



City of Carthage, Missouri
PUBLIC SERVICES COMMITTEE

December 19, 2023 - 5:30 PM
CITY HALL COUNCIL CHAMBERS

AGENDA

1. **Call to Order**
2. **Old Business**
 1. Approval of Previous Minutes
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 Michelle Steverson at the Parks & Recreation office at 417-237-7035, or email m.steverson@carthagemo.gov.)
4. **New Business**
 1. Consider and Discuss Golf Course Retail Inventory.
 2. Consider and Discuss Dog Park Rules.
 3. Consider and Discuss Rock Stadium Renovations.
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 27, 2023 - 4:30 PM
CITY HALL COUNCIL CHAMBERS

MINUTES

1. Call to Order

The Public Services Committee meeting was called to order at 4:30 PM.

2. Old Business

1. Approval of Previous Meeting Minutes

ACTION: Motion to accept/approve item 2.1. by Terri Heckmaster;
second by None;

Motion passed with a 4:0

AYES: Brandi Ensor, Trudy Blankenship, Terri Heckmaster, Jeff
Hole

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 Michelle Steverson at the Parks & Recreation office at 417-237-7035, or email m.steverson@carthagemo.gov.)

4. New Business

Ms. Almandinger advised the Committee of a duplicate agenda item (4.10). Item 4.10 should read Consider and Discuss approval and purchase of new scoreboard for Rock Stadium.

ACTION: Motion to amend item 4.10 to Consider and Discuss approval
and purchase of new scoreboard for Rock Stadium. by Trudy
Blankenship; second by None;

Motion passed with a 4:0

AYES: Brandi Ensor, Trudy Blankenship, Terri Heckmaster, Jeff Hole

NOES: None

ABSTAIN: None

1. Consider and Discuss Signage for Jefferson Highway at Carter Park.
Ms. Almandinger spoke to the committee in reference to erecting a sign in Carter Park that details the history of Carter Park and Jefferson Highway. Ms. Almandinger introduced Ms. Betsy Flanigan to the committee to speak on the project. Ms. Flanigan spoke on the history of Carter Park and how it was a significant stop for travelers on Jefferson Highway. At that time, Carter Park was known as Carthage Tourist Camp. Ms. Flanigan explained that for Jefferson

Highway travelers, Carthage offered several amenities such as rock cabins, shelters, eating pavilions, and so on. Ms. Flanigan stated that Carthage played a major role in the development of Jefferson Highway, which stretches from Canada to Louisiana. Ms. Flanigan, a representative of Carthage Historic Preservation, in collaboration with the Jefferson Highway Association, which is the sponsor of the sign, is requesting the Committee's approval to post a historical site sign. Ms. Blankenship motioned to approve the Jefferson Highway Association to erect the historical site sign in Carter Park.

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

AYES: Brandi Ensor, Trudy Blankenship, Terri Heckmaster, Jeff
Hole

NOES: None

ABSTAIN: None

2. Consider and Discuss Golf Course Rate Increase.

Ms. Almandinger introduced Tyler Markham to the Committee to speak about the request for a rate increase at Carthage Golf Course. Mr. Markham explained to the Committee that the current rates at Carthage Golf Course are from 2017 and were not put in place until May of 2022. Mr. Markham explained that the previous increase is out of date and spoke about other local golf courses as a comparison. Mr. Markham explained that the increase is to industry standards and would not affect community members who are members of Carthage Golf Course. Ms. Blankenship motioned to approve the Carthage Golf Course rate increase.

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

AYES: Brandi Ensor, Trudy Blankenship, Terri Heckmaster, Jeff
Hole

NOES: None

ABSTAIN: None

3. Consider and Discuss Tourism Expenses.

Ms. Almandinger spoke on Carthage Tourism Department and introduced Ms. Jen Kirby to the Committee. Ms. Kirby spoke on her plans to give a quarterly report to City Council about the progress being made in the Tourism Department. Ms. Kirby then spoke on the DMO between Carthage and the State of Missouri to the Committee. Ms. Kirby explained that the DMO application is required yearly and is a lengthy process, but allows us to use marketing dollars at a 50/50 match from the state to encourage visitors to come to Carthage. Ms. Kirby has already secured billboard marketing for quarters 2, 3, and 4. There will be digital signs that will be active in the Springfield area as well. As part of the Marketing DMO, ads are required to be 50+ miles away from Carthage. Ms. Kirby went on to talk about local marketing like Show Me the Ozarks magazine

and that she has secured article space for the next 7 issues. Ms. Kirby stated that the City was reimbursing the Chamber of Commerce for the Food Truck Friday they had been in charge of before Ms. Kirby was hired. The Committee gave positive feedback to Ms. Kirby about the work she has done in a short amount of time and look forward to seeing what Ms. Kirby does in the future. No action taken.

4. Consider and Discuss CXT Restroom at Fair Acres.

Ms. Almandinger discussed the Fair Acres restrooms with the Committee and explained that they are not ADA-compliant and that they need to be updated to meet the required standards. Ms. Almandinger advised that the Parks Department is under budget for restroom projects and wanted to add this to the project. Ms. Almandinger discussed location and placement of the new restroom. Ms. Almandinger advised the Missouri State Contract bid for the restrooms from CTX came in at \$266,188.00. Ms. Heckmaster motioned to accept the bid from CTX in the amount of \$266,188.00.

