

Parsons City Commission

Regular Session

Monday, December 4, 2023 at 6:00 p.m.

Municipal Building

I. CALL TO ORDER. PLEDGE OF ALLEGIANCE.

II. PRAYER – Doug Baty – Westside Christian Church

III. APPROVAL OF THE AGENDA

IV. PRESENTATION

A. Doug Baty – Update on Parsons Paint Project

V. 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.

VI. 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 1 – 4)

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

Recommendation: Approve and authorize the Mayor's signature.

B. Accounts Payable Appropriation Ordinance No. 373 (Pages 5 – 13)

Information: Ordinance making appropriations for the payment of certain claims for the City of Parsons, Kansas. Total amount \$401,202.38.

Recommendation: Approve and authorize the Mayor's signature.

C. Sparklight Notice (Page 14)

Information: Effective January 2024, Sparklight will be adjusting residential and business cable TV rates as follows:

Sparklight Residential Service	Rate Change
Standard Cable TV and Standard Sparklight TV	+\$10.00/month
Broadcast Surcharge	Varies by market

Sparklight Business TV Service	Rate Change
Business Lobby	+\$5.00/month
Business News & Information	+\$5.00/month
Business News & Sports	+\$5.00/month
Business Entertainment Standard	+\$5.00/month
Business Entertainment Preferred	+\$5.00/month
Broadcast Surcharge	Varies by market

Recommendation: Information only.

D. Change Order No. 3, Corning Ave. Storm Water Lift Station Rehab, Project No. 2021-02 (Pages 15 – 17)

Information: Change Order No. 3 is a decrease of \$240.00 to the contract amount and includes a deduction for demo for two (2) north access hatches. The new adjusted contract amount is \$729,092.23. Funding is from ARPA funds and Stormwater funds.

Recommendation: Approve and authorize Change Order No. 3 for LaForge and Budd Construction Co.

E. Pay Request No. 4 & Final, Project 2021-02, Corning Ave. Storm Water Lift Station Rehab (Pages 18 – 22)

Information: Pay Request No. 4 and final is for work accomplished through November 29, 2023 for Project 2021-02, Corning Ave. Storm Water Lift Station Rehab. in the amount of \$189,302.23 to LaForge and Budd Construction Co.

Recommendation: Approve payment to LaForge & Budd Construction Co.

F. Pay Request No. 5, Trekk Design Group, LLC, Project 2022-10 Lead Service Line Inventory (Pages 23 – 28)

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 three invoices: Invoice No. 23-001187 for work completed through August 31, 2023, in the amount of \$27,282.85; Invoice No. 23-001293 for work completed through September 30, 2023 in the amount of \$21,917.40; Invoice No. 23-001455 for work completed through October 31, 2023 in the amount of \$6,151.00. Total for all three invoices is \$55,351.25. The remaining balance is \$155,099.47.

Recommendation: Approve Pay Request No. 5 in the amount of \$55,351.25.

G. Pay Request No. 4, 21st Street Basin and Downtown Basin Rehab Design (Pages 29 – 30)

Information: HDR entered into an engineering agreement with the City for Design of 21st Street Basin, Rosewood Basin, and Downtown Basin Rehab. This pay request is for \$28,470.00 for work completed through November 4, 2023.

Recommendation: Approve and authorize payment for Pay Request No. 4 to HDR Engineering, Inc.

H. Final Pay Request for TranSystems, Project 2023-03, US 59 KDOT SP-Clark to Dirr (Pages 31 – 33)

Information: TranSystems has submitted Invoice No. INV-0004283553 for professional services for US 59 KDOT SP-Clark to Dirr in the amount of \$4,056.00.

Recommendation: Approve and authorize payment to TranSystems.

I. Planning Commission Appointment (Pages 34 – 36)

Information: Aaron Heady has agreed to serve a 3-year term with the Planning Commission expiring in 2026. Greg Chalker has agreed to serve the remainder of David Larsen's term expiring in 2025.

Recommendation: Make Appointment.

CONSENT DOCKET END

VII. NEW BUSINESS

A. Water Treatment Carbon Filter

Information: Discuss water treatment carbon filter purchase.

Recommendation: Discussion

VIII. 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.

IX. STAFF COMMENT

X. CITY COMMISSION COMMENTS

XI. ADJOURN

MINUTES
PARSONS CITY COMMISSION
November 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 Crooks
Commissioner Bolinger
Commissioner Strait
Absent: Commissioner Shaw

Commissioner Bolinger moved, Commissioner Strait seconded that we approve the agenda as presented. Voice vote passed unanimously.

PRESENTATION

Service Awards

15 Years	Shane McElfresh – Sanitation Supervisor Christopher Holding – Water Treatment Plant Supervisor Kyle Wiford – Police Lieutenant Clinton Stover – Wastewater Treatment Plant Foreman
25 Years	Matt Hoisington – Event and Media Director Charlotte Lamb – Police Department Adm. Assistant
40 Years	Charles Blackburn – Sanitation Driver

PROCLAMATION

Giving Tuesday – November 28, 2023

Consent Docket as follows:

City Commission Minutes

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

Accounts Payable Appropriation Ordinance No. 372

Approved and authorized an ordinance making appropriations for the payment of certain claims for the City of Parsons, Kansas. Total amount \$420,402.04.

November 20, 2023

Change Order No. 2, J. Graham Construction, Inc. on KDOT CCLIP Project No. 2023-03 Resurfacing Project (US Hwy 59 Clark to Dirr) KDOT 59-50 U-2392-01

Approved and authorized Change Order No. 2 to J. Graham Construction, Inc. for a decrease of \$1,102.40 on the KDOT 59-50 U-2392-01 Resurfacing Project Clark to Dirr Ave. The new contract total including this change order is in the amount of \$307,513.90.

Pay Request No. 5 and Final, J. Graham Construction, inc. on KDOT CCLIP Project No. 2023-03 Resurfacing Project (US Hwy 59 Clark to Dirr) KDOT 59-50-U-2392-01

Approved and authorized Pay Request No. 5 and Final to J. Graham Construction, Inc. for \$48,004.84 for work on KDOT CCLIP Project No. 2023-03 Resurfacing Project (US Hwy 59 Clark to Dirr) KDOT 59-50-U-2392-01 for work completed through October 27, 2023.

Pay Request No. 11, Midwest Engineering Group, LLC for Corning Ave., Storm Water Lift Station Rehabilitation Design

Approved Pay Request No. 11 to Midwest Engineering Group, LLC on an engineering agreement with the City for the design of Corning Ave. Storm Water Lift Station Rehabilitation. This pay request is for \$4,096.20 for work completed through November 10, 2023.

