

# **Parsons City Commission**

**Regular Session**

**Monday, February 19, 2024 at 6:00 p.m.**

**Municipal Building**

- I. CALL TO ORDER. PLEDGE OF ALLEGIANCE.**
- II. PRAYER – Jake Blankenship – Remnant Church**
- III. APPROVAL OF THE AGENDA**
- IV. PRESENTATION**
  - A. Officer of the Year – Chief Spinks**
  - B. Ceremonial Swearing In – Chief Spinks**
  - C. Field Training Coins – Chief Spinks**
  - D. Swearing in of Dr. Legler and Dr. Delyna Bohnenblust – Chief Spinks**
- 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 – 5)**  
**Information:** City Commission Minutes for February 6, 2024, and February 15, 2024.

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

**B. Accounts Payable Appropriation Ordinance No. 378 (Pages 6 – 19)**

**Information:** Ordinance making appropriations for the payment of certain claims for the City of Parsons, Kansas. Total amount \$250,059.81.

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

**C. Pay Request No. 3, Innovative Masonry Restoration Services for Project 2023-04, Municipal Building Masonry Renovation (Pages 20 – 21)**

**Information:** Innovative Masonry Restoration Services submitted Pay Request No. 3 for masonry services for services performed through January 31, 2024 in the amount of \$82,001.70.

**Recommendation:** Approve Pay Request No. 3 to Innovative Masonry Restoration Services.

**D. Release Mortgage at 115 S Park (Pages 22 – 23)**

**Information:** The property at 115 S Park owned by Frank and Glenda Alloway was subject to a 5-year mortgage against the property for participating in the CDBG Rehabilitation Program. The original agreement was filed January 19, 2000. The program requirements, which expired January 19, 2005 have been satisfied. The property owner has requested the lien be removed.

**Recommendation:** Approve and authorize the Mayor's signature on release of mortgage.

**E. Awarding Mowing Bids, Project 2024-02, City Property (Page 24)**

**Information:** Bids were received on February 9, 2024 from five (5) contractors for Mowing City Property. Award Bid for Project 2024-02, Mowing City Property, to D & M Lawncare, the apparent low bidder for Wards 1 and 3. Ward 1 for a total of \$1,245.00 and Ward 3 for a total of \$1,235.00 for a grand total of \$2,480.00.

The apparent low bidder on Ward 2 was Roscoe's Lawncare for a total bid of \$61.75. Roscoe's Lawncare has declined the bid award. Ward 2 will be awarded to the next low bidder, D & M Lawncare for a total bid on Ward 2 for \$80.00.

**Recommendation:** Award Bids for Ward 1, 2 and 3 to D & M Lawncare for a total of \$2,560.00.

**F. Awarding Mowing Bids, Project 2024-03, Oakwood & Pefley Cemetery (Page 25)**

**Information:** Bids were received on February 9, 2024, from two (2) contractors for Mowing Oakwood & Pefley Cemeteries. The low bidder for Project 2024-03, Oakwood Cemetery & Pefley Cemetery was Turf Brothers for a total of \$6,249.00.

**Recommendation:** Award bid to Turf Brothers for a total of \$6,249.00

**G. Set Bid Date & Mandatory Walk Through for Project 2024-04, Mowing of Tolen Creek Disc Golf Course & City of Parsons Property at 1209 Corporate Drive (Page 26)**

**Information:** Set bid date and mandatory walk through for Project 2024-04, Mowing of Tolen Creek Disc Golf Course & City of Parsons property at 1209 Corporate Drive. Because the Tolen Creek Disc Golf Course will be used for tournament, a mandatory walk through will take place at 1:00 p.m. Wednesday, February 28, 2024, at the Stone House on the East end of Cattle Drive. All bidders must attend the walk through to be eligible for bidding. Sealed bids will be opened on Monday, March 4, 2024 at 10:30 a.m. in the Commission Room.

**Recommendation:** Set bid date.

**H. Set Bid Date – 2024 Polycart Containers (Page 27)**

**Information:** Set Wednesday, February 28, 2024 at 10:30 a.m. as date and time to receive bids for 580 Ninety-five gallon polycarts.

Funding Source – Sanitation Funds

**Recommendation:** Set Bid Date.

**I. Pay Request No. 7, 21<sup>st</sup> Street Basin and Downtown Basin Rehab Design (Pages 28 – 29)**

**Information:** HDR entered into an engineering agreement with the City for Design of 21<sup>st</sup> Street Basin, Rosewood Basin, and Downtown Basin Rehab. This pay request is for \$48,460.00 for work completed through January 27, 2024.

**Recommendation:** Approve and authorize payment for Pay Request No. 7 to HDR Engineering, Inc.

**J. Safe Route to School Agreement (Pages 30 – 32)**

**Information:** The City of Parsons is one of five selected for a Planning and Programming Grant to help communities across the state create Safe Routes to School Plan. The Safe Route to School Plans include an analysis of existing conditions, public outreach to help understand opportunities and barriers to active travel for students and caregivers, and identification of potential infrastructure and non-infrastructure solutions to help more children safely walk, bike and roll to school.

**Recommendation:** Approve and authorize the Mayor's signature on the Kansas Safe Routes to School Planning and Programming Grant.

**K. Request For Dates to use Tolen Creek Park For a 3-D Archery Shoot (Page 33)**

**Information:** The Labette County Archery Club would like to hold three pre-scheduled 3D archery shoots at Tolen Creek Park July 14, August 4 and September 1, from 8:00am-4:00pm.

They are requesting a permit under Sec. 450.5 Parsons Recreational Weapons Code for the 3-D shoots. The special permit would allow them to hold the event at Tolen Creek Park. The club is aware of the insurance and safety requirements of an event of this nature.

The July date will be the local club hosting the Kansas State Shoot.

**Recommendation:** To approve a permit under Sec. 450.5 Parsons Recreational Weapons Code for the Labette County Archery Club to hold their 3-D shoots July 14, August 4 and September 1, from 8:00am-4:00pm and be provided a key to the gates and bollards for access to the back of the trail.

**L. Pay Request No. 2, TranSystems for Tolen Creek Trail (Pages 34 – 35)**

**Information:** TranSystems submitted Pay Request No. 2 for professional design services for Tolen Creek Trail. Invoice #0004350199 for \$14,270.85 for services through January 26, 2024.

**Recommendation:** Approve Pay Request No. 2 to TranSystems.

**CONSENT DOCKET END**

## **VII. NEW BUSINESS**

### **A. D.V. Reed Request (Page 36)**

**Information:** Wesley United Methodist Church would like to request funds in the amount of \$5,000.00 from the D.V. Reed fund to support the Grab n Go Food Ministry. This ministry started in March 2020 as an in-person meal on the fourth Thursday of each month. Covid hit, so it was changed to a drive by pick up once a month and then to twice a month. In 2021, it was increased to 230 given out every Thursday. They are handed out from the King Cash parking lot. The monthly cost is around \$2,500.00 to \$3,000.00 for these meals, with the cost of food and supplies continuing to rise.

The meals are handed out on a first come first serve with some delivered to the homebound and/or elderly. The meals vary from lasagna, chili and cinnamon rolls, vegetable soup, hamburgers, hot dogs, ham salad sandwiches, taco burgers to beanie weanies. They always include a fruit (fresh or in cups) and a dessert (usually homemade cookies or brownies). They are sometimes in a sack and other times in a Styrofoam container.

Wesley has a group that comes out every Wednesday and bags up the desserts to be used and another group that comes out on Thursdays to fix the meal and box it up. People drive the church van to the parking lot to hand them out around 5:15 p.m. each Thursday along with a bottle of water. People will start lining up around 4:00 p.m. and the meals are gone within 15 minutes. This shows what a valuable outreach this is to the community of Parsons.

Wesley United Methodist Church feels this is a very worthwhile outreach to the City of Parsons and want to continue it. They do try for grants and also have fundraisers as well as private donations given for it.

The current balance of the fund is \$24,895.46. Staff suggestion is to grant them \$5,000.00. This would leave a balance of \$19,895.46 for requests throughout 2024.

**Recommendation:** Approve the request in the amount of \$5,000.00 and approve the submission of the paperwork to the Labette County District Court for the funding.

**B. Approve Interlocal Agreement between the Labette County and the City of Parsons for use of right-of-way (Pages 37 – 40)**

**Information:** This Interlocal Agreement is between Labette County and the City of Parsons. This agreement allows the City of Parsons to install and maintain a waterline in the County's right-of-way along 23,000 road from the east city limits to Rooks road. This is the waterline connecting the City of Parsons with the Great Plains Industrial Park for emergency water interconnection supply.

**Recommendation:** Approve Mayor's signature on Interlocal Agreement with Labette County to allow for use of right-of-way to install a waterline to the Great Plains Industrial Park.

**VIII. ORDINANCE**

**A. Ordinance No. 6553, Salary Ordinance (Pages 41 – 43)**

**Information:** Ordinance No. 6553 providing for salaries and wages of certain appointive officers and employees of the City of Parsons, Kansas and repealing Ordinance No. 6512 and all other ordinances in conflict.

**Recommendation:** Approve and authorize the Mayor's signature on Ordinance No. 6553.

**IX. DEPARTMENTAL REPORTS**

**A. Monthly Reports – January 2024 (Pages MR1 – MR 12)**

**Recommendation:** Receive and File.

**X. 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.

**XI. STAFF COMMENT**

**XII. CITY COMMISSION COMMENTS**

**XIII. ADJOURN**

MINUTES  
PARSONS CITY COMMISSION  
February 6, 2024

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

Present: Commissioner Shaw  
Commissioner Crooks  
Commissioner Bolinger  
Commissioner Cruse

Prayer – Harold Gross Jr – Macedonia Soul-Winning Ministry

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

Presentation

Promotion – Keenan Roberts

Public Comment

Sontana Johnson – Juneteenth Holiday

Consent Docket as follows:

City Commission Minutes

Approved and authorized minutes for the January 16, 2024 and February 1, 2024 meetings.

Accounts Payable Appropriation Ordinance No. 377

Approved and authorized an ordinance making appropriations for the payment of certain claims for the City of Parsons, Kansas. Total amount \$560,670.56.

Pay Request for TranSystems for US 59 KDOT SP-Clark to Dirr

Approved Pay Request for TranSystems for US 59 KDOT SP-Clark to Dirr. Payment Invoice No. INV-0004217849, for \$2,540.00 for professional services through August 25, 2023 and Payment Invoice No. INV-0004241979, for \$12,466.75 for professional services through September 22, 2023. Total payment will be \$14,986.75. Approved by City Manager prior to printing of 1099s.

Pay Request No. 1 for TranSystems for Design work for the Tolen Creek Trail Project

Approved Pay Request No. 1 for TranSystems for Invoice No. INV-0004302210 for \$391.58 for professional services through November 24, 2023. Approved by City Manager prior to printing of 1099s.

February 6, 2024

Pay Request No. 2 for TranSystems for Design work for the Tolen Creek Trail Project

Approved Pay Request No. 2 for TranSystems for Invoice No. INV-0004350199 for \$8,478.00 for professional services through December 22, 2023.

Pay Request No. 6, 21<sup>st</sup> Street Basin and Downtown Basin Rehab Design

Approved and authorized payment for Pay Request No. 6 to HDR Engineering, Inc. for \$29,630.00 for work completed through December 30, 2023. HDR entered into an engineering agreement with the City for Design of 21<sup>st</sup> Street Basin, Rosewood Basin and Downtown Basin Rehab.

Tax Abatements

In accordance with the requirements of K.S.A. 79-210, and the annual review and consideration of the above-referenced matter by the City of Parsons, Kansas (the “City”), the undersigned hereby certifies that the property previously exempted by the above-referenced Order(s) of the Kansas Board of Tax Appeals continues to meet all the terms and conditions by the City as a condition of granting the exemption.

Parsons Hospitality Holding, LLC

Tax Abatement Docket No. 2020-792-IRBX

Ducommun Aerostructures, Inc.

Tax Abatement Docket No. 2017-5507-IRBX

Tax Abatement Docket No. 2018-1923-IRBX

Tax Abatement Docket No. 2019-697-IRBX

Grandview Products Co., Inc.

Tax Abatement Docket No. 2015-733-EDX

Pay Request No. 3 Greg Hinman Construction, Project 2023-05

Approved Pay Request No. 3 for work provided between August 1, 2023 and December 20, 2023 on Project 2023-05 at the Kansas Law Enforcement Training Facility, 2103 Corning to Greg Hinman Construction in the amount of \$30,480.00.

Parsons Recreation Commission – Swimming Pool

Received and filed 2023 Report, approved and authorized the Mayor’s signature on the Operating Agreement and approved the payment of \$11,000.00 for Swimming Pool Management for 2024.

Kansas Department of Wildlife, Parks & Tourism – 2024 Annual Operation and Maintenance Assurance Statement

Approved and authorized the President of the Board’s signature on the Kansas Department of Wildlife, Parks & Tourism – 2024 Annual Operation and Maintenance Assurance Statement for the following:

NPS Project No.

20-00200

20-00239

20-00355

Project Title

Marvel Park Project

Forest Park Improvements

Forest Park Improvements and Swimming Pool



February 6, 2024

Professional Service Agreement Amendment

Approved and authorized the Mayor's signature on Professional Service Agreement Amendment between Trekk Design Group, LLC and the City of Parsons. This amendment attaches the KDHE SRF contract provisions signed by Trekk Design Group, LLC on December 19, 2022 between the City of Parsons and Trekk Design Group, LLC per KDHE requirements.

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

New Business

Purchase of Two (2) Motorola M500 Car Camera Systems

Commissioner Bolinger moved, Commissioner Shaw seconded to approve the purchase of Two (2) Motorola M500 Car Camera Systems. In mid-2023, the Parsons City Commission approved the purchase of two (2) 2023 Ford Interceptor SUVs. This purchase was approved during the bids process for the body/car camera purchase project in 2023. This purchase was approved in 2023 for 2024 vehicles, due to Ford Motor Company stating that there would be no new orders taken in 2024 for Ford Interceptor patrol vehicles and fulfillment would be based on 2023 orders.

