUEL R. SMITH	R	5/01/2015			174879		280.00
7309	MICHAEL F. WALKER	R	5/01/2015			174880		420.00
1108	WESTAR ENERGY	R	5/01/2015			174881		241.93
7338	ANTHONY J. YANEZ	R	5/01/2015			174882		364.00
6154	4 STATE MAINTENANCE SUPPLY INC	R	5/05/2015			174883		168.90
2004	AIRE-MASTER OF AMERICA, INC.	R	5/05/2015			174884		16.39
5284	B&R SERVICES INC	R	5/05/2015			174885		2,000.00
5283	CLASS LTD	R	5/05/2015			174886		43.00
5620	CRAWFORD COUNTY ABSTRACT CO IN	R	5/05/2015			174887		2,650.00
6740	FELD FIRE	R	5/05/2015			174888		190.00
6857	PLAYCORE WISCONSIN, INC	R	5/05/2015			174889		452.00
6809	RICHARD GILMORE	R	5/05/2015			174890		216.50
6818	HYDRO-FLOW PRODUCTS INC	R	5/05/2015			174891		97.65
7267	ATLAS MEDIA GROUP, LLC	R	5/05/2015			174892		69.00
6656	KNIPP EQUIPMENT INC	R	5/05/2015			174893		495.00

VENDOR SET: 99 City of Pittsburg, KS
 BANK: 80144 BMO HARRIS BANK
 DATE RANGE: 4/22/2015 THRU 5/05/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
5468	OZ CUSTOM UPHOLSTERY	R	5/05/2015			174894		800.00
0026	STANDARD INSURANCE COMPANY	D	5/01/2015			999999		1,317.31
0046	ETTINGERS OFFICE SUPPLY	E	4/29/2015			999999		631.85
0062	LINDSEY SOFTWARE SYSTEMS, INC.	E	4/29/2015			999999		825.00
0065	KONE INC.	E	4/29/2015			999999		2,938.62
0073	K P & P INC	E	4/29/2015			999999		230.00
0078	SUPERIOR LINEN SERVICE	E	4/29/2015			999999		51.30
0084	INTERSTATE EXTERMINATOR, INC.	E	4/29/2015			999999		222.00
0087	FORMS ONE, LLC	E	4/29/2015			999999		1,563.76
0101	BUG-A-WAY INC	E	4/29/2015			999999		115.00
0105	PITTSBURG AUTOMOTIVE INC	E	4/29/2015			999999		2,250.46
0112	MARRONES INC	E	4/29/2015			999999		27.15
0117	THE MORNING SUN	E	4/29/2015			999999		83.12
0129	PROFESSIONAL ENGINEERING CONSU	E	4/29/2015			999999		20,071.30
0146	CHAPMAN'S LOCKSMITHING	E	4/29/2015			999999		117.50
0154	BLUE CROSS & BLUE SHIELD	D	5/01/2015			999999		119.02
0199	KIRKLAND WELDING SUPPLIES	E	4/29/2015			999999		9.00
0202	CLIFF HIX ENGINEERING INC	E	4/29/2015			999999		75.00
0224	KDOR	D	5/04/2015			999999		2,366.65
0276	JOE SMITH COMPANY, INC.	E	4/29/2015			999999		291.89
0292	UNIFIRST CORPORATION	E	4/29/2015			999999		118.30
0294	COPY PRODUCTS, INC.	E	4/29/2015			999999		2,593.15

VENDOR SET: 99 City of Pittsburg, KS

BANK: 80144 BMO HARRIS BANK

DATE RANGE: 4/22/2015 THRU 5/05/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0300	PITTSBURG FORD-MERCURY, INC.	E	4/29/2015			999999		399.93
0306	CASTAGNO OIL CO INC	E	4/29/2015			999999		244.99
0321	KP&F	D	4/24/2015			999999		45,125.00
0329	O'MALLEY IMPLEMENT CO INC	E	4/29/2015			999999		332.70
0335	CUSTOM AWARDS PLUS INC	E	4/29/2015			999999		55.00
0375	CONVENIENT WATER COMPANY	E	4/29/2015			999999		80.70
0409	WISEMAN'S DISCOUNT TIRE INC	E	4/29/2015			999999		83.90
0420	CONTINENTAL RESEARCH CORP	E	4/29/2015			999999		169.46
0444	ROBERT BRENT LINDER	E	4/29/2015			999999		1,482.78
0504	LYNN PEAVEY COMPANY	E	4/29/2015			999999		327.00
0505	SIRCHIE FINGER PRINT LABORATOR	E	4/29/2015			999999		585.00
0571	WILBERT MFG. & SUPPLY	E	4/29/2015			999999		354.00
0597	MIDWEST MINERALS INC	E	4/29/2015			999999		954.10
0659	PAYNES INC	E	4/29/2015			999999		40.20
0709	PURVIS INDUSTRIES LTD	E	4/29/2015			999999		26.95
0728	ICMA	D	4/24/2015			999999		928.93
0746	CDL ELECTRIC COMPANY INC	E	4/29/2015			999999		16,113.79
0753	CRAWFORD COUNTY MENTAL HEALTH	E	4/29/2015			999999		50.00
0788	SCHREIBER LLC	E	4/29/2015			999999		2,432.00
0823	TOUCHTON ELECTRIC INC	E	4/29/2015			999999		80.00
0837	BLACKBURN MANUFACTURING CO	E	4/29/2015			999999		101.45
0870	PENNINGTON SEED INC	E	4/29/2015			999999		3,080.20

