

**CITY OF LEBANON
AMERICA 250 COMMISSION MEETING
THURSDAY, JUNE 11, 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. June 4, 2026 Regular Meeting
3. Discussions and Presentations
 - a. America 250 Anniversary Events Update
4. Commission Action
 - a. Approval of a proposal to provide hot dogs, buns, condiments, chips, and water from various vendors
5. Commission and Staff Discussion
6. Adjournment

CITY OF LEBANON
AMERICA 250 COMMISSION REGULAR MEETING MINUTES
JUNE 4, 2026

BE IT REMEMBERED that the America 250 Commission of the City of Lebanon, Missouri, met in Regular Session on June 4, 2026 at 9:00 AM in the City Hall, 401 South Jefferson.

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, and Mayor Jared Carr.

A quorum was declared.

Staff members and others in attendance: City Administrator Troy Schulte, Airport Manager Mike Wood, and Deputy City Clerk Melissa Richardson.

Approval of Minutes

May 14, 2026, Regular Meeting

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

Commission Member Bob Garner left the meeting at 9:30 a.m. and returned back at 10:25 a.m.

Discussions and Presentations

America 250 Anniversary Events Update

Downtown Business District Director Lagina Fitzpatrick asked about road closure locations during the event. Closures would be on Commercial up to Jackson, down to Washington, and Madison to Second Street. She also inquired about the trailer size for the Dawson Hollow Band and expressed interest in decorating it. Lagina Fitzpatrick shared projected costs for hot dogs, chips, and condiments, noting that once a firm quantity is determined, she could place the order. Water and bun costs were discussed as well. She mentioned that a refrigerated trailer may be available to rent for food storage, and it was suggested that local businesses could be contacted about storing hot dogs in their freezers before the event. Lagina Fitzpatrick also suggested that local retail stores may be able to provide stock water troughs for water distribution and also use the occasion to advertise their product. The members stated they would decide on the food cost and the quantity at the next meeting.

Commission Member John Gideon reported that he had reached out to several civic club presidents regarding food distribution during the evening event and noted he would have more information to share at the next meeting. Commission Member Kenneth Howe asked about the volunteers' responsibilities on the evening of the event.

Mayor Carr emphasized the need for a sign-up platform to coordinate community members interested in reading the Constitution of the United States, and asked that it be shared so that those who wanted to do so could sign up, and whether it would be read from a binder or displayed on a monitor.

City Administrator Troy Schulte suggested that golf carts be used during the event for quick access up and down the streets. He also expressed the desire to begin advertising both events through Facebook, billboards, newspapers, and radio stations.

Regarding the July 4th event, Airport Manager Mike Wood confirmed that ongoing construction would not be an issue and provided an aerial photo of the airport outlining logistics, including parking, food trucks, porta-potties, the fireworks display area, and other designated areas. Communications Manager Derek Gean stated he would create a map for the community showing the layout, including parking and the play area. Stashia Porter indicated the YMCA would be providing a couple of bouncy houses. Troy Schulte confirmed that OEM and medical tents would also be on-site.

The Mayor announced that upcoming meetings will be held on June 11, 18, and 25 at 9:00 a.m., with the meeting on the 2nd taking place downtown.

Commission Action

Approve reimbursement of \$2,000.00 to the Downtown Business District Board for concert costs associated with the America 250 Celebration on July 3, 2026

Kenneth Howe moved and Bob Garner seconded that the Commission approve this request for reimbursement of \$2,000.00 to the Downtown Business District Board for concert costs associated with the America 250 Celebration on July 3, 2026. Motion carried as follows: Yea: (6) Bob Garner, Derek Gean, Kenneth Howe, Stashia Porter, John Gideon, Rebecca Rupard; Nay: (0) None; Absent: (0) None. Abstain (1): Lagina Fitzpatrick.

Approval of a proposal to provide music on July 4, 2026, to accompany the fireworks show as part of the City's America 250 Celebration event.

Bob Garner moved, and Kenneth Howe seconded that the Commission approve the attached advertising proposal with KJEL for the cost of \$1,500.00. Motion carried as follows: Yea: (7) Lagina Fitzpatrick, Bob Garner, Derek Gean, Kenneth Howe, Stashia Porter, John Gideon, Rebecca Rupard; Nay: (0) None; Abstain: (0) None; Absent: (0) None.

Approve invoice payment to Lebanon High School for the America 250 Concert concessions.

Kenneth Howe moved, and John Gideon seconded that the Commission approve paying the invoice to the Lebanon High School for the America 250 Diamond Rio Concert concessions. Motion carried as follows: Yea: (7) Lagina Fitzpatrick, Bob Garner, Derek Gean, Kenneth Howe, Stashia Porter, John Gideon, Rebecca Rupard; Nay: (0) None; Abstain: (0) None; Absent: (0) None.

Commission and Staff Discussion

Mayor Carr announced that the next meetings will be on June 11th, 18th, and 25th at 9:00 am at City Hall conference room, and on July 2nd at 9:00 am downtown.

Adjournment

Mayor Carr declared the meeting adjourned at 10:31 a.m.

ATTEST:

Mayor Jared Carr

City Clerk Lacey Brackett

Minutes Approved

DRAFT

KJEL FM - 103.7

18553 Gentry Rd.
Lebanon, MO 65536
417-532-9111

Advertising Proposal

June 23-July 4

Option A

Receive: 48 30-Second ads. Run 8 ads per day, 5 am to 10 pm June 29 through July 3rd and 5 am to 2 pm on July 4. Plus receive 48 15-second promotional ads. Run 4 times per day, 5 am to Midnight June 23 through July 3, 5 am to 7 pm July 4

Receive a 30-45 minute block of airtime on KJEL to run simotaneously with the fireworks display.

Receive 3-Facebook posts. One mid June, end of June and first part of July

Recieve an event listing on MyOzarkson line begining June 1, 2026 through July 4, 2026

Total Investment \$1,800

Option B

Receive: 30 30-Second ads. Run 6 ads per day, 5 am to 10 pm June 29 through July 3rd and 5 am to 2 pm on July 4. Plus receive 30 15-second promotional ads. Run 4 times per day, 5 am to Midnight June 27* through July 3, 5 am to 7 pm July 4

Receive a 30-45 minute block of airtime on KJEL to run simotaneously with the fireworks display.

Receive 2-Facebook posts. One mid June and one first part of July

Recieve an event listing on MyOzarkson line begining June 1, 2026 through July 4, 2026

Total Investment \$1,500

Respectfully,

Beth Durreman

417-532-0250

bethdurreman@cartermediaworks.com

* June 27th only 2 promotional ads.

Lebanon High School

INVOICE

777 Brice Street
Lebanon, MO 65536
Phone: 417-657-6006
Fax: 417-532-3386

DATE: 4/29/2026
INVOICE NO: 20260429-2

BILL TO

City of Lebanon
Mayor Carr
401 S Jefferson Ave | Lebanon, MO. 65536
417-532-2156

DESCRIPTION	TAXED	AMOUNT
America 250 Concert-Concessions		2,500.00

Subtotal	\$	2,500.00
Taxable	\$	-
Tax rate		
Tax due	\$	-
Other	\$	-
TOTAL Due	\$	2,500.00

Make all checks payable to
Lebanon High School

Thank You!