



City of Carthage, Missouri
PUBLIC SERVICES COMMITTEE

April 15, 2025 - 5:30 PM
CITY HALL COUNCIL CHAMBERS

MINUTES

1. Call to Order

MEMBERS PRESENT: Jana Schramm, Lori Leece, Ray West

MEMBERS ABSENT: Tom Barlow

OTHERS PRESENT:

STAFF PRESENT: Parks and Recreation Director Abi Almandinger, Administrative Assistant Angie Judd, City Administrator Traci Cox

Vice Chair Jana Schramm called the meeting to order at 05:30 PM.

2. Old Business

1. Approval of previous minutes.

Ms. Leece motioned to approve the previous minutes as amended, motion passed.

ACTION: Motion to accept/approve item 2.1. by Lori Leece;
Motion passed with a 3:0

AYES: Jana Schramm, Lori Leece, Ray West

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.)

Sally Stuart, on behalf of Vision Carthage, presented a banner program designed to complement the existing Maple Leaf banners. The program, offered through a New York-based company, would be fully sponsored by individuals featured on the banners and would come at no cost to the city. The city and Vision Carthage, as well as other city entities, would receive two banners per year. The first year's designs are planned to commemorate the Route 66 anniversary and the country's anniversary, with banners rotating around the city on flagpoles installed by CWEP. As the program expands, it would provide four banners per year featuring seasonal and historical designs, including winter themes, spring florals, Maple Leaf Festival, and Veterans banners in collaboration with Carthage Historic Preservation. Ms. Stuart noted that immediate approval is needed to begin production. Ms. Cox advised that a contract will be required prior to proceeding. The item has been approved by the budget committee,

though the contract would not take effect until the start of the new fiscal year. Ms. Leece motioned to forward the agreement to Council for approval, motion passed.

ACTION: Motion to accept/approve item 3. by Lori Leece;
Motion passed with a 3:0

AYES: Jana Schramm, Lori Leece, Ray West

NOES: None

ABSTAIN: None

4. New Business

1. Consider and discuss Evening Soirée in the Park with Vision Carthage.
Ms. Almandinger introduced Sally Stuart, representing Vision Carthage, to present a proposal for an Evening Soirée in the Park event. The event is planned for June 28th from 7:00 p.m. to 10:00 p.m. in Central Park. Ms. Stuart explained that this will be a private, ticketed event, and requested that the park be closed to other events during that time, while remaining open to the public outside of the designated event area. The soirée is intended to offer an upscale yet fun atmosphere, similar to Art Walks or First Friday events held in other communities. Planned features include live music, artist demonstrations, original artwork for sale, a silent auction, and a roped-off beer garden offering charcuterie-style food and wine. Ms. Almandinger noted that the department is working closely with Vision Carthage on the event and reported no concerns, adding that it is expected to be a positive and enjoyable addition to the community. Ms. Leece motioned to approve the event in the park to benefit Vision Carthage, motion passed.

ACTION: Motion to accept/approve item 4.1. by Lori Leece;
Motion passed with a 3:0

AYES: Jana Schramm, Lori Leece, Ray West

NOES: None

ABSTAIN: None

2. Consider and discuss Schreiber event.
Ms. Almandinger introduced Angel Himes, HR Generalist with Schreiber Foods, to request permission to use Central Park for the annual Schreiber Park Day event, scheduled for June 7th from 3:00 p.m. to 8:00 p.m. Ms. Himes explained that the event is designed to celebrate community diversity and will feature a beverage truck, free food, a raffle benefiting a local organization, face painting, a balloon artist, bounce houses, live entertainment, and a car show. She also noted that the YMCA will open the wading pool during the event. Ms. Almandinger advised that approval for the car show would be contingent on weather conditions to prevent potential damage to the park, and reported no other concerns regarding the event. Ms. Leece motioned to allow the use of Central Park for Schreiber Park Day and to allow the beverage truck to be set up inside the park for this event, motion passed.

ACTION: Motion to accept/approve item 4.2. by Lori Leece;
Motion passed with a 3:0

AYES: Jana Schramm, Lori Leece, Ray West

NOES: None

ABSTAIN: None

3. Consider and discuss Great American's Day.
 Ms. Almandinger introduced Debbie Herbst, representing the Great Americans Day Volunteer Committee, to present the upcoming Great Americans Day event scheduled for May 13th from 8:00 a.m. to 2:00 p.m. Ms. Herbst provided an overview of the various stations and historical figures that will be portrayed throughout the day for visiting students. She noted that this event has been a long-standing tradition, now in its 23rd year. Ms. Leece motioned to approve the use of Central Park for Great Americans Day, motion passed.
ACTION: Motion to accept/approve item 4.3. by Lori Leece;
 Motion passed with a 3:0
AYES: Jana Schramm, Lori Leece, Ray West
NOES: None
ABSTAIN: None