VENDOR SET: 99 City of Pittsburg, KS
 BANK: 80144 BMO HARRIS BANK
 DATE RANGE: 4/22/2015 THRU 5/05/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1050	KPERS	D	4/24/2015			999999		39,551.54
1478	KANSASLAND TIRE OF PITTSBURG	E	4/29/2015			999999		417.66
1576	PAVING MAINTENANCE SUPPLY INC	E	4/29/2015			999999		4,284.40
1733	BOYD METALS OF JOPLIN INC	E	4/29/2015			999999		646.80
1792	B&L WATERWORKS SUPPLY, LLC	E	4/29/2015			999999		38.90
2025	SOUTHERN UNIFORM & EQUIPMENT L	E	4/29/2015			999999		177.40
2035	O'BRIEN ROCK CO., INC.	E	4/29/2015			999999		10,898.40
2111	DELL MARKETING L.P.	E	4/29/2015			999999		1,171.62
2226	KEY EQUIPMENT & SUPPLY CO INC	E	4/29/2015			999999		247.95
2526	SERVICEMASTER OF SE KANSAS	E	4/29/2015			999999		1,235.60
2707	THE LAWNSCAPE COMPANY, INC.	E	4/29/2015			999999		645.00
2960	PACE ANALYTICAL SERVICES INC	E	4/29/2015			999999		916.00
2994	COMMERCIAL AQUATIC SERVICE INC	E	4/29/2015			999999		46.59
3079	COMMERCE BANK	D	4/28/2015			999999		52,942.90
3126	W.W. GRAINGER, INC	E	4/29/2015			999999		89.92
3142	COMMUNITY MENTAL HEALTH CENTER	E	4/29/2015			999999		300.00
3192	MUNICIPAL CODE CORP	E	4/29/2015			999999		629.20
3248	AIRGAS USA LLC	E	4/29/2015			999999		1,936.30
3261	PITTSBURG AUTO GLASS	E	4/29/2015			999999		740.00
3288	MAJESTIC SOFT TOUCH EXPRESS	E	4/29/2015			999999		182.00
3463	CONTROLS & ELECTRIC MOTOR	E	4/29/2015			999999		875.00
3802	BRENNTAG MID-SOUTH INC	E	4/29/2015			999999		4,947.72

VENDOR SET: 99 City of Pittsburg, KS

BANK: 80144 BMO HARRIS BANK

DATE RANGE: 4/22/2015 THRU 5/05/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
4126	EMERGENCY MEDICAL PRODUCT INC	E	4/29/2015			999999		167.40
4307	HENRY KRAFT, INC.	E	4/29/2015			999999		224.53
4390	SPRINGFIELD JANITOR SUPPLY, IN	E	4/29/2015			999999		249.05
4452	RYAN INSURANCE	E	4/29/2015			999999		90.00
4638	SOUND PRODUCTS	E	4/29/2015			999999		525.14
4791	SPRINGSTED INCORPORATED	E	4/29/2015			999999		2,750.00
5014	MID-AMERICA SANITATION	E	4/29/2015			999999		150.00
5267	SOFTWARE HOUSE INTERNATIONAL,	E	4/29/2015			999999		11,563.00
5275	US LIME COMPANY-ST CLAIR	E	4/29/2015			999999		8,349.10
5340	COMMERCE BANK TRUST	E	4/29/2015			999999		25,489.68
5552	NATIONAL SIGN CO INC	E	4/29/2015			999999		216.03
5581	SAGA QUAD STATE COMMUNICATIONS	E	4/29/2015			999999		445.00
5590	HD SUPPLY WATERWORKS, LTD.	E	4/29/2015			999999		3,205.68
5904	TASC	D	4/24/2015			999999		7,030.73
6103	ED MCCULLOUGH	E	4/29/2015			999999		539.00
6117	ALEXANDER OPEN SYSTEMS, INC	E	4/29/2015			999999		465.00
6203	SOUTHWEST PAPER CO INC	E	4/29/2015			999999		377.17
6341	INDUSTRIAL SEALING & LUBRICATI	E	4/29/2015			999999		1,616.51
6402	BEAN'S TOWING & AUTO BODY	E	4/29/2015			999999		2,162.49
6415	GREAT WEST TANDEM KPERS 457	D	4/24/2015			999999		3,320.00
6952	ADP INC	D	4/24/2015			999999		3,202.15
6952	ADP INC	D	5/01/2015			999999		651.60

VENDOR SET: 99 City of Pittsburg, KS
 BANK: 80144 BMO HARRIS BANK
 DATE RANGE: 4/22/2015 THRU 5/05/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
7038	SIGNET COFFEE ROASTERS	E	4/29/2015			999999		51.50
7077	MAJESTIC CAR WASH PITTSBURG, L	E	4/29/2015			999999		126.00
7237	J & R ENGINEERING / MARKETING	E	4/29/2015			999999		600.00
7240	JAY HATFIELD CERTIFIED USED CA	E	4/29/2015			999999		1,106.95
7265	SIMMONS GUN SPECIALITIES	E	4/29/2015			999999		9,120.00
7283	CORESOURCE, INC	D	4/23/2015			999999		20,760.07
7283	CORESOURCE, INC	D	4/30/2015			999999		35,675.12
7285	ALLSTATE BENEFITS	D	4/28/2015			999999		571.20
7290	DELTA DENTAL OF KANSAS INC	D	4/24/2015			999999		3,689.83
7290	DELTA DENTAL OF KANSAS INC	D	5/01/2015			999999		3,058.10
7297	MIDCO DIVING AND MARINE SERVIC	E	4/29/2015			999999		6,975.00

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	45	27,558.33	0.00	27,558.33
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	16	220,310.15	0.00	220,310.15
EFT:	82	166,203.05	3.81CR	166,199.24
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS 0.00		
		VOID CREDITS 0.00		
		0.00	0.00	

TOTAL ERRORS: 0

VENDOR SET: 99 BANK: 80144	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
		143	414,071.53	3.81CR	414,067.72
BANK: 80144	TOTALS:	143	414,071.53	3.81CR	414,067.72

