City of Carthage, Missouri

PUBLIC SERVICES COMMITTEE

March 19, 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 Terri Heckmaster; second by None; Motion 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 Angie Judd at the Parks & Recreation office at 417-237-7035, or email a.judd@carthagemo.gov.)

4. New Business

1. Consider and Discuss Kid's Fishing Day.

Ms. Almandinger introduced Jackie Boyer with the Kellogg Lake Board. Ms. Boyer informed the attendees about the upcoming annual kid's fishing event scheduled to coincide with Missouri Free Fishing weekend. She requested permission to utilize Kellogg Lake Park for the event and to temporarily close Kellogg Lake to public fishing, beginning midnight on Sunday, June 2nd through noon on June 8th. Ms. Blankenship motioned to allow use of Kellogg Lake Park on June 8th from 8:00 a.m. until 12:00 p.m. for Kid's Fishing Day, including closing the lake to the public from 12:00 a.m. June 2nd through 12:00 p.m. June 8th.

ACTION:	Motion to accept/approve item 4.1. by Trudy Blankenship; second by None; Motion with a 4:0
AYES:	Brandi Ensor, Trudy Blankenship, Terri Heckmaster, Jeff Hole

NOES:	None
ABSTAIN:	None

2. Consider and Discuss Carthage R-9 Dual Language Celebration at Central Park May 3rd.

   Ms. Almandinger conveyed that the Carthage R-9 Dual Language Academy has expressed interest in utilizing Central Park to host their inaugural Dual Language Celebration on May 3rd. She elaborated that the event aims to commemorate the students' achievements and will feature the presentation of the Pathway to the Seal of Biliteracy and Seal of Biliteracy awards. Ms. Almandinger stated that the event would incorporate food trucks but clarified that no road closures were necessary. Additionally, she noted that the Parks Department has expressed no concerns at present and emphasized the anticipated positive impact of the celebration on Carthage Dual Language students, their families, and the community. Mr. Hole motioned to allow the use of Central Park on May 3rd from 4:00 p.m. through 8 p.m. for Carthage Dual Language Academy.

ACTION:	Motion to accept/approve item 4.2. by Jeff Hole; second by None; Motion with a 4:0
AYES:	Brandi Ensor, Trudy Blankenship, Terri Heckmaster, Jeff Hole
NOES:	None
ABSTAIN:	None

3. Consider and Discuss Donation to Little League for Equipment.

   Ms. Almandinger provided an overview of the recent donation made by the former Carthage Youth Baseball organization in the amount of $5,000 to be allocated to the Carthage Little League for the acquisition of equipment. She expressed the heartfelt appreciation of Carthage Little League for this generous contribution. Ms. Blankenship motioned to allow the donation of $5,000 for Little League equipment and to forward it to the Council for Resolution.

ACTION:	Motion to accept/approve item 4.3. by Trudy Blankenship; second by None; Motion with a 4:0
AYES:	Brandi Ensor, Trudy Blankenship, Terri Heckmaster, Jeff Hole
NOES:	None
ABSTAIN:	None

4. Consider and Discuss Donation to Carthage Little League by Housh Family.

   Ms. Almandinger highlighted that the recent donation constitutes a continuation of the contributions made in memory of Jared Housh to Carthage Little League, which were previously accepted during the last session. She reported two additional donations had been received, amounting to a total of $100. Ms. Blankenship motioned to accept the donation from the Housh family in the amount of $100 to Carthage Little League.

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

AYES:	Brandi Ensor, Trudy Blankenship, Terri Heckmaster, Jeff Hole
NOES:	None
ABSTAIN:	None

5. Consider and Discuss Parks and Memorial Hall Surplus Items.

Ms. Almandinger addressed the issue of surplus items identified during the recent cleaning of storage areas at Memorial Hall. She further mentioned that the Parks and Recreation department had replaced the scoreboard at the Rock Stadium and proposed surplussing the old scoreboard. Ms. Heckmaster motioned to approve the surplussing of the listed items.

ACTION:	Motion to accept/approve item 4.5. by Terri Heckmaster; second by None; Motion with a 4:0
AYES:	Brandi Ensor, Trudy Blankenship, Terri Heckmaster, Jeff Hole
NOES:	None
ABSTAIN:	None

6. Consider and Discuss Rock Stadium Rolling Gate Renovation.

Ms. Almandinger informed the attendees that the ongoing renovation at the Rock Stadium represents a continuation of the facility's improvement efforts. She elaborated that the Parks department aims to repurpose a 20-foot long and 6-foot high rolling gate to connect a fence, thereby enhancing security measures to prevent unauthorized access to the Parks Maintenance Building. Additionally, Ms. Almandinger mentioned that following the publication of a Request for Proposal, the Parks and Recreation Department received a single bid from MW Fence Company totaling $8,881.23. She further noted that the renovation project for the stadium remains within the budget previously approved by the attendees. Ms. Blankenship motioned to accept the bid from MW Fence Company in the amount of $8,881.23 for the Rock Stadium Rolling gate renovation.