ACTION: Motion to accept/approve item 4.4. by Terri Heckmaster;
second by None;

Motion passed with a 4:0

AYES: Brandi Ensor, Trudy Blankenship, Terri Heckmaster, Jeff Hole

NOES: None

ABSTAIN: None

5. Consider and Discuss Acceptance of RFP for Dog Park Fence.

Ms. Almandinger stated that there was a Committee that was created to help determine the best design for the dog park. She stated the Parks Department submitted an RFP for fencing to include multiple pricing options. She stated that the Dog Park Committee recommended the two-pen, 6' dog fence would be the best option. Two bids were submitted, one from Miller Fence in the amount of \$41,880.00 and one from MW Fence CO in the amount of \$33,746.43. Ms. Heckmaster motioned to accept the bid from MW Fence CO in the amount of \$33,746.43 for the two-pen 6' dog fence.

ACTION: Motion to accept/approve item 4.5. by Terri Heckmaster;
second by None;

Motion passed with a 4:0

AYES: Brandi Ensor, Trudy Blankenship, Terri Heckmaster, Jeff Hole

NOES: None

ABSTAIN: None

6. Consider and Discuss Acceptance of RFP for Fair Acres Ballfields.

Ms. Almandinger discussed the RFP for Fair Acres ball fields for the leveling and placement of the crushed lava and installing the stanchions. She explained that the first request brought bids that were out of budget and that all were rejected. She explained that modifications were made to the RFP and that the second RFP was more specific to our needs and was sent back out for sealed bids. Two bids were received, one from Viridity, LLC in the amount of \$108,175.00 and one from Elements Construction Concepts in the amount of \$24,415.00. Ms. Heckmaster motioned to accept the bid from Elements Construction Concepts in the amount of \$24,415.00.

ACTION: Motion to accept/approve item 4.6. by Terri Heckmaster;
second by None;
Motion passed with a 4:0
AYES: Brandi Ensor, Trudy Blankenship, Terri Heckmaster, Jeff
Hole
NOES: None
ABSTAIN: None

7. Consider and Discuss Approval of TORO Mower Bid.

Ms. Almandinger spoke on the requested sale of a Toro Reelmaster Mower, that has been on the Parks Department surplus. A representative of Center Creek Recreation approached the Parks Department showing interest in the mower. Open bids were accepted for the purchase of the mower. Center Creek Recreation submitted the only bid for \$3,000.00. Ms. Blankenship motioned to accept the bid for selling the Toro Reelmaster Mower at \$3,000.00 to Center Creek Recreation.

ACTION: Motion to accept/approve item 4.7. by Trudy Blankenship;
second by None;
Motion passed with a 4:0
AYES: Brandi Ensor, Trudy Blankenship, Terri Heckmaster, Jeff
Hole
NOES: None
ABSTAIN: None

8. Consider and Discuss Memorial Hall and Golf Surplus Items.

Ms. Almandinger discussed the items listed for surplus from Memorial Hall and the Carthage Golf Course. A request was made to specify that the Grundfos 75 hp pump is not in working order. Ms. Blankenship motioned to surplus items from Memorial Hall and Carthage Golf Course.

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

9. Consider and Discuss Dump Truck Purchase.

Ms. Almandinger discussed with the Committee the need to purchase a new dump truck for the Parks Department. The lead time for the new dump truck is currently during the springtime of 2024.

This purchase is through Sourcewell at an amount of \$133,098.81 and will be for a 2025 model. Ms. Heckmaster motioned to accept the Sourcewell bid at \$133,098.81 for the purchase of a new dump truck.

ACTION: Motion to accept/approve item 4.9. by Terri Heckmaster;
second by None;

Motion passed with a 4:0
AYES: Brandi Ensor, Trudy Blankenship, Terri Heckmaster, Jeff Hole
NOES: None
ABSTAIN: None

10. Consider and Discuss Purchase of Scoreboard for Rock Stadium
Amended agenda item: Consider and Discuss Scoreboard Purchase for Rock Stadium.

Ms. Almandinger spoke on the need for a new scoreboard for Rock Stadium due to many of the lights not working in the current scoreboard. Ms. Almandinger advised that it would not be fiscally responsible to fix the current scoreboard. Ms. Almandinger advised that the purchase of the scoreboard would come out of Use Tax and that the Parks Department will forgo other planned usage of Use Tax. Ms. Almandinger provided two options of scoreboards to the Committee from Nevco. One bid for a scoreboard with white LED lights for \$14,037.19 and one bid for amber or red LED lights in the amount of \$12,430.69. There was discussion on which scoreboard and which LED lights would perform optimally for the spectators. The Committee came to an agreement on the scoreboard size and color of LED lights. Nevco is also a Sourcewell provider. Mr. Hole motioned to accept the Sourcewell bid in the amount of \$12,430.69 for the purchase of the scoreboard with amber/red LED lights.

ACTION: Motion to accept/approve item 4.10. by Jeff Hole; second by None;

Motion passed with a 4:0
AYES: Brandi Ensor, Trudy Blankenship, Terri Heckmaster, Jeff Hole

NOES: None

ABSTAIN: None

5. Staff Reports

Ms. Almandinger spoke on Golf Course reports and advised that the number of golf rounds is up. She also gave a report about the new classes and other events that are taking place at Memorial Hall. She advised that the most recent class was full and had a waiting list. More classes are in the works. Ms. Almandinger also advised the Committee that the Parks Department was working on re-implementing processes that have been in place as well as creating new processes and policies department-wide.

6. Other Business

7. Adjournment

The meeting was called to a close at 6:05 PM.

ACTION: Motion to Adjourn at by Terri Heckmaster

Motion Passed with a 40

AYES: Brandi Ensor, Trudy Blankenship, Terri Heckmaster, Jeff Hole

NOES: None

ABSTAIN:

None

Carthage Parks & Recreation

Municipal Dog Park **Licensing Requirements**

To obtain a City of Carthage pet license:

- Proof of rabies vaccine by a licensed veterinarian.
- \$0.00 Fee with proof of spay or neuter;
- \$5.00 if not spayed or neutered.

