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CITY OF PITTSBURG, KANSAS
COMMISSION AGENDA
Tuesday, April 25, 2017
5:30 PM

CALL TO ORDER BY THE MAYOR:

- a. Invocation
- b. Flag Salute Led by the Mayor
- c. Proclamation - Jerad Leatherman and Ashley Spriggs Day
- d. Public Input

CONSENT AGENDA:

- a. Approval of the April 11, 2017, City Commission Meeting minutes.
- b. Approval of Resolution No. 1196, declaring and describing the corporate limits and boundary lines of the City of Pittsburg, Crawford County, Kansas.
- c. Approval of staff recommendation to submit an Emergency Solutions Grant application to the Kansas Housing Resources Corporation in the amount of \$215,400 for Homeless Services including prevention, rapid re-housing and day shelter services, and authorize the Mayor to sign the appropriate documents on behalf of the City.
- d. Approval of Police Department staff request to waive the City Purchasing Policy to allow for the purchase of a used vehicle to be utilized as a deployment vehicle for the Special Response Team in an amount not to exceed \$25,000.
- e. Police Department staff is requesting permission to amend and modify an existing Memorandum of Understanding for the purpose of increasing a part-time support staff position to a full-time position to be housed within the Records Division of the Police Department, with the costs shared between the City of Pittsburg and Crawford County.
- f. Approval of the application submitted by Memorial Auditorium Manager Ashlee Ricks for a one-day Dance Hall License for the Big Bang Rockfest event to be held from 1:00 p.m. to midnight at Memorial Auditorium on April 29th, 2017, and authorize the City Clerk to issue the license.
- g. Approval of the Appropriation Ordinance for the period ending April 25, 2017 subject to the release of HUD expenditures when funds are received.

ROLL CALL VOTE.

CITY OF PITTSBURG, KANSAS
COMMISSION AGENDA
Tuesday, April 25, 2017
5:30 PM

SPECIAL PRESENTATION:

- a. ECONOMIC DEVELOPMENT QUARTERLY REPORT - Director of Economic Development Blake Benson and Pittsburg State University Director of Government and Community Relations Shawn Naccarato will present the quarterly Economic Development report. **Receive for file.**

NON-AGENDA REPORTS & REQUESTS:

EXECUTIVE SESSION:

- a. EXECUTIVE SESSION - An Executive Session is necessary for discussion of matters deemed privileged in the attorney-client relationship pursuant to KSA 75-4319(b)(2), in order to discuss litigation, for thirty (30) minutes with the open meeting to resume upon the conclusion of the executive session in the city council chambers. **Motion to recess into Executive Session for 30 minutes.**

ADJOURNMENT

Office of the Mayor
CITY OF PITTSBURG, KANSAS

Proclamation

Whereas: The 2017 Special Olympics World Winter Games were held from March 14th through March 25th in Austria; and

Whereas: Special Olympic Games allow athletes to see themselves for their abilities, not their disabilities; and

Whereas: The Pittsburg New Hope Bulldogs were represented at the Special Olympics World Winter Games by athletes Jerad Leatherman and Ashley Spriggs; and

Whereas: Jerad Leatherman participated in Snowshoe races, earning 8th place in the 100M, 6th place in the 200M, and 3rd place in the 4X100M; and

Whereas: Ashley Spriggs also participated in Snowshoe races, earning 2nd place in the 100M, 3rd place in the 200M, and 3rd place in the 4X100M.

Now, Therefore, I, Michael Gray, Mayor of the City of Pittsburg, Kansas, do hereby proclaim Tuesday, April 25th, 2017, as

**Jerad Leatherman and Ashley Spriggs
Day in Pittsburg**

and call upon all citizens to congratulate Jerad and Ashley on their many accomplishments and wish them continued success.

Dated this 25th day of April, 2017.

ATTEST:

CITY CLERK

MAYOR

OFFICIAL MINUTES
OF THE MEETING OF THE
GOVERNING BODY OF THE
CITY OF PITTSBURG, KANSAS
April 11th, 2017

A Regular Session of the Board of Commissioners was held at 5:30 p.m. on Tuesday, April 11th, 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, Jeremy Johnson, Chuck Munsell, and Patrick O'Bryan.

Mayor Ketterman led the flag salute.

ELECTION OF MAYOR – On motion of Ketterman, seconded by Munsell, the Governing Body elected Michael Gray as Mayor of the City of Pittsburg. Motion carried.

SWEARING IN OF MAYOR – The City Clerk administered the oath of office to Mayor Gray.

PRESENTATION OF CEREMONIAL GAVEL – Newly elected Mayor Gray presented a ceremonial gavel to outgoing Mayor Ketterman.

ELECTION OF PRESIDENT OF THE BOARD – On motion of Munsell, seconded by O'Bryan, the Governing Body elected Jeremy Johnson as President of the Board of the City of Pittsburg. Motion carried.

SWEARING IN OF PRESIDENT OF THE BOARD – The City Clerk administered the oath of office to President of the Board Johnson and seated him.

* * * * *

PUBLIC INPUT - South Homer Safe Routes to School Sidewalk Project –

Steve McGavran, a resident of Lenexa, Kansas, and owner of the business located at 2112 North Broadway, requested the sidewalk to be constructed on South Homer be re-routed to not cross Homer mid-block.

John Martell, 2307 South Homer, requested the safety of the school children, rather than the convenience of construction be considered when constructing the sidewalk on South Homer.

Gary Cunningham, 2405 South Homer, urged for better planning of the sidewalk to be constructed on South Homer.

Active Transportation Advisory Board Member LouAnn Colyer spoke in favor of the sidewalk to be constructed on South Homer.

Active Transportation Advisory Board Member John Robb, 113 West Adams, spoke in favor of the sidewalk to be constructed on South Homer and the connectivity it will provide within the City.

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Active Transportation Advisory Board Member Dick Horton, 507 Norris, spoke in favor of community planning and the connectivity a sidewalk on South Homer would provide.

Phyllis Scorse, 2402 South Homer, expressed concern for the safety of children using the proposed crosswalk, citing the crosswalk's proximity to Centennial.

Commissioner Munsell expressed concern for the safety of young children crossing the street alone, in the middle of the block on South Homer.

Commissioner O'Bryan expressed concern for the location of the proposed crosswalk on South Homer. He urged City planners to revisit the design of the project to potentially re-route the crosswalk.

Director of Public Works Cameron Alden assured the Governing Body that the safety of the children was considered when the mid-block crossing was included in the planning phase of the Safe Routes to School South Homer Sidewalk Project. Mr. Alden indicated that a flashing beacon would be installed at the crosswalk site. Mr. Alden stated that it is possible to move the crossing to the intersection of Homer and Ohio.

Mayor Gray suggested if the crossing is moved to the Homer and Ohio intersection, the flashing beacon continue to be included in the project.

PUBLIC INPUT – Besse Hotel - Commissioner O'Bryan asked City Manager Daron Hall to provide an update on the Besse Hotel. Mr. Hall indicated that the City hopes to improve the operations of the Besse, with possibly a new operator.

APPROVAL OF MINUTES – MARCH 28, 2017 - On motion of Kettermann, seconded by Johnson, the Governing Body approved the March 28, 2017, City Commission Meeting minutes as submitted. Motion carried.

OFFICIAL NEWSPAPER – On motion of Kettermann, seconded by Johnson, the Governing Body approved staff recommendation to designate The Morning Sun as the official City newspaper. Motion carried.

OFFICIAL DEPOSITORIES – On motion of Kettermann, seconded by Johnson, the Governing Body approved staff recommendation to designate BMO Harris Bank, Community National Bank, Commerce Bank, Equity Bank, Labette Bank, Landmark Bank, and University Bank as official City depositories. Motion carried.

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ORDINANCE NO. G1267 – On motion of Kettermann, seconded by Johnson, the Governing Body approved Ordinance No. G-1267, amending subsection (e) and subsection (f) of Section 78-33 of the Pittsburg City Code setting the maximum speed limit on Rouse Avenue between Centennial Drive and the north City limit to 35 miles per hour; reducing the speed limit from 40 miles per hour to 35 miles per hour on the sections between 1st Street to Quincy and between 11th Street and the north City limits and authorized the Mayor to sign the Ordinance on behalf of the City. Motion carried.

DISPOSITION OF BIDS – MOWING - KANSAS CITY SOUTHERN RAILROAD RIGHT-OF-WAY – On motion of Kettermann, seconded by Johnson, the Governing Body approved staff recommendation to award Martin Medina Lawn Mowing Service, of Pittsburg, Kansas, the 2017 mowing contract for the Kansas City Southern Railroad right-of-way in the amount of \$1,000.00 per scheduled mowing event, and authorized the Mayor and City Clerk to execute the contract documents once prepared. Motion carried.

DISPOSITION OF BIDS – MOWING – SOUTHEAST KANSAS RAILROAD RIGHT-OF-WAY – On motion of Kettermann, seconded by Johnson, the Governing Body approved staff recommendation to award Andrew Tractor Works, LLC, of Pittsburg, Kansas, in accordance with the Local Preference Policy, the 2017 mowing contract for the Southeast Kansas Railroad right-of-way in the amount of \$1,435.00 per scheduled mowing event, and authorized the Mayor and City Clerk to execute the contract documents once prepared. Motion carried.

DISPOSITION OF BIDS – MOWING – INDUSTRIAL PARK PROPERTIES – On motion of Kettermann, seconded by Johnson, the Governing Body approved staff recommendation to award Andrew Tractor Works, LLC, of Pittsburg, Kansas, the 2017 mowing contract for the Industrial Park properties in the amount of \$1,414.60 per scheduled mowing event, and authorized the Mayor and City Clerk to execute the contract documents once prepared. Motion carried.

DISPOSITION OF BIDS – ASPHALT CONCRETE MATERIAL – 2017 CITY SALES TAX STREET PROGRAM – On motion of Kettermann, seconded by Johnson, the Governing Body approved staff recommendation to award the bid for the provision of asphalt concrete material for the 2017 City Sales Tax Street Program and Crawford County, Kansas consisting of an estimated combined total of 17,750 tons of asphaltic concrete base and surface mix to the low bidder meeting specifications, Heckert Construction Co., Inc., of Pittsburg, based on their low bids of: \$48.92 per ton SM9.5 (Virgin Mix) Asphalt; \$47.63 per ton SM12.5 (Virgin Mix) Asphalt; \$46.43 per ton SM19A (Virgin Mix) Asphalt; and Delivery Charge of \$2.73 per ton and authorized the Mayor and City Clerk to execute the contract documents on behalf of the City of Pittsburg once prepared. Motion carried.

SURPLUS VEHICLE DECLARATION – On motion of Kettermann, seconded by Johnson, the Governing Body declared a 2000 Ford F150 as surplus and authorized staff to dispose of the vehicle through the online auction services of Purple Wave, Inc. Motion carried.

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FORGIVABLE LOAN – WARE – On motion of Kettermann, seconded by Johnson, the Governing Body approved the recommendation of the Economic Development Advisory Committee (EDAC) to forgive Ron and Dora Ware's 2017 loan installment in the amount of \$5,458.88, as Mr. and Mrs. Ware have met the requirements for loan forgiveness as stipulated in their loan agreement with the City. Motion carried.

APPOINTMENT TO PITTSBURG PUBLIC LIBRARY BOARD OF TRUSTEES – On motion of Kettermann, seconded by Johnson, the Governing Body approved staff recommendation to reappoint Barbara Tims to a second four-year term and appoint Dr. Bienvenido S. Cortes to a first four-year term as members of the Pittsburg Public Library Board of Trustees effective May 1st, 2017, and to expire on April 30th, 2021. Motion carried.

CEREAL MALT BEVERAGE LICENSE – SNAK ATAK – On motion of Kettermann, seconded by Johnson, the Governing Body approved the application submitted by Mehul Shah for a 2017 Cereal Malt Beverage License for Snak Atak #5, located at 1101 East 4th Street and authorized the City Clerk to issue the license. Motion carried.

DANCE HALL LICENSE – 505 – On motion of Kettermann, seconded by Johnson, the Governing Body approved the application submitted by MLS Entertainment for a Dance Hall License for 505, located at 505 North Broadway, effective April 12th, 2017, and to expire on August 20th, 2017, and authorized the City Clerk to issue the license. Motion carried.

2017 ART WALKS – On motion of Kettermann, seconded by Johnson, the Governing Body approved staff recommendation to recognize the April 28th and August 25th, 2017, Art Walks as community events, and approved the application submitted by Kelci Cooper dba the Southeast Kansas Humane Society for a Cereal Malt Beverage license to operate a beer garden on Broadway between 5th Street and 6th Street during the two Art Walk events, with patrons under 21 to be allowed entry into the beer garden area, and authorized the City Clerk to issue the Cereal Malt Beverage license. Motion carried.

APPROPRIATION ORDINANCE – On motion of Kettermann, seconded by Johnson, the Governing Body approved the Appropriation Ordinance for the period ending April 11th, 2017, subject to the release of HUD expenditures when funds are received with the following roll call vote: Yea: Gray, Johnson, Kettermann, O'Bryan and Munsell. Motion carried.

SPECIAL PRESENTATION - DOWNTOWN ADVISORY BOARD ANNUAL REPORT - Leah Posterick, Chairman of the Downtown Advisory Board, presented the Board's annual report.

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FUNDS ISSUANCE EXTENSION - LIMELIGHT MARKETING – On motion of Kettermann, seconded by Johnson, the Governing Body approved the recommendation of the Economic Development Advisory Committee (EDAC) to grant the request submitted by Brandee Johnson, owner of Limelight Marketing, to extend the time allowed to draw down the remaining \$40,000 in funding from her original loan in the amount of \$50,000 until April of 2018, and authorized the Mayor to sign the appropriate documents on behalf of the City. Motion carried.

FORGIVABLE LOAN - NPC, INTERNATIONAL – On motion of O'Bryan, seconded by Johnson, the Governing Body approved the recommendation of the Economic Development Advisory Committee (EDAC) to commit a \$50,000 forgivable loan from the Revolving Loan Fund (RLF) toward the expansion of the Pittsburg corporate NPC, International facility located at 720 West 20th Street, with \$25,000 to be forgiven in April of 2019 if NPC creates ten new jobs and the remaining \$25,000 to be forgiven in April of 2020 if a total of fifteen jobs are created, and authorized the Mayor to sign the appropriate documents on behalf of the City. Motion carried.

ENGINEERING DESIGN AGREEMENT - NORTH WALNUT STREET EXTENSION BETWEEN 28TH STREET AND 29TH STREET – On motion of O'Bryan, seconded by Kettermann, the Governing Body approved the scope of work to be performed under the Master Services Agreement between the City and Olsson Associates for roadway design and creation of bid documents for the extension of North Walnut Street extension between 28th Street and 29th Street, at a cost not to exceed \$59,473, and authorized the Mayor and City staff to sign the appropriate documents on behalf of the City. Motion carried.

ADJOURNMENT: On motion of O'Bryan, seconded by Johnson, the Governing Body adjourned the meeting at 6:40 p.m. Motion carried.

Michael Gray, Mayor

ATTEST:

Tammy Nagel, City Clerk



DEPARTMENT OF PUBLIC WORKS

201 West 4th Street · Pittsburg KS 66762

(620) 231-4170

www.pittks.org

Interoffice Memorandum

TO: DARON HALL
City Manager

FROM: CAMERON ALDEN
Direct of Public Works

DATE: April 19, 2017

SUBJECT: Agenda Item – April 25, 2017
Boundary Resolution

The City of Pittsburg is required, under provisions of K.S.A. 12-517, to adopt a boundary resolution. This statute states, in part, that “before the last day of December in any year which territory has been added to or excluded from any city, the Governing Body of such city shall declare, by resolution, the entire boundary of the city.”

This past year, the City of Pittsburg annexed property that was acquired from Pittsburg State University southeast of the intersection of Quincy and Rouse Streets, immediately south of Bitner’s Addition. Therefore, this property will need to be included in the proposed boundary resolution for the City of Pittsburg.

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, April 25, 2017. Action necessary will be approval or disapproval of the boundary resolution.

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

Attachment: Resolution

RESOLUTION NO. 1196

A RESOLUTION DECLARING AND DESCRIBING THE CORPORATE LIMITS AND BOUNDARY LINES OF THE CITY OF PITTSBURG, CRAWFORD COUNTY, KANSAS.

