

1. Public Services Agenda April 19, 2022

Documents:

[PUBLIC SERVICES AGENDA 04 19 22 \(2\).PDF](#)

2. Public Services Packet April 19, 2022

Documents:

[PUBLIC SERVICES PACKET 04 19 22 \(1\).PDF](#)

3. Public Service Minutes Amended April 19, 2022

Documents:

[PUBLIC SERVICE MINUTES AMENDED 04 19 22.PDF](#)

-NOTICE OF MEETING-
Public Services Committee Tuesday April 19th, 2022
5:30 P.M.
Carthage City Hall, Council Chambers
326 Grant, Carthage MO 64836

AGENDA

Old Business

1. Consider and approve minutes from the previous meeting.

Citizens 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 Chelsea Cholley at the Parks & Recreation office at 417-237-7035 or email c.cholley@carthagemo.gov.

New Business

1. Consider and Discuss Hispanic Heritage Day at Central Park on September 24th.
2. Consider and Discuss Kids Fishing Day at Kellogg Lake on June 11th.
3. Consider and Discuss Great American Days at Central Park on May 10th.

Staff Reports

Other Business

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
BEFORE MEETING.**

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PUBLIC SERVICES COMMITTEE MINUTES

Tuesday March 15, 2022 5:30pm

Carthage City Hall, Council Chambers

Public Services Committee Members Present: Ceri Otero, Juan Topete, Mike Daugherty, Seth Thompson

Members Absent: N/A

Staff Present: Mark Peterson, Tom Short, Greg Dagnan, Taylor Jones

Non-Members: Jonathan Roberts, Abi Almandinger, Bren Flanagan

Councilman Topete called meeting to order at 5:30 pm.

Old Business

1. Consider and approve minutes from the previous meeting.

Councilman Daugherty made a motion to approve minutes from February's meeting.

Motion Passed Unanimously

New Business

1. Consider and Discuss Contract for Management of Municipal Pool by the YMCA.
 - Mr. Peterson started by stating that the YMCA has done a great job managing the pool. States that the only change in the proposed contract is increasing the budget from \$60,000 to \$75,000 due to increased wages for staff, and increased pricing on chemicals for the pool. Fee for renting the pool for parties will also change from \$150 to \$200. He recommends continuing the agreement with the YMCA.
 - Councilman Thompson asked if there was anything not going well with the pool/pool management. Mr. Peterson replied by restating the YMCA has done a great job managing the pool. There is an increased need to accommodate competitive swim, which will be coordinated by Mr. Roberts, and Mr. Peterson will ensure they have the proper insurance.
 - Mr. Roberts (Executive Director, Fair Acres Family YMCA) says the state of the pool infrastructure (pool, pool pump, well, etc.) is the biggest obstacle they are facing. He

believes the previous year was a strong year for business because they were one of the only outdoor activities still open due to COVID. He believes this year's business may not be as strong because many outdoor activities will reopen as usual. He stated some ideas about upgrades to the pool that could potentially bring in more traffic. He also emphasized the importance of pools for the youth in the community.

- Mr. Short asked if the increased budget for the pool would require a budgetary adjustment for the department. Mr. Peterson stated that it would not.
- Councilman Otero warns that a 25% increase in their budget could lead to others asking for similar increases, though she agrees with the reasoning.

Mike Daugherty motioned to accept the contract

Motion Passed Unanimously

2. Consider and Discuss Lease Agreement for the Skating Pavilion with Jason and Pam Graff.

- Mr. Peterson states the agreement is the same as previous years, except that the tenant has changed hours of operation (they will only be open on Friday and Saturday nights). In 2020, tenants requested \$25,000 in repairs to the facility, and because it was not feasible to invest this much in the structure, it was agreed that they would not pay rent. In exchange, tenants would pay for the cost of minor repairs as they come up. This part of the agreement has not changed.
- Councilman Otero asked if there is oversight/clear documentation for the process of the tenants keeping the building maintained. Mr. Peterson says that Brian Bradley (Parks Superintendent) checks on building periodically to ensure proper maintenance is being carried out.

Councilman Daugherty motions to accept contract.

Motion Passed Unanimously

3. Consider and Discuss Agreement with Carthage Youth Baseball.

- Mr. Peterson stated that this is a standard contract from previous years, with primary change being that we no longer give them \$2000 for their utility budget, and that the city takes over the management of their utilities. At the request of the baseball league, all verbiage related to gender has also been removed. He also states that the contract for Carthage Youth Baseball and Carthage Youth Softball are identical.

