

# **Parsons City Commission**

**Regular Session**

**Monday, May 6, 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. 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.

**V. 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 – 6)**

**Information:** City Commission Minutes for April 15, 2024, and May 2, 2024.

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

**B. Accounts Payable Appropriation Ordinance No. 383 (Pages 7 – 24)**

**Information:** Ordinance making appropriations for the payment of certain claims for the City of Parsons, Kansas. Total amount \$1,000,835.49.

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

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**C. Hay Bids – 2024 (Page 25)**

**Information:** Bids were received on Wednesday, May 1, 2024 at 10:00 a.m. for the sale of hay at Lake Parsons and Tri-City Airport. The high bids were as follows:

**HAY BIDS - 2024**

LOCATION	NAME	PER ACRE	PER ACRE
		2024	2023
Elks Shelter – 35 Acres	Ed Brown	\$62.00	\$72.50
N. of Kiwanis – 85 Acres	Ed Brown	\$62.00	\$72.50
Below Dam – 12 Acres	Ed Brown	\$45.00	\$72.50
Lions Shelter – 35 Acres	Ed Brown	\$62.00	\$59.77
Camping Area – 30 Acres	Ed Brown	\$62.00	\$72.50
S. Galesburg – 5 Acres	Ed Brown	\$45.00	\$18.30
S. Lake Caretaker – 32 Acres	Ed Brown	\$62.00	\$38.10
Airport – Tract I – 45.62 Acres	Ed Brown	\$62.00	\$47.52
Airport – Tract II – 45.65 Acres	Ed Brown	\$62.00	\$47.52

**Recommendation:** Award Bids

**D. Pay Request No. 5, Innovative Masonry Restoration Services for Project 2023-04, Municipal Building Masonry Renovation (Pages 26 – 27)**

**Information:** Innovative Masonry Restoration Services submitted Pay Request No. 5 for masonry services for services performed through March 31, 2024 in the amount of \$258,190.39.

**Recommendation:** Approve Pay Request No. 5 to Innovative Masonry Restoration Services.

**E. Pay Request No. 4, TranSystems for Tolen Creek Trail (Page 28 – 30)**

**Information:** TranSystems submitted Pay Request No. 4 for professional design services for Tolen Creek Trail. Invoice #0004431430 for \$17,811.28 for services through March 22, 2024.

**Recommendation:** Approve Pay Request No. 4 to TranSystems.

**F. City/State Agreement KDOT No. 179-22, Project No. 59-50 KA-3901-01 Bridge Replacement (Pages 31 – 44)**

**Information:** The City/State agreement encompasses project to replace the bridge on US 59 located 1.1 mile North of US-400 in Parsons, KS. KDOT is undertaking the Project and shall be solely responsible for the payment of Project costs for all work phases including Preliminary Engineering, Right of Way, Utility Adjustments, Construction Engineering and Construction. Costs for this Project will be paid using state funds.

**Recommendation:** Authorize the Mayor's signature on City/State Agreement No. 179-22, Project No. 59-50 KA-3901-01.

**G. Request for Retail Recruitment Grant (Page 45)**

**Information:** Under the terms of the retail recruitment grant program the City will provide an assistance grant to Broken Egg Diner LLC not to exceed the sum of Five Thousand dollars (\$5,000.00), to be used by Broken Egg Diner LLC to assist in the establishment, building and equipping of a retail business. The Grant shall be funded only from Economic Development funds available to the City through a special sales tax for that purpose and must be matched by Twenty-Five thousand (\$25,000) of owner funds. The business has completed the requirements for the grant.

**Recommendation:** To approve the Assistance Grant to Broken Egg Diner LLC in the sum of Five Thousand dollars (\$5,000.00) under the terms of the Retail Recruitment Grant.

**H. Pay Request No. 9, 21<sup>st</sup> Street Basin and Downtown Basin Rehab Design (Pages 46 – 47)**

**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 \$10,200.00 for work completed through March 30, 2024.

**Recommendation:** Approve and authorize payment for Pay Request No. 9 to HDR Engineering, Inc.

**I. Pay Request No. 8, Trekk Design Group, LLC, Project 2022-10 Lead Service Line Inventory (Pages 48 – 50)**

**Information:** On December 19, 2022, Trekk Design Group, Inc. entered into an agreement with the City for Lead Service Line Inventory for an amount not to exceed \$324,156.75. Invoice No. 24-000091 is for work completed through April 17, 2024, in the amount of \$46,798.11. The remaining balance is \$79,519.47.

**Recommendation:** Approve Pay Request No. 8 in the amount of \$46,798.11.

**CONSENT DOCKET END**

**VI. NEW BUSINESS**

**A. Chamber of Commerce MOU (Pages 51 – 55)**

**Information:** The Parsons Chamber of Commerce currently rents at no cost the former east branch location of Labette Bank, currently owned by the City. Additional subsidy has been requested by the Chamber as has been done in past years. The submitted MOU outlines that subsidy as follows for 2024. \$10,000 in direct operational subsidy, \$8,000 in additional “Gold” sponsorship opportunities and limited 50/50 assistance on utilities.

This new MOU also allows for a direct “presenting” sponsorship of the annual Fourth of July Fireworks in the amount of \$10,000.

**Recommendation:** To approve the agreement between the City of Parsons and the Parsons Chamber of Commerce under the terms of the outlined and included MOU.

**B. 23 Acres Supplemental Engineering (Pages 56 – 58)**

**Information:** Changes to the 23 acres development planned along Queens Road include additional land both north and south of the original footprint. The quote to expand the engineering to include topographical survey, relocation of the retention pond, the potential addition of another retention pond, upgraded plat, updated storm water, drainage and new calculation of potential cost have been recalculated and an additional \$33,581 has been bid on the project.

**Recommendation:** To approve the agreement between the City of Parsons and BG Consultants under the new terms of the supplemental agreement provided by BG Consultants.

**C. Acceptance of 5-Year Subscription to Omnigo for Police RMS  
(Pages 59 – 64)**

**Information:** Omnigo is the police department's records management and computer aided dispatch provider. This past year, the department upgraded the core modules in the software package to enhance our lock-up booking process, and case tracking and assignment for the Investigations Division. Omnigo also provides our internal email system, crime mapping and personnel records tracking. There are several other agencies in our region that are Omnigo customers, which means we can access their data bases which is extremely valuable from a criminal investigations point of view.

Omnigo is a records management system (RMS) provider for about 500 medium sized agencies across the US with a focus in the Midwest. They are based out of St. Louis, Mo.

Omnigo has been our RMS provider for nearly a decade, and we see no better or more economical option for managing our records and dispatch function on the horizon.

Omnigo, like many law enforcement vendors, is trying to migrate their customers to 5-year subscriptions instead of the traditional year-to-year pricing. We would anticipate a rising annual cost if we stayed with the current year-to-year pricing, probably in the neighborhood of no less than 10% increases that would accelerate to as much as 20% annually.

Our current 2023 billing for Omnigo RMS services was \$25,870.49. County 911 paid \$6,336.04 for a total of \$32,206.53. County 911 pays a percentage of the cost for the RMS that touches the 911 system. That proportional payment will continue into the future. We negotiate that County contribution annually.

Omnigo is proposing a 5-year RMS subscription that would total \$198,176.60.

2024	2025	2026	2027	2028	Total Cost Over 5 Years
\$34,461.10	\$36,873.21	\$39,454.58	\$42,216.28	\$45,171.43	\$198,176.60
+2,254.57	+2,412.11	+2,581.37	+2,761.70	+2,955.15	

**Recommendation:** Authorize the City Manager to accept the proposed 5-year subscription for police records management services from Omnigo.

VII. OLD BUSINESS

A. Recreational Vehicles Being Utilized for Living Purpose

**Information:** Recreational vehicles are being utilized for living purposes in several locations within the city limits. A request was made for a special permit for RV located at 1106 S. 14th waiving the zoning regulations. The commission at that time made a temporary waiver of the zoning regulations.

**Recommendation:** Discussion and Possible Direction for the Staff.

VIII. ORDINANCE

A. Ordinance No. 6558 – Zoning Classification Change (Pages 65 – 73)

**Information:** The Planning Commission conducted a Public Hearing on April 16, 2024 for a request from Davis & Sterling Group LLC to change the zoning district classification from R-1 Single-Family Residential District to C-3 Service Commercial District. The vote was unanimous to recommend to the Parsons City Commission the approval of the requested zoning change.

**Recommendation:** Approve and authorize the Mayor’s signature on Ordinance No. 6558.

**B. Ordinance No. 6559 – Vacating Street (Pages 74 – 76)**

**Information:** The Planning Commission conducted a Public Hearing on April 16, 2024 to review the request from Larry Smith to vacate a portion of a platted street on Ash Street located West of 26th Street, (See attached aerial). All utility companies were notified with no opposition received to the closure. Ordinance No. 6559 retains easements for ingress and egress, reconstruction and maintenance of all existing and future utilities and appurtenances. The vacation is being requested to accommodate a request from property owners on both sides of the platted street. No public comments were received. Vote was unanimous to approve request as presented.

**Recommendation:** Approve and authorize the Mayor's signature on Ordinance No. 6559.

- IX. 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.
- X. STAFF COMMENT**
- XI. CITY COMMISSION COMMENTS**
- XII. ADJOURN**

MINUTES  
PARSONS CITY COMMISSION  
April 15, 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

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

Proclamation

Strides for Diabetes Awareness – April 27, 2024

Public Comment

Scott Christiansen – Transportation Services  
Dana Casper – Christmas Tree Lighting

Consent Docket as follows:

City Commission Minutes

Approved and authorized minutes for the April 1, 2024, April 4, 2024 and April 11, 2024 meetings.

Accounts Payable Appropriation Ordinance No. 382

Approved and authorized an ordinance making appropriations for the payment of certain claims for the City of Parsons, Kansas. Total amount \$756,645.66.

Hay Bids – 2024

Set bid date of Wednesday, May 1, 2024 at 10:00 a.m. to receive bids on the sale of hay at Lake Parsons and Tri-City Airport.

Pay Request for DGM, Project 2023-03, Municipal Building Masonry Repairs

Approved payment to DGM, Invoice 202300102, for professional services through March 31, 2024 in the amount of \$18,012.00.

LCC Road Closure for Commencement

Approved road closure for Labette Community College on the following roads for May 10, 2024 from 5:30 p.m. to 9:30 p.m. while they conduct their commencement in Forest Park at the Seaton Family Pavilion. Closing 13<sup>th</sup> Street beginning at the North side of the Broadway intersection moving South



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to the North side of the Corning and 13<sup>th</sup> Street intersection; also will include the West side of the Heacock and Broadway intersection. This will minimize the impact on the current flow of traffic as well as allow use of existing parking lots for LCC.

Surplus Trailer at Police Firearms Range

Declared the Police truck trailer at the Parsons Gun Range as surplus and authorized the City Manager to transfer the trailer to the Parsons Gun Club. The City will facilitate the trailers final removal for scrapping when the unit comes to the end of its serviceable life.

At the end of 2023, the police department purchased and installed a new 20' cones container at the Parsons Firearms Range. This container services as secured storage for police shooting targets and supplies. This new box container replaced a much older semi-truck trailer that had its wheels removed and served as a police storage unit.

That older semi-truck trailer storage unit, while serviceable, was in need of some ongoing maintenance. The police department is requesting that this trailer be declared surplus so it can be donated to the Parsons Gun Club. The Club would like to take ownership and utilize the trailer to expand their secured storage area at the range. The Club is in a better position to maintain the trailer and there will be no need to move the trailer from its current position at the west side of the range facility.

At some point in future years, when the useful life of the trailer has expired, the City would take the lead as a partner with the Club to facilitate the trailer's removal and ultimate scrapping. This is a responsibility that the City who be responsible for at the present time, and it is better equipped to facilitate in the future than the Club would be.

Road Closure – Parsons Public Library

Approved the road closure and use of five barricades for Parsons Public Library Summer Reading Program that has scheduled two water programs.

The first event is on June 7, 2024 from 9:00 a.m. to 11:00 a.m.

The second event is on July 26, 2024 from 9:00 a.m. to 11:00 a.m.

They plan to have several different types of outdoor activities, including the Parsons Fire Department to assist with water activities.

They requested permission to block 17<sup>th</sup> Street between Belmont and Corning, and five barricades to block the entrances of the street for the safety of all in attendance.

Annual Katy Days Celebration

Approved the request for Annual Katy Days Celebration on May 24-26, 2024. The Annual Katy Days Event will be Memorial Day weekend, May 24-26, 2024 in Forest Park. Dave Winchell has requested the use of the entire park and the following street closures:

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- 1) **New:** Close Broadway from 13<sup>th</sup> Street to Heacock Ave. from 6 a.m. to 5 p.m. Thursday, May 23, 2024 to allow early food vendor set-up for Music in the Park. Will open back up for the Thursday Concert Series to allow parking on the north side of Broadway.
- 2) **New:** No Parking along the north side of Grand Ave. from 13<sup>th</sup> St. to Heacock Ave. from 6 a.m. – 11 p.m. Friday, May 24 and Saturday, May 25, 2024 (except in the designated parking area for the park).
- 3) Close Broadway Ave. from 13<sup>th</sup> St. to 10<sup>th</sup> St. from 6 a.m. Friday, May 24 until Noon on Sunday, May 26, 2024.
- 4) Close Heacock Ave. from Broadway Ave. to Grand Ave. from 6 a.m. Friday, May 24 until Noon on Sunday, May 26, 2024.
- 5) Close 10<sup>th</sup> St. loop from Broadway Ave. to Heacock Ave. from 6 a.m. Friday, May 24 to Noon on Sunday, May 26, 2024.
- 6) Close 13<sup>th</sup> St. from Broadway Ave. to Grand Ave. from 5 p.m. to 7 p.m. Friday, May 24, 2023 (Parade Only).
- 7) Close Grand from 13<sup>th</sup> St. to Heacock Ave. from 5 p.m. to 7 p.m. Friday, May 24, 2023 (Parade Only).
- 8) Close the following streets for 5K Race Route at Tolen Creek Park– Larsen Blvd. just east of the Conference Center driveway North to Cattle Dr. and the intersection of 15<sup>th</sup> & Cattle Dr. but will leave access open to Pete’s from 7 a.m. to 10 a.m. Saturday, May 25, 2024.
- 9) Waive all vendor fees.

Commissioner Cruse moved, Commissioner Bolinger 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

##### Upgrade and Replacement of Fire Equipment

Commissioner Bolinger moved, Commissioner Crooks seconded to approved and authorized staff to order the equipment from Weis Fire Equipment.

Multiforce Remote Placement Lifting Bags	\$ 10,427.32
Paratech 5 Bag Lift Sets	6,294.29
150 PSI Master Control Kit	<u>4,641.82</u>
Total Cost .....	\$ 21,363.43

This equipment is a vital part of the extrication processes. It is used for stabilization, moving and lifting of vehicles and equipment anytime entrapment is encountered. The current system is 20+ years old. The new technology allows one bag to lift/move up to 32 tons. These bags have shown to be very useful in industrial and commercial vehicle accidents.

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**Weis Fire Equipment**

## Fire Hose Replacement

Key Eco 10 – White 500 feet: 50 foot Sections (10 Sections)	\$ 1,522.70
Key Eco 10 – Blue 500 feet: 50 foot Sections (10 Sections)	\$ 1,522.70
Key Big 10 – White 500 feet: 50 foot Sections (10 Sections)	\$ 1,838.00
Key Big 10 – Blue 500 feet: 50 foot Sections (10 Sections)	<u>\$ 1,838.00</u>
Total Cost .....	\$ 6,721.40

This would be a purchase of 2000 feet of small attack line that is used in our Initial attack in all fire. This would restock all inventory and have hose in reserve. The last major hose order was 2014, with other hose in service dated back to 2000. With this order 500 feet of the old hose will be given to the Water Department for them to use.

There was a second bid from NAFECO in the amount of \$6,680.00. \$41.40 less that the quote from Weis Fire Equipment. The City has a history with Weis Fire Equipment. The other bid came from a supplier we have not history with. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Cruse – yes; Strait - yes.

ORDINANCESOrdinance No. 6555 – Registration of Rental Properties

Commissioner Cruse moved, Commissioner Bolinger seconded to approve and authorize the Mayor's signature on Ordinance No. 6555 of the City of Parsons, Kansas providing for the registration of rental properties. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Cruse – yes; Strait - yes.

Ordinance No. 6556 – Food Truck Vendor

Mayor Strait moved, Commissioner Bolinger seconded to approve and authorize the Mayor's signature on Ordinance No. 6556 of the City of Parsons, Kansas amending Ordinance No. 6533 to allow vendors that reside in Labette County to be considered local vendors and creating a one day license. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Cruse – yes; Strait - yes.

Ordinance No. 6557 – Yard Parking

Commissioner Cruse moved, Commissioner Bolinger seconded to approve and authorize the Mayor's signature on Ordinance No. 6557 of the City of Parsons, Kansas prohibiting the parking of certain vehicles on city streets, prohibiting the parking of vehicles on unpaved portions of front yards. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Cruse – yes; Strait - yes.

Departmental Reports

Commissioner Cruse moved, Commissioner Bolinger seconded to receive and file the departmental reports for March 2024. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Cruse – yes; Strait - yes.

Comments were heard from Vicki Pribble, Erica Marriott and Lou Martino.

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Comments were heard from City Staff and City Commissioners.

Executive Session

Mayor Cruse moved, Commissioner Bolinger seconded to go into executive session pursuant to KSA 75-4319(b)(6) for possible land acquisition to discuss land acquisition of a local company for 10 minutes with City Manager, Economic Development Director, City Attorney and City Commissioners present. Returned from executive session at 7:52 p.m. with no action taken. Voice vote passed unanimously.

