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CITY OF PITTSBURG, KANSAS COMMISSION AGENDA Tuesday, February 28, 2017 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 February 14, 2017, City Commission Meeting Minutes.
- b. Approval of staff's request to add additional work to the scope of the project for the 2016 Sanitary Sewer Rehab Project (Hobson Addition, 400 Block N Broadway and Basin 7B) at a cost of \$70,356.00, making a new project total of \$299,994.50.
- c. Approval of the application submitted by Bryan Hanson for a one day Dance Hall License for McCarthy's Pub, located at 221 East 3rd Street, on March 11th, 2017 and, if approved, authorize the City Clerk to issue the license.
- Approval of the Appropriation Ordinance for the period ending February 28,
 2017 subject to the release of HUD expenditures when funds are received.
 ROLL CALL VOTE.

SPECIAL PRESENTATION:

a. Staff will provide an update on progress related to the buildout of the fiber optic infrastructure in the City. **Receive for file.**

CONSIDER THE FOLLOWING:

a. RESOLUTION NO. 1195 - Consider approval of Resolution No. 1195, supporting the Low Income Housing Tax Credit application to the Kansas Housing Resources Corporation to be submitted by Pointe Royale Development, Inc., for the construction of twenty new homes. Approve or disapprove Resolution No. 1195 and, if approved, authorize the Mayor to sign the Resolution on behalf of the City.

CITY OF PITTSBURG, KANSAS COMMISSION AGENDA Tuesday, February 28, 2017 5:30 PM

- b. FARMERS MARKET Consider staff recommendation to assume operational responsibilities of the Farmers Market. Approve or disapprove staff recommendation and, if approved, authorize the Mayor to sign the appropriate documents on behalf of the City.
- c. ORDINANCE NO. G-1266 Consider approval of Ordinance No. G-1266, creating Article 1 in Chapter 58 of the Pittsburg City Code for the purpose of creating the Pittsburg Area Farmers Market Advisory Board, describing the Board's authority and duties, and providing for the appointment of members thereof. Approve or disapprove Ordinance No. G-1266 and, if approved, authorize the Mayor to sign the Ordinance on behalf of the City.
- d. KDOT PROJECT NO. 126-19 KA-3103-01 Staff is requesting Governing Body approval of KDOT's de minimis finding for Schlanger Park as part of the right-of-way acquisition for the 4th Street Overpass (K-126) over the KCS Railroad tracks by Schlanger Park. Approval or disapproval of staff's recommendation and, if approved, authorize the Mayor to sign the concurrence letter.

NON-AGENDA REPORTS & REQUESTS:

ADJOURNMENT

OFFICIAL MINUTES
OF THE MEETING OF THE
GOVERNING BODY OF THE
CITY OF PITTSBURG, KANSAS
February 14th, 2017

A Regular Session of the Board of Commissioners was held at 5:30 p.m. on Tuesday, February 14th, 2017, in the City Commission Room, located in the Law Enforcement Center, 201 North Pine, with Mayor John Ketterman presiding and the following members present: Michael Gray, and Chuck Munsell. Commissioners Jeremy Johnson and Patrick O'Bryan were absent.

Mayor Ketterman led the flag salute.

APPROVAL OF MINUTES – JANUARY 24, 2017 - On motion of Gray, seconded by Munsell, the Governing Body approved the January 24, 2017, City Commission Meeting minutes as submitted. Motion carried. Absent: Johnson and O'Bryan.

DANCE HALL LICENSE – BRICKYARD GRILL – On motion of Gray, seconded by Munsell, the Governing Body approved the application submitted by Pierre Monsour for a Dance Hall License for Brickyard Grill, located at 516 North Broadway, for the term beginning February 15, 2017 and expiring July 24, 2017, and authorized the City Clerk to issue the license. Motion carried. Absent: Johnson and O'Bryan.

SURPLUS VEHICLE DECLARATION – On motion of Gray, seconded by Munsell, the Governing Body approved police department staff request to declare a 1984 Chevrolet step-side van as surplus and authorized staff to dispose of it through the online auction services of Purple Wave, Inc. Motion carried. Absent: Johnson and O'Bryan.

LOAN FORGIVENESS – CDL ELECTRIC COMPANY, INC. – On motion of Gray, seconded by Munsell, the Governing Body approved the Economic Development Advisory Committee's recommendation to forgive the 2017 loan payment from CDL Electric Company, Inc. in the amount of \$41,564.68, as CDL Electric Company, Inc. has complied with the forgiveness requirements set forth in their loan documents. Motion carried. Absent: Johnson and O'Bryan.

TAX ABATEMENT RENEWALS – On motion of Gray, seconded by Munsell, the Governing Body approved the Economic Development Advisory Committee's recommendation to grant 2017 tax abatement renewals to Millers (two abatements), Pinamonti Physical Therapy, and Rallison, LP. Motion carried. Absent: Johnson and O'Bryan.

PRIVATE SEWAGE DISPOSAL SYSTEM – 2101 TIMBER LANE – On motion of Gray, seconded by Munsell, the Governing Body approved staff recommendation to approve an application submitted by the Crawford County Department of Environment on behalf of Jeff Wilson for the construction of a private sewage disposal system to serve the property located at 2101 Timber Lane in accordance to Section 82-243 of the City Codes of the City of Pittsburg, Kansas, and to construct said system in compliance with all requirements of the State Department of Health and Environment and the Uniform Plumbing Code. Motion carried. Absent: Johnson and O'Bryan.

OFFICIAL MINUTES
OF THE MEETING OF THE
GOVERNING BODY OF THE
CITY OF PITTSBURG, KANSAS
February 14th, 2017

APPROPRIATION ORDINANCE – On motion of Gray, seconded by Munsell, the Governing Body approved the Appropriation Ordinance for the period ending February 14th, 2017, subject to the release of HUD expenditures when funds are received with the following roll call vote: Yea: Gray, Ketterman and Munsell. Motion carried. Absent: Johnson and O'Bryan.

STREET LIGHT PLACEMENT – 805 TURNER ROAD – On motion of Munsell, seconded by Gray, the Governing Body approved a Modification Order submitted by Westar Energy, Inc., for the placement of a 48 watt LED street light to be located at 805 Turner Road and authorized the Mayor to sign the Modification Order on behalf of the City. Motion carried. Absent: Johnson and O'Bryan.