As a result of this vehicle purchase being approved during that time, and not knowing which camera system manufacturer would be awarded the RFP, these two patrol cars were purchased without having the in-car camera systems included in the vehicle bid. The inclusion of the in-car camera system is historically included in the overall bid/purchase process of the patrol car.

In August of 2023, the Parsons City Commission approved the purchase of camera systems through Motorola Solutions, after their acquisition of WatchGuard, our former camera provider.

Due to this patrol vehicle purchase in a transitional time period, we are asking for approval to purchase two (2), Motorola MS00 in-car camera systems for outfitting in new patrol vehicles.

Since the approval, purchase and implementation of the new Motorola body and in-car cameras this purchase is a sole source purchase, as Motorola Solutions is the only source for purchase of the MS00 Carner System. It is the current model of Motorola's in-car camera that is compatible with the new Motorola System installed at Parsons Police Department in December of 2023.

Parsons Police Department requests the approval for purchase of two (2), Motorola MS00 In-Car Camera Systems.

February 6, 2024

**BUDGET IMPLICATIONS:**

The funding for this project will be funded primarily from the Public Safety Sales Tax and will not be a burden to the General Fund.

Total cost for two (2) Motorola M500 In-Car Camera Systems, includes the cost of the two (2) camera systems, five (5) year extended warranty, and five (5) years of unlimited cloud storage, and licensing.

List Cost - \$30,833.00

Total Cost - \$24,666.40

Upfront costs for hardware, accessories and year 1 subscription - \$15562.08

Year 2 Subscription	- \$2,276.08
Year 3 Subscription	- \$2,276.08
Year 4 Subscription	- \$2,276.08
Year 5 Subscription	- <u>\$2,276.08</u>
Total	- \$24,666.40

Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Cruse – yes; Strait - yes.

Comments were heard from Vicki Pribble, Steve & Shelley Gudde, Lauren Coover and Joe Dobson.

Comments were heard from City Staff and City Commissioners.

Executive Session

Mayor Strait moved, Commissioner Bolinger seconded that the city commission recess into executive session to discuss non-elected personnel issues, as allowed to discuss that which would be deemed privileged in the non-elect personnel pursuant to KSA 75-4319(b)(1) with Commissioners present. Voice vote passed unanimously. Returned from executive session with no action taken.

Commissioner Bolinger moved, Commissioner Cruse seconded that we adjourn at 7:18 p.m. Voice vote passed unanimously.

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Eric Strait, Mayor

Attest:

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Robyn Baker, City Clerk

MINUTES  
PARSONS CITY COMMISSION  
February 15, 2024

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

Present:       Commissioner Shaw  
                  Commissioner Crooks  
                  Commissioner Bolinger  
                  Commissioner Cruse

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

Presentation

Matt Ridpath – Trekk Design Group

The commission reviewed the agenda for February 19, 2024.

Comments were heard from Vicki Pribble.

Comments were heard from City Staff and City Commissioners.

Commissioner Bolinger moved; Commissioner Cruse seconded that we adjourn at 5:50 p.m. Voice vote passed unanimously.

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Eric Strait, Mayor

Attest:

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Robyn Baker, City Clerk

**ACCOUNTS PAYABLE APPROPRIATION ORDINANCE NO. 0378**

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

Accounts Payable – February 8, 2024	\$ 123,038.75
Accounts Payable – February 15, 2024	<u>127,021.06</u>
	\$ 250,059.81

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 19<sup>th</sup> day of February 2024.

\_\_\_\_\_  
Eric Strait, Mayor

Attest:

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

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ACE HARDWARE, INC	DEC/JAN CHGS 2024	GENERAL FUND	GENERAL ADMINISTRATIVE	85.98
	DEC/JAN CHGS 2024	GENERAL FUND	GENERAL ADMINISTRATIVE	56.17
	DEC/JAN CHGS 2024	GENERAL FUND	POLICE	25.98
	DEC/JAN CHGS 2024	GENERAL FUND	POLICE	29.98
	DEC/JAN CHGS 2024	GENERAL FUND	POLICE	26.36
	DEC/JAN CHGS 2024	GENERAL FUND	POLICE	7.99
	DEC/JAN CHGS 2024	GENERAL FUND	POLICE	15.99
	DEC/JAN CHGS 2024	GENERAL FUND	POLICE	13.99
	DEC/JAN CHGS 2024	GENERAL FUND	FIRE	9.98
	DEC/JAN CHGS 2024	GENERAL FUND	FIRE	8.59
	DEC/JAN CHGS 2024	GENERAL FUND	FIRE	13.99
	DEC/JAN CHGS 2024	GENERAL FUND	FIRE	29.99
	DEC/JAN CHGS 2024	GENERAL FUND	FIRE	10.36
	DEC/JAN CHGS 2024	GENERAL FUND	FIRE	3.99
	DEC/JAN CHGS 2024	GENERAL FUND	FIRE	19.99
	DEC/JAN CHGS 2024	GENERAL FUND	FIRE	1.79
	DEC/JAN CHGS 2024	GENERAL FUND	FIRE	33.92
	DEC/JAN CHGS 2024	GENERAL FUND	FIRE	57.98
	DEC/JAN CHGS 2024	GENERAL FUND	STREET	152.58
	DEC/JAN CHGS 2024	GENERAL FUND	STREET	149.99
	DEC/JAN CHGS 2024	GENERAL FUND	STREET	10.08
	DEC/JAN CHGS 2024	GENERAL FUND	STREET	14.95
	DEC/JAN CHGS 2024	GENERAL FUND	STREET	6.58
	DEC/JAN CHGS 2024	GENERAL FUND	STREET	16.99
	DEC/JAN CHGS 2024	GENERAL FUND	STREET	99.99
	DEC/JAN CHGS 2024	GENERAL FUND	STREET	16.17
	DEC/JAN CHGS 2024	GENERAL FUND	PARK	74.95
	DEC/JAN CHGS 2024	GENERAL FUND	PARK	36.99
	DEC/JAN CHGS 2024	GENERAL FUND	PARK	293.97
	DEC/JAN CHGS 2024	GENERAL FUND	PARK	77.24
	DEC/JAN CHGS 2024	GENERAL FUND	PARK	12.58
	DEC/JAN CHGS 2024	GENERAL FUND	PARK	11.18
	DEC/JAN CHGS 2024	GENERAL FUND	PARK	64.50
	DEC/JAN CHGS 2024	GENERAL FUND	PARK	13.77
	DEC/JAN CHGS 2024	GENERAL FUND	PARK	65.10
	DEC/JAN CHGS 2024	GENERAL FUND	PARK	5.59-
	DEC/JAN CHGS 2024	GENERAL FUND	PARK	62.90
	DEC/JAN CHGS 2024	GENERAL FUND	PARK	124.96
	DEC/JAN CHGS 2024	GENERAL FUND	PARK	46.99
	DEC/JAN CHGS 2024	GENERAL FUND	PARK	24.99
	DEC/JAN CHGS 2024	GENERAL FUND	PARK	24.99
	DEC/JAN CHGS 2024	GENERAL FUND	PARK	95.96
	DEC/JAN CHGS 2024	GENERAL FUND	PARK	119.99
	DEC/JAN CHGS 2024	GENERAL FUND	PARK	13.99
	DEC/JAN CHGS 2024	GENERAL FUND	PARK	54.98
	DEC/JAN CHGS 2024	GENERAL FUND	CEMETERY	66.13
	DEC/JAN CHGS 2024	WATER FUND	TREATMENT PLANT	17.56
	DEC/JAN CHGS 2024	WATER FUND	TREATMENT PLANT	54.95
	DEC/JAN CHGS 2024	WATER FUND	TREATMENT PLANT	89.99
	DEC/JAN CHGS 2024	WATER FUND	DISTRIBUTION	109.98
	DEC/JAN CHGS 2024	WATER FUND	DISTRIBUTION	32.45
	DEC/JAN CHGS 2024	WATER FUND	DISTRIBUTION	49.96
	DEC/JAN CHGS 2024	WATER FUND	DISTRIBUTION	58.94
	DEC/JAN CHGS 2024	WATER FUND	DISTRIBUTION	5.99
	DEC/JAN CHGS 2024	WATER FUND	DISTRIBUTION	49.94
	DEC/JAN CHGS 2024	WATER FUND	DISTRIBUTION	63.96

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
AMAZON CAPITAL SERVICES, INC	DEC/JAN CHGS 2024	WATER FUND	DISTRIBUTION	27.26
	DEC/JAN CHGS 2024	WATER FUND	DISTRIBUTION	89.99
	DEC/JAN CHGS 2024	WATER FUND	DISTRIBUTION	209.94
	DEC/JAN CHGS 2024	WATER FUND	DISTRIBUTION	25.98
	DEC/JAN CHGS 2024	WATER FUND	DISTRIBUTION	67.93
	DEC/JAN CHGS 2024	WATER FUND	DISTRIBUTION	76.57
	DEC/JAN CHGS 2024	WATER FUND	DISTRIBUTION	29.99
	DEC/JAN CHGS 2024	WATER FUND	DISTRIBUTION	11.18
	DEC/JAN CHGS 2024	WATER FUND	DISTRIBUTION	34.98
	DEC/JAN CHGS 2024	WATER FUND	DISTRIBUTION	83.68
	DEC/JAN CHGS 2024	WATER FUND	LAKE	44.85
	DEC/JAN CHGS 2024	SEWER FUND	TREATMENT PLANT	119.98
	DEC/JAN CHGS 2024	SEWER FUND	TREATMENT PLANT	39.99-
	DEC/JAN CHGS 2024	SEWER FUND	COLLECTIONS	129.99
	DEC/JAN CHGS 2024	SEWER FUND	COLLECTIONS	41.99
	DEC/JAN CHGS 2024	SANITATION FUND	SANITATION FUND	110.00
	DEC/JAN CHGS 2024	SANITATION FUND	SANITATION FUND	13.99
AUTO WASH	DEC/JAN CHGS 2024	SANITATION FUND	SANITATION FUND	112.00
	DEC/JAN CHGS 2024	SANITATION FUND	SANITATION FUND	17.94
	DEC/JAN CHGS 2024	SANITATION FUND	SANITATION FUND	8.97
			TOTAL:	3,951.86
BILLY JACKSON JR	SUPPLIES	GENERAL FUND	CITY MANAGER	88.58
			TOTAL:	88.58
BOB BARKER COMPANY INC	PD CAR WASHES	GENERAL FUND	POLICE	336.23
			TOTAL:	336.23
	PD CLEANING	GENERAL FUND	POLICE	20.00
			TOTAL:	20.00
	SUPPLIES	GENERAL FUND	POLICE	106.18
			TOTAL:	106.18
BROWN HEATING & COOLING INC	REPAIRS	GENERAL FUND	AIRPORT	2,734.78
			TOTAL:	2,734.78
CATHERINE WELDEN	BIC BUILDING CLEANING	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	220.00
			TOTAL:	220.00
CDL ELECTRIC COMPANY	SERVICES	GENERAL FUND	STREET	1,204.86
			TOTAL:	1,204.86
COMPLIANCE ONE	CI4057	GENERAL FUND	STREET	68.85
	CI4057	GENERAL FUND	PARK	15.30
	CI4057	WATER FUND	DISTRIBUTION	15.30
	CI4057	WATER FUND	LAKE	15.30
	CI4057	SEWER FUND	TREATMENT PLANT	15.30
	CI4057	SEWER FUND	COLLECTIONS	45.90
	CI4057	SANITATION FUND	SANITATION FUND	61.20
			TOTAL:	237.15
COREY W WRIGHT	UTV STICKERS	GENERAL FUND	POLICE	40.00
			TOTAL:	40.00
COTTONWOOD & NEOSHO WATER ASSURANCE	YEAR 2024 ASSESSMENT	WATER FUND	ADMINISTRATIVE	6,270.39

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
DESIGN MECHANICAL, INC	REPAIRS	GENERAL FUND	GENERAL ADMINISTRATIVE	TOTAL: 6,270.39
			TOTAL:	1,219.00
			TOTAL:	1,219.00
DOCUMENT DESTRUCTION INC	2 POLY CARTS	GENERAL FUND	POLICE	TOTAL: 95.00
			TOTAL:	95.00
FIRST RESPONDERS OUTFITTERS, INC	UNIFORMS/THOMPSON	GENERAL FUND	POLICE	422.47
	TACTICAL PANTS/THOMPSON	GENERAL FUND	POLICE	70.61
	REPLACEMENT PANTS/LINDSEY	GENERAL FUND	POLICE	75.11
			TOTAL:	568.19
FOLEY INDUSTRIES, INC.	EQUIPMENT RENTAL	GENERAL FUND	STREET	828.00
	EQUIPMENT RENTAL	GENERAL FUND	STREET	2,146.25
			TOTAL:	2,974.25
GREENLINE PRODUCTS, INC	ORANGE BLAST/PRIMER	GENERAL FUND	STREET	5,279.71
			TOTAL:	5,279.71
GREGORY S HINMAN CONSTRUCTION INC.	PAY REQ #3	PUB SAFETY SALES T	PUB SAFETY SALES TAX	30,480.00
			TOTAL:	30,480.00
HDR ENGINEERING INC	PAY REQ #6	EPA COMPLIANCE	EPA COMPLIANCE	29,630.00
			TOTAL:	29,630.00
HERITAGE TRACTOR, INC	PARTS	MAINTENANCE FUND	MAINTENANCE FUND	268.94
			TOTAL:	268.94
HIGHER CALLING TECHNOLOGIES LLC	SUPPLIES	GENERAL FUND	POLICE	36.95
			TOTAL:	36.95
KANSAS GAS SERVICE	CITY MAIN	GENERAL FUND	GENERAL ADMINISTRATIVE	6,424.30
	112 S 17TH	GENERAL FUND	GENERAL ADMINISTRATIVE	1,721.88
	CITY MAIN	WATER FUND	TREATMENT PLANT	1,513.55
			TOTAL:	9,659.73
KLKC RADIO	ADS	SANITATION FUND	SANITATION FUND	30.00
	ADS	SANITATION FUND	SANITATION FUND	30.00
	ADS	SANITATION FUND	SANITATION FUND	100.00
	ADS	SANITATION FUND	SANITATION FUND	30.00
			TOTAL:	190.00
KU EDWARDS CAMPUS	LEGAL UPDATES 2024 WIFORD	GENERAL FUND	POLICE	50.00
			TOTAL:	50.00
KYLE WIFORD	REIM MEAL	GENERAL FUND	POLICE	33.88
			TOTAL:	33.88
LABETTE COUNTY SHERIFF	INMATE HOUSING	RISK MANAGEMENT FU	RISK MANAGEMENT FUND	1,200.00
			TOTAL:	1,200.00
LABETTE/MONTGOMERY RURAL WATER DISTRIC	LABETTE/MONTGOMERY RURAL	GENERAL FUND	GENERAL ADMINISTRATIVE	18.75
			TOTAL:	18.75
LAWSON PRODUCTS	PARTS	GENERAL FUND	PARK	239.09

