

**CITY OF LEBANON
PARK BOARD MEETING
WEDNESDAY, JUNE 10, 2026, 12:00 PM
CITY HALL, STANLEY H. ALLEN COUNCIL CHAMBERS, 401 SOUTH JEFFERSON
“TENTATIVE AGENDA”**

1. Call to Order, Roll Call, and Declaration of Quorum

2. Pledge of Allegiance

3. Public Comments

4. Approval of Minutes

a. May 13, 2026, Regular Meeting

5. Finance Report

a. May 2026 Financials

6. Discussions and Presentations

a. Placer AI and Social Media

b. Boswell Aquatic Pool Update

c. Baseball and Softball Update

d. Turf Fields Discussion

7. Possible Action Items

a. Skate Park Improvements Purchase

8. Election of Officers

9. Comments from the Board and Staff

10. Adjournment

CITY OF LEBANON
PARK BOARD REGULAR MEETING MINUTES
MAY 13, 2026

BE IT REMEMBERED that the Park Board of the City of Lebanon, Missouri, met in Regular Session on May 13, 2026 at 12:00 PM in the Council Chambers at City Hall located at 401 South Jefferson.

Call to Order, Roll Call, and Declaration of Quorum

Upon roll call, the following Officers were present: Melody Allen, John Gideon, Carrie Plassmeyer, Doug Smith, Ramsey Stewart, Chris Wall. Absent: Holly Goforth, Heather Shadel, Neal Wilkinson.

A quorum was declared.

Heather Shadel and Neal Wilkenson are noted as having an excused absence, and Holly Goforth is noted as having an unexcused absence.

Staff members and others in attendance: Park Director John Shelton, Assistant Park Director Elliot Wilburn, City Administrator Troy Schulte, and Deputy City Clerk Melissa Richardson.

Pledge of Allegiance

The pledge of allegiance was led by President Carrie Plassmeyer.

Public Comments

None.

Approval of Minutes

March 12, 2026, Closed Session, and April 8, 2026, Regular Meeting

Doug Smith moved and John Gideon seconded that the Board approve the minutes as presented. Motion carried as follows: Yea: (6) Melody Allen, John Gideon, Carrie Plassmeyer, Doug Smith, Ramsey Stewart, Chris Wall; Nay: (0) None; Abstain: (0) None; Absent: (3) Holly Goforth, Heather Shadel, Neal Wilkinson.

Finance Report

April 2026 Financials

Park Director John Shelton went over the financials and stated there were some changes with some line items due to changes with Caselle and if the board had any questions, to reach out to him.

Discussions and Presentations

Catherine Lot

Park Director John Shelton shared that there were developers who expressed interest in

purchasing Catherine Lot to build housing on the property and asked the board if they would want to consider selling the property.

Social Media Presence

Assistant Park Director Elliot Wilburn presented a PowerPoint slide summarizing park activity engagements over the previous 28-day period. Board President Carrie Plassmeyer inquired whether this information would be posted on the Parks webpage and asked who would be responsible for uploading and maintaining content on the site. Park Director John Shelton indicated that Assistant Park Director Elliot Wilburn and Communications Manager Derek Gean would be posting updates to the Parks webpage.

Pacer Data on Baseball and Soccer Tournaments

Assistant Park Director Elliot Wilburn shared Pacer Data information concerning baseball and soccer tournaments and shared some snapshots of what the park activities were bringing into town. City Administrator Troy Schulte added that 30% of the sales tax revenue was generated by Walmart purchases.

LSA Program

President Carrie Plassmeyer noted that the program has seen significant growth and brought several emerging issues to the board's attention. She asked the board to consider transitioning management of the program to the Parks Department.

Mount Rose Park

Park Director John Shelton stated work was being done on the infrastructure and cutting in a driveway at the location.