- Mr. Peterson expresses interest in embracing the growing demand from the community for field use. He believes that the new Civic Rec Software (approximately a month away from going into place) will increase transparency and access to the field space, and make the process much less complicated for all parties involved.

Councilman Topete motioned to accept both the contract for Carthage Youth Baseball and the contract for Carthage Youth Softball.

Motion Passed Unanimously

4. Consider and Discuss Agreement with Carthage Youth Softball.

Councilman Topete motioned to accept both the contract for Carthage Youth Baseball and the contract for Carthage Youth Softball.

Motion Passed Unanimously

5. Consider and Discuss Electric Scooter Rental RFP Submissions.

- Mr. Peterson states that RFP went to five different companies, and we only received one proposal (Lime). He states that other businesses were not interested due business models not lining up with their anticipated risk.
- Mr. Peterson states that Lime has done a very good job with answering all questions, and had a very good trial run with the city. He states that their fee structure proposal is an annual fee of \$1250, as well as 5 cents/ride (11000-12000 rides expected annually). Mr. Peterson has spoken with the market leader at Lime and voiced concern about the 5 cents per ride being on the low side, that he thought that fee structure would only be in place for the trial run. Received verbal approval that we could get at least 15 cents per ride (Lime is willing to negotiate). Mr. Peterson suggests that we accept their offer, and negotiate a better rate per ride.
- Councilman Daugherty voices support for the project as a good service for the community. Councilman Topete echoes this sentiment, asks if the city can bring in more scooters for special events like Maple Leaf. Mr. Peterson says that can and will happen.
- Councilman Thompson would like to know about future developments with Lime, such as expanding the "geomap" so that the scooters may be more widely accessible. Mr. Peterson says that Lime would like to be available to the entire city. Council discusses possible expansions in appropriate areas so that Lime could become another

form of transportation, but not allow it to go citywide for safety and compliance issues.

Councilman Daugherty motioned to accept agreement.

Motion Passed Unanimously.

6. Consider and Discuss Lightspeed POS Agreement for Golf Course.
 - Mr. Peterson states that current POS provider, Teesnap, has sold their business, and the system no longer works efficiently for what they need. Through research on different software, he was able to narrow it down to Lightspeed being the optimal choice for their new POS software. Mr. Peterson already signed this agreement as an operational cost. He would like to know if this contract needs to be signed by the mayor, says he encourages this and that it would not be a problem.
 - Mr. Dagnan states that this came up because the city charter states that all contracts must be signed by the mayor, says contract could potentially be disputed in the future without mayor signature.
 - Councilman Daugherty questions if the mayor needs to sign every single contract, even if it is something operational such as this one. Mr. Short restates that the city charter does require mayor signature for all contracts.

Councilman Daugherty motioned to send contract to full council for mayor signature.

Motion Passed Unanimously

Staff Reports

- Tom Short opened discussion about bike lanes. Councilman Daugherty states that original agreement from 2015 bike lane Master Plan was not carried out properly, thinks plan should be abandoned. He states that cyclists have a legal right to use their bikes on the road, so they do not really need a bike lane. Councilman Topete would like a reevaluation of where bike lanes might actually make sense, and that they can help bring awareness to cyclists for safety. Mr. Peterson states that current Parks Master Plan has minimal language about bike lanes because public feedback was mostly negative about them.

- Mr. Peterson wanted to call out Chanti Beckham for her exceptional work in the community garden and the farmer's market. He says she is going above and beyond to create accessibility, and attract vendors. He says they were currently considering plans to put a second community garden in Carter Park, but final decisions will depend on how Carter Park is restructured in a future development. He believes the work Chanti is doing is adding to and promoting a healthier lifestyle for community members.
- Mr. Peterson also wanted to discuss beautification efforts at the roundabout. He says the Parks Department will be responsible for landscaping and maintenance. Councilman Daugherty asked about the potential for a car to hit the statue that is going in the middle. Mr. Peterson states that there is landscaping and a barrier that will likely prevent a car from ever making it to the statue, but it still meets MODOT safety standards for destructibility. Mr. Peterson recommends that we fund landscaping of the roundabout with use tax.
- Mr. Peterson wanted to give accolades to Councilman Topete, who is not running for reelection to the city council, and to wish him good luck on his post-council endeavors.
- Mr. Peterson also stated that he has hired a new Administrative Assistant for the Parks Department, Taylor Jones.

Mike Daugherty made a motion to adjourn.

Motion Passed

Meeting adjourned at 6:31 pm.