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
LEXIS NEXIS	MONTHLY FEES JAN 2024	GENERAL FUND	LEGAL/MUNICIPAL COURT	TOTAL: 239.09
LUCAS NODINE	JUDGE PRO TERM JAN 2024	GENERAL FUND	LEGAL/MUNICIPAL COURT	TOTAL: 261.00
MCCARTY'S OFFICE SUPPLY	CONTRACT BILLING	GENERAL FUND	GENERAL ADMINISTRATIVE	133.38
	CONTRACT BILLING	GENERAL FUND	CITY MANAGER	82.40
	CONTRACT BILLING	GENERAL FUND	CITY MANAGER	248.27
	CONTRACT BILLING	GENERAL FUND	LEGAL/MUNICIPAL COURT	31.86
	COPIER RENTAL	GENERAL FUND	POLICE	486.88
	CONTRACT BILLING	GENERAL FUND	AUDITORIUM ARTS CENTER	31.87
	CONTRACT BILLING	WATER FUND	ADMINISTRATIVE	41.47
			TOTAL:	1,056.13
MIKE CARPINO FORD PARSONS	OIL CHANGE	GENERAL FUND	POLICE	61.62
			TOTAL:	61.62
MONTGOMERY COUNTY MEDIA, LLC	ADS	GENERAL FUND	GENERAL ADMINISTRATIVE	592.00
			TOTAL:	592.00
NATIONAL ANIMAL CARE & CONTROL ASSOCIA	MEMBERSHIP RENEWAL	GENERAL FUND	POLICE	150.00
			TOTAL:	150.00
PARSONS PET HOSPITAL	VET SERVICES 1/24-1/31/24	GENERAL FUND	POLICE	2,223.30
			TOTAL:	2,223.30
PETTY CASH	PETTY CASH	GENERAL FUND	POLICE	21.97
	PETTY CASH	GENERAL FUND	POLICE	16.27
	PETTY CASH	GENERAL FUND	POLICE	32.48
	PETTY CASH	GENERAL FUND	POLICE	16.98
	PETTY CASH	GENERAL FUND	POLICE	29.00
	PETTY CASH	GENERAL FUND	POLICE	53.10
	PETTY CASH	GENERAL FUND	POLICE	6.78
	PETTY CASH	GENERAL FUND	POLICE	29.00
	PETTY CASH	GENERAL FUND	POLICE	10.83
	PETTY CASH	GENERAL FUND	POLICE	18.30
	PETTY CASH	GENERAL FUND	POLICE	24.37
	PETTY CASH	GENERAL FUND	POLICE	26.00
	PETTY CASH	GENERAL FUND	POLICE	18.93
	PETTY CASH	GENERAL FUND	POLICE	7.20
	PETTY CASH	GENERAL FUND	POLICE	30.41
			TOTAL:	341.62
PRESTIGE CHEMICALS INC	GREEN FIRE/SNOW MELT	GENERAL FUND	STREET	2,259.13
	DISINFECTANT	GENERAL FUND	PARK	2,814.58
			TOTAL:	5,073.71
ROBERT SPINKS	REIM MOTEL/FUEL/MEALS	GENERAL FUND	POLICE	341.80
	REIM MOTEL/FUEL/MEALS	GENERAL FUND	POLICE	14.03
	REIM MOTEL/FUEL/MEALS	GENERAL FUND	POLICE	29.79
	REIM MOTEL/FUEL/MEALS	GENERAL FUND	POLICE	35.13
	REIM MOTEL/FUEL/MEALS	GENERAL FUND	POLICE	36.87
	REIM MOTEL/FUEL/MEALS	GENERAL FUND	POLICE	21.75

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VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
SAYE HEAT & AIR	REIM MOTEL/FUEL/MEALS	GENERAL FUND	POLICE	34.90
			TOTAL:	514.27
	SERVICES	GENERAL FUND	STREET	440.00
			TOTAL:	440.00
SPARKLIGHT	110475175	GENERAL FUND	GENERAL ADMINISTRATIVE	17.42
	TV BOXES AT PD	GENERAL FUND	POLICE	28.66
			TOTAL:	46.08
STATE TREASURER	MONTHLY FEES JAN 2024	GENERAL FUND	LEGAL/MUNICIPAL COURT	1,853.00
			TOTAL:	1,853.00
STEVEN PASSWATER	KEYS	GENERAL FUND	PARK	6.00
			TOTAL:	6.00
TOM DAVIS AUTO GROUP	REPAIRS	GENERAL FUND	POLICE	605.14
			TOTAL:	605.14
TRANSYSTEMS	PAY REQ #2	CAPITAL IMPROVEMEN	CAPITAL IMPROVEMENT FU	8,478.00
			TOTAL:	8,478.00
U.S. CELLULAR	ACCT 847351326	GENERAL FUND	GENERAL ADMINISTRATIVE	36.28
	ACCT 847351326	GENERAL FUND	ENGINEERING	181.58
	ACCT 847351326	GENERAL FUND	FIRE	145.12
	ACCT 847351326	GENERAL FUND	STREET	182.12
	ACCT 847351326	GENERAL FUND	STREET	145.12
	ACCT 847351326	GENERAL FUND	PARK	182.82
	ACCT 847351326	GENERAL FUND	PARK	108.84
	ACCT 847351326	GENERAL FUND	CEMETERY	72.56
	ACCT 847351326	WATER FUND	TREATMENT PLANT	182.12
	ACCT 847351326	WATER FUND	TREATMENT PLANT	72.56
	ACCT 847351326	WATER FUND	DISTRIBUTION	153.11
	ACCT 847351326	WATER FUND	DISTRIBUTION	72.56
	ACCT 847351326	WATER FUND	LAKE	72.56
	ACCT 847351326	SEWER FUND	TREATMENT PLANT	182.12
	ACCT 847351326	SEWER FUND	TREATMENT PLANT	72.56
	ACCT 847351326	SEWER FUND	TREATMENT PLANT	72.56
	ACCT 847351326	SANITATION FUND	SANITATION FUND	72.56
			TOTAL:	2,007.15
UTILITY REVIEW CONSULTANTS, LLC	SERVICES	GENERAL FUND	GENERAL ADMINISTRATIVE	46.38
	SERVICES	GENERAL FUND	GENERAL ADMINISTRATIVE	23.16
			TOTAL:	69.54
VERLYN BOLINGER	REIM MILEAGE	GENERAL FUND	CITY MANAGER	205.02
			TOTAL:	205.02
VIRGINIA GREEN- HOLT	BOND RETURN FOR R.GREEN	GENERAL FUND	LEGAL/MUNICIPAL COURT	470.00
			TOTAL:	470.00
WAVE WIRELESS	FEB-MARCH 2024	PARSONS MUSEUM	PARSONS MUSEUM	24.96
			TOTAL:	24.96
WAXIE SANITARY SUPPLY	SUPPLIES	GENERAL FUND	GENERAL ADMINISTRATIVE	390.69
	SUPPLIES	GENERAL FUND	GENERAL ADMINISTRATIVE	108.00

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	SUPPLIES	GENERAL FUND	GENERAL ADMINISTRATIVE	158.00
			TOTAL:	656.69
===== FUND TOTALS =====				
01	GENERAL FUND	41,864.79		
10	RISK MANAGEMENT FUND	1,200.00		
18	MAINTENANCE FUND	268.94		
22	PUB SAFETY SALES TAX	30,480.00		
27	ECONOMIC DEV SALES TAX	220.00		
32	CAPITAL IMPROVEMENT FUND	8,478.00		
42	PARSONS MUSEUM	24.96		
50	WATER FUND	9,644.99		
55	SEWER FUND	640.41		
70	SANITATION FUND	586.66		
75	EPA COMPLIANCE	29,630.00		
	GRAND TOTAL:	123,038.75		

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ADAM LANDON	REIM BOOTS	WATER FUND	TREATMENT PLANT	100.00
			TOTAL:	100.00
AMAZON CAPITAL SERVICES, INC	SUPPLIES	GENERAL FUND	GENERAL ADMINISTRATIVE	32.98
	SUPPLIES	GENERAL FUND	CITY MANAGER	43.34
			TOTAL:	76.32
ATCO MANUFACTURING COMPANY	WIPE OUT	SEWER FUND	COLLECTIONS	266.00
			TOTAL:	266.00
BAUGHER EQUIPMENT INC	PARTS	MAINTENANCE FUND	MAINTENANCE FUND	2,303.25
	PARTS	MAINTENANCE FUND	MAINTENANCE FUND	553.50
			TOTAL:	2,856.75
BEARD PROPANE, INC	AIRPORT	GENERAL FUND	AIRPORT	499.69
	AIRPORT	GENERAL FUND	AIRPORT	185.00
			TOTAL:	684.69
BEASLEY AUTOMOTIVE LLC	TIRE	SANITATION FUND	SANITATION FUND	1,817.56
			TOTAL:	1,817.56
BERRY TRACTOR & EQUIPMENT	PARTS	GENERAL FUND	STREET	3,439.14
			TOTAL:	3,439.14
CDL ELECTRIC COMPANY	REPAIRS	GENERAL FUND	POLICE	553.68
			TOTAL:	553.68
CITY OF PARSONS	VEHICLE MAINTENANCE	GENERAL FUND	GENERAL ADMINISTRATIVE	246.35
	VEHICLE MAINTENANCE	GENERAL FUND	GENERAL ADMINISTRATIVE	250.00
	VEHICLE MAINTENANCE	GENERAL FUND	STREET	55.36
	VEHICLE MAINTENANCE	GENERAL FUND	STREET	403.54
	VEHICLE MAINTENANCE	GENERAL FUND	STREET	10.00
	VEHICLE MAINTENANCE	GENERAL FUND	STREET	1,095.90
	VEHICLE MAINTENANCE	GENERAL FUND	STREET	61.17
	VEHICLE MAINTENANCE	GENERAL FUND	STREET	185.38
	VEHICLE MAINTENANCE	GENERAL FUND	STREET	116.49
	VEHICLE MAINTENANCE	GENERAL FUND	STREET	191.20
	VEHICLE MAINTENANCE	GENERAL FUND	STREET	851.04
	VEHICLE MAINTENANCE	GENERAL FUND	STREET	451.57
	VEHICLE MAINTENANCE	GENERAL FUND	STREET	45.80
	VEHICLE MAINTENANCE	GENERAL FUND	STREET	117.98
	VEHICLE MAINTENANCE	GENERAL FUND	STREET	10.00
	VEHICLE MAINTENANCE	GENERAL FUND	STREET	10.00
	VEHICLE MAINTENANCE	GENERAL FUND	STREET	89.60
	VEHICLE MAINTENANCE	GENERAL FUND	STREET	34.81
	VEHICLE MAINTENANCE	GENERAL FUND	STREET	85.96
	VEHICLE MAINTENANCE	GENERAL FUND	STREET	28.99
	VEHICLE MAINTENANCE	GENERAL FUND	STREET	28.99
	VEHICLE MAINTENANCE	GENERAL FUND	STREET	47.98
	VEHICLE MAINTENANCE	GENERAL FUND	STREET	2,250.00
	VEHICLE MAINTENANCE	GENERAL FUND	STREET	100.00
	VEHICLE MAINTENANCE	GENERAL FUND	STREET	50.00
	VEHICLE MAINTENANCE	GENERAL FUND	STREET	100.00
	VEHICLE MAINTENANCE	GENERAL FUND	STREET	800.00
	VEHICLE MAINTENANCE	GENERAL FUND	STREET	50.00
	VEHICLE MAINTENANCE	GENERAL FUND	STREET	100.00

