



City of Carthage, Missouri
PUBLIC SAFETY COMMITTEE

August 19, 2024 - 5:30 PM
CITY HALL COUNCIL CHAMBERS

AGENDA

- 1. Call to Order**
- 2. Old Business**
 1. Approval of 7/15/24 Minutes
- 3. Citizen Participation**

(Each person addressing the Committee shall state their name and address or the organization or firm represented and is limited to no more than five (5) minutes. The time may be extended by the chair if deemed necessary. Once a person has had their say on a particular issue, they are not permitted to once again speak on the issue unless called to answer any further questions by the Committee or Chair)

 1. Consider and discuss Maple Leaf 5K race - Jeannette Nye
 2. Consider and discuss Rallye in the Park - Jude Champagne
 3. Consider and discuss traffic speed on block of 2000 S Maple. - Regina Wells
- 4. New Business**
 1. Consider and discuss 2024 Maple Leaf Festival - Julie Reams
 2. Consider and discuss the stop at the intersection of Elk & Maple
 3. Consider and discuss cleaning RFP - CPD
 4. Staff Reports
 - Fire Department
 - Police Department
- 5. 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 SAFETY COMMITTEE

July 15, 2024 - 5:30 PM
CITY HALL COUNCIL CHAMBERS

MINUTES

1. Call to Order

MEMBERS PRESENT: Terri Heckmaster, Alan Snow, Tom Barlow, Christopher Taylor

OTHERS PRESENT:

STAFF PRESENT: Police Chief Bill Hawkins, Deputy Fire Chief Jason Martin, Interim City Administrator Traci Cox, City Clerk Miranda Deal

Chair Terri Heckmaster called the meeting to order at 05:30 PM.

2. Old Business

1. Approval of 6-17-24 Minutes

ACTION:	Motion to approve item 2.1. by Christopher Taylor
	Motion Passed with a 4:0
AYES:	Terri Heckmaster, Alan Snow, Tom Barlow, Christopher Taylor

3. Citizen Participation

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1. Consider and discuss Cars and coffee car show. - Eddie Grundy

Eddie Grundy was not present at the start of the meeting. Items 2 and 3 under old business were discussed first.

Mr. Grundy was present to ask the committee for permission to do cars and coffee on the square on the last Saturday's of the month. He stated that his current last Saturday of the month event outside of his business has been a great success and he would like to expand on that. He would have cars park on the inside of the square, leaving parking spaces in front of businesses open for customers and it would be from 8-10 am on the last Saturday of the month. He stated that Springfield currently does this and they have great success. If the event gets too big, he will come back to the committee to get further permissions to ensure everyone's safety. Signs were discussed to help notify drivers that

there could be increased foot traffic. Mr. Taylor said he would ask public works if they have a pedestrian crossing sign, or if one could be made. There could also be traffic cones supplied to warn drivers near the crosswalk to slow down and look for pedestrians. The first date of this cars and coffee event would be July 27. No further action was taken.

2. Consider and discuss car show - Michael Hendrix

Michael Hendrix with Cruisin Main was present to speak about hosting a Cruise In night on the Carthage Square August 30 and October 11 from 6-9 pm. He spoke with the committee about doing similar events in Webb City and formerly in Joplin, he would like to have a DJ present and get businesses on the square involved. There wouldn't be other vendors present at this time, but he hopes to grow it into a larger event. He preferred that the streets be closed around the square to prevent people from driving around since there would be a lot of people out, including children. There were questions asked from the committee and other staff if the businesses who are open at night had been contacted and are on board with the square being closed on a Friday night. The approval to close the entire square would have to come before the council, so there was a motion made to close the whole square and if there were any businesses not on board, adjustments could be made at the council meeting.