Commissioner Bolinger moved, Commissioner Cruse seconded that we adjourn at 7:56 p.m. Voice vote passed unanimously.

The Commission will hold a retreat on April 25, 2024 to discuss the Comprehensive Plan.

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Eric Strait, Mayor

Attest:

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Robyn Baker, City Clerk

MINUTES  
PARSONS CITY COMMISSION  
May 2, 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 Cruse seconded that we approve the agenda as presented. Voice vote passed unanimously.

The commission reviewed the agenda for May 6, 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 6:15 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. 0383**

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

Accounts Payable – April 18, 2024	\$ 223,098.94
Accounts Payable – April 25, 2024	\$ 554,527.41
Accounts Payable – May 2, 2024	<u>\$ 223,209.14</u>
	\$1,000,835.49

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 6<sup>th</sup> day of May 2024.

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

Attest:

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

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ALLIANCE RADIOLOGY, PA	PRE-EMPLOYMNT/BROWN	GENERAL FUND	POLICE	38.00
			TOTAL:	38.00
AMAZON CAPITAL SERVICES, INC	SUPPLIES	GENERAL FUND	GENERAL ADMINISTRATIVE	83.70
	SUPPLIES	GENERAL FUND	CITY MANAGER	101.51
			TOTAL:	185.21
AT & T MOBILITY	287310825299	GENERAL FUND	POLICE	3,534.10
	287339457835	GENERAL FUND	POLICE	897.88
			TOTAL:	4,431.98
AT&T	831 001 0649 817	GENERAL FUND	GENERAL ADMINISTRATIVE	441.45
	831 001 0608 026	GENERAL FUND	GENERAL ADMINISTRATIVE	2,508.44
	831 001 0649 817	GENERAL FUND	FIRE	176.52
	831 001 0608 026	GENERAL FUND	FIRE	1,003.32
	831 001 0649 817	GENERAL FUND	PARK	29.42
	831 001 0608 026	GENERAL FUND	PARK	167.22
	831 001 0649 817	GENERAL FUND	AUDITORIUM ARTS CENTER	29.42
	831 001 0608 026	GENERAL FUND	AUDITORIUM ARTS CENTER	167.22
	831 001 0649 817	WATER FUND	ADMINISTRATIVE	58.84
	831 001 0649 817	WATER FUND	ADMINISTRATIVE	88.26
	831 001 0608 026	WATER FUND	ADMINISTRATIVE	334.44
	831 001 0608 026	WATER FUND	ADMINISTRATIVE	501.66
	831 001 0649 817	SEWER FUND	ADMINISTRATIVE	29.42
	831 001 0608 026	SEWER FUND	ADMINISTRATIVE	167.22
			TOTAL:	5,702.85
AT&T TELEPHONE (MAIN PB)	862387926	GENERAL FUND	POLICE	211.04
	620 421 7081 502 8	GENERAL FUND	POLICE	164.86
			TOTAL:	375.90
BANK OF COMMERCE-PARSONS	LOAN 50029768	PUB SAFETY SALES T	PUB SAFETY SALES TAX	28,942.23
	LOAN 50029768	WATER FUND	DISTRIBUTION	9,647.40
			TOTAL:	38,589.63
BARTLETT COOP ASSN	FUEL	GENERAL FUND	GENERAL ADMINISTRATIVE	9,910.35
	FUEL	GENERAL FUND	FIRE	523.67
	FUEL	GENERAL FUND	STREET	7,375.75
	FUEL	GENERAL FUND	PARK	296.46
	FUEL	WATER FUND	DISTRIBUTION	254.57
	FUEL	SEWER FUND	COLLECTIONS	1,904.21
	FUEL	SANITATION FUND	SANITATION FUND	13,364.21
			TOTAL:	33,629.22
BILLY JACKSON JR	PD CLEANING	GENERAL FUND	POLICE	40.00
			TOTAL:	40.00
BREDE GROUP SOLUTIONS	PRE EMPLOYMENT/MILEAGE	GENERAL FUND	POLICE	211.05
	PRE EMPLOYMENT/MILEAGE	GENERAL FUND	POLICE	225.00
			TOTAL:	436.05
CHEMTRADE CHEMICALS US LLC	4500 GAL ACH	WATER FUND	TREATMENT PLANT	17,580.07
			TOTAL:	17,580.07
DIEBOLD INCORPORATED	DROP BOX ENVELOPES	WATER FUND	ADMINISTRATIVE	453.66
	DROP BOX ENVELOPES	SEWER FUND	TREATMENT PLANT	453.66

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
DONALD MCMICAN	DROP BOX ENVELOPES	SANITATION FUND	SANITATION FUND	453.68
			TOTAL:	1,361.00
	PROFESSIONAL SERVICES	CAPITAL IMPROVEMEN	CAPITAL IMPROVEMENT FU	18,012.00
EVERGY			TOTAL:	18,012.00
	CITY MAIN	GENERAL FUND	GENERAL ADMINISTRATIVE	208.60
	MUSEUM	GENERAL FUND	GENERAL ADMINISTRATIVE	237.51
GENERAL CODE LLC	REC CENTER	GENERAL FUND	GENERAL ADMINISTRATIVE	1,444.89
			TOTAL:	1,891.00
	SERVICES	GENERAL FUND	GENERAL ADMINISTRATIVE	2,497.00
GREENLINE PRODUCTS, INC			TOTAL:	2,497.00
	SEALER/ORANGE BLST/CLEANS	GENERAL FUND	STREET	4,015.76
	SEALER/ORANGE BLST/CLEANS	GENERAL FUND	STREET	1,099.94
HAYNES EQUIPMENT CO INC	SEALER/ORANGE BLST/CLEANS	GENERAL FUND	PARK	1,059.94
			TOTAL:	6,175.64
	PERISTALTIC PUMP	WATER FUND	TREATMENT PLANT	5,690.37
HIGHER CALLING TECHNOLOGIES LLC			TOTAL:	5,690.37
	SERVICES	GENERAL FUND	GENERAL ADMINISTRATIVE	499.00
			TOTAL:	499.00
KANSAS GAS SERVICE	301 N 30TH ST	GENERAL FUND	GENERAL ADMINISTRATIVE	434.66
			TOTAL:	434.66
KANSAS MUNICIPAL INSURANCE TRUST	WORKERS COMP	GENERAL FUND	GENERAL ADMINISTRATIVE	66.75
	WORKERS COMP	GENERAL FUND	GENERAL ADMINISTRATIVE	835.49
	WORKERS COMP	GENERAL FUND	CITY MANAGER	122.37
	WORKERS COMP	GENERAL FUND	LEGAL/MUNICIPAL COURT	23.37
	WORKERS COMP	GENERAL FUND	ENGINEERING	66.75
	WORKERS COMP	GENERAL FUND	POLICE	7,104.56
	WORKERS COMP	GENERAL FUND	FIRE	2,156.03
	WORKERS COMP	GENERAL FUND	STREET	4,633.51
	WORKERS COMP	GENERAL FUND	PARK	396.05-
	WORKERS COMP	GENERAL FUND	AUDITORIUM ARTS CENTER	122.37
	WORKERS COMP	GENERAL FUND	CEMETERY	2,526.48
	WORKERS COMP	TOURISM	TOURISM	33.37
	WORKERS COMP	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	55.62
	WORKERS COMP	WATER FUND	TREATMENT PLANT	372.95
	WORKERS COMP	WATER FUND	DISTRIBUTION	282.93
	WORKERS COMP	WATER FUND	ADMINISTRATIVE	144.62
	WORKERS COMP	WATER FUND	LAKE	141.48
	WORKERS COMP	SEWER FUND	TREATMENT PLANT	254.76-
	WORKERS COMP	SEWER FUND	COLLECTIONS	488.69
	WORKERS COMP	SEWER FUND	ADMINISTRATIVE	144.62
	WORKERS COMP	SANITATION FUND	SANITATION FUND	5,644.85
			TOTAL:	24,316.00
KDHE-BUREAU OF WATER	PERMIT FEE	GENERAL FUND	AIRPORT	120.00
			TOTAL:	120.00
LABETTE HEALTH	LAB EXPENSE ALLISON & WEB	GENERAL FUND	POLICE	61.00
			TOTAL:	61.00



VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
LABETTE HEALTH LAB	PRE EMPLOYMENT	GENERAL FUND	POLICE	51.00
	PRE EMPLOYMENT	GENERAL FUND	PARK	50.50
	TOTAL:			101.50
LABETTE HEALTH PHYSICIAN'S GROUP	ACCOUNT 11891	GENERAL FUND	POLICE	363.75
	SERVICES	GENERAL FUND	POLICE	136.00
	TOTAL:			499.75
LAURA MOORE	REIM MILEAGE AND MEALS	GENERAL FUND	CITY MANAGER	310.22
			TOTAL:	310.22
MCCARTY'S OFFICE SUPPLY	RENTAL	GENERAL FUND	POLICE	95.33
	SUPPLIES	GENERAL FUND	POLICE	150.32
	TOTAL:			245.65
MICHAEL KREWSON	SENIOR CENTER	GENERAL FUND	GENERAL ADMINISTRATIVE	325.00
			TOTAL:	325.00
MOTOROLA SOLUTIONS, INC	SERVICES	PUB SAFETY SALES T	PUB SAFETY SALES TAX	1,790.00
			TOTAL:	1,790.00
PARSONS AUTO PARTS, INC	PARTS	GENERAL FUND	PARK	15.00
			TOTAL:	15.00
PARSONS PET HOSPITAL	VET SERVICES 2/29-2/29/24	GENERAL FUND	POLICE	4,185.00
			TOTAL:	4,185.00
ROBERT SPINKS	REIMN MEALS/MILEAGE	GENERAL FUND	POLICE	72.48
	REIMN MEALS/MILEAGE	GENERAL FUND	POLICE	30.61
	REIMN MEALS/MILEAGE	GENERAL FUND	POLICE	14.46
	TOTAL:			117.55
RPCS, INC	SUPPLIES	SEWER FUND	TREATMENT PLANT	13.48
			TOTAL:	13.48
SEK AUTO SALES INC	TIRE REPAIR	GENERAL FUND	POLICE	27.99
			TOTAL:	27.99
SETH HARRISON	SEWER MITI 2331 STEVENS	EPA COMPLIANCE	EPA COMPLIANCE	1,648.00
			TOTAL:	1,648.00
SHIRLEY KAY MERCER	CLAIM AGAINST THE CITY	RISK MANAGEMENT FU	RISK MANAGEMENT FUND	4,550.00
			TOTAL:	4,550.00
STEVEN PASSWATER	KEYS	SEWER FUND	COLLECTIONS	4.50
			TOTAL:	4.50
TOM DAVIS AUTO GROUP	SERVICES	GENERAL FUND	STREET	94.49
			TOTAL:	94.49
TREIBER FINISHING	32ND AND MAIN COX REPAIR	GENERAL FUND	GENERAL ADMINISTRATIVE	1,200.00
	CENTRAL AND MAIN	GENERAL FUND	STREET	400.00
	GRAND AND HEACOCK	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	16,000.00
	CENTRAL AND BELMONT	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	2,000.00
	14TH AND CORNING	STREETS SALES TAX	STREETS SALES TAX FUND	3,733.34
	15TH AND BELMONT	WATER FUND	DISTRIBUTION	1,750.00



VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
===== FUND TOTALS =====				
01	GENERAL FUND	67,561.35		
10	RISK MANAGEMENT FUND	4,550.00		
15	TOURISM	33.37		
22	PUB SAFETY SALES TAX	30,732.23		
27	ECONOMIC DEV SALES TAX	18,055.62		
29	STREETS SALES TAX FUND	3,733.34		
32	CAPITAL IMPROVEMENT FUND	18,012.00		
50	WATER FUND	49,385.92		
55	SEWER FUND	9,924.37		
70	SANITATION FUND	19,462.74		
75	EPA COMPLIANCE	1,648.00		
GRAND TOTAL:		223,098.94		

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VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
AARDVARK	SUPPLIES	GENERAL FUND	POLICE	698.75
			TOTAL:	698.75
AMAZON CAPITAL SERVICES, INC	SUPPLIES	GENERAL FUND	CITY MANAGER	39.99
	CREDIT MEMO	GENERAL FUND	CITY MANAGER	29.98-
	SUPPLIES	GENERAL FUND	FIRE	115.96
			TOTAL:	125.97
AT&T	862390590	GENERAL FUND	POLICE	28.71
			TOTAL:	28.71
AT&T TELEPHONE (MAIN PB)	620 421 7015 349 5	GENERAL FUND	POLICE	100.06
	620 421 7075 502 6	GENERAL FUND	POLICE	115.03
			TOTAL:	215.09
BETHANY BOWEN	BETHANY BOWEN	WATER FUND	ADMINISTRATIVE	1,179.00
			TOTAL:	1,179.00
BLUE CROSS BLUE SHIELD OF KANSAS	GROUP 96081	HEALTH INSURANCE R	HEALTH INSURANCE RESER	69,633.97
			TOTAL:	69,633.97
BREDE GROUP SOLUTIONS	POLYGRAPH/MILEAGE/B.MALLE	GENERAL FUND	POLICE	211.05
	POLYGRAPH/MILEAGE/B.MALLE	GENERAL FUND	POLICE	225.00
			TOTAL:	436.05
CALLIE CARPENTER	PHONE	TOURISM	TOURISM	50.00
			TOTAL:	50.00
CARD SERVICES	ACCT 141-001-8	GENERAL FUND	STREET	21.95
	ACCT 141-001-8	GENERAL FUND	PARK	4.99
	ACCT 141-001-8	GENERAL FUND	PARK	39.99
	ACCT 141-001-8	GENERAL FUND	CEMETERY	6.99
	ACCT 141-001-8	GENERAL FUND	CEMETERY	45.98
	ACCT 141-001-8	WATER FUND	DISTRIBUTION	100.00
	ACCT 141-001-8	WATER FUND	ADMINISTRATIVE	69.99
			TOTAL:	289.89
CLASS LTD	TRANSPORTATION	GENERAL FUND	GENERAL ADMINISTRATIVE	2,749.95
			TOTAL:	2,749.95
COLONIAL PROCESSING CENTER	E3070653	GENERAL FUND	GENERAL ADMINISTRATIVE	3,155.50
			TOTAL:	3,155.50
D&M LAWN CARE	MOWING	GENERAL FUND	STREET	1,210.00
	MOWING	GENERAL FUND	STREET	80.00
	MOWING	GENERAL FUND	STREET	1,235.00
	MOWING	GENERAL FUND	STREET	1,210.00
	MOWING	GENERAL FUND	STREET	80.00
	MOWING	GENERAL FUND	STREET	1,235.00
			TOTAL:	5,050.00
DEBBIE LAMB	PHONE	GENERAL FUND	CITY MANAGER	50.00
			TOTAL:	50.00
DENNIS DODD	PHONE	GENERAL FUND	POLICE	50.00
			TOTAL:	50.00

VENDOR NAME

FIRST RESPONDERS OUTFITTERS, INC

DESCRIPTION	FUND	DEPARTMENT	AMOUNT
TACTICAL PANTS/LINDSEY	GENERAL FUND	POLICE	67.49
TACTICAL PANTS/DODD	GENERAL FUND	POLICE	169.98
MINI RANK LT	GENERAL FUND	POLICE	7.99
REPLACE PANTS/LINDSEY	GENERAL FUND	POLICE	77.49
UNIFORMS/ MALLE	GENERAL FUND	POLICE	1,492.77
UNIFORMS/ BROWN	GENERAL FUND	POLICE	1,488.77
UNIFORMS/ALLISON	GENERAL FUND	POLICE	1,256.79
UNIFORMS/MALLE	GENERAL FUND	POLICE	325.93
UNIFORMS ALLISON	GENERAL FUND	POLICE	437.51
		TOTAL:	5,324.72

FLOCK SAFETY INC

FLOCK SAFETY FALCON/SERVI	VEHICLE ID FUND	VEHICLE ID FUND	10,000.00
FLOCK SAFETY FALCON/SERVI	DRUG SEIZURE FUND	DRUG SEIZURE FUND	4,250.00
		TOTAL:	14,250.00

FURTHER

GROUP 008459	HEALTH INSURANCE R	HEALTH INSURANCE RESER	37.60
		TOTAL:	37.60

GALAXY TRAVELLAIRE, INC

SERVICES	GENERAL FUND	AIRPORT	4,292.00
		TOTAL:	4,292.00

HIGHER CALLING TECHNOLOGIES LLC

SUPPORT AGREEMENT	GENERAL FUND	GENERAL ADMINISTRATIVE	850.00
MONTHLY OFFSITE CLOUD	GENERAL FUND	GENERAL ADMINISTRATIVE	1,235.50
MONTHLY OFFICE	GENERAL FUND	GENERAL ADMINISTRATIVE	1,867.90
CONFERENCE ROOM	GENERAL FUND	CITY MANAGER	313.00
MONTHLY ADOBE	GENERAL FUND	POLICE	167.94
MONTHLY LOCAL/OFFSITE	GENERAL FUND	POLICE	299.00
MONTHLY ADOBE	GENERAL FUND	POLICE	27.99
MONTHLY	GENERAL FUND	POLICE	960.20
CONFERENCE ROOM	WATER FUND	ADMINISTRATIVE	313.00
CONFERENCE ROOM	SEWER FUND	ADMINISTRATIVE	312.99
		TOTAL:	6,347.52