VENDOR NAME

DESCRIPTION	FUND	DEPARTMENT	AMOUNT
VEHICLE MAINTENANCE	GENERAL FUND	STREET	125.00
VEHICLE MAINTENANCE	GENERAL FUND	STREET	1,000.00
VEHICLE MAINTENANCE	GENERAL FUND	STREET	50.00
VEHICLE MAINTENANCE	GENERAL FUND	STREET	100.00
VEHICLE MAINTENANCE	GENERAL FUND	STREET	50.00
VEHICLE MAINTENANCE	GENERAL FUND	STREET	200.00
VEHICLE MAINTENANCE	GENERAL FUND	STREET	100.00
VEHICLE MAINTENANCE	GENERAL FUND	STREET	75.00
VEHICLE MAINTENANCE	GENERAL FUND	STREET	750.00
VEHICLE MAINTENANCE	GENERAL FUND	STREET	50.00
VEHICLE MAINTENANCE	GENERAL FUND	STREET	50.00
VEHICLE MAINTENANCE	GENERAL FUND	STREET	50.00
VEHICLE MAINTENANCE	GENERAL FUND	PARK	585.28
VEHICLE MAINTENANCE	GENERAL FUND	PARK	3,167.42
VEHICLE MAINTENANCE	GENERAL FUND	PARK	380.61
VEHICLE MAINTENANCE	GENERAL FUND	PARK	100.00
VEHICLE MAINTENANCE	GENERAL FUND	PARK	100.00
VEHICLE MAINTENANCE	GENERAL FUND	PARK	100.00
VEHICLE MAINTENANCE	GENERAL FUND	AIRPORT	173.40
VEHICLE MAINTENANCE	GENERAL FUND	CEMETERY	10.00
VEHICLE MAINTENANCE	GENERAL FUND	CEMETERY	100.00
VEHICLE MAINTENANCE	WATER FUND	DISTRIBUTION	819.29
VEHICLE MAINTENANCE	WATER FUND	DISTRIBUTION	57.40
VEHICLE MAINTENANCE	WATER FUND	DISTRIBUTION	550.00
VEHICLE MAINTENANCE	WATER FUND	DISTRIBUTION	250.00
VEHICLE MAINTENANCE	SANITATION FUND	SANITATION FUND	191.20
VEHICLE MAINTENANCE	SANITATION FUND	SANITATION FUND	360.10
VEHICLE MAINTENANCE	SANITATION FUND	SANITATION FUND	123.40
VEHICLE MAINTENANCE	SANITATION FUND	SANITATION FUND	10.00
VEHICLE MAINTENANCE	SANITATION FUND	SANITATION FUND	50.00
VEHICLE MAINTENANCE	SANITATION FUND	SANITATION FUND	50.00
VEHICLE MAINTENANCE	SANITATION FUND	SANITATION FUND	100.00
		TOTAL:	17,746.21
E3070653	GENERAL FUND	GENERAL ADMINISTRATIVE	4,310.22
		TOTAL:	4,310.22
REIM MEAL/TRAINING	GENERAL FUND	POLICE	50.00
		TOTAL:	50.00
REISSUE-TRANSDUCER	GENERAL FUND	FIRE	222.50
REISSUE-TRANSDUCER	GENERAL FUND	FIRE	247.47
		TOTAL:	469.97
SUPPLIES	WATER FUND	DISTRIBUTION	1,025.23
SUPPLIES	WATER FUND	DISTRIBUTION	685.70
SUPPLIES	WATER FUND	DISTRIBUTION	685.70
SUPPLIES	WATER FUND	DISTRIBUTION	539.80
SUPPLIES	WATER FUND	DISTRIBUTION	471.20
SUPPLIES	WATER FUND	DISTRIBUTION	808.00
SUPPLIES	SEWER FUND	COLLECTIONS	929.60
		TOTAL:	5,145.23
MARVEL PARK SIGN	GENERAL FUND	PARK	260.00
		TOTAL:	260.00

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COLONIAL PROCESSING CENTER

CONNOR EICHINGER

CONRAD FIRE EQUIPMENT INC

CORE & MAIN LP

COREY W WRIGHT

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
DESIGN MECHANICAL, INC	REPAIRS	GENERAL FUND	POLICE	1,219.00
			TOTAL:	1,219.00
EMC INSURANCE COMPANY	CLAIM #Z01786028	SEWER FUND	COLLECTIONS	1,000.00
			TOTAL:	1,000.00
EVERGY	CITY MAIN REC CENTER MUSEUM	GENERAL FUND GENERAL FUND GENERAL FUND	GENERAL ADMINISTRATIVE GENERAL ADMINISTRATIVE GENERAL ADMINISTRATIVE	501.86 1,439.78 839.73
			TOTAL:	2,781.37
FASTENAL CO	PARTS	MAINTENANCE FUND	MAINTENANCE FUND	4.77
			TOTAL:	4.77
FIRST RESPONDERS OUTFITTERS, INC	SUPPLIES SUPPLIES	GENERAL FUND GENERAL FUND	POLICE POLICE	35.20 62.80
			TOTAL:	98.00
GALLS LLC	DUTY UNIFORMS DUTY UNIFORMS	GENERAL FUND GENERAL FUND	FIRE FIRE	284.98 189.04
			TOTAL:	474.02
GFL ENVIRONMENTAL	15 16 01	GENERAL FUND SEWER FUND SANITATION FUND	STREET TREATMENT PLANT SANITATION FUND	626.91 324.59 25,113.65
			TOTAL:	26,065.15
HERRMAN LUMBER COMPANY INC	SUPPLIES	GENERAL FUND	CEMETERY	93.86
			TOTAL:	93.86
HIGHER CALLING TECHNOLOGIES LLC	WEB HOSTING WEB HOSTING	TOURISM ECONOMIC DEV SALES	TOURISM ECONOMIC DEV SALES TAX	90.00 90.00
			TOTAL:	180.00
JOHNSON CONTROLS FIRE PROTECTION LP	SERVICE AGREEMENT	GENERAL FUND	POLICE	3,020.45
			TOTAL:	3,020.45
KANSAS ONE CALL SYSTEM INC	LOCATES	WATER FUND	DISTRIBUTION	151.20
			TOTAL:	151.20
LABETTE CO BAR ASSOC	REGISTRATION FEES 2024	GENERAL FUND	LEGAL/MUNICIPAL COURT	50.00
			TOTAL:	50.00
LABETTE HEALTH	PRE-EMPLOYMENT LABS	GENERAL FUND	POLICE	61.00
			TOTAL:	61.00
LABETTE HEALTH LAB	PRE-EMPLOYMENT PRE-EMPLOYMENT	GENERAL FUND GENERAL FUND	POLICE STREET	101.00 50.50
			TOTAL:	151.50
LABETTE HEALTH PHYSICIAN'S GROUP	EMPLOYMENT PHYSICALS	GENERAL FUND	POLICE	142.00
			TOTAL:	142.00
LAURA MOORE	REIM MILEAGE	GENERAL FUND	CITY MANAGER	43.10
			TOTAL:	43.10

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
LAWSON PRODUCTS	PARTS	MAINTENANCE FUND	MAINTENANCE FUND	64.49
			TOTAL:	64.49
MCCARTY'S OFFICE SUPPLY	SUPPLIES	WATER FUND	DISTRIBUTION	16.51
			TOTAL:	16.51
METAL MASTERS	SECURITY DOOR-CEMETARY	GENERAL FUND	CEMETERY	981.01
	DUMPSTER REPAIR	SANITATION FUND	SANITATION FUND	423.66
	DUMPSTER REPAIRS	SANITATION FUND	SANITATION FUND	203.12
	DUMPSTER REPAIR	SANITATION FUND	SANITATION FUND	153.10
	DUMPSTER REPAIR	SANITATION FUND	SANITATION FUND	149.12
			TOTAL:	1,910.01
METLIFE	TS05393158	HEALTH INSURANCE R	HEALTH INSURANCE RESER	1,514.39
			TOTAL:	1,514.39
MID WEST MINERALS INC	ROCK	GENERAL FUND	STREET	747.52
			TOTAL:	747.52
MIDWEST WHEEL COMPANIES, INC	PARTS	MAINTENANCE FUND	MAINTENANCE FUND	114.90
	PARTS	MAINTENANCE FUND	MAINTENANCE FUND	573.60
	PARTS	MAINTENANCE FUND	MAINTENANCE FUND	353.26
			TOTAL:	1,041.76
MIKE CARPINO FORD PARSONS	REPAIRS	GENERAL FUND	POLICE	61.62
	REPAIRS	MAINTENANCE FUND	MAINTENANCE FUND	218.33
			TOTAL:	279.95
NAPA OF PARSONS	JAN CHARGES	GENERAL FUND	FIRE	23.52
	JAN CHARGES	GENERAL FUND	STREET	14.48
	JAN CHARGES	GENERAL FUND	STREET	23.88
	JAN CHARGES	MAINTENANCE FUND	MAINTENANCE FUND	36.65
	JAN CHARGES	MAINTENANCE FUND	MAINTENANCE FUND	15.60
	JAN CHARGES	MAINTENANCE FUND	MAINTENANCE FUND	665.50
	JAN CHARGES	MAINTENANCE FUND	MAINTENANCE FUND	93.00
	JAN CHARGES	MAINTENANCE FUND	MAINTENANCE FUND	16.89
	JAN CHARGES	MAINTENANCE FUND	MAINTENANCE FUND	209.12
	JAN CHARGES	MAINTENANCE FUND	MAINTENANCE FUND	390.58
	JAN CHARGES	MAINTENANCE FUND	MAINTENANCE FUND	231.91
	JAN CHARGES	MAINTENANCE FUND	MAINTENANCE FUND	118.68
	JAN CHARGES	MAINTENANCE FUND	MAINTENANCE FUND	5.94
	JAN CHARGES	MAINTENANCE FUND	MAINTENANCE FUND	176.35
	JAN CHARGES	MAINTENANCE FUND	MAINTENANCE FUND	204.83-
	JAN CHARGES	MAINTENANCE FUND	MAINTENANCE FUND	162.31
	JAN CHARGES	MAINTENANCE FUND	MAINTENANCE FUND	229.46
	JAN CHARGES	WATER FUND	DISTRIBUTION	43.15
	JAN CHARGES	WATER FUND	LAKE	27.21
	JAN CHARGES	WATER FUND	TREATMENT PLANT	18.66
	JAN CHARGES	SEWER FUND	LAKE	371.64
	JAN CHARGES	SANITATION FUND	SANITATION FUND	2,669.70
			TOTAL:	
NATIONAL ASSOCIATION OF TOWN WATCH	MEMBERSHIP	GENERAL FUND	POLICE	35.00
			TOTAL:	35.00
O'BRIEN ROCK CO., INC.	FLOWABLE/FUEL/FEE	WATER FUND	DISTRIBUTION	904.50
	FLOWABLE/FEE/FUEL	WATER FUND	DISTRIBUTION	472.25

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ORKIN, LLC	SERVICES	GENERAL FUND	POLICE	TOTAL: 1,376.75
				4,350.00
				4,350.00
PACE ANALYTICAL SERV INC	PROJECT 503	SEWER FUND	TREATMENT PLANT	1,443.30
	WEEKLY	SEWER FUND	TREATMENT PLANT	721.20
	WEEKLY	SEWER FUND	TREATMENT PLANT	677.90
			TOTAL:	2,842.40
PITNEY BOWES INC	POSTAGE MACHINE RENTAL	GENERAL FUND	POLICE	221.88
			TOTAL:	221.88
PREMIER LOCATIONS	SUPPLIES	WATER FUND	TREATMENT PLANT	174.93
			TOTAL:	174.93
PREMIER TRUCK GROUP OF JOPLIN	PARTS	MAINTENANCE FUND	MAINTENANCE FUND	292.13
			TOTAL:	292.13
PRIMROSE OIL COMPANY, INC.	SUPPLIES	GENERAL FUND	STREET	2,696.85
			TOTAL:	2,696.85
PURCHASE POWER	POSTAGE FOR METER	GENERAL FUND	POLICE	459.90
			TOTAL:	459.90
QUILL CORPORATION	SUPPLIES	GENERAL FUND	POLICE	125.77
	SUPPLIES	GENERAL FUND	POLICE	79.95
	SUPPLIES	GENERAL FUND	POLICE	289.90
			TOTAL:	495.62
ROD'S EASTSIDE EXHAUST AND REPAIR	REPAIRS	SANITATION FUND	SANITATION FUND	245.00
			TOTAL:	245.00
RPCS, INC	WATER	SEWER FUND	COLLECTIONS	11.55
			TOTAL:	11.55
RURAL WATER DISTRICT 4	RIVER/LAKE	WATER FUND	TREATMENT PLANT	87.42
	RIVER/LAKE	WATER FUND	LAKE	38.36
	RIVER/LAKE	WATER FUND	LAKE	30.22
	RIVER/LAKE	WATER FUND	LAKE	129.88
	RIVER/LAKE	WATER FUND	LAKE	30.00
	RIVER/LAKE	WATER FUND	LAKE	30.00
			TOTAL:	345.88
SCHIBI HEATING AND AIR	REPAIRS	GENERAL FUND	FIRE	90.00
	REPAIRS	GENERAL FUND	FIRE	375.00
			TOTAL:	465.00
SEK, INC	2024 DUES/DAY ON THE HILL	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	750.00
			TOTAL:	750.00
SHERWIN WILLIAMS INC	PAINT	GENERAL FUND	PARK	27.39
			TOTAL:	27.39
STEVEN J WALKER	REIM MEAL/TRAINING	SEWER FUND	TREATMENT PLANT	32.81
			TOTAL:	32.81