VENDOR SET: 99 City of Pittsburg, KS
 BANK: EFT MANUAL EFTS
 DATE RANGE: 4/22/2015 THRU 5/05/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0055	JOHN'S SPORT CENTER, INC.	E	4/27/2015			999999		120.00
0068	BROOKS PLUMBING LLC	E	5/04/2015			999999		503.75
0135	PITTSBURG AREA CHAMBER OF COMM	E	4/27/2015			999999		24,250.00
0135	PITTSBURG AREA CHAMBER OF COMM	E	5/04/2015			999999		352.90
0146	CHAPMAN'S LOCKSMITHING	E	4/27/2015			999999		56.25
0183	PRO-PRINT INC	E	4/27/2015			999999		85.00
0534	TYLER TECHNOLOGIES INC	E	4/27/2015			999999		7,802.50
0831	WATER ENVIRONMENT FEDERATION	E	5/04/2015			999999		72.00
0866	AVFUEL CORPORATION	E	4/27/2015			999999		18,132.29
0866	AVFUEL CORPORATION	E	5/04/2015			999999		24,423.64
1629	PITTSBURG BEAUTIFUL	E	4/27/2015			999999		2,737.31
1631	EVERYTHING SEW SEW	E	4/27/2015			999999		104.00
2186	PRODUCERS COOPERATIVE ASSOCIAT	E	4/27/2015			999999		17,442.61
2186	PRODUCERS COOPERATIVE ASSOCIAT	E	5/04/2015			999999		439.66
2960	PACE ANALYTICAL SERVICES INC	E	4/27/2015			999999		185.00
4711	PENGUIN RANDOM HOUSE, LLC	E	5/04/2015			999999		30.00
5195	FERN AND ANGERMAYER LLC	E	5/04/2015			999999		600.00
5609	RON WHITE	E	4/27/2015			999999		175.00
6192	KATHLEEN CERNE	E	5/04/2015			999999		600.00
6508	JOHN H BAILEY	E	5/04/2015			999999		165.76
6658	DAVIS-MOORE INC	E	5/04/2015			999999		105,022.00
6822	ELIZABETH BRADSHAW	E	5/04/2015			999999		661.30

VENDOR SET: 99 City of Pittsburg, KS
BANK: EFT MANUAL EFTS
DATE RANGE: 4/22/2015 THRU 5/05/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
6995	SUMMER WARREN	E	5/04/2015			999999		260.00
7028	MATHEW L. FRYE	E	5/04/2015			999999		400.00
7029	ELISABETH GORDON	E	4/27/2015			999999		126.00
7038	SIGNET COFFEE ROASTERS	E	4/27/2015			999999		82.50
7102	LACIE COTTRELL	E	5/04/2015			999999		4.40
7283	CORESOURCE, INC	E	5/04/2015			999999		35,008.54
7335	POWER GROUP COMPANY, LLC	E	4/27/2015			999999		6,000.00

* * 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:	29	245,842.41	0.00	245,842.41
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

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 99 BANK: EFT TOTALS:	29	245,842.41	0.00	245,842.41
BANK: EFT TOTALS:	29	245,842.41	0.00	245,842.41

VENDOR SET: 99 City of Pittsburg, KS
 BANK: HAP BMO HARRIS BANK-HAP
 DATE RANGE: 4/22/2015 THRU 5/05/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
6585	CLASS HOMES 1 LLC	R	5/01/2015			174858		144.00
6168	K AND B RENTALS LLC	R	5/01/2015			174859		600.00
1601	GRAIG MOORE	R	5/01/2015			174860		1,534.00
1800	DAN RODABAUGH	R	5/01/2015			174861		450.00
6451	NAZAR SAMAN	R	5/01/2015			174862		409.00
4636	WESTAR ENERGY, INC. (HAP)	R	5/01/2015			174863		983.00
0140	A&M RENTALS	E	5/04/2015			999999		225.00
0234	KENNETH A THORNTON	E	5/04/2015			999999		285.00
0372	CONNER REALTY	E	5/04/2015			999999		117.00
0855	CHARLES HOSMAN	E	5/04/2015			999999		22.00
1008	BENJAMIN M BEASLEY	E	5/04/2015			999999		242.00
1231	JOHN LOVELL	E	5/04/2015			999999		263.00
1609	PHILLIP H O'MALLEY	E	5/04/2015			999999		4,645.00
1638	VERNON W PEARSON	E	5/04/2015			999999		576.00
1688	DORA WARE	E	5/04/2015			999999		516.00
1982	KENNETH STOTTS	E	5/04/2015			999999		1,344.00
1985	RICK A MOORE	E	5/04/2015			999999		464.00
2304	DENNIS HELMS	E	5/04/2015			999999		211.00
2542	CHARLES YOST	E	5/04/2015			999999		889.00
2624	JAMES ZIMMERMAN	E	5/04/2015			999999		1,148.00
2850	VENITA STOTTS	E	5/04/2015			999999		85.00
2913	KENNETH N STOTTS JR	E	5/04/2015			999999		332.00

VENDOR SET: 99 City of Pittsburg, KS
BANK: HAP BMO HARRIS BANK-HAP
DATE RANGE: 4/22/2015 THRU 5/05/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
3067	STEVE BITNER	E	5/04/2015			999999		6,075.00
3114	PATRICIA BURLESON	E	5/04/2015			999999		807.00
3142	COMMUNITY MENTAL HEALTH CENTER	E	5/04/2015			999999		946.00
3193	WILLIAM CROZIER	E	5/04/2015			999999		928.00
3218	CHERYL L BROOKS	E	5/04/2015			999999		467.00
3241	CHARLES P SIMPSON	E	5/04/2015			999999		731.00
3272	DUNCAN HOUSING LLC	E	5/04/2015			999999		5,788.00
3273	RICHARD F THENIKL	E	5/04/2015			999999		1,183.00
3294	JOHN R SMITH	E	5/04/2015			999999		589.00
3315	ELLEN E FORNELLI	E	5/04/2015			999999		202.00
3593	REMINGTON SQUARE	E	5/04/2015			999999		5,199.00
3668	MID AMERICA PROPERTIES OF PITT	E	5/04/2015			999999		4,652.00
3708	GILMORE BROTHERS RENTALS	E	5/04/2015			999999		66.00
3724	YVONNE L. ZORNES	E	5/04/2015			999999		669.00
3746	JAROLD BONBRAKE	E	5/04/2015			999999		321.00
4054	MICHAEL A SMITH	E	5/04/2015			999999		1,429.00
4218	MEADOWLARK TOWNHOUSES	E	5/04/2015			999999		2,454.00
4492	PITTSBURG SENIORS	E	5/04/2015			999999		4,734.00
4564	TERRY L SIMPSON	E	5/04/2015			999999		500.00
4786	JENNIFER STANLEY	E	5/04/2015			999999		500.00
4928	PITTSBURG STATE UNIVERSITY	E	5/04/2015			999999		722.00
5039	VANETA MATHIS	E	5/04/2015			999999		279.00

