

Table of Contents

Agenda	3
Approval of the July 28, 2020, City Commission Meeting minutes.	
07/28/2020 Minutes.	6
Approval of staff recommendation to purchase a customer payment kiosk for City Hall from Adcomp Systems Group in the amount of \$29,163.	
agenda item.	10
Approval of the Traffic Advisory Board request to place stop signs at 5th Street, 6th Street, 8th Street and 9th Street where they intersect Tucker Avenue.	
Memo Stop Signs - Tucker Street 5 6 8 9 Streets Intersections	13
Approval of the Appropriation Ordinance for the period ending August 11, 2020, subject to the release of HUD expenditures when funds are received.	
Check list	14
LOAN APPLICATION - WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT - The City of Pittsburg advertised for a Public Hearing to be held on Tuesday, August 11, 2020, at 5:30 p.m., in the City Commission Room in the Law Enforcement Center, 201 North Pine, for the purpose of proceeding with a loan application for a loan in the anticipated amount of \$40,000,000 to finance proposed improvements for the Pittsburg Wastewater Treatment Plant through the Kansas Water Pollution Control Revolving Funds Assistance Program administered by the Kansas Department of Health and Environment. The public must be afforded the opportunity to comment on the project per KDH&E requirements.	
Notice of Public Hearing - WWTP Improvements (2020)	22
Resolution 1237 - KWPCRF Loan App	23
PROPOSED 2021 BUDGET - The City of Pittsburg advertised for a Public Hearing to be held on August 11th, 2020, at the City Commission Meeting, commencing at 5:30 p.m. in the City Commission Room, located in the Law Enforcement Center, 201 North Pine, for the purpose of hearing and answering questions relating to the proposed 2021 Budget.	
agenda item.	24
APPOINTMENT TO MEMORIAL AUDITORIUM ADVISORY BOARD - Consider staff recommendation to appoint one individual to fill an unexpired term as a member of the Memorial Auditorium Advisory Board effective immediately and to conclude on December 31, 2022.	
Memorial Auditorium Appointment Memo.	26
Cawley - Application	27
Neil - Application	29
Shultz - Application	31

REQUEST TO CHANGE ZONING - Consider the recommendation of the Planning Commission/Board of Zoning Appeals, to approve the request submitted by Jason Wesco, on behalf of the Community Health Center of Southeast Kansas (CHC/SEK), to change the existing zoning of the property located immediately west of the CHC/SEK main building and immediately south of the CHC/SEK System Office, known as 601 East 30th Street, from RP-3 Planned Medium Density Residential to CP-0 Planned Commercial Office District to allow an educational facility to be constructed.

Memo - Change in Zone Request CHCSEK 35

CHCSEK Change in Zoning Map 37

CHANGE ORDER NO. 8 AND FINAL PAYMENT - EMERY SAPP & SONS - Consider staff recommendation to approve Change Order No. 8, reflecting an increase of \$6,484.60, making a new contract construction amount of \$1,318,624.00, and final payment in the amount of \$26,372.48 to Emery Sapp & Sons, of Springfield, Missouri, for the Silverback Way roadway construction.

Memo Silverback Way CO and Final Payment 38

Final Pay for Silverback Way - Emery Sapp 39

Change Orders 41

CITY CONNECTING LINK IMPROVEMENT PROJECT (CCLIP)

- The Kansas Department of Transportation (KDOT) has selected the City's application for a Surface Preservation project for funding as part of the KDOT State Fiscal Year (SFY) 2022 CCLIP and KDOT has allocated a maximum match of \$300,000.00 for the construction and construction engineering for the project which will consist of a mill and overlay on US-69B (North Broadway) from 2nd to 5th Streets and K-126 (4th Street) from Pine to Broadway.

Memo - CCLIP - Broadway and 4th CCLIP Project

Progaming Request memo 64

Pittsburg 22 Award Ltr 65

KDOT Programming Request. 68

DEVELOPMENT PROCESS REVISION - Staff will provide a review of Article 2 of the Zoning Ordinance and Subdivision Regulations regarding the procedure for the approval of subdivisions.

Article 2 70

CITY OF PITTSBURG, KANSAS
COMMISSION AGENDA
Tuesday, August 11, 2020
5:30 PM

CALL TO ORDER BY THE MAYOR:

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

CONSENT AGENDA:

- a. Approval of the July 28, 2020, City Commission Meeting minutes.
- b. Approval of staff recommendation to purchase a customer payment kiosk for City Hall from Adcomp Systems Group in the amount of \$29,163.
- c. Approval of the Traffic Advisory Board request to place stop signs at 5th Street, 6th Street, 8th Street and 9th Street where they intersect Tucker Avenue.
- d. Approval of the Appropriation Ordinance for the period ending August 11, 2020, subject to the release of HUD expenditures when funds are received.

ROLL CALL VOTE.

PUBLIC HEARINGS:

- a. **LOAN APPLICATION - WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT** - The City of Pittsburg advertised for a Public Hearing to be held on Tuesday, August 11, 2020, at 5:30 p.m., in the City Commission Room in the Law Enforcement Center, 201 North Pine, for the purpose of proceeding with a loan application for a loan in the anticipated amount of \$40,000,000 to finance proposed improvements for the Pittsburg Wastewater Treatment Plant through the Kansas Water Pollution Control Revolving Funds Assistance Program administered by the Kansas Department of Health and Environment. The public must be afforded the opportunity to comment on the project per KDH&E requirements. **Following the Public Hearing, approve or disapprove Resolution No. 1237 authorizing filing of application with the Kansas Department of Health and Environment for a Loan under the Kansas Water Pollution Control Revolving Fund Act (K.S.A. 1988 Supp. 65-3321 through 65-3329).**

CITY OF PITTSBURG, KANSAS
COMMISSION AGENDA
Tuesday, August 11, 2020
5:30 PM

- b. PROPOSED 2021 BUDGET - The City of Pittsburg advertised for a Public Hearing to be held on August 11th, 2020, at the City Commission Meeting, commencing at 5:30 p.m. in the City Commission Room, located in the Law Enforcement Center, 201 North Pine, for the purpose of hearing and answering questions relating to the proposed 2021 Budget. **Following the Public Hearing, approve or disapprove the 2021 Budget and, if approved, authorize the Mayor and City Commissioners to sign the State Budget Certificate Form on behalf of the City.**

CONSIDER THE FOLLOWING:

- a. APPOINTMENT TO MEMORIAL AUDITORIUM ADVISORY BOARD - Consider staff recommendation to appoint one individual to fill an unexpired term as a member of the Memorial Auditorium Advisory Board effective immediately and to conclude on December 31, 2022. **Appoint one new member to the Memorial Auditorium Advisory Board.**
- b. REQUEST TO CHANGE ZONING - Consider the recommendation of the Planning Commission/Board of Zoning Appeals, to approve the request submitted by Jason Wesco, on behalf of the Community Health Center of Southeast Kansas (CHC/SEK), to change the existing zoning of the property located immediately west of the CHC/SEK main building and immediately south of the CHC/SEK System Office, known as 601 East 30th Street, from RP-3 Planned Medium Density Residential to CP-0 Planned Commercial Office District to allow an educational facility to be constructed. **Approve of disapprove recommendation and, if approved, direct staff to prepare the appropriate ordinance. (If the Governing Body is not in agreement with the recommendation as provided, the State Statutes stipulate that the Governing Body, by a 2/3 majority, may override the recommendation or may return the recommendation to the Planning Commission/Board of Zoning Appeals for further consideration. A return of the recommendation must be accompanied with a statement specifying the basis for the Governing Body's returning the recommendation).**

CITY OF PITTSBURG, KANSAS
COMMISSION AGENDA
Tuesday, August 11, 2020
5:30 PM

- c. CHANGE ORDER NO. 8 AND FINAL PAYMENT - EMERY SAPP & SONS - Consider staff recommendation to approve Change Order No. 8, reflecting an increase of \$6,484.60, making a new contract construction amount of \$1,318,624.00, and final payment in the amount of \$26,372.48 to Emery Sapp & Sons, of Springfield, Missouri, for the Silverback Way roadway construction. **Approve or disapprove staff recommendation and, if approved, authorize the Mayor to sign the necessary documents on behalf of the City.**

- d. CITY CONNECTING LINK IMPROVEMENT PROJECT (CCLIP) - The Kansas Department of Transportation (KDOT) has selected the City's application for a Surface Preservation project for funding as part of the KDOT State Fiscal Year (SFY) 2022 CCLIP and KDOT has allocated a maximum match of \$300,000.00 for the construction and construction engineering for the project which will consist of a mill and overlay on US-69B (North Broadway) from 2nd to 5th Streets and K-126 (4th Street) from Pine to Broadway. **Approve or disapprove of the CCLIP Project Programming Request and, if approved, authorize the Mayor and appropriate officials to sign the Project Programming Request.**

- e. DEVELOPMENT PROCESS - Staff will provide a review of Article 2 of the Zoning Ordinance and Subdivision Regulations regarding the procedure for the approval of subdivisions. **Receive for file.**

NON-AGENDA REPORTS & REQUESTS:

ADJOURNMENT

OFFICIAL MINUTES
OF THE MEETING OF THE
GOVERNING BODY OF THE
CITY OF PITTSBURG, KANSAS
July 28th, 2020

A Regular Session of the Board of Commissioners was held at 5:30 p.m. on Tuesday, July 28th, 2020, in the City Commission Room, located in the Law Enforcement Center, 201 North Pine, with Mayor Dawn McNay presiding and the following members present: Cheryl Brooks, Larry Fields, Chuck Munsell and Patrick O'Bryan.

Mayor McNay led the flag salute.

PUBLIC INPUT –

Mike Zafuta, 8 Deer Run Lane, expressed concern regarding the Planning Commission/Board of Zoning Appeals deliberation on the Creekside East Rural Housing Incentive District Project during their meeting on meeting on July 27th. Mr. Zafuta noted additional concern with the infrastructure that would be serving the Creekside East Project.

Paige Wilson, 2203 Porter Lane, expressed concern regarding the Creekside East Rural Housing Incentive District Project, including the approval of the preliminary and final plats at the same time.

Ron Seglie, 1 Deer Run Lane, spoke in regard to safety and water issues in relation to the Creekside East Rural Housing Incentive District Project.

Michael Marietta, 4 Deer Run Lane, stated that Section 104 of the City's Subdivision Regulations stipulates that a preliminary plat will be approved prior to a final plat. Mr. Marietta requested the Governing Body review the procedures for the approval of the plats to ensure they were followed correctly.

APPROVAL OF MINUTES – On motion of O'Bryan, seconded by Munsell, the Governing Body approved the July 14th, 2020, City Commission Meeting minutes as presented. Motion carried.

CEREAL MALT BEVERAGE LICENSE – On motion of O'Bryan, seconded by Munsell, the Governing Body approved the application submitted by Leroy Smith for a Cereal Malt Beverage License for the Third Annual Celebration to honor the life of Brandon Smith to be held at the Frisco Event Center (210 East 4th Street) from 4:00 p.m. until 11:00 p.m. on Saturday, August 1st, 2020, and authorized the City Clerk to issue the license. Motion carried.

FINAL PAYMENT – WATER TREATMENT PLANT SOLIDS CONTACT UNIT BLAST AND RECOAT PROJECT – On motion of O'Bryan, seconded by Munsell, the Governing Body approved final payment to Cunningham Sandblasting & Painting Co., Inc., of Joplin, Missouri, in the amount of \$10,017.00, for the Water Treatment Plant Solids Contact Unit Blast and Recoat Project. Motion carried.

OFFICIAL MINUTES
OF THE MEETING OF THE
GOVERNING BODY OF THE
CITY OF PITTSBURG, KANSAS
July 28th, 2020

APPROPRIATION ORDINANCE – On motion of O'Bryan, seconded by Munsell, the Governing Body approved the Appropriation Ordinance for the period ending July 28th, 2020, subject to the release of HUD expenditures when funds are received with the following roll call vote: Yea: Brooks, Fields, McNay, Munsell and O'Bryan. Motion carried.

DISPOSITION OF BIDS – 2020 ASPHALT REJUVENATION PROJECT – On motion of O'Bryan, seconded by Munsell, the Governing Body approved staff recommendation to award the bid for the 2020 Asphalt Rejuvenation Project to Proseal, Inc., of El Dorado, Kansas based on their low bid meeting specifications of \$0.98 per square yard for a total project cost of \$75,727.54, and authorized the Mayor and City Clerk to sign the contract agreement once prepared. Motion carried.

DISPOSITION OF BIDS – WEST EUCLID STREET REPAIRS PROJECT – On motion of Fields, seconded by Brooks, the Governing Body approved recommendation to award the bid for the West Euclid Street Repairs Project to Sprouls Construction, Inc., of Lamar, Missouri, based on their low bid meeting specifications of \$58,794.80, and authorized the Mayor and City Clerk to sign the contract agreement once prepared. Motion carried.

PUBLIC HEARING – Following a Public Hearing, on motion of O'Bryan, seconded by McNay, the Governing Body approved the establishment of the Creekside East Rural Housing Incentive District (RHID), the adoption of a plan for the development of housing and public facilities in such proposed district, and the adoption of Ordinance No. S-1071, and authorized the Mayor to sign the necessary documents on behalf of the City. Motion carried.

Karleigh Zafuta, 8 Deer Run Lane, expressed concern regarding the preliminary and final plats being approved simultaneously, the zoning of the development, the sidewalk requirements, watershed environment features, a traffic study, the current road status, adjacent property owner notification, collaboration with the neighborhood, pedestrian safety, the master plan, the rezoning process, a vicinity sketch, plans for the road review and upgrade, dimensions for the R-1A zone, and home designs.

PITTSBURG STATE UNIVERSITY UPDATE – Dr. Steve Scott, President of Pittsburg State University, provided details of the current status of the campus and reopening plans in relation to the coronavirus pandemic.

PITTSBURG AREA CHAMBER OF COMMERCE VIDEO - Blake Benson, President of the Pittsburg Area Chamber of Commerce, shared a video highlighting steps being taken by area businesses in response to the coronavirus pandemic.

2021 BUDGET – On motion of O'Bryan, seconded by Fields, the Governing Body approved the 2021 budget for adoption, with a Public Hearing to be held on August 11th, 2020, as prescribed by law. Motion carried.

OFFICIAL MINUTES
OF THE MEETING OF THE
GOVERNING BODY OF THE
CITY OF PITTSBURG, KANSAS
July 28th, 2020

MUNICIPALIZATION OF ELECTRIC UTILITY – Munsell moved, seconded by Brooks, to no longer pursue the municipalization of the electric utility. Commissioner Munsell amended his motion and moved to spend no additional money with the consultant team regarding the municipalization of the electric utility. Brooks seconded the motion. Motion carried with O'Bryan voting in opposition.

PUBLIC MEETING - WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT – Following a presentation by Director of Public Utilities Matt Bacon, regarding alternatives for wastewater treatment plant and collection system improvements to be funded under the low interest State Revolving Loan Fund Program through the Kansas Department of Health and Environment in an anticipated amount of \$40,000,000, on motion of O'Bryan, seconded by Munsell, the Governing Body approved a Public Hearing to be held on August 11th, 2020. Motion carried.

PLAT - CREEKSIDE EAST – On motion of O'Bryan, seconded by Fields, the Governing Body approved the verbal recommendation from the Planning Commission/Board of Zoning Appeals to approve the Preliminary and Final Plats for Phase I of Creekside East submitted by Bart Arnett on behalf of Turnkey Developers, LLC, under the provisions of Article 2 of the Pittsburg Subdivision Regulations to allow the Preliminary and Final Plat of the property located immediately west of Free King Highway, north of the Water Treatment Plant and south of Remington Square, between East Quincy Street and East 4th Street, and authorized the Mayor and City Clerk to sign the Final Plat on behalf of the City. Motion carried with Brooks and Munsell voting in opposition.

Developers Bart Arnett and Nate Stahl, along with Josh Oathout of Anderson Engineering, addressed concerns voiced during Public Input. City Engineer Cameron Alden stated that it is common for a preliminary and final plat to be approved simultaneously. Commissioner Munsell suggested the City's Ordinance be followed and that the preliminary plat could be approved today, with the final plat to be approved at a later date. Commissioner O'Bryan suggested that in the future, neighbors be included in the planning process.

Michael Marietta, 4 Deer Run Lane, suggested the rules in place regarding the approval of plats be followed.