To register for the Municipal Dog Park:

- Proof of Carthage City pet license.
- Proof of spay or neuter.
- Proof of Parvo vaccination
- Completed waiver
- Paid \$20.00 annual fee.



Carthage Parks & Recreation

Municipal Dog Park Rules

Please observe the following rules to help make our dog park a safe and enjoyable place. Thank you.

1. Any dog within the dog park area shall not be under six (6) months of age, and shall be currently vaccinated against rabies, distemper, and parvovirus by a licensed veterinarian and have a current City of Carthage license. Additionally, all dogs are required to be registered by the City of Carthage Parks & Recreation Department at 521 Robert Ellis Young Drive.
2. All dogs must be spayed or neutered to enter the dog park.
3. "Owner" means any person, firm or corporation in possession and control of or custody of a dog.
4. Any owner bringing a dog into the dog park area shall be responsible for complying with these rules and any other rules, regulations, and City of Carthage ordinances necessary to protect the health, welfare, and safety of park users. An owner bringing a dog into the dog park area is liable for and assumes the risk for the dog's conduct.
5. No person under 16 years of age shall be permitted to bring a dog into the dog park area. You assume any and all risks associated with being inside the Dog Park Area with other unleashed dogs.
6. Children must be at least 10 years old and supervised by an adult to use the dog park. Children must behave in a responsible manner: no running, chasing dogs, or petting dogs without the owner's permission.
7. The handler must be in the fenced area with the dog at all times.
8. All owners shall be attentive to their dogs. All patrons of the dog park must carry their leash with them at all times.
9. Any dog or owner creating a disturbance or disruption may be evicted at the discretion of City officials.
10. If you allow unauthorized access to others, you may have your dog park privileges revoked.
11. If you enter without proper authorization, you may be subject to trespassing.
12. Dogs that have been deemed vicious by the Carthage Police Department shall not be permitted to enter.
13. No dogs with fresh wounds or diseases shall be permitted in the dog park area.
14. Any excrement deposited in the dog park area shall be promptly removed and appropriately disposed of by the dog's owner.
15. Any dog left unattended within the dog park area shall be deemed "at-large" and/or neglected or abused in violation of the City of Carthage Ordinance. See City of Carthage Ordinance Chapter 4, Article 1 Section 4.2-A.
16. It is recommended that dogs weighing more than 30 pounds utilize the large dog area.
17. No food or treats are allowed inside the dog park area.
18. No more than two dogs per person.
19. Choke, prong, pinch, and spike collars must be removed inside the dog park area.
20. If your dog bites or scratches a person, it will be subject to existing city quarantine ordinances and dangerous dog ordinance. See City of Carthage Ordinance Chapter 4-11 and also Chapter 4-11.
21. No pit bulls as defined in City Ordinance Chapter 4, Section 4-5.1
22. Failure to comply with any of these rules may result in revoking dog park privileges.

Park hours are 6 a.m. to 12:00 a.m. (hours are subject to closures for required maintenance operations). For non-emergencies at the dog park, please call 417-237-7035. If you need emergency assistance, please call 911. All City ordinances relating to dogs are available at <https://library.municode.com/search?statelid=25&clientid=11716&searchText=dogs&contentType=CODES>

Where to obtain Dog Park Registration

City of Carthage Parks & Recreation

521 Robert Ellis Young Dr.

Carthage, MO 64836

417.237.7035

Dog Park Hours

6:00 a.m. – 12:00 a.m.

Municipal Park

Municipal Dog Park FAQs

Q. What is a dog park? A. A dog park is a location set aside for dogs and their owners to exercise and play off-leash in a controlled (i.e., fenced) environment.

Q. What are the hours of the dog park in Carthage? A. Parks hours are from 6 a.m. to 12 a.m. (subject to closures for required maintenance operations).

Q. If I observe a problem at the park, what should I do?

For maintenance at Municipal Dog Park, please call: 417-237-7035.

For disruptive animals, please call Carthage Police Department Animal Control: 417-237-7200.

For customer service: 417-237-7035.

For an emergency, please call 911.

Q. Can I bring more than one dog to the park? A. No more than two dogs are permitted, per handler, at one time.

Q. Am I responsible for cleaning up after my dog? A. Yes. A receptacle & bags for waste will be located on site.

Q. What should I bring with me to the park? A. Please remember to have proof of current dog license & registration available.

Q. Will the dog parks be policed or monitored by Parks and Recreation? A. There will not be park staff stationed at the dog park, however, staff and police will monitor the areas periodically.

Q. When does my dog have to be on a leash at the park? A. Until you and your dog enter the fenced dog play area, your dog(s) has to be leashed.

Q. Why is there a fee for the dog park and what will the monies be used for? A. The fee helps pay for maintenance, amenities, and entry system fees.

Q. What is needed to register for the dog park? A. License showing the dog is registered in the city, copy of shot record from a licensed veterinarian, and paperwork showing the dog is spayed or neutered.

Q. Who should I contact for information about volunteer opportunities in the dog park?

A. 417-237-7035

Q. Do I need to be a resident of Carthage to obtain dog park registration? A. No, anyone can use the dog park once their pet is registered.



Municipal Dog Park

Waiver and Release

Please read this form carefully and be aware that in consideration for permission to use the facilities, you will be expressly assuming the risk, and legal liability, and waiving/releasing all claims for injuries, damages, or loss that you or your dog might sustain as a result of participating in any and all activities connected with and associated with use of these facilities and the surrounding areas.

I hereby acknowledge that I have voluntarily applied to participate and use with my dog(s) dog parks and off-leash play areas ("Parks") owned and operated either separately or jointly by the City of Carthage in conjunction with its Parks & Recreation Department. I understand that the aforementioned risks are entirely my responsibility and I expressly assume that responsibility knowingly and voluntarily. When this Waiver and Release refers to "my dog", it includes me whether or not I am the legal owner of the dog, since I am the person responsible for the dog while using the Parks.