WHEREAS, the Governing Body for the City of Pittsburg, Kansas, as authorized by the provisions of K.S.A. 12-520 did annex land within the corporate limits of the City with the adoption of Ordinance No. G-1244;

WHEREAS, pursuant to said annexation and K.S.A. 12-517, it is necessary for the Governing Body to declare the new boundary lines by resolution prior to December 31, 2016; and

WHEREAS, it is also necessary for the City Clerk to file a Certified Copy of such resolution with the Crawford County Clerk, the Crawford County Register of Deeds and the State Transportation Engineer.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF PITTSBURG, KANSAS, AS FOLLOWS:

SECTION 1. City Boundary: The corporate limits and boundary lines of the City of Pittsburg, Crawford County, Kansas, are hereby declared and described by beginning at the Northeast Corner of said City and continuing in a counter-clockwise direction as follows:

Beginning at the Northeast Corner of Section 16, Township 30 South, Range 25 East, thence West along the North line of said Section 16 to a point 636.40 feet East of the Southwest Corner of Section 9, Township 30, Range 25, thence on a bearing of North and perpendicular to said South line a distance of 40.00 feet, thence on a bearing of North 02°13'52" West a distance of 121.76 feet, thence on a bearing of North 11°47'44" West a distance of 110.36 feet, thence on a bearing of North 13°42'55" West a distance of 188.74 feet to the point of intersection with the Southeasterly right-of-way line of Old Rouse Street, thence

in a Northwesterly direction along the Southern right-of-way of the D.J. (Joe) Saia Overpass/D. J. (Joe) Saia Boulevard across the railroad right-of-way of the Kansas City Southern Railway Company and the right-of-way of the Atkinson, Topeka and Santa Fe Railway to the point of intersection with the Western right-of-way of the Atkinson, Topeka and Santa Fe Railway, thence in a Southwesterly direction along the Western right-of-way line of the Atkinson, Topeka and Santa Fe Railway to the point of intersection with the North line of Section 17, Township 30, Range 25, thence West along the North line of Section 17, to a point 291.00 feet West of the Northeast Corner of the Northwest Quarter (NW $\frac{1}{4}$) of the Northwest Quarter (NW $\frac{1}{4}$) of Section 17, thence North and parallel to the East line of the Southwest Quarter (SW $\frac{1}{4}$) of the Southwest Quarter (SW $\frac{1}{4}$) of Section 8, Township 30, Range 25 to the North line of said Southwest Quarter (SW $\frac{1}{4}$) of the Southeast Quarter (SE $\frac{1}{4}$), thence West to the Northwest Corner of the Southwest Quarter (SW $\frac{1}{4}$) of the Southwest Quarter (SW $\frac{1}{4}$) of Section 8, and continuing West on the North line of the Southeast Quarter (SE $\frac{1}{4}$) of the Southeast Quarter (SE $\frac{1}{4}$) of Section 7, Township 30, Range 25, to the Northwest Corner of the Southeast Quarter (SE $\frac{1}{4}$) of the Southeast Quarter (SE $\frac{1}{4}$) of Section 7, thence North along the East line of the Northwest Quarter (NW $\frac{1}{4}$) of the Southeast Quarter (SE $\frac{1}{4}$) and the Southwest Quarter (SW $\frac{1}{4}$) of the Northeast Quarter (NE $\frac{1}{4}$) to the Southeast Corner of the Northwest Quarter (NW $\frac{1}{4}$) of the Northeast Quarter (NE $\frac{1}{4}$) of Section 7, thence West along the South line of said Northwest Quarter (NW $\frac{1}{4}$) of the Northeast Quarter (NE $\frac{1}{4}$) to the center line of Cow Creek, thence in a Northwesterly and Northerly direction, along the meandering center line of Cow Creek to a point on the North line of said Section 7, said point being 625.00 feet West of the Northeast Corner of the Northwest Quarter (NW $\frac{1}{4}$) of the Northeast Quarter (NE $\frac{1}{4}$) of said Section 7, thence West along the North line of Section 7 to the Northwest Corner of the Northwest Quarter (NW $\frac{1}{4}$) of the Northeast Quarter (NE $\frac{1}{4}$) of Section 7, thence South along the West line of the Northeast Quarter (NE $\frac{1}{4}$) of Section 7 to the Southwest Corner of the Northeast Quarter (NE $\frac{1}{4}$) of Section 7, thence East along the North line of the Southeast Quarter (SE $\frac{1}{4}$) of said Section 7 a distance of 373.06 feet, thence South 1892.00 feet, thence West 30.00 feet, thence South 21.00 feet, thence West and parallel to the South line of said Section 380.00 feet, thence North and parallel to the West line of said Section 530.00 feet, thence West and running along the North line of the Southeast Quarter (SE $\frac{1}{4}$) of the Southwest Quarter (SW $\frac{1}{4}$) 1270.00 feet, thence South and running along the West line of the Southeast Quarter (SE $\frac{1}{4}$) of the Southwest Quarter (SW $\frac{1}{4}$) 666.60 feet, thence North 88°35'00" West and parallel to the South line of said Section 661.40 feet to a point being 653.40 feet North of the South line of

Section 7, thence South and parallel to the West line of said Section 267.12 feet, thence West and parallel to the South line of said Section 676.60 feet, to the East line of Section 12, Township 30 South, Range 24 East, thence North along the East line of Section 12 to the Northeast Corner of Section 12, thence West along the North line of Section 12, also being the South line of Section 1, Township 30 South, Range 24 East, for a distance of 1844.27 feet, thence North 09°56'18" West a distance of 649.61 feet, thence North 09°55'39" West, for a distance of 2960.83 feet, more or less, to the South right-of-way line of the abandoned Atchison, Topeka and Santa Fe Railroad, thence North 63°39'07" West along the South right-of-way line a distance of 1240.41 feet, thence South 09°55'39" East, a distance of 3694.42 feet, thence South 09°56'18" East, a distance of 490.54 feet to a point on the South line of said Section 1 also being the North line of Section 12, Township 30 South, Range 24 East, said point being 201.80 feet West of the Northeast Corner of the Northwest Quarter (NW $\frac{1}{4}$) of said Section 12, thence West along the North line of Section 12 to the Northwest Corner of Section 12, thence South along the West line of Section 12 to the Southwest Corner of Section 12, thence East along the South line of Section 12 to the Northwest Corner of Section 18, Township 30 South, Range 25 East, thence South along the West line of Section 18 for a distance of 30.00 feet, thence East 30.00 feet to the East right-of-way of the county road, thence South along the East right-of-way of the county road 366.00 feet, thence East parallel to the North line of the Northwest Quarter (NW $\frac{1}{4}$) of the Northwest Quarter (NW $\frac{1}{4}$) 1303.00 feet, thence South along the West line of the Northeast Quarter (NE $\frac{1}{4}$) of the Northwest Quarter (NW $\frac{1}{4}$) 924.00 feet to the South line of the Northeast Quarter (NE $\frac{1}{4}$) of the Northwest Quarter (NW $\frac{1}{4}$), thence East along the South line 669.21 feet, thence North 402.17 feet, thence East running parallel to the North line of Section 18, a distance of 141.50 feet, thence North 893.53 feet to a point 30.00 feet South of the North line of Section 18, thence East and parallel with the North line of Section 18 for a distance of 1830.24 feet to the West line of the Northeast Quarter (NE $\frac{1}{4}$) of the Northeast Quarter (NE $\frac{1}{4}$) of Section 18, thence South along the West line of the Northeast Quarter (NE $\frac{1}{4}$) of the Northeast Quarter (NE $\frac{1}{4}$) of Section 18, Township 30, Range 25, a distance of 1289.32 feet, more or less, to the Southwest Corner of the Northeast Quarter (NE $\frac{1}{4}$) of the Northeast Quarter (NE $\frac{1}{4}$) of said Section 18, thence East 108.80 feet, more or less, to the Easterly right-of-way line of the U.S. 69 Bypass, thence Southwesterly along the Easterly right-of-way line of the U.S. 69 Bypass to a point of intersection with the North line of the Southwest Quarter (SW $\frac{1}{4}$) of the Southeast Quarter (SE $\frac{1}{4}$) of Section 18, said point being 159.30 feet East of the Northwest Corner of said Quarter Quarter, thence Southwesterly along the

Easterly right-of-way of the U.S. 69 Bypass to a point on the West line of said Quarter 325.50 feet South of the Northwest Corner of said Quarter Quarter, thence continuing Southwesterly along the Easterly right-of-way of the U.S. 69 Bypass to a point 491.50 feet West of the Southeast Corner of the Southeast Quarter (SE $\frac{1}{4}$) of the Southwest Quarter (SW $\frac{1}{4}$) in Section 18, also being on the North line of Section 19, Township 30, Range 25, thence West along the North line of Section 19, to the Northwest Corner of Section 19, also being the Northeast Corner of Section 24, Township 30, Range 24, thence South 4504.00 feet, more or less, along the East line of Section 24 to the intersection of the South line of alley running East and West along Lots 13, 14 and 15, in Kansas and Texas Coal Company's Third Addition, thence West along said South line of alley 1052.00 feet, more or less, to the East right-of-way line of Main Street, thence South along the East right-of-way line of Main Street 918.00 feet to the North right-of-way line of Fourth Street, also being Kansas Highway No. 126, thence East parallel to the South line of said Section 24 for a distance of 535.00 feet, thence North 10.00 feet, thence Northeasterly to a point 81.90 feet North and 225.80 feet West of the Southeast Corner of Section 24, thence East 225.80 feet to the East line of Section 24, thence South along said East line of Section 24 for a distance of 81.90 feet to the Southeast Corner of Section 24, also being the Southwest Corner of Section 19, Township 30, Range 25, thence Southwesterly across Fourth Street to the Northwest Corner of Lot 1 of the Woodlawn Park Addition, thence South 15.00 feet, thence Southwesterly to a point on the West line of Lot 2, which is 82.00 feet North of the Southwest Corner of said Lot 2, thence South to the Northeast Corner of Lot 20, thence West along the North line of Lot 20, to the Northwest Corner of said Lot 20, thence South on the West line of Lot 20 of the said Woodlawn Park Addition, to the North line of Third Street, thence West along the North line of Third Street, extended to the West line of Woodlawn Street, thence South on the said West line of Woodlawn Street to the Northeast Corner of Lot 78, thence South along the East line of said Lot 78 to a point 10.00 feet South of the Southeast Corner of said Lot 78, being on the South line of the Woodlawn Park Addition, and on the Easterly right-of-way of U.S. 69 Bypass, thence Southeasterly along the Easterly right-of-way of U.S. 69 Bypass to the point of intersection with the West line of Section 30, Township 30, Range 25, thence continuing Southeasterly 3698.00 feet, more or less, along the Easterly right-of-way of U.S. 69 Bypass through Government Lots 2, 3, and 4 in Section 30, to a point 50.00 feet North of the Southeast Corner of the Southwest Quarter (SW $\frac{1}{4}$) of the Southwest Quarter (SW $\frac{1}{4}$) of said Section 30, thence South 50.00 feet to the Southeast Corner of the Southwest Quarter (SW $\frac{1}{4}$) of the Southwest Quarter (SW $\frac{1}{4}$) of Section 30,

which point is the Northwest Corner of the Northeast Quarter (NE $\frac{1}{4}$) of the Northwest Quarter (NW $\frac{1}{4}$) of Section 31, Township 30, Range 25, thence East along the North line of the Northeast Quarter (NE $\frac{1}{4}$) of the Northwest Quarter (NW $\frac{1}{4}$) of Section 31, for a distance of 17.50 feet, thence South 22°28'00" East, a distance of 865.17 feet to the Southeast Corner of Lot 8, Block 3, of the Westwood Place Addition, thence Southeasterly 600.00 feet, more or less, to a point on the South line, 492.40 feet East of the Southwest Corner of the Northeast Quarter (NE $\frac{1}{4}$) of the Northwest Quarter (NW $\frac{1}{4}$) of Section 31, and the Easterly right-of-way of the U.S. 69 Bypass, thence 1398.30 feet, more or less, Southeasterly on a curve of 3699.83 feet radius along the Easterly right-of-way line of said Highway to the East line of the Southeast Quarter (SE $\frac{1}{4}$) of the Northwest Quarter (NW $\frac{1}{4}$) of Section 31, this point being 313.00 feet North of the Southeast Corner of said Quarter, thence 212.22 feet Southeasterly along said right-of-way to a point 148.25 feet East and 229.24 feet North of the Southwest Corner of the Southwest Quarter (SW $\frac{1}{4}$) of the Northeast Quarter (NE $\frac{1}{4}$) of Section 31, thence Southwesterly 20.00 feet to a point 134.20 feet East and 215.00 feet North of the Southwest Corner of said Quarter, thence Southeasterly 302.00 feet along said East right-of-way of U.S. 69 Bypass to a point 346.30 feet East of the Southwest Corner of the Southwest Quarter (SW $\frac{1}{4}$) of the Northeast Quarter (NE $\frac{1}{4}$) of Section 31, also the South line of said Quarter, thence East to a point 25.00 feet North of the West line of Lot 50, Block 3, of the College View Addition, thence South along the West line of Block 3 of said Addition to the right-of-way of U.S. 69 Bypass, thence Southeasterly along said right-of-way to the Southeast Corner of Lot 26 in Block 2 of said Addition, thence Southeasterly 380.00 feet to a point on the West line of the Northeast Quarter (NE $\frac{1}{4}$) of the Southeast Quarter (SE $\frac{1}{4}$) of Section 31 and 497.30 feet North of the Southwest Corner of the Northeast Quarter (NE $\frac{1}{4}$) of the Southeast Quarter (SE $\frac{1}{4}$) of Section 31, thence South on said line 127.20 feet to a point 370.10 feet North of the Southwest Corner of said Quarter Quarter, thence Southeasterly along U.S. 69 Bypass right-of-way 520.00 feet, more or less, to a point on the South line of the Northeast Quarter (NE $\frac{1}{4}$) of the Southeast Quarter (SE $\frac{1}{4}$) of Section 31, 360.00 feet East of the Southwest Corner of the said Quarter Quarter and continuing Southeasterly along the East right-of-way line of said Highway, on a curve with a radius of 2142.41 feet, for a distance of 352.00 feet, more or less, to a point 730.00 feet West and 268.00 feet South of the Northeast Corner of the Southeast Quarter (SE $\frac{1}{4}$) of the Southeast Quarter (SE $\frac{1}{4}$) of Section 31, thence Southeasterly 320.00 feet, more or less, on a curve with a radius of 1902.41 feet to a point 784.80 feet North and 595.00 feet West of the Southeast Corner of the Southeast Quarter (SE $\frac{1}{4}$) of the Southeast

Quarter (SE $\frac{1}{4}$) of Section 31, thence continuing Southeasterly on said Highway right-of-way line 575.60 feet, more or less, on a curve with a radius of 2142.21 feet to a point 219.40 feet North, 421.00 feet West of the Southeast Corner of the Southeast Quarter (SE $\frac{1}{4}$) of Section 31, thence Southeasterly 196.70 feet to a point 45.00 feet North and 330.00 feet West of the Southeast Corner of Section 31, thence South 45.00 feet to the South line of Section 31, also being the North line of Section 6, Township 31, Range 25, thence East along said North line 14.84 feet to a point 341.40 feet West of the Northeast Corner of Section 6, Township 31, Range 25, thence South and parallel with the East line of the Northeast Quarter (NE $\frac{1}{4}$) of the Northeast Quarter (NE $\frac{1}{4}$) of Section 6, 163.00 feet, this point being 163.00 feet South and 341.40 feet West of the Northeast Corner of Section 6, and the East right-of-way line of U.S. 69 Bypass, thence Southwesterly 362.00 feet along the said East right-of-way line to a point 515.90 feet South and 421.80 feet West of said Northeast Corner of said Section 6, thence Southeasterly 634.70 feet to a point 54.10 feet West and 1026.10 feet South of the Northeast Corner of said Section 6, thence East 54.10 feet to the West line of the Northwest Quarter (NW $\frac{1}{4}$) of the Northwest Quarter (NW $\frac{1}{4}$) of Section 5, Township 31, Range 25, thence South 258.40 feet to the Southwest Corner of the Northwest Quarter (NW $\frac{1}{4}$) of the Northwest Quarter (NW $\frac{1}{4}$) of Section 5, Township 31, Range 25, thence East along the South line of the North Half (N $\frac{1}{2}$) of the Northwest Quarter (NW $\frac{1}{4}$) of Section 5, 2685.40.00 feet to the Southeast Corner of Random Acres, this point also being the Northwest Corner of the Southwest Quarter (SW $\frac{1}{4}$) of the Northeast Quarter (NE $\frac{1}{4}$) of Section 5, thence South along the West line of the Southwest Quarter (SW $\frac{1}{4}$) of the Northeast Quarter (NE $\frac{1}{4}$) of Section 5, 924.25 feet to the Southwest Corner of Lot 2, Kelly Estates, a subdivision of Crawford County, Kansas, thence East along the South line of Lot 2, 336.24 feet to the Northwest Corner of Lot 3 of said Kelly Estates, thence South along the West line of said Lot 3, 391.54 feet to a point on the North line of the Southeast Quarter (SE $\frac{1}{4}$) of Section 5, said point is 336.25 feet North 89°31'44" East of the center of Section 5, Township 31, Range 25 East, thence East along said North line to the Northwest Corner of the East Half (E $\frac{1}{2}$) of the Northwest Quarter (NW $\frac{1}{4}$) of the Southeast Quarter (SE $\frac{1}{4}$) of Section 5, thence South along the West line of said East Half (E $\frac{1}{2}$) to the Southwest Corner of the East Half (E $\frac{1}{2}$) of the Northwest Quarter (NW $\frac{1}{4}$) of the Southeast Quarter (SE $\frac{1}{4}$) of Section 5, thence East along the South line of the North Half (N $\frac{1}{2}$) of the Southeast Quarter (SE $\frac{1}{4}$) of Section 5 to the Northwest Corner of Lot 21, Amber Meadows Addition to the City of Pittsburg, thence South along the West line of Amber Meadows Addition a distance of 659.75 feet, thence North 89°33'55" East 709.00 feet to the East line of the Southeast

