

**CITY OF LEBANON
AMERICA 250 COMMISSION MEETING
THURSDAY, MAY 14, 2026, 9:00 AM
CITY HALL, 401 SOUTH JEFFERSON
“TENTATIVE AGENDA”**

1. Call to Order, Roll Call, and Declaration of Quorum
2. Approval of Minutes
 - a. April 23, 2026, Regular Meeting
 - b. April 24, 2026, Regular Meeting
3. Discussions and Presentations
 - a. America 250 Anniversary Events Update
4. Commission and Staff Discussion
5. Adjournment

You can obtain a copy of this notice and view the full agenda packet online at www.lebanonmissouri.org. If you require a paper copy of this notice, please [email the Custodian of Records](mailto:custodian@lebanonmissouri.org) or call at 417-991-2360.

CITY OF LEBANON
AMERICA 250 COMMISSION REGULAR MEETING MINUTES
APRIL 23, 2026

BE IT REMEMBERED that the America 250 Commission of the City of Lebanon, Missouri, met in Regular Session on April 23, 2026, at 9:00 AM in the Cowan Civic Center, Meeting Room A.

CALL TO ORDER, ROLL CALL, AND DECLARATION OF QUORUM

Upon roll call, the following Officers were present: Bob Garner, Derek Gean, John Gideon, Kenneth Howe, Stashia Porter, Rebecca Rupard, and Mayor Jared Carr. Absent: Lagina Fitzpatrick.

A quorum was declared.

Staff members and others in attendance: City Administrator Troy Schulte and Deputy City Clerk Melissa Richardson.

APPROVAL OF MINUTES

April 16, 2026, Regular Meeting

Kenneth Howe moved and Bob Garner seconded that the Commission approve the minutes as presented. Motion carried as follows: Yea: (7) Bob Garner, Derek Gean, John Gideon, Kenneth Howe, Stashia Porter, Rebecca Rupard, Jared Carr; Nay: (0) None; Abstain: (0) None; Absent: (1) Lagina Fitzpatrick.

DISCUSSIONS AND PRESENTATIONS

America 250 Anniversary Events Update

Rebecca Rupard reported the following updates regarding the event: logistical details were being finalized, including parking arrangements, fast passes, volunteer assignments, merchandise coordination, catering, and backstage setup. Staff will utilize phones for communication throughout the event. The SUV and designated driver have been secured. The security team has met to review expectations and procedures. All volunteers are required to wear staff shirts and lanyards for visibility. The security command center will be in Meeting Room A. Concessions will be limited to the designated concession stand area. Catering, linens, tables, and silverware have been arranged. A discussion was held regarding merchandise pickup, and signage, banners, and cones will be placed throughout the venue to assist with direction and information, with volunteers to arrive between 8:00 a.m. and 3:00 p.m. on Saturday.

It was advised that Kenny Howe will coordinate with Aaron Stewart to finalize participation from the band, choir, and student performers. The Board discussed adjusting the opening comments to begin at 5:55 p.m. to allow adequate time for pre-event activities scheduled from 6:00 p.m. to 6:30 p.m.

Rebecca Rupard noted that the LAF event setup must be removed on Friday morning, and additional assistance would be needed.

COMMISSION AND STAFF DISCUSSION

Mayor Carr announced that the May meeting will be held on May 14. He further noted that meetings in June are scheduled for June 11 and June 25, with an additional meeting on July 2 at 9:00 a.m. All meetings mentioned will be held in the City Hall conference room.

Adjournment

Mayor Carr declared the meeting adjourned at 10:08 a.m.

ATTEST:

Mayor Jared Carr

City Clerk Lacey Brackett

Minutes Approved

CITY OF LEBANON
AMERICA 250 COMMISSION REGULAR MEETING MINUTES
APRIL 24, 2026

BE IT REMEMBERED that the America 250 Commission of the City of Lebanon, Missouri, met in Regular Session on April 24, 2026 at 9:17 AM in the Cowan Civic Center, Meeting Room A.

CALL TO ORDER, ROLL CALL, AND DECLARATION OF QUORUM

Upon roll call, the following Officers were present: Lagina Fitzpatrick, Bob Garner, Derek Gean, John Gideon, Kenneth Howe, Stashia Porter, Rebecca Rupard, Jared Carr. Absent: (0) None.

A quorum was declared.

Staff members and others in attendance: City Administrator Troy Schulte and Deputy City Clerk Melissa Richardson.

DISCUSSIONS AND PRESENTATIONS

America 250 Anniversary Events Update

Rebecca Rupard reported that security equipment and barricades were delivered on April 23, 2026. She stated that all major logistics have been addressed, with final preparations including signage, banners, and merchandise table setup to be completed later that day and the following morning. She added that band amenities are being finalized and that everything is in place. Mayor Carr requested notification upon the arrival of any special guests. Kenny Howe stated that Two Guys Music, Matt Rogers, would be holding a final meeting with the band and choir to review logistics.

COMMISSION AND STAFF DISCUSSION

None.

Adjournment

Mayor Carr declared the meeting adjourned at 9:37 a.m.

ATTEST:

Mayor Jared Carr

City Clerk Lacey Brackett

Minutes Approved