LOAN REQUEST - POINTE ROYALE PROJECT — On motion of Munsell, seconded by Gray, the Governing Body approved the recommendation of the Economic Development Advisory Committee (EDAC) to grant the request submitted by Pointe Royale Development, Inc., for a loan in the amount of \$300,000 to be repaid over a fifteen-year period to be used to build a twenty-house development off of East 31st Street and authorized the Mayor to sign the appropriate documents on behalf of the City. Motion carried. Absent: Johnson and O'Bryan.

FARMERS MARKET – The Governing Body tabled consideration of staff recommendation to assume operational responsibilities of the Farmers Market. Absent: Johnson and O'Bryan.

ORDINANCE NO. G-1266 – The Governing Body tabled consideration of Ordinance No. G-1266, creating Article 1 in Chapter 58 of the Pittsburg City Code for the purpose of creating the Pittsburg Area Farmers Market Advisory Board, describing the Board's authority and duties, and providing for the appointment of members thereof. Absent: Johnson and O'Bryan.

ENGINEERING DESIGN AGREEMENT - 20th AND THE BYPASS CONCRETE REPAIRS – On motion of Gray, seconded by Munsell, the Governing Body approved the scope of work to be performed under the master services agreement between the City and TranSystems for design services for the concrete overlay of the Highway 69 (Bypass) and 20th Street Intersection not to exceed \$66,400.00, and authorized the Mayor and City staff to sign the appropriate documents on behalf of the City of Pittsburg. Motion carried. Absent: Johnson and O'Bryan.

NON-AGENDA REPORTS & REQUESTS:

BI-MONTHLY BUDGET REVIEW - Finance Director Jamie Clarkson provided the December 31, 2016 bi-monthly budget review. Absent: Johnson and O'Bryan.

OFFICIAL MINUTES OF THE MEETING OF THE GOVERNING BODY OF THE CITY OF PITTSBURG, KANSAS February 14th, 2017

SMELTER SITES UPDATE - Special Projects Engineer John H. Bailey P.E., Ph.D., announced that the Environmental Protection Agency (EPA) has approved the proposed letters to be sent from the City to property owners regarding a sampling effort to determine if downwind contamination from the St. Louis Smelter, located near 1611 East 20th Street, has occurred. Absent: Johnson and O'Bryan.

ADJOURNMENT: On motion of Gray, seconded by Munsell, the Governing Body adjourned the meeting at 5:49 p.m. Motion carried. Absent: Johnson and O'Bryan.

	John Ketterman, Mayor	
ATTEST:		
Tammy Nagel, City Clerk		



DEPARTMENT OF PUBLIC UTILITIES

303 Memorial Drive · Pittsburg KS 66762

(620) 240-5126

www.pittks.org

Interoffice Memorandum

TO: DARON HALL

City Manager

FROM: MATT BACON

Director of Public Utilities

DATE: February 22, 2017

SUBJECT: Agenda Item – February 28, 2017

Change Order Request Sanitary Sewer Rehab 2016

Hobson Addition, 400 Block N Broadway, Basin 7B

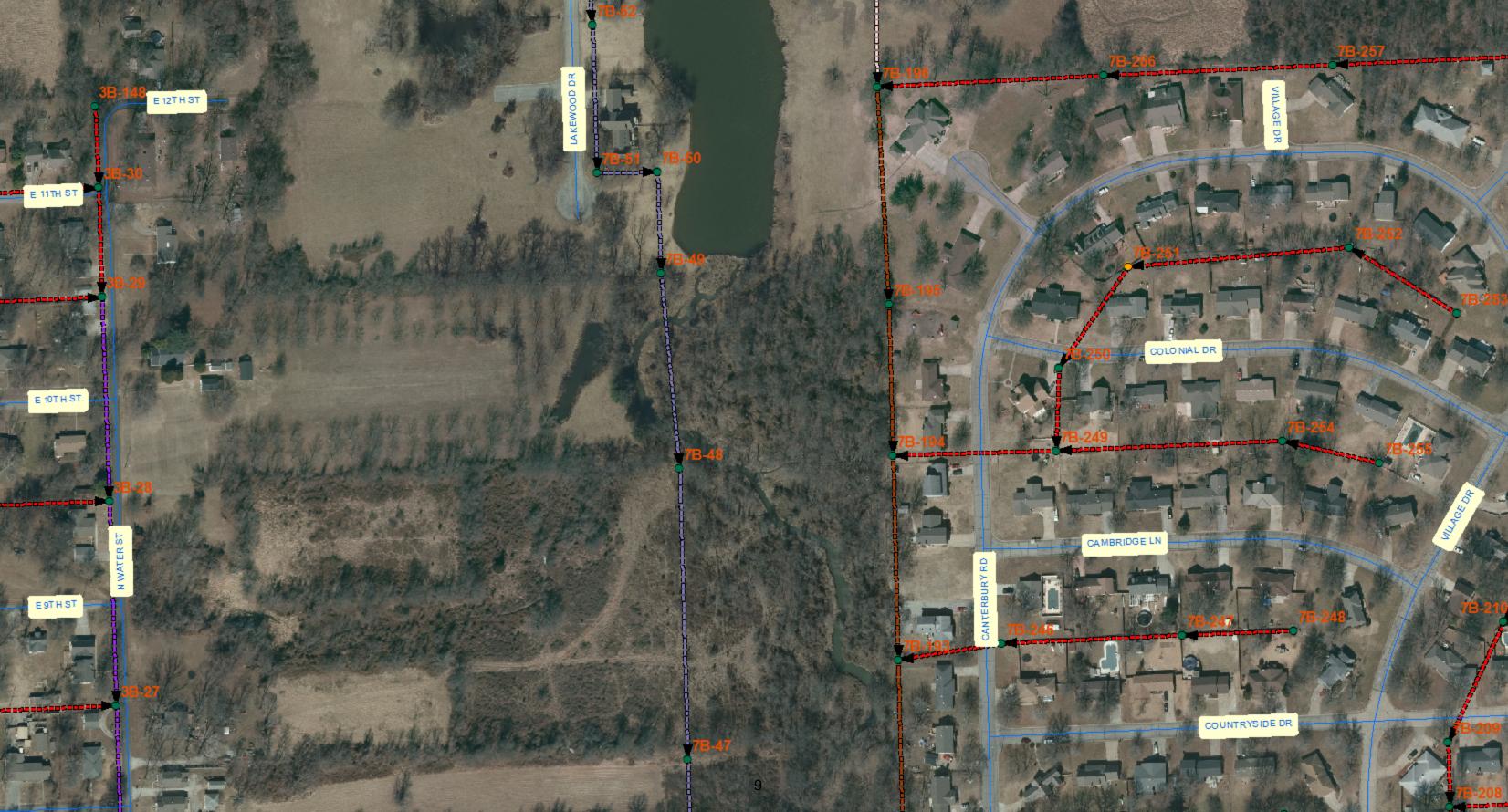
Due to the contractor's low bid that was substantially less than what was budgeted for this project, City staff is requesting that additional work be added to the scope of the project. The additional work would include approximately 1,144 linear feet of 24" sanitary sewer pipe to be lined by Cured-In-Place (CIPP) Method. Based on the contractor's bid of \$61.50 per linear foot, the additional work would add an additional cost of \$70,356.00 to the project. If approved, the new project total would be \$299,994.50 (Original Contract - \$229,638.50 + Additional Cost - \$70,356.00).