VENDOR SET: 99 City of Pittsburg, KS
 BANK: HAP BMO HARRIS BANK-HAP
 DATE RANGE: 4/22/2015 THRU 5/05/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
5393	CARLOS ANGELES	E	5/04/2015			999999		651.00
5549	DELBERT BAIR	E	5/04/2015			999999		261.00
5583	ROBERT L NANKIVELL SR	E	5/04/2015			999999		195.00
5653	PEGGY HUNT	E	5/04/2015			999999		92.00
5656	EARL HARTMAN	E	5/04/2015			999999		360.00
5658	DEANNA J HIGGINS	E	5/04/2015			999999		164.00
5676	BARBARA TODD	E	5/04/2015			999999		39.00
5817	JAMA ENTERPRISES LLP	E	5/04/2015			999999		236.00
5822	JOE FENSKE	E	5/04/2015			999999		259.00
5834	DENNIS TROUT	E	5/04/2015			999999		577.00
5854	ANTHONY A SNYDER	E	5/04/2015			999999		303.00
5870	ANTHONY E SIMONCIC	E	5/04/2015			999999		174.00
5885	CHARLES T GRAVER	E	5/04/2015			999999		500.00
5896	HORIZON INVESTMENTS GROUP INC	E	5/04/2015			999999		343.00
5906	JOHN HINRICHS	E	5/04/2015			999999		183.00
5939	EDNA RUTH TRENT IRREVOCABLE TR	E	5/04/2015			999999		215.00
5957	PASTEUR PROPERTIES LLC	E	5/04/2015			999999		878.00
5961	LARRY VANBECELAERE	E	5/04/2015			999999		400.00
6002	SALLY THRELFALL	E	5/04/2015			999999		358.00
6032	TIM J. RIDGWAY	E	5/04/2015			999999		1,345.00
6073	REBECCA FOSTER	E	5/04/2015			999999		910.00
6108	TILDEN BURNS, LLC	E	5/04/2015			999999		486.00

VENDOR SET: 99 City of Pittsburg, KS
 BANK: HAP BMO HARRIS BANK-HAP
 DATE RANGE: 4/22/2015 THRU 5/05/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
6130	T & K RENTALS LLC	E	5/04/2015			999999		1,479.00
6161	MICHAEL J STOTTS	E	5/04/2015			999999		150.00
6172	ANDREW A WACHTER	E	5/04/2015			999999		213.00
6186	TROY ROSENSTIEL	E	5/04/2015			999999		95.00
6227	REGGIE & ANGELA BOLLINGER	E	5/04/2015			999999		491.00
6294	RONALD E WUERDEMAN	E	5/04/2015			999999		295.00
6295	DAVID L PETERSON	E	5/04/2015			999999		465.00
6298	KEVAN L SCHUPBACH	E	5/04/2015			999999		5,452.00
6314	PARKVIEW HOUSING INC	E	5/04/2015			999999		398.00
6317	RONALD L EMERSON	E	5/04/2015			999999		161.00
6322	R JAMES BISHOP	E	5/04/2015			999999		505.00
6380	WAYNE E THOMPSON	E	5/04/2015			999999		570.00
6391	DOWNTOWN PITTSBURG HOUSING PAR	E	5/04/2015			999999		4,197.00
6394	KEVIN HALL	E	5/04/2015			999999		1,552.00
6441	HEATHER D MASON	E	5/04/2015			999999		454.00
6446	HUTCHINS RENTAL TRUST ACCOUNT	E	5/04/2015			999999		210.00
6464	PRO X PROPERTY SOLUTIONS, LLC	E	5/04/2015			999999		155.00
6507	MARTHA E MOORE	E	5/04/2015			999999		492.00
6655	B&H DEVELOPERS, INC	E	5/04/2015			999999		2,783.00
6657	OZARKS AREA COMMUNITY ACTION C	E	5/04/2015			999999		1,785.34
6673	JUDITH A COLLINS	E	5/04/2015			999999		424.00
6753	REBECCA SPONSEL	E	5/04/2015			999999		750.00

VENDOR SET: 99 City of Pittsburg, KS
 BANK: HAP BMO HARRIS BANK-HAP
 DATE RANGE: 4/22/2015 THRU 5/05/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
6868	DAVID SIMPSON (308)	E	5/04/2015			999999		222.00
6886	DELBERT BAIR	E	5/04/2015			999999		560.00
6905	JENNIFER M TRISLER	E	5/04/2015			999999		278.00
6916	STILWELL HERITAGE & EDUCATIONA	E	5/04/2015			999999		7,115.00
6953	CARL ULEPICH	E	5/04/2015			999999		412.00
6966	CHARLOTTE BURGESS	E	5/04/2015			999999		485.00
7024	KIMBERLY GRISSOM	E	5/04/2015			999999		921.00
7027	CALVIN THOMAS	E	5/04/2015			999999		190.00
7083	PITTSBURG HEIGHTS, LP	E	5/04/2015			999999		4,758.00
7112	RANDY VILELA PROPERTIES	E	5/04/2015			999999		572.00
7150	JOE W JONES	E	5/04/2015			999999		556.00
7215	KEVIN L. MICHAEL	E	5/04/2015			999999		334.00
7220	TIMOTHY ADAM	E	5/04/2015			999999		570.00
7222	MICHAEL WILBER	E	5/04/2015			999999		237.00
7232	JAMES TODD OR LISA LOVELL	E	5/04/2015			999999		177.00
7235	GARY & DIAN MURPHY	E	5/04/2015			999999		300.00
7252	ALAMO AREA COUNCIL OF GOVERNME	E	5/04/2015			999999		140.67
7264	NORTHWEST GEORGIA HOUSING AUTH	E	5/04/2015			999999		266.67
7292	DAN & PAMELA TILLEY	E	5/04/2015			999999		491.00
7294	AMMP PROPERTIES, LLC	E	5/04/2015			999999		532.00
7312	JASON & TONYA HARRIS	E	5/04/2015			999999		243.00
7319	JAMES & LASHAWNDR A LAWSON	E	5/04/2015			999999		1,350.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
7326	RANDY ALLEE	E	5/04/2015			999999		202.00

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	6	4,120.00	0.00	4,120.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	105	103,522.68	0.00	103,522.68
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0			
VOID DEBITS:		0.00		
VOID CREDITS:		0.00	0.00	

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 99 BANK: HAP TOTALS:	111	107,642.68	0.00	107,642.68
BANK: HAP TOTALS:	111	107,642.68	0.00	107,642.68

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
2519	EAGLE BEVERAGE CO INC	R	4/23/2015			174841		20.98

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1	20.98	0.00	20.98
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0			
VOID DEBITS:		0.00		
VOID CREDITS:		0.00	0.00	

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 99 BANK: MAN TOTALS:	1	20.98	0.00	20.98
BANK: MAN TOTALS:	1	20.98	0.00	20.98
REPORT TOTALS:	288	767,127.60	3.81CR	767,573.79

Passed and approved this 12th day of May, 2015.

