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CITY OF PITTSBURG, KANSAS
COMMISSION AGENDA
Tuesday, June 14, 2022
5:30 PM

CALL TO ORDER BY THE MAYOR:

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

CONSENT AGENDA:

- a. Approval of the May 24, 2022, City Commission Meeting minutes.
- b. Approval of the appointment of Dane Arck to a first three-year term as a member of the Land Bank Board of Trustees effective immediately and to conclude on December 31, 2024.
- c. Approval of staff recommendation to accept a grant in the amount of \$16,000 from the Historic Preservation Fund for the Off Broadway Survey, pending allocation of federal funds to the Kansas State Historic Preservation Office for federal fiscal year 2022, and authorize the Mayor to sign the necessary documents on behalf of the City.
- d. Approval of staff request to submit an application to the Kansas Housing Resources Corporation's (KHRC) Emergency Solutions Grant (ESG) program for a grant in the amount of \$69,500 to be used for homeless prevention and rapid rehousing, and authorize the Mayor to sign the necessary documents on behalf of the City.
- e. Approval of Change Order No. 1 to the North Water Tower Blast & Paint Project, for structural modifications to include the addition of a 30" shell manway and an interior ladder, reflecting an increase of \$16,000.00 to the contract with Utility Service Co, Inc., bringing the overall contract amount to \$303,000.00 and to increase the number of working days by ten, and authorize the Mayor to sign the Change Order on behalf of the City.
- f. Approval of the Appropriation Ordinance for the period ending June 14, 2022, subject to the release of HUD expenditures when funds are received.

ROLL CALL VOTE.

CITY OF PITTSBURG, KANSAS
COMMISSION AGENDA
Tuesday, June 14, 2022
5:30 PM

CONSIDER THE FOLLOWING:

- a. PITTSBURG STATE UNIVERSITY KELCE COLLEGE OF BUSINESS ECONOMIC RESEARCH PROPOSAL - Consider approval of the Economic Development Advisory Committee (EDAC) recommendation to support the Pittsburg State University Kelce College of Business Economic Research Proposal at an investment level of \$25,000 to fund the project for one year. **Approve or disapprove the recommendation and, if approved, authorize the Mayor to sign the appropriate documents on behalf of the City.**
- b. COMEAU JEWELRY COMPANY REQUEST - Consider the recommendation of the Economic Development Advisory Committee (EDAC) to approve the request submitted by Comeau Jewelry Company, for an allocation of up to \$70,000 in funding to be used specifically to offset a portion of the anticipated infrastructure costs to support the Comeau Jewelry Company construction project at 525 South Broadway. **Approve or disapprove the recommendation.**
- c. SCHNELLE SM, INC. REQUEST - Consider the recommendation of the Economic Development Advisory Committee (EDAC) to approve the request submitted by Schnelle SM, Inc., for an allocation of up to \$60,000 in funding to be used specifically to offset a portion of the anticipated infrastructure costs to support the Fireplace Creations construction project at 4th and Highland. **Approve or disapprove the recommendation.**
- d. JMAC QOZ BUSINESS II, LLC - PAYMENT DEFERRAL REQUEST - Consider the recommendation of the Economic Development Advisory Committee (EDAC) to approve the request submitted by JMAC QOZ Business II, LLC, for a six-month deferral on the repayment of their loan to support the Villas at Creekside project, adjusting the payment schedule to reflect a first payment due on November 1, 2022. **Approve or disapprove the recommendation and, if approved, authorize the Mayor to sign the appropriate documents on behalf of the City.**

CITY OF PITTSBURG, KANSAS
COMMISSION AGENDA
Tuesday, June 14, 2022
5:30 PM

- e. 3P DEVELOPMENT GROUP, LLC REQUEST - Consider the recommendation of the Economic Development Advisory Committee (EDAC) to approve the request submitted by 3P Development Group, LLC, for an allocation of up to \$250,000 in funding to be used specifically for the reimbursement of infrastructure-related costs associated with the Sunflower Estates project located on North Home Street near Meadowlark Elementary School. **Approve or disapprove the recommendation.**

- f. ORDINANCE NO. G-1338 - Consider adoption of Ordinance No. G-1338, amending Sections 6-190 through 6-195 and Section 6-197 of the Pittsburg City Code to authorize the possession and consumption of Cereal Malt Beverage with the Common Consumption Area boundaries. **Approve or disapprove Ordinance No. G-1338 and, if approved, authorize the Mayor to sign the Ordinance on behalf of the City.**

- g. EARLES ENGINEERING & INSPECTION - CONSULTANT AGREEMENT - Consider staff recommendation to enter into a Consultant Agreement with Earles Engineering & Inspection, of Pittsburg, Kansas, for engineering services associated with the Manhole 7b-13A sewer lining project, with engineering fees not to exceed \$26,800.00, with the estimated project cost of \$448,000.00 to be paid using the Wastewater Collections Operating Fund. **Approve or disapprove the recommendation and, if approved, authorize the Mayor and City Clerk to sign the Consultant Agreement on behalf of the City.**

NON-AGENDA REPORTS & REQUESTS:

ADJOURNMENT

OFFICIAL MINUTES
OF THE MEETING OF THE
GOVERNING BODY OF THE
CITY OF PITTSBURG, KANSAS
May 24, 2022

A Regular Session of the Board of Commissioners was held at 5:30 p.m. on Tuesday, May 24, 2022, in the City Commission Room, located in the Law Enforcement Center, 201 North Pine, with Mayor Cheryl Brooks presiding and the following members present: Stu Hite, Dawn McNay, Chuck Munsell, and Ron Seglie.

Mayor Brooks led the flag salute.

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

STATE FARM DAY PROCLAMATION - Mayor Brooks proclaimed June 7th, 2022, as State Farm Day in Pittsburg.

LIONS CLUB DAY PROCLAMATION - Mayor Brooks proclaimed June 3rd, 2022, as Lions Club Day in Pittsburg.

APPROVAL OF MINUTES – On motion of McNay, seconded by Hite, the Governing Body approved the May 10, 2022, City Commission Meeting minutes as presented. Motion carried.

ORDINANCE NO. G-1336 – On motion of McNay, seconded by Hite, the Governing Body approved Ordinance No. G-1336, amending Section 78-75 of the Pittsburg City Code to change the directional flow of traffic on East 12th Street between Broadway and Joplin Street from east bound flow of traffic to west bound flow, with traffic exiting onto North Broadway, and authorized the Mayor to sign the Ordinance on behalf of the City. Motion carried.

ORDINANCE NO. G-1337 – On motion of McNay, seconded by Hite, the Governing Body approved Ordinance No. G-1337, amending Section 78-116 of the Pittsburg City Code to prohibit parking on the North Side of East 5th Street from Locust to Elm, and authorized the Mayor to sign the Ordinance on behalf of the City. Motion carried.

DANCE HALL LICENSE – THE PITT – On motion of McNay, seconded by Hite, the Governing Body approved the application submitted by Kyle Michael to renew the Dance Hall License for The Pitt, located at 516 North Broadway, and authorized the City Clerk to issue the license. Motion carried.

APPROPRIATION ORDINANCE – On motion of McNay, seconded by Hite, the Governing Body approved the Appropriation Ordinance for the period ending May 24, 2022, subject to the release of HUD expenditures when funds are received with the following roll call vote: Yea: Brooks, Hite, McNay, Munsell and Seglie. Motion carried.

DOUBLE S DIRT WORKS, LLC – TRANSPORTATION OF FILL DIRT – On motion of Hite, seconded by Seglie, the Governing Body approved staff recommendation to hire Double S Dirt Works, LLC, on an hourly basis, for the transportation of fill dirt from the new FedEx facility to the site of the new Wastewater Treatment Plant, for an approximate total cost of \$150,000. Motion carried.

OFFICIAL MINUTES
OF THE MEETING OF THE
GOVERNING BODY OF THE
CITY OF PITTSBURG, KANSAS
May 24, 2022

SPECIAL PRESENTATION - 2021 ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR) - Stacey Hammond of BT&Co. P.A., the City's auditing firm, presented the City's 2021 audit and Annual Comprehensive Financial Report (ACFR).

REAL ESTATE SALE CONTRACT – On motion of Hite, seconded by McNay, the Governing Body approved a Real Estate Sale Contract in which TalonX Holdings, LLC, will purchase approximately 26 acres of land, located at 00000 East 520th Avenue, from the City of Pittsburg for the total purchase price of \$130,000, and authorized the Mayor to sign the document on behalf of the City. Motion carried.

NON-AGENDA REPORTS AND REQUESTS –

NUISANCE COMPLAINT FOLLOW-UP – Commissioner Hite inquired as to the status of the nuisance complaint presented by Ms. Kinkaid during the May 10th, 2022, City Commission meeting. Director of Community Development and Housing Quentin Holmes reported that the nuisance has been abated.

CITY APPEARANCE – Commissioner Seglie inquired as to what could be done to clean up the city. Mr. Holmes provided information on the process used to abate City Code violations. Discussion was held on city-wide initiatives that could improve the city's appearance. Director of Public Works and Utilities Matt Bacon provided information on the upcoming city-wide large item pick-up program.


ADJOURNMENT: On motion of McNay, seconded by Seglie, the Governing Body adjourned the meeting at 6:17 p.m. Motion carried.

Cheryl L. Brooks, Mayor

ATTEST:

Tammy Nagel, City Clerk

Interoffice Memorandum

To: Daron Hall, City Manager
CC: Tammy Nagel, City Clerk
From: Quentin Holmes, Director of Community Development & Housing (QH:dg) 
Date: June 3, 2022
Subject: Agenda Item – Appointment to Board of Trustees for the Pittsburg Land Bank

The Pittsburg Land Bank was established by ordinance during the May 12, 2015 City Commission meeting and is operated by a Board of Trustees. This Board contains representatives from the following categories: legal professional, financial professional, real estate professional, construction professional, USD 250 representative, Crawford County representative, and an at-large representative.

The following nomination was received; please select 1 nominee from the following category to serve a three-year first term:

Construction Professional: Dane Arck

In this regard, would you place this item on the agenda for the City Commission meeting scheduled for June 14, 2022.

Requested Action: For the Governing Body to approve or disapprove the appointment of Dane Arck to the Land Bank Board of Trustees to serve a three-year first term.

If you have any questions regarding this matter, please feel free to contact me at 620-230-5550.

Sincerely,

Quentin Holmes
Director of Community Development and Housing

QH:dg 



RECEIVED

MAY 24 2022

City of Pittsburg
Community Development

Land Bank Board of Trustees

APPLICATION FOR APPOINTMENT

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

☐ I am a current member seeking reappointment to the Board.

☒ I am seeking a first term as a member of the Board.

Name: DANE ARCK

Home Address: 3207 E. 20th ST. PITTSBURG, KS 66762

Mailing Address: - SAME -

Occupation: OWNER OF ARCK CONSTRUCTION

Business Address: 812 N. BROADWAY PITTSBURG, KS 66762

Home Telephone: 620-875-5428

Business Telephone: 620-875-5428

E-mail: dane@arckconstruction.net

Are you a resident of Pittsburg? ☒ If yes, how long have you lived in Pittsburg: 27 yrs.

Current occupation (within last 12 months): YES - SINCE 2018

Business interest in the last 12 months: GENERAL CONTRACTING IN

COMMERCIAL WORK

Previous Committee/Commission Experience: YMCA BOARD PRESIDENT

IN 2017 & YMCA BOARD MEMBER FROM 2015-2020

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

HIGH SCHOOL IN 1997 - ATTENDED PSU FOR 3 YEARS

Professional and/or community service activities: NONE CURRENTLY

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute: TO HELP THE CITY OF PITTSBURGH

FINDS SOLUTIONS WITH PROPERTIES & BUILDINGS
THAT COULD BE BENEFICIAL ASSETS TO THE COMMUNITY.

Area of representation (please circle all that may apply):

Real Estate

Property Manager

Law

Financial

Member of EDAC

Crawford County Appraiser or designee

Representative of USD250

Contracting/Developing

The Land Bank Board of Trustees meets at City Hall at 8:00 a.m. on the last Thursday of each month. Appointment to this position may require you to file a Conflict of Interest Disclosure Statement, which is a public record.

*** Please plan to attend the December 14th, 2021, Pittsburg City Commission Meeting (5:30 p.m. at the Law Enforcement Center – 201 North Pine in Pittsburg). Appointments to the Land Bank Board of Trustees will be made by the City Commission during this meeting.**

Signature of Applicant: 

Date: 4/22/22

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

Please return your completed application on or before December 1st, 2021, to:

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

INTEROFFICE MEMORANDUM

To: Pittsburg City Commissioners
From: Quentin Holmes, Director of Community Development and Housing
CC: Daron Hall, City Manager, Tammy Nagel, City Clerk
Date: 5/26/22
Subject: Acceptance of the 2022 Historic Preservation Fund Grant

We ask the Commission to authorize the award of the Historic Preservation Fund grant for the Off Broadway Surveys in the amount of \$16,000, pending allocation of federal funds to the Kansas State Historic Preservation Office for the federal fiscal year 2022.

This funding supports the surveying of Historic Downtown Buildings that can offer property owners and potential property owner's valuable information on the history of the buildings, which will guide them in making decisions for improvements and renovations to their property.

Please place this item on the agenda for the City Commission meeting on Tuesday, June 14, 2022. Staff is recommending that the Commission approve the acceptance of this grant, and authorize the Mayor to sign the necessary documents.

Attachment: Supporting Award Documentation

Quentin Holmes
Director of Housing and Community Development
City of Pittsburg, Kansas
620-230-5550

May 16, 2022

Christi Yockey
City of Pittsburg
201 W 4th Street
Pittsburg, KS 66762

Dear Ms. Yockey:

It is my pleasure to inform you that the State Historic Preservation Office (SHPO) staff has reviewed your application to the Historic Preservation Fund grant program and recommended funding for the **Off Broadway Surveys** in the amount of **\$16,000**, pending allocation of federal funds to the Kansas State Historic Preservation Office for federal fiscal year 2022. I agree with their recommendation and have directed my staff to enter into a grant agreement with you.

Congratulations! If you plan to accept this grant, please send a letter or email message of acceptance no later than May 27, 2022. Send mailed responses to Katrina Ringler, Grants Manager, Kansas Historical Society, 6425 SW 6th Avenue, Topeka, KS 66615-1099. Email responses may be sent to katrina.ringler@ks.gov. Katrina may also be reached at 785-272-8681 ext. 215 if you have any questions.

Each project administrator will be required to attend an orientation meeting before any work on the project may begin. Three orientation sessions have been scheduled as follows:

- **Via Zoom – Friday, June 3rd from 10:00 am to 12:00 pm**
- **Via Zoom – Thursday, June 9th from 1:30 pm to 3:30 pm**
- **Via Zoom – Friday, June 10th from 10:00 am to 12:00 pm**
- **By appointment. Contact Katrina to schedule a session via Zoom or in-person at our offices in Topeka on an alternate date.**

We are looking forward to working with you on this project.

Sincerely,



Patrick Zollner
Deputy State Historic Preservation Officer

ml

Policy Regarding Sexual Harassment

WHEREAS, sexual harassment and retaliation for sexual harassment claims are unacceptable forms of discrimination that must not be tolerated in the workplace; and

WHEREAS, state and federal employment discrimination laws prohibit sexual harassment and retaliation in the workplace; and

WHEREAS, officers and employees of the State of Kansas are entitled to working conditions that are free from sexual harassment, discrimination, and retaliation; and

WHEREAS, the Governor and all officers and employees of the State of Kansas should seek to foster a culture that does not tolerate sexual harassment, retaliation, and unlawful discrimination.

NOW THEREFORE, pursuant to the authority vested in me as Governor of the State of Kansas, I hereby order as follows:

1. All Executive Branch department and agency heads shall have available, and shall regularly review and update at least every three years or more frequently as necessary, their sexual harassment, discrimination, and retaliation policies. Such policies shall include components for confidentiality and anonymous reporting, applicability to intern positions, and training policies.
2. All Executive Branch department and agency heads shall ensure that their employees, interns, and contractors have been notified of the state's policy against sexual harassment, discrimination, or retaliation, and shall further ensure that such persons are aware of the procedures for submitting a complaint of sexual harassment, discrimination, or retaliation, including an anonymous complaint.
3. Executive Branch departments and agencies shall annually require training seminars regarding the policy against sexual harassment, discrimination, or retaliation. All employees shall complete their initial training session pursuant to this order by the end of the current fiscal year.
4. Within ninety (90) days of this order, all Executive Branch employees, interns, and contractors under the jurisdiction of the Office of the Governor shall be provided a written copy of the policy against sexual harassment, discrimination, and retaliation, and they shall execute a document agreeing and acknowledging that they are aware of and will comply with the policy against sexual harassment, discrimination, and retaliation.
5. Matters involving any elected official, department or agency head, or any appointee of the Governor may be investigated by independent legal counsel.
6. The Office of the Governor will require annual mandatory training seminars for all staff, employees, and interns in the office regarding the policy against sexual harassment, discrimination, and retaliation, and shall maintain a record of attendance.

7. Allegations of sexual harassment, discrimination, or retaliation within the Office of the Governor will be investigated promptly, and violations of law or policy shall constitute grounds for disciplinary action, including dismissal.
8. This Order is intended to supplement existing laws and regulations concerning sexual harassment and discrimination, and shall not be interpreted to in any way diminish such laws and regulations. The Order provides conduct requirements for covered persons, and is not intended to create any new right or benefit enforceable against the State of Kansas.
9. Persons seeking to report violations of this Order, or guidance regarding the application or interpretation of this Order, may contact the Office of the Governor regarding such matters.

Agreement to Comply with the Policy Against Sexual Harassment, Discrimination, and Retaliation.

I hereby acknowledge that I have received a copy of the State of Kansas Policy Against Sexual Harassment, Discrimination, and Retaliation established by Executive Order 18-04 and agree to comply with the provisions of this policy.

Signature and Date

Printed Name

ASSURANCES

Applicants must agree to the following assurances for their applications to be considered for funding.

Applicants hereby agree and acknowledge that:

- (1) if they are awarded funds, they will conduct their operations in accordance with Title VI and VII of the Civil Rights Act of 1964, as amended, the Rehabilitation Act of 1973, as amended, the Kansas Act Against Discrimination, and the Americans With Disabilities Act of 1990 which bar discrimination against any employee, applicant for employment, or any person participating in any sponsored program on the basis of race, creed, color, national origin, religion, sex, age, or physical or mental disability, and require compensation for employment at no less than minimum wage requirements, and will provide safe and sanitary working conditions;
- (2) all consultants and contractors hired to implement the project activities must be hired through competitive procurement procedures as outlined in the 2022 HPF Grant Guide to be received at grant orientation;
- (3) they will perform no work for which reimbursement will be requested or match claimed until (a) they have been notified that their application was approved; (b) a project agreement has been signed by the applicant and the State Historic Preservation Officer; and (c) they have been notified in writing that the work may begin;
- (4) they have sufficient funds to match the Historic Preservation Fund grant and will pay for materials and services pending reimbursement by the Kansas Historical Society;
- (5) they will carry out the project in accordance with the relevant standards and guidelines developed by the Secretary of the Interior for Preservation Planning, Identification, Evaluation, and Registration;
- (6) they will follow the guidelines established by the Kansas State Historic Preservation Office and the U.S. Department of the Interior for the Historic Preservation Fund grant-in-aid;
- (7) they will notify the Kansas State Historic Preservation Office of any changes in the source or sources of the match, the project conditions, project scope of work, personnel changes, or of any other factors that might affect the progress, completion or outcome of the project;
- (8) the filing of this application has been approved by the legally authorized governing body of the applicant, if applicable;
- (9) the facts, figures, and information contained in this application, including all attachments, are true and correct. The submission of fraudulent information is grounds for the cancellation of a Historic Preservation Fund grant; and
- (10) all components of the grant application, including mandatory attachments are included and no additional or missing materials will be submitted after the stated application deadline.

Date _____

Signature of Authorized Signatory

Typed Name and Title of Signatory

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WHEREAS, sexual harassment and retaliation for sexual harassment claims are unacceptable forms of discrimination that must not be tolerated in the workplace; and

WHEREAS, state and federal employment discrimination laws prohibit sexual harassment and retaliation in the workplace; and

WHEREAS, officers and employees of the State of Kansas are entitled to working conditions that are free from sexual harassment, discrimination, and retaliation; and

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I hereby acknowledge that I have received a copy of the State of Kansas Policy Against Sexual Harassment, Discrimination, and Retaliation established by Executive Order 18-04 and agree to comply with the provisions of this policy.

Signature and Date

Printed Name

ASSURANCES - NON-CONSTRUCTION PROGRAMS**Contact the SHPO grant manager if your project will involve construction or archeological excavation.**

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
APPLICANT ORGANIZATION <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	DATE SUBMITTED <div style="border: 1px solid black; height: 20px; width: 100%;"></div>

Standard Form 424B (Rev. 7-97) Back

Use additional pages as needed to explain your answers or provide additional documentation.

