

CITY OF LEBANON  
CITY COUNCIL RETREAT MINUTES  
October 24, 2022

BE IT REMEMBERED that the Council of the City of Lebanon, Missouri, attended a Council Retreat on October 24, 2022, at 4:00 p.m. at the Cowan Civic Center located at 500 East Elm.

ROLL CALL AND DECLARATION OF A QUORUM

Upon roll call, the following Officers were present: Sheila Mitchell, Jonathan Reagan, Jeffrey Randy Wall, Chuck Jordan, Bob Garner and Mayor Carr. Absent: Gib Adkins, Ken Eldridge, and Jeffrey Mutchler.

A quorum was declared.

Councilman Mutchler joined the meeting at 4:06 p.m.

Councilman Gib Adkins joined the meeting at 5:04 p.m.

Staff members and others in attendance: City Administrator Mike Schumacher, Deputy City Clerk Lacey Brackett, Public Works Director Richard Shockley, Police Chief Bryan Arnold, Fire Chief Sam Schneider, Code Administrator Joe Berkich, Electric Superintendent Travis Long, Environmental Services Superintendent Eric Mork, Street Superintendent Mike Moore, Parks Director John Shelton, Assistant Parks Director Elliot Wilburn, IT Director/Airport Jarrad Schomaker, Human Resource Director Kathy Milliken, Finance Director Kat Gill, Tourism Director Rebecca Rupard, Human Resource Administrative Assistant Juliann White, Lebanon REDI President Brian Thompson, and Robert Heacock of Spark Management Consultants.

STAFF PRESENTATIONS AND DISCUSSION OF COUNCIL GOALS

Mayor Carr opened the meeting by introducing Robert Heacock of Spark Management Consultants. Consultant Robert Heacock gave a brief overview of the Retreat process to Council and Staff. Heacock shared that he had communicated with Mayor Carr, who was interested in focusing on core values this year. Heacock had the Mayor and Council engage in a short exercise, which was the start of the discussion for core values.

City Administrator Mike Schumacher presented an update for the City's Health Insurance Plan and employee compensation, advising the Council that the discussion will continue through the upcoming months. Schumacher expressed how thankful he was for the Mayor, Council and City Staff, who all worked together to help achieve the City's goals. Schumacher also announced that the survey scores improved from previous years.

All departments were categorized into one of five groups. Each group, which consisted of Public Safety, Infrastructure and Utilities, Parks and Recreation, Internal Services, and Economic Development and Tourism presented their proposed goals to the Mayor and the Councilmembers from each Ward.

Councilman Garner exited the meeting at 6:38 p.m.

After a brief break for dinner, City Staff exited the meeting. Robert Heacock took the floor and facilitated the remainder of the meeting. At this time, the Mayor shared that he would like the Council to discuss and define core values for the organization. Robert Heacock, the Mayor, and the Council engaged in this conversation. The Council also offered feedback regarding any changes they would like to see be made.

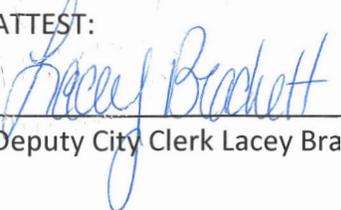
Once the dialogue had ended and before Mayor Carr adjourned, Robert Heacock exited the meeting. At that time, the Mayor advised Council that the current contract for Spark Management Consultants would be ending soon and discussed the future surveys for the City of Lebanon.

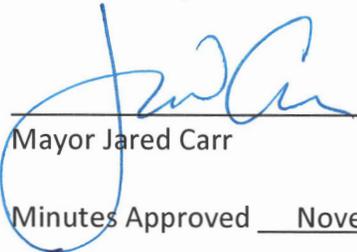
Note: Heacock's summary report from the retreat is attached and made part of the permanent record.

ADJOURNMENT

Mayor Carr then declared the meeting adjourned at 7:42 pm.

ATTEST:

  
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Deputy City Clerk Lacey Brackett

  
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Mayor Jared Carr  
Minutes Approved November 14, 2022

# Spark

## Management Consultants

City of Lebanon  
Council Retreat Event 10/24/22  
Summary Report

City Administrator Mike Schumacher initiated the discussion by outlining the purpose and format of the event. He then pointed out that a power point had been distributed outlining key departmental objectives and strategies for 2023. Rather than walk through that document, Mr. Schumacher touched on some highlights of progress being made by the City in 2022, and outlined key emerging issues for 2023. There were no formal votes taken to direct staff, but the points noted in this summary represent a consensus opinion of those members present, and can be utilized as a starting point for future discussions.

Council and staff then broke into small groups, where different teams of staff shared draft departmental objectives and strategies for 2023, and the Council members were able to engage them with questions and discussion. Consensus from Council members was that this exchange was very helpful.

Facilitator Robert Heacock engaged the Council members in a discussion about the City of Lebanon's core values, which was a topic that Mayor Carr had identified for the retreat event. There was an initial discussion about what constitutes a "core value" and what does not. Council members also identified and shared their personal values that guided their personal lives and their role as elected officials.

With respect to potential organizational core values, the Council agreed on the following as a starting point:

- Creating an environment where citizens and businesses are heard
- Treating everyone fairly
- Being good financial stewards of taxpayer dollars
- Helping people

There was also agreement that the following could be emphasized more:

- Developing positive succession/promotion capacity within the organization
- Providing more time for certain parts of the City's budget process
- Maximizing opportunities to market and promote the City of Lebanon