

CITY OF LEBANON  
DOWNTOWN BUSINESS DISTRICT ADVISORY BOARD  
March 16, 2020

BE IT REMEMBERED that the Downtown Business District Advisory Board of the City of Lebanon, Missouri, met on March 16, 2020 at 8:15 a.m. in the City Hall Council Chambers located at 401 South Jefferson.

ROLL CALL AND DECLARATION OF A QUORUM

Upon roll call, the following board members were present: Melody Allen, Gay Boston, Michelle Boyer, Steve Hite, Ginger Johnson, Chris Walters; Absent: Ed Brackett, Amy Dent, Laura O'Quinn.

A quorum was declared.

Staff members and others in attendance: City Administrator Mike Schumacher, Administrative Assistant to the City Administrator Ashley Sicard, Promotions and Event Coordinator Jessica Fox, Codes Administrator Joe Berkich.

Minutes were taken by Administrative Assistant to the City Administrator Ashley Sicard.

APPROVAL OF MINUTES

Ginger Johnson moved and Melody Allen seconded that the Board approve the January 13, 2020 meeting minutes as presented. Motion carried as follows: Yea: (6) Allen, Boston, Boyer, Hite, Johnson, Walters; Nay: (0) None; Abstain: (0) None; Absent: (3) Brackett, Dent, O'Quinn.

DISCUSSION ITEMS

Board Attendance, Positions, and Terms

Steve Hite talked about the importance of attendance with hiring an Executive Director, planning, and use of funds. Hite mentioned board terms that will be expiring soon and to think about their commitment to the board.

Planning Session for the Vision & Strategy of Downtown

Steve Hite discussed possibly having a planning session for the vision and strategy of downtown to keep moving forward. Joe Berkich suggested that the board members looked at planning and zoning for the C2 district to make recommendations for conditional and permissive use and types of businesses that they may want to look in to downtown. Berkich said that there may be some outdated items that they might want removed, changed, or other things they want added.

Christmas on Commercial Street

Promotions and Event Coordinator Jessica Fox said that the Lebanon marching band would not be able to perform at the event because they were off and uniforms were being cleaned during that time, but another option might be to look into some choirs. Fox said

that she posted the event on Facebook and the event was already getting a lot of interest on social media. Fox stated that we would not be able to close Jefferson because of MODOT, but Madison and Monroe could be closed like they were for the past events. Fox discussed hiring a face painter who does airbrushing.

Food Truck Event

City Administrator Mike Schumacher stated that the Food Truck Event was cancelled due to the coronavirus and social distancing guidelines.

Executive Director Funds

Steve Hite said Ted Dahl had committed to contributing to the funding for a Downtown Executive Director. Hite talked about what it would look like after they hired a director by having the individual meet with the board and introduce themselves to downtown businesses and gather their contact information.

DISCUSSION & ACTION ITEMS

Election of Vice President

Ginger Johnson nominated Ed Brackett for Vice President and Melody Allen seconded. Melody Allen, Gay Boston, Michelle Boyer, Steve Hite, Ginger Johnson, and Chris Walters all voted in favor.

Job Posting for Main Street Manager

A motion passed unanimously to approve the job posting for the Main Street Manager.

Contract Renewal with Laclede Industries

The board members would like to be emailed a copy of the contract from last year to see if they would like to make any additional changes.

ADJOURNMENT

Meeting was adjourned at 9:46 A.M.

ATTEST:

  
Secretary-Treasurer Ginger Johnson

  
Chairman Steve Hite

Minutes Approved May 18, 2020