March 2022 Parks Report

Normal trash pick-up and removal and mowing of all parks

Municipal Park:

1. Cleaned up downed limbs
2. Finished prepping and painting restroom stalls
3. Replaced Pro Shop restroom toilets, counters, water heater, and stalls
4. Installed outlet under men's restroom sink
5. Opened front restrooms for the season
6. Opened Fairgrounds for the season
7. Sprayed for weed control

Central Park:

1. Cleaned up downed limbs
2. Added mulch to playground
3. Cleaned graffiti off picnic tables
4. Opened restrooms for the season

Griggs Park:

1. Placed rock in Community Garden
2. Added lights to Pickleball courts
3. Opened restrooms for the season

Carter Park:

1. Cleaned up downed limbs
2. Opened restrooms for the season

Kellogg Lake:

1. Picked up downed limbs
2. Removed tree trimmings around sloughs

Freer Park:

1. Picked up limbs

Fair Acres

1. Picked up ground trash weekly
2. Moved soccer goals on Field #2
3. Opened all restrooms for the season

Office and Shop area

1. Cleaned up around dumpster area

Roundabout

1. Picked up ground trash

March 2022 Golf Report

2022 Rounds – 1230

Green Fee	Membership	Cart Fees	Driving Range	Monthly City Revenue
\$13,270.00	\$12,294.00	\$9,100.00	\$799.00	\$35,463.00

March 2021 revenue- \$35,062.13 Rounds - 1319

March 2020 revenue- \$29,506.42 Rounds – 1269

March 2022 Golf Report

March was a fair month, all factors considered. Our rounds were at 1230. This was very close to our historical budgeted rounds of 1272. As always, the shoulder season month of March is significantly weather impacted. Our revenue was \$35,463. This is up \$5150 from budgeted revenues of \$30,313. Our rounds were broken into 749 daily fee rounds and 432 member rounds. We saw an increase in daily fee rounds and a decrease in member rounds. We sold 2 junior memberships, 6 senior memberships, 4 Adult single memberships, 1 Adult/cart single membership, and 1 Senior/cart membership. The additional membership revenue was for monthly payment memberships.

We had 1 event in March.

The Opening Day Carthage Men's Golf Association had a great opening event with 72 players. This event is the traditional start of the season. April is the start of leagues and consistent event activity.

We are positioned well with staff right now to start the season. Our maintenance staff is at full capacity, with 3 full-time and 2 seasonal staff led by Superintendent Aaron Borland. Course conditions are fantastic for the beginning of our season. Tyler Markham leads our operation staff. Along with his assistant Preston Ryser, he has added on several seasonal staff. There is a lot of turnover with seasonal staff in golf operations. We have keyed on recruiting retired workers. We have three retired gentlemen working for us that provide much more flexibility and experience than our traditionally young staff. We have several young seasonal staff and always will, but these retired gentlemen and their experience are beneficial when communicating correctly with the public.

Equipment, staff, business plan, marketing plan, leagues, and events are all in place for a successful year. We currently are regarded as the best-conditioned golf course in our competitive public market. The word of mouth advertising that brings is a tremendous asset for us.

We are continuing to find the best opportunities to use our demand-based pricing model and will expand our peak pricing beginning May 1st.

TARGETED BUDGETED ROUNDS.....				20,000	2021 - 2022	DIFFERENCE			
	<u>AVG %</u>	<u>BUDGETED 22</u>		<u>ACTUAL</u>		<u>MONTHLY</u>		<u>CUMULATIVE</u>	
	<u>17 - 21</u>	<u>MONTHLY</u>	<u>CUMULATIVE</u>	<u>MONTHLY</u>	<u>CUMULATIVE</u>	<u>AMOUNT</u>	<u>PERCENT</u>	<u>AMOUNT</u>	<u>PERCENT</u>
Jul	13.49%	2,698	2,698	3,246	3,246	548	20.31%	548	20.31%
Aug	12.46%	2,493	5,191	3,174	6,420	681	27.32%	1,229	23.68%
Sep	11.90%	2,379	7,570	2,931	9,351	552	23.20%	1,781	23.53%
Oct	8.03%	1,606	9,176	1,915	11,266	309	19.24%	2,090	22.78%
Nov	4.62%	924	10,100	1,094	12,360	170	18.40%	2,260	22.38%
Dec	2.92%	584	10,684	1,277	13,637	693	118.52%	2,953	27.63%
Jan	2.70%	540	11,224	406	14,043	-134	-24.81%	2,819	25.11%
Feb	3.31%	662	11,886	384	14,427	-278	-41.96%	2,541	21.38%
Mar	6.36%	1,272	13,158	1,230	15,657	-42	-3.27%	2,499	19.00%
Apr	8.49%	1,698	14,855	0	15,657	-1,698	-100.00%	802	5.40%
May	11.34%	2,269	17,124	0	15,657	-2,269	-100.00%	-1,467	-8.57%
Jun	14.38%	2,876	20,000	0	15,657	-2,876	-100.00%	-4,343	-21.72%
TOTAL	100.00%	20,000							

