

# **Parsons City Commission**

**Regular Session**

**Monday, April 3, 2023 at 6:00 p.m.**

**Municipal Building**

**I. CALL TO ORDER. PLEDGE OF ALLEGIANCE.**

**II. PRAYER – Harold Gross Jr – Macedonia Soul-Winning Ministry**

**III. APPROVAL OF THE AGENDA**

**IV. PUBLIC HEARING**

**A. Proposed Loan from the Kansas Department of Health and Environment**

**Information:** Public Hearing to apply to the Kansas Department of Health and Environment to use the Kansas Public Water Supply Loan Fund program to inventory water system piping and appurtenance by size and type and perform a lead service line inventory for the City of Parsons service area per EPA/KDHE guidelines.

**Recommendation:** Conduct Public Hearing

**V. PROCLAMATION**

**A. Fair Housing Month (Pages 1 – 2 )**

**B. Child Abuse Prevention Month (Page 3)**

**C. Arbor Day (Page 4)**

**VI. PUBLIC COMMENT NO. 1 –** Public comments at this time will be limited to persons who have signed up in advance with the City Clerk, no later than noon on Friday prior to the meeting. Comments will be limited to five (5) minutes total per meeting, not five (5) minutes per public comment session. Persons not signing up in advance will have the opportunity to address the commission at the Open Public Comment Period at the end of the meeting.

Persons wishing to comment on any agenda items will be allowed to do so at the time each item is discussed with permission from the Mayor and Commission. Each person will be allowed two (2) minutes to comment and may comment on one (1) agenda item per meeting.

April 3, 2023

**VII. CONSENT DOCKET** – The consent agenda includes items of a routine nature and one affirmative vote will approve the recommended action for each and every item on the consent agenda. Items may be added or deleted at the request of the City Commission or Staff.

**A. City Commission Minutes (Pages 5 – 9)**

**Information:** City Commission Minutes for March 20, 2023 and March 30, 2023.

**Recommendation:** Approve and authorize the Mayor's signature.

**B. Accounts Payable Appropriation Ordinance No. 357 (Pages 10 – 20)**

**Information:** Ordinance making appropriations for the payment of certain claims for the City of Parsons, Kansas. Total amount \$226,414.76.

**Recommendation:** Approve and authorize the Mayor's signature.

**C. Hay Bids – 2023**

**Information:** Set Wednesday, April 12, 2023 at 1:30 p.m. to receive bids on the sale of hay at Lake Parsons, Tri-City Airport, Old Landfill, and Tolen Creek Industrial Park.

**Recommendation:** Set Bid Date

**D. Party in the Park with Head Start (Page 21)**

**Information:** Head Start has requested the use of Forest Park , East side by the restrooms on April 21, 2023 from 11:00 a.m. to 1:00 p.m. They will have children's activities from ages 0 to 5 including the Katy Days Express.

**Recommendation:** Approve use of the park.

**E. Oakwood Cemetery – Easter Morning**

**Information:** Wesley United Methodist Church will be holding Sunrise Services at Oakwood Cemetery on April 9, 2023 at 7:00 a.m.

**Recommendation:** Information only.

**F. DGM Consultants, P.A. for Invoice #202102802; Professional Services for Project 2023-01, Municipal Building Masonry Repair (Pages 22 – 23)**

**Information:** DGM Consultants submitted an invoice for professional services through March 13, 2023. The invoice is in the amount of \$29,872.00.

**Recommendation:** Approve payment of invoice to DGM Consultants, P.A. in the amount of \$29,872.00.

**G. Pay Request No. 1, Trekk Design Group, LLC Project 2022-10 Lead Service Line Inventory (Pages 24 – 26)**

**Information:** On December 19, 2022, Trekk Design Group, Inc. entered into an agreement with the City for Lead Service line Inventory for an amount not to exceed \$324,156.75.

The attached pay request is for Invoice No. 23-000071 for work completed through January 31, 2023 in the amount of \$15,289.25.

**Recommendation:** Approve Pay Request to Trekk Design Group, LLC.

**H. Mowing Bids 2023 – City Property (Pages 27 – 28)**

**Information:** We received bids for mowing Ward 1, Ward 2 & Ward 3 in the City of Parsons. The City received four (4) bid proposals for each Ward on March 20, 2023 to consider. Staff recommends the following bids be awarded:

Ward 1 – Dixie’s Mowing & Lawn Care - \$1,340.00

Ward2 – D & M Lawncare - \$66.90

Ward 3 – Dixie’s Mowing & Lawn Care - \$1,480.00

**Recommendation:** Award bids.

**I. Mowing Bids 2023 – Oakwood Cemetery (Page 29)**

**Information:** We received bids for mowing Oakwood Cemetery. The City received one (1) bid proposal for mowing Oakwood Cemetery on March 20, 2023. The single bid received was not complete. Staff recommends the bid be rejected.

**Recommendation:** Reject bid.

**CONSENT DOCKET ENDS**

## **VIII. OLD BUSINESS**

### **A. Lease Renewal for Army Reserves – National Guard at 2700 Southern Blvd (Pages 30 – 35)**

**Information:** The United States Army is requesting the City enter into a 50 year lease for the National Guard facility located on Southern Avenue. Although this lease has updated terms, it extends the previous lease the City had with the Army.

**Recommendation:** Approve lease renewal for Army Reserves – National Guard at 2700 Southern Blvd.

### **B. Curb and Sidewalk – 2701 Dirr (Pages 36 – 41)**

**Information:** A request has been received to replace curb and sidewalk at the Bible Holiness Church, 2701 Dirr.

**Recommendation:** Discuss and possibly approve replacement of curb and sidewalk at 2701 Dirr.

## **IX. NEW BUSINESS**

### **A. Kansas Waste Tire Grant Program (Page 42)**

**Information:** The city has received notice of a \$4,522.00 grant award from KDHE, Bureau of Waste Management to purchase 12 trail benches and 4 picnic tables for Tolen Creek Park made from recycled material through the Kansas Waste Tire Grant Program.

#### **Funding**

This is a 50/50 grant. \$4,522.00 Grant, \$4,522.00 Park Sales Tax. City employees will assemble and deliver the trail benches and picnic tables.

**Recommendation:** Approve and authorize the Mayor's signature on the contract for the KDHE Kansas Waste Tire Grant Program.

**X. RESOLUTION**

**A. Resolution No. 3445 – KDHE – Loan from Kansas Public Water Supply Loan Fund (Pages 43 – 45)**

**Information:** This resolution will give approval to apply to the Kansas Department of Health and Environment to use the Kansas Public Water Supply Loan Fund program to inventory water system piping and appurtenance by size and type and perform a lead service line inventory for the City of Parsons service area per EPA/KDHE guidelines.

**Recommendation:** Approve and authorize the Mayor's signature on Resolution No. 3445.

**XI. OPEN PUBLIC COMMENT** – Persons wishing to address the Commission on any subject may comment at this time. Comments will be limited to five (5) minutes. If you have already commented at the beginning of the meeting, you will be given the remainder of the five (5) minutes, if any.

**XII. STAFF COMMENT**

**XIII. CITY COMMISSION COMMENTS**

**XIV. ADJOURN**

Memorandum  
City of Parsons  
Community Development Department

**TO:** Debbie Lamb, City Manager  
**FROM:** Laura Moore, Community Development Director  
**DATE:** March 22, 2023  
**RE:** Fair Housing Proclamation

Please include the following item on the City Commission consent agenda for consideration at the April 3, 2023 meeting:

The Congress of the United States passed the Civil Rights Act of 1968 provided for equal housing opportunities regardless of race, creed, or national origin. Title VIII of the Civil Rights Act of 1968 is commonly known as the Fair Housing Act. The month of April marks an annual recognition of Fair Housing, celebrating the passage of the 1968 Fair Housing Act that prohibits housing discrimination.

**Action Request**

Approve and authorize the Mayor's signature.

# PROCLAMATION

Celebrating 55 Years of Fair Housing  
City of Parsons

WHEREAS, the Congress of the United States passed the Civil Rights Act of 1968, of which Title VIII declared that the law of the land would now guarantee the rights of equal housing opportunity; and

WHEREAS, the City of Parsons is committed to the mission and intent of Congress to provide fair and equal housing opportunities for all, and today, many realty companies and associations support fair housing laws; and

WHEREAS, the Fair Housing groups and the U.S. Department of Housing and Urban Development have, over the years, received thousands of complaints of alleged illegal housing discrimination and found too many that have proved upon investigation to be violations of the fair housing laws; and

WHEREAS, equal housing opportunity is a condition of life in our City that can and should be achieved,

I, Kevin Cruse, Mayor of Parsons on behalf of its citizens, do hereby proclaim the month of April as

## FAIR HOUSING MONTH

And express the hope that this year's observance will promote fair housing practices throughout the City.