Ron Seglie, 1 Deer Run Lane, spoke in regard to drainage issues associated with Phase I of the Creekside East Development.

Jessica Michael, 2207 Porter Lane, spoke in regard to the condition of Free King Highway and drainage issues on her property. Mr. Oathout provided information on the retention pond that will be used to address immediate drainage. Director of Public Utilities Matt Bacon stated that railroad right-of-way will be used to facilitate drainage. Mr. Bacon further addressed safety issues on Free King Highway.

OFFICIAL MINUTES
OF THE MEETING OF THE
GOVERNING BODY OF THE
CITY OF PITTSBURG, KANSAS
July 28th, 2020

NON-AGENDA REPORTS & REQUESTS:

SALES TAX RECEIPTS – City Manager Daron Hall announced that the sales tax revenues for the Month of May were up when compared to the same period last year.

COMPLETION OF PROJECTS – Director of Public Works Cameron Alden announced that both the Memorial Drive Trail and the 20th Street/69 Bypass Intersection Project have been completed.

BORCHARDT BIRTHDAY - Mayor McNay announced that earlier today, she presented a proclamation to Mary Ann Borchardt in observance of her 100th birthday.

KIDDIELAND – Mayor McNay noted a letter received from a family acknowledging and appreciating Kiddieland being open during the pandemic this summer.

CDBG-CV GRANT – Commissioner Brooks asked for an update on the CDBG-CV grant program. Deputy City Manager Jay Byers directed individuals to the City's webpage for access to the CDBG-CV grant application.

SPARK FUNDING – Mayor McNay asked for information regarding the SPARK funding. Deputy City Manager Byers directed individuals to the County's webpage for access to the SPARK grant application.

HIRING FREEZE – City Manager Daron Hall indicated that the hiring freeze is being lifted, and that open positions will be filled.

CITY HALL – Commissioner Brooks asked when the lobby of City Hall would reopen. City Manager Daron Hall indicated that he does not see the lobby of City Hall being open anytime soon. He stated that a kiosk will be installed to facilitate customer service at City Hall.

APPROVAL OF PLATS – Commissioner Fields requested that City staff prepare a recommendation regarding the process that will be used for the approval of preliminary and final plats. City Manager Daron Hall stated that a recommendation will be included on the August 11th City Commission Meeting agenda.

ADJOURNMENT: On motion of O'Bryan, seconded by McNay, the Governing Body adjourned the meeting at 8:19 p.m. Motion carried.

Dawn McNay, Mayor

ATTEST:

Tammy Nagel, City Clerk

Interoffice Memorandum

TO: Daron Hall, City Manager

FROM: Jay Byers, Deputy City Manager
Jamie Clarkson, Director of Finance

DATE: August 3, 2020

SUBJECT: Agenda Item – City Hall KIOSK

Staff requested proposals for a City Hall kiosk which will be used for taking payments via credit card, check and cash for City services. The Kiosk will be located on the south side of City Hall and be available for use 24/7/365. The City received three proposals from the following companies: Adcomp Systems Group, Girards Business Solutions and Divdat Kisok Network.

Staff is recommending the purchase of the Adcomp Systems Group kiosk in the amount of \$29,163. Staff based their selection based upon the fact that Adcomp has several customers who use INCODE software while the other two have no INCODE users. The City will apply to get reimbursed for the kiosk from Spark funds.

If you have any questions concerning this matter, please contact Jay Byers or myself.

cc: Tammy Nagel, City Clerk

Before & After Rendition : Pittsburg KS

JACK Kiosk at Work 24/7 for Your City



City of Pittsburgh
KIOSK Proposals

INCODE Software Customers	Yes	No	No
One Time Fees	<u>Adcomp</u>	<u>Girards</u>	<u>Divdat</u>
Built In KIOSK Cost	\$ 23,188	\$ 7,500	\$ -
Implementation Fee	-	3,000	9,800
Spanish	-	1,000	-
Barcode stub reader	785	-	-
Check reader	2,390	-	-
Currency Acceptor/Dispenser	2,800	-	-
Merchant Agreement Integration Fee	-	5,000	-
Delivery Fee	800	550	1,500
	<u>\$ 29,963</u>	<u>\$ 17,050</u>	<u>\$ 11,300</u>
Setup, test & train per day	\$ 600	\$ 975	
Annual Fees			
Annual Maintenance Fee	\$ 5,833	\$ 5,485	\$ 28,800
Cost based upon on Ten Years of Service	\$ 88,889	\$ 72,875	\$ 299,300

Interoffice Memorandum

TO: DARON HALL
City Manager

FROM: CAMERON ALDEN
Director of Public Works

DATE: August 5, 2020

SUBJECT: Agenda Item – August 11, 2020
Stop Sign Request

The City of Pittsburg has received a request from area residents to place stop signs at 5th Street, 6th Street, 8th Street and 9th Street where they intersect Tucker Avenue. After reviewing the traffic patterns and the area, the Traffic Advisory Board is recommending stop signs be placed on 5th, 6th, 8th and 9th Streets where they intersect with Tucker Avenue. Tucker Avenue will be the through street at those intersections and 5th, 6th, 8th, and 9th would have the stop condition.

Would you please place this on the agenda for the City Commission meeting scheduled for Tuesday, August 11, 2020. Action necessary will be approval or disapproval of the Traffic Advisory Board recommendation and, if approved, authorize the City staff to erect the stop signs.

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

Cc: Tammy Nagel, City Clerk
Joe Beaman, Traffic & Communications Supervisor
Traffic Control Devices File
Memo File

VENDOR SET: 99 City of Pittsburg, KS

BANK: 80144 BMO HARRIS BANK

DATE RANGE: 7/22/2020 THRU 8/04/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0321	KP&F	D	7/24/2020			000000		46,885.21
0728	ICMA	D	7/24/2020			000000		550.00
1050	KPERS	D	7/24/2020			000000		39,094.20
3079	COMMERCE BANK	D	7/24/2020			000000		19,253.95
5904	TASC	D	7/24/2020			000000		6,151.96
6415	GREAT WEST TANDEM KPERS 457	D	7/24/2020			000000		4,519.83
7290	DELTA DENTAL OF KANSAS INC	D	7/24/2020			000000		2,089.50
7290	DELTA DENTAL OF KANSAS INC	D	7/31/2020			000000		1,571.40
7877	TRUSTMARK HEALTH BENEFITS INC	D	7/23/2020			000000		64,621.49
7877	TRUSTMARK HEALTH BENEFITS INC	D	7/30/2020			000000		35,637.48
8051	AFLAC GROUP INSURANCE	D	7/23/2020			000000		2,802.12
2004	AIRE-MASTER OF AMERICA, INC.	E	7/27/2020			008783		25.83
0046	ETTINGERS OFFICE SUPPLY	E	7/27/2020			008784		139.90
0054	JOPLIN SUPPLY COMPANY	E	7/27/2020			008785		840.07
0105	PITTSBURG AUTOMOTIVE	E	7/27/2020			008786		518.53
0201	SPICER-ADAMS WELDING, INC.	E	7/27/2020			008787		127.50
0202	CLIFF HIX ENGINEERING INC	E	7/27/2020			008788		32.50
0294	COPY PRODUCTS, INC.	E	7/27/2020			008789		1,141.52
0534	TYLER TECHNOLOGIES INC	E	7/27/2020			008790		50.00
0577	KANSAS GAS SERVICE	E	7/27/2020			008791		2,049.85
0659	PAYNES INC	E	7/27/2020			008792		567.93
1478	KANSASLAND TIRE #1828	E	7/27/2020			008793		2,761.01

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
2005	GALLS PARENT HOLDINGS, LLC	E	7/27/2020			008794		124.60
2025	SOUTHERN UNIFORM & EQUIPMENT L	E	7/27/2020			008795		259.96
2186	PRODUCERS COOPERATIVE ASSOCIAT	E	7/27/2020			008796		706.00
2841	KDHE	E	7/27/2020			008797		1,440.00
3261	PITTSBURG AUTO GLASS	E	7/27/2020			008798		65.00
4354	LIFESTYLE LEASING INC	E	7/27/2020			008799		1,260.00
4621	JCI INDUSTRIES INC	E	7/27/2020			008800		3,799.27
5275	US LIME COMPANY-ST CLAIR	E	7/27/2020			008801		5,118.45
5420	AQUIONICS INC	E	7/27/2020			008802		2,087.53
5855	STERICYCLE, INC.	E	7/27/2020			008803		314.88
5883	SPROULS CONSTRUCTION INC	E	7/27/2020			008804		162,268.28
6203	THE SOUTHWEST PAPER CO INC	E	7/27/2020			008805		243.02
6394	KEVIN R. HALL	E	7/27/2020			008806		964.52
6487	CENTRAL PS&S HOLDINGS LLC	E	7/27/2020			008807		84.60
6851	SCHULTE SUPPLY INC	E	7/27/2020			008808		194.25
7038	SIGNET COFFEE ROASTERS	E	7/27/2020			008809		41.25
7281	CHEMCO SYSTEMS LP	E	7/27/2020			008810		5,432.61
7284	TRANSYSTEMS CORPORATION	E	7/27/2020			008811		14,027.50
8246	BETHANY ANN BROOKS	E	7/27/2020			008812		527.00
8211	UMB BANK N.A.	E	7/29/2020			008813		52,214.48
0748	CONRAD FIRE EQUIPMENT	E	8/03/2020			008814		184.56
6528	GALE GROUP/CENGAGE	E	8/03/2020			008815		112.76

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
6740	ED M FELD EQUIPMENT COMPANY, I	E	8/03/2020			008816		306.90
7567	MERIDIAN OIL & EQUIPMENT LLC	E	8/03/2020			008817		127.73
8202	PETROLEUM TRADERS CORPORATION	E	8/03/2020			008818		12,766.89
8236	NORTHGATE ASSOCIATES LLC	E	8/03/2020			008819		5,912.78
8250	DBT TRANSPORTATION LLC	E	8/03/2020			008820		34,469.76
0054	JOPLIN SUPPLY COMPANY	E	8/03/2020			008821		310.68
0055	JOHN'S SPORT CENTER, INC.	E	8/03/2020			008822		150.00
0101	BUG-A-WAY INC	E	8/03/2020			008823		60.00
0105	PITTSBURG AUTOMOTIVE	E	8/03/2020			008824		1,191.60
0112	MARRONES INC	E	8/03/2020			008825		158.30
0117	GATEHOUSE MEDIA KANSAS HOLDING	E	8/03/2020			008826		4,147.48
0133	JIM RADELL CONSTRUCTION COMPAN	E	8/03/2020			008827		2,000.00
0142	HECKERT CONSTRUCTION CO INC	E	8/03/2020			008828		44,433.52
0181	INGRAM LIBRARY SERVICES	E	8/03/2020			008829		24.56
0335	CUSTOM AWARDS, LLC	E	8/03/2020			008830		33.88
0364	CRAWFORD COUNTY SHERIFF'S DEPA	E	8/03/2020			008831		1,075.00
0422	DEMCO, INC	E	8/03/2020			008832		100.07
0455	LARRY BARRETT BODY * FRAME * T	E	8/03/2020			008833		5,419.81
0628	BERRY COMPANIES, INC.	E	8/03/2020			008834		977.67
0659	PAYNES INC	E	8/03/2020			008835		640.00
0746	CDL ELECTRIC COMPANY INC	E	8/03/2020			008836		75.00
1609	PHIL O'MALLEY	E	8/03/2020			008837		400.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1792	B&L WATERWORKS SUPPLY, LLC	E	8/03/2020			008838		6,393.50
2161	RECORDED BOOKS INC	E	8/03/2020			008839		129.90
2707	THE LAWNSCAPE COMPANY, INC.	E	8/03/2020			008840		3,350.00
2825	STATE OF KANSAS	E	8/03/2020			008841		453.28
2960	PACE ANALYTICAL SERVICES LLC	E	8/03/2020			008842		245.00
3192	MUNICIPAL CODE CORP	E	8/03/2020			008843		694.84
4307	HENRY KRAFT, INC.	E	8/03/2020			008844		101.36
4390	SPRINGFIELD JANITOR SUPPLY, IN	E	8/03/2020			008845		167.45
5014	MID-AMERICA SANITATION INC.	E	8/03/2020			008846		60.00
5275	US LIME COMPANY-ST CLAIR	E	8/03/2020			008847		9,909.34
6017	BOUND TO STAY BOUND BOOKS INC	E	8/03/2020			008848		409.02
6936	HAWKINS INC	E	8/03/2020			008849		4,391.08
7028	MATTHEW L. FRYE	E	8/03/2020			008850		400.00
7100	FIRST UNITED METHODIST CHURCH	E	8/03/2020			008851		9,179.90
7239	JERRY MILLER	E	8/03/2020			008852		1,707.00
7427	OLSSON INC	E	8/03/2020			008853		18,152.76
7559	MEGAN LYNN MUNGER	E	8/03/2020			008854		159.00
7735	ELIZABETH KING	E	8/03/2020			008855		136.00
7743	JACKIE D COLTRANE	E	8/03/2020			008856		28.00
7744	DARREN L SWARTZ	E	8/03/2020			008857		124.00
7749	CHARLIE PHILLIPS	E	8/03/2020			008858		206.00
7751	MATTHEW DEMOSS	E	8/03/2020			008859		32.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
7906	ARNETT GLASS	E	8/03/2020			008860		484.68
8046	CONVERGEONE, INC.	E	8/03/2020			008861		225.00
8187	EXELON CORPORATION	E	8/03/2020			008862		222.41
8198	PHILLIPS FAMILY ENTERPRISES LL	E	8/03/2020			008863		10,017.00
0194	KANSAS STATE TREASURER	E	8/04/2020			008977		2,090,645.00
2876	A-PLUS DRY CLEANERS	R	7/23/2020			187303		334.50
5561	AT&T MOBILITY	R	7/23/2020			187304		131.20
8229	CHRISTIAN SHARP	R	7/23/2020			187305		166.00
1616	CITY OF PITTSBURG	R	7/23/2020			187306		100.00
6865	MICHAEL S COLE	R	7/23/2020			187307		140.00
4263	COX COMMUNICATIONS KANSAS LLC	R	7/23/2020			187308		29.58
8076	JONATHAN D DELANGE	R	7/23/2020			187309		140.00
8209	DPC ENTERPRISES LP	R	7/23/2020			187310		1,368.00
7116	EMC INSURANCE COMPANIES	R	7/23/2020			187311		500.00
1108	EVERGY KANSAS CENTRAL INC	R	7/23/2020			187312		2,616.47
7190	LEXISNEXIS RISK DATA MANAGEMEN	R	7/23/2020			187313		381.92
7601	MEYER LAW FIRM, LLC	R	7/23/2020			187314		54.00
8208	MICHAEL JOHNSON	R	7/23/2020			187315		140.00
7151	QUADIENT FINANCE USA INC	R	7/23/2020			187316		500.00
0175	REGISTER OF DEEDS	R	7/23/2020			187317		21.00
8242	PITTSBURG HIGHLANDS LP	R	7/23/2020			187318		3,263.71
0188	SECRETARY OF STATE	R	7/23/2020			187319		249.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0188	SECRETARY OF STATE	R	7/23/2020			187320		25.00
7270	SECURITY 1ST TITLE, LLC	R	7/23/2020			187321		75.00
8089	JORAN STOUT-MITCHELL	R	7/23/2020			187322		200.00
8262	DEVIN WALSH	R	7/23/2020			187323		128.00
7710	SHELBY DALTON WHITE	R	7/23/2020			187324		140.00
8256	JUAN SANDORAL	R	7/31/2020			187340		17.00
8180	LESLEY ALEXANDRA BOCANEGRA	R	7/31/2020			187341		37.50
1	CONSTRUCTIVE PLAYTHINGS	R	7/31/2020			187342		213.41
1108	EVERGY KANSAS CENTRAL INC	R	7/31/2020			187343		111.98
6923	HUGO'S INDUSTRIAL SUPPLY INC	R	7/31/2020			187344		87.12
0226	KDOR LIQUOR TAX	R	7/31/2020			187345		25.00
7903	TAMMY L KLENKLEN	R	7/31/2020			187346		144.00
7904	MICHELLE MCCLURE	R	7/31/2020			187347		74.00
7938	ROSANO DEL PILAR MENDEZ	R	7/31/2020			187348		25.00
8257	PETER DAVID WEIKEL	R	7/31/2020			187349		13.00
8252	PERRY SUMMY	R	7/31/2020			187350		51.00
7151	QUADIENT FINANCE USA INC	R	7/31/2020			187351		549.54
7167	QUADIENT LEASING USA INC	R	7/31/2020			187352		345.93
8103	ANDY ROBERTS	R	7/31/2020			187353		68.00
8118	FRANK E ROBISON	R	7/31/2020			187354		250.00
5589	VERIZON WIRELESS SERVICES, LLC	R	7/31/2020			187355		232.28
1	WEBB, JORDAN	R	7/31/2020			187356		250.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
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* * T O T A L S * *		NO	INVOICE AMOUNT		DISCOUNTS	CHECK AMOUNT	
REGULAR CHECKS:	39		13,198.14		0.00	13,198.14	
HAND CHECKS:	0		0.00		0.00	0.00	
DRAFTS:	11		223,177.14		0.00	223,177.14	
EFT:	82		2,532,530.31		0.00	2,532,530.31	
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: 80144 TOTALS:	132	2,768,905.59		0.00	2,768,905.59	
BANK: 80144	TOTALS:	132	2,768,905.59		0.00	2,768,905.59	
REPORT TOTALS:		132	2,768,905.59		0.00	2,768,905.59	

Passed and approved this 11th day of August, 2020.