I understand that the registration system is not established to guarantee that dogs in the Parks are safe or healthy. I also understand that dog activities are intended to provide a fun and rewarding experience for a dog and its owner/handler. However, despite careful and proper preparation, instruction, medical advice, conditioning, and equipment, there is still a risk of serious injury, including death, to the dog, its owner/handler, or other persons or animals. I further understand that dogs, irrespective of their training and usual past behavior or characteristics, may act or react unpredictably at times based upon instinct or circumstances and that not all hazards and dangers associated with dog activities can be foreseen. I agree to assume the risk of any injury to me, individuals (including children) who accompany me in the Parks, and my dog(s).

I further understand and assume the risk that not all dogs in the Parks may have been vaccinated for distemper, parvo, or rabies, all of which could result in injury to me, any individuals (including children) accompanying me, and my dog(s). I also understand that there are certain inherent risks including the propensity of a dog to behave in dangerous ways. Additional risks include, but are not limited to: the inexperience or irresponsibility of a dog(s) owner/handler, the inability to predict a dog's reaction to sound, movement, objects, persons or other animals, dog fights, dog bites, and injuries to humans and other dogs; dog theft or unlawful capture; dog escape over or under fences; plants in the area that may be poisonous to dogs or people; mosquitoes, ticks, chiggers, fleas, or other insects may be present; and wild animals such as skunks, raccoons, opossums, or stray dogs that could be present in the Parks, all of which might injure or infect my dog(s), as well as slip and falls, premises defects, equipment failure, failure in instruction or supervision, as well as all other circumstances inherent to dog and/or outdoor activities. I knowingly and voluntarily accept responsibility for all of these risks in exchange for the privilege of using the Parks.

It is my understanding that no agents or employees of the City of Carthage will supervise the Parks at any time and I therefore expressly assume responsibility for all risks associated with the Parks as well as fixtures and equipment that may be located there in an unsupervised manner.

By signing this Waiver and Release and using the Parks, I fully release and discharge the City of Carthage, its Parks & Recreation Department, and their employees and agents as well as any private citizen volunteers serving as Parks stewards which have been sanctioned by the City, from claims, demands, damages, rights of action, present or future, known or unknown, anticipated or unanticipated, resulting from, or arising out of, my use or intended use of the Parks. I fully and forever release and discharge the City of Carthage its Parks and Recreation Department, and their employees and agents, as well as any sanctioned volunteers from any and all negligent acts or omissions with regard to the Parks and intend to be legally bound by this Release. I assume sole responsibility for, and agree to indemnify and hold harmless the City of Carthage, its Parks and Recreation Department, and all of the employees, agents and volunteers of each for any damages from bodily injury, death, or damage or loss to property including legal and expert witness fees caused by the previously described parties.

I HAVE CAREFULLY READ THIS WAIVER AND RELEASE AND UNDERSTAND ITS CONTENTS. I HAVE ALSO RECEIVED A COPY OF THE DOG PARK RULES AND REGULATIONS AND AGREE BY AFFIXING MY SIGNATURE BELOW TO COMPLY WITH THOSE RULES AND REGULATIONS AND TO INFORM OTHERS THAT I MAY BRING TO THESE PARKS (INCLUDING CHILDREN) OF THESE RULES AND WILL ENSURE THEIR COMPLIANCE WHILE USING THE PARKS. MY SIGNATURE CONFIRMS THAT I AM ALSO NOT AWARE OF ANY INCIDENTS IN WHICH MY DOG(S) HAS SHOWN AGGRESSIVE, FIGHTING, OR BITING BEHAVIOR TOWARD OTHER ANIMALS OR PEOPLE.

Dog Owner

Signature: _____

Date: _____

Print Name: _____

Additional Handler

Signature: _____

Date: _____

Print Name: _____

If Dog Owner, or Handler is under age 18, the name and signature of a parent or legal guardian is required:

Signature: _____

Date: _____

Print Name: _____



JEN *Kirby*
TOURISM DIRECTOR

Tourism Staff Report

- Tourism Scorecard Review
 - Page 2
- DMO Expenditures & Creative
 - Pages 3-8
- Local Marketing Expenditures
 - Pages 9-13

Highlights & Goals

- Boot's Court Green Space Grant - **Complete**
- Hotel Accommodations – Make initial contact - **Complete**
- DMO Budget Adjustments & Finalize Q4 Strategy - **In Progress**
- Experience Carthage: Web, Social Media Campaign & Event Update – **In Progress**
- Identify Tourism Assets & Draft Awareness Campaigns- **In Progress**
- Tri-State Corridor Route 66 – Attended 1st meeting - **Complete**
- Route 66 Centennial Celebration Planning – **In Progress**



- ## Key Initiatives

 - DMO Budget Administration
 - Hotel Accommodations
 - Visitor Landscapes & Experiences
 - People & Places
 - Tourism Assets
 - Uncover, Highlight, & Promote
 - Website, Mobile & Social Enhancements
 - Telling Our Story
 - Creation of Marketing Materials
 - Print & Digital Mediums, Branding
 - City of Carthage Maps



DMO Marketing Reach

Ad Publication	Ad Type	Reach	Total Reach	Quarter
Route	Magazine	100,000	300,000	Q2-Q4
Show Me Missouri	Magazine	24,000	72,000	Q2-Q4
Terrain	Magazine	32,000	64,000	Q3-Q4
America's Civil War	Magazine	14,336	14,336	Q3
Civil War Times	Magazine	20,600	20,600	Q3
Missouri Life	Magazine	115,773	261,546*	Q3-Q4
8 Boards – 3 States	Billboards	Varies	3,273,370	Q2-Q4
			4,005,852	