ACTION:	Motion to Close the square and allow cars to back into parking spaces on Aug 11 from 5:30-9 pm by Alan Snow
	Motion Passed with a 4:0
AYES:	Terri Heckmaster, Alan Snow, Tom Barlow, Christopher Taylor

3. Consider and discuss noise ordinance- Holly Williams

Holly Williams was present to speak about a noise complaint she had on the church on S Baker Blvd that is next to her house. She has repeatedly called the police department and reported them and they are still blaring their music and sound systems to where it greatly disturbs her in her home. Chief Hawkins stated that multiple citations have been issued to someone at the church, he was unsure what the court date was due to the lack of a prosecuting attorney pushing court cases back. Ms. Heckmaster stated that she had reached out to the court administrator and the court date for the citations have been scheduled for September. Ms. Cox stated that she would ask Mr. Gold about what could be done about someone having multiple violations of the noise ordinance, Chief Hawkins advised Ms. Williams to call the police department rather than sending a message through the City website.

4. **New Business**

1. Consider and discuss CRM Marian Days 2024 - Chief Hawkins

Chief Hawkins spoke about the requests from the Fathers at the CRM. The requests are similar to years past and there are no new requests. Mr. Snow told the committee since some of the members were new, that the college actually reimburses the city for part of the costs for the added security. They pay 75% and the City pays 25%. There were questions asked on how much extra security is provided, Chief Hawkins stated that on Friday and Saturday there are as many as 45 officers on the ground spread out. There was a resolution in the packet that had all of the requests listed. This has been passed in previous years and

there is also a proclamation that the Mayor typically signs and presents to them at the Friendship dinner they host for City employees.

ACTION:	Motion to forward the resolution to council for approval by Alan Snow
	Motion Passed with a 4:0
AYES:	Terri Heckmaster, Alan Snow, Tom Barlow, Christopher Taylor

2. Staff Reports

Fire Department

Deputy Chief Martin reported that there have been some phone calls regarding a political sign that was put up near station 2. The sign is not on City property, but it looks like it due to the fire department mowing out farther than the property line to help keep rodents away. They have stopped mowing that far out to resolve the issue. They have gotten the contract signed for the brush truck bid that was approved at the last council, so work will start on that soon. The Ferrara Engine that is replacing E614 is scheduled for an August delivery, this truck was supposed to be delivered back in February. The fire department was approved one new hire this fiscal year, but that is on hold until a new fire chief is hired. The fire department is also assisting the police department in getting things prepped for Marian days. Ms. Cox stated that the bids for the new fire engine were approved and to secure the low interest rate, the funds were put into an escrow account.