TARGETED BUDGETED REVENUES				\$ 460,580.00	CITY REVENUE REPORTS	DIFFERENCE			
	<u>AVG %</u>	<u>BUDGETED 22</u>		<u>ACTUAL</u>		<u>MONTHLY</u>		<u>CUMULATIVE</u>	
	<u>17 - 21</u>	<u>MONTHLY</u>	<u>CUMULATIVE</u>	<u>MONTHLY</u>	<u>CUMULATIVE</u>	<u>DOLLAR</u>	<u>PERCENT</u>	<u>DOLLAR</u>	<u>PERCENT</u>
Jul	13.49%	\$ 62,142.90	\$ 62,142.90	\$69,440.05	\$ 69,440.05	\$ 7,297.15	11.74%	\$ 7,297.15	11.74%
Aug	12.13%	\$ 55,863.14	\$ 118,006.04	\$66,322.69	\$ 135,762.74	\$ 10,459.55	18.72%	\$ 17,756.70	15.05%
Sep	10.75%	\$ 49,532.01	\$ 167,538.06	\$70,314.56	\$ 206,077.30	\$ 20,782.55	41.96%	\$ 38,539.24	23.00%
Oct	8.40%	\$ 38,696.40	\$ 206,234.46	\$44,260.26	\$ 250,337.56	\$ 5,563.86	14.38%	\$ 44,103.10	21.38%
Nov	4.51%	\$ 20,775.64	\$ 227,010.10	\$28,250.37	\$ 278,587.93	\$ 7,474.73	35.98%	\$ 51,577.83	22.72%
Dec	3.35%	\$ 15,432.49	\$ 242,442.59	\$26,529.77	\$ 305,117.70	\$ 11,097.28	71.91%	\$ 62,675.11	25.85%
Jan	2.06%	\$ 9,466.80	\$ 251,909.39	\$10,287.40	\$ 315,405.10	\$ 820.60	8.67%	\$ 63,495.71	25.21%
Feb	2.63%	\$ 12,126.11	\$ 264,035.51	\$36,155.35	\$ 351,560.45	\$ 24,029.24	198.16%	\$ 87,524.94	33.15%
Mar	6.58%	\$ 30,313.87	\$ 294,349.38	\$35,062.13	\$ 386,622.58	\$ 4,748.26	15.66%	\$ 92,273.20	31.35%
Apr	9.72%	\$ 44,759.23	\$ 339,108.61	\$0.00	\$ 386,622.58	-\$ 44,759.23	-100.00%	\$ 47,513.97	14.01%
May	11.89%	\$ 54,775.84	\$ 393,884.45	\$0.00	\$ 386,622.58	-\$ 54,775.84	-100.00%	-\$ 7,261.87	-1.84%
Jun	14.48%	\$ 66,695.55	\$ 460,580.00	\$0.00	\$ 386,622.58	-\$ 66,695.55	-100.00%	-\$ 73,957.42	-16.06%
TOTAL	100.00%	\$ 460,580.00							