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
THE DAVIS & STERLING GROUP LLC	1/2 RENT/LAUREN COOVER	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	900.00
			TOTAL:	900.00
THOMPSON BROTHERS SUPPLIES INC	YEAR LEASE	GENERAL FUND	STREET	138.50
	YEAR LEASE	MAINTENANCE FUND	MAINTENANCE FUND	138.50
			TOTAL:	277.00
TODD K MEDLOCK	REPAIRS	WATER FUND	TREATMENT PLANT	1,687.93
			TOTAL:	1,687.93
TOM DAVIS AUTO GROUP	REPAIRS	GENERAL FUND	POLICE	176.40
	REPAIRS	GENERAL FUND	STREET	147.98
			TOTAL:	324.38
TOMMY J TROLLOPE	3-PHASE AIR COMPRESSOR	WATER FUND	TREATMENT PLANT	14,450.85
			TOTAL:	14,450.85
TOOLS PLUS INDUSTRIES	SUPPLIES	SEWER FUND	TREATMENT PLANT	779.56
			TOTAL:	779.56
TRIDENT EMERGENCY PRODUCTS, LLC	FIRE/ PUMP REPAIRS	GENERAL FUND	FIRE	327.63
			TOTAL:	327.63
TRUCK COMPONENT SERVICES	PARTS	MAINTENANCE FUND	MAINTENANCE FUND	280.08
			TOTAL:	280.08
TWIN VALLEY ELECTRIC COOPERATIVE INC	AIRPORT/RIVER/LAKE	GENERAL FUND	AIRPORT	209.90
	AIRPORT/RIVER/LAKE	GENERAL FUND	AIRPORT	775.31
	AIRPORT/RIVER/LAKE	WATER FUND	TREATMENT PLANT	268.62
	AIRPORT/RIVER/LAKE	WATER FUND	TREATMENT PLANT	46.71
	AIRPORT/RIVER/LAKE	WATER FUND	LAKE	70.32
	AIRPORT/RIVER/LAKE	WATER FUND	LAKE	30.00
	AIRPORT/RIVER/LAKE	WATER FUND	LAKE	224.02
	AIRPORT/RIVER/LAKE	WATER FUND	LAKE	243.00
	AIRPORT/RIVER/LAKE	WATER FUND	LAKE	39.00
	AIRPORT/RIVER/LAKE	WATER FUND	LAKE	30.00
	AIRPORT/RIVER/LAKE	WATER FUND	LAKE	39.00
	AIRPORT/RIVER/LAKE	WATER FUND	LAKE	30.00
	AIRPORT/RIVER/LAKE	WATER FUND	LAKE	32.90
	AIRPORT/RIVER/LAKE	WATER FUND	LAKE	30.00
	AIRPORT/RIVER/LAKE	WATER FUND	LAKE	46.87
			TOTAL:	2,115.65
TYLER TECHNOLOGIES, INC	SERVICES	GENERAL FUND	GENERAL ADMINISTRATIVE	18.12
	SERVICES	WATER FUND	ADMINISTRATIVE	18.12
	SERVICES	SEWER FUND	TREATMENT PLANT	18.13
	SERVICES	SANITATION FUND	SANITATION FUND	18.13
UNIVAR	CAUSTIC SODA	WATER FUND	TREATMENT PLANT	5,612.10
			TOTAL:	5,612.10
VERIZON WIRELESS	442039192-00001	WATER FUND	ADMINISTRATIVE	16.27
			TOTAL:	16.27
VOLMER'S TRUCK AND TIRE	REPAIRS	GENERAL FUND	STREET	67.50



VENDOR NAME

DESCRIPTION	FUND	DEPARTMENT	AMOUNT
REPAIRS	GENERAL FUND	STREET	615.42
TIRE	GENERAL FUND	STREET	562.00
REPAIRS	GENERAL FUND	PARK	282.47
REPAIRS	GENERAL FUND	PARK	943.53
TOTAL:			2,470.92
WAXIE SANITARY SUPPLY			
SUPPLIES	GENERAL FUND	GENERAL ADMINISTRATIVE	1,327.58
TOTAL:			1,327.58

===== FUND TOTALS =====	
01 GENERAL FUND	49,986.06
15 TOURISM	90.00
18 MAINTENANCE FUND	6,814.51
27 ECONOMIC DEV SALES TAX	1,740.00
37 HEALTH INSURANCE RESERVE	1,514.39
50 WATER FUND	31,273.12
55 SEWER FUND	6,223.30
70 SANITATION FUND	29,379.68
-----	
GRAND TOTAL:	127,021.06
-----	

19

Memorandum  
City of Parsons  
Engineering/Public Works Department

**TO:** Debbie Lamb, City Manager  
**FROM:** Darrell Moyer, Director of Engineering/Public Works  
**DATE:** February 12, 2024  
**RE:** Innovative Masonry Restoration Services Pay Request #3 for Project 2023-04, Municipal Building Masonry Renovation

Please include the following item on the City Commission consent agenda for consideration at the February 19, 2024 meeting:

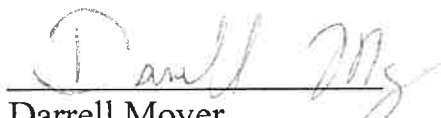
**Pay Request #3 on Project 2023-04 in the amount of \$82,001.70 to Innovative Masonry Restoration Services for Municipal Building Masonry Repairs.**

**Information**

Innovative Masonry Restoration submitted an invoice for Pay Request #3 for masonry services through 1/31/2024. The invoice total is \$82,001.70.

**Action Requested**

Approve payment #3 to Innovative Masonry Restoration for masonry services through 1/31/2024. The invoice is \$82,001.70.

  
Darrell Moyer  
City Engineer/Director of Public Works

AIA Type Document  
Application and Certification for Payment

Page 1 of 11

TO (OWNER): City of Parsons  
112 South 17th Street  
Parsons, KS 67357

PROJECT: Parsons Municipal Building  
112 S. 17th Street  
Parsons, KS 67357

APPLICATION NO: 3  
PERIOD TO: 1/31/2024

DISTRIBUTION  
TO:  
OWNER  
ARCHITECT  
CONTRACTOR

FROM (CONTRACTOR): Innovative Masonry Restoration  
16264 Lakeside Ave SE  
Prior Lake, MN 55372

VIA (ARCHITECT): Don McMicah  
10251 Goddard St.  
Overland Park, KS 66214-2619

ARCHITECT'S  
PROJECT NO:

CONTRACT FOR: Project 2023-04 Municipal Building Extier

CONTRACT DATE: 6/26/2023

### CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Contract.  
Continuation Sheet, AIA Type Document is attached.

1. ORIGINAL CONTRACT SUM	\$	1,031,500.00
2. Net Change by Change Orders	\$	204,475.00
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$	1,235,975.00
4. TOTAL COMPLETED AND STORED TO DATE	\$	304,631.93

#### 5. RETAINAGE:

a. 10.00 % of Completed Work	\$	30,463.19
b. 0.00 % of Stored Material	\$	0.00

Total retainage (Line 5a + 5b)	\$	30,463.19
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)	\$	274,168.74

#### 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT

(Line 6 from prior Certificate)	\$	192,167.04
8. CURRENT PAYMENT DUE	\$	82,001.70

#### 9. BALANCE TO FINISH, INCLUDING RETAINAGE

(Line 3 less Line 6)	\$	961,806.26
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CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	204,475.00	0.00
Total approved this Month	0.00	0.00
TOTALS	204,475.00	0.00
NET CHANGES by Change Order	204,475.00	

The Undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the owner, and that current payment shown herein is now due.

CONTRACTOR: Innovative Masonry Restoration  
16264 Lakeside Ave SE Prior Lake, MN 55372

By: Jim Dolby / Principal Date: 02/06/2024

State of: MN

County of: Dakota

Subscribed and sworn to before me this 6th

Day of February 20 24

Notary Public: Marianne L Grossman

My Commission Expires January 31, 2025

MARIANNE L GROSSMAN  
Notary Public - Minnesota  
Commission # 20463344  
My Commission Expires Jan 31, 2025

### ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED: \$82,001.70

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT: Donald H. McMicah Date: 2/12/2024

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, Payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

# Memorandum

City of Parsons

Community Development Department

**TO:** Debbie Lamb, City Manager

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

**DATE:** February 13, 2024

**RE:** Release Mortgage at 115 S Park

Please include the following item on the City Commission consent agenda for consideration at the February 19, 2024, meeting:

The property at 115 S Park owned by Frank and Glenda Alloway was subject to a 5-year mortgage against their property for participating in the CDBG Rehabilitation Program. The original agreement was filed January 19, 2000. The program requirements, which expired January 19, 2005 has been satisfied. The property owner has requested the lien be removed.

## Action Request

Approve and authorize the Mayor's signature.

RELEASE OF MORTGAGE

The undersigned Mortgage, pursuant to K.S.A. 58-2306, acknowledges satisfaction in full of the debt secured by the following described and recorded real estate mortgage and the same is hereby released:

1. The name of the Mortgagor is: City of Parsons
2. The name of the Mortgagee is: Frank and Glenda Alloway
3. The legal description of the property subject to the mortgage is:  
  
Lot 18, Park Place Addition, City of Parsons, Labette County, Kansas  
  
Street address: 115 South Park, Parsons, KS 67357
4. The book and page the Agreement is recorded in is: Book 286 of Mtg.  
at Page 75 of the records of the Register of Deeds for Labette County,  
Kansas.

Dated this 19th day of February 2024.

By: \_\_\_\_\_  
Eric Strait, Mayor City of Parsons

Attest:

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

STATE OF KANSAS     )  
                                  )SS:  
COUNTY OF LABETTE)

BE IT REMEMBERED, that on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, before me, the undersigned a Notary Public in and for the county and state aforesaid, came \_\_\_\_\_ of City of Parsons, a Kansas Municipality duly organized, incorporated and existing under and by virtue of the laws of Kansas, who are personally known to me to be the such officers, and who are personally known to me to be the same persons who executed, as such officers the within instrument of writing on behalf of said corporation, and such persons duly acknowledged the execution of the same to be the act and deed of said corporation.

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

\_\_\_\_\_  
Notary Public  
My Appointment Expires:

# Memorandum

City of Parsons

Engineering/Public Works

**TO:** Debbie Lamb, City Manager

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

**DATE:** February 14, 2024

**RE:** Award Bid for Project 2024-02, Mowing City Property

Please include the following item on the City Commission consent agenda for consideration at the February 19, 2024, City Commission Meeting:

## **Award Bid for Project 2024-02, Mowing City Property**

### **Information**

Bids were received on February 9th, from 5 contractors for Mowing City Property. Award Bid for Project 2024-02, Mowing City Property, to D & M Lawncare, the apparent low bidder for Wards 1 and 3. Ward 1 total \$1,245.00, Ward 3 total \$1,235.00 for a grand total of \$2,480.

The apparent low bidder on Ward 2 was Roscoe's Lawncare for a total bid of \$61.75. Roscoe's Lawncare has declined the bid award. Ward 2 will be awarded to the next low bidder, D & M Lawncare for a total bid on Ward #2 for \$80.00.

### **Recommendation**

Award Bids for Ward 1, 2 and 3 to D & M Lawncare for a total of \$2,560.00

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Darrell Moyer  
Director of Engineering/Public Works

# Memorandum

City of Parsons

Engineering/Public Works

**TO:** Debbie Lamb, City Manager

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

**DATE:** February 14, 2024

**RE:** Award Bid for Project 2024-03, Mowing Oakwood & Pefley Cemeteries

Please include the following item on the City Commission consent agenda for consideration at the February 19, 2024, City Commission Meeting:

## **Award Bid for Project 2024-03, Mowing Oakwood & Pefley Cemeteries**

### **Information**

Bids were received on February 9th, from 2 contractors for Mowing Oakwood & Pefley Cemeteries. The low bidder for Project 2024-03 Oakwood Cemetery and Pefley Cemetery was Turf Brothers from a total of total of \$6,249.00.

### **Recommendation**

Award Bid for Project 2024-03 Oakwood Cemetery and Pefley Cemetery to Turf Brothers for of total of \$6,249.00.

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Darrell Moyer  
Director of Engineering/Public Works

# Memorandum

City of Parsons

Engineering/Public Works

**TO:** Debbie Lamb, City Manager

**FROM:** Darrell Moyer, Director of Engineering

**DATE:** February 14, 2024

**RE:** Set Bid Date & Mandatory Walk Through for Project 2024-04,  
Mowing of Tolen Creek Disc Golf Course & City of Parsons property  
at 1209 Corporate Drive.

Please include the following item on the City Commission consent agenda for consideration at the February 19, 2024 meeting:


**Set Bid Date and Mandatory Walk Through for Project 2024-04, Parsons  
Mowing of Tolen Creek Disc Golf Course & City of Parsons property at 1209  
Corporate Drive**

## **Action Requested**

Set Bid Date & Mandatory Walk Through for Project 2024-04, Mowing of Tolen Creek Disc Golf Course & City of Parsons property at 1209 Corporate Drive.

Because the Tolen Creek Disc Golf Course will be used for tournaments, a mandatory walk through will take place at 1:00PM Wednesday, February 28, 2024, at the Stone House on the East end of Cattle Drive. **All bidders must attend the walk through to be eligible for bidding.**

Sealed bids will be opened on Monday, March 4<sup>th</sup> at 10:30AM in the Commission Room.

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



Memorandum  
City of Parsons  
Utilities Department

**TO:** Debbie Lamb, City Manager  
**FROM:** Derek Clevenger, Director of Utilities DC  
**DATE:** February 13, 2024  
**RE:** **Set Date to receive bids for 2024 Polycart Containers**

Please include the following item on the City Commission consent agenda for consideration at the February 19, 2024 meeting:

**Set Wednesday, February 28, 2024 at 10:30 a.m. as date and time to receive bids for 580 – 95 gallons polycarts.**

**Funding Source**  
Sanitation Funds

**Action Request**  
Set Wednesday, February 28, 2024 at 10:30 a.m. as date and time to receive bids for **2024 Polycart Containers.**

Memorandum  
City of Parsons  
Utilities Department

**TO:** Debbie Lamb, City Manager

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

**DATE:** February 14, 2024

**RE:** **Pay Request No. 7, 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 February 19, 2024 meeting:

**Pay Request No. 7, 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 <sup>st</sup> 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 \$48,460.00 for work completed through 1/27/24.