Turf Fields

Park Director John Shelton discussed ongoing concerns regarding field closures caused by rain and the impact it was having on tournaments and general park usage. He noted that the absence of turf fields places Lebanon at a competitive disadvantage, as surrounding communities with turf continue to host events during inclement weather while Lebanon's fields remain unusable.

Clint Horn with Running Gun Sports addressed the board regarding the potential benefits of turf infield installation. He stated that turf fields would increase the likelihood of visiting teams staying overnight in Lebanon, generating direct economic benefit for local businesses and the City as a whole. He also noted that turf fields would support his organization's ability to maintain its current contract with the City, which includes a five-year term with a one-year extension option. Park Director John Shelton presented estimated costs for several installation options and noted that maintenance expenses are expected to decrease following the initial installation period. Board Member Ramsey Stewart raised the possibility of utilizing the turf fields for additional sports events beyond baseball, expanding their overall use and return on investment.

Atchley Park Update

Assistant Park Director Elliot Wilburn presented slides with photos and updates on parking

lot improvements, pickleball courts, bathrooms, shade covers for the bleachers, and the concession stand. He noted that there are plans to potentially expand the concession menu to include hot food items on a trial basis.

Comments from the Board and Staff

Park Director John Shelton shared that he received a nice “thank you” from the Lebanon Police Department for assisting during the recent bomb scare at the Lebanon High School.

Adjournment

President Carrie Plassmeyer declared the meeting adjourned at 1:13 pm.

ATTEST:

President Carrie Plassmeyer

City Clerk Lacey Brackett

Minutes Approved

DRAFT

CITY OF LEBANON
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2026

PARKS AND RECREATION FUND

	PERIOD ACT	YTD ACTUAL	BUDGET	ENCUMBRAN	UNEARNED	PCNT
<u>PARKS OPERATION & ADMIN.</u>						
79-500-41002 TAX-SALES 0.5%	139,564.76	1,599,570.92	1,795,000.00	.00	195,429.08	89.1
79-500-43010 PARK ACTIVITIES	.00	(200.00)	.00	.00	200.00	.0
79-500-43114 MISC-INSURANCE RECOVERIES	.00	(1,596.93)	.00	.00	1,596.93	.0
79-500-43125 SERVICE CHARGES, RENTALS, FEES	.00	.00	5,000.00	.00	5,000.00	.0
79-500-43501 RENTAL-BUILDING/LAND	1,500.00	8,890.00	.00	.00	(8,890.00)	.0
TOTAL PARKS OPERATION & ADMIN.	141,064.76	1,606,663.99	1,800,000.00	.00	193,336.01	89.3
<u>BOSWELL AQUATIC CENTER</u>						
79-515-43025 POOL ADMISSION	.00	22,410.00	.00	.00	(22,410.00)	.0
79-515-43035 ACTIVITIES	3,720.00	3,970.00	.00	.00	(3,970.00)	.0
79-515-43125 SERVICE CHARGES, RENTALS, FEES	.00	.00	51,000.00	.00	51,000.00	.0
79-515-43507 RENTAL PARTIES	.00	4,350.00	.00	.00	(4,350.00)	.0
TOTAL BOSWELL AQUATIC CENTER	3,720.00	30,730.00	51,000.00	.00	20,270.00	60.3
<u>PARKS ACTIVITIES</u>						
79-520-43010 PARK ACTIVITIES	2,605.00	50,325.88	.00	.00	(50,325.88)	.0
79-520-43023 CONCESSION SALES	11,385.75	50,625.00	.00	.00	(50,625.00)	.0
79-520-43106 MISC-MISC	.00	425.00	.00	.00	(425.00)	.0
79-520-43125 SERVICE CHARGES, RENTALS, FEES	.00	.00	180,042.00	.00	180,042.00	.0
TOTAL PARKS ACTIVITIES	13,990.75	101,375.88	180,042.00	.00	78,666.12	56.3
TOTAL FUND REVENUE	158,775.51	1,738,769.87	2,031,042.00	.00	292,272.13	85.6