4. Consider and Discuss Dual Language Academy event.
 Ms. Almandinger introduced Jana Sawyer, Director of Language Programs for Carthage R-9 Schools, to present the second annual Cultural Festival, scheduled for May 2nd in Central Park from 5:30 p.m. to 7:00 p.m. Ms. Sawyer explained that the event will feature student displays, artwork, family games, and a food tent offering items for sale. The event will be open to the public. Ms. Almandinger advised that the food sales tent would require Fire Marshal approval prior to the event. Mr. West motioned to approve the Carthage Dual Language Academy Cultural Festival on May 2nd in Central Park, motion passed.
ACTION: Motion to accept/approve item 4.4. by Ray West;
 Motion passed with a 3:0
AYES: Jana Schramm, Lori Leece, Ray West
NOES: None
ABSTAIN: None

5. Consider and discuss Lime MOU.
 Ms. Almandinger advised that she and Ms. Cox have been working with City Attorney Jon Gold regarding minor adjustments to the Lime scooter contract. Ms. Cox noted the importance of moving forward with the council bill in order to meet summer deployment timelines and stated the contract will require final review by the City Attorney. Ms. Leece motioned to forward the Lime contract to full Council upon approval by the City Attorney. Ms. Schramm asked about timeline, Ms. Almandinger advised the date is currently open with a hopeful date of May 1st. Ms. Leece asked if it was possible to obtain a few of the bicycles this year, Ms. Almandinger stated she would inquire with the company. Ms. Almandinger stated that the same company would be in charge of pickups and charging as in the previous year. The motion passed.
ACTION: Motion to accept/approve item 4.5. by Lori Leece;
 Motion passed with a 3:0
AYES: Jana Schramm, Lori Leece, Ray West
NOES: None
ABSTAIN: None

6. Consider and discuss Memorial Hall curtain bid.
- Ms. Almandinger reported that \$20,000 was budgeted in the Use Tax fund for new curtains at Memorial Hall. A RFP was published, and one bid was received from A to Z Theatrical Supply. The bid included \$17,650 for new backstage curtains, \$4,400 for front curtain adjustments, and \$10,200 for new pickup points, all delivered and installed. Ms. Schramm inquired about the frequency of curtain use, and Ms. Almandinger noted that the curtains are utilized for multiple events each month. She further explained that the current backstage curtains are torn, allowing visibility through to the garage door, and the curtain tracks present a safety concern as they are no longer up to industry standards. Following discussion regarding budget priorities, Ms. Leece motioned to table the item, motion passed.

ACTION: Motion to table item 4.6. by Lori Leece;
Motion passed with a 3:0

AYES: Jana Schramm, Lori Leece, Ray West

NOES: None

ABSTAIN: None

7. Consider and discuss downtown sidewalk project design.
- Ms. Cox reported that she, Ms. Almandinger, and Mr. Bayless from Public Works had discussed the proposed bumpouts on the inside of the square and identified potential concerns. It was agreed that the matter should be further reviewed by the Public Works Department. Mr. West motioned to table the item until the next Public Works meeting, motion passed.

ACTION: Motion to table item 4.7. by Ray West;
Motion passed with a 3:0

AYES: Jana Schramm, Lori Leece, Ray West

NOES: None

ABSTAIN: None

5. Staff Reports

1. Staff reports.

Ms. Cox provided a Tourism update, reporting that the first Food Truck Friday featured 20 food trucks and 21 table vendors, generating \$5,101.00 in revenue. She noted that Ms. Little is currently working to update the Visitors Guide, promoting the City-Wide Garage Sale, and that the next Tourism Advisory meeting is scheduled for April 30th.

Ms. Almandinger provided a Parks update, reporting that plantings for Central Park have been ordered and are expected to begin within the next couple of weeks. The drip irrigation system will be installed following the planting. She noted the Memorial Hall sign will be updated and installed on Saturday with the suggested changes, and that pool preparations are underway, including cleaning and painting. She further reported that the final monument sign is expected to be completed by the end of the week. Plans for the Red, White and Boom event are progressing, and the Pool Steering Committee has held its initial meeting, agreeing to proceed with the pool concepts at Municipal Park. Another meeting is being scheduled with Waters Edge.

6. Other Business

7. Adjournment

ACTION:	Motion to Adjourn at 06:14 PM by Lori Leece
	Motion Passed with a 3:0
AYES:	Jana Schramm, Lori Leece, Ray West
NOES:	None
ABSTAIN:	None