

CITY OF LEBANON
PARK BOARD MEETING MINUTES
FEBRUARY 8, 2023

BE IT REMEMBERED that the Park Board of the City of Lebanon, Missouri, met in Regular Session on February 8, 2023, at 12:09 p.m. at the Winfrey House located at 25573 Highway 5.

DECLARATION OF A QUORUM

Upon roll call, the following Officers were present: Holly Goforth, David Matlock, Max Meckem, Carrie Plassmeyer, Doug Smith, and Ramsey Stewart. Absent: Dan Mizell, Bobby Mowery, and Heather Shadel.

A quorum was declared.

Staff members and others in attendance: Park Director John Shelton, Assistant Park Director Elliot Wilburn, and Deputy City Clerk Lacey Brackett.

PRESIDENT'S OPENING COMMENTS

None.

PUBLIC COMMENTS

Park Board Member Stewart shared that he made a social media post after the last meeting regarding the updates for the Parks Department and he shared there were numerous citizens acknowledging the positive impact that the Parks Department and City were making to improve the City and Parks.

Park Board President Plassmeyer reported that she attended the State of the City at the Rotary Club and there were multiple questions regarding the biking trails and the entrances to Atchley Park. She shared that she informed the attendees at the Rotary Club that the Park Board was working on addressing the concerns for the safety of citizens using the entrances.

Park Director John Shelton shared that he spoke to a former Parks Department employee, Donna Brackett-Jeffries, who showed her support and appreciation for all that the Parks Department has accomplished to continue to improve.

APPROVAL OF MINUTES

Meckem moved and Matlock seconded to approve the January 11, 2023, meeting minutes as presented. Motion carried unanimously.

FINANCE REPORT

The Park Board reviewed the December Financial Report as presented. Park Director John Shelton reported that the tax revenue was at 87.8% of the budget and thanked the Board and Finance Director Kat Gill for budgeting the Parks Department effectively. Shelton also shared that the Finance Department had made helpful changes to the processing of the concession stand money, which would result in saving time for the processing of the money for the Parks Department.

DISCUSSION AND PRESENTATIONS

Wallace Park Designs

Park Director Shelton presented the Wallace Park Design plans. He reported that the Board would have more future discussions regarding the playground equipment. A brief discussion commenced between Shelton and the Board regarding the plans and concepts of the potential fire pits, where the Board informed Shelton they favored the first design that was presented. Shelton closed the discussion by informing the Board that they would continue to look into the fire pit concepts and would reach out to neighboring cities with parks that already have the fire pit design in order to provide more feedback to the Board.

Master Plan

Park Director Shelton reminded the Board that there would be a joint work session with the Mayor and City Council on March 2nd at 6:00 p.m. He also shared that after review of the plans for the individual parks, he suggested they complete Wallace and then Harke due to the ability to have two parks potentially completed at one time. Assistant Park Director Wilburn reported that if the splash pads were to be installed, they would not be able to be operated this year. President Plassmeyer shared that with the State of the City speech, Mayor Carr shared a Comprehensive Plan for 2024 would be implemented and Plassmeyer suggested they address the Boswell Aquatic Center during that plan if possible.

Boswell Aquatic Center Pool Pressure Test Results

Park Director Shelton reported a pressure test was done at the pool and a leak was found between the intake of the pool and the waterslide. He shared that this was near gravel, and they would be working with the City to try running a camera through the line to view the leak, but they would begin the process to fix this issue.

Baseball and Softball League Registration

Assistant Park Director Wilburn shared that league registration had begun and they had worked with the schools for registration as well as utilized the Park's website for customers to register through. He reported registration would continue until March 26th and the number of registrations since February 1st had stayed consistent. Park Director John Shelton shared that they would be trying to work with the school and that the Freshman would begin practicing at Atchley Park. President Plassmeyer shared her appreciation that the Park Department was working with the school.

Tractor Purchase Update

Park Director Shelton shared they had received a bid on a tractor to purchase and it would be presented to the City Council at a future Council Meeting.

ACTION ITEMS

Run and Gun LLC Ballfield Rental Agreement

Assistant Park Director Wilburn reported that this agreement would be with the same company who had rented ballfields for tournaments in the past and they were pleased to partner with them. Board Member Meckem questioned a breach of contract and Shelton replied that if that were to happen, they would seek counsel from their attorney.

Smith moved and Stewart seconded to approve the agreement to move forward to City Council for final approval.

COMMENTS FROM THE BOARD

Board Member Smith shared that he was on the phone with a customer while the weather conditions were bad and the customer relayed to Smith that the flag at Nelson Park had been damaged. He advised the Board that he contacted Shelton that same day and a new flag was quickly hung up. He expressed his appreciation for fixing the issue in a timely manner.

ADJOURNMENT

President Carrie Plassmeyer declared the meeting adjourned at 12:51 pm.


Park Board President Carrie Plassmeyer

Minutes Approved: March 8, 2023