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CITY OF PITTSBURG, KANSAS
COMMISSION AGENDA
Tuesday, February 09, 2021
5:30 PM

CALL TO ORDER BY THE MAYOR:

- a. Flag Salute Led by the Mayor
- b. Public Input
- c. Fiscal Year 2019 CAFR Award Acknowledgement

CONSENT AGENDA:

- a. Approval of the January 26, 2021, City Commission Meeting minutes.
- b. Approval of the request submitted by Angie Hadley, Program Coordinator for the Restorative Justice Authority of Crawford County, to appoint Bill Howell to a first three-year term as a member of the Juvenile Corrections Advisory Board (JCAB).
- c. Approval of staff request to declare certain City assets as surplus and authorize staff to dispose of said assets through the online auctioning services of Purple Wave, Inc.
- d. Approval of the recommendation of the Economic Development Advisory Committee (EDAC) to grant a 2021 tax abatement renewal to Millers, Inc. (Docket #2013-5552-EDX).
- e. Approval of the recommendation of the Economic Development Advisory Committee (EDAC) to grant a 2021 tax abatement renewal to Millers, Inc. (Docket #2016-2286-EDX).
- f. Approval of the recommendation of the Economic Development Advisory Committee (EDAC) to grant a 2021 tax abatement renewal to Millers, Inc. (Docket #2017-833-EDX).
- g. Approval of the recommendation of the Economic Development Advisory Committee (EDAC) to grant a 2021 tax abatement renewal to Pinamonti Physical Therapy (Docket #2015-1858-IRBX).
- h. Approval of the recommendation of the Economic Development Advisory Committee (EDAC) to grant a 2021 tax abatement renewal to Kendall Packaging Corporation (Docket #2018-334-IRBX).

CITY OF PITTSBURG, KANSAS
COMMISSION AGENDA
Tuesday, February 09, 2021
5:30 PM

- i. Approval of the recommendation of the Economic Development Advisory Committee (EDAC) to grant a 2021 tax abatement renewal to Dharma Properties, LLC (Docket #2018-595-IRBX).
- j. Approval of the recommendation of the Economic Development Advisory Committee (EDAC) to grant a 2021 tax abatement renewal to Rallison, LP (Docket #2020-1262-EDX).
- k. Approval of the Appropriation Ordinance for the period ending February 9, 2021, subject to the release of HUD expenditures when funds are received.
ROLL CALL VOTE.

PUBLIC HEARING:

- a. PUBLIC HEARING – PROPERTY TAX ABATEMENT – E & J INVESTMENTS, LLC - The City of Pittsburg advertised for a Public Hearing to be held on February 9, 2021, 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, to consider the request submitted by E & J Investments, LLC, pertaining to their new Renu Medical & Spa facility located at 2425 Bradshaw Way. **Following Public Hearing, approve or disapprove request and, if approved, direct the preparation of the necessary Ordinance.**

CONSIDER THE FOLLOWING:

- a. CONTRACT FOR ENGINEERING SERVICES - Consider staff request to enter into a Contract for Engineering Services between the City of Pittsburg and Earles Engineering & Inspection, Inc. in which Earles Engineering & Inspection, Inc. will serve in the role of City Engineer on an as needed basis to complete engineering duties for the City as an independent contractor. **Approve or disapprove request and, if approved, authorize the Mayor to sign the contract on behalf of the City.**
- b. WATER TREATMENT PLANT ODOR CONTROL STUDY - Consider staff request to enter into an Engineering Services Agreement with Olsson, Inc., of Pittsburg, in an amount not to exceed \$67,267.00 in which Olsson, Inc. will perform an Odor Control Study at the City's Water Treatment Plant. **Approve or disapprove request and, if approved, authorize the Mayor to execute the Engineering Services Agreement on behalf of the City.**

CITY OF PITTSBURG, KANSAS
COMMISSION AGENDA
Tuesday, February 09, 2021
5:30 PM

- c. PARTIAL MORTGAGE RELEASES - SILVERBACK HOUSING DEVELOPMENT - Consider staff recommendation to approve partial mortgage releases for 1905 Carnie Smith Court and 1829 Silverback Way, located in the Silverback housing development, as Arvest Bank, the primary lender for the project, took first position on the loan, with the City securing a second position on the P & L property until the loan is repaid in December 2023. **Approve or disapprove staff recommendation and, if approved, authorize the Mayor to sign the partial mortgage release agreements on behalf of the City.**

NON-AGENDA REPORTS & REQUESTS:

- a. BI-MONTHLY BUDGET REVIEW - Director of Finance Larissa Bowman will provide the December 31, 2020, bi-monthly budget review. **Receive for file.**

ADJOURNMENT



Government Finance Officers Association

**Certificate of
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**City of Pittsburg
Kansas**

For its Comprehensive Annual
Financial Report
For the Fiscal Year Ended

December 31, 2019

Christopher P. Morrell

Executive Director/CEO

OFFICIAL MINUTES
OF THE MEETING OF THE
GOVERNING BODY OF THE
CITY OF PITTSBURG, KANSAS
January 26, 2021

A Regular Session of the Board of Commissioners was held at 5:30 p.m. on Tuesday, January 26th, 2021, in the City Commission Room, located in the Law Enforcement Center, 201 North Pine, with Mayor Chuck Munsell presiding and the following members present: Cheryl Brooks, Larry Fields, Dawn McNay and Patrick O'Bryan.

Mayor Munsell led the flag salute.

PUBLIC INPUT – INVOCATION – Mark Chambers, on behalf of the First United Methodist Church, provided an invocation.

PUBLIC INPUT – Commissioner McNay provided clarification to her comments made during the January 12th, 2021, City Commission Meeting in regard to the receipt and response to comments made during the Public Input portion of City Commission meetings. Commissioner McNay suggested an agenda item be added to a future City Commission Meeting agenda to decide how to best handle Public Input. Mayor Munsell suggested that the City Commission could discuss the issue during the Working Day in May.

APPROVAL OF MINUTES – On motion of McNay, seconded by O'Bryan, the Governing Body approved the January 12th, 2021, City Commission Meeting minutes as presented. Motion carried.

JUVENILE CORRECTIONS ADVISORY BOARD REAPPOINTMENT – On motion of McNay, seconded by O'Bryan, the Governing Body approved the request submitted by Angie Hadley, Program Coordinator for the Restorative Justice Authority of Crawford County, to reappoint Stacy Kratz to an additional three-year term as a member of the Juvenile Corrections Advisory Board (JCAB). Motion carried.

CEREAL MALT BEVERAGE LICENSE - On motion of McNay, seconded by O'Bryan, the Governing Body approved the application submitted by Casey's Retail Company (Casey's General Store at 2520 South Broadway) to sell Cereal Malt Beverages for the year 2021 and directed the City Clerk to issue the license. Motion carried.

APPROPRIATION ORDINANCE – On motion of McNay, seconded by O'Bryan, the Governing Body approved the Appropriation Ordinance for the period ending January 26th, 2021, 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.

LOAN FORGIVENESS – PITTSBURG STATE UNIVERSITY FOUNDATION – On motion of McNay, seconded by O'Bryan, the Governing Body approved the recommendation of the Economic Development Advisory Committee (EDAC) to forgive \$60,000 of the \$300,000 loan that was provided to the Pittsburg State University Foundation to support the buildout of the Block 22 restaurant/retail space, as they have fully complied with the City's requirements for loan forgiveness and authorized the Mayor to sign the appropriate documents on behalf of the City. Motion carried with Brooks and Munsell voting in opposition.

OFFICIAL MINUTES
OF THE MEETING OF THE
GOVERNING BODY OF THE
CITY OF PITTSBURG, KANSAS
January 26, 2021

ECONOMIC DEVELOPMENT QUARTERLY REPORT - Director of Economic Development Blake Benson and Pittsburg State University Chief Strategy Officer Shawn Naccarato presented the quarterly Economic Development Report.

PITTSBURG STATE UNIVERSITY BUSINESS DEVELOPMENT AND INNOVATION SERVICES AGREEMENT AMENDMENT – On motion of O'Bryan, seconded by McNay, the Governing Body approved an Amendment to the Business Development and Innovation Services Agreement between Pittsburg State University (PSU) and The City of Pittsburg in which PSU will provide support to the City to effectively help create and attract new businesses, industries and manufacturing companies to the City, as well as more effectively promote the expansion and growth of existing businesses and industries already located in the City, extending the expiration date of the agreement to January 25, 2022, and authorized the Mayor to sign the Amendment on behalf of the City. Motion carried.

PITTSBURG AREA CHAMBER OF COMMERCE ECONOMIC DEVELOPMENT SERVICES AGREEMENT AMENDMENT – On motion of Fields, seconded by Munsell, the Governing Body approved an Amendment to the Economic Development Services Agreement between The Pittsburg Area Chamber of Commerce and The City of Pittsburg in which the Chamber will perform the services related to the location and retention of industrial, manufacturing and retail businesses in the City, extending the expiration date of the agreement to January 25, 2022, and authorized the Mayor to sign the Amendment on behalf of the City. Motion carried.

LETTER AGREEMENT – On motion of McNay, seconded by O'Bryan, the Governing Body approved a letter agreement for the City Manager for calendar year 2021, and authorized the Mayor to sign the Agreement on behalf of the City. Motion carried with Munsell voting in opposition.

NON-AGENDA REPORTS & REQUESTS:

POLICE DEPARTMENT RECOGNITION – Commissioner McNay thanked Pittsburg Police Lt. Chris Moore for visiting with employees of the Community Health Center of Southeast Kansas (CHCSEK) following a recent burglary.

USD #250 VIDEO – Commissioner McNay recognized City videographer Cody Renfro for producing a video regarding the DragonNet collaboration between the City, USD #250 and Motorola.

OFFICIAL MINUTES
OF THE MEETING OF THE
GOVERNING BODY OF THE
CITY OF PITTSBURG, KANSAS
January 26, 2021

WOMAN OF DISTINCTION – Commissioner McNay recognized Monica Holmes for being honored by the Pittsburg Area Chamber of Commerce as a 2021 Woman of Distinction.

LARISSA BOWMAN – Commissioner McNay congratulated Larissa Bowman on her appointment as the City's Director of Finance. Ms. Bowman introduced Joe Wimmer, the City's newly appointed Deputy Director of Finance.

SALES TAX – Director of Finance Larissa Bowman announced that the City's sales tax collections are up 12.63% over the same period last year.

ADJOURNMENT: On motion of Fields, seconded by O'Bryan, the Governing Body adjourned the meeting at 6:21 p.m. Motion carried.

Chuck Munsell, Mayor

ATTEST:

Tammy Nagel, City Clerk

The Restorative Justice Authority



665 S. 69 Highway Pittsburg, KS 66762
(620) 235-7118 x 102 Phone (620) 235-7107 Fax

February 2, 2021

City Commission
201 West 4th Street
P.O. Box 688
Pittsburg, Ks. 66762

RE: Board Appointment

Dear Mayor,

Bill Howell was asked to serve as a general representative for the City of Pittsburg as a member on the Juvenile Corrections Advisory Board (JCAB). Bill is currently the Director of Family And Children Together (FACT). Bill has experience working with at-risk youth and would be a great addition to our board. Therefore, I'm requesting approval of this appointment effective immediately.

If you have any questions, please feel free to contact me at the number and extension above.

Thank you,

A handwritten signature in cursive script that reads "Angie Hadley".

Angie Hadley
Program Coordinator

This appointment is through the Pittsburg City Commission.

Chuck Munsell, Mayor

Date

cc: Kansas Department of Corrections Juvenile Services Division



DEPARTMENT OF PUBLIC UTILITIES

1506 North Walnut · Pittsburg KS 66762

(620) 240-5126

www.pittks.org

Interoffice Memorandum

TO: DARON HALL
City Manager

FROM: MATT BACON
Director of Public Utilities

DATE: February 2, 2021

SUBJECT: Agenda Item – February 9, 2021
Surplus Property

The City staff is requesting Governing Body action to declare the attached list of assets as surplus and to dispose of said assets through the online auctioning services of Purple Wave, Inc. Staff realizes some items may have been previously declared when equipment was replaced. This memo is to ensure no inadvertent omission occurs.

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, February 9, 2021. Action being requested is for the Governing Body to declare the listed assets as surplus and to give permission to City staff to dispose of the vehicles through the online auctioning services of Purple Wave, Inc.

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

Attachment: Assets List

CITY ASSETS TO DECLARE SURPLUS

ID NUMBER	DESCRIPTION	VIN/SERIAL NUMBER	REASON FOR DISPOSAL
306-007	Ford Crown Victoria	VIN 2FABP7BV2AX126553	
312-004	Ford Crown Victoria	VIN 2FAFP71W81X177616	Electrical issues
316-023	Dodge Charger	VIN 2C3CDXAT5DH660429	Multiple issues
320-007	Cedar Rapids Paver	S/N 43798	Bad motor / hydraulics leak
320-010	Case 580L Backhoe	S/N JJG00248007	Motor / hydraulics / bucket / boom
320-020	Dresser Loader	S/N 54420	Hydraulics / transmission
327-008	Kubota Tractor, L2850	S/N 53824	Clutch, 3 point lift
331-001	Manitou Forklift (Model #KDY402)	S/N 65189KD	
332-001	Pittman Crane	VIN# 1GDL7D1B5CV584088	Hydraulic hoses
334-011	Z465 Mower	S/N 1MOZ465TABM100233	Fire damage
334-012	Manure Spreader, New Holland 520	No data plate	
334-018	John Deere 2040	S/N 193522	
334-030	F700 Dump	VIN 1FDWF70J6NVA29034	Transmission
335-025	Generac GP7500 Generator	S/N 9403971A	No voltage output
335-032	Generac GP7500E Generator	S/N 8769090A	No start
337-004	Kubota 5240 Tractor	S/N 30805	Transmission
337-007	Kubota 5030 Tractor	S/N 026645254	Motor
337-008	Z655 Mower	S/N 1M0Z655WKBM104839	Deck problems / oil leak
337-009	D120	S/N 1GXD120EHBB102674	Motor
337-010	D120	S/N 1GXD120EHBB104702	Parts only
337-013	Mobil Sweeper	VIN 1A9A14DB0JR059099	Unused/worn out
337-031	Bushhog, SQ720	S/N 12-49789	Gearbox
337-032	Tank Sprayer, Northstar	No data plate	Bad motor
337-050	Bushhog, SQ720	No data plate	PTO shaft
337-061	DR Field Mower	No data plate	
337-063	Chevy Silverado	VIN 2GCEK19V211361725	Cracked frame / engine misses
337-067	Grasshopper Mower	S/N 5518022	Transmission / deck
337-070	G100	S/N GXG100A017049	Worn out
337-076	Camel Flusher	VIN# IHTWDAARX5JO47803	Vacuum chamber / electrical issues
341-012	Ford Ranger	VIN 1ftcr10uxrpa38187	Multiple issues
341-046	Stage Trailer	VIN 13YFS1626JC023151	
341-082	6 x 10 Tilt Trailer	S/N 985-3	
341-088	F700 Dump	VIN 1FDWF7048LVA49229	Inoperable

ID NUMBER	DESCRIPTION	VIN/SERIAL NUMBER	REASON FOR DISPOSAL
	Oldsmobile Cutlass Salon	1G3GK11Y6HP330747	Seized vehicle
	Brown Bear RMNV24C Compost Aerator Attachment	S/N RMNV24C-173	
	Used Oil Tank		
	Forklift Man-Lift Cage		
	Fiberglass Tonneau Cover (long bed Ford F150)		



Memorandum

TO: Daron Hall, City Manager

FROM: Blake Benson, Economic Development Director

DATE: February 3, 2021

SUBJECT: February 9, 2021 Agenda Item
Property tax abatement renewals

At its February 3, 2021, meeting, the EDAC considered annual renewals of existing tax abatements for the following properties:

Company Name	Docket #	Original Exemption Year	Current Year	Exemption Ends in Year
Miller's, Inc.	2013-5552-EDX	2013	2020 / 8 of 10	2022
Pinamonti Physical Therapy	2015-1858-IRBX	2015	2020 / 6 of 8	2022
Miller's, Inc.	2016-2286-EDX	2016	2020/ 5 of 10	2025
Miller's, Inc.	2017-833-EDX	2017	2020/4 of 10	2026
Kendall Packaging Corporation	2018-334-IRBX	2018	2020/3 of 10	2027
Dharma Properties LLC	2018-595-IRBX	2018	2020/3 of 10	2027
Rallison, LP	2020-1262-EDX	2020	2021/2 of 6	2025

For clarification, Rallison, LP is the parent company of APEX Stages, while Dharma Properties, LLC is the parent company of the Pittsburgh La Quinta Inn & Suites.

