

CITY OF LEBANON
PARK BOARD MEETING MINUTES
JUNE 14, 2023

BE IT REMEMBERED that the Park Board of the City of Lebanon, Missouri, met in Regular Session on June 14, 2023, at 12:00 p.m. at the Winfrey House located at 25573 Highway 5.

DECLARATION OF A QUORUM

Upon roll call, the following Officers were present: Melody Allen, Max Meckem, Carrie Plassmeyer, Doug Smith, Ramsey Stewart, and Neil Wilkinson. Absent: John Gideon, Holly Goforth, and Heather Shadel.

A quorum was declared.

Staff members and others in attendance: Park Director John Shelton, Assistant Park Director Elliot Wilburn, Human Resource Director Kathy Milliken, City Administrator Mike Schumacher.

Minutes were taken by Human Resource Director Kathy Milliken.

PUBLIC COMMENTS

President Plassmeyer welcomed Melody Allen to the Park Board.

Bruce Owens with the Route 66 Society provided the Board with an update about the Route 66 Festival recently held at Boswell Park. He thanked the Park and City staff for their contributions and help which made the event a success. In attendance were 22 vendors, Monster Truck Bigfoot, Dunk Tank for Shop with the Cop brought in \$350. It was the best year for the event, and it was estimated that approximately 3,000 people were in attendance for the event.

APRIL FINANCIAL REPORT

Park Director John Shelton reported sales tax and expenses were trending well. He provided the Board with an explanation of several line items that were currently over/under budget. Ramsey Stewart expressed interest in seeing the monthly revenue/expenses in another format which details the monthly expenses.

DISCUSSION AND PRESENTATIONS

Adjacent Lot to the Park Office

Plassmeyer informed the Board the lot located at the corner of Goldenwood and North 5 was currently under contract with Dollar General. She reported that MoDOT provided the appropriate approvals for moving the project forward and the need for fencing to separate the two properties may need to be discussed as this project progresses.

Jaden Connor Memorial

Plassmeyer reported that in 2020 Jaden Conner passed away from an automobile accident and his parents wanted to establish a memorial in his honor and donated \$6,100 to the Parks. She said the initial idea was to install batting cages and a bench. The Board was able to view a rendering of the bench from Holt Monument and was informed it would be a year before it could

be completed. Plassmeyer also reported that the batting cage was purchased, a second was ordered, and the City would provide additional money from Fund 22 to help complete the project.

Park Board Bylaw Review

Plassmeyer reported the Parks Bylaws were adopted in December 2023 and needed reviewed. Beginning at the next meeting, she said the Board will dedicate time to each meeting to review and update the bylaws. Plassmeyer said she felt it would be appropriate for the Board to create a 501c (3) for when donations, such as the Jaden Connor Memorial, were received.

Route 66 Festival Recap

This was discussed in the Public Comment section by Bruce Owens.

Boswell Aquatic Center Update

Park Director John Shelton reported that the Boswell Aquatic Center was open, was in full operation, and the opening day was the biggest day ever. He said it was estimated that 6,900 citizens had been in attendance so far this season and the pool had collected \$11,737 in gate fees to date.

Park Activities Update

Park Director John Shelton reported that 49 teams registered for the baseball tournament over the weekend. The previous weekend had 63 teams. They are seeing more softball teams registering this year. Concessions are doing well even with the price of goods increasing.

Wallace, Nelson, and Harke Park Playground Equipment and Fall Protection

Park Director John Shelton provided the Board a quote for fall protection for Wallace Playground. The quote was \$318,000 but additional savings would be provided if Nelson and Harke Park were included. Shelton said the lifetime replacement for the fall protection was approximately 3-5 years.

This purchase was required to go through the formal bid process; therefore, the topic would be brought up at a later meeting for approval.

Before the next discussion occurred, Board Member Stewart stepped out of the meeting for a short period of time.

Weather Alert System

Park Director John Shelton provided the Board with an update regarding a Weather Alert system for the Parks systems. He stated he reached out to three (3) communities, and they stated they would not be without a system such as this. He provided the Board with the different options available. City Administrator Schumacher advised the Board how severe weather was currently handled by the City. Wilkinson motioned and Meckem seconded that the system goes through the procurement process and approved by City Council. Motion carried unanimously.

ELECTION OF OFFICERS

Wilkinson motioned to elect Carrie Plassmeyer as Park Board President. Meckem seconded the motion. Motion carried unanimously.

Plassmeyer motioned to elect Smith as Park Board Vice-President. Meckem seconded the motion. Motion carried unanimously.

Plassmeyer motioned to elect Meckem as Park Board Secretary. Smith seconded the motion. Motion carried unanimously.

PARK TRUCK PURCHASE

City Administrator Schumacher explained the City's purchasing process and the Board's ability to approve purchases. He explained the Park Board does not have authority to purchase a truck; however, they do have the ability to recommend the purchase after setting specific parameters. City Council holds the authority to make purchasing requests such as vehicles.

Meckem moved and Smith seconded that the Park Board approve the recommendation for the purchase of a Parks Department Truck(s) and move forward to Council for approval. Motion carried as follows: Yea: (6) Allen, Meckem, Plassmeyer, Smith, Stewart, and Wilkinson. Nay: (0) None; Abstain: (0) None; Absent: (3) Gideon, Goforth, and Shadel.

COMMENTS FROM THE BOARD

Neil Wilkinson – stated Rush Soccer Club was coming to the Lebanon and wanted to build that relationship with this new organization.

ADJOURNMENT

President Carrie Plassmeyer declared the meeting adjourned at 1:24 p.m.



Park Board President Carrie Plassmeyer

Minutes Approved: August 9, 2023