Police Department

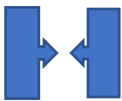
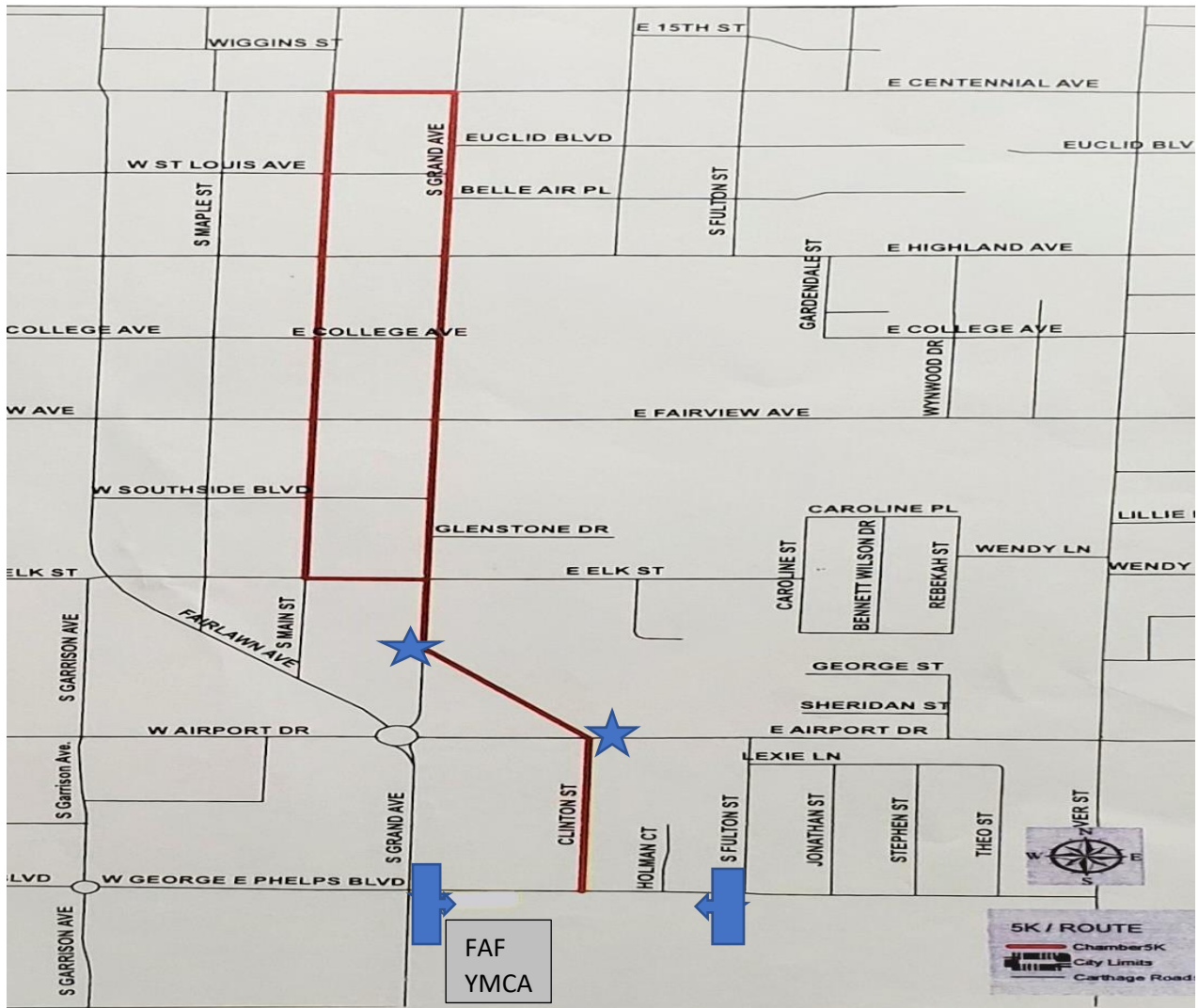
Chief Hawkins reported that his department is busy with Marian days prep. He also reported that they have received the car that was from a year and a half ago, they should be getting the wrecked vehicle replacement on Thursday, and the new cars that council had approved have been ordered. So as far as vehicles go, they are doing good right now.

Ms. Cox reported that she had looked up the Cruisin Main Facebook page and saw a post about the Cruise In that the committee had approved earlier in the evening, it was initially reported that there wouldn't be vendors at these first few events, but the post on Facebook was looking for vendors. Chief Hawkins said he would call Mr. Hendrix and get some clarifying information before Tuesday's council meeting.

5. Adjournment

ACTION:	Motion to Adjourn at 06:37 PM by Alan Snow
	Motion Passed with a 4:0
AYES:	Terri Heckmaster, Alan Snow, Tom Barlow, Christopher Taylor

2024 Maple Leaf 5K Race Route Street Closure Request



CPD barricades and soft street closure.

George E. Phelps at S. Grand Ave to S. Fulton Street.



Officers present at race crossings

Limiting access from Airport Drive to Clinton Street.

Closure request from 5:30 p.m. to 7:30 p.m. on Friday, October 18, 2024.



July 31, 2024

Re: 2024 Maple Leaf Festival®

Public Safety Committee:

Let this letter serve, along with the supporting document, for approval for street closures and vacating streets for the 58th Annual Maple Leaf Festival® to be held October 11th- 19th. In addition, we respectfully request event security from the Carthage Police Department for events highlighted in yellow to be present at events on October 12th, 18th, & 19th during the designated times.

As in previous years, the Carthage Chamber of Commerce is also requesting to suspend the following ordinances during the festival:

- i. Request permissions to allow Arts/Crafts, Concessions, and Non-Profit vendors to sell under the Carthage Chamber Business License in violation of City Ordinance Section 12, Subsection 26. All vendors will be required to provide proof of liability insurance, and concessions will follow all rules and regulations for health and safety protocols.*
- ii. Requesting permission to temporarily (during Maple Leaf Festival® events) signage placement in the public right of way, poles, and signs owned by the City in violation of City Ordinance Section 6, Subsection 262 and Section 13, Subsection 132.*

Thank you for your consideration and continued support.