All of the original tax abatements were predicated on capital improvements. At its February 3, 2021, meeting, the Economic Development Advisory Committee recommended renewal of these annual tax abatement renewals.

Please place this item on the agenda for the City Commission meeting scheduled for Tuesday, February 9, 2021. Action being requested is approval or denial of the EDAC recommendation to approve the annual tax abatement renewals.

VENDOR SET: 99 City of Pittsburg, KS
BANK: * ALL BANKS
DATE RANGE: 1/20/2021 THRU 2/02/2021

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C-CHECK	VOID CHECK	V	1/22/2021			188318		
C-CHECK	VOID CHECK	V	1/22/2021			188319		

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	0	0.00	0.00	0.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	2 VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 99 BANK: * TOTALS:	2	0.00	0.00	0.00
BANK: * TOTALS:	2	0.00	0.00	0.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0026	STANDARD INSURANCE COMPANY	D	2/02/2021			000000		1,407.32
0321	KP&F	D	1/22/2021			000000		42,777.09
0728	ICMA	D	1/22/2021			000000		972.50
1050	KPERS	D	1/22/2021			000000		40,934.67
3079	COMMERCE BANK	D	1/26/2021			000000		13,329.37
6415	GREAT WEST TANDEM KPERS 457	D	1/22/2021			000000		4,241.00
7290	DELTA DENTAL OF KANSAS INC	D	1/22/2021			000000		3,044.10
7290	DELTA DENTAL OF KANSAS INC	D	1/29/2021			000000		1,885.40
7877	TRUSTMARK HEALTH BENEFITS INC	D	1/21/2021			000000		4,888.87
7877	TRUSTMARK HEALTH BENEFITS INC	D	1/28/2021			000000		23,672.35
8051	AFLAC GROUP INSURANCE	D	2/01/2021			000000		1,879.06
8370	WEX HEALTH, INC.	D	1/22/2021			000000		5,539.78
0748	CONRAD FIRE EQUIPMENT	E	1/25/2021			010477		143.94
6740	ED M FELD EQUIPMENT COMPANY, I	E	1/25/2021			010478		673.80
8202	PETROLEUM TRADERS CORPORATION	E	1/25/2021			010479		15,787.23
0046	ETTINGERS OFFICE SUPPLY	E	1/25/2021			010480		1,467.85
0055	JOHN'S SPORT CENTER, INC.	E	1/25/2021			010481		893.93
0087	FORMS ONE, LLC	E	1/25/2021			010482		117.00
0101	BUG-A-WAY INC	E	1/25/2021			010483		210.00
0105	PITTSBURG AUTOMOTIVE	E	1/25/2021			010484		1,353.00
0112	MARRONES INC	E	1/25/2021			010485		175.86
0116	DANIEL E BRADEN	E	1/25/2021			010486		60.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0117	GATEHOUSE MEDIA KANSAS HOLDING	E	1/25/2021			010487		68.35
0133	JIM RADELL CONSTRUCTION COMPAN	E	1/25/2021			010488		2,030.00
0294	COPY PRODUCTS, INC.	E	1/25/2021			010489		1,284.42
0364	CRAWFORD COUNTY SHERIFF'S DEPA	E	1/25/2021			010490		1,675.00
0409	WISEMAN'S DISCOUNT TIRE INC	E	1/25/2021			010491		318.17
0534	TYLER TECHNOLOGIES INC	E	1/25/2021			010492		11,158.84
0577	KANSAS GAS SERVICE	E	1/25/2021			010493		2,137.02
0746	CDL ELECTRIC COMPANY INC	E	1/25/2021			010494		8,576.28
0753	COUNTY OF CRAWFORD	E	1/25/2021			010495		150.00
1033	BOLLINGER GROUP, LLC	E	1/25/2021			010496		200.00
1792	B&L WATERWORKS SUPPLY, LLC	E	1/25/2021			010497		110.00
2035	O'BRIEN ROCK CO., INC.	E	1/25/2021			010498		1,205.74
2678	MID AMERICA ROOFING,	E	1/25/2021			010499		8,382.00
3668	MID AMERICA PROPERTIES OF PITT	E	1/25/2021			010500		500.00
4307	HENRY KRAFT, INC.	E	1/25/2021			010501		68.94
4354	LIFESTYLE LEASING INC	E	1/25/2021			010502		1,260.00
4603	KANSAS GOLF AND TURF INC	E	1/25/2021			010503		22.72
5014	MID-AMERICA SANITATION INC.	E	1/25/2021			010504		3,510.00
5855	STERICYCLE, INC.	E	1/25/2021			010505		103.45
5931	VOGEL HEATING & COOLING INC	E	1/25/2021			010506		3,700.00
6230	THE MAZUREK LAW OFFICE LLC	E	1/25/2021			010507		130.00
6595	AMAZON.COM, INC	E	1/25/2021			010508		10,639.60

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
7284	TRANSYSTEMS CORPORATION	E	1/25/2021			010509		21,115.50
7629	EARLES ENGINEERING & INSPECTIO	E	1/25/2021			010510		66,340.00
7654	A & R RENTALS, LLC	E	1/25/2021			010511		15.00
7655	HW ACQUISITIONS, PA	E	1/25/2021			010512		1,226.00
7806	CORE & MAIN LP	E	1/25/2021			010513		1,400.00
8130	CRAFCO INC	E	1/25/2021			010514		2,700.00
8132	MIKE CARPINO FORD PITTSBURG IN	E	1/25/2021			010515		4.66
8147	CHEM-AQUA, INC.	E	1/25/2021			010516		430.55
8188	ADOBE INC	E	1/25/2021			010517		18,365.64
8268	THE ABY MANUFACTURNING GROUP I	E	1/25/2021			010518		987.40
8325	FLEET FUELS LLC	E	1/25/2021			010519		72.00
8339	TEDDER INDUSTRIES, LLC	E	1/25/2021			010520		7,159.64
8367	ROBERT A. ZAGONEL	E	1/25/2021			010521		1,465.32
8211	UMB BANK N.A.	E	1/28/2021			010523		275,786.59
2004	AIRE-MASTER OF AMERICA, INC.	E	2/01/2021			010524		17.22
8232	BAYSINGERS POLICE SUPPLY INC	E	2/01/2021			010525		5,168.56
8236	NORTHGATE ASSOCIATES LLC	E	2/01/2021			010526		12,136.99
0046	ETTINGERS OFFICE SUPPLY	E	2/01/2021			010527		415.00
0087	FORMS ONE, LLC	E	2/01/2021			010528		499.90
0105	PITTSBURG AUTOMOTIVE	E	2/01/2021			010529		176.04
0133	JIM RADELL CONSTRUCTION COMPAN	E	2/01/2021			010530		4,515.00
0135	PITTSBURG AREA CHAMBER OF COMM	E	2/01/2021			010531		21,250.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0181	INGRAM LIBRARY SERVICES	E	2/01/2021			010532		24.56
0194	KANSAS STATE TREASURER	E	2/01/2021			010533		237,550.00
0202	CLIFF HIX ENGINEERING INC	E	2/01/2021			010534		28.00
0292	UNIFIRST CORPORATION	E	2/01/2021			010535		54.50
0335	CUSTOM AWARDS, LLC	E	2/01/2021			010536		25.00
0420	CONTINENTAL RESEARCH CORP	E	2/01/2021			010537		263.00
0455	LARRY BARRETT BODY * FRAME * T	E	2/01/2021			010538		2,227.86
0530	THYSSENKRUPP CORPORATION	E	2/01/2021			010539		4,951.82
0534	TYLER TECHNOLOGIES INC	E	2/01/2021			010540		390.00
0577	KANSAS GAS SERVICE	E	2/01/2021			010541		13,191.18
0627	BOETTCHER SUPPLY INC	E	2/01/2021			010542		141.73
0636	SAM BROWN & SON SHEET METAL	E	2/01/2021			010543		45.00
0659	PAYNES INC	E	2/01/2021			010544		184.16
0746	CDL ELECTRIC COMPANY INC	E	2/01/2021			010545		1,238.92
0866	AVFUEL CORPORATION	E	2/01/2021			010546		15,879.30
1619	MIDWEST TAPE, LLC	E	2/01/2021			010547		44.98
1733	BMI, INC	E	2/01/2021			010548		1,501.44
2025	SOUTHERN UNIFORM & EQUIPMENT L	E	2/01/2021			010549		85.99
2825	STATE OF KANSAS	E	2/01/2021			010550		467.84
2960	PACE ANALYTICAL SERVICES LLC	E	2/01/2021			010551		2,690.00
4307	HENRY KRAFT, INC.	E	2/01/2021			010552		215.19
4603	KANSAS GOLF AND TURF INC	E	2/01/2021			010553		131.96

VENDOR SET: 99 City of Pittsburg, KS

BANK: 80144 BMO HARRIS BANK

DATE RANGE: 1/20/2021 THRU 2/02/2021

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
5238	JAMES R VANDERPOOL	E	2/01/2021			010554		935.00
5855	STERICYCLE, INC.	E	2/01/2021			010555		250.50
6060	UNIQUE METAL FABRICATIONS INC	E	2/01/2021			010556		109.00
6203	WAXIE'S ENTERPRISES, LLC	E	2/01/2021			010557		955.18
7028	MATTHEW L. FRYE	E	2/01/2021			010558		400.00
7162	TIMOTHY JOSEPH ANDERSON	E	2/01/2021			010559		42.50
7240	JAY HATFIELD CERTIFIED USED CA	E	2/01/2021			010560		162.39
7407	LIMELIGHT MARKETING LLC	E	2/01/2021			010561		1,087.50
7427	OLSSON INC	E	2/01/2021			010562		13,589.88
7559	MEGAN LYNN MUNGER	E	2/01/2021			010563		201.00
7620	POMP'S TIRE SERVICE INC	E	2/01/2021			010564		30.00
8046	CONVERGEONE, INC.	E	2/01/2021			010565		112.50
8132	MIKE CARPINO FORD PITTSBURG IN	E	2/01/2021			010566		305.32
8216	CUSTOM TRUCK ONE SOURCE, L.P.	E	2/01/2021			010567		1,637.55
8281	SOUTHERN B EVENTS LLC	E	2/01/2021			010568		340.00
8325	FLEET FUELS LLC	E	2/01/2021			010569		250.00
0497	CRAWFORD COUNTY DISTRICT COURT	R	1/21/2021			188289		36.00
6154	4 STATE MAINTENANCE SUPPLY INC	R	1/22/2021			188296		139.07
2876	CRAIG FARNSWORTH	R	1/22/2021			188297		382.50
0523	AT&T	R	1/22/2021			188298		131.20
1369	CITY ATTORNEYS ASSOCIATION OF	R	1/22/2021			188299		35.00
7451	CITY OF ARMA	R	1/22/2021			188300		250.00

VENDOR SET: 99 City of Pittsburg, KS

BANK: 80144 BMO HARRIS BANK

DATE RANGE: 1/20/2021 THRU 2/02/2021

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
4263	COX COMMUNICATIONS KANSAS LLC	R	1/22/2021			188301		79.86
4263	COX COMMUNICATIONS KANSAS LLC	R	1/22/2021			188302		95.52
4263	COX COMMUNICATIONS KANSAS LLC	R	1/22/2021			188303		87.18
4263	COX COMMUNICATIONS KANSAS LLC	R	1/22/2021			188304		31.52
6828	GENERAL ATOMICS INT'L SERVICES	R	1/22/2021			188305		1,964.35
8340	MICHAEL DAVID DEPLUE	R	1/22/2021			188306		450.00
1108	EVERGY KANSAS CENTRAL INC	R	1/22/2021			188307		234.47
8378	GFL ENVIRONMENTAL SERVICES USA	R	1/22/2021			188308		136.44
8379	ROGER A HECKERT	R	1/22/2021			188309		550.20
7414	KANSAS GAS SERVICE (ESG)	R	1/22/2021			188310		70.00
4247	KANSAS MAYORS ASSOC.	R	1/22/2021			188311		50.00
6093	KANSAS MUNICIPAL UTILITIES, IN	R	1/22/2021			188312		1,591.00
1370	KDHE	R	1/22/2021			188313		1,680.00
6119	LACAL EQUIPMENT INC	R	1/22/2021			188314		70.18
8377	LONGAN CONSTRUCTION COMPANY	R	1/22/2021			188315		1,296.75
7392	ASSURECO RISK MANAGEMENT & REG	R	1/22/2021			188316		350.00
8375	TRASH HOG LLC	R	1/22/2021			188317		905.00
6260	TRANE	R	1/22/2021			188320		2,039.41
7442	UNIFIED SCHOOL DISTRICT #250-C	R	1/22/2021			188321		175.00
2350	WCA WASTE SYSTEMS INC	R	1/22/2021			188322		3.80
1	KANNARR, SHANE	R	1/25/2021			188323		43,694.35
1	COCHRAN, JACOB	R	1/27/2021			188324		200.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
7944	BSTS LLC	R	1/29/2021			188325		1,000.00
8278	GERSON BOCANEGRA	R	1/29/2021			188326		25.00
6956	BSN SPORTS, INC	R	1/29/2021			188327		424.24
4263	COX COMMUNICATIONS KANSAS LLC	R	1/29/2021			188328		93.48
7517	CRAW-KAN TELEPHONE COOPERATIVE	R	1/29/2021			188329		89.98
8163	CRAWFORD COUNTY ATTORNEY	R	1/29/2021			188330		571.65
0375	WICHITA WATER CONDITIONING	R	1/29/2021			188331		14.00
8381	JOPLIN CUSTOM FENCE, LLC	R	1/29/2021			188332		13,165.00
6164	DEARREADER.COM	R	1/29/2021			188333		350.00
8334	ENGINEERED POLE STRUCTURES	R	1/29/2021			188334		59,992.00
1108	EVERGY KANSAS CENTRAL INC	R	1/29/2021			188335		2,409.76
6923	HUGO'S INDUSTRIAL SUPPLY INC	R	1/29/2021			188336		41.76
8382	JOHN E. REID AND ASSOCIATES, I	R	1/29/2021			188337		1,575.00
0380	KANSAS DEPARTMENT OF REVENUE	R	1/29/2021			188338		25.00
7601	MEYER LAW FIRM, LLC	R	1/29/2021			188339		18.00
3434	PITTSBURG SUNRISE ROTARY	R	1/29/2021			188340		337.50
1	PRAIRIE DUNES COUNTRY CLUB	R	1/29/2021			188341		300.00
8242	PITTSBURG HIGHLANDS LP	R	1/29/2021			188342		7,089.16
6377	SOUTHEAST KANSAS RECYCLING CEN	R	1/29/2021			188343		30.00
6836	DOE SUSNIK	R	1/29/2021			188344		5.00
6260	TRANE	R	1/29/2021			188345		452.51
8203	VB OPCO LLC	R	1/29/2021			188346		2,100.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
5589	CELLCO PARTNERSHIP	R	1/29/2021			188347		233.45
2350	WCA WASTE SYSTEMS INC	R	1/29/2021			188348		124.49