TARGETED BUDGETED EXPENDITURES.....				\$684,243	2021-22	DIFFERENCE			
	<u>AVG %</u>	<u>BUDGETED 22</u>		<u>ACTUAL</u>		<u>MONTHLY</u>		<u>CUMULATIVE</u>	
	<u>17 - 21</u>	<u>MONTHLY</u>	<u>CUMULATIVE</u>	<u>MONTHLY</u>	<u>CUMULATIVE</u>	<u>AMOUNT</u>	<u>PERCENT</u>	<u>AMOUNT</u>	<u>PERCENT</u>
Jul	6.19%	37,609.96	37,609.96	\$48,940.04	\$48,940.04	\$11,330.08	30.13%	\$11,330.08	30.13%
Aug	9.35%	56,791.64	94,401.60	\$40,281.02	\$89,221.06	-\$16,510.62	-29.07%	-\$5,180.54	-5.49%
Sep	8.31%	50,504.86	144,906.46	\$48,167.36	\$137,388.42	-\$2,337.50	-4.63%	-\$7,518.04	-5.19%
Oct	8.85%	53,756.77	198,663.23	\$58,783.57	\$196,171.99	\$5,026.80	9.35%	-\$2,491.24	-1.25%
Nov	7.13%	43,341.12	242,004.34	\$32,117.11	\$228,289.10	-\$11,224.01	-25.90%	-\$13,715.24	-5.67%
Dec	8.11%	49,254.89	291,259.23	\$45,709.85	\$273,998.95	-\$3,545.04	-7.20%	-\$17,260.28	-5.93%
Jan	6.75%	41,008.35	332,267.59	\$35,258.89	\$309,257.84	-\$5,749.46	-14.02%	-\$23,009.75	-6.93%
Feb	5.32%	32,351.01	364,618.59	\$30,504.24	\$339,762.08	-\$1,846.77	-5.71%	-\$24,856.51	-6.82%
Mar	6.39%	38,815.95	403,434.54	\$0.00	\$339,762.08	-\$38,815.95	-100.00%	-\$63,672.46	-15.78%
Apr	7.01%	42,602.94	446,037.48	\$0.00	\$339,762.08	-\$42,602.94	-100.00%	-\$106,275.40	-23.83%
May	6.87%	41,771.32	487,808.80	\$0.00	\$339,762.08	-\$41,771.32	-100.00%	-\$148,046.72	-30.35%
Jun	10.81%	65,673.50	553,482.30	\$0.00	\$339,762.08	-\$65,673.50	-100.00%	-\$213,720.22	-38.61%
TOTAL	91.09%	553,482.30							

Golf Maintenance Report

On Course

- 1 Returned ball washers
- 2 Tested new irrigation head testing station
- 3 Aerified greens
- 4 Two foliar apps
- 5 Hand spreaded nitrogen application into aerification holes
- 6 Burned off Native areas #5, #13
- 7 Hooked up plumbing in bathrooms at the club house
- 8 Cleaned thatch from fairways and drains
- 9 Plugged torn areas from aerification
- 10 filled and seeded rocky area on number 18
- 11 picked up downed limbs from wind and storms throughout course
- 12 Sprayed fairways and tees with roundup and Ronstar
- 13 opened up all drains on the course
- 14 Topdressed twice
- 15 Put out New cups and Flags
- 16 Turned on the irrigation system
- 17 Leveled heads that were too high on number 13
- 18 Cleaned Satellite boxes throughout the course
- 19 Reset TDR and took readings to begin 2022
- 20 End of month started noticing sod webworms (Going to treat next application on the greens)
- 21 Mulched around young trees
- 22 Began preparations on the flower bed on #3

Shop

- 1 Stripped and painted partitions for the clubhouse
- 2 Built 75 new cart directional stakes for the course
- 3 Changed oil in RB70
- 4 Change-over from blades to rollers to blades on JD 2500
- 5 Cleaned all work areas in the shop
- 6 Put on mowing blades on Steiner
- 7 Brought 5 loads of mulch to behind shop

Office \ Professional

- 1 OTA meeting
- 2 Met with Advanced turf
- 3 Met with Jared Hoyle about Native grass areas

CIVIL WAR MUSEUM

ATTENDANCE

DATE	DAY	CARTHAGE	TOURIST	LOCATION UNLISTED	GRAND TOTAL	SALES	DONATIONS
03/01/22	TUESDAY	0	8	0	8		
03/02/22	WEDNESDAY	3	5	0	8		
03/03/22	THURSDAY	1	5	0	6		
03/04/22	FRIDAY	8	9	0	17		
03/05/22	SATURDAY	3	11	0	14		
03/06/22	SUNDAY	3	3	0	6		
03/07/22	MONDAY	CLOSED	0	0	0		
03/08/22	TUESDAY	0	7	0	7		
03/09/22	WEDNESDAY	3	5	0	8		
03/10/22	THURSDAY	0	10	0	10		
03/11/22	FRIDAY	CLOSED	0	0	0		
03/12/22	SATURDAY	3	25	0	28		
03/13/22	SUNDAY	0	9	0	9		
03/14/22	MONDAY	CLOSED	0	0	0		
03/15/22	TUESDAY	8	29	0	37		
03/16/22	WEDNESDAY	6	13	0	19		
03/17/22	THURSDAY	1	17	0	18		
03/18/22	FRIDAY	3	11	0	14	\$ 291.15	\$ 287.00
03/19/22	SATURDAY	6	34	0	40		
03/20/22	SUNDAY	1	3	0	4		
03/21/22	MONDAY	CLOSED	0	0	0		
03/22/22	TUESDAY	4	20	0	24		
03/23/22	WEDNESDAY	1	3	0	4		
03/24/22	THURSDAY	10	28	0	38		
03/25/22	FRIDAY	0	19	0	19		
03/26/22	SATURDAY	1	44	0	45		
03/27/22	SUNDAY	0	9	0	9		
03/28/22	MONDAY	CLOSED	0	0	0		
03/29/22	TUESDAY	3	9	0	12		
03/30/22	WEDNESDAY	4	8	0	12		
03/31/22	THURSDAY	2	7	0	9	\$ 487.00	\$ 273.00
TOTAL		74	351	0	425	\$ 778.15	\$ 560.00

