



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

February 21, 2023 - 5:30 PM
CITY HALL COUNCIL CHAMBERS

MINUTES

1. Call to Order

2. Old Business

1. Approval of Previous Meeting Minutes

Ms. Ensor motioned to approve previous meeting minutes. Ms. Otero motioned to amend previous minutes by adding the accepted bid amounts of the Salt Spreader and Snow Plow sold by Bus Andrews. Motion approved as amended.

ACTION: Motion to accept/approve item 2.1. by Brandi Ensor;
second by None;
Motion with a 4:0

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

NOES: None

ABSTAIN: None

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.)

Citizens Attendance: Chanti Beckham, Julie Reams, Katie Fields, Matt Huntley, Angie Haas, Karen Wilkinson, Jeff Wilkinson, Pam Borland, Gary Borland, Dan Curry, Chase Borland, John Hacker, Wayne Lyon.

Chase Borland, 905 West Chestnut - Carthage, Spoke to offer his company BOI Industries services of manual labor with repairs at Carl Lewton Stadium if the city could provide information on what needs to be repaired and could pay for the supplies. The committee thanked Mr. Borland for the offer.

Dan Curry, 1141 Belle Air - Carthage, spoke about the Park Master Plan and the Emergency Funds for the Carthage Pro Shop and mentioned his concern that the emergency funds would be the only funds to help improve the Carthage Pro Shop when it had been said that there has been a need for a new Pro Shop for years. Ms. Almandinger stated that emergency funds have been put in place to help repair the roof and water damage to make sure it will be safe to use currently. Mr. Curry also mentioned concerns about the Carl Lewton Stadium being closed and some possibilities of it being used in an alternative way.

Pam Borland, 2103 Alison - Carthage, Inquired about the tables that had been previously in the back of the Pro shop and was concerned that they would not be able to be used when they have their 45th Annual Tournament. Ms. Almandinger responded

the the tables will be available for events.

Jeff Wilkinson, 1520 Country Club Road - Carthage, stated that he would like to request a meeting open to citizens if there are any further decisions made on Carl Lewton Stadium, so the citizens can have input on what they believe should be done with the stadium.

4. New Business

1. Consider and Discuss Food Truck Friday 2023 - Katie Fields.

Ms. Fields, the Director of Tourism, spoke about Food Truck Friday events scheduled for the 2023 season and provided Maps and events for Food Truck Friday. Ms. Fields stated she is working to get sponsors and vendors at each event and she currently has MSSU as one of the partners. Ms Fields is requesting the use of Central Park on the dates provided with road closures that are set to go to the next Public Safety Committee. All Food Truck Friday Events will have the same closures, with an exception in May. There will be an additional area set up for a local business to have a car show that will have LED lights for the "Glow in the Park" Food Truck Friday. The area will only be closed for parking to allow a location for the cars to pull into the park. This location was determined as the best location by the Police Chief. Ms. Fields stated that she will be requesting an area for a beer garden this year as well. Ms. Blankenship motioned to allow use of Central Park for Food Truck Friday for the 4/14, 5/12, 6/9, 7/14, 8/11, 9/8, & 10/13 of 2023.

ACTION: Motion to accept/approve item 4.1. by Trudy Blankenship;
second by None;
Motion with a 4:0

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

NOES: None

ABSTAIN: None

2. Consider and Discuss Carthage Farmer's Market - Chanti Beckham.

Ms. Beckham is requesting the use of Central Park for the Carthage Farmers Market every Wednesday and Saturday, 7am - 4pm. The Farmers Market will be using the northwest corner of Central Park starting April 1st 2023 - November 25th 2023. Ms Ensor motioned to approve the use of Central Park for the Carthage Farmers Market every Wednesday and Saturday, 7am - 4pm, starting April 1st 2023 through November 25th 2023.

ACTION: Motion to accept/approve item 4.2. by Brandi Ensor;
second by None;
Motion with a 4:0

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

NOES: None

ABSTAIN: None

3. Consider and Discuss Community Earth Day Celebration with the Carthage Chamber of Commerce - Julie Reams.

Ms. Reams, President of Carthage Chamber of Commerce, requested use of Central Park on April 22nd, 10am - 2pm for an Earth Day Community Celebration. Ms. Reams stated that this event is a new event that she is looking to be annual. There are already multiple groups in the community who will

participate, including the Carthage Tree Board and CWER, who will be providing information and activities for families and children to participate in. This will require the closure of Lyon St from 8am-3pm, which will be brought to the Public Safety Committee. Mr. Hardesty motioned to approve use of Central Park for the Earth Day Community Celebration on April 22nd from 10am to 2pm.