Set Date to Receive Bids for 2024 Water Treatment Plant Chemicals

Set bid date as December 12, 2023 at 1:30 p.m. as the date and time to receive bids for the 2024 Water Treatment Plant Chemicals. Bid opening to be held in the Commission Room on the first floor of the City Municipal Building,

Pay Request No. 1, Project 2023-04, Innovative Masonry Restoration Services

Approved Pay Request No. 1 for Project 2023-04 for services through October 31, 2023 in the amount of \$121,115.05 to Innovative Masonry Restoration.

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

ORDINANCES

Ordinance No. 6548 – Industrial Fund Incentive

Commissioner Strait moved, Commissioner Bolinger seconded to approve Ordinance No. 6548 to appropriate \$6,000.00 from the Industrial Fund of the City of Parsons, Kansas for an incentive to Grandview Cabinetry. Approved on roll call. Crooks – yes; Bolinger – yes; Strait – yes; Cruse – yes.

Ordinance No. 6549 – Standard Traffic Ordinance

Mayor Cruse moved, Commissioner Strait seconded to approve Ordinance No. 6549 regulating traffic within the corporate limits of the City of Parsons, Kansas; incorporating by reference the “Standard Traffic Ordinance for Kansas Cities,” Edition of 2023; and repealing Ordinance No. 6501. Approved on roll call. Crooks – yes; Bolinger – yes; Strait – yes; Cruse – yes.

November 20, 2023

Ordinance No. 6550 – Uniform Public Offense Code for Kansas Cities

Commissioner Bolinger moved, Mayor Cruse seconded Ordinance No. 6550 regulating Public Offense within the corporate limits of the City of Parsons, Kansas; incorporating by reference the “Uniform Public Offense Code for Kansas Cities,” Edition of 2023; and repealing Ordinance No. 6502. Approved on roll call. Crooks – yes; Bolinger – yes; Strait – yes; Cruse – yes.

DEPARTMENTAL REPORTS

Commissioner Strait moved, Commissioner Crooks seconded to receive and file October 2023 monthly reports. Voice vote passed unanimously.

Comments were heard from Vicki Pribble and Ryan Robertson.

Comments were heard from City Staff and City Commissioners.

Commissioner Bolinger moved, Commissioner Strait seconded that we adjourn at 6:19 p.m. Voice vote passed unanimously.

Kevin Cruse, Mayor

Attest:

Robyn Baker, City Clerk

MINUTES
PARSONS CITY COMMISSION
November 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 Strait
Absent: Commissioner Bolinger

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

Derek Clevenger gave an update on the water treatment carbon feeder.

The commission reviewed the agenda for December 4, 2023.

Comments were heard from Vicki Pribble.

Comments were heard from City Staff and City Commissioners.

Commissioner Crooks moved; Commissioner Strait seconded that we adjourn at 5:06 p.m. Voice vote passed unanimously.

Kevin Cruse, Mayor

Attest:

Robyn Baker, City Clerk

ACCOUNTS PAYABLE APPROPRIATION ORDINANCE NO. 0373

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

Accounts Payable – November 22, 2023	\$ 210,322.04
Accounts Payable – November 30, 2023	<u>190,880.34</u>
	\$ 401,202.38

**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 4th day of December 2023.

Kevin Cruse, Mayor

Attest:

Robyn Baker, City Clerk

VENDOR NAME

DESCRIPTION	FUND	DEPARTMENT	AMOUNT
AT&T			
831 001 0649 817	GENERAL FUND	GENERAL ADMINISTRATIVE	442.30
831 001 0608 026	GENERAL FUND	GENERAL ADMINISTRATIVE	2,505.04
862390590	GENERAL FUND	POLICE	13.17
831 001 0649 817	GENERAL FUND	FIRE	176.82
831 001 0608 026	GENERAL FUND	FIRE	1,001.94
831 001 0649 817	GENERAL FUND	PARK	29.47
831 001 0608 026	GENERAL FUND	PARK	166.99
831 001 0649 817	GENERAL FUND	AUDITORIUM ARTS CENTER	29.47
831 001 0608 026	GENERAL FUND	AUDITORIUM ARTS CENTER	166.99
831 001 0649 817	WATER FUND	ADMINISTRATIVE	58.94
831 001 0649 817	WATER FUND	ADMINISTRATIVE	88.41
831 001 0608 026	WATER FUND	ADMINISTRATIVE	333.98
831 001 0608 026	WATER FUND	ADMINISTRATIVE	500.97
831 001 0649 817	SEWER FUND	ADMINISTRATIVE	29.47
831 001 0608 026	SEWER FUND	ADMINISTRATIVE	166.99
		TOTAL:	5,710.95
AT&T TELEPHONE (MAIN PB)			
620 421 7075 502 8	GENERAL FUND	POLICE	114.88
620 421 7081 502 8	GENERAL FUND	POLICE	164.56
620 421 7060 719 3	GENERAL FUND	POLICE	2,851.86
620 421 7015 349 5	GENERAL FUND	POLICE	86.22
620 421 7060 719 3	GENERAL FUND	PARK	316.86
		TOTAL:	3,534.38
CALLIE CARPENTER			
REIM MILEAGE	TOURISM	TOURISM	65.50
		TOTAL:	65.50
CARD SERVICES			
ACCT 141-001-8	GENERAL FUND	STREET	299.99
ACCT 141-001-8	GENERAL FUND	PARK	139.60
ACCT 141-001-8	GENERAL FUND	PARK	59.96
ACCT 141-001-8	GENERAL FUND	PARK	19.99
ACCT 141-001-8	GENERAL FUND	PARK	24.99
ACCT 141-001-8	GENERAL FUND	PARK	117.53
ACCT 141-001-8	GENERAL FUND	PARK	132.99
ACCT 141-001-8	GENERAL FUND	CEMETERY	9.99
ACCT 141-001-8	GENERAL FUND	CEMETERY	18.99
ACCT 141-001-8	WATER FUND	DISTRIBUTION	69.99
ACCT 141-001-8	WATER FUND	LAKE	14.24
ACCT 141-001-8	SANITATION FUND	SANITATION FUND	19.99
ACCT 141-001-8	SANITATION FUND	SANITATION FUND	9.98
		TOTAL:	938.23
EDWARDS MANOR HOUSE			
SERVICES	TOURISM	TOURISM	300.00
		TOTAL:	300.00
EVERGY			
MUSEUM	GENERAL FUND	GENERAL ADMINISTRATIVE	135.19
		TOTAL:	135.19
FURTHER			
GROUP 008459	HEALTH INSURANCE R	HEALTH INSURANCE RESER	28.20
		TOTAL:	28.20
GSI ENGINEERING, LLC			
SERVICES	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	2,100.00
		TOTAL:	2,100.00
HIGHER CALLING TECHNOLOGIES LLC			
MONTHLY OFFICE SUB	GENERAL FUND	GENERAL ADMINISTRATIVE	1,867.90
MONTHLY OFFSITE	GENERAL FUND	GENERAL ADMINISTRATIVE	1,235.50