Local Marketing Reach

Ad Publication	Ad Type	Reach	Total Reach	Quarter
2 - Maple Leaf Rodeo	Billboards	122,440	244,800	Q1
Show Me the Ozarks	Magazine	75,000	525,000	Q2-Q4
			769,800	

Tuesday, November 28, 2023

Address: P.O. Box 53 Kennett, MO 63857

V: 01-3022

Distribution # T: 123-45130.543

Signed **Traci Cox**

Assistant City Administrator

Show-Me Missouri/GRAPHX Media
P.O. Box 53
Kennett, MO 63857
573-888-1100 or
toll-free: 888-715-6334

Invoice

Date	Invoice No.
11/08/23	30043

Bill To
City of Carthage 221 West Fourth Street Carthage, MO 64836

P.O. No.	Terms	SPECIAL NOTES
J. Kirby		

Item	Description	Qty	Rate	Amount
Advertising	Full Page, Winter 2023		1,200.00	1,200.00
Thank you for trusting Show-Me Missouri with your advertising dollars!			Total	\$1,200.00

City of Carthage

Thursday, November 30, 2023

Requisition # TD - 0014

V:

Name: Missouri Life, Inc.

Address: P.O. Box 57, 208 Columbia St. Rocheport, MO 65279

Distribution # T: 123-45130.543

		Unit Cost	Total Cost
	Missouri Life Magazine - Full Page - Jan/Feb Edition		\$2,350.00
		TOTAL	\$2,350.00

Signed

Traci Cox

Assistant City Administrator

Missouri Life, Inc.

P.O. Box 57, 208 Columbia Street,

Rocheport, MO 65279 US

+1 6608829898

amy@missourilife.com

Invoice



BILL TO

Ms. Jen Kirby

City of Carthage

Jen Kirby

402 S. Garrison Ave

Carthage, MO 64836 US

INVOICE #	DATE	TOTAL DUE	DUE DATE	ENCLOSED
2023-7479	11/29/2023	\$2,350.00	12/29/2023	

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

DATE	ACTIVITY	AMOUNT
	Missouri Life Magazine Advertising	2,350.00
	Missouri Life Magazine, January/February 2024 - Full Page, 4-Color, 2-4x	
	BALANCE DUE	\$2,350.00



PROOF OF PERFORMANCE SUMMARY

CONTRACT: 12/12/23

CUSTOMER: CITY OF CARTHAGE - ENTERED

ADVERTISER: CITY OF CARTHAGE - EXPENSE

NAT'L CONTRACT

REPORT DATE: 12/13/2023

MARKET: ROGERS COUNTY



PANEL: 12432

TAB#: 266541

INSTALL DATE: 12/6/2023

Location: 1311 Hwy 101 Exit 12, 1291 35th St, Carthage, MO
Media: 14' x 48' Billboard, 10' x 20' Pole, 10' x 20' Pole, 10' x 20' Pole
Billboard: 10' x 20' Pole, 10' x 20' Pole, 10' x 20' Pole, 10' x 20' Pole
Media: 14' x 48' Billboard, 10' x 20' Pole, 10' x 20' Pole, 10' x 20' Pole

MARKET: CRAIG COUNTY



PANEL: 51243

TAB#: 30659424

INSTALL DATE: 12/5/2023

Location: 1311 Hwy 101 Exit 12, 1291 35th St, Carthage, MO
Media: 14' x 48' Billboard, 10' x 20' Pole, 10' x 20' Pole, 10' x 20' Pole
Billboard: 10' x 20' Pole, 10' x 20' Pole, 10' x 20' Pole, 10' x 20' Pole
Media: 14' x 48' Billboard, 10' x 20' Pole, 10' x 20' Pole, 10' x 20' Pole

MARKET: OZARK



PANEL: 5464

TAB#: 589601

INSTALL DATE: 11/30/2023

Location: 1311 Hwy 101 Exit 12, 1291 35th St, Carthage, MO
Media: 14' x 48' Billboard, 10' x 20' Pole, 10' x 20' Pole, 10' x 20' Pole
Billboard: 10' x 20' Pole, 10' x 20' Pole, 10' x 20' Pole, 10' x 20' Pole
Media: 14' x 48' Billboard, 10' x 20' Pole, 10' x 20' Pole, 10' x 20' Pole

MARKET: JACKSON COUNTY



PANEL: 30756

TAB#: 407354

INSTALL DATE: 12/5/2023

Location: 1311 Hwy 101 Exit 12, 1291 35th St, Carthage, MO
Media: 14' x 48' Billboard, 10' x 20' Pole, 10' x 20' Pole, 10' x 20' Pole
Billboard: 10' x 20' Pole, 10' x 20' Pole, 10' x 20' Pole, 10' x 20' Pole
Media: 14' x 48' Billboard, 10' x 20' Pole, 10' x 20' Pole, 10' x 20' Pole

MARKET: BENTONVILLE



PANEL: 68012

TAB#: 30969552

INSTALL DATE: 12/4/2023

Location: 1311 Hwy 101 Exit 12, 1291 35th St, Carthage, MO
Media: 14' x 48' Billboard, 10' x 20' Pole, 10' x 20' Pole, 10' x 20' Pole
Billboard: 10' x 20' Pole, 10' x 20' Pole, 10' x 20' Pole, 10' x 20' Pole
Media: 14' x 48' Billboard, 10' x 20' Pole, 10' x 20' Pole, 10' x 20' Pole

MARKET: BENTONVILLE



PANEL: 55121

TAB#: 30609557

INSTALL DATE: 12/4/2023

Location: 1311 Hwy 101 Exit 12, 1291 35th St, Carthage, MO
Media: 14' x 48' Billboard, 10' x 20' Pole, 10' x 20' Pole, 10' x 20' Pole
Billboard: 10' x 20' Pole, 10' x 20' Pole, 10' x 20' Pole, 10' x 20' Pole
Media: 14' x 48' Billboard, 10' x 20' Pole, 10' x 20' Pole, 10' x 20' Pole



SPRING TIME!