Respectfully,

Julie Reams

President

Carthage Chamber of Commerce

417-358-2373

jreams@carthagechamber.com



Request to Public Safety Committee

1. Closure and vacating streets for Maple Leaf Festival®-includes:
 - Monday, October 14th 5pm-8pm
 - Friday, October 18th (see map for early corner closure at 3rd & Main) 8am-Sunday 10am (Stage set-up)
 - Saturday, October 19th 5am-10pm
 - Sunday, October 20th Corner 3rd & Main (open corner by 10 am stage take-down)
2. Central Park:
 - Saturday, October 12th for Oktoberfest Event-Security 11am -5pm
 - Friday, October 18th Free Concert on the Square-designated area-Security 7pm-11pm
 - Saturday, October 19th Free Concert on the Square-designated area-Security 6pm-10pm

Request #1

We request the closure and vacating of the following streets for Maple Leaf 2024. Please see the attachments.

Request #2

Request for an off-duty officer(s) for security in Central Park and on the Carthage Square on the following dates & times for a beer garden in a designated area.

Saturday, October 12, 2024, for Oktoberfest, a Maple Leaf Festival® Event: 11am-5pm

- a. Events begin at 10 am with baby show
- b. Beer garden (in the designated area) 11am-5pm
- c. Bounce houses, games, and activities for families
- d. Chicken pageant
- e. Live Music

Friday, October 18, 2024, 6 pm - 11 pm

Request for an off-duty officer(s) for a beer garden during the Friday night concert on the square (in the designated area). The Woodshed will provide the Beer Garden.

Saturday, October 19, 2024, 7 pm - 10 pm

Request for an off-duty officer(s) for a beer garden during the Saturday night concert on the square (in the designated area). The Woodshed will provide the Beer Garden.



2024 Maple Leaf Public Safety Request by the Carthage Chamber of Commerce

REQUEST DATE: MONDAY, OCTOBER 14, 2024

EVENT: MAPLE LEAF FESTIVAL® TOUCH-A-TRUCK

All locations are to be closed AND vacated.

Date	Time(s)	Description	Comments
10/14/24	5PM-8PM	3 RD Street from Main to Grant	including barricades
10/14/24	5PM-8PM	Grant Street from 3 rd to 4 th	including barricades
10/14/24	5PM-8PM	4 th Street from Grant to Main	including barricades
10/14/24	5PM-8PM	Main Street from 4 th to 3 rd	including barricades



2024 Maple Leaf Public Safety Request by the Carthage Chamber of Commerce

REQUEST DATES: FRIDAY, October 18, 2024

SATURDAY, October 19, 2024

All locations are to be closed AND vacated.