INSIGHT & INTEGRITY, LLC

TRAINING	GENERAL FUND	POLICE	495.00
		TOTAL:	495.00

JASON LUDWIG

PHONE	GENERAL FUND	POLICE	50.00
		TOTAL:	50.00

JIM ZALESKI

PHONE	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	50.00
REIM MILEAGE/MEALS	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	138.97
REIM MILEAGE/MEALS	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	62.71
REIM MILEAGE/MEALS	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	69.55
REIM MILEAGE/MEALS	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	67.32
REIM MILEAGE/MEALS	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	59.25
REIM MILEAGE/MEALS	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	79.00
REIM MILEAGE/MEALS	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	36.00
REIM MILEAGE/MEALS	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	56.00
REIM MILEAGE/MEALS	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	59.22
		TOTAL:	678.02

JOPLIN SUPPLY CO, INC

CREDIT MEMO	GENERAL FUND	PARK	98.72-
LIGHTS	GENERAL FUND	AIRPORT	455.20
		TOTAL:	356.48

KANSAS GAS SERVICE

200 HEACOCK	GENERAL FUND	GENERAL ADMINISTRATIVE	402.29
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VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
KAREN WHEAT	1800 BELMONT	GENERAL FUND	GENERAL ADMINISTRATIVE	72.69
	2103 CORNING #A	GENERAL FUND	GENERAL ADMINISTRATIVE	71.26
	1831 WASHINGTON	GENERAL FUND	POLICE	52.95
	1209 CORP DR #102	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	179.88
	1209 CORP DR #MAIN	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	207.16
	1209 CORP DR #101	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	120.39
	1209 CORP DR #104	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	50.66
	401 S 18TH	PARSONS MUSEUM	PARSONS MUSEUM	60.54
			TOTAL:	1,217.82
	PHONE	GENERAL FUND	CITY MANAGER	50.00
LABETTE CO HISTORICAL SOC			TOTAL:	50.00
	DUES	PARSONS MUSEUM	PARSONS MUSEUM	60.00
			TOTAL:	60.00
LABETTE HEALTH LAB	PHYSICALS	GENERAL FUND	FIRE	5,125.00
			TOTAL:	5,125.00
LAURA MOORE	PHONE	GENERAL FUND	CITY MANAGER	50.00
			TOTAL:	50.00
LAWSON PRODUCTS	PARTS	GENERAL FUND	STREET	133.23
			TOTAL:	133.23
MARMIC FIRE & SAFETY CO INC	MULTIPLE BLDGS	GENERAL FUND	GENERAL ADMINISTRATIVE	1,576.92
			TOTAL:	1,576.92
MARTI SHIELDS	PHONE	GENERAL FUND	POLICE	50.00
			TOTAL:	50.00
MATT HOISINGTON	PHONE	GENERAL FUND	AUDITORIUM ARTS CENTER	50.00
			TOTAL:	50.00
METLIFE	TS 05393158	GENERAL FUND	GENERAL ADMINISTRATIVE	9.65
	TS 05393158	GENERAL FUND	GENERAL ADMINISTRATIVE	38.04
	TS 05393158	GENERAL FUND	CITY MANAGER	63.85
	TS 05393158	GENERAL FUND	LEGAL/MUNICIPAL COURT	7.10
	TS 05393158	GENERAL FUND	ENGINEERING	24.56
	TS 05393158	GENERAL FUND	POLICE	256.94
	TS 05393158	GENERAL FUND	POLICE	14.58-
	TS 05393158	GENERAL FUND	FIRE	153.82
	TS 05393158	GENERAL FUND	FIRE	10.83
	TS 05393158	GENERAL FUND	STREET	115.08
	TS 05393158	GENERAL FUND	AUDITORIUM ARTS CENTER	24.01
	TS 05393158	TOURISM	TOURISM	20.11
	TS 05393158	MAINTENANCE FUND	MAINTENANCE FUND	19.26
	TS 05393158	HEALTH INSURANCE R	HEALTH INSURANCE RESER	695.55
	TS 05393158	WATER FUND	TREATMENT PLANT	31.65
	TS 05393158	WATER FUND	DISTRIBUTION	45.11
	TS 05393158	WATER FUND	LAKE	15.54
	TS 05393158	SEWER FUND	TREATMENT PLANT	43.27
	TS 05393158	SEWER FUND	ADMINISTRATIVE	55.78
	TS 05393158	SANITATION FUND	SANITATION FUND	71.97
			TOTAL:	1,687.54

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
MIKE CARPINO FORD PARSONS	REPAIRS	GENERAL FUND	POLICE	167.95
			TOTAL:	167.95
ORKIN, LLC	ACCT 37778018	GENERAL FUND	POLICE	3,337.50
			TOTAL:	3,337.50
PITTCRAFT, LLC	NAME PLATES	GENERAL FUND	POLICE	35.97
			TOTAL:	35.97
REBECCA MINOR	SPONSORSHIP	TOURISM	TOURISM	500.00
			TOTAL:	500.00
ROBERT SPINKS	PHONE	GENERAL FUND	POLICE	50.00
			TOTAL:	50.00
ROBYN BAKER	PHONE	GENERAL FUND	GENERAL ADMINISTRATIVE	50.00
			TOTAL:	50.00
ROSS ALBERTINI	PHONE	GENERAL FUND	LEGAL/MUNICIPAL COURT	50.00
			TOTAL:	50.00
SNAP ON CREDIT, LLC	131950941	MAINTENANCE FUND	MAINTENANCE FUND	102.14
			TOTAL:	102.14
SPARKLIGHT	SERVICES	GENERAL FUND	POLICE	142.45
	SERVICES	GENERAL FUND	POLICE	149.44
			TOTAL:	291.89
TOM SHAW	REIM INSURANCE	HEALTH INSURANCE R	HEALTH INSURANCE RESER	374.05
			TOTAL:	374.05
U.S. POSTAL SERVICE	POSTAGE	WATER FUND	ADMINISTRATIVE	1,100.00
	POSTAGE	SEWER FUND	ADMINISTRATIVE	500.00
	POSTAGE	SANITATION FUND	SANITATION FUND	500.00
			TOTAL:	2,100.00
UNIFIRST CORPORATION	APRIL CHARGES	GENERAL FUND	GENERAL ADMINISTRATIVE	120.08
	APRIL CHARGES	GENERAL FUND	FIRE	58.12
	APRIL CHARGES	GENERAL FUND	PARK	57.60
	APRIL CHARGES	GENERAL FUND	PARK	84.40
	APRIL CHARGES	MAINTENANCE FUND	MAINTENANCE FUND	133.76
	APRIL CHARGES	WATER FUND	TREATMENT PLANT	48.92
	APRIL CHARGES	SEWER FUND	TREATMENT PLANT	113.63
	APRIL CHARGES	SANITATION FUND	SANITATION FUND	76.44
			TOTAL:	692.95
WAXIE SANITARY SUPPLY	SUPPLIES	GENERAL FUND	GENERAL ADMINISTRATIVE	126.00
	SUPPLIES	GENERAL FUND	GENERAL ADMINISTRATIVE	108.00
	SUPPLIES	GENERAL FUND	GENERAL ADMINISTRATIVE	583.23
			TOTAL:	817.23
WOOD INSURANCE CENTER, LLC	INSURANCE	GENERAL FUND	GENERAL ADMINISTRATIVE	61,820.41
	INSURANCE	GENERAL FUND	GENERAL ADMINISTRATIVE	595.74
	INSURANCE	GENERAL FUND	GENERAL ADMINISTRATIVE	4,964.57
	INSURANCE	GENERAL FUND	GENERAL ADMINISTRATIVE	565.19
	INSURANCE	GENERAL FUND	GENERAL ADMINISTRATIVE	17,979.00

VENDOR NAME

DESCRIPTION	FUND	DEPARTMENT	AMOUNT
INSURANCE	GENERAL FUND	GENERAL ADMINISTRATIVE	78,688.13
INSURANCE	GENERAL FUND	GENERAL ADMINISTRATIVE	273.50
INSURANCE	GENERAL FUND	GENERAL ADMINISTRATIVE	31,112.20
INSURANCE	GENERAL FUND	GENERAL ADMINISTRATIVE	31,628.00
INSURANCE	GENERAL FUND	GENERAL ADMINISTRATIVE	23,339.00
INSURANCE	GENERAL FUND	GENERAL ADMINISTRATIVE	18,720.00
INSURANCE	GENERAL FUND	AIRPORT	2,505.19
INSURANCE	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	8,752.91
INSURANCE	WATER FUND	ADMINISTRATIVE	37,058.60
INSURANCE	WATER FUND	ADMINISTRATIVE	3,595.80
INSURANCE	WATER FUND	ADMINISTRATIVE	4,934.01
INSURANCE	WATER FUND	ADMINISTRATIVE	136.75
INSURANCE	WATER FUND	ADMINISTRATIVE	8,889.20
INSURANCE	WATER FUND	LAKE	870.70
INSURANCE	WATER FUND	LAKE	1,797.90
INSURANCE	WATER FUND	LAKE	2,374.39
INSURANCE	SEWER FUND	ADMINISTRATIVE	35,622.69
INSURANCE	SEWER FUND	ADMINISTRATIVE	12,585.30
INSURANCE	SEWER FUND	ADMINISTRATIVE	6,796.54
INSURANCE	SEWER FUND	ADMINISTRATIVE	136.75
INSURANCE	SEWER FUND	ADMINISTRATIVE	2,666.76
INSURANCE	SANITATION FUND	SANITATION FUND	20,225.93
INSURANCE	SANITATION FUND	SANITATION FUND	1,777.84
TOTAL:			420,413.00

===== FUND TOTALS =====	
01 GENERAL FUND	314,554.96
15 TOURISM	570.11
18 MAINTENANCE FUND	255.16
20 VEHICLE ID FUND	10,000.00
21 DRUG SEIZURE FUND	4,250.00
27 ECONOMIC DEV SALES TAX	9,989.02
37 HEALTH INSURANCE RESERVE	70,741.17
42 PARSONS MUSEUM	120.54
50 WATER FUND	62,560.56
55 SEWER FUND	58,833.71
70 SANITATION FUND	22,652.18
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GRAND TOTAL:	554,527.41
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VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
AMAZON CAPITAL SERVICES, INC	SUPPLIES	GENERAL FUND	GENERAL ADMINISTRATIVE	136.78
	SUPPLIES	WATER FUND	LAKE	30.47
	SUPPLIES	WATER FUND	LAKE	69.80
			TOTAL:	237.05
AMERICAN WATERWORKS ASSOCIATION	MEMBERSHIP	WATER FUND	TREATMENT PLANT	358.00
			TOTAL:	358.00
AMY ROSS LAW, LLC	ATTORNEY FEES	GENERAL FUND	LEGAL/MUNICIPAL COURT	296.95
	ATTORNEY FEES	GENERAL FUND	LEGAL/MUNICIPAL COURT	106.34
	ATTORNEY FEES	GENERAL FUND	LEGAL/MUNICIPAL COURT	67.00
			TOTAL:	470.29
AT&T	210 077 1353 266	GENERAL FUND	POLICE	156.36
	210 072 0725 252	GENERAL FUND	POLICE	154.13
			TOTAL:	310.49
AT&T TELEPHONE (MAIN PB)	620 423 3612 130 3	WATER FUND	TREATMENT PLANT	517.04
			TOTAL:	517.04
ATCO MANUFACTURING COMPANY	SUPPLIES	SEWER FUND	TREATMENT PLANT	279.90
	SUPPLIES	SEWER FUND	COLLECTIONS	418.40
			TOTAL:	698.30
BAUGHER EQUIPMENT INC	SERVICES	GENERAL FUND	PARK	49.35
	SERVICES	GENERAL FUND	PARK	489.65
			TOTAL:	539.00
BEACHNER GRAIN INC	GLYSTAR PLUS	GENERAL FUND	GENERAL ADMINISTRATIVE	18.00
	GLYSTAR PLUS	GENERAL FUND	CEMETERY	36.00
			TOTAL:	54.00
BERRY TRACTOR & EQUIPMENT	PARTS	SEWER FUND	TREATMENT PLANT	76.49
			TOTAL:	76.49
BILLY JACKSON JR	PD CLEANING	GENERAL FUND	POLICE	20.00
			TOTAL:	20.00
BLACK RAIN ORDINANCE	BENELLI SUPERNOVA 12G	GENERAL FUND	POLICE	520.30
	BENELLI TACT SHOTGUN 12GA	GENERAL FUND	POLICE	1,657.00
			TOTAL:	2,177.30
BROOKS-JEFFREY MARKETING, INC	WEB HOSTING PACKAGE	GENERAL FUND	POLICE	197.88
	WEB PRODUCTION	GENERAL FUND	POLICE	67.30
			TOTAL:	265.18
CALLIE CARPENTER	REIM MILEAGE	TOURISM	TOURISM	86.46
			TOTAL:	86.46
CATHERINE WELDEN	BIC BUILDING CLEANING	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	220.00
			TOTAL:	220.00
CDL ELECTRIC COMPANY	REPAIRS	GENERAL FUND	PARK	5,891.50
			TOTAL:	5,891.50
CHASE PEST CONTROL II, LLC	SENIOR CENTER	GENERAL FUND	GENERAL ADMINISTRATIVE	85.00



VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
CMC INC	OIL RED MOLY TUBE	SANITATION FUND	SANITATION FUND	328.50
			TOTAL:	328.50
CONTINENTAL RESEARCH CORPORATION	FLEX FORM	MAINTENANCE FUND	MAINTENANCE FUND	569.16
	BACTO BRIK	SEWER FUND	COLLECTIONS	518.31
	BACTO BRIK	SEWER FUND	COLLECTIONS	475.00
			TOTAL:	1,562.47
CORE & MAIN LP	SUPPLIES	WATER FUND	DISTRIBUTION	760.00
	SUPPLIES	WATER FUND	DISTRIBUTION	291.96
	SUPPLIES	WATER FUND	DISTRIBUTION	877.60
	SUPPLIES	WATER FUND	DISTRIBUTION	970.70
	SUPPLIES	WATER FUND	DISTRIBUTION	525.00
	SUPPLIES	SEWER FUND	COLLECTIONS	935.40
	PARTS	SEWER FUND	COLLECTIONS	623.60
	SUPPLIES	SEWER FUND	COLLECTIONS	612.00
	SUPPLIES	SEWER FUND	COLLECTIONS	861.52
	SUPPLIES	SEWER FUND	COLLECTIONS	259.28
			TOTAL:	6,717.06
COVE PRODUCTS	DOG HOUSE	GENERAL FUND	GENERAL ADMINISTRATIVE	1,358.00
	DOG HOUSE	GENERAL FUND	GENERAL ADMINISTRATIVE	43.00
			TOTAL:	1,401.00
DAY STAR	SUPPLIES	WATER FUND	DISTRIBUTION	109.34
			TOTAL:	109.34
DEERE CREDIT, INC	030-0075379-000	WATER FUND	DISTRIBUTION	18,738.58
			TOTAL:	18,738.58
EMC INSURANCE COMPANY	J.SCHIBI CLAIM	WATER FUND	ADMINISTRATIVE	1,000.00
			TOTAL:	1,000.00
EVERGY	2103 CORNING/1100 MAIN	GENERAL FUND	GENERAL ADMINISTRATIVE	404.97
	CITY MAIN	GENERAL FUND	GENERAL ADMINISTRATIVE	6,802.21
	STORM SIREN	GENERAL FUND	GENERAL ADMINISTRATIVE	204.06
	STREET LIGHTS	GENERAL FUND	GENERAL ADMINISTRATIVE	13,679.50
	SENIOR CENTER	GENERAL FUND	GENERAL ADMINISTRATIVE	195.67
	REC CENTER	GENERAL FUND	GENERAL ADMINISTRATIVE	679.10
	CORP DR	ECONOMIC DEV SALES	ECONOMIC DEV SALES TAX	791.38
	WATER TREATMENT	WATER FUND	TREATMENT PLANT	9,870.25
	WASTEWATER	SEWER FUND	COLLECTIONS	12,431.02
			TOTAL:	45,058.16
EXTREME RENTAL LLC	CONCRETE DEMO HAMMER	GENERAL FUND	GENERAL ADMINISTRATIVE	1,600.00
			TOTAL:	1,600.00
FIRST RESPONDERS OUTFITTERS, INC	SUPPLIES	GENERAL FUND	POLICE	150.00
	SUPPLIES	GENERAL FUND	POLICE	71.97
	SUPPLIES	GENERAL FUND	POLICE	314.99
			TOTAL:	536.96
FOLEY INDUSTRIES, INC.	PARTS	SEWER FUND	TREATMENT PLANT	40.70
			TOTAL:	40.70
GALLS LLC	GUN SAFES	GENERAL FUND	POLICE	289.96