Chuck Munsell, Mayor

ATTEST:

Tammy Nagel, City Clerk

**CITY OF PITTSBURG, KANSAS
COMMUNITY IMPROVEMENT DISTRICT
POLICY**

I. PURPOSE

The Governing Body of the City of Pittsburg, Kansas (“The Governing Body”) is authorized by the Community Improvement District Act, K.S.A. 12-6a26, *et seq.* as amended (the “CID Act”), to create community improvement districts (“CID”) to fund economic development projects and related amenities and improvements as provided for in the CID Act, to be funded from certain revenues generated within the CID.

The CID Act provides that revenues may be derived from a CID sales tax up to 2% that is charged only within the CID, or from special assessments on the property within the CID, or a combination of sales tax and special assessments.

The Governing Body has determined that it is in the best interest of the City to establish the following policies and guidelines when it considers a petition for the creation of a CID.

II. CRITERIA

It shall be the policy of the City that in addition to the statutory requirements set forth in the CID Act, the creation of a CID shall be conditioned upon the Governing Body determining that it is in the best interest of the City to do so, and that in the opinion of the Governing Body, creation of a CID should meet at a minimum one or more of the following criteria.

The creation of a CID will:

- A. Attract retail and commercial development which will enhance the economic climate and condition of the City;
- B. Attract large regional retail development which will benefit the City;
- C. Result in the construction of infrastructure beyond what the City would require or otherwise build; and
- D. Promote rejuvenation and/or redevelopment within the City.

III. PROJECT EVALUATION

It shall be the policy of the City that when reviewing a petition for creation of a CID, the Governing Body shall consider, at a minimum, the following factors in its decision to create a CID and the amount of CID project costs authorized for reimbursement or payment.

A. Redevelopment Projects.

1. The total cost of the redevelopment project;
2. The percentage of funding for capital costs and public infrastructure costs;
3. The current use(s) and condition of the property proposed for redevelopment;
4. Whether the proposed redevelopment project includes refurbishment and upgrade of existing buildings and facilities or demolition of existing structures and replacement with new buildings and facilities. Projects consisting of demolition and replacement of existing structures with new construction will be viewed more favorably than projects consisting of repair and refurbishment of existing structures;
5. Whether the redevelopment project includes proposed CID funding of costs for maintenance of structures and facilities including but not limited to replacement, maintenance, or repair of building exteriors, HVAC systems, and roofs. The Governing Body will consider whether proposed expenditures represent costs reflective of routine care of property versus material capital improvements;
6. The experience of the developer in similar redevelopment projects;
7. The location of the proposed redevelopment project;
8. The types of businesses and tenants proposed for the redevelopment project. Redevelopment projects which will bring new tenants and types of businesses to the community will be viewed more favorably than projects which will relocate existing businesses from within the City. It is expected that a tenant will be a catalyst to the overall success of the redevelopment;
9. Whether the proposed project will include relocation or closure of businesses within the City; whether the proposed project will involve relocation of businesses within the district to another location; and/or of businesses within the district to another location; and/or whether businesses in other locations within Pittsburg will be relocated to the proposed CID;
10. Whether the proposed redevelopment project will bring existing development into conformance with the current development ordinances and standards of the City. It is the expectation that new development will meet the City's current development standards. Any deviations from these standards will need to demonstrate an extreme and unique condition;

11. Whether the proposed redevelopment project includes the construction of public amenities. Projects which contain public amenities will be viewed more favorably than projects which do not include public amenities;
12. Whether public incentives in addition to CID incentives have been approved or have been requested for the proposed redevelopment project. It is the Governing Body's policy not to provide public financing where total public financing sources for a proposed redevelopment project would exceed 40% of the total project costs. The Governing Body may consider the creation of a CID which exceeds this percentage of public participation when, in the opinion of the Governing Body and at its sole discretion, the proposed CID projects would be of a unique and extraordinary benefit to the City; and
13. Any other factors deemed by the Governing Body to be relevant to consideration of a proposed redevelopment project.

B. Greenfield Development Projects.

1. The total cost of the greenfield development;
2. The amount of private funding in comparison to CID financing;
3. The percentage of funding for capital costs and public infrastructure costs;
4. The experience of the developer in similar projects;
5. The types of businesses and tenants proposed for the greenfield development project. Projects which will bring new tenants and types of businesses to the community will be viewed more favorably than those which will relocate existing businesses from within the City;
6. Whether the proposed project will include relocation of businesses in other locations within Pittsburg to space within the proposed CID;
7. Whether the proposed greenfield development project includes the construction of public amenities. Projects which contain public amenities will be viewed more favorably than those which do not include public amenities;
8. Whether the proposed greenfield development project includes the construction of infrastructure that would enhance facilities to the benefit of the public;
9. Whether other public incentives have been approved or have been requested for the proposed greenfield development project. It is the Governing Body's policy not to provide public financing where total

public financing sources for a proposed greenfield development project would exceed 40% of the total project costs. The Governing Body may consider the creation of a CID which exceeds this percentage of public participation when, in the opinion of the Governing Body and at its sole discretion, the proposed CID projects would be of a unique and extraordinary benefit to the City; and

10. Any other factors deemed by the Governing Body to be relevant to the proposed greenfield development project.

IV. ELIGIBLE CID PROJECT COSTS

It shall be the policy of the City that certain CID project costs shall be eligible for reimbursement and other costs not eligible for reimbursement in accordance with the following:

A. **Eligible CID Costs.** CID revenues may be used for reimbursement for the following project costs within the CID, including those to acquire, improve, construct, demolish, remove, renovate, reconstruct, rehabilitate, maintain, restore, replace, renew, repair, install, relocate, furnish, equip, or extend:

- 1) Buildings, structures and facilities. Projects consisting of demolition and replacement of existing structures with new constructions will be viewed more favorably than those consisting of repair and refurbishment of existing structures. The total amount of tenant improvement costs reimbursed from CID revenues should not exceed 20% of the total amount of CID reimbursement;
- 2) Sidewalks, streets, roads, interchanges, highway access roads, intersections and alleys;
- 3) Parking lots and parking garages;
- 4) Bridges, ramps, tunnels, overpasses and underpasses;
- 5) Traffic signs and signals;
- 6) Utilities;
- 7) Pedestrian amenities;
- 8) Drainage systems and storm systems;
- 9) Waters systems, sewer systems, lift stations, underground gas, heating and electrical services and connections located within or without the public right-of-way, water mains and extensions;
- 10) Streetscape improvements;

- 11) Lighting, street light fixtures, street light connections and street light facilities;
- 12) The preparation and publication of notices of hearings, resolutions, ordinances and other proceedings relating to the creation or administration of the district or the issuance of bonds therefore;
- 13) Necessary fees and expenses of consultants to the City;
- 14) Interest accrued on borrowed money during the period of construction and the amount of any required reserve fund for any bonds;
- 15) The cost of land, materials, labor, and other lawful expense incurred in planning and constructing any project;
- 16) A charge not to exceed 5% of the total cost of the project for the cost of work done by the City to reimburse the City for the services rendered in the administration and supervision of such project by its general officers; and
- 17) Other site improvements.

B. Ineligible CID Costs. CID revenues shall not be used to reimburse for the following project costs, notwithstanding such costs are otherwise permitted by the CID Act:

- 1) To operate or to contract for the provision of music, news, child-care, or parking lots or garages, and buses, minibuses or other modes of transportation;
- 2) To provide or contract for the provision of security personnel, equipment or facilities for the protection of property and persons;
- 3) To provide or contract for cleaning, maintenance, and other operational services to public or private property;
- 4) To produce and promote any tourism, recreational or cultural activity or special event, including, but not limited to, marketing, advertising, decoration of any public place in the district, promotion of such activity and special events and furnishing music in any public place;
- 5) To support business activity and economic development, including, but not limited to, the promotion of business activity, development, and retention and the recruitment of developers and business;
- 6) To provide or support training programs for employees of businesses;

- 7) To pay excise taxes or transportation payments required by the City;
- 8) To pay developer fees, project management fees or attorney fees incurred by the developer;
- 9) Marquees, awnings and canopies;
- 10) Parks, lawns, trees and other landscape;
- 11) Communication and information booths;
- 12) Bus stops and other shelters, stations, terminals, hangers, rest rooms and kiosks;
- 13) Paintings, murals, display cases, sculptures, fountains and other cultural amenities;
- 14) Airports, railroads, light rail and other mass transit facilities;
- 15) Lakes, dams, docks, wharfs, or river ports, channels, levies, and waterways;
- 16) To contract for or conduct economic impact, planning, marketing or other studies;
- 17) For the preparation of preliminary reports;
- 18) The preparation of plans and specifications; and
- 19) Any expense or cost that the Governing Body deems to be not in the best interest of the City.

V. FINANCING

It shall be the policy of the City that financing of eligible CID costs reimbursable in accordance with the CID Act and this policy shall be subject to the following criteria and standards:

A. **Methods of Financing.** In accordance with the CID Act, CID projects may be financed by one of the following methods. The City shall have sole determination as to the approved method of financing.

- 1) Pay-as-you-go financing based either on special assessments imposed within the CID or revenue received from a CID sales tax collected within the CID, or both; or

- 2) Special obligation bond financing payable wholly through special assessments imposed within the CID; or
- 3) Special obligation bond financing payable wholly from a CID sales tax collected within the CID; or
- 4) Special obligation bond financing payable in part through special assessments imposed within the CID and in part from a CID sales tax collected within the CID; or
- 5) A combination of the foregoing methods.

B. **Pay-as-you-go Financing.** Projects which use pay-as-you-go financing will be viewed more favorably than projects requesting issuance of special obligation bonds.

C. **Bond Financing.**

1) Special Obligation Bond Financing. The City will consider issuance of special obligation bonds, when, in the opinion of the Governing Body, the nature of the project and the impact on the community warrants use of special obligation bond financing. Issuance of special obligation bonds will be at the sole discretion of the Governing Body and subject to the following:

- a) Minimum issue size of \$1,000,000;
- b) Special Obligation Bonds must be sold to a “Qualified Institutional Buyer” or an “Accredited Investor” as defined by the Securities and Exchange Commission with a “traveling investor letter”;
- c) Special Obligation Bonds must be offered in denominations of not less than \$100,000; and
- d) The City will select a placement agent for any special obligation bond issuance by a method approved by the Governing Body.

2) General Obligation Bond Financing. It is the policy of the City that no general obligation bonds will be issued to finance a CID project.

D. **Financing Risk.** The City will not provide full faith and credit backing or other credit enhancement to any CID project or in any way put the general revenues of the City at risk to finance a CID project or reimburse eligible expenses.

VI. APPLICATION

To provide the City staff and Governing Body with sufficient information to consider a CID Petition, a CID applicant must provide the following information and documents regarding the proposed CID to the City Manager or his or her designee for review and consideration:

A. **Draft Petition.** A draft petition which includes the following information, as described in the CID Act:

- a. The general nature of the proposed project;
- b. Estimated cost of project;
- c. The proposed method of financing the project;
- d. The proposed amount and method of assessment;
- e. The proposed amount of CID sales tax;
- f. A map of the proposed district; and
- g. A legal description of the boundaries of the proposed district.

B. **Legal Description.** A legal description must be accompanied by a verification submitted in accordance with the form attached hereto as Exhibit A and an original, legible map depicting the boundaries of the district.

C. **Project Description and Site Plan.** Information supplemental to the Draft Petition including:

- 1) A description of the project, phasing, and timing of the project. The description should include information related to all improvements, public and private, with a description of the improvements to be financed with the proposed CID;
- 2) A complete and legible site plan that depicts the phases and improvements as described in accordance with the requirements of this Section VI;
- 3) A description of how the proposed CID fulfills the criteria and objectives of this policy, as outlined in Sections II and III;
- 4) A description of the tenants and/or types of tenants to be located within the proposed CID; and
- 5) A description of whether the proposed project will include relocation of businesses, including relocation of businesses within the district to another location as well as whether businesses in other locations within Pittsburg will be relocated to space within the proposed CID.