CITY OF LEBANON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2026

PARKS AND RECREATION FUND

	PERIOD ACT	YTD ACTUAL	BUDGET	ENCUMBRAN	UNEXPENDED	PCNT
<u>PARKS OPERATION & ADMIN.</u>						
79-500-51001	FULLTIME SALARY	19,263.74	224,925.41	252,509.00	.00	27,583.59 89.1
79-500-51002	PART TIME SALARY	4,022.31	32,735.95	.00	.00 (32,735.95) .0
79-500-51005	FULLTIME OVERTIME	1,621.52	7,075.86	2,500.00	.00 (4,575.86) 283.0
79-500-51101	LIFE INSURANCE	44.12	522.18	.00	.00 (522.18) .0
79-500-51151	LAGERS-GENERAL	2,626.99	31,000.50	36,614.00	.00	5,613.50 84.7
79-500-51154	DEFERRED COMP-EMPLOYER	.00	.00	13,000.00	.00	13,000.00 .0
79-500-51201	FEDERAL PAYROLL TAXES	1,830.87	19,562.67	19,317.00	.00 (245.67) 101.3
79-500-51203	UNEMPLOYMENT COMPENSATION	43.57	720.53	.00	.00 (720.53) .0
79-500-51204	WORKMANS COMPENSATION	.00	.00	38,090.00	.00	38,090.00 .0
79-500-51251	EMPLOYEE-UNIFORMS	12.98	1,581.56	.00	.00 (1,581.56) .0
79-500-51252	EMPLOYEE-DUES/LIC/MEMBERSHIP	.00	580.00	.00	.00 (580.00) .0
79-500-51255	EMPLOYEE-TRAINING	500.00	575.00	.00	.00 (575.00) .0
79-500-51260	EMPLOYEE-GENERAL	.00	6.49	5,264.00	.00	5,257.51 .1
79-500-51500	BENEFITS-GENERAL	735.00	8,000.00	.00	.00 (8,000.00) .0
79-500-51501	HEALTH/DENTAL PREMIUM	6,615.92	71,533.96	78,215.00	.00	6,681.04 91.5
79-500-52000	CAPITAL EXP-LAND & IMPROVEMENT	163,716.13	494,801.78	495,480.00	6,753.66 (6,075.44) 101.2
79-500-52100	CAPITAL EXP-BLDG & IMPROVEMENT	113,521.27	592,021.10	1,050,000.00	156,182.04	301,796.86 71.3
79-500-52150	CAPITAL EXP-FURNITURE & FIX	.00	5,662.78	8,000.00	.00	2,337.22 70.8
79-500-52200	CAPITAL EXP-MACHINERY & EQUIP	.00	6,858.98	100,000.00	.00	93,141.02 6.9
79-500-52250	CAPITAL EXP-VEHICLES	.00	.00	37,940.00	37,940.00	.00 100.0
79-500-52300	CAPITAL EXP-INFRASTRUCTURE	.00	2,890.00	223,480.00	.00	220,590.00 1.3
79-500-55000	UTILITIES-GENERAL	.00	.00	38,059.00	.00	38,059.00 .0
79-500-55001	UTILITIES-ELECTRIC	625.42	8,794.00	.00	.00 (8,794.00) .0
79-500-55002	UTILITIES-WATER	643.99	19,402.14	.00	.00 (19,402.14) .0
79-500-55003	UTILITIES-SEWER	550.99	19,729.30	.00	.00 (19,729.30) .0