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

7. Consider and Discuss Parking Lot at 2nd and Howard.

Mr. Dagnan, the City Administrator, informed the attendees that an undisclosed business had approached the City expressing interest in purchasing property adjacent to the parking lot located at 2nd Street and Howard Street. This business requested that the City consider donating the parking lot to ensure adequate parking space for their operations. No action was taken.

8. Consider and Discuss MOU Easement with Carthage Eye Care.

Ms. Blankenship motioned to amend the agenda and strike item number 8 from the list of items to be discussed.

ACTION:	Motion to amend 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 RFP for Parks Signage.

Ms. Almandinger addressed the issue of limited park signage, which was identified based on the Parks Master Plan of 2021. She emphasized that the existing signs are difficult to read and do not effectively direct the public to the parks. To address this concern, Ms. Almandinger, along with the City Engineer, conducted a comprehensive tour of all Parks properties to identify areas where new signage would be beneficial. Ms. Almandinger proposed the installation of new signs that would not only provide clear directions but also incorporate elements of Carthage's history by utilizing previously donated marble slabs. Subsequently, the Parks and Recreation department submitted a Request for Proposal for the creation of seven signs to be placed in various parks. Ms. Almandinger informed the committee that only one bid was received for the project, which was from Kevin Harrison Masonry. The proposed cost for each sign was $14,456.77, with a discount of $500 per sign if all seven were purchased for a total of $97,697.39. She expressed confidence in the contractor, noting that they had previously collaborated on the creation of the Phelps House sign. Ms. Almandinger clarified that the funding for this project would be sourced from the Use Tax and is already allocated within the budget. Ms. Blankenship motioned to accept bid from Kevin Harrison Masonry in the amount of $14,456.77 per sign for a total of $97,697.39 after discount and forward to Council.

ACTION:	Motion to accept/approve item 4.9. by Trudy Blankenship; second by None; Motion with a 4:0
AYES:	Brandi Ensor, Trudy Blankenship, Terri Heckmaster, Jeff Hole
NOES:	None
ABSTAIN:	None

10. Consider and Discuss Grant to Youth Development Foundation.

Ms. Almandinger brought forth an authorization for a grant request to the MLB Youth Development Foundation. She explained that this funding could be utilized to support the replacement of lights at the Fair Acres Baseball Complex with LED lighting. Ms. Almandinger noted that the Foundation accepts applications continuously, with a processing period lasting six months. Mr. Hole motioned to allow the pursuit of a grant from the MLB Youth Development Foundation to be used to assist in the replacement of field lights at the Fair Acres Baseball Complex.

ACTION:	Motion to accept/approve item 4.10. by Jeff Hole; second by None; Motion with a 4:0
AYES:	Brandi Ensor, Trudy Blankenship, Terri Heckmaster, Jeff Hole
NOES:	None

ABSTAIN:	None

5. Staff Reports

Ms. Almandinger provided updates during the meeting, noting an increase in golf rounds for February compared to the same period last year, attributing this rise to exceptionally favorable weather conditions. She mentioned ongoing efforts at the driving range, including the removal of the old building to enhance its aesthetic appeal, while Golf Maintenance has diligently maintained the grounds. Additionally, Ms. Almandinger reported positive revenue growth at Memorial Hall, highlighting the diverse array of classes and programs offered, such as successful sushi classes, weekly line dancing sessions, and an active indoor swap meet. She also mentioned the excitement for the upcoming Little League season with 150 registrations. Ms. Almandinger recognized the difficulties faced by the Parks Maintenance Department in addressing vandalism at Griggs Parks restrooms and stressed the importance of ongoing efforts to minimize these incidents. Ms. Almandinger mentioned progress in designing the new pool facility at Water's Edge.

Ms. Kirby, Tourism Director, shared insights from her recent participation in her first legislative day. She discussed promoting Carthage across various advertising platforms to attract tourism to the city. Ms. Kirby informed the committee that she is persistently working on website enhancements. She mentioned that progress is being made on the Visitor's Guide, with an anticipated completion date set for April.

6. Other Business

7. Adjournment

Ms. Heckmaster made a motion to adjourn the meeting at 6:28 P.M.

ACTION:	Motion to adjourn item 7. by Terri Heckmaster; second by None; Motion with a 4:0
AYES:	Brandi Ensor, Trudy Blankenship, Terri Heckmaster, Jeff Hole
NOES:	None
ABSTAIN:	None