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
INNOVATIVE MASONRY RESTORATION, LLC	MONTHLY ADOBE MONTHLY	GENERAL FUND	CITY MANAGER	27.99
		GENERAL FUND	POLICE	960.20
			TOTAL:	4,091.59
J GRAHAM CONSTRUCTION, INC	PAY REQUEST #1	CAPITAL IMPROVEMEN	CAPITAL IMPROVEMENT FU	121,115.05
			TOTAL:	121,115.05
	PAY REQUEST #5 AND FINAL	CAPITAL IMPROVEMEN	CAPITAL IMPROVEMENT FU	48,004.84
JONNA GABBERT			TOTAL:	48,004.84
	REIM	PARSONS MUSEUM	PARSONS MUSEUM	133.03
			TOTAL:	133.03
KANSAS GAS SERVICE	301 N 30TH	GENERAL FUND	GENERAL ADMINISTRATIVE	329.73
	401 S 18TH	GENERAL FUND	GENERAL ADMINISTRATIVE	54.88
	1209 CORP DR #101	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	47.21
			TOTAL:	431.82
KSAE	MEMBERSHIP RENEWAL	TOURISM	TOURISM	150.00
			TOTAL:	150.00
MCCARTY'S OFFICE SUPPLY	SUPPLIES	GENERAL FUND	GENERAL ADMINISTRATIVE	30.00
			TOTAL:	30.00
MIDWEST ENGINEERING GROUP, LLC	PAY REQUEST #11	STORMWATER UTILITY	STORMWATER UTILITY	4,096.20
			TOTAL:	4,096.20
PARSONS CHAMBER OF COMMERCE	SERVICES	TOURISM	TOURISM	7,855.16
			TOTAL:	7,855.16
PARSONS RECREATION COMMISSION	REPAIRS/PURCHASES	PARK SALES TAX FUN	PARK SALES TAX FUND	1,377.28
	ICE MACHINE	PARK SALES TAX FUN	PARK SALES TAX FUND	6,369.28
			TOTAL:	7,746.56
PITNEY BOWES INC	ACCT 0015085006	GENERAL FUND	GENERAL ADMINISTRATIVE	477.66
			TOTAL:	477.66
ROBYN BAKER	REIM MILEAGE	GENERAL FUND	GENERAL ADMINISTRATIVE	167.68
			TOTAL:	167.68
TYLER TECHNOLOGIES, INC	ANNUAL FEE	GENERAL FUND	GENERAL ADMINISTRATIVE	802.50
	ANNUAL FEE	WATER FUND	ADMINISTRATIVE	802.50
	ANNUAL FEE	SEWER FUND	TREATMENT PLANT	802.50
		SANITATION FUND	SANITATION FUND	802.50
			TOTAL:	3,210.00

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
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===== FUND TOTALS =====				
01	GENERAL FUND	14,979.83		
15	TOURISM	8,370.66		
27	ECONOMIC DEV SALES TAX	2,147.21		
28	PARK SALES TAX FUND	7,746.56		
32	CAPITAL IMPROVEMENT FUND	169,119.89		
37	HEALTH INSURANCE RESERVE	28.20		
42	PARSONS MUSEUM	133.03		
50	WATER FUND	1,869.03		
55	SEWER FUND	998.96		
65	STORMWATER UTILITY	4,096.20		
70	SANITATION FUND	832.47		

	GRAND TOTAL:	210,322.04		

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
A-N-B	BACK FENDERS	SANITATION FUND	SANITATION FUND	100.00
			TOTAL:	100.00
ALLIANCE RADIOLOGY, PA	PRE EMPLOYMENT	GENERAL FUND	POLICE	38.00
			TOTAL:	38.00
AMAZON CAPITAL SERVICES, INC	SUPPLIES	GENERAL FUND	CITY MANAGER	73.00
	SUPPLIES	GENERAL FUND	CITY MANAGER	19.99
	SUPPLIES	GENERAL FUND	CITY MANAGER	75.29
	SUPPLIES	GENERAL FUND	FIRE	51.75
			TOTAL:	220.03
ATCO MANUFACTURING COMPANY	FORMULA 411	SEWER FUND	COLLECTIONS	885.00
			TOTAL:	885.00
AV WATER TECHNOLOGIES	BULK	WATER FUND	DISTRIBUTION	2,743.14
			TOTAL:	2,743.14
BEARD PROPANE, INC	LAKE PROPANE	WATER FUND	LAKE	162.26
			TOTAL:	162.26
BEASLEY AUTOMOTIVE LLC	PARTS	SEWER FUND	COLLECTIONS	597.66
			TOTAL:	597.66
BLUE CROSS BLUE SHIELD OF KANSAS	96081	HEALTH INSURANCE R	HEALTH INSURANCE RESER	68,037.38
			TOTAL:	68,037.38
BOB BARKER COMPANY INC	SUPPLIES	GENERAL FUND	POLICE	448.84
	SUPPLIES	GENERAL FUND	POLICE	48.54
			TOTAL:	497.38
BROOKS-JEFFREY MARKETING, INC	WEB HOSTING DEC'23-NOV'24	GENERAL FUND	POLICE	2,995.00
	WEB HOSTING PKG 43-60	GENERAL FUND	POLICE	197.88
	SMS TEXT MESSAGING	GENERAL FUND	POLICE	42.66
	WEB PRODUCTION/PROGRM	GENERAL FUND	POLICE	69.30
			TOTAL:	3,304.84
CALLIE CARPENTER	CELL PHONE	TOURISM	TOURISM	50.00
			TOTAL:	50.00
CHRISTIAN SMITH	REIM CAMERA FOR MORGAN	GENERAL FUND	GENERAL ADMINISTRATIVE	21.84
			TOTAL:	21.84
CLASS LTD	TRANSPORTATION	GENERAL FUND	GENERAL ADMINISTRATIVE	2,749.95
			TOTAL:	2,749.95
CMI INC	REPAIRS	SPECIAL ALCOHOL FU	SPECIAL ALCOHOL FUND	565.35
			TOTAL:	565.35
CONTINENTAL RESEARCH CORPORATION	BACTO BRIK	SEWER FUND	COLLECTIONS	515.78
	BACTO BRIK	SEWER FUND	COLLECTIONS	515.43
			TOTAL:	1,031.21
CORE & MAIN LP	PARTS	WATER FUND	DISTRIBUTION	986.25
	PARTS	WATER FUND	DISTRIBUTION	986.25
	PARTS	WATER FUND	DISTRIBUTION	293.40

