

CITY OF LEBANON  
PARK BOARD MEETING MINUTES  
July 17, 2024

BE IT REMEMBERED that the Park Board of the City of Lebanon, Missouri, met in Regular Session on July 17, 2024, 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, Holly Goforth, Carrie Plassmeyer, Doug Smith, Ramsey Stewart, Chris Wall, and Neal Wilkinson. Absent: John Gideon 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.

PUBLIC COMMENTS

None.

PRESIDENT'S COMMENTS

Park Board President Carrie Plassmeyer shared that Board Member Neal Wilkinson would be unable to attend the meetings in person for the next 18 months due to work obligations; however, Wilkinson would be able to attend by Facetime or Zoom. Plassmeyer shared that they would have to contact IT or just Facetime every meeting to give Wilkinson the ability to attend.

Park Director John Shelton reported that in previous years, another Board Member had obligations for 6-8 months and attended the meetings via video.

APPROVAL OF MINUTES

Smith moved and Allen seconded to approve the June 12, 2024 Regular Meeting minutes as presented. Motion carried as follows: Yea: (7) Allen, Goforth, Meckem, Plassmeyer, Smith, Stewart, and Wilkinson. Nay: (0) None. Absent: (2) Gideon and Shadel.

MAY 2024 FINANCIAL REPORT

Park Director John Shelton shared that the Park's Department was doing well financially and could have a carryover of funds, but the financials would overall be good for the season.

DISCUSSION AND PRESENTATIONS

Boswell Aquatic Center

Assistant Park Director Elliot Wilburn reported on the financials of BAC and advised that the revenue had decreased this year, but they factored in 11-12 days that had to be closed due to the leak. Willburn shared that pool parties were booked for the rest of the year on Fridays, Saturdays, and Sundays, and additional parties were booked during the week as well.

Park Director John Shelton added that summer school started early this year and due to the leak,

the City lost revenue from field trips. Shelton also added that the weather affected attendance as well.

#### Baseball/Softball Tournaments

Assistant Park Director Elliot Wilburn stated that 503 teams participated in 12 tournaments this season and the weekend of July 20<sup>th</sup> would be the last tournament of the season and would host 27 teams.

Park Board Member Doug Smith inquired about the weather equipment that was purchased.

Park Director John Shelton reported that the weather equipment has worked very well and was used at the pool too. Shelton added that patrons of the games were pleased with the weather alert system.

President Plassmeyer inquired about the status of the QR codes from the City.

#### Atchley Park Plans

Park Director John Shelton provided an update on the resurfacing of the parking lot in Atchley Park and advised it would start next week. Shelton also reported that Olsson was working on designs for the courts, bathrooms, entryways, and walking trails through the park. He advised the designs would be provided once completed, and this project could potentially have financing.

Board Member Wilkinson shared he had visited a park in a different town and shared the park had great features and aesthetics.

President Plassmeyer discussed a conversation she had with Jasha Conner on the batting cages and advised they were looking into a public grand opening and would like for Derek to promote it through communications.

#### Wallace Park Plans

Park Director John Shelton provided updates on Wallace Park sharing that the sidewalks had been dug out and was currently waiting to pour concrete. He reported there would be a ribbon cutting when the project was completed.

President Plassmeyer inquired about the benches where Wilburn shared bids were sent off; however, picnic tables, trash receptacles, and BBQ grills had been ordered. Plassmeyer also shared her kids had gone to the park and loved it.

#### Staffing

Park Director Shelton proposed adding a year-round, full-time position to manage pool operations and lifeguard training in the summer and assist with tournaments. This role would help retain the employee by providing consistent, year-round employment rather than a seasonal position.

#### Minimum Wage Raise

President Plassmeyer reported that she received a document regarding the proposed minimum

wage increase that is set to go on the ballot. She discussed the increase and advised the Park Board would need to know about it for budgeting reasons.

Shelton stated that this minimum wage increase would be different than the last minimum wage increase, as this increase would be on top of the cost-of-living adjustments and could affect the Park budget.

#### POSSIBLE ACTION ITEMS

None.

#### COMMENTS FROM THE BOARD

Board Member Stewart raised concerns about the lack of shade at the skatepark. Wilburn noted there was no budget for it, and Shelton estimated the cost at \$55K. Shelton and Wilburn mentioned that the project would require funding from another project. The Board requested designs and a quote for future discussion and possible action.

President Plassmeyer asked about the lack of higher fencing at the ballfields, and Wilburn explained it was designed for younger kids.

#### ADJOURNMENT

President Carrie Plassmeyer declared the meeting adjourned at 12:55 pm.

  
\_\_\_\_\_  
Park Board President Carrie Plassmeyer

Minutes Approved: August 14, 2024