Quarter (SE $\frac{1}{4}$) of the Southeast Quarter (SE $\frac{1}{4}$), thence North along said East line 274.97 feet, thence South 89°37'47" East 515.20 feet, thence South 275.00 feet to the North line of the South Half (S $\frac{1}{2}$) of the Southwest Quarter (SW $\frac{1}{4}$) of the Southwest Quarter (SW $\frac{1}{4}$) of Section 4, Township 31, Range 25 East, thence South 89°37'47" East 866.18 feet, thence South 00°04'08" West 346.49 feet, thence South 89°38'55" East 626.40 feet, thence South 00°04'08" West 313.20 feet, thence South 89°38'55" East 314.19 feet, thence North 00°08'17" East 40.00 feet, thence South 89°38'55" East 400.00 feet to a point that is 40.00 feet North of the Southeast Corner of the Southwest Quarter (SW $\frac{1}{4}$) of Section 4, thence North along the East line of said Southwest Quarter (SW $\frac{1}{4}$) a distance of 2596.98 feet to the Northeast Corner of the Southwest Quarter (SW $\frac{1}{4}$) of Section 4, thence West to the Northwest Corner of the Northeast Quarter (NE $\frac{1}{4}$) of the Southwest Quarter (SW $\frac{1}{4}$) of Section 4, thence North a distance of 1051.10 feet to a Point that is the Northeast Corner of Lot 13 of Cedar Crest Estates Subdivision, thence North 89°07'26" West 1033.68 feet, thence South 244.00 feet, thence North 89°07'26" West 271.00 feet to a point that is 40.00 feet East of the West line of Section 4, thence North and parallel to the West line of Section 4, 500.00 feet to the South line of the North Half (N $\frac{1}{2}$) of North Half (N $\frac{1}{2}$) of Section 4, thence continuing East on the South line of the North Half (N $\frac{1}{2}$) of the North Half (N $\frac{1}{2}$) of Section 4, Township 31, Range 25, to the Eastern right-of-way line of the Kansas City Southern Railroad Company, thence Southeasterly, more or less, along the Eastern right-of-way line of the Kansas City Southern Railroad Company 777.90 feet to the South Corner of Lot 11, Block 5, Summerfield Subdivision Phase II, thence North along the East line of said Summerfield Subdivision Phase II a distance of 1958.62 feet to a point on the North line of Section 4, Township 31, Range 25, said point being 662.00 feet East of the Northeast Corner of the Northwest Quarter (NW $\frac{1}{4}$), of said Section 4, thence continuing North 33.00 feet to the North right-of-way of Centennial Drive, thence West along the North right-of-way line of Centennial Drive 662.00 feet, more or less, to a point 33.00 feet North of the Southeast Corner of the Southwest Quarter (SW $\frac{1}{4}$) of Section 33, Township 30 South, Range 25 East, thence North along the East line of the Southwest Quarter (SW $\frac{1}{4}$) of said Section 33 a distance of 1298.00 feet, thence West 1224.00 feet, more or less, to the Eastern right-of-way line of the Kansas City Southern Railroad Company, thence Northwesterly along the Eastern right-of-way line of the Kansas City Southern Railroad Company 1756.69 feet, thence North parallel with the West line of the Southwest Quarter (SW $\frac{1}{4}$) of said Section 33 for a distance of 280.50 feet, more or less, to a point 600.00 feet East and 863.19 feet South of the Southwest Corner of the Northwest Quarter (NW $\frac{1}{4}$) of the Northwest Quarter

(NW $\frac{1}{4}$), thence East and parallel to the half section line 1465.37 feet (more or less), thence South 368.58 feet, thence East and parallel to the half section line a distance of 426.63 feet to a point being 176.88 feet West and 80.98 feet North of the center of said Section, thence South 819.46 feet (more or less), thence East and parallel to the half section line 702.94 feet, thence North 753.68 feet to the half section line and on the centerline of creek, thence West and along half section line 500.05 feet to a $\frac{3}{4}$ inch iron pipe set at the center of said Section, thence North along the East line of the SE $\frac{1}{4}$ of the NW $\frac{1}{4}$ of said Section a distance of 882.51 feet (more or less), thence West and parallel to the half section line 300.00 feet, thence North and parallel to the East line of said $\frac{1}{4}$ section 435.60 feet to the South line of the North half of the NW $\frac{1}{4}$, thence East 300.00 feet to the SE corner of the NE $\frac{1}{4}$ of the NW $\frac{1}{4}$ of said Section, thence North along the East line of the Northeast Quarter (NE $\frac{1}{4}$) of the Northwest Quarter (NW $\frac{1}{4}$) of Section 33 to the point of intersection with the South right-of-way of Quincy Avenue 33.00 feet South of the Northeast Corner of the Northeast Quarter (NE $\frac{1}{4}$) of the Northwest Quarter (NW $\frac{1}{4}$), thence East parallel along the South right-of-way line of Quincy Avenue for a distance of 2126.43 feet, thence North 33.00 feet, more or less, to the point of intersection of the center line of Free King Highway with the North line of the Northeast Quarter (NE $\frac{1}{4}$) of the Northeast Quarter (NE $\frac{1}{4}$) of Section 33, also being the South line of the Southeast Quarter (SE $\frac{1}{4}$) of Section 28, Township 30 South, Range 25 East, thence on a bearing of North 01°07'58" East a distance of 308.32 feet, thence on a curve to the right, said curve having a radius of 625.00 feet and a central angle of 22°05'48" a distance of 241.04 feet, thence on a bearing North 23°13'46" East a distance of 665.84 feet, thence on a bearing of North 25°50'21" East a distance of 374.58 feet, thence on a curve to the left, said curve having a radius of 600.00 feet and a central angle of 27°32'21" a distance of 288.39 feet, thence on a bearing of North 01°42'00" West a distance of 680.24 feet, thence on a bearing of North 04°04'24" East a distance of 280.24 feet, thence on a bearing of North 01°46'03" East a distance of 292.14 feet, thence on a bearing of North 00°00'51" West a distance of 261.10 feet, thence on a bearing of North 00°08'53" East a distance of 732.85 feet, to the Northeast Corner of the Southeast Quarter (SE $\frac{1}{4}$) of the Northeast Quarter (NE $\frac{1}{4}$) of Section 28, thence East along the South line of the Northwest Quarter (NW $\frac{1}{4}$) of the Northwest Quarter (NW $\frac{1}{4}$) of Section 27, Township 30 South, Range 25 East for a distance of 25.00 feet, thence North and parallel to the West line of the Northwest Quarter (NW $\frac{1}{4}$) of the Northwest Quarter (NW $\frac{1}{4}$) of said Section 27 to a point 40.00 feet South of the North line of the Northwest Quarter (NW $\frac{1}{4}$) of the Northwest Quarter (NW $\frac{1}{4}$) of said Section 27, thence East parallel to the North

line of the Northwest Quarter (NW $\frac{1}{4}$) of the Northwest Quarter (NW $\frac{1}{4}$) of said Section 27 for a distance of 321.18 feet, thence North 40.00 feet to the North line of said Section 27, also being the South line of Section 22, Township 30 South, Range 25 East, thence West along the South line of said Section 22 for a distance of 100.00 feet, thence North 45.00 feet, more or less, to a point that is 45.00 feet North and 246.18 feet East of the Southwest Corner of the Southwest Quarter (SW $\frac{1}{4}$) of said Section 22, thence West and parallel to the South line of said Section 22 for a distance of 201.18 feet, to a point 45.00 feet East of the West line of the Southwest Quarter (SW $\frac{1}{4}$) of said Section 22, thence North and parallel with the West line of said Section 22 for a distance of 205.00 feet, thence West 45.00 feet to the West line of said Section 22, also being the East line of Section 21, Township 30 South, Range 25 East, thence North along the East line of Section 21, Township 30 South, Range 25 East, 5078.70 feet, more or less, to the Northeast Corner of the Northeast Quarter (NE $\frac{1}{4}$) of said Section 21, also being the Southeast Corner of the Southeast Quarter (SE $\frac{1}{4}$) of Section 16, Township 30 South, Range 25 East, thence continuing North along the East line of said Section 16 5292.30 feet, more or less, to the Northeast Corner of the Northeast Quarter (NE $\frac{1}{4}$) of said Section 16, also being the point of beginning.

Also, beginning at the midpoint of the East line of Section 28, Township 30 South, Range 25 East of the 6th Principal Meridian, thence South along said Section line 1040.00 feet, more or less, thence West 30.00 feet, more or less, to the county road, thence Southwesterly 300.00 feet along the centerline, thence Southeasterly 20.00 feet, to the property line which is the point of beginning; thence Southeasterly 50.00 feet, Southwesterly 50.00 feet, Northwesterly 50.00 feet, thence Northeasterly 50.00 feet along road right-of-way to point of beginning;

Also, beginning at the midpoint of the East line of Section 28, Township 30 South, Range 25 East of the 6th Principal Meridian, thence South along said Section line 1040.00 feet, more or less, thence West 30.00 feet, more or less, to the county road, thence Southwesterly 1100.00 feet along the centerline, thence Southeasterly 20.00 feet, more or less, to the property line which is the point of beginning, thence Southeasterly 50.00 feet, Southwesterly 50.00 feet, Northwesterly 50.00 feet, thence Northeasterly 50.00 feet along road right-of-way to point of beginning; all in the Southeast Quarter (SE $\frac{1}{4}$) of Section 28, Township 30, Range 25, all in Crawford County, Kansas.

Also, that part of the Northeast Quarter (NE $\frac{1}{4}$) of the Southeast Quarter (SE $\frac{1}{4}$) of Section 6, Township 31 South, Range 25 East of the 6th Principal Meridian, beginning at the Northwest Corner of said Northeast Quarter (NE $\frac{1}{4}$) of the Southeast Quarter (SE $\frac{1}{4}$) of Section 6, thence South 1314.36 feet, more or less, to the Southwest Corner of the said Northeast Quarter (NE $\frac{1}{4}$) of the Southeast Quarter (SE $\frac{1}{4}$), thence East 146.10 feet, thence Northeasterly 1327.30 feet to a point 330.50 feet East of the Northwest Corner of said Northeast Quarter (NE $\frac{1}{4}$) of Southeast Quarter (SE $\frac{1}{4}$) of Section 6, thence West 330.50 feet to the point of beginning.

Also, the West Half (W $\frac{1}{2}$) of the Southeast Quarter (SE $\frac{1}{4}$) of Section 6, Township 31 South, Range 25 East; Except, beginning at the Southeast Corner of the Southwest Quarter (SW $\frac{1}{4}$) of the Southeast Quarter (SE $\frac{1}{4}$) of Section 6, Township 31 South, Range 25 East, thence West 65.00 feet along the South line of said Section to the true point of beginning; thence West 726.00 feet, thence North, at a right angle, 1070.00 feet, thence East, at a right angle, 726.00 feet, thence South, at a right angle, 1070.00 feet to the true point of beginning; And except, beginning at the Northwest Corner of Southeast Quarter (SE $\frac{1}{4}$) of Section 6, Township 31 South, Range 25 East, thence South 50.00 feet to the true point of beginning; thence East a distance of 446.41 feet to a point on the Southwesterly line of the San Francisco and St. Louis Railroad Spur right-of-way, thence Southeasterly 29.64 feet on a radius of 521.44 feet to the right along the Southwesterly right-of-way line of the San Francisco and St. Louis Railroad Spur right-of-way to a point 475.00 feet East and 56.92 feet South of the center of said Section 6; thence South 893.08 feet, thence West 475.00 feet to a point that is 950.00 feet South of the center point of Section 6 and is located on the North and South center line of Section 6, thence North 900.00 feet to the true point of beginning.

Also, the Southeast Quarter (SE $\frac{1}{4}$) of Section Eighteen (18), Township Thirty One (31) South, Range Twenty Five (25) East of the Sixth Principal Meridian, Except Beginning at the Southwest corner of said Quarter Section, thence North 48.4 feet, thence in an Easterly direction 1000.5 feet to a point 52.8 feet North of the South line of said Quarter Section, thence South 52.8 feet to the South line of said Quarter Section, thence West along said South line to the place of beginning; And except Beginning at the Southeast corner of said Quarter Section, thence North 300 feet, thence West 30 feet, thence in a Southwesterly direction to a point 58.7 feet North and 300 feet West of said Southeast corner, thence in a Westerly direction to a point 52.8 feet North and 1000.5 feet East of the Southwest corner of said Quarter Section, thence South 52.8 feet to the South line of said Quarter Section, thence East along said South line to the place of beginning; And except Beginning at the Southeast corner of the Southeast

Quarter (SE1/4); First course, thence West along the South line of said Quarter Section 300.00 feet; Second Course, thence North 58.7 feet; Third Course, thence Northeasterly 227.3 feet to a point 132.4 feet West and 211.1 feet North of said Southeast corner; Fourth Course, thence North 226.4 feet to a point 126.3 feet West of the East line of said Quarter Section; Fifth Course, thence Northerly on a curve of 3719.83 feet Radius to the left, 1568.93 feet to a point 447.3 feet West and 643.8 feet South of the Northeast corner of said Quarter Section; Sixth Course, thence Northwesterly to a point on the North line 738.8 feet West of said Northeast corner; Seventh Course, thence East along said North line 219.9 feet; Eighth Course, thence Southeasterly on an angle of 65 degrees 26 minutes to the Right 929.5 feet; Ninth Course, thence Northeasterly 144.9 feet more or less, to a point on said East line 795.8 feet South of said Northeast corner; Tenth Course, thence South along said East line to the place of beginning; And except Beginning at a point Five Hundred Eighty Eight and Eight Tenths (588.8) feet South of the Northeast corner of the Southeast Quarter (SE1/4) of Section Eighteen (18), and running thence West Two Hundred Fifty five (255) feet, more or less, to the East Right of Way line of the State Highway, thence Southeasterly along said Right of Way line, Two Hundred Eighty Five (285) feet, thence Northeasterly, along said Highway Right of Way line, One Hundred Forty Four and Nine Tenths (144.9) feet, more or less, to a point in the East line of said Section, Seven Hundred Ninety Five and Eight Tenths (795.8) feet South of the Northeast corner of the said Southeast Quarter of Section Eighteen (18), thence North Two Hundred Seven (207) feet to the point of beginning; And except that part thereof bounded and described as follows: Beginning at the Northeast corner of the Northeast Quarter (NE 1/4) of the said Southeast Quarter (SE 1/4), thence South 588.8 feet; thence West and parallel to the North line of said Northeast Quarter (NE 1/4) of the Southeast Quarter (SE 1/4) 255.0 feet to the Easterly Right of Way line of U.S. 69 Highway By-Pass, as described, thence Northwesterly along the said Right of Way line 644.5 feet to the North line of said Northeast Quarter (NE 1/4) of the Southeast Quarter (SE 1/4), thence East 518.9 feet to the point of beginning; And except a Thirty (30) foot Wide Right of Way Existing on the East Boundary of the above-described property, the same being Thirty (30) feet from and running parallel to the full length of said East Boundary, in favor of the County of Crawford, State of Kansas, for Roadway purposes, said Roadway being commonly known as Langdon Lane.