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
GLOBAL PAYMENTS INTEGRATED	CC SERV. CHG APRIL 2024	WATER FUND	TOTAL:	289.96
	CC SERV. CHG APRIL 2024	WATER FUND	ADMINISTRATIVE	2,379.06
	CC SERV. CHG APRIL 2024	WATER FUND	ADMINISTRATIVE	274.59
	CC SERV. CHG APRIL 2024	WATER FUND	ADMINISTRATIVE	1,673.94
HAWKINS, INC	PARTS	SEWER FUND	TOTAL:	4,327.59
	PARTS	SEWER FUND	TREATMENT PLANT	6,120.00
	PARTS	SEWER FUND	TOTAL:	6,120.00
	PARTS	SEWER FUND	TREATMENT PLANT	238.52
HAYNES EQUIPMENT CO INC	WINDOW WASHING	GENERAL FUND	TOTAL:	238.52
	PARTS	GENERAL FUND	POLICE	75.00
	PARTS	GENERAL FUND	TOTAL:	75.00
	PARTS	GENERAL FUND	PARK	1,581.04
JOPLIN SUPPLY CO, INC	BLOWER BLOCK AND MISC	SEWER FUND	TOTAL:	1,581.04
	DIAGNOSIS TRIP/AIR COMPRE	SEWER FUND	TREATMENT PLANT	546.83
	BLOWER BLOCK AND MISC	SEWER FUND	TREATMENT PLANT	1,309.25
	BLOWER BLOCK AND MISC	SEWER FUND	TREATMENT PLANT	10,417.17
KAESER COMPRESSORS, INC	112 S 17TH	GENERAL FUND	TOTAL:	12,273.25
	112 S 17TH	GENERAL FUND	GENERAL ADMINISTRATIVE	462.83
	112 S 17TH	GENERAL FUND	TOTAL:	462.83
	112 S 17TH	GENERAL FUND	GENERAL ADMINISTRATIVE	462.83
KANSAS GAS SERVICE	EDUCATION/ SMITH	GENERAL FUND	POLICE	50.00
	EDUCATION/SILLS	GENERAL FUND	POLICE	90.00
	EDUCATION/JOHNSTON	GENERAL FUND	POLICE	90.00
	EDUCATION/LINDSEY	GENERAL FUND	POLICE	50.00
KU EDWARDS CAMPUS	HIRING ADS	GENERAL FUND	TOTAL:	280.00
	HIRING ADS	GENERAL FUND	POLICE	378.00
	HIRING ADS	GENERAL FUND	TOTAL:	378.00
	HIRING ADS	GENERAL FUND	POLICE	378.00
LABETTE AVENUE	WATER FEES	GENERAL FUND	GENERAL ADMINISTRATIVE	21.45
	WATER FEES	GENERAL FUND	TOTAL:	21.45
	WATER FEES	GENERAL FUND	GENERAL ADMINISTRATIVE	21.45
	WATER FEES	GENERAL FUND	TOTAL:	21.45
LABETTE/MONTGOMERY RURAL WATER DISTRIC	PARTS	MAINTENANCE FUND	MAINTENANCE FUND	79.25
	PARTS	MAINTENANCE FUND	MAINTENANCE FUND	835.76
	PARTS	MAINTENANCE FUND	SANITATION FUND	204.24
	PARTS	MAINTENANCE FUND	TOTAL:	1,119.25
LAWSON PRODUCTS	KORA PD RECORDS WEBINAR	GENERAL FUND	POLICE	25.00
	KORA PD RECORDS WEBINAR	GENERAL FUND	TOTAL:	25.00
	KORA PD RECORDS WEBINAR	GENERAL FUND	POLICE	25.00
	KORA PD RECORDS WEBINAR	GENERAL FUND	TOTAL:	25.00
LEAGUE OF KANSAS MUNICIPALITIES	REPAIRS	SANITATION FUND	SANITATION FUND	232.61
	REPAIRS	SANITATION FUND	SANITATION FUND	279.14
	REPAIRS	SANITATION FUND	TOTAL:	511.75
	REPAIRS	SANITATION FUND	TOTAL:	511.75
METAL MASTERS	ROUNDUP POWERMAX	GENERAL FUND	PARK	10,656.53
	ROUNDUP POWERMAX	GENERAL FUND	TOTAL:	10,656.53
	ROUNDUP POWERMAX	GENERAL FUND	PARK	10,656.53
	ROUNDUP POWERMAX	GENERAL FUND	TOTAL:	10,656.53
MFA INCORPORATED	ROCK	WATER FUND	DISTRIBUTION	683.69
	ROCK	WATER FUND	DISTRIBUTION	2,115.28
	ROCK	WATER FUND	DISTRIBUTION	683.69
	ROCK	WATER FUND	DISTRIBUTION	2,115.28

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
MIKE CARRINO FORD PARSONS	ROCK	WATER FUND	DISTRIBUTION	934.30
			TOTAL:	3,733.27
	REPAIRS	GENERAL FUND	POLICE	194.44
			TOTAL:	194.44
MONIQUE REDMOND	BOND RETURN	GENERAL FUND	NON-DEPARTMENTAL	200.00
			TOTAL:	200.00
MUNICIPAL SUPPLY, INC OF WICHITA	PARTS	WATER FUND	DISTRIBUTION	1,107.39
	18" RAISED METER PIT RING	WATER FUND	DISTRIBUTION	1,100.10
	18" RAISED METER PIT RING	WATER FUND	DISTRIBUTION	3,667.00
	18" RAISED METER PIT RING	WATER FUND	DISTRIBUTION	2,566.90
	SUPPLIES	SEWER FUND	COLLECTIONS	1,156.00
	REPLACING SEWER AT HOSPIT	SEWER FUND	COLLECTIONS	2,630.74
			TOTAL:	12,228.13
NORTHERN TOOL & EQUIPMENT	PARTS	GENERAL FUND	PARK	334.88
			TOTAL:	334.88
O'BRIEN ROCK CO., INC.	FLOWABLE/FUEL	WATER FUND	DISTRIBUTION	2,512.00
	FLOWABLE/FUEL	SEWER FUND	COLLECTIONS	680.00
			TOTAL:	3,192.00
O'REILLY AUTOMOTIVE	13815	GENERAL FUND	POLICE	21.99
	13815	GENERAL FUND	STREET	62.98
	13815	GENERAL FUND	PARK	9.99
	13815	GENERAL FUND	PARK	90.46
	13815	MAINTENANCE FUND	MAINTENANCE FUND	8.80
	13815	MAINTENANCE FUND	MAINTENANCE FUND	174.38
	13815	MAINTENANCE FUND	MAINTENANCE FUND	134.38-
	13815	MAINTENANCE FUND	MAINTENANCE FUND	478.09
	13815	MAINTENANCE FUND	MAINTENANCE FUND	132.83
	13815	MAINTENANCE FUND	MAINTENANCE FUND	94.23
	13815	MAINTENANCE FUND	MAINTENANCE FUND	85.54
	13815	MAINTENANCE FUND	MAINTENANCE FUND	9.21
	13815	MAINTENANCE FUND	MAINTENANCE FUND	49.67
	13815	SEWER FUND	TREATMENT PLANT	46.35
	13815	SEWER FUND	TREATMENT PLANT	28.99
	13815	SEWER FUND	COLLECTIONS	29.99
	13815	SEWER FUND	COLLECTIONS	34.78
	13815	SEWER FUND	COLLECTIONS	69.98
			TOTAL:	1,293.88
OLSSON ASSOCIATES	INSPECTIONS	WATER FUND	LAKE	1,142.61
			TOTAL:	1,142.61
PACE ANALYTICAL SERV INC	WEEKLY	SEWER FUND	TREATMENT PLANT	677.90
	MONTHLY/WEEKLY	SEWER FUND	TREATMENT PLANT	901.90
			TOTAL:	1,579.80
PARSONS HOSPITALITY HOLDING, LLC	APRIL 2024 COMM DEV DISC	TOURISM	TOURISM	2,339.72
			TOTAL:	2,339.72
PITNEY BOWES INC	POSTAGE MACHINE	GENERAL FUND	GENERAL ADMINISTRATIVE	477.66
			TOTAL:	477.66

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
PITTCRAFT, LLC	PLAQUE/ ROBERTS	GENERAL FUND	POLICE	60.70
			TOTAL:	60.70
PR DIAMOND PRODUCTS, INC	SUPPLIES	SEWER FUND	COLLECTIONS	654.00
			TOTAL:	654.00
QUILL CORPORATION	SUPPLIES	GENERAL FUND	POLICE	232.00
	SUPPLIES	GENERAL FUND	POLICE	140.01
	SUPPLIES	GENERAL FUND	POLICE	601.98
			TOTAL:	973.99
R & F FARM SUPPLY INC	PARTS	GENERAL FUND	PARK	267.98
	PARTS	WATER FUND	TREATMENT PLANT	59.00
	PARTS	SEWER FUND	TREATMENT PLANT	139.73
			TOTAL:	466.71
RAY & STEVES CAR WASH	SERVICES	WATER FUND	DISTRIBUTION	93.00
			TOTAL:	93.00
RON THOMANN	CLASS PAYMENT	SEWER FUND	COLLECTIONS	2,150.00
			TOTAL:	2,150.00
SALINA BLUEPRINT	SERVICES	GENERAL FUND	ENGINEERING	178.72
			TOTAL:	178.72
SEK AUTO SALES INC	REPAIRS	WATER FUND	DISTRIBUTION	27.99
	TIRES	SANITATION FUND	SANITATION FUND	1,784.76
			TOTAL:	1,812.75
SERV	SERVICES	GENERAL FUND	POLICE	550.00
	SERVICES	GENERAL FUND	POLICE	550.00
			TOTAL:	1,100.00
SETH HARRISON	SEWER MITI 2720 CLARK	EPA COMPLIANCE	EPA COMPLIANCE	1,760.00
			TOTAL:	1,760.00
SHANDA LOFGREN	SERVICES/COOKIES	GENERAL FUND	GENERAL ADMINISTRATIVE	310.00
			TOTAL:	310.00
STATE TREASURER	APRIL 2024 MONTHLY FEES	GENERAL FUND	LEGAL/MUNICIPAL COURT	1,532.00
			TOTAL:	1,532.00
T H ROGERS LUMBER CO	SUPPLIES	GENERAL FUND	PARK	65.96
			TOTAL:	65.96
THOMPSON BROTHERS SUPPLIES INC	SUPPLIES	GENERAL FUND	GENERAL ADMINISTRATIVE	2,493.90
	SUPPLIES	GENERAL FUND	GENERAL ADMINISTRATIVE	32.25
	SUPPLIES	MAINTENANCE FUND	MAINTENANCE FUND	78.62
			TOTAL:	2,604.77
TIMOTHY H WASS	SERVICES	MAINTENANCE FUND	MAINTENANCE FUND	50.42
	SERVICES	WATER FUND	LAKE	202.21
			TOTAL:	252.63
TODD K MEDLOCK	SERVICES	WATER FUND	TREATMENT PLANT	1,123.14
	SERVICES	WATER FUND	TREATMENT PLANT	278.82

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
TREIBER FINISHING	BASIN#2 DO PROBE REPLCMNT SERVICES	SEWER FUND	TREATMENT PLANT	614.16
		SEWER FUND	TREATMENT PLANT	391.48
			TOTAL:	2,407.60
TREY REASONER	ABORETUM WINDMILL BASE	PARK SALES TAX FUN	PARK SALES TAX FUND	1,100.00
	22ND AND BELMONT	WATER FUND	DISTRIBUTION	2,500.00
	3105 WILSON	SEWER FUND	COLLECTIONS	500.00
			TOTAL:	4,100.00
VOLMER'S TRUCK AND TIRE	BOOT REIM	WATER FUND	DISTRIBUTION	100.00
			TOTAL:	100.00
WAXIE SANITARY SUPPLY	REPAIRS	GENERAL FUND	STREET	1,462.51
	REPAIRS	SANITATION FUND	SANITATION FUND	10,285.93
			TOTAL:	11,748.44
WOOD INSURANCE CENTER, LLC	SUPPLIES	GENERAL FUND	GENERAL ADMINISTRATIVE	126.00
			TOTAL:	126.00
	POLICY TBD	GENERAL FUND	GENERAL ADMINISTRATIVE	4,969.75
	POLICY S344194	GENERAL FUND	GENERAL ADMINISTRATIVE	660.00
	POLICY PR 00154725	GENERAL FUND	AIRPORT	4,299.00
	POLICY TBD	WATER FUND	ADMINISTRATIVE	4,969.75
	POLICY TBD	SEWER FUND	ADMINISTRATIVE	4,969.75
	POLICY TBD	SANITATION FUND	SANITATION FUND	4,969.75
			TOTAL:	24,838.00

===== FUND TOTALS =====	
01	GENERAL FUND
15	TOURISM
18	MAINTENANCE FUND
27	ECONOMIC DEV SALES TAX
28	PARK SALES TAX FUND
50	WATER FUND
55	SEWER FUND
70	SANITATION FUND
75	EPA COMPLIANCE
-----	
GRAND TOTAL: 223,209.14	
-----	

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# 2024 HAY BID TABULATION

Project 2024-05

## BIDS - PER ACRE

BIDDER'S NAME:

	Randy Roberts	Mike Dillinger	Harry Cormeny 2nd	John Simmons	Jim Gilpin	Allen Baker	Joe Linnebur	Ed Brown
<u>Lake Parsons</u>								
Elks Shelter (35 acre)	61.28	44.00			44.50			62.00
No. of Kiwanis ( 85 acre)	61.28				44.50			62.00
Below Dam (12 acre)	18.21	35.00						45.00
Lions Shelter ( 35 acre)				22.20		18.25		62.00
Camping Area (30 acre)	61.28	35.00			50.02			62.00
So of Galesburg (5 acre)						22.50	17.67	45.00
So of Lake Care (32 acre)								62.00
<u>Tri-City Airport</u>								
Tract I & II (91.07 acres)	16.22		45.00			22.50		62.00

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Memorandum  
City of Parsons  
Engineering/Public Works Department

**TO:** Debbie Lamb, City Manager  
**FROM:** Darrell Moyer, Director of Engineering/Public Works  
**DATE:** May 6, 2024  
**RE:** Innovative Masonry Restoration Services Pay Request #5 for Project 2023-04, Municipal Building Masonry Renovation

Please include the following item on the City Commission consent agenda for consideration at the May 6, 2024 meeting:

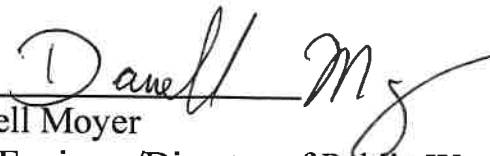
**Pay Request #5 on Project 2023-04 in the amount of \$258,190.39 to Innovative Masonry Restoration Services for Municipal Building Masonry Repairs.**

**Information**

Innovative Masonry Restoration submitted an invoice for Pay Request #4 for masonry services through 3/31/2024. The invoice total is \$258,190.39.

**Action Requested**

Approve payment #4 to Innovative Masonry Restoration for masonry services through 3/31/2024. The invoice is \$258,190.39.

  
\_\_\_\_\_  
Darrell Moyer  
City Engineer/Director of Public Works

AIA Type Document  
Application and Certification for Payment

Page 1 of 10

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: 5  
PERIOD TO: 3/31/2024

DISTRIBUTION  
TO:  
\_ OWNER  
\_ ARCHITECT  
\_ CONTRACTOR

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

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

ARCHITECT'S  
PROJECT NO:

CONTRACT FOR: Project 2023-04 Municipal Building Exter

CONTRACT DATE: 6/25/2023

**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 ..... \$ 720,829.07  
5. RETAINAGE:  
a. 10.00 % of Completed Work \$ 72,082.91  
b. 0.00 % of Stored Material \$ 0.00  
Total retainage (Line 5a + 5b) ..... \$ 72,082.91  
6. TOTAL EARNED LESS RETAINAGE ..... \$ 648,746.16  
(Line 4 less Line 5 Total)  
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT  
(Line 6 from prior Certificate) ..... \$ 390,555.77  
8. CURRENT PAYMENT DUE ..... \$ 258,190.39  
9. BALANCE TO FINISH, INCLUDING RETAINAGE  
(Line 3 less Line 6) \$ 587,228.84

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 Date: 04/09/2024  
Principal

State of: MN

County of: Dakota

Subscribed and Sworn to before me this 9th Day of April 2024

Notary Public: Marianne L. Grossman  
My Commission Expires: January 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 ..... \$ 258,190.39

(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 L. McMicán Date: 4/25/2024

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.

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	

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Memorandum  
City of Parsons  
Engineering/Public Works Department

**TO:** Debbie Lamb, City Manager  
**FROM:** Darrell Moyer, Director of Engineering/Public Works  
**DATE:** April 22, 2024  
**RE:** Pay Request No.4 from Transystems for Professional Services for Tolen Creek Trail

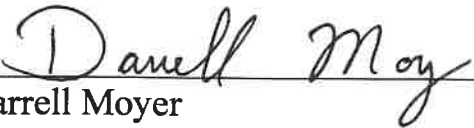
Please include the following item on the City Commission consent agenda for consideration at the May 6, 2024, meeting:

**Pay Request No. 4 Transystems for Professional Services for Tolen Creek Trail**

**Information** Transystems submitted in Pay Request No.4 for professional services for Tolen Creek Trail. Invoice # 0004431430 for \$17,811.028 for service through March 22, 2024.

**Action Requested**

Approve payment of Pay Request No. 4 to TranSystems in the amount of \$17,811.28

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

# TRANSYSTEMS

TranSystems Corporation

www.transystems.com

## Invoice

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

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

### Client:

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

### Reference:

Invoice Date: 3/29/2024  
Project No: P112220004  
Invoice No: INV-0004431430

##

Project Name: Design for Tolen Creek Trail

For professional services rendered through March 22, 2024 for the above referenced project.