The budget allowance for the original project is \$360,000.00. The project is being funded through the Public Utilities General Operating Budget.

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, February 28th, 2017. Action necessary will be approval or disapproval of staff's request for additional work to be added to the scope of the project. Staff is currently only requesting approval of the additional work at this time. The actual change order will be prepared and presented to the City Commission for approval at a later date along with final payment upon completion of the project.

Attachment: Maps





A/P HISTORY CHECK REPORT PAGE: 1

2/21/2017 3:56 PM

VENDOR SET: 99 City of Pittsburg, KS

BANK: * ALL BANKS

DATE RANGE: 2/08/2017 THRU 2/21/2017

						CHECK	INVOICE	(CHECK	CHECK	CHECK
VENDOR	I.D.	NAME			STATUS	DATE	AMOUNT	DISCOUNT	NO	STATUS	AMOUNT
	C-CHECK	VOID CHECK			V	2/10/2017		=	178976		
	C-CHECK	VOID CHECK			V	2/10/2017		-	178977		
	C-CHECK	VOID CHECK			V	2/10/2017		-	178984		
	C-CHECK	VOID CHECK			V	2/10/2017		-	178999		
	C-CHECK	VOID CHECK			V	2/10/2017		-	179000		
	C-CHECK	VOID CHECK			V	2/10/2017		-	179003		
	C-CHECK	VOID CHECK			V	2/10/2017		-	179004		
	C-CHECK	VOID CHECK			V	2/10/2017		-	179005		
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	HAND CHECKS:		0				0.00	0	.00		0.00
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A/P HISTORY CHECK REPORT PAGE: VENDOR SET: 99 City of Pittsburg, KS

80144 BMO HARRIS BANK BANK: DATE RANGE: 2/08/2017 THRU 2/21/2017

CHECK INVOICE CHECK CHECK CHECK STATUS AMOUNT VENDOR I.D. NAME STATUS DATE AMOUNT DISCOUNT NO 0523 AT&T 2/10/2017 178975 4,504.71 R 4050 CITRIX SYSTEMS INC 2/10/2017 178978 2,800.00 R 4263 COX COMMUNICATIONS KANSAS LLC R 2/10/2017 178979 32.56 4263 COX COMMUNICATIONS KANSAS LLC 2/10/2017 178980 90.31 R 4263 COX COMMUNICATIONS KANSAS LLC R 2/10/2017 178981 76.18 4263 COX COMMUNICATIONS KANSAS LLC R 2/10/2017 178982 8.41 COX COMMUNICATIONS KANSAS LLC 4263 2/10/2017 178983 1,956.18 R 4263 COX COMMUNICATIONS KANSAS LLC R 2/10/2017 178985 25.22 CRAWFORD COUNTY DISTRICT COURT 36.00 0497 R 2/10/2017 178986 0375 WICHITA WATER CONDITIONING, IN 2/10/2017 178987 29.50 R 0118 FED EX R 2/10/2017 178988 170.45 6740 FELD FIRE 40.80 \mathbb{R} 2/10/2017 178989 2019 2/10/2017 GFOA R 178990 150.00 6923 HUGO'S INDUSTRIAL SUPPLY INC 2/10/2017 178991 39.60 R KANSAS CHILDFIRST 2/10/2017 178992 25.00 1 R 1 KANSAS CHILDFIRST R 2/10/2017 178993 25.00 7291 EDWARD CAFFREY R 2/10/2017 178994 350.00 0187 PITTSBURG ROTARY CLUB 2/10/2017 178995 250.00 R 6377 SOUTHEAST KANSAS RECYCLING CEN 550.00 R 2/10/2017 178996 0349 UNITED WAY OF CRAWFORD COUNTY 2/10/2017 178997 76.77 R 5589 VERIZON WIRELESS SERVICES, LLC R 2/10/2017 178998 7,383.85 0831 WATER ENVIRONMENT FEDERATION R 2/10/2017 179001 85.00

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REGISTER OF DEEDS

A/P HISTORY CHECK REPORT PAGE:

VENDOR SET: 99 City of Pittsburg, KS 80144 BMO HARRIS BANK BANK:

DATE RANGE: 2/08/2017 THRU 2/21/2017

CHECK INVOICE CHECK CHECK CHECK STATUS AMOUNT VENDOR I.D. NAME STATUS DATE AMOUNT DISCOUNT NO 1108 WESTAR ENERGY 2/10/2017 179002 96,879.28 R 5371 PITTSBURG FAMILY YMCA 2/10/2017 179006 190.36 R 7436 YOUNG & ASSOCIATES, P.A. R 2/10/2017 179007 8,798.13 2876 A-PLUS CLEANERS & LAUNDRY 2/17/2017 179024 671.00 R 2004 AIRE-MASTER OF AMERICA, INC. R 2/17/2017 179025 16.40 6694 50.00 DELBERT BAIR R 2/17/2017 179026 3516 CITY OF PITTSBURG 2/17/2017 179027 50.00 R 0748 CONRAD FIRE EQUIPMENT INC R 2/17/2017 179028 304.42 COX COMMUNICATIONS KANSAS LLC 79.98 4263 2/17/2017 179029 R 4263 COX COMMUNICATIONS KANSAS LLC 2/17/2017 179030 69.35 R 7151 TOTALFUNDS BY HASLER R 2/17/2017 179031 1,500.00 0036 JOHN DEERE CREDIT 179032 50,817.23 \mathbb{R} 2/17/2017 0048 JERRY'S SPORTS CENTER R 2/17/2017 179033 2.799.00 6656 KNIPP EQUIPMENT INC 2/17/2017 179034 643.00 R 7190 LEXISNEXIS RISK DATA MANAGEMEN 2/17/2017 179035 381.92 R 6750 HW LOCHNER, BWR DIVISION 2/17/2017 179036 15,334.41 7392 ASSURECO RISK MANAGEMENT & REG R 2/17/2017 179037 350.00 6806 RED MUNICIPAL & INDUSTRIAL EQU 2/17/2017 179038 2,640.90 R 0175 REGISTER OF DEEDS 179039 18.00 R 2/17/2017 0175 REGISTER OF DEEDS 18.00 2/17/2017 179040 0175 REGISTER OF DEEDS 0175 REGISTER OF DEEDS

