



City of Carthage, Missouri

PUBLIC SERVICES COMMITTEE

August 15, 2023 - 5:30 PM
CITY HALL COUNCIL CHAMBERS

MINUTES

1. Call to Order

2. Old Business

1. Approval of Previous Minutes

ACTION: Motion to accept/approve item 2.1. by Trudy Blankenship;
second by None;

Motion with a 4:0

AYES: Brandi Ensor, Terri Heckmaster, Trudy Blankenship, Ed Hardesty

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.)

4. New Business

1. Consider and Discuss KCAH Event in Carter Park.

Ms. Almandinger introduced Francisco Bonilla with KCAH to discuss their event. Mr. Bonilla explained that his was a past yearly event, prior to covid, that was used to raise funds for KCAH, the local Hispanic radio station. Mr. Bonilla is requesting to use Carter Park on Sunday, September 3rd from 12pm-3pm for an event open to the public that will include music, bounce houses, and food.

Ms. Ensor motioned to approve use of Carter Park on Sunday September 3rd, from 12pm-3pm for KCAH Event.

ACTION: Motion to accept/approve item 4.1. by Brandi Ensor;
second by None;

Motion passed with a 4:0

AYES: Brandi Ensor, Terri Heckmaster, Trudy Blankenship, Ed Hardesty

NOES: None

ABSTAIN: None

2. Consider and Discuss Maple Leaf Festival.

Ms. Almandinger introduced Julie Reams from the Carthage Chamber of Commerce. Ms. Reams spoke about the Maple Leaf Festival this year, and reviewed the itinerary with the Committee. Changes this year includes a longer Oktoberfest, a Taco Tuesday, and the Chicken Pageant is returning. Ms. Heckmaster motions to approve use of parks for all events for 2023 Maple Leaf Festival.

ACTION: Motion to accept/approve item 4.2. by Terri Heckmaster;
second by None;
Motion passed with a 4:0

AYES: Brandi Ensor, Terri Heckmaster, Trudy Blankenship, Ed Hardesty

NOES: None

ABSTAIN: None

3. Consider and Discuss Fairway IQ.

Ms. Almandinger brought forward the contract for the Fairway IQ system. Fairway IQ is a pace of play system that works off of GPS in the carts to regulate where and at what speed the golfers and carts can go. Ms. Almandinger states the Fairway IQ system would replace a course marshal, in turn save money and time. The subscription for this system will be a 3-year contract. The annual fee for this system is \$8910.00. Ms. Ensor motioned to approve the contract with Fairway IQ in the amount of \$8910.00 annually for the next three years.

ACTION: Motion to accept/approve item 4.3. by Brandi Ensor;
second by None;
Motion passed with a 4:0

AYES: Brandi Ensor, Terri Heckmaster, Trudy Blankenship, Ed Hardesty

NOES: None

ABSTAIN: None

4. Consider and Discuss Golf Simulator Contract with YMCA.

Ms. Almandinger brought forward the Marketing and Use Agreement between Carthage Golf Course and Fair Acres YMCA. The agreement would allow the golf course to partner with the YMCA to promote the simulator and the golf course together. Ms. Blankenship motioned to approve the Marketing and Use agreement between the Carthage Golf Course and the Fair Acres YMCA.

ACTION: Motion to accept/approve item 4.4. by Trudy Blankenship;
second by None;
Motion passed with a 4:0

AYES: Brandi Ensor, Terri Heckmaster, Trudy Blankenship, Ed Hardesty

NOES: None

ABSTAIN: None

5. Consider and Discuss Little League Charter.

Ms. Almandinger spoke about Carthage Parks and Recreation taking on Carthage Recreation Baseball. Carthage Youth Baseball was previously run by a third party group who no longer has the time to devote to it. It was communicated

by the community that the Little League association would be the best program. Ms. Almandinger stated that Parks and Recreation would like to move forward and reinstate the past Little League charter. Ms. Blankenship motioned to approve Carthage Parks and Recreation to move forward with reinstating the previous Little League Charter.

ACTION: Motion to accept/approve item 4.5. by Trudy Blankenship; second by None;

Motion passed with a 4:0

AYES: Brandi Ensor, Terri Heckmaster, Trudy Blankenship, Ed Hardesty

NOES: None

ABSTAIN: None

6. Consider and Discuss Events and Programming Funding.

Ms. Almandinger stated that with the new Recreation and Event Coordinator position there has not been any funding allotted to recreation or events and there are multiple programs and recreational activities that we would like to move forward with. Ms. Almandinger introduced the new Recreations and Event Coordinator, Chelsea Cholley, to speak about the program ideas she has. Ms. Cholley spoke about multiple ideas that she has and possible costs associated with each. The committee recommended funding in the amount of \$25,000 and to bring forward a policy for recreation, funding, and sponsorships for the Recreation and Event Coordinator. Parks will bring back a policy outlining how recreation funds can be used.

7. Consider and Discuss Parks Equipment Liability Waiver

Ms. Almandinger brought forward a new Liability Waver. Ms. Almandinger spoke about how the Wavier outlines the potential risks involved and releases Carthage Parks and Recreation and the City of Carthage from any liability resulting from use of equipment. This waiver will cover volunteers using park equipment for work being done at the parks. Ms. Blankenship motioned to approve the Carthage Parks and Recreation Liability Waiver.