Staff Type	Name	Rate	Hours	Amount
<b>Labor</b>				
Construction Services IV	Jon L. Johnson	225.00	11.00	\$2,475.00
Civil Engineer 3	Chad C. Banka	178.00	3.00	\$534.00
Civil Engineer 5	Shawn D. Turner	389.00	16.00	\$6,224.00
Industry Specialist III	Christopher L. Hall	157.00	53.00	\$8,321.00
<b>Total Labor</b>			<b>83.00</b>	<b>\$17,554.00</b>
<b>Reimbursables</b>				
Mileage - Personal Vehicle				\$257.28
<b>Total Reimbursables</b>				<b>\$257.28</b>
<b>Invoice Total</b>				<b>\$17,811.28</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

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# TRANSYSTEMS

## TranSystems

115 S. Sixth Street  
Suite B  
Independence, KS 67301  
Tel 620 331 3999  
Fax 620 331 4082  
[www.transystems.com](http://www.transystems.com)

#4

April 17, 2024

Darrell Moyer  
City of Parsons  
112 S. 17<sup>th</sup> Street  
PO Box 1037  
Parsons, KS 67357

RE: Design for Tolen Creek Trail

Dear Darrell:

Enclosed find our invoice in the amount of \$17,811.28 for services through March 22, 2024.

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

Very Truly Yours,



Jon L. Johnson  
Project Manager

**Memorandum**

City of Parsons

Engineering/Public Works Departments

**TO:** Debbie Lamb, City Manager  
**FROM:** Darrell Moyer, Director of Engineering  
**DATE:** April 23, 2024  
**RE:** City/State Agreement KDOT No. 179-22, Project No. 59-50 KA-3901-01 Bridge Replacement

Please include the following item on the City Commission consent agenda for consideration at the May 6, 2024 meeting:

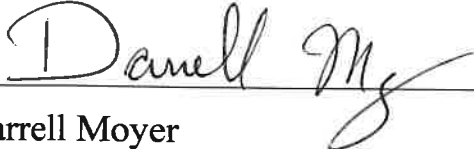
**City/State Agreement KDOT No. 179-22, Project No. 59-50 KA-3901-01 Bridge Replacement Project**

The City/State Agreement encompasses project to replace the bridge on US 59 located 1.1 mile North of US-400 in Parsons, KS. KDOT is undertaking the Project and shall be solely responsible for the payment of Project costs for all work phases including Preliminary Engineering, Right of Way, Utility Adjustments, Construction Engineering, and Construction. Costs for this Project will be paid using state funds.

There is no local match required.

**Action Requested**

Authorize Mayor's signature on City/State Agreement. No. 179-22, Project No 59-50 KA-3901-01.

  
\_\_\_\_\_  
Darrell Moyer  
Director of Engineering

PROJECT NO. 59-50 KA-3901-01  
STP-A390(101)  
BRIDGE REPLACEMENT  
CITY OF PARSONS, KANSAS

### PROJECT AUTHORIZATION AGREEMENT

This Agreement is between the **Secretary of Transportation**, Kansas Department of Transportation (KDOT) (the "Secretary") and the **City of Parsons, Kansas** ("City"), collectively, the "Parties."

#### RECITALS:

- A. The Secretary has authorized a bridge replacement project, as further described in this Agreement.
- B. The Secretary and the City are empowered by the laws of Kansas to enter into agreements for the construction and maintenance of roadways and bridges in the State of Kansas.
- C. Because the Project Limits extend into the corporate city limits of Parsons, Kansas, the Parties desire to set forth their responsibilities and understanding of the Project through execution of this Agreement.

**NOW, THEREFORE**, the Parties agree to the following terms and provisions:

#### ARTICLE I

**DEFINITIONS:** The following terms as used in this Agreement have the designated meanings:

- 1. **"Agreement"** means this written document, including all attachments and exhibits, evidencing the legally binding terms and conditions of the agreement between the Parties.
- 2. **"City"** means the City of Parsons, Kansas, with its place of business located at 112 S. 17<sup>th</sup> Street, Parsons, KS 67357.
- 3. **"City Connecting Link"** means a route inside the city limits of a city which: (1) connects a state highway through a city; (2) connects a state highway to a city connecting link of another state highway; (3) is a state highway which terminates within such city; (4) connects a state highway with a road or highway under the jurisdiction of the Kansas Turnpike Authority; or (5) begins and ends within a city's limits and is designated as part of the national system of Interstate and defense highways.
- 4. **"Construction"** means the work done on the Project after Letting, consisting of building, altering, repairing, improving, or demolishing any structure, building or highway; any drainage, dredging, excavation, grading, or similar work upon real property.
- 5. **"Consultant"** means any engineering firm or other entity retained to perform consulting or design services for the Project.

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6. **“Contractor”** means the entity awarded the Construction contract for the Project and any subcontractors working for the Contractor with respect to the Project.
7. **“Design Plans”** means design plans, specifications, estimates, surveys, and any necessary studies or investigations, including, but not limited to, environmental, hydraulic, and geological investigations or studies necessary for the Project under this Agreement.
8. **“Effective Date”** means the date this Agreement is signed by the Secretary or the Secretary’s designee.
9. **“KDOT”** means the Kansas Department of Transportation, an agency of the State of Kansas, with its principal place of business located at 700 SW Harrison Street, Topeka, KS, 66603-3745.
10. **“Letting” or “Let”** means the process of receiving bids prior to any award of a Construction contract for any portion of the Project.
11. **“Non-Participating Costs”** means the costs of any items or services which the Secretary reasonably determines are not Participating Costs.
12. **“Participating Costs”** means expenditures for items or services which are an integral part of highway, bridge, and road construction projects, as reasonably determined by the Secretary.
13. **“Parties”** means the Secretary of Transportation and KDOT, individually and collectively, and the City.
14. **“Project”** means replacement of Bridge No. 999905900500151 (KDOT Bridge No. 015) on US-59 located 1.1 mile north of US-400 / Main Street in Parsons, Kansas, and is the subject of this Agreement.
15. **“Project Limits”** means that area of Construction for the Project, including all areas between and within the Right of Way boundaries as shown on the Design Plans.
16. **“Right of Way”** means the real property and interests therein necessary for the Project, including fee simple title, dedications, permanent and temporary easements, and access rights, as shown on the Design Plans.
17. **“Secretary”** means the Secretary of Transportation of the State of Kansas, and his or her successors and assigns.
18. **“Utilities” or “Utility”** means all privately, publicly, or cooperatively owned lines, facilities, and systems for producing, transmitting, or distributing communications, power, electricity, light, heat, gas, oil, crude products, water, steam, waste, storm water, and other similar commodities, including fire and police signal systems which directly or indirectly serve the public.



## ARTICLE II

### SECRETARY RESPONSIBILITIES:

1. **Payment of Costs.** The Secretary is undertaking the Project and shall be solely responsible for the payment of Project costs for all work phases including Preliminary Engineering, Right of Way, Utility Adjustments, Construction Engineering, and Construction (which includes the costs of all Construction Contingency Items.) Costs for this Project will be paid using state funds. There is no local match required.
2. **Right of Way Acquisition.** In the name of the Secretary, the Secretary will perform appraisal and acquisition work including condemnation, if necessary, for Right of Way as shown on the Design Plans. All costs for Right of Way as shown on the Design Plans will be paid for with state funds. The Secretary will receive and disburse all funds directly to the parties involved in acquisition of Right of Way.
3. **Design, Letting, and Administration.** The Secretary will prepare the Design Plans, Let the contract for the Project and administer the Construction of the Project, and administer the payments due the Contractor. Except as otherwise provided, all Construction items included in the Design Plans shall be paid for with state funds.
4. **General Indemnification.** To the extent permitted by law and subject to the Kansas Tort Claims Act (K.S.A. § 75-6101, *et seq.*), including but not limited to the exceptions and maximum liability provisions, the Secretary shall defend, indemnify, hold harmless, and save the City and its authorized representatives from any and all costs, liabilities, expenses, suits, judgments, damages to persons or property or claims of any nature whatsoever arising out of or in connection with the provisions or performance of this Agreement by the Secretary, the Secretary's employees, or subcontractors. The Secretary shall not be required to defend, indemnify, hold harmless, and save the City for negligent acts or omissions of the City or its authorized representatives or employees.
5. **Indemnification by Contractors.** The Secretary will require the Contractor to indemnify, hold harmless, and save the Secretary and the City from personal injury and property damage claims arising out of the act or omission of the Contractor, the contractor's agent, subcontractors, or suppliers. If the Secretary or the City defends a third party's claim, the Contractor shall indemnify the Secretary and the City for damages paid to the third party and all related expenses either the Secretary or the City or both incur in defending the claim.
6. **Utilities.**
  - (a) **Utility Relocation.** The Secretary will move or adjust, or cause to be moved or adjusted, and will be responsible for such removal or adjustment of all existing Utilities necessary to construct the Project in accordance with the final Design Plans. New or existing utilities that have to be installed, moved or adjusted will be located or relocated in accordance with the current version of the KDOT Utility Accommodation Policy (UAP), as amended or supplemented.
  - (b) **Cost of Relocation.**

- (i) If the City has a population of less than 2,501 (based on the U.S. Bureau of Census- 2010 Census), the Secretary agrees to be responsible for the expense to remove or adjust City owned Utilities located on public Right of Way as necessary to construct the Project in accordance with the final Design Plans. The payment of such expense by the Secretary shall be by a separate Utility adjustment agreement between the Secretary and the City.
- (ii) If the City has a population of more than 2,500 (based on the U.S. Bureau of Census-2010 Census), the Utility owners shall be responsible for the expense to remove or adjust all Utility facilities on public Right of Way as necessary to construct the Project in accordance with the final Design Plans. The expense of removal or adjustment of Utilities located on private easements shall be reimbursed to the Utility owners by the Secretary. The payment of such expense by the Secretary shall be by separate Utility adjustment agreement between the Secretary and the Utility owners.

### ARTICLE III

#### CITY RESPONSIBILITIES:

1. **Legal Authority.** By signature on this Agreement, the signatory certifies he or she has legal and actual authority as representative and agent for the City to enter into this Agreement on its behalf. The City agrees to take any administrative and/or legal steps as may be required to give full effect to the terms of this Agreement.
2. **Project Authorization.** The City authorizes and agrees to the Project and the Secretary is empowered by the City to take all steps reasonable and necessary to complete the Project.
3. **Right of Way.**
  - a. **Use of City Right of Way.** The Secretary shall have the right to utilize any land owned or controlled by the City, including any land owned or controlled by a land bank formed under K.S.A. § 12-5901, *et seq.* lying inside or outside the limits of the City as shown on the final Design Plans, for the purpose of constructing and maintaining the Project. The Secretary shall not participate in the cost of the City's Right of Way or easements, including any land owned or controlled by a land bank formed under K.S.A. § 12-5901, *et seq.*, unless the Secretary determines the City will incur an unnecessary hardship. If the Secretary requests, the City shall execute the appropriate deeds and easements transferring its property rights to the Secretary. If so requested, the City acknowledges the execution and transferring of the deeds and easements by the City to the Secretary is an obligation of the City for this Agreement and Construction of the Project.
  - b. **Cooperation in Right of Way Acquisition.** The City acknowledges the Secretary may be performing appraisal and acquisition work including condemnation, if necessary, for Right of Way as shown on the Design Plans. The City will cooperate in that purpose, as necessary, for completion of the Project.

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4. **Removal of Encroachments.** The City shall initiate and proceed with diligence to remove or require the removal of all Encroachments either on or above the limits of the Right of Way within its jurisdiction as shown on the final Design Plans for this Project. It is further agreed all such Encroachments will be removed before the Project is advertised for Letting; except the Secretary may permit the Project to be advertised for Letting before such Encroachment is fully removed if the Secretary determines the City and the owner thereof have fully provided for the physical removal of the Encroachment and such removal will be accomplished within a time sufficiently short to present no hindrance or delay to the Construction of the Project.
5. **Future Encroachments.** Except as provided by state and federal laws, the City agrees it will not in the future permit Encroachments upon the Right of Way of the Project, and specifically will require any gas and fuel dispensing pumps erected, moved, or installed along the Project be placed a distance from the Right of Way line no less than of the distance permitted by the National Fire Code.
6. **Parking Control.** The County shall prohibit parking of vehicles within the Project Limits and on the acceleration and deceleration lanes of all connecting streets and highways and on additional portions of the connecting streets and highways as the Secretary may deem necessary to permit free flowing traffic throughout the length of the Project covered by this Agreement.
7. **Access Control.** The County will maintain the control of access rights and prohibit the construction or use of any entrances or access points along the Project within the County other than those shown on the final Design Plans, unless prior approval is obtained from the Secretary.
8. **Accounting.** Upon request by the Secretary and in order to enable the Secretary to report all costs of the Project to the legislature, the County shall provide the Secretary an accounting of all actual Non-Participating Costs which are paid directly by the County to any party outside of the Secretary and all costs incurred by the County not to be reimbursed by the Secretary.
9. **General Indemnification.** To the extent permitted by law and subject to the Kansas Tort Claims Act (K.S.A. § 75-6101, *et seq.*) as applicable, the City shall defend, indemnify, hold harmless, and save the Secretary and its authorized representatives from any and all costs, liabilities, expenses, suits, judgments, damages to persons or property or claims of any nature whatsoever arising out of or in connection with the provisions or performance of this Agreement by the Secretary, the Secretary's employees, or subcontractors. The City shall not be required to defend, indemnify, hold harmless, and save the Secretary for negligent acts or omissions of the Secretary or its authorized representatives or employees.

## ARTICLE V

### GENERAL PROVISIONS:

1. **Incorporation of Project Documents.** The final Design Plans are by this reference made a part of this Agreement as if set forth in their entirety herein.
2. **Traffic Control.** The Parties agree to the following with regard to traffic control for the Project:

- (a) Temporary Traffic Control. The Secretary shall determine in consultation with the City the manner in which traffic is to be handled during Construction. Before the final Design Plans have been completed, detour routes and street closings, if necessary, shall be agreed upon by authorized representatives of the City and the Secretary, and noted on the final Design Plans. If revisions to the traffic handling plan are proposed during the progress of Construction, the City and the Secretary shall approve such revisions before they become effective.
  - (b) Permanent Traffic Control. The location, form, and character of informational, regulatory, and warning signs, of traffic signals and of curb and pavement or other markings installed or placed by any public authority, or other agency as authorized by K.S.A. § 8-2005, must conform to the latest version of the Manual on Uniform Traffic Control Devices (MUTCD) as adopted by the Secretary.
3. City Connecting Link. The Parties have a current agreement covering routine maintenance of the City Connecting Link and it is the Parties' intention that it shall remain in full force and effect. The mileage set out in the City Connecting Link maintenance agreement is not affected by this Agreement.
4. Civil Rights Act. The "Special Attachment No. 1: Civil Rights Act, Rev. 01.24.23" pertaining to the implementation of the Civil Rights Act of 1964, is attached and made a part of this Agreement.
5. Contractual Provisions. The provisions found in the current version of "Special Attachment No. 2, Contractual Provisions Attachment (Form DA-146a)", which is attached hereto, are incorporated into, and made a part of this Agreement.
6. Termination. If, in the judgment of the Secretary, sufficient funds are not appropriated to continue the function performed in this Agreement and for the payment of the charges hereunder, the Secretary may terminate this Agreement. The Secretary will participate in all costs approved by the Secretary incurred prior to the termination of the Agreement.
7. Headings. All headings in this Agreement have been included for convenience of reference only and are not to be deemed to control or affect the meaning or construction or the provisions herein.
8. Binding Agreement. This Agreement and all contracts entered into under the provisions of this Agreement shall be binding upon the Secretary and the City and their successors in office. The City shall not transfer or assign this Agreement or any rights that accrue thereunder without prior written approval from the Secretary.
9. No Third-Party Beneficiaries. No third-party beneficiaries are intended to be created by this Agreement and nothing in this Agreement authorizes third parties to maintain a suit for damages pursuant to the terms or provisions of this Agreement.
10. Counterparts. This Agreement may be executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same agreement.

11. Severability. If any provision of this Agreement is held invalid, the invalidity does not affect other provisions which can be given effect without the invalid provision, and to this end the provisions of this Agreement are severable.

***The signature page immediately follows this paragraph.***

**IN WITNESS WHEREOF** the Parties have caused this Agreement to be signed by their duly authorized officers as of the Effective Date.

ATTEST:

CITY OF PARSONS, KANSAS

\_\_\_\_\_  
CITY CLERK (Date)

\_\_\_\_\_  
Mayor (Date)

(SEAL)

Agreement No. 179-22  
Project No. 59-50 KA-3901-01  
Bureau of Road Design

Kansas Department of Transportation  
Secretary of Transportation

By: \_\_\_\_\_  
Greg M. Schieber, P.E. (Date)  
Deputy Secretary and  
State Transportation Engineer

Approved as to form:

## KANSAS DEPARTMENT OF TRANSPORTATION CIVIL RIGHTS ATTACHMENT

### PREAMBLE

The Secretary of Transportation for the State of Kansas, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. § 2000d to 2000d-4) and other nondiscrimination requirements and the Regulations, hereby notifies all contracting parties that it will affirmatively ensure that this contract will be implemented without discrimination on the grounds of race, color, national origin, sex, age, disability, income-level or Limited English Proficiency ("LEP").

### CLARIFICATION

Where the term "contractor" appears in the following "Nondiscrimination Clauses", the term "contractor" is understood to include all parties to contracts or agreements with the Secretary of Transportation, Kansas Department of Transportation. This Attachment shall govern should this Attachment conflict with provisions of the Document to which it is attached.