79-500-55101	UTILITIES-LANDLINE AND FIBER	48.77	1,126.18	.00	.00 (1,126.18) .0
79-500-55151	UTILITIES-CELL PHONES	.00	1,912.37	.00	.00 (1,912.37) .0
79-500-55201	UTILITIES-INTERNET	419.62	3,726.74	.00	.00 (3,726.74) .0
79-500-55202	UTILITIES-INTERNET MOBILE	.00	120.03	.00	.00 (120.03) .0
79-500-55251	UTILITIES-SOLID WASTE	755.40	8,425.15	.00	.00 (8,425.15) .0
79-500-55501	UTILITIES-PROPANE	.00	2,025.14	.00	.00 (2,025.14) .0
79-500-56008	PROF SERV-MSHP BACKGROUND CK	.00	15.55	.00	.00 (15.55) .0
79-500-56011	PROF SERVICES-DUES & FEES	.00	25.00	.00	.00 (25.00) .0
79-500-56013	PROF SERVICES-STUDIES	.00	.00	50,000.00	.00	50,000.00 .0
79-500-56015	PROF SERVICES-SERVICE CONTRA	12,885.34	44,966.87	85,000.00	.00	40,033.13 52.9
79-500-56023	PROF SERVICES-ADMIN SRV CHARGE	.00	.00	149,748.00	.00	149,748.00 .0
79-500-56200	SOFTWARE-RENEWAL/MAINT	.00	5,460.00	6,500.00	.00	1,040.00 84.0
79-500-56203	SOFTWARE-AGREEMENT	.00	144.56	.00	.00 (144.56) .0
79-500-56501	INSURANCE-VEHICLE	.00	.00	5,861.00	.00	5,861.00 .0
79-500-56502	INSURANCE-EQUIPMENT	.00	.00	3,542.00	.00	3,542.00 .0
79-500-56503	INSURANCE-BLDG & PROPERTY	.00	.00	31,307.00	.00	31,307.00 .0
79-500-56521	INSURANCE-GENERAL LIABILITY	.00	.00	12,274.00	.00	12,274.00 .0
79-500-56600	ADVERTISING-GENERAL	.00	.00	1,500.00	.00	1,500.00 .0
79-500-56601	ADVERTISING-PUBLIC NOTICES	.00	68.17	.00	.00 (68.17) .0
79-500-56606	ADVERTISING-RADIO	.00	280.00	.00	.00 (280.00) .0
79-500-57001	SUPPLIES-OPERATIONAL	787.52	6,915.93	12,500.00	.00	5,584.07 55.3
79-500-57002	SUPPLIES-COMPUTER ACCESSORIES	.00	3,754.34	500.00	.00 (3,254.34) 750.9
79-500-57003	SUPPLIES-DESK ACC-SMALL OFC EQ	.00	856.57	900.00	.00	43.43 95.2
79-500-57004	SUPPLIES-SMALL TOOLS	.00	663.83	2,000.00	.00	1,336.17 33.2
79-500-57051	SUPPLIES-PRINTING	.00	92.00	600.00	.00	508.00 15.3
79-500-57052	SUPPLIES-MAILING	.00	13.95	.00	.00 (13.95) .0
79-500-57053	SUPPLIES-POSTAGE	.00	.00	100.00	.00	100.00 .0
79-500-57054	SUPPLIES-PAPER	2.98	94.46	.00	.00 (94.46) .0
79-500-57101	SUPPLIES-JANITORIAL	1,897.73	6,163.51	9,500.00	.00	3,336.49 64.9
79-500-57102	SUPPLIES-CLEANING & SANITATION	.00	109.37	126.00	.00	16.63 86.8