EXCEPT, a tract of land described as beginning at a point 720.00 feet West of the Northeast Corner of the Southwest Quarter (SW1/4) of the Northeast Quarter (NE1/4) of Section 5, Township 31, Range 25 East, thence West 32.00 feet, thence South parallel to the East line of said Quarter Quarter for a distance of

533.00 feet, thence East 32.00 feet, thence North 533.00 feet, more or less, to the point of beginning.

AND EXCEPT, a tract of land described as beginning at the Northeast Corner of the Southeast Quarter (SE $\frac{1}{4}$) of Section 5, Township 31, Range 25 East, thence North 89°49'21" West 586.16 feet, thence South 204.00 feet, thence South 89°49'21" East 587.44 feet, thence North 204.00 feet to Point of Beginning.

AND EXCEPT, beginning at the Northwest Corner of the Southwest Quarter (SW $\frac{1}{4}$) of Section 4, Township 31, Range 25 East, thence South along the West line of said Section 4 a distance of 362.29 feet to the Point of Beginning, continuing South for a distance of 958.99 feet, thence South 89°36'39" East 1342.18 feet, thence North 958.99 feet, thence North 89°37'28" West 1343.34 feet to Point of Beginning.

ADOPTED and approved this 25th day of April, 2017, by the Governing Body of the City of Pittsburg, Kansas.

MAYOR – Michael Gray

ATTEST:

CITY CLERK – Tammy Nagel

(SEAL)

INTEROFFICE MEMORANDUM

To: Pittsburg City Commission
From: Becky Gray, Director of Community Development and Housing
CC: Daron Hall
Tammy Nagel
Date: April 19, 2017
Subject: Emergency Solutions Grant FFY 2017

Yearly, the City of Pittsburg submits an application to the Kansas Housing Resources Corporation for the Emergency Solutions Grant (ESG), funding which is dedicated to homeless services. Attached, you will find the FFY 2017 ESG application for the program year starting July 1, 2017 and ending June 30, 2018. We are applying for a total of \$215,400 which will be used for Homeless Prevention, Rapid Rehousing, and Day Shelter; the Day shelter is through partnership with Wesley House, therefore they are listed as a sub-recipient in the application. The match for this grant is provided through the in-kind use of the Wesley House facility.

The requested \$215,400 will be used in the following manner:

Homeless Prevention: \$35,400

- Up to three months of rental subsidy
- Up to 2 months of rental arrears, plus fees
- Up to two months of current utilities
- Estimated 22 households will be served

Rapid Re-Housing: \$120,000

- Rental deposit
- Utility deposit
- 3 months of rent
- Utility assistance
- Estimated 76 households will be served

Day Shelter: \$60,000

- Intensive Case Management
- Access to shelter facilities
- Assistance eliminating barriers
- Estimated 45 households will be served

It is my recommendation that the City Commission approve the application and authorize staff to submit it to the Kansas Housing Resources Corporation.



March 20, 2017

Dear Emergency Solutions Grant (ESG) Applicant,

Attached you will find the ESG Application for Program year 2017.

The amount of funding for the 2017 ESG is unknown. The expected amount is for the 2017 ESG is funding at 2016 levels of \$1.5 million. Announcements of ESG awards will not be made until 2017 ESG funding is made available to KHRC.

This application requires that you certify that if awarded a 2017 ESG grant, your agency and your sub recipient agencies are in compliance with the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards at 2 CFR part 200.

All agencies must be using a Homeless Management Information System (HMIS) or HUD compliant, comparable database and able to meet all ESG and Continuum of Care reporting requirements.

One (1) original and three (3) copies of the application must be postmarked by; Friday, May 05, 2017. Applications submitted via mail or other delivery system should be sent using that company's return receipt process, as this will be your notice that the application has been received.

For 2017, The ESG grant period will be for twelve (12) months, July 01, 2017 through June 30, 2018.

Submit the application package to:

James Chiselom
Kansas Housing Resources Corporation
611 S. Kansas Avenue, Suite 300
Topeka, Kansas 66603-3803

If you have questions or need additional information, please feel free to contact me at (785) 217-2046.

Sincerely,

James Chiselom
Program Manager - ESG

Enclosure

Attachment Checklist

These items must be tabbed as attachments and submitted with application in the following order.

Applications submitted without tabbing and not in order will not be reviewed.

- 1. 501 (c) (3) Status (must be IRS Letter)**
- 2. Certificate of Good Standing (must be current certificate from Kansas Secretary of State)**
- 3. Certification of Local Unit of Government approval Statement and Signature Form**
- 4. Documentation of membership to organizations**
- 5. List of Board Members for Sub recipient**
- 6. Organization Chart of Sub recipient**
- 7. Most recent audit for Sub recipient**
- 8. W-9 Form for Sub recipient**
- 9. Copy of program rules and policies**
- 10. Copy of program termination policy and procedures**
- 11. Written Standards certification**
- 12. Performance Outcomes certification**

2017
KANSAS EMERGENCY SOLUTIONS GRANT APPLICATION

Instructions: Please complete all sections of the KESG application.

SECTION I: SUB RECIPIENT APPLICANT INFORMATION (*City, County*)

Sub Recipient is responsible for the administration of the ESG and coordination of the ESG programs in the geographical jurisdiction.

A. APPLICANT INFORMATION

Sub Recipient City of Pittsburg, Kansas

Authorized Representative Becky Gray Title Director, Community Development and Housing

Address PO Box 688 City Pittsburg

State Kansas Zip 66762 Federal I.D. Number 48-6041003

Contact to whom questions about this application should be directed: Becky Gray

Telephone (620) 230-5550 Fax (620) 232-3453

E-mail Address Becky.gray@pittks.org

B. TOTAL ESG REQUEST (all applying agencies)

ESG Agency	Street Outreach	Shelter	Homeless Prevention	Rapid Re-Housing	HMIS	Totals
City of Pittsburg	\$ -	\$ -	\$ 35,400	\$ 120,000	\$ -	\$ 155,400
Wesley House	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ 60,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub Totals	\$ -	\$ 60,000	\$ 35,400	\$ 120,000	\$ -	\$ 215,400

C. COUNTIES OF ESG SERVICES:

1. Crawford 4. _____

2. Surrounding counties 5. _____

3. _____ 6. _____

D. PERFORMANCE OUTCOME MEASURES

The U. S. Department of Housing and Urban Development (HUD) is instituting performance measures to gather information to determine the effectiveness of programs funded with CDBG, ESG, HOME and HOPWA. Information obtained on the local level will be reported to HUD which will enable HUD to describe performance results at the National Level. HUD's outcome performance measurement system has three objectives and three outcomes which are listed below.

1. Select one of the following that best fits your project objective:

- ☒ Suitable living environment
☒ Decent affordable housing
☐ Creating economic opportunity

2. Select at least one of the following that describes the outcome your project will achieve:

(NOTE: Outcomes show how programs benefit a community or people served.)

- ☒ Availability/Accessibility (Applies to activities that make services, infrastructure, housing, shelter, or employment opportunities available or accessible to low income persons by improving or providing new services, etc.)
☒ Affordability (This applies to making an activity more affordable for low income persons.)
☐ Sustainability (Using ESG resources in a targeted area to help make that area more viable or livable.)

3. Please describe the process to establish and select the above objectives and outcomes. (Must be included)

Certification: To the best of my knowledge and belief, the data in this application are true and correct. This document has been duly authorized by the governing body of the applicant. The applicant will ensure compliance with the ESG regulations of 24 CFR Part 576, the Uniform Administrative Requirements Cost Principles and Audit Requirements for Federal Awards at 2 CFR part 200, the ESG grant agreement and federal and state regulations if assistance is approved.

Signature of Authorized Official of Governing Body

Date

Mayor of Pittsburg, Kansas

Title

SECTION II: ESG PROGRAM DESCRIPTION**EMERGENCY SOLUTIONS GRANTS (ESG)****CFDA Number: 14.231****Agency: Department of Housing and Urban Development****Office: Office of Community Planning and Development****(24 CFR Part 576 – Emergency Solutions Grants Program)****Objectives:**

The Emergency Solutions Grants Program (ESG) program provides funding to: (1) engage homeless individuals and families living on the street; (2) improve the number and quality of emergency shelters for homeless individuals and families; (3) help operate these shelters; (4) provide essential services to shelter residents, (5) rapidly re-house homeless individuals and families, and (6) prevent families and individuals from becoming homeless.

Eligibility Requirements:**Applicant Eligibility:**

Kansas Housing Resources Corporation (KHRC) as a State Recipient must sub grant all of their ESG funds (except for funds for administrative costs and, under certain conditions, HMIS costs) to units of general purpose local government and/or private nonprofit organizations. KHRC as recipient must consult with the Continuum(s) of Care operating within the jurisdiction in determining how to allocate ESG funds.

Beneficiary Eligibility:

The minimum eligibility criteria for ESG beneficiaries are as follows: For essential services related to street outreach, beneficiaries must meet the criteria under paragraph (1)(i) of the “homeless” definition under § 576.2. For emergency shelter, beneficiaries must meet the “homeless” definition in 24 CFR 576.2. For essential services related to emergency shelter, beneficiaries must be “homeless” and staying in an emergency shelter (which could include a day shelter). For homelessness prevention assistance, beneficiaries must meet the requirements described in 24 CFR 576.103. For rapid re-housing assistance, beneficiaries must meet requirements described in 24 CFR 576.104. Further eligibility criteria may be established at the local level in accordance with 24 CFR 576.400(e).

Credentials/Documentation:

Recipients must certify they will meet program requirements and applicable federal requirements. Government recipients and sub recipients must comply with Uniform Administrative Requirements Cost Principles and Audit Requirements for Federal Awards at 2 CFR part 200.

Regulations, Guidelines, and Literature:

The program regulations can be found at 24 CFR Part 576. Guidance on the program can be found at www.hudexchange.info/esg.

Note: This application may be modified at any time with written notice or publication of the specifics to be changed.

SECTION III: ESG PROGRAM COMPONENTS AND ELIGIBLE ACTIVITIES

Emergency Solution Grant Funding can be used for five program activities: street outreach, emergency shelter, homelessness prevention, rapid re-housing assistance, and HMIS; as well as administrative activities.

A) **Street Outreach** – Funds may be used for costs of providing essential services necessary to reach out to unsheltered homeless people; connect them with emergency shelter, housing, or critical services; and provide urgent non-facility-based care to unsheltered homeless people who are unwilling or unable to access emergency shelter, housing or an appropriate health facility.

B) **Emergency Shelter** – Funds may be used for costs of providing essential services to families and individuals in emergency shelters, renovating buildings to be used as emergency shelter for homeless families and individuals, and operating emergency shelters.

Eligible Activities:

C) **Homeless Prevention** – Funds may be used to provide housing relocation and stabilization services and short- or medium-term rental assistance necessary to prevent an individual or family from moving into an emergency shelter and prevent incidences of homelessness.

D) **Rapid Re-Housing** – ESG funds may be used to provide housing relocation and stabilization services and short- or medium-term rental assistance necessary to help a homeless individual or family move as quickly as possible into permanent housing and achieve stability in that housing.

E) **HMIS** – ESG funds may be used to pay the costs of contributing to the HMIS designated by the Continuum of Care for the area including the costs of purchasing hardware, software licenses or equipment, obtaining technical support, completing data entry and analysis, monitoring and reviewing data quality, training, reporting, and coordinating and integrating the system.

Assistance to Eligible Persons/Households funded through the Emergency Solutions Grant cannot exceed 24 months of rental assistance, 24 months of utility payment assistance or 6 months of arrears (utility/rent) during any three year period. Evaluation and documentation of client eligibility for financial assistance shall be reassessed at least every three months for program participants receiving homelessness prevention assistance and not less than once annually for program participants receiving rapid re-housing assistance (576.401 (b)) to insure that they meet the eligibility criteria, review program and appropriateness standards and to re-evaluate the continuation of services.

F) **ADMINISTRATION** - KHRC as the recipient may use up to 7.5 percent of its ESG grant for the payment of administrative costs related to the planning and execution of ESG activities. This does not include staff and overhead costs directly related to carrying out activities eligible under ESG, because those costs are eligible as part of those activities. As such KHRC will provide 2.5% of ESG awarded funds as administrative costs to all ESG Sub recipients. (576.108. (4) (B))

SECTION IV: ESG APPLICATION (completed by each agency providing ESG services)**A) SUB RECIPIENT AGENCY**

Sub recipient agency is required to be an existing Emergency Shelter, Homeless Services Provider or Other Program that provides services to homeless clients. It is also required to be a Local Government or nonprofit 501 (c) (3).

Agency's Legal Name: City of Pittsburg, Kansas

Federal ID#: 48-6041003

Street/P.O. Box: 603 North Pine / PO Box 688

City: Pittsburg

State: Kansas

Zip: 66762

County: Crawford

Chief Executive Officer: City Manager = Daron Hall

CEO Email: daron.hall@pittks.org

Chief Financial Officer: Director of Finance = Jamie Clarkson

CFO Email: Jamie.clarkson@pittks.org

ESG Contact Person: (name and title): Becky Gray, Director of Community Development and Housing

Email of ESG Contact Person: becky.gray@pittks.org

Alternate ESG Contact Person: (Name and Title): Lacie Cottrell, Manager, Community Development and Housing

Alternate Email of ESG Contact Person: lacie.cottrell@pittks.org

B. AGENCY TYPE:

Emergency Shelter – temporary stay

✓ Homeless Services Provider

✓ Other (Provide Description) Public Housing Authority; Section 8 Housing Choice Voucher

Please identify the **primary at risk** homeless category the program will serve. Please check the appropriate categories below:

✓Chronically homeless Persons or families

✓HIV/AIDS

✓Elderly

✓Veterans

✓Mental Health

✓Youth

✓Domestic Violence Victims

✓Substance abuse

Other _____

C. PROGRAM PARTNERSHIPS

Please identify and describe all partnerships with other agencies related to service delivery to your identified program beneficiaries needs. Agency contact (name of person, email and phone) information *must* be included.

Jami Crowder, Contract, kwrrhpitt@gmail.com , 620-240-5187

Helps clients find sustainable housing

Johanna Winter, Catholic Charities, jwinter@catholiccharitieswichita.org, 620-235-0633

Helps clients with rental, utilities, and other

Kelly Pullium, Wesley House, homelesscasemanager@yahoo.com, 232-3760, ex 3

Helps participants in Day Shelter navigate systems, link with resources, and eliminate barriers

Joe Leonard, Crawford County Mental Health, jleonard@cmhccc.org, 620-687-3654

Homeless outreach and engagement and mental health stabilization

Carrie Amershek, Via Christi Hospital, socialworker@via-christi.org, 620-235-7827

Responsible for discharge from Via Christi Hospital

Lacie Cottrell, City of Pittsburg lacie.cottrell@pittks.org, 620-687-7288

TBRA, ESG, and Section 8 program management

Timi Houghton, SEK-CAP, timih@sek-cap.com, 620-724-8204, ex 1004

TBRA, Section 8 CHDO, and sight based housing

Sergeant Travis Bowman, Pittsburg Police Department, travis.bowman@police.pittks.org

Homeless Outreach and Liaison

Sergeant Diana Freis, Pittsburg Police Department, diana.freis@police.pittks.org

Homeless Outreach and Liaison

D. PROPOSED PROJECT ACCOMPLISHMENTS

Please list expected program accomplishment(s) if funding is awarded:

(Accomplishments must be described in terms of households served, people served, etc.)

PROPOSED ACCOMPLISHMENTS:

Total number of households to be served: 98

Total unduplicated individuals to be served: 226

Indicate the number of unduplicated adults to be served: 134

Indicate the number of unduplicated children to be served: 92

E. Attach 501 (C) 3 status letter (must be IRS letter) (att. 1)

F. Attach Certificate of Good Standing (must be copy of current certificate from Kansas Secretary of State) (att. 2)

G. Attach Certification of Local Unit of Government approval Statement and Signature Form. (att. 3)

Agency Certification: To the best of my knowledge and belief, the data in this agency's portion of this ESG application are true and correct.

Signature

Date

Title

SECTION V: ESG ACTIVITY FUNDING

Please provide details on EACH activity your agency will provide if funded.