Dawn McNay, Mayor

ATTEST:

Tammy Nagel, City Clerk

(Published in The Morning Sun on July 3, 2020)

NOTICE OF PUBLIC HEARING

The City of Pittsburg, Kansas will hold a public hearing on Tuesday, August 11, 2020, at 5:30 p.m., in the Commission Room of the Law Enforcement Center, 201 North Pine, Pittsburg, Kansas 66762, to present and discuss the proposed improvements for the Pittsburg Wastewater Treatment Plant Project. The improvements will be funded under the low interest State Revolving Loan Fund Program through the Kansas Department of Health and Environment. The Loan application will include funding for the following improvements:

1. Wastewater Treatment Plant Improvements consisting of the construction of a new Wastewater Treatment Plant with an estimated amount of \$35,257,725.00
2. Sewer Collection System Improvements consisting of a new pump station and force main with an estimated cost of \$4,742,275.00.

The anticipated amount of the loan application request will be \$40,000,000.00 and the total project cost is estimated at \$40,000,000.00. The anticipated increase in sewer use charges will be discussed. The proposed improvements will be explained and comments by the public will be considered. Oral and written comments will be accepted. Any written comments will become a part of the City's record of public hearing.

City Manager – Daron Hall

ATTEST:

City Clerk – Tammy Nagel

RESOLUTION NO. 1237

RESOLUTION authorizing filing of application with the Kansas Department of Health and Environment for a Loan under the Kansas Water Pollution Control Revolving Fund Act (K.S.A. 1988 Supp. 65-3321 through 65-3329).

WHEREAS, under the terms of the Kansas Water Pollution Control Revolving Fund Act (K.S.A. 1988 Supp. 65-3321 through 65-3329), the State of Kansas has authorized the making of the loans to authorize applicants to aid in the construction of specific public projects,

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

Section 1. Loan Application. The Mayor and City Clerk of the City are hereby authorized to cause to be prepared and to execute a Loan Application, including all attachments thereto (jointly, the "Application"); in substantially the form presented to the Governing Body this date, in order to provide financing for the Project. The Application shall be forwarded to KDHE as soon as possible.

Section 2. Further Proceedings. The Mayor, City Clerk and the other officers and representatives of the City are hereby authorized and directed to take such other action as may be necessary to complete the Application and to coordinate processing of a loan agreement for the Loan (the "Loan Agreement"); provided that the authorization to execute the Loan Agreement shall be subject to further resolution of the Governing Body.

Section 3. Further Authority. This Resolution shall be in full force and effect from and after its adoption.

ADOPTED AND APPROVED by the Governing Body of the City of Pittsburg, Kansas, on the 11th day of August, 2020.

Mayor – Dawn McNay

ATTEST:

City Clerk – Tammy Nagel

Interoffice Memorandum

TO: Daron Hall, City Manager

FROM: Jamie Clarkson, Finance Director

DATE: July 30, 2020

SUBJECT: Budget Hearing for the 2021 Budget

As required by Kansas statute, a “Notice of Budget Hearing” is to be published in the City’s official newspaper at least 10 days prior to a scheduled public hearing. The City of Pittsburg published the “Notice of Budget Hearing” on July 30, 2020 in The Morning Sun.

After the public budget hearing staff is requesting that the 2021 budget be adopted and that the budget certificate be signed by the governing body.

cc: Tammy Nagel, City Clerk

NOTICE OF BUDGET HEARING

The governing body of

City of Pittsburg

will meet on August 11, 2020 at 5:30 P.M. at Law Enforcement Center for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax.

Detailed budget information is available at City Hall and will be available at this hearing.

BUDGET SUMMARY

Proposed Budget 2021 Expenditures and Amount of Current Year Estimate for 2020 Ad Valorem Tax establish the maximum limits of the 2021 budget.

Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual for 2019		Current Year Estimate for 2020		Proposed Budget for 2021		
	Expenditures	Actual Tax Rate*	Expenditures	Actual Tax Rate*	Budget Authority for Expenditures	Amount of 2020 Ad Valorem Tax	Estimate Tax Rate*
General	21,935,967	36.961	21,131,667	36.984	28,272,351	4,998,809	37.402
Debt Service	3,730,849	8.504	3,563,222	8.505	4,558,293	1,069,207	8.000
Library	867,259	6.002	876,384	6.004	1,377,860	811,528	6.072
Special Highway	3,415,178		3,591,609		3,469,789		
Special Drug & Alcohol	140,880		102,850		122,904		
Special Parks & Recreation	107,153		85,000		110,000		
Public Utility	7,870,059		8,408,537		11,552,929		
Stormwater	535,071		1,011,940		1,623,894		
Section 8 Programs	1,483,443		1,525,788		1,530,380		
Economic Development	683,186		769,214		3,836,813		
Totals	40,769,045	51.467	41,066,211	51.493	56,455,213	6,879,544	51.474
Less: Transfers	7,518,347		6,905,631		7,166,338		
Net Expenditure	33,250,698		34,160,580		49,288,875		
Total Tax Levied	6,597,188		6,722,521		XXXXXXXXXXXXXXXXXXXX		
Assessed Valuation	130,553,454		135,225,048		133,650,842		

Outstanding Indebtedness,

January 1,	2018
G.O. Bonds	24,190,000
KDH&E Loans	3,873,650
Other	4,920,000
Lease Purchase Principal	1,426,594
Total	34,410,244

2019
22,355,000
3,362,262
3,695,000
1,225,102
30,637,364

2020
20,400,000
3,190,598
3,040,000
1,375,091
28,005,689

*Tax rates are expressed in mills

Tammy Nagel

City Official Title: City Clerk

(Published in The Morning Sun - July 30, 2020)

MEMORIAL



AUDITORIUM

To: Daron Hall, City Manager

From: Chris Patterson, Memorial Auditorium General Manager

cc: Jay Byers, Assistant City Manager
Tammy Nagel, City Clerk

Date: August 3, 2020

Re: August 11, 2020 Agenda Item
Memorial Auditorium Advisory Board Appointment

Danielle Gosch has resigned from the Memorial Auditorium Advisory Board and we are in need of a citizen to serve out her unexpired first term through December 2022. The applicant must be a resident of the City of Pittsburgh.

In this regard, could you please place an item on the agenda for the City Commission meeting scheduled for Tuesday, August 11, 2020. Action necessary will be to select one member to serve out Danielle Gosch's unexpired term through December 2022.

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



Memorial Auditorium Advisory Board

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Commission and made available to the press and public

Name: GINGER CAWLEY

Home Address: 304 E FOREST ST., PITTSBURG, KS 66762

Mailing Address: 304 E FOREST ST., PITTSBURG, KS 66762

Occupation: DIRECTOR OF SALES

Business Address: HAMPTON INN & SUITES 1285 S HWY 69, PITTSBURG, KS 66762

Home Telephone: 620.704.2912 (CELL)

Business Telephone: 620.231.3100 X154

E-mail: GCAWLEY@VISTAHOST.NET

Are you a resident of Pittsburg? Y If yes, how long have you lived in Pittsburg: 4+ YEARS

Current occupation (within last 12 months): DIRECTOR OF SALES

Business interest in the last 12 months: Being a better version of ourselves than we were yesterday.

Previous Committee/Commission Experience: Crawford County (CVB) Convention and Visitors Bureau
Advisory Board Member (January 2019-present), PSU Department of Health, Human Performance and
Recreation Advisory Board Member (January 2019-present),
Colonial Fox Theatre Foundation Advisory Board Member (April 2018 – February 2019).

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application. _____

Director of Sales for large 123 room casino resort hotel responsible for all group, local and corporate accounts, promotions (including OTAs, property specific, and casino), events, community involvement, staff training, social media, marketing, advertisement, market mix strategy and revenue management.

Professional and/or community service activities: _____

Chamber of Commerce Member (August 2017-present), Rotary Club Member (August 2017-present),
Pittsburg Community Theatre / PCT Players (June 2017-present),
2019 PSU Student Employee of the Year Judge (January 2019) and 2018
PSU Homecoming Judge (August 2018).

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute: _____

Travel and tourism has increased 17% in both 2018 and individually again in 2019 to Crawford County,
bringing over +100k room nights to the market each year. My entire career is centered on creating and
managing events, promotions and cultivating those relationships into lasting partnerships.

The Memorial Auditorium Advisory Board meets at Memorial Auditorium at 4pm on the 2nd Wednesday of each month. Appointment to this position may require you to file a Conflict of Interest Disclosure Statement, which is a public record.

*** Please plan to attend the August 11, 2020, Pittsburg City Commission Meeting (5:30 p.m. at the Law Enforcement Center – 201 North Pine in Pittsburg). Appointments to the Memorial Auditorium Advisory Board will be made by the City Commission during this meeting.**

Signature of Applicant: _____



Date: _____

07/28/20

If you have any questions regarding the appointment procedure, please contact the City Clerk by phone at (620)230-5532 or by email at tammy.nagel@pittks.org.

Please return your completed application on or before Noon on August 5, 2020, to:

City of Pittsburg
Attn: City Clerk
PO Box 688
Pittsburg, KS 66762

Or by email to: tammy.nagel@pittks.org



Memorial Auditorium Advisory Board

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Commission and made available to the press and public

Name: Cooper Neil

Home Address: 412 Winwood Dr., Pittsburg, KS 66762

Mailing Address: Same

Occupation: Educator

Business Address: 1978 E. 4th, Pittsburg, KS 66762

Home Telephone: (20) 249-8733

Business Telephone: N/A

E-mail: coopneil86@gmail.com

Are you a resident of Pittsburg? Y If yes, how long have you lived in Pittsburg: 33 yrs.

Current occupation (within last 12 months): Instrumental Music Educator

Business interest in the last 12 months: _____

Previous Committee/Commission Experience: The Presbyterian Church of
Pittsburg - Session

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application. _____

BME - Pittsburg State University (2010)
Director of Instrumental Music - Pittsburg HS (2011 -)

Professional and/or community service activities: _____

Presbyterian Church of Pittsburg, PSU Music Department,
Pittsburg Community Theater

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute: I would like to become more familiar

with the operations + programming practices at MACC +
offer my unique perspective + voice to, hopefully, enhance
+ further the efforts to make Pittsburg an arts + culture hub in the area.

The Memorial Auditorium Advisory Board meets at Memorial Auditorium at 4pm on the 2nd Wednesday of every other month. Appointment to this position may require you to file a Conflict of Interest Disclosure Statement, which is a public record.

*** Please plan to attend the July 28, 2020, Pittsburg City Commission Meeting (5:30 p.m. at the Law Enforcement Center – 201 North Pine in Pittsburg). Appointments to the Memorial Auditorium Advisory Board will be made by the City Commission during this meeting.**

Signature of Applicant: _____

Cooper N. L.

Date: _____

7/8/2020

If you have any questions regarding the appointment procedure, please contact the City Clerk by phone at (620)230-5532 or by email at tammy.nagel@pittks.org.

Please return your completed application on or before Noon on JULY 22, 2020, to:

City of Pittsburg
Attn: City Clerk
PO Box 688
Pittsburg, KS 66762

Or by email to: tammy.nagel@pittks.org



Memorial Auditorium Advisory Board

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Commission and made available to the press and public

Name: Darcie Shultz

Home Address: 415 West Adams Street, Pittsburg, KS 66762

Mailing Address: 415 West Adams Street, Pittsburg, KS 66762

Occupation: Arts Administrator

Business Address: _____

Home Telephone: 417-522-9944

Business Telephone: _____

E-mail: darcieshultz@gmail.com

Are you a resident of Pittsburg? Yes If yes, how long have you lived in Pittsburg: Less than one month

Current occupation (within last 12 months): Assistant Director, Autorino Center for the Arts

Business interest in the last 12 months: _____

Previous Committee/Commission Experience: _____

At the University of Saint Joseph, as the Assistant Director at the Autorino Center for the Arts, I served on the annual Noche Latina and MLK Celebration planning committee from 2017-2020.

As the Education Coordinator at Spiva Center for the Arts in Joplin, I served on the Education Committee and as the Managing Director of the Coleman Theatre in Miami, OK - I was the liaison for and reported to the Miami Downtown Redevelopment Authority within the city and the Friends of the Coleman board.

Educating the public on Indigenous social justice issues specifically, MMIWG+ (Missing, Murdered Indigenous Women and Girls +)

Establishing organizational systems within higher education to improve event planning and create more efficient work practices using Office365.

Education/Experience: A resume may be attached containing this and any other information

that would be helpful in evaluating your application. See attached resume.

Professional and/or community service activities: _____

I feel access to the arts is imperative the development of children and youth and made 'access' a primary component of my dance company's mission. So, in 2008, 2009, and 2012 – I organized and implemented a free dance workshop - open to the entire surrounding community with a grant from the Miami Arts & Humanities Council through my company Soma Dance Company. The workshop consisted of a full day of technique classes, composition sessions and culminated in a public performance of the students' choreography and the professional company's repertoire.

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute: _____

As a new resident, I am eager get involved with the community, meet new people, and share my passion for the arts and arts education with the citizens of Pittsburg and surrounding communities. I strongly believe that the arts contribute not only economically to an area but provide social benefits and promote equitable inclusiveness. My experience both as an arts administrator and professional performer gives me unique insight to develop rich and engaging programming. Serving on the commission would allow me the opportunity to contribute to an already culturally rich area.

The Memorial Auditorium Advisory Board meets at Memorial Auditorium at 4pm on the 2nd Wednesday of each month. Appointment to this position may require you to file a Conflict of Interest Disclosure Statement, which is a public record.

*** Please plan to attend the August 11, 2020, Pittsburg City Commission Meeting (5:30 p.m. at the Law Enforcement Center – 201 North Pine in Pittsburg). Appointments to the Memorial Auditorium Advisory Board will be made by the City Commission during this meeting.**

Signature of Applicant: _____



Date: 08/05/2020

If you have any questions regarding the appointment procedure, please contact the City Clerk by phone at (620)230-5532 or by email at tammy.nagel@pittks.org.

Please return your completed application on or before Noon on August 5, 2020, to:

City of Pittsburg
Attn: City Clerk
PO Box 688
Pittsburg, KS 66762

Or by email to: tammy.nagel@pittks.org

DARCIE SHULTZ

Email: darcieshultz@gmail.com | Cell: 417.522.9944

Senior arts administrator and program manager with ten years+ of experience as a performing artist, dance educator, and administrator - using a dual perspective to develop innovative and engaging cultural initiatives.