ACTION: Motion to accept/approve item 4.7. by Trudy Blankenship; second by None;

Motion passed with a 4:0

AYES: Brandi Ensor, Terri Heckmaster, Trudy Blankenship, Ed Hardesty

NOES: None

ABSTAIN: None

8. Consider and Discuss Independent Contractor Agreement for Umpires/Referees.

Ms. Almandinger brought forward the Independent Contractor Agreement for Umpires and Referees. Ms. Almandinger spoke about how this contract would allow the Carthage Parks and Recreation department to hire outside Umpires and Referees for the sports programs. The Independent Contractor Agreement will cover what is expected of all Independent Umpires and Referees. Ms. Almandinger also stated that the Events and Recreation coordinator would have the authority to sign as city representative.

Ms. Ensor motions to approve the Independent Contractor Agreement for Umpires and Referees.

ACTION: Motion to accept/approve item 4.8. by Brandi Ensor;
second by None;
Motion passed with a 4:0
AYES: Brandi Ensor, Terri Heckmaster, Trudy Blankenship, Ed Hardesty
NOES: None
ABSTAIN: None

9. Consider and Discuss Independent Contractor Agreement for Third Party Programming.

Ms. Almandinger brought forward the Independent Contractor Agreement for Third Party Programming. Ms. Almandinger stated that this agreement would allow the Carthage Parks and Recreation to hire third parties to instruct and run lessons, recreational play, and classes in City Parks and Facilities. Ms. Almandinger also stated that the Carthage Events and Recreation Coordinator would have the authority to sign as City Representative.

Ms. Blankenship motioned to approve the Independent Contractor Agreement for Third Party Programming.

ACTION: Motion to accept/approve item 4.9. by Trudy Blankenship;
second by None;
Motion passed with a 4:0

AYES: Brandi Ensor, Terri Heckmaster, Trudy Blankenship, Ed Hardesty

NOES: None

ABSTAIN: None

10. Consider and Discuss Halloween Event on Grand and Main.

Ms. Almandinger spoke about planning a Halloween Event on Grand and Main. Ms. Almandinger stated that there is already an existing unofficial event and the Carthage Recreation Department wishes to expand the event and block off Main and Grand from Centennial to Macon.

Ms. Blankenship motioned to Approve the Halloween Event on Grand and Main.

ACTION: Motion to accept/approve item 4.10. by Trudy Blankenship;
second by None;
Motion passed with a 4:0

AYES: Brandi Ensor, Terri Heckmaster, Trudy Blankenship, Ed Hardesty

NOES: None

ABSTAIN: None

11. Consider and Discuss Memorial Hall Rates.

Ms. Almandinger spoke about the new Memorial Hall rates. Ms. Almandinger stated that the rates would go from a flat rate to an hourly rate.

The committee reviewed the rates. Ms. Blankenship motioned to approve new rates for Memorial Hall.

ACTION: Motion to accept/approve item 4.11. by Trudy Blankenship;
second by None;
Motion passed with a 4:0

AYES: Brandi Ensor, Terri Heckmaster, Trudy Blankenship, Ed Hardesty

NOES: None

ABSTAIN: None

12. Consider and Discuss 50 Foot Manlift Bid.

Ms. Almandinger brought forward a sealed bid for a 50 Foot manlift. Ms. Almandinger stated that there was one bid from Medley Equipment Co. for \$63,377.46 and delivery time would be 2025. The committee agreed with the bid being \$20,000 more than the allotted funds to reject the bid.

ACTION: Motion to accept/approve item 4.12. by Trudy Blankenship; second by None;

Motion passed with a 4:0

AYES: Brandi Ensor, Terri Heckmaster, Trudy Blankenship, Ed Hardesty

NOES: None

ABSTAIN: None

13. Consider and Discuss Repealing Parks & Recreation Pricing and Cost Recovery Policy.

No action taken.

14. Consider and Discuss Parks & Recreation Pricing and Cost Recovery Policy.

Ms. Almandinger reviewed an updated Pricing and Cost Recovery Policy with the committee. Ms. Almandinger stated that this is the previously passed policy that has been edited to remove unnecessary information as well as some wording that did not apply to Parks and Recreation. Ms. Almandinger stated that this would help anyone wanting to know how pricing is created for programming and rentals. Ms. Blankenship motioned to accept the corrected Pricing and Cost Recovery Policy to be forwarded to council.

ACTION: Motion to accept/approve item 4.14. by Trudy Blankenship; second by None;

Motion passed with a 4:0

AYES: Brandi Ensor, Terri Heckmaster, Trudy Blankenship, Ed Hardesty

NOES: None

ABSTAIN: None

5. **Staff Reports**

Ms. Almandinger reviewed reports from Parks, Golf, Memorial Hall, the Civil War Museum, Pool, and Lime Scooters. Ms. Almandinger also requested that the Committee review the Parks Master Plan, and rate projects based on importance. Ms. Almandinger talked briefly about the number of ash trees throughout the park system that have been affected by the Emerald Ash Borer and stated they would need to be removed in the future. Ms. Almandinger also talked about new fencing for the stadium located in Carthage Municipal Park.

6. **Other Business**

7. **Adjournment**

Ms. Blankenship motioned them to adjourn at 7:20PM.

ACTION: Motion to adjourn item 7. by Trudy Blankenship; second by None;

	Motion passed with a 0:0
AYES:	None
NOES:	None
ABSTAIN:	None