

CITY OF LEBANON
PARK BOARD MEETING MINUTES
AUGUST 9, 2023

BE IT REMEMBERED that the Park Board of the City of Lebanon, Missouri, met in Regular Session on August 9, 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, Holly Goforth, Carrie Plassmeyer, Heather Shadel, Ramsey Stewart, and Neal Wilkinson. Absent: John Gideon, Max Meckem, and Doug Smith

A quorum was declared.

Staff members and others in attendance: Park Director John Shelton, Assistant Park Director Elliot Wilburn, Deputy City Clerk Lacey Brackett, and Assistant City Administrator/City Clerk Laina Starnes.

PUBLIC COMMENTS

Park Director John Shelton shared Jeff Morgan with the Lebanon School District contacted him in regard to an accessory structure that is by Nelson Park that is owned by the school. He informed the Board that the idea of using that for amenities near the soccer area was discussed and would be brought back before the Board at a future meeting.

APPROVAL OF MINUTES

Goforth moved and Allen seconded to approve the June 14, 2023 Regular Meeting minutes as presented. Motion carried as follows: Yea: (6) Allen, Goforth, Plassmeyer, Shadel, Stewart, and Wilkinson. Nay: (0) None. Absent: (3) Gideon, Meckem, and Smith.

Wilkinson moved and Shadel seconded to approve the July 12, 2023 Regular Meeting minutes as presented. Motion carried as follows: Yea: (6) Goforth, Plassmeyer, Shadel, Stewart, Wilkinson, and Allen. Nay: (0) None. Absent: (3) Gideon, Meckem, and Smith.

Goforth moved and Wilkinson seconded to approve the July 12, 2023 Closed Session Meeting minutes as presented. Motion carried as follows: Yea: (6) Plassmeyer, Shadel, Stewart, Wilkinson, Allen, and Goforth. Nay: (0) None. Absent: (3) Gideon, Meckem, and Smith

JUNE FINANCIAL REPORT

Park Director John Shelton shared the park's fund balance was in good standing and with the balance, he advised they start looking at Atchley Park improvements.

DISCUSSION AND PRESENTATIONS

Park Board Bylaws

Plassmeyer shared that Finance and HR still had to review and change their sections of the bylaws, however, she said there would be a group discussion at meetings for the next 6 months. She shared Deputy Clerk Lacey Brackett would be helping put the document through editor to

keep it in one document and make it easier to be viewed. A discussion between the members commenced regarding attendance and voting to remove officers if attendance was not met, with Assistant City Administrator/City Clerk Laina Starnes advising the board that boards do not generally remove members from office.

Boswell Aquatic Center

Wilburn shared the pool would remain open until Sunday, August 13th and then would open back up on August 18, 19 and 20. After the 20th, the pool would close for the season.

Shelton shared the swim team was planning to utilize the pool for practice. He then advised that the slide needed improvements made and that could cost approximately \$40,000.00 or less. He advised this would go through the procurement process. Stewart inquired about the finances and Shelton advised the pool had lost money and Wilburn would bring figures to the next meeting for the Board to view.

ACTION ITEMS

Nelson Park Irrigation Equipment

Shelton informed the Board that infields were irrigated at Atchley Park, but the outfields were not equipped to be irrigated and due to the fields being used frequently, irrigating the outfields was very time consuming. He shared that installing irrigation equipment to irrigate the outfields would benefit the field's playability and appearance and would cost approximately \$20,000.00.

Goforth moved and Neal Seconded that the Park Board approve moving forward with the procurement process to purchase Nelson Park Irrigation Equipment and forward to City Council for final approval. Motion carried as follows: Yea: (6) Shadel, Stewart, Wilkinson, Allen, Goforth, and Plassmeyer. Nay: (0) None. Absent: (3) Gideon, Meckem, and Smith.

COMMENTS FROM THE BOARD

Plassmeyer shared that Meckem was out due to his child being ill.

CLOSED SESSION

Wilkinson moved and Shadel seconded that the Park Board move out of Regular Session and into Closed Session pursuant to RSMo 610.021 (2) to discuss real estate matters. Motion Carried as follows: Yea: (6) Stewart, Wilkinson, Allen, Goforth, Plassmeyer, and Shadel. Nay: (0) None. Absent: (3) Gideon, Meckem, and Smith.

The Park Board went into Closed Session at 1:01 pm and returned to Regular Session at 1:29 pm.

ADJOURNMENT

President Carrie Plassmeyer declared the meeting adjourned at 1:29 pm.


Park Board President Carrie Plassmeyer

Minutes Approved: September 13, 2023