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
COREY W WRIGHT	DECALS	GENERAL FUND	POLICE	TOTAL: 2,265.90
DEBBIE LAMB	CELL PHONE REIM FOR TRAINING MEAL	GENERAL FUND GENERAL FUND	CITY MANAGER STREET	TOTAL: 150.00 150.00 50.00 47.26 97.26
DENNIS DODD	CELL PHONE	GENERAL FUND	POLICE	TOTAL: 50.00 50.00
DIANA'S WINDOW TINTING	SERVICES	SANITATION FUND	SANITATION FUND	TOTAL: 110.00 110.00
DOLAN CONSULTING GROUP, LLC	RENEWAL	GENERAL FUND	POLICE	TOTAL: 95.00 95.00
EVERGY	CITY MAIN 2103 CORN/1100 MAIN STORM SIREN STREET LIGHTS SENIOR CENTER REC CENTER CORP DR WATER TREATMENT WASTEWATER	GENERAL FUND GENERAL FUND GENERAL FUND GENERAL FUND GENERAL FUND GENERAL FUND ECONOMIC DEV SALES WATER FUND SEWER FUND	GENERAL ADMINISTRATIVE GENERAL ADMINISTRATIVE GENERAL ADMINISTRATIVE GENERAL ADMINISTRATIVE GENERAL ADMINISTRATIVE GENERAL ADMINISTRATIVE ECONOMIC DEV SALES TAX TREATMENT PLANT TREATMENT PLANT	7,871.94 397.77 154.26 13,634.70 180.33 583.71 966.36 9,936.30 11,955.81 45,681.18
FT SCOTT COMM COLLEGE	D.MCILVAIN EDUCATION D.MCILVAIN EDUCATION	WATER FUND WATER FUND	TREATMENT PLANT DISTRIBUTION	799.50 799.50 1,599.00
GALAXY TRAVELLAIRE, INC	SERVICES	GENERAL FUND	AIRPORT	TOTAL: 4,292.00 4,292.00
GALLS LLC	SUPPLIES	GENERAL FUND	FIRE	TOTAL: 151.98 151.98
HIGHER CALLING TECHNOLOGIES LLC	SUPPORT AGREEMENT MONTHLY ADOBE MONTHLY LOCAL OFFSITE	GENERAL FUND GENERAL FUND GENERAL FUND	GENERAL ADMINISTRATIVE POLICE POLICE	850.00 139.95 199.00 1,188.95
INTERNATIONAL INST OF MUNICIPAL CLERKS	MEMBERSHP FEE THRU 12/'24	GENERAL FUND	CITY MANAGER	TOTAL: 125.00 125.00
JASON LUDWIG	CELL PHONE	GENERAL FUND	POLICE	TOTAL: 50.00 50.00
JIM ZALESKI	CELL PHONE	TOURISM	TOURISM	TOTAL: 50.00 50.00
KANSAS GAS SERVICE	2103 CORNING #A 200 HEACOCK 1800 BELMONT	GENERAL FUND GENERAL FUND GENERAL FUND	GENERAL ADMINISTRATIVE GENERAL ADMINISTRATIVE GENERAL ADMINISTRATIVE	59.61 459.58 69.90

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VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
KANSAS RURAL WATER ASSN	1831 WASHINGTON	GENERAL FUND	POLICE	61.54
	1209 CORP DR #104	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	128.24
	1209 CORP DR #MAIN	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	43.22
	1209 CORP DR #102	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	230.99
			TOTAL:	1,053.08
KAREN WHEAT	DUES	WATER FUND	TREATMENT PLANT	920.00
			TOTAL:	920.00
KENNETH J HUTCHINS TRUST	CELL PHONE	GENERAL FUND	CITY MANAGER	50.00
			TOTAL:	50.00
KU EDWARDS CAMPUS	1/2 OF TWO MONTHS RENT	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	3,500.00
			TOTAL:	3,500.00
LABETTE HEALTH	EDUCATION	GENERAL FUND	POLICE	150.00
			TOTAL:	150.00
LAURA MOORE	MED CARE M.GAWLAS	RISK MANAGEMENT FU	RISK MANAGEMENT FUND	1,458.90
	MED CARE M.GAWLAS	RISK MANAGEMENT FU	RISK MANAGEMENT FUND	3,929.86
			TOTAL:	5,388.76
LAWSON PRODUCTS	CELL PHONE	GENERAL FUND	CITY MANAGER	50.00
			TOTAL:	50.00
MARTI SHIELDS	SUPPLIES	WATER FUND	DISTRIBUTION	116.16
			TOTAL:	116.16
MATT HOISINGTON	CELL PHONE	GENERAL FUND	POLICE	50.00
			TOTAL:	50.00
MATTHEW CORNETTE	CELL PHONE	GENERAL FUND	AUDITORIUM ARTS CENTER	50.00
			TOTAL:	50.00
METLIFE	REIM FOR JEANS	GENERAL FUND	CEMETERY	120.00
			TOTAL:	120.00
MUNICIPAL SUPPLY, INC OF WICHITA	TS0539158 0001	HEALTH INSURANCE R	HEALTH INSURANCE RESER	1,287.44
			TOTAL:	1,287.44
O'BRIEN ROCK CO., INC.	PARTS	WATER FUND	DISTRIBUTION	655.40
	PARTS	WATER FUND	DISTRIBUTION	655.40
	PARTS	WATER FUND	DISTRIBUTION	999.00
	PARTS	WATER FUND	DISTRIBUTION	999.00
	PARTS	WATER FUND	DISTRIBUTION	999.00
	PARTS	WATER FUND	DISTRIBUTION	999.00
			TOTAL:	797.10
PACE ANALYTICAL SERV INC	FLOWABLE FILL/FUEL	WATER FUND	DISTRIBUTION	6,103.90
			TOTAL:	1,679.00
WEEKLY	WEEKLY	SEWER FUND	TREATMENT PLANT	634.40
		SEWER FUND	TREATMENT PLANT	634.40
			TOTAL:	1,268.80

