

Downtown Business District Advisory Board

Regular Meeting Minutes

March 11, 2025 at 11:30 A.M.

Lebanon City Hall Conference Room, 401 S. Jefferson Ave Lebanon, MO 65536

Roll Call and Establishment of Quorum

The roll was called and the following board members were present: Jeff Smith, Melissa Walker, Steven Hite, Jessie Williams, Ed Brackett, Brian Hash, Michelle Boyer. Also present were guests Matt Starnes, Leo Beene, City Administrator Ben DeClue and DTBD Executive Director Sarah Angst. Absent were Melody Allen and Chris Walters.

A quorum was declared and the meeting began at 11:32 am, Chairman Steven Hite presiding.

Minutes were taken by Downtown Lebanon Executive Director Sarah Stewart.

A motion was made by Jessie Williams to add an item to the agenda regarding a street closure request. Jeff Smith seconded. The motion carried to add the downtown cruise-in street closure request to the agenda.

Approval of Minutes

The minutes from the August 5, 2024 meeting were distributed to the board for review. A motion was made by Melissa Walker and seconded by Brian Hash to approve the minutes as distributed. A vote was taken and the motion carried to approve the August 5th Downtown Business District Advisory Board Minutes as distributed.

Action Items

Chairman Steven Hite introduced Resolution 01-25 to transfer a piece of property owned by the downtown business district to the city of Lebanon. Director Angst explained the need for a resolution to transfer a small parking lot owned by the

downtown business district to the city of Lebanon. The property in question is located at Commercial and Monroe on New Street, and the city has been treating it as their own. The resolution was read in full, detailing the transfer of the property and the authorization for the district chairperson and executive director to take necessary actions. Director Angst read the resolution as follows:

RESOLUTION BY THE DOWNTOWN LEBANON BUSINESS DISTRICT BOARD OF DIRECTORS (HEREINAFTER REFERRED TO AS "DISTRICT") AUTHORIZING THE CONVEYANCE OF DOWNTOWN LEBANON BUSINESS DISTRICT-OWNED PROPERTY LOCATED ALONG NEW STREET TO THE CITY OF LEBANON.

WHEREAS, the Downtown Lebanon Business District previously owned multiple parking lots within its borders; *and*

WHEREAS, over time, these lots were conveyed to the City of Lebanon for maintenance and insurance purposes; *and*

WHEREAS, the District's Executive Director recently discovered that one parking lot along New Street remains under the District's ownership; *and*

WHEREAS, the District does not intend to own, maintain, or insure parking lots and wishes to transfer the remaining lot to the City of Lebanon, as has been done with the others.

NOW, THEREFORE, BE IT RESOLVED BY THE LEBANON DOWNTOWN BUSINESS DISTRICT BOARD OF DIRECTORS AS FOLLOWS:

SECTION 1: The Downtown Lebanon Business District Board of Directors hereby conveys the District-owned property located along New Street to the City of Lebanon. A Warranty Deed, attached hereto as "Exhibit A", is incorporated by reference.

SECTION 2: The Board of Directors authorizes and directs the District Chairperson and Executive Director to take all necessary actions to implement this resolution.

SECTION 3: This Resolution shall take effect immediately upon its passage and approval.

Passed and approved by the Downtown Lebanon Business District Board of Directors on this 5th day of March 2025.

Jessie Williams made a motion to adopt the resolution and Brian Hash seconded. The resolution was adopted by the board.

Sarah Angst presented street closure requests for the Dinner Under the Downtown Lights on May 31 and the Cruise-In on June 13.

Discussion was held on the impact of street closures on local businesses, with a focus on giving adequate notice and involving business owners in the decision-making process. Jessie Williams emphasized the importance of notifying businesses early and giving them a chance to provide input on street closures. The board discusses the benefits and drawbacks of street closures, including the need for a structured policy to minimize negative impacts on businesses.

Melissa Walker made a motion to accept the two street closure requests as presented. Brian Hash seconded. The motion carried and the street closure requests will be sent to Council for approval.

Discussion Items

Director Angst provided an update on a variance request for a food truck to operate on private property during special events. The variance has been withdrawn as unnecessary under the current ordinance, and the property owner plans to bring in food trucks for events like First Fridays and the Cruise-In. Melissa Walker expresses concerns about the impact of food trucks on local businesses, citing a petition with over 300 signatures against food trucks downtown. The board discusses the need for a clear food truck ordinance and the potential impact on local businesses and property values.

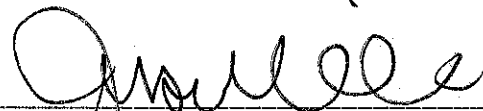
Director Angst provided an update on the urban park project, mentioning collaboration with various city departments and the creation of a rendering by Haley Breeden. The goal is to have the park completed by the Cackle Hatchery festival, with construction starting soon. The board discusses the design committee's involvement in ensuring the park fits with the city's vision and budget.

Director Angst discussed a call from Cross Creek Church about building a gym facility on a property they recently purchased, and the need for the board's input on the project. The board expresses concerns about the proximity of the new building to existing properties and its impact on alcohol sales licenses. Melissa Walker clarifies that the new building would not affect existing liquor licenses but could impact new

ones. The board agrees to meet with Cross Creek Church and code enforcement to discuss the project and its implications.

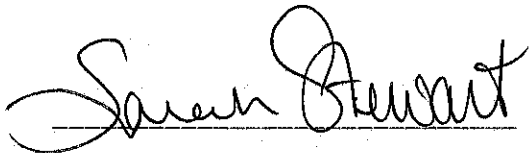
Adjournment

There being no other business, a motion was made by Ed Brackett and seconded by Jessie Williams that the meeting be adjourned. A vote was taken and the motion carried. The meeting adjourned at 12:04 pm.

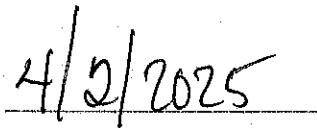


Acting Chair Jessie Williams

ATTEST



Executive Director Sarah Stewart



Date