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A/P HISTORY CHECK REPORT PAGE:

VENDOR SET: 99 City of Pittsburg, KS 80144 BMO HARRIS BANK BANK: DATE RANGE: 2/08/2017 THRU 2/21/2017

CHECK INVOICE CHECK CHECK CHECK VENDOR I.D. NAME STATUS DATE AMOUNT DISCOUNT NO STATUS AMOUNT 6571 ROUTE 66 ELECTRIC, LLC 2/17/2017 179041 428.00 R SHORT, IAN 2/17/2017 179042 13.00 1 R 7633 TERRACON CONSULTANTS, INC. R 2/17/2017 179043 8,030.00 7053 U.S. PEROXIDE, LLC 2/17/2017 179044 950.00 R 2350 WASTE CORPORATION OF MISSOURI 2/17/2017 179045 317.87 1108 WESTAR ENERGY R 2/17/2017 179046 274.73 750,000.00 6684 PSU FOUNDATION INC 2/20/2017 179047 R 0044 CRESTWOOD COUNTRY CLUB E 2/21/2017 999999 341.79 ETTINGERS OFFICE SUPPLY 569.53 0046 Е 2/13/2017 999999 0046 ETTINGERS OFFICE SUPPLY Ε 2/21/2017 999999 609.44 0055 JOHN'S SPORT CENTER, INC. Ε 2/13/2017 999999 480.00 0055 JOHN'S SPORT CENTER, INC. 2,322.97 Ε 2/21/2017 999999 0068 BROOKS PLUMBING LLC Ε 2/21/2017 999999 1,638.55 0087 FORMS ONE, LLC 2/13/2017 999999 163.22 Ε 0087 FORMS ONE, LLC 2/21/2017 999999 701.94 Ε 0101 BUG-A-WAY INC Е 2/21/2017 999999 170.00 0105 PITTSBURG AUTOMOTIVE INC Ε 2/13/2017 999999 34.76 0105 PITTSBURG AUTOMOTIVE INC 2/21/2017 999999 261.64 Ε 0112 MARRONES INC 999999 Е 2/13/2017 144.85 0112 MARRONES INC Е 2/21/2017 999999 205.00 0117 THE MORNING SUN 2/13/2017 999999 32.90 Е 0117 THE MORNING SUN Ε 2/21/2017 999999 95.56

A/P HISTORY CHECK REPORT PAGE: 5

VENDOR SET: 99 City of Pittsburg, KS
BANK: 80144 BMO HARRIS BANK
DATE RANGE: 2/08/2017 THRU 2/21/2017

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0135	PITTSBURG AREA CHAMBER OF COMM	E	2/13/2017			999999		16.00
0142	HECKERT CONSTRUCTION CO INC	E	2/21/2017			999999		331.45
0194	KANSAS STATE TREASURER	E	2/09/2017			999999	299	9,043.66
0199	KIRKLAND WELDING SUPPLIES	E	2/21/2017			999999		15.00
0207	PEPSI-COLA BOTTLING CO OF PITT	E	2/21/2017			999999		102.25
0224	KDOR	D	2/08/2017			999999	Ę	5,269.55
0294	COPY PRODUCTS, INC.	E	2/13/2017			999999	1	1,994.00
0300	PITTSBURG FORD-MERCURY, INC.	E	2/21/2017			999999		27.69
0306	CASTAGNO OIL CO INC	E	2/21/2017			999999		766.08
0312	HACH COMPANY, INC	E	2/21/2017			999999		170.58
0321	KP&F	D	2/10/2017			999999	38	8,977.43
0328	KANSAS ONE-CALL SYSTEM, INC	E	2/21/2017			999999		266.00
0329	O'MALLEY IMPLEMENT CO INC	E	2/21/2017			999999		8.13
0335	CUSTOM AWARDS, LLC	E	2/21/2017			999999		112.62
0345	VICTOR L PHILLIPS CO	E	2/21/2017			999999	17	7,500.00
0409	WISEMAN'S DISCOUNT TIRE INC	E	2/21/2017			999999		43.90
0505	SIRCHIE FINGER PRINT LABORATOR	E	2/21/2017			999999		407.00
0516	AMERICAN CONCRETE CO INC	E	2/21/2017			999999	10	0,608.80
0571	WILBERT MFG. & SUPPLY	E	2/13/2017			999999		100.30
0577	KANSAS GAS SERVICE	E	2/21/2017			999999	18	8,238.61
0650	HOME CENTER CONSTRUCTION	E	2/21/2017			999999	59	9,250.00
0728	ICMA	D	2/10/2017			999999		871.23

A/P HISTORY CHECK REPORT PAGE: 6

VENDOR SET: 99 City of Pittsburg, KS
BANK: 80144 BMO HARRIS BANK
DATE RANGE: 2/08/2017 THRU 2/21/2017