* * T O T A L S * *		NO		INVOICE AMOUNT		DISCOUNTS		CHECK AMOUNT
REGULAR CHECKS:		52		147,195.78		0.00		147,195.78
HAND CHECKS:		0		0.00		0.00		0.00
DRAFTS:		12		144,571.51		0.00		144,571.51
EFT:		92		821,100.90		0.00		821,100.90
NON CHECKS:		0		0.00		0.00		0.00
VOID CHECKS:		0	VOID DEBITS	0.00				
			VOID CREDITS	0.00	0.00	0.00		

TOTAL ERRORS: 0

		NO		INVOICE AMOUNT		DISCOUNTS		CHECK AMOUNT
VENDOR SET: 99	BANK: 80144	TOTALS:	156	1,112,868.19		0.00		1,112,868.19
BANK: 80144	TOTALS:		156	1,112,868.19		0.00		1,112,868.19

VENDOR SET: 99 City of Pittsburg, KS
BANK: EFT MANUAL EFTS
DATE RANGE: 1/20/2021 THRU 2/02/2021

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
7959	ALL ABOARD FOUNDATION	E	1/25/2021			010522		2,522.33

* * T O T A L S * *		NO		INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:		0		0.00	0.00	0.00
HAND CHECKS:		0		0.00	0.00	0.00
DRAFTS:		0		0.00	0.00	0.00
EFT:		1		2,522.33	0.00	2,522.33
NON CHECKS:		0		0.00	0.00	0.00
VOID CHECKS:		0	VOID DEBITS	0.00		
			VOID CREDITS	0.00	0.00	

TOTAL ERRORS: 0

		NO		INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 99	BANK: EFT TOTALS:	1		2,522.33	0.00	2,522.33
BANK: EFT	TOTALS:	1		2,522.33	0.00	2,522.33

VENDOR SET: 99 City of Pittsburg, KS

BANK: HAP BMO HARRIS BANK-HAP

DATE RANGE: 1/20/2021 THRU 2/02/2021

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
5906	JOHN HINRICHS	E	2/02/2021			010570		183.00
5961	LARRY A VANBECELAERE	E	2/02/2021			010571		70.00
7717	LAWRENCE E GIGER	E	2/02/2021			010572		685.00
7837	MARJI RENTALS, LLC	E	2/02/2021			010573		287.00
8191	KURT E GALE	E	2/02/2021			010574		600.00
8272	CITY & COUNTY OF DENVER HOUSIN	E	2/02/2021			010575		1,873.49
0372	CONNER REALTY	E	2/02/2021			010576		947.00
1008	BENJAMIN M BEASLEY	E	2/02/2021			010577		1,405.00
1231	JOHN LOVELL	E	2/02/2021			010578		427.00
1337	DOUGLAS E THOMAS	E	2/02/2021			010579		287.00
1609	P & L COMPANY	E	2/02/2021			010580		5,032.00
1982	KENNETH N STOTTS, SR	E	2/02/2021			010581		315.00
2304	DENNIS HELMS	E	2/02/2021			010582		94.00
2542	YOST PROPERTIES	E	2/02/2021			010583		697.00
3082	JOHN R JONES	E	2/02/2021			010584		313.00
3114	PATRICIA BURLESON	E	2/02/2021			010585		600.00
3142	COMMUNITY MENTAL HEALTH CENTER	E	2/02/2021			010586		24.00
3162	THOMAS A YOAKAM	E	2/02/2021			010587		162.00
3218	CHERYL L BROOKS	E	2/02/2021			010588		311.00
3272	DUNCAN HOUSING LLC	E	2/02/2021			010589		4,250.00
3273	RICHARD F THENIKL	E	2/02/2021			010590		1,039.00
3294	JOHN R SMITH	E	2/02/2021			010591		1,569.00

VENDOR SET: 99 City of Pittsburg, KS
BANK: HAP BMO HARRIS BANK-HAP
DATE RANGE: 1/20/2021 THRU 2/02/2021

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
3668	MID AMERICA PROPERTIES OF PITT	E	2/02/2021			010592		10,159.00
3724	YVONNE L. ZORNES	E	2/02/2021			010593		214.00
4054	MICHAEL A SMITH	E	2/02/2021			010594		1,480.00
4492	PITTSBURG SENIORS LP	E	2/02/2021			010595		3,190.00
5039	VANETA C MATHIS REVOCABLE TRUS	E	2/02/2021			010596		232.00
5393	ANGELES PROPERTIES LLC - HAP	E	2/02/2021			010597		2,101.00
5549	DELBERT BAIR	E	2/02/2021			010598		285.00
5656	EARL L. HARTMAN	E	2/02/2021			010599		1,562.00
5658	DEANNA J HIGGINS	E	2/02/2021			010600		627.00
5676	BARBARA TODD	E	2/02/2021			010601		30.00
5817	JAMA ENTERPRISES LLP	E	2/02/2021			010602		270.00
5834	DENNIS TROUT	E	2/02/2021			010603		163.00
5885	CHARLES T GRAVER	E	2/02/2021			010604		338.00
5896	HORIZON INVESTMENTS GROUP INC	E	2/02/2021			010605		675.00
5957	PASTEUR PROPERTIES	E	2/02/2021			010606		6,157.00
6090	RANDAL BENNEFELD	E	2/02/2021			010607		796.00
6101	ELM STREET RENTALS INC	E	2/02/2021			010608		266.00
6130	T & K RENTALS LLC	E	2/02/2021			010609		182.00
6161	MICHAEL J STOTTS	E	2/02/2021			010610		206.00
6172	ANDREW ALEX WACHTER	E	2/02/2021			010611		220.00
6269	EDWARD SWOR	E	2/02/2021			010612		414.00
6295	DAVID L PETERSON	E	2/02/2021			010613		617.00

VENDOR SET: 99 City of Pittsburg, KS

BANK: HAP BMO HARRIS BANK-HAP

DATE RANGE: 1/20/2021 THRU 2/02/2021

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
6298	L. KEVAN SCHUPBACH	E	2/02/2021			010614		9,474.00
6322	R JAMES BISHOP	E	2/02/2021			010615		235.00
6333	JANA DALRYMPLE	E	2/02/2021			010616		638.00
6394	KEVIN R. HALL	E	2/02/2021			010617		2,851.00
6441	HEATHER MASON WHITE	E	2/02/2021			010618		943.00
6464	PRO X PROPERTY SOLUTIONS, LLC	E	2/02/2021			010619		11,348.00
6673	JUDITH A COLLINS	E	2/02/2021			010620		181.00
6694	DELBERT BAIR	E	2/02/2021			010621		488.00
6708	CHARLES R. MERTZ	E	2/02/2021			010622		322.00
6877	CHRISTOPHER KYLE BATTAGLIA	E	2/02/2021			010623		587.00
6886	DELBERT BAIR	E	2/02/2021			010624		469.00
6916	STILWELL HERITAGE & EDUCATIONA	E	2/02/2021			010625		2,931.00
7083	PITTSBURG HEIGHTS, LP	E	2/02/2021			010626		4,825.00
7112	RANDY VILELA BODY REPAIR, TRU	E	2/02/2021			010627		486.00
7220	TIM ADAM	E	2/02/2021			010628		183.00
7294	AMMP PROPERTIES, LLC	E	2/02/2021			010629		646.00
7312	JASON HARRIS	E	2/02/2021			010630		309.00
7326	RANDY ALLEE	E	2/02/2021			010631		291.00
7344	TERRY O BARTLOW	E	2/02/2021			010632		279.00
7524	SOUTHEAST KANSAS COMMUNITY ACT	E	2/02/2021			010633		266.00
7554	TRAVIS R RIDGWAY	E	2/02/2021			010634		559.00
7582	KIRK A DUNCAN	E	2/02/2021			010635		754.00

VENDOR SET: 99 City of Pittsburgh, KS
BANK: HAP BMO HARRIS BANK-HAP
DATE RANGE: 1/20/2021 THRU 2/02/2021

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
7587	DAVID RUA	E	2/02/2021			010636		465.00
7612	ENDICOTT RENTALS, LLC	E	2/02/2021			010637		732.00
7645	SEWARD RENTALS, LLC	E	2/02/2021			010638		2,413.00
7654	A & R RENTALS, LLC	E	2/02/2021			010639		3,574.00
7668	JOHN BEST	E	2/02/2021			010640		1,009.00
7669	CHARLES GILMORE	E	2/02/2021			010641		520.00
7741	SUSAN E ADAMS	E	2/02/2021			010642		185.00
7805	KIRK DARROW	E	2/02/2021			010643		600.00
7864	CB HOMES LLC	E	2/02/2021			010644		800.00
7866	JAMES MICHAEL HORTON	E	2/02/2021			010645		3,833.00
7918	CITY OF LEAVENWORTH	E	2/02/2021			010646		1,964.18
7934	DIANA L OERTLE	E	2/02/2021			010647		297.00
7936	PITTSBURG HIGHLANDS LP	E	2/02/2021			010648		1,596.00
7965	JAVA PROPERTIES LLC	E	2/02/2021			010649		661.00
7996	DREAM HOME PROPERTIES, LLC	E	2/02/2021			010650		226.00
8005	REMINGTON SQUARE APARTMENTS OF	E	2/02/2021			010651		4,855.00
8080	SUNNYVALE INVESTMENT PROPERTIE	E	2/02/2021			010652		1,823.00
8084	ANDREW FRAKES	E	2/02/2021			010653		488.00
8126	BNB PROPERTIES LLC	E	2/02/2021			010654		890.00
8168	TARA J STANDLEE	E	2/02/2021			010655		291.00
8174	MICHAEL A SMITH	E	2/02/2021			010656		711.00
8190	HEATHER SMITH	E	2/02/2021			010657		854.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
8260	JANICE PUFFINBARGER	E	2/02/2021			010658		800.00
8266	RYAN SCHULTEIS	E	2/02/2021			010659		723.00
8269	RONNY N GALLOWAY	E	2/02/2021			010660		163.00
8276	CASEY BAKER	E	2/02/2021			010661		277.00
8280	THOMAS E SPURGEON	E	2/02/2021			010662		291.00
8313	CURTISS HEMBY	E	2/02/2021			010663		600.00
8329	CHARLES P. SIMPSON	E	2/02/2021			010664		475.00
8361	BURNS INVESTMENTS, LLC	E	2/02/2021			010665		702.00
6152	MARTHA R CAMPBELL	R	2/01/2021			188349		217.00
6585	CLASS HOMES 1 LLC	R	2/01/2021			188350		60.00
4636	EVERGY KANSAS CENTRAL INC. (HA	R	2/01/2021			188351		1,963.00
1601	GRAIG A. MOORE	R	2/01/2021			188352		625.00
7616	STEVE KUPLIN	R	2/01/2021			188353		909.00
8177	MISSISSIPPI REGIONAL HOUSING A	R	2/01/2021			188354		671.38
3187	DEAN POWELL	R	2/01/2021			188355		51.00
1800	DAN R. RODABAUGH	R	2/01/2021			188356		493.00
6451	NAZAR SAMAN	R	2/01/2021			188357		1,780.00
8109	CONNOR SPRESSER	R	2/01/2021			188358		635.00
4897	JOHN VINARDI	R	2/01/2021			188359		845.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
* * T O T A L S * *								
		NO		INVOICE AMOUNT		DISCOUNTS		CHECK AMOUNT
	REGULAR CHECKS:	11		8,249.38		0.00		8,249.38
	HAND CHECKS:	0		0.00		0.00		0.00
	DRAFTS:	0		0.00		0.00		0.00
	EFT:	96		123,237.67		0.00		123,237.67
	NON CHECKS:	0		0.00		0.00		0.00
	VOID CHECKS:	0	VOID DEBITS	0.00				
			VOID CREDITS	0.00		0.00		
TOTAL ERRORS: 0								
		NO		INVOICE AMOUNT		DISCOUNTS		CHECK AMOUNT
	VENDOR SET: 99 BANK: HAP TOTALS:	107		131,487.05		0.00		131,487.05
	BANK: HAP TOTALS:	107		131,487.05		0.00		131,487.05

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1609	P & L COMPANY	E	2/02/2021			010666		1,000.00
3668	MID AMERICA PROPERTIES OF PITT	E	2/02/2021			010667		1,050.00
4013	KNIGHTS OF COLUMBUS TOWERS	E	2/02/2021			010668		244.00
5534	SYCAMORE VILLAGE RES LP	E	2/02/2021			010669		228.00
5957	PASTEUR PROPERTIES	E	2/02/2021			010670		700.00
6295	DAVID L PETERSON	E	2/02/2021			010671		650.00
6394	KEVIN R. HALL	E	2/02/2021			010672		700.00
6464	PRO X PROPERTY SOLUTIONS, LLC	E	2/02/2021			010673		495.00
7645	SEWARD RENTALS, LLC	E	2/02/2021			010674		1,100.00
8361	BURNS INVESTMENTS, LLC	E	2/02/2021			010675		400.00
6451	NAZAR SAMAN	R	2/01/2021			188360		608.00

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1	608.00	0.00	608.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	10	6,567.00	0.00	6,567.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0 VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 99 BANK: TBRA TOTALS:	11	7,175.00	0.00	7,175.00
BANK: TBRA TOTALS:	11	7,175.00	0.00	7,175.00
REPORT TOTALS:	275	1,254,052.57	0.00	1,254,052.57

Passed and approved this 9th day of February, 2021.

Chuck Munsell, Mayor

ATTEST:

Tammy Nagel, City Clerk



Memorandum

TO: Daron Hall, City Manager

FROM: Blake Benson, Economic Development Director

DATE: February 3, 2021

SUBJECT: February 9, 2021 Agenda Item
E & J Investments, LLC, tax exemption request

E & J Investments, LLC, has filed an Economic Development Exemption request pertaining to their new Renu Medical & Spa facility at 2425 Bradshaw Way. The company has provided all required documents, including a cost/benefit analysis, as required by state and local statutes. The company's \$1.3 million investment qualifies them for a six-year exemption under the City's published schedule of tax exemption.

The corresponding cost/benefit analysis shows the project is estimated to have the following effect over the next ten years:

- 5 new permanent jobs
- 3 new residents in the community
- \$2.8 million in new personal income
- \$17 million in new local retail sales
- \$1.5 million increase in the property tax base

The Economic Development Advisory Committee (EDAC) considered the E & J Investments request on February 3, 2021, and voted unanimously to recommend to the City Commission that the City of Pittsburgh approve the Economic Development Exemption as submitted.

Please place this item on the agenda for the City Commission meeting scheduled for Tuesday, February 9, 2021. Action being requested is the approval or denial of the EDAC recommendation to grant E & J Investments, LLC, the Economic Development Exemption request and, if approved, authorize the Mayor to sign the appropriate documents.

