



City of Carthage, Missouri

PUBLIC SERVICES COMMITTEE

October 21, 2025 - 5:30 PM
CITY HALL COUNCIL CHAMBERS

MINUTES

1. Call to Order

MEMBERS PRESENT: Jana Schramm, Jack Perkins, Ray West

MEMBERS ABSENT: Beth Kang

OTHERS PRESENT: Mayor David B. Flanigan

STAFF PRESENT: Parks and Recreation Director Richard Bonine, Administrative Assistant Angie Judd, City Administrator Traci Cox, Tourism Director Melissa Little

Chair Jana Schramm called the meeting to order at 05:29 PM.

2. Old Business

1. Approval of September 18, 2025 minutes.

Mr. West made a motion to approve the minutes of the September 18th Public Services Committee meeting. The motion passed.

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

AYES: Jana Schramm, Jack Perkins, 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.)

4. New Business

1. Consider and discuss road names in Municipal Park.

Ms. Cox reported that the public comment period has completed, receiving one additional suggestion. The recommendation is to keep the original names as suggested. Mr. Perkins made a motion to accept the names of the streets in Municipal Park as outlined and forward to Council for approval. The motion passed.

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

AYES: Jana Schramm, Jack Perkins, Ray West

NOES: None

ABSTAIN: None

2. Consider and discuss Route 66 emblem on Kellogg Lake Road.
Jackie Boyer, President of the Kellogg Lake Board, requested permission to have a Route 66 emblem painted on the roadway at Kellogg Lake. She suggested the possibility of an emblem that spans across the entire road, if such a stencil can be obtained, and noted that the Kellogg Lake Board may be able to fund the purchase of the stencil. Mr. West made a motion to approve moving forward with the design of a Route 66 emblem to be painted in three locations on the roadway at Kellogg Lake. The motion passed.
ACTION: Motion to accept/approve item 4.2. by Ray West;
Motion passed with a 3:0
AYES: Jana Schramm, Jack Perkins, Ray West
NOES: None
ABSTAIN: None
3. Consider and discuss Boots Court Visitor's Center operating hours.
Janna Conklin, representing the Boots Court Board, requested that the Visitor Center's hours be adjusted to off-season/winter hours of 10:00 a.m. to 6:00 p.m. from November through March. Ms. Schramm made a motion to approve the change to the Boots Court Visitor Center hours. The motion passed.
ACTION: Motion to accept/approve item 4.3. by Jana Schramm;
Motion passed with a 3:0
AYES: Jana Schramm, Jack Perkins, Ray West
NOES: None
ABSTAIN: None
4. Consider and discuss Vision Carthage holiday events.
Sally Stuart, Director of Vision Carthage, presented a request to hold a Candy Cane Hunt on December 1st in Central Park. She noted that the event will include hot chocolate and an opportunity for attendees to visit Santa. Mr. Perkins made a motion to approve the use of Central Park on December 1st from 6:00 p.m. to 8:00 p.m. for the event. The motion passed.
ACTION: Motion to accept/approve item 4.4. by Jack Perkins;
Motion passed with a 3:0
AYES: Jana Schramm, Jack Perkins, Ray West
NOES: None
ABSTAIN: None

Ms. Stuart presented a request to use Kellogg Lake Park for a Woodland Winter themed event on December 15th. She noted that the event would include a hayride, hot dogs, s'mores, hot chocolate, a nature craft, and a visit from Santa. It was mentioned that the existing fire pit near the Lake Pavilion could be used for roasting hot dogs and making s'mores. Mr. Bonine stated that there should be adequate parking available for the event. Mr. Perkins made a motion to approve the use of Kellogg Lake Park on December 15th from 5:00 p.m. to 7:00 p.m. for the Woodland Winter themed event. The motion passed.

ACTION: Motion to accept/approve item 4.4. by Jack Perkins;
Motion passed with a 3:0

AYES: Jana Schramm, Jack Perkins, Ray West
NOES: None
ABSTAIN: None

Ms. Stuart reported that a third holiday event is being planned at the skating rink on December 22nd. She stated that she has met with the family who manages the rink and will be coordinating with them in preparation for the event. No action was taken.

5. Consider and discuss dog park fee.

Mr. Bonine requested to move agenda item to Staff Reports. Ms. West made a motion to amend agenda. The motion passed.

ACTION: Motion to amend item 4.5. by Ray West;
Motion passed with a 3:0

AYES: Jana Schramm, Jack Perkins, Ray West
NOES: None
ABSTAIN: None

6. Consider and discuss work release program.

Mr. Bonine requested to move agenda item to Staff Reports. Ms. West made a motion to amend agenda. The motion passed.