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0746	CDL ELECTRIC COMPANY INC	E	2/13/2017			999999	25	5,001.80
0746	CDL ELECTRIC COMPANY INC	E	2/21/2017			999999		75.00
0805	BROADWAY ANIMAL HOSPITAL PA	E	2/21/2017			999999		250.25
0823	TOUCHTON ELECTRIC INC	E	2/21/2017			999999	1	1,697.50
0844	HY-FLO EQUIPMENT CO	E	2/21/2017			999999		66.08
0866	AVFUEL CORPORATION	E	2/21/2017			999999	17	7,262.00
1030	FREDDY VAN'S INC	E	2/13/2017			999999	2	2,450.00
1050	KPERS	D	2/10/2017			999999	33	3,739.35
1097	BARCO MUNICIPAL PRODUCTS INC	E	2/21/2017			999999		939.44
1290	CMI INC	E	2/21/2017			999999		44.47
1490	ESTHERMAE TALENT	E	2/21/2017			999999		25.00
1631	RUTH WEGNER	E	2/13/2017			999999		15.00
1631	RUTH WEGNER	E	2/21/2017			999999		40.00
1693	EBSCO INDUSTRIES, INC.	E	2/13/2017			999999	3	3,469.82
1982	KENNETH STOTTS	E	2/13/2017			999999		232.00
2025	SOUTHERN UNIFORM & EQUIPMENT L	E	2/13/2017			999999		966.74
2025	SOUTHERN UNIFORM & EQUIPMENT L	E	2/21/2017			999999		578.90
2035	O'BRIEN ROCK CO., INC.	E	2/21/2017			999999	2	2,218.43
2111	DELL MARKETING L.P.	E	2/21/2017			999999	6	5,002.30
2767	BRENNTAG SOUTHWEST, INC	E	2/21/2017			999999	1	1,356.00
2825	KANSAS DEPT OF ADMINISTRATION	E	2/21/2017			999999		638.00
2921	DP2 BILLING SOLUTIONS, LLC	E	2/13/2017			999999	4	1,771.94

A/P HISTORY CHECK REPORT PAGE: VENDOR SET: 99 City of Pittsburg, KS

80144 BMO HARRIS BANK BANK: DATE RANGE: 2/08/2017 THRU 2/21/2017

CHECK INVOICE CHECK CHECK CHECK STATUS AMOUNT VENDOR I.D. NAME STATUS DATE AMOUNT DISCOUNT NO 2960 PACE ANALYTICAL SERVICES INC 2/21/2017 999999 2,956.00 Ε 3067 STEVE BITNER 2/13/2017 999999 499.00 Е 3847 INTERNATIONAL PUBLIC MANAGEMEN Ε 2/21/2017 999999 659.50 4126 EMERGENCY MEDICAL PRODUCT INC 2/13/2017 999999 130.40 Ε 4354 LIFESTYLE LEASING INC Е 2/21/2017 999999 3,600.00 890.09 4390 SPRINGFIELD JANITOR SUPPLY, IN E 2/13/2017 999999 4390 SPRINGFIELD JANITOR SUPPLY, IN E 2/21/2017 999999 208.01 5014 MID-AMERICA SANITATION E 2/21/2017 999999 304.00 JUSTIN HART 2/13/2017 60.00 5482 Е 999999 5623 CRAWFORD COUNTY CLERK Ε 2/13/2017 999999 2.60 5623 CRAWFORD COUNTY CLERK Ε 2/21/2017 999999 2.60 5640 CORRECT CARE SOLUTIONS LLC 2/21/2017 18.00 Ε 999999 5746 34,192.00 LAYNE CHRISTENSEN COMPANY E 2/21/2017 999999 5855 SHRED-IT US JV LLC 2/21/2017 999999 363.82 Ε 5904 2/10/2017 999999 7,525.40 D 6117 ALEXANDER OPEN SYSTEMS, INC 2/21/2017 999999 112.50 3,142.00 6193 JOHNSEN CORROSION ENGINEERING, E 2/21/2017 999999 6199 PITTSBURG RADIOLOGY ASSOCIATES 2/21/2017 999999 32.59 E 6230 THE MAZUREK LAW OFFICE LLC 2/21/2017 999999 350.00 E 804.47 6402 BEAN'S TOWING & AUTO BODY E 2/21/2017 999999 6415 GREAT WEST TANDEM KPERS 457 2/10/2017 999999 3,836.00 6498 BLUEGLOBES LLC Ε 2/13/2017 999999 423.54

BANK:

7652

A/P HISTORY CHECK REPORT

VENDOR SET: 99 City of Pittsburg, KS 80144 BMO HARRIS BANK

DEANNA GOERING

DATE RANGE: 2/08/2017 THRU 2/21/2017

CHECK INVOICE CHECK CHECK CHECK VENDOR I.D. NAME STATUS DATE AMOUNT DISCOUNT NO STATUS AMOUNT 6498 BLUEGLOBES LLC 2/21/2017 999999 98.54 Е 6777 DH PACE CO 2/21/2017 999999 1,854.50 Ε 6952 ADP INC D 2/17/2017 999999 5,739.55 7028 MATTHEW L. FRYE 2/21/2017 999999 400.00 Ε 7038 SIGNET COFFEE ROASTERS Е 2/13/2017 999999 41.25 2/21/2017 7038 SIGNET COFFEE ROASTERS 999999 123.75 Ε 7283 CORESOURCE, INC 2/09/2017 999999 5,451.14 D CORESOURCE, INC 7283 D 2/16/2017 999999 39,767.78 7290 DELTA DENTAL OF KANSAS INC 2/10/2017 1,083.00 D 999999 7290 DELTA DENTAL OF KANSAS INC D 2/17/2017 999999 5,024.42 7400 BECKY GRAY Ε 2/21/2017 999999 171.26 7401 JAMI L CROWDER 2/13/2017 999999 1,533.14 Ε 4,780.00 7407 LIMELIGHT MARKETING LLC Е 2/13/2017 999999 7407 LIMELIGHT MARKETING LLC 2/21/2017 999999 12,250.00 Е 7514 NTHERM, LLC 2/21/2017 999999 6,584.42 Ε 7611 STEVENSONS BUSINESS PRODUCTS 2/13/2017 999999 120.00 7630 1,781.50 LIBERTY NATIONAL D 2/14/2017 999999 7643 COLUMBUS HOUSING INC 2/13/2017 999999 675.68 \mathbf{E}

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26.11

/2017 3:56 PM A/P HISTORY CHECK REPORT PAGE: 9

2/21/2017 3:56 PM

VENDOR SET: 99 City of Pittsburg, KS

BANK: 80144 BMO HARRIS BANK

DATE RANGE: 2/08/2017 THRU 2/21/2017

VENDOR I.D. NAME		STATUS	CHECK DATE	INVOICE AMOUNT	CHECK DISCOUNT NO	CHECK CHECK STATUS AMOUNT
* * TOTALS * *	NO			INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	48			960,330.52	0.00	960,312.52
HAND CHECKS:	0			0.00	0.00	0.00
DRAFTS:	12			149,066.35	0.00	149,066.35
EFT:	88			562,284.66	0.00	562,284.66
NON CHECKS:	0			0.00	0.00	0.00
VOID CHECKS:	0 VOID DE VOID CR		0.00 18.00CR	18.00CF	0.00	
TOTAL ERRORS: 0						
	NO			INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 99 BANK: 80144 TOTAL	LS: 148			1,671,663.53	0.00	1,671,663.53
BANK: 80144 TOTALS:	148			1,671,663.53	0.00	1,671,663.53
REPORT TOTALS:	148			1,671,663.53	0.00	1,671,663.53