Dated this 3rd day of April, 2023

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Kevin Cruse, Mayor

Attest:

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Robyn Baker, City Clerk

## ***CHILD ABUSE PREVENTION MONTH 2023 PROCLAMATION***

**WHEREAS**, our children are our most valuable resources and will shape the future of Parsons; and

**WHEREAS**, childhood trauma, including abuse and neglect, is a serious problem affecting every segment of our community, and finding solutions requires input and action from everyone; and

**WHEREAS**, childhood trauma can have long-term psychological, emotional, and physical effects that have lasting consequences for victims of abuse; and

**WHEREAS**, protective factors are conditions that reduce or eliminate risk and promote the social, emotional, and developmental well-being of children; and

**WHEREAS**, effective child abuse prevention activities succeed because of the partnerships created between child welfare professionals, education, health, community- and faith-based organizations, businesses, law enforcement agencies, and families; and

**WHEREAS**, communities must make every effort to promote programs and activities that build strong children and families; and

**WHEREAS**, we acknowledge that we must work together as a community in partnership to build awareness about child abuse and contribute to promote the social and emotional well-being of children and families in a safe, stable, and nurturing environment; and

**WHEREAS**, prevention remains the best defense for our children and families.

**THEREFORE**, I, Kevin Cruse, Mayor of Parsons, Kansas, do hereby proclaim April 2023 as Child Abuse Prevention Month.

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Kevin Cruse, Mayor

Attest:

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Robyn Baker, City Clerk



## PROCLAMATION

WHEREAS, In 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

WHEREAS, this holiday, called Arbor Day, was the first observed with the planting of more than a million trees in Nebraska, and

WHEREAS, Arbor Day is now observed throughout the nation and the world, and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for fires, and countless other wood products, and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal, and

WHEREAS, Parsons has been recognized as a Tree City USA by the National Arbor Day Foundation and desires to continue its tree-planting ways,

NOW, THEREFORE, I, Kevin Cruse, Mayor, City of Parsons, Kansas, do hereby proclaim April 28, 2023 as

"A R B O R   D A Y"

in the City of Parsons, Kansas, and I urge all citizens to support efforts to protect our trees and woodlands and to support our city's urban forestry program, and

FURTHER, I urge all citizens to plant trees to gladden the hearts and promote the well-being of present and future generations.

DATED this 3rd day of April, 2023

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Kevin Cruse, Mayor

Attest:

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Robyn Baker, City Clerk

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MINUTES  
PARSONS CITY COMMISSION  
March 20, 2023

The Parsons City Commission met in regular session at 6:00 p.m. in the Municipal Building Commission Room with Mayor Kevin Cruse presiding.

Present: Commissioner Shaw  
Commissioner Crooks  
Commissioner Bolinger  
Commissioner Strait

Commissioner Bolinger moved, Commissioner Crooks seconded that we approve the agenda as presented. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Strait – yes; Cruse - yes.

Presentation

Chief Spinks – Officers of the Year

Officer of the Year – Brice Dickens

Field Training Coins – Devin Wisdom, Joshua Lindsey Jr., Luke Schibi,  
Mark Raney, Tony Adamson

Kyle Wiford – Voted by Peers

Supervisor of the Year – Brice Dickens

New Officer of the Year – Rory Johnson

Shift Partner of the Year – Christian Smith

Civilian Staff of the Year – Charlotte Lamb

Consent Docket as follows:

City Commission Minutes

Approved and authorized minutes for the March 6, 2023 and March 16, 2023 meetings.

Accounts Payable Appropriation Ordinance No. 356

Approved and authorized an ordinance making appropriations for the payment of certain claims for the City of Parsons, Kansas. Total amount \$356,850.92.

Street Closure – Fire School

Approved street closure for the annual LCC Fire School that will be held Saturday, April 1, 2023 and Sunday, April 2, 2023. Below is a list of street closures that was approved:

14<sup>th</sup> St. – Broadway to Belmont

Broadway St. – East from Heacock one block

Appleton St. – 17<sup>th</sup> St. to 18<sup>th</sup> St.

Corning St. – 23<sup>rd</sup> St. to 24<sup>th</sup> St.

Appleton and Corning closures will be to control the flow of traffic while Firefighters operate in those areas. Residents will be able to make it to and from their homes. These will only be needed on Sunday, April 2, 2023.

Broadway will be closed off for a class operating at the city shop south lot. This closure will be for Sunday, April 2, 2023.

14<sup>th</sup> St. from Broadway to Belmont will need to be closed Saturday, April 1, 2023 and Sunday, April 2, 2023 from 7:00 a.m. to 5:00 p.m. both days.

Pay Request No. 19 & Final HDR WWTP Peak Flow Pump Station

Approved and authorized Pay Request No. 19 & Final to HDR Engineering, Inc. in the amount of \$650.00 for work completed through February 25, 2023 for the Design of WWTP Peak Flow Pump Station.

Street Closure

Approved road closure for the dedication of the Downtown Community Clock, honoring Pete and Mary Hughes, located at the corner of 17<sup>th</sup> and Main will be April 11, 2023. They approved the closure of Main Street from 16<sup>th</sup> Street to 17<sup>th</sup> Street from 12:00 p.m. to 2:00 p.m. The intersection at 17<sup>th</sup> and Main will remain open to traffic.

Award bid for 2024 Sanitation Refuse Truck

Approved bid for 2024 Sanitation Refuse Truck to Truck Component Services.

Two (2) bids were received for 2024 Sanitation Refuse Truck.

City staff has reviewed the bid documents and recommends awarding the bid for purchase of refuse truck to Truck Component Services, 403 Evergreen, Strafford, MO, 65757, as follows:

1 – 2024 Freightliner M2-106 with 20-yard Loadmaster Excel at a price of \$234,205.00.

Delivery time is May 15, 2024.

Truck Component Services submitted the highest bid of the two (2) bidders, but are the only bidder that met specifications, therefore making them the lowest and best bid.

Commissioner Bolinger moved, Commissioner Strait seconded that we approve the Consent Docket as presented. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Strait – yes; Cruse – yes.

March 20, 2023

Old Business

Lease Renewal for Army Reserves – National Guard at 2700 Southern Blvd

Mayor Cruse moved, Commissioner Shaw seconded to table the renewal of lease for Army Reserves – National Guard at 2700 Southern Blvd. The United States Army is requesting the City enter into a 50 year lease for the National Guard facility located on Southern Avenue. Although this lease has updated terms, it extends the previous lease the City had with the Army. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Strait – yes; Cruse – yes.

New Business

Curb and Sidewalk – 2701 Dirr

Discussed the replacement of curb and sidewalk at 2701 Dirr, Bible Holiness Church.

Ordinance

Ordinance No. 6532 – Durg Takeback Rotary Club

Commissioner Bolinger moved, Commissioner Crooks seconded to approve and authorize the Mayor's Signature on Ordinance No. 6532. The Parsons Rotary Club is requesting the City of Parsons pass an ordinance requiring the safe disposal of pharmaceuticals in Parsons. This ordinance has been determined by the Federal Court system to be enforceable against pharmaceutical companies. The Parsons Rotary Club is willing to assist the City of Parsons with enforcing its provisions. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Strait – yes; Cruse – yes.

Resolution

Resolution No. 3444 – Demo and Unsafe Structures

Commissioner Strait moved, Commissioner Bolinger seconded to approve and authorize the Mayor's signature on Resolution No. 3444 to demo and remove five unsafe structures located at:

2825 North Blvd. – Michael T. Ingalsbe and Krystal W. Ingalsbe

2407 Morgan - Greg H. Hollingsworth, Bank of America, N.A.

2401 Morgan - Hafter Family Trust, Judith Price, Trustee or successor Trustee

2815 North Blvd. – Tawny L. Smith

1411 Chess Ave. – Jason A. Smart, Jessica Johnson

Resolution No. 3444 sets the hearing date for May 1, 2023 at 6:00 p.m. for the City Commission to make its determination on whether the structures should be condemned. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Strait – yes; Cruse – yes.

Departmental Reports

Monthly Reports were received and filed for February 2023.

Comments were heard from Vicki Pribble.

Comments were heard from City Staff and City Commissioners.

Executive Session

Mayor Cruse moved, Commissioner Shaw seconded to go into executive session to discuss possible litigation as allowed to discuss items which are deemed privileged in the attorney/client relationship pursuant to KSA 75-4319(b)(2) with the City Commissioners, City Attorney, Director of Utilities and City Manager in attendance. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Strait – yes; Cruse – yes. No Action was taken.

Commissioner Bolinger moved, Mayor Cruse seconded that we adjourn at 7:12 p.m. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Strait – yes; Cruse – yes.

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Kevin Cruse, Mayor

Attest:

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Robyn Baker, City Clerk

MINUTES  
PARSONS CITY COMMISSION  
March 30, 2023

The Parsons City Commission met in a work session at 4:30 p.m. in the Municipal Building, Commission Room with Mayor Kevin Cruse presiding.

Present: Commissioner Shaw  
Commissioner Crooks  
Commissioner Bolinger  
Absent: Commissioner Strait

Commissioner Bolinger moved; Commissioner Crooks seconded that we approve the agenda as presented. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Cruse - yes.

Old Business

Derek Clevenger updated on water meter proposal.

The commission reviewed the agenda for April 3, 2023.

Comments were heard from Vicki Pribble.

Comments were heard from City Staff.

Comments were heard from City Commissioners.

