

CITY OF LEBANON  
DOWNTOWN BUSINESS DISTRICT ADVISORY BOARD  
February 19, 2019

BE IT REMEMBERED that the Downtown Business District Advisory Board of the City of Lebanon, Missouri, met on February 19, 2019 at 8:15 a.m. in the City Hall Conference Room located at 401 South Jefferson.

ROLL CALL AND DECLARATION OF A QUORUM

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

A quorum was declared.

Staff members and others in attendance: City Administrator Mike Schumacher, Assistant City Administrator/City Clerk Laina Starnes, Director of Tourism Nicole McGinnis, Communications Manager Derek Gean, Lebanon REDI President Brian Thompson, Administrative Assistant to the City Administrator Ashley Sicard, GOCAPS Coordinator Ann Hopper, GOCAPS student Claire, Chamber of Commerce Executive Director Darrell Pollock, and Laclede Industries Director Linda Kimrey.

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

APPROVAL OF MINUTES

Ginger Johnson moved and Jason Waterman seconded that the Board approve the December 18, 2018 meeting minutes as presented. Motion carried as follows: Yea: (8) Allen, Boyer, Brackett, Boston, Dent, Johnson, O'Quinn and Waterman; Nay: (0) None; Abstain: (0) None; Absent: (1) Boston

SURVEY RESULTS

Steve Hite didn't really see a common theme, because when you send out a survey to 50 different people you get 50 different answers. Ginger Johnson thought that cleanup was important. City Administrator Mike Schumacher said that they need to figure out a streetscape plan and to discuss it at the meeting with everyone. Ed Brackett thought the purpose for the triangles was for greenery. Michelle Boyer mentioned that they get chipped and when someone parked next to a triangle they would have to walk around the tree or even get branches in their face. Boyer said the triangles are especially troublesome when they are right in front of your store such as hers. Melody Allen mentioned doing greenery on the corners of main areas. Schumacher said that when he spoke with Richard it would cost about \$700,000 to redo the sidewalks downtown. Allen thought that they should go into the meeting with something laid out so they didn't get 50 different ideas. Johnson thinks the triangles should go because it's also a trip hazard and it would free up parking. Schumacher said the city can help set up some options but would have to know where the board stands. Brackett thought a comprehensive plan would be needed and suggested a committee that would have more time to put

something together and bring it to the board. Amy Dent liked the idea of a committee and thought they should look at some other cities. Hite thought the board would not be ready for a March meeting for downtown and suggested a work session or committee. Brackett didn't think they could accomplish everything in a one hour meeting, and he likes the idea of having a work session. Hite discussed where, when, and how often they would meet. It was decided that they would meet at 8:15 on March 8<sup>th</sup> at Central Office. Laura O'Quinn mentioned using Google Earth as another way to look at other downtowns as they did some research for ideas.

#### DOWNTOWN IMPROVEMENT QUESTIONS

City Administrator Mike Schumacher said he met with Olsson on Farmers Market and that it would be a highly visible quick project, and he would update the board as it continued to come together. Lebanon REDI President Brian Thompson said the Allen Building was still moving forward. Schumacher discussed the water tower and having a logo for downtown with color changing LED lights for different holidays or events. Ginger Johnson said two buildings sold downtown and mentioned a restaurant and coffee shop coming in. Schumacher said the anonymous donation was signed and done and starts in 2020 with the total amount of \$675,000. Schumacher said the board will have to come up with a funding strategy. Director of Tourism Nicole McGinnis said she was looking at Johnson's location for the mural and a spot for picnic benches. McGinnis also mentioned that the Chamber was going to hold a Christmas meeting at the Chamber on March 13<sup>th</sup> at 12:00, which O'Quinn said she would attend.

#### LANDSCAPING

Ginger Johnson asked who would sign the contract with Laclede Industries and what would happen if it didn't go well. Schumacher stated that the city would sign the contract, and if it didn't work out then the relationship would end. Linda Kimrey said they would pick up trash, mow, and spray, but there would be no blowing. Kimrey said they couldn't keep up with weed-eating the triangles, but they could spray the bricks. Kimrey stated that communication would be key. Boyer asked about a stamped or glossy concrete and wanted to get rid of the glass. Schumacher said he could price it out and discuss options with public works. Hite thought they should do something that's affordable for the triangles for now and eventually get rid of the triangles once the decision is made and a plan is in place. A motion passed unanimously to hire Laclede Industries. They agreed to use inexpensive rock or gravel for the triangles. Schumacher said he could discuss some concerns with Director of Operations Deryl Wilson and Kimrey and get something worked out.

FOOD TRUCK EVENT

Administrative Assistant to the City Administrator Ashley Sicard said that she had been working on a food truck event for downtown. Sicard wanted feedback on a day of the week such as a Friday evening from 5:00 pm – 8:00 pm or a Saturday afternoon from 11:00 am – 2:00 pm. Sicard stated that it could be an annual event or do a food truck night once a month like a Food Truck Friday that occurs on the 1<sup>st</sup> Friday of every month. Sicard said the YMCA offered to help with games or bounce houses. Sicard stated that we wouldn't want to plan for too many food trucks, because they would need to make the event worth their while as well. City Administrator Mike Schumacher stated that the city would take care of the planning of parking the trucks and closing a street. Steve Hite thought we should pick a Saturday, and Ginger Johnson agreed and thought it should be tied into Farmer's Market.

ADJOURNMENT

Meeting was adjourned at 9:30 a.m.

  
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Chairman Steve Hite

ATTEST:

  
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Secretary-Treasurer Ginger Johnson

Minutes Approved March 19, 2019