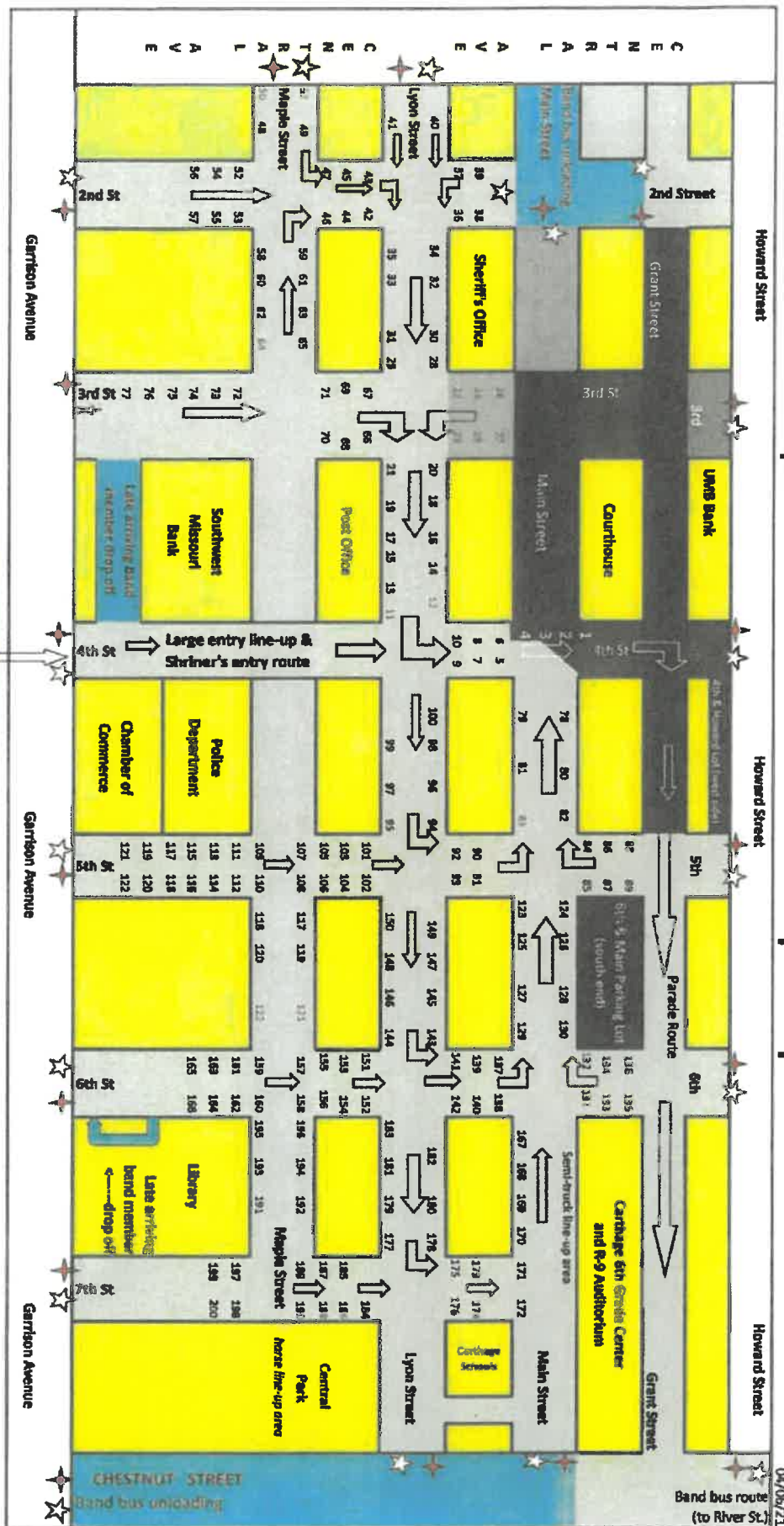
Date	Time(s)	Description	Comments
10/18/24	7am-7pm	County Parking Lot Located at 4 th & Grant Friday to Saturday	
10/18/24	8am-10am	Corner of 3 rd & Main Friday thru Sunday	including channelizers and rope
10/18/24	5pm-7pm	Grant (from 5th to 2nd) Friday to Saturday	including channelizers and rope
10/18/24	5pm-7pm	300 block of Main Friday to Saturday	including channelizers and rope
10/18/24	5pm-10pm	3rd (Grant to Main) Friday to Saturday	including channelizers and rope
10/18/24	5pm-7pm	4th (from Main to Howard) Friday to Saturday	including channelizers and rope
10/18/24	5pm-7pm	4th & Howard free parking lot-Chamber will	
		contact Drake Hotel to make arrangements/Friday & Saturday	
10/19/24	5pm-7pm	6th & Main free parking lot Friday to Saturday	
10/19/24	5am-12 noon	Centennial (from Grand to but not including Main)	
10/19/24	5am-10pm	3rd (from Grant to but not including Howard)	
10/19/24	5am-7pm	Main (from 3rd to 2nd)	
10/19/24	5am-10pm	3rd (From Main to Lyon)	
10/19/24	7am-1pm	Grant/Grand (From Central to and including Centennial)	
10/19/24	7am-1pm	Centennial (from Grand to but not including River)	
10/19/24	7am-12 noon	Main (from Central to and including Chestnut)	
10/19/24	7am-12 noon	Lyon (from Central to and including Chestnut)	
10/19/24	7am-12 noon	Maple (from Central to and including 7th)	
10/19/24	7am-12 noon	2nd-7th (from Garrison to but not including Howard)	
10/19/24	7am-12 noon	Chestnut (from Garrison to but not including Howard)	
10/19/24	7am-12 noon	Memorial Hall Parking Lot	

Requesting permission to allow Art/Craft, Concession, and Non-Profit Vendors to sell under the Chamber Business License in violation of City Ordinance Section 12, Subsection 26. Concession Vendors will be required to provide proof of liability insurance coverage.

