



City of Carthage, Missouri

PUBLIC SERVICES COMMITTEE

January 16, 2024 - 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, 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 Chelsea Cholley at the Parks & Recreation office at 417-237-7035, or email c.cholley@carthagemo.gov.)

4. New Business

1. Consider and Discuss Tree Inventory Grant.

Ms. Almandinger stated that she has been working closely with Mr. Jon Skinner from the Missouri Department of Conservation and an advocate on our Tree Board, to apply for a Tree Inventory Grant through the Missouri Department of Conservation. Ms. Almandinger stated that we are in need of a Tree Inventory because the last one completed was in 2008, and a tree inventory would help us identify and come up with a maintenance plan for the trees. Ms. Almandinger stated that there was a request for proposal created for the tree inventory contingent on receiving the grant. There was one bid received by Lauren Copple with Outer Oaks Forestry Consulting for the amount of \$31,375. Ms. Almandinger stated that this would be a cost a 90/10 cost share with the City paying \$1508.08. Ms. Almandinger stated that we have received the grant and would like to get approval to accept the grant and move forward with the tree inventory being completed by Lauren Copple of Outer Oaks Forestry Consulting. Ms. Blankenship motioned to accept the grant and move forward with Outer Oaks Forestry Consulting to complete the tree inventory.

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 Concession Funding.

Ms. Almandinger reminded the committee that as the Parks and Recreation, we will be running the newly formed Little League Program this year and that will also include the concession stand. Ms. Almandinger stated that after researching other concession stands. It was determined that we would need funding in the amount of \$15,000 added to our budget to purchase concession items. Ms Almandinger stated that we would be moving forward with using Sysco to purchase our concession items because there is no contract and the prices are substantially better than Sams, which is where most concession items are purchased by other groups. Mr. Hole motioned to approve funding concession funding in the amount of \$15,000.

ACTION: Motion to accept/approve item 4.2. 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

3. Consider and Discuss Field Rental Pricing.

Ms. Almandinger stated that previous pricing for field rentals was not approved by the committee with the previous administration and that it needed to follow our Pricing & Cost Recovery Policy. She stated after researching other fields rentals in other cities that it was determined what the best pricing for our fields would be. The prices would be free for use for practices, \$10 per hour for lights,\$100 per day per field for games or tournaments, and they must have insurance for games and tournaments. Ms. Heckmaster motioned to approve the field pricing.

ACTION: Motion to accept/approve item 4.3. 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. **Staff Reports**

Ms. Kirby, the Director of Tourism, spoke and informed the committee about what she has completed in the past month and her goals for the next month. She stated that she has been promoting Parks and Recreation events and will be working on promoting the Battle of Carthage. Ms. Almandinger updated the committee on what Parks, Golf, and Memorial Hall has completed. She stated that the classes are doing really well. She

stated that the bathrooms have been delivered and should be ready to go soon. She also informed the committee that there will be a survey sent out this week to the community to get their feedback on the improvements for the pool.

6. Other Business

7. Adjournment

ACTION:	Motion to adjourn by Trudy Blankenship; second by None; Motion with a 4:0
AYES:	Brandi Ensor, Trudy Blankenship, Terri Heckmaster, Jeff Hole
NOES:	None
ABSTAIN:	None