SKILLS AND EXPERTISE

- | | | |
|-----------------------------|----------------------|------------------------------|
| o Event Management | o Proposal Writing | o Community Outreach |
| o Digital Marketing | o Patron Relations | o CRM Management |
| o Box Office/Front of House | o Website Management | o Financial Tracking |
| o Program Planning | o Higher Education | o Contracts (Agency, Rental) |
-

PROFESSIONAL EXPERIENCE

The Autorino Center for the Arts & Humanities, University of Saint Joseph | West Hartford, CT

Assistant Director (Jan 2017 – July 2020)

- o Daily operations – all administrative duties and maintenance coordination
- o Student employment supervision – undergraduate and graduate
- o Season support – artists contracts, tax documents, and hospitality riders
- o Assistant programming curator for main season
 - Related grant writing and institutional marketing strategies
 - Recent NEFA Expedition grant submission awarded = \$4,000+
- o Financial tracking (grant and rental revenue) and accounts payable and receivable
- o Digital marketing strategies and community outreach
 - Organized all outreach performances via Hartford Performs – five public school field trips
 - Website design (autorino.usj.edu) and management
 - Email marketing – routine communication and special initiatives
 - 30% average open rate
 - Social media coordinator
- o Liaison and coordinator for all University events at the Center - daily interaction with facilities, public safety, administration, students, and staff/faculty
 - Coordinated an average of 275 internal event instances per year
 - Designed and implemented campus-wide approval and event planning, request system via Power Automate, launched July 2020
- o Front of house/box office management
 - Implemented new box office system Vendini (2018)
 - Supervised 12-15-person event team including contract house managers, student ushers and volunteers
- o Rental management – master calendar and contracts
 - Revised rental contract and pricing structure
 - Managed use of space for an average of 75 total usage days per year

SpivaCenter for the Arts| Joplin, MO

Education Coordinator (Sep 2015 – July 2016)

- Education program development and implementation
- Instructor recruitment
- Program marketing and community outreach
- Individual program/project budget development and monitoring
- Registration management (Active Network)

The Coleman Theatre | Miami, OK

Managing Director (Dec 2013 – Sep 2014)

- All administrative duties, staff and volunteer supervision, board liaison, and daily operations
- Budget development and management
- Program planning and implementation, event coordination and management
- Development - grant research, composition, and reporting
 - Awarded state arts council and regional grant for program support = \$5,000+
- Box office and front of house management
 - Implemented new box office system Vendini
- Theatre and ballroom rental management
 - Revised rental contract and pricing structure

Soma Dance Company

Founder/Director (Sep 2007 – Present)

- Budget development, proposal writing, marketing, and fiscal sponsorship management
 - Multi-year arts council grant recipient for program support = \$10,000
- Workshop planning and management, lesson planning, classroom management, and community outreach initiatives
- Production development and implementation

The Hartford Conservatory| Hartford, CT

Dance Faculty/Production Director (Aug 2006 – May 2009)

- Modern dance and ballet faculty - Diploma and Community Division
- Classroom management and student evaluation
- Production director/choreographer – *Jazz Nutcracker*
- Production fundraising and alumni recruitment
 - Raised approximately \$800 each production year for costume and set updates
 - Implemented a performance stipend for alumni

INTERNSHIPS

Development Intern, Nelson-Atkins Museum of Art, Kansas City, MO – 2014

National Dance Institute, West Hartford, CT – 2006

EDUCATION

MLS Arts Development & Program Management, University of Denver – 2016

BA Arts Administration & Performance Studies, UMass Amherst – 2012

Certificate Dance Performance & Pedagogy, Hartford Conservatory – 2006

REFERENCES

Steven Raider Ginsburg | sginsburg@usj.edu | 860.231.5529

Ken Trestman | ktrestman@usj.edu | 860.212.5253

Susan Murphy | smurphy@usj.edu | 860.718.5589

Interoffice Memorandum

TO: DARON HALL
City Manager

FROM: DEXTER NEISLER
Zoning Administrator

DATE: August 4, 2020

SUBJECT: Agenda Item – August 11, 2020
Request to Change the Zoning of the Property Located Immediately West of the Community Health Center of Southeast Kansas (CHC/SEK) main building and immediately south of the CHC/SEK System Office, known as 601 East 30th Street, from RP-3 Planned Medium Density Residential to CP-0 Planned Commercial Office District.

The Planning Commission/Board of Zoning Appeals, in its meeting of July 27, 2020, considered a request submitted by Jason Wesco on behalf of CHC/SEK to change the existing zoning of the property located immediately west of the CHC/SEK main building and immediately south of the CHC/SEK System Office, known as 601 East 30th Street, from RP-3 Planned Medium Density Residential to CP-O Planned Commercial Office District to allow an educational facility to be constructed.

After reviewing all the evidence presented, the Planning Commission/Board of Zoning Appeals voted unanimously to recommend to the Governing Body **APPROVAL** of this rezoning request based on the following criteria:

Character of the neighborhood. The property is in an area that is mainly commercial with some Single Family Residential to the south.

Zoning and uses of nearby properties. Zoning in the area is a mix of commercial and residential. The areas to the north and east are zoned CP-0 Planned Commercial Office with RP-3 Planned Medium Density Residential to the west and R1-C to the south.

Suitability of the subject property for the uses to which it is being considered. The property has been zoned RP-3 Planned Medium Density family residential. With the areas to the

north, east and northwest being zoned CP-0 it would be appropriate and compliment the area.

Length of time the subject property has remained vacant as zoned. The area has been vacant since it was zoned RP-3.

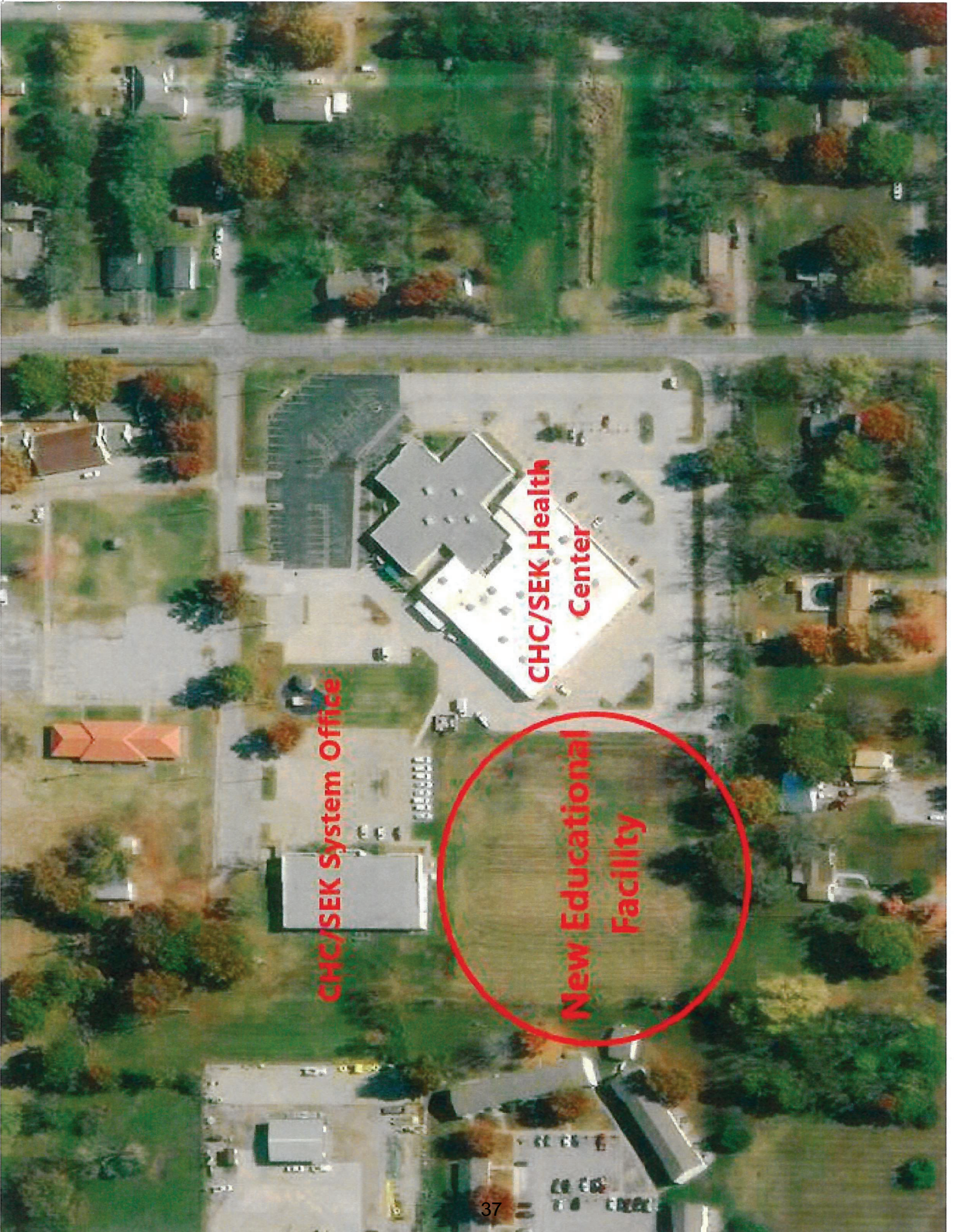
The extent to which removal of the restrictions will detrimentally affect the nearby property. Rezoning the property should not have a detrimental effect to the area.

Relative gain to public health, safety, & welfare. Health, Safety, & Welfare should not be adversely affected by the rezoning of the property.

Staff Recommendation: Approve.

In this regard, would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, August 11, 2020. Action being requested is for the Governing Body to consider the recommendation of the Planning Commission/Board of Zoning Appeals and, and, if approved, direct Staff to prepare the appropriate ordinance. (If the Governing Body is not in agreement with the recommendation as provided, the State Statutes stipulate that the Governing Body, by a 2/3 majority, may override the recommendation or may return the recommendation to the Planning Commission/Board of Zoning Appeals for further consideration. A Return of the recommendation must be accompanied with a statement specifying the basis for the Governing Body's returning the recommendation.

Attachment: Property Map



**CHC/SEK Health
Center**

CHC/SEK System Office

**New Educational
Facility**



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
Director of Public Works

DATE: August 5, 2020

SUBJECT: Agenda Item – August 11, 2020
Final Payment and Change Order No. 8
Silverback Way

The contractor, Emery Sapp & Sons, Inc. of Springfield, Missouri, has completed all work on the above-referenced project and is now requesting final payment which is the release of the retainage for the project. They have also submitted Change Order No. 8 for consideration. This change order reflects an increase of \$6,484.60 for a net increase of \$21,310.50 in total to the project and covers adjustments in planned quantities. The total changes are less than 1.7% of the original contract amount. If approved, the new contract construction amount will be \$1,318,624.00.

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, August 11, 2020. Action necessary will be approval or disapproval of Change Order No. 8 and for final payment to Emery Sapp & Sons, Inc. in the amount of \$26,372.48. This project is being funded by bonds.

Attachment: Final Payment Documents and Change Orders

CERTIFICATION FOR PAYMENT

SILVERBACK WAY

EEL Project Number 17-41

ESS PROJECT No: 37-B-18

CONTRACTOR Emery Sapp & Sons, Inc.
5350 E. State Hwy AA
Springfield, MO 65803

APPLICATION NO: Pre - Final
PERIOD FROM: 11/26/2019
PERIOD TO: 10/21/2019

CURRENT PAYMENT REQUESTED BY CONTRACTOR \$ 127,449.02

AMOUNT CERTIFIED \$ 127,449.02

In accordance with the Contract Documents, based on on-site observations and data comprising the above application, the Contractor certifies that the work has progressed as indicated and the quality of the Work is in accordance with the Contract Documents and is entitled to payment of the AMOUNT CERTIFIED.

CONTRACTOR Emery Sapp & Sons, Inc.

CITY OF PITTSBURG, KANSAS

BY

X



Digitally signed
by Ron Antonini
Date: 2019.10.30
13:45:29 -05'00'

Ron Antonini
Project Manager

EARLES ENGINEERING INSPECTOR

EARLES ENGINEERING PROJECT MANAGER

DETAILED REQUEST MUST ACCOMPANY THIS
CERTIFICATION

CITY PROJECT MANAGER

PUBLIC WORKS DIRECTOR

DATE October 30, 2019

1.	Original contract amount	\$	<u>1,297,313.50</u>
2.	Net Change Orders (+ or -)	\$	<u>21,310.50</u>
3.	Current Contract Price	\$	<u>1,318,624.00</u>
4.	Total Completed and stored to date:	\$	<u>1,318,624.00</u>
5.	Retainage (per agreement)		
5.1	2% of Line 4	\$	<u>26,372.48</u>
6.	Total completed and stored to date less retainage	\$	<u>1,292,251.52</u>
7.	Less Previous Payments	\$	<u>1,164,802.50</u>
8.	DUE THIS APPLICATION	\$	<u>127,449.02</u>

CFP-Final

PROJECT: SILVERBACK WAY

100

Change Order No. 1

Date of Issuance: _____ Effective Date: _____
 Owner: City of Pittsburgh Owner's Contract No.: _____
 Contractor: Emery Sapp & Sons Contractor's Project No.: _____
 Engineer: Earles Engineering & Inspection, Inc. Engineer's Project No.: 17-41
 Project: Silverback Way Contract Name: Silverback Way

The Contract is modified as follows upon execution of this Change Order:

Description: The concrete road slab contraction and longitudinal joint spacings defined on project design drawing 10 are being modified as shown on the attached ESS submitted layout drawing.

dated November 29, 2018

Attachments: ESS Memo describing change and giving contract price deduct, ESS joint layout drawing.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES [note changes in Milestones if applicable]
Original Contract Price: \$ 1,297,313.50	Original Contract Times: Substantial Completion: 270 Ready for Final Payment: 300 days or dates
[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: \$ 0.00	[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: Substantial Completion: 0 Ready for Final Payment: 0 days
Contract Price prior to this Change Order: \$ 1,297,313.50	Contract Times prior to this Change Order: Substantial Completion: 270 Ready for Final Payment: 300 days or dates
[Increase] [Decrease] of this Change Order: \$ 19,981.50	[Increase] [Decrease] of this Change Order: Substantial Completion: 0 Ready for Final Payment: 0 days or dates
Contract Price incorporating this Change Order: \$ 1,277,332.00	Contract Times with all approved Change Orders: Substantial Completion: 270 Ready for Final Payment: 300 days or dates

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: <u>[Signature]</u> Engineer (if required)	By: <u>Cameron Alder</u> Owner (Authorized Signature)	By: <u>[Signature]</u> Contractor (Authorized Signature)
Title: Engineer	Title: Public Works Director	Title: <u>[Signature]</u>
Date: 18 Dec 2018	Date: 12-19-18	Date: 12/19/18

Approved by Funding Agency (if applicable)

By: _____ Date: _____
 Title: _____



O: 417.833.9915
F: 417.833.9981

5350 EAST STATE HWY AA
SPRINGFIELD, MO 65803

WWW.EMERYSAPP.COM

Thursday, November 29, 2018

Earles Engineering & Inspection, Inc.
Attn: Mr. Glenn D. Knak, PE
115 West Iron Street
Salina, KS 67401

RE: **Silverback Way**
EEI Project #17-41
ESS Job # 37-B-18

Dear Mr. Knak:

Emery Sapp & Sons, Inc. (ESS) respectfully submits the following Value Engineering Proposal for your consideration. As previously discussed, ESS proposes to modify the pavement joint layout shown on plan sheet 10 of 26 of the plans of the above referenced project as presented in the attached documents.

With ACPA guidelines specifying a maximum distance of 15 LF O.C. for 8" pavement joint layout spacing with a maximum ratio of 1.5 length vs width, ESS considers 12 LF O.C. for the placement of the paving baskets to be adequate for a great product quality. This proposal will provide the owner of this project the below presented monetary savings.

Proposed Savings

Current Contract Item #13

8" Concrete Pavement	6,055 SY	@	\$40.00/SY	=	\$242,200.00
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Proposed Adjustment to Item #13

8" Concrete Pavement	6,055 SY	@	\$36.70/SY	=	\$222,218.85 50
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Item #13 Proposed Savings	6,055 SY	@	\$3.30/SY	=	\$19,981.50
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Please let us know if you have any questions or concerns regarding this proposal.

Please call with any questions (417) 761-4289 cell.