BEFORE THE BOARD OF TAX APPEALS OF THE STATE OF KANSAS

ECONOMIC DEVELOPMENT EXEMPTION
(Article 11, Section 13 Kansas Constitution)

APPLICANT:

E & J Investments LLC
Applicant Name (Owner of Record)

970 S 240th St
Applicant Address (Street or Box No.)

Pittsburg KS 66762
City State Zip

Applicant Phone #: (715) 212-3158

Applicant E-mail: jyoutso@gmail.com

ATTORNEY OR REPRESENTATIVE: (If applicable)*

Mark A. Werner Attorney at Law
Representative Name Title

201 S. Broadway, Suite C
Representative Address

Pittsburg KS 66762
City State Zip

Atty/Rep Phone #: (620) 232-2442

Representative E-mail: ma.werner0126@gmail.com

Taxing County: Crawford

Year/Years at issue: 2021 +

Property at issue:

Real Property---Street address, city: 2425 Bradshaw Way, Pittsburg KS 66762

Personal Property---Description: Pt of SW/4 SE/4 33-30-25 0.94 acres

(For State of Kansas use only)

DOCKET NO. _____ -EDX

Fee: _____ Amt Rec. _____

Rec. Date: _____ Ck # _____

No Fee: _____ Reason: _____

(For County use only)

Parcel ID #/Personal Property ID #
or Vehicle ID #:

County's valuation: \$ _____

LBCS Function Code: _____

1. Real Property—For real property, provide a description of all improvements, and attach a copy of the deed.

New Construction medical office facility including spa services
Business started in leased office space in Pittsburg KS 2/22/16; new office space will
allow for additional staff and expanded services.

2. Personal Property—For personal property, provide an itemized list of all items, including the acquisition date(s) and any legal documentation of ownership. (If the description is lengthy, attach additional pages to this form.)

3. Describe specifically the nature of your business. Copies of company brochures may be attached.

Medical office providing dermatology services to 4-State area and spa services

4. Will the property be used to:

____ (A) manufacture articles of commerce;
☒ (B) conduct research and development; or
____ (C) store goods or commodities that are sold or traded in interstate commerce.

5. Is any of the subject property to be used in a poultry confinement facility, a rabbit confinement facility, or swine production facility? If yes, list which property will be used for any of the above listed purposes.

No

6. Has a previous application for exemption of the subject property been submitted to the Board? ☒ No

____ Yes Years @ issue: _____ BOTA Docket No. _____

7. Has a previous application for exemption for other property that you own or have owned been submitted to the Board? ☒ No

____ Yes Years @ issue: _____ BOTA Docket No. _____

8. Leased Property-

List all property leased or under lease-purchase and enclose a copy of all lease or lease-purchase agreements. (K.S.A. 79-221)

- (A) Does the lessor have a 51 percent, or greater, ownership interest in the lessee's business?
(Provide evidence of ownership interest)
- (B) Does the lessee have a 51 percent, or greater, ownership interest in the lessor's business?
(Provide evidence of ownership interest)
- (C) Is the lessor a community-based not-for-profit economic development corporation organized under the laws of this state which is exempt from federal income taxation pursuant to paragraph (4) and (6) of subsection (c) of section 501 of the Internal Revenue Code? If yes, submit a copy of the Section 501(c)(4) or (6) letter from the federal government.

9. New Business-

(If new business, answer questions 9a through 9g)

- a. Is the business new to the city, county, or state? No. Started 2/22/16.
- b. If not new to Kansas, provide the city and county where the business was located previously;
Pittsburg, Kansas.
- c. The date (mm/dd/yyyy) the business commenced operations: 2/22/16. New facility opened 10/12/20.
- d. The number of jobs actually created as a result of the business commencing operations: With expansion will add 5 positions total salary \$ 266,500
- e. For real property, is the subject property an existing facility or newly constructed facility?
new construction
- f. If it is new construction, the cost of acquisition in the following categories?

Land	\$	<u>216,320</u>
Improvements	\$	<u>1,348,000</u>
Personal Property	\$	<u></u>
Property exempt pursuant to K.S.A. 79-223	\$	<u></u>

- g. If it is new construction, date (mm/dd/yyyy) construction commenced and ended: started 03/17/2020
completed 10/1/2020

10. Expansion of Existing Business-

(If this is an expansion of an existing business, answer questions 10a through 10d)

- a. The completion date (mm/dd/yyyy) of the expansion: _____
- b. The number of new jobs actually created by the expansion and the date(s) (mm/dd/yyyy) they were created: _____
- c. The acquisition costs for the expansion in the following categories:
 - Land \$ _____
 - Improvements \$ _____
 - Personal Property \$ _____
 - Property exempt pursuant to K.S.A. 79-223 \$ _____
- d. If it is new construction, date (mm/dd/yyyy) construction commenced and ended: _____

11. Enclose:

- a. The copy of the governing body's adopted policies and procedures for granting and monitoring exemptions.
- b. The prepared cost-benefit analysis, which includes the effect of granting the exemption on state revenue.
- c. Proof of publication of the notice of the public hearing concerning the granting of the economic development exemption and attach a publisher's affidavit showing publication at least 7 days prior to the hearing.
- d. A copy of the letter of notice of public hearing sent to the governing body of any city or county and unified school district within which the subject property is located.
- e. A copy of the ordinance or resolution adopted by the local governing body granting the economic development exemption.
- f. If locating from one city or county to another within this state, provide evidence that the business has received approval from the Secretary of the Department of Commerce prior to qualifying for the exemption. (Relocation is necessary to prevent business from locating outside this state.)

12. Did you receive assistance from the Kansas Department of Commerce? _____ Yes ☒ No

13. Do you request a hearing on the application for exemption? _____ Yes ☒ No

VERIFICATION

I, Jacqueline H. Yantzes do solemnly swear or affirm that the information set forth herein is true and correct, to the best of my knowledge and belief. So help me God.

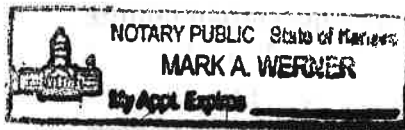
Jacqueline H. Yantzes
Signature of Applicant

Jacqueline H. Yantzes
Printed Name and Title

State of KANSAS)
County of CRAWFORD)

This instrument was acknowledged before me on 27th by January, 2021.

Seal



Mark A. Werner
Signature of Notary Public

My appointment expires: 12/29/2024

COUNTY APPRAISER RECOMMENDATIONS AND COMMENTS

TO COUNTY APPRAISER:

Pursuant to K.S.A. 79-213, and amendments thereto, the County Appraiser is required to review each application and recommend whether the relief sought should be granted or denied. Therefore, please answer the following questions and provide any additional comments you believe are necessary to support your recommendation. The County Appraiser shall provide a copy of the completed comments and recommendations to the applicant.

1. Do you find the facts as stated by the applicant represent the true situation? ____ Yes ____ No
2. Do you recommend that the exemption herein requested be granted? ____ Yes ____ No
3. Do you request a hearing on this application? ____ Yes ____ No

If the applicant's statement does not represent a complete picture of the situation, set out the facts as you found them at the time of your examination and investigation.

VERIFICATION

I, _____, do solemnly swear or affirm that the information set forth herein is true and correct, to the best of my knowledge and belief. So help me God.

Signature of County Official

Printed Name and Title

State of _____)
County of _____)

This instrument was acknowledged before me on _____ by _____.

Seal

Signature of Notary Public

My appointment expires: _____

ECONOMIC DEVELOPMENT EXEMPTION
INSTRUCTIONS

(For assistance, contact the Kansas Department of Commerce (785) 296-5298)

1. Each application for tax exemption must be filled out completely with all accompanying facts and attachments. The statement of facts must be in affidavit form. Applications or statements that have not been signed by the property owner before a Notary Public will not be considered. Pursuant to K.S.A. 79-213, and amendments thereto, the property owner is required to file the application.
2. Pursuant to Kansas law, the burden is on the applicant to prove affirmatively that relief is necessary. Failure to do so will result in the denial of the request for exemption.
3. Enclose any applicable filing fee(s) pursuant to K.A.R. 94-5-8. Checks or money orders should be made payable to the Board of Tax Appeals. For information regarding fees with the State Board of Tax Appeals, visit www.kansas.gov/bota/ or contact the Board at (785) 296-2388. The County Appraiser's office also has fee schedules available.

This form along with the applicable attachments is to be filed with the County Appraiser for recommendations pursuant to K.S.A. 79-213(d). The County Appraiser will forward the application to the Board of Tax Appeals.

E & J Investments, LLC & ReNu Medical & Spa, LLC Business Plan 2019

Jacqueline M. Youtsos Background and Business Plan

Born in raised Wausau, WI the fourth out of five daughters. I graduated valedictorian of my high school graduating class. Went to the University of Minnesota for my undergraduate and majored in biology and physiology where I graduated summa cum laude. I went to the American University of Caribbean for medical school and the University of Chicago for my Family Medicine residency, with a specialty in dermatology. After graduating in 2012, I moved from Chicago to Ruidoso, NM where I joined a private dermatology practice.

After a few months, I met my now husband in Roswell and after 15 months in practice in Ruidoso, I moved to Roswell and joined Eastern New Mexico Medical Center. I developed the department of dermatology and was very successful producing over the 90% of the governmental standards. After moving to Pittsburg in 2016 and starting ReNu Medical & Spa we have been very successful and currently have 5 satellite offices with a staff of eight!

The opportunity to continue to expand my practice with my staff is very exciting and look forward to taking the next steps in my professional career. I am married with two daughters and have lived in Pittsburg for the past three and a half years. My practice is entirely medical and cosmetic dermatology. My goal is to build a new office building and to open a luxury spa.

Open date: Feb 22, 2016

Type of practice is: General Medical and Cosmetic Dermatology.

No other specialties at this time.

Practice is owned by physician (Jacqueline M Youtsos, MD)

No teledermatology at this time

Location: 2401 S Tucker St, Suite #6, Pittsburg, KS 66762

Phone/Fax: 62-308-6123/620-308-6264

- 2500 sq feet, 7 exam rooms, reception, waiting room, physician office, NP office and office manager office
- Lease started 2/2017 for \$900/month x 12
- I am looking to build an office building that will require financing.
- Design Assistance by Mary King Interiors (432)- 638-6217

Satellite office located in Nevada Region Medical Center (Tuesdays), Neosho Memorial Medical Center (Wednesdays), Allen County Region Hospital (every other Thursday) and Girard Medical Clinic (every other Monday)

ReNu Medical & Spa Office Hours:

- Monday – Thursday 8am-5pm, Friday 8am-12pm
- New and Established patient visits all week
- Medical and Cosmetic procedures done throughout the week
- Will have 1-2 procedure days per month (surgeries only done in office)
- Fridays are saved for new Beautifill procedures that started 6/2019
- Possible Cosmetic Day Saturdays (once a quarter)

Patient Demographics: (see below for community demographics)

- Adults/Geriatrics (85%) /Pediatrics (15%)
- All general medical dermatology/aging skin
- Cosmetic/Aesthetic Rejuvenation

Payer Mix: (Based on my research with other providers)

Cash: 10% (all cosmetic procedures at cash – paid in full at time of service)
Medicare/Medicaid: 50%
Private Insurance: 40%

Kansas Medical License has been issued on 9/24/15 (#04-38483)

Credentialing Service: Pinnacle Care, Inc., Pittsburg, KS 66762 (620)231-7600

Lasers to be purchased through Quanta Aesthetic Lasers and Alma Lasers

Electronic Medical Record and Practice Management System: Modernizing Medicine

E & J Investments, LLC, a Kansas limited liability company owned by Jackie Youtsos and Eric Bradshaw, wife and husband, and created to purchase the undeveloped real estate located East of the KCS railroad tracks North of East Centennial Street, where the proposed new office building will be constructed. E & J Investments, LLC will construct and own the building and improvements and will lease the property to ReNu Medical & Spa by a triple net lease agreement, and E & J will be liable for all payments on the construction loan and permanent financing on the property.

New office building:

General Contactor: Dan Scales (620-249-1264)

Funding Needed: \$1.1 million

Financial Supporters:

1.) Via Christi Hospital initially in 2016 – Income Guarantee up to \$200,000 for the first year (\$16,000/month) – however, I only borrowed one month and paid it back the following month. Also, a \$36,000 start up loan forgivable over 3 years. 2019 is the last year.

2.) City of Pittsburg, KS Economic Development Fund: We will be asking for \$100,000 (10%) of the project to help support building/office furnishings.

3.) New Project Traditional Bank Loan – Currently have three banks making proposals for the remainder of the loan needed (\$800,000) Labette Bank, Community National Bank & Trust and GN Bank.

Top 5 Total Revenue Procedures:

Therapeutic Surgical:

- Skin Cancer/cyst/lipoma Excisions
- Laser Destructures (skin cancer/precancer/benign)
- Cryotherapy
- Mole Removal
- Botox for migraines

Cosmetic Surgical Procedures:

- Dermal Filler
- Ablative/Fractional Laser peels
- Botox
- Laser hair removal
- Laser Liposuction Body Contouring

ReNu Medical & Spa Staffing:

Nurse Practitioner: Jenna King, APRN, started at ReNu after graduation, annual salary \$105,000+ and health insurance and retirement.

Office Manager: Ashley Galindo, 2 years experience managing at Pitsco. Annual is \$42,000+ and health insurance.

Medical Assistants: Currently staff 3, pay \$12.50-\$15.00/hr and health insurance

Receptionist/Front Desk: Currently staff, pay \$10-\$13/hr.

CME for staff – yes, Nurse practitioners will get \$1000 for CME yearly.

Legal Counsel: Mark Werner - (620- 232-2442)

Accounting services: John Gaither: Baker, Davis and Roderique – (620-231-0652)

ReNu Medical & Spa Services and Products Currently Offered:

Services offered:

- | | | |
|---|----------------------|-----------------|
| - | Acne Treatment | - Vitiligo |
| - | Alopecia/Hair loss | - Sclerotherapy |
| - | Full Skin checks | - Botox |
| - | Biopsy/Tumor Removal | - Filler |

- Cysts/Lipoma excisions - Chemical
- Peels
- Cryotherapy - Laser hair removal
- Skin Cancer - Kybella
- Psoriasis/Eczema -
- IPL/Fractional/Ablative laser peels
- Rosacea - Beautifill Laser Liposuction
- Melasma/hyperpigmentation - And
- many more...
- Pediatric Rashes
- Botox for Migraines

New Services to be offered in Office Expansion and Luxury Spa Development:

- o New services to be offered:
 - Massage therapy
 - Luxury Facials
 - Accent Prime – radio/ultrasound frequency non-invasive body contouring (also no one in the four state area offering this procedure)
 - Body wraps/scrubs
 - Couples massages
 - Reiki
 - Reflexology
 - Dermaplaning
 - Waxing
 - Appointment only Manicure/Pedicure in the future that will require a technician to be hired additionally.

Financial Income Projections done based on my current offices in Pittsburg, Girard, Iola and Chanute offices:

Average Monthly Net Revenue: (\$85,000-\$120,000+)

Financial Expense Projections:

Rent: new office rent will increase to \$5000/month depending on final payments of the loan.