**Funding Source**

EPA Compliance Funds

**Action Request**

Approve and authorize payment for Pay Request No. 7, in the amount of \$48,460.00 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. 1200595687  
Invoice Date 2/12/2024  
Month Ending 1/27/2024  
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 01/27/24

	Fee	% Complete	Fee Earned To Date	Previously Invoiced	Current Amount Due
<b>Professional Engineering Services</b>					
Task 1 - Project Management	\$ 12,000.00	83%	\$ 10,000.00	\$ 9,500.00	\$ 500.00
Task 2 - Final Design - 21st Street Basins (N&S)	\$ 162,000.00	65%	\$ 105,300.00	\$ 81,000.00	\$ 24,300.00
Task 3 - Survey & Final Design - Rosewood	\$ 53,000.00	55%	\$ 29,150.00	\$ 17,490.00	\$ 11,660.00
Task 4 - Final Design - Downtown	\$ 48,000.00	55%	\$ 26,400.00	\$ 14,400.00	\$ 12,000.00
Overall Project	\$ 275,000.00	62%	\$ 170,850.00	\$ 122,390.00	\$ 48,460.00
<b>TOTAL AMOUNT DUE THIS INVOICE</b>				<b>\$</b>	<b>48,460.00</b>

TOTAL FEE \$ 275,000.00  
TOTAL AMOUNT BILLED TO DATE \$ 170,850.00  
TOTAL FEE REMAINING \$ 104,150.00

Approved By: Eric Farrow, P.E.

Memorandum  
City of Parsons  
Community Development Department

**TO:** Debbie Lamb, City Manager  
**FROM:** Laura Moore, Community Development Director  
**DATE:** February 13, 2024  
**RE:** **Safe Route to School Agreement**

Please include the following item on the City Commission consent agenda for consideration at the February meeting:

The City of Parsons is one of five selected for a Planning and Programming Grant to help communities across the state create Safe Routes to School Plan. The Safe Route to School Plans include an analysis of existing conditions, public outreach to help understand opportunities and barriers to active travel for students and caregivers, and identification of potential infrastructure and non-infrastructure solutions to help more children safely walk, bike, and roll to school.

**Action Request**

1. Approve and authorize the Mayor's signature on the Kansas Safe Routes to School Planning and Programing Grant.



Kansas  
Safe Routes to School

## Planning and Programming Grant Safe Routes to School Plan Program Expectations

### Goals of Kansas Safe Routes to School

Safe Routes to School (SRTS) is a multi-faceted program that promotes walking, biking, and rolling to school through policies, programming, and infrastructure. SRTS programs can improve safety, increase health outcomes and physical activity levels, and decrease the number of families driving to school, which can reduce traffic, improve air quality, and reduce costs for families.

We will refer to the **City of Parsons** as "you" throughout this document.

### Planning and Programming Grant SRTS Plan Details

The Kansas Department of Transportation (KDOT) is launching Planning and Programming (P&P) Grants to help communities across the state create SRTS Plans. SRTS Plans include an analysis of existing conditions, public outreach to help understand opportunities and barriers to active travel for students and caregivers, and identification of potential infrastructure and non-infrastructure solutions to help more children safely walk, bike and roll to school.

KDOT and their consultants will lead the plan development, which will include data analysis and fieldwork, surveys, providing informational materials, and, ultimately, creating a Final SRTS Plan. Throughout the process, KDOT and their consultants will facilitate meetings with you and community stakeholders, as needed.

It is expected that you will support the development of your community's SRTS Plan(s) in the following ways:

- Participate in regular meetings and communications with KDOT and their consultants
- Convene a "SRTS Team" of local stakeholders to serve as a sounding board during the planning process and provide feedback and knowledge at key stages
- Share information and data about your schools and community, as needed and available
- Complete an online assessment
- Distribute a parent and student survey (with online tools provided by the consultant team)
- Help to arrange and publicize any public events
- Participate in identifying local issues and solutions
- Review and provide comments on draft materials
- Demonstrate a commitment to implementing the plan once it is complete

## Important Dates

- **January 2024:** Grant period begins, recipients announced
- **January 22 - 31, 2024:** Project scoping
- **Feb 16, 2024:** Program expectations document signed
- **Feb 28:** Last date to withdraw from program. Email Ann Katt at [Ann.Katt@ks.gov](mailto:Ann.Katt@ks.gov) with your request.
- **May 31, 2024:** Draft plan submitted to the **City of Parsons** for review
- **Jun 30, 2024:** Plan finalized

## Project Contacts

Kansas Department of Transportation	City of Parsons
<b>Ann Katt</b> <a href="mailto:Ann.Katt@ks.gov">Ann.Katt@ks.gov</a> 785.296.3873	<b>Laura Moore</b> <a href="mailto:lmoore@parsonsksk.com">lmoore@parsonsksk.com</a> 620.421.7030

## Attachments

- Planning Grant Application

## Signature

I understand that these are the expectations of the KDOT P&P Program. The City of Parsons is willing and committed to fulfilling the expectations listed above.

Signature:

---

Print Name & Title:

Eric Strait, Mayor

---

Date:

---

# Memorandum

City of Parsons

Tourism and Marketing Dept.

**TO:** Debbie Lamb, City Manager

**FROM:** Jim Zaleski, Tourism Marketing Director

**CC:** Robyn Baker, City Clerk

**Date:** February 15, 2024

**RE:** Request for dates to use Tolen Creek Park  
For a 3-D Archery Shoot, approving a permit under Sec. 450.5 Parsons  
Recreational Weapons Code for the Labette County Archery Club to hold  
their 3-D shoots July 1 and September 2, 2018 from 8:00am-4:00pm

Please place the following item on the City Commission Work Session agenda for approval at the February 19, 2024 city commission work session meeting.

## Project History

The Labette County Archery Club would like to hold three pre-scheduled 3D archery shoots at Tolen Creek Park July 14, August 4 and September 1, from 8:00am-4:00pm.

They are requesting a permit under Sec. 450.5 Parsons Recreational Weapons Code for the 3-D shoots. The special permit would allow them to hold the event at Tolen Creek Park. The club is aware of the insurance and safety requirements of an event of this nature.

The July date will be the local club hosting the Kansas State Shoot.

## Action Request

To approve a permit under Sec. 450.5 Parsons Recreational Weapons Code for the Labette County Archery Club to hold their 3-D shoots July 14, August 4 and September 1, from 8:00am-4:00pm and be provided a key to the gates and bollards for access to the back of the trail.

Memorandum  
City of Parsons  
Engineering/Public Works Department

**TO:** Debbie Lamb, City Manager  
**FROM:** Darrell Moyer, Director of Engineering/Public Works  
**DATE:** February 15, 2024  
**RE:** Pay Request No.2 from Transystems for Professional Design Services  
for Tolen Creek Trail

Please include the following item on the City Commission consent agenda for consideration at the February 19, 2024, meeting:

**Pay Request No. 2 Transystems for Professional Design Services for Tolen Creek Trail**

**Information** Transystems submitted in Pay Request No. 2 for professional design services for Tolen Creek Trail. Invoice # 0004350199 for \$14,270.85 for service through January 26, 2024.

**Action Requested**

Approve payment of Pay Request No. 2 to TranSystems in the amount of \$14,270.85



Darrell Moyer  
Director of Engineering/Public Works



# TRANSYSTEMS

## Invoice

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

TranSystems Corporation

www.transystems.com

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: 2/2/2024  
Project No: P112220004  
Invoice No: INV-0004374903

Project Name: Design for Tolen Creek Trail

For professional services rendered through January 26, 2024 for the above referenced project.

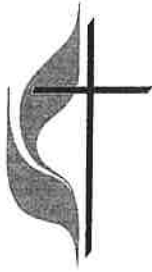
Staff Type	Name	Rate	Hours	Amount
<b>Labor</b>				
Construction Services IV	Jon L. Johnson	225.00	1.00	\$225.00
Civil Engineer 5	Shawn D. Turner	389.00	12.00	\$4,668.00
Industry Specialist III	Christopher L. Hall	150.00	35.00	\$5,250.00
	Christopher L. Hall	157.00	26.00	\$4,082.00
<b>Total Labor</b>			<b>74.00</b>	<b>\$14,225.00</b>
<b>Reimbursables</b>				
Mileage - Company Vehicle				\$45.85
<b>Total Reimbursables</b>				<b>\$45.85</b>
<b>Invoice Total</b>				<b>\$14,270.85</b>

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



## **Wesley United Methodist Church**

500 Leawood Drive  
Parsons, Kansas 67357-3433  
(620) 421-6130  
WesleyUMCParsons@gmail.com

February 8, 2024

Dear Parsons City Commissioners:

Wesley United Methodist church would like to request funds in the amount of \$5000 from the DV Reed fund to support our Grab n Go Food Ministry. This ministry started in March 2020 as an in person meal on the fourth Thursday of each month. Covid hit, so we changed it to a drive by pick up the meal once a month and then to twice a month. In 2021 it was increased to 230 given out every Thursday. They are handed out from the King Cash parking lot. The monthly cost is around \$2500 to \$3000 for these meals, with the cost of food and supplies continuing to rise.

The meals are handed out on a first come first serve with some delivered to the homebound and/or elderly. The meals vary from lasagna, chili and cinnamon rolls, vegetable soup, hamburgers, hot dogs, ham salad sandwiches, taco burgers to beanie weanies. They always include a fruit (fresh or in cups) and a dessert (usually homemade cookies or brownies). They are sometimes in a sack and other times in a styrofoam container.

We have a group that comes out every Wednesday and bags up the desserts to be used and another group that comes out on Thursdays to fix the meal and box it up. We have people who drive our church van to the parking lot to hand them out around 5:15pm each Thursday along with a bottle of water. People will start lining up around 4pm and the meals are gone within 15 minutes. This shows what a valuable outreach this is to the community of Parsons.

We feel this is a very worthwhile outreach to the City of Parsons and we want to continue it. We do try for grants and we also have fundraisers as well as private donations given for it.

If you have any further questions, please feel free to contact Terri Schmitz (620-423-9446) or Rev. Taud Boatman (620-421-6130)

Thank you for your consideration of our request. May you have a blessed day.

Wesley UMC Grab n Go  
500 Leawood Dr  
Parsons, KS 67357

"Open Hearts, Open Minds, Open Doors"

## AGREEMENT

THIS AGREEMENT made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by and between the **City of Parsons, Kansas**, a municipal corporation, hereinafter referred to as "City" and the **Board of County Commissioners of Labette County, Kansas**, hereinafter referred to as "County."

WHEREAS, the City of Parsons desires to connect its water system to the water system in the Great Plains Industrial Park; and

WHEREAS, a portion of the water line installed, owned, and maintained by the City of Parsons requires permission from Labette County to be located in the county road right of way.

NOW, THEREFORE, for and in consideration of mutual promises, covenants and agreements, the parties hereto agree as follows:

**1. PURPOSE.** The City hereby agrees to design and install a potable water line in the south road right of way of 23,000 Road between the east city limits of Parsons and Rooks Road. The City shall deliver plans for said water line to the County for the County's review prior to construction. The City shall not expand the original use of the water line without the County's permission, and the City agrees to relocate said waterline at the City's expense in the event the County has a road project requiring said relocation.

**2. DURATION.** The City shall indefinitely have the use of the road right of way for said water line for the duration of the water line's existence.

**3. ORGANIZATION AND ADMINISTRATION.** This Interlocal Agreement is between the City of Parsons and the Board of County Commissioners for Labette County. No separate legal or administrative entity is being created by virtue of either party entering into this agreement. The City of Parsons shall be responsible for the administration of this agreement.

**4. FINANCING.** The City of Parsons shall pay for the design, construction, and maintenance of the proposed water line. Labette County shall have no financial responsibility for the design, construction, and maintenance of said water line.

**5. TERMINATION.** This agreement shall terminate and be null and void in the event the City of Parsons does not construct the proposed water line within six years of the signing of this agreement. Said agreement shall also terminate in the event the City abandons the proposed water line in future.

**6. PERSONAL AND REAL PROPERTY.** No real estate is being acquired by this agreement. The water line will be owned and maintained by the City of Parsons for the duration of this agreement.

**7. ASSIGNMENT OF INTEREST.** Neither party may assign the rights and responsibilities granted herein without the express written consent of the other party.

**8. NEUTRAL INTERPRETATION:** This Agreement constitutes the product of the negotiation of the parties hereto and the enforcement hereof shall be interpreted in a neutral manner and not more strongly for or against any party based upon the source of the draftsmanship hereof.

**9. ORGANIZATION APPROVAL OBTAINED:** The parties do hereby represent and state that they have been authorized to enter into this agreement by the respective governing bodies and the officers below have been authorized and directed to execute this contract.

**10. ENTIRE CONTRACT:** This Agreement constitutes the entire agreement among the parties hereto and supersedes and cancels any prior agreements, representations, warranties, or communications, including any letters of intent and any other matters, oral or written, among the parties hereto relating to the transactions contemplated hereby or the subject matter hereof. Neither this Agreement nor any provisions hereof may be changed, waived, discharged, or terminated orally, but by only an agreement in writing signed by the party against whom or which the enforcement of such change, waiver, discharge, or termination is sought.

**12. NOTICES:** All consents, approvals, claims, notices, requests, demands and other communications required or permitted hereunder shall be in writing and shall be deemed to have been duly given or made when delivered by hand or mailed, first class certified mail, return receipt requested, with postage paid:

(a) If to City of Parsons, to:

City Clerk  
Municipal Building  
PO Box 1037  
Parsons, Kansas 67357

or to such other person or address as the City shall furnish to County in writing.

(b) If to County, to:

Labette County Clerk  
501 Merchant St.  
Oswego, Kansas 67356

or to such other person or address as County shall furnish to City in writing.

**13. BINDING EFFECT.** This contract shall be binding upon the successors and assigns of the parties.

IN WITNESS WHEREOF, the parties have hereunto executed this agreement the day and year first above written.

