

**CITY OF LEBANON
PARK BOARD MEETING
WEDNESDAY, MAY 14, 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. Regular Meeting, April 9, 2025
5. Discussions and Presentations
 - a. Atchley Park Playground Equipment
 - b. Monthly Concert Series at the Amphitheater at Boswell Park during the summer months of 2025
 - c. Boswell Aquatic Center Opening
 - d. Baseball/Softball Update
 - e. Parks