Commissioner Bolinger moved; Commissioner Crooks seconded that we adjourn at 5:25 p.m. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger- yes; Cruse - yes.

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Kevin Cruse, Mayor

Attest:

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Robyn Baker, City Clerk

**ACCOUNTS PAYABLE APPROPRIATION ORDINANCE NO. 0357**

**AN ORDINANCE MAKING APPROPRIATIONS FOR THE PAYMENTS  
OF CERTAIN CLAIMS FOR THE CITY OF PARSONS, KANSAS.**

Accounts Payable – March 23, 2023	\$ 61,260.77
Accounts Payable – March 30, 2023	<u>165,153.99</u>
	226,414.76

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF  
PARSONS, KANSAS:**

Section 1. That in order to pay the claims herein stated in Exhibit "A" which have been properly audited and approved there is hereby appropriated out of the respective funds in the city treasury the sum for each claim.

Section 2. That this ordinance shall take effect and be in full force from and after its passage.

Approved this 3<sup>rd</sup> day of April 2023.

\_\_\_\_\_  
Kevin Cruse, Mayor

Attest:

\_\_\_\_\_  
Robyn Baker, City Clerk

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
AMAZON CAPITAL SERVICES, INC	SUPPLIES	GENERAL FUND	GENERAL ADMINISTRATIVE	83.11
	SUPPLIES	GENERAL FUND	CITY MANAGER	54.88
			TOTAL:	137.99
AT&T	ACCT 8310010649817	GENERAL FUND	GENERAL ADMINISTRATIVE	484.85
	ACCT 8310010608026	GENERAL FUND	GENERAL ADMINISTRATIVE	2,503.07
	ACCT 8310010649817	GENERAL FUND	FIRE	193.86
	ACCT 8310010608026	GENERAL FUND	FIRE	1,001.22
	ACCT 8310010649817	GENERAL FUND	PARK	32.31
	ACCT 8310010608026	GENERAL FUND	PARK	166.87
	ACCT 8310010649817	GENERAL FUND	AUDITORIUM ARTS CENTER	32.31
	ACCT 8310010608026	GENERAL FUND	AUDITORIUM ARTS CENTER	166.87
	ACCT 8310010649817	WATER FUND	ADMINISTRATIVE	64.62
	ACCT 8310010649817	WATER FUND	ADMINISTRATIVE	96.93
	ACCT 8310010608026	WATER FUND	ADMINISTRATIVE	333.74
	ACCT 8310010608026	WATER FUND	ADMINISTRATIVE	500.61
	ACCT 8310010649817	SEWER FUND	ADMINISTRATIVE	32.31
	ACCT 8310010608026	SEWER FUND	ADMINISTRATIVE	166.87
			TOTAL:	5,776.44
AT&T TELEPHONE (MAIN PB)	ACCT 62042170607193	GENERAL FUND	POLICE	2,635.89
	ACCT 62042170607193	GENERAL FUND	PARK	292.86
			TOTAL:	2,928.75
BADGE AND WALLET	10 CITATION BARS	GENERAL FUND	POLICE	117.00
			TOTAL:	117.00
BANK OF COMMERCE-PARSONS	TRACTOR PAYMENT	GENERAL FUND	STREET	5,021.06
			TOTAL:	5,021.06
BILLY JACKSON JR	CLEANING	GENERAL FUND	POLICE	10.00
	CLEANING	GENERAL FUND	POLICE	10.00
			TOTAL:	20.00
BROOKS-JEFFREY MARKETING, INC	WEB HOSTING	GENERAL FUND	POLICE	197.98
	WEB HOSTING	GENERAL FUND	POLICE	2,995.00
	DOMAIN REDIRECT	GENERAL FUND	POLICE	55.00
	DOMAINS 3 YEARS	GENERAL FUND	POLICE	200.00
	WEB PROD-INMATE ROSTER	GENERAL FUND	POLICE	69.30
			TOTAL:	3,517.28
CARD SERVICES	ACCT 0457	GENERAL FUND	PARK	83.76
			TOTAL:	83.76
COLONIAL PROCESSING CENTER	E3070653	GENERAL FUND	GENERAL ADMINISTRATIVE	3,515.46
			TOTAL:	3,515.46
COREY W WRIGHT	WINDOW GRAPHIC ANNEX	GENERAL FUND	POLICE	300.00
			TOTAL:	300.00
COTTONWOOD & NEOSHO WATER ASSURANCE	2022 ASSESSMENT	WATER FUND	ADMINISTRATIVE	10,000.00
			TOTAL:	10,000.00
EVERGY	MUSEUM	PARSONS MUSEUM	PARSONS MUSEUM	285.95
			TOTAL:	285.95



VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
FURTHER	008459	HEALTH INSURANCE R	HEALTH INSURANCE RESER	28.20
			TOTAL:	28.20
HDR ENGINEERING INC	PEAK FLOW ENGINEERING	EPA COMPLIANCE	EPA COMPLIANCE	650.00
			TOTAL:	650.00
HEIM LAW OFFICE	ATTORNEY FEES	GENERAL FUND	LEGAL/MUNICIPAL COURT	200.00
	FEES-GRIGGS/DUNCAN/EDWARD	GENERAL FUND	LEGAL/MUNICIPAL COURT	400.00
	FEES-GRIGGS/DUNCAN/EDWARD	GENERAL FUND	LEGAL/MUNICIPAL COURT	200.00
			TOTAL:	800.00
HIGHER CALLING TECHNOLOGIES LLC	OFFICE 365	GENERAL FUND	GENERAL ADMINISTRATIVE	1,459.00
	OFFSITE BACKUP	GENERAL FUND	GENERAL ADMINISTRATIVE	1,235.50
	ADOBE SUB-J VITT	GENERAL FUND	CITY MANAGER	27.99
	OFFSITE BACKUP PD	GENERAL FUND	POLICE	199.00
	ADOBE SUB - PD	GENERAL FUND	POLICE	139.95
			TOTAL:	3,061.44
JIM ZALESKI	REIMBURSE EXPENSES	TOURISM	TOURISM	98.00
	REIMBURSE EXPENSES	TOURISM	TOURISM	50.51
	REIMBURSE EXPENSES	TOURISM	TOURISM	72.70
	REIMBURSE EXPENSES	TOURISM	TOURISM	78.79
	REIMBURSE EXPENSES	TOURISM	TOURISM	71.10
	REIMBURSE EXPENSES	TOURISM	TOURISM	51.58
	REIMBURSE EXPENSES	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	59.00
	REIMBURSE EXPENSES	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	88.50
			TOTAL:	570.18
KANSAS GAS SERVICE	301 N 30TH ST	GENERAL FUND	GENERAL ADMINISTRATIVE	1,465.48
	401 S 18TH ST	GENERAL FUND	GENERAL ADMINISTRATIVE	123.62
			TOTAL:	1,589.10
KU EDWARDS CAMPUS	ALT. LETHAL FORCE-DEFENSE	GENERAL FUND	POLICE	45.00
	MENTAL HEALTH-LAWS/LIAB	GENERAL FUND	POLICE	40.00
			TOTAL:	85.00
KYLE DICKENS	RESTITUTION	GENERAL FUND	LEGAL/MUNICIPAL COURT	1,000.00
			TOTAL:	1,000.00
MANHATTAN KS CONVENTION & VISITOR'S BU	2023 MEMBERSHIP	TOURISM	TOURISM	500.00
			TOTAL:	500.00
METLIFE	TS 05393158 0001	GENERAL FUND	GENERAL ADMINISTRATIVE	23.69
	TS 05393158 0001	GENERAL FUND	CITY MANAGER	43.46
	TS 05393158 0001	GENERAL FUND	CITY MANAGER	4.26
	TS 05393158 0001	GENERAL FUND	LEGAL/MUNICIPAL COURT	4.54
	TS 05393158 0001	GENERAL FUND	ENGINEERING	18.79
	TS 05393158 0001	GENERAL FUND	POLICE	174.75
	TS 05393158 0001	GENERAL FUND	FIRE	86.86
	TS 05393158 0001	GENERAL FUND	STREET	71.74
	TS 05393158 0001	GENERAL FUND	AUDITORIUM ARTS CENTER	17.87
	TS 05393158 0001	TOURISM	TOURISM	12.74
	TS 05393158 0001	MAINTENANCE FUND	MAINTENANCE FUND	12.09
	TS 05393158 0001	HEALTH INSURANCE R	HEALTH INSURANCE RESER	646.88
	TS 05393158 0001	WATER FUND	TREATMENT PLANT	19.88
	TS 05393158 0001	WATER FUND	DISTRIBUTION	21.68