Passed and approved this 28 th day of February, 2017.					
	John Ketterman, Mayor				
ATTEST:					
Tammy Nagel, City Clerk					



COMMUNITY DEVELOPMENT PITTSBURG PUBLIC HOUSING

603 N. PINE · Pittsburg KS 66762

(620) 232-1210 www.pittks.org

INTEROFFICE MEMORANDUM

To: Daron Hall, City Manager

From: Becky Gray, Director of Community Development and Housing

CC: Tammy Nagel

Date: February 16, 2017

Subject: Resolution to support Pointe Royale Low Income Tax Credit Development

As presented during the February 14, 2017, City Commission meeting, the Community Development and Housing office has worked with Pointe Royale Development, headquartered in Springfield, Missouri, to identify an appropriate location within the city limits for the construction of 20 new homes using Low Income Tax Credits.

Pointe Royale has submitted their tax credit application to the Kansas Housing Resources Corporation, who requires developers to obtain a resolution from the Governing Body documenting an understanding of the development.

It is my recommendation that the City Commission adopt the attached resolution in support of the Pointe Royale development proposal.

RESOLUTION NO. 1195

WHEREAS, the City of Pittsburg, Kansas has been informed by Pointe Royale Development, Inc. that a housing tax credit application has been filed with the Kansas Housing Resources Corporation for the development of affordable rental housing to be located in various locations throughout Pittsburg, Kansas; the development project will be a multi-phased, scattered site infill approach. The phase that will be developed first will be based on the tax credit allocations. Legal descriptions for all tracts of land included in each phase follow:

RADELLS 2ND ADDITION, ACRES 3.6, ALL LTS 5, 6, 17, & 18

WHEREAS, this housing development will contain up to 20 units;

WHEREAS, the units will be targeted to low-income families and individuals;

WHEREAS, the development will be a new construction;

WHEREAS, the property will have the following amenities: New construction with an overall aesthetically appealing design, blending quality materials, such as natural brick and durable siding, for an elegant appearance. These are intended as single family detached homes, with laminate wood flooring in the main living areas, carpeting in the bedrooms, in addition to modern energy efficiencies in the overall construction and appliances.

WHEREAS, the developer has requested local assistance through a Rural Housing Incentive District;

NOW, THEREFORE, BE IT RESOLVED by the City of Pittsburg, Kansas Governing Body, that we support and approve the development of the aforesaid housing in our community, subject to city ordinances and the building permit process. In the event that any of the characteristics mentioned above should change prior to the issuance of a building permit, this resolution is null and void.

ADOPTED BY THE GOVERNING BODY AND APPROVED BY THE MAYOR, this 28th day of February, 2017.

	John Ketterman, Mayor
ATTEST:	
Tammy Nagel, City Clerk	
SEAL	



Memorandum

TO: Daron Hall, City Manager

FROM: Kim Vogel, Director of Parks and Recreation

DATE: February 21, 2017

SUBJECT: February 28th, 2017 Agenda Item

Farmers Market

The City of Pittsburg is considering assuming the operational responsibilities for Pittsburg Farmers Market. In conjunction with Watco and other entities the City has approved leases and made infrastructure improvements to the area to support the Farmers Market as we believe it is vital to the citizens of Pittsburg and the success of the farmers in our area.

In the past the Market was operated by a board of directors and has had difficulty covering their operating expenses. Since being approached in November by members of the Board, City staff members have been in communications with attorneys, the USDA, organizers of the Double Up Bucks Program, vendors and other interested organizations. City staff members believe that the operations of the market should be under the Parks and Recreation Department where market operations and individual facility rentals can be managed.

The City of Pittsburg anticipates forming a seven (7) person advisory board to oversee the policies and procedures of the market. Additionally, the City will hire a part time employee to oversee the operations of the market. Aside from the City funding the position through the market season, the City is also currently working with the County, through Live Well Crawford County, to utilize the same position for consulting work with their Healthy Eating and Rural Opportunities (HERO) grant. City staff is also working on partnering with K-State Research and Extension to utilize the position for their work in the High Tunnel at the Southeast Kansas Career and Technical Education Center (Ctec). K-State Extension just received a USDA Food Insecurity Nutrition Grant and labor is budgeted within this grant for work with High Tunnel. We feel that bringing these partnering organizations together, along with appointing a strong advisory board, we can operate a successful Farmers Market in Pittsburg.

Farmers Market Memo Page Two February 21st, 2017

On February 19, 2014 the Farmers Market entered into a promissory note with the United States Department of Agriculture (USDA) to build the current Farmers Market structure. This note is at a rate of 4.25 percent per annum for thirty (30) years. The Farmers Market is current on this note, however the City cannot carry such a note on our books so we will need to pay it off in order to assume responsibility for the Market. The City will assume a pay-off balance on the note, not to exceed \$104,632.79. Staff is continuing to work with USDA to have a portion of the loan forgiven. We would like to move forward with this approval, so we can meet the targeted Farmers Markets opening date of April 1st.

On February 1, 2017, the Economic Development Advisory Committee (EDAC) agreed that a vibrant Farmers Market is important to our community and has recommended utilizing Revolving Loan Fund dollars to pay off the remainder of the loan with the USDA. Additionally, proceeds from the recent sale of City owned property may be used to acquire the Farmers Market property. Regardless of the funding source, we believe this recently upgraded community asset is ready to become a significant destination for residents and visitors to our community.

Please place this item on the agenda for the City Commission meeting scheduled for Tuesday, February 28th, 2017. Action being requested is approval or disapproval of Staff recommendation to assume operational responsibilities of the Farmers Market.

Please contact me if you have questions regarding this request.

PARKS AND RECREATION

710 West 9th Street · Pittsburg KS 66762

(620) 231-8310 www.pittks.org

INTEROFFICE MEMORANDUM

To: Daron Hall, City Manager

From: Kim Vogel, Director of Parks and Recreation

CC: Tammy Nagel, City Clerk

Date: February 7, 2017

Subject: Agenda Item – February 28, 2017

City Staff is requesting the creation of a Pittsburg Area Farmers Market Advisory Board. The board shall consist of seven (7) members who shall serve without compensation. The board shall work with the Parks and Recreation department to assure the financial and long term success of the Farmers Market.