Satellite office rents: \$250/month

Laser down payment: no new lasers to be purchased in the next three years

Laser lease: \$5,000/month between two leases (\$3700 will be done in 2/20)

Hydrafacial: \$25,000 – one time cost (already purchased and paid off)

Malpractice Insurance: \$10,000 – yearly

EMR: \$7,000 – initial cost for platform and provider (paid off already)

EMR – Modernizing Medicine: \$1200/month

New Office Supplies/Equipment:

- New Equipment needed (Three exam chairs, refrigerator, desks/chairs) (<\$35,000)
- Phone lines installment, Electrical outlet for laser 220 volt installment) – with new office construction.
- Decorating Budget (\$15,000) – for new office
- Advertising (\$2500 - \$5000 /year)
- Daily Supplies for exam rooms procedures (\$1200/month)
- Cosmetic (Botox/Filler) (\$12000/ every 3 months)
- Office Supplies (\$500/month)
- Office Cleaning staff (\$200/month)

Utilities: \$750/month (unknown exactly costs at this time)

Office Staff Costs: Payroll and Payroll Taxes – John Gaither for exact information

Demographic Studies:

ReNu Medical & Spa will support the communities of Pittsburg, Girard, Frontenac, Arma and all the surrounding counties and communities of Kansas, Missouri and Oklahoma.

Closest Dermatology Practice:

M&T Dermatology in Joplin, MO – 35 miles away.

- One dermatologist, three PAs, minimal cosmetics

Phelan Dermatology in Joplin, MO – 35 miles away

- New practice in 2019, no insurance accepted.

No Cosmetic or MedSpa's in Pittsburg, KS, Well Medica recently opened in Summer 2019 and they do mostly weight loss and vitamin injection with minimal botox and filler.

Springfield, MO – two dermatology practices (1.5 hrs away from Pittsburg)

Kansas City, KS – multiple dermatology and specialty practices (2 hrs away from Pittsburg)

My research has found with the help of the CEOs of Ascension Via Christi Pittsburg hospital, Randy Cason, and Girard Hospital, formerly Michael Payne, there is no dermatology care in 9 counties in Southeast Kansas.

Pittsburg State University is located in Pittsburg, KS, which enrolls approximately 7,500 students per year from all throughout Kansas, Missouri, Oklahoma and international students. I also see students at the PSU Health Center 4-5 times in a semester.

2016-2019 Recap of Business Expansion

2/16 – opened practice 2/22/16 in Pittsburg at the Lindburg medical office buildings. Started with 6 patients. Staff of 4 employees and 2 lasers.

9/16 – opened Nevada and Girard satellite offices

11/16 – Jenna King, APRN hired and opened Iola satellite office

2/17 – moved from Lindburg medical office to Pittsburg medical complex. Average 40 patients/day.

8/18 – consolidated to one record system that does both EMR and PMR – Hired new office manager

10/18 – hired new medical assistant to help with referral and prescriptions due to volume

5/19 – Bought new Beautifill Laser – First in Kansas and Missouri to own the laser.

9/19 – opened Chanute satellite office, became a luminary with Alma lasers to speak nationally

10/19 – Current staff size of 7 full time and 2 part time, average of 60 patients/day. 4 lasers owned/leased. Onward to a new office!!

Personal things that occurred during this time:

12/16 – Dr. Youtsos had 4 wk maternity leave

10/17 – Jenna King had 8 wk maternity leave

6/18 – Dr. Youtsos had 6 wk maternity leave

11/18 – 7/19 – Dr. Youtsos went through cancer treatment and is cancer free!

2019 – 2022 Business plan projections

My goal is to expand my clinic volume and also open a luxury spa for the Pittsburg area!

Clinic Expansion:

- Hire a new Nurse Practitioner once the office opens
- Expanded volume of patients with new provider will require us to hire 2-3 new medical assistants or nurses.

- Increased volume would also require 1-2 receptionists to help with referrals and patient calls.
- Dermatology requires procedures at times and although we do outreach clinics, some procedures can only be done here in Pittsburg with my lasers. Therefore, with expanded patient volume overall, it will require more patients traveling to Pittsburg for both medical and cosmetic treatments.
 - Most patients eat lunch/dinner
 - Go to the casino
 - Fill up on gas
 - Other doctor appointments
 - Spend the night after a procedure
- Adding to the greater medical specialties offered in the SEK area and having it be a central hub for people to travel to for their medical care.
- Referrals to other surgeons/physicians in the area that will do larger procedures that require more travel to the area.
- Plan to expand my Beautifill laser liposuction and body contouring practice as there is no one else in the four state area with this procedure.
- Looking at the financial growth over the past three years, I project that the future three years will continue to grow with expansion of providers, patients and services offered.

ReNu Spa development:

- Hire full time massage therapist (possibly 2), one already planning to be hired once building is ready and will be the spa manager. (Annual salary \$50,000+)
- Hire full time receptionist (Annual salary \$25,000+)
- Hire full time esthetician Annual Salary \$40,000+)

Land Development Plan:

- Actively recruit other businesses to develop other medical complexes or offices
- Discussed with Dan Scales, my general contractor, about having progressive expansion and building high-end townhomes for residential development. He said he would be very interested in building.
- In 2017, discussed with Mickey Vena about similar townhome or commercial development that would match his in Silverback Landings.
- With new development, once the land is annexed into the city, comes more property taxes, city sewer and water income with each business that comes.

- Pittsburg is expanding to the Southeast direction and the possibilities are endless!!!

I appreciate your consideration at the EDAC for a \$100,000 forgivable loan. My success over the past three years in the SEK area has been exponential and I look forward to growing in new ways over the the next three years!

A Tax Abatement Cost-Benefit Analysis of E & J Investments, LLC for the City of Pittsburgh

Completed by
Municipal Consulting, LLC
12/16/2020

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City of Pittsburgh Benefits, Costs and Ratios	7
Crawford County Benefits, Costs and Ratios	8
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ABOUT THIS REPORT:

This report uses data that was collected from the firm involved and budget reports from each of the taxing entities where the project is to be located. This data is summarized on pages 4 and 5. In addition, various calculations were applied to the data using rates and information gathered from the current economic and financial conditions.

DEFINITIONS USED:

- **Rate of Return:** Incentives and tax abatements granted by the taxing entities are equivalent to a public investment in the firm. Comparing these investments to the various benefits received over the 10-year project period by the public entity produces an average annual rate of return for the period. Generally, a rate of return that exceeds the entity's cost of capital would be considered a favorable investment.

- **Net Present Value:** This is the amount that a future series of payments is worth today, given an assumed discount rate. The only way to accurately compare payments to be made or received in the future to the dollar value at present is with Net Present Value. Generally a positive net present value represents an acceptable investment opportunity.

- **Benefit - Cost Ratio:** Typically referred to as the "Cost-Benefit Ratio," this is the ratio of the public entity benefits received over the 10-year project life to the public costs incurred over the same period. If the ratio is above 1.0, then the benefits exceed the costs, and if it is less than 1.0, the costs exceed the benefits. Generally, a public entity would like to have a Benefit-to-Cost ratio of 1.3 or better in order to grant a tax abatement and/or other incentives. However, the governing body may take into account the other economic benefits of the project in making that decision.

DISCLAIMER:

This report is prepared using a variety of assumptions regarding discount rate, inflation rate, and other economic variables. It also uses information submitted by the firm based on its best estimates of what they expect to occur in the next decade. Future business results and economic factors are not and cannot be guaranteed. Therefore, we provide no guarantee on the future performance of the firm, or that conditions within the taxing entities will remain as they are today. The governing body should make its decision on the best information presented, while fully recognizing that future performance could be substantially different.

COMMENTS SPECIFIC TO THIS PROJECT:

The overall costs and benefits for each taxing entity are:

Taxing Entity	Benefit to Cost Ratio	Average Return on Investment
City of Pittsburg	1.80	8%
Crawford County	3.71	27%
Pittsburg USD 250	2.60	16%
Wildcat Extension District	1.44	4%
State of Kansas	10.53	95%

All of the taxing entities have a positive benefit-to-cost ratio in excess of the desired 1.3. This report assumes that the City of Pittsburg will approve a property tax abatement for 6 years. This report assumes that the firm will have a sales tax exemption on construction materials and that the current local, county and state sales tax rates remain the same. The beginning average wage of the firm is 146%% of the county average wage. We used a multiplier of 1.46 times the annual per capita retail spending in the city times the average household size from the 2010 Census to determine retail sales tax collections from new firm employee spending in the city.

If you have any questions or comments, you may reach me with the contact information below.

R. Steven Robb
Sole Owner
Municipal Consulting, LLC
Cell: 620-704-6495 E-Mail: steverobb@ckt.net
www.municipalconsulting.biz
2207 N. Free King Hwy, Pittsburg, KS 66762-8418

Column1	Column2	Column3	Column4	Column5	Column6
COST-BENEFIT ANALYSIS PROJECT SUMMARY					
PROJECT NAME:	E & J Investments, LLC				
DATE:			12/16/2020		
GOVERNMENTAL ENTITIES INVOLVED:					
CITY:			City of Pittsburg		
COUNTY:			Crawford County		
SCHOOL DISTRICT:			Pittsburg USD 250		
SPECIAL TAXING DISTRICT #1			Wildcat Extension District		
STATE:			State of Kansas		
INFLATION RATE:		1.50%	DISCOUNT RATE:		2.50%

E & J Investments, LLC

Column1	Column2	Column3	Column4	Column6	Column11
Community Data Inputs:					
	City of Pittsburg	Crawford County	Pittsburg USD 250	Wildcat Extension District	State
Mill Levy	51.469	50.135	51.967	1.383	1.500
Sales Tax	1.500%	1.000%	n/a	n/a	6.50%
Transient Guest Tax	6.00%	0.00%	n/a	n/a	n/a
Utility Revenue/HsHld	\$390.51	n/a	n/a	n/a	n/a
Franchise Fees/HsHld	\$373.05	n/a	n/a	n/a	n/a
Other Revenues/Res.	\$183.47	\$140.55	n/a	\$7.72	\$1,078.69
Marg. Cost/Res./Student	\$118.52	\$39.11	\$1,310.33	\$2.55	\$555.12
Other Revenues/Worker	\$164.85	\$126.29	n/a	\$6.93	\$936.49
Marginal Cost/New Worker	\$106.49	\$35.14	n/a	\$2.29	\$481.94
State Funding/Pupil	n/a	n/a	\$9,986.32	n/a	n/a
Federal Funding/Pupil	n/a	n/a	\$998.89	n/a	n/a
Visitor Daily Spending	\$37.50	\$37.50	Total Mill Levy:	156.454	\$75
Average Hotel Room Rate	\$90	\$90			n/a
Retail Pull Factor	1.13	0.82			n/a
Percent of County Share	71.30%	100.00%			n/a
Ann. Local Per Capita Sales Tax	\$296	\$144			n/a
Ann. State Per Capita Sales Tax	\$1,080	\$783			\$952
Annual Per Capita Retail Sales	\$16,623	\$12,049			\$14,654
Average Household Size	2.35	2.42			2.49
Average Wage all Occupations	n/a	\$36,512			\$45,277

E & J Investments, LLC

Column1: Column2		Column3	Column4	Column5	Column6	Column7	Column8	Column9	Column10	Column11	Column12	Column13	Column14	Column15
Firm Data Inputs:				Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Total
Investment in Land				\$208,000	\$8,320	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$216,320
Investment in Building				\$0	\$0	\$1,348,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,348,000
Investment in Equipment				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Project Costs¹				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Investment				\$208,000	\$8,320	\$1,348,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,564,320
City Incentives				\$0	\$100,000	\$30,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$130,000
	Growth	Const. Per.		Yr. 1	Yr. 2	Yr. 3	Yr. 4	Yr. 5	Yr. 6	Yr. 7	Yr. 8	Yr. 9	Yr. 10	Total
Sales	5.00%			\$1,257,079	\$1,257,079	\$1,257,079	\$1,319,933	\$1,385,929	\$1,455,226	\$1,527,987	\$1,604,387	\$1,684,606	\$1,768,836	\$14,518,141
Purchases	5.00%			\$703,195	\$738,354	\$775,272	\$814,036	\$854,738	\$897,474	\$942,348	\$989,466	\$1,038,939	\$1,090,886	\$8,844,707
Net Utility Revenue-Firm	3.00%	\$0		\$745	\$767	\$790	\$814	\$838	\$863	\$889	\$916	\$943	\$972	\$8,536
Net Utility Revenue-Employees	3.00%	\$0		\$391	\$402	\$414	\$427	\$440	\$453	\$466	\$480	\$495	\$510	\$4,477
Franchise Fees-Firm	3.00%	\$0		\$492	\$507	\$522	\$538	\$554	\$570	\$588	\$605	\$623	\$642	\$5,641
Franchise Fees-Employees	3.00%	\$0		\$373	\$384	\$396	\$408	\$420	\$432	\$445	\$459	\$473	\$487	\$4,277
New Employees		0		5	0	0	0	0	0	0	0	0	0	5
Employees new to the city		0		1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.0
Employees new to the county		0		1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.0
Employees new to the state		0		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
New students in K-12		0		1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.0
New employee average salary		\$0		\$53,300	\$54,100	\$54,911	\$55,735	\$56,571	\$57,419	\$58,281	\$59,155	\$60,042	\$60,943	N/A
Tax Abatement-Land				100%	100%	100%	100%	100%	100%	0%	0%	0%	0%	N/A
Tax Abatement-Bldg.				100%	100%	100%	100%	100%	100%	0%	0%	0%	0%	N/A
Visitors	0.0%	0		13,000	18,200	23,400	26,000	26,000	26,000	26,000	26,000	26,000	26,000	236,600
				City	County	State								
Percentage of sales taxable in the				0%	0%	0%								
Percentage of purchases taxable in the				5%	5%	5%								
Assumed Inflation Rate				1.50%										

Note: Totals may be off slightly due to rounding.

¹ Includes project soft costs of bonding and other fees and contingency for costs above construction and equipment acquisition.