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
MIKE CARPINO FORD PARSONS	TS 05393158 0001	WATER FUND	LAKE	9.32
	TS 05393158 0001	SEWER FUND	TREATMENT PLANT	21.96
	TS 05393158 0001	SEWER FUND	ADMINISTRATIVE	20.93
	TS 05393158 0001	SANITATION FUND	SANITATION FUND	48.29
			TOTAL:	1,259.73
PARSONS HOSPITALITY HOLDING, LLC	OIL CHANGE	GENERAL FUND	POLICE	58.63
	CK ENGINE LIGHT	GENERAL FUND	POLICE	43.79
	LEFT REAR WHEEL BEARING	GENERAL FUND	POLICE	465.39
	OIL CHG/BRAKES/TIRE ROT	GENERAL FUND	POLICE	143.77
	PROGRAM KEY FOBS/SECURITY	GENERAL FUND	POLICE	291.90
	8 WHEEL COVERS	GENERAL FUND	POLICE	578.96
			TOTAL:	1,582.44
PRO FORMA	1/2 OF SOUND SYSTEM	TOURISM	TOURISM	4,772.75
			TOTAL:	4,772.75
QUILL CORPORATION	FREE STATE - PLASTIC CUPS	TOURISM	TOURISM	499.75
			TOTAL:	499.75
	SUPPLIES	GENERAL FUND	POLICE	283.44
RONNIE MCCLENNING	SUPPLIES	GENERAL FUND	POLICE	174.29
	SUPPLIES	GENERAL FUND	POLICE	81.74
			TOTAL:	539.47
SECURITY 1ST TITLE, LLC	REIMBURSE SUPPLIES	GENERAL FUND	STREET	146.79
			TOTAL:	146.79
SOUTHERN UNIFORM & TACTICAL	2407 MORGAN AVE	GENERAL FUND	ENGINEERING	160.00
	1411 CHESSE AVE	GENERAL FUND	ENGINEERING	160.00
	2825 NORTH BLVD	GENERAL FUND	ENGINEERING	160.00
	2815 NORTH BLVD	GENERAL FUND	ENGINEERING	160.00
	2401 MORGAN AVE	GENERAL FUND	ENGINEERING	160.00
			TOTAL:	800.00
SPARKLIGHT	HASHMARKS/WIFORD	GENERAL FUND	POLICE	6.99
	OFFICER UNIFORM/SANCHEZ	GENERAL FUND	POLICE	968.80
			TOTAL:	975.79
SPORTSKS	ACCT 110475167	GENERAL FUND	POLICE	142.45
			TOTAL:	142.45
T H ROGERS LUMBER CO	SPORTSETA SYMPOSIUM	TOURISM	TOURISM	1,000.00
			TOTAL:	1,000.00
TOM HIZEY CONSTRUCTION	SWIMMING POOL	GENERAL FUND	PARK	23.10
			TOTAL:	23.10
	SEWER MTG-1515 MORGAN	EPA COMPLIANCE	EPA COMPLIANCE	3,000.00
			TOTAL:	3,000.00
TRIPLE S PLUMBING	2101 CORNING	PUB SAFETY SALES T	PUB SAFETY SALES TAX	410.89
			TOTAL:	410.89
WASTEQUIP MANUFACTURING COMPANY LLC	10 - 2 YD DUMSPTERS	SANITATION FUND	SANITATION FUND	6,120.00
			TOTAL:	6,120.00

13

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
===== FUND TOTALS =====				
01	GENERAL FUND	31,414.20		
15	TOURISM	7,207.92		
18	MAINTENANCE FUND	12.09		
22	PUB SAFETY SALES TAX	410.89		
27	ECONOMIC DEV SALES TAX	147.50		
37	HEALTH INSURANCE RESERVE	675.08		
42	PARSONS MUSEUM	285.95		
50	WATER FUND	11,046.78		
55	SEWER FUND	242.07		
70	SANITATION FUND	6,168.29		
75	EPA COMPLIANCE	3,650.00		
GRAND TOTAL:		61,260.77		

14

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ACE HARDWARE, INC	PD- ACE BILLS	GENERAL FUND	POLICE	4.59
	PD- ACE BILLS	GENERAL FUND	POLICE	36.74
	PD- ACE BILLS	GENERAL FUND	POLICE	11.18
	PD- ACE BILLS	GENERAL FUND	POLICE	159.99
	PD- ACE BILLS	GENERAL FUND	POLICE	42.06
	PD- ACE BILLS	GENERAL FUND	POLICE	10.58
	PD- ACE BILLS	GENERAL FUND	POLICE	32.96
	PD- ACE BILLS	GENERAL FUND	POLICE	45.35
	PD- ACE BILLS	GENERAL FUND	POLICE	6.59
	PD- ACE BILLS	GENERAL FUND	POLICE	25.98
	PD- ACE BILLS	GENERAL FUND	POLICE	3.39
			TOTAL:	379.41
ALTAMONT KIDS FREE FISHING DERBY	KIDS FREE FISHING DERBY	TOURISM	TOURISM	500.00
			TOTAL:	500.00
AMAZON CAPITAL SERVICES, INC	SUPPLIES	GENERAL FUND	CITY MANAGER	67.50
	PRAIRIE WEST POND	GENERAL FUND	PARK	699.99
			TOTAL:	767.49
ATCO MANUFACTURING COMPANY	WIPE OUT	SEWER FUND	COLLECTIONS	133.60
			TOTAL:	133.60
BG CONSULTANTS	RV PARK IMPROVEMENTS	TOURISM	TOURISM	2,345.00
			TOTAL:	2,345.00
BILLY JACKSON JR	PD CLEANING	GENERAL FUND	POLICE	20.00
			TOTAL:	20.00
BOILER SAFETY	INSPECTION	WATER FUND	TREATMENT PLANT	180.00
			TOTAL:	180.00
CALLIE CARPENTER	PHONE	TOURISM	TOURISM	50.00
			TOTAL:	50.00
CAPITAL ONE	ACCT 628394	GENERAL FUND	GENERAL ADMINISTRATIVE	39.13
	ACCT 628394	GENERAL FUND	GENERAL ADMINISTRATIVE	52.36
	ACCT 628394	GENERAL FUND	GENERAL ADMINISTRATIVE	41.76
	ACCT 628394	GENERAL FUND	POLICE	37.24
	ACCT 628394	GENERAL FUND	POLICE	39.72
	ACCT 628394	GENERAL FUND	POLICE	85.52
	ACCT 628394	GENERAL FUND	POLICE	8.25
	ACCT 628394	GENERAL FUND	POLICE	90.21
	ACCT 628394	GENERAL FUND	STREET	48.77
	ACCT 628394	GENERAL FUND	CEMETERY	21.46
	ACCT 628394	MAINTENANCE FUND	MAINTENANCE FUND	21.46
	ACCT 628394	WATER FUND	LAKE	17.37
	ACCT 628394	SEWER FUND	TREATMENT PLANT	103.92
	ACCT 628394	SEWER FUND	TREATMENT PLANT	27.84
	ACCT 628394	SEWER FUND	TREATMENT PLANT	100.25
	ACCT 628394	SEWER FUND	COLLECTIONS	31.72
			TOTAL:	766.98
CATHERINE WELDEN	BIC BUILDING CLEANING	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	220.00
			TOTAL:	220.00

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
COREY W WRIGHT	GARBAGE TRUCK WRAP-FINAL	GENERAL FUND	STREET	750.00
			TOTAL:	750.00
DEBBIE LAMB	PHONE	GENERAL FUND	CITY MANAGER	50.00
			TOTAL:	50.00
DENNIS DODD	PHONE	GENERAL FUND	POLICE	50.00
			TOTAL:	50.00
DOWNING SALES AND SERVICE INC	SERVICES	SANITATION FUND	SANITATION FUND	3,306.41
	PARTS	SANITATION FUND	SANITATION FUND	5,670.24
			TOTAL:	8,976.65
EVERGY	CITY MAIN	GENERAL FUND	GENERAL ADMINISTRATIVE	30.25
	MUSEUM	PARSONS MUSEUM	PARSONS MUSEUM	242.58
			TOTAL:	272.83
FOLEY INDUSTRIES, INC.	BOOM LIFT	GENERAL FUND	PARK	2,612.53
	BOOM LIFT	GENERAL FUND	PARK	328.03
			TOTAL:	2,284.50
FRYE FARMS	PARTS	GENERAL FUND	STREET	35.00
			TOTAL:	35.00
GALAXY AIR SERVICES	SERVICES	GENERAL FUND	AIRPORT	4,292.00
			TOTAL:	4,292.00
GREAT PLAINS STRUCTURES	RE-SEAL CHL. CONTACT TANK	WATER FUND	TREATMENT PLANT	65,100.00
			TOTAL:	65,100.00
HERRMAN LUMBER COMPANY INC	SUPPLIES	GENERAL FUND	STREET	16.49
			TOTAL:	16.49
HIGHER CALLING TECHNOLOGIES LLC	SUPPORT AGREEMENT	GENERAL FUND	GENERAL ADMINISTRATIVE	850.00
	MICRO PRO/KEYBOARD/WARREN	GENERAL FUND	POLICE	1,017.00
			TOTAL:	1,867.00
ITRON, INC	MAINTENANCE	WATER FUND	ADMINISTRATIVE	12.00
			TOTAL:	12.00
JASON LUDWIG	PHONE	GENERAL FUND	POLICE	50.00
			TOTAL:	50.00
JIM ZALESKI	PHONE	TOURISM	TOURISM	50.00
			TOTAL:	50.00
KANSAS GAS SERVICE	112 S 17TH	GENERAL FUND	GENERAL ADMINISTRATIVE	1,169.74
	1100 MAIN ST	GENERAL FUND	GENERAL ADMINISTRATIVE	1,345.26
	1800 BELMONT	GENERAL FUND	GENERAL ADMINISTRATIVE	155.39
	2103 CORNING #A	GENERAL FUND	GENERAL ADMINISTRATIVE	220.62
	200 HEACOCK	GENERAL FUND	GENERAL ADMINISTRATIVE	1,258.26
	1831 WASHINGTON	GENERAL FUND	POLICE	139.50
	1209	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	701.84
	1209 CORPORATE DR #104	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	94.10
	1209 CORPORATE DR #MAIN	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	414.24
	1209 CORPORATE DR #102	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	625.77

