



City of Carthage, Missouri
PUBLIC SERVICES COMMITTEE

November 18, 2025 - 5:30 PM
CITY HALL COUNCIL CHAMBERS

MINUTES

1. Call to Order

MEMBERS PRESENT: Jana Schramm, Ray West, Beth Kang

MEMBERS ABSENT: Jack Perkins

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, Golf Operations Supervisor Cory Kerbs

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

2. Old Business

1. Approval of October 21, 2025 minutes.

Mr. West motioned to approve the minutes from the October 21, 2025 meeting. The motion passed.

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

AYES: Jana Schramm, Ray West, Beth Kang

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 Dog Park policy.

Mr. Bonine stated that he believes the dog park is underutilized due to the current fee and registration requirements. He proposed removing the fee and converting it to an open-access dog park beginning January 1st. According to the report included in the packet, dog park registrations have generated \$1,135 in the year it has been open; however, the loss of that revenue would be offset by the elimination of the annual cost associated with keeping the dog park locked. Ms. Cox inquired about the contract for the lock access, and Mr. Bonine

responded that the service is billed quarterly and should be eligible for cancellation at the end of a quarter. He stated that he would look into the details to confirm. Ms. Schramm made a motion to remove the dog park fees beginning January 1st, 2026. The motion passed. Ms. Schramm asked whether there were any foreseeable expenses associated with the dog park. Mr. Bonine stated that the purchase of dog waste bags is an existing expense incurred throughout the parks system and that no additional expenses are anticipated at this time.

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

AYES: Jana Schramm, Ray West, Beth Kang

NOES: None

ABSTAIN: None

2. Consider and discuss lease purchase bids for pump house repairs.

Ms. Cox stated that Council had previously approved the replacement of the pump house and that an RFP was issued for financing the purchase. Three bids were received from local banks: Community Bank and Trust, Community National Bank, and Arvest Bank. The lowest bid was submitted by Arvest Bank for a total cost of \$213,330.00 over five years with quarterly payments. Ms. Schramm made a motion to accept the bid from Arvest Bank with a total cost of \$213,330.00. Ms. Cox added that the company requires a 50 percent down payment, which the City will make upon Council approval through an emergency council bill at the next meeting, after which Arvest will reimburse the City. The motion passed.

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

AYES: Jana Schramm, Ray West, Beth Kang

NOES: None

ABSTAIN: None

5. Staff Reports

1. Staff reports.

Mr. Bonine introduced Cory Kerbs, the new Golf Operations Supervisor. Mr. Kerbs stated that the October report is included in the packet. He reported that two Saturdays during the month had poor weather, which resulted in a decline in rounds played. He noted that the course is in good condition for this time of year and that he has received positive feedback from golfers. Since starting, Mr. Kerbs has been observing staff and identifying opportunities to enhance processes at the course. He stated that he has been meeting with local sales representatives and is preparing for new inventory by running an end-of-year sale. He also reported that the maintenance crew continues to maintain the grounds and has been working on mulching leaves. Mr. Bonine added that he is very pleased to have Mr. Kerbs in the department and that they are looking forward to hiring a new Maintenance Superintendent to fill the vacant position. Mr. Bonine stated that the Parks Department has been working with Vision Carthage to deliver trees, Santa displays, benches, urns, and hanging baskets to prepare for the holiday season. He reported that staff is continuing routine maintenance around the parks and is watering the newly laid grass seed at the roundabout. He noted that work has begun on the disc golf course at Kellogg

Lake, with Parks Superintendent Chad Carney digging out and relocating the existing concrete pads to help reduce project costs. Mr. Bonine also reported meeting with the YMCA regarding the swimming pool and stated that Landmark Aquatics is preparing an estimate for potential improvements. In addition, he met with Judy Thomas at the Saddle Club to discuss possible upgrades.

Mr. Bonine reported that rentals at Memorial Hall remain steady, with every weekend booked for private events, and noted that another boxing match has been scheduled for May.

Ms. Schramm stated that the community garden looks good. Mr. Bonine reported that Lowe's held a work day at the garden and that he is seeking ideas to promote it and increase community involvement. Ms. Kang asked about expenses, and Mr. Bonine replied that the only current expense is watering.

Ms. Little reported that the Civil War Museum's attendance and donation levels are consistent with this time last year. She noted that there were 73 visitors during Maple Leaf, including 66 from out of town. She stated that she worked with Jerry Chapman on the Veterans Day programs and parade and is looking forward to planning and promoting next year's events. She reported that she has published an online survey to learn how residents receive event information and that she continues to post events on the City's website and social media accounts. She also stated that a new billboard promoting Carthage has been installed at the Vinita exit to attract travelers and that the current billboard on Highway 65 will be removed soon.

6. Other Business

7. Adjournment

Ms. Kang motioned to adjourn at 6:13 pm. The motion passed.

ACTION:	Motion to Adjourn at 06:13 PM by Beth Kang
	Motion passed with a 3:0
AYES:	Jana Schramm, Ray West, Beth Kang
NOES:	None
ABSTAIN:	None