



City of Carthage, Missouri
PUBLIC SERVICES COMMITTEE

December 20, 2022 - 5:30 PM
CITY HALL COUNCIL CHAMBERS

AGENDA

1. Old Business

1. Approval of November Minutes.

2. Call to Order

3. Citizen Participation

(Citizens wishing to address the Council or Committee should notify the City in advance and provide the item they want to address in written format at least 24 hours before the meeting. Please call Chelsea Cholley at the Parks & Recreation office at 417-237-7035, or email c.cholley@carthagemo.gov.)

4. New Business

1. Discuss and Consider Play & Park Playground Concepts.

5. Staff Reports

6. Other Business

7. Adjournment

PERSONS WITH DISABILITIES WHO NEED SPECIAL ASSISTANCE CALL 417-237-7000 (VOICE) OR 1-800-735-2466 (TDD VIA RELAY MISSOURI) AT LEAST 24 HOURS PRIOR TO MEETING



City of Carthage, Missouri **PUBLIC SERVICES COMMITTEE**

November 22, 2022 - 5:30 PM
CITY HALL COUNCIL CHAMBERS

MINUTES

1. Old Business

1. Approval of October Minutes.

ACTION: Motion to accept/approve item 1.1. by Ed Hardesty second by Trudy Blankenship;
Motion passed with a 4:0

AYES: Ceri Otero, Ed Hardesty, Trudy Blankenship, Brandi Ensor

NOES: None

ABSTAIN: None

2. Call to Order

3. Citizen Participation

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4. New Business

1. Consider and Discuss Lowes's Hometown Project Donation for Carter Park.

Mrs. Cholley discussed that Lowes reached out stating that they have a Lowe's Hometown Project that allows them to donate to the community. This year they would like to help with Carter Park Futsal Courts by purchasing 2500 dollars worth of products at their cost to fix the Fustal Court fences. They stated they would also help with installation. Mrs. Cholley stated that this is really needed due to the current state of the fencing.

ACTION: Motion to accept/approve item 4.1. by Ed Hardesty second by Trudy Blankenship;
Motion passed with a 4:0

AYES: Ceri Otero, Ed Hardesty, Trudy Blankenship, Brandi Ensor

NOES: None

ABSTAIN: None

2. Consider and Discuss Play and Park State Bid for Municipal Park Concept.

Mr. Dagnan discussed speaking with Play and Park as well and Jason from Zanevan Engineering to discuss the best options to move forward with the parks

improvements and it was the recommendation to come up with an amount that would be allotted for the Parks Playgrounds and the Restrooms. Mr. Dagnan stated that Jason estimated the cost of the bathrooms at the parks will cost 1.5 million total. The committee agreed to have Play and Park create the concepts for all the parks with amount of 2.5 Million of the 5 Million funds. This will be brought back to the committee at the next meeting.

3. Consider and Discuss Play and Park State Bid for Carter Park Concept.
No action taken.
4. Consider and Discuss Carter Park Custom Panel Designs.
No action taken.

5. Staff Reports

6. Other Business

7. Adjournment

November 2022 Golf Report

2022 Rounds – 659

Green Fee	Membership	Cart Fees	Driving Range	Monthly City Revenue
\$4,315.50	\$2,885	\$2,561	\$140	\$10,066.50

November 2021 revenue- \$25,234.50 Rounds – 1094

November 2020 revenue- \$24,733.60 Rounds – 1139

November 2021 Golf Report

November was a colder than usual from previous years. Revenue and rounds were lower due to the time change as well as it being significantly colder the majority of the month. With it being less busy with not as much play, we have focused on retraining of staff and putting new procedures in place for staff so we are ready for next year. We plan to go through this all of our off season to ensure next year is better.

We sold 2 new senior, 1 new family, and 3 new junior membership. The balance of membership revenue was monthly membership fees. There were no events in November. We did a Veteran Days promotion that gave complimentary golf for any Veterans on Veteran's Day. It was a very positive promotion and well received. This was not a revenue driver. It was a promotional and appreciative gesture for our Veterans and active duty service members. It is an annual promotion.

In November, Tyler finished the Carthage Golf Course 2023 Business Plan and presented a Merchandise Plan to Greg Dagnan and Michael Miller to use for next year while we are in transition of employment of the Parks & Rec Director, as well as the ownership of the Pro Shop.

We will use the colder weather to perform maintenance on our carts and Pro Shop building with the resources we have available. We do this every winter and will continue to do it to improve the appearance and work environment for everyone.



CARTHAGE

PARKS & RECREATION

November 2022 month end:

Municipal Park--Shut water off to park, mulched leaves on a daily basis, winterized Municipal pool house, winterized Municipal bathrooms, winterized Beef Barn, Winterized Youth Barn, Trimmed branches and removed fallen branches, picked up ground trash daily and emptied trash barrels 3 days a week.

Central Park-- Shut water off to park, mulched leaves on a daily basis, winterized bathrooms, winterized kiddy pool area, removed limbs daily for CWEP in conjunction to sparkle in the park project, repaired and seeded area that had to be dug up from a sewer problem in park, picked up ground trash daily and emptied trash barrels 3 days a week.

Griggs Park—Shut water off to park, winterized bathrooms, changed timer for pickle ball court, dropped and repaired raised beds in garden area, installed 3 new compost areas for garden area, picked up ground trash and emptied trash barrels 3 days a week.

Carter Park—Shut water off to park, winterized bathrooms, mulched 3 days a week, trimmed and removed large broken limbs near playground area, picked up ground trash daily and emptied trash barrels 3 days a week.

Freer Park--removed dead tree and cleaned up area from debris.

Fair Acres—Winterized bathrooms ,repaired irrigation leaks, gave final mow for the season, dug hole for new monument going in, sprayed baseball and softball fields, stored mowers for the season.

Memorial Hall—Welded railings at base of stairs, moved chairs from city hall to basement of memorial hall.

Civil War Museum—replaced lights over display area, delivered display case, installed locking device for display case.

Police Department—Raked and bagged all leaves inside fence and ramp areas, removed leaves from outside fence areas. Project took almost 2 days.

Roundabouts—Shut water off to both roundabouts, blew out irrigation lines.

General Duties—Winterized area next to vision center, delivered 2 loads of bleachers to hometown holiday area, delivered 1 load of picnic tables to hometown holiday area, delivered and picked up picnic tables to Columbian Elementary, delivered 3 loads of Christmas tree parts to hometown holiday area delivered large ornaments to hometown holidays.

DEPARTMENT HEAD MONTHLY REPORT

For the month of: Nov

2022

Fiscal Year

2023

Department: **Memorial Hall**

Description	Nov 2021	Nov 2022	Previous FYTD	Current FYTD
Number of:				
Auditorium	11	14	64	65
Basement Aud	4	6	26	28
Basement Misc.	93	61	468	311
Baxter	0	0	0	0
Drivers Testing	5	7	38	19

For the Month of:

Department: **Civil War Museum**

Description	Nov 2021	Nov 2022	Previous FYTD	Current FYTD
Number of:				
Yearly Attendance	270	288	2189	2243
Carthage	45	57	300	301
Tourists	225	231	1889	1942