SNOW Closed 12 days of the Month

Hispanic Heritage Month Event at Central Park

Hispanic Connection will be Hosting a Hispanic Heritage Month event at Central park on September 24th and we would like to inform you of what will take place during this event.

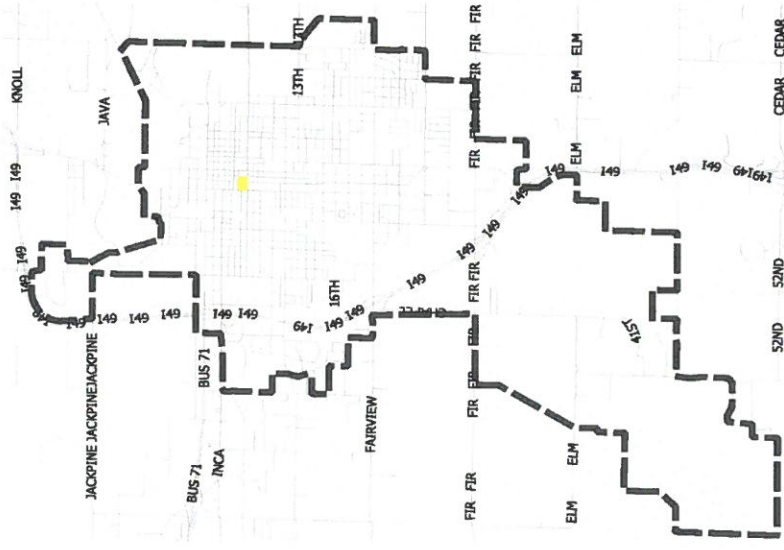
- We will have 3 Bands performing and will also have a Multi-Cultural Dance Performance team perform through out the day from 12 PM to 8 PM.
- We will have anywhere from 10-15 Food Trucks that Line up next to Central park on Lyon st and W 7th st and an estimated 10 Vendors that will set up in the actual park.

Hispanic Connection would like to ask permission for the temporary closure of the following streets to help have a safe space for the vendors and food trucks to line up next to Central Park. Attached with this email and letter you will find a Map to help with a visual of the proposal.

- Close Lyon st from 7th st to West Chestnut st
- Close 7th st from S Grand st Lyon St

Normally we have seen the Farmers market set up on the corner of S Garrison and W 7th st and we do not want to interfere with their operations and to avoid this we decided to use Lyon St. By using Lyon St the food trucks could line up from the end of the Farmers Market booth and continue around to Lyon St.

Carthage Missouri Central Park

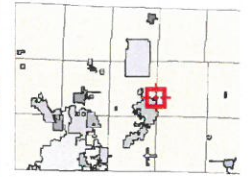


- Park Boundary
- Trails and Paths





Overview



Legend

-  County Boundary
-  Local Roads

Date created: 4/15/2022
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GEOSPATIAL

GREAT AMERICAN'S DAY 2022
AMERICAN HERO FACTS & STATIONS

- *Squanto, 1585-1622..... a man of Forgiveness**
Even though harshly treated, he helped the pilgrims to survive in America

- *William Bradford, 1590-1657..... a man of Courage**
Pilgrim seeking religious freedom, Instituted the First Thanksgiving

- *George Washington, 1732-1799..... a man of Wisdom**
Led in the Revolutionary War, 1st President

- *John Chapman, 1774-1845.....a man of Generosity**
Pioneer nurseryman, often referred to as Johnny Appleseed

- *Abraham Lincoln, 1809-1875..... a man of Perseverance**
16th President – led in the Civil War

- *Harriet Beecher Stowe, 1811-1896..... a woman of Compassion**
Author of Uncle Tom's Cabin, a novel that told about the brutal treatment of slaves

- *Clara Barton, 1821-1912..... a woman of Sacrifice**
Founder of the American Red Cross

