



City of Carthage, Missouri

PUBLIC SERVICES COMMITTEE

October 17, 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 2:0

AYES: Brandi Ensor, Terri Heckmaster

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 a request from Nancy Sanchez for a bounce house for a birthday party in Municipal Park on October 28th.

ACTION: Motion to amend agenda to include nancy sanchez to new
business item 4 item 4. by Terri Heckmaster; second by None;
Motion passed with a 3:0

AYES: Trudy Blankenship, Brandi Ensor, Terri Heckmaster

NOES: None

ABSTAIN: None

1. Consider and Discuss Rock Stadium RFP for Fencing.

Ms. Almandinger discussed the bids received for RFP for the Rock Stadium. Both Miller Fence and MW Fence Co. submitted sealed bids. Miller Fence submitted \$24,820.00 and MW Fence Co. submitted \$22,993.27. Ms.

Almandinger stated that MW Fence Co. had the lowest bid for the commercial-grade black vinyl fence. Ms. Blankenship asked if the black vinyl fence would not be aesthetically pleasing with a galvanized fence surrounding the pool. Ms. Almandinger advised that there are plans down the road to update the pool

fence as well. Ms. Ensor had a question as to if there was a difference between the gauge of metal for the galvanized fence and the black vinyl fence. Ms. Almandinger advised that both are equal commercial-grade fencing. The only difference is the vinyl. Ms. Heckmaster commented that she really liked that MW Fence Co. was very reasonable on payment options. Ms. Ensor motioned to accept the bid from MW Fence Co. in the amount of \$22,993.27.

ACTION: Motion to accept/approve item 4.1. by Brandi Ensor;
second by None;
Motion passed with a 3:0
AYES: Trudy Blankenship, Brandi Ensor, Terri Heckmaster
NOES: None
ABSTAIN: None

2. Consider and Discuss MOU with MoDOT for Roundabout.

Ms. Almandinger discussed the MOU with MoDOT for the roundabout artwork and landscaping. Ms. Almandinger advised the Parks Department would maintain the roundabout. The next step will be to send out an RFP for the landscaping. The sculpture, funded by Vision Carthage, is in the process of being constructed. Ms. Blankenship asked if this agenda item would have to be taken to City Council for Resoulution. Ms. Ensor asked if Mr. Dally had a chance to look over the MOU. Ms. Almandinger advised that he had and he has created a Resoulution. Ms. Heckmaster inquired as to the timeline for completion. Ms. Almandinger discussed that there are several steps that will come before the artwork can be installed, but the anticipated completion is sometime in the spring of 2024. Ms. Ensor had a question about safety if a car broke the plane of the roundabout. Ms. Almandiner advised that the artwork has been constructed in such a way that if a vehicle hits it, it will break away into smaller pieces. Ms. Ensor asked if the artwork would be insured. The committee members and Ms. Almandinger agreed that it should have coverage. Ms. Blankenship requested a motion to move to the City Council.

ACTION: Motion to accept/approve item 4.2. by Terri Heckmaster;
second by None;
Motion passed with a 3:0
AYES: Trudy Blankenship, Brandi Ensor, Terri Heckmaster
NOES: None
ABSTAIN: None

3. Consider and Discuss Acceptance of the Steadley Grant for Dog Park for the Eagle Scout Project.

Ms. Almandinger discussed the future dog park and the cooperation with a local citizen trying to obtain his Eagle Scout rank. Ms. Almandinger talked about a grant opportunity that they had worked on together for agility equipment for the dog park. Ms. Almandinger advised that they did receive a grant from the Steadley Foundation for \$10,000. Ms. Blankenship asked if Ms. Almandinger had a copy of the grant and letter of approval. Ms. Almandiger advised that she would email a copy to the committee members. Ms. Almandinger updated the

committee on what phase the department is on for the dog park.

ACTION: Motion to accept/approve item 4.3. by Brandi Ensor;
second by None;
Motion passed with a 3:0
AYES: Trudy Blankenship, Brandi Ensor, Terri Heckmaster
NOES: None
ABSTAIN: None

4. Consider and Discuss Nancy Sanchez's Request for Bounce House in Municipal Park

Ms. Almandinger advised that the Parks & Recreation Department requested Ms. Sanchez bring a letter to the committee explaining why she wanted a bounce house and that she has rented from a licensed company, We Be Bouncin LLC. Ms. Sanchez provided both a letter and proof of insurance for We Be Bouncin LLC.

ACTION: Motion to accept/approve item 4.4. by Terri Heckmaster;
second by None;
Motion passed with a 3:0
AYES: Trudy Blankenship, Brandi Ensor, Terri Heckmaster
NOES: None
ABSTAIN: None

5. **Staff Reports**

Ms. Almandinger reported on some new contracts for events at Memorial Hall. One event is a painting class and Ms. Almandinger was happy to report that 15 people registered to participate in the class. The response has been so great that another event has already been scheduled for another painting event in December. Ms. Almandinger also mentioned a second contract for a homesteading class that will be 6 months in length with one class a month, the first class being a 4-hour sourdough class. Ms. Almandinger advised the committee that Ms. Cholley has been very successful in finding new opportunities to bring to Memorial Hall for our community. Ms. Almandinger discussed that golf rounds are up by 4,280 rounds from the previous year. The Parks Department has received several compliments on the Carthage Golf Course.

Ms. Almandinger also advised that GPS trackers will be installed and running soon on the golf carts. Ms. Almandinger updated the committee on the RFP for the Fair Acres ball fields. Ms. Almandinger advised that the fields have been skinned and the infield crushed lava rock has been delivered. The next steps will be to add netting and leveling of the fields.

Ms. Almandinger also advised the committee about working on a grant with the Missouri Department of Conservation for tree inventory for the City, which will help with tree maintenance in the City.

Ms. Almandinger and Ms. Cholley met with the painter to discuss color schemes for Memorial Hall. Ms. Almandinger provided two options to the committee. Ms. Almandinger stated that the painter would paint each color as a swatch on the walls and requested that the committee come by to help with the decision-making for the wall colors for Memorial Hall.

Ms. Almandinger discussed with the committee McCune Brooks Trust Funds. Ms. Almandinger advised that she has been working on another grant that would help bring more attractions to Municipal Park. Ms. Almandinger discussed with the committee that the department is under budget for the new park equipment and would like to utilize some of those funds to bring a pump track and a bike park to replace park equipment that will be removed. The committee was excited about this opportunity and a discussion was had about using the set-aside funds for extras for the parks, like landscaping and lighting around new park equipment. Ms. Ensor reviewed with the committee that the set-aside funds were to also be used for park improvements in this capacity as well. It was mentioned that as a courtesy, City Administrator Dagnan and Ms. Almandinger would meet with the Trust Committee. Ms. Almandinger reviewed with the committee the process of how bills to the trust fund are paid. Ms. Almandinger requested of the committee another meeting before the end of the year for review of the master plan, that date will be set at a later time. Ms. Almandinger reminded the committee of the cannon unveiling on October, 27th at 1:00 PM in Central Park. Ms. Almandinger would like to bring the stadium up to higher standards and make the necessary upgrades that the stadium needs. The committee will discuss this at a later date.

6. Other Business

7. Adjournment