Board qualifications will be as follows: three (3) appointees shall be current dues paying vendors; one (1) appointee shall be a member of Eat Well/Live Well Crawford County or a similar organization; one (1) appointee shall be a member of Growing Growers program at Ctec; one (1) appointee shall be an employee of K-State Research and Extension office; and one (1) appointee shall be a member of the Downtown Advisory Board. Terms for the first appointees will be staggered to assure complete turn-over does not happen at once.

If approved, applications for appointment will be available Wednesday, March 1, 2017 and will be due back to the City Clerk by Wednesday, March 8, 2017.

In this regard would you please place an item on the February 28, 2017 City Commission meeting. Action necessary will be the approval or disapproval of the formation of a Pittsburg Farmers Market Advisory Board. If you have any questions please do not hesitate to contact me.

(Published in The Morning Sun on March 3rd, 2017)

ORDINANCE NO. G-1266

AN ORDINANCE, creating Article I in Chapter 58 of the Pittsburg City Code for the purpose of creating the Pittsburg Area Farmers Market Advisory Board, describing the Board's authority and duties, and providing for the appointment of members thereof.

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

<u>SECTION 1</u>. Article I in Chapter 58 of the Pittsburg City Code is hereby created as follows:

Article I. PITTSBURG AREA FARMERS MARKET ADVISORY BOARD.

Sec. 58.1. Creation; membership. There is hereby created a Pittsburg Area Farmers Market Advisory Board ("Board") for the City of Pittsburg, Kansas. The board shall consist of seven (7) members who shall serve without compensation. The members shall be appointed by the Governing Body; four (4) of whom shall be appointed for a term of three (3) years and three (3) of whom shall be appointed for a term of two (2) years. Following the expiration of the term of the three (3) members appointed for two (2) years, all appointees to the Board shall be appointed for three (3) year terms. No appointee to the Board shall be eligible for re-appointment after serving two (2) consecutive terms on the Board.

Sec. 58.2. Member Qualifications. Three (3) appointees to the Board shall be current dues paying vendors at the Pittsburg Area Farmers Market; one (1) appointee shall be a member of Eat Well/Live Well Crawford County or a similar organization; one (1) appointee shall be a current member of the Growing Growers program at the Southeast Kansas Career and Technical Education Center of Crawford County, LLC; one (1) appointee shall be a member of the Downtown Advisory Board; and one (1) appointee shall be a current employee of the Kansas State Research and Extension office (Wildcat Extension District). Preference may be given to applicants residing in the City of Pittsburg. Appointees shall be drawn from diverse segments of the public, and shall be selected for their wisdom, broad perspective, and ability to assist in planning and development of the Pittsburg Area Farmers Market.

Sec. 58.3. Quorum; action. A majority of the Board shall constitute a quorum. A majority affirmation vote of a quorum shall be necessary for any action taken by the Board.

Sec. 58.4. Officers. The Board at its organizational meeting, and each annual meeting thereafter, shall elect from its membership a chairperson and a vice-

chairperson. The chairperson and vice-chairperson shall have and perform such duties as are commonly associated with respective titles and shall serve for one (1) year and until successors are appointed. The Director of Parks and Recreation shall appoint a secretary for the Board, which person shall be an employee of the City of Pittsburg, and who shall not be entitled to vote on any matter considered by the Board.

Sec. 58.5. Filling of vacancies; removal. Should any member of the Board resign, or be removed by the Governing Body after missing three (3) consecutive regular meetings, the Governing Body shall appoint some other qualified individual to serve the former member's unexpired term.

Sec. 58.6. Meetings; **public records.** The Board shall have regular monthly meetings to be established by the majority vote of the Board. Special meetings shall be called by the chairperson, vice-chairperson, or upon request of a majority of the members of the Board. Such calls for special meetings and notices shall be given at least forty-eight (48) hours before the time of the meeting so called. The request shall be read and entered into the minutes of such special meeting and no business shall be transacted except that stated in the call for special meeting. The Board shall keep minutes of its meeting and records of its proceedings and other official actions, all of which shall be promptly filed with the City Clerk and shall be public records.

Sec. 58.7. Open meetings; public participation. All meetings of the Board shall be open to the public, with copies of the Agenda available to all interested persons, the City Clerk, and the media at least forty-eight (48) hours in advance of the meeting. It is the intent of the Board to encourage and promote public participation at all meetings of the Board.

Sec. 58.8. Reports; recommendations. The Governing Body shall refer to the Board all major proposals and propositions relating to the operation of the Pittsburg Area Farmers Market. The Board shall make reports and recommendations to the Governing Body on all matters referred to it within the time fixed by the Governing Body. The Board further shall review all existing and future Pittsburg Area Farmer Market facilities, projects and programs.

PASSED AND APPROVED BY THE GOVERNING BODY ON THIS 28th DAY OF FEBRUARY, 2017.

ATTEST:	Mayor, John Ketterman
City Clerk – Tammy Nagel	



Interoffice Memorandum

DARON HALL TO:

City Manager

CAMERON ALDEN FROM:

Director of Public Works

February 20, 2017 DATE:

Agenda Item – February 28th, 2017 **SUBJECT:**

> KDOT Project No. 126-19 KA-3103-01 4th Street Overpass by Schlanger Park

KDOT is moving forward on right-of-way acquisition for the replacement of the 4th Street Overpass (K-126) by Schlanger Park. As part of the right-of-way acquisition for the 4th Street Overpass (K-126) over the KCS Railroad tracks by Schlanger Park, a small portion of the park is needed to be acquired by KDOT. Acquisition of park and recreational land must meet the requirements of Section 4(f) within the U.S. Department of Transportation Act of 1966. To meet the requirements of that act, the impact to the existing park must be minimal (de minimis).

Attached is a handout describing Section 4(f) and de minimis as well as a plan sheet highlighting the area KDOT wishes to acquire. Staff has reviewed the area and agree that if KDOT acquires that property from the park, it will have minimal impact to the park. Staff recommends concurrence with KDOT's de minimis finding for Schlanger Park.

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, February 28, 2017. Action necessary will be approval or disapproval of staff's recommendation and, if approved, authorize the Mayor to sign the concurrence letter.