<p>1. What type of accounting system will be used to manage the financial records for this project?</p> <p><input type="checkbox"/> Manual</p> <p><input checked="" type="checkbox"/> Automated</p> <p><input type="checkbox"/> Combination of manual and automated (please explain)</p> <p><input type="checkbox"/> Our organization does not have an accounting system in place at this time (please explain)</p>	<p>Explanation:</p> <p>The City uses Incode Governmental Software</p>
<p>2. Does a conflict of interest exist between your organization and the Kansas Historical Society?</p> <p><i>A conflict of interest would entail key personnel of your organization, such as the Executive Director, Finance Officer, Business Manager, Board Members, etc. and/or the granting organization, such as a state officer and/or employee having an interest in, or deriving a direct benefit from, a contract.</i></p> <p><input type="checkbox"/> Yes* (please explain)</p> <p><input checked="" type="checkbox"/> No</p> <p><input type="checkbox"/> Unsure (please explain)</p> <p>*Disclosing a potential conflict of interest does not automatically render the applicant disqualified from receiving the award.</p>	<p>Explanation:</p>
<p>3. Does the project manager have more than three (3) years of experience in managing the scope of service required under this program?</p> <p><input type="checkbox"/> Yes (please explain)</p> <p><input checked="" type="checkbox"/> No</p>	<p>Explanation:</p>
<p>4. Does your organization's financial and programmatic staff who will oversee this award have more than one (1) year prior experience with a federal grant award?</p> <p><input checked="" type="checkbox"/> Yes (please explain)</p> <p><input type="checkbox"/> No</p>	<p>Explanation:</p> <p>Section 8 HUD</p>
<p>5. How long has your organization been in operation?</p> <p><input type="checkbox"/> 0-2 years</p> <p><input type="checkbox"/> 3-5 years</p> <p><input type="checkbox"/> 6-9 years</p> <p><input checked="" type="checkbox"/> 10+ years</p>	

<p>6. Does your organization anticipate passing the award on to other entities?</p> <p><input type="checkbox"/> Yes (please explain)</p> <p><input checked="" type="checkbox"/> No</p>	Explanation:
<p>7. If your organization answered "yes" to the previous question, does a conflict of interest exist between your organization and the entity to which your organization will pass the award?</p> <p><input type="checkbox"/> Yes (please explain)</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Unsure (please explain)</p>	Explanation:

Answer the following questions if your grant request exceeds \$10,000:

<p>8. Does your organization have experience with an award of this size or larger?</p> <p><input checked="" type="checkbox"/> Yes (please explain)</p> <p><input type="checkbox"/> No</p>	<p>Explanation:</p> <p>Hub Section 8 KDOT Federal Aviation Administration</p>
<p>9. Does your organization maintain policies which include procedures for assuring compliance with the terms of this award?</p> <p><input checked="" type="checkbox"/> Yes (please explain)</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Unsure (please explain)</p>	<p>Explanation:</p> <p>Grants Management Policy</p>
<p>10. Does your organization have an accounting system that will allow your organization to completely and accurately track the receipt and disbursements of funds related to this award?</p> <p><input checked="" type="checkbox"/> Yes (please explain)</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Unsure (please explain)</p>	<p>Explanation:</p> <p>Fund accounting Software</p>
<p>11. Does your organization have a system in place which can track employee time spent on multiple programs?</p> <p><input checked="" type="checkbox"/> Yes (please explain)</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Unsure (please explain)</p>	<p>Explanation:</p> <p>Excel</p>
<p>12. Does your organization have a procurement system or procedures in place that meet the minimum federal requirements for procurement as stated in 2 CFR §200.317 – §200.326 (see</p>	<p>Explanation:</p>

attached)? <input checked="" type="checkbox"/> Yes (please explain) <input type="checkbox"/> No <input type="checkbox"/> Unsure (please explain)	City Purchasing Policy
13. Does your organization have a property management system in place that meets the minimum federal requirements for equipment management as found in 2 CFR §200.310 – §200.316 (see attached)? <input type="checkbox"/> Yes (please explain) <input type="checkbox"/> No <input type="checkbox"/> Unsure (please explain) <input checked="" type="checkbox"/> Not Applicable (no property)	Explanation:
14. Does your organization have an adequate system or procedures in place for tracking and evaluating in-kind match? <input checked="" type="checkbox"/> Yes (please explain) <input type="checkbox"/> No <input type="checkbox"/> Unsure (please explain)	Explanation: Excel
15. Has your organization been audited (internally or externally) within the last 3 years? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (please explain)	Explanation: The City is required to have an annual audit per state statutes.
16. If your organization received over \$750,000 total in federal funds from all sources last year, was a Single Audit conducted on the entity per 2 CFR §200.501 (see attached)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (please explain) <input type="checkbox"/> Our organization did not receive over \$750,000 total in federal funds from all sources last year.	Explanation: The City has a single audit performed every fiscal year.
17. Does your organization currently have any unresolved audit issues? <input type="checkbox"/> Yes (please explain) <input checked="" type="checkbox"/> No <input type="checkbox"/> Unsure (please explain) <input type="checkbox"/> My organization has not been audited	Explanation:

<p>18. Please check all of the following circumstances that apply to your organization (explain as necessary):</p> <p><input type="checkbox"/> A new or substantially changed system or software packages (i.e. accounting, payroll, reporting, technology, administration, etc.)</p> <p><input type="checkbox"/> External risks including: economic conditions, political conditions, regulatory changes, unreliable information, etc.</p> <p><input type="checkbox"/> Loss of license or accreditation</p> <p><input type="checkbox"/> New activities, products, or services</p> <p><input type="checkbox"/> Organization restructuring</p> <p><input type="checkbox"/> Inadequate system to segregate indirect from direct costs</p>	<p>Explanation:</p>

<p>Applicant's Name (Please Print)</p>	<p>Applicant's Title</p>
<p>Applicant's Signature</p>	<p>Date</p>

INTEROFFICE MEMORANDUM

To: Pittsburg City Commission
From: Megan Keener, Housing Manager
CC: Daron Hall – City Manager
Tammy Nagel – City Clerk
Quentin Holmes – Director of CD & H
Date: June 8, 2022
Subject: Emergency Solutions Grant FFY 2022

Yearly, the City of Pittsburg submits an application to the Kansas Housing Resources Corporation for the Emergency Solutions Grant (ESG), funding which is dedicated to homeless services. Attached, you will find the FFY 2022 ESG application for the program year starting July 1, 2022 and ending June 30, 2023. We are applying for a total of \$69,500.00 which will be used for Homeless Prevention and Rapid Rehousing. The match for this grant is provided through the in-kind cost of City staff salaries, in-kind cost of City services and in-kind cost of the housing inspector.

The requested \$74,500 will be used in the following manner:

Homeless Prevention: \$37,000

- Up to three months of rental subsidy
- Up to 2 months of rental arrears, plus fees
- Utility assistance
- Case Management

Rapid Re-Housing: \$37,000

- Rental deposit
- Utility deposit
- 3 months of rent
- Utility assistance
- Case Management

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

Sincerely,



Megan Keener
Housing Manager



2022-2023 Kansas ESG

April 22, 2022

Dear Emergency Solutions Grant (ESG) Applicant,

Attached you will find the ESG Application for program year 2022.

The projected amount of funding for the 2022 ESG is \$1,654,437.00. This amount is subject to change based on HUD's final allocation of 2022 ESG funds.

This application requires that you certify that if awarded a 2022 ESG grant, your agency and your sub recipient agencies are in compliance with the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards at 2 CFR part 200.

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

One (1) original application must be postmarked by and one (1) scanned copy of the application must be received by close of business on June 22, 2022.

Applications submitted via mail or other delivery system should be sent using that company's return receipt process, as this will be your notice that the application has been received. For the 2022 ESG, the ESG grant period will be for twelve (12) months, **July 01, 2022 through June 30, 2023**. HMIS funds will be capped at 1.5% of the total amount of ESG funds awarded. All shelters must complete the ESG Shelter Habitability Checklist (att. 14).

Submit the application package to:

Doug Wallace
Kansas Housing Resources Corporation
611 S. Kansas Avenue, Suite 300
Topeka, Kansas 66603-3803

If you have questions or need additional information, please feel free to contact me at:
(785) 217-2019

Sincerely,

Doug Wallace
Program Manager - ESG

Enclosure



2022-2023 Kansas ESG

2022

KANSAS EMERGENCY SOLUTIONS GRANT APPLICATION

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

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

A. Applicant Information

Sub Recipient City of Pittsburg, Kansas

Authorized Representative Cherly Brooks Title Mayor, City of Pittsburg

Address: PO Box 688 Pittsburg

Kansas 66762 Federal I.D. Number: 48-6041003

State Zip Code

Contact to whom questions about this application should be directed: Megan Keener

Telephone 620-230-5572 Fax 620-232-3453

E-mail Address megan.keener@pittks.org

B. Total ESG REQUEST (all applying agencies)

ESG Agency	Street Outreach	Shelter	Homeless Prevention	Rapid Re-Housing	HMIS	Totals
City of Pittsburg	\$	\$	\$ 37,000.00	\$ 37,000.00	\$ 500.00	\$ 74,500.00
	\$	\$	\$	\$	\$	\$ 0.00
	\$	\$	\$	\$	\$	\$ 0.00
	\$	\$	\$	\$	\$	\$ 0.00
	\$	\$	\$	\$	\$	\$ 0.00
	\$	\$	\$	\$	\$	\$ 0.00
Sub Totals	\$ 0.00	\$ 0.00	\$ 37,000.00	\$ 37,000.00	\$ 500.00	\$ 74,500.00

C. Counties

1.) Crawford County 4.) _____

2.) _____ 5.) _____

3.) _____ 6.) _____

D. PERFORMANCE OUTCOME MEASURES

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

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

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

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

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

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

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

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

Signature of Authorized Official of Governing Body
Mayor, City of Pittsburg

Title

June 14, 2022

Date

SECTION II: ESG PROGRAM DESCRIPTION

EMERGENCY SOLUTIONS GRANTS (ESG)

CFDA Number: 14.231

Agency: Department of Housing and Urban Development

Office: Office of Community Planning and Development

(24 CFR Part 576 – Emergency Solutions Grants Program)

Objectives:

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

Eligibility Requirements:

Applicant Eligibility:

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

Beneficiary Eligibility:

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

Credentials/Documentation:

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

Regulations, Guidelines, and Literature:

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

SECTION III: ESG PROGRAM COMPONENTS AND ELIGIBLE ACTIVITIES

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

Eligible Activities:

- A) **Street Outreach** – Funds may be used for costs of providing essential services necessary to reach out to unsheltered homeless people; connect them with emergency shelter, housing, or critical services; and provide urgent non-facility-based care to unsheltered homeless people who are unwilling or unable to access emergency shelter, housing or an appropriate health facility.
- B) **Emergency Shelter** – Funds may be used for costs of providing essential services to families and individuals in emergency shelters, renovating buildings to be used as emergency shelter for homeless families and individuals, and operating emergency shelters.
- C) **Homeless Prevention** – Funds may be used to provide housing relocation and stabilization services and short- or medium-term rental assistance necessary to prevent an individual or family from moving into an emergency shelter and prevent incidences of homelessness.
- D) **Rapid Re-Housing** – ESG funds may be used to provide housing relocation and stabilization services and short- or medium-term rental assistance necessary to help a homeless individual or family move as quickly as possible into permanent housing and achieve stability in that housing.
- E) **HMIS** – ESG funds may be used to pay the costs of contributing to the HMIS designated by the Continuum of Care for the area including the costs of purchasing hardware, software licenses or equipment, obtaining technical support, completing data entry and analysis, monitoring and reviewing data quality, training, reporting, and coordinating and integrating the system. The HMIS funds will be limited to 1.5% of the total funds awarded.
- F) **ADMINISTRATION** - KHRC as the recipient may use up to 7.5 percent of its ESG grant for the payment of administrative costs related to the planning and execution of ESG activities. This does not include staff and overhead costs directly related to carrying out activities eligible under ESG, because those costs are eligible as part of those activities. As such KHRC will provide 2.5% of ESG awarded funds as administrative costs to all ESG Sub recipients. (576.108. (4) (B))

Assistance to Eligible Persons/Households funded through the Emergency Solutions Grant cannot exceed 24 months of rental assistance, 24 months of utility payment assistance or 6 months of arrears (utility/rent) during any three-year period.

Evaluation and documentation of client eligibility for financial assistance shall be reassessed at least every three months for program participants receiving homelessness prevention assistance and not less than once annually for program participants receiving rapid re-housing assistance (576.401 (b)) to ensure they meet the eligibility criteria, review program and appropriateness standards and to re-evaluate the continuation of services.



2022-2023 Kansas ESG

SECTION IV: ESG APPLICATION (completed by each agency providing ESG services)

A) SUB RECIPIENT AGENCY

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

Agency's Legal Name: City of Pittsburg, Kansas Federal ID#: 48-6041003
Street/P.O. Box: 216 N Broadway, Ste G Phone # 620-230-5572
City: Pittsburg State: Kansas Zip: 66762 County: Crawford
Chief Executive Officer: Daron Hall - City Manager CEO Email: daron.hall@pittks.org
Chief Financial Officer: Larissa Bowman - Dir of Finance CFO Email: larissa.bowman@pittks.org
ESG Contact Person: (name and title): Megan Keener, Housing Manager
Email of ESG Contact Person: megan.keener@pittks.org Phone # 620-230-5572
Alt. ESG Contact Person (required): (Name and Title): Doe Susnik, Housing Specialist III
Email of Alt. ESG Contact Person (required): doe.susnik@pittks.org Phone # 620-232-1210

B) AGENCY TYPE:

- ☐ Day Shelter
- ☐ Emergency Shelter – 90 days or less
- ☒ Homeless Services Provider (Homeless Prevention or Rapid Re Housing)
- ☐ Street Outreach
- ☒ Other (Provide Description) Section 8 Housing Choice Voucher & EHV Voucher

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

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

C) PROGRAM PARTNERSHIPS

Please **identify and describe** all partnerships with other agencies related to service delivery to your identified program beneficiaries needs. Agency contact (name of person, email and phone) information **must** be included. (att. 1)



2022-2023 Kansas ESG

D) PROPOSED PROJECT ACCOMPLISHMENTS

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

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

PROPOSED ACCOMPLISHMENTS:

Total number of households to be served: 50

Total unduplicated individuals to be served: 110

Indicate the number of unduplicated adults to be served: 40

Indicate the number of unduplicated children to be served: 20

Prior ESG (if previous grantee) accomplishments: YES ☒ NO ☐

Total number of households to be served: 43

Total unduplicated individuals to be served: 104

Indicate the number of unduplicated adults to be served: 55

Indicate the number of unduplicated children to be served: 49

E) Attach 501 (C) 3 status letter (must be IRS letter) (att. 2)

F) Attach Certificate of Good Standing (must be copy of current certificate from Kansas Secretary of State)
(att. 3)

G) Attach Certification of Local Unit of Government Approval Statement and Signature Form. (att. 4)

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

Signature

Mayor, City of Pittsburg

Title

June 14, 2022

Date



2022-2023 Kansas ESG

SECTION V: ESG ACTIVITY FUNDING

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

A. Street Outreach	
Street Outreach	Amount Requested
Engagement Activities	
Case Management	
Emergency Health Services	
Emergency Mental Health Services	
Transportation	
TOTAL	

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

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

B. Emergency Shelter	
Emergency Shelter	Amount Requested
Essential Services	
Renovation Activities	
Shelter Operations	
Vouchers (Hotel or Motel where ES unavailable)	
TOTAL	

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

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

C. Homeless Prevention

Homeless Prevention	Amount Requested
Rental Assistance (Short-Term / Medium-Term)	\$10,000.00
Utility Assistance	\$6,000.00
Rental Arrears (1-time payments of up to 6 months)	\$6,000.00
Security Deposits (up to 2 months)	\$3,000.00
Moving Costs	\$0.00
Services Costs	\$12,000.00
	\$37,000.00

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

The City of Pittsburg anticipate 10-15 households will have a request for Homeless Prevention services made through the "Homeless Services Case Manager", during the 12 month project period. All eligible household will meet the homeless definition for Homeless Prevention (Category 2, 3, & 4), have annual income at or below 30% of AMI, and additional eligibility criteria. Enrolled households will receive housing relocation and stabilization services through the City of Pittsburg. Estimated 50% of households will need financial assistance to pay current rent, utility arrears, utility deposits, and any security deposit. The Homeless Service Case Manager will refer clients the City of Pittsburg TBRA Security Deposit program if they are within the City Limits of Pittsburg. As this funding will prevent households from becoming homeless and enabling them to remain in their current rental housing. The City of Pittsburg will not be budgeting any moving cost.

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

See policies setting forth how eligible households will assist in prioritizing assistance, determining share of costs, length of rental assistance and type, amount and duration of housing stabilization of relocation services. Under Homeless Prevention, we will provide short-term rental assistance with the possibility of medium-term assistance (depending on situation and client participation) and payment of rental arrears including late fees. Household cannot be receiving rental assistance from another receiving rental assistance from another public source for the same time period. All households must have a legally binding written lease in order to receive the same time period.

There is a lot of need for services in Crawford County and the City of Pittsburg feels we can utilize these funds more sufficiently by just serving Crawford County and it will allow our Homeless Service Case Manager to serve the clients more appropriate.

Household are to select housing unit in which to live and receive rental assistance. The 2020-2021 US Department of HUD Fair Market Rates will be used along with the Section 8 Rental Assistance payment standards, along with rent reasonableness and Housing Quality Standards (HQS).

D. Rapid Re-Housing	
Rapid Re-Housing	Amount Requested
Rental Assistance (Short-Term / Medium-Term)	\$13,000.00
Utility Assistance	\$9,000.00
Rental Arrears (1-time payments of up to 6 months)	\$0.00
Security Deposits (up to 2 months)	\$3,000.00
Moving Costs	\$0.00
Services Costs	\$12,000.00
	\$37,000.00

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

The City of Pittsburg anticipates 10-20 households will qualify for Rapid-Rehousing Services due to meeting the eligibility of being literally homeless. These households will receive housing relocation and stabilization services along with short-term rental assistance with the possibility of medium-term rental assistance (depending on situation and client participation). We estimate all households will need financial assistance with utility deposit, utility arrears, rental assistance in order to achieve stabilization, and rental deposit. The Homeless Service Case Manager will refer clients to the City of Pittsburg TBRA Security Deposit program if they are within the City Limits of Pittsburg. Since these households have been literally homeless, we project lesser need to provide rental arrear assistance compared to household qualifying for Homeless Prevention.

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

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

There is a lot of need for services in Crawford County and the City of Pittsburg feels we can utilize these funds more sufficiently by just serving Crawford County and it will allow our Homeless Service Case Manager to serve the clients more appropriately.

Household are to select housing unit in which to live and receive rental assistance. The 2020-2021 US Department of HUD Fair Market Rates will be used along with the Section 8 Rental Assistance payment standards, along with rent reasonableness and Housing Quality Standards (HQS).

E. HMIS

HMIS – up to 1.5% of the total ESG funds requested	Amount Requested
Hardware / Software	
Equipment Costs	
Data Entry / Analysis	
Data Quality	
Training	\$500.00
Reporting	
TOTAL	

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

The City of Pittsburg will be conducting the HMIS data entry and reporting. The City of Pittsburg is available for any training that would be available for any HMIS entry.

F. MATCH REQUIREMENTS

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

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

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

The sub recipient may count as match the value specified in 2 CFR 200.306(d) for any building the recipient or subrecipient donates for long-term use in the recipient's ESG program, provided that depreciation on the building is not counted as match or charged to any Federal award. If a third party donates a building to the recipient or subrecipient, the recipient may count as match either depreciation of the building and fair rental charges for the land for each year the building is used for the recipient's ESG program or, if the building is donated for long-term use in the recipient's ESG program, the fair market value of the capital assets, as specified in 2 CFR 200.306(h)(2), (i), and (j). To qualify as a donation for long-term use, the donation must be evidenced by a recorded deed or use restriction that is effective for at least 10 years after the donation date. If the donated building is renovated with ESG funds, the minimum period of use under §576.102(c) may increase the period for which the building must be used in the recipient's ESG program.

(d) *Eligible types of matching contributions.* The matching requirement may be met by one or both of the following:

(1) **Cash contributions.** Cash expended for allowable costs, as defined in OMB Circulars A-87 (2 CFR part 225) and A-122 (2 CFR part 230), of the recipient or subrecipient.

(2) **Noncash contributions.** The value of any real property, equipment, goods, or services contributed to the recipient's or subrecipient's ESG program, provided that if the recipient or subrecipient had to pay for them with grant funds, the costs would have been allowable. Noncash contributions may also include the purchase value of any donated building.

(e) *Calculating the amount of noncash contributions.* (1) To determine the value of any donated material or building, or of any lease, the recipient must use a method reasonably calculated to establish the fair market value.

(2) Services provided by individuals must be valued at rates consistent with those ordinarily paid for similar work in the recipient's or subrecipient's organization. If the recipient or subrecipient does not have employees performing similar work, the rates must be consistent with those ordinarily paid by other employers for similar work in the same labor market.

(3) Some noncash contributions are real property, equipment, goods, or services that, if the recipient or subrecipient had to pay for them with grant funds, the payments would have been indirect costs. Matching credit for these contributions must be given only if the recipient or subrecipient has established, along with its regular indirect cost rate, a special rate for allocating to individual projects or programs the value of those contributions.

(f) *Costs paid by program income.* Costs paid by program income shall count toward meeting the recipient's matching requirements, provided the costs are eligible ESG costs that supplement the recipient's ESG program.



2022-2023 Kansas ESG

Match Certification form (att. 5)

Sub Recipient Agency: City of Pittsburg	Sub Recipient Agency DUNS #: 48-6041003	
Address: PO Box 688	City/State/Zip: Pittsburg, KS 66762	
Executive Director: Quentin Holmes	Executive Director Email: quentin.holmes@pittks.org	Executive Director Phone: 620-231-4100

MATCH CERTIFICATION:

- The ESG applicant completing this Match Certification has verified the eligibility of the match item(s) to which this certification relates;
- The ESG applicant has reviewed the Federal Guidelines regarding the match requirement **(24 CFR 576.201 and 2 CFR 200.306)**
- The ESG applicant has verified that the funds used to Match the ESG Program are not being used to match any other grant;
- The ESG applicant has / will collect valid documentation of Match for which this certification relates; and,
- The ESG applicant Executive Director has reviewed the Match documentation to which this Match Certification relates and has verified that all the representations made in this Match Certification are true and correct.