Travel

*Experience the outdoors,
local history & scenic stops.*

A Stay Worth Experiencing!



VisitMo.com

City of Carthage

Tuesday, November 28, 2023

Name: KODE

Address: P.O. Box 744201 Atlanta, GA 30374-4201

Requisition # TD - 0013

V: 01-1463

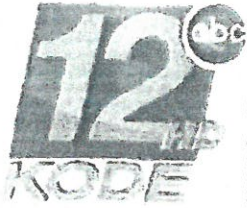
Distribution # T: 123-45130.540

		Unit Cost	Total Cost
	Final Payment for Invoice 4024600-2 - June Rodeo Commerical		\$490.00
		TOTAL	\$490.00

Signed

Traci Cox

Assistant City Administrator



CASH STATEMENT

Page 1 of 1

KODE
PO Box 744201
Atlanta, GA 30374-4201
Main: (417) 781-2345
Billing: (214) 765-4179

Property	Billing Type	Statement Date	Statement Period
KODE	Cash	11/15/23	05/01/23 - 11/15/23

Billing Address:

City of Carthage
Attention: Katie Fields
402 S. Garrison
Carthage, MO 64836

Advertiser Summary: City of Carthage

		Previous Balance		New Invoices	New Payments		New Balance
		\$0.00	+	\$705.00	+	(\$215.00)	= \$490.00
<u>Current</u>	<u>30</u>	<u>60</u>		<u>90</u>		<u>120+</u>	
\$0.00	\$0.00	\$0.00		\$0.00		\$490.00	

Agency Summary: City of Carthage

KODE						
Invoice #	Date	Invoice Amount	Transaction Type	Transaction Number	Transaction Amount	Invoice Balance
4024600-1	05/31/23	\$215.00				\$0.00
	08/01/23		Cash/Check Payment	CHK:090393	(\$215.00)	
4024600-2	06/30/23	\$490.00				\$490.00

Payment Terms 30 Days

"Thank you for your business. If you have already paid your open invoices prior to receiving this statement, please disregard. For any questions, please contact us at the number listed above".

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www.nexstar.tv/advertisingterms

CASH STATEMENT

Page 1 of 1



KSNF
PO Box 744201
Atlanta, GA 30374-4201
Main: (417) 781-2345
Billing: (214) 765-4179

Property	Billing Type	Statement Date	Statement Period
KSNF	Cash	11/20/23	03/27/23 - 11/20/23

Billing Address:

City of Carthage
 Attention: Katie Fields
 402 S. Garrison
 Carthage, MO 64836

Advertiser Summary: City of Carthage

		Previous Balance		New Invoices	New Payments		New Balance
		\$0.00	+	\$795.00	+	(\$795.00)	= \$0.00
<u>Current</u>	<u>30</u>	<u>60</u>		<u>90</u>		<u>120+</u>	
\$0.00	\$0.00	\$0.00		\$0.00		\$0.00	

Agency Summary: City of Carthage

KSNF

Invoice #	Date	Invoice Amount	Transaction Type	Transaction Number	Transaction Amount	Invoice Balance
4024614-1	05/31/23	\$275.00				\$0.00
	08/01/23		Cash/Check Payment	CHK:090393	(\$275.00)	
4024614-2	06/30/23	\$520.00				\$0.00
	08/01/23		Cash/Check Payment	CHK:090393	(\$520.00)	

Payment Terms 30 Days

"Thank you for your business. If you have already paid your open invoices prior to receiving this statement, please disregard. For any questions, please contact us at the number listed above".

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www.nexstar.tv/advertisingterms



KODE
5000 Riverside Dr
Building 5 Suite 200
Irving, TX 75039
(417) 781-2345

CONTRACT

<u>Contract / Revision</u> 4024600 /		<u>Alt Order #</u>	
<u>Advertiser</u> City of Carthage		<u>Original Date / Revision</u> 05/24/23 / 05/24/23	
<u>Contract Dates</u> 05/29/23 - 06/09/23		<u>Estimate #</u>	
<u>Product</u> Carthage Stampede Rodeo			
<u>Order Brand</u>	<u>Billing Cycle</u> EOM	<u>Billing Calendar</u> Calendar	<u>Cash/Trade</u> Cash
<u>Property</u> KODE	<u>Account Executive</u> KODE Local House	<u>Sales Office</u> Joplin Local Sale	
<u>Special Handling</u>			
<u>Demographic</u> Households			
<u>Agency Code</u>	<u>Advertiser Code</u>	<u>Product 1/2</u>	
<u>Agency Ref</u>		<u>Advertiser Ref</u>	

And:

City of Carthage
Attention: Katie Fields
402 S. Garrison
Carthage, MO 64836

*Line	Ch	Start Date	End Date	Description	Start/End Time	Days	Length	Spots/Week	Rate	Type	Spots	Amount
1	KODE	05/29/23	06/09/23	Good Morn Joplin 530-6a	530-6a		:30			NM	2	\$40.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>				<u>Spots/Week</u>	<u>Rate</u>			
	Week:	05/29/23	06/04/23	-----				0	\$0.00			
	Week:	06/05/23	06/11/23	MTWTF--				2	\$20.00			
2	KODE	05/29/23	06/09/23	Good Morn Joplin 6-7a	Good Morn Joplin 6-7a		:30			NM	2	\$50.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>				<u>Spots/Week</u>	<u>Rate</u>			
	Week:	05/29/23	06/04/23	M-----				1	\$25.00			
	Week:	06/05/23	06/11/23	MTWTF--				1	\$25.00			
3	KODE	05/29/23	06/09/23	6:00 AM-10:00 AM	6:00 AM-10:00 AM		:30			NM	4	\$120.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>				<u>Spots/Week</u>	<u>Rate</u>			
	Week:	05/29/23	06/04/23	MTWTF--				2	\$30.00			
	Week:	06/05/23	06/11/23	MTWTF--				2	\$30.00			
4	KODE	05/29/23	06/09/23	GMA	7-9a		:30			NM	1	\$40.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>				<u>Spots/Week</u>	<u>Rate</u>			
	Week:	05/29/23	06/04/23	-----				0	\$0.00			
	Week:	06/05/23	06/11/23	MTWTF--				1	\$40.00			
5	KODE	05/29/23	06/09/23	4:00 PM-7:00 PM	4:00 PM-7:00 PM		:30			NM	3	\$195.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>				<u>Spots/Week</u>	<u>Rate</u>			
	Week:	05/29/23	06/04/23	MTWTF--				1	\$65.00			
	Week:	06/05/23	06/11/23	MTWTF--				2	\$65.00			
6	KODE	05/29/23	06/09/23	KODE News @ 6p	6-630p		:30			NM	1	\$80.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>				<u>Spots/Week</u>	<u>Rate</u>			
	Week:	05/29/23	06/04/23	-----				0	\$0.00			
	Week:	06/05/23	06/11/23	MTWTF--				1	\$80.00			
7	KODE	05/29/23	06/09/23	LN M-Su 10p News	LN M-Su 10p News		:30			NM	1	\$80.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>				<u>Spots/Week</u>	<u>Rate</u>			
	Week:	05/29/23	06/04/23	MTWTF--				1	\$80.00			
	Week:	06/05/23	06/11/23	-----				0	\$0.00			
8	KODE	05/29/23	06/09/23	10:35 PM-1:00 XM	10:35 PM-1:00 XM		:30			NM	4	\$60.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>				<u>Spots/Week</u>	<u>Rate</u>			
	Week:	05/29/23	06/04/23	MTWTFSS				2	\$15.00			
	Week:	06/05/23	06/11/23	MTWTF--				2	\$15.00			

(* Line Transactions: N = New, E = Edited, D = Deleted)

Notwithstanding to whom bills are rendered, advertiser, agency and service, jointly and severally, shall remain obligated to pay to station the amount of any bills rendered by station within the time specified and until payment in full is received by station. Payment by advertiser to agency or to service or payment by agency to service, shall not constitute payment to station. Station will not be bound by conditions, printed or otherwise contracts, insertion orders, copy instructions or any correspondence when such conflict with the above terms and conditions. Two week advance cancellation notice is required unless otherwise specified.

Nexstar Media Group does not discriminate in the sale of advertising time, and will accept no advertising which is placed with an intent to discriminate on the basis of race or ethnicity. Any advertiser certifies that it is not buying broadcasting air time on Nexstar Media Group stations for a discriminatory purpose, including but not limited to decisions not to place advertising on particular stations on the basis of race or ethnicity.



KODE
5000 Riverside Dr
Building 5 Suite 200
Irving, TX 75039
(417) 781-2345

<u>Contract / Revision</u>	<u>Alt Order #</u>
4024600 /	

<u>Advertiser</u>	<u>Original Date / Revision</u>
City of Carthage	05/24/23 / 05/24/23

<u>Contract Dates</u>	<u>Product</u>	<u>Estimate #</u>
05/29/23 - 06/09/23	Carthage Stampede Ro	

*Line	Ch	Start Date	End Date	Description	Start/End Time	Days	Length	Spots/Week	Rate	Type	Spots	Amount
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>				<u>Spots/Week</u>	<u>Rate</u>			
9	KODE	05/29/23	06/09/23	GMA Sa	GMA Sa		:30			NM	1	\$40.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>				<u>Spots/Week</u>	<u>Rate</u>			
Week:		05/29/23	06/04/23	-----S-				1	\$40.00			
Week:		06/05/23	06/11/23	-----				0	\$0.00			
Totals											19	\$705.00

Time Period	# of Spots	Gross Amount	Net Amount
05/01/23 - 05/31/23	5	\$215.00	\$215.00
06/01/23 - 06/30/23	14	\$490.00	\$490.00
Totals	19	\$705.00	\$705.00

Signature: _____ **Date:** _____

(* Line Transactions: N = New, E = Edited, D = Deleted)

Notwithstanding to whom bills are rendered, advertiser, agency and service, jointly and severally, shall remain obligated to pay to station the amount of any bills rendered by station within the time specified and until payment in full is received by station. Payment by advertiser to agency or to service or payment by agency to service, shall not constitute payment to station. Station will not be bound by conditions printed on contracts, insertion orders, copy instructions or any correspondence when such conflict with the above terms and conditions. Two week advance cancellation notice is required unless otherwise specified.