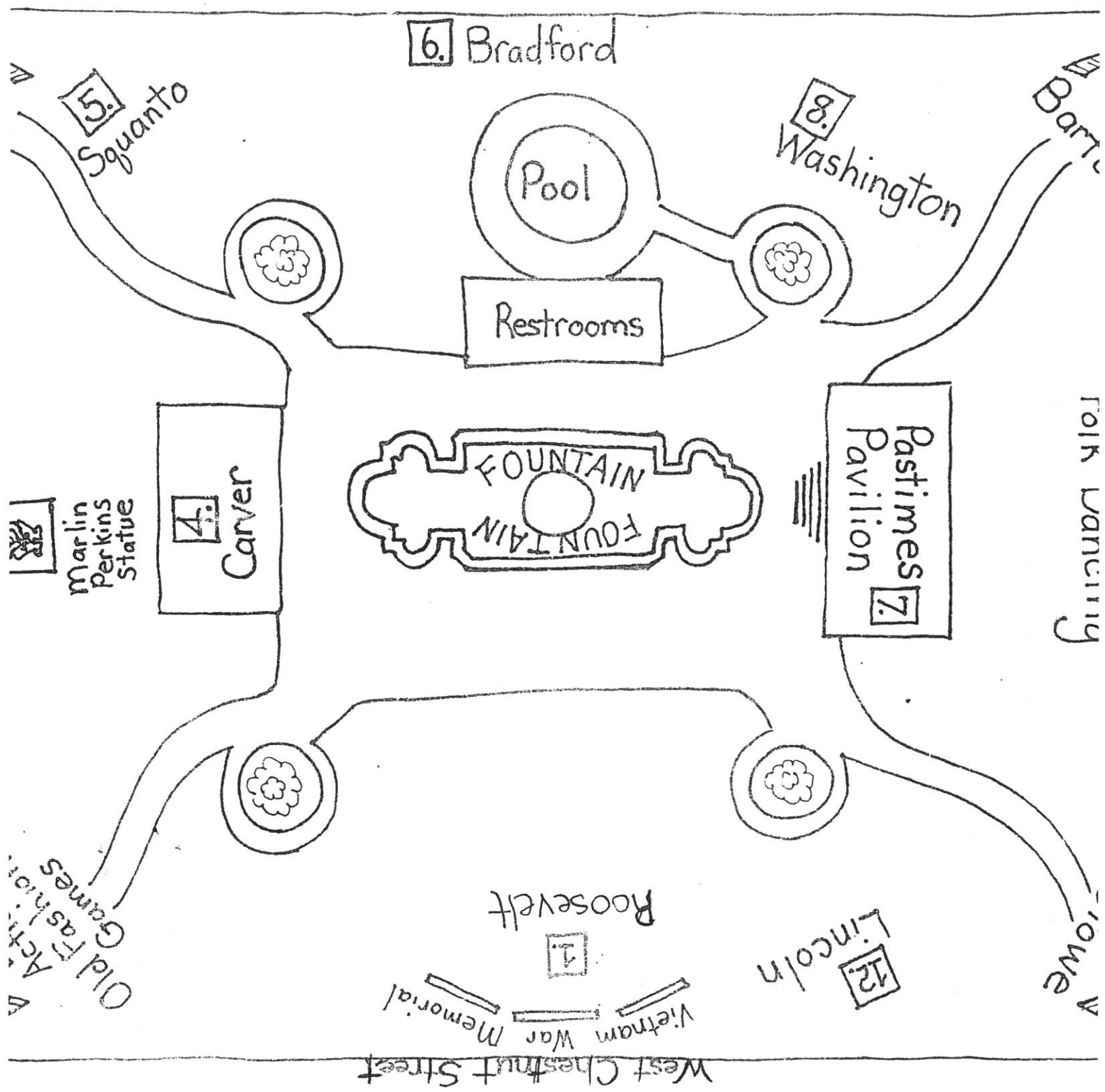
- *Theodore Roosevelt, 1858-1919..... a man of Justice**
Youngest man to become president of the United States at 42 years of age, a former New York governor, and environmentalist

- *George Washington Carver, 1864-1943..... a man of Humility**
Educator, Scientist, and Inventor

- *Old Fashioned Games: Be students of Action by playing old-fashioned games**

- *Folk Dancing: Celebrate our Heritage by dancing the Virginia Reel**

- *Pastimes: Be students of Reflection by using your artistic talents to create a take-home photo craft project**



PUBLIC SERVICES COMMITTEE MINUTES

Tuesday, April 19th at 5:30 pm

Carthage City Hall, Council Chambers

Public Services Committee Members Present: Ceri Otero, Ed Hardesty, Trudy Blankenship, Brandi Ensor

Members Absent: N/A

Staff Present: Greg Dagnan, Mark Peterson, Chelsea Cholley

Non-Members: N/A

Councilwoman Otero called the meeting to order at 5:30 pm.