A. Street Outreach

Street Outreach	Amount Requested
Engagement Activities	
Case Management	
Emergency Health Services	
Emergency Mental Health Services	
Transportation	
TOTAL	\$0.00

Street Outreach: Please provide a *detailed description* of your program and service delivery.

No Street Outreach activities will be conducted by the City of Pittsburg

B. Emergency Shelter

Emergency Shelter	Amount Requested
Essential Services	
Renovation Activities	
Shelter Operations	
Vouchers (Hotel or Motel where ES unavailable)	
TOTAL	\$0.00

Emergency Shelter: Please provide a *detailed description* of your program and service delivery

No emergency shelter activities will be conducted by the City of Pittsburg.

C. Homeless Prevention

Homeless Prevention	Amount Requested
Rental Assistance (Short-Term / Medium-Term)	\$10,000
Utility Assistance	\$ 4,000
Rental Arrears (up to 2 months)	\$ 3,000
Security Deposits (up to 2 months)	\$ 4,000
Moving Costs	\$ 1,400
Services Costs	\$13,000
Total	\$35,400

Homeless Prevention: Please provide a detailed description of your program and service delivery

Projection of 22 households will apply for assistance and receive initial consultation with a Contractor, known herein as the “Homeless Services Case Manager” during the 12 month project period. All eligible households will meet the homeless definition for Homeless Prevention (Category 2, 3, & 4) have annual income at or below 30% of AMI and additional eligibility criteria. Enrolled households will receive housing relocation and stabilization services, along with short-term rental assistance. Estimated 50% of households will need financial assistance to pay at least one month of rent and utility arrears, plus current rent and utility expenses. As this funding will prevent households from becoming homeless and enabling them to remain in their current rental housing, only \$1,400 is budgeted for moving costs.

The Homeless Services Case Manager will provide eligible households with referrals and coordination of other services such as health care, employment, education, and youth programs to other community providers based upon the needs identified during the initial consultation and subsequent monthly visits. Assistance with application to mainstream government benefits such as Medicaid, SSI, TANF, and SNAP will also be provided. Each household will develop a Housing Stabilization Plan with the Homeless Services Case Manager to establish goals and timelines in achieving housing stability. All required documentation to support household eligibility and services will be maintained by the Homeless Services Case Manager and updated during the required monthly face-to face meeting or all enrolled households.

See policies setting forth how eligible households will assist in prioritizing assistance, determining share of costs, length of rental assistance and type, amount and duration of housing stabilization of relocation services. Under Homeless Prevention, we will provide short-term rental assistance (up to 3 months), payment of rental arrears (including late fees for up to 2 months). All households must have a legally binding written lease in order to receive assistance and the household cannot be receiving rental assistance from another public source for the same time period. Utility assistance will also be available for up to two months, based on average monthly use.

Households are to select housing unit in which to live and receive rental assistance. The 2017 US Department of HUD Fair Market Rates will be used, along with rent reasonableness and HUD’s Housing Quality Standards. Staff can request an exception to the HQS policy, with Director’s approval, to facilitate large families finding affordable units.

D. Rapid Re-Housing

Rapid Re-Housing	Amount Requested
Rental Assistance (Short-Term / Medium-Term)	\$ 40,000
Utility Assistance	\$ 15,500
Rental Arrears (up to 2 months)	\$ 12,500
Security Deposits (up to 2 months)	\$ 12,000
Moving Costs	\$ 3,000
Services Costs	\$ 37,000
	\$120,000

Rapid Re-Housing: Please provide a detailed description of your program and service delivery

Projection of 76 households will qualify for rapid re-housing Services due to meeting the eligibility of being literally homeless. These households will receive housing relocation and stabilization services along with short-term rental assistance. We estimate all households will need financial assistance with rental deposit, utility deposit, along with up to 3 months of rental assistance in order to achieve stabilization. Utility assistance will also be available. Because these households have been literally homeless, we project lesser need to provide rental arrear assistance compared to household qualifying for Homeless Prevention.

The Homeless Services Case Manager will provide eligible households with referrals and coordination of other services such as health care, employment, education, and youth programs to other community providers based upon the needs identified during the initial consultation and subsequent monthly visits. Assistance with application to mainstream government benefits such as Medicaid, SSI, TANF, and SNAP will also be provided. Each household will develop a Housing Stabilization Plan with the Homeless Services Case Manager to establish goals and timelines in achieving housing stability. All required documentation to support household eligibility and services will be maintained by the Homeless Services Case Manager and updated during the required monthly face-to face meeting or all enrolled households.

See policies setting forth how eligible households will assist in prioritizing assistance, determining share of costs, length of rental assistance and type, amount and duration of housing stabilization of relocation services. All households must have a legally binding written lease in order to receive assistance and the household cannot be receiving rental assistance from another public source for the same time period. Utility assistance will also be available for up to two months, based on average monthly use.

Households are to select housing unit in which to live and receive rental assistance (tenant based rental assistance). The 2016 US Department of HUD Fair Market Rates will be used, along with rent reasonableness and HUD Housing Quality Standards. Staff can request an exception to the HQS policy, with Director's approval, to facilitate large families finding affordable units.

E. HMIS

HMIS	Amount Requested
Hardware / Software	\$ 100
Equipment Costs	\$2,000
Data Entry / Analysis	
Data Quality	
Training	
Reporting	
TOTAL	\$2,100

HMIS: Please provide a *detailed description* of your program and service delivery

The City of Pittsburg will purchase a laptop computer as well as any software needed to communicate with the City of Pittsburg's information technology department. This computer will be used by a contact employee to enter HMIS data as well as assist clients in eliminating barriers to housing.

F. MATCH REQUIRMENTS

ESG requires a 100% match. The sub recipient must make matching contributions to supplement the ESG program in an amount that equals the amount of ESG funds provided by KHRC. The sub recipient must identify the source of match at the time of applying for ESG.

Matching contributions may be obtained from any source, including any federal source other than the ESG program, as well as state, local, and private sources. However, the following requirements apply to matching contributions from a federal source of funds:

- The sub recipient must ensure the laws governing any funds to be used as matching contributions do not prohibit those funds from being used to match Emergency Solutions Grant (ESG) funds.
- If ESG funds are used to satisfy the matching requirements of another federal program, then funding from that program may not be used to satisfy the matching requirements under this section.

Please identify the sources and amounts of proposed matching funds:

1. _____ \$ _____
2. _____ \$ _____
3. _____ \$ _____

If matching funds will be provided through in-kind services, please describe the source and amounts of proposed in-kind matching funds below:

Description and value of Donated Building

13% of building value (\$465,000), based on % of building
used for case management.

\$ 60,450

Description and value of Donated Materials

\$ _____

Description and value of any Lease on Building

\$ _____

Salary paid to staff of the grantee or fees paid to a nonprofit
recipient (as appropriate) in carrying out the ESG program.

\$64,250

Time and Services contributed by volunteers to carry out the ESG
Program, must be determined at the rate consistent with those
ordinarily paid by other employers for similar work in the same
labor market.

\$12,000

Total Match amount:

\$136,700

SECTION VI: AGENCY CAPACITY

A. How long has your organization served homeless populations?

- ☒ 10 or more years
- ☐ 5-9 years
- ☐ Less than 5 years

B. Is your organization an active member of any of the following? Please check those that apply.

- ☒ Balance of State Continuum of Care
- ☒ Regional/Local Planning Meetings
- ☐ State/Local Consolidated Plan Process
- ☒ Regional/Local Homeless Committees

C. How does sub recipient agency staff participate in these meetings/groups? Please describe level of involvement.

The City of Pittsburg has representation at every BoS CoC Southeast Kansas Regional Meeting; in fact, the City of Pittsburg's contracted employee is the regional coordinator for the BoS CoC. The City of Pittsburg plays an active role in the Point In Time count every year. The Housing and Community Development department works as a liaison between the codes enforcement and building officials of the City's Building Services Department and the homeless service providers network to rapidly rehouse people who face homelessness due to the substandard condition of their housing. Minutes from meetings and coordination efforts are documented and distributed via email on a regular basis.

1. Please provide documentation of membership to organizations (letter signed by organization chair). (att. 4)

D. Briefly describe the organization's board of director's fiscal oversight committee. How many members does it have, how often does it meet, and what are its responsibilities? Are there policies and procedures? If so, what entity is responsible for oversight?

The City of Pittsburg is governed by a five member, elected Commission. One commissioner each year serves as they mayor, yet it is the entirety of the commission that votes on legislation. Activities are carried out by a City Manager, who reports to the Commission; the City Manager oversees an executive team of directors from the following departments: Police, Fire, Public Utilities, Public Works, Housing and Community Development, Economic Development, Finance, and Parks and Recreation. The finance department is responsible for financial procedures and policies, and undergo an audit yearly, including an A133. In 2016 the City was awarded an increased bond rating to AA--, and have received the Government Finance Officers Association distinguished budget Award and Comprehensive Annual Financial Report award.

- 1. Attach List of Board Members for sub recipient agency (att. 5)**
- 2. Attach a Organization Chart of sub recipient agency (att. 6)**

E. What type of financial management system does the organization have? Describe the organization's system of checks and balances in its fiscal management. What is the division of responsibilities to ensure good fiscal oversight? Explain who maintains the organization's accounting records and if there is a software system utilized, please be specific as to the type and capabilities of the software or accounting system.

The Finance Department at the City of Pittsburg is overseen by the City Commissioners; the Finance Director reports to the City Manager, who in turn reports to the Commission. Two signatures are required on all checks, purchasing policies and procedures are in place, and each manager or director within the city is responsible for approving expenditures prior to sending a request to finance. Records are maintained by the staff of the finance department.

1. Attach a copy of the agency's most recent audit. (att. 7)

2. Attach a completed W-9 Form for Sub recipient. (att. 8)

F. Does your agency have pending civil or criminal proceedings filed or being processed currently or have such been processed over the past three years? If the answer is "yes" an explanation must be provided with official documentation or court record that demonstrates the status of the issue.

Yes – Documentation provided as attachment 13.

G. Provide an address and physical description of the shelter and/or service delivery site.
Domestic Violence providers provide only physical description.

Services are headquartered at two locations:

- 1) The City's Community Development and Housing office, at 603 North Pine Street, Pittsburg, Kansas
- 2) Wesley House, at 411 East 12th Street, Pittsburg, Kansas, 66762.

That said, case management services are largely mobile and the contractor moves through the community to best serve the needs of their clients.

H. Explain how agency will identify and document homeless status of a client.

The City of Pittsburg will work alongside Wesley House and Crawford County Mental Health's PATH staff to identify people who are experiencing homelessness. Those identified will complete a Kansas Emergency Shelter Grant Program certification of Homelessness form. The homeless client will then be assigned to a homeless case manager who will then do an intake through the MAAC Link as well as a VI-SPDATT.

I. Are there any current HUD findings against the agency? If yes, please explain.

NO

J. Attach a copy of the program rules and policies. (att. 9)

K. Attach a copy of program termination / grievance policy and procedures. (**att. 10**)

SECTION VII: PERFORMANCE OUTCOMES**A. Written Standards for Provision of ESG Assistance**

1. Standard policies and procedures for evaluating individuals' and families' eligibility for assistance under Emergency Solutions Grant (ESG). The policies and procedures must be consistent with the recordkeeping requirements and definitions of "homeless" and "at-risk of homelessness" in the federal ESG regulations at: 24 CFR 576.2 and 24 CFR 576.500 (b-e).
2. Standards for targeting and providing essential services related to street outreach.
3. Policies and procedures for admission, diversion, referral, and discharge by emergency shelters assisted under ESG, including standards regarding length of stay, if any, and safeguards to meet the safety and shelter needs of special populations, (e.g., victims of domestic violence, dating violence, sexual assault, and stalking; and individuals and families who have the highest barriers to housing and are likely to be homeless the longest).
4. Policies and procedures for assessing, prioritizing, and reassessing individuals' and families' needs for essential services related to emergency shelter.
5. Policies and procedures for coordination among emergency shelter providers, essential services providers, homelessness prevention, and rapid re-housing assistance providers; other homeless assistance providers; and mainstream service and housing providers. The required coordination may be done over an area covered by the Continuum of Care or a larger area.
6. Policies and procedures for determining and prioritizing which eligible families and individuals will receive homelessness prevention assistance and which eligible families and individuals will receive rapid re-housing assistance. For homeless prevention, include the risk factors used to determine who would be most in need of this assistance to avoid becoming homeless.
7. Standards for determining what percentage or amount (if any) of rent and utilities costs each program participant must pay while receiving homelessness prevention or rapid re-housing assistance. If the assistance will be based on a percentage of the participant's income, specify this percentage, and how income will be calculated.
8. Standards for determining how long a particular program participant will be provided with rental assistance and whether and how the amount of that assistance will be adjusted over time. One-year lease required for project-based assistance. Annual participant evaluations required with rapid re-housing assistance; three-month evaluations required with homeless prevention assistance. Individual assistance cannot exceed 24 months in a three-year period.
9. Standards for determining the type, amount, and duration of housing stabilization and/or relocation services to provide to a program participant, including the limits, if any, on the homelessness prevention or rapid re-housing assistance that each program participant may receive, such as the maximum amount of assistance, maximum number of months the program participant may receive assistance, or the maximum number of times the program participant may receive assistance. Note: ESG regulations limit this assistance to no more than 24 months in a three-year period. Housing stability case management is limited as specified on pp. 75979-80 of the [federal regulations](#).
10. *Participation in HMIS.* The recipient must ensure that data on all persons served and all activities assisted under ESG are entered into the applicable community-wide HMIS in the area in which those persons and activities are located, or a comparable database, in accordance with HUD's standards on participation, data collection, and reporting under a local HMIS.

Please certify you have established applicable Written Standards for ESG. (Do not attach a copy of your Written Standards). (att.11)

Name _____ Title _____

Signature _____ Date _____

B. ANTICIPATED PROJECT OUTCOMES

The chart below describes two significant outcome(s) for each activity funded by ESG. These outcomes will apply to all projects funded for the 2016 ESG period.

Outcomes: An outcome represents a specific result a program is intended to achieve. An outcome can also be defined as the specific objective of a specific program.

Performance Measurement: Performance measurement is generally defined as regular measurement of outcomes and results, which generates reliable data on the effectiveness and efficiency of programs.

Please certify you understand the performance outcomes and measurements for your ESG activities. (att. 12)

ESG ACTIVITY	EXPECTED OUTCOME		PERFORMANCE MEASUREMENT
Shelter	75% of clients with more than 90 days in shelter exit to permanent destinations.		APR (submitted quarterly)
Shelter	75% of clients with less than 90 days in shelter exit to destination other than homelessness.		APR (submitted quarterly)
Street Outreach	50% of clients will access housing (ES,TH,SH,PH or PSH)		APR (submitted quarterly)
Street Outreach	75% of clients will access Essential Services		Service Summary (submitted quarterly)
Homeless Prevention	75% of clients will maintain Permanent Housing for six (6) months.		Agency follow up procedure (submitted quarterly)
Homeless Prevention	75% of clients will access permanent housing		HMIS APR (submitted quarterly)
Rapid Re Housing	75% of clients will maintain Permanent Housing for six (6) months.		Agency Follow up procedure (submitted quarterly)
Rapid Re Housing	75% of clients will access permanent housing		HMIS APR (submitted quarterly)
1 st Quarter 7/01/17 – 9/30/17 Report due 10/20/ 17	2 nd Quarter 10/01/17 – 12/31/17 Report due 01/20/18	3 rd Quarter 01/01/18 – 3/31/18 Report due 4/20/18	4 th Quarter 4/01/18 – 6/30/18 Report due 7/20/18

Name _____ Title _____

Signature _____ Date _____

SECTION IV: ESG APPLICATION (completed by each agency providing ESG services)**A) SUB RECIPIENT AGENCY**

Sub recipient agency is required to be an existing Emergency Shelter, Homeless Services Provider or Other Program that provides services to homeless clients. It is also required to be a Local Government or nonprofit 501 (c) (3).