### ASSURANCE APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "contractor"), agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in its Federally-assisted programs of the U.S. Department of Transportation, the Federal Highway Administration (FHWA), the Federal Transit Administration ("FTA") or the Federal Aviation Administration ("FAA") as they may be amended from time to time which are herein incorporated by reference and made a part of this contract.
2. **Nondiscrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontractors, Including Procurements of Material and Equipment:** In all solicitations, either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the FHWA, Federal Transit Administration ("FTA"), or Federal Aviation Administration ("FAA") to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or, the FHWA, FTA, or FAA as appropriate, and shall set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of the contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the FHWA, FTA, or FAA may determine to be appropriate, including, but not limited to:
  - a. withholding payments to the contractor under the contract until the contractor complies; and/or
  - b. cancelling, terminating or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of the paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any



subcontract or procurement as the Recipient or the FHWA, FTA, or FAA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

#### ASSURANCE APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- The Federal Aid Highway Act of 1973 (23 U.S.C. § 324 et. seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794 et. seq.) as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et. seq.), prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 U.S.C. § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987 (PL No. 100-259), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures nondiscrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with LEP, and resulting agency guidance, national origin discrimination includes discrimination because of LEP. To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. § 1681)

State of Kansas  
Department of Administration DA-146a  
(Rev. 07-19)

**CONTRACTUAL PROVISIONS ATTACHMENT**

Important: This form contains mandatory contract provisions and must be attached to or incorporated in all copies of any contractual agreement. If it is attached to the vendor/contractor's standard contract form, then that form must be altered to contain the following provision:

The Provisions found in Contractual Provisions Attachment (Form DA-146a, Rev. 07-19), which is attached hereto, are hereby incorporated in this contract and made a part thereof.

The parties agree that the following provisions are hereby incorporated into the contract to which it is attached and made a part thereof, said contract being the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

1. **Terms Herein Controlling Provisions:** It is expressly agreed that the terms of each and every provision in this attachment shall prevail and control over the terms of any other conflicting provision in any other document relating to and a part of the contract in which this attachment is incorporated. Any terms that conflict or could be interpreted to conflict with this attachment are nullified.
2. **Kansas Law and Venue:** This contract shall be subject to, governed by, and construed according to the laws of the State of Kansas, and jurisdiction and venue of any suit in connection with this contract shall reside only in courts located in the State of Kansas.
3. **Termination Due To Lack Of Funding Appropriation:** If, in the judgment of the Director of Accounts and Reports, Department of Administration, sufficient funds are not appropriated to continue the function performed in this agreement and for the payment of the charges hereunder, State may terminate this agreement at the end of its current fiscal year. State agrees to give written notice of termination to contractor at least thirty (30) days prior to the end of its current fiscal year and shall give such notice for a greater period prior to the end of such fiscal year as may be provided in this contract, except that such notice shall not be required prior to ninety (90) days before the end of such fiscal year. Contractor shall have the right, at the end of such fiscal year, to take possession of any equipment provided State under the contract. State will pay to the contractor all regular contractual payments incurred through the end of such fiscal year, plus contractual charges incidental to the return of any such equipment. Upon termination of the agreement by State, title to any such equipment shall revert to contractor at the end of the State's current fiscal year. The termination of the contract pursuant to this paragraph shall not cause any penalty to be charged to the agency or the contractor.
4. **Disclaimer Of Liability:** No provision of this contract will be given effect that attempts to require the State of Kansas or its agencies to defend, hold harmless, or indemnify any contractor or third party for any acts or omissions. The liability of the State of Kansas is defined under the Kansas Tort Claims Act (K.S.A. 75-6101, *et seq.*).
5. **Anti-Discrimination Clause:** The contractor agrees: (a) to comply with the Kansas Act Against Discrimination (K.S.A. 44-1001, *et seq.*) and the Kansas Age Discrimination in Employment Act (K.S.A. 44-1111, *et seq.*) and the applicable provisions of the Americans With Disabilities Act (42 U.S.C. 12101, *et seq.*) (ADA), and Kansas Executive Order No. 19-02, and to not discriminate against any person because of race, color, gender, sexual orientation, gender identity or expression, religion, national origin, ancestry, age, military or veteran status, disability status, marital or family status, genetic information, or political affiliation that is unrelated to the person's ability to reasonably perform the duties of a particular job or position; (b) to include in all solicitations or advertisements for employees, the phrase "equal opportunity employer"; (c) to

comply with the reporting requirements set out at K.S.A. 44-1031 and K.S.A. 44-1116; (d) to include those provisions in every subcontract or purchase order so that they are binding upon such subcontractor or vendor; (e) that a failure to comply with the reporting requirements of (c) above or if the contractor is found guilty of any violation of such acts by the Kansas Human Rights Commission, such violation shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration; (f) Contractor agrees to comply with all applicable state and federal anti-discrimination laws and regulations; (g) Contractor agrees all hiring must be on the basis of individual merit and qualifications, and discrimination or harassment of persons for the reasons stated above is prohibited; and (h) if it is determined that the contractor has violated the provisions of any portion of this paragraph, such violation shall constitute a breach of contract and the contract may be canceled, terminated, or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration.

6. **Acceptance of Contract:** This contract shall not be considered accepted, approved or otherwise effective until the statutorily required approvals and certifications have been given.
7. **Arbitration, Damages, Warranties:** Notwithstanding any language to the contrary, no interpretation of this contract shall find that the State or its agencies have agreed to binding arbitration, or the payment of damages or penalties. Further, the State of Kansas and its agencies do not agree to pay attorney fees, costs, or late payment charges beyond those available under the Kansas Prompt Payment Act (K.S.A. 75-6403), and no provision will be given effect that attempts to exclude, modify, disclaim or otherwise attempt to limit any damages available to the State of Kansas or its agencies at law, including but not limited to, the implied warranties of merchantability and fitness for a particular purpose.
8. **Representative's Authority to Contract:** By signing this contract, the representative of the contractor thereby represents that such person is duly authorized by the contractor to execute this contract on behalf of the contractor and that the contractor agrees to be bound by the provisions thereof.
9. **Responsibility for Taxes:** The State of Kansas and its agencies shall not be responsible for, nor indemnify a contractor for, any federal, state or local taxes which may be imposed or levied upon the subject matter of this contract.
10. **Insurance:** The State of Kansas and its agencies shall not be required to purchase any insurance against loss or damage to property or any other subject matter relating to this contract, nor shall this contract require them to establish a "self-insurance" fund to protect against any such loss or damage. Subject to the provisions of the Kansas Tort Claims Act (K.S.A. 75-6101, *et seq.*), the contractor shall bear the risk of any loss or damage to any property in which the contractor holds title.
11. **Information:** No provision of this contract shall be construed as limiting the Legislative Division of Post Audit from having access to information pursuant to K.S.A. 46-1101, *et seq.*
12. **The Eleventh Amendment:** "The Eleventh Amendment is an inherent and incumbent protection with the State of Kansas and need not be reserved, but prudence requires the State to reiterate that nothing related to this contract shall be deemed a waiver of the Eleventh Amendment."
13. **Campaign Contributions / Lobbying:** Funds provided through a grant award or contract shall not be given or received in exchange for the making of a campaign contribution. No part of the funds provided through this contract shall be used to influence or attempt to influence an officer or employee of any State of Kansas agency or a member of the Legislature regarding any pending legislation or the awarding, extension, continuation, renewal, amendment or modification of any government contract, grant, loan, or cooperative agreement.

# **Memorandum**

City of Parsons

Economic Development Dept.

**TO:** Debbie Lamb, City Manager

**FROM:** Jim Zaleski, Economic Development Director

**CC:** Robyn Baker, City Clerk

**Date:** April 29, 2024

**RE:** Request for Retail Recruitment Grant

Please place the following item on the City Commission agenda for approval at the May 6, 2024 city commission meeting.

## **Project History**

Under the terms of the retail recruitment grant program the City will provide an assistance grant to Broken Egg Diner LLC not to exceed the sum of Five Thousand dollars (\$5,000.00), to be used by Broken Egg Diner LLC to assist in the establishment, building and equipping of a retail business. The Grant shall be funded only from Economic Development funds available to the City through a special sales tax for that purpose and must be matched by Twenty-Five thousand (\$25,000) of owner funds. The business has completed the requirements for the grant.

## **Action Request**

To approve the Assistance Grant to Broken Egg Diner LLC in the sum of Five Thousand dollars (\$5,000.00) under the terms of the Retail Recruitment Grant

Memorandum  
City of Parsons  
Utilities Department

**TO:** Debbie Lamb, City Manager

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

**DATE:** April 30, 2024

**RE:** Pay Request No. 9, 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 May 6, 2024 meeting:

**Pay Request No. 9, 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 \$10,200.00 for work completed through 3/30/24.

**Funding Source**

EPA Compliance Funds

**Action Request**

Approve and authorize payment for Pay Request No. 9, in the amount of \$10,200.00 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. 1200612111  
Invoice Date 4/15/2024  
Month Ending 3/30/2024  
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 03/30/24

	Fee	% Complete	Fee Earned To Date	Previously Invoiced	Current Amount Due
<b>Professional Engineering Services</b>					
Task 1 - Project Management	\$ 12,000.00	84%	\$ 10,080.00	\$ 10,000.00	\$ 80.00
Task 2 - Final Design - 21st Street Basins (N&S)	\$ 162,000.00	75%	\$ 121,500.00	\$ 113,400.00	\$ 8,100.00
Task 3 - Survey & Final Design - Rosewood	\$ 53,000.00	72%	\$ 38,160.00	\$ 37,100.00	\$ 1,060.00
Task 4 - Final Design - Downtown	\$ 48,000.00	72%	\$ 34,560.00	\$ 33,600.00	\$ 960.00
Overall Project	\$ 275,000.00	74%	\$ 204,300.00	\$ 194,100.00	\$ 10,200.00
<b>TOTAL AMOUNT DUE THIS INVOICE</b>					<b>\$ 10,200.00</b>

TOTAL FEE \$ 275,000.00  
TOTAL AMOUNT BILLED TO DATE \$ 204,300.00  
TOTAL FEE REMAINING \$ 70,700.00

Approved By: Eric Farrow, P.E.

Memorandum  
City of Parsons  
Utilities Department

**TO:** Debbie Lamb, City Manager

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

**DATE:** April 30, 2024

**RE:** Pay Request No. 8, Trekk Design Group, LLC Project 2022-10 Lead Service Line Inventory

Please include the following item on the City Commission consent agenda for consideration at the May 6, 2024 meeting:

**Pay Request No. 8, Trekk Design Group, LLC Project 2022-10 Lead Service Line Inventory**

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

The attached pay request is for Invoice No. 24-000091 for work completed through 4/17/24 in the amount of \$46,798.11.

Remaining balance is \$79,519.47.

**Funding Source**

State Revolving Loan Funds

**Action Request**

Approve Pay Request No. 8 in the amount of \$46,798.11 to Trekk Design Group, LLC.

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



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

Invoice number 24-000091  
Date 04/17/2024

Project 22-0499 Parsons KS Lead Service  
Inventory

Services through 03/31/2024

## 1.2 - Project Administration

### Labor Fees

	Hours	Rate	Billed Amount
Project Administrator	4.25	95.00	403.75
Industry Specialist I	14.25	160.00	2,280.00
Senior Professional Engineer	8.00	212.00	1,696.00
Phase subtotal			4,379.75

## 1.3 - Progress Meetings

### Labor Fees

	Hours	Rate	Billed Amount
Industry Specialist I	8.50	160.00	1,360.00

## 2.1-2.2 - Public Outreach and Education

### Labor Fees

	Hours	Rate	Billed Amount
Industry Specialist I	12.50	160.00	2,000.00
Office Technician II	6.25	85.00	531.25
Phase subtotal			2,531.25

## 2.3 - Appointment Phone Calls and Email Replies

### Labor Fees

	Hours	Rate	Billed Amount
Field Manager	15.00	122.00	1,830.00

## 3.1 - Field - Lead Service Inventory

### Labor Fees

	Hours	Rate	Billed Amount
Field Manager	50.00	122.00	6,100.00
Field Technician II	217.50	95.00	20,662.50
Industry Specialist I	1.25	160.00	200.00

### EXPENSES

	Units	Rate	Billed Amount
Mobilizations	3.00	1,500.00	4,500.00
Phase subtotal			31,462.50

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**4.0 - Lead Service Inventory Update**

Labor Fees

	Hours	Rate	Billed Amount
Industry Specialist I	2.00	160.00	320.00
Office Technician II	26.00	85.00	2,210.00
Phase subtotal			2,530.00

**Expenses**

EXPENSES

	Units	Rate	Billed Amount
Printing & Reproduction	1.00	1,208.50	1,208.50

**Mileage**

EXPENSES

	Units	Rate	Billed Amount
Company Truck Miles	252.00	0.67	168.84
	304.00	0.67	203.68
	277.00	0.67	185.59
	157.00	0.67	105.19
	415.00	0.67	278.05
	161.00	0.67	107.87
	41.00	0.67	27.47
	97.00	0.67	64.99
	167.00	0.67	111.89
	8.00	0.67	5.36
	160.00	0.67	107.20
	9.00	0.67	6.03
	12.00	0.67	8.04
	173.00	0.67	115.91
Subtotal			1,496.11
Phase subtotal			1,496.11

Invoice total **46,798.11**

**Invoice Summary**

	Contract Amount	Prior Billed	This Invoice	Total Billed	Remaining	Remaining Percent
Total	324,156.75	197,839.17	46,798.11	244,637.28	79,519.47	24.53

# **Memorandum**

City of Parsons

Economic Development Dept.

**TO:** Debbie Lamb, City Manager  
**FROM:** Jim Zaleski, Economic Development Director  
**CC:** Robyn Baker, City Clerk  
**Date:** April 29, 2024  
**RE:** Chamber of Commerce MOU

Please place the following item on the City Commission agenda for approval at the May 6, 2024 city commission meeting.

## **Project History**

The Parsons Chamber of Commerce currently rents at no cost the former east branch location of Labette Bank, currently owned by the City. Additional subsidy has been requested by the Chamber as has been done in past years. The submitted MOU outlines that subsidy as follows for 2024. \$10,000 in direct operational subsidy, \$8,000 in additional "Gold" sponsorship opportunities and limited 50/50 assistance on utilities.

This new MOU also allows for a direct "presenting" sponsorship of the annual Fourth of July Fireworks in the amount of \$10,000.

## **Action Request**

To approve the agreement between the City of Parsons and the Parsons Chamber of Commerce under the terms of the outlined and included MOU



**Parsons Chamber of Commerce  
Memorandum of Understanding**



This agreement is entered into this \_\_\_\_ day of \_\_\_\_\_ 2024, between The City of Parsons Convention and Visitors Bureau, a municipal corporation, hereafter referred to as "Bureau" and the Parsons Chamber of Commerce, hereafter referred to as "Chamber." This understanding will be in effect beginning on January 1 and ending on December 31, 2024.

**Agreement Summary:**

This agreement between the Bureau and the Chamber is for the fulfillment services, management of the 24-hour visitor information center and carrying out fulfillment duties on behalf of the Bureau. Such duties include but are not limited to storage of brochures, maps, guides and other informational collateral as provided by the Bureau or an independent source. This includes the ordering of material, stocking, cleaning and upkeep of the 24-hour visitor center and subsequent visitor information racks throughout the city and region.

**Additional Services provided by Chamber:**

- a. The Chamber will provide reasonable on-site storage to keep the necessary brochures, guides, maps and other collateral to fulfill customer requests, fulfillment needs and the stocking of information rack brochures.
- b. The Chamber will receive, process, package and forward all requests for collateral and/or information from potential visitors via e-mail, walk-in, or other means directly to the requesting party. (direct postage fees to be paid by Bureau)
- c. The Chamber will provide an individual to visit and stock visitor information racks during regular business hours on a specified schedule set by the Chamber. Rack locations include but are not limited to Holiday Inn Express, Quality Inn, Best Western Hotel, Stockyards Travel Plaza and others as decided upon.
- d. There will be no additional processing, storage or set-up fees beyond actual expenses for fulfillment, printing, postage, phone services, etc.
- e. Additional tourism liaison duties between the state tourism office and the information locations in Parsons for the proper ordering, receiving and subsequent stocking of those statewide materials provided through the Kansas State Tourism Office.
- f. As part of this liaison position the chamber will provide input and data to the state tourism web site to promote attractions and events throughout Parsons and Labette County.

**Facility:**

The Chamber will rent from the Bureau the facility located at 506 Main Street, Parsons, KS. Said lease shall be in effect during the term of this agreement. Consideration for said lease shall be the duties performed by Chamber under the terms of this Memorandum of Understanding. The Chamber will be responsible for general upkeep, maintenance, and small repairs, except that the Bureau agrees to reimburse Chamber for up to 50% of the cost of said upkeep, maintenance, and small repairs in amount



**Parsons Chamber of Commerce  
Memorandum of Understanding**



**Facility (continued):**

not to exceed \$1,000.00. Chamber will be responsible for all utilities except that the Bureau agrees to reimburse Chamber for one half of all utilities (water/sewer, gas and electric) in an amount not to exceed \$3,000.00 for the term of the lease, although the Chamber reserves the right to request reimbursement in excess of \$3,000.00 if exigent circumstances warrant said request. Bureau is not obligated to grant said request. The responsibility for the cost of large repairs and unexpected costs will be negotiated between the parties on a case-by-case basis with both parties being expected to share in the cost of said items unless agreed otherwise. Any amount due under the terms of this paragraph shall be billed quarterly and any amounts paid by Bureau to Chamber herein are considered separate from any other payments or subsidies paid by Bureau to Chamber in other parts of this Memorandum of Understanding not related to the rental of the facility.

**2024 Subsidy Payment Schedule:**

The Bureau will pay the Chamber two \$5,000.00 payments upon being invoiced in July and October, for an annual total of \$10,000.00. This subsidy shall be consideration for the duties performed herein, except that it shall not count towards any other sums owed by Bureau to Chamber described in other parts of this Memorandum of Understanding.