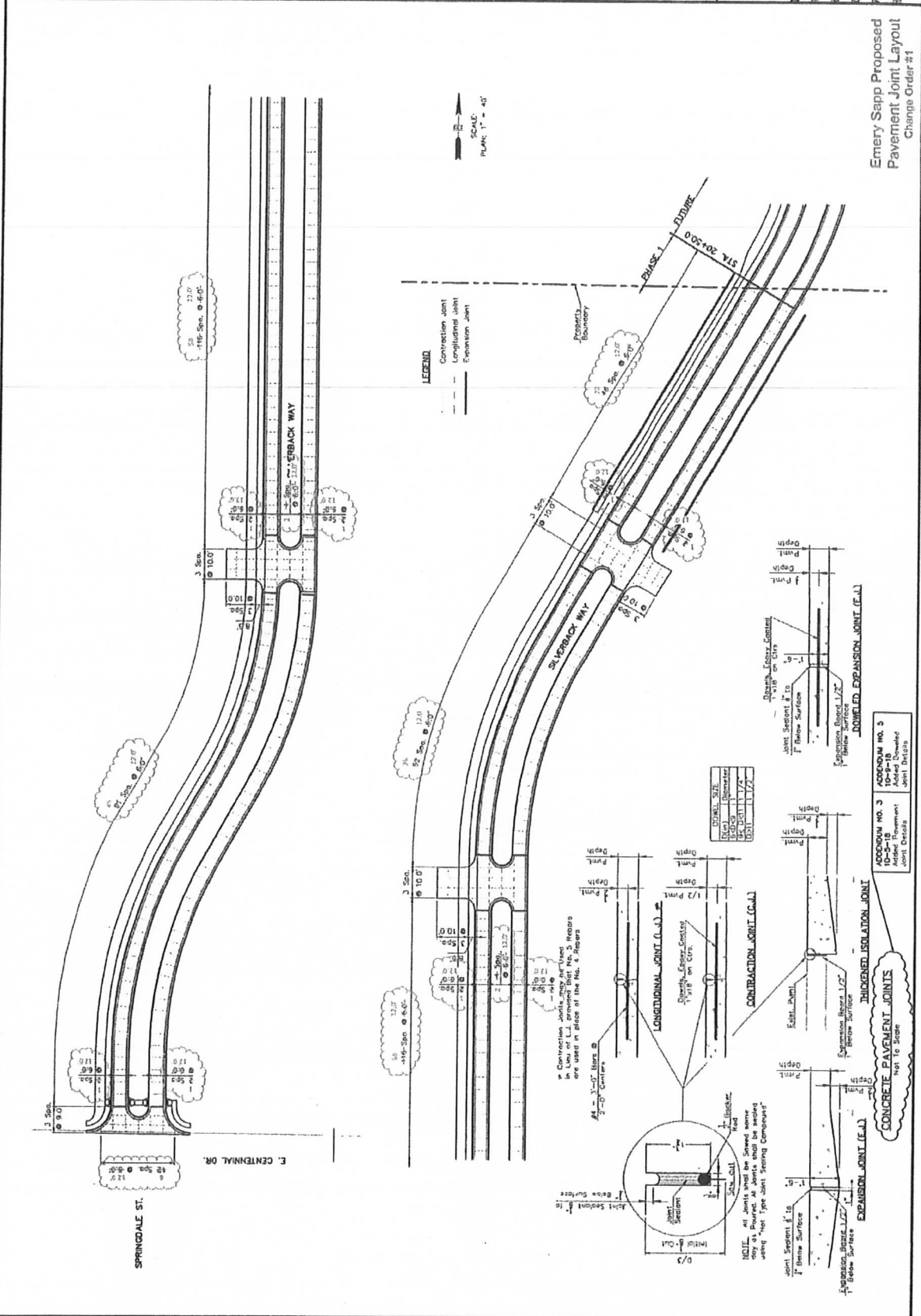
Sincerely,
Emery Sapp & Sons, Inc.

 Digitally signed
by Ron Antonini
Date: 2018.11.29
17:07:19 -06'00'

Ron Antonini
Project Manager

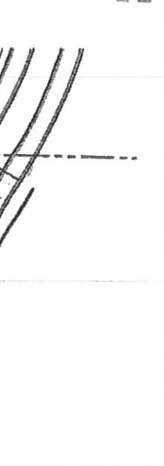
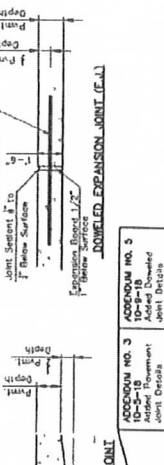
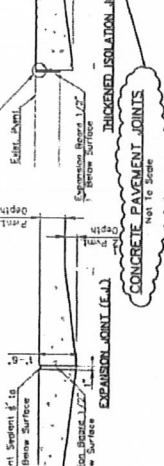
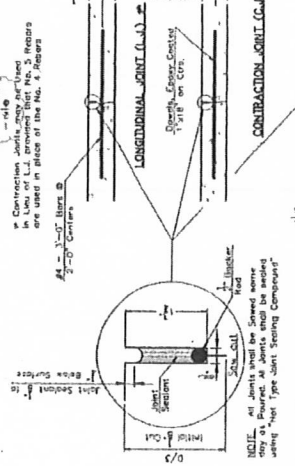
CC: Jobfile

REVISIONS NO. DATE DESCRIPTION 1 7-12-18 Addendum 3		BARLES ENGINEERING & INSPECTION, INC. 101 E. Main Street, Suite 100 Kansas City, MO 64105 Phone: (816) 432-1111 Fax: (816) 432-1112 Email: info@barleseng.com		SILVERBACK WAY CONCRETE JOINT LAYOUT PLAN Kansas		PROJECT NO: 7-12-18 SHEET: 17-41 DATE: 7-12-18 DRAWN BY: DJL CHECKED BY: DJL COUNCILOR:	
--	--	---	--	--	--	--	--



NORTH
 SCALE: 1" = 40'
 PLAN: 1" = 40'

LEGEND
 — Contraction Joint
 - - - Longitudinal Joint
 . . . Expansion Joint



Emery Sapp Proposed
 Pavement Joint Layout
 Change Order #1

10 of 26

Date of Issuance:	Effective Date: 12/26/18
Owner: City of Pittsburgh	Owner's Contract No.:
Contractor: Emery Sapp & Sons	Contractor's Project No.:
Engineer: Earles Engineering & Inspection, Inc.	Engineer's Project No.: 17-41
Project: Silverback Way	Contract Name: Silverback Way

The Contract is modified as follows upon execution of this Change Order:

Description:

The project scope is modified to reflect backfill materials used in trenches for stormwater pipes that cross under new roads, medians and Bike Trail/Sidewalk. All defined trenches are to be backfilled using the project approved Granular Backfill Material.

- Work performed under this Change Order #2 will be paid at a unit cost per linear foot of storm sewer pipe measured as follows. Length of pipe under roads is considered to be measured from points 1' outside the back of curbs. The length of pipe under concrete walks and trails shall be measure at points located 1' outside the edges of concrete. The roadway median shall be considered a part of the road. When the pipe segment under consideration measured length for this pay unit is greater than 60% of the total pipe segment measured length, the individual segment of pipe length to be used for this pay item shall be equal to the length of pipe measured for the pipe segment base bid pay unit. Pipes running parallel to road where the trench falls within Change Order #2's defined zones shall be backfilled and measured for payment per this change order.

Estimated length of pipe for this C.O.#2 = 2,148 L.F. @ \$15.80 per L.F.

Total estimated cost increase = \$33,938.40

Attachments: ESS Costing and Scope Memo regarding this change directive, Revised Schedule of Values

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price:	Original Contract Times:
\$ 1,297,313.50	Substantial Completion: 270
	Ready for Final Payment: 300
	days or dates
[Increase] [Decrease] from previously approved Change Orders No. 1 to No. 1:	[Increase] [Decrease] from previously approved Change Orders No. to No.:
\$ 19,981.50	Substantial Completion: 0
	Ready for Final Payment: 0
	days
Contract Price prior to this Change Order:	Contract Times prior to this Change Order:
\$ 1,277,332.00	Substantial Completion: 270
	Ready for Final Payment: 300
	days or dates
[Increase] [Decrease] of this Change Order:	[Increase] [Decrease] of this Change Order:
\$ 33,938.40	Substantial Completion: 0
	Ready for Final Payment: 0
	days or dates
Contract Price incorporating this Change Order:	Contract Times with all approved Change Orders:
\$ 1,311,270.40	Substantial Completion: 270
	Ready for Final Payment: 300
	days or dates

EJCDC® C-941, Change Order.

Prepared and published 2013 by the Engineers Joint Contract Documents Committee.

CO-2

RECOMMENDED:		ACCEPTED:		ACCEPTED:	
By: _____	Engineer (if required)	By: <u><i>Cameroon Aldale</i></u>	Owner (Authorized Signature)	By: <u><i>JR</i></u>	Contractor (Authorized Signature)
Title: <u>Jim R Zibert, Engineer</u>		Title: <u>Director Public Works</u>		Title: <u>A381 VP</u>	
Date: <u>26 Dec 2018</u>		Date: <u>01-07-19</u>		Date: <u>1/2/19</u>	

Approved by Funding Agency (if applicable)

By: _____ Date: _____
Title: _____



O: 417.833.9915
F: 417.833.9981

6360 EAST STATE HWY AA
SPRINGFIELD, MO 65803

WWW.EMERYSAPP.COM

Silverback Way - Storm Sewer Pipe Granular Backfill Change Order Proposal #2

Attn: **Jim Zebert**

Change Order Proposal No. **02**

Proposal Submitted To: Earles Engineering & Inspection, Inc.		Phone (620) 308-5577	Fax	Date 12/19/2018
Street 105 W. 7th Street		Job Name Silverback Way		
City, State, & Zip Code Pittsburg, KS 66762		Job Location Pittsburg, KS		
E-Mail Jim.Zibert@EarlesEng.com	Architect/Engineer Earles Engineering	Date of Plans 7/12/2018	Addendums Acknowledged	6

DESCRIPTION	UNITS	QTY	\$/Unit	AMOUNT
Item No. XX Storm Sewer Pipe - Granular Backfill	LF	970.00	\$ 15.80	\$ 15,326.00

- As requested by the City of Pittsburg, the contractor, Emery Sapp & Sons, Inc., will be backfilling the storm sewer lines crossing under the new road and Bike Trail, including the median and around storm sewer structures, with the project approved Granular Backfill Material.

- This proposal reflects the additional cost of providing the requested material per LF of storm sewer pipe (all sizes) that will be backfilled with select granular backfill in lieu of on-site material.

TOTAL CHANGE ORDER AMOUNT: \$ 15,326.00

Submitted By:

Ron Antonini
Emery Sapp & Sons, Inc.
Phone: (417) 833-9915
Fax: (417) 833-9981

Acceptance of Proposal

The above prices, specifications, and conditions are satisfactory and are hereby accepted.
You are authorized to do the work as specified. Payment will be made as outlined in Contract.

Signature _____

Date _____

Schedule of Values - Page 2 of 2



O: 417.833.9915
F: 417.833.9981

5350 EAST STATE HWY AA
SPRINGFIELD, MO 65803

WWW.EMERYSAPP.COM

Silverback Way - Rock Excavation Change Order Proposal #3 - Revised

Attn: *Jim Zibert*

Change Order Proposal No. 3 - Revised

Proposal Submitted To: Earles Engineering & Inspection, Inc.		Phone (620) 308-5577	Fax	Date 2/11/2019
Street 105 W. 7th Street		Job Name Silverback Way		
City, State, & Zip Code Pittsburg, KS 66762		Job Location Pittsburg, KS		
E-Mail Jim.Zibert@EarlesEng.com	Architect/Engineer Earles Engineering	Date of Plans 7/12/2018	Addenda Acknowledged	6

DESCRIPTION	UNITS	QTY	\$/Unit	AMOUNT
Item No. XX Rock Excavation	CY	86.6	\$ 125.00	\$ 10,825.00

- Rock Excavation was performed between stations 12+30 & 16+25 in the trenches for the Storm Sewer system due to Rock Embankment encountered on the job site.
- The final quantity of rock excavated was 86.6 Cubic Yards.

- Emery Sapp & Sons, Inc. respectfully proposes the above pricing for the rock breaking work performed on the project.

TOTAL CHANGE ORDER AMOUNT: \$ 10,825.00

Submitted By:

Ron Antonini
Emery Sapp & Sons, Inc.
Phone: (417) 833-9915
Fax: (417) 833-9981

Acceptance of Proposal

The above prices, specifications, and conditions are satisfactory and are hereby accepted.
You are authorized to do the work as specified. Payment will be made as outlined in Contract.

Cameron Alder 02-20-19
Signature Date



O: 417.833.9915
F: 417.833.9981

5350 EAST STATE HWY AA
SPRINGFIELD, MO 65803

WWW.EMERYSAPP.COM

Silverback Way - Force Main Granular Backfill Change Order Proposal #5

Attn: **Jim Zebert**

Change Order Proposal No. **05**

Proposal Submitted To: Earles Engineering & Inspection, Inc.		Phone (620) 308-5577	Fax	Date 2/14/2018
Street 105 W. 7th Street		Job Name Silverback Way		
City, State, & Zip Code Pittsburg, KS 66762		Job Location Pittsburg, KS		
E-Mail Jim.Zibert@EarlesEng.com	Architect/Engineer Earles Engineering	Date of Plans 7/12/2018	Addendums Acknowledged	Zeb

DESCRIPTION	UNITS	QTY	\$/Unit	AMOUNT
Item No. XX Water Main - Granular Backfill	LF	240.00	\$ 8.10	\$ 1,944.00

- As requested by the City of Pittsburg, Emery Sapp & Sons, Inc., the contractor, will be backfilling the Water Main runs of pipe crossing under the new road and Bike Trail, with the project approved Granular Backfill Material. The estimated quantity of pipe to be backfilled with Granular Backfill Materials is 240 LF

- This proposal reflects the additional cost of providing the requested material per LF of pipe that will be backfilled with select granular backfill in place of on-site material.

TOTAL CHANGE ORDER AMOUNT: \$ 1,944.00

Submitted By:

Ron Antonini
Emery Sapp & Sons, Inc.
Phone: (417) 833-9915
Fax: (417) 833-9981

Acceptance of Proposal

The above prices, specifications, and conditions are satisfactory and are hereby accepted.
You are authorized to do the work as specified. Payment will be made as outlined in Contract.

Signature

02-15-19
Date

Date of Issuance:	Effective Date: 5/14/19
Owner: City of Pittsburgh	Owner's Contract No.:
Contractor: Emery Sapp & Sons	Contractor's Project No.:
Engineer: Earles Engineering & Inspection, Inc.	Engineer's Project No.: 17-41
Project: Silverback Way	Contract Name: Silverback Way

The Contract is modified as follows upon execution of this Change Order:
Description:

Change Order 6 is generally for relocating the water line from the east side of Silverback Way to the west side. No changes to the water line sizes, fire hydrant counts and locations or other valves and appertences has occurred and the water line connection to the subdivision water line remains the same as shown on the original designs.

Attachments: ESS Costing and Scope Memo regarding this change directive, ESS layout drawings defining the proposed relocated waterline and all appertences, Revised Schedule of Values

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ <u>1,297,313.50</u>	Original Contract Times: Substantial Completion: <u>270</u> Ready for Final Payment: <u>300</u> days or dates
[Increase] [Decrease] from previously approved Change Orders No. <u>1</u> to No. <u>5</u> : \$ <u>26,725.90</u>	[Increase] [Decrease] from previously approved Change Orders No. <u> </u> to No. <u> </u> : Substantial Completion: <u>0</u> Ready for Final Payment: <u>0</u> days
Contract Price prior to this Change Order: \$ <u>1,324,039.40</u>	Contract Times prior to this Change Order: Substantial Completion: <u>270</u> Ready for Final Payment: <u>300</u> days or dates
[Increase] [Decrease] of this Change Order: \$ <u>11,900.00</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: <u>0</u> Ready for Final Payment: <u>0</u> days or dates
Contract Price incorporating this Change Order: \$ <u>1,312,139.40</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>270</u> Ready for Final Payment: <u>300</u> days or dates

RECOMMENDED:		ACCEPTED:		ACCEPTED:	
By: <u>[Signature]</u>	Engineer (if required)	By: <u>[Signature]</u>	Owner (Authorized Signature)	By: <u>[Signature]</u>	Contractor (Authorized Signature)
Title: <u>Gen. PM/CM</u>		Title: <u>Director - Public Works</u>		Title: <u>Assist. Vice President</u>	
Date: <u>21 Jun 19</u>		Date: <u>06-14-19</u>		Date: <u>6-12-19</u>	

Approved by Funding Agency (if applicable)

By: _____ Date: _____
Title: _____



O: 417.833.9915
F: 417.833.9981

5350 EAST STATE HWY AA
SPRINGFIELD, MO 65803

WWW.EMERYSAPP.COM

Silverback Way - 8 IN Water Main Relocation - Value Engineering Proposal Change Order Proposal #6 - Revised

Attn: **Jim Zibert**

Change Order Proposal No. 06

Proposal Submitted To:
Earles Engineering & Inspection, Inc.

