

CITY OF LEBANON
DOWNTOWN BUSINESS DISTRICT ADVISORY BOARD
October 21, 2019

BE IT REMEMBERED that the Downtown Business District Advisory Board of the City of Lebanon, Missouri, met on October 21, 2019 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, Amy Dent, Steve Hite, Ginger Johnson, Laura O'Quinn and Jason Waterman; Absent: Ed Brackett.

A quorum was declared.

Staff members and others in attendance: Assistant City Administrator/City Clerk Laina Starnes, Administrative Assistant to the City Administrator Ashley Sicard, Promotions and Event Coordinator Jessica Massey, Code Administrator Joe Berkich, Assistant City Administrator/City Clerk Laina Starnes.

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

APPROVAL OF MINUTES

Johnson moved and Waterman seconded that the Board approve the September 17, 2019 meeting minutes as presented. Motion carried as follows: Yea: (8) Allen, Boston, Boyer, Dent, Hite, Johnson, O'Quinn, Waterman; Nay: (0) None; Abstain: (0) None; Absent: (1) Brackett.

CHRISTMAS ON COMMERCIAL STREET UPDATE

Promotions and Event Coordinator Jessica Massey went over the updated details and schedule of events for Christmas on Commercial Street. The raised funds from the Christmas event would be going to the Pregnancy Support Center, and Gay Boston would reach out to them to let them know. Massey discussed Small Business Saturday, which was coming up on November 30th, and gave the board members a handout about the event.

PROPERTY OWNER MEETING LETTER, AGENDA, AND COMMITMENT FORM

Copies of the meeting letter, agenda, and commitment form were given to the board members to review.

COMMITMENT FORMS FROM BOARD MEMBERS

Steve Hite asked the board members to fill out a commitment form and turn it back in as all subcommittee members have already done. There was discussion about increasing the pay for the Main Street Coordinator if more funds are raised than expected, but they must hire the right person or they will lose support. There was discussion about the three year

commitment, but that the intent was for it to keep going. There was discussion about looking into increasing the Downtown Business District Annual fee or a CDT tax.

DIVIDE CONTACT LIST FOR PROPERTY MEETING REMINDER CALLS

The sheet of remaining property owner contacts was given out to board members. They chose who they would like to contact to make reminder phone calls the week before the meeting.

ADJOURNMENT

Meeting was adjourned at 9:19 A.M.



Chairman Steve Hite

ATTEST:


Secretary-Treasurer Ginger Johnson

Minutes Approved November 18, 2019