Agency's Legal Name: First United Methodist Church - Wesley House

Federal ID#: 48-0559096

Street/P.O. Box: 411 East 12th Street

City: Pittsburg

State: Kansas

Zip: 66762

County: Crawford

Chief Executive Officer: Marcee Binder

CEO Email: wesleyhousepastor@yahoo.com

Chief Financial Officer: Sara Henry

CFO Email: saralynn61842@sbcglobal.net

ESG Contact Person: (name and title): Marcee Binder, Executive Director and Pastor

Email of ESG Contact Person: Wesleyhousepastor@yahoo.com

Alternate ESG Contact Person: (Name and Title): Casey Brown, Administrative Assistant

Alternate Email of ESG Contact Person: whdailyoperations@yahoo.com

B. AGENCY TYPE:

- ☐ Emergency Shelter – temporary stay
- ☒ Homeless Services Provider
- ☒ Other (Provide Description) : Day Shelter

Please identify the **primary at risk** homeless category the program will serve. Please check the appropriate categories below:

- ☒ Chronically homeless Persons or families
- ☒ HIV/AIDS
- ☒ Elderly
- ☒ Veterans
- ☒ Mental Health
- ☒ Youth
- ☒ Domestic Violence Victims
- ☒ Substance abuse
- ☐ Other _____

C. PROGRAM PARTNERSHIPS

Please identify and describe all partnerships with other agencies related to service delivery to your identified program beneficiaries needs. Agency contact (name of person, email and phone) information must be included.

Jami Crowder, City of Pittsburg Rapid Rehousing and Homeless Prevention, kwrrhpitt@gmail.com, 620-240-5187
Help clients find suitable and sustainable housing

Johanna Winter, Catholic Charities, jwinter@catholiccharitieswichita.org, 620-235-0633
Helps clients with emergency rental, utilities and other miscellaneous items such as bikes and coats

Joe Leonard, PATH Program, Crawford County Mental Health, jleonard@cmhccc.org, 620-687-3654
Homeless outreach and engagement, and mental health stabilization

Lacie Cottrell, City of Pittsburg Housing, lacie.cottrell@pittks.org, 620-687-7288
TBRA deposit, and Section 8 rental assistance

Timi Myers, SEKCAP, timim@sek-cap.com, 620-724-8204 ext. 1004
TBRA, Section 8 rental assistance, sight based housing and CHODA

Cheryl Gravett, GOALS, Cheryl.gravett@dcf.ks.gov, 620-231-5300 ext. 247
Works with established SNAP clients to find jobs, enroll in school and other career development opportunities

Melissa Rhodes, Vocational Rehabilitation, Melesia.Rhodes@dcf.ks.gov, (620)231-5300 ext. 266
Works with disabled individuals to secure employment

Michael Feiveson, Kansas Works Veterans Representative, michael.feiveson@ks.gov, (620)231-4250
Support services for those who are veterans of the Armed Forces

Melissa Gomez, Catholic Charities SSVF, mgomez@catholiccharitieswichita.org, (316)264-8344 ext. 4119
Support services for those who are veterans of the Armed Forces

Eric Rosenblad, Kansas Legal Services, rosenblade@klsinc.org, (620)232-1330
Helps with divorce decrees, legal advice and disability enrollment/ Participates in the HOMEless Events

Beth Emmert, Probation, bemmert@11thjd.org, (620)232-2460 ext. 215
Works with clients who are fulfilling probation requirements for Crawford County

Brad Gifford, Wichita Vet Center, Bradley.Gifford@VA.Gov, (316)685-2221 ext. 41083
Brings VA van to the Wesley House HOMEless Events to assist those who are eligible for VA services

Cathy Daniels, Catholic Charities SAFE Project, cdaniels@catholiccharitieswichita.org, (316)494-2233
Assists those who have been victims of domestic violence

Rebecca Brubaker, SAFEHOUSE, rebecca.safehouse@yahoo.com, (620)231-8692
Assists those who have been victims of domestic violence or sexual assault

Rebecca Adamson, Crawford County Health Department, radamson@crawfordcohd.org, 620-231-5411
Administers blood pressure checks at monthly HOMEless events

Nancy Evans, RN, BSN, Community Health Center of Southeast Kansas, nevans@chcsek.org, (620)231-9873
Diabetic educator/Participates in the HOMEless events/ Point person to help our homeless with health issues

D. PROPOSED PROJECT ACCOMPLISHMENTS

Please list expected program accomplishment(s) if funding is awarded:
(Accomplishments must be described in terms of households served, people served, etc.)

PROPOSED ACCOMPLISHMENTS:

Total number of households to be served: ____45____

Total unduplicated individuals to be served: __50____

Indicate the number of unduplicated adults to be served: _____45_____

Indicate the number of unduplicated children to be served: _____5_____

E. Attach 501 (C) 3 status letter (must be IRS letter) (att. 1)

F. Attach Certificate of Good Standing (must be copy of current certificate from Kansas Secretary of State) (att. 2)

G. Attach Certification of Local Unit of Government approval Statement and Signature Form. (att. 3)

Agency Certification: To the best of my knowledge and belief, the data in this agency's portion of this ESG application are true and correct.

Signature

Date

Title

SECTION V: ESG ACTIVITY FUNDING

Please provide details on EACH activity your agency will provide if funded.

A. Street Outreach

Street Outreach	Amount Requested
Engagement Activities	
Case Management	
Emergency Health Services	
Emergency Mental Health Services	
Transportation	
TOTAL	\$0.00

Street Outreach: Please provide a *detailed description* of your program and service delivery.

No Street Outreach activities will be conducted by Wesley House.

B. Emergency Shelter

Emergency Shelter	Amount Requested
Essential Services	\$30,000
Renovation Activities	\$ 2,000
Shelter Operations	\$27,000
Vouchers (Hotel or Motel where ES unavailable)	\$ 1,000
TOTAL	\$60,000

Emergency Shelter: Please provide a *detailed description* of your program and service delivery

- From 7/1/16-3/31/17, 40% of our day shelter clients with more than 90 days in shelter exited to permanent destinations.
- From 7/1/16-3/31/17, 78.9% of our day shelter clients with less than 90 days in shelter exited to destination other than homelessness.
- Currently there is a significant deficit of emergency sheltering in Southeast Kansas. Wesley House has identified 46 homeless individuals in Crawford County for 2017. Southeast Kansas counties such as Allen County and Montgomery County reported a total of 40 homeless individuals in 2017.
- Wesley House Day Sheltering would offer clients intensive case management, assistance through our Identification Support Program, computers for the purpose of searching for housing, jobs and to stay up to date on emails, free hot breakfast and lunch, access to the Wesley House showers and laundry facilities as well as daily storage in our day shelter lockers.
- Shelter hours are Monday-Friday from 9-4pm. Weekend and holiday food assistance is offered to clients if they choose
- Homeless case manager will be fulltime. This has helped us in trying to attain our HUD goals for 2015 and 2016. The homeless case manager is diligently working on trying to achieve the HUD goal for those who have more than 90 days in shelter. This position is a year to year contract.
- Renovation activities include updates to security cameras and basic repairs of the shelter.
- Shelter operations will involve utilities, trash, insurance, monthly security system fee, Internet, Norton, Microsoft 360 subscription.
- Monthly HOMEless events take place on the last Thursday of every month. This event features support agencies that can assist the clients with a variety of programs, a delicious hot lunch and a Blessing Bag.
- Homeless vouchers will be used for our most vulnerable homeless clients who score a 10 or above on the VISPDAT during periods of severe inclement weather. This would provide sixteen nights of shelter at a cost of \$60 per night.

C. Homeless Prevention

Homeless Prevention	Amount Requested
Rental Assistance (Short-Term / Medium-Term)	
Utility Assistance	
Rental Arrears (up to 2 months)	
Security Deposits (up to 2 months)	
Moving Costs	
Services Costs	
Total	\$0.00

Homeless Prevention: Please provide a *detailed description* of your program and service delivery

No Homeless Prevention services will be provided by Wesley House.

D. Rapid Re-Housing

Rapid Re-Housing	Amount Requested
Rental Assistance (Short-Term / Medium-Term)	
Utility Assistance	
Rental Arrears (up to 2 months)	
Security Deposits (up to 2 months)	
Moving Costs	
Services Costs	
Total	\$0.00

Rapid Re-Housing: Please provide a *detailed description* of your program and service delivery

No Rapid Re-housing services will be provided by Wesley House.

E. HMIS

HMIS	Amount Requested
Hardware / Software	
Equipment Costs	
Data Entry / Analysis	
Data Quality	
Training	
Reporting	
TOTAL	\$0.00

HMIS: Please provide a *detailed description* of your program and service delivery

No HMIS Funding is requested from Wesley House.

F. MATCH REQUIREMENTS

ESG requires a 100% match. The sub recipient must make matching contributions to supplement the ESG program in an amount that equals the amount of ESG funds provided by KHRC. The sub recipient must identify the source of match at the time of applying for ESG.

Matching contributions may be obtained from any source, including any federal source other than the ESG program, as well as state, local, and private sources. However, the following requirements apply to matching contributions from a federal source of funds:

- The sub recipient must ensure the laws governing any funds to be used as matching contributions do not prohibit those funds from being used to match Emergency Solutions Grant (ESG) funds.
- If ESG funds are used to satisfy the matching requirements of another federal program, then funding from that program may not be used to satisfy the matching requirements under this section.

Please identify the sources and amounts of proposed matching funds:

1. _____	\$ _____
2. _____	\$ _____
3. _____	\$ _____

If matching funds will be provided through in-kind services, please describe the source and amounts of proposed in-kind matching funds below:

Description and value of Donated Building

Building valued at \$465,000 (building in use for sheltering 21% of the time)	\$97,650
---	----------

Description and value of Donated Materials

_____	\$ _____
-------	----------

Description and value of any Lease on Building

_____	\$ _____
-------	----------

Salary paid to staff of the grantee or fees paid to a nonprofit recipient (as appropriate) in carrying out the ESG program.

\$ _____

Time and Services contributed by volunteers to carry out the ESG Program, must be determined at the rate consistent with those ordinarily paid by other employers for similar work in the same labor market.

\$ _____

Total Match amount:

\$97,650

SECTION VI: AGENCY CAPACITY

A. How long has your organization served homeless populations?

- ☒ 10 or more years
- ☐ 5-9 years
- ☐ Less than 5 years

B. Is your organization an active member of any of the following? Please check those that apply.

- ☒ Balance of State Continuum of Care
- ☒ Regional/Local Planning Meetings
- ☐ State/Local Consolidated Plan Process
- ☒ Regional/Local Homeless Committees

C. How does sub recipient agency staff participate in these meetings/groups? Please describe level of involvement.

Wesley House regularly attends the SE Region of BOS COC monthly meetings. Wesley House is an active part of the BOS acting as the primary facilitator for the yearly PIT count. Wesley House conducts monthly HOMEless events that feature different support services available to our homeless clients to help them get back on track to secured housing. The Executive Director is the Vice-Chair of the Kansas Statewide Homeless Coalition. She is the Chair of the HMIS Committee for the BOS COC. She is also the secretary for the SE Region BOS COC.

2. Please provide documentation of membership to organizations (letter signed by organization chair). (att. 4)

D. Briefly describe the organization's board of director's fiscal oversight committee. How many members does it have, how often does it meet, and what are its responsibilities? Are there policies and procedures? If so, what entity is responsible for oversight?

Wesley House Board of Directors consists of 2 members from Wesley House Church, 7 members of First United Methodist Church (2 at large, 1 representative from finance, 1 representative from board of trustees, 1 representative of missions and 1 representative from SPRC and the senior pastor), 2 at large community representatives, 1 education representative, 1 housing representative, 1 government representative, 1 disability representative and 1 healthcare representative, 2 Wesley House food pantry volunteers and the staff of Wesley House. The board meets every month on the 1st Wednesday for an hour. The board is an advisory committee who acts as a liaison between First United Methodist Church, the community and Wesley House. There are policies and procedures for Wesley House as well as the Day Shelter. The oversight of Wesley House is handled by First United Methodist Church. We are an outreach mission of FUMC and are governed by them.

3. Attach List of Board Members for sub recipient agency (att. 5)

4. Attach a Organization Chart of sub recipient agency (att. 6)

E. What type of financial management system does the organization have? Describe the organization's system of checks and balances in its fiscal management. What is the division of responsibilities to ensure good fiscal oversight? Explain who maintains the organization's accounting records and if there is a software system utilized, please be

specific as to the type and capabilities of the software or accounting system.

All the Wesley House money is handled by First United Methodist Church (FUMC). All checks, financial statements and agreed upon procedures is handled through the accounting firm of Diehl, Banwart and Bolton. All checks have two signatures on it as well. There is a finance committee as well as a church treasurer at FUMC. The church does a yearly in-house audit required by the Great Plains Annual Conference; however, Wesley House is not included in this. Wesley House uses agreed upon procedures as an audit measure. Yearly, a snapshot is prepared for Wesley House as a checks and balance measure. As far as a checks and balance system, the finance committee and the Wesley House advisory committee reviews monthly statements prepared by the accounting firm. This requires a motion and a 2/3rd's majority vote. The accountant works with the treasurer to make sure everything is balanced and comparable to the statements prepared by the BMO Harris Bank.

1. Attach a copy of the agency's most recent audit. (att. 7)

2. Attach a completed W-9 Form for Sub recipient. (att. 8)

F. Does your agency have pending civil or criminal proceedings filed or being processed currently or have such been processed over the past three years? If the answer is "yes" an explanation must be provided with official documentation or court record that demonstrates the status of the issue.

No

G. Provide an address and physical description of the shelter and/or service delivery site.
Domestic Violence providers provide only physical description.

Wesley House's physical address is 411 East 12th Street, Pittsburg, Kansas, 66762. The Day Shelter is located in the northeast corner of the overall building.

H. Explain how agency will identify and document homeless status of a client.

Wesley House will work alongside Crawford County Mental Health's PATH program as well as the City of Pittsburg's Homeless Prevention and Rapid Rehousing, as well as clients who present through the established food pantry to identify people who are experiencing homelessness. Those identified will complete a Kansas Emergency Shelter Grant Program certification of Homelessness form. The homeless client will then be assigned to a homeless case manager who will then do an intake through the MAAC Link as well as a VI-SPDATT.

I. Are there any current HUD findings against the agency? If yes, please explain.

NO

J. Attach a copy of the program rules and policies. (att. 9)

K. Attach a copy of program termination / grievance policy and procedures. (**att. 10**)

SECTION VII: PERFORMANCE OUTCOMES**A. Written Standards for Provision of ESG Assistance**

1. Standard policies and procedures for evaluating individuals' and families' eligibility for assistance under Emergency Solutions Grant (ESG). The policies and procedures must be consistent with the recordkeeping requirements and definitions of "homeless" and "at-risk of homelessness" in the federal ESG regulations at: 24 CFR 576.2 and 24 CFR 576.500 (b-e).
2. Standards for targeting and providing essential services related to street outreach.
3. Policies and procedures for admission, diversion, referral, and discharge by emergency shelters assisted under ESG, including standards regarding length of stay, if any, and safeguards to meet the safety and shelter needs of special populations, (e.g., victims of domestic violence, dating violence, sexual assault, and stalking; and individuals and families who have the highest barriers to housing and are likely to be homeless the longest).
4. Policies and procedures for assessing, prioritizing, and reassessing individuals' and families' needs for essential services related to emergency shelter.
5. Policies and procedures for coordination among emergency shelter providers, essential services providers, homelessness prevention, and rapid re-housing assistance providers; other homeless assistance providers; and mainstream service and housing providers. The required coordination may be done over an area covered by the Continuum of Care or a larger area.
6. Policies and procedures for determining and prioritizing which eligible families and individuals will receive homelessness prevention assistance and which eligible families and individuals will receive rapid re-housing assistance. For homeless prevention, include the risk factors used to determine who would be most in need of this assistance to avoid becoming homeless.
7. Standards for determining what percentage or amount (if any) of rent and utilities costs each program participant must pay while receiving homelessness prevention or rapid re-housing assistance. If the assistance will be based on a percentage of the participant's income, specify this percentage, and how income will be calculated.
8. Standards for determining how long a particular program participant will be provided with rental assistance and whether and how the amount of that assistance will be adjusted over time. One-year lease required for project-based assistance. Annual participant evaluations required with rapid re-housing assistance; three-month evaluations required with homeless prevention assistance. Individual assistance cannot exceed 24 months in a three-year period.
9. Standards for determining the type, amount, and duration of housing stabilization and/or relocation services to provide to a program participant, including the limits, if any, on the homelessness prevention or rapid re-housing assistance that each program participant may receive, such as the maximum amount of assistance, maximum number of months the program participant may receive assistance, or the maximum number of times the program participant may receive assistance. Note: ESG regulations limit this assistance to no more than 24 months in a three-year period. Housing stability case management is limited as specified on pp. 75979-80 of the [federal regulations](#).
10. *Participation in HMIS.* The recipient must ensure that data on all persons served and all activities assisted under ESG are entered into the applicable community-wide HMIS in the area in which those persons and activities are located, or a comparable database, in accordance with HUD's standards on participation, data collection, and reporting under a local HMIS.