ACTION: Motion to accept/approve item 4.3. by Ed Hardesty; second by None;

Motion with a 4:0

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

NOES: None

ABSTAIN: None

6. Consider and Discuss Carl Lewton Stadium.

Ms. Almandinger stated that when she started her job she quickly realized the disrepair that many of the park buildings are in. On January 17th she met with Athletic Director Mark Holderbaum and Head Baseball Coach Luke Bordewick to discuss a contract. Ms. Almandinger wanted to know what the responsibilities would be for the Parks Department and who maintained what. Ms. Almandinger met with the Public Works Director, Mr. Carney, and the City Engineer, Jason Eckhart, on January 26th to determine the cost and what is needed to get the stadium in working condition for the upcoming baseball season. On February 8th there was a letter provided after the professional assessment by our City Engineer stating that the stadium is unfit and unsafe to have people in it. The field will still be able to be used only by the staff and students of the school and no one will be on the stadium bleachers. The committee agreed they would like the stadium to be saved and used for some purpose but there needs to be more information on the integrity of the stadium to determine how to move forward. Mr. Dagnan stated the city was waiting for a determination from our city engineer that should be completed soon. No Action Taken.

4. Consider and Discuss Bathroom Contract with CXT.

Ms. Almandinger stated that our City Engineer, Jason Eckhart, has been working on our bathrooms and sitework that will need to be done. It was recommended by Mr. Eckhart to contract with CXT to provide prefabricated restrooms. CXT will provide state contract pricing which will eliminate the need for bids and Mr. Eckhart has worked with this company before and was happy with their products. The Kellogg Lake restroom model is Tioga Special and will cost \$56,240.00, the Griggs Park model is Dakota and will cost 101,955.00, and the Municipal and Carter Park model will be Taos priced at \$159,55.00 each. The total cost for all units planned to be purchased at this moment is \$477,305.00. The bid for site work at the locations for these restrooms is currently out for bids by Mr. Eckhart and will close March 7th. Ms. Almandinger stated that with the cost of the units running much less than originally budgeted, she is looking at assessing other units that might need repairs or replacing, like the golf course and Fair Acres restrooms. Ms. Blankenship motioned to recommend to council the contract with CXT for restroom units for Kellogg Lake, Griggs, Municipal and Carter totaling \$477,305.00.

ACTION: Motion to accept/approve item 4.4. by Trudy Blankenship; second by None;

Motion with a 4:0

AYES: Ceri Otero, Ed Hardesty, Trudy Blankenship, Brandi Ensor
NOES: None
ABSTAIN: None

5. Consider and Discuss Pool Contract with YMCA.

Ms. Almandinger stated that the Parks & Recreation Department is currently in discussion with our City Attorney to determine a new contract that will not only be used for the YMCA but other groups that will use our facilities. Ms.

Almandinger stated that the contract in the packet is just a rough draft of what that could look like. No action taken.

8. Consider and Discuss Firework Bids.

Ms. Almandinger discussed the bids that have been submitted for the Fireworks RFP that would consist of a contract for the next 3 years with a pyrotechnics company to put on our annual Fourth of July Firework show in Municipal Park. We received 2 bids, one being from Encore Pyrotechnics and Blazing Skies. These companies provided bids priced at 3 different pricing levels and Encore Pyrotechnics was the lowest price with a higher number of shots for the shows as well as the same company that we contracted with for the past 3 years. Ms. Blankenship motioned to accept the bid of \$19,950.00 for the larger show with Encore Pyrotechnics.

ACTION: Motion to accept/approve item 4.8. by Trudy Blankenship;
second by None;
Motion with a 4:0

AYES: Ceri Otero, Ed Hardesty, Trudy Blankenship, Brandi Ensor
NOES: None
ABSTAIN: None

7. Consider and Discuss Budget for Fiscal Year 2023-2024.

Ms. Almandinger reviewed with the committee the first draft capital items and projects that she will be requesting for the next few years.

5. **Staff Reports**

Ms. Almandinger informed the committee that there were 2 mowers purchased last year that the new superintendent, Kirk Tilley, felt was not the most efficient mowers and that we should have purchased larger mowers. Mr. Tilley was able to negotiate an even trade with the mowers for 2 new 72" mowers. Ms. Almandinger stated that the Golf Course Pro Shop is currently being repaired due to water damage thanks to Mr. Carney, the Public Works Director, and the street department. On March 1st, Westport Pools will be visiting to meet prior to completing the pool assessment. Ms. Almandinger stated that Mr. Eckhart has posted the request for qualifications for the site work for the restrooms to be turned in on March 7th. Mrs. Almandinger informed the committee that the Parks Department has also been working on some improvements to the park office, including painting and carpeting. The Parks Department is also working towards fuel cards for our highway vehicles to help with tracking the usage of fuel and this should be switched over this week. The tank will still be used for equipment and golf carts. The Park Policy for the golf incentive started February 1st and is getting great feedback with some minor changes to prevent employees from taking the last tee time, so the city is not incurring any additional payroll costs for staff. Ms. Almandinger is looking into the golf membership prices and the use of private golf carts on our course. Ms. Almandinger stated that after more research with a local company to determine what

we were looking for in a Civil War Video. It was determined that \$7600.00 might be closer to the cost of the video of what we would want and we would be working complete and new bid process.

6. Other Business

7. Adjournment