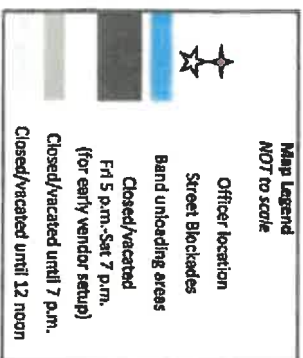
Requesting permission to temporarily (only during the Maple Leaf Events) place signage in the public right of way and on poles and signs owned by the City in violation of City Ordinance Section 6, Subsection 262 and Section 13, Subsection 132.

Maple Leaf Parade Line-up Map

last revised
04/05/21



All line-up locations are approximate. Parade officials will be on-hand to assist with actual placement and direction of the parade. All participants are expected to abide by decisions of and follow instructions from parade officials throughout the duration of the parade.



Shops



Imagery ©2023 Airbus, CNES / Airbus, Maxar Technologies, Map data ©2023 50 ft

Cleaning Services Specifications

Instructions/Information to Prospective Bidders

Invitation to Bid

The City of Carthage is requesting proposals for Cleaning Services for the Carthage Police Department in Carthage, MO.

Schedule of Events

Release of RFP 07/18/2024

Deadline for submission 08/01/2024

Service to begin on 08/05/2024

Inquiries

Questions regarding this RFP should be directed to Heather Wolfe at 417-237-7200 or by email, h.wolfe@carthagemo.gov.

Process for Submitting Proposal

Proposals, mailed or delivered, must be received at Carthage City Hall located at 326 Grant St., Carthage, MO 64836 by 1:00 p.m. on July 30, 2024. Proposal should be clearly marked: "Cleaning Services" on the outside of the envelope and addressed to Miranda Deal. Emailed proposals shall be sent to m.deal@carthagemo.gov with "Cleaning Services" in the subject line. Proposals received after the due date will be rejected. The proposal offer acknowledges the right of the City of Carthage to accept or reject any or all proposals and to waive any informality in any proposal received.

Information Required with Proposal

The proposal should include the following:

- Estimated cost
- References
- Certificate of Insurance

Supplies

The Police Department shall provide all cleaning equipment and supplies including trash can liners, paper towels, toilet tissue, and liquid soap, floor cleaning products, polishes, etc. If supplies are needed, a list will be provided to the Administrative Sergeant for purchase.

Description of Work – Police Department

A. The general areas to be serviced three times a week (or 20hr a week)

1. Empty all wastebaskets, replace liner if needed

not substitute any employee on the Police Department property without prior notification to the Police Department.

The service provider shall not disturb papers on desk, or open drawers, cabinets, files, or bookcases.

Under no circumstances shall the service provider be allowed to bring visitors, children, or other relatives into the Police Department.

Selecting Proposal

City of Carthage reserves the right to consider proposals based on their relative merit, risk, and values to the organization, and reserves the right to negotiate with all service providers. Evaluation offers will be based upon the Vendor's responsiveness to the RFP and the total price quoted for all items covered by the RFP. The successful service provider may be asked to participate in negotiations and may be asked to revise their proposals based on their negotiations. In submitting a proposal, each service provider acknowledges that they have read and understand these requirements.

The Respondent shall bear all costs associated with the proposal meeting(s), interview(s), preparation and submission of the bid and the City of Carthage shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the solicitation.