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
PARSONS HOSPITALITY HOLDING, LLC	NOV 2023 COMM DEV DIST	TOURISM	TOURISM	2,081.07
			TOTAL:	2,081.07
PARSONS PUBLIC LIBRARY	LIBRARY	LIBRARY FUND	LIBRARY FUND	15,011.12
	LIBRARY EMP BENEFIT	LIBRARY EMPLOYEE B	LIBRARY EMPLOYEE BENEF	3,089.34
			TOTAL:	18,100.46
PARSONS ROTARY CLUB	DUES/MEALS	GENERAL FUND	GENERAL ADMINISTRATIVE	92.00
			TOTAL:	92.00
PITNEY BOWES	SEAL PINT BOTTLES	GENERAL FUND	GENERAL ADMINISTRATIVE	74.69
			TOTAL:	74.69
QUILL CORPORATION	SUPPLIES	GENERAL FUND	CITY MANAGER	18.98
	SUPPLIES	GENERAL FUND	CITY MANAGER	91.55
			TOTAL:	110.53
ROBERT E MYERS ATTORNEY AT LAW LLC	ATTORNEY FEES	GENERAL FUND	LEGAL/MUNICIPAL COURT	3,182.65
			TOTAL:	3,182.65
ROBERT SPINKS	CELL PHONE	GENERAL FUND	POLICE	50.00
			TOTAL:	50.00
ROBYN BAKER	CELL PHONE	GENERAL FUND	GENERAL ADMINISTRATIVE	50.00
			TOTAL:	50.00
ROOTX	PARTS	SEWER FUND	COLLECTIONS	721.04
			TOTAL:	721.04
ROSS ALBERTINI	CELL PHONE	GENERAL FUND	LEGAL/MUNICIPAL COURT	50.00
			TOTAL:	50.00
S A IMPRINTS LLC	SHIRTS	GENERAL FUND	POLICE	36.00
			TOTAL:	36.00
SOROPTIMIST CLUB PARSONS	MEALS	GENERAL FUND	CITY MANAGER	60.00
			TOTAL:	60.00
SPARKLIGHT	139120497	GENERAL FUND	POLICE	99.44
	110475167	GENERAL FUND	POLICE	142.45
			TOTAL:	241.89
TOM DAVIS AUTO GROUP	OIL CHANGE/TIRE ROTATION	GENERAL FUND	POLICE	75.21
			TOTAL:	75.21
TOM SHAW	HEALTH INSURANCE	HEALTH INSURANCE R	HEALTH INSURANCE RESER	374.05
			TOTAL:	374.05
TOMMY J TROLLOPE	SERVICES	SEWER FUND	TREATMENT PLANT	795.00
	SERVICES	SEWER FUND	TREATMENT PLANT	224.00
			TOTAL:	1,019.00
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

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT	
VOLMER'S TRUCK AND TIRE	TIRES	GENERAL FUND	FIRE		2,838.84
			TOTAL:		2,838.84
WAXIE SANITARY SUPPLY	SUPPLIES	GENERAL FUND	GENERAL ADMINISTRATIVE		1,125.46
			TOTAL:		1,125.46
===== FUND TOTALS =====					
01	GENERAL FUND	44,962.84			
08	LIBRARY FUND	15,011.12			
09	LIBRARY EMPLOYEE BENEFIT	3,089.34			
10	RISK MANAGEMENT FUND	5,388.76			
14	SPECIAL ALCOHOL FUND	565.35			
15	TOURISM	2,181.07			
27	ECONOMIC DEV SALES TAX	4,868.81			
37	HEALTH INSURANCE RESERVE	69,698.87			
50	WATER FUND	26,425.66			
55	SEWER FUND	17,978.52			
70	SANITATION FUND	710.00			
GRAND TOTAL:		190,880.34			

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November 15, 2023

Dear Mayor Cruse,

We want to take a moment to inform you of an upcoming adjustment to Sparklight's residential and business video rate structures.

Sparklight is committed to providing our customers with quality TV programming at a competitive price and we make every effort to minimize costs. In our contract negotiations with cable networks and broadcasters, we work hard to ensure our customers don't suffer unfair price increases as a result of unreasonable rate demands. Over the past several years, however, cable networks and broadcasters have continued to increase their fees at an alarming rate. Despite our best efforts to control these dramatically increasing costs, Sparklight, like other cable and satellite companies, must pass a portion of these costs on to our customers.

As a result, effective with our January 2024 billing statements, we will be adjusting our residential and business video rates. Please see the tables below for affected services. Current customers on a promotional video rate are excluded from this rate adjustment during the term of their promotion. As always, we encourage our customers to contact us so that we may share ways they can save money on their monthly bills.

Sparklight Residential TV/Video Service	Rate Change
Standard Cable TV and Standard Sparklight TV (includes bundle customers)	+\$10.00/month
Broadcast Surcharge	Varies by market
Sparklight Business TV/Video Service	Rate Change
Business Lobby	+\$5.00/month
Business News & Information	+\$5.00/month
Business News & Sports	+\$5.00/month
Business Entertainment Standard	+\$5.00/month
Business Entertainment Preferred	+\$5.00/month
Broadcast Surcharge	Varies by market

We value our partnership with the city of Parsons, and we will continue to provide our customers with the latest products and technological advancements, while maintaining the highest level of reliability and customer care. Please feel free to contact us with any questions or concerns you may have. We look forward to our continued partnership.

Sincerely,
James F. Duck
Sparklight General Manager
417-206-5300
jim.duck@sparklight.biz

Memorandum
City of Parsons
Utilities Department

TO: Debbie Lamb, City Manager

FROM: Derek Clevenger, Director of Utilities DC

DATE: November 29, 2023

RE: **Change Order No. 3, Corning Ave. Storm Water Lift Station Rehab, Project No. 2021-02, LaForge and Budd Construction**

Please include the following item on the City Commission consent agenda for consideration at the December 4, 2023 meeting:

Change Order No. 3, Project 2021-02, Storm Water Lift Station Rehab

Change Order No. 3 is a decrease of \$240.00 to the contract amount, and includes the following:

- 1) Deduction of demo for (2) north access hatches (\$240.00)

The new adjusted contract amount is \$729,092.23.

Funding

ARPA Funds and Stormwater Funds

Action Request

Approve and authorize Change Order No. 3 for LaForge and Budd Construction Co. with the deduction of (2) north access hatches for (\$240.00).