Requested Activity	Amount Requested	Amount of Match	Match Description
Street Outreach			
Emergency Shelter			
Homeless Prevention	\$37,000.00	\$76,757.45	Staff Salaries
Rapid Re Housing	\$37,000.00	\$15,125.00	In-kind HQS Inspector Services
HMIS	\$500.00	\$2,000.00	In-kind Services
Total	\$74,500.00	\$93,882.45	

Signature: _____

Date: June 14, 2022 _____

Title: Mayor, City of Pittsburg _____

SECTION VI: AGENCY CAPACITY

A. How long has your organization served homeless populations?

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

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

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

Please provide documentation of membership to organizations (letter signed by organization chair).
 (att.6)

C. How does sub recipient agency staff participate in these meetings/groups?

- Please describe level of involvement.

The City of Pittsburg has representation at every BoS CoC and SEK Regional Meeting. The City of Pittsburg has representation at weekly coordinated entry meetings. The City of Pittsburg staff plays an active role in the PIT/HIC count every year.

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

If so, what entity is responsible for oversight?

1. Attach List of Board Members for sub recipient agency (att. 7)

2. Attach an Organization Chart of sub recipient agency (att. 8)

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

1. Attach a copy of the agency's most recent audit. (att. 9)

2. Attach a completed W-9 Form for Sub recipient. (att. 10)

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


No

G. Provide an address and physical description of the shelter and/or service delivery site.

Domestic Violence providers provide only physical description:

- 1) The City's Community Development and Housing office, at 216 N Broadway, Ste G, Pittsburg, KS 66762
- 2) Wesley House, at 411 E 12th St, Pittsburg, KS 66762

H. Explain how your agency will identify and document homeless status of a client. Per 576.500 Recordkeeping and reporting requirements (b) Homeless Status:

The City of Pittsburg will work alongside community partners to identify people who are experiencing homelessness. Those identified will complete a Kansas Emergency Shelter Grant program certification of Homelessness form. The homeless client will then be assigned a homeless case manager who will then do an assessment through Clarity as well as a VI-SPDATT. 

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

No

J. Attach a copy of all program rules and policies. (att. 11)

K. Attach agency termination / grievance policy and procedures - Per 576.402 Terminating assistance. (att. 12)

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

1. Standard policies and procedures for evaluating individuals' and families' eligibility for assistance under Emergency Solutions Grant (ESG). The policies and procedures must be consistent with the recordkeeping requirements and definitions of "homeless" and "at-risk of homelessness" in the federal ESG regulations at: 24 CFR 576.2 and 24 CFR 576.500 (b-e).
2. Standards for targeting and providing essential services related to street outreach.
3. Policies and procedures for admission, diversion, referral, and discharge by emergency shelters assisted under ESG, including standards regarding length of stay, if any, and safeguards to meet the safety and shelter needs of special populations, (e.g., victims of domestic violence, dating violence, sexual assault, and stalking; and individuals and families who have the highest barriers to housing and are likely to be homeless the longest).
4. Policies and procedures for assessing, prioritizing, and reassessing individuals' and families' needs for essential services related to emergency shelter.
5. Policies and procedures for coordination among emergency shelter providers, essential services providers, homelessness prevention, and rapid re-housing assistance providers; other homeless assistance providers; and mainstream service and housing providers. The required coordination may be done over an area covered by the Continuum of Care or a larger area.
6. Policies and procedures for determining and prioritizing which eligible families and individuals will receive homelessness prevention assistance and which eligible families and individuals will receive rapid re-housing assistance. For homeless prevention, include the risk factors used to determine who would be most in need of this assistance to avoid becoming homeless.
7. Standards for determining what percentage or amount (if any) of rent and utilities costs each program participant must pay while receiving homelessness prevention or rapid re-housing assistance. If the assistance will be based on a percentage of the participant's income, specify this percentage, and how income will be calculated.
8. Standards for determining how long a particular program participant will be provided with rental assistance and whether and how the amount of that assistance will be adjusted over time. One-year lease required for project-based assistance. Annual participant evaluations required with rapid re-housing assistance; three-month evaluations required with homeless prevention assistance. Individual assistance cannot exceed 24 months in a three-year period.



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9. Standards for determining the type, amount, and duration of housing stabilization and/or relocation services to provide to a program participant, including the limits, if any, on the homelessness prevention or rapid re-housing assistance that each program participant may receive, such as the maximum amount of assistance, maximum number of months the program participant may receive assistance, or the maximum number of times the program participant may receive assistance. Note: ESG regulations limit this assistance to no more than 24 months in a three-year period. Housing stability case management is limited as specified on pp. 75979-80 of the [federal regulations](#).

10. *Participation in HMIS.* The recipient must ensure that data on all persons served and all activities assisted under ESG are entered into the applicable community-wide HMIS in the area in which those persons and activities are located, or a comparable database, in accordance with HUD's standards on participation, data collection, and reporting under a local HMIS.

Please certify you have established applicable Written Standards for ESG.

(Do not attach at this time, agencies will be required to submit standards before receiving an award).
(att.13)

Name Quentin Holmes Title Director of Housing and CD

Signature _____ Date June 14, 2022

MINIMUM HABITABILITY STANDARDS FOR EMERGENCY SHELTERS: CHECKLIST 2022 ESG: (att. 15)

The Emergency Solutions Grants (ESG) Program Interim Rule establishes different habitability standards for emergency shelters and for permanent housing (the Rapid Re-housing and Homelessness Prevention components).

- **Emergency Shelter Standards.**
 - Emergency shelters that receive ESG funds for renovation or shelter operations must meet the minimum standards for safety, sanitation, and privacy provided in §576.403(b).
 - In addition, emergency shelters that receive ESG funds for renovation (conversion, major rehabilitation, or other renovation) also must meet state or local government safety and sanitation standards, as applicable.
- **Permanent Housing Standards.** The recipient or subrecipient cannot use ESG funds to help a program participant remain in or move into housing that does not meet the minimum habitability standards under §576.403(c). This restriction applies to all activities under the Homelessness Prevention and Rapid Re-housing components.

Recipients and subrecipients must document compliance with the applicable standards. Note that these checklists do not cover the requirements to comply with the Lead-Based Paint requirements at §576.403(a). For more discussion about how and when the standards apply, see *ESG Minimum Standards for Emergency Shelters and Permanent Housing*, located at <http://OneCPD.info/esg>.

The checklists below offer an optional format for documenting compliance with the appropriate standards. These are intended to:

1. Provide a clear summary of the requirements and an adaptable tool so recipients and subrecipients can formally assess their compliance with HUD requirements, identify and carry out corrective actions, and better prepare for monitoring visits by HUD staff.
2. Provide a tool for a recipient to monitor that its subrecipient is in compliance with HUD requirements. Where non-compliance is identified, the ESG recipient can use this information to require or assist the subrecipient to make necessary changes.

Prior to beginning the review, the subrecipient should organize relevant files and documents to help facilitate their review. For instance, this may include local or state inspection reports (fire-safety, food preparation, building/occupancy, etc.), or policy and procedure documents related to emergency shelter facility maintenance or renovations.

Carefully read each statement and indicate the shelter's or unit's status for each requirement (Approved or Deficient). Add any comments and corrective actions needed in the appropriate box. The reviewer should complete the information about the project, and sign and date the form. This template includes space for an "approving official," if the recipient or subrecipient has designated another authority to approve the review. When the assessment is complete, review it with program staff and develop an action plan for addressing any areas requiring corrective action.

MINIMUM STANDARDS FOR EMERGENCY SHELTERS

Instructions: Place a check mark in the correct column to indicate whether the property is approved or deficient with respect to each standard. A copy of this checklist should be placed in the shelter's files.

Approved	Deficient	Standard (24 CFR part 576.403(b))
<input type="checkbox"/>	<input type="checkbox"/>	1. <i>Structure and materials:</i> a. The shelter building is structurally sound to protect the residents from the elements and not pose any threat to the health and safety of the residents. b. Any renovation (including major rehabilitation and conversion) carried out with ESG assistance uses Energy Star and Water Sense products and appliances.
<input type="checkbox"/>	<input type="checkbox"/>	2. <i>Access.</i> Where applicable, the shelter is accessible in accordance with: a. Section 504 of the Rehabilitation Act (29 U.S.C. 794) and implementing regulations at 24 CFR part 8; b. The Fair Housing Act (42 U.S.C. 3601 et seq.) and implementing regulations at 24 CFR part 100; and c. Title II of the Americans with Disabilities Act (42 U.S.C. 12131 et seq.) and 28 CFR part 35.
<input type="checkbox"/>	<input type="checkbox"/>	3. <i>Space and security:</i> Except where the shelter is intended for day use only, the shelter provides each program participant in the shelter with an acceptable place to sleep and adequate space and security for themselves and their belongings.
<input type="checkbox"/>	<input type="checkbox"/>	4. <i>Interior air quality:</i> Each room or space within the shelter has a natural or mechanical means of ventilation. The interior air is free of pollutants at a level that might threaten or harm the health of residents.
<input type="checkbox"/>	<input type="checkbox"/>	5. <i>Water Supply:</i> The shelter's water supply is free of contamination.
<input type="checkbox"/>	<input type="checkbox"/>	6. <i>Sanitary Facilities:</i> Each program participant in the shelter has access to sanitary facilities that are in proper operating condition, are private, and are adequate for personal cleanliness and the disposal of human waste.
<input type="checkbox"/>	<input type="checkbox"/>	7. <i>Thermal environment:</i> The shelter has any necessary heating/cooling facilities in proper operating condition.
<input type="checkbox"/>	<input type="checkbox"/>	8. <i>Illumination and electricity:</i> a. The shelter has adequate natural or artificial illumination to permit normal indoor activities and support health and safety. b. There are sufficient electrical sources to permit the safe use of electrical appliances in the shelter.
<input type="checkbox"/>	<input type="checkbox"/>	9. <i>Food preparation:</i> Food preparation areas, if any, contain suitable space and equipment to store, prepare, and serve food in a safe and sanitary manner.
<input type="checkbox"/>	<input type="checkbox"/>	10. <i>Sanitary conditions:</i> The shelter is maintained in a sanitary condition.
<input type="checkbox"/>	<input type="checkbox"/>	11. <i>Fire safety:</i> a. There is at least one working smoke detector in each occupied unit of the shelter. Where possible, smoke detectors are located near sleeping areas. b. All public areas of the shelter have at least one working smoke detector. c. The fire alarm system is designed for hearing-impaired residents. d. There is a second means of exiting the building in the event of fire or other emergency.
<input type="checkbox"/>	<input type="checkbox"/>	12. If ESG funds were used for renovation or conversion, the shelter meets state or local government safety and sanitation standards, as applicable.
<input type="checkbox"/>	<input type="checkbox"/>	13. Meets additional recipient/subrecipient standards (if any).



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CERTIFICATION STATEMENT

I certify that I have evaluated the property located at the address below to the best of my ability and find the following:

- ☐ Property meets all of the above standards.
- ☐ Property does not meet all of the above standards.

COMMENTS:

ESG Recipient Name: Kansas Housing Resources Corporation

ESG Subrecipient Name (if applicable): _____

Emergency Shelter Name: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Evaluator Signature: _____ Date of review: _____

Evaluator Name: _____

Approving Official Signature (if applicable): _____ Date: _____

Approving Official Name (if applicable): _____



CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

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

- a. No federal appropriated funds have been paid or will be paid by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or any employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of an cooperative agreement and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan or cooperative agreement.
- b. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form III "Disclosure Form to Report Lobbying", in accordance with its instructions.
- c. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans and cooperative agreements), and that all sub-recipients shall certify and disclose accordingly.

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

Authorized Signature

Mayor, City of Pittsburg

Title

June 14, 2022

Date



STATEMENT REGARDING DISCRIMINATION

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

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

Authorized Signature

Mayor, City of Pittsburg

Title

June 14, 2022

Date

STATEMENT ASSURING COMPLIANCE WITH APPLICABLE ENVIRONMENTAL REGULATIONS

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

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

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

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

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

Lead-Based Paint Abatement: Prior to the rehabilitation of any residential structure or non-dwelling facility commonly used by children under seven years, all applicable surfaces of units constructed prior to 1978 shall be inspected to determine if lead-based paint surfaces exist. If defective lead-based painted surfaces



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are present, notification and abatement, in accordance with all local, state and federal laws and regulations must occur prior to the release of funds. If no lead-based paint is present, a signed letter, stating the date of inspection, the name of the inspector, and the absence of lead-based paint, must be presented to the state.

Other Applicable Statutory Requirements:

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

To the best of your knowledge:

Does the proposed project area contain lead-based paint?

☐ Yes ☒ No ☐ Unsure

Does the proposed project area contain asbestos containing materials?

☐ Yes ☒ No ☐ Unsure

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

Authorized Signature

Mayor, City of Pittsburg

Title

June 14, 2022

Date



2022-2023 Kansas ESG

CERTIFICATION OF LOCAL GOVERNMENT APPROVAL

FOR NONPROFIT ORGANIZATIONS RECEIVING

2022 EMERGENCY SOLUTIONS GRANT (ESG)

I, Cheryl Brooks (name and title), duly authorized to act on behalf of the
City of Pittsburg (name of jurisdiction), hereby approve the following emergency solutions grant
activities proposed by Pittsburg and Wesley House (name of nonprofit organization), which are to be located in
Pittsburg, Kansas (name(s) of jurisdiction(s)):

By: _____ June 14, 2022
Signature and Date

Cheryl Brooks
Typed or Written Name of Signatory Local Official

Mayor, City of Pittsburg
Title

Interoffice Memorandum

TO: DARON HALL
City Manager

FROM: MATT BACON
Director of Public Works & Utilities

DATE: May 25, 2022

SUBJECT: Agenda Item – June 14th, 2022
Change Order No. 1 – North Tower Blast & Paint

Attached you will find Change Order No. 1 for the above-reference project. This change order is necessary to add a 30" shell manway at the balcony and interior ladder from the manway to bowl floor with safety climb. Total amount added to the contract for this change order is \$16,000.00, increasing the overall contract amount to \$303,000.00, and an increase of 10 working days with a substantial completion date of October 11th 2022.

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, June 14, 2022. Action necessary will be approval or disapproval of Change Order No. 1.

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

Attachment: Utility Service Co., Inc Change Order No. 1
North Tower drawing
Ladder System plans

CHANGE ORDER NO.: 1

Owner: City of Pittsburg, KS
 Engineer: Olsson, Inc.
 Contractor: Utility Service Co., Inc.
 Project: North Tower Blast & Paint
 Contract Name: N/A
 Date Issued:

Owner's Project No.:
 Engineer's Project No.: C21-01910
 Contractor's Project No.:

Effective Date of Change Order:

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

Description:

Add a 30"Ø shell manway at balcony and interior ladder from manway to bowl floor with safety climb.

Attachments:

Utility Service Co., Inc. proposal.

Change in Contract Price	Change in Contract Times
Original Contract Price: \$ 287,000.00	Original Contract Times: Substantial Completion: October 1, 2022 Ready for final payment: November 1, 2022
[Increase] [Decrease] from previously approved Change Orders \$ 0.00	[Increase] [Decrease] from previously approved Change Orders No.1 to No. [N/A]: Substantial Completion: 0 days Ready for final payment: 0 days
Contract Price prior to this Change Order: \$ 287,000.00	Contract Times prior to this Change Order: Substantial Completion: October 1, 2022 Ready for final payment: November 1, 2022
Increase this Change Order: \$ 16,000.00	Increase this Change Order: Substantial Completion: 10 days Ready for final payment: 10 days
Contract Price incorporating this Change Order: \$ 303,000.00	Contract Times with all approved Change Orders: Substantial Completion: October 11, 2022 Ready for final payment: November 11, 2022

Recommended by Engineer

Accepted by Contractor

By: Jerry Jesky, PE

Title: Senior Engineer

Date: 5-24-2022

Authorized by Owner

Approved by Funding Agency (if applicable)

By:

Title:

Date:

UTILITY SERVICE CO., INC.
535 COURTNEY HODGES BOULEVARD
P O BOX 1350
PERRY, GA 31069
TEL 800-223-3695
TEL 478-987-0303
FAX 478-987-9657
WWW.UTILITYSERVICE.COM



CHANGE ORDER PROPOSAL #1 REV.1

TO:	FROM:
Jerry Jesky, PE	Apurv Aggarwal
COMPANY:	DATE:
Olsson	05/23/2022
RE:	TOTAL NO. OF PAGES INCLUDING COVER:
Pittsburg, KS North Water Tower	5

We can provide all labor, materials, equipment, tools, accessories, and incidentals needed to complete the work as described below:

- Utility Service Company, Inc. will install a 30" shell manway with a davit arm = **\$9,000**
- Utility Service Company, Inc. will install a 24" shell manway with a davit arm = **\$7,500**
- Utility Service Company, Inc. will install a ladder in the tank bowl from the new manway to the tank bowl floor with a safety climb = **\$7,000**

This Proposal shall expire, if not accepted, in 15 days; however, this Proposal may be withdrawn by USCI at any time prior to acceptance.

This work will require 10 additional contract days.

Notes/Exclusions:

- This proposal does not include the removal, handling, or disposal of any hazardous material such as lead based paint.
- One new manway will be installed as selected by the owner/engineer. The exact location of the manway will be selected in field. The manway will be installed per the attached drawing.
- The interior ladder will be installed per the attached drawing.
- The safety climb will be installed per the approved submittals.
- The proposal does not include providing a PE stamped drawing.

If the proposed work is acceptable to you, please sign below and email this page back to me. If you have any questions, please call me at 678-235-0283

Thank you,

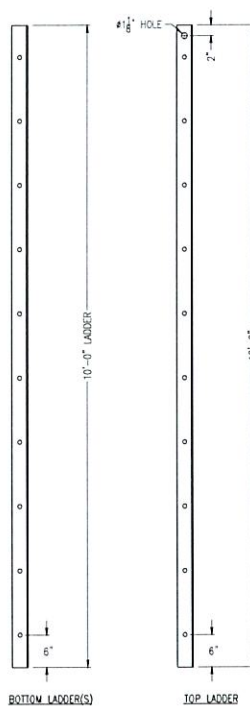
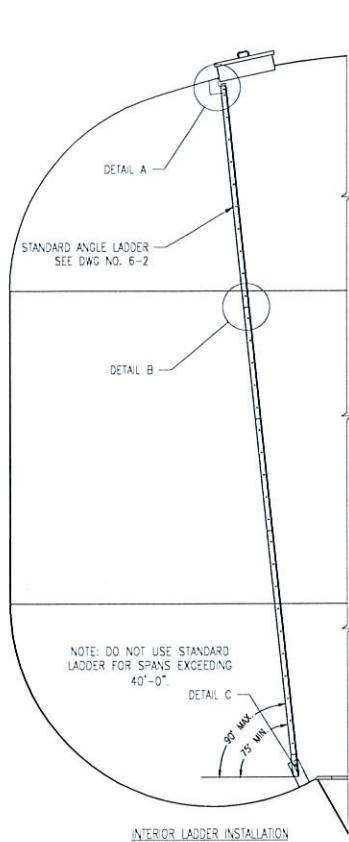
A handwritten signature in blue ink that reads 'Aggarwal'.

Apurv Aggarwal

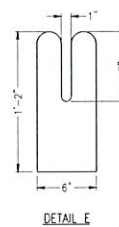
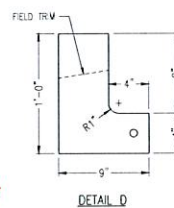
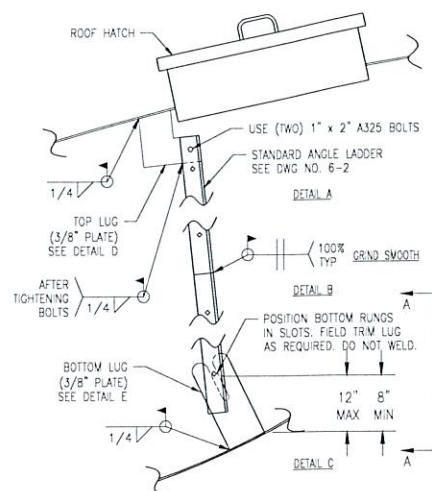
Accepted by: _____

Date: _____





Based on tank drawings, ladder distance is expected to be greater than 25'. Contractor shall have a structural engineer licensed in the state of Kansas review/revise and seal the ladder design. Verify if additional structural support for ladder is necessary.



Please provide a proposal to install a 30-inch diameter shell manway with davit arm at the balcony (with stainless steel or galvanized hardware) and a new interior ladder from this new manway to the interior bowl floor with OSHA-compliant safety climb, per Section 33 16 16.01

UTILITY SERVICE COMPANY, INC.