Old Business

- 1. Consider and approve minutes from the previous meeting.**

Councilwoman Ensor made a motion to approve minutes from March's meeting.

Motion Passed Unanimously

New Business

-Mr. Peterson welcomes new committee members and informs them they are welcome to reach out anytime needed. He introduces the new Parks and Recreation Administrative Assistant Chelsea Cholley as an additional contact for the committee members.

-City Administrator Dagnan mentions some best practices for the new committee members.

- 1. Consider and Discuss Hispanic Heritage Day at Central Park on September 24th**

-Mr. Peterson informs the committee of the history of Hispanic Heritage Days. Hispanic Connection requests to use Central Park on September 24th from 12:00 pm to 10:00 pm and close streets adjacent to the park. The road closures request has already been sent to and approved by the Public Safety Committee. In

addition, plans for layout and utilities have been coordinated with Parks and Recreations and Carthage Water & Electric.

-Councilwoman Otero inquires if there is a contract with Hispanic Connection for this event.

Mr. Peterson states they do not have a formal contract, but they will provide event liability insurance for this event.

-Mr. Peterson outlined plans for a Special Events Guidelines document. This document will provide details for all groups wanting to host events in our City of Carthage parks. This document will also include a cost recovery plan in conjunction with the guidelines.

Councilwoman Endsor motioned to allow the closure of Central Park from 12 pm to 10 pm for the Hispanic Heritage Day event on September 24th.

Motion Passed Unanimously

2. Consider and Discuss Kids Fishing Day at Kellogg Lake on June 11th

-Mr. Peterson informs the committee of past year's procedures with Kids Fishing Day at Kellogg Lake. The Kellogg Board requests to close public fishing at Kellogg Lake before the event from 6 am Sunday, June 5th to 7 am on June 11th, when it opens for Kids Fishing Day. They will also request road closures and enforcement of no fishing during the stated dates and times at the Public Safety Meeting in May.

-Councilwoman Otero states this is an event where the city works with the Kellogg Board, so there are no fees charged for the event.

Councilwoman Endsor motions to close Kellogg Lake to the public before Kids Fishing Day on June 5th and open at 7 am on June 11th and allow Kids Fishing Day on from 7 am to noon.

Motion Passed Unanimously

3. Consider and Discuss Great American Days at Central Park on May 10th

-Mr. Peterson informs the committee of the return after many years of Great American Days. The event is a reenactment used to teach about American heroes

at stations made in the park. R-9 is requesting the use of Central Park on May 10th from 8 am-5 pm.

-Councilwoman Otero asks what the age group that attends is.

-Mr. Peterson states it is for all grade school children. The R9 and other local schools have field trips set for the event.

Councilwoman Blankenship motioned to allow the use of Central Park on May 10th, 8 am- 5 pm, for Great American Days.

Motion Passed Unanimously

Staff Reports

-Mr. Peterson provided the new committee an overview of the Master Plan, a project going on for the last couple of years with the assistance of the Public Service Committee. Mr. Peterson states that previously, the Parks Department has been a passive department that has only focused on essential maintenance of what the Parks currently have. The Master Plan was created to determine the community's needs. We developed questions for a statistically valid survey, held stakeholder meetings, held partnership meetings and focus groups. The information from this work was used to create park concept designs and recommendations for the next several years. We determined the administrative capacity needed for programming, special events, and community development. We also determined the necessary maintenance capacity to take care of what we already have and what we will develop.

-Councilwoman Blankenship inquired about what was determined a top priority from the surveys and meetings held.

-Mr. Peterson stated Phase 1 priorities include restrooms, trails, and playgrounds. Mr. Peterson mentions that there has been a McCune Brooks Regional Hospital Trust grant of \$5,000,000 awarded for these Phase 1 projects. The May Public Services Committee will include a recommendation for a contract award for professional services to start the work.

-Councilman Hardesty mentioned that he has seen some concerns about park playground maintenance and would like to know how often the parks are inspected.

-Mr. Peterson states that parks are inspected on a monthly basis. He says that the best option for the public to inform the Parks Department of damage is through the Citizen

Request Tracker feature currently on the website. The feature will also be available on the mobile when it is live in the next few weeks. The public will be able to use that feature on the mobile app to provide a picture of damage or concerns. This process will also start a work order and provide transparent communication with the citizen bringing the concern forward.

Councilman Hardesty made a motion to adjourn.

Motion Passed

Meeting adjourned at 6:48 pm.