Phone
(620) 308-5577

Fax

Date
5/3/2018

Street
105 W. 7th Street

Job Name
Silverback Way

City, State, & Zip Code
Pittsburg, KS 66762

Job Location
Pittsburg, KS

E-Mail
Jim.Zibert@EarlesEng.com

Architect/Engineer
Earles Engineering

Date of Plans
7/12/2018

Addendums
Acknowledged

6

DESCRIPTION	UNITS	QTY	Price/Unit	\$ AMOUNT
Item No. 28 6" Water Main	LF	22.00	\$ 53.00	\$ 1,166.00
Item No. 29 8" Water Main	LF	118.00	21.00	2,478.00
Item No. 30 8" Gate Valves	EA	-3.00	1,515.00	(4,545.00)
Item No. 31A 6" Cap	EA	2.00	280.00	560.00
Item No. 32A 8" 90 Degree Bend	EA	1.00	349.00	349.00
Item No. 32B 8" 45 Degree Bend	EA	3.00	340.00	1,020.00
Item No. 33 8"x 8"x6" Tee	EA	-1.00	907.00	(907.00)
Item No. 34 8"x 8"x8" Tee	EA	-3.00	972.00	(2,916.00)
Item No. 35 8" Tapping Valve, Sleeve & Riser	EA	-1.00	5,150.00	(5,150.00)
Item No. 36 Fire Hydrant Assembly	EA	-1.00	\$ 3,955.00	\$ (3,955.00)

- This Change Order pricing goes along with the Value Engineering Proposal to switch the location of the 8" Water Main from the East side of the Road to the West side, as presented in the attached files.
- Along with our VE proposal Emery Sapp & Sons, Inc. proposes to add line items No. 30A, 31A, 32A, & 32B to the contract as presented in the breakdown above.
- Line Item No. 35 (8" Tapping Valve, Sleeve & Riser) is to be performed by the City of Pittsburg, therefore it should not be part of the contract scope of work.

TOTAL CHANGE ORDER AMOUNT: \$ (11,900.00)

Submitted By:

Ron Antonini
Emery Sapp & Sons, Inc.
Phone: (417) 833-9915
Fax: (417) 833-9981

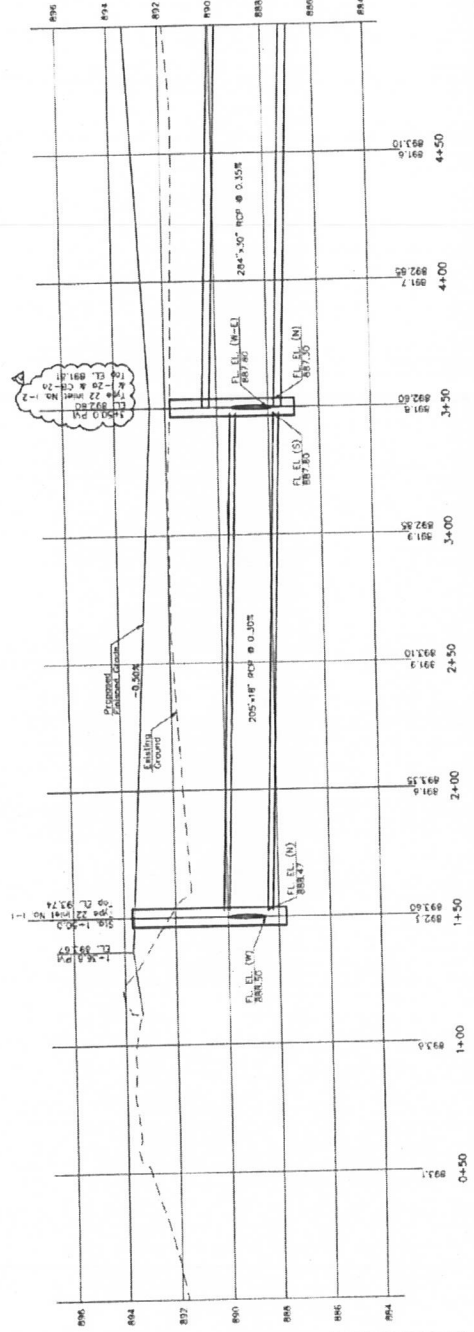
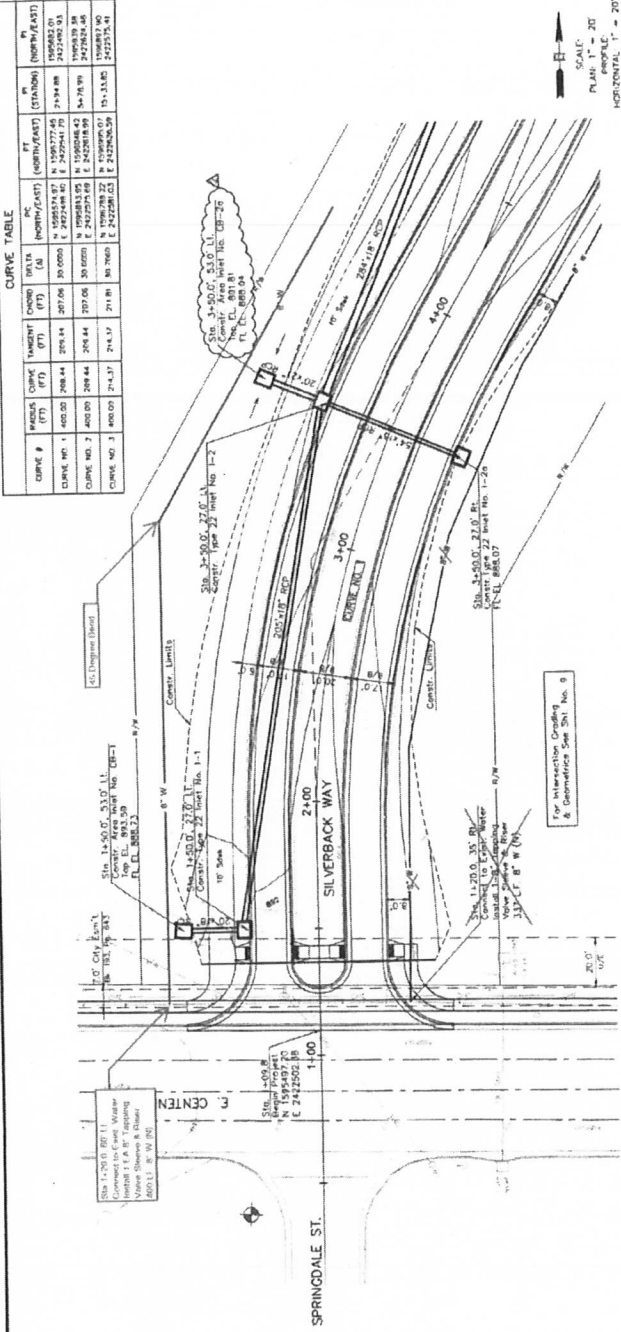
Acceptance of Proposal

The above prices, specifications, and conditions are satisfactory and are hereby accepted.
You are authorized to do the work as specified. Payment will be made as outlined in Contract.

Carson Alda
Signature

06-14-19
Date

CURVE #	PARALLEL CURVE (FT)	TANGENT CURVE (FT)	CHORD CURVE (FT)	PC	PT	PI	STATION
1	400.00	200.00	390.00	N 105°55'1.6" E	113°07'57.4" E	23.48	105983.61
2	400.00	200.00	390.00	S 24°25'44.8" E	24°25'44.8" E	23.48	106218.09
3	400.00	200.00	390.00	S 74°27'01.6" E	24°25'44.8" E	34.16	106476.48
4	400.00	200.00	390.00	N 74°27'01.6" E	24°25'44.8" E	34.16	106734.87
5	400.00	200.00	390.00	S 24°27'01.6" E	24°27'01.6" E	13.33	106881.90
6	400.00	200.00	390.00	S 24°27'01.6" E	24°27'01.6" E	13.33	107139.23



LEGEND

- | Property Line | Encroachment | Property Line | Encroachment |
|-------------------------------------|--------------|-----------------------------------|--------------|
| Existing Floor Optic Line | + | Existing Water Meter | W |
| Existing Underpass Telephone | + | Existing Sewer Manhole | M |
| Existing Underpass Cable Television | + | Existing Sanitary Sewer Manhole | MS |
| Existing Underpass Electric | + | Existing Sanitary Sewer Clean-Out | CS |
| Existing Underpass Gas | + | Existing Intermediate Manhole | IM |
| Existing Power Pole | PP | Fire Water Line | FW |
| Existing Light Pole | LP | Water Meter | W |
| Existing Gas Line | G | Sanitary Sewer Manhole | MS |
| Existing Gas Water | GW | Sanitary Sewer Clean-Out | CS |
| Existing Gas Meter | G | Remove Tree | X |
| Existing Gas Water Meter | GW | Existing Tree | + |
| Existing Fire Hydrant | FH | | |
| Existing Water Meter | W | | |
| Existing Sewer Manhole | M | | |
| Existing Sanitary Sewer Manhole | MS | | |
| Existing Sanitary Sewer Clean-Out | CS | | |
| Existing Intermediate Manhole | IM | | |
| Fire Water Line | FW | | |
| Water Meter | W | | |
| Sanitary Sewer Manhole | MS | | |
| Sanitary Sewer Clean-Out | CS | | |
| Remove Tree | X | | |
| Existing Tree | + | | |



Date of Issuance:	Effective Date: 5/14/19
Owner: City of Pittsburgh	Owner's Contract No.:
Contractor: Emery Sapp & Sons	Contractor's Project No.:
Engineer: Earles Engineering & Inspection, Inc.	Engineer's Project No.: 17-41
Project: Silverback Way	Contract Name: Silverback Way

The Contract is modified as follows upon execution of this Change Order:
Description:

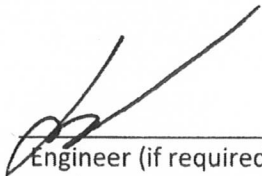
Change Order 7 is for an extension of the project completion deadline. Unusual rainfall events during the 2nd and 3rd quarter of the year have substantially slowed down the progress of the project.

Attachments: N/A

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ <u>1,297,313.50</u>	Original Contract Times: Substantial Completion: <u>270</u> Ready for Final Payment: <u>300</u> days or dates
[Increase] [Decrease] from previously approved Change Orders No. <u>1</u> to No. <u>6</u> : \$ <u>14,825.90</u>	[Increase] [Decrease] from previously approved Change Orders No. <u>1</u> to No. <u>6</u> : Substantial Completion: <u>0</u> Ready for Final Payment: <u>0</u> days
Contract Price prior to this Change Order: \$ <u>1,312,139.40</u>	Contract Times prior to this Change Order: Substantial Completion: <u>270</u> Ready for Final Payment: <u>300</u> days or dates
[Increase] [Decrease] of this Change Order: \$ <u>0.00</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: <u>40</u> Ready for Final Payment: <u>20</u> days or dates
Contract Price incorporating this Change Order: \$ <u>1,312,139.40</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>310</u> Ready for Final Payment: <u>320</u> days or dates

ACCEPTED:

By:



Engineer (if required)

Title:

Date:

10 SEP 19

By:

Owner (Authorized Signature)

Title

Date

ACCEPTED:

By:



Digitally signed
by Ron Antonini
Date: 2019.09.10
10:05:20 -05'00'

Contractor (Authorized Signature)

Title

Date

Project Manager

9/10/19

Approved by Funding Agency (if
applicable)

By:

Title:

Date:

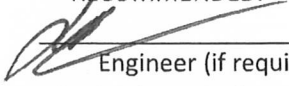
Date of Issuance:	Effective Date: 11/25/19
Owner: City of Pittsburgh	Owner's Contract No.:
Contractor: Emery Sapp & Sons	Contractor's Project No.:
Engineer: Earles Engineering & Inspection, Inc.	Engineer's Project No.: 17-41
Project: Silverback Way	Contract Name: Silverback Way

The Contract is modified as follows upon execution of this Change Order:
Description:

Change Order 8 is the final change order and is prepared and issued as a part of the project close out documents to serve to recapitulate the project actual verses plan quantities

Attachments: ESS Change Order and final Project Quantities

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ <u>1,297,313.50</u>	Original Contract Times: Substantial Completion: <u>n.a.</u> Ready for Final Payment: <u>n.a.</u> days or dates
[Increase] [Decrease] from previously approved Change Orders No. <u>1</u> to No. <u>7</u> : \$ <u>14,825.90</u>	[Increase] [Decrease] from previously approved Change Orders No. <u> </u> to No. <u> </u> : Substantial Completion: <u>0</u> Ready for Final Payment: <u>0</u> days
Contract Price prior to this Change Order: \$ <u>1,312,139.40</u>	Contract Times prior to this Change Order: Substantial Completion: <u>n.a.</u> Ready for Final Payment: <u>n.a.</u> days or dates
[Increase] [Decrease] of this Change Order: \$ <u>6,484.60</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: <u>0</u> Ready for Final Payment: <u>0</u> days or dates
Contract Price incorporating this Change Order: \$ <u>1,318,624.00</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>n.a.</u> Ready for Final Payment: <u>n.a.</u> days or dates

RECOMMENDED:		ACCEPTED:		ACCEPTED:	
By:	 Engineer (if required)	By:	Owner (Authorized Signature)	By:	Ron Antonini Contractor (Authorized Signature)
Title:	Jim R Zibert, Engineer	Title:		Title:	Project Manager
Date:	25 Nov 2019	Date:		Date:	16-Dec-2019

Approved by Funding Agency (if
applicable)

By: _____ Date: _____
Title: _____



O: 417.833.9915
F: 417.833.9981

5350 EAST STATE HWY AA
SPRINGFIELD, MO 65803

WWW.EMERYSAPP.COM

Silverback Way - Reconciliation of Installed Quantities Change Order Proposal #8

Attn: *Jim Zibert*

Change Order Proposal No. **08**

Proposal Submitted To: Earles Engineering & Inspection, Inc.		Phone (620) 308-5577	Fax	Date 10/24/2018
Street 105 W. 7th Street		Job Name Silverback Way		
City, State, & Zip Code Pittsburg, KS 66762		Job Location Pittsburg, KS		
E-Mail Jim.Zibert@EarlesEng.com	Architect/Engineer Earles Engineering	Date of Plans 7/12/2018	Addendums Acknowledged	6

DESCRIPTION	UNITS	QTY	Price/Unit	\$ AMOUNT
Item No. 09 Curb and Gutter Combined	LF	766.00	\$ 24.00	\$ 18,384.00
Item No. 13A 8" Modified Concrete Pavement	SY	-212.00	36.70	(7,780.40)
Item No 14 Concrete Pavement (Entrance)	SY	-138.00	43.00	(5,934.00)
Item No. 27 8' X 7' RCB	LF	3.00	\$ 605.00	\$ 1,815.00

- NOTES:

- Line Item No 09: - 766 LF of Curb and Gutter was included in the Concrete Pavment line item 13A. See following note below!
- Line Item No 13A: - (212 SY) This area pays as Curb & Gutter. (This is 766 LF of Curb & Gutter at 2.5' of width)
- Line Item No 14: - (138 SY) This area was not installed as Directed by the City inspector, Greg Hardister.
- Line Item No 27: - 3 LF is the difference between the contract quantity (128 LF) and the installed quantity (131 LF.)