ACTION: Motion to amend item 4.6. by Ray West;
Motion passed with a 3:0

AYES: Jana Schramm, Jack Perkins, Ray West
NOES: None
ABSTAIN: None

7. Consider and discuss RFP for golf irrigation pump station.

Cody Gray, Golf Maintenance Supervisor, reported that a Request for Proposal (RFP) was issued for a golf course irrigation pump station, and two bids were received. He stated that Nuco Pumps submitted the lower bid and provides excellent service along with a Peace of Mind agreement. Mr. Gray noted that the golf course has previously utilized Nuco Pumps for pump station service and that the company is based in Kansas City. If approved, Nuco Pumps would build the unit in-house, complete the installation, and provide annual servicing. Mr. Bonine added that he has discussed the matter with Mr. Gray and recommends moving forward with accepting the bid from Nuco Pumps. Mr. Perkins made a motion to approve the Nuco Pumps bid in the amount of \$189,062.77 and to proceed with issuing an RFP for financing.

ACTION: Motion to accept/approve item 4.7. by Jack Perkins;
Motion passed with a 3:0

AYES: Jana Schramm, Jack Perkins, Ray West
NOES: None
ABSTAIN: None

8. Consider and discuss RFP for golf chemicals.

Mr. Gray reported that a Request for Proposal (RFP) was issued for the purchase of chemicals for the golf course, and three bids were received. He stated that the lowest bid was submitted by Advanced Turf in the amount of \$43,046.73. Mr. West made a motion to approve the bid from Advanced Turf in

the amount of \$43,046.73 for the purchase of golf course chemicals. The motion passed.

ACTION: Motion to accept/approve item 4.8. by Ray West;
Motion passed with a 3:0

AYES: Jana Schramm, Jack Perkins, Ray West

NOES: None

ABSTAIN: None

9. Consider and discuss RFP for ash tree removal.

Mr. Bonine reported that a Request for Proposal (RFP) was issued for the ash tree removal portion of the Missouri cost-share grant. Hodges Tree Trimming submitted a bid in the amount of \$13,800 for the removal of thirteen ash trees from the golf course. Mr. Perkins expressed concern about removing trees that have not yet been affected by the emerald ash borer. It was noted that the removals are preventative measures intended to reduce potential safety risks and future costs. Ms. Cox advised that if the bid is not accepted, the City could lose the available grant funding. Mr. West made a motion to accept the bid of \$13,800 from Hodges Tree Trimming for the removal of thirteen ash trees. The motion passed.

ACTION: Motion to accept/approve item 4.9. by Ray West;
Motion passed with a 3:0

AYES: Jana Schramm, Jack Perkins, Ray West

NOES: None

ABSTAIN: None

10. Consider and discuss RFP for tree purchase and planting.

Mr. Bonine reported that a Request for Proposal (RFP) was issued for the purchase and planting of fifteen trees to fulfill the requirements of the Missouri cost-share grant. Outer Oaks submitted a bid in the amount of \$12,245 to purchase and plant fifteen Fall Fiesta sugar maple trees as specified in the bid. Mr. Perkins made a motion to approve the bid from Outer Oaks in the amount of \$12,245 for the purchase and planting of the trees. The motion passed.

ACTION: Motion to accept/approve item 4.10. by Jack Perkins;
Motion passed with a 3:0

AYES: Jana Schramm, Jack Perkins, Ray West

NOES: None

ABSTAIN: None

5. Staff Reports

1. Staff reports.

Mr. Bonine stated that he has experience building three dog parks and has visited dog parks across the country, noting that he has never seen one that charges a fee. He sought feedback from the Committee regarding the idea. Mr. Perkins commented that it seemed illogical to charge a fee to use a dog park, with Mr. West and Ms. Schramm expressing agreement. Ms. Schramm requested additional information on the number of households that have paid a fee to use the dog park and how refunds might be issued if the fee were eliminated. Mr. Bonine stated he would gather the requested information. Mr. Bonine also discussed a potential work-release program, noting that in

previous positions he collaborated with Sheriff and Police Departments to utilize inmates for work through training programs. He expressed interest in exploring whether a similar program could be implemented locally. Mr. Perkins stated that he thought it was a great idea. Mayor Flanigan added that Mr. Bonine would need to coordinate with the Sheriff, as inmates are typically housed in the county. Mr. Bonine will pursue further information.

Ms. Little presented an overview of the Food Truck Friday season, including revenue and expenses, and reported that it was a very successful year. She added that next year's theme will be Route 66.

Ms. Little also provided Civil War Museum attendance figures for September, along with a performance report showing total sales and donations from the past two years. She noted that the Boots Court Visitor's Center and the Civil War Museum promote each other to visitors. Ms. Little shared her experience attending the Governor's Conference, highlighting valuable insights gained, and reported that a digital campaign targeting Route 66 travelers will be discussed further with the Tourism Board at their next meeting.

Mr. Bonine presented the golf report, noting that revenue has increased over the last few years, although golf rounds were not included in the report at this time. He stated that he had driven the course and was impressed with the conditions, as well as the positive feedback received from golfers regarding both the course and staff. He added that interviews for the Golf Operations Supervisor position have concluded.

Finally, Mr. Bonine provided the Parks maintenance report, noting that the Parks maintenance staff received excellent feedback from both the Rodeo and the Chamber for their work during the Maple Leaf event.

6. Other Business

7. Adjournment

ACTION:	Motion to Adjourn at 06:54 PM by Jack Perkins
	Motion passed with a 3:0
AYES:	Jana Schramm, Jack Perkins, Ray West
NOES:	None
ABSTAIN:	None