Column1	Column2	Column3	Column4	Column5	Column6	Column7	Column8	Column9
COST-BENEFIT ANALYSIS PROJECT SUMMARY								
PROJECT NAME:	E & J Investments, LLC					Ratio of		
DATE:		12/16/2020				NPV of Net		
				Net	NPV	Benefits to	Actual	Avg.
				Present	of	NPV of	Benefit to	Annual
		Total		Value	Incentives	Incentives	Actual	Rate
	Total	Costs &	Net	of Net	& Taxes	and Taxes	Cost	of
Entity	Benefits	Incentives	Benefits	Benefits	Abated	Abated	Ratio	Return
City of Pittsburg	\$425,770	\$236,676	\$189,094	\$153,329	\$211,303	0.73	1.80	8%
Crawford County	\$378,823	\$102,032	\$276,791	\$237,195	\$88,237	2.69	3.71	27%
Pittsburg USD 250	\$266,694	\$102,678	\$164,016	\$140,592	\$77,382	1.82	2.60	16%
Wildcat Extension District	\$4,110	\$2,851	\$1,259	\$1,031	\$2,434	0.42	1.44	4%
State of Kansas	\$1,174,151	\$111,509	\$1,062,643	\$920,250	\$2,640	348.58	10.53	95%
Totals	\$2,272,233	\$578,431	\$1,693,802	\$1,452,397	\$401,406	3.62	3.93	N/A

SUMMARY OF COSTS AND BENEFITS FOR:

City of Pittsburgh

PROJECT: E & J Investments, LLC

DATE: 12/16/2020

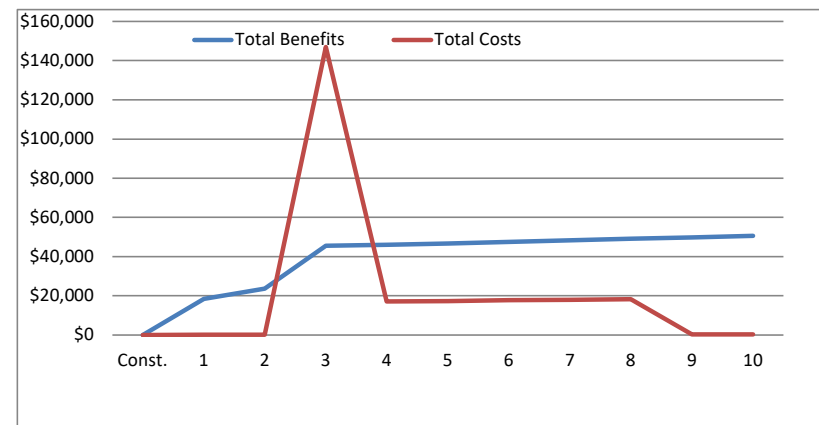
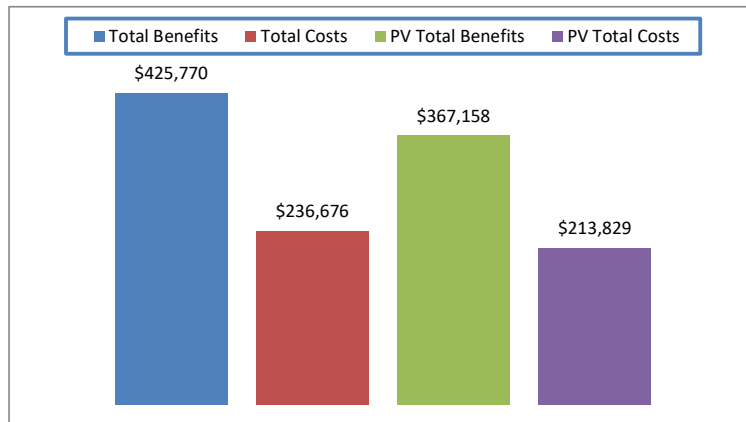
DISCOUNT RATE: 2.50%

Ratio of Actual Benefits to Actual Costs Over the 10-Year Period: 1.80

Ratio of Present Value of Total Benefits to Present Value of Total Costs: 1.72

Average ROI 7.99%
(Typical desired ratio would be 1.3 to 1)

Year	Sales Taxes	New Property Taxes	Utilities and Franchise Fees	PILOT Payment	Other City Revenues	Total Benefits	Net Present Value of Total Benefits	Cost of Various City Services	Property Taxes Abated	Other Costs & Incentives	Total Costs	Net Present Value of Total Costs	Net Benefits or Costs	Cumulative Net Benefits or Costs	Net Present Value of Net Benefits	Net Present Value of Incentives & Taxes Abated
Const.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
1	\$13,406	\$2,676	\$2,000	\$0	\$419	\$18,501	\$18,050	\$270	\$0	\$0	\$270	\$264	\$18,231	\$18,231	\$17,786	\$0
2	\$18,435	\$2,783	\$2,060	\$0	\$425	\$23,703	\$22,561	\$275	\$0	\$0	\$275	\$261	\$23,429	\$41,659	\$22,300	\$0
3	\$26,272	\$16,659	\$2,122	\$0	\$431	\$45,485	\$42,238	\$279	\$16,659	\$130,000	\$146,938	\$136,447	-\$101,453	-\$59,793	-\$94,209	\$136,188
4	\$26,464	\$16,909	\$2,186	\$0	\$438	\$45,997	\$41,671	\$283	\$16,909	\$0	\$17,192	\$15,575	\$28,805	-\$30,988	\$26,096	\$15,319
5	\$26,883	\$17,163	\$2,251	\$0	\$444	\$46,741	\$41,313	\$287	\$17,163	\$0	\$17,450	\$15,423	\$29,291	-\$1,697	\$25,889	\$15,170
6	\$27,308	\$17,420	\$2,319	\$0	\$451	\$47,499	\$40,958	\$291	\$17,420	\$0	\$17,712	\$15,273	\$29,787	\$28,090	\$25,685	\$15,022
7	\$27,742	\$17,682	\$2,388	\$0	\$458	\$48,270	\$40,608	\$296	\$17,682	\$0	\$17,978	\$15,124	\$30,292	\$58,382	\$25,484	\$14,875
8	\$28,182	\$17,947	\$2,460	\$0	\$465	\$49,054	\$40,261	\$300	\$17,947	\$0	\$18,247	\$14,976	\$30,807	\$89,189	\$25,285	\$14,730
9	\$28,631	\$18,216	\$2,534	\$0	\$472	\$49,853	\$39,919	\$305	\$0	\$0	\$305	\$244	\$49,548	\$138,737	\$39,675	\$0
10	\$29,088	\$18,489	\$2,610	\$0	\$479	\$50,666	\$39,580	\$309	\$0	\$0	\$309	\$242	\$50,357	\$189,094	\$39,339	\$0
Total	\$252,412	\$145,947	\$22,930	\$0	\$4,482	\$425,770	\$367,158	\$2,895	\$103,781	\$130,000	\$236,676	\$213,829	\$189,094	\$189,094	\$153,329	\$211,303



SUMMARY OF COSTS AND BENEFITS FOR:

Crawford County

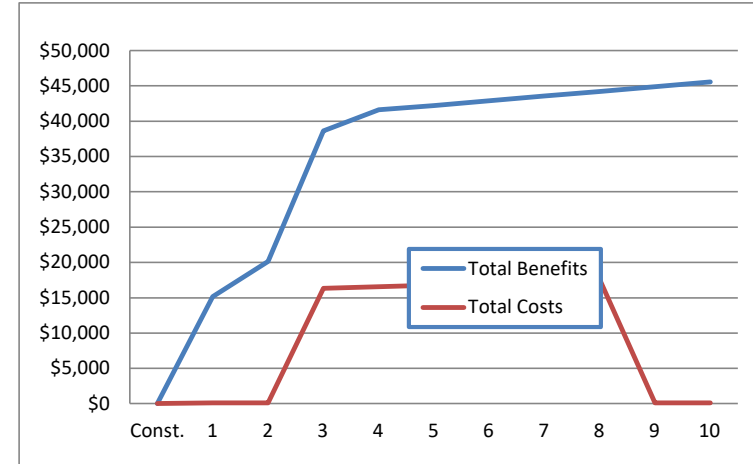
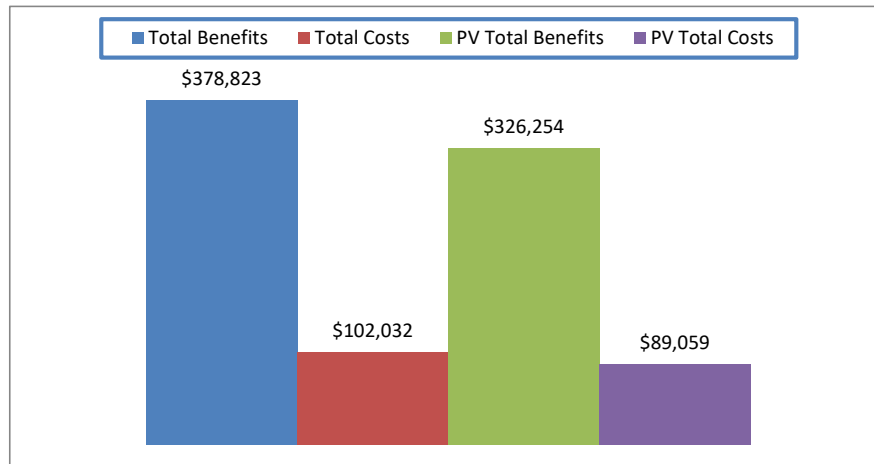
PROJECT: E & J Investments, LLC

DATE: 12/16/2020

DISCOUNT RATE: 2.50%

Ratio of Actual Benefits to Actual Costs Over the 10-Year Period:	3.71
Ratio of Present Value of Total Benefits to Present Value of Total Costs:	3.66
Average ROI	27.13%

Year	Sales & Use & Transient Guest Taxes	New Property Taxes	PILOT Payment	Other County Revenues	Total Benefits	Net Present Value of Total Benefits	Cost of Various County Services	Property Taxes Abated	Total Costs	Net Present Value of Total Costs	Net Benefits or Costs	Cumulative Net Benefits or Costs	Net Present Value of Net Benefits	Net Present Value of Taxes Abated
Const.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
1	\$12,261	\$2,607	\$0	\$316	\$15,185	\$14,814	\$88	\$0	\$88	\$86	\$15,097	\$15,097	\$14,728	\$0
2	\$17,089	\$2,711	\$0	\$321	\$20,121	\$19,152	\$89	\$0	\$89	\$85	\$20,032	\$35,129	\$19,067	\$0
3	\$22,059	\$16,228	\$0	\$326	\$38,613	\$35,856	\$91	\$16,228	\$16,318	\$15,153	\$22,294	\$57,423	\$20,703	\$15,069
4	\$24,790	\$16,471	\$0	\$330	\$41,591	\$37,679	\$92	\$16,471	\$16,563	\$15,005	\$25,028	\$82,451	\$22,674	\$14,922
5	\$25,176	\$16,718	\$0	\$335	\$42,229	\$37,324	\$93	\$16,718	\$16,812	\$14,859	\$25,418	\$107,869	\$22,466	\$14,776
6	\$25,568	\$16,969	\$0	\$340	\$42,878	\$36,973	\$95	\$16,969	\$17,064	\$14,714	\$25,814	\$133,683	\$22,259	\$14,632
7	\$25,967	\$17,223	\$0	\$346	\$43,536	\$36,626	\$96	\$17,223	\$17,320	\$14,570	\$26,217	\$159,899	\$22,055	\$14,490
8	\$26,373	\$17,482	\$0	\$351	\$44,206	\$36,282	\$98	\$17,482	\$17,579	\$14,428	\$26,627	\$186,526	\$21,854	\$14,348
9	\$26,786	\$17,744	\$0	\$356	\$44,886	\$35,942	\$99	\$0	\$99	\$79	\$44,787	\$231,313	\$35,863	\$0
10	\$27,206	\$18,010	\$0	\$361	\$45,578	\$35,605	\$101	\$0	\$101	\$79	\$45,477	\$276,791	\$35,527	\$0
Total	\$233,277	\$142,164	\$0	\$3,382	\$378,823	\$326,254	\$941	\$101,091	\$102,032	\$89,059	\$276,791	\$276,791	\$237,195	\$88,237



SUMMARY OF COSTS AND BENEFITS FOR:

Pittsburg USD 250

PROJECT:

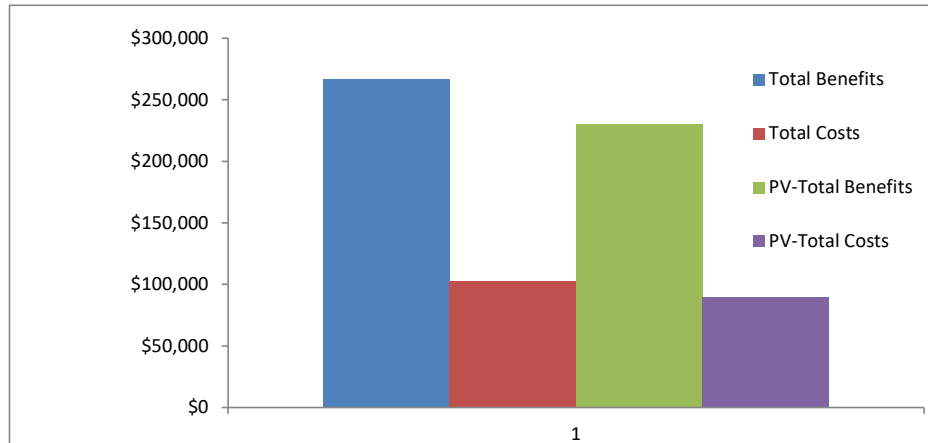
E & J Investments, LLC

DATE: 12/16/2020

DISCOUNT RATE: 2.50%

Ratio of Actual Benefits to Actual Costs Over the 10-Year Period:	2.60
Ratio of Present Value of Total Benefits to Present Value of Total Costs	2.57
(Typical desired ratio would be 1.3 to 1)	
Average ROI	15.97%

Year	New Property Taxes	PILOT Payment	District Capital Outlay Taxes	Additional State, Federal and Other Funding	Total Benefits	Net Present Value of Total Benefits	Additional Marginal Costs	Property Taxes Abated	Total Costs	Net Present Value of Total Costs	Net Benefits or Costs	Cumulative Net Benefits or Costs	Net Present Value of Net Benefits	Net Present Value of Taxes Abated
1	\$2,286	\$0	\$416	\$11,150	\$13,852	\$13,514	\$1,310	\$0	\$1,310	\$1,278	\$12,542	\$12,542	\$12,236	\$0
2	\$2,378	\$0	\$433	\$11,317	\$14,128	\$13,447	\$1,330	\$0	\$1,330	\$1,266	\$12,798	\$25,340	\$12,181	\$0
3	\$14,231	\$0	\$2,589	\$11,487	\$28,308	\$26,286	\$1,350	\$14,231	\$15,581	\$14,469	\$12,727	\$38,066	\$11,818	\$13,215
4	\$14,445	\$0	\$2,628	\$11,659	\$28,732	\$26,030	\$1,370	\$14,445	\$15,815	\$14,328	\$12,917	\$50,983	\$11,703	\$13,086
5	\$14,661	\$0	\$2,668	\$11,834	\$29,163	\$25,776	\$1,391	\$14,661	\$16,052	\$14,188	\$13,111	\$64,095	\$11,588	\$12,959
6	\$14,881	\$0	\$2,708	\$12,012	\$29,601	\$25,525	\$1,412	\$14,881	\$16,293	\$14,049	\$13,308	\$77,402	\$11,475	\$12,832
7	\$15,105	\$0	\$2,748	\$12,192	\$30,045	\$25,276	\$1,433	\$15,105	\$16,537	\$13,912	\$13,507	\$90,910	\$11,363	\$12,707
8	\$15,331	\$0	\$2,790	\$12,375	\$30,495	\$25,029	\$1,454	\$15,331	\$16,785	\$13,777	\$13,710	\$104,620	\$11,252	\$12,583
9	\$15,561	\$0	\$2,831	\$12,560	\$30,953	\$24,785	\$1,476	\$0	\$1,476	\$1,182	\$29,477	\$134,097	\$23,603	\$0
10	\$15,794	\$0	\$2,874	\$12,749	\$31,417	\$24,543	\$1,498	\$0	\$1,498	\$1,170	\$29,919	\$164,016	\$23,373	\$0
Total	\$124,674	\$0	\$22,685	\$119,335	\$266,694	\$230,211	\$14,024	\$88,654	\$102,678	\$89,619	\$164,016	\$164,016	\$140,592	\$77,382