TOTAL CHANGE ORDER AMOUNT: \$ 6,484.60

Submitted By:

Ron Antonini
Emery Sapp & Sons, Inc.
Phone: (417) 833-9915
Fax: (417) 833-9981

Acceptance of Proposal

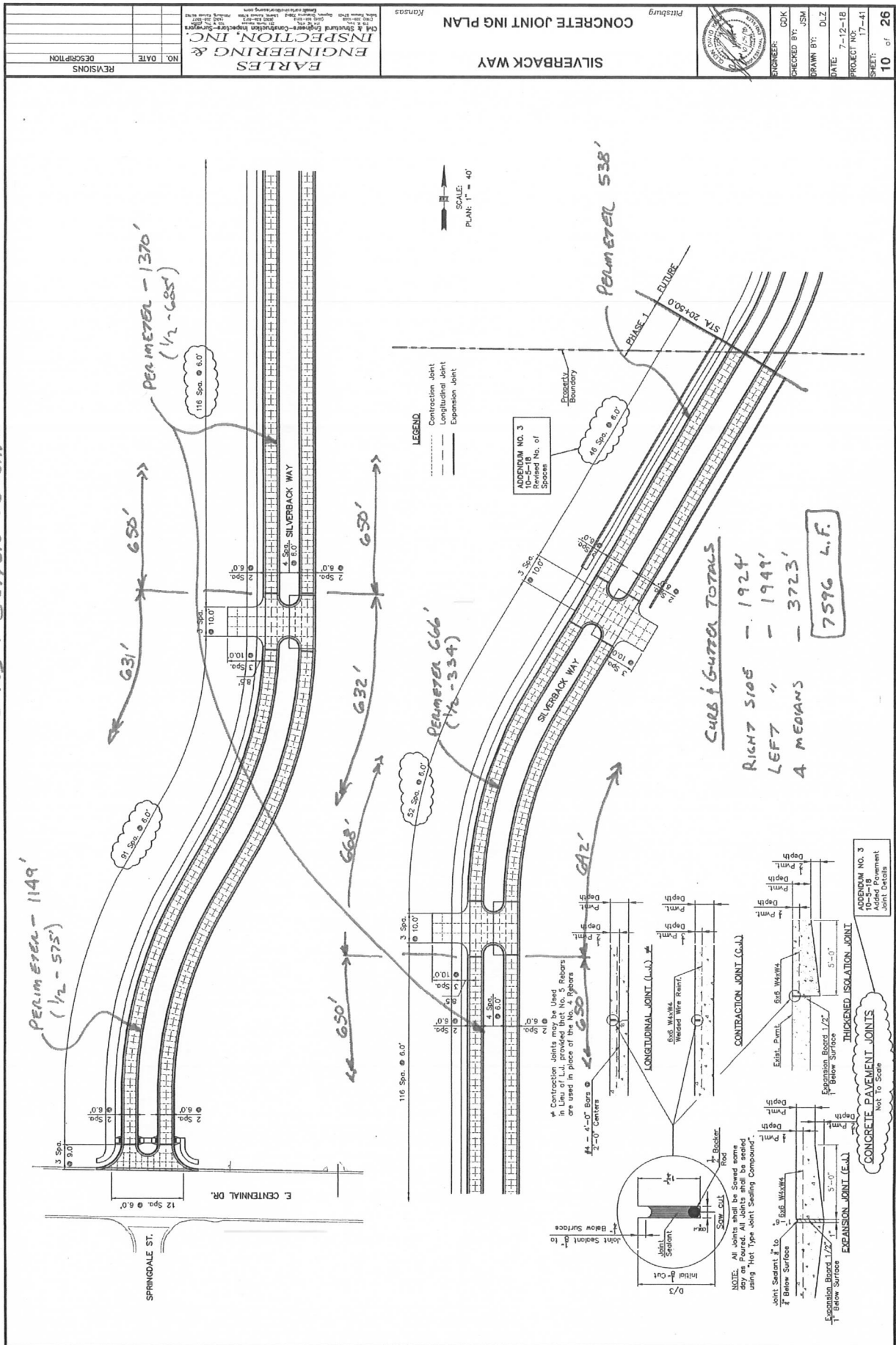
The above prices, specifications, and conditions are satisfactory and are hereby accepted.
You are authorized to do the work as specified. Payment will be made as outlined in Contract.

Signature _____

Date _____

REQUEST FOR PAYMENT DETAIL								
PROJECT: SILVERBACK WAY		Emery Sapp & Sons Inc. Invoice: Ending Date: 10/21/2019				Detail Page(s)		
		Contract Values		COs Qtys	Complete			
Item No	Description of Work	Bid	Unit of	Total	To Date	Balance to Finish		% Complete
		Quantity	Measure	CO Qty	Quantity	Units	Amount	
BID ITEMS								
1	Contractor Construction Staking	1.00	LS	0.00	1.00	0.00	\$ -	100.00%
2	Mobilization	1.00	LS	0.00	1.00	0.00	\$ -	100.00%
3	Clearing and Grubbing	1.00	LS	0.00	1.00	0.00	\$ -	100.00%
4	Common Excavation	3,899.00	CY	0.00	3,899.00	0.00	\$ -	100.00%
5	Embankment	2,415.00	CY	0.00	2,415.00	0.00	\$ -	100.00%
6	Contractor Furnished Fill	6,833.00	CY	0.00	6,833.00	0.00	\$ -	100.00%
7	Stripping Topsoil	1,484.00	CY	0.00	1,484.00	0.00	\$ -	100.00%
8	Removal of Curb and Gutter	106.00	LF	0.00	106.00	0.00	\$ -	100.00%
9	Curb and Gutter Combined	6,830.00	LF	766.00	7,596.00	0.00	\$ -	100.00%
10	Concrete Hike Bike Trail (4")	2,039.00	SY	0.00	2,039.00	0.00	\$ -	100.00%
11	Concrete Sidewalk (Entrance) (6")	67.00	SY	0.00	67.00	0.00	\$ -	100.00%
12	Sidewalk Ramp	4.00	EA	0.00	4.00	0.00	\$ -	100.00%
13	Concrete Pavement (8")	6,055.00	SY	-6,055.00	0.00	0.00	\$ -	N/A
13A	8" Modified Concrete Pavement	0.00	SY	5,843.00	5,843.00	0.00	\$ -	100.00%
14	Concrete Pavement (Entrance)	322.00	SY	-138.00	184.00	0.00	\$ -	100.00%
15	Crushed Concrete Base / AB-3 (6")	8,525.00	SY	0.00	8,525.00	0.00	\$ -	100.00%
15A	Geotextile Fabric	8,525.00	SY	0.00	8,525.00	0.00	\$ -	100.00%
16	Traffic Control	1.00	LS	0.00	1.00	0.00	\$ -	100.00%
17	Erosion Control	1.00	LS	0.00	1.00	0.00	\$ -	100.00%
18	Storm Sewer Catch Basin Inlet	6.00	EA	0.00	6.00	0.00	\$ -	100.00%
19	Storm Inlet (Type 22)	15.00	EA	0.00	15.00	0.00	\$ -	100.00%
20	42" RCP	207.00	LF	0.00	207.00	0.00	\$ -	100.00%
20A	48" RCP	212.00	LF	0.00	212.00	0.00	\$ -	100.00%
21	36" RCP	554.00	LF	0.00	554.00	0.00	\$ -	100.00%
22	30" RCP	777.00	LF	0.00	777.00	0.00	\$ -	100.00%
23	24" RCP	58.00	LF	0.00	58.00	0.00	\$ -	100.00%
24	21" RCP	40.00	LF	0.00	40.00	0.00	\$ -	100.00%
25	18" RCP	285.00	LF	0.00	285.00	0.00	\$ -	100.00%
26	15" RCP	275.00	LF	0.00	275.00	0.00	\$ -	100.00%
27	8' x 7' RCB	128.00	LF	3.00	131.00	0.00	\$ -	100.00%
28	6" Water Main	18.00	LF	22.00	40.00	0.00	\$ -	100.00%
29	8" Water Main	2,182.00	LF	118.00	2,300.00	0.00	\$ -	100.00%
30	8" Gate Valves	18.00	EA	-3.00	15.00	0.00	\$ -	100.00%
31	8" Cap	3.00	EA	0.00	3.00	0.00	\$ -	100.00%
31A	6" Cap	0.00	EA	2.00	2.00	0.00	\$ -	100.00%
32	8" Plug	1.00	EA	0.00	1.00	0.00	\$ -	100.00%
32A	8" 90 Degree Bend	0.00	EA	1.00	1.00	0.00	\$ -	100.00%
32B	8" 45 Degree Bend	0.00	EA	3.00	3.00	0.00	\$ -	100.00%
33	8" x 8" x 6" Tee	6.00	EA	-1.00	5.00	0.00	\$ -	100.00%
34	8" x 8" x 8" Tee	4.00	EA	-3.00	1.00	0.00	\$ -	100.00%
35	8" Tapping Valve, Sleeve & Riser	1.00	EA	-1.00	0.00	0.00	\$ -	N/A
36	Fire Hydrant Assembly	6.00	EA	-1.00	5.00	0.00	\$ -	100.00%
37	Seeding	1.00	LS	0.00	1.00	0.00	\$ -	100.00%
38	Granular Backfill - Stormwater	0.00	LF	2,148.00	2,148.00	0.00	\$ -	100.00%
39	Granular Backfill - Water Main	0.00	LF	240.00	240.00	0.00	\$ -	100.00%
40	Rock Excavation	0.00	CY	86.60	86.60	0.00	\$ -	100.00%
							\$ -	100.00%

CURB & GUTTER LENGTHS



Interoffice Memorandum

TO: DARON HALL
City Manager

FROM: CAMERON ALDEN
Director of Public Works

DATE: August 5, 2020

SUBJECT: Agenda Item – August 11, 2020
KDOT's CCLIP Programing Request
Mill and Overlay of Broadway (2nd-5th) and Broadway (Pine-Broadway)

The City of Pittsburg application for a Surface Preservation project has been selected for funding as part of the Kansas Department of Transportation (KDOT) State Fiscal Year (SFY) 2022 City Connecting Link Improvement Project (CCLIP). KDOT has allocated a maximum match of \$300,000.00 for the construction and construction engineering for the project which will consist of a mill and overlay on US-69B (North Broadway) from 2nd to 5th Streets and K-126 (4th Street) from Pine to Broadway.

The City will be responsible for a 10% of the construction and construction engineering of the project plus anything over KDOT's matching amount of \$300,000.00. The City will be responsible for the Preliminary Engineering. The City's cost is estimated at \$104,000.00 and would come from the Street Sales Tax. KDOT will send an agreement outlining the terms and conditions upon submittal of the Project Programing Request. Staff recommends the City accept the funding award and approval of the KDOT Project Programing Request.

Would you please place this on the agenda for the City Commission meeting scheduled for Tuesday, August 11, 2020. Action necessary will be approval or disapproval of the CCLIP Project Programming Request and, if approved, authorize the Mayor and appropriate officials to sign the Project Programming Request.

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

Attachments: Award Letter
Project Programming Request

Cc: Tammy Nagel, City Clerk
Memo File

July 15, 2020

Mr. Cameron Alden
Director of Public Works
201 W. 4th St
Pittsburg, KS 66762

Dear Mr. Alden,

Congratulations! Your application for a Surface Preservation project has been selected for funding as part of the Kansas Department of Transportation (KDOT) State Fiscal Year (SFY) 2022 City Connecting Link Improvement Program. KDOT has allocated \$300,000.00 for Construction and Construction Engineering for this project:

Mill and overlay on US-69B (N. Broadway) from 2nd to 5th and K-126 (4th St) from Pine to Broadway

The City will be required to contribute a minimum of 10% plus anything over the amount shown above and will also be responsible for all Preliminary Engineering, Right-of-Way, and Utility costs.

For KDOT to program your project, KDOT must receive a completed 1302 form from you before August 17, 2020. Please complete the enclosed form and return it as soon as possible to KDOT.LPePlans@ks.gov.

Once KDOT receives your completed 1302 form, KDOT will program the project and send a project schedule as a reference in developing the project in accordance with KDOT's procedures. Project development details may be found in the LPA Project Development Manual at [KDOT: Local Projects](#). After receiving and reviewing field check plans, a project manager from KDOT Bureau of Local Projects will contact you to schedule the field check for the project.

To keep the project on schedule, this letter serves as the commitment from KDOT to fund this project at the amount written above. An agreement between KDOT and the City will be forthcoming that outlines all terms and conditions of KDOT's funding. However, to allow for you to begin preliminary engineering, the following clauses will be included in the agreement between the City and KDOT and shall be included in your contract with a consultant to provide preliminary engineering services:

Conformity with State and Federal Requirements. The City shall be responsible to design the Project or contract to have the Project designed in conformity with the state and federal design criteria appropriate for the Project in accordance with the current Local Projects LPA Project Development Manual, Bureau of Local Project's (BLP's) project memorandums, memos, the KDOT Design Manual, Geotechnical Bridge Foundation Investigation Guidelines, Bureau of Road Design's road memorandums, the latest version, as adopted by the Secretary, of the Manual on Uniform Traffic Control Devices (MUTCD), the current version of the Bureau of Transportation Safety and Technology's Traffic Engineering Guidelines, and the current version of the KDOT Standard Specifications for State Road and Bridge Construction with Special Provisions, and any necessary Project Special Provisions, and with the rules and regulations of the FHWA pertaining to the Project.

Consultant Contract Language. The City shall include language requiring conformity with Article III, paragraph 3 above, in all contracts between the City and any Consultant with whom the City has contracted to perform services for the Project. In addition, any contract between the City and any Consultant retained by them to perform any of the services described or referenced in this paragraph for the Project covered by this Agreement must contain language requiring conformity the paragraph entitled Conformity with State and Federal Requirements. In addition, any contract between the City and any Consultant with whom the City has contracted to prepare and certify Design Plans for the Project must also contain the following provisions:

- (a) Completion of Design. Language requiring completion of all plan development stages no later than the current Project schedule's due dates as issued by KDOT, exclusive of delays beyond the Consultant's control.
- (b) Progress Reports. Language requiring the Consultant to submit to the City (and to the Secretary upon request) progress reports at monthly or at mutually agreed intervals in conformity with the official Project schedule.
- (c) Third Party Beneficiary. Language making the Secretary a third party beneficiary in the agreement between the City and the Consultant. Such language shall read:

“Because of the Secretary of Transportation of the State of Kansas’ (Secretary’s) obligation to administer state funds, federal funds, or both, the Secretary shall be a third party beneficiary to this agreement between the City and the Consultant. This third party beneficiary status is for the limited purpose of seeking payment or reimbursement for damages and costs the Secretary or the City or both incurred or will incur because the Consultant failed to comply with its contract obligations under this Agreement or because of the Consultant’s negligent acts, errors, or

omissions. Nothing in this provision precludes the City from seeking recovery or settling any dispute with the Consultant as long as such settlement does not restrict the Secretary's right to payment or reimbursement."

Regretfully, your second project was not selected for this round of funding. This does not mean the project was not a good one, but merely, KDOT did not have adequate funds to approve all requests.

If you have any questions, please do not hesitate to contact us. Questions may be directed to Dawn Hueske at (785) 207-1420 or Dawn.Hueske@ks.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael J. Stringer".

Michael J. Stringer, P.E., Chief
Bureau of Local Projects

CC: Wayne Gudmonson

George Dockery

Hugh Bogle

PROJECT PROGRAMMING REQUEST

<input checked="" type="checkbox"/> New Project		<input type="checkbox"/> Amend Existing Project		Date: 8/5/2020	
Program Year: 2022		Funding Program:		CCLIP-SP (Surface Preservation)	
KDOT District		MPO		MPO TIP #	
4		N/A			
County	City	Route / Corridor		Functional Classification	
Crawford	Pittsburg	US HWY69&K126		3 = Other Principal Arterial	
Project Sponsor / Lead Agency					
City of Pittsburg					
Project Mgr / Contact		Phone		E-mail Address	
Cameron Alden, Dir PW		620-230-5515		cameron.alden@pittks.org	
Project Title					
Downtown Corridor Improvements					
Project Length: 0.300 miles		Desired Letting Date:		June 2021	
Letting Type:		<input checked="" type="checkbox"/> KDOT		<input type="checkbox"/> LPA	
				<input type="checkbox"/> Force Account	
Location, Project Limits, Description, Scope of Work					
US Highway 69B (N. Broadway) from 2nd to 5th Streets and K-126 (4th Street) from Pine to Broadway					
Purpose and Need					
Provide a new wearing surface and pavement markings to improve the ride quality, safety, and preserve the pavement life					
Project Benefits					
This project benefits every traveler through the downtown corridor as well the residents and visitors to the downtown community and businesses					
RR within 1/2 mile?	RR Company Name		No. of Tracks	Existing Crossing Protection	
Yes	KCS		1	Grade Separation (bridge over RR)	

In accordance with the Bureau of Local Projects (BLP) Memo 99-11, dated December 16, 1999, we are required, under the Comprehensive Transportation Program (CTP), to collect and record total costs of all work phases of projects. This includes local agency federal-aid and state-aid projects that include any non-participating, pre-construction local agency costs for preliminary engineering (plan design), rights of way and utility adjustments. Please show your estimate of the cost for all work phases below:

Project Cost Estimate			
	Participating	Non-Participating	Total
PE (Design)	\$ -	\$ 24,000.00	\$ 24,000.00
Utilities	\$ -	\$ -	\$ -
ROW	\$ -	\$ -	\$ -
CE (Inspection)	\$ 30,000.00	\$ -	\$ 30,000.00
Construction Total	\$ 350,000.00	\$ -	\$ 350,000.00
Surfacing (Asphalt)	\$ 300,000.00	\$ -	\$ 300,000.00
Signing and Pavement Marking	\$ 50,000.00	\$ -	\$ 50,000.00
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
Project Totals	\$ 380,000.00	\$ 24,000.00	\$ 404,000.00

PROJECT PROGRAMMING REQUEST

BE IT RESOLVED: That sufficient funds from City of Pittsburg

are now, or will be available and are hereby pledged to the Secretary in the amount and at the time required for the supplementing of federal funds available for the completion of this project. Prior to Federal Authorization, any project expenditures made by the LPA are ineligible for federal funding and remain the responsibility of the LPA. Upon cancellation of the project by the LPA, the LPA shall reimburse the Secretary within thirty (30) days after receipt of statement of cost incurred by the Secretary prior to cancellation.