D. **Description of Project Financing.** A description of the proposed method of financing, as outlined in Section V to include:

- 1) If the proposed CID includes a CID sales tax, the proposed percentage should be identified as well as the proposed date for the sales tax to commence. Projects proposing a CID sales tax or 1.0% or less will be viewed more favorably than projects proposing a higher sales tax percentage;
- 2) If the proposed CID revenue for the project is special assessments, the estimated amount of the assessments should be identified; and
- 3) The description of financing should also include whether pay-as-you-go or bond financing is requested.

E. **Project Sources and Uses.** A description of costs and revenue projections for the proposed CID, including the following:

- 1) A comprehensive project budget outlining project costs in as much detail as will depict the types and categories of project expenditures. The budget should be presented in a format agreed to with the City Manager or his or her designee in order to make clear the source of funds, by line item and category those items proposed to be funded with CID financing and those to be funded privately; and
- 2) Forecast of CID revenues including the assumptions used in the forecast and an annual projection of CID revenues.

F. **Description of other Public Financing.** The CID application should provide a detailed description of public financing included in the project in addition to the proposed CID.

G. **Developer Information.** Information regarding the developer as follows:

- (1) A complete description of the legal entity or entities and the principals involved in development of the property;
- (2) A summary of the background and qualifications of the CID applicant and/or the developer and development team responsible for the development project and evidence that these individuals and entities have demonstrated success in similar type projects and can operate the project for the term of the proposed CID; and
- (3) Information evidencing that the applicant has the financial ability to complete the proposed project, the sources of debt and equity for the project, and a letter form a financial institution indicating private financing can be obtained for the proposed project.

H. **Property Information.** A listing of owners and tenants as follows:

- (1) A complete list of all property owners within the proposed CID, the total land area owned by each and the assessed valuation represented by each; and
- (2) A complete list of all tenants within the proposed CID.

VII. PROCESS

It shall be the policy of the City that all requests for consideration of the creation of a CID shall be reviewed in accordance with the following process:

A. **Timing.** A complete application must be submitted at least thirty (30) days prior to a regular meeting of the Economic Development Advisory Committee (“EDAC Committee”). A recommendation for EDAC Committee review and consideration of the proposed CID project will not be made by the City Manager unless and until all application materials, as well as supplemental information requested, has been submitted to the satisfaction of the City Manager.

B. **Preliminary Review.** The City Manager or his or her designee, in consultation with City staff, bond counsel and financial advisor, will review the CID Application to determine whether the proposed CID fulfills the criteria and objectives of this policy, as outlined in Sections II and III. The City Manager or designee may request additional information to assist review of the CID application. If the City Manager determines that the proposed CID meets the criteria and objectives of the policy, the CID Application as supplemented, will be forwarded to the EDAC Committee for its preliminary consideration.

C. **EDAC Committee Review.** The EDAC Committee will review the proposed CID and if it preliminarily approves the concept, then City staff will assist the CID applicant to prepare for the Governing Body’s consideration a formal petition and a resolution to call a public hearing.

D. **Formal Petition.** The CID applicant must file with the City Clerk a formal petition for the creation of a CID based upon the concept of the proposed CID that is preliminarily approved by the EDAC Committee. The petition shall be accompanied by the petition fee as described in Section IX and contain the following:

- 1) All of the information required by the CID Act;
- 2) Acknowledgment by the applicant that the applicant will pay all out of pocket costs incurred by the City related to the City’s review of the petition, including but not limited to the City’s cost of legal counsel and financial advisors necessary to evaluate the petition;
- 3) If the CID applicant is seeking to finance the CID project in whole or in part with CID sales tax, signatures of the owners of more than 55% of the land area within the proposed district and collectively owning more than

55% by assessed value of the land area within the proposed CID. CID petitions signed by owners of 100% of the property within the district will be viewed more favorably than those reflecting only the minimum as required by the CID Act;

- 4) If the CID applicant is seeking to finance the CID project only with assessments, signatures of the owners of all the land area within the proposed CID; and
- 5) The formal petition must be submitted no less than ten (10) business days prior to the meeting at which the Resolution to set the public hearing will be considered.

E. **Public Hearing.** Upon receipt of the petition and all additional information required by this Policy, the Governing Body may order a public hearing on the creation of a CID and the imposition of a CID sales tax. The Governing Body shall give public notice and hold such hearing in the manner required by the CID Act.

F. **Funding Agreement.** Prior to or at the same time as submitting a draft CID petition, the CID applicant must enter into a funding agreement with the City whereby the applicant will reimburse the City for costs the City incurs including costs of all legal publication notices, resolutions, ordinances, and other proceedings relating to the consideration and/or creation of the proposed CID; the costs of the City's consultants, financial advisor, bond counsel and legal counsel as a result of the consideration of the proposed CID.

G. **Governing Body Findings.** After the public hearing is conducted, the Governing Body shall determine the advisability of creating a CID pursuant to the CID Act. If advisable, and an acceptable development agreement is presented as required in Section VIII below, the Governing Body may create a CID by adopting an appropriate ordinance.

VIII. DEVELOPMENT AGREEMENT

No CID ordinance will be adopted unless and until the Governing Body approves a development agreement between the City and the CID applicant and shall include, but not be limited to the provisions below. Development agreements will be negotiated on a project-by-project basis and consider all relevant factors related to the characteristics of the proposed CID.

A. **Project Description.** The agreement will include provisions regarding the proposed CID project, as described in the application as well as the approved budget for the project.

B. **Development Requirements.** Development will be required to be in conformance with all City policies, ordinances, design standards and codes. The City reserves the right to require higher development standards for improvements made within a CID including design, materials, additional amenities and other factors the Governing

Body deems in the best interest of the City. It is expected that deviations from these would only be considered in extreme and/or unique circumstances.

C. **Required Expenditure of Private Funds.** The agreement will include provisions to ensure that private funds are invested in the project prior to or along with the investment of the CID funds.

D. **Certification of Costs and Disbursement of CID Funds.** The agreement will include provisions regarding the method and manner for certification of eligible expenses and reimbursement of costs from CID funds.

E. **Timing and Performance Milestones.** The agreement will include provisions regarding project completion and the performance of certain improvements which must be completed prior to reimbursement or disbursement of CID funds.