CHANGE ORDER NO.: 3

Owner: City of Parsons, KS

Owner's Project No.:

Engineer's Project No.: 2021-Parsons-07-001

Engineer: Midwest Engineering Group LLC

Contractor: LaForge and Budd Construction Company Inc

Contractor's Project No.:

Project: Corning Avenue Storm Water Lift Station Rehabilitation

Contract Name: Corning Avenue Storm Water Lift Station Rehabilitation

Date Issued: 11/28/23

Effective Date of Change Order: 11/28/23

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

Description:

**Deduct of demo for (2) North access hatches no installed in Corning Ave. Storm Water Lift Station.
Pricing includes demo time.**

Attachments:

Reference attached email from 8/18/23

Change in Contract Price		Change in Contract Times	
		[State Contract Times as either a specific date or a number of days]	
Original Contract Price:		Original Contract Times:	
\$ 719,000		Substantial Completion: 180 – 6/27/23	
		Ready for final payment: 210 – 7/27/23	
[Increase] [Decrease] from previously approved Change Orders No. 2:		[Increase] [Decrease] from previously approved Change Orders No.1 to No. 1:	
\$ 10,332.23		Substantial Completion: 100	
		Ready for final payment: 100	
Contract Price prior to this Change Order:		Contract Times prior to this Change Order:	
\$ 729,332.23		Substantial Completion: 280 – 10/5/23	
		Ready for final payment: 310 – 11/4/23	
[Increase] [Decrease] this Change Order:		[Increase] [Decrease] this Change Order:	
\$ 240.00		Substantial Completion: 7	
		Ready for final payment: 24	
Contract Price incorporating this Change Order:		Contract Times with all approved Change Orders:	
\$ 729,092.23		Substantial Completion: 7 – 10/12/23	
		Ready for final payment: 24 – 11/28/23	

Recommended by Engineer (if required)

Accepted by Contractor

By: Buddy W. 200
Title: Engineer
Date: 11-29-23

11-29-23
President

	<u>Authorized by Owner</u>	<u>Approved by Funding Agency (if applicable)</u>
By:	_____	_____
Title:	_____	_____
Date:	_____	_____

Memorandum
City of Parsons
Utilities Department

TO: Debbie Lamb, City Manager

FROM: Derek Clevenger, Director of Utilities DC

DATE: November 29, 2023

RE: **Pay Request No. 4 & Final, Project 2021-02, Corning Ave. Storm Water Lift Station Rehab**

Please include the following item on the City Commission consent agenda for consideration at the December 4, 2023 meeting:

Pay Request No. 4 & Final, Project 2021-02, Corning Ave. Storm Water Lift Station Rehab

The attached pay request is for work accomplished through November 29, 2023 for Project 2021-02, Corning Ave. Storm Water Lift Station Rehab, in the amount of \$189,302.23.

Funding

ARPA Funds and Stormwater Funds

Action Request

Approve and authorize payment to LaForge and Budd Construction Co. for Pay Request No. 4 & Final in the amount of \$189,302.23.

Owner:	City of Parsons	Owner's Project No.:	
Engineer:	Midwest Engineering Group, LLC	Engineer's Project No.:	2021-Parsons-07-001
Contractor:	LaForge and Budd Construction Co, Inc.	Contractor's Project No.:	22-002
Project:	Corning Avenue Storm Water Lift Station Rehab		
Contract:	Corning Avenue Storm Water Lift Station Rehab		

Application No.: 4 **Application Date:** 11/29/2023
Application Period: **From** 9/23/2023 **to** 11/29/2023

1. Original Contract Price	\$	719,000.00
2. Net change by Change Orders	\$	10,092.23
3. Current Contract Price (Line 1 + Line 2)	\$	729,092.23
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	729,092.23
5. Retainage		
a. 0% X \$ 729,092.23 Work Completed =	\$	-
b. 5% X \$ - Stored Materials =	\$	-
c. Total Retainage (Line 5.a + Line 5.b)	\$	-
6. Amount eligible to date (Line 4 - Line 5.c)	\$	729,092.23
7. Less previous payments (Line 6 from prior application)	\$	539,790.00
8. Amount due this application	\$	189,302.23
9. Balance to finish, including retainage (Line 3 - Line 4 + Line 5.c)	\$	-

The undersigned Contractor certifies, to the best of its knowledge, the following:

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and

Contractor: LaForge and Budd Construction Co, Inc.

Signature: Chris L. Fox Date: 11/29/2023

Approved by Owner

By: _____

Title: _____

Date: _____

By: _____

Title:

Date: _____

Contractor's Application for Payment

Owner:	City of Parsons	Owner's Project No.:	
Engineer:	Midwest Engineering Group, LLC	Engineer's Project No.:	2021-Parsons U/ 001
Contractor:	LaForge and Budd Construction Co, Inc.	Contractor's Project No.:	22-002
Project:	Corning Avenue Storm Water Lift Station Rehab		
Contract:	Corning Avenue Storm Water Lift Station Rehab		

Application No.: 4		Application Period: From 09/23/23 to 11/29/23		Application Date: 11/29/23
A		B		

A	B	C	D	E	F	G	H	I
Item No.	Description	Scheduled Value (\$)	Work Completed		Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)
			(D + E) From Previous Application (\$)	This Period (\$)				
1	Mobilization/Demobilization	75,000.00	56,250.00	18,750.00		75,000.00	100%	
2	Demobilization of Existing Equipment	65,000.00	48,750.00	16,250.00		65,000.00	100%	
3	Storm Water Rehab	538,000.00	430,400.00	107,600.00		538,000.00	100%	
4	Reconnect Existing Electrical	41,000.00	32,800.00	8,200.00		41,000.00	100%	
Original Contract Totals		\$ 719,000.00	\$ 568,200.00	\$ 150,800.00	\$ -	\$ 719,000.00	100%	\$ -

Contractor's Application for Payment

Application No.: 4		Application Period: From 09/23/23 to 11/29/23		Application Date: 11/29/23
A		B		

[illegible]

Stored Materials Summary

Owner:	City of Parsons	Contractor's Application for Payment
Engineer:	Midwest Engineering Group, LLC	
Contractor:	LaForge and Budd Construction Co., Inc.	
Project:	Corning Avenue Storm Water Lift Station Rehab	
Contract:	Corning Avenue Storm Water Lift Station Rehab	
Owner's Project No.: Engineer's Project No.: Contractor's Project No.:		2021-Parson-07 001 22-002

Application No.:	Application Date:
4	4

[illegible]

Memorandum
City of Parsons
Utilities Department

TO: Debbie Lamb, City Manager
FROM: Derek Clevenger, Director of Utilities DC
DATE: November 28, 2023
RE: Pay Request No. 5, 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 December 4, 2023 meeting:

Pay Request No. 5, 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. 23-001187 for work completed through 8/31/23 in the amount of \$27,282.85. Invoice No. 23-001293 for work completed through 9/30/23, in the amount of \$21,917.40. And Invoice No. 23-001455 for work completed through 10/31/23, in the amount of \$6,151.00.

Total of all three invoices is \$55,351.25.

Remaining balance is \$155,099.47.

Funding Source

State Revolving Loan Funds

Action Request

Approve Pay Request No. 5 in the amount of \$55,351.25 to Trekk Design Group, LLC.