**Bureau to Provide:**

- a. The Bureau will continue with the responsibility of the visual look and aesthetic value of all information distribution locations including the visitors' center located in the chamber offices; this includes cost and upkeep of all brochure racks, furniture and displays. (*Daily maintenance and stocking to be done by the Chamber as described above*)
- b. The Bureau will provide background information and training as requested by the Chamber to allow for the efficient and effective answering of inquiries from visitors.
- c. The Bureau will provide or assume the financial responsibility of all printed material including but not limited to guides, brochures and bags. Maps and business locator information will continue to be the responsibility of the Chamber.

**Chamber Additional Funds:**

The Bureau agrees to pay \$8,000.00 per year, paid in two installments, to be considered a "Gold" level sponsor in the Chamber sponsored events described in Addendum A. Chamber shall invoice the Bureau for said payment at the same time it invoices the Bureau for its 2024 subsidy payments.



**Parsons Chamber of Commerce  
Memorandum of Understanding**



**Fireworks Subsidy:**

The Bureau agrees to provide in addition to the other sums described herein, \$10,000 to be paid upon invoice for the annual city-wide fireworks display to be coordinated by the Chamber with assistance from city services on July 4, 2024. The Chamber agrees to the following items:

1. The branding of the event will now read, "City of Parsons Fireworks Display" on all collateral and printed material associated with the event.
2. Additional sponsors, including the Chamber, may receive subsequent promotion in printed material as subordinate or "supporting sponsors".
3. Fiscal year 2025 and beyond support will be dependent (if available from the vendor) upon a multi-year contract signed in 2024 providing subsequent lower pricing and/or additional product from the supplier.
4. Fiscal year 2025 and beyond support will be dependent (if available from the vendor) upon an early payment clause in the contract signed in 2024 also providing subsequent lower pricing and/or additional product from the supplier.
5. The Bureau will pay for the printing costs of any banners, or other promotional material containing the "City of Parsons Fireworks Display" message on them. This will be done at the Bureau's discretion and this payment will be in addition to the \$10,000 subsidy.

Both Parties agree to this negotiate this agreement annually, with the Chamber providing the following year funding request to the City no later than September 1.

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Eric Strait, Mayor City of Parsons

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Liz Cochran, Executive Director, Parsons Area Chamber of Commerce

# À LA CARTE SPONSORSHIPS



**CHOOSE WHAT EVENTS YOU  
SPONSOR BASED ON YOUR  
INTERESTS AND BUDGET**

## **GOLF TOURNAMENT**

**APRIL 27**

Platinum \$5,000.00  
Gold \$2,500.00  
Silver \$1,000.00  
Bronze \$500.00  
Gold sponsor \$100.00

## **FIREWORKS**

**JULY 4**

Platinum \$2,500.00  
Gold \$1,500.00  
Silver \$1,000.00  
Bronze \$500

## **MOONLIGHT MADNESS**

**AUGUST 23**

Platinum \$5,000.00  
Gold \$2,500.00  
Silver \$1,000.00  
Bronze \$500

## **PK FESTIVAL OF ART**

**OCTOBER 5**

Platinum \$2,500.00  
Gold \$1,500.00  
Silver \$1,000.00  
Bronze \$500

## **VETERANS DAY**

**PARADE**

**NOVEMBER 11**

Platinum \$1,000.00  
Gold \$750.00  
Silver \$500.00  
Bronze \$250

## **CHRISTMAS PARADE**

**DECEMBER 5**

Platinum \$2,500.00  
Gold \$1,500.00  
Silver \$1,000.00  
Bronze \$500

## **HOMETOWN HOLIDAY**

**DECEMBER 14**

Platinum \$2,500.00  
Gold \$1,500.00  
Silver \$1,000.00  
Bronze \$500

## **2025 ANNUAL BANQUET**

**JANUARY 25**

Platinum \$5,000.00  
Gold \$2,500.00  
Silver \$1,000.00  
Bronze \$500

## **WEBSITE ADVERTISING**

Premium \$2,500.00  
Category \$1,000.00  
Banner Ad \$500.00  
Logo \$100.00

## **INDIVIDUAL**

**SPONSORSHIPS**

**ARE IN ADDITION TO  
ANNUAL CHAMBER  
DUES.**

# Memorandum

City of Parsons

Economic Development Dept.

**TO:** Debbie Lamb, City Manager  
**FROM:** Jim Zaleski, Economic Development Director  
**CC:** Robyn Baker, City Clerk  
**Date:** April 29, 2024  
**RE:** 23 acres supplemental engineering

Please place the following item on the City Commission agenda for approval at the May 6, 2024 city commission meeting.

## Project History

Changes to the 23 acres development planned along Queens Road include additional land both north and south of the original footprint. The quote to expand the engineering to include topographical survey, relocation of the retention pond, the potential addition of another retention pond, upgraded plat, updated storm water, drainage and new calculation of potential cost have been recalculated and an additional \$33,581 has been bid on the project.

## Action Request

To approve the agreement between the City of Parsons and BG Consultants under the new terms of the supplemental agreement provided by BG Consultants.

**Supplemental Agreement No. 1  
to  
Agreement – Consultant-Client  
Between  
City of Parsons, KS and BG Consultants, Inc.  
For  
Preliminary Plat – Northeast Subdivision  
Kay Lane Extension to Queens Road  
Parsons, Kansas**

The purpose of this Supplement No. 1 is to modify the scope of services of the original contract. **City of Parsons, KS**, hereinafter called the CLIENT, and **BG Consultants, Inc.**, hereinafter called the CONSULTANT, were parties to the original AGREEMENT. This agreement is a supplement to the AGREEMENT between the CLIENT and the CONSULTANT dated February 20, 2023.

**SECTION I – SCOPE OF SERVICES**

Under the terms of Supplemental Agreement No. 1, the CLIENT and CONSULTANT agree to modify the AGREEMENT as follows:

Add the following section to Exhibit 1:

**ADDITIONAL PRELIMINARY PLATTING SERVICES**

The CLIENT has requested additional Preliminary Platting services by adjusting the north line of the development approximately 200 feet north and 100 feet south. Reference the figure named Preliminary Plat 12-5-23 More Lots. The scope of the work is as follows:

1. Provide additional topographic survey to the north and south of the existing survey. The additional survey extents will be approximately 1600'x250' to the north and 500'x200' to the south.
2. Update the lot layout, sanitary sewer layout, waterline layout and storm sewer layout.
3. Update preliminary grading for the layout.
4. Update the storm water evaluation and drainage technical memo. An additional detention basin may be needed at the northwest portion of the development.
5. Update the Engineer's Opinion of Probable Costs.
6. The survey crew will be scheduled upon request from the CLIENT only.

**SECTION II – COMPENSATION**

For the scope of services listed above, the CLIENT agrees to pay the CONSULTANT a Lump Sum fee of \$33,581 for the additional scope of services.



Billing procedures and all other items pertaining to compensation are as described in the AGREEMENT.

### SECTION III – OTHER MATTERS

It is mutually agreed and understood that all terms of the original AGREEMENT, not specifically revised by this Supplement No. 1, shall remain unchanged and in full force.

IN WITNESS WHEREOF, the parties have executed this Supplement No. 1 on this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

City of Parsons, KS  
CLIENT

BG Consultants, Inc.  
CONSULTANT

By \_\_\_\_\_

By \_\_\_\_\_  
**Bruce Boettcher, P.E.**

Title \_\_\_\_\_

Title Vice President

Date \_\_\_\_\_

Date April 12, 2024

# Memorandum

## City of Parsons

**TO: Debbie Lamb, City Manager**  
**FROM: Bob Spinks, Chief of Police**  
**CC:**  
**Date: April 24, 2024**  
**RE: Acceptance of 5-Year Subscription to Omnigo for Police RMS**

### **BACKGROUND INFORMATION:**

Omnigo is the police department's records management and computer aided dispatch provider. This past year, the department upgraded the core modules in the software package to enhance our lock-up booking process, and case tracking and assignment for the Investigations Division. Omnigo also provides our internal email system, crime mapping and personnel records tracking. There are several other agencies in our region that are Omnigo customers, which means we can access their data bases which is extremely valuable from a criminal investigations point of view.

Omnigo is a records management system (RMS) provider for about 500 medium sized agencies across the US with a focus in the Midwest. They are based out St Louis (MO).

Omnigo has been our RMS provider for nearly a decade, and we see no better or more economical option for managing our records and dispatch function on the horizon.

Omnigo, like many law enforcement vendors, is trying to migrate their customers to 5-year subscriptions instead of the traditional year-to-year pricing. We would anticipate a rising annual cost if we stayed with the current year-to-year pricing, probably in the neighborhood of no less than 10% increases that could accelerate to as much as 20% annually.

Our current 2023 billing for Omnigo RMS services was \$25,870.49 County 911 paid \$6,336.04 for a total of \$32,206.53. County 911 pays a percentage of the cost for the RMS that touches the 911 System. That proportional payment will continue into the future. We negotiate that County contribution annually.

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**DISCUSSION/ANALYSIS:**

Omnigo is proposing a 5-year RMS subscription that would total \$198,176.60.

2024	2025	2026	2027	2028	Total Cost Over 5 years
\$34,461.10	\$36,873.21	\$39,454.58	\$42,216.28	\$45,171.43	\$198,176.60
+2,254.57	+ \$2,412.11	\$2,581.37	\$2,761.70	\$2,955.15	

**NOTE:** County 911 will continue to provide a proportional payment toward our RMS based on the CAD that touches the 911 system. Those dollars come from the 911 telephone tax.

**BUDGET IMPLICATIONS:**

The funding for this project will come from annual budgeted general fund dollars in the police budget.

**ACTION REQUESTED:**

The Parsons Police Department has done its due diligence in trying to evaluate and select the most cost-effective system and has found no other viable option to the Omnigo RMS product.

**Authorize the City Manager to accept the proposed 5-year subscription for police records management services from Omnigo.**

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Omnigo Software, LLC  
10430 Baur Blvd.  
Saint Louis, MO 63132 US  
www.Omnigo.com  
Phone: (800) 814-4843

Prepared By:  
Preparer Email:  
Quote Number:  
Created Date:  
Offer Valid Through:  
Subscription Term (Months):  
Subscription Start Date:

Shannon Dandridge  
shannon.dandridge@omnigo.com  
Q-40805-1  
2/17/2024 11:28 AM  
3/18/2024  
60  
2/1/2024

**Bill To**  
PARSONS POLICE DEPARTMENT (KS)  
Robert Spinks  
rspinks@parsonspd.com  
217 North Central Avenue  
Parsons, Kansas 67357  
United States

**Ship To**  
PARSONS POLICE DEPARTMENT (KS)  
Robert Spinks  
rspinks@parsonspd.com  
217 North Central Avenue  
Parsons, Kansas 67357  
United States

Subscriptions	Qty	Unit Price	Total Sale Price
<b>ITI - Records Management (RMS)</b>	<b>120.00</b>	<b>\$2,680.41</b>	<b>\$64,329.84</b>
Year 1	24.00	\$466.10	\$11,186.40
Year 2	24.00	\$498.72	\$11,969.28
Year 3	24.00	\$533.64	\$12,807.36
Year 4	24.00	\$570.99	\$13,703.76
Year 5	24.00	\$610.96	\$14,663.04
<b>ITI - Records Management (RMS)</b>	<b>20.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
Year 1	4.00	\$0.00	\$0.00
Year 2	4.00	\$0.00	\$0.00
Year 3	4.00	\$0.00	\$0.00
Year 4	4.00	\$0.00	\$0.00
Year 5	4.00	\$0.00	\$0.00
<b>ITI - Mobile Patrol</b>	<b>90.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
Year 1	18.00	\$0.00	\$0.00
Year 2	18.00	\$0.00	\$0.00
Year 3	18.00	\$0.00	\$0.00
Year 4	18.00	\$0.00	\$0.00
Year 5	18.00	\$0.00	\$0.00
<b>ITI - Computer Aided Dispatch Workstations</b>	<b>10.00</b>	<b>\$26,316.58</b>	<b>\$52,633.16</b>
Year 1	2.0	\$4,576.21	\$9,152.42
Year 2	2.0	\$4,896.54	\$9,793.08
Year 3	2.0	\$5,239.30	\$10,478.60
Year 4	2.0	\$5,606.05	\$11,212.10
Year 5	2.0	\$5,998.48	\$11,996.96
<b>ITI - Computer Aided Dispatch Workstations</b>	<b>10.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
Year 1	2.0	\$0.00	\$0.00
Year 2	2.0	\$0.00	\$0.00

Subscriptions	Qty	Unit Price	Total Sale Price
Year 3	2.0	\$0.00	\$0.00
Year 4	2.0	\$0.00	\$0.00
Year 5	2.0	\$0.00	\$0.00
<b>ITI - CAD E911</b>	<b>5.00</b>	<b>\$13,685.11</b>	<b>\$13,685.11</b>
Year 1	1.00	\$2,379.71	\$2,379.71
Year 2	1.00	\$2,546.30	\$2,546.30
Year 3	1.00	\$2,724.53	\$2,724.53
Year 4	1.00	\$2,915.25	\$2,915.25
Year 5	1.00	\$3,119.32	\$3,119.32
<b>ITI - Jail Management (JMS)</b>	<b>100.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
Year 1	20.00	\$0.00	\$0.00
Year 2	20.00	\$0.00	\$0.00
Year 3	20.00	\$0.00	\$0.00
Year 4	20.00	\$0.00	\$0.00
Year 5	20.00	\$0.00	\$0.00
<b>ITI - JMS Livescan Cross Match</b>	<b>5.00</b>	<b>\$13,685.10</b>	<b>\$13,685.10</b>
Year 1	1.00	\$2,379.71	\$2,379.71
Year 2	1.00	\$2,546.29	\$2,546.29
Year 3	1.00	\$2,724.54	\$2,724.54
Year 4	1.00	\$2,915.25	\$2,915.25
Year 5	1.00	\$3,119.31	\$3,119.31
<b>ITI NCIC - Kansas</b>	<b>5.00</b>	<b>\$13,685.10</b>	<b>\$13,685.10</b>
Year 1	1.00	\$2,379.71	\$2,379.71
Year 2	1.00	\$2,546.29	\$2,546.29
Year 3	1.00	\$2,724.54	\$2,724.54
Year 4	1.00	\$2,915.25	\$2,915.25
Year 5	1.00	\$3,119.31	\$3,119.31
<b>ITI RMS - KS KLER</b>	<b>5.00</b>	<b>\$13,685.10</b>	<b>\$13,685.10</b>
Year 1	1.00	\$2,379.71	\$2,379.71
Year 2	1.00	\$2,546.29	\$2,546.29
Year 3	1.00	\$2,724.53	\$2,724.53
Year 4	1.00	\$2,915.25	\$2,915.25
Year 5	1.00	\$3,119.32	\$3,119.32
<b>ITI - Map - Google Maps</b>	<b>5.00</b>	<b>\$16,528.96</b>	<b>\$16,528.96</b>
Year 1	1.00	\$2,874.23	\$2,874.23
Year 2	1.00	\$3,075.43	\$3,075.43
Year 3	1.00	\$3,290.71	\$3,290.71
Year 4	1.00	\$3,521.06	\$3,521.06
Year 5	1.00	\$3,767.53	\$3,767.53
<b>ITI NIBRS - Kansas</b>	<b>5.00</b>	<b>\$9,944.23</b>	<b>\$9,944.23</b>
Year 1	1.00	\$1,729.21	\$1,729.21
Year 2	1.00	\$1,850.25	\$1,850.25

Subscriptions	Qty	Unit Price	Total Sale Price
Year 3	1.00	\$1,979.77	\$1,979.77
Year 4	1.00	\$2,118.36	\$2,118.36
Year 5	1.00	\$2,266.64	\$2,266.64
<b>ITI - Policy Manual</b>	<b>5.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
Year 1	1.00	\$0.00	\$0.00
Year 2	1.00	\$0.00	\$0.00
Year 3	1.00	\$0.00	\$0.00
Year 4	1.00	\$0.00	\$0.00
Year 5	1.00	\$0.00	\$0.00
<b>ITI - Asset / Fleet Management</b>	<b>5.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
Year 1	1.00	\$0.00	\$0.00
Year 2	1.00	\$0.00	\$0.00
Year 3	1.00	\$0.00	\$0.00
Year 4	1.00	\$0.00	\$0.00
Year 5	1.00	\$0.00	\$0.00
<b>Omnigo Eversure: Continuous Training, Consulting, and Support</b>	<b>5.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
Year 1	1.0	\$0.00	\$0.00
Year 2	1.0	\$0.00	\$0.00
Year 3	1.0	\$0.00	\$0.00
Year 4	1.0	\$0.00	\$0.00
Year 5	1.0	\$0.00	\$0.00
<b>TOTAL:</b>			<b>\$198,176.60</b>

Subscription Name	Description
ITI - Records Management (RMS)	Includes Use of Force, Incident Reporting, Summons, Racial Profiling
ITI - Mobile Patrol	View CAD event data and respond to it on any device ( For non RMS customers)
ITI - Computer Aided Dispatch Workstations	CAD + Dispatch Monitor
ITI - CAD E911	CAD E911
ITI - Jail Management (JMS)	Specify # of jail beds
ITI - JMS Livescan Cross Match	JMS Livescan Cross Match
ITI NCIC - Kansas	ITI NCIC - Kansas
ITI RMS - KS KLER	RMS - KS KLER
ITI - Map - Google Maps	Map - Google Maps
ITI NIBRS - Kansas	ITI NIBRS - Kansas
ITI - Policy Manual	Policy Manual
ITI - Asset / Fleet Management	Asset / Fleet Management
Omnigo Eversure: Continuous Training, Consulting, and Support	Continuous Training, Consulting, and Support

<b>First Invoice Total</b>	<b>\$34,461.10</b>
<b>Second Year</b>	<b>\$36,873.21</b>

	<b>Third Year</b>	<b>\$39,454.58</b>
	<b>Fourth Year</b>	<b>\$42,216.28</b>
	<b>Fifth Year</b>	<b>\$45,171.43</b>
	<b>Grand Total</b>	<b>\$198,176.60</b>

*Prices shown above do not include any taxes that may apply. Any applicable taxes will be invoiced. For customers based in the United States, any applicable taxes will be determined based on the laws and regulations of the taxing authorities governing the "Ship To" location provided by the Customer on this Sales Order Form. Payment terms are 30 days from invoice date. Payments accepted via check, ACH or wire transfer. Amounts in USD. Pricing quoted herein is subject to an annual increase for each year of the contracted term.*

*This Sales Order Form is governed by the terms of the Omnigo Master Subscription Agreement, which can be found at: [www.omnigo.com/master-subscription-agreement](http://www.omnigo.com/master-subscription-agreement) or such other definitive agreement entered into by and between Omnigo and a customer governing such Sales Order.*

**Signature:**

\_\_\_\_\_

**Signature Date:**

\_\_\_\_\_

**Name (Print):**

\_\_\_\_\_

**Title:**

\_\_\_\_\_

**Is a PO required for purchase?**

\_\_\_\_\_

**PO Number, if issued:**

\_\_\_\_\_

Memorandum  
City of Parsons  
Planning & Zoning Department

**TO:** Debbie Lamb, City Manager  
**FROM:** Laura Moore, Planning and Zoning Administrator  
**DATE:** May 1, 2024  
**RE:** Request for Zoning Classification Change

Please include the following item on the City Commission agenda for consideration at the May 6, 2024 meeting:

**Ordinance No. 6558 Zoning Classification Change**

**Information**

The Planning Commission conducted a Public Hearing on April 16, 2024 for a request from Davis & Sterling Group LLC to change the zoning district classification from R-1 Single-Family Residential District to C-3 Service Commercial District. The vote was unanimous to recommend to the Parsons City Commission the approval of the requested zoning change.

