



City of Carthage, Missouri

PUBLIC SERVICES COMMITTEE

September 19, 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 passed 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

The committee discussed amending the agenda to add Consider and Discuss Donation of Communication Board to Park Playgrounds. The Committee also discussed removing agenda item 3, Consider and Discuss Donation to Golf Course due to it being a sponsorship that would fall under the new sponsorship policy that is being created. Ms. Ensor motioned to approve amending the agenda to add and remove agenda items discussed.

ACTION: Motion to amend agenda item 3 by Brandi Ensor; second by
None;

Motion with a 4:0

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

NOES: None

ABSTAIN: None

1. Consider and Discuss Donation of Communication Boards to Parks Playgrounds.

Ms. Almandinger introduced Noah Smith and Izzy Smith who is coming to the committee with a donation of supplies and labor to provide communication boards to all remaining new playgrounds that are being completed by the parks.

Mr. Smith stated that his son is nonverbal and he wants to continue to put communication boards in the new park playgrounds throughout the city just like the one that was donated at the new Municipal Park Playground. Mr. Smith stated that he would be building 4 boards and placing them in the parks by the playgrounds and they will help the kids in the community to communicate to their families. Ms. Ensor motioned to approve the donation of 4 communication boards totaling a value of \$1200.00 to be donated by N&L Equipment Sales and TNT Heating & Cooling.

ACTION: Motion to accept/approve item 4.1. by Brandi Ensor
Motion passed with a 4:0
AYES: Brandi Ensor, Terri Heckmaster, Trudy Blankenship, Ed Hardesty
NOES: None
ABSTAIN: None

2. Consider and Discuss Sponsorship Policy.

Ms. Almandinger stated that the Parks & Recreation Department is creating a Sponsorship Policy to help move forward with recreation and Little League sponsorship opportunities. Currently, the city does not have anything that sponsorships would fall under except donations, and sponsorships would allow us to accept funds to help purchase items in exchange for advertisements or other opportunities as we move into creating programming. This policy outlines how we handle sponsorships, funds, and reporting to the council on what sponsorships the city has. Ms. Blankenship motioned to approve the Sponsorship policy for Parks and Recreation to accept sponsorships.

ACTION: Motion to accept/approve item 4.1. 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. Consider and Discuss Memorial Hall Lighting Bids.

Ms. Almandinger reminded the committee that we submitted a request for proposal for 15-13in Round Direct-Stage-Pro Series lights for the Memorial Hall Lighting project and there were two bids submitted. One bid was from CES Electrical Supply, who submitted a quote in the amount of \$16,190.48. Joplin Supply Company submitted a quote in the amount of \$16,540.50. Due to the bids being for identical items, Ms. Almandinger suggested that we accept the lowest bid of \$16,190.48 through CES Electrical Supply. Ms. Ensor motioned to accept the bid from CES Electrical Supply in the amount of \$16,190.48 to purchase 15 lighting fixtures for the Memorial Hall Lighting Project.

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

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

NOES: None

ABSTAIN: None

4. Consider and Discuss Purchase of Crushed Lava Rock for Fair Acres Baseball Fields.

Ms. Almandinger reviewed with the committee the progress being made at Fair Acres Ball Park.

Ms. Almandinger mentioned that a board committee has been created for Little League, she also spoke about the purchase of lava for the longevity of the fields and for player safety.

The committee was informed about the provider being a sole source provider for the lava rock. A quote was provided to the committee from Game Time Athletics for the purchase of 200 TON of crushed lava for 4 baseball fields at \$39,456.00.

Ms. Ensor had a question about the timeline of when the lava rock would be delivered and placed. Ms. Almandinger and the committee discussed the proposed timeline.

ACTION: Motion to accept/approve item 4.4. by Terri Heckmaster
Motion with a 4:0

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

NOES: None

ABSTAIN: None

5. **Staff Reports**

Ms. Almandinger reported that the cannon had arrived and that Public Works had poured the concrete pad for the cannon.

An unveiling of the cannon will be planned. She also discussed creating a dog park committee and spoke about the park & budget.

Ms. Almandinger spoke about the need to update the rules for Memorial Hall. She advised that the updated rules will also be provided in Spanish.

Ms. Almandinger advised that the shelters at Carter and Municipal Park have been completed and she has signed off on the projects. She also talked about Fair Acres Ball Park and implementing improvements as well as planned projects. She discussed with the committee the schedule for improvements to Memorial Hall. Ms. Almandinger updated the committee on the City's tree inventory and the need to update the list. The committee had a discussion about tree maintenance and the best way to maintain the city's trees. Ms. Almandinger spoke on the Request for Proposals for several improvements. She also mentioned that Carthage High School would still have use of the baseball stadium for the next one to two seasons. Finally, Ms. Almandinger presented a new Civil War video to the committee. It was well presented and well received. A special meeting will be held to discuss the purchase of golf chemicals and pitcher mounds. The meeting will be held on October 3rd at 5:00 PM.

6. Other Business

7. Adjournment

Meeting Adjourned at 7:02 PM

ACTION:	Motion to at by Brandi Ensor
	Motion with a 4:[no_count]
AYES:	Brandi Ensor, Terri Heckmaster, Trudy Blankenship, Ed Hardesty
NOES:	None
ABSTAIN:	None