Please certify you have established applicable Written Standards for ESG. (Do not attach a copy of your Written Standards). (att.11)

Name _____ Title _____

Signature _____ Date _____

B. ANTICIPATED PROJECT OUTCOMES

The chart below describes two significant outcome(s) for each activity funded by ESG. These outcomes will apply to all projects funded for the 2016 ESG period.

Outcomes: An outcome represents a specific result a program is intended to achieve. An outcome can also be defined as the specific objective of a specific program.

Performance Measurement: Performance measurement is generally defined as regular measurement of outcomes and results, which generates reliable data on the effectiveness and efficiency of programs.

Please certify you understand the performance outcomes and measurements for your ESG activities. (att. 12)

ESG ACTIVITY	EXPECTED OUTCOME		PERFORMANCE MEASUREMENT
Shelter	75% of clients with more than 90 days in shelter exit to permanent destinations.		APR (submitted quarterly)
Shelter	75% of clients with less than 90 days in shelter exit to destination other than homelessness.		APR (submitted quarterly)
Street Outreach	50% of clients will access housing (ES,TH,SH,PH or PSH)		APR (submitted quarterly)
Street Outreach	75% of clients will access Essential Services		Service Summary (submitted quarterly)
Homeless Prevention	75% of clients will maintain Permanent Housing for six (6) months.		Agency follow up procedure (submitted quarterly)
Homeless Prevention	75% of clients will access permanent housing		HMIS APR (submitted quarterly)
Rapid Re Housing	75% of clients will maintain Permanent Housing for six (6) months.		Agency Follow up procedure (submitted quarterly)
Rapid Re Housing	75% of clients will access permanent housing		HMIS APR (submitted quarterly)
1 st Quarter 7/01/16 – 9/30/16 Report due 10/20/ 16	2 nd Quarter 10/01/16 – 12/31/16 Report due 01/20/17	3 rd Quarter 01/01/17 – 3/31/17 Report due 4/20/17	4 th Quarter 4/01/17 – 6/30/17 Report due 7/20/17

Name _____ Title _____

Signature _____ Date _____

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies to the best of his or her knowledge and belief that:

a. No federal appropriated funds have been paid or will be paid by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or any employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of an cooperative agreement and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan or cooperative agreement.

b. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form III "Disclosure Form to Report Lobbying", in accordance with its instructions.

c. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans and cooperative agreements), and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352 title 31 U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Authorized Signature

Mayor, City of Pittsburg Kansas _____
Title

Date

STATEMENT REGARDING DISCRIMINATION

The applicant agrees and warrants that in the performance of an executed third party contract with the state that it will not discriminate or permit discrimination against religious creed, age, marital status, national origin, sex, mental retardation or physical disability including, but not limited to, blindness, unless it can be shown by the applicant that such disability prevents performance of work involved in any manner prohibited by the laws of the United States or of the State of Kansas, and the applicant further agrees to provide the Commission on Equal Opportunities with such information requested by the Commission concerning the employment as they relate to the provisions of this section.

I, Michael Gray, (the duly authorized representative of the applicant) do hereby certify that all the facts, figures and representations made in this application are true and correct, to the best of my knowledge and belief.

Authorized Signature

Mayor, City of Pittsburg Kansas _____
Title

Date

**STATEMENT ASSURING COMPLIANCE WITH APPLICABLE ENVIRONMENTAL
REGULATIONS**

The use of federal funds triggers the requirement of compliance with federal environmental regulations developed by the Department of Housing and Urban Development (HUD). These regulations, contained in 24 CFR Part 50 and Part 58 "Environmental Review Procedures for Recipients Assuming HUD Responsibilities", require compliance with the National Environmental Policy Act (NEPA), as well as several related federal laws, regulations and Executive Orders. In order to ensure compliance with these environmental regulations, the state shall require a complete description of all physical work to be undertaken, including specifications and drawings where applicable. This information is necessary to ensure that all environmental reviews and paperwork can be completed by the state in order to satisfy HUD requirements. No funds will be released or vouchers paid for physical activities unless environmental clearance has been obtained from HUD. NO construction activities may occur without formal notification from the City that the release of environmental conditions has occurred.

All physical projects must comply, where applicable, with environmental requirements, guidelines and statutory obligations in the following areas, as outlined in 24 CFR Parts 50 and 58, Historic Properties Protection; Flood plain Management and Wetland Protection; Coastal Zone Management Requirements; Sole Source Aquifer Protection; Wildlife, Endangered Species, and Wild and Scenic River Protection; Water Quality Regulations; Air Quality; Solid Waste Management Regulations; Farmland Protection; and other HUD Environmental Standards.

All work plans will be reviewed to ensure compliance with applicable environmental standards. The following sections briefly outline the statutory compliance areas which will affect most physical activities undertaken with CDBG funds.

Historic Properties: All properties to be rehabilitated, renovated, demolished or physically changed in any manner will be reviewed to determine if they are contained on the State of Kansas Historic List. If a structure is contained on the Historic List, rehabilitation or renovation activities must adhere to the National Secretary of the Interior's Standards for Rehabilitation. Any proposed activity which does not adhere to the Secretary of the Interior's Standards must be reviewed by the Kansas State Historic Preservation Office (SHPO) prior to commencement of the activity. All requirements outlined by SHPO and, where necessary, the Advisory Council on Historic Preservation, must be met before funds can be released. These requirements also pertain to demolition activities.

Air Quality/Asbestos Abatement: Prior to any rehabilitation, demolition or heating and ventilation improvement activity, all areas to be disturbed must be inspected for the presence of asbestos containing materials (ACM's). If asbestos is found in areas to be disturbed, all asbestos-containing materials must be completely removed by a NESHAP certified asbestos removal contractor and disposed of in accordance with all local, state and federal laws and requirements prior to the commencement of any construction or demolition work. All records documenting compliance with local, state and federal laws and regulations must be presented to the state prior to the commencement of any construction activity to obtain the release of funds. If the inspection determines that no asbestos is present in the areas to be disturbed, a signed letter stating the date of inspection and the absence of asbestos must be presented to the state.

Lead-Based Paint Abatement: Prior to the rehabilitation of any residential structure or non-dwelling facility commonly used by children under seven years, all applicable surfaces of units constructed prior to 1978 shall be inspected to determine if lead-based paint surfaces exist. If defective lead-based painted surfaces are present, notification and abatement, in accordance with all local, state and federal laws and regulations must occur prior to the release of funds. If no lead-based paint is present, a signed letter, stating the date of inspection, the name of the inspector, and the absence of lead-based paint, must be presented to the state.

Other Applicable Statutory Requirements: If a property to be rehabilitated is located within a flood zone, wetland area or coastal zone, the proposed project must be reviewed to ensure consistency with applicable local, state and federal regulations. If the subject property is located in an airport clear zone or within an industrial/commercial area, the project must be reviewed to ensure that any potential site safety hazards are addressed.

To the best of your knowledge:

Does the proposed project area contain lead-based paint?

_____ Yes ___X___ No _____ Unsure

Does the proposed project area contain asbestos containing materials?

_____ Yes ___X___ No _____ Unsure

As the applicant, the undersigned assures the commitment to compliance with the environmental Regulations outlined by HUD.

Authorized Signature

Mayor, City of Pittsburg Kansas _____
Title

Date

INTEROFFICE MEMORANDUM

To: City Manager Daron Hall
Chief Mendy Hulvey
From: Lieutenant Tim Tompkins
CC:
Date: April 14, 2017
Subject: Request to Waive City Bid Policy

For FY2017, the police department was allocated \$25,000 in our operating budget to purchase a deployment vehicle for the Special Response Team. It is our intention to seek a quality used vehicle that we could repurpose into a deployment vehicle, such as a fleet maintained cargo van or an emergency vehicle such as a former ambulance capable of being easily configured to transport personnel and equipment.

Under our current City Purchasing Policy, purchases over \$5,000 but less than \$20,000 require obtaining a minimum of three price quotes. Purchases in excess of \$20,000 require a formal bid process. Unfortunately, for the purchase of a specific used vehicle to meet our needs and remain within our budget allocations, obtaining multiple quotes or a formal bid from qualified vendors would not be possible.

Therefore, we are seeking permission to waive the City Purchasing Policy for an amount not to exceed \$25,000 to allow staff to seek out a used vehicle meeting our needs and specifications. It is our intention to purchase a used vehicle at a price that will leave funding for any configuration or conversion so as not to exceed the total budget allocation of \$25,000. Should you have any questions on the request for waiver, please contact me at your convenience. I will be attending the Commission Meeting on April 25th as well to answer any questions the Commissioners might have.

INTEROFFICE MEMORANDUM

To: Chief Mendy Hulvey

From: Christina Lloyd, Assistant County Attorney

CC:

Date: Monday, April 10, 2017

Subject: Request to Modify MOU for Full-time Assistant

At this time, I am currently handling over 160 felony cases. My assistant is responsible for a multitude of tasks for the entirety of each case. Some of these duties include entering all new reports into our system; electronically filing all Court documents; preparing paper files for each case; providing all discovery to Defense Counsel; uploading all discovery on the server so that I may access it remotely; issuing subpoenas for all hearings including trials; organizing and updating all paper files as new documents and/or discovery are obtained; maintaining contact with the other two County Attorney offices about various cases; and preparing all summonses and warrants. In addition, my assistant is in charge of updating my Court calendar; answering the phone and taking messages; and preparing my upcoming dockets by pulling the paper files.

Therefore, I am requesting consideration to modify our Memorandum of Understanding and move the part-time assistant position to full-time. A full-time assistant is necessary due to my extended case load as well as the fact that I am in court usually three to four days per week. My Court schedule often keeps me out of the office for long periods of time. In addition, the efficiency and effectiveness of my job relies heavily on organization and issues being handled in a timely manner. Such things are not possible without someone working closely with me on a full-time basis.

I hope this information is helpful to you. Please let me know if you need anything else.

INTEROFFICE MEMORANDUM

To: City Commissioners
City Manager Daron Hall
From: Chief Mendy Hulvey
CC:
Date: Tuesday, April 18, 2017
Subject: Revised Memorandum of Understanding

As you may recall, as part of the expansion of the police department through the Public Safety Sales Tax initiatives, in FY2016 the City entered into a Memorandum of Understanding with the Crawford County Attorney and the Crawford County Commission for the purpose of funding a Special Drug Prosecutor to handle the significant increase in drug cases generated by the police department's narcotics unit. In addition to the Special Drug Prosecutor, the Crawford County Attorney's Office agreed to fund a part-time assistant position assigned specifically to the Special Drug Prosecutor.

Currently we now find ourselves in a position of needing to expand the part-time position to a full-time position. The Special Drug Prosecutor has over 160 open and active felony level drug cases pending in court, with more cases being sent over almost weekly. The obvious workload associated with scheduling meetings and hearings, keeping up with case files, motions and other daily activities associated with prosecuting these complex cases necessitates moving the support position to full-time to better monitor the daily work flow. To that end, I have met with Crawford County Attorney Michael Gayoso, who agrees with the recommendation to move the position to full-time. Unfortunately, Mr. Gayoso is not in a position to expand his current staffing levels to include an additional full-time employee.

Therefore, I am respectfully requesting permission to amend the current Memorandum of Understanding so that a full-time prosecution clerk position can be added to the records division of the police department, with the City and the Crawford County Attorney splitting both salary costs and benefits of a full-time position equally, with reimbursement to the City of Pittsburg coming from the Crawford County General Fund. Should you and the Commission approve the request, we have prepared and amended Memorandum of Understanding reflecting this position change for signatures. Should you have any further questions or require further information, please contact me. I will include a memorandum prepared by Assistant County Attorney Christina Lloyd justifying the need for a full-time assistant.

MEMORANDUM OF UNDERSTANDING ADDENDUM

Between

THE CRAWFORD COUNTY ATTORNEY'S OFFICE,

THE BOARD OF CRAWFORD COUNTY COMMISSIONERS,

THE CITY OF PITTSBURG, KANSAS,

and

THE PITTSBURG POLICE DEPARTMENT

That the Crawford County Attorney's Office, the Board of Crawford County Commissioners, the City of Pittsburg, and the Pittsburg Police Department entered into a memorandum of understanding (MOU) to fund a full time assistant county attorney to prosecute drug cases originating within the city limits of Pittsburg, Crawford County, KS.

The parties have previously entered into a MOU and an extension of the MOU. The original MOU and the extension provided that the Crawford County Attorney's office would provide for a part-time support staff person to assist the assistant county attorney in his/her drug prosecution duties. This part-time staff person would be an employee of Crawford County.

Modification of Agreement: The city of Pittsburg has now agreed to hire a full-time support staff member to assist the ACA in his/her duties. This full-time support staff member shall be employed by the city of Pittsburg. The city of Pittsburg will be responsible for the salary and benefits for this position. Crawford county commissioners have agreed to reimburse the city of Pittsburg for one-half (½) of the total salary and benefits of the full-time support staff member from the county general fund. The specific financial transaction in reimbursing the city shall be addressed by each entities financial departments and that which would be mutually beneficial.

This addendum to the MOU is at-will and may be modified by mutual consent of the authorized officials of the Crawford County Attorney's Office, the City of Pittsburg, the Board of Crawford County Commissioners and the Pittsburg Police Department at any time during is effective dates.

This MOU shall become effective upon signature of all authorized officials.

APPROVED, DATED AND AGREED TO BY THE FOLLOWING:



Michael Gayoso, Jr.
Crawford County Attorney
Date: March 30, 2017

Daron R. Hall
City of Pittsburg Manager
Date: _____

Mendy Hulvey
City of Pittsburg Chief of Police
Date: _____

Tom Moody, Chairman
Board of Crawford County Commissioners
Date: _____

Michael Gray
City of Pittsburg Mayor
Date: _____

VENDOR SET: 99 City of Pittsburg, KS
 BANK: * ALL BANKS
 DATE RANGE: 4/05/2017 THRU 4/18/2017

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C-CHECK	VOID CHECK	V	4/07/2017			179325		
C-CHECK	VOID CHECK	V	4/07/2017			179326		
C-CHECK	VOID CHECK	V	4/07/2017			179339		
C-CHECK	VOID CHECK	V	4/07/2017			179355		
C-CHECK	VOID CHECK	V	4/07/2017			179356		
C-CHECK	VOID CHECK	V	4/14/2017			179381		
C-CHECK	VOID CHECK	V	4/14/2017			179382		
C-CHECK	VOID CHECK	V	4/14/2017			179407		
C-CHECK	VOID CHECK	V	4/14/2017			179408		
C-CHECK	VOID CHECK	V	4/14/2017			179409		

* * 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:	10 VOID DEBITS		0.00			
	VOID CREDITS		0.00	0.00	0.00	

TOTAL ERRORS: 0

VENDOR SET: 99	BANK: *	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			10	0.00	0.00	0.00
BANK: *		TOTALS:	10	0.00	0.00	0.00

VENDOR SET: 99 City of Pittsburg, KS
BANK: 80144 BMO HARRIS BANK
DATE RANGE: 4/05/2017 THRU 4/18/2017

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0523	AT&T	R	4/07/2017			179324		4,676.29
5506	MIKE E BROWN	R	4/07/2017			179327		175.00
6956	BSN SPORTS, INC	R	4/07/2017			179328		539.46
6887	TRAVIS CARLTON	R	4/07/2017			179329		245.00
7481	TIMOTHY CASHERO	R	4/07/2017			179330		105.00
7599	ASHTEN DIONNE CLARK	R	4/07/2017			179331		160.00
6865	MICHAEL S COLE	R	4/07/2017			179332		352.00
7648	COVERTTRACK GROUP INC	R	4/07/2017			179333		2,210.00
4263	COX COMMUNICATIONS KANSAS LLC	R	4/07/2017			179334		77.23
4263	COX COMMUNICATIONS KANSAS LLC	R	4/07/2017			179335		90.31
4263	COX COMMUNICATIONS KANSAS LLC	R	4/07/2017			179336		32.56
4263	COX COMMUNICATIONS KANSAS LLC	R	4/07/2017			179337		13.23
4263	COX COMMUNICATIONS KANSAS LLC	R	4/07/2017			179338		1,959.84
7672	WESLEY JOE DANNELS	R	4/07/2017			179340		210.00
7547	ED EICHENBERGER	R	4/07/2017			179341		140.00
7675	PETER ELDER	R	4/07/2017			179342		160.00
6923	HUGO'S INDUSTRIAL SUPPLY INC	R	4/07/2017			179343		79.80
0225	KDOR	R	4/07/2017			179344		8,310.67
0033	LOU'S GLOVES	R	4/07/2017			179345		261.00
7007	MANPOWER, INC	R	4/07/2017			179346		528.00
7671	BRADLEY L MATKIN	R	4/07/2017			179347		105.00
7673	STEVEN D MILLIMAN	R	4/07/2017			179348		175.00