1230 PEACHTREE STREET NE
ATLANTA, GA
PHONE: 578-235-0280
Fax: 588-500-5876

PROPRIETARY AND CONFIDENTIAL

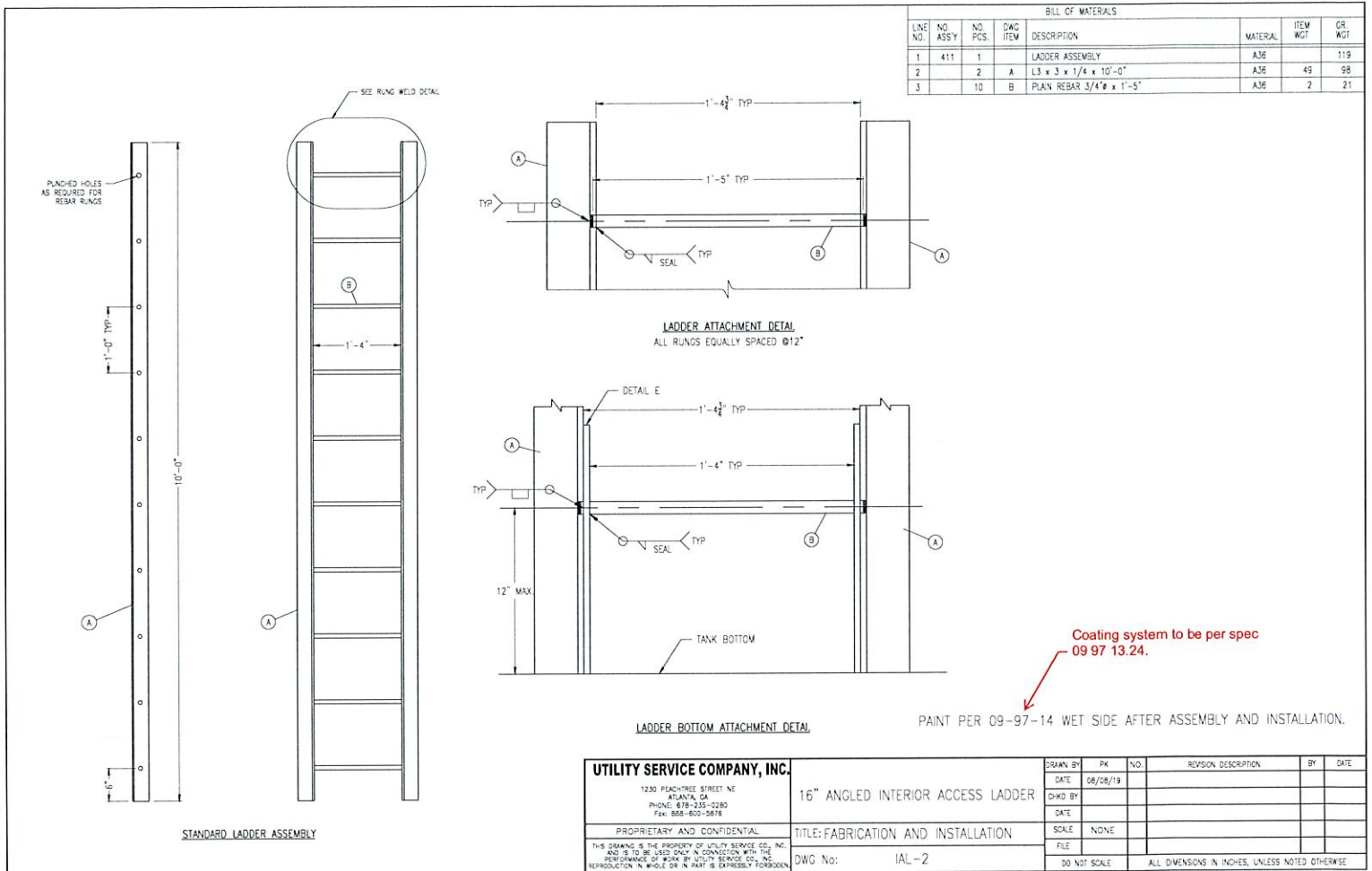
THIS DRAWING IS THE PROPERTY OF UTILITY SERVICE CO., INC. AND IS TO BE USED ONLY IN CONNECTION WITH THE PERFORMANCE OF WORK BY UTILITY SERVICE CO., INC. REPRODUCTION IN WHOLE OR IN PART IS EXPRESSLY FORBIDDEN.

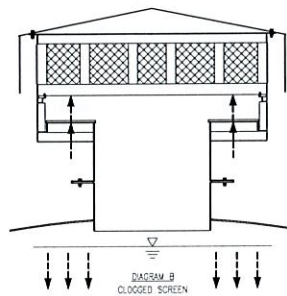
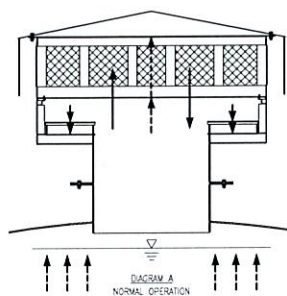
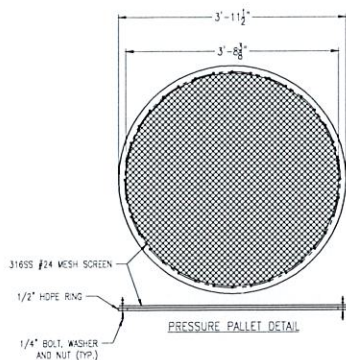
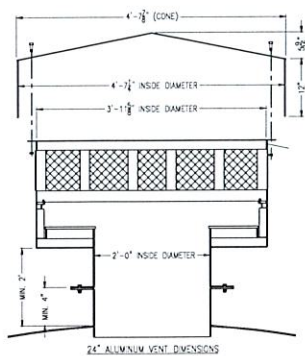
16" ANGLED INTERIOR ACCESS LADDER

TITLE: FABRICATION & INSTALLATION

DWG No: IAL-1

DESIGN BY	PK	NO.	REVISION DESCRIPTION	BY	DATE
DATE	08/08/18				
CHKD BY					
DATE					
SCALE	NONE				
FILE					
DO NOT SCALE			ALL DIMENSIONS IN INCHES, UNLESS NOTED OTHERWISE		

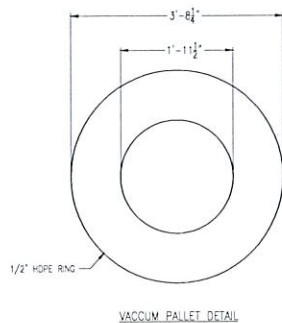
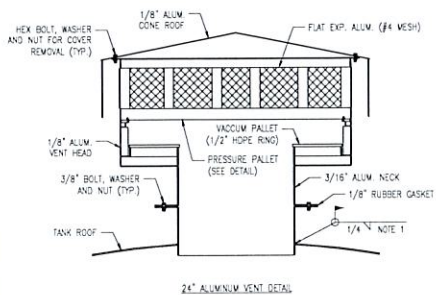




CLOG RESISTANT VENT OPERATION.

DIAGRAM A
UNDER NORMAL CONDITIONS (DRAIN AND FILL), AIR FLOW WILL MOVE THROUGH THE SCREENED PRESSURE PALLET.

DIAGRAM B
PER AWWA D100 5.5.2, IN THE EVENT THAT THE SCREENS FROST OVER OR BECOME CLOGGED, THE PRESSURE-VACUUM RELIEF MECHANISM SHALL OPERATE. IN THE EVENT THE SCREENED PALLET IS BLOCKED OR FROZEN OVER DURING A FILL CYCLE, AIR FLOW OUT OF THE TANK WILL BE PERMITTED AS THE AIR PRESSURE WILL FORCE THE SCREENED PALLET UP OUT OF THE VENT THROAT - ALLOWING FREE MOVEMENT OF AIR. ONCE THE FILL CYCLE ENDS, THE SCREENED PALLET WILL RETURN TO ITS ORIGINAL POSITION. IN THE EVENT THAT THE SCREENED PALLET IS BLOCKED OR FROZEN OVER DURING A DRAIN CYCLE, EXCESS NEGATIVE PRESSURE WILL LIFT THE VACUUM PALLET, ALLOWING ADDITIONAL AIRFLOW TO ENTER THE TANK. ONCE THE EXCESS VACUUM IS RELEASED, THE VACUUM PALLET WILL RETURN TO THE ORIGINAL OPERATING POSITION (CLOSED).



IMPORTANT NOTES:
1. WELDING PROCEDURES SHALL BE PER CURRENT AWWA STANDARDS

UTILITY SERVICE COMPANY, INC

1230 PEACHTREE STREET NE
ATLANTA, GA
PHONE: 878-235-0280
FAX: 888-600-5876

PROPRIETARY AND CONFIDENTIAL

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24" Ø CLOG RESISTANT VENT
24 MESH

TITLE: FABRICATION AND INSTALLATION

DWG No: 24NCAV24-1

DRAWN BY	CHKD	NO	REVISION DESCRIPTION	BY	DATE
DATE	2/24/2020				
CHKD BY	JOS				
DATE	2/24/2020				
SCALE	1"=12"				
FILE					
DO NOT SCALE			ALL DIMENSIONS IN INCHES, UNLESS NOTED OTHERWISE		



Miller Saf-T-Climb® Ladder System

- Easy to order and install
- Accommodates up to 4 workers
- Easily retrofits to existing ladders or can be designed into new construction
- Low cost of ownership – in the event of a fall the whole system does not need to be replaced, only the damaged section of rail
- Available in galvanized steel, aluminum and stainless steel

MILLER®

by Honeywell

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1	BUTLER, BRIAN GLEN	UNPOST						
1	BUTLER, BRIAN GLEN	UNPOST						
	C-CHECK BUTLER, BRIAN GLEN	UNPOST	V 5/20/2022			191052		
	C-CHECK VOID CHECK		V 5/20/2022			191079		
	C-CHECK VOID CHECK		V 5/20/2022			191083		
	C-CHECK VOID CHECK		V 5/20/2022			191084		
	C-CHECK VOID CHECK		V 5/20/2022			191085		
	C-CHECK VOID CHECK		V 5/27/2022			191101		
	C-CHECK VOID CHECK		V 5/27/2022			191102		

* * 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:	7 VOID DEBITS	0.00			
	VOID CREDITS	0.00	0.00	0.00	
TOTAL ERRORS:	0				

	NO		INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
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BANK: * TOTALS:	7		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	6/03/2022			000000		1,415.93
0224	KDOR	D	6/03/2022			000000		7,957.96
0321	KP&F	D	5/27/2022			000000		50,387.53
0728	ICMA	D	5/27/2022			000000		1,291.56
1050	KPERS	D	5/27/2022			000000		41,768.35
3079	COMMERCE BANK	D	5/27/2022			000000		60,473.45
6415	GREAT WEST TANDEM KPERS 457	D	5/27/2022			000000		5,493.00
7290	DELTA DENTAL OF KANSAS INC	D	5/20/2022			000000		4,300.70
7290	DELTA DENTAL OF KANSAS INC	D	5/27/2022			000000		2,841.60
7290	DELTA DENTAL OF KANSAS INC	D	6/03/2022			000000		2,650.75
7877	TRUSTMARK HEALTH BENEFITS INC	D	5/19/2022			000000		194.53
7877	TRUSTMARK HEALTH BENEFITS INC	D	5/26/2022			000000		29,698.11
7877	TRUSTMARK HEALTH BENEFITS INC	D	6/02/2022			000000		7,392.53
8051	AFLAC GROUP INSURANCE	D	5/31/2022			000000		1,443.49
8317	ADCOMP SYSTEMS INC	D	6/07/2022			000000		155.34
8526	HEALTH PLANS, INC	D	5/20/2022			000000		5,386.18
8526	HEALTH PLANS, INC	D	5/27/2022			000000		51,242.14
8526	HEALTH PLANS, INC	D	6/03/2022			000000		24,665.47
2004	AIRE-MASTER OF AMERICA, INC.	E	5/23/2022			015301		63.08
8202	PETROLEUM TRADERS CORPORATION	E	5/23/2022			015302		32,962.32
8205	MRI SOFTWARE LLC	E	5/23/2022			015303		520.00
8523	INSCO INDUSTRIES, INC	E	5/23/2022			015304		92,710.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0046	ETTINGERS OFFICE SUPPLY	E	5/23/2022			015305		349.42
0055	JOHN'S SPORT CENTER, INC.	E	5/23/2022			015306		300.00
0105	PITTSBURG AUTOMOTIVE	E	5/23/2022			015307		92.06
0112	MARRONES INC	E	5/23/2022			015308		187.39
0181	INGRAM LIBRARY SERVICES	E	5/23/2022			015309		11.91
0194	KANSAS STATE TREASURER	E	5/23/2022			015310	3,616,925.00	
0292	UNIFIRST CORPORATION	E	5/23/2022			015311		66.00
0317	KUNSHEK CHAT & COAL CO, INC.	E	5/23/2022			015312		923.76
0364	CRAWFORD COUNTY SHERIFF'S DEPA	E	5/23/2022			015313		4,430.00
0516	AMERICAN CONCRETE CO INC	E	5/23/2022			015314		1,243.74
0577	KANSAS GAS SERVICE	E	5/23/2022			015315		30.84
0746	CDL ELECTRIC COMPANY INC	E	5/23/2022			015316		455.97
0866	AVFUEL CORPORATION	E	5/23/2022			015317	41,279.18	
1033	BOLLINGER GROUP, LLC	E	5/23/2022			015318		200.00
1792	B&L WATERWORKS SUPPLY, LLC	E	5/23/2022			015319		4,037.34
2186	PRODUCERS COOPERATIVE ASSOCIAT	E	5/23/2022			015320		1.57
2825	STATE OF KANSAS	E	5/23/2022			015321		464.54
2994	COMMERCIAL AQUATIC SERVICE INC	E	5/23/2022			015322		91.34
3706	GERALD PERRY TENNIS CO INC	E	5/23/2022			015323		
4059	PSU - PRINTING & DESIGN SERVI	E	5/23/2022			015324		70.00
4452	RYAN INSURANCE, LLC	E	5/23/2022			015325	513,011.64	
4621	JCI INDUSTRIES INC	E	5/23/2022			015326	8,850.00	

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
4766	ACCURATE ENVIRONMENTAL LLC	E	5/23/2022			015327		2,708.76
7167	QUADIENT LEASING USA INC	E	5/23/2022			015328		345.93
7427	OLSSON INC	E	5/23/2022			015329		1,594.25
7479	MID-AMERICA VALVE & EQUIPMENT	E	5/23/2022			015330		1,920.00
7655	HW ACQUISITIONS, PA	E	5/23/2022			015331		875.25
8246	BETHANY ANN BROOKS	E	5/23/2022			015332		610.82
8325	FLEET FUELS LLC	E	5/23/2022			015333		467.00
8211	UMB BANK N.A.	E	5/25/2022			015334		45,825.26
0748	CONRAD FIRE EQUIPMENT	E	5/31/2022			015335		1,139.42
6528	GALE GROUP/CENGAGE	E	5/31/2022			015336		39.98
6740	ED M FELD EQUIPMENT COMPANY, I	E	5/31/2022			015337		850.00
7392	ASSURECO RISK MANAGEMENT & REG	E	5/31/2022			015338		350.00
8202	PETROLEUM TRADERS CORPORATION	E	5/31/2022			015339		30,359.66
8232	BAYSINGERS POLICE SUPPLY INC	E	5/31/2022			015340		2,329.45
8236	NORTHGATE ASSOCIATES LLC	E	5/31/2022			015341		9,400.10
8560	SOUTHERN UNIFORM AND TACTICAL,	E	5/31/2022			015342		281.95
0044	CRESTWOOD COUNTRY CLUB	E	5/31/2022			015343		272.00
0046	ETTINGERS OFFICE SUPPLY	E	5/31/2022			015344		586.32
0054	JOPLIN SUPPLY COMPANY	E	5/31/2022			015345		15,397.24
0101	BUG-A-WAY INC	E	5/31/2022			015346		90.00
0105	PITTSBURG AUTOMOTIVE	E	5/31/2022			015347		757.33
0109	RANDY VILELA TRUCKING & HAULIN	E	5/31/2022			015348		5,125.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0112	MARRONES INC	E	5/31/2022			015349		178.15
0128	ASCENSION VIA CHRISTI HOSPITAL	E	5/31/2022			015350		1,458.00
0133	JIM RADELL CONSTRUCTION COMPAN	E	5/31/2022			015351		9,043.40
0142	HECKERT CONSTRUCTION CO INC	E	5/31/2022			015352		38,381.85
0203	GADES SALES CO INC	E	5/31/2022			015353		655.25
0276	JOE SMITH COMPANY, INC.	E	5/31/2022			015354		2,241.47
0317	KUNSHEK CHAT & COAL CO, INC.	E	5/31/2022			015355		2,104.80
0409	WISEMAN'S DISCOUNT TIRE INC	E	5/31/2022			015356		158.75
0577	KANSAS GAS SERVICE	E	5/31/2022			015357		5,804.05
0746	CDL ELECTRIC COMPANY INC	E	5/31/2022			015358		8,070.89
0823	TOUCHTON ELECTRIC INC	E	5/31/2022			015359		275.00
0866	AVFUEL CORPORATION	E	5/31/2022			015360		840.01
1097	BARCO MUNICIPAL PRODUCTS INC	E	5/31/2022			015361		461.90
1478	KANSASLAND TIRE #1828	E	5/31/2022			015362		33.78
1792	B&L WATERWORKS SUPPLY, LLC	E	5/31/2022			015363		13,697.97
2707	THE LAWNSCAPE COMPANY, INC.	E	5/31/2022			015364		150.00
2767	BRENNTAG SOUTHWEST, INC	E	5/31/2022			015365		3,548.20
2960	PACE ANALYTICAL SERVICES LLC	E	5/31/2022			015366		2,261.00
3463	CONTROLS & ELECTRIC MOTOR	E	5/31/2022			015367		683.00
4059	PSU - PRINTING & DESIGN SERVI	E	5/31/2022			015368		55.71
4307	HENRY KRAFT, INC.	E	5/31/2022			015369		72.28
4603	KANSAS GOLF AND TURF INC	E	5/31/2022			015370		1,047.63

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
4766	ACCURATE ENVIRONMENTAL LLC	E	5/31/2022			015371		298.60
5049	CRH COFFEE INC	E	5/31/2022			015372		49.90
5552	NATIONAL SIGN CO INC	E	5/31/2022			015373		509.90
6128	TBS ELECTRONICS INC	E	5/31/2022			015374		136.00
6389	PROFESSIONAL TURF PRODUCTS LP	E	5/31/2022			015375		24,809.38
6777	DH PACE CO	E	5/31/2022			015376		1,161.03
6822	ELIZABETH BRADSHAW	E	5/31/2022			015377		1,301.48
6851	SCHULTE SUPPLY INC	E	5/31/2022			015378		83,462.05
6926	MARTIN KYLE SAYRE	E	5/31/2022			015379		650.00
6936	HAWKINS INC	E	5/31/2022			015380		2,169.41
6995	SUMMER WARREN	E	5/31/2022			015381		309.20
7240	JAY HATFIELD CERTIFIED USED CA	E	5/31/2022			015382		879.18
7427	OLSSON INC	E	5/31/2022			015383		5,743.44
7448	CARUS CORPORATION	E	5/31/2022			015384		4,564.56
7559	MEGAN LYNN MUNGER	E	5/31/2022			015385		174.00
8046	CONVERGEONE, INC.	E	5/31/2022			015386		337.50
8080	SUNNYVALE INVESTMENT PROPERTIE	E	5/31/2022			015387		30.00
8246	BETHANY ANN BROOKS	E	5/31/2022			015388		646.09
8291	ELYSE MUSIL	E	5/31/2022			015389		615.20
8309	MISSISSIPPI LIME COMPANY	E	5/31/2022			015390		7,374.12
8325	FLEET FUELS LLC	E	5/31/2022			015391		119.80
8337	BLACKSTONE AUDIO, INC.	E	5/31/2022			015392		67.49