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
KAREN WHEAT	PHONE	GENERAL FUND	CITY MANAGER	TOTAL: 6,124.72
KENNY ERVIN	REIM TREE CITY USA	PARSONS MUSEUM	PARSONS MUSEUM	TOTAL: 50.00 50.00
KU EDWARDS CAMPUS	MENTAL HLTH/LAW/LIABILITY	GENERAL FUND	POLICE	TOTAL: 388.73 388.73
LASSEN PRINTING SERVICES	TRAFFIC CITATION BOOK	GENERAL FUND	POLICE	TOTAL: 40.00 40.00
	RED TAG NOTIFICATION TAGS	GENERAL FUND	POLICE	1,291.88
	LAKE BROCHURE	TOURISM	TOURISM	264.90
				1,430.00
				TOTAL: 2,986.78
LAURA MOORE	PHONE	GENERAL FUND	CITY MANAGER	TOTAL: 50.00 50.00
LAWSON PRODUCTS	SUPPLIES	GENERAL FUND	STREET	261.37
	SUPPLIES	SANITATION FUND	SANITATION FUND	307.17
				TOTAL: 568.54
MARTI SHIELDS	PHONE	GENERAL FUND	POLICE	TOTAL: 50.00 50.00
MARY BROOKS	BIC BUILDING-CABINETS	GENERAL FUND	GENERAL ADMINISTRATIVE	1,000.00
	SENIOR CENTER CLEANING	GENERAL FUND	GENERAL ADMINISTRATIVE	780.00
				TOTAL: 1,780.00
MATT HOISINGTON	PHONE	GENERAL FUND	AUDITORIUM ARTS CENTER	TOTAL: 50.00 50.00
MCCARTY'S OFFICE SUPPLY	SUPPLIES	GENERAL FUND	POLICE	46.20
	SUPPLIES	GENERAL FUND	POLICE	82.98
	SUPPLIES	SEWER FUND	TREATMENT PLANT	270.26
				TOTAL: 399.44
METLIFE	TS 05393158 0001	GENERAL FUND	GENERAL ADMINISTRATIVE	23.69
	TS 05393158 0001	GENERAL FUND	CITY MANAGER	43.46
	TS 05393158 0001	GENERAL FUND	LEGAL/MUNICIPAL COURT	4.54
	TS 05393158 0001	GENERAL FUND	ENGINEERING	18.78
	TS 05393158 0001	GENERAL FUND	POLICE	174.75
	TS 05393158 0001	GENERAL FUND	FIRE	83.45
	TS 05393158 0001	GENERAL FUND	FIRE	3.43-
	TS 05393158 0001	GENERAL FUND	STREET	71.74
	TS 05393158 0001	GENERAL FUND	AUDITORIUM ARTS CENTER	17.87
	TS 05393158 0001	TOURISM	TOURISM	12.74
	TS 05393158 0001	MAINTENANCE FUND	MAINTENANCE FUND	12.09
	TS 05393158 0001	WATER FUND	TREATMENT PLANT	19.88
	TS 05393158 0001	WATER FUND	DISTRIBUTION	21.68
	TS 05393158 0001	WATER FUND	LAKE	9.32
	TS 05393158 0001	SEWER FUND	TREATMENT PLANT	21.96
	TS 05393158 0001	SEWER FUND	ADMINISTRATIVE	29.65
	TS 05393158 0001	SANITATION FUND	SANITATION FUND	39.58
				TOTAL: 601.75

17

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
MIKE CARPINO FORD PARSONS	OIL CHANGE	GENERAL FUND	POLICE	58.63
			TOTAL:	58.63
MOUND VALLEY FLAGPOLE FESTIVAL	FLAGPOLE FESTIVAL	TOURISM	TOURISM	1,000.00
			TOTAL:	1,000.00
O'BRIEN ROCK CO., INC.	WINTER FEE/FUEL/50/50 AIR	GENERAL FUND	PARK	451.00
	WINTER FEE/FUEL/50/50 AIR	GENERAL FUND	PARK	314.00
	FLOWABLE FILL/FEE/FUEL	WATER FUND	DISTRIBUTION	1,105.00
	FLOWABLE FILL/FEE/FUEL	WATER FUND	DISTRIBUTION	1,520.00
			TOTAL:	3,390.00
PACE ANALYTICAL SERV INC	WEEKLY	SEWER FUND	TREATMENT PLANT	635.10
			TOTAL:	635.10
PARSONS AUTO PARTS, INC	PARTS	GENERAL FUND	STREET	200.00
	DRIVER DOOR GLASS	SEWER FUND	TREATMENT PLANT	50.00
			TOTAL:	250.00
PARSONS HOSPITALITY HOLDING, LLC	COMMUNITY DEVELOPMENT	TOURISM	TOURISM	1,950.38
			TOTAL:	1,950.38
PARSONS RECREATION COMMISSION	MAINTENANCE	GENERAL FUND	PARK	1,101.59
			TOTAL:	1,101.59
PR DIAMOND PRODUCTS, INC	PARTS	WATER FUND	DISTRIBUTION	340.00
			TOTAL:	340.00
PUBLIC WHOLESALE WATER	MONTHLY COMMITMENT	GENERAL FUND	GENERAL ADMINISTRATIVE	750.00
			TOTAL:	750.00
QUILL CORPORATION	SUPPLIES	GENERAL FUND	POLICE	215.89
	SUPPLIES	GENERAL FUND	POLICE	11.72
			TOTAL:	227.61
ROBERT SPINKS	PHONE	GENERAL FUND	POLICE	50.00
			TOTAL:	50.00
ROBYN BAKER	PHONE	GENERAL FUND	GENERAL ADMINISTRATIVE	50.00
			TOTAL:	50.00
RONNIE MCCLENNING	REIM FOR COFFEE MAKER/PW	GENERAL FUND	STREET	23.42
			TOTAL:	23.42
ROSS ALBERTINI	PHONE	GENERAL FUND	LEGAL/MUNICIPAL COURT	50.00
			TOTAL:	50.00
S A IMPRINTS LLC	SHIRTS	GENERAL FUND	POLICE	40.00
			TOTAL:	40.00
SHANDA LOFGREN	REIM MILEAGE	GENERAL FUND	GENERAL ADMINISTRATIVE	229.32
			TOTAL:	229.32
SONIC	RESTITUTION BRYCE PHILLIP	GENERAL FUND	LEGAL/MUNICIPAL COURT	206.28
			TOTAL:	206.28

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
SOUTHERN UNIFORM & TACTICAL	GOLDNAMETAG/ADAMSON	GENERAL FUND	POLICE	24.90
	UNIFORM/DODD	GENERAL FUND	POLICE	197.95
	UNIFORM/EQUIPMENT/WIFORD	GENERAL FUND	POLICE	448.94
	EQUIPMENT/UNIFORM/DICKENS	GENERAL FUND	POLICE	169.94
	UNIFORM/EQUIPMENT/SMITH	GENERAL FUND	POLICE	251.96
	UNIFORM/EQUIP/THOMPSON	GENERAL FUND	POLICE	20.50
	TOTAL:			1,114.19
STEVEN PASSWATER	KEYS	GENERAL FUND	STREET	10.00
	TOTAL:			10.00
TGO TECHNOLOGIES, INC	SAFETY VESSEL FOR CHLORI	AMERICAN RESCUE PL	AMERICAN RESCUE PLAN	31,900.00
	TOTAL:			31,900.00
TODD K MEDLOCK	PARTS	WATER FUND	TREATMENT PLANT	3,268.44
	TOTAL:			3,268.44
TOM DAVIS AUTO GROUP	SERVICES	GENERAL FUND	POLICE	265.40
	TOTAL:			265.40
TOM SHAW	INSURANCE	HEALTH INSURANCE R	HEALTH INSURANCE RESER	374.05
	TOTAL:			374.05
TOMMY J TROLLOPE	SERVICES	SEWER FUND	TREATMENT PLANT	550.00
	TOTAL:			550.00
TREIBER FINISHING	REDWOOD AVE DRIVEWAY	WATER FUND	DISTRIBUTION	4,100.00
	18TH ST&WASHINGTON/CURB	WATER FUND	DISTRIBUTION	2,100.00
	TOTAL:			6,200.00
TRUCK COMPONENT SERVICES	PARTS	SANITATION FUND	SANITATION FUND	570.07
	TOTAL:			570.07
U.S. POSTAL SERVICE	POSTAGE	WATER FUND	ADMINISTRATIVE	900.00
	POSTAGE	SEWER FUND	ADMINISTRATIVE	500.00
	POSTAGE	SANITATION FUND	SANITATION FUND	500.00
	TOTAL:			1,900.00
UNIFIRST CORPORATION	MARCH INVOICES	GENERAL FUND	GENERAL ADMINISTRATIVE	119.00
	MARCH INVOICES	GENERAL FUND	GENERAL ADMINISTRATIVE	109.50
	MARCH INVOICES	GENERAL FUND	FIRE	57.40
	MARCH INVOICES	GENERAL FUND	STREET	434.15
	MARCH INVOICES	GENERAL FUND	PARK	57.60
	MARCH INVOICES	GENERAL FUND	PARK	137.25
	MARCH INVOICES	GENERAL FUND	CEMETERY	59.80
	MARCH INVOICES	MAINTENANCE FUND	MAINTENANCE FUND	219.81
	MARCH INVOICES	WATER FUND	TREATMENT PLANT	46.00
	MARCH INVOICES	WATER FUND	TREATMENT PLANT	182.00
	MARCH INVOICES	WATER FUND	DISTRIBUTION	202.80
	MARCH INVOICES	WATER FUND	LAKE	153.30
	MARCH INVOICES	SEWER FUND	TREATMENT PLANT	110.04
	MARCH INVOICES	SEWER FUND	TREATMENT PLANT	59.20
	MARCH INVOICES	SANITATION FUND	SANITATION FUND	286.44
	MARCH INVOICES		TOTAL:	2,234.29
UNITED STATES POSTAL SERV	POSTAGE FOR METER	GENERAL FUND	GENERAL ADMINISTRATIVE	3,000.00