**Action Requested**

Adopt Ordinance No. 6558 and authorize Mayor's signature.

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**ORDINANCE NO. 6558**

**AN ORDINANCE CHANGING THE ZONING DISTRICT CLASSIFICATION OF CERTAIN PROPERTY LOCATED IN THE CITY OF PARSONS, KANSAS, UNDER THE AUTHORITY GRANTED BY THE ZONING REGULATIONS OF THE CITY AS ORIGINALLY APPROVED BY ORDINANCE NO. 5957.**

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

SECTION 1. Having received a recommendation from the Parsons City Planning Commission and proper notice having been given and hearing held as provided by law and under authority and subject to the provisions of the Zoning Regulations of the City as originally approved by Ordinance No. 5957, the zoning district classification of the property legally described herein is changed as follows:

Change of zoning district classification from R-1 Single-Family Residential District to C-3 Service Commercial District

Lots 1 & E1/2 of Lot 2, Block 180, Parsons 4<sup>th</sup> Addition, City of Parsons, Labette County, Kansas (Davis & Sterling Group LLC, Owner/Petitioner)

General location: 112 N 13th Street

SECTION 2. Upon the taking effect of this Ordinance, the above zoning change shall be entered and shown on the Official Zoning Map (s) as previously adopted by reference and said map(s) is hereby reincorporated as a part of the Zoning Regulations as amended.

SECTION 3. This Ordinance shall take effect and be in force from and after its passage, approval and publication once in the official city newspaper.

PASSED THIS 6<sup>th</sup> day of May, 2024.





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

ATTEST:

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

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# LEGEND

- R-1: 
- R-2: 
- C-3: 
- AREA REQUESTING ZONING CHANGE: 



## NOTE:

REQUEST TO REZONE:  
LOT 1 AND THE E<sup>1</sup>/<sub>2</sub> OF LOT 2,  
BLOCK 180, PARSONS 4TH ADDITION  
TO THE CITY OF PARSONS,  
LABETTE COUNTY, KANSAS  
FROM R-1 TO C-3

THIS IS NOT INTENDED  
AS A LEGAL SURVEY

OFFICE OF THE CITY CLERK

DRAWN BY:	DC	PROPOSED ZONING CHANGE
DATE:	4/10/24	LOT 1 & E <sup>1</sup> / <sub>2</sub> LOT 2, BLOCK 180
SCALE:	NONE	4TH ADDITION TO THE
PAGE:	1 OF 1	CITY OF PARSONS, KS.

SAVED AS: 112 N 13TH DAVIS AND STERLING GROUP LLC - ZONING CHANGE

## FACTORS

Petitioner: Davis-Sterling Group (Brad & Jessica Rush)  
 Location: 112 N 13th

Current Classification: R-1 Single-Family Residential District Request: C-3 Service Commercial District

Item	Factor	Agree	Disagree
1.	What are the existing uses of property and their character and condition on the subject property and in the surrounding neighborhood?		
	COMMENTS: The current property has an upstairs apartment and vacant commercial area downstairs. This property was considered non-conforming with current zoning regulations. The lower half of the structure was previously used as a commercial business. Since the lower half of the property has been vacant for more than 12 months the structure reverts to the current zoning district of the area.		
2.	What is the current zoning of the subject property and that of the surrounding neighborhood in relationship to the requested change in zoning classification?		
	COMMENTS: Current zone is R-1 Single-Family District. The surrounding neighborhood area is C-3 Service Commercial District on the south, R-1 Single-Family Residential District on the north and west, and R-2 Two-Family Residential District east of the property in question.		
3.	Is the length of time that the subject property has remained undeveloped or vacant as zoned a factor in the consideration for a change in zoning?		
	COMMENTS: No. The current owner would like to have the ability to rent the space to commercial businesses like in the past or the opportunity to use it has a housing rental unit which is applicable in the C-3 Service Commercial District.		
4.	Would the requested change in zoning correct an error in the application of these regulations as applied to the subject property?		
	COMMENTS: Yes		

Item	Factor	Agree	Disagree
5.	Is the change in zoning requested because of changed or changing conditions in the area of the subject property and, if so, what is the nature and significance of such changed or changing conditions?  COMMENTS: No		
6.	Do adequate sewage disposal and water supply and all other necessary public facilities including street access exist or can they be provided to serve the uses that would be permitted on the subject property if the change in zoning was approved?  COMMENTS: Yes		
7.	Would the subject property need to be platted or replatted or in lieu of dedications made for rights-of-way, easements, access control or building setback lines if the change in zoning was approved?  COMMENTS: No		
8.	Would a screening plan be necessary for existing and/or potential uses of the subject property if the change in zoning was approved?  COMMENTS: Yes, screening shall be provided if needed along all lot lines adjacent to residential districts, except when separated by a street or alley.		
9.	Is the general amount of suitable vacant land or buildings available or not available for development that currently has the same zoning district classification as is requested for the subject property?  COMMENTS: No, the suitable vacant land or buildings with C-3 Service Commercial District zoning is limited.		
10.	In the event that the subject property is requested for business or industrial uses, are such uses needed to provide more services or employment opportunities?  COMMENTS: Yes, the business could provide more services and employment opportunities.		
11.	Is the subject property suitable for the current zoning to which it has been restricted?  COMMENTS: Yes		

Item	Factor	Agree	Disagree
12.	If the change in zoning was approved, would the uses which would be permitted on the subject property be compatible with the uses permitted on other property in the neighborhood?  COMMENTS: Yes, the area south of the alley is zoned C-3 Service Commercial District and the property has been used as a business for many years.		
13.	Would the change in zoning or special use permit as requested be consistent with the purpose of the zoning district classification and the intent and purpose of these regulations?  COMMENTS: Yes		
14.	Is the request for the zoning change in conformance with the Comprehensive Plan and does it further enhance the implementation of the Plan?  COMMENTS: Yes, it follows the zoning regulations as approved in June 2002.		
15.	What is the nature of the support or opposition of the requested change in zoning?  COMMENTS: There was no ex parte or communication for support or opposition to the proposed change in zoning as of 4/15/24.		
16.	Are there any informational materials or recommendations available from professional persons knowledgeable on this request which would be helpful in its evaluation?  COMMENTS: No		
17.	Does the relative gain to the public health, safety and general welfare outweigh the loss in value or the hardship imposed upon the applicant by not approving the requested special use?  COMMENTS: No		

Of those factors considered as relevant to the requested change in zoning district classification or boundary, not all factors need to be given equal consideration by the Planning Commission in deciding upon its recommendation.

**MINUTES PLANNING COMMISSION/BOARD OF ZONING APPEALS  
CITY COMMISSION ROOM  
APRIL 16, 2024, 5:30 P.M.**

**MEMBERS PRESENT:** Sharon Kendrick, Lowell Wells, Charles Gross, and Greg Chalker  
**MEMBERS ABSENT:** Richard Babcock, Ron Holsteen, and Aaron Heady

**CITIZENS PRESENT:** Larry Smith, Jason Schaaf, Gary Marks, Jessica Rush and City Commissioner Leland Crooks

**CITY STAFF PRESENT:** Laura Moore

- I. Chairman Sharon Kendrick called the Parsons Planning Commission meeting to order and led in the Pledge of Allegiance. A quorum was determined by roll call.
- II. Lowell Wells moved to approve the agenda as presented. Greg Chalker seconded the motion. Voting on roll call, Kendrick – Yes; Wells – Yes; Gross – Yes; Chalker – Yes. Motion carried.
- III. Lowell Wells moved to approve the minutes of the Parsons Planning Commission/Board of Zoning Appeals meetings held March 19, 2024. Charles Gross seconded the motion. Voting on roll call, Kendrick – Abstain; Wells – Yes; Gross – Yes; Chalker – Abstain. Motion did not carry.
- IV. New Business – Planning Commission

- A. A Public Hearing was held on the request for a proposed change of zoning district classification from R-1 Single-Family Residential District to C-3 Service Commercial District and described as follows:

Lot 1 & E 1/2 of Lot 2, Block 180, 4<sup>th</sup> Addition to the City of Parsons, Labette County, KS (Davis & Sterling Group, LLC, Owner/Petitioner) – 112 N 13<sup>th</sup>

Laura Moore introduced the project and explained that the property was a multi-use structure when the city's zoning regulations were adopted in 2002. The two-story building had commercial on the first floor, and residential on the second floor. The property was considered an approved nonconforming property. However, since the 1<sup>st</sup> floor commercial use has been vacant for over a year property the property reverted to the sounding area zoning, which is R-1 Single-Family Residential and the reason for the rezoning request.

Jessica Rush stated she and her husband just recently purchased the building and called to inquire what they could do with the property. Mrs. Rush said she would like to have the flexibility to rent the property to either commercial or residential, and rezoning the property would give them some options to meet the needs of the community.

Chairman Kendrick opened the public hearing for comment. None received, the Public Hearing was closed. Chairman Kendrick asked if any ex parte contact or communication had been reported, none received. Laura Moore read the factors as part of the evaluation of the zoning change request. Planning Commission Board agreed with the factors read.

Greg Chalker moved to recommend to the City Commission to approve the request for the zoning change from R-1 Single-Family Residential District to C-3 Service Commercial District. Lowell Wells seconded the motion. Voting on roll call, Kendrick – Yes; Wells – Yes; Gross – Yes; Chalker – Yes. Motion carried.

B. A Public Hearing was held on the request for the vacation of the following platted street and described as follows:

All of the part of Ash Street located West of the West right-of-way line of 26<sup>th</sup> Street, Parkview Addition, City of Parsons, Labette County, Kansas

Larry Smith stated he thought the street had already been vacated and had been using it as a place to park his RV. Mr. Smith said he found out the street was not vacated when he called up for a building permit to place a carport to cover his RV. Mr. Smith stated that he had been maintaining the platted street as his own since 1962. Mr. Smith said that he had already ordered the carport not knowing that this would be an issue.

Laura Moore stated that she sent communication to all the utility companies to let them know and comment on the vacated street request and has not received any communication so there are no utilities in the undeveloped platted street.

Chairman Kendrick opened the public hearing for comment. None received, the Public Hearing was closed. Chairman Kendrick asked if any ex parte contact or communication had been reported, none received.

The Subdivision Regulations Article 10 Section 103-2 was reviewed for compliance.

Greg Chalker moved to recommend to the City Commission to approve the vacation of the platted street as described on the agenda. Charles Gross seconded the motion. Voting on roll call, Kendrick – Yes; Wells – Yes; Gross – Yes; Chalker – Yes. Motion carried.

V. Greg Chalker moved to recess the Parsons Planning Commission Meeting and convened the Board of Zoning Appeals meeting. Lowell Wells seconded the motion. Voting on roll call, Kendrick – Yes; Wells – Yes; Gross – Yes; Chalker – Yes. Motion carried.

VI. New Business – Board of Zoning Appeals

A. A Public Hearing was held on the request for a front-yard variance for the construction of a privacy fence on property zoned as R-1 Single-Family Residential District described as follows:

W50' Lot 2, Block 136, 2<sup>nd</sup> Addition to the City of Parsons, Labette County, KS (Jason & Heidi Schaaf, Owner/Petitioner) – 1413 Belmont

Jason Schaaf stated that he and his wife have lived at the residence for about 2 ½ years. Mr. Schaaf said that they have a temporary wire paneling fence for their dog but would like a little nicer 6' wood privacy fence and a better fence to put their dog out more. Mr. Schaaf thought the fence overall would look nicer on the property. Mr. Schaaf stated he would like to stay in the same area as the current wire fence but would make sure he stays two feet east of the sidewalk.

Chairman Kendrick opened the public hearing for comment, none received. Chairman Kendrick asked if any ex parte communication or contact had been reported, none received. The Public Hearing was closed to review the standards in Article 10 Section 107D 1-2. Laura Moore read each standard and the Board agreed this request met the requirements.

Lowell Wells moved to approve the front-yard variance as requested as long as they maintain two feet off the side walk remains. Greg Chalker seconded the motion. Voting on roll call, Kendrick – Yes; Wells – Yes; Gross – Yes; Chalker – Yes. Motion carried.

- VII. Greg Chalker moved to adjourn the Board of Zoning Appeals Meeting and reconvene the Parsons Planning Commission meeting. Charles Gross seconded the motion. Voting on roll call, Kendrick – Yes; Wells – Yes; Gross – Yes; Chalker – Yes. Motion carried.
- VIII. Zoning Diagnostic Report & Zoning Regulations Review – Nothing to report this month.
- IX. Chairman Comments – The next regular scheduled meeting will be May 21, 2024.
- X. There being no further business to come before the Planning Commission, Chairman Kendrick moved to adjourn. Lowell Wells seconded the motion. Voice vote passed unanimously.

The meeting was adjourned at 6:10 p.m.

Respectfully Submitted:

Approved:

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Laura Moore, Secretary

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Sharon Kendrick, Chairman



Memorandum  
City of Parsons  
Planning & Zoning Department

**TO:** Debbie Lamb, City Manager  
**FROM:** Laura Moore, Planning Administrator  
**DATE:** May 1, 2024  
**RE:** Ordinance No. 6559 Vacating Street

Please include the following item on the City Commission agenda for consideration at the May 6, 2024 meeting:

**Ordinance No. 6559 Vacating Street**

**Information**

April 16, 2024, the Planning Commission conducted a Public Hearing to review the request from Larry Smith to vacate a portion of a platted street on Ash Street located West of 26<sup>th</sup> Street, (See attached aerial). All utility companies were notified with no opposition received to the closure. Ordinance No. 6559 retains easements for ingress and egress, reconstruction and maintenance of all existing and future utilities and appurtenances. The vacation is being requested to accommodate a request from the property owner on both sides of the platted street. No public comments were received. Vote was unanimous to approve request as presented.

**Action Requested**

Adopt Ordinance No. 6559 and authorize Mayor's signature.

(Published in the Parsons Sun May xx, 2024)

**ORDINANCE NO. 6559**

AN ORDINANCE vacating a platted street on Ash Street located West of 26<sup>th</sup> Street in the City of Parsons, Labette County, Kansas and described as follows:

All of that part of Ash Street located West of the West right-of-way line of 26<sup>th</sup> Street, Parkview Addition, City of Parsons, Labette County, Kansas. (Larry Smith, Petitioner).

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

SECTION 1. That street in the City of Parsons, Kansas, as described above shall be vacated and closed subject to easements for ingress and egress, reconstruction and maintenance of all existing and future utilities and appurtenances there to, and to the provisions and limitations of the laws of Kansas, and,

SECTION 2. The City Clerk is hereby directed to file a certified copy of the Ordinance with the Office of the County Clerk and the Register of Deeds of Labette County, Kansas for entry into the transfer records of the Register of Deeds of Labette County, Kansas.

SECTION 3. This Ordinance shall take effect and be in force from and after its publication in the official city newspaper.

PASSED AND APPROVED THIS 6th DAY OF May, 2024.

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Eric Strait, Mayor

ATTEST:

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Robyn Baker, City Clerk

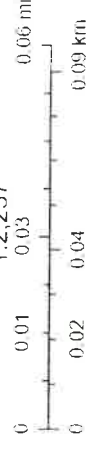
# Labette County GIS



04/16/2024, 2:08:33 PM

- Parcels
- RoadCenterline
- NG911\_Imagery\_2021
- AddressPoints
- Green: Band\_2
- Blue: Band\_3
- Red: Band\_1

1:2,257



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