Please sign below in accordance with your local policy.

Recommended for Approval:

Appropriate Local Officials

Title

Title

ATTEST:

Title

Title

Title

**ARTICLE 2
PROCEDURE FOR APPROVAL OF SUBDIVISIONS**

2-101 GENERAL PROVISIONS.....	13
2-102 PRE-PLATTING CONFERENCE.....	13
2-103 PRELIMINARY PLAT	14
2-104 FINAL PLAT	15
2-105 SHORT-FORM PLAT	18

2-101 General Provisions:

This Article establishes uniform procedures and platting requirements for subdivisions subject to this Ordinance. No final plat shall be filed or recorded with the County Register of Deeds as required by law unless and until it has been acted upon by the Planning Commission and approved by the Governing Body as required herein.

2-102 Pre-Platting Conference:

Any person desiring to subdivide land ~~into five or more lots~~ shall be required to attend a pre-platting conference with the Zoning Administrator as a first step to filing an application for any preliminary plat. ~~Owners of proposed subdivisions of less than five lots are encouraged to hold a pre-platting conference; however, it is not mandatory and they may proceed with filing a preliminary plat.~~ Arrangements for this conference shall be made by contacting the Zoning Administrator.

The purpose of the pre-platting conference is to inform the city staff of possible future subdivisions so that the staff may determine and inform the applicant of the effect, feasibility and compatibility of the proposal in relation to Pittsburg's utility and street system and any City development policies and plans. The conference enables the staff to inform owners and their agents of the general conformance or nonconformance of the subdivision proposal with this Ordinance, identify additional requirements for further processing of the proposal, and to advise them of applicable zoning provisions or conflicts and special design considerations presented by particular environmental features on or affecting the site (i.e. flood plains, excessive slope areas, soil problems, high water tables, etc.).

The landowner or ~~his~~ representative may, if ~~they~~ deems it desirable, prepare a schematic drawing of the proposed subdivision in order to receive any pre-plat comments of the staff ~~which may prove helpful in designing the preliminary plat. The sketch plan should convey the location of the proposed subdivision; the general layout of the proposed subdivision including the location and size of streets and the orientation, number and dimensions of the lots; plans for water supply and sanitary sewage disposal; and any particular design problems posed by the existing natural or man-made conditions and characteristics of the site which could benefit from an early discussion.~~

In addition to the Zoning Administrator and representatives of the owner(s) intending to subdivide the land, principal participants involved in the pre-platting conference may include representatives of the Pittsburg Public Works Department and other persons and agencies as applicable. No verbal, written or schematically illustrated statements made during the course of the conference shall be held as legally binding or construed in any way as granting or assuring approval of the proposed subdivision since the Governing Body has final authority on all subdivision plats upon action from the Planning Commission.

2-103 Preliminary Plat:

1. **Application** : A subdivision application form and copy of the preliminary plat shall be filed with the Zoning Administrator and shall be submitted digitally, accompanied by 20 copies of the preliminary plat. The appropriate fee shall be paid upon filing the application.
2. **Preliminary Plat Contents**: The following information shall be shown on the preliminary plat or attached thereto:
 - a. Items Pertaining to the Title:
 - (1) The name of the proposed subdivision.
 - (2) Location of the subdivision by reference to a section corner.
 - (3) The name(s) and address(es) of the owner(s)/developer(s) and the licensed land surveyor who prepared the plat.
 - (4) North arrow.
 - (5) Date prepared and scale of the drawing(s). The preliminary plat shall be drawn to a scale of not less than 1" = 200'; however, with special conditions and prior approval of the Zoning Administrator, this scale may be exceeded.
 - (6) The legal description of the entire dimensions of the subdivision.
 - b. Items Pertaining to the Subject Property (Existing):
 - (1) All of the land to be platted as well as all platted or unplatted adjacent properties within 200 feet shall be shown. The boundary of the platted area shall be accurately indicated by a heavy solid line.
 - (2) Existing contours with the contour intervals not more than 2 feet. All elevations and contours shall be related to city datum.
 - (3) The location, width and names of all existing platted or private streets or other public ways within or adjacent to the tract, together with easements, railroad and utility rights-of-way, parks and other significant features such as city boundary lines and monuments.
 - (4) Environmental features including the location and direction of drainage and drainage channels, and areas subject to flooding by the Intermediate Regional Flood (100-year flood).
 - (5) All airports, sanitary landfills, feedlots or other similar uses located within two miles of the proposed plat shall be shown on a vicinity map.
 - c. Items Pertaining to the Plat (Proposed):
 - (1) Layout ~~and names~~ of streets with general dimensions ~~and appropriate grades~~ and their relationship to adjoining or projected streets or roadways.
 - (2) Intended layout, numbers and dimensions of lots.
 - (3) Parcels of land intended to be dedicated or reserved for parks, schools, or other public use, or to be reserved for the use of property owners within the subdivision.
 - (4) Location and type of utilities ~~to be installed~~, including the approximate location of extensions of any sanitary sewers, storm sewers, and water mains.

(5) Utility and other easements indicating width and purpose.

~~(6) A statement or other indication of phasing of the development and an appropriate timetable if applicable.~~

~~(7)~~(6) Vicinity sketch which indicates the relationship between the proposed subdivision and surrounding properties within 1,000 feet, showing streets and other features.

3. **Application Complete:** Upon receipt of the preliminary plat and supporting data required in this Section, the Zoning Administrator shall certify the application as complete and affix the date of application acceptance on the plat or application form. ~~He~~ The Zoning Administrator shall then place the preliminary plat on the agenda for consideration at the first available meeting of the Planning Commission.
4. **General City Staff and Utility Review:** The Zoning Administrator shall distribute copies of the preliminary plat to the appropriate Pittsburgh city departments and agencies and the affected utility companies for review and comment. All general staff and utility review comments shall be coordinated by the Zoning Administrator and shall be forwarded along with a report and recommendation to the Planning Commission.
5. **Planning Commission Review and Action:** The Planning Commission shall review the preliminary plat for compliance with the provisions of this Ordinance. After reviewing the preliminary plat ~~based on the objectives and requirements of this Ordinance,~~ hearing comments from concerned citizens, and considering the report from review by the Zoning Administrator, the Planning Commission shall take action on the acceptance, modification or rejection of the preliminary plat. ~~Approval of the preliminary plat by the Planning Commission shall permit the applicant to proceed with the filing of a final plat as described in Section 2-104. Upon approval of the preliminary plat, if requested by the developer, the Planning Commission may immediately consider the final plat as described in Section 2-104. The Zoning Administrator shall forward a statement of the action taken by the Planning Commission to the Governing Body. The Governing Body, at its request, may require that it must approve the preliminary plat before the applicant can submit a final plat.~~
6. **Effect of Approved Preliminary Plat:** Approval of the preliminary plat does not constitute final acceptance of the subdivision by Pittsburgh. It establishes the overall layout and design of the proposed subdivision ~~and authorizes the applicant to prepare a final plat. Any deviation of the final plat from the intent of the approved preliminary plat as determined by the Planning Commission shall be disallowed and shall cause the re-initiation of the preliminary platting process.~~ The applicant shall file a final plat application along with the required documents described in Section 2-104 within three (3) years of the approval of the preliminary plat by the Planning Commission and/or Governing Body. Upon failure to do so within the time specified, approval of the preliminary plat is null and void, unless an extension of time, limited to six (6) months, is applied for by the developer and granted by the Planning Commission. An extension shall be granted only once.

Commented [BJJ1]: This power rests with the Planning Commission as well as the City Commission.

2-104 Final Plat:

1. **Application:** The final platting process is intended to provide a complete surveyed drawing of the subdivision for the purpose of providing a legal record of lots, streets, areas for dedication and easements for future reference and transactions. The final plat submitted may be for all of the property approved in the preliminary plat or may be for only a portion or "phase" thereof. The applicant shall file ~~20 digital~~ copies of the final plat with the Zoning Administrator along with the additional information required herein. Said final plat shall be prepared by a registered land surveyor, and so sealed. ~~In addition to the 20 copies, o~~One (1) original final plat in digital format shall be submitted to the Zoning Administrator at least ten (10) days prior to the Planning Commission meeting. Said original final plat shall be formatted so that it can be clearly and legibly drawn at a scale of 1" = 100' upon mylar at a size of in India ink upon a 24" x 36" tracing cloth of good quality, and shall contain the information required herein.

2. **Final Plat Contents:** The following information shall be shown on the final plat and attached thereto:
- a. Items to be Included on the Final Plat:
- (1) The lines and names of all proposed streets or other ways or easements, and other open spaces intended to be dedicated for public use or granted for use of inhabitants of the subdivision.
 - (2) Lines and names of all adjoining streets within 200 feet.
 - (3) The length of all straight lines, deflection angles, and radii, arcs and central angles of all curves, along the center line and the property lines of each street. All dimensions along the lines of each lot with the true bearings and angles of intersection which they make with each other, and also any other data necessary for the location of any lot line in the field. If more convenient, calculated bearings may be used instead of angles.
 - (4) The location of all building setback lines.
 - (5) Suitable primary control points, approved by the City Engineer, or descriptions and "ties" to such control points, to which all dimensions, angles, bearings, and similar data given on the plat shall be referred. All dimensions shall be shown in feet and decimals of a foot.
 - (6) Location and elevation of a permanent bench mark.
 - (7) The location of all permanent monuments with the distance between them, and sufficient curve data plainly marked. These monuments shall be located at all block corners.
 - (8) Date of preparation, title, north point, and scale shall be included. The title shall include the name of the subdivision under which it is to be recorded. The north point may indicate either the magnetic or true north and shall be so designated on the plat.
 - (9) The boundary of the subdivided tract with courses and distances marked thereon which shall be determined by survey in the field, which shall be balanced and closed, made by a qualified engineer or surveyor. The error of closure for a perimeter distance having a length of 10,000 feet or more shall not be more than one (1) in 20,000. For perimeter distances less than 10,000 feet in length, the error of closure shall not be more than one (1) in 10,000.
 - (10) An identification system for all lots and blocks, and the area in square feet of each lot.
 - (11) The certification of the land surveyor making the plat, his seal and signature.
 - (12) The acknowledgment of a notary.
 - (13) A certification of the Planning Commission showing its approval to the plat.
 - (14) The approval of the Governing Body.
 - (15) The certificate of the Register of Deeds.
 - (16) Title insurance certification or a certificate of title prepared by a competent attorney showing that the proposed subdivider owns all the property within the plat in fee, and that it is free from encumbrances and liens; but if encumbered, the mortgagee shall be required to consent to the plat.

- (17) Statement by the owner dedicating streets, rights-of-way, and any sites for public use.
- (18) Such other certificates, affidavits, endorsements, or dedications as may be required by the Planning Commission in the enforcement of this Ordinance.
- (19) Purpose for which sites, other than residential lots, are dedicated or reserved.
- (20) Marginal lines encircling the sheet. All lettering, signatures and seals shall be within this margin.
- (21) Legal description of the subdivision.
- (22) In the event the proposed subdivision is outside the city limits of the City of Pittsburg, but within the three (3) mile limit of jurisdiction, it will also be required to include a certificate showing the approval of the Board of County Commissioners of Crawford County, Kansas.

b. Items Pertaining to the Final Plat:

~~(1) Two (2) copies of separate drawings showing a profile and cross section of all streets, alleys or public ways to be dedicated for public use. The profiles and cross sections shall be drawn to specifications as on file and acceptable to the City Engineer's office.~~

~~— A certificate which states that the person or persons whose names are signed to this document and/or appear on the final plat are the sole and lawful owners of the property, that the plat is made with their desires, and that they dedicate the areas shown on the plat or as set forth in the document to the perpetual use and ownership by the public for the specific purpose stated therein or thereon. Ownership shall be verified by the County Clerk.~~

~~(2) Certification by the County Clerk showing that all due or unpaid taxes have been paid in full.~~

~~(3) A copy of any restrictive covenants applicable to the subdivision, if any; provided, the developer or subsequent homeowners association shall be responsible for the enforcement of any and all restrictive covenants filed for any subdivision and no provisions of said restrictive covenants shall supersede any restrictions or regulations established by these or any other local or state rules, regulations or laws.~~

~~(3) Three (3) copies of a properly executed written agreement by the developer to undertake and complete, to the satisfaction of the City, all public improvements required as a condition for approval of the plat. The agreement shall also set out the time limit for the completion of the specified work, the amount of bond or other acceptable surety to be posted as security for satisfactory completion of the work, and the right of the City, in the event the required work is not completed in a proper or timely manner, to perform or complete the work and recover the actual cost thereof from the developer or the developer's sureties. The developer's agreement for public improvements will set out the public improvements required and also set out or incorporate by appropriate references, the plans and specifications for said improvements. The developer's agreement and bond for required public improvements shall be reviewed and approved as to the form and content by the City Engineer and the City Attorney. The Governing Body may defer the submission of the written agreement until after the final plat has been approved.~~

Commented [BJJ2]: These items will still be required for staff review but are not requirements for approving the final plat.

3. **Application Complete:** Upon receipt of the final plat, engineering drawings and certification documents required in this Section, the Zoning Administrator shall certify the final plat application as complete. He shall then place the final plat on the agenda for consideration at the next regular meeting of the Planning Commission which is held no less than 10 days after said application or no more than ~~45-60~~ days thereafter.
4. **General City Staff and Utility Review:** The Zoning Administrator shall transmit copies of the final plat, along with the other documents submitted, to the appropriate Pittsburg city departments and agencies, and utility companies as the Administrator deems necessary for review and to assure compliance with the approved preliminary plat. The Zoning Administrator shall serve as final plat coordinator and all review comments shall be directed to such person and forwarded to the Planning Commission along with a report and recommendation.
5. **Planning Commission Review and Action:** The Planning Commission shall review the final plat for compliance with the approved preliminary plat and for completion of all final platting requirements. After consideration, the Planning Commission shall either recommend to the Governing Body to approve or deny the final plat or table for additional information. The Zoning Administrator shall forward a statement of the action taken by the Planning Commission together with the minutes and the original and ~~8-digital~~ copies of the final plat to the Governing Body.
6. **Governing Body Review and Action:** Upon recommendation from the Planning Commission, the Governing Body shall take action to approve or disapprove the final plat including the acceptance of street and other public way dedications, service and utility easements, and land dedicated for other public use.
7. **Recording of Final Plat:** The final plat shall be recorded and filed with the Register of Deeds of Crawford County, Kansas, after approval of the final plat by the Governing Body as required by State law.

2-105 Short-Form Plat:

1. **Application:** A short-form plat procedure is included within this Ordinance for the purpose and intent of providing a means of approving a subdivision of land that contains four lots or less and, in all other respects, meets the requirements of this Ordinance. The submission and approval of a preliminary plat is not required as a prerequisite for a short-form plat approval. If the proposed subdivision qualifies for a short-form plat, the applicant shall file ~~20-a digital copies~~ copy of the plat with the Zoning Administrator along with the additional information required herein.
2. **Short-Form Plat Contents:** Said original final plat shall be formatted so that it can be clearly and legibly drawn at a scale of 1" = 100' upon mylar at a size of 24" x 36", and shall contain the information required herein. A short-form plat must be drawn with India ink on good quality tracing paper and must be drawn to a scale of not less than 1" = 200'. Except for the above requirement, a short-form plat must meet all of the requirements necessary for the approval of a final plat as stated herein, ~~including but not limited to all bonding requirements.~~
3. **Short-Form Plat Review and Action:** The review and approval procedures for a short-form plat are the same as specified herein for a final plat.