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



City of Parsons, KS
Derek Clevenger
112 S. 17th
Parsons, KS 67357

Invoice number 23-001187
Date 10/13/2023

Project 22-0499 Parsons KS Lead Service
Inventory

Services through 08/31/2023

1.2 - Project Administration

Labor Fees

	Hours	Rate	Billed Amount
PMO Specialist II	2.50	95.00	237.50
Industry Specialist I	9.25	160.00	1,480.00
Senior Professional Engineer	2.50	212.00	530.00
Phase subtotal			2,247.50

1.3 - Progress Meetings

Labor Fees

	Hours	Rate	Billed Amount
Industry Specialist I	7.00	160.00	1,120.00

2.3 - Appointment Phone Calls and Email Replies

Labor Fees

	Hours	Rate	Billed Amount
Senior Field Technician	12.50	120.00	1,500.00
Industry Specialist I	10.25	160.00	1,640.00
Office Technician II	2.00	85.00	170.00
Phase subtotal			3,310.00

3.1 - Field - Lead Service Inventory

Labor Fees

	Hours	Rate	Billed Amount
Senior Field Technician	32.50	120.00	3,900.00
Field Technician III	96.00	80.00	7,680.00
Industry Specialist I	13.25	160.00	2,120.00
Office Technician II	15.50	85.00	1,317.50
Senior Professional Engineer	7.25	212.00	1,537.00

EXPENSES

	Units	Rate	Billed Amount
Mobilizations	2.00	1,500.00	3,000.00
Phase subtotal			19,554.50

3.2 - GIS App and Dashboard Development

Labor Fees

Hours	Rate	Billed Amount
3.00	85.00	255.00

Office Technician II

Mileage

EXPENSES

Units	Rate	Billed Amount
315.00	0.655	206.33
299.00	0.655	195.85
159.00	0.655	104.15
25.00	0.655	16.38
157.00	0.655	102.84
260.00	0.655	170.30

Company Truck Miles

Subtotal

795.85

Phase subtotal

795.85

Invoice total **27,282.85**

Invoice Summary

	Contract Amount	Prior Billed	This Invoice	Total Billed	Remaining	Remaining Percent
Total	324,156.75	113,706.03	27,282.85	140,988.88	183,167.87	56.51

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



City of Parsons, KS
Derek Clevenger
112 S. 17th
Parsons, KS 67357

Invoice number 23-001293
Date 10/16/2023

Project 22-0499 Parsons KS Lead Service
Inventory

Services through 09/30/2023

1.2 - Project Administration

Labor Fees

	Hours	Rate	Billed Amount
Project Administrator	2.50	95.00	237.50
Industry Specialist I	5.75	160.00	920.00
Phase subtotal			1,157.50

2.3 - Appointment Phone Calls and Email Replies

Labor Fees

	Hours	Rate	Billed Amount
Senior Field Technician	10.00	120.00	1,200.00
Office Technician II	14.75	85.00	1,253.75
Phase subtotal			2,453.75

3.1 - Field - Lead Service Inventory

Labor Fees

	Hours	Rate	Billed Amount
Senior Field Technician	15.50	120.00	1,860.00
Field Technician II	147.00	95.00	13,965.00
Industry Specialist I	1.00	160.00	160.00
Office Technician II	8.50	85.00	722.50
Senior Professional Engineer	4.00	212.00	848.00
Phase subtotal			17,555.50

Mileage

EXPENSES

	Units	Rate	Billed Amount
Company Truck Miles	155.00	0.655	101.53
	157.00	0.655	102.84
	339.00	0.655	222.05
	120.00	0.655	78.60
	246.00	0.655	161.13
	129.00	0.655	84.50
Subtotal			750.65
Phase subtotal			750.65

Invoice total **21,917.40**

Invoice Summary

	Contract Amount	Prior Billed	This Invoice	Total Billed	Remaining	Remaining Percent
Total	324,156.75	140,988.88	21,917.40	162,906.28	161,250.47	49.74

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



City of Parsons, KS
Derek Clevenger
112 S. 17th
Parsons, KS 67357

Invoice number 23-001455
Date 11/09/2023
Project 22-0499 Parsons KS Lead Service Inventory

Services through 10/31/2023

1.2 - Project Administration

Labor Fees

	Hours	Rate	Billed Amount
Project Administrator	1.00	95.00	95.00
Industry Specialist I	6.00	160.00	960.00
Senior Professional Engineer	6.00	212.00	1,272.00
Phase subtotal			2,327.00

2.3 - Appointment Phone Calls and Email Replies

Labor Fees

	Hours	Rate	Billed Amount
Senior Field Technician	2.00	122.00	244.00
Industry Specialist I	1.00	160.00	160.00
Phase subtotal			404.00

3.1 - Field - Lead Service Inventory

Labor Fees

	Hours	Rate	Billed Amount
Field Technician II	36.00	95.00	3,420.00

Invoice total **6,151.00**

Invoice Summary

	Contract Amount	Prior Billed	This Invoice	Total Billed	Remaining	Remaining Percent
Total	324,156.75	162,906.28	6,151.00	169,057.28	155,099.47	47.85

Memorandum

City of Parsons

Utilities Department

TO: Debbie Lamb, City Manager

FROM: Derek Clevenger, Director of Utilities DC

DATE: November 28, 2023

**RE: Pay Request No. 4, 21st Street Basin, Rosewood Basin, and
Downtown Basin Rehab Design**

Please include the following item on the City Commission consent agenda for consideration at the December 4, 2023 meeting:

Pay Request No. 4, 21st Street Basin, Rosewood Basin, and Downtown Basin Rehab

Project Details

HDR entered into an engineering agreement with the City for Design of 21st Street Basin, Rosewood Basin, and Downtown Basin Rehab.

Task 1 Project Management	\$12,000.00
Task 2 21 st Street Basin Design	\$162,000.00
Task 3 Rosewood Basin Design	\$53,000.00
Task 4 Downtown Design	<u>\$48,000.00</u>
Total	\$275,000.00

This pay request is for \$28,470.00 for work completed through 11/4/23.

Funding Source

EPA Compliance Funds

Action Request

Approve and authorize payment for Pay Request No. 4, in the amount of \$28,470.00 to HDR Engineering, Inc. for Design of 21st Street Basin, Rosewood Basin, and Downtown Basin Rehab.



HDR Engineering, Inc.
Kansas City, MO 64131
816-360-2700

Invoice

Please send remittance with copy of invoice to
HDR, Inc.
US Engineering Accounts Receivable
PO Box 74008202
Chicago, IL 60674-8202

To: Client #6363

City of Parsons, KS
Derek Clevenger
112S. 17th Street
PO Box 1037
Parsons, KS, 67357

HDR Invoice No. 1200573031
Invoice Date 11/17/2023
Month Ending 11/4/2023
HDR Project No. 10374043

For professional services related to....