Attachment: Section 4(f) handout

Concurrence letter

Map

Section 4(f) and *de minimis*

ection 4(f) refers to the original section within the Act of 1966 that established the requirement for consideration of park and recreation lands, wildlife and waterfowl refuges, and historic sites in transportation project development. The law, now codified in 49 U.S.C. § 303 and 23 U.S.C. § 138, is implemented by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) through the regulation 23 CFR 774 (which became effective on April 11, 2008). The basic intent of the statute is preservation of existing recreational, historical and cultural assets.

When does Section 4(f) apply?

Section 4(f) applies to projects that receive funding from or require approval by an agency of the U.S. Department of Transportation. Section 4(f) is considered by many to be a complex law, but 23 CFR 774 includes a number of clarifications of various factors in an effort to create consistency in overall compliance. 23 CFR 774 also recognizes statutory and common-sense exceptions for uses that advance the preservation purpose of the statute.

What does section 4(f) require?

Before approving a project that uses 4(f) property, FHWA must either (1) determine that the impacts are de minimis, or (2) undertake a section 4(f) Evaluation. If the Section

4(f) Evaluation identifies a feasible and prudent alternative that completely avoids Section 4(f) properties, it must be selected. If there is no feasible and prudent alternative that avoids all Section 4(f) properties, FHWA has some discretion in selecting the alternative that causes the least overall harm. FHWA must also find that the process for evaluating the impact to the Section 4(f) property has occurred.



What are Section 4(f) properties?

Section 4(f) properties include publicly owned parks, recreation areas, and wildlife or waterfowl refuges, or any publicly or privately owned historic site listed or eligible for listing on the National Register of Historic Places.

What is "use" as defined by 23 CFR 774?

Use of a Section 4(f) property occurs: (1) when land is permanently incorporated into a transportation facility; or (2) when there is a temporary occupancy of land that is

adverse in terms of the statute's preservation purpose, or (3) when there is a constructive use (a project's proximity impacts are so severe that the protected activities, features, or attri-



butes of a property are substantially impaired). The regulation lists various exceptions and limitation applicable to this general definition.

What is "feasible and prudent" as defined by 23 CFR 774?

An alternative is feasible if it can be constructed as a matter of sound engineering. An alternative is prudent if it meets the test in 23 CFR 774.17, which includes factors assessing safety or operational problems; how well project purpose and need are met; the severity of social, economic, or environmental impacts; and the severity of impacts to environmental resources protected under other Federal statutes.





What is "least overall harm" as defined by 23 CFR 774?

If the analysis of avoidance alternatives concludes that there is no feasible and prudent avoidance alternative, then the FHWA may only approve the alternative that causes the



least overall harm to the Section 4(f) property. 23 CFR 774.3(c) includes a list of factors to consider in making this determination of least overall harm. These factors included the ability to mitigate adverse impacts to Section

4(f) property; the relative severity of remaining harm, after mitigations to Section 4(f) property; and the relative significance of each Section 4(f) property.

What is a "de minimis impact" as defined by 23 CFR 774?

For publicly owned parks, recreation areas, and wildlife and waterfowl refuges, a de minimis impact is one that will not adversely affect the activities, features, or attributes of the property. For historic sites, a de minimis impact means that FHWA has determined (in accordance with 36 CFR Part 800) that either no historic property is affected by the project or that the project will have "no adverse effect" on the historic property. A de minimis impact determination requires consideration of avoidance, minimization, mitigation, or enhancement measures to reduce the impact to the Section 4(f) property.



What are the requirements for de minimis impact finding for a park, recreation area, or refuge?

The impacts of a transportation project on a park, recreation area, or wildlife and waterfowl refuge that qualifies for Section 4(f) protection may be determined to be de minimis if:

- 1. The transportation use of the Section 4(f) resource, together with any impact avoidance, minimization, and mitigation or enhancement measures incorporated into the project, does not adversely affect the activities, features, and attributes that qualify the resource for protection under Section 4(f);
- 2. The official(s) with jurisdiction over the property are informed of FHWA's intent to make the de minimis impact finding based on their written concurrence that the project
- will not adversely affect the activities, features, and attributes that qualify the property for protection under Section 4(f); and
- 3. The public has been afforded an opportunity to review and comment on the effects of the project on the protected activities, features, and attributes of the Section 4(f) resource.



Who makes the 4(f) decision for highway projects?

The FHWA is ultimately responsible for making all decisions related to Section 4(f) compliance. These include whether Section 4(f) applies to a property, whether a use will occur, whether a de minimis impact determination may be made, assessment of each alternative's impacts to Section 4(f) properties, and determining whether the law allows the selection of a particular alternative after consulting with the appropriate officials with jurisdiction. It is ultimately the responsibility of the FHWA to determine that de minimis impact findings and required concurrences are reasonable.

NOTE: This information is available in alternative accessible formats. To obtain an alternative format, contact the Bureau of Transportation Information, Eisenhower Building, 700 SW Harrison, 2nd Floor West, Topeka, KS, 66603-3754, or (785) 296-3585 (Voice)/Hearing Impaired - 711.





BUILDING SERVICES

(620) 231-4100 www.pittks.org

201 West 4th Street · Pittsburg KS 66762

February 28, 2017

Mr. Stephen A. Bass, P.E.
Road Design Leader
Kansas Department of Transportation
Eisenhower State Office Building
700 S.W. Harrison Street
Topeka, KS 66603

Subject: *de minimis* impact – Schlanger Park, Pittsburg, KS KDOT Project No. 126-19 KA-3103-01

Dear Mr. Bass:

This letter is provided in reference to KDOT Project 126-19 KA-3103-01: 4th Street Overpass crossing KCS Railroad tracks. The City of Pittsburg is the owner of Schlanger Park, an area protected by Section 4(f) of the U.S. Department of Transportation Act of 1966. On February 28, 2017, the Governing Body met in a regularly scheduled open public meeting at which the public was given the opportunity to comment regarding the project's impact to Schlanger Park. Upon reviewing the proposed improvements, the Governing Body would like to inform the Federal Highway Administration (FHWA) Division Administrator that the Governing Body agrees with the *de minimus* finding and gives concurrence that the project will not adversely affect the activities, features and attributes that qualify Schlanger Park for protection under Section 4(f) of the U.S. Department of Transportation Act of 1966.

If additional information is needed, please contact our City Manager, Daron Hall, at (620) 231-4100 or email at daron.hall@pittks.org.

Sincerely,

John Ketterman Mayor