CITY OF LEBANON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2026

PARKS AND RECREATION FUND

	PERIOD ACT	YTD ACTUAL	BUDGET	ENCUMBRAN	UNEXPENDED	PCNT	
79-500-57104	SUPPLIES-CHEMICALS	108.99	2,401.87	300.00	.00 (2,101.87)	800.6	
79-500-57153	SUPPLIES-FIRST AID	.00	.00	750.00	.00 750.00	.0	
79-500-57154	SUPPLIES-SAFETY	.00	861.54	700.00	.00 (161.54)	123.1	
79-500-57502	MATERIALS-ROCK	876.23	2,850.83	2,000.00	.00 (850.83)	142.5	
79-500-57503	MATERIALS-CONCRETE	1,340.00	6,678.93	7,500.00	.00 821.07	89.1	
79-500-57504	MATERIALS-LANDSCAPING	.00	6,873.29	15,000.00	2,034.00 6,092.71	59.4	
79-500-57511	MATERIALS-PAINT	1,747.40	8,296.91	5,000.00	.00 (3,296.91)	165.9	
79-500-57512	MATERIALS-SIGNS	.00	1,105.81	2,500.00	.00 1,394.19	44.2	
79-500-57514	MATERIALS-HARDWARE	219.63	2,003.83	2,500.00	.00 496.17	80.2	
79-500-57515	MATERIALS-FIXTURES	.00	3,627.81	2,500.00	.00 (1,127.81)	145.1	
79-500-57516	MATERIALS-WIRE	28.49	1,832.13	5,000.00	.00 3,167.87	36.6	
79-500-57517	MATERIALS-LUMBER	.00	796.46	2,500.00	.00 1,703.54	31.9	
79-500-57518	MATERIALS-STEEL	.00	1,018.12	1,000.00	.00 (18.12)	101.8	
79-500-57525	MATERIALS-INFRASTRUCTURE	.00	589.00	5,000.00	.00 4,411.00	11.8	
79-500-57552	MATERIALS-PIPE-PVC	53.61	519.26	1,000.00	.00 480.74	51.9	
79-500-57553	MATERIALS-PIPE-MISC	.00	635.93	2,000.00	.00 1,364.07	31.8	
79-500-57554	MATERIALS-PIPE-CONDUIT	43.96	134.99	750.00	.00 615.01	18.0	
79-500-58000	TOOLS & PORTABLE EQUIPMENT	.00	.00	2,600.00	.00 2,600.00	.0	
79-500-58002	TOOLS-MAINTENANCE	.00	131.80	.00	.00 (131.80)	.0	
79-500-58003	TOOLS-SUPPLIES	86.87	2,237.77	.00	.00 (2,237.77)	.0	
79-500-58301	EQUIPMENT-REPAIR	.00	6,858.96	8,500.00	.00 1,641.04	80.7	
79-500-58302	EQUIPMENT-MAINTENANCE	111.85	3,236.08	2,500.00	1,006.00 (1,742.08)	169.7	
79-500-58303	EQUIPMENT-SUPPLIES	.00	3,141.02	1,000.00	.00 (2,141.02)	314.1	
79-500-58304	EQUIPMENT-EQUIPMENT	.00	4,448.55	3,500.00	.00 (948.55)	127.1	
79-500-58305	EQUIPMENT-FUEL	.00	6,750.72	5,000.00	.00 (1,750.72)	135.0	
79-500-58306	EQUIPMENT-RENTAL	1,384.20	6,414.05	2,500.00	.00 (3,914.05)	256.6	
79-500-58600	VEHICLE-GENERAL	117.25	757.25	.00	.00 (757.25)	.0	
79-500-58601	VEHICLE-REPAIR	790.71	1,289.09	1,500.00	.00 210.91	85.9	
79-500-58602	VEHICLE-MAINTENANCE	124.95	2,155.63	7,500.00	.00 5,344.37	28.7	
79-500-58603	VEHICLE-SUPPLIES	34.82	385.24	1,000.00	.00 614.76	38.5	
79-500-58604	VEHICLE-EQUIPMENT	.00	.00	250.00	.00 250.00	.0	
79-500-58605	VEHICLE-FUEL	.00	5,809.25	10,000.00	.00 4,190.75	58.1	
	TOTAL PARKS OPERATION & ADMIN.	340,241.14	1,719,782.03	2,872,276.00	203,915.70	948,578.27	67.0
 BOSWELL AQUATIC CENTER							
79-515-51002	PART TIME SALARY	.00	36,400.36	122,570.00	.00 86,169.64	29.7	
79-515-51005	FULLTIME OVERTIME	.00	2,570.03	.00	.00 (2,570.03)	.0	
79-515-51201	FEDERAL PAYROLL TAXES	.00	2,981.27	9,377.00	.00 6,395.73	31.8	
79-515-51203	UNEMPLOYMENT COMPENSATION	.00	350.80	1,500.00	.00 1,149.20	23.4	
79-515-51251	EMPLOYEE-UNIFORMS	.00	932.25	.00	.00 (932.25)	.0	
79-515-51260	EMPLOYEE-GENERAL	.00	.00	4,600.00	.00 4,600.00	.0	
79-515-55000	UTILITIES-GENERAL	.00	.00	9,000.00	.00 9,000.00	.0	
79-515-55001	UTILITIES-ELECTRIC	.00	46.65	.00	.00 (46.65)	.0	
79-515-55002	UTILITIES-WATER	.00	3,014.20	.00	.00 (3,014.20)	.0	
79-515-56005	PROF SERVICES-TEMP EMPLOYEES	.00	1,728.00	3,500.00	.00 1,772.00	49.4	
79-515-57104	SUPPLIES-CHEMICALS	1,993.80	7,398.60	15,000.00	.00 7,601.40	49.3	
79-515-58301	EQUIPMENT-REPAIR	76.93	3,304.60	5,000.00	.00 1,695.40	66.1	
79-515-58302	EQUIPMENT-MAINTENANCE	306.57	1,125.12	500.00	.00 (625.12)	225.0	
79-515-58303	EQUIPMENT-SUPPLIES	196.68	1,801.00	2,500.00	.00 699.00	72.0	
79-515-58304	EQUIPMENT-EQUIPMENT	.00	5,255.45	5,000.00	.00 (255.45)	105.1	
	TOTAL BOSWELL AQUATIC CENTER	2,573.98	66,908.33	178,547.00	.00	111,638.67	37.5