2023 Sewer Rehabilitation Project: N & S 21st Street Basins, Rosewood Neighborhood, and Downtown

Invoice Period through 11/04/23

	Fee	% Complete	Fee Earned To Date	Previously Invoiced	Current Amount Due
Professional Engineering Services					
Task 1 - Project Management	\$ 12,000.00	58%	\$ 6,960.00	\$ 6,000.00	\$ 960.00
Task 2 - Final Design - 21st Street Basins (N&S)	\$ 162,000.00	25%	\$ 40,500.00	\$ 14,580.00	\$ 25,920.00
Task 3 - Survey & Final Design - Rosewood	\$ 53,000.00	3%	\$ 1,590.00	\$ -	\$ 1,590.00
Task 4 - Final Design - Downtown	\$ 48,000.00	0%	\$ -	\$ -	\$ -
Overall Project	\$ 275,000.00	18%	\$ 49,050.00	\$ 20,580.00	\$ 28,470.00
TOTAL AMOUNT DUE THIS INVOICE					\$ 28,470.00

TOTAL FEE \$ 275,000.00
TOTAL AMOUNT BILLED TO DATE \$ 49,050.00
TOTAL FEE REMAINING \$ 225,950.00

Approved By: Eric Farrow, P.E.

Memorandum
City of Parsons
Engineering/Public Works Departments

TO: Debbie Lamb, City Manager
FROM: Darrell Moyer, Director of Engineering/Public Works
DATE: November 28, 2023
RE: Invoice No. INV-0004283553, from TranSystems KDOT SP – Clark to Dirr, Project# 2023-03


Please include the following item on the City Commission consent agenda for consideration at the December 4, 2023 meeting:

Invoice No. INV-0004283553, from TranSystems US59 KDOT SP-Clark to Dirr, Project# 2023-03

TranSystem has submitted Invoice No. INV-0004283553, for \$4,056.00. for construction services RE: Professional services for US59 KDOT SP- Clark to Dirr, Project# 2023-03.

Action Request

Approve Final Payment Invoice No. INV-0004283553, for \$4,056.00



Darrell Moyer
Director of Engineering/Public Works

TRANSYSTEMS

TranSystems

115 S. Sixth Street
Suite B
Independence, KS 67301
Tel 620 331 3999
Fax 620 331 4082
www.transystems.com

November 21, 2023

Darrell Moyer
City of Parsons
PO Box 1037
Parsons, KS 67357

RE: US 59 KDOT SP – Clark to Dirr

Dear Darrell:

Enclosed find our invoice in the amount of \$4,056.00 for services through October 27, 2023.

Should you have any questions or comments, please contact me.

Very Truly Yours,



Jon L. Johnson
Project Manager

TRANSYSTEMS

Invoice

TranSystems Corporation

www.transystems.com

Please remit payment to:
P.O. Box 71368
Chicago, IL 60694-1368

If you have any questions, please call:
(620) 331-3999

Client:

City of Parsons, KS
Attn: Darrell Moyer - Engineering Supervisor
112 S. 17th Street
P.O. Box 1037
Parsons, KS 67357

Reference:

Invoice Date: 11/3/2023
Project No: P112220012
Invoice No: INV-0004283553

Project Name: US 59 KDOT SP - Clark to Dirr

For professional services rendered through October 27, 2023 for the above referenced project.

Staff Type	Name	Rate	Hours	Amount
Labor				
Construction Services II	Robert D. Miller	78.00	36.00	\$2,808.00
	Trista N. Bynum	78.00	16.00	\$1,248.00
Total Labor			52.00	\$4,056.00
Invoice Total				\$4,056.00

TranSystems Corporation



Jon L. Johnson
Project Manager

TERMS: PAYABLE UPON RECEIPT

1 1/2% INTEREST CHARGE PER MONTH WILL BE ADDED TO ALL PAST DUE INVOICES OLDER THAN 45 DAYS IF INDICATED IN THE CONTRACT TERMS

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Memorandum

City of Parsons

Planning Department

TO: Debbie Lamb, City Manager

FROM: Laura Moore, Planning Administrator

DATE: November 28, 2023

RE: Planning Commission Appointments

Please include the following item on the City Commission agenda for consideration at the December 4, 2023 meeting:

Planning Commission Reappointments

Information

Aaron Heady has agreed to serve a 3-year term with the Planning Commission expiring in 2026. Greg Chalker has agreed to serve the remainder of David Larsen's term expiring in 2025.

Action Requested

Make appointments.

City of Parsons Application for Citizen Boards/Commission



Contact Information

Name *Aaron Heady*
Street Address *111 Country Club Ln*
City ST ZIP Code *67357*
Home Phone *620-820-3926*
Cell Phone
Work Phone
E-Mail Address *aaron_heady@hotmail.com*

Boards/Commissions: (Check one or more)

<input type="checkbox"/> Airport Advisory	<input type="checkbox"/> Historical	<input checked="" type="checkbox"/> Planning Commission/Board of Zoning
<input type="checkbox"/> Arts Council	<input type="checkbox"/> Library	<input type="checkbox"/> Public Housing
<input type="checkbox"/> Building Trades	<input type="checkbox"/> Lake Advisory	<input type="checkbox"/> Recreation

Background/Interest/Qualifications

Give a brief description of your background:

Born and raised in Parsons. Left after college at Pitt State. Lived in Iowa for a couple years working for John Deere then moved to Germany for two years for Deere then back to Iowa. We moved back to Parsons in 2017. I'm married and have two kids.

Work History:

Since college I've worked for John Deere as a Large Tractor Tech Support Specialist, Marketing Rep, Product Support rep, Tech Author. Left Deere in 2020 and went to Primehand Partners a John Deere Dealer. I currently manage our Internal Tech Assistance Center.

Why do you wish to serve on a board or commission?

I'm interested in the decision making process of how to make our city a better place to live. I'm looking for a way to give back to the community.

City of Parsons Application for Citizen Boards/Commission



Would your appointment to the board/commission create any conflicts of interest due to your employment of business endeavors? If so, please explain.

<i>Not my employment, but my wife Ashley owns A+Co Salon in town.</i>

Have you previously served on an advisory board, committee or governing body? If so, please list appointments and dates.

<i>No</i>

References

1. *Greg Chalker*
2. _____
3. _____

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a board or commission member, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)

Aaron Heady

Signature

Aaron Heady

Date

11/21/23

Please attach additional information as necessary