19



VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
UPLINK	CAMERA FOR PC'S	GENERAL FUND	POLICE	TOTAL: 3,000.00
WAXIE SANITARY SUPPLY	CREDIT SUPPLIES	GENERAL FUND	GENERAL ADMINISTRATIVE	126.15-
	SUPPLIES	GENERAL FUND	GENERAL ADMINISTRATIVE	118.19
		GENERAL FUND	GENERAL ADMINISTRATIVE	994.27
			TOTAL:	986.31

===== FUND TOTALS =====	
01 GENERAL FUND	30,019.96
15 TOURISM	7,338.12
18 MAINTENANCE FUND	253.36
27 ECONOMIC DEV SALES TAX	2,055.95
33 AMERICAN RESCUE PLAN	31,900.00
37 HEALTH INSURANCE RESERVE	374.05
42 PARSONS MUSEUM	631.31
50 WATER FUND	79,277.79
55 SEWER FUND	2,623.54
70 SANITATION FUND	10,679.91
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GRAND TOTAL:	165,153.99
-----	

# Party in the Park with Head Start!

April 21, 11:00am-1:00pm

Forest Park, Parsons

East side by the restrooms

Join us in the park to  
celebrate another  
great year with our  
Head Start Family!  
Childrens activities  
for ages 0 to 5 will  
be hosted! Including  
the Katy Days  
Express!



Head Start Center is  
now accepting  
applications for 3-5  
year-olds for the  
23-24 school year!



Early Head Start  
Home Based is now  
accepting  
applications for birth  
to 3 years old!



Memorandum  
City of Parsons  
Engineering/Public Works Department

**TO:** Debbie Lamb, City Manager

**FROM:** Darrell Moyer, Director of Engineering/Public Works

**DATE:** March 20, 2023

**RE:** DGM Consultants, P.A. for Invoice# 202102802; Professional Services for Project 2023-01, Municipal Building Masonry Repair

Please include the following item on the City Commission consent agenda for consideration at the April 3, 2023 meeting:


**DGM Consultants, P.A. for Invoice# 202102802; Professional Services for Project 2023-01, Municipal Building Exterior Masonry Repairs.**

**Information**

DGM Consultants submitted an invoice for professional services through 3/13/2023. The invoice is for \$29,872.00.

**Action Requested**

Approve payment of Invoice to DGM Consultants, P.A. in the amount of \$29,872.00.

  
Darrell Moyer  
Director of Engineering/Public Works

# DGM Consultants, P.A.

Structural Engineering and Masonry Consulting

## INVOICE

Darrell Moyer  
Director of Engineering/Public Works  
City of Parsons  
PO BOX 1037  
Parsons, KS 67357

DATE: 3/13/2023  
INVOICE #: 202102802

RE: PROFESSIONAL SERVICES  
2023 Exterior Repairs  
Municipal Building  
112 S. 17th Street

Consulting Services: through 3/11/2023

DESCRIPTION	HRS/QTY	RATE	AMOUNT
Administration-sch., organize pic, calls-DM, emails, survey list	8.25	160.00	1,320.00
Detailing/Drafting (11x17 drawings - 60 sheets)	72.75	160.00	11,640.00
Cost Estimates - wall area calculations for pointing	2	160.00	320.00
Specifications/General Notes	2.5	160.00	400.00
Site Survey prep.(1/17, 2/27, 2/28, 3/1)	32	160.00	5,120.00
Administration - REVIEW BID DOC w/MW IN PARSONS	2	160.00	320.00
Administration - Contract 3 BIDDERS to discuss	1	160.00	160.00
CONSULTATION SERVICES & CONTINGENCY SERVICES			
HANDRAIL - Admin. emails & phone calls	1	160.00	160.00
HANDRAIL - Calculations	5.5	160.00	880.00
HANDRAIL - Detailing/Drafting	15.75	160.00	2,520.00
HANDRAIL - SS vs GALV.-powder coated	2.75	160.00	440.00
HANDRAIL - Specifications-survey	7	160.00	1,120.00
WEST STEP REPAIRS - Site Survey and coating	2.92	160.00	467.20
FIRE DOOR - Calculations/Sketches/JR Research	4	160.00	640.00
FIRE DOOR - Detailing/Drafting	4	160.00	640.00
FIRE DOOR - Specifications/General Notes	6	160.00	960.00
FLY LOFT METAL PANELS - Administration & Meetings	0.25	160.00	40.00
FLY LOFT METAL PANELS - Detailing/Drafting	4.5	160.00	720.00
FLY LOFT METAL PANELS - Specifications/General Notes	7.5	160.00	1,200.00
REVISING 1988 OFF. AREA Detailing/Drafting	1.5	160.00	240.00
1804 & 1806 Main crack & roof leak SURVEY 2/28 & 3/1	0.53	160.00	84.80
1201 Corp.Dr.roof survey, pic summary, Mtg. w/CoatingMfr rep.	3	160.00	480.00

**TOTAL**

**\$29,872.00**

Please remit to the address below. Thank you.

Memorandum  
City of Parsons  
Utilities Department

**TO:** Debbie Lamb, City Manager

**FROM:** Derek Clevenger, Director of Utilities DC

**DATE:** March 28, 2023

**RE:** Pay Request No. 1, Trekk Design Group, LLC Project 2022-10 Lead Service Line Inventory

Please include the following item on the City Commission consent agenda for consideration at the April 3, 2023 meeting:

**Pay Request No. 1, Trekk Design Group, LLC Project 2022-10 Lead Service Line Inventory**

On December 19, 2022, Trekk Design Group, Inc. entered into an agreement with the City for Lead Service Line Inventory for an amount not to exceed \$324,156.75.

The attached pay request is for Invoice No. 23-000071 for work completed through 1/31/23, in the amount of **\$15,289.25**.

Remaining balance is \$308,867.50.

**Funding Source**

State Revolving Loan Funds

**Action Request**

Approve Pay Request No. 1 in the amount of \$15,289.25 to Trekk Design Group, LLC.

24

TREKK Design Group  
1411 E 104th Street  
Kansas City, MO 64131  
816.874.4655



City of Parsons, KS  
Parsons, KS 1037  
112 S. 17th Street  
P.O Box 1037

Invoice number 23-000071  
Date 02/27/2023

Project 22-0499 Parsons KS Lead Service  
Inventory

Services through 01/31/2023

### 1.1 - Kickoff Meeting

#### Labor Fees

	Hours	Rate	Billed Amount
Senior Field Technician	2.00	121.00	242.00
Field Technician I	4.00	95.00	380.00
Industry Specialist I	2.00	160.00	320.00
Senior Professional Engineer	2.00	212.00	424.00
Phase subtotal			1,366.00

### 1.2 - Project Administration

#### Labor Fees

	Hours	Rate	Billed Amount
Accounting Specialist II	0.25	95.00	23.75
PMO Specialist II	0.25	95.00	23.75
Industry Specialist I	2.00	160.00	320.00
Senior Professional Engineer	3.00	212.00	636.00
Phase subtotal			1,003.50

### 2.1-2.2 - Public Outreach and Education EXPENSES

	Units	Rate	Billed Amount
Miscellaneous	1.00	6,500.00	6,500.00

### 3.1 - Field - Lead Service Inventory

#### Labor Fees

	Hours	Rate	Billed Amount
Senior Field Technician	5.00	121.00	605.00
Field Technician I	4.00	95.00	380.00
Industry Specialist I	2.00	160.00	320.00
Senior Professional Engineer	0.50	212.00	106.00
Phase subtotal			1,411.00

### 3.2 - GIS App and Dashboard Development

#### Labor Fees

	Hours	Rate	Billed Amount
Senior Field Technician	6.25	121.00	756.25

25

### 3.2 - GIS App and Dashboard Development

#### Labor Fees

	Hours	Rate	Billed Amount
Industry Specialist I	4.00	160.00	640.00
Office Technician II	42.50	85.00	3,612.50
Phase subtotal			5,008.75
Invoice total			15,289.25

#### Invoice Summary

	Contract Amount	Prior Billed	This Invoice	Total Billed	Remaining	Remaining Percent
Total	324,156.75	0.00	15,289.25	15,289.25	308,867.50	95.28

Memorandum  
City of Parsons  
Engineering/Public Works

**TO:** Debbie Lamb, City Manager  
**FROM:** Darrell Moyer, Director of Engineering  
**DATE:** March 30, 2023  
**RE:** Discuss Bids for 2023 Mowing of City Property

Please include the following item on the City Commission consent agenda for consideration at the April 3, 2023 City Commission Meeting:

**Discuss Bids for 2023 Mowing of City Property**

**Information**

Discuss the bids received for mowing Ward 1, Ward 2 & Ward 3 in the City of Parsons. The City received four (4) bid proposals for each Ward on March 20, 2023 to consider.