CITY OF LEBANON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2026

PARKS AND RECREATION FUND

	PERIOD ACT	YTD ACTUAL	BUDGET	ENCUMBRAN	UNEXPENDED	PCNT
<u>PARKS ACTIVITIES</u>						
79-520-51002	7,426.86	60,052.23	166,816.00	.00	106,763.77	36.0
79-520-51005	4.28	33.54	.00	.00	(33.54)	.0
79-520-51201	568.44	4,596.85	12,761.00	.00	8,164.15	36.0
79-520-51203	66.98	385.92	1,500.00	.00	1,114.08	25.7
79-520-51251	.00	130.00	.00	.00	(130.00)	.0
79-520-55101	.00	185.20	250.00	.00	64.80	74.1
79-520-56005	4,470.00	20,430.00	45,000.00	.00	24,570.00	45.4
79-520-56011	.00	17.50	.00	.00	(17.50)	.0
79-520-56522	.00	4,869.00	5,594.00	.00	725.00	87.0
79-520-57001	237.21	21,499.85	22,000.00	4,100.00	(3,599.85)	116.4
79-520-57006	4,549.00	8,538.25	10,000.00	4,534.00	(3,072.25)	130.7
79-520-57991	8,258.68	28,003.62	55,000.00	1,075.02	25,921.36	52.9
79-520-58301	.00	268.83	250.00	.00	(18.83)	107.5
79-520-58304	.00	1,077.08	11,000.00	.00	9,922.92	9.8
79-520-58306	.00	1,829.50	.00	.00	(1,829.50)	.0
TOTAL PARKS ACTIVITIES	25,581.45	151,917.37	330,171.00	9,709.02	168,544.61	49.0
TOTAL FUND EXPENDITURES	368,396.57	1,938,607.73	3,380,994.00	213,624.72	1,228,761.55	63.7
NET REVENUE OVER EXPENDITURES	(209,621.06)	(199,837.86)	(1,349,952.00)	(213,624.72)	(936,489.42)	(30.6)