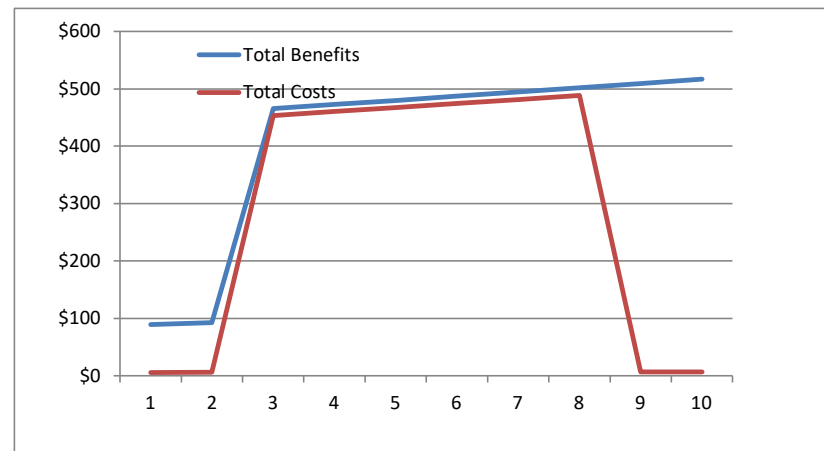
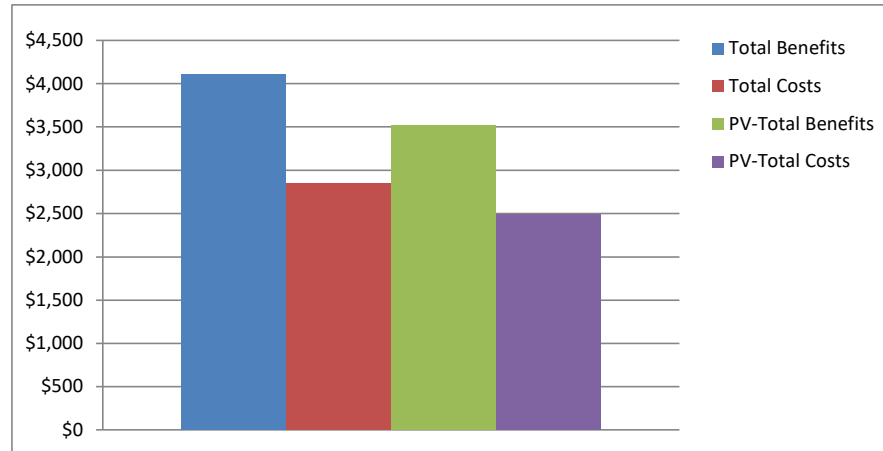
SUMMARY OF COSTS AND BENEFITS FOR: Wildcat Extension District
PROJECT: E & J Investments, LLC

DATE: 12/16/2020

DISCOUNT RATE: 2.50%

Ratio of Actual Benefits to Actual Costs Over the 10-Year Period: 1.44
Ratio of Present Value of Total Benefits to Present Value of Total Costs: 1.41
(Typical desired ratio would be 1.3 to 1) **Average ROI** 4.42%

Year	New District Property Taxes	PILOT Payment	Other District Revenues	Total Benefits	Net Present Value of Total Benefits	Other District Costs	District Property Taxes Abated	Total Costs	Net Present Value of Total Costs	Net Benefits or Costs	Cumulative Net Benefits or Costs	Net Present Value of Net Benefits	Net Present Value of Taxes Abated
1	\$72	\$0	\$18	\$90	\$87	\$6	\$0	\$6	\$6	\$84	\$84	\$82	\$0
2	\$75	\$0	\$18	\$93	\$88	\$6	\$0	\$6	\$6	\$87	\$170	\$83	\$0
3	\$448	\$0	\$18	\$466	\$433	\$6	\$448	\$454	\$421	\$12	\$183	\$11	\$416
4	\$454	\$0	\$18	\$473	\$428	\$6	\$454	\$460	\$417	\$12	\$195	\$11	\$412
5	\$461	\$0	\$19	\$480	\$424	\$6	\$461	\$467	\$413	\$13	\$207	\$11	\$408
6	\$468	\$0	\$19	\$487	\$420	\$6	\$468	\$474	\$409	\$13	\$220	\$11	\$404
7	\$475	\$0	\$19	\$494	\$416	\$6	\$475	\$481	\$405	\$13	\$233	\$11	\$400
8	\$482	\$0	\$20	\$502	\$412	\$6	\$482	\$489	\$401	\$13	\$246	\$11	\$396
9	\$489	\$0	\$20	\$509	\$408	\$7	\$0	\$7	\$5	\$503	\$749	\$403	\$0
10	\$497	\$0	\$20	\$517	\$404	\$7	\$0	\$7	\$5	\$510	\$1,259	\$399	\$0
Total	\$3,922	\$0	\$188	\$4,110	\$3,520	\$62	\$2,789	\$2,851	\$2,489	\$1,259	\$1,259	\$1,031	\$2,434



SUMMARY OF COSTS AND BENEFITS FOR:

PROJECT: E & J Investments, LLC

DATE: #####

State of Kansas

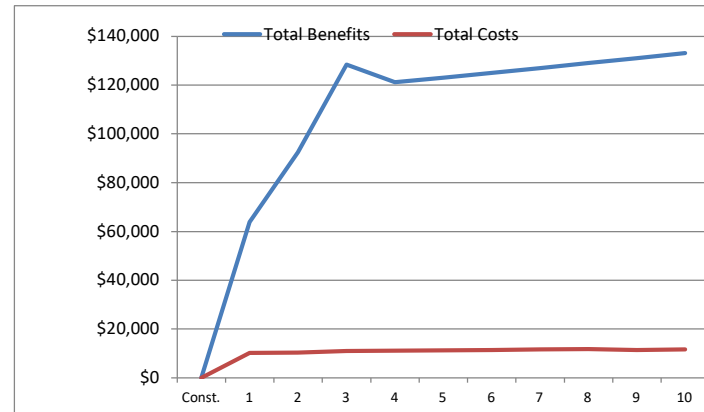
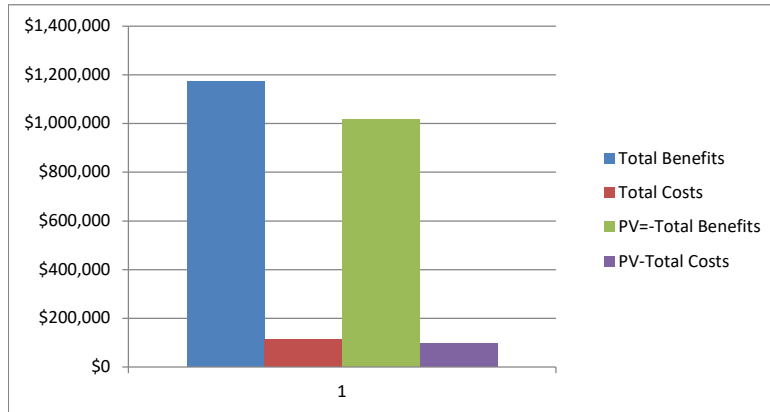
DISCOUNT RATE: 2.50%

Ratio of Actual Benefits to Actual Costs Over the 10-Year Period: 10.53

Ratio of Present Value of Total Benefits to Present Value of Total Costs: 10.46

Average ROI 95.30%
(Typical desired ratio would be 1.3 to 1)

Year	Sales Taxes	New Property Taxes	Corporate and Personal Income Taxes	PILOT Payment	Other State Revenues	Total Benefits	Net Present Value of Total Benefits	Cost of Various State Services	Cost of Educating New Students	Property Taxes Abated	Other Costs & Incentives	Total Costs	Net Present Value of Total Costs	Net Benefits or Costs	Cumulative Net Benefits or Costs	Net Present Value of Net Benefits	Present Value of Taxes Abated and Incentives
Const.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
1	\$56,346	\$78	\$7,462	\$0	\$0	\$63,886	\$62,328	\$0	\$10,136	\$0	\$0	\$10,136	\$9,889	\$53,750	\$53,750	\$52,439	\$0
2	\$78,113	\$81	\$14,314	\$0	\$0	\$92,508	\$88,050	\$0	\$10,288	\$0	\$0	\$10,288	\$9,792	\$82,220	\$135,970	\$78,258	\$0
3	\$120,237	\$486	\$7,688	\$0	\$0	\$128,410	\$119,242	\$0	\$10,442	\$486	\$0	\$10,928	\$10,148	\$117,482	\$253,452	\$109,094	\$451
4	\$112,854	\$493	\$7,803	\$0	\$0	\$121,150	\$109,756	\$0	\$10,599	\$493	\$0	\$11,092	\$10,049	\$110,058	\$363,510	\$99,707	\$446
5	\$114,640	\$500	\$7,920	\$0	\$0	\$123,060	\$108,767	\$0	\$10,758	\$500	\$0	\$11,258	\$9,951	\$111,802	\$475,311	\$98,816	\$442
6	\$116,457	\$508	\$8,039	\$0	\$0	\$125,003	\$107,790	\$0	\$10,919	\$508	\$0	\$11,427	\$9,854	\$113,576	\$588,887	\$97,936	\$438
7	\$118,305	\$515	\$8,159	\$0	\$0	\$126,980	\$106,824	\$0	\$11,083	\$515	\$0	\$11,599	\$9,757	\$115,381	\$704,269	\$97,066	\$434
8	\$120,187	\$523	\$8,282	\$0	\$0	\$128,992	\$105,870	\$0	\$11,250	\$523	\$0	\$11,773	\$9,662	\$117,219	\$821,488	\$96,207	\$429
9	\$122,103	\$531	\$8,406	\$0	\$0	\$131,039	\$104,927	\$0	\$11,418	\$0	\$0	\$11,418	\$9,143	\$119,621	\$941,109	\$95,784	\$0
10	\$124,052	\$539	\$8,532	\$0	\$0	\$133,123	\$103,996	\$0	\$11,590	\$0	\$0	\$11,590	\$9,054	\$121,534	\$1,062,643	\$94,942	\$0
Total	\$1,083,294	\$4,253	\$86,604	\$0	\$0	\$1,174,151	\$1,017,548	\$0	\$108,484	\$3,025	\$0	\$111,509	\$97,298	\$1,062,643	\$1,062,643	\$920,250	\$2,640



E & J Investments, LLC

Other Economic Impacts of the Project

	In the First Year	Over 10 Years
Permanent jobs created	5	5
Construction jobs created	0	13
Number of New Residents in the Community	3	3
Number of Additional Students in the Local School District	1	1
Increase in Local Personal Incomes	\$266,500	\$2,852,275
Increase in Local Retail Sales	\$902,992	\$17,010,549
Increase in the Community's Property Tax Base	\$208,000	\$1,564,320
Estimated new annual property tax revenues after the abatement period:		
	City	\$18,767
	County	\$18,280
	School	\$18,948
	Ext. Dist.	\$504
	State	\$547
	Total	\$57,047

Interoffice Memorandum

TO: DARON HALL
City Manager

FROM: Matt Bacon
Director of Public Utilities

Jay Byers
Deputy City Manager

DATE: February 2, 2021

SUBJECT: Agenda Item – February 9, 2021
Engineering Services Agreement
Earles Engineering & Inspection, Inc.

The City of Pittsburg does not have a full-time licensed engineer on staff. There are several occasions and a few State Statutes that require the services of a Licensed Engineer. To serve in this capacity, the City is requesting Governing Body approval to enter into a contract with Earles Engineering & Inspection, Inc. (current City-approved engineer) to perform this duty. Please see the attached scope of services agreement for further defined job duties and responsibilities. This agreement is annual in nature, and will be renewed automatically unless the Governing Body votes alternatively. The rate fee for this service will be \$48,000 annually. Oversight of this position will be the responsibility of the Deputy City Manager.

Currently, the City of Pittsburg has multiple master contract agreements with firms to assist with project related work. These agreements will continue and requests for project assistance will be requested from other firms. For the purpose of this memo and an update for the City Commission, below is a list of engineering firms and projects currently being utilized by the City. This list is not intended to be all inclusive:

Olsson:

- NE Medical District Sidewalk
- CCLIP – Broadway Corridor Mill & Overlay
- E. 4th Street Traffic Study
- Drainage & Layout Studies
- WTP Odor Control

MEMO TO: DARON HALL
FEBRUARY 2, 2021
PAGE TWO

TranSystems	E. Quincy Street Improvements
Earles Engineering	Wastewater Treatment Plant Upgrades Georgia Street Culvert Georgia Street Open Ditches
HW Lochner	Airport 5 Year Capital Improvements Plan
AMCE	Water Distribution Water Model

Other residential and commercial developments will hire outside engineering firms to complete project designs. The City Engineer will assist with civil plan review and design conformance to City, State, Federal and industry standards.

The new contract will allow for on-call engineering services for meetings and for projects when these services are needed or required. The engineering services will be tied to Mr. Pete Earles himself for this service.

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, February 9, 2021. Action necessary will be approval or disapproval of the Contract for Engineering Services and, if approved, authorize the Mayor to sign the agreement on behalf of the City.

Attachment: Earles Engineering Contract for Engineering Service

Earles Engineering & Inspection, Inc

Civil & Structural Engineers – Construction Inspectors – Surveyors

116 N Augustus St., McPherson, Kansas 67460

Phone: (785) 309-1060

Fax: (785) 309-1061

211 N Kansas Ave., Liberal, Kansas 67901

Phone: (620) 626-8912

Fax: (620) 626-5408

112 W 4th St; Pittsburg, Kansas 66762

Phone: (620) 308-5577

WOMAN OWNED MINORITY FIRM - email: earlesinc@earleseng.com

web: earlesengineering.com

February 3, 2021

City of Pittsburg
201 West 4th St.
Pittsburg, KS 66762

Attn.: Daron Hall
City Manager

RE: City Engineer Contract

Dear Mr. Hall;

This letter is written to serve as a letter agreement for City of Pittsburg, Kansas, herein referred to as the “**CLIENT**”, and Earles Engineering & Inspection, Inc, hereinafter referred to as the “**CONSULTANT**”, for utilizing our firm as an independent contractor to be your City Engineer.

Scope of Work

We propose to have a licensed engineer available on an as needed basis to complete the engineering duties for the City as an independent contractor. In the role of City Engineer, we would be there to respond to the following:

- Serve as the City of Pittsburg’s lead engineer
- Provide engineering services and oversight for city staff as required
- Attend biweekly city commission meetings
- Attend weekly city engineering meetings
- Attend planning and zoning meetings
- Prepare cost estimates for a variety of city work
- Prepare Kansas Department of Transportation (KDOT) and other funding applications as needed
- Coordinate and address any Federal Emergency Management Administration concerns
- Provide guidance developing the five-year and ten-year capital improvement programs
- Prepare City maps
- Respond on the City’s behalf

We propose to have a licensed engineer from our firm, currently Mr. Peter Earles, serve as your City engineer. All our services will be from the Pittsburg office, and therefore no travel costs will be charged. Earles Engineering & Inspection, Inc. shall show proof of a minimum of \$1,000,000.00 of professional liability coverage.

This contract will be active for a period of one (1) year from the date of its approval and will automatically renew for one (1) year periods of time thereafter unless notice to terminate is provided to **CONSULTANT** by **CLIENT** as deemed appropriate by the then sitting City commission for **CLIENT**. Further, any party may terminate the contract at any time and for any reason upon 30-day advance written notice.

Timing and Scheduling

Earles Engineering & Inspection, Inc. can initiate work immediately.

Fee Proposal

Based on the scope of professional services described above, the yearly rate fee.

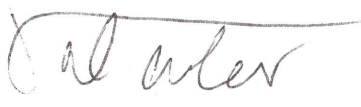
- City Engineer - \$48,000.00

The Client will be billed on a monthly basis, that being the total yearly fee divided equally over 12-months which is currently \$4,000.00/month.

Rates will automatically increase by 3% per year beginning January 2022.

EARLES ENGINEERING & INSPECTION, INC.

