

**CITY OF LEBANON
PARK BOARD MEETING
WEDNESDAY, FEBRUARY 26, 2025, 12:00 PM
WINFREY HOUSE, 25573 HIGHWAY 5
“TENTATIVE AGENDA”**

1. Call to Order, Roll Call, and Declaration of Quorum
2. Pledge of Allegiance
3. Public Comments
4. Approval of Minutes
 - a. January 8, 2025, Meeting Minutes
5. Finance Report
6. Discussions and Presentations
 - a. Atchley Park Plans
 - b. Placer. AI
 - c. Baseball/Softball League
7. Possible Action Items
 - a. Utility Vehicle Purchase
8. Comments from the Board and Staff
9. Adjournment

CITY OF LEBANON
PARK BOARD REGULAR MEETING MINUTES
JANUARY 8, 2025

BE IT REMEMBERED that the Park Board of the City of Lebanon, Missouri, met in Regular Session on January 8, 2025 at 12:00 PM in the Winfrey House located at 25573 Highway 5.

CALL TO ORDER, ROLL CALL, AND DECLARATION OF QUORUM

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

Neal Wilkinson was present via Zoom.

A quorum was declared.

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

PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by President Carrie Plassmeyer.

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF MINUTES

December 11, 2024 Meeting Minutes

Holly Goforth moved and Doug Smith seconded that the Board approve the minutes as presented.

Motion carried as follows: Yea: (8) Melody Allen, John Gideon, Holly Goforth, Carrie Plassmeyer, Heather Shadel, Doug Smith, Chris Wall, Neal Wilkinson; Nay: (0) None; Abstain: (0) None; Absent: (1) Ramsey Stewart.

FINANCE REPORT

October 2024 Financials

Park Director John Shelton mentioned that Finance Director Sean Bennett was getting more comfortable with the financials, and monthly reports might start coming out sooner. Shelton noted that the financials looked good but pointed out that encumbrances would increase due to the timing of invoices. He also shared that payments from the insurance claim should start next month or in December, and overall, the financials were in good shape.

DISCUSSIONS AND PRESENTATIONS

Atchley Park Plans

Park Director John Shelton shared that the plans for Atchley Park were progressing well, and using Cochran for engineering would result in significant cost savings since they could utilize the existing drawings. He explained that Atchley Park would include a family changing room and bathrooms similar in design to those at Nelson Park. Board Member Goforth asked if this would require a complete tear-down, and Shelton advised that it would.

Ballfield Backstop Netting

Park Director John Shelton presented examples of backstop netting, highlighting a design that would stretch from dugout to dugout to reduce foul balls, with an estimated cost of \$130–150K. He noted that at Nelson Park, the existing backstops would remain, and balls would roll off the net. Board Member Gidon asked if there had been any insurance claims, and Shelton confirmed there had not but added that the nets would improve the fan experience. Smith asked if other local fields use similar nets, and Shelton sharing there were local fields with this type of netting and also mentioned that the backstop project was already accounted for in the budget. President Plassmeyer shared that patrons had expressed concerns about foul balls and emphasized that backstop netting would enhance the parks, which ultimately drives revenue.

Ramsey Stewart joined the meeting at 12:16 pm.

POSSIBLE ACTION ITEMS

Truck Purchase

Parks Director John Shelton reported that two bids were received for a truck and since the Parks Department requires a towing package, the best value was from Graven. He also mentioned that they would surplus a 2011 Ford truck.

Doug Smith moved and John Gideon seconded that the Park Board approve moving forward with the procurement process for the purchase of a 2025 Ram Truck for the Parks Department, and forward to City Council for final approval. Motion carried as follows: Yea: (9) Melody Allen, John Gideon, Holly Goforth, Carrie Plassmeyer, Heather Shadel, Doug Smith, Ramsey Stewart, Chris Wall, Neal Wilkinson; Nay: (0) None; Abstain: (0) None; Absent: (0) None.

Concession Services for Request for Proposals

Parks Director John Shelton explained that no request for proposals was issued because the interested vendor had backed out. Board Member Stewart commented that the City's bidding process is very complex. Assistant Parks Director Elliot Wilburn shared that the City would continue operating concessions while also utilizing food trucks.

The board discussed various ideas and Board Member Smith suggested exploring vending machines for the concession area. There was no action taken.

COMMENTS FROM THE BOARD AND STAFF

Board Member Stewart suggested forming a committee or similar group to evaluate how the parks could benefit from using Pacer.AI for marketing. President Plassmeyer added that she had spoken with Downtown Business District Executive Director Sarah Stewart, who was excited about the Parks Department's involvement with the platform.

Parks Director John Shelton shared that a family had expressed interest in potentially making a donation to support investments in the Parks Department

ADJOURNMENT

President Carrie Plassmeyer declared the meeting adjourned at 1:05 pm.

Park Board President Carrie Plassmeyer

Minutes Approved