VENDOR SET: 99 City of Pittsburg, KS

BANK: 80144 BMO HARRIS BANK

DATE RANGE: 5/18/2022 THRU 6/07/2022

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
8490	FOLEY INDUSTRIES, INC.	E	5/31/2022			015393		4,321.37
8602	CLAY COLE TRUCKING, LLC	E	5/31/2022			015394		3,900.00
6498	STEPHEN J. PETRIE	E	6/06/2022			015482		82.35
7994	ASBELL TRUCKING INC	E	6/06/2022			015483		3,337.50
8275	ADCOMP SYSYEMS INC	E	6/06/2022			015484		80.00
8467	WASTE CORPORATION OF KANSAS, L	E	6/06/2022			015485		87.38
8578	TURNING OUT SOLUTIONS	E	6/06/2022			015486		100.00
0046	ETTINGERS OFFICE SUPPLY	E	6/06/2022			015487		17.75
0054	JOPLIN SUPPLY COMPANY	E	6/06/2022			015488		1,476.64
0055	JOHN'S SPORT CENTER, INC.	E	6/06/2022			015489		568.57
0105	PITTSBURG AUTOMOTIVE	E	6/06/2022			015490		868.29
0109	RANDY VILELA TRUCKING & HAULIN	E	6/06/2022			015491		3,800.00
0142	HECKERT CONSTRUCTION CO INC	E	6/06/2022			015492		5,712.29
0194	KANSAS STATE TREASURER	E	6/06/2022			015493		1,707.00
0276	JOE SMITH COMPANY, INC.	E	6/06/2022			015494		3,307.89
0294	COPY PRODUCTS, INC.	E	6/06/2022			015495		2,542.16
0335	CUSTOM AWARDS, LLC	E	6/06/2022			015496		459.67
0516	AMERICAN CONCRETE CO INC	E	6/06/2022			015497		4,037.57
0534	TYLER TECHNOLOGIES INC	E	6/06/2022			015498		390.00
0627	BOETTCHER SUPPLY INC	E	6/06/2022			015499		240.17
0753	COUNTY OF CRAWFORD	E	6/06/2022			015500		600.00
0823	TOUCHTON ELECTRIC INC	E	6/06/2022			015501		99.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0866	AVFUEL CORPORATION	E	6/06/2022			015502		38,125.84
1033	BOLLINGER GROUP, LLC	E	6/06/2022			015503		100.00
1478	KANSASLAND TIRE #1828	E	6/06/2022			015504		111.86
1792	B&L WATERWORKS SUPPLY, LLC	E	6/06/2022			015505		1,849.47
2186	PRODUCERS COOPERATIVE ASSOCIAT	E	6/06/2022			015506		3,961.82
2526	SERVICEMASTER OF SE KANSAS	E	6/06/2022			015507		9,726.27
2825	STATE OF KANSAS	E	6/06/2022			015508		462.64
2921	DATAPROSE LLC	E	6/06/2022			015509		4,896.08
2960	PACE ANALYTICAL SERVICES LLC	E	6/06/2022			015510		4,519.00
2994	COMMERCIAL AQUATIC SERVICE INC	E	6/06/2022			015511		750.73
3668	MID AMERICA PROPERTIES OF PITT	E	6/06/2022			015512		600.00
4603	KANSAS GOLF AND TURF INC	E	6/06/2022			015513		1,885.79
4618	TRESA LYNNE MILLER	E	6/06/2022			015514		408.00
4851	CRAWFORD COUNTY EMS	E	6/06/2022			015515		90.13
5014	MID-AMERICA SANITATION INC.	E	6/06/2022			015516		75.00
5482	JUSTIN HART	E	6/06/2022			015517		70.00
5519	TOTAL ELECTRONICS CONTRACTING	E	6/06/2022			015518		3,348.72
5648	JASON WISKE	E	6/06/2022			015519		1,000.00
5791	HOSPITAL DISTRICT #1 OF CRAWFO	E	6/06/2022			015520		37.14
6175	HENRY C MENGHINI	E	6/06/2022			015521		14,632.60
6298	L. KEVAN SCHUPBACH	E	6/06/2022			015522		1,280.00
6630	PATRICK WALKER	E	6/06/2022			015523		280.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
6777	DH PACE CO	E	6/06/2022			015524		211.25
6851	SCHULTE SUPPLY INC	E	6/06/2022			015525		49,415.86
7038	SIGNET COFFEE ROASTERS	E	6/06/2022			015526		148.50
7407	LIMELIGHT MARKETING LLC	E	6/06/2022			015527		1,190.00
7427	OLSSON INC	E	6/06/2022			015528		20,077.00
7629	EARLES ENGINEERING & INSPECTIO	E	6/06/2022			015529		57,645.25
7959	ALL ABOARD FOUNDATION	E	6/06/2022			015530		2,560.16
8046	CONVERGEONE, INC.	E	6/06/2022			015531		337.50
8147	CHEM-AQUA, INC.	E	6/06/2022			015532		407.21
8200	PLUNKETT'S PEST CONTROL INC	E	6/06/2022			015533		530.00
8246	BETHANY ANN BROOKS	E	6/06/2022			015534		1,230.98
8326	KAYLYN HITE	E	6/06/2022			015535		1,000.00
8543	COMPSYCH EMPLOYEE ASSISTANCE P	E	6/06/2022			015536		1,620.60
1	A-1 MINI STORAGE	R	5/20/2022			191050		55.00
2876	CRAIG FARNSWORTH	R	5/20/2022			191051		271.00
1	BUTLER, BRIAN GLEN	V	5/20/2022			191052		1,000.00
8598	DANIEL SMITH CAMBELL II	R	5/20/2022			191053		120.00
6545	CENTER POINT INC	R	5/20/2022			191054		24.02
1	CITY OF LAMAR	R	5/20/2022			191055		594.00
5283	CLASS LTD	R	5/20/2022			191056		78.00
7279	CLAYTON HOLDINGS, LLC	R	5/20/2022			191057		114,438.43
8576	FRANK R CORDER	R	5/20/2022			191058		80.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
4263	COX COMMUNICATIONS KANSAS LLC	R	5/20/2022			191059		29.38
8595	COREY CRANDALL	R	5/20/2022			191060		120.00
6985	DARRICK DEGRUSON	R	5/20/2022			191061		150.00
1108	EVERGY KANSAS CENTRAL INC	R	5/20/2022			191062		2,855.59
0118	FED EX	R	5/20/2022			191063		52.38
6923	HUGO'S INDUSTRIAL SUPPLY INC	R	5/20/2022			191064		1,161.12
8591	MARK ALLAN WOLFE	R	5/20/2022			191065		1,000.00
1070	KANSAS ATTORNEY GENERAL	R	5/20/2022			191066		225.00
6102	KANSAS LAW ENFORCEMENT TRAININ	R	5/20/2022			191067		1,125.00
8599	ALLISON LATHIM	R	5/20/2022			191068		120.00
8597	BRAD LAUFFER	R	5/20/2022			191069		120.00
7945	LUCKY-BUT LAWN CARE, LLC	R	5/20/2022			191070		40.00
8596	CHARLES LUMLEY	R	5/20/2022			191071		120.00
8417	FRED LUNDIEN	R	5/20/2022			191072		100.00
5732	NATES LAWN AND LANDSCAPE INC	R	5/20/2022			191073		345.00
7480	RODGER PETRAIT	R	5/20/2022			191074		80.00
6775	MCNAIR INDUSTRIES	R	5/20/2022			191075		3,098.00
8534	ALL AMERICAN SPORTS CORP	R	5/20/2022			191076		1,261.04
8538	SCOTT CONSULTING, LLC	R	5/20/2022			191077		5,000.00
8201	ROGER CLEVELAND GOLF COMPANY I	R	5/20/2022			191078		3,242.70
8581	THE DUGOUT SPORT SHOP INC	R	5/20/2022			191080		946.60
8594	CRAIG THOMAS	R	5/20/2022			191081		120.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
5589	CELLCO PARTNERSHIP	R	5/20/2022			191082		11,350.28
8592	DEVIN WALSH	R	5/20/2022			191086		120.00
8593	DAVID WILSON	R	5/20/2022			191087		120.00
3516	CITY OF PITTSBURG	R	5/25/2022			191088		405.00
6154	4 STATE MAINTENANCE SUPPLY INC	R	5/27/2022			191089		93.70
5561	AT&T MOBILITY	R	5/27/2022			191090		136.20
0004	MATT BACON	R	5/27/2022			191091		562.50
7856	BARDAVON HEALTH INNOVATIONS, L	R	5/27/2022			191092		150.00
5966	BERRY COMPANIES, INC.	R	5/27/2022			191093		364.53
8278	GERSON BOCANEGRA	R	5/27/2022			191094		25.00
8019	CORNERSTONE REGIONAL SURVEYING	R	5/27/2022			191095		1,045.00
1	COUNTRYSIDE SELF-STORAGE	R	5/27/2022			191096		1,499.69
4263	COX COMMUNICATIONS KANSAS LLC	R	5/27/2022			191097		96.55
0497	CRAWFORD COUNTY DISTRICT COURT	R	5/27/2022			191098		36.00
0867	CUMMINS SALES AND SERVICE	R	5/27/2022			191099		134.61
1108	EVERGY KANSAS CENTRAL INC	R	5/27/2022			191100		85,176.36
6620	FLEET PRIDE INC	R	5/27/2022			191103		161.20
8545	FORTLINE, INC	R	5/27/2022			191104		10,600.00
1	HANSON, BRYAN	R	5/27/2022			191105		100.00
7463	DEREK HEIKES	R	5/27/2022			191106		10,200.00
1545	JRB INDUSTRIES INC	R	5/27/2022			191107		4,700.00
6119	LACAL EQUIPMENT INC	R	5/27/2022			191108		697.18

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1	LANE, ROBBIN GAIL	R	5/27/2022			191109		350.00
8505	PITTSBURG PUBLISHING COMPANY,	R	5/27/2022			191110		118.15
8572	GOVERNMENTJOBS.COM, INC	R	5/27/2022			191111		17,848.00
7164	NOVOGRADAC & CO, LLP	R	5/27/2022			191112		6,000.00
8531	TAMARA JO NYACHIRA	R	5/27/2022			191113		20.00
4738	PIONEER MANUFACTURING COMPANY	R	5/27/2022			191114		328.00
8353	RANDALL M. STRINGER	R	5/27/2022			191115		198.00
0175	REGISTER OF DEEDS	R	5/27/2022			191116		21.00
5296	RFB CONSTRUCTION INC	R	5/27/2022			191117		37,887.87
0188	SECRETARY OF STATE	R	5/27/2022			191118		25.00
7270	SECURITY 1ST TITLE, LLC	R	5/27/2022			191119		345.00
6154	4 STATE MAINTENANCE SUPPLY INC	R	6/03/2022			191129		76.88
8278	GERSON BOCANEGRA	R	6/03/2022			191130		25.00
1	BUTLER, BRIAN	R	6/03/2022			191131		1,000.00
8524	COUNTRY OUTLET, LLC	R	6/03/2022			191132		317.00
4263	COX COMMUNICATIONS KANSAS LLC	R	6/03/2022			191133		34.64
4263	COX COMMUNICATIONS KANSAS LLC	R	6/03/2022			191134		49.33
1108	EVERGY KANSAS CENTRAL INC	R	6/03/2022			191135		25,123.00
8488	FIRE MASTER FIRE EQUIPMENT, IN	R	6/03/2022			191136		799.95
6358	FIREX, INC.	R	6/03/2022			191137		89.50
8545	FORTLINE, INC	R	6/03/2022			191138		405.00
6923	HUGO'S INDUSTRIAL SUPPLY INC	R	6/03/2022			191139		167.10

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0845	JOCK'S NITCH	R	6/03/2022			191140		228.00
8377	LONGAN CONSTRUCTION COMPANY	R	6/03/2022			191141		899.60
7945	LUCKY-BUT LAWN CARE, LLC	R	6/03/2022			191142		125.00
7697	MARTIN MEDINA	R	6/03/2022			191143		675.00
7817	NORTON POWER SYSTEMS INC	R	6/03/2022			191144		5,389.00
0175	REGISTER OF DEEDS	R	6/03/2022			191145		21.00
5296	RFB CONSTRUCTION INC	R	6/03/2022			191146		39,980.18
0188	SECRETARY OF STATE	R	6/03/2022			191147		25.00
7270	SECURITY 1ST TITLE, LLC	R	6/03/2022			191148		75.00
8248	SIGN BROTHERS	R	6/03/2022			191149		2,089.71
6377	SOUTHEAST KANSAS RECYCLING CEN	R	6/03/2022			191150		130.00
5474	EASTBEEM LLC	R	6/03/2022			191151		13.36
5589	CELLCO PARTNERSHIP	R	6/03/2022			191152		112.19
8430	EQUIPMENTSHARE.COM, INC	R	6/03/2022			191153		325.00
1	WEGERT, CONNIE	R	6/03/2022			191154		55.00
8576	FRANK R CORDER	R	6/03/2022			191155		75.00
8417	FRED LUNDIEN	R	6/03/2022			191156		100.00
1	PARSONS, MIKE	R	6/03/2022			191157		79.00
8089	JORAN STOUT-MITCHELL	R	6/03/2022			191158		75.00

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:	93		407,446.52		0.00		406,446.52
	HAND CHECKS:	0		0.00		0.00		0.00
	DRAFTS:	18		298,758.62		0.00		298,758.62
	EFT:	149		4,929,555.24		0.00		4,929,555.24
	NON CHECKS:	0		0.00		0.00		0.00
	VOID CHECKS:	1	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:	261	5,635,760.38		0.00		5,634,760.38
BANK: 80144		TOTALS:	261	5,635,760.38		0.00		5,634,760.38

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
8604	PDQ INTERMEDIATE INC	E	6/01/2022			015395		4,200.00

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	0	0.00	0.00	0.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	1	4,200.00	0.00	4,200.00
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: EFT TOTALS:	1	4,200.00	0.00	4,200.00
BANK: EFT TOTALS:	1	4,200.00	0.00	4,200.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1982	KENNETH N STOTTS, SR	E	6/02/2022			015474		440.00
3668	MID AMERICA PROPERTIES OF PITT	E	6/02/2022			015475		2,549.00
6298	L. KEVAN SCHUPBACH	E	6/02/2022			015476		1,162.00
6464	PRO X PROPERTY SOLUTIONS, LLC	E	6/02/2022			015477		397.00
6926	MARTIN KYLE SAYRE	E	6/02/2022			015478		550.00
8005	REMINGTON SQUARE APARTMENTS OF	E	6/02/2022			015479		524.00
8080	SUNNYVALE INVESTMENT PROPERTIE	E	6/02/2022			015480		288.00
8549	JENNIFER STOOKEY	E	6/02/2022			015481		750.00
4636	EVERGY KANSAS CENTRAL INC. (HA	R	6/01/2022			191128		152.00

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1	152.00	0.00	152.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	8	6,660.00	0.00	6,660.00
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: EHV TOTALS:	9	6,812.00	0.00	6,812.00
BANK: EHV TOTALS:	9	6,812.00	0.00	6,812.00

VENDOR SET: 99 City of Pittsburgh, KS
BANK: HAP BMO HARRIS BANK-HAP
DATE RANGE: 5/18/2022 THRU 6/07/2022

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
5906	JOHN HINRICHS	E	6/02/2022			015396		181.00
5961	LAWRENCE A VANBECELAERE	E	6/02/2022			015397		61.00
7717	LAWRENCE E GIGER	E	6/02/2022			015398		665.00
7837	MARJI RENTALS, LLC	E	6/02/2022			015399		273.00
8498	PITTSBURG HIGHLANDS GP, LLC	E	6/02/2022			015400		2,400.00
8512	GORILLA GRIP LLC	E	6/02/2022			015401		987.00
8580	GARY MORRISON REAL ESTATE, INC	E	6/02/2022			015402		729.00
8582	GARY K CONNER	E	6/02/2022			015403		1,172.00
0372	CONNER REALTY	E	6/02/2022			015404		914.00
1008	BENJAMIN M BEASLEY	E	6/02/2022			015405		1,027.00
1231	JOHN LOVELL	E	6/02/2022			015406		205.00
1609	PHILLIP H. O'MALLEY	E	6/02/2022			015407		2,980.00
2542	YOST PROPERTIES	E	6/02/2022			015408		28.00
3082	JOHN R JONES	E	6/02/2022			015409		334.00
3142	COMMUNITY MENTAL HEALTH CENTER	E	6/02/2022			015410		584.00
3162	TOM YOAKAM	E	6/02/2022			015411		900.00
3218	CHERYL L BROOKS	E	6/02/2022			015412		222.00
3272	DUNCAN HOUSING LLC	E	6/02/2022			015413		2,777.00
3273	RICHARD F THENIKL	E	6/02/2022			015414		676.00
3294	JOHN R SMITH	E	6/02/2022			015415		170.00
3668	MID AMERICA PROPERTIES OF PITT	E	6/02/2022			015416		9,518.00
4054	MICHAEL A SMITH	E	6/02/2022			015417		619.00

VENDOR SET: 99 City of Pittsburg, KS
BANK: HAP BMO HARRIS BANK-HAP
DATE RANGE: 5/18/2022 THRU 6/07/2022

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
4492	PITTSBURG SENIORS LP	E	6/02/2022			015418		2,596.00
5393	ANGELES PROPERTIES LLC - HAP	E	6/02/2022			015419		2,556.00
5549	DELBERT BAIR	E	6/02/2022			015420		282.00
5656	EARL L. HARTMAN	E	6/02/2022			015421		1,720.00
5658	DEANNA J HIGGINS	E	6/02/2022			015422		585.00
5676	BARBARA TODD	E	6/02/2022			015423		32.00
5796	JOHN A ESLICK	E	6/02/2022			015424		470.00
5817	JAMA ENTERPRISES LLP	E	6/02/2022			015425		288.00
5834	DENNIS TROUT	E	6/02/2022			015426		403.00
5957	PASTEUR PROPERTIES	E	6/02/2022			015427		3,439.00
6090	RANDAL BENNEFELD	E	6/02/2022			015428		178.00
6161	MICHAEL J STOTTS	E	6/02/2022			015429		165.00
6269	EDWARD SWOR	E	6/02/2022			015430		437.00
6298	L. KEVAN SCHUPBACH	E	6/02/2022			015431		9,536.00
6333	JANA DALRYMPLE	E	6/02/2022			015432		617.00
6394	KEVIN R. HALL	E	6/02/2022			015433		3,112.00
6441	HEATHER MASON WHITE	E	6/02/2022			015434		980.00
6464	PRO X PROPERTY SOLUTIONS, LLC	E	6/02/2022			015435		11,382.00
6673	JUDITH A COLLINS	E	6/02/2022			015436		176.00
6694	DELBERT BAIR	E	6/02/2022			015437		464.00
6708	CHARLES R. MERTZ	E	6/02/2022			015438		410.00
6877	CHRISTOPHER KYLE BATTAGLIA	E	6/02/2022			015439		846.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
6916	STILWELL HERITAGE & EDUCATIONA	E	6/02/2022			015440		1,509.00
7083	PITTSBURG HEIGHTS, LP	E	6/02/2022			015441		4,105.54
7112	RANDY VILELA BODY REPAIR, TRU	E	6/02/2022			015442		414.00
7294	AMMP PROPERTIES, LLC	E	6/02/2022			015443		848.00
7312	JASON HARRIS	E	6/02/2022			015444		480.00
7326	RANDY ALLEE	E	6/02/2022			015445		287.00
7431	R&R RENTALS OF PITTSBURG LLC	E	6/02/2022			015446		153.00
7524	SOUTHEAST KANSAS COMMUNITY ACT	E	6/02/2022			015447		289.00
7554	TRAVIS R RIDGWAY	E	6/02/2022			015448		545.00
7582	KIRK A DUNCAN	E	6/02/2022			015449		661.00
7587	DAVID RUA	E	6/02/2022			015450		478.00
7612	ENDICOTT RENTALS, LLC	E	6/02/2022			015451		567.00
7645	SEWARD RENTALS, LLC	E	6/02/2022			015452		967.00
7654	A & R RENTALS, LLC	E	6/02/2022			015453		2,065.00
7669	CHARLES GILMORE	E	6/02/2022			015454		533.00
7741	SUSAN E ADAMS	E	6/02/2022			015455		181.00
7805	KIRK DARROW	E	6/02/2022			015456		366.00
7864	CB HOMES LLC	E	6/02/2022			015457		800.00
7866	JAMES MICHAEL HORTON	E	6/02/2022			015458		1,587.00
7918	CITY OF LEAVENWORTH	E	6/02/2022			015459		1,084.34
7965	JAVA PROPERTIES LLC	E	6/02/2022			015460		491.00
8005	REMINGTON SQUARE APARTMENTS OF	E	6/02/2022			015461		7,031.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
8080	SUNNYVALE INVESTMENT PROPERTIE	E	6/02/2022			015462		3,479.00
8174	MICHAEL A SMITH	E	6/02/2022			015463		547.00
8302	PAUL CHRISTMAN	E	6/02/2022			015464		383.00
8329	CHARLES P. SIMPSON	E	6/02/2022			015465		472.00
8402	BEVERLY D PETERSON	E	6/02/2022			015466		432.00
8426	JOHN F KENNEDY	E	6/02/2022			015467		394.00
8455	WILLIAM JOSHUA JAMESON	E	6/02/2022			015468		562.00
8492	RUSSELL F. MIZE	E	6/02/2022			015469		514.00
8502	JON BARTLOW	E	6/02/2022			015470		266.00
8552	TAMARA ROGERS	E	6/02/2022			015471		288.00
6152	MARTHA R CAMPBELL	R	6/01/2022			191120		353.00
6585	CLASS HOMES 1 LLC	R	6/01/2022			191121		111.00
4636	EVERGY KANSAS CENTRAL INC. (HA	R	6/01/2022			191122		1,577.00
7616	STEVE KUPLIN	R	6/01/2022			191123		229.00
8177	MISSISSIPPI REGIONAL HOUSING A	R	6/01/2022			191124		494.38
8427	RENT-MOORE LLC	R	6/01/2022			191125		625.00
1800	DAN R. RODABAUGH	R	6/01/2022			191126		447.00
6451	NAZAR SAMAN	R	6/01/2022			191127		988.00

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	8	4,824.38	0.00	4,824.38
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	76	100,874.88	0.00	100,874.88
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:	84	105,699.26	0.00	105,699.26
BANK: HAP TOTALS:	84	105,699.26	0.00	105,699.26

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1874	HIGHLAND MEADOWS OF KS	E	6/02/2022			015472		417.00
5534	SYCAMORE VILLAGE RES LP	E	6/02/2022			015473		596.00

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	0	0.00	0.00	0.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	2	1,013.00	0.00	1,013.00
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:	2	1,013.00	0.00	1,013.00
BANK: TBRA TOTALS:	2	1,013.00	0.00	1,013.00
REPORT TOTALS:	357	5,753,484.64	0.00	5,752,484.64

Passed and approved this 14th day of June, 2022.

Cheryl L. Brooks, Mayor

ATTEST:

Tammy Nagel, City Clerk



Memorandum

TO: Daron Hall, City Manager

FROM: Blake Benson, Economic Development Director

DATE: June 7, 2022

SUBJECT: June 14, 2022 Agenda Item
Kelce College of Business economic research services

Since 2014, the City has partnered with the Kelce College of Business to compile and publish vital business and economic indicators. In return, the Kelce College commits to publishing four quarterly economic indicator reports that are mailed to all entities with a City business license, with extras available to be utilized in various marketing efforts. The reports have been well-received by the community and to those requesting detailed demographic and economic information. The Kelce College also publishes an annual economic profile, coordinates the quarterly *Cost of Living Index Report* and has provided supporting data/research for the City's housing and economic development efforts at no additional cost.

The EDAC considered renewal of this agreement at its June 1, 2022, meeting and felt the services provided by the Kelce College of Business are crucial to the City's efforts. As a result, the EDAC recommended funding the project at \$25,000 for the next year.

Please place this item on the agenda for the City Commission meeting scheduled for Tuesday, June 14, 2022. Action being requested is approval or denial of the EDAC recommendation and, if approved, authorize the Mayor to sign the appropriate documents.

May 11, 2022

Mr. Jay Byers, Assistant City Manager
City of Pittsburg
201 West 4th Street
Pittsburg, KS 66762

Dear Jay,

The Pittsburg State University Kelce College of Business expresses its appreciation to the City of Pittsburg and its Economic Development Advisory Committee for its financial support of our Business and Economic Research Center's production of the quarterly *Pittsburg Micropolitan Area Economic Report* and the annual *Pittsburg Micropolitan Area Economic Profile*. As you know, these publications provide expert analysis and insights into current trends affecting business in the Pittsburg area. Both publications are supported by the 'Pittsburg Micropolitan Area Economic Data' website where past issues may be downloaded and where visitors can access historical time series data for a wide variety of economic indicators. Direct links to this service are featured on both the City and Chamber of Commerce websites making the data available to both existing and prospective business managers and community leaders.