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November Report

Insights

Lime - S

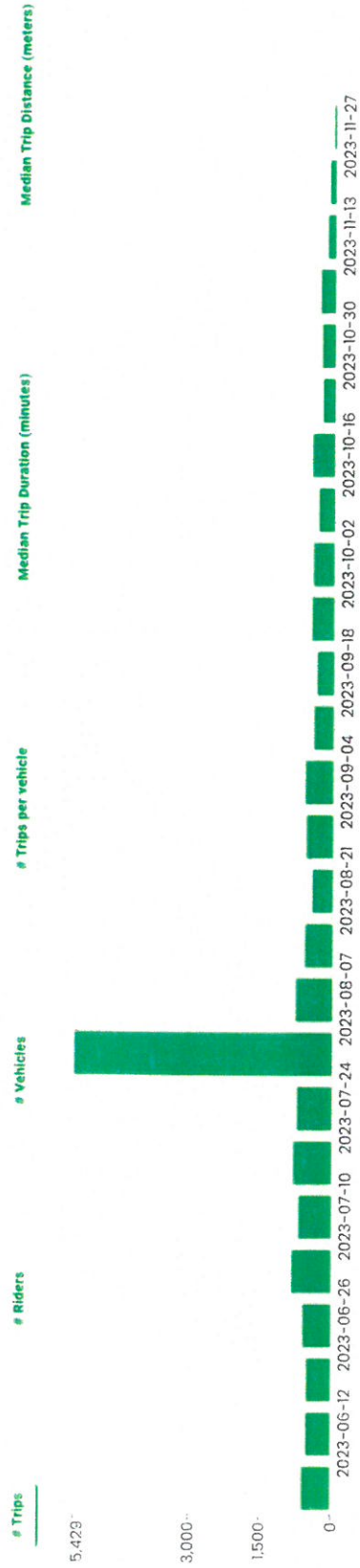
Cumulative Trips

Last Month

# Trips	# Riders	Total Distance	CO2 Saved	Median Distance/Trip	Median Time/Trip
1,535	493	2,084.3 mi	1,870.1 lbs	1 mi	9 min

Trips Trends

Weekly



November 2023
Events & Recreation Report

MEMORIAL HALL RENTAL REVENUE
November 2023 Revenue - \$1505.25

November 2022 Revenue - N/A

CLASS REVENUE
November 2023 Revenue - \$745.00

November 2022 Revenue - N/A

Main Auditorium Rentals	Lower Level Auditorium Rentals	City Municipal Court	Drivers Testing	Meeting Room Rentals
2	11	2	5	30

November 2023 Summary

In November, the main auditorium was closed from the 6th through the 30th for renovations.

A sourdough class was held in the lower level on November 18th that was sold out and had a waiting list for cancellations. A family oriented painted class was added for January. A contract was signed for a sushi 101 class that will happen in February of 2024.

CIVIL WAR MUSEUM

ATTENDANCE

November 2023

DATE	CARTHAGE	TOURIST	LOCATION UNLISTED	GRAND TOTAL
11/1/2023	6	6	0	12
11/2/2023	6	6	0	12
11/3/2023	0	52	0	52
11/4/2023	2	6	4	12
11/5/2023	1	18	0	19
11/6/2023	Closed	Closed	Closed	0
11/7/2023	1	9	0	10
11/8/2023	1	5	0	6
11/9/2023	2	5	4	11
11/10/2023	0	6	0	6
11/11/2023	2	18	0	20
11/12/2023	0	8	0	8
11/13/2023	2	12	0	14
11/14/2023	Closed	Closed	Closed	0
11/15/2023	1	5	0	6
11/16/2023	2	20	0	22
11/17/2023	0	0	0	0
11/18/2023	2	20	0	22
11/19/2023	0	7	0	7
11/20/2023	Closed	Closed	Closed	0
11/21/2023	0	6	0	6
11/22/2023	0	19	0	19
11/23/2023	Closed	Closed	Closed	0
11/24/2023	Closed	Closed	Closed	0
11/25/2023	4	10	0	14
11/26/2023	0	0	0	0
11/27/2023	Closed	Closed	Closed	0
11/28/2023	1	4	0	5
11/29/2023	0	2	0	2
11/30/2023				0
TOTAL	33	244	8	285

SALES	DONATIONS
\$ 5.00	\$ 0.00
\$ 19.00	\$ 0.00
\$ 159.00	\$ 0.00
\$ 26.00	\$ 0.00
\$ 0.00	\$ 0.00
Closed	Closed
\$ 38.50	\$ 0.00
\$ 0.00	\$ 0.00
\$ 3.00	\$ 0.00
\$ 0.00	\$ 0.00
\$ 39.00	\$ 0.00
\$ 22.00	\$ 0.00
\$ 4.00	\$ 0.00
Closed	Closed
\$ 0.00	\$ 0.00
\$ 47.00	\$ 0.00
\$ 0.00	\$ 0.00
\$ 57.00	\$ 0.00
\$ 0.00	\$ 0.00
Closed	Closed
\$ 34.50	\$ 0.00
\$ 61.00	\$ 0.00
Closed	Closed
Closed	Closed
\$ 102.00	\$ 0.00
\$ 0.00	\$ 0.00
Closed	Closed
\$ 0.00	\$ 0.00
\$ 20.00	\$ 0.00
	\$ 539.00
\$ 637.00	\$ 539.00

2023 November Month End

Municipal Park- Mulching continued 2-3 days a week. Limb removal was done daily. Trash removal was done 3 days a week. Minor repairs made at pool. New lights installed in chemical room and valve replaced at well pump. Shop cleanup and organizing has started.

Carter Park- Trash removal was done 3 days a week. Mulching continued once a week. Limb removal done when needed.

Kellogg Lake Park- Trash removal done 3 days a week. Limb removal done when needed. Mulching continued once a week. New playground opened up.

Central Park- Mulching continued once a week. Trash removal was done 3 days a week. Limb removal was done daily for preparation of sparkle in the park. Several events in park so several picnic tables were delivered and then removed after each event.

Griggs Park- Mulching continued once a week. Trash removal 3 days a week. Old playground equipment was removed in preparation for new playground equipment. New basketball court opened up.

Civil War Museum- replaced tv in showroom, replaced lights in displays, cleaned upstairs trash and removed.

Freer Park- mulching continued once a week, limb pickup when needed

Memorial Hall- Mulching continued once a week around building