F. **Maintenance and Use during the term of the CID.** The agreement will include provisions outlining the expectations during the term of the CID and/or the life of the bonds up to twenty-two (22) years as provided in the CID Act. These provisions will include, but are not limited to uses and use restrictions, maintenance, payment of taxes, casualty loss, and reporting.

G. **Community Participation.** The agreement will provide that recipients of CID tax incentives are required to actively participate in community organizations such as the Pittsburg Area Chamber of Commerce.

H. **Assignment Rights.** The agreement will provide that any and all assignment of rights under the development agreement shall be subject to Governing Body approval.

I. **Default Provisions.** The agreement will include a certification by the developer that it is either not delinquent in the payment of ad valorem taxes to Crawford County, Kansas, or will cure any such delinquency within a time period approved by the Governing Body. The agreement will further provide that if said ad valorem taxes are not paid in full prior to becoming delinquent during the term of the CID, such a delinquency shall constitute a default.

J. **Guaranty Requirements.** This agreement will include personal guaranties from each principal, and his or her spouse, of the developer.

IX. FEES

A. **Application Fee.** Upon submission of a CID application as set forth in Section VI, the CID applicant shall pay a non-refundable application fee of \$1,000.00 to the City.

B. **Annual Administration Fee.** For any approved CID, the City shall be paid an on-going annual administrative service fee in the sum of 1% of the total CID

revenues received by the City. The annual administrative fee may be paid from CID revenues.

X. AUTHORITY OF GOVERNING BODY

The Governing Body, by its inherent authority, reserves the right, in its sole discretion, to grant or reject any proposal or petition for creation of a CID at any time in the review process when it considers such action to be in the best interests of the City.

ADOPTED by the Governing Body of the City of Pittsburg, Kansas this ____ day of _____, 2015.

APPROVED AND SIGNED by the Mayor this ____ day of _____, 2015.

CITY OF PITTSBURG, KANSAS

By: _____
Chuck Munsell, Mayor

EXHIBIT A

VERIFICATION OF LEGAL DESCRIPTION

STATE OF KANSAS)
) ss:
COUNTY OF CRAWFORD)

I, _____, being first duly sworn upon my oath, state I am over the age of eighteen years; I am the authorized representative of _____ (the "Developer"); I have read the CID Petition dated _____, 20____; the Developer had the attached legal description prepared by a surveyor licensed in the State of Kansas and that said surveyor has stamped the legal description; I have verified the legal description for accuracy on behalf of the Developer and that the legal description is true, correct and accurate.

Subscribed and sworn to before me this ____ day of _____, 20____.

Notary Public

My Appointment Expires: _____



DEPARTMENT OF PUBLIC UTILITIES

303 Memorial Drive · Pittsburg KS 66762

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www.pittks.org

Interoffice Memorandum

TO: DARON HALL
City Manager

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

DATE: May 7, 2015

SUBJECT: Agenda Item – May 12, 2015
Waste Load Allocation- Cow Creek

The City of Pittsburg has been notified by the Kansas Department of Health and Environment that a PUBLIC HEARING will be conducted on May 19th at the KDHE Abandoned Mine Land/Surface Mining Section Office in Frontenac for the purpose of reviewing area TMDL (Total Maximum Daily Loading) on Cow Creek. The preliminary conclusion presented could be very expensive to the City of Pittsburg involving construction of new wastewater treatment facilities.

The PUBLIC HEARING is our opportunity to present information that would either remove or modify recommendations contained in the TMDL. One engineering firm in Kansas has specialized in reviewing this criteria, and we respectfully request the opportunity to begin negotiations with CH 2M Hill Engineering Consultants, of Kansas City. Mr. John Metzler will be performing the review. It is anticipated that a draft contract will be available at the May 12th City Commission meeting.

If you have any questions or require additional information, please do not hesitate to contact me.

City of Pittsburg, Kansas
2015 Budget Recap
As of April 30, 2015

(33.33% of Fiscal Year has passed)

Budgeted Funds	Un-Encumbered Cash Balance 1/1/2015	Revenues (1)			Expenditures			Loan Activity	Y-T-D Net	Un-Encumbered Cash Balance 4/30/2015
		Adopted Budget 2015	Y-T-D Revenues 4/30/2015	Percent Received	Adopted Budget 2015	Y-T-D Expenses 4/30/2015	Percent Used			
General Fund	\$ 3,464,719	\$ 24,934,771	\$ 9,084,576	36.43%	\$ 28,068,717	\$ 8,265,932	29.45%	\$ -	\$ 818,644	\$ 4,283,363
Public Library	85,205	788,742	407,063	51.61%	825,622	262,487	31.79%	-	144,576	229,781
Public Library Annuity	240,258	115	22	18.73%	240,400	-	0.00%	-	22	240,280
Special Alcohol & Drug	61,022	81,217	20,063	24.70%	126,826	22,425	17.68%	-	(2,362)	58,660
Special Parks & Recreation	-	81,217	20,063	24.70%	81,217	20,063	24.70%	-	-	-
Street & Highway	60,996	1,134,396	470,204	41.45%	1,211,625	369,799	30.52%	-	100,404	161,400
Street & Highway Sales Tax	65,595	986,737	479,753	48.62%	1,150,478	45,356	3.94%	-	434,397	499,992
Section 8 Housing	934	1,335,623	463,719	34.72%	1,338,051	464,519	34.72%	-	(800)	134
Revolving Loan Fund	2,667,966	1,057,539	362,143	34.24%	2,141,274	518,695	24.22%	392,285	235,733	2,903,699
Debt Service	846,107	5,434,224	1,455,040	26.78%	6,291,867	989,374	15.72%	-	465,666	1,311,773
Public Utilities	1,487,448	7,792,793	2,450,919	31.45%	8,996,895	2,718,742	30.22%	-	(267,823)	1,219,625
Stormwater	128,450	806,840	259,506	32.16%	881,265	175,761	19.94%	-	83,745	212,195
Totals	\$ 9,108,700	\$ 44,434,214	\$ 15,473,071	34.82%	\$ 51,354,237	\$ 13,853,154	26.98%	\$ 392,285	\$ 2,012,202	\$ 11,120,902

Notable Items:

*Sales Tax revenue is up 2.50% compared to same period in 2014.

*Public Utility revenues are approximately 2% under budget

*Section 8 Housing subsidized \$16,400 to date for 2015.