

PUBLIC SERVICES COMMITTEE MINUTES

Tuesday, May 17th 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 – Caleb Stiles, Abi Almandinger, John Hacker, Robin Blair

Councilwoman Otero called the meeting to order at 5:32 pm.

Old Business

1. Consider and approve minutes from the previous meeting.

Ms. Ensor moved to correct the names of those making motions.

Motion Carried

Ms. Ensor moved to approve the minutes as amended.

Motion Carried

New Business

1. Consider and Discuss Pricing and Cost Recovery Policy.

Mr. Peterson discusses the need for a pricing and cost recovery policy and outlines the Price and Recovery Policy draft that has been created to identify in what cases there will be a need to set pricing to recover costs. The Pricing and Cost Recovery policy draft outlines pricing and how it is determined. Mr. Peterson states that this is determined by the Cost Recovery Pyramid, the foundation of the pyramid representing the community benefit that is mainly serviced by taxes and as you move up in the pyramid the pricing is more likely to need added user fees for activities with more individual benefit. Mr. Peterson states that this will also need to have the ability to adapt to provide a consistent level of service to the community. Mr. Peterson requested the committee members provide feedback and suggestions to complete the draft. This Pricing and Cost recovery Policy is planned to be brought back to the Public Service Meeting in June with a final draft for committee action.

No action was taken.

2. Consider and Discuss Special Events Guidelines.

Mr. Peterson discusses the need for Special Event Guidelines to help determine what would define a special event and what the processes would need to be followed by those interested in putting on events. Currently, there have not been any set processes or guidelines for special events readily available for those who are needing to know what is required to put on an event. Mr. Peterson explains that these in conjunction will help us determine prices, insurance that is needed, and any documentation the city may need from individuals. This will create consistent information for anyone interested in organizing any events in any city building, parks, or needing special services from police or fire. The Special event Guidelines are in draft form and committee members are requested by Mr. Peterson to provide feedback.

No action was taken.

3. Consider and Discuss Professional Services Recommendation for Phase I; Our Town, Our Time Projects.

Mr. Peterson discussed the RFQ that was processed with a response from four companies. There were responses received from Paragon Architecture, Hunter & Millard Architects Inc., GLMV Architecture, and Tompkins Architects. They were informed to provide information on team qualifications, experience with the scope of services needed, previous references, the familiarity of Carthage, the staff availability, and their rates. Based on that information Mr. Peterson provided the recommendation of GLMV Architecture due to the qualifications of their team and experience. GLMV Architecture has staff that has experience and familiarity with the Our Town, Our Time projects from previous experience with the Our Town, Our Time Master plan.

Mr. Haredesty motioned to accept the On-call Engineering and Architecture proposal from GLMV Architecture.

Motion Passed Unanimously

4. Consider and Discuss Sudstock 2022.

Mr. Stiles is requesting to use Municipal Park Saturday, June 25th, 12 pm-3 pm for Sudstock, an event hosted by The Alliance of SWMO and Carthage Caring

Communities Coalition. Mr. Stiles explained that this event had been previously named Mudstock and will be an event open to the public to participate in raising funds that will be used to provide education, resources, And activities to the children and families of Carthage.

Mr. Hardesty motioned to approve the use of Municipal Park from 12 pm-3 pm for Sudstock 2022 on June 25th.

Motion Passed Unanimously

Staff Reports

-Mr. Peterson states there is potential to trade Walnut Bottoms for property adjacent to Kellogg Lake. Our Master Plan recommendation for Walnut Bottoms is to abandon the property. It currently is closed to the public due to safety issues and the adjacent property owner's request. The committee stated they would be interested in getting more information on trading Walnut Bottoms. This will be further researched and brought to the committee at a later date.

-Mr. Peterson states that there is an opportunity to receive property the Methodist Church currently owns in hopes to be used by the city and Farmers Market. This would allow more space and a covered area for the Farmer's Market and would not take up Central Park property. The committee was interested in getting more information on this opportunity. This will be further researched and brought back to the committee at a later date.

-Mr. Peterson stated that Great American Day went well and had a good turnout.

- Food Truck Friday for April was successful with wonderful attendance.

Councilman Hardesty made a motion to adjourn.

Motion Passed

Meeting adjourned at 7:22pm.