**CITY OF PARSONS, KANSAS**

By \_\_\_\_\_  
Eric Stait, Mayor

Attest:

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

By \_\_\_\_\_, Chairman

---

By: \_\_\_\_\_ Date: \_\_\_\_\_

## ORDINANCE NO. 6553

AN ORDINANCE PROVIDING FOR SALARIES AND WAGES OF CERTAIN APPOINTIVE OFFICERS AND EMPLOYEES OF THE CITY OF PARSONS, KANSAS AND REPEALING ORDINANCE NO. 6457 AND ALL OTHER ORDINANCES IN CONFLICT HEREWITH:

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

SECTION 1. That the following named officers and employees will receive as annual compensation for their services and salaries within the amounts hereinafter provided:

### CLASSIFICATION BY PAY RANGE

\$1 - \$10,000	MAYOR COMMISSIONER
\$10,001 - \$20,000	PART TIME CLERK/COURT SEASONAL MAINTENANCE WORKER
\$20,001 - \$35,000	MAINTENANCE WORKER I UTILITY CLERK ANIMAL CONTROL OFFICER MUNICIPAL COURT JUDGE
\$35,001 - \$48,000	ADMINISTRATIVE ASSISTANT I MUNICIPAL COURT CLERK ADMINISTRATIVE ASSISTANT II FACILITY ASST/ BOX OFFICE MGR MARKETING / TOURISM ASSISTANT MAINTENANCE SUPERVISOR EVIDENCE CUSTODIAN RECORDS CLERK CSO 1 DISPATCHER FIREFIGHTER I SANITATION COLLECTOR PART TIME EQUIPMENT OPERATOR MAINTENANCE WORKER I EQUIPMENT OPERATOR I MAINTENANCE WORKER II EQUIPMENT OPERATOR II CEMETERY SEXTON FIREFIGHTER II PLANT OPERATOR

	FOREMAN SANITATION COLLECTOR II METER READER TECHNICIAN EQUIPMENT OPERATOR III SANITATION DRIVER DEPUTY CITY CLERK
\$48,001 - \$60,000	BUILDING INSPECTOR CITY TREASURER CSO 2 /OFFICER I EVENTS MEDIAN DIRECTOR FIRE CAPTAIN MECHANIC LAKE SUPERVISOR SANITATION SUPERVISOR WASTEWATER COLLECTIONS SUPERVISOR WATER DISTRIBUTION SUPERVISOR WATER PLANT SUPERVISOR EQUIPMENT MAINTENANCE SUPERVISOR OFFICER II BATTALION CHIEF
\$60,001 - \$75,000	DISPATCH DIRECTOR CORPORAL DETECTIVE SERGEANT DETECTIVE LIEUTENANT PATROL LIEUTENANT PUBLIC WORKS SUPERVISOR CITY CLERK HUMAN RESOURCE ADMINISTRATOR COMMUNITY DEVELOPMENT DIRECTOR
\$75,001 - \$100,000	ASSISTANT POLICE CHIEF CHIEF OF POLICE FIRE CHIEF UTILITIES DIRECTOR ENGINEERING DIRECTOR ECONOMIC DEVELOPMENT / TOURISM DIRECTOR CITY ATTORNEY
\$100,001 - \$117,000	CITY MANAGER



Section 2. That all salaries provided for in the foregoing sections of this ordinance shall be paid by warrant checks duly drawn, signed or direct deposited to employee's designated bank account, and issued as provided by law.

Section 3. The foregoing rates for the various classifications may be less but shall not exceed the maximum amounts shown.

Section 4. Ordinance No. 6457 and ordinances in conflict herewith are hereby repealed.

Section 5. This ordinance shall be effective after its publication in the official city paper.

PASSED AND APPROVED this 19th day of February, 2024.

\_\_\_\_\_  
Eric Strait, Mayor

Attest:

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



**PARSONS MUNICIPAL AUDITORIUM, BASEMENT, COMMISSION,  
CONFERENCE ROOMS and CARNEGIE ARTS CENTER**



**MONTH END REPORT – JANUARY 2024 (estimated attendance)**

**AUDITORIUM**

<b>JANUARY 2024</b>	<b>YEAR-TO-DATE 2024</b>	<b>YEAR-TO-DATE 2023</b>
<b>TOTAL # OF SHOWS – 1</b>	<b>TOTAL # OF SHOWS – 1</b>	<b>TOTAL # OF SHOWS – 0</b>
<b>TOTAL ATTENDANCE – 100</b>	<b>TOTAL ATTENDANCE – 100</b>	<b>TOTAL ATTENDANCE –</b>
<b>AVERAGE ATTENDANCE – 100</b>	<b>AVERAGE ATTENDANCE - 100</b>	<b>AVERAGE ATTENDANCE -</b>

28 – PRC Competition Rehearsal  
31 – 100 - Kareem Service

**BASEMENT**

<b>JANUARY 2024</b>	<b>YEAR-TO-DATE 2024</b>	<b>YEAR-TO-DATE 2023</b>
<b>TOTAL # OF RENTALS – 5</b>	<b>TOTAL # OF RENTALS - 5</b>	<b>TOTAL # OF RENTALS - 3</b>
<b>TOTAL ATTENDANCE – 110</b>	<b>TOTAL ATTENDANCE – 110</b>	<b>TOTAL ATTENDANCE – 60</b>

Basement set up for court - closed to the public for private rentals.

3 – 25 - Court Trials  
10 – 25 – Court Arraignments  
16 – 10 - Planning and Zoning Board Meeting  
17 – 25 – Court Arraignments  
24 – 25 – Court Arraignments

**COMMISSION ROOM AND CONFERENCE ROOM**

Eleven meetings in January

**CARNEGIE ARTS CENTER**

FLAGS AT HALF-STAFF A TOTAL OF 0 DAYS IN 2024

ml

CITY OF PARSONS												
BILLING- WATER, WASTEWATER AND SANITATION 2024												
MONTH	#CUST	WATER	CONSUMP.	EPA COMP	SEWER	SANIT	POLYCTS	MISC.	STM WTR	SALES TAX	TOTALS	
January	4284	250,995.90	26,513,770	58,770.00	219,714.82	113,624.33	5,910.00	400.00	39,385.00	4,585.01	693,385.06	
February											0.00	
March											0.00	
April											0.00	
May											0.00	
June											0.00	
July											0.00	
August											0.00	
September											0.00	
October											0.00	
November											0.00	
December											0.00	
TOTALS	4284	250,995.90	26,513,770	58,770.00	219,714.82	113,624.33	5,910.00	400.00	39,385.00	4,585.01	693,385.06	

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**Parsons Police Department**  
**Monthly Activity Report**  
 Month: **January 2024**

ACTIVITY	Current Month	YTD
Arrests	62	62
Citations	36	36
KBI Crime Reports	104	104
Investigation Reports	29	29

Traffic Safety		
Target Incidents	Current Month	YTD
Crash Reports	13	13
* Fatal	0	0
* Injury	4	4
* Property Damage	9	9
Crash Citations	3	3
Warnings	76	76
Radar Trailer Deployments (Days)	0	0

Social Media		Facebook	Twitter	Next door
Followers	5.1 K	282	818	
Number of Posts	33	9	9	
Community Engagement				
Press Releases	4	4		
TV /Radio Interviews	2	2		
Podcasts	4	4		
Community Presentations	3	3		
WEBSITE	Unique	Visits	Pages	Hits
www.parsonspd.com	10,658	24,736	402,099	568,251

Persons Calls	Current Month	YTD
Murder	0	0
Sex Crimes	2	2
Robbery	0	0
Battery	4	4
TOTAL	6	6

Property Calls	Current Month	YTD
Burglary	7	7
Theft	37	37
Criminal Damage	19	19
TOTAL	63	63

TARGET INCIDENTS	Current Month	YTD
Domestic Violence	29	29
Mental Health	22	22

DISPATCH	Current Month	YTD
Phone Calls	2,555	2,555
9-1-1 Calls	210	210
Calls for Service	2,229	2,229
Lobby Traffic	1,000	1,000

CSO ACTIVITY	Current Month	YTD
Animal Calls	107	107
Impound Animals	26	26
Animal Bites	1	1
Animals Trapped	1	1
TNR Cats	0	0
Animal Citations	2	2
Green Tagged Vehicle	1	1
Parking Citations	0	0
Impound Vehicles	1	1

**CRYPTO ADDITIONAL TREATMENT: MONTHLY TURBIDITY - DISINFECTION - CT**

**SUMMARY REPORT FOR THE MONTH & YEAR OF:**

**January-24**

**PWS NAME/FACILITY:** PARSONS, CITY OF

**ACCOUNT/PWS ID No.:** KS2009914 / S5500

**ADDRESS:** 1625 N LINCOLN

**CITY & ZIP CODE:** PARSONS, KS 67357

**MAIL TO:**

KDHE - Bureau of Water  
Public Water Supply Section  
1000 SW Jackson St.; Suite 420  
Topeka, KS 66612-1367

DATE	(A) Minimum Residual in Distribution System			(B) Minimum Residual Leaving the Plant			(C) Maximum Combined Filter Effluent (CFE) Turbidity Reading For Each Day	(D) Total Number of CFE Turbidity Readings Taken Each Day	(E) Number of CFE Turbidity Readings Greater than 0.15 NTU	(F) Disinfectant Contact Time Ratio GIA / VIR		Bact Samples Collected <input checked="" type="checkbox"/>
	Minimum Daily Residual (mg/L)	Disinfectant Type (Combined or Free)	# of Residual Readings Taken	Minimum Daily Residual (mg/L)	Disinfectant Type (Combined or Free)	# of Residual Readings Taken						
1	3.4	C	1	3.5	C	60	0.03	58	0	2.4867	16.424	
2	3.1	C	1	3.49	C	61	0.04	60	0	2.1889	14.821	
3	3.6	C	1	3.28	C	67	0.04	67	0	2.3527	16.578	
4	3.2	C	1	3.15	C	62	0.03	60	0	1.9996	13.747	
5	3.4	C	1	3.38	C	66	0.03	67	0	2.2936	15.069	
6	3.2	C	1	3.87	C	59	0.06	54	0	2.3552	15.235	
7	3.8	C	1	3.53	C	64	0.03	63	0	2.4412	16.362	
8	3.6	C	1	3.57	C	62	0.03	59	0	2.6479	18.778	
9	3.4	C	5	3.64	C	64	0.03	58	0	2.5273	19.933	X
10	3.5	C	1	3.64	C	67	0.03	64	0	2.1403	17.144	
11	3.4	C	1	3.53	C	65	0.04	62	0	2.2532	17.907	
12	2.7	C	1	3.35	C	61	0.03	60	0	2.018	14.703	
13	3.6	C	1	3.46	C	65	0.03	64	0	2.1917	16.114	
14	3.5	C	1	3.4	C	63	0.04	62	0	1.3749	9.3448	
15	3.4	C	1	3.44	C	73	0.03	70	0	2.0718	15.106	
16	3.8	C	1	3.36	C	89	0.03	91	0	2.2214	16.881	
17	3.7	C	1	3.44	C	96	0.04	96	0	2.2601	16.721	
18	3	C	1	3.47	C	85	0.04	84	0	2.0715	14.997	
19	3.6	C	1	3.48	C	83	0.04	85	0	2.1137	15.081	
20	2	C	1	3.44	C	75	0.09	72	0	2.0293	14.538	
21	3.3	C	1	3.43	C	79	0.03	80	0	2.0696	14.547	
22	3.4	C	1	3.51	C	74	0.04	73	0	1.9898	14.494	
23	3.8	C	5	3.26	C	78	0.04	73	0	1.3949	9.5548	X
24	3.9	C	1	2.57	C	78	0.04	72	0	1.0405	6.5926	
25	3.3	C	1	2.55	C	96	0.04	96	0	1.4537	9.1396	
26	2.3	C	1	2.6	C	96	0.03	96	0	1.6729	11.052	
27	3.4	C	1	2.6	C	95	0.04	89	0	1.6595	10.987	
28	2.53	C	1	2.85	C	96	0.04	96	0	1.5192	10.615	
29	3.7	C	1	2.92	C	85	0.04	81	0	1.4643	10.473	
30	3	C	1	2.99	C	89	0.09	94	0	1.9126	13.995	
31	3.4	C	1	3.23	C	94	0.04	94	0	2.2806	17.298	
TOTALS	2		39	2.55		2347	0.09	2300	0			
Percent (%) of NTU Readings Which are in Compliance:									100%			

**COMMENTS:**

- ☐ Please check box if disinfectant residual leaving the plant was < 0.2 mg/L (free or combined chlorine). (attach required data with this report)
- ☒ Please check box if the Individual Filter Effluent (IFE) was monitored and recorded every 15 minutes as required.
- ☒ Please check box if 95% of all IFE readings collected during the month were <= 0.15 NTU.
- ☐ Please check box if any IFE exceeded 0.34 NTU in two consecutive readings taken 15 minutes apart. (attach required data with this report)