Over the past year, we again received numerous positive comments and words of appreciation from local business and civic leaders about our publications and services. I believe our efforts are making strong positive contributions to our local economic community. Given the importance of this outreach effort to increase investments in our community, the Kelce College of Business is committed to continuing to provide and enhance this service to the Pittsburg area.

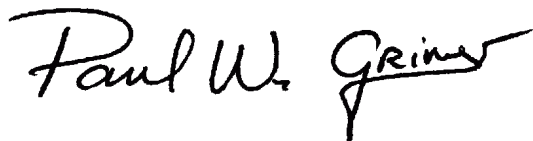
We hereby ask for the Economic Development Advisory Committee's continued support for this work through a renewal of last year's allocation of funds. Attached is a proposed budget for the quarterly micropolitan report and the production of the Pittsburg area economic projection and forecast. The report will continue to be physically distributed to 800-plus businesses and organizations in Pittsburg and the immediate surrounding area and another 250 provided to visitors and other groups interested in Pittsburg's economy. This year we again request a \$25,000 commitment. This funding will allow us to continue producing the quarterly report, the annual economic profile, and the local area economic database website. In addition, it will allow us to maintain the IMPLAN: Economic Impact Analysis for Planning software package, data, and accompanying training. The IMPLAN package is the state-of-the-art statistical package that is used by regional economists to determine the local impact of new businesses, plant relocations, and other major events on the local economy.

Please find attached a breakdown of how the requested dollars will be spent. For the sixth year in a row, all budgeted items are held constant at the previous level. Also shown is the financial commitment that the university and the Kelce College are making toward this public service project. Twenty percent of Professor Michael Davidsson's work hours are allocated to the project and the research that supports it. To capture the additional indirect costs of office space, utilities, and office equipment use that also support the project, I have estimated these overhead expenditures at the university's federally negotiated recovery rate used for grants and contracts. The university's commitment to this project is more than \$32,500. (Please note that the university's contributions listed here are based on last year's budget and that our expenditures next year will be greater by an unknown amount. Thus, the university's commitment for next year is understated in this request.) As you can see, this valuable project is truly a joint City-University partnership.

Professor Davidson and I are available to answer any questions or concerns you may have with this request.

Thank you for your support and consideration. Through the Business and Economic Research Center, the Kelce College of Business is committed to partnering with the City of Pittsburgh, the Economic Development Advisory Committee, and the Pittsburgh Area Chamber of Commerce in furthering the economic development of our community.

Sincerely,

A handwritten signature in black ink that reads "Paul W. Grimes". The signature is written in a cursive style with a prominent "P" and a stylized "G".

Paul W. Grimes, Dean
Kelce College of Business
Pittsburg State University

**Pittsburg Micropolitan Area Economic Report
Requested Annual Commitment**

Direct Expenditures

Printing, Design, and Distribution for <i>Micropolitan Report</i> :	
\$2.41 per unit x 1,050 units x 4 quarterly issues	\$10,121
Printing, Design, and Distribution for <i>Annual Profile and Forecast</i>	
\$2.88 per unit x 1,050 units	\$ 3,039
Industry Projection Data and Miscellaneous Expenses	\$ 1,300
IMPLAN; training, and data purchase	\$ 5,000
Supplies and other resources	\$ 900
Student Worker Time:	
20 hours per week @ \$7.25 x 32 weeks	<u>\$ 4,640</u>
Total Request	<u>\$25,000</u>

Pitt State and Kelce College of Business In-Kind Contributions

Direct Expenditures

Faculty Time (Davidsson): 20% salary @ \$84,548	\$ 16,910
Fringes @ ((% of time x salary base x 18.8%) + (\$10,233 x % of time))	\$ 5,226

Indirect Costs

Indirect overhead expenditures (facilities and administration), including physical space, utilities, and office equipment use. Estimated at Federal Government recovery rate of 47%	\$ 10,404
University Total	<u>\$ 32,540</u>



Memorandum

TO: Daron Hall, City Manager

FROM: Blake Benson, Economic Development Director

DATE: June 8, 2022

SUBJECT: June 14, 2022 Agenda Item
Comeau Jewelry Company request

Chad and Jill Comeau have owned and operated Comeau Jewelry Company in Pittsburgh since 2001. Originally located in a small downtown location, Comeau Jewelry has since leased space in the Meadowbrook Commons building since 2004. The business has been extremely successful and regularly attracts a large number of customers from outside Pittsburgh.

Comeau Jewelry has now outgrown its Meadowbrook Commons facility and recently purchased the vacant property at 525 South Broadway with the intent to build a new, 2,800 square foot location. The Comeaus estimate the project's cost at \$718,000 and recently applied for an economic development incentive package to help offset a portion of the anticipated infrastructure costs.

The Economic Development Advisory Committee (EDAC) considered this request at its June 1 meeting and voted to recommend allocating up to \$70,000 (roughly 10% of the total project value) to be used specifically for infrastructure-related items in addition to the required costs associated with public improvements in the right of way.

Please place this item on the agenda for the City Commission meeting scheduled for Tuesday, June 14, 2022. Action being requested is approval or denial of the EDAC recommendation to allocate up to \$70,000 to be used specifically for infrastructure work to support the Comeau Jewelry Company project.



Pittsburg

Southeast Kansas

**APPLICATION FOR LOAN
CITY OF PITTSBURG, KANSAS
ECONOMIC DEVELOPMENT REVOLVING LOAN FUND
(SALES TAX)**

I. GENERAL INFORMATION

- Comeau Jewelry Co. 5/26/22
1. Name of Applicant Firm 200 E. Centennial #8 Date of Request 620-231-2530
2. Firm Address 808 Elmwood Ln. Firm Phone Number 808 Elmwood Ln.
3. Names and addresses of all persons or corporation who would be obligated as either applicant or personal guarantors of loans:
- Chad Comeau 808 Elmwood Ln.
Name Address
- Jill Comeau 808 Elmwood Ln.
Name Address
4. Names and addresses of the principal officers and directors of the applicant:
- Same As
Name Address
- Name Address
- Name Address
5. Nature of applicant's business: Fine Jewelry and gifts with
Jewelry Repair, Watch Repair, Engraving and custom
Jewelry Design.
6. The products to be assembled or manufactured or service to be rendered:
-
7. Kyle Fleming 620-230-0832
Applicant's Attorney Phone Number
8. N/A
Applicant's Financial Advisor Phone Number

9. N/A Applicant's Accountant Phone Number
10. Estimated amount of loan: \$ _____
11. Number of years to retire loan: _____
12. List previous loans and credit references: _____

II. USE OF LOAN PROCEEDS

1. Amount requested for purchase of land: \$ _____
2. Amount requested for land improvements (bldgs): \$ _____
3. Amount requested for machinery and equipment: \$ _____
4. Capitalized debt service: \$ _____
5. Loan closing costs: \$ _____
6. Working capital: \$ _____
7. Other (specify) \$ _____
- TOTAL REQUEST: \$ 70,000

III. LOAN PROPOSAL

1. Will the loan refinance an existing project? NO
2. Will the loan proceeds be used to expand or replace an existing facility? YES
3. Is the applicant presently located in the City of Pittsburg? yes
4. What type and size of building will be constructed?
40x60 structure
5. Name and address of contractor and/or architect:
Tri-State Building & Supply
816 E. Jefferson
Pittsburg, KS 66762
6. What type of equipment will be financed? None

7. If the applicant will be in direct competition with local firms,

(a) Name of firms: N/A

(b) Describe nature of the competition: N/A

IV. LOAN ANALYSIS

1. Has a financial advisor submitted an analysis indicating the need for the loan, the advisability of the loan or benefit to the applicant of the loan?

No
(If yes, attach a copy to this application.)

2. Has additional financing, whether internally generated or through other loans, been arranged? (If yes, explain on an attached sheet)

yes (Commerce Bank)

3. Has the applicant investigated conventional financing?

V. PROPOSED LOCATION

1. Location of the proposed facility: 525 S. BROADWAY

2. If the facility is a proposed expansion or replacement of another plant, state size and location of current operations:

MEADOW BROOK COMMONS 1890 Sq Ft

3. What percentage of the facility will be occupied by the applicant? 100%

4. Is the prospective location properly zoned? yes

5. If a zoning change is pending, cite application number and present status. If application has not been made, briefly describe what change will be needed and plans for submitting application:

Zoned Commercial

6. If unusual demands for water or sewer services or police or fire protection will be made, specify the demands:

Knox Box to be available to
Police & Fire.

VI. OWNERSHIP AND MANAGEMENT

1. Describe the organizational structure of applicant (proprietorship, partnership, subsidiary, corporation, etc.):

S corporation

Note relationship to a parent company: N/A

2. What portion of the project is being financed from other company funds (in addition to this loan)?

\$ N/A
Please explain N/A

3. Describe all threatened or outstanding litigation

N/A

4. Attach proforma statements for the first three (3) years of operation after issuance of the loan, including revenue projections, operating expense projections and a debt amortization schedule.

VII. MEASURE OF ECONOMIC GROWTH AND BENEFIT

1. What dollar amount of sales is contemplated?

1 - 1.5 million

2. What percentage of sales will be sold locally?

Typically 50%

3. What is the estimated amount of merchandise and services purchased locally, per year?
1 - 1.5 million
4. How many people will the project employ:
- | | |
|--------------------|----------|
| Type: Professional | <u>3</u> |
| Technical | <u>2</u> |
| Clerical | <u>1</u> |
| General Labor | |
5. Number of current full-time employees at applicant's present location: 5
6. What is ratio of loan fund dollars to jobs created? _____

VIII. In order to facilitate the timely processing of the application, please attach as part of the proposal the following items:

1. Copies of applicant's financial statements for the past three years certified as correct by the owner or an authorized officer.
2. Applicant's most recent annual or quarterly financial report.
3. Interim financial statements, to date, for the current fiscal year.
4. Financial statements, current to date, for each personal guarantor, on forms, certified by a Certified Public Accountant or the guarantor.
5. Copies of both federal and state income tax returns filed by applicant and each personal guarantor during the past three years.
6. In certain cases, due to the size of the loan, audited financials may be required.
7. Completed business plan with three year financial projections.
8. Loan (if approved) must be personally guaranteed.

IX. Applicant should be aware that additional financial data shall be required if requested by the City Manager, City Attorney or any other persons authorized by the City of Pittsburg, Kansas, including the Economic Development Revolving Loan Fund (Sales Tax) Committee (EDAC).

X. Attached hereto is a copy of the Collateral Requirements for the Economic Development Revolving Loan Fund (Sales Tax) for informational purposes. HOWEVER, APPLICANT ACKNOWLEDGES AND AGREES THAT SAID REQUIREMENTS AS WELL AS THIS APPLICATION ARE A SET OF GUIDELINES AND ANY OF THE PROVISIONS STATED THEREIN MAY BE WAIVED OR ADDED TO AT THE DISCRETION OF THE PITTSBURG CITY COMMISSION.

**COLLATERAL REQUIREMENTS – CITY OF PITTSBURG, KANSAS
ECONOMIC DEVELOPMENT REVOLVING FUND
(SALES TAX)**

The following documents will be required:

1. A fully completed and signed application, with documents required therein attached.
2. A fully completed and signed financial statement by each personal guarantor.
3. The federal income tax returns of each personal guarantor for the last three (3) years, whether calendar or fiscal years.
4. Documents confirming compliance with the Kansas Bulk Transfer Act, if the Act is applicable.
5. A personal guaranty agreement to be signed by each personal guarantor and spouse.
6. Key persons term life insurance on the principal personal guarantor.
7. If the applicant is a corporation, a resolution of the Board of Directors authorizing the appropriate offices of the Corporation to sign the various loan documents on behalf of the Corporation.
8. Loan Agreement and Security Agreement, with Use of Loan Proceeds form attached.
9. Promissory Notes and Mortgage.
10. UCC financial statements for filing with the Secretary of State and the Crawford County Register of Deeds.
11. Other relevant financial information or loan security documents requested by the City Manager, the City Attorney or any authorized representative of the City of Pittsburg, Kansas.

- XI. EACH APPLICANT ALSO EXPRESSLY AGREES AND UNDERSTANDS THAT THE CITY'S MONETARY PLEDGE OF MONIES FROM THE FUND AND COMMITMENTS MADE IN ANY AGREEMENT SHALL BE CONTINGENT UPON THE CITY CONTINUING TO COLLECT THE ONE-HALF CENT CITY RETAILERS' SALES TAX; AND APPLICANT ACKNOWLEDGES THAT SAID SALES TAX MAY BE DISCONTINUED AS PROVIDED BY THE PROVISIONS OF K.S.A. 12-187 et. seq. AND AMENDMENTS THERETO, AT ANY TIME.



Signature

5/26/22

Date

President

Title



Comeau Jewelry Company Breakdown of Expenses

Land	\$113,750
Building	\$520,000
Design/Arch	\$29,600
Defenselite	\$12,000 (Polycarbonate Glass Security)
Signage	\$25,000
Landscaping	\$18,000
Total	\$718,350

City of Pittsburg Responsible

- Demo of Curb and Sidewalk
- Replacement of Curb and Sidewalk
- Proper Attention to Alley



Comeau Jewelry Company Infrastructure Improvements for City of Pittsburg

Scope of Work

Estimated Cost of Work in Place

Site Demolition to Curb/Sidewalk	\$10,300
Site Demolition Existing Structure	\$21,750
Earthwork	\$53,640
Asphalt Paving	\$25,800
Sidewalks	\$10,788
Curb and Gutter	\$8,540
Concrete Paving	\$3,512
Site Utilities	\$12,009
Pavement Markings	\$3,000
 Total	 \$149,339



Memorandum

TO: Daron Hall, City Manager

FROM: Blake Benson, Economic Development Director

DATE: June 8, 2022

SUBJECT: June 14, 2022 Agenda Item
Schnelle SM, Inc. request

Schnelle SM, Inc., which owns the Fireplace & More store in Joplin (the largest fireplace store in the four state region), recently announced plans to open a second location on East Fourth Street in Pittsburg. The Pittsburg store will be called Fireplace Creations and will provide installation and service for fireplaces, inserts and free-standing stoves. The company anticipates the project will be complete by the end of 2022 and forecasts sales of \$1.2 million annually.

Schnelle SM, Inc. estimates the Pittsburg project will cost up to \$600,000 and recently applied for an economic development incentive package to help offset a portion of the \$86,000 in anticipated infrastructure costs.

The Economic Development Advisory Committee (EDAC) considered this request at its June 1 meeting and voted to recommend allocating up to \$60,000 (roughly 10% of the total project value) to be used specifically for infrastructure-related items.

Please place this item on the agenda for the City Commission meeting scheduled for Tuesday, June 14, 2022. Action being requested is approval or denial of the EDAC recommendation to allocate up to \$60,000 to be used specifically for infrastructure work to support the Schnelle SM, Inc. project.



2009 Stephens Blvd * Joplin, MO 64804 * 417-781-4500

May 27, 2022

Blake Benson, President
Pittsburg Area Chamber of Commerce
RLF Application Committee

Dear Committee:

Thank you for your consideration for the RLF Economic Development Incentive Package.

Our anticipated construction costs are \$550,000.00 to \$600,000.00 and we are requesting approximately 10% reimbursement of our infrastructure related needs.

Our designated utilities current bids are as follows:

Electrical	\$49,750.00
Plumbing	\$36,567.00

We will be happy to provide any additional information as needed.

Sincerely,

Zachary Whitehead
Manager

A handwritten signature in black ink, appearing to read "Zachary Whitehead".



**APPLICATION FOR LOAN
CITY OF PITTSBURG, KANSAS
ECONOMIC DEVELOPMENT REVOLVING LOAN FUND
(SALES TAX)**

I. GENERAL INFORMATION

1. SCHNELLE SM INC 05/27/2022
 Name of Applicant Firm Date of Request
2. 2009 STEPHENS BLVD 417-781-4500
 Firm Address Firm Phone Number
3. Names and addresses of all persons or corporation who would be obligated as either applicant or personal guarantors of loans:
 BRIAN SCHNELLE, PRESIDENT 6089 W BELLE CENTER RD JOPLIN 64801
 Name Address

 Name Address
4. Names and addresses of the principal officers and directors of the applicant:
 BRIAN SCHNELLE, PRESIDENT 6089 W BELLE CENTER RD JOPLIN 64801
 Name Address

 Name Address

 Name Address
5. Nature of applicant's business: DBA THE FIREPLACE & MORE STORE
 RETAIL SALES, SERVICE & INSTALLATION OF FIREPLACES
 RETAIL SALES OF GRILLS, OUTDOOR LIVING ACCESSORIES
6. The products to be assembled or manufactured or service to be rendered:
 FIREPLACE INSERTS AND STOVES
 BARBEQUE GRILLS
 OUTDOOR KITCHEN ACCESSORIES
7. Phone Number
 Applicant's Attorney
8. Phone Number
 Applicant's Financial Advisor

9.	Hardy, Wrestler & Associates	417-782-1919
	Applicant's Accountant	Phone Number
10.	Estimated amount of loan:	\$ N/A
11.	Number of years to retire loan:	N/A
12.	List previous loans and credit references:	
	CREDIT AVAILABLE UPON REQUEST & BANK LETTER AVAILABLE UPON REQUEST	
	ARVEST BANK, TOM SEARS 417-434-1565	

II. USE OF LOAN PROCEEDS

1.	Amount requested for purchase of land:	\$ _____
2.	Amount requested for land improvements (bldgs):	\$ _____
3.	Amount requested for machinery and equipment:	\$ _____
4.	Capitalized debt service:	\$ _____
5.	Loan closing costs:	\$ _____
6.	Working capital:	\$ _____
7.	Other (specify)	\$ _____
	TOTAL REQUEST:	\$ _____

III. LOAN PROPOSAL

1.	Will the loan refinance an existing project?	_____
2.	Will the loan proceeds be used to expand or replace an existing facility?	_____
3.	Is the applicant presently located in the City of Pittsburg?	_____
4.	What type and size of building will be constructed?	_____

5.	Name and address of contractor and/or architect:	
	BATES BUILDING LLC	
	Cornerstone Regional Surveying Inc	
6.	What type of equipment will be financed?	_____

7. If the applicant will be in direct competition with local firms,

(a) Name of firms: NONE KNOWN AT THIS TIME

(b) Describe nature of the competition: _____

IV. LOAN ANALYSIS

1. Has a financial advisor submitted an analysis indicating the need for the loan, the advisability of the loan or benefit to the applicant of the loan?

(If yes, attach a copy to this application.)

2. Has additional financing, whether internally generated or through other loans, been arranged? (If yes, explain on an attached sheet)

3. Has the applicant investigated conventional financing?

V. PROPOSED LOCATION

1. Location of the proposed facility: 4TH & HIGHLAND, PITTSBURG

2. If the facility is a proposed expansion or replacement of another plant, state size and location of current operations:

NEW CONSTRUCTION

3. What percentage of the facility will be occupied by the applicant? 100%

4. Is the prospective location properly zoned? 100%

5. If a zoning change is pending, cite application number and present status. If application has not been made, briefly describe what change will be needed and plans for submitting application:

6. If unusual demands for water or sewer services or police or fire protection will be made, specify the demands:

N/A

VI. OWNERSHIP AND MANAGEMENT

1. Describe the organizational structure of applicant (proprietorship, partnership, subsidiary, corporation, etc.):

100% OWNER OPERATED S-CORP

Note relationship to a parent company: _____

2. What portion of the project is being financed from other company funds (in addition to this loan)?

\$ _____

Please explain N/A

3. Describe all threatened or outstanding litigation

N/A

4. Attach proforma statements for the first three (3) years of operation after issuance of the loan, including revenue projections, operating expense projections and a debt amortization schedule.

VII. MEASURE OF ECONOMIC GROWTH AND BENEFIT

1. What dollar amount of sales is contemplated? 1.2 MILLION ANNUALLY
2. What percentage of sales will be sold locally? 90% LOCAL; 10% WITHIN 4-STATES

VERY LIMITED ON-LINE SALES

3. What is the estimated amount of merchandise and services purchased locally, per year?
\$50,000.00
-

4. How many people will the project employ:

Type:	Professional	2
	Technical	1
	Clerical	1
	General Labor	2

5. Number of current full-time employees at applicant's present location: 41
-

6. What is ratio of loan fund dollars to jobs created? N/A
-

VIII. In order to facilitate the timely processing of the application, please attach as part of the proposal the following items:

1. Copies of applicant's financial statements for the past three years certified as correct by the owner or an authorized officer.
2. Applicant's most recent annual or quarterly financial report.
3. Interim financial statements, to date, for the current fiscal year.
4. Financial statements, current to date, for each personal guarantor, on forms, certified by a Certified Public Accountant or the guarantor.
5. Copies of both federal and state income tax returns filed by applicant and each personal guarantor during the past three years.
6. In certain cases, due to the size of the loan, audited financials may be required.
7. Completed business plan with three year financial projections.
8. Loan (if approved) must be personally guaranteed.

IX. Applicant should be aware that additional financial data shall be required if requested by the City Manager, City Attorney or any other persons authorized by the City of Pittsburg, Kansas, including the Economic Development Revolving Loan Fund (Sales Tax) Committee (EDAC).

X. Attached hereto is a copy of the Collateral Requirements for the Economic Development Revolving Loan Fund (Sales Tax) for informational purposes. HOWEVER, APPLICANT ACKNOWLEDGES AND AGREES THAT SAID REQUIREMENTS AS WELL AS THIS APPLICATION ARE A SET OF GUIDELINES AND ANY OF THE PROVISIONS STATED THEREIN MAY BE WAIVED OR ADDED TO AT THE DISCRETION OF THE PITTSBURG CITY COMMISSION.