**Recommendation**

The staff recommends the following bids be awarded:

- A. Mowing of Ward One (1) goes to Dixie's Mowing & Lawn Care with a bid of \$1,340.00.
- B. Mowing of Ward Two (2) to D&M Lawncare with a bid of \$66.90.
- C. Mowing of Ward Three (3) be awarded to Dixie's Mowing & Lawn Care with a bid of \$1,480.00.

  
\_\_\_\_\_  
**Darrell Moyer**  
**Director Engineering/Public Works**



# BID TAB

**PROJECT NAME:** *Mowing City Property*  
**PROJECT NUMBER:** *2023-01*  
**BID DATE:** *10:00am March 20, 2023*

**Apparent Low Bidder Ward 1:**  
**Apparent Low Bidder Ward 2:**  
**Apparent Low Bidder Ward 3:**

	Ward 1	Ward 2	Ward 3	Grand Total
Turf Bros				
PO Box 602	\$1,525.00	\$113.00	\$1,700.00	\$3,338.00
Altamont, KS 67330				
TLC Nursery				
1000 S 10th St	\$1,397.50	\$110.00	\$1,545.00	\$3,052.50
Independence, KS 67301				
Winkler Mowing Service				
2300 Briggs Ave				\$0.00
Parsons, KS 67357				
Sunflower Farms Center				
1065 S Olive St				\$0.00
Cherryvale, KS 67335				
Tony's Lawn & Irrigation				
3020 S Santa Fe Ave				\$0.00
Chanute, KS 66720				
Whitaker Mowing Service				
305 Main St				\$0.00
Dennis, KS 67341				
A&AB Lawn Care				
409 E 3rd St				\$0.00
Cherryvale, KS 67335				
SEK Leaf & Lawn				
PO Box 53				\$0.00
Independence, KS 67301				
Dixie's Mowing & Lawn Care				
2710 Durr Ave	\$1,340.00	\$90.00	\$1,480.00	\$2,910.00
Parsons, KS 67357				
Snider Lawn Mowing Service LLC				
1363 10000 Rd				\$0.00
Altamont, KS 67330				
Straight Line Lawn Care				
22092 Wallace Rd				\$0.00
Parsons, KS 67357				
Steve McKinney				
				\$0.00
D&M Lawn Care				
1419 Belmont Ave	\$1,415.13	\$66.90	\$1,602.62	\$3,084.65
Parsons, KS 67357				
S&M Powerwashing				
713 S 33rd St				\$0.00
Parsons, KS 67357				
Kowboy Cutters				
4404 S Johnson Rd				\$0.00
Chanute, KS 66720				
Ficarellas' Professional Lawn Care				
802 S 32nd St.				\$0.00
Parsons, KS 67357				

Memorandum  
City of Parsons  
Engineering/Public Works

**TO:** Debbie Lamb, City Manager  
**FROM:** Darrell Moyer, Director of Engineering  
**DATE:** March 30, 2023  
**RE:** Discuss Bids for 2023 Oakwood Cemetery Mowing

Please include the following item on the City Commission consent agenda for consideration at the April 3, 2023 City Commission Meeting:

**Discuss Bids for 2023 Oakwood Cemetery Mowing**

**Information**

Discuss the bids received for mowing Oakwood Cemetery. The City received one (1) bid proposal for mowing Oakwood Cemetery on March 20, 2023. The single bid received was not complete.

**Recommendation**

The staff recommends the bid be rejected.

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**Darrell Moyer**  
**Director Engineering/Public Works**

Memorandum  
City of Parsons  
Legal Department

**TO:** Deborah Lamb, City Manager  
**FROM:** Ross Albertini, City Attorney  
**CC:**  
**Date:** March 16, 2023  
**RE:** United States Army Lease

Please include the following item on the City Commission agenda for consideration at the March 20, 2023 meeting:

The United States Army is requesting the City enter into a 50 year lease for the National Guard facility located on Southern Avenue. Although this lease has updated terms, it extends the previous lease the City had with the Army.

**Action Request.**

Approve the lease

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**LAND LEASE  
BETWEEN  
CITY OF PARSONS, KANSAS  
AND  
THE UNITED STATES OF AMERICA**

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1. This **LEASE**, under and by virtue of the authority vested in the Secretary by Title 10, United States Code, Section 18233, hereinafter referred to as the "Lease", made and entered into this \_\_\_\_\_ day of \_\_\_\_\_ in the year of 20\_\_\_\_

by: the **CITY OF PARSONS, KANSAS** whose address is: **CITY HALL, 112 S. 17<sup>th</sup> STREET, PARSONS, KANSAS 67357** and whose interest in the property is that of the owner, hereinafter called the Lessor, and the **UNITED STATES OF AMERICA**, hereinafter called the Lessee.

In consideration for RENT the parties promise and agree as follows:

2. **PROPERTY:** The Lessor hereby leases to the Government the following described property:

Exclusive use of a five (5) acre tract, more or less, of land in Labette County, Kansas, described as follows:

Beginning at the Northeast Corner of the Northwest Quarter, Section 25, Township 31 South, Range 19 East, thence South 545 feet; thence West 400 feet; thence North 545 feet, thence East 400 feet to point of beginning; as shown in Exhibit "A", attached and made a part of this agreement.

To be used for the following purpose: Governmental purposes.

3. **LEASE TERM:** The Lessee shall have the right to have and to hold the said premises, or any portion thereof, for the period beginning **1 January 2022** through **31 December, 2071**.

4. **RENTAL:** The Government shall pay the Lessor rent at the following rate:

**ONE DOLLAR AND NO/100 (1.00)** per entire term, the receipt and sufficiency of which is hereby acknowledged.

5. **OWNERSHIP:** The Lessor warrants that he is the rightful and legal owner of the property and has the legal right to enter into this lease. If the title of the Lessor shall fail, or it be discovered that the Lessor did not have authority to lease to the property, the lease shall terminate. The Lessor, the Lessor's heirs, executors, administrators, successors, or assigns agree to indemnify the Lessee by reason of such failure and to **refund all rentals paid**.

**6. EXCLUSIVE USE:** The Lessor shall not interfere with or restrict the Lessee, or its representatives in the use and enjoyment of the leased property, nor shall the Lessor erect any fence, wall, partition or any construction upon the leased, property except as otherwise agreed to in writing by the Lessee.

**7. TERMINATION:**

a. The Lessee may terminate this lease at any time in whole or in part, by giving thirty (30) days' notice in writing to the Lessor. Said notice shall be the day after the date of mailing, or hand delivery.

b. Termination in whole or in part shall be effective upon written notice, however, the parties may enter into a supplemental agreement to resolve certain issues arising from the tenancy and its termination, in whole or in part.

c. The Lessor has no termination rights.

**8. ALTERATIONS/RESTORATION/RELEASE OF LIABILITY:**

The Lessee shall have the right, during the existence of this lease, to make alterations, attach fixtures, and erect additions, structures, or signs, in or upon the premises hereby leased, which fixtures, additions, or structures, so placed in, upon or attached to the said premises shall be and remain the property of the Lessee and may be removed or left in place at the option of the Lessee. The Lessor hereby releases and forever discharges the Lessee, its officers, employees and/or contractors from any and all liability, claims or demands for site restoration of the leased premises.

**9. DAMAGES:** The Lessee shall not be responsible for combat or war related damages to the lease premises; the Lessee shall be liable only for damage resulting from negligence or misconduct of Lessee personnel. The Lessee shall not be liable for any loss, destruction or damage to the premises beyond the control and without the fault of negligence of the Lessee, including, but not limited to acts of nature, fire, lightning, floods, or severe weather. The parties agree that any settlement of damages by the Lessee if any, shall be done at termination of the lease.