Cleaning Services Bid

Vendor Name: _____

Contact information: _____

Monthly Cleaning Bid: _____

Alternate Monthly Cleaning Bid: _____

References

Provide at least three (3) references

Name: _____

Business Name if Applicable: _____

Address: _____

Telephone Number: _____

E-Mail Address: _____

Name: _____

Business Name if Applicable: _____

Address: _____

Telephone Number: _____

Coverage Binder 2278287

Company

Boeuf & Berger Mutual Ins
545 Harold H Meyer Drive
New Haven, MO 63068
573-237-3476

Agency

Joyce Towe Agency
Joyce towe
P.O. Box 134
645 E.Mt.Vernon Blvd.
Mt. Vernon,, MO 65712
417-466-9288

Insured

Michele Tackett
427 Lawrence 2110
Stotts City, MO 65756
417-606-0720

Policy Info

Policy period from Aug 06, 2024 **through** Aug 06, 2025

Policy Type: Small Contractors Policy

Policy Number: Not assigned yet **HN003003**

Deductible: \$0 Deductible

Total Premium: \$636.00

Coverage at Location 1 (427 Lawrence 2110, Stotts City, MO 65756)

Other Coverages

Matching Exclusion

Exclusion - Explosion, Collapse, Underground Property Damage Hazard

Lead Liability Exclusion

Punitive Damage Exclusion

Repair Cost Provision

Semi Annual Billing Fee

Vacancy or Unoccupancy Permit

Liability

Carrier: Boeuf & Berger Mutual Insurance Company

Liability Type: Small Contractors Liability

Coverage Limit: 100,000

Medical Coverage Limit: 1,000

Additional Liability Coverage

\$25,000 Medical Payments - Each Accident

Products/Completed Work \$100,000 Included (!NSC)

Fire Legal Liability \$50,000 Included (!OSC)

Personal Injury/Advertising Injury \$100,000 Included(!PSC)

Full Time (LSC3F)

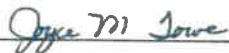
Full Time (LSC3F)

Conditions

Boeuf & Berger Mutual Ins binds the insurance stipulated above. The insurance is subject to the terms, conditions, and limitations of the policy in current use by Boeuf & Berger Mutual Ins.

This binder expires when the permanent policy is issued, or upon the expiration of ____ days (not more than 30) from the Issued Date, whichever comes first. This binder may be cancelled by the Insured by surrender of this binder or by written notice to the Company stating when cancellation will be effective. This binder may be cancelled by the Company by notice to the Insured in accordance with the policy conditions.

Authorized Representative



Issued Date

2024-08-06

Cleaning Services

Vendor name: American Maid

Contact information: 417-606-0720 or micheletackett18@gmail.com

Weekly Cleaning Bid: \$450

Alternate Weekly Cleaning Bid: \$425

References

Provide at least three (3)

Name: Jeff Cartright

Business Name if Applicable: Joplin Industrial Electric (JIE)

Address: 2202 S Prigmore Ave, Joplin MO. 64804

Telephone Number: 417-623-3425

E-Mail Address: N/A

Name: Dr. Roger Sacry

Business Name if Applicable: Sacry Family Medicine

Address: 433 S Garrison Ave, Carthage MO 64836

Telephone Number: 417-388-2746

E-Mail Address: N/A

Name: Stacey Musche

Business Name if Applicable: Residential

Address: N/A

Telephone Number: 417-850-4124

E-Mail Address: N/A

Name: Dr. And Mrs Smart

Business Name if Applicable: Residential

Address: N/A

Telephone Number: 417-825-2271

E-Mail Address: N/A

Print or type name: Michele Tackett

Signature: Michele Tackett

Date: 08-06-2024

not substitute any employee on the Police Department property without prior notification to the Police Department.

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Under no circumstances shall the service provider be allowed to bring visitors, children, or other relatives into the Police Department.

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Cleaning Services Bid

Vendor Name: Michelle Naaykens

Contact information: 417-850-0416

Monthly Cleaning Bid: \$1,600/month

Alternate Monthly Cleaning Bid: _____

References

Provide at least three (3) references

Name: Peggy Ashermann

Business Name if Applicable: _____

Address: Belle Air Street, Carthage, MO

Telephone Number: 417-793-2255

E-Mail Address: _____

Name: Wren Vickers

Business Name if Applicable: _____

Address: _____

Telephone Number: 417-388-1067

E-Mail Address: _____

Name: Traci Cox

Business Name if Applicable: City of Carthage

Address: 326 Grant

Telephone Number: 417-237-7000

E-Mail Address: t.cox@carthagemo.gov

Print or type name: Michelle Naaykens

Signature: Michelle Naaykens

Date: 08/08/2024