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 DATE RANGE: 4/05/2017 THRU 4/18/2017

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
7674	LACY MARIE RECORDS	R	4/07/2017			179349		280.00
6806	RED MUNICIPAL & INDUSTRIAL EQU	R	4/07/2017			179350		1,620.38
2843	STEPHEN SCOTT	R	4/07/2017			179351		149.21
7532	CRAIG TAYLOR	R	4/07/2017			179352		160.00
0349	UNITED WAY OF CRAWFORD COUNTY	R	4/07/2017			179353		76.77
5589	VERIZON WIRELESS SERVICES, LLC	R	4/07/2017			179354		6,953.82
1108	WESTAR ENERGY	R	4/07/2017			179357		88.57
5371	PITTSBURG FAMILY YMCA	R	4/07/2017			179358		206.28
7497	JOSEPH ZOGG	R	4/07/2017			179359		245.00
1	KSAWWA	R	4/10/2017			179360		150.00
3283	KSFFA	R	4/10/2017			179361		300.00
7561	CAPITAL PAVING & CONSTRUCTION	R	4/12/2017			179362		322,544.25
6154	4 STATE MAINTENANCE SUPPLY INC	R	4/14/2017			179371		358.69
2004	AIRE-MASTER OF AMERICA, INC.	R	4/14/2017			179372		16.40
1	ANIMAL CONTROL TRAINING SVC	R	4/14/2017			179373		550.00
5506	MIKE E BROWN	R	4/14/2017			179374		60.00
6887	TRAVIS CARLTON	R	4/14/2017			179375		120.00
6545	CENTER POINT INC	R	4/14/2017			179376		43.14
7599	ASHTEN DIONNE CLARK	R	4/14/2017			179377		180.00
5283	CLASS LTD	R	4/14/2017			179378		40.50
1	CLINTON, KAYLA NICHOLE	R	4/14/2017			179379		139.00
7657	COPY PRODUCTS, INC.	R	4/14/2017			179380		1,994.00

VENDOR SET: 99 City of Pittsburg, KS

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DATE RANGE: 4/05/2017 THRU 4/18/2017

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
7678	COUNCIL OF DEVELOPMENT FINANCE	R	4/14/2017			179383		400.00
4263	COX COMMUNICATIONS KANSAS LLC	R	4/14/2017			179384		79.98
7517	CRAW-KAN TELEPHONE COOPERATIVE	R	4/14/2017			179385		63,217.80
5857	CREATIVE PRODUCT SOURCING INC	R	4/14/2017			179386		147.00
7646	CUMMINS, INC.	R	4/14/2017			179387		466.05
7547	ED EICHENBERGER	R	4/14/2017			179388		60.00
7151	TOTALFUNDS BY HASLER	R	4/14/2017			179389		1,500.00
6923	HUGO'S INDUSTRIAL SUPPLY INC	R	4/14/2017			179390		140.24
6656	KNIPP EQUIPMENT INC	R	4/14/2017			179391		643.00
7190	LEXISNEXIS RISK DATA MANAGEMEN	R	4/14/2017			179392		381.92
7007	MANPOWER, INC	R	4/14/2017			179393		528.00
7305	TAYLOR MARTIN	R	4/14/2017			179394		120.00
7671	BRADLEY L MATKIN	R	4/14/2017			179395		60.00
7601	MEYER LAW FIRM, LLC	R	4/14/2017			179396		95.00
7392	ASSURECO RISK MANAGEMENT & REG	R	4/14/2017			179397		350.00
1	NICHOLAS, PATTY	R	4/14/2017			179398		30.00
7480	RODGER PETRAIT	R	4/14/2017			179399		154.44
6697	PITTSBURG EMERGENCY PHYSICIAN,	R	4/14/2017			179400		37.73
0187	PITTSBURG ROTARY CLUB	R	4/14/2017			179401		170.00
6377	SOUTHEAST KANSAS RECYCLING CEN	R	4/14/2017			179402		642.00
7053	U.S. PEROXIDE, LLC	R	4/14/2017			179403		950.00
5589	VERIZON WIRELESS SERVICES, LLC	R	4/14/2017			179404		352.17

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2350	WASTE CORPORATION OF MISSOURI	R	4/14/2017			179405		571.45
1108	WESTAR ENERGY	R	4/14/2017			179406		88,616.58
7535	DANNY L YOUNG	R	4/14/2017			179410		60.00
0022	DANKO EMERGENCY EQUIPMENT CO.	E	4/10/2017			999999		56.13
0044	CRESTWOOD COUNTRY CLUB	E	4/10/2017			999999		279.95
0046	ETTINGERS OFFICE SUPPLY	E	4/10/2017			999999		488.92
0046	ETTINGERS OFFICE SUPPLY	E	4/17/2017			999999		371.45
0054	JOPLIN SUPPLY COMPANY	E	4/17/2017			999999		3,930.33
0055	JOHN'S SPORT CENTER, INC.	E	4/10/2017			999999		120.00
0056	NEWSPAPER HOLDINGS	E	4/10/2017			999999		297.21
0068	BROOKS PLUMBING LLC	E	4/10/2017			999999		162.50
0084	INTERSTATE EXTERMINATOR, INC.	E	4/10/2017			999999		405.00
0087	FORMS ONE, LLC	E	4/10/2017			999999		78.00
0105	PITTSBURG AUTOMOTIVE INC	E	4/10/2017			999999		211.31
0105	PITTSBURG AUTOMOTIVE INC	E	4/17/2017			999999		1,526.93
0112	MARRONES INC	E	4/10/2017			999999		131.65
0116	DANIEL E BRADEN	E	4/10/2017			999999		25.00
0117	THE MORNING SUN	E	4/10/2017			999999		79.19
0128	VIA CHRISTI HOSPITAL	E	4/10/2017			999999		615.00
0135	PITTSBURG AREA CHAMBER OF COMM	E	4/10/2017			999999		20,900.00
0135	PITTSBURG AREA CHAMBER OF COMM	E	4/17/2017			999999		16.00
0142	HECKERT CONSTRUCTION CO INC	E	4/10/2017			999999		1,002.64

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0142	HECKERT CONSTRUCTION CO INC	E	4/17/2017			999999		400.00
0181	INGRAM	E	4/10/2017			999999		31.89
0194	KANSAS STATE TREASURER	E	4/10/2017			999999		7,820.65
0199	KIRKLAND WELDING SUPPLIES	E	4/17/2017			999999		15.00
0207	PEPSI-COLA BOTTLING CO OF PITT	E	4/10/2017			999999		36.50
0207	PEPSI-COLA BOTTLING CO OF PITT	E	4/17/2017			999999		76.50
0224	KDOR	D	4/05/2017			999999		4,663.95
0224	KDOR	D	4/07/2017			999999		1,363.59
0272	BO'S 1 STOP INC	E	4/10/2017			999999		159.12
0276	JOE SMITH COMPANY, INC.	E	4/17/2017			999999		331.59
0321	KP&F	D	4/07/2017			999999		39,203.21
0328	KANSAS ONE-CALL SYSTEM, INC	E	4/10/2017			999999		371.00
0329	O'MALLEY IMPLEMENT CO INC	E	4/17/2017			999999		95.93
0335	CUSTOM AWARDS, LLC	E	4/10/2017			999999		947.75
0409	WISEMAN'S DISCOUNT TIRE INC	E	4/17/2017			999999		1,105.80
0422	DEMCO, INC	E	4/10/2017			999999		118.54
0478	VIETTI AUTO BODY INC	E	4/17/2017			999999		444.63
0516	AMERICAN CONCRETE CO INC	E	4/10/2017			999999		6,369.33
0525	3M	E	4/10/2017			999999		769.50
0525	3M	E	4/17/2017			999999		648.00
0530	THYSSENKRUPP CORPORATION	E	4/10/2017			999999		2,751.00
0534	TYLER TECHNOLOGIES INC	E	4/10/2017			999999		390.00

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0534	TYLER TECHNOLOGIES INC	E	4/17/2017			999999		6,988.75
0577	KANSAS GAS SERVICE	E	4/17/2017			999999		1,163.02
0628	KC BOBCAT	E	4/10/2017			999999		16.46
0650	HOME CENTER CONSTRUCTION	E	4/10/2017			999999		11,850.00
0710	HOLLAND ALIGNMENT	E	4/17/2017			999999		59.95
0728	ICMA	D	4/07/2017			999999		871.23
0746	CDL ELECTRIC COMPANY INC	E	4/17/2017			999999		4,462.44
0779	PITTSBURG COMMUNITY THEATRE	E	4/17/2017			999999		4,434.94
0784	MIRACLE RECREATION EQUIP CO	E	4/10/2017			999999		2,480.00
0806	JOHN L CUSSIMANIO	E	4/10/2017			999999		278.00
0806	JOHN L CUSSIMANIO	E	4/17/2017			999999		278.00
0844	HY-FLO EQUIPMENT CO	E	4/17/2017			999999		333.77
0866	AVFUEL CORPORATION	E	4/17/2017			999999		16,554.97
1033	BOLLINGER GROUP, LLC	E	4/17/2017			999999		350.00
1050	KPERS	D	4/07/2017			999999		34,007.63
1478	KANSASLAND TIRE OF PITTSBURG	E	4/10/2017			999999		1,465.20
1478	KANSASLAND TIRE OF PITTSBURG	E	4/17/2017			999999		319.15
1576	PAVING MAINTENANCE SUPPLY INC	E	4/10/2017			999999		4,839.00
1619	MIDWEST TAPE, LLC	E	4/10/2017			999999		13.99
1792	B&L WATERWORKS SUPPLY, LLC	E	4/17/2017			999999		2,889.53
2025	SOUTHERN UNIFORM & EQUIPMENT L	E	4/10/2017			999999		189.96
2025	SOUTHERN UNIFORM & EQUIPMENT L	E	4/17/2017			999999		260.99

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
2035	O'BRIEN ROCK CO., INC.	E	4/10/2017			999999		383.83
2161	RECORDED BOOKS, LLC	E	4/10/2017			999999		74.25
2186	PRODUCERS COOPERATIVE ASSOCIAT	E	4/10/2017			999999		1,504.25
2433	THE MORNING SUN	E	4/10/2017			999999		115.00
2433	THE MORNING SUN	E	4/17/2017			999999		420.11
2825	KANSAS DEPT OF ADMINISTRATION	E	4/10/2017			999999		638.00
2921	DP2 BILLING SOLUTIONS, LLC	E	4/17/2017			999999		4,902.53
2960	PACE ANALYTICAL SERVICES INC	E	4/17/2017			999999		4,814.00
3126	W.W. GRAINGER, INC	E	4/10/2017			999999		170.50
3192	MUNICIPAL CODE CORP	E	4/10/2017			999999		81.00
3248	AIRGAS USA LLC	E	4/10/2017			999999		1,178.94
3281	USA BLUE BOOK	E	4/10/2017			999999		417.40
3802	BRENNTAG MID-SOUTH INC	E	4/10/2017			999999		3,435.00
4126	EMERGENCY MEDICAL PRODUCT INC	E	4/10/2017			999999		130.40
4307	HENRY KRAFT, INC.	E	4/10/2017			999999		267.85
4354	LIFESTYLE LEASING INC	E	4/17/2017			999999		1,800.00
4452	RYAN INSURANCE	E	4/10/2017			999999		306,209.00
4618	TRESA MILLER	E	4/10/2017			999999		1,326.00
4621	JCI	E	4/10/2017			999999		517.17
4766	ACCURATE ENVIRONMENTAL	E	4/10/2017			999999		533.91
5014	MID-AMERICA SANITATION	E	4/10/2017			999999		722.42
5275	US LIME COMPANY-ST CLAIR	E	4/17/2017			999999		8,635.10

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DATE RANGE: 4/05/2017 THRU 4/18/2017

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
5482	JUSTIN HART	E	4/10/2017			999999		60.00
5566	VINYLPLEX INC	E	4/10/2017			999999		809.34
5581	SAGA QUAD STATE COMMUNICATIONS	E	4/17/2017			999999		785.00
5623	CRAWFORD COUNTY CLERK	E	4/10/2017			999999		16.90
5640	CORRECT CARE SOLUTIONS LLC	E	4/17/2017			999999		54.00
5791	HOSPITAL DISTRICT #1 OF CRAWFO	E	4/17/2017			999999		214.99
5904	TASC	D	4/07/2017			999999		7,494.72
5907	BREATHING AIR SERVICES INC	E	4/10/2017			999999		85.00
6128	TBS ELECTRONICS INC	E	4/10/2017			999999		12,697.50
6175	HENRY C MENGHINI	E	4/17/2017			999999		350.70
6192	KATHLEEN CERNE	E	4/10/2017			999999		2,000.00
6198	CHARLES HOSMAN	E	4/10/2017			999999		250.00
6203	SOUTHWEST PAPER CO INC	E	4/17/2017			999999		488.29
6402	BEAN'S TOWING & AUTO BODY	E	4/17/2017			999999		2,179.00
6415	GREAT WEST TANDEM KPERS 457	D	4/07/2017			999999		3,943.00
6528	GALE GROUP/CENGAGE	E	4/10/2017			999999		107.97
6528	GALE GROUP/CENGAGE	E	4/17/2017			999999		158.93
6718	NATIONAL SCREENING BUREAU	E	4/10/2017			999999		33.00
6952	ADP INC	D	4/14/2017			999999		675.47
7028	MATTHEW L. FRYE	E	4/17/2017			999999		400.00
7038	SIGNET COFFEE ROASTERS	E	4/17/2017			999999		82.50
7167	MAILFINANCE, INC	E	4/17/2017			999999		747.63

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
7240	JAY HATFIELD CERTIFIED USED CA	E	4/17/2017			999999		52.50
7283	CORESOURCE, INC	D	4/06/2017			999999		37,582.52
7283	CORESOURCE, INC	D	4/13/2017			999999		33,556.53
7283	CORESOURCE, INC	E	4/10/2017			999999		46,344.20
7290	DELTA DENTAL OF KANSAS INC	D	4/07/2017			999999		3,656.20
7290	DELTA DENTAL OF KANSAS INC	D	4/14/2017			999999		2,477.14
7335	TRUSS LLC	E	4/10/2017			999999		19,998.00
7407	LIMELIGHT MARKETING LLC	E	4/10/2017			999999		500.00
7540	THOMAS W NICHOLS	E	4/17/2017			999999		180.00
7623	DT SPORTSWEAR LLC	E	4/10/2017			999999		396.00
7655	HW ACQUISITIONS, PA	E	4/17/2017			999999		204.38

* * T O T A L S * *		NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	69		516,654.76	0.00	516,654.76
HAND CHECKS:	0		0.00	0.00	0.00
DRAFTS:	12		169,495.19	0.00	169,495.19
EFT:	106		540,285.48	4.93CR	540,280.55
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: 80144TOTALS:	187	1,226,435.43	4.93CR	1,226,430.50
BANK: 80144 TOTALS:	187	1,226,435.43	4.93CR	1,226,430.50

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
7401	JAMI L CROWDER	E	4/12/2017			999999		2,223.19
7572	OZARK MOUNTAIN ENERGY, INC	E	4/05/2017			999999		15,489.20

* * 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:		2	17,712.39		0.00	17,712.39
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: EFT	2	17,712.39		0.00	17,712.39
BANK: EFT	TOTALS:	2	17,712.39		0.00	17,712.39

VENDOR SET: 99 City of Pittsburg, KS
 BANK: TBRA BMO HARRIS BANK-TBRA
 DATE RANGE: 4/05/2017 THRU 4/18/2017

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
7668	JOHN BEST	E	4/05/2017			999999		400.00

* * 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:	1	400.00	0.00	400.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	0.00

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 99 BANK: TBRA TOTALS:	1	400.00	0.00	400.00
BANK: TBRA TOTALS:	1	400.00	0.00	400.00
REPORT TOTALS:	190	1,244,547.82	4.93CR	1,244,542.89

Passed and approved this 25th day of April, 2017.

Michael Gray, Mayor

ATTEST:

Tammy Nagel, City Clerk