**10. PROPERTY INVENTORY:** As of the starting date of this lease, a joint inventory and condition report of all personal property of the Lessor included in this lease, and also a joint physical survey and inspection report of the real property shall be made, said reports to reflect the then present condition, and to be signed on behalf of the parties.

**11. TAXES:** The Lessor accepts full and sole responsibility for the payment of all taxes and other charges of a public nature which may arise in connection with this lease, or which may be assessed against the property. This includes registration of the lease and payment of related charges.

**12. NOTICE:** Any notice under this Lease is to be given in writing and delivered by "Certified Mail, Return Receipt Requested" or registered mail, Express Mail or comparable service, or delivered by hand and delivery, whether accepted or refused, attempted delivery, or marked undeliverable, shall be deemed notice under the terms of this Lease. Any notice given by the Lessor to the Government shall be addressed to: **District Commander, U.S. Army Engineer District, ATTN: Real Estate Division, RE-A Branch, 601 E. 12th Street, Room 602, Kansas City, Missouri 64106-2896**. Any notice given by the Government to the Lessor or his/her agent shall be addressed to: **Parsons, Kansas 112 S. 17<sup>th</sup> Street, Parsons, Kansas 67357** and e-mail **parsonsk.com/city-commission**, or as may from time to time otherwise be directed in writing by the parties. Both Lessor and Government have an obligation to ensure that the other party has their accurate address. Any such notice and correspondence shall include the lease number.

**13. LESSOR'S SUCCESSORS:** The terms and provisions of this lease and the conditions shall bind the Lessor, and the Lessor's heirs, executors, administrators, successors, and assigns.

**14. COVENANT AGAINST CONTINGENT FEES:** The Lessor warrants that no person or selling agency has been employed or retained to solicit or secure this lease upon an agreement or understanding for a commission, percentage, brokerage, or a contingent fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by the Lessor for the purpose of securing business. For breach or violation of this warranty the Lessee shall have the right to annul this lease without liability or in its discretion to deduct from the lease price or consideration the full amount of such commission, percentage, brokerage, or contingent fee.

**15. OFFICIALS NOT TO BENEFIT:** No Member of or Delegate to Congress or Resident Commissioner shall be admitted to any share or part of this lease or to any benefit that may arise therefrom, but this provision shall not be construed to extend to this lease if made with a corporation for its general benefit.

**16. GRATUITIES:**

a. The Lessee may, by written notice to the Lessor, terminate the right of the Lessor to proceed under this lease if it is found, after notice and hearing, by the Secretary of the Army or his duly authorized representative, that gratuities (in the form of entertainment, gifts, or otherwise) were offered or given by the Lessor, or any agent or representative of the Lessor, to any officer, or employee of the Lessee with a view toward securing a lease or securing favorable treatment with respect to the awarding or amending, or the making of any determinations with respect to the performing, of such lease; provided, that the existence of facts upon which the Secretary of the Army or his duly authorized representative makes such findings shall be in issue and may be reviewed in any competent court.

b. In the event this lease is terminated as provided in paragraph (a) hereof, the Lessee shall be entitled (i) to pursue the same remedies against the Lessor as it could pursue in the event of a breach of the lease by the Lessor, and (ii) as a penalty in addition to any other damages to which it may be entitled by law, to exemplary damages in an amount (as determined by the Secretary of the Army or his duly authorized representative) which shall be not less than three nor more than ten times the costs incurred by the Lessor in providing any such gratuities to an such officer or employee.

c. The rights and remedies of the Lessee provided in this clause shall not be exclusive and are in addition to any other rights and remedies provided by law or under this lease.

**17. EXAMINATION OF RECORDS:** The Lessor agrees that any duly authorized representatives shall have the right until the expiration of three (3) years after final payment of the agreed rental, have access to and the right to examine any directly pertinent books, documents, papers and records of the Lessor involving transactions related to this lease.

**18. MODIFICATION:** No change or modification of this lease shall be effective unless it is in writing and signed by both parties to this lease.

**19. THE FOLLOWING ARE ATTACHED AND MADE A PART HEROF:**

**i: Site Plan, Exhibit A**

**IN WITNESS WHEREOF,** the parties have subscribed their names as of the date first above written.

**LESSOR:**

\_\_\_\_\_  
(Name of the Lessor)

\_\_\_\_\_  
(Lessor's Signature)

\_\_\_\_\_  
Tax ID Number

**THE UNITED STATES OF AMERICA**

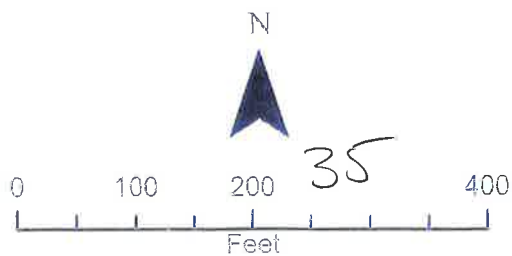
\_\_\_\_\_  
**MEREDITH L. A. HARMON**  
**Chief, Real Estate**  
**Real Estate Contracting Officer**





US Army Corps  
of Engineers  
Kansas City District

US Army Reserve Center  
Parsons, Kansas  
Labette County  
DACA415220003900  
5 Acres



 Lease Boundary

 Public Land Survey

2700 Southern Boulevard  
Parsons, Kansas 67357

EXHIBIT A



# Labette County GIS



3/14/2023, 8:50:58 AM

- Parcels
- RoadCenterline
- AddressPoints NG911\_Imagery\_2021
- Green: Band 2
- Blue: Band 3
- Red: Band 1

Source: Esri, Maxar, Earthstar Geographics, IGN, and the GIS User Community













250' of sidewalk

5' wide = 140 sq ft sidewalk \$7,000

205' curb & gutter

\$8,200

ADA ramp

1,000

est. Total

\$16,200

# Memorandum

City of Parsons

Community Development Department

**TO:** Debbie Lamb, City Manager

**FROM:** Laura Moore, Community Development Director

**DATE:** March 31, 2023

**RE:** **Kansas Waste Tire Grant Program**

Please include the following item on the City Commission consent agenda for consideration at the April 3, 2023, meeting:

The city has received notice of a \$4,522.00 grant award from KDHE, Bureau of Waste Management to purchase 12 trail benches and 4 picnic tables for Tolen Creek Park made from recycled material through the Kansas Waste Tire Grant Program.

## **Funding**

This is a 50/50 grant. \$4,522.00 Grant, \$4,522.00 Park Sales Tax. City employees will assemble and deliver the trail benches and picnic tables.

## **Action Request**

1. Approve and authorize the Mayor's signature on the contract for the KDHE Kansas Waste Tire Grant Program.

Memorandum  
City of Parsons  
Director of Utilities

**TO:** Debbie Lamb, City Manager

**FROM:** Laura Moore, Community Development Director

**DATE:** March 28, 2023

**RE:** Resolution No. 3445 Authorizing the Completion of an Application to the Kansas Department of Health and Environmental Regarding a Loan from the Kansas Public Water Supply Loan Fund

Please include the following item on the City Commission agenda for consideration at the April 3, 2023, meeting:

**Resolution No. 3445 Application to KDHE regarding Loan from Kansas Public water Supply Loan Fund**

**Information**

This resolution will give approval to apply to the Kansas Department of Health and Environment to use the Kansas Public Water Supply Loan Fund program to inventory water system piping and appurtenance by size and type and perform a lead service line inventory for the City of Parsons service area per EPA/KDHE guidelines.

**Action Requested**

Adopt Resolution No. 3445 and authorize Mayor's signature.



**RESOLUTION NO. 3445**

**A RESOLUTION AUTHORIZING THE COMPLETION OF AN APPLICATION TO THE KANSAS DEPARTMENT OF HEALTH AND ENVIRONMENT REGARDING A LOAN FROM THE KANSAS PUBLIC WATER SUPPLY LOAN FUND**

**WHEREAS**, the City of Parsons, Kansas (the "City") is a duly incorporated city of the First class organized under the laws of the state of Kansas (the "State") which operates a public water supply and distribution system (the "System"); and

**WHEREAS**, the City Commission (the "Governing Body") of the City has heretofore determined in to be in the best needs of the customers of the System to undertake certain modifications and improvements (the "Project") to the System; and

**WHEREAS**, the pursuant to K.S.A. 65-163c *et seq.* (the "Act"), the Kansas Department of Health and Environment ("KDHE") administers the Kansas Public Water Supply Loan Fund (the "Fund") from which loans are made to certain qualified Municipalities (as said term is defined in the Act) to finance modification and improvements to public water supply systems; and

**WHEREAS**, the City has heretofore made an application to KDHE for a loan in an amount not to exceed \$324,156.00 (the "Loan") to finance the Project; and

**WHEREAS**, the Governing Body has conducted a public hearing this date on the advisability of proceeding with the completion of the application for the Loan and desires to authorize the appropriate officials of the City to accomplish the completion process.

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF PARSONS, KANSAS, AS FOLLOWS:**

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

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

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

4/21

**Adopted** by the Governing Body of the City of Parsons, Kansas on April 3, 2023.

**(SEAL)**

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**Kevin Cruse, Mayor**

**ATTEST:**

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**Robyn Baker, City Clerk**