Peter W. Earles, P.E



Aurelia Patricia Earles

CITY OF PITTSBURG, KS

Approved By: _____

Title: _____

Date: _____

Billing Address: 201 West 4th St
Pittsburg, KS 66762

Interoffice Memorandum

TO: DARON HALL
City Manager

FROM: MATT BACON
Director of Public Utilities

DATE: February 2, 2021

SUBJECT: Agenda Item – February 9, 2021
Pittsburg Water Treatment Plant Odor Control Study

Staff is requesting approval to enter into an agreement with Olsson, Inc. for a Water Treatment Plant Odor Control Study. This topic was presented to the City Commission during the study session on January 26, 2021.

This agreement is presented in two phases with a not-to-exceed basis of \$67,267. Definition of deliverables are outlined in the attached agreement and will be presented to City Commission. Upon execution of this agreement, preliminary design services phase 1 will commence. Presentation of phase 1 deliverables will be presented to the City Commission for consideration. Staff will seek the City Commission's guidance for consideration prior to commencing with phase 2 of the design services agreement.

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, February 9, 2021. Action necessary will be approval or disapproval of the agreement and, if approved, authorize the Mayor to sign the agreement on behalf of the City.

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

Attachment: Agreement



MASTER AGREEMENT WORK ORDER

This exhibit dated January 26, 2021 is hereby attached to and made a part of the Master Agreement for Professional Services dated November 28, 2017 between the City of Pittsburg, Kansas ("Client") and Olsson, Inc. ("Olsson") providing for professional services. Olsson's Scope of Services for the Agreement is as indicated below.

GENERAL

Olsson has acquainted itself with the information provided by Client relative to the project and based upon such information offers to provide the services described below for the project. Client warrants that it is either the legal owner of the property to be improved by this Project or that Client is acting as the duly authorized agent of the legal owner of such property.

PROJECT DESCRIPTION AND LOCATION

Project will be located at: Pittsburg, Kansas

Project Description: Water Treatment Plant Odor Control Study

SCOPE OF SERVICES

Olsson shall provide the following services (Scope of Services) to Client for the Project:

Phase 100 - Project Management and Administration

Olsson shall provide the following Project management and administration services:

- Project management services, including resource allocation, schedule development and monitoring, budget review and control, Client coordination, and internal quality assurance/quality control (QA/QC).
- Olsson shall update Project procedures manual, including Project description, team organization, contact information, communication outline, building code requirements, permitting requirements, special Client requirements, including limitations associated with COVID 19 policies, QA/QC plan, schedule including workflow sequencing and critical decision points required of Client, and document preparation and drafting standards.
- Prepare and submit monthly progress reports to Client with the following information:
 - Scope of Services performed in the monthly period
 - Estimated percent of work completed for each task in the Scope of Services
 - Each invoice will include:
 - Transmittal letter

- Invoice showing labor hours with a breakdown by individual category and reimbursable direct expenses
- Progress report summarizing services completed for that time period
- Conduct Project kick-off meeting with Client staff to define Project goals and review Scope of Services, Project schedule, budget requirements, and Project data; and to present Olsson's Project team organization and define communication between Olsson and Client.
- Conduct at least one (1) Project site visit to assess existing conditions at the Water Treatment Plant

Phase 200 - Preliminary Design Services – Phase 1

Olsson shall provide an alternative analysis to address odor and single point of failure concerns associated with the cascade aerator at the Water Treatment Plant. Olsson shall provide up to four (4) to five (5) potential alternatives, comparing these alternatives to provide a recommendation to Client.

The alternative analysis shall include the following items:

- Priority scan: Olsson shall meet with Client to determine ranked order of priorities for the alternative analysis study. A matrix will be developed to further determine how to rank various alternatives based on Client's requirements.
- Alternatives screening analysis: Olsson shall conduct a technology scan of various options up to five (5) options will be presented to Client.
- Initial alternatives screening progress meeting: Options shall be presented to Client. Client shall select three (3) to four (4) options for Olsson to develop further with high-level cost estimates.

Phase 300 - Preliminary Design Services – Phase 2

Olsson shall provide the following Phase 2 preliminary design services:

- Final selection of alternative: Olsson shall conduct a final meeting with Client to select a final preferred alternative
- Screened options: Olsson shall present the selected alternative and analysis in a draft technical memorandum that will analyze advantages/disadvantages, operational and maintenance challenges, costs to include a life-cycle analysis, and estimated capital improvement costs to an Association for the Advancement of Cost Engineering (AACE), Class 4 cost estimate. An electronic copy of this draft technical memo will be provided to Client. Up to five (5) hard copies of the technical memorandum will be provided to Client if requested.
- Screened options progress meeting: Olsson shall conduct a progress meeting with Client and address comments. A final version of the technical memorandum shall be provided to Client following this meeting.

DELIVERABLES

- Meeting agendas
- Meeting minutes
- Matrix defining alternative screening priorities
- Draft and final alternative analysis technical memorandum

EXCLUSIONS

- Odor sampling
- Odor sampling plan
- Detailed design services
- Basis of design memorandum
- Bid phase services
- Construction administration
- SCADA reprogramming
- Resident services
- Field material testing
- Shop drawing review
- Survey or geotechnical investigations
- Permit acquisition assistance

Should Client request work in addition to the Scope of Services, Olsson shall invoice Client for such additional services (Optional Additional Services) at the standard hourly billing labor rate charged for those employees actually performing the work, plus reimbursable expenses if any. Olsson shall not commence work on Optional Additional Services without Client's prior written approval.

Olsson agrees to provide all of its services in a timely, competent and professional manner, in accordance with applicable standards of care, for projects of similar geographic location, quality and scope.

SCHEDULE FOR OLSSON'S SERVICES

Unless otherwise agreed, Olsson expects to perform its services under the Agreement as follows:

Anticipated Start Date: February 1, 2021
Anticipated Completion Date: August 31, 2021

Olsson will endeavor to start its services on the Anticipated Start Date and to complete its services on the Anticipated Completion Date. However, the Anticipated Start Date, the Anticipated Completion Date, and any milestone dates are approximate only, and Olsson reserves the right to adjust its schedule and any or all of those dates at its sole discretion, for any reason, including, but not limited to, delays caused by Client or delays caused by third parties.

COMPENSATION

Client shall pay to Olsson for the performance of the Scope of Services, the actual hourly labor rates of personnel performing such services on the project times a factor of 3.085, and all actual reimbursable expenses in accordance with the Reimbursable Expense Schedule attached to this Work Order. Olsson shall submit invoices on a monthly basis, and payment is due within 30 calendar days of invoice date.

Olsson's Scope of Services will be provided on a time-and-expense basis not to exceed Sixty-Seven Thousand Two Hundred Sixty-Seven Dollars (\$67,267.00).

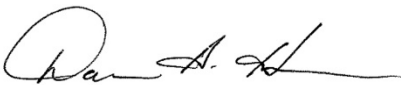
TERMS AND CONDITIONS OF SERVICE


We have discussed with you the risks, rewards and benefits of the Project, the Scope of Services, and our fees for such services and the Agreement represents the entire understanding between Client and Olsson with respect to the Project. The Agreement may only be modified in writing signed by both parties.

Client's designated Project Representative shall be Matt Bacon, Director of Utilities.

If this Work Order satisfactorily sets forth your understanding of our agreement, please sign in the space provided below. Retain a copy for your files and return an executed original to Olsson. This proposal will be open for acceptance for a period of 30 days from the date set forth above, unless changed by us in writing.

OLSSON, INC.

By 
Darren Hennen, Vice President

By 
Molly Pesce, Team Leader

By signing below, you acknowledge that you have full authority to bind Client to the terms of the Agreement. If you accept this Work Order, please sign:

CITY OF PITTSBURG, KANSAS

By _____
Signature

Print Name _____

Title _____

Dated: _____

Attachments

Reimbursable Expense Schedule

REIMBURSABLE EXPENSE SCHEDULE

The expenses incurred by Olsson or Olsson's independent professional associates or consultants directly or indirectly in connection with the Project shall be included in periodic billing as follows:

<u>Classification</u>	<u>Cost</u>
Automobiles (Personal Vehicle)	\$0.56/mile*
Suburban's and Pick-Ups	\$0.75/mile*
Automobiles (Olsson Vehicle)	\$85.00/day
Other Travel or Lodging Cost	Actual Cost
Meals	Actual Cost
Printing and Duplication including Mylars and Linens	
In-House	Actual Cost
Outside	Actual Cost+10%
Postage & Shipping Charges for Project Related Materials including Express Mail and Special Delivery	Actual Cost
Film and Photo Developing	Actual Cost+10%
Telephone and Fax Transmissions	Actual Cost+10%
Miscellaneous Materials & Supplies Applicable to this Project	Actual Cost+10%
Copies of Deeds, Easements or other Project Related Documents	Actual Cost+10%
Fees for Applications or Permits	Actual Cost+10%
Sub-Consultants	Actual Cost+10%
Taxes Levied on Services and Reimbursable Expenses	Actual Cost

*Rates consistent with the IRS Mileage Rate Reimbursement Guidelines (Subject to Change).



Memorandum

TO: Daron Hall, City Manager

FROM: Blake Benson, Economic Development Director

DATE: February 2, 2021

SUBJECT: February 3, 2021 Agenda Item
Labette Bank partial mortgage release agreements

In 2018, the City issued a \$450,000 loan to P & L Development in support of the Silverback housing development. As Arvest Bank is the primary lender for the project, the bank took first position on the loan with the City securing a second position on the P & L property until the loan is repaid in December 2023.

Labette Bank is seeking to finance a construction loan for two lots within the Silverback development. This will require a partial mortgage release agreement for each of these two lots to release the City's second position.

Please place this item on the agenda for the City Commission meeting scheduled for Tuesday, February 9, 2021. Action being requested is approval of the submitted partial mortgage release agreements and authorization for the Mayor to sign the appropriate documents.

PARTIAL RELEASE OF MORTGAGE

KNOW ALL MEN BY THESE PRESENTS, that **City of Pittsburg, KANSAS**, mortgagee, a municipal corporation incorporated as a city of the first class, duly organized and existing under the laws of the State of Kansas, for value received, does hereby **REMISE, RELEASE, and DISCHARGE** from the lien of a certain mortgage; Dated 2/5/19 made and executed by **P & L DEVELOPMENT LLC**, as Kansas Limited Liability Company, mortgagor and recorded in the office of the Register of Deeds of Crawford County, Kansas, **BOOK 636**, mortgages, **PAGE 514** and recorded on **2/21/19** insofar as it covers the following described real estate situated in Crawford County, Kansas.

Lot Number Three (3) in Silverback Landing, a Subdivision in a portion of Section Thirty Three (33), Township Thirty (30) South, Range Twenty Five (25) East of the Sixth Principal Meridian, Crawford County, Kansas, according to the recorded Plat thereof.

This partial mortgage release does not affect other mortgaged property under this same mortgage which shall remain in full force, virtue and effect against the remaining property.

City of Pittsburg

Name of official signing

Date

State of Kansas
County of Crawford

BE IT REMEMBERED, that on this _____ day of February, 2021, before me, the undersigned Notary, came *insert name of person signing document and title*, of the City of Pittsburg, Kansas who is personally known to me to be the same person who executed the forgoing instrument in writing.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal this day and year last above written.

Notary Name

My commission expires: _____

PARTIAL RELEASE OF MORTGAGE

KNOW ALL MEN BY THESE PRESENTS, that **City of Pittsburg, KANSAS**, mortgagee, a municipal corporation incorporated as a city of the first class, duly organized and existing under the laws of the State of Kansas, for value received, does hereby **REMISE, RELEASE, and DISCHARGE** from the lien of a certain mortgage; Dated 2/5/19 made and executed by **P & L DEVELOPMENT LLC**, as Kansas Limited Liability Company, mortgagor and recorded in the office of the Register of Deeds of Crawford County, Kansas, **BOOK 636**, mortgages, **PAGE 514** and recorded on **2/21/19** insofar as it covers the following described real estate situated in Crawford County, Kansas.

Lot Number Ten (10) in Silverback Landing, a Subdivision in a portion of Section Thirty Three (33), Township Thirty (30) South, Range Twenty Five (25) East of the Sixth Principal Meridian, Crawford County, Kansas, according to the recorded Plat thereof.

This partial mortgage release does not affect other mortgaged property under this same mortgage which shall remain in full force, virtue and effect against the remaining property.

City of Pittsburg

Name of official signing

Date

State of Kansas
County of Crawford

BE IT REMEMBERED, that on this _____ day of February, 2021, before me, the undersigned Notary, came *insert name of person signing document and title*, of the City of Pittsburg, Kansas who is personally known to me to be the same person who executed the forgoing instrument in writing.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal this day and year last above written.

Notary Name

My commission expires: _____

City of Pittsburg, Kansas
2020 Budget Recap
As of December 31, 2020
100.00% of Fiscal Year has passed

Budgeted Funds	Un-Encumbered Cash Balance 1/1/2020	Revenues (1)			Expenditures					Y-T-D Net	Un-Encumbered Cash Balance 12/31/2020
		Estimated Budget 2020	Y-T-D Revenues 12/31/2020	Percent Received	Estimated Budget 2020	Y-T-D 12/31/2020	Expenses	Expenses 12/31/2020	Percent Used		
General Fund	\$ 6,016,890	\$ 21,896,872	\$ 23,614,003.83	107.86%	\$ 22,248,340	\$ 21,958,671.35	\$ 21,958,671	98.70%	\$ 1,660,174	\$ 7,677,064	
Public Library	282,411	875,508	889,295.34	101.57%	866,384	783,640.52	783,641	90.45%	105,655	388,066	
Public Library Annuity	166,897	500	472.71	94.54%	10,000	40,000.00	40,000	0.00%	(39,527)	127,370	
Special Alcohol & Drug	30,754	85,000	94,320.30	110.97%	102,850	86,084.53	86,085	83.70%	8,236	38,990	
Special Parks & Recreation	-	85,000	94,320.30	110.97%	85,000	94,320.30	94,320	110.97%	-	-	
Street & Highway	175,493	998,250	987,731.32	98.95%	1,031,609	1,001,570.12	1,001,570	97.09%	(13,839)	161,654	
Street & Highway Sales Tax	966,736	1,844,714	2,260,697.80	122.55%	2,560,000	1,796,476.86	1,796,477	70.17%	464,221	1,430,957	
Section 8 Housing	8,968	1,523,600	1,660,574.06	108.99%	1,525,788	1,618,735.00	1,618,735	106.09%	41,839	50,807	
Revolving Loan Fund	2,505,037	1,007,363	1,196,208.94	101.50%	769,214	888,901.81	888,902	115.56%	133,580	2,638,617	
Debt Service	901,542	3,674,921	3,769,988.17	102.59%	3,563,222	3,584,019.52	3,584,020	100.58%	185,969	1,087,511	
Public Utilities	3,557,761	7,982,935	8,600,310.85	107.88%	8,408,537	7,894,420.30	7,894,420	93.89%	717,540	4,275,301	
Stormwater	964,454	815,974	863,150.20	105.57%	1,011,940	1,107,558.80	1,107,559	109.45%	(246,111)	718,343	
Totals	\$ 15,576,943	\$ 40,790,637	\$ 44,031,073.82	107.55%	\$ 42,182,884	\$ 40,854,399.11	\$ 40,854,399	96.85%	\$ 3,017,736	\$ 18,594,679	

*Sales Tax collections are up 3.14%
compared to same period in 2019