- XI. EACH APPLICANT ALSO EXPRESSLY AGREES AND UNDERSTANDS THAT THE CITY'S MONETARY PLEDGE OF MONIES FROM THE FUND AND COMMITMENTS MADE IN ANY AGREEMENT SHALL BE CONTINGENT UPON THE CITY CONTINUING TO COLLECT THE ONE-HALF CENT CITY RETAILERS' SALES TAX; AND APPLICANT ACKNOWLEDGES THAT SAID SALES TAX MAY BE DISCONTINUED AS PROVIDED BY THE PROVISIONS OF K.S.A. 12-187 et. seq. AND AMENDMENTS THERETO, AT ANY TIME.



Signature

5/27/2022

Date

BRIAN SCHNELLE, PRESIDENT

Title

Schnelle SM, Inc. dba The Fireplace & More Store
Sales by Item Summary
 January through December 2021

Service	Qty	Jan - Dec 21		Avg Price
		Amount	% of Sales	
14.0 FIREPLACE				
14.1 Fireplace Install (Fireplace Installation)	267.3	1,237,284.86	92.8%	4,628.82
14.15 INSTALL - Outdoor Kitchen	5	18,772.00	1.4%	3,754.40
14.2 Chasetop (Chasetop, metal fabrication)	18	7,640.56	0.6%	424.48
14.55 Fireplace Service (Service Call - Fireplace Inserts & Stoves)				
14.44 Cleaning Service (Cleaning or Chimney Sweep Service)				
14.95 Warranty Work	25	5,006.00	0.4%	200.24
Parts - Fireplace Service (Fireplace parts used in service call)	26	159.75	0.0%	6.14
14.55 Fireplace Service (Service Call - Fireplace Inserts & Stoves) - Other	76	12,510.00	0.9%	164.61
	176	28,212.00	2.1%	160.30
Total 14.55 Fireplace Service (Service Call - Fireplace Inserts & Stoves)	303	45,887.75	3.4%	151.44
14.8.5 Fireplace Parts - Retail (Fireplace Parts Items - Retail Sales)	138	23,071.32	1.7%	167.18
Total 14.0 FIREPLACE	731.30	1,332,656.49	100.0%	1,822.31
Total Service	731.30	1,332,656.49	100.0%	1,822.31
TOTAL	731.3	1,332,656.49	100.0%	1,822.31



2009 Stephens Blvd * Joplin, MO 64804 * 417-781-4500

FIREPLACE CREATIONS BUSINESS PLAN

The Business Opportunity

We are bringing years of experience in the Hearth industry to Pittsburg KS so we can better serve the community and surrounding area.

Company Description

We are a fireplace business that installs and services fireplaces, inserts and free-standing stoves. We are adding value to the homeowner by making old worn-out fireplaces more efficient and providing quality products for the new construction segment as well.

Industry Analysis

We stand out from the competition by focusing on excellent customer service, continued online education and training to gain better product knowledge so that we can efficiently respond to customer requests, putting us in a better position to serve our customers.

Implementation Timeline

Our goal will be to have a Grand Opening by the end of the year (2022)

Financial Summary

Our sales target for the first year of business is \$1,200,000.00. This is based on current revenue streams with over 10 years of data servicing the Pittsburg KS and the surrounding area.

Target Market

We market to homeowners with existing fireplaces that are looking to upgrade to a more efficient way to bring warmth to their home, homeowners that want to add a fireplace or free-standing stoves to their existing home, new construction, and outdoor fireplaces.

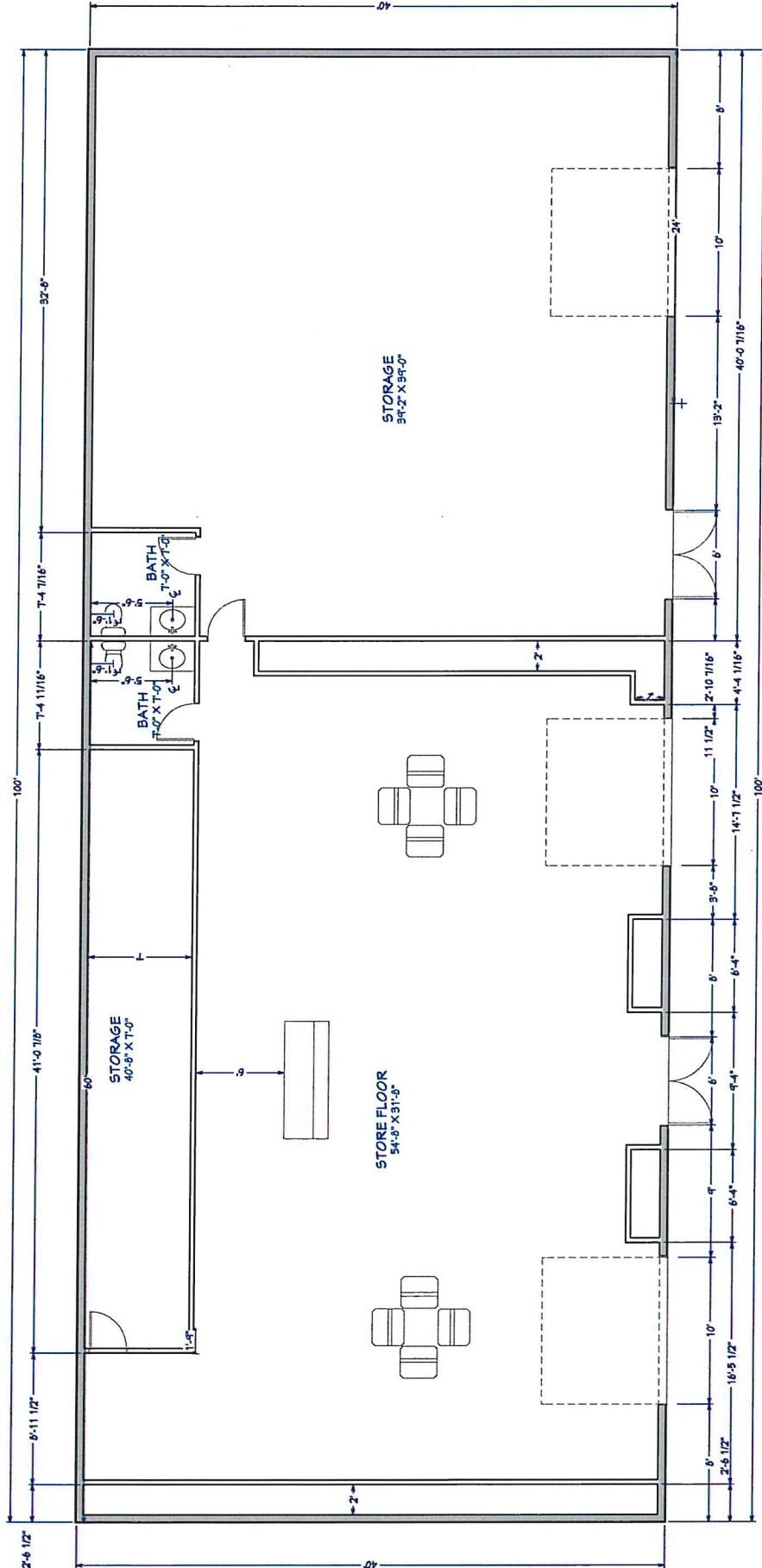
Marketing Plan

We use several different platforms for marketing. Television commercials, radio ads, social media platforms and our website to reach our target audience.

BRIAN SCHNELLE BLUEPRINTS

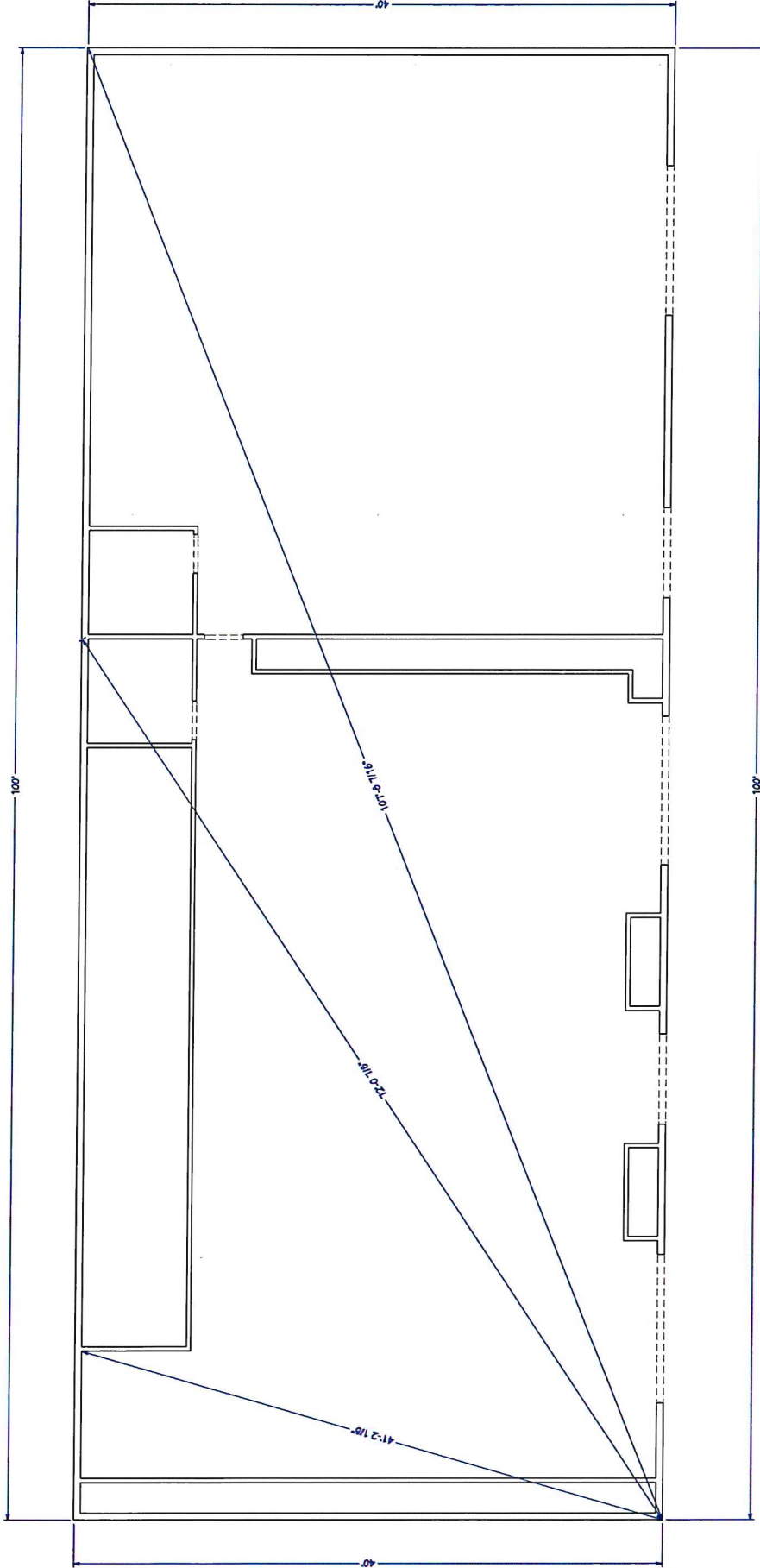


REVISION TABLE NUMBER DATE REVISION BY DESCRIPTION 1 1/17/2022 BRIAN SCHNELLE 2 1/17/2022 BRIAN SCHNELLE 3 1/17/2022 BRIAN SCHNELLE 4 1/17/2022 BRIAN SCHNELLE 5 1/17/2022 BRIAN SCHNELLE 6 1/17/2022 BRIAN SCHNELLE 7 1/17/2022 BRIAN SCHNELLE 8 1/17/2022 BRIAN SCHNELLE 9 1/17/2022 BRIAN SCHNELLE 10 1/17/2022 BRIAN SCHNELLE		Brian Schnelle Blueprints	THOMASVILLE HOMES, LLC. 10000 N. STATE ST. SUITE 100 THOMASVILLE, NC 27455 704.333.1111 www.thomashomes.com	Drawings provided by: Levi Adams Thomasville Homes	DATE: 1/17/2022	SCALE: 1/8" = 1'-0"	SHEET: 1P-1
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[illegible]

Floor Plan View Dimensioned

BRIAN SCHNELLE SLAB PLAN



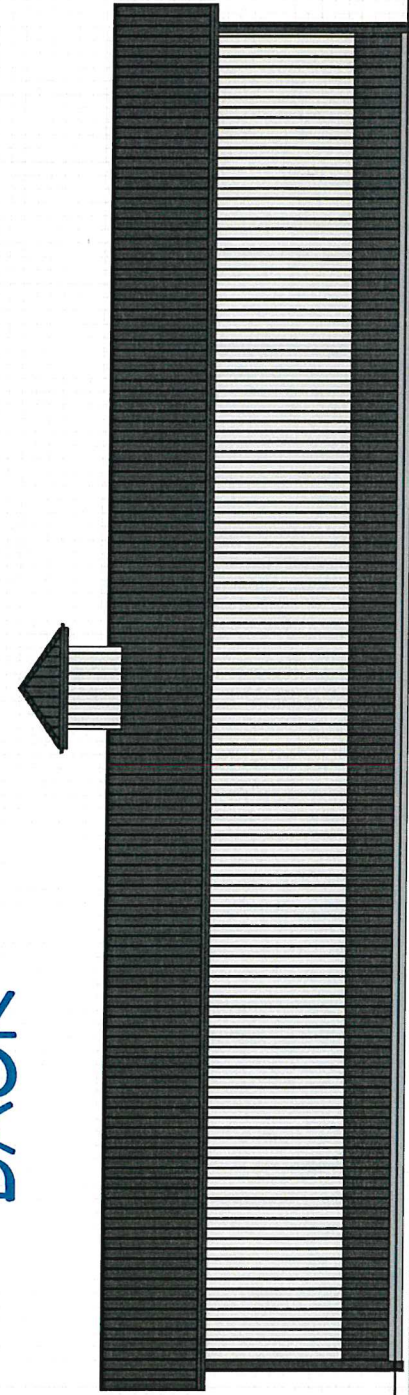
Framing, Floor Plan View

REVISION TABLE NUMBER DATE REVISION BY DESCRIPTION	Brian Schnelle Blueprints		THOMASVILLE HOMES, LLC. WITH THE SERVICE OF 	Drawings provided by: Levi Adams Thomasville Homes	DATE: 1/17/2022	SCALE: 	SHEET: 3



FRONT

BACK

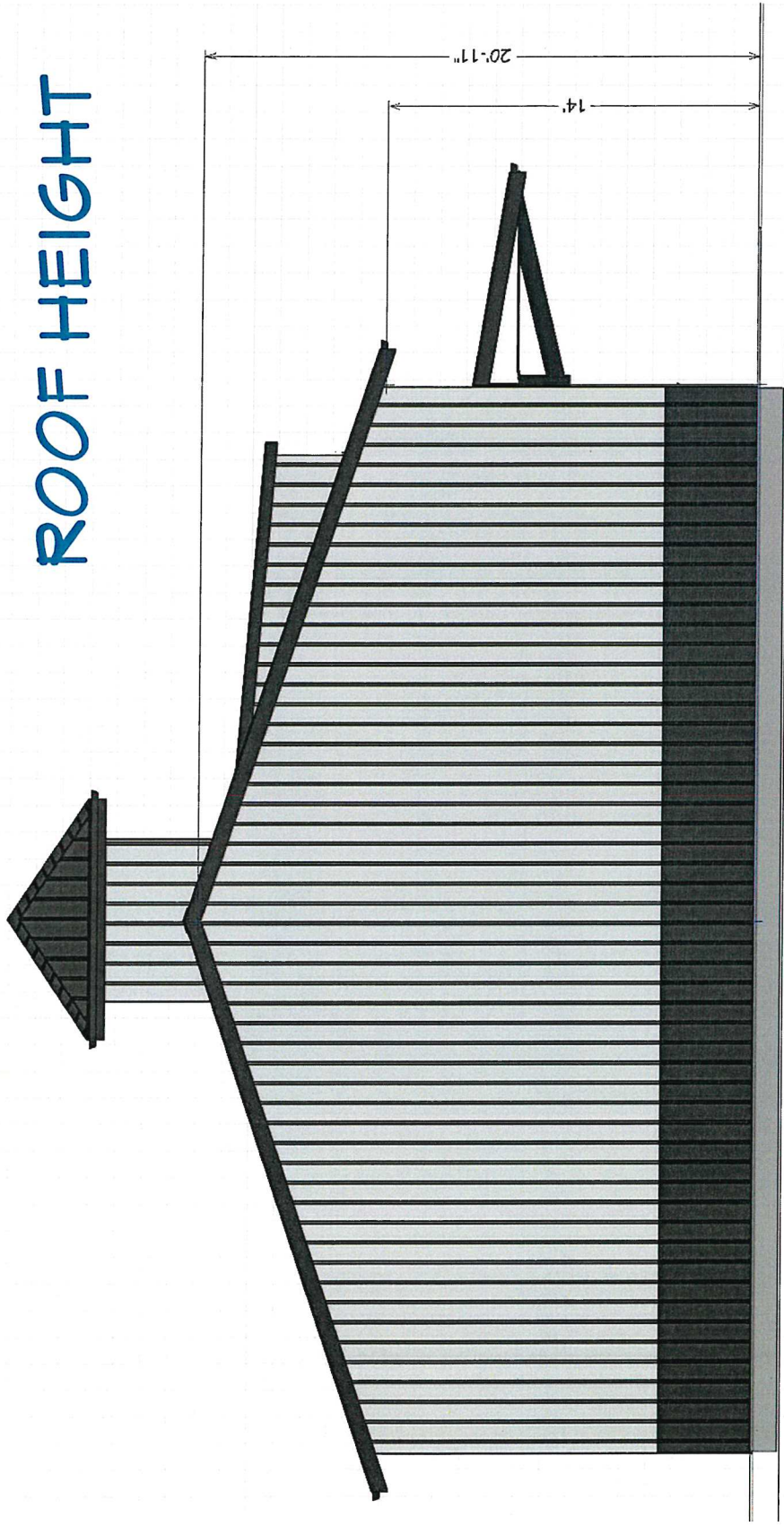




LEFT



RIGHT





Memorandum

TO: Daron Hall, City Manager

FROM: Blake Benson, Economic Development Director

DATE: June 8, 2022

SUBJECT: June 14, 2022 Agenda Item
JMAC QOZ Business II, LLC loan deferment request

On February 23, 2021, the Pittsburgh city commission approved a \$750,000 repayable loan to JMAC QOZ Business II, LLC, in support of the Villas at Creekside project. The loan documents called for the loan to be repaid beginning June 1, 2022, through May 1, 2027.

As a number of factors have affected the project's construction timeline, JMAC QOZ Business II, LLC has requested a six-month deferral on the loan's repayment. These factors include supply chain issues, product back orders and inclement weather. The requested deferral would allow the company to complete the project and begin generating cash flow in late summer.

The EDAC considered this request at its June 1, 2022, meeting and felt the request was appropriate given the challenges cited. The EDAC recommended approval of the six-month deferral, which would adjust the payment schedule to reflect a first payment of November 1, 2022.

Please place this item on the agenda for the City Commission meeting scheduled for Tuesday, June 14, 2022. Action being requested is approval or denial of the EDAC recommendation and, if approved, authorize the Mayor to sign the appropriate documents.



May 10, 2022

Mr. John Clark, Chairman
Economic Development Advisory Committee (EDAC)
PO Box 688
Pittsburg, KS 66762

RE: Loan Deferment

Dear Mr. Clark and EDAC Members:

This letter is in relation to the Villas at Creekside loan agreement in the amount of \$750,000 between the City of Pittsburg and JMAC QOZ Business II and the Villas at Creekside executed on May 27, 2021. Our team respectfully requests a 6-month deferment of the loan repayment. The following reasons support this request. The combination of the following factors have extended our construction timeline by 6 months.

- Unforeseen delays in supply chain - Electrical meter cans, rebar and dowl baskets needed to construct concrete streets
- Product backorders and delayed product delivery from manufacturers – Siding, heating and air conditioning equipment, aluminum soffit
- Inclement weather

This deferment will allow time for the project to be completion and for opening plans to proceed. Our team is grateful for the partnership with the EADC and the City of Pittsburg and we look forward to a favorable decision. Should you have any questions or concerns about this request, please do not hesitate to contact me at dpearson@3pdgroup.com or on 501-336-5612.

Sincerely,

A handwritten signature in blue ink that reads 'Dexter L. Pearson'.

Dexter L. Pearson, Manager
JMAC QOZ Business II/Villas at Creekside



Memorandum

TO: Daron Hall, City Manager

FROM: Blake Benson, Economic Development Director

DATE: June 8, 2022

SUBJECT: June 14, 2022 Agenda Item
3P Development Group/Sunflower Estates request

3P Development Group, LLC, has announced plans for Sunflower Estates, a new entry home community located on North Home Street near Meadowlark Elementary School. Phase I will include 12 homes, with each being three-bedroom/two-bath, with a one or two-car garage. 3P Development Group would like to begin construction this summer, with a construction timeline of 6-8 months based on demand.

The project represents a \$2.8 - \$3 million investment for 3P Development Group, including \$675,000 in up front infrastructure costs in order to begin building homes. The group recently applied for an economic development incentive package to help offset these initial infrastructure costs.

The Economic Development Advisory Committee (EDAC) considered this request at its June 1 meeting and voted to recommend reimbursing \$250,000 in infrastructure-related costs associated with the Sunflower Estates project. The recommended schedule for reimbursement would be as follows:

- 1/3 reimbursed upon completion of first four homes
- 1/3 reimbursed upon completion of second four homes
- 1/3 reimbursed upon completion of final four homes

Please place this item on the agenda for the City Commission meeting scheduled for Tuesday, June 14, 2022. Action being requested is approval or denial of the EDAC recommendation to allocate up to \$250,000 to be used specifically for infrastructure work to support the Sunflower Estates project.



**APPLICATION FOR LOAN
CITY OF PITTSBURG, KANSAS
ECONOMIC DEVELOPMENT REVOLVING LOAN FUND
(SALES TAX)**

I. GENERAL INFORMATION

- | | | |
|----|---|---|
| | 3P Development Group | May 27, 2022 |
| 1. | Name of Applicant Firm | Date of Request |
| | 23620 Interstate 30, Bryant, AR 72022 | 501-336-5612 |
| 2. | Firm Address | Firm Phone Number |
| 3. | Names and addresses of all persons or corporation who would be obligated as either applicant or personal guarantors of loans: | |
| | Dexter Pearson | 1607 Varnum St, NW, Washington, DC 2001 |
| | Name | Address |
| | Phillip Lewis | 2400 Henry Ave., Bryant, AR 72022 |
| | Name | Address |
| 4. | Names and addresses of the principal officers and directors of the applicant: | |
| | Dexter Pearaon | 1607 Varnum St. NW, Washington, DC |
| | Name | Address |
| | Phillip Lewis | 2400 Henry Ave., Bryant, AR 72022 |
| | Name | Address |
| | | |
| | Name | Address |
| 5. | Nature of applicant's business: Real Estate Development | |
| | | |
| | | |
| 6. | The products to be assembled or manufactured or service to be rendered: | |
| | Construction of 12 single family house from 1,200sf to 1442sf | |
| | | |
| | | |
| 7. | Adlai Groves | 417-866-7777 |
| | Applicant's Attorney | Phone Number |
| 8. | | |
| | Applicant's Financial Advisor | Phone Number |

9. Matthew Blackwell, SMB CPAs 417-987-8928
Applicant's Accountant Phone Number
10. Estimated amount of loan: \$ N/A
11. Number of years to retire loan: n/A
12. List previous loans and credit references:
Arvest Bank, 620-240-3937
Chambers Bank, 479-495-1174

II. USE OF LOAN PROCEEDS

1. Amount requested for purchase of land: \$ _____
2. Amount requested for land improvements (bldgs): \$ _____
3. Amount requested for machinery and equipment: \$ _____
4. Capitalized debt service: \$ _____
5. Loan closing costs: \$ _____
6. Working capital: \$ _____
7. Other (specify) \$ 337,500.00
- TOTAL REQUEST: \$ 337,500.00

III. LOAN PROPOSAL

1. Will the loan refinance an existing project? N/A
2. Will the loan proceeds be used to expand or replace an existing facility? N/A
3. Is the applicant presently located in the City of Pittsburg? yes
4. What type and size of building will be constructed?
12 single family houses and infrastructure to support the project.
5. Name and address of contractor and/or architect:
3P Construction Services, 1700 E 4th Street, Pittsburg, KS 66762

6. What type of equipment will be financed? N/A

7. If the applicant will be in direct competition with local firms,

(a) Name of firms: No

(b) Describe nature of the competition: N/A

IV. LOAN ANALYSIS

1. Has a financial advisor submitted an analysis indicating the need for the loan, the advisability of the loan or benefit to the applicant of the loan?

No

(If yes, attach a copy to this application.)

2. Has additional financing, whether internally generated or through other loans, been arranged? (If yes, explain on an attached sheet)

Yes

3. Has the applicant investigated conventional financing?

Yes

V. PROPOSED LOCATION

1. Location of the proposed facility: N Home Street, near Meadowlark elementary school

2. If the facility is a proposed expansion or replacement of another plant, state size and location of current operations:

N/A

3. What percentage of the facility will be occupied by the applicant? N/A

4. Is the prospective location properly zoned? Yes, rezoning was approved by the City.

5. If a zoning change is pending, cite application number and present status. If application has not been made, briefly describe what change will be needed and plans for submitting application:

PUD was approved through the City of Pittsburg.

6. If unusual demands for water or sewer services or police or fire protection will be made, specify the demands:

N/A

VI. OWNERSHIP AND MANAGEMENT

1. Describe the organizational structure of applicant (proprietorship, partnership, subsidiary, corporation, etc.):

Partnership

Note relationship to a parent company: none

2. What portion of the project is being financed from other company funds (in addition to this loan)?

\$ Approximately \$2.7m

Please explain 3P Development Group will obtain a loan from a local lender to fund the cost of construction for single family homes and funds to install water, sewer, concrete roads and all the infrastructure to support the project.

3. Describe all threatened or outstanding litigation

N/A

4. Attach proforma statements for the first three (3) years of operation after issuance of the loan, including revenue projections, operating expense projections and a debt amortization schedule.

VII. MEASURE OF ECONOMIC GROWTH AND BENEFIT

1. What dollar amount of sales is contemplated? N/A

2. What percentage of sales will be sold locally? N/A
-

3. What is the estimated amount of merchandise and services purchased locally, per year?
Approximately \$1.8m

4. How many people will the project employ:

Type:	Professional	11
	Technical	
	Clerical	1
	General Labor	Approximately 125 jobs to encompass all the trades

5. Number of current full-time employees at applicant's present location: n/A

6. What is ratio of loan fund dollars to jobs created? N/A

VIII. In order to facilitate the timely processing of the application, please attach as part of the proposal the following items:

1. Copies of applicant's financial statements for the past three years certified as correct by the owner or an authorized officer.
2. Applicant's most recent annual or quarterly financial report.
3. Interim financial statements, to date, for the current fiscal year.
4. Financial statements, current to date, for each personal guarantor, on forms, certified by a Certified Public Accountant or the guarantor.
5. Copies of both federal and state income tax returns filed by applicant and each personal guarantor during the past three years.
6. In certain cases, due to the size of the loan, audited financials may be required.
7. Completed business plan with three year financial projections.
8. Loan (if approved) must be personally guaranteed.

IX. Applicant should be aware that additional financial data shall be required if requested by the City Manager, City Attorney or any other persons authorized by the City of Pittsburg, Kansas, including the Economic Development Revolving Loan Fund (Sales Tax) Committee (EDAC).

X. Attached hereto is a copy of the Collateral Requirements for the Economic Development Revolving Loan Fund (Sales Tax) for informational purposes. HOWEVER, APPLICANT ACKNOWLEDGES AND AGREES THAT SAID REQUIREMENTS AS WELL AS THIS APPLICATION ARE A SET OF GUIDELINES AND ANY OF THE PROVISIONS STATED THEREIN MAY BE WAIVED OR ADDED TO AT THE DISCRETION OF THE PITTSBURG CITY COMMISSION.

- XI. EACH APPLICANT ALSO EXPRESSLY AGREES AND UNDERSTANDS THAT THE CITY'S MONETARY PLEDGE OF MONIES FROM THE FUND AND COMMITMENTS MADE IN ANY AGREEMENT SHALL BE CONTINGENT UPON THE CITY CONTINUING TO COLLECT THE ONE-HALF CENT CITY RETAILERS' SALES TAX; AND APPLICANT ACKNOWLEDGES THAT SAID SALES TAX MAY BE DISCONTINUED AS PROVIDED BY THE PROVISIONS OF K.S.A. 12-187 et. seq. AND AMENDMENTS THERETO, AT ANY TIME.



Signature

26May 2022

Date

Founder/Managing Member

Title

**COLLATERAL REQUIREMENTS – CITY OF PITTSBURG, KANSAS
ECONOMIC DEVELOPMENT REVOLVING FUND
(SALES TAX)**

The following documents will be required:

1. A fully completed and signed application, with documents required therein attached.
2. A fully completed and signed financial statement by each personal guarantor.
3. The federal income tax returns of each personal guarantor for the last three (3) years, whether calendar or fiscal years.
4. Documents confirming compliance with the Kansas Bulk Transfer Act, if the Act is applicable.
5. A personal guaranty agreement to be signed by each personal guarantor and spouse.
6. Key persons term life insurance on the principal personal guarantor.
7. If the applicant is a corporation, a resolution of the Board of Directors authorizing the appropriate offices of the Corporation to sign the various loan documents on behalf of the Corporation.
8. Loan Agreement and Security Agreement, with Use of Loan Proceeds form attached.
9. Promissory Notes and Mortgage.
10. UCC financial statements for filing with the Secretary of State and the Crawford County Register of Deeds.
11. Other relevant financial information or loan security documents requested by the City Manager, the City Attorney or any authorized representative of the City of Pittsburg, Kansas.



Overview/Business Plan for:

Sunflower Estates Phase I will be a very nice entry home community located on North Home Street, near Meadowlark Elementary School.

The overall project will cover approximately 2.8 acres with 12 homes:

- The project PUD was approved by the City of Pittsburg in the fall of 2021.
- 3P Development Group will construct infrastructure for the site and then build 12 houses.
- The single-family homes will be priced from the low \$200s to low \$300s.
- The homes will be 3BR/2BA with one or two car garages.

The Community offers living options for individuals who are:

- First time home buyers and young professionals looking for a new community right next to an elementary school.
- Looking to live in a highly desirable new community and live in an interactive community amongst neighbors.
- Want to relocate to the City of Pittsburg and live in a growing community.

Expected Project Timeline:

- Begin construction June/July 2022
- The project construction should be 6-8 months depending on the demand for new houses.

Benefits of the Project to the Community:

- Addresses a critical housing shortage in the City of Pittsburg.
- Infuses jobs during construction and offers contracting opportunities.
- Improvement to the site and area, increased population, and increased tax revenue.
- Pittsburg will be marketed across the region.

Request to the EDAC:

Due to the rising costs of construction and increased costs of infrastructure for this project, 3P Development Group would like to request a \$337,500 incentive from the City of Pittsburg for improving this site and addressing a critical need in the city. This amount represents half the cost

of the infrastructure costs. The incentive would be paid out to 3P Development Group in 1/4 payments reflective of the below schedule and minimizing the risk to the city.

- At the completion of the site infrastructure, the city would pay \$84,375.00
- At the completion of 4 houses, the city would pay \$84,375.00
- At the completion of 4 additional houses, the city would pay \$84,375.00
- At the completion of the final 4 houses, the city would pay \$84,375.00

Developer: 3P Development Group

Construction: 3P Construction Services

PART OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER,
SECTION 21, TOWNSHIP 30 SOUTH, RANGE 25 EAST of the 6th P.M.
CITY OF PITTSBURG, CRAWFORD COUNTY, KANSAS

122

(Summary Published in The Morning Sun on June ____, 2022)

ORDINANCE NO. G-1338

AN ORDINANCE AMENDING SECTIONS 6-190 THROUGH 6-195 AND SECTION 6-197 OF THE PITTSBURG CITY CODE TO AUTHORIZE THE POSSESSION AND CONSUMPTION OF CEREAL MALT BEVERAGE WITHIN THE COMMON CONSUMPTION AREA BOUNDARIES.

WHEREAS, the City previously created a new Division 4 in Article III of Chapter 6 and new sections 6-190 through 6-197 of the Pittsburg City Code and established a common consumption area;

WHEREAS, the certain areas of the Downtown Overlay District are used from time to time as public gathering places for special events and civic events and the City established a common consumption area, to allow the possession and consumption of alcoholic beverages within the Downtown Overlay District during special events and civic events subject to the terms, conditions and restrictions set forth in a special events permit; and

WHEREAS, the City now desires to also allow the possession and consumption of cereal malt beverage within the Downtown Overlay District during special events and civic events subject to the terms, conditions and restrictions set forth in a special events permit.

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

SECTION 1. Section 6-190 of the Pittsburg City Code are hereby amended as follows:

Article 4. COMMON CONSUMPTION AREA.

Sec. 6-190. Establishment of Common Consumption Area; Downtown Overlay District. The Governing Body hereby establishes the Downtown Overlay District as a Common Consumption Area (hereinafter referred to CCA) during special events and civic events, excluding any and all areas which are currently or otherwise become subject to a license issued pursuant to the Kansas liquor control act or the club and drinking establishment act, or licensed to permit the consumption of cereal malt beverage. The Downtown Overlay District is defined as 14th Street on the north, Euclid Street on the south, Pine Street on the west and Elm Street on the

east. Properties which are located on each side of the block of the above boundary streets are included in the Downtown Overlay District for purposes of this Ordinance.

SECTION 2. Section 6-191 of the Pittsburg City Code are hereby amended as follows:

Sec. 6-191. Special Event Permit Required; Streets; Hours. During a special event or civic event which requires a special event permit from the City, the boundaries of the event shall be clearly marked using a physical barrier or other apparent line of demarcation. Any public street or roadway that lies within the CCA designated for the special event or civic event shall be blocked from motorized traffic during the hours in which alcoholic liquor and cereal malt beverage is consumed. The possession and consumption of alcoholic liquor and cereal malt beverage within the Downtown Overlay District during a special event or civic event will only be allowed between the hours of 12:00 pm and 12:00 am. Sunday through Saturday.

SECTION 3. Section 6-192 of the Pittsburg City Code are hereby amended as follows:

Sec. 6-192. Permit; Directors of the Division of Alcoholic Beverage Control. The Governing Body hereby authorizes the possession and consumption of alcoholic liquor and cereal malt beverage in the Downtown Overlay District during a special event or civic event with clearly demarcated boundaries provided that a common consumption area permit (“Permit”) for the Downtown Overlay District has been issued to the City by the State of Kansas, Director of the Division of Alcoholic Beverage Control (“Director”) in accordance with KSA 41-2659 and amendments thereto.

SECTION 4. Section 6-193 of the Pittsburg City Code are hereby amended as follows:

Sec. 6-193. Authorized Alcoholic Liquor Containers. All alcoholic liquor and cereal malt beverage removed from a licensed premise, with a valid CAA permit and authorized to participate in the special event, shall be served in a container that displays the licensee’s trade name or logo or other identifying mark that is unique to the licensee. No alcoholic beverage or cereal malt beverage removed from a licensed premise shall be in a glass container or any container that otherwise represents a potential danger to the public as determined by law enforcement officials.

SECTION 5. Section 6-194 of the Pittsburgh City Code are hereby amended as follows:

Sec. 6-194. Purchases Outside CAA. The possession or consumption of alcoholic liquor and cereal malt beverage purchased outside the boundaries of the CAA shall not be permitted inside the boundaries of the special event or civic event and CAA.

SECTION 6. Section 6-195 of the Pittsburgh City Code are hereby amended as follows:

Sec. 6-195. Purchases Within CAA. No open container of alcoholic liquor or cereal malt beverage, purchased within the CAA shall be removed from the boundaries of the CAA and special event or civic event.

SECTION 7. Section 6-197 of the Pittsburgh City Code are hereby amended as follows:

Sec. 6-197. Licenses. All licensees approved by the Director to participate in the CCA shall at all times comply with any and all federal and state law and City ordinances regulating the purchase, sale and consumption of alcoholic liquor and cereal malt beverage.

SECTION 8. The Ordinance shall become effective upon passage and publication of the ordinance summary in the official City newspaper.

PASSED and APPROVED by the Governing Body this ____ day of June, 2022.

Cheryl Brooks, Mayor

ATTEST:

Tammy Nagel, City Clerk



CMB ESTABLISHMENT REQUEST TO PARTICIPATE IN COMMON CONSUMPTION AREA

WHO IS REQUIRED TO COMPLETE THIS FORM?

On-Premise CMB licensees and temporary permit holders immediately adjacent to or located within a permitted Common Consumption Area who wish to participate in the Common Consumption Area.

INSTRUCTIONS TO COMPLETE THE REQUEST TO PARTICIPATE IN COMMON CONSUMPTION AREA:

Complete this form and return to the address or fax number above or e-mail to city.clerk@pittks.org. Once approved, the licensee may allow patrons to remove alcoholic liquor purchased from the licensee into the premise described by ordinance or resolution for the Common Consumption Area.

SECTION 1 – LICENSEE INFORMATION

Licensee DBA Name	License Number	City CCA Permit Number
Requestor Name	Email Address	
Business Phone Number		Cell Phone Number

SECTION 2 – DIAGRAM

Attach a drawing of the licensed premise and the Common Consumption Area being requested to participate in. The diagram must include the boundaries of the Common Consumption Area.

The above-named licensee, does hereby request to participate in a Common Consumption Area. In making this request, the above licensee understands that:

- They will comply with the ordinance or resolution established for the Common Consumption Area.
- All cereal malt beverages removed from the licensee's licensed premise must be in a container that displays the licensee's trade name, logo or other identifying mark that is unique to the licensee.
- They are liable for violations of all laws governing the sale and consumption of cereal malt beverage that occur on the licensee's licensed premise.
- If they choose to cancel their participation in a Common Consumption Area, they must submit a request in writing to the City to withdraw their participation.
- They will keep the approved copy of this form on the licensed premise while in effect.
- They will ensure the Common Consumption Area Permit is active prior to allowing patrons to remove cereal malt beverage from the licensed premise into the Common Consumption Area.

Under penalties of perjury, I declare the information contained in this document a true, accurate and complete disclosure of information.

Under penalties of perjury, I declare the information contained in this document a true, accurate and complete disclosure of information.

Authorized Signature

Date

Printed Name

Printed Title

Request Approved ☐ Request Denied ☐ Signature of City Official:

Reason if Denied:

Date:

Interoffice Memorandum

TO: DARON HALL
City Manager

FROM: MATT BACON
Director of Public Works & Utilities

DATE: May 25th 2022

SUBJECT: Agenda Item – June 14h
Engineering services for
Sewer Lining Project-Manhole 7B-23 to Manhole 7B-13A

City Staff is requesting the Governing Body to enter into an agreement with Earles Engineering & Inspection, Inc, of Pittsburg KS for engineering services. The scope of services includes production of a set of engineered drawings and related specifications and bid documents. This project will be for the lining of the existing 27-inch sanitary sewer from manhole 7B-23 to manhole 7B-13A which flows under the creek along the east side of town, with the project estimated cost of \$448,000.00 and engineering fees not to exceed \$26,800.00. The project will be paid for through the Waste Water Collections Operating Fund.

Would you please place this item on the agenda for the City Commission meeting scheduled for Tuesday, June 14th, 2022? Action being requested is to approve or disapprove staff's request 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: Earles Engineering & Inspection Letter
Project Location Map

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 – DBE CERTIFIED

email: earlesinc@earleseng.com

web: earlesengineering.com

May 17, 2022

City of Pittsburg

201 W 4th St

Pittsburg, KS 66762

Attn.: Daron Hall

City Manager

RE: Sewer Lining Project –Manhole 7B-23 to Manhole 7B-13A – 4072 L.F.

Mr. Hall;

This letter is a written contract between City of Pittsburg, hereinafter referred to as the “**CLIENT**”, and Earles Engineering & Inspection, Inc., hereinafter referred to as the “**CONSULTANT**”.

Scope of Work

The intent is to produce a set of engineered drawing for the lining of the existing 27-inch sanitary sewer from manhole 7B-23 to manhole 7B-13A which flows under the creek along the west side of town. Estimated cost is \$ 448,000.00

- 1) Engineering
 - a) Create the design for the sewer main lining project
 - b) Create a design for the manhole lining
 - c) Determine how to pump around to all work to proceed
 - d) Create the specification
 - e) Create the bid documents
- 2) Meet with CLIENT to review
- 3) Make any needed corrections
- 4) Obtain City Approval
- 5) Work with CLIENT to obtain bids

Fee Proposal

Based on the scope of professional services described above, the project cost will be based the following Lump Sum Fees:

1) Engineering Design	\$ 19,800.00
2) Specifications	\$ 4,700.00
3) Bidding	\$ 1,500.00
4) Meetings	\$ 800.00
TOTAL FEE	\$ 26,800.00 ✓

Fees to be billed monthly, based on work completed to date.

Meetings

During the course of the project, the “Consultant” will remain in contact with the “Client” as necessary to complete the project.

Printing

Copies of the preliminary drawings and associated documents will be provided for review purposes. Two sets of Final Drawing will be provided to the Client as well as an electronic copy. Additional sets of documents will be supplied as necessary, at CLIENTS expense.

Final materials to be delivered to the “**CLIENT**” at the conclusion of the project will include any maps, drawings, or other items assembled during the course of the project.

Other Considerations

This agreement may be extended through fee negotiation to include any additional services performed by the following reasons at any time in the future:

- A. When directed by people from your organization to perform services either by verbal or by written instructions, which may or may not relate to the originally performed services, and for which no other specific contractual arrangements between our two organizations exist.
- B. When subpoenaed by a litigant to make depositions or testify in any matter in which we have performed services for you. These services include preparation and research, travel, court appearances, and waiting at or in court at the request of any party to the proceedings or intended proceedings.

The right is reserved by the “**CLIENT**” to terminate this Agreement at any time, upon written notice, in the event that the project is abandoned or indefinitely postponed, or because the services of the firm are unsatisfactory or the firm fails to prosecute work with due diligence; provided, however, that in any such case the firm shall be paid the reasonable value of the services rendered up to the time of termination as mutually agreed.

The firm reserves the right to terminate this agreement by written notice for any specific assignment whenever we believe that we cannot effectively serve you, when we have a conflict of interest, or when we cannot, for other ethical reasons, act on your behalf.

In recognition of the relative risks and benefits of the project to both the “**CLIENT**” and the “**CONSULTANT**”, the “**CLIENT**” agrees, to the fullest extent permitted by law, to limit the liability of the **CONSULTANT** to the **CLIENT** for any claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, so that the total aggregate liability of the “**CONSULTANT**” shall not exceed the “**CONSULTANT’S**” total fee for services rendered on this project. Such claims and causes include, but are not limited to negligence, professional errors or omissions, strict liability, breach of contract or warranty.

If the terms herein are satisfactory to you, would you please so indicate with the appropriate signature in the space provided at the end of this letter. Please retain one copy for your files and return the other to us.

EARLES ENGINEERING & INSPECTION, INC.

Peter W Earles

Peter W. Earles, P.E.
CEO

Aurelia P Earles

Aurelia Patricia Earles
President

APPROVED BY: By: _____

Title: _____

Date: _____