**Prepared By:**

Christopher D Holding

**Date Form Completed:**

02/09/2024

*Signature on this form certifies all information above is accurate and complete to the best of the signer's knowledge.*

m4

2024 PARSONS WTP CHEMICAL COST REPORT

DATE	Chlorine	ACH	NaMnO4	PAC	Caustic	Ammonia	Fluoride	Total	\$/Kgal Raw	\$/Kgal Fin	Raw Kgal	Fin Kgal
Jan-24	\$ 2,339.84	\$ 17,011.68	\$ 5,362.83	\$ 1,650.00	\$ 1,455.06	\$ 818.61	\$ 167.15	\$ 28,805.17	\$ 0.49	\$ 0.77	58,236	37,521
Feb-24											0	0
Mar-24											0	0
Apr-24											0	0
May-24											0	0
Jun-24											0	0
Jul-24											0	0
Aug-24											0	0
Sep-24											0	0
Oct-24											0	0
Nov-24											0	0
Dec-24											0	0
2024 Total	\$ 2,339.84	\$ 17,011.68	\$ 5,362.83	\$ 1,650.00	\$ 1,455.06	\$ 818.61	\$ 167.15	\$ 28,805.17	\$ 0.49	\$ 0.77	58,236	37,521
2023 Total	\$ 32,644.66	\$ 97,069.35	\$ 60,831.29	\$ 24,840.00	\$ 36,329.81	\$ 5,507.41	\$ 1,295.94	\$ 258,518.46	\$ 0.42	\$ 0.61	618,740	422,198
2022 Total	\$ 22,067.06	\$ 71,648.68	\$ 39,070.09	\$ 13,601.28	\$ 26,117.43	\$ 5,398.08	\$ 2,495.75	\$ 180,398.37	\$ 0.30	\$ 0.47	597,648	383,041
2021 Total	\$ 5,908.14	\$ 61,454.94	\$ 37,201.82	\$ 15,169.28	\$ 19,481.44	\$ 4,971.39	\$ 1,500.31	\$ 145,687.33	\$ 0.26	\$ 0.40	554,537	363,830
2020 Total	\$ 5,043.79	\$ 58,008.50	\$ 19,967.86	\$ 25,517.10	\$ 19,927.04	\$ 4,343.87	\$ 1,905.85	\$ 134,714.01	\$ 0.25	\$ 0.34	543,998	393,125
2019 Total	\$ 5,363.57	\$ 65,200.80	\$ 21,678.79	\$ 18,909.45	\$ 21,946.88	\$ 7,065.14	\$ 2,408.45	\$ 142,573.09	\$ 0.27	\$ 0.35	528,722	402,871
2018 Total	\$ 5,187.22	\$ 42,214.10	\$ 18,358.88	\$ 10,645.44	\$ 13,141.16	\$ 6,503.37	\$ 763.81	\$ 96,813.97	\$ 0.18	\$ 0.24	529,553	408,566
2017 Total	\$ 4,693.92	\$ 34,669.91	\$ 15,826.35	\$ 18,589.20	\$ 13,067.20	\$ 4,902.29	\$ 9.21	\$ 91,758.09	\$ 0.21	\$ 0.26	446,618	347,145
2016 Total	\$ 5,454.60	\$ 39,897.10	\$ 16,230.32	\$ 12,542.54	\$ 11,652.45	\$ 5,680.26	\$ 32.22	\$ 91,489.48	\$ 0.19	\$ 0.24	494,364	375,448
2015 Total	\$ 5,375.37	\$ 56,817.94	\$ 20,313.17	\$ 21,695.30	\$ 9,544.46	\$ 5,893.87	\$ -	\$ 119,640.12	\$ 0.23	\$ 0.30	530,076	397,674

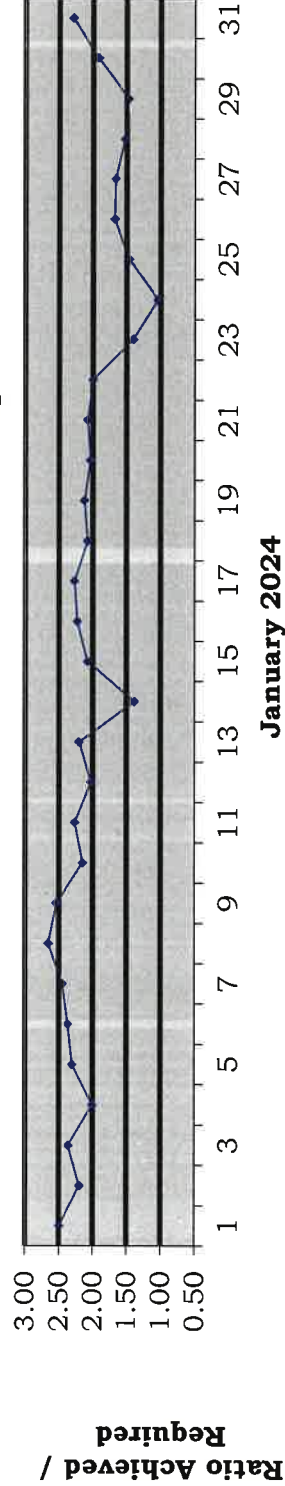
35





CT Tank Vol = 54,860 g1 T10 Ratio = 0.52										Ground Storage Tank Vol = 22268 gl/ft T10 ratio = 0.10			
Date	Vol	HDT	DT10	CT Actual	giardia log reduct	virus log reduct	Giardia Reduction Achieved/ Required Ratio	Virus Reduction Achieved/ Required Ratio	Date	Vol	HDT	DT10	CT Actual
01/01/24	54860	40.43	21.02	44.99	1.07	32.1	2.49	16.42	0.7	0.18	31.53	110.35	389690
01/02/24	54860	38.02	19.77	41.71	0.93	28.9	2.19	14.82	0.7	0.17	30.52	106.52	376329
01/03/24	54860	38.02	19.77	46.46	1.02	32.5	2.35	16.58	0.7	0.15	30.17	98.95	385236
01/04/24	54860	40.25	20.93	41.86	0.87	26.8	2.00	13.75	0.7	0.13	27.52	86.67	383010
01/05/24	54860	40.76	21.19	41.54	0.98	29.4	2.29	15.07	0.7	0.16	31.57	106.70	414185
01/06/24	54860	41.50	21.58	43.81	1.00	29.7	2.36	15.24	0.7	0.18	30.80	119.20	407504
01/07/24	54860	40.22	20.91	49.15	1.04	32.0	2.44	16.36	0.7	0.18	31.95	112.80	427546
01/08/24	54860	41.78	21.73	57.36	1.14	36.8	2.65	18.78	0.7	0.18	33.13	118.28	423092
01/09/24	54860	40.04	20.82	61.43	1.10	39.2	2.53	19.93	0.7	0.16	29.68	108.03	362968
01/10/24	54860	40.16	20.88	53.46	0.91	33.6	2.14	17.14	0.7	0.16	30.50	111.03	378556
01/11/24	54860	39.70	20.64	55.11	0.98	35.1	2.25	17.91	0.7	0.15	28.37	100.15	367422
01/12/24	54860	39.93	20.76	46.71	0.85	28.7	2.02	14.70	0.7	0.16	32.02	107.26	394144
01/13/24	54860	37.29	19.39	55.85	0.93	31.5	2.19	16.11	0.7	0.16	32.44	112.26	407504
01/14/24	54860	37.78	19.65	53.05	0.55	18.0	1.37	9.34	0.7	0.14	29.59	100.60	385236
01/15/24	54860	38.10	19.81	52.10	0.92	29.6	2.07	15.11	0.6	0.11	27.96	96.18	371876
01/16/24	54860	39.87	20.73	57.01	0.99	33.1	2.22	16.88	0.6	0.12	26.30	88.37	367422
01/17/24	54860	39.84	20.72	58.42	0.97	32.8	2.26	16.72	0.7	0.16	31.93	109.85	420865
01/18/24	54860	38.42	19.98	51.94	0.88	29.3	2.07	15.00	0.7	0.15	31.27	108.51	423092
01/19/24	54860	35.65	18.54	53.75	0.91	29.5	2.11	15.08	0.7	0.15	31.12	111.20	429772
01/20/24	54860	37.47	19.49	50.66	0.85	28.4	2.03	14.54	0.7	0.16	34.00	116.95	425319
01/21/24	54860	40.16	20.88	51.37	0.86	28.4	2.07	14.55	0.7	0.18	35.69	122.42	456494
01/22/24	54860	37.89	19.70	51.62	0.85	28.3	1.99	14.49	0.7	0.15	29.87	104.86	411958
01/23/24	54860	27.06	14.07	32.79	0.57	18.5	1.39	9.55	0.7	0.13	27.98	91.21	383010
01/24/24	54860	40.37	20.99	25.19	0.45	12.6	1.04	6.59	0.6	0.07	20.76	53.36	267216
01/25/24	54860	41.78	21.73	36.50	0.64	17.7	1.45	9.14	0.6	0.09	24.95	63.62	269443
01/26/24	54860	41.69	21.68	41.84	0.73	21.5	1.67	11.05	0.6	0.10	29.53	76.78	329566
01/27/24	54860	41.44	21.55	40.72	0.73	21.4	1.66	10.99	0.6	0.10	28.83	74.95	356288
01/28/24	54860	42.40	22.05	41.89	0.65	20.6	1.52	10.61	0.6	0.11	27.17	77.44	307298
01/29/24	54860	39.44	20.51	40.20	0.64	20.3	1.46	10.47	0.6	0.09	22.58	65.93	273896
01/30/24	54860	46.81	24.34	48.19	0.86	27.4	1.91	14.00	0.6	0.10	23.37	69.89	249402
01/31/24	54860	43.85	22.80	64.53	1.01	33.9	2.28	17.30	0.6	0.13	28.93	93.45	300618

Giardia Reduction Achieved / Required





# MONTHLY REPORT

## January 2024

### LAKE PARSONS

Water Level:

DATE:	ELEVATION:
1/1/24	919.67
1/31/24	920.50

### Rainfall:

DATE:		AMOUNT:
1/8/24	Rain	1.50
1/9/24	Rain	0.10
1/22/24	Rain	1.00
1/25/24	Rain	0.30

Total Inches 2.90

There were	2.90	inches of Rain in January 2024
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Total Rainfall for Year to Date	2.90
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## Distribution Department Monthly Report

**Jan-24**

	Current month	Year-to-Date	Jan-23
Main Replacements	0	0	0
New Main Installations	0	0	0
Main Breaks	12	12	8
Main Section Replacement	2	2	2
Fire Hydrant Replacements	0	0	0
New Fire Hydrant Installations	0	0	0
Service Replacements	1	1	0
Elimination of old services	1	1	0
Perform Misc. repairs as needed	Yes	Yes	Yes
Respond to service requests as needed	158	158	132
Implement safety program (Hours)	2	2	2
Exercise Line Valves	Yes	Yes	Yes
Hydrant Flushing Program	Yes	Yes	Yes
Update Waterline maps as needed	Yes	Yes	Yes
Clean storm drains as needed (Hours)	0	0	0

## Collection Department Monthly Report

**Jan-24**

	Current Month		Year-to-Date		Jan-23	
Video inspection sewer line (Hours)(Feet)	19	1,408	19	1,408	8	967
Jet rod collection system (Hours)(Feet)	14	1,945	14	1,945	5	1,285
Smoke test collection system	0		0		0	
Perform miscellaneous repairs	YES		YES		YES	
Clear emergency backups	YES		YES		YES	
Respond to service requests	105		105		96	
Perform miscellaneous repairs	YES		YES		YES	
Implement safety program (Hours)	2		2		2	
Inspect and operate flood pumps	YES		YES		YES	
Locate lines as needed	YES		YES		YES	
Update collection maps	YES		YES		YES	
Clean storm drains as needed (Hours)	28		28		34	

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# Parsons Fire Department



Parsons, KS

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## Incident Type Count per Shift for Date Range

Start Date: 01/01/2024 | End Date: 01/31/2024

INCIDENT TYPE	# INCIDENTS
<b>A Shift</b>	
111 - Building fire	1
133 - Rail vehicle fire	3
311 - Medical assist, assist EMS crew	22
322 - Motor vehicle accident with injuries	1
440 - Electrical wiring/equipment problem, other	1
611 - Dispatched & cancelled en route	1
652 - Steam, vapor, fog or dust thought to be smoke	1
743 - Smoke detector activation, no fire - unintentional	1
745 - Alarm system activation, no fire - unintentional	1
Total Incidents per Shift:	32
<b>B Shift</b>	
133 - Rail vehicle fire	1
311 - Medical assist, assist EMS crew	15
322 - Motor vehicle accident with injuries	2
412 - Gas leak (natural gas or LPG)	1
424 - Carbon monoxide incident	1
611 - Dispatched & cancelled en route	1
743 - Smoke detector activation, no fire - unintentional	2
Total Incidents per Shift:	23
<b>C Shift</b>	
111 - Building fire	1
133 - Rail vehicle fire	1
311 - Medical assist, assist EMS crew	9
412 - Gas leak (natural gas or LPG)	1
424 - Carbon monoxide incident	1
611 - Dispatched & cancelled en route	1
700 - False alarm or false call, other	1
Total Incidents per Shift:	15
Total Sum of all Incidents:	70

Incident Type Count per Shift for Date Range on Reviewed Incidents



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# Parsons Fire Department

Parsons, KS

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## Hours Spent per Activity Code for Date Range

Start Time: 00:00 | End Time: 23:00 | Start Date: 01/01/2024 | End Date: 01/31/2024

ACTIVITY CODE	# OF ITEMS	TIME SPENT	% TOTAL TIME
Alarm - Alarm Response	224	89:14	11.22
Burn - Burning permit	1	0:15	0.03
Critic - Critic call	6	6:00	0.75
Daily - Daily check and cleans	149	251:30	31.63
Fuel - Fueled Apparatus	26	7:03	0.89
Maint1 - Maintenance L1	11	30:30	3.84
Maint3 - Maintenance E3	1	0:30	0.06
MaintE - Maintenance Equipment	10	17:30	2.20
MaintOther - Maintenance, other	6	9:00	1.13
MaintS1 - Maintenance Station 1	8	13:00	1.64
MaintS2 - Maintenance Station 2	5	5:00	0.63
Phys - Physical Fitness	72	73:00	9.18
Pre-Plan - Pre-Plan Tour of Building	5	10:00	1.26
Professional - Professional Development	1	2:30	0.31
Smoke - Smoke detector	1	0:30	0.06
Task - Task force 4	2	4:00	0.50
Tour - Station Tour	2	1:00	0.13
Training - Recruit Training	23	33:30	4.21
Training - Training - Rescue	16	33:00	4.15
Training - Company Training	46	94:30	11.89
Training Driver - Driver / Apparatus Training	28	51:30	6.48
Training Fire - Fire Training	21	39:00	4.91
Training Haz Mat - Haz Mat Training	1	2:00	0.25
Training OFF. - Officer Training	5	15:00	1.89
Wash - Wash/roll hose	6	6:00	0.75
<b>Totals</b>	<b>676</b>	<b>795:02</b>	<b>100%</b>

Displays total time spent (HH:MM) by all Personnel on current ACTIVITY CODES. % TOTAL TIME is calculated by dividing the total TIME SPENT for all activities in to the TIME SPENT for an individual activity within the DATE RANGE provided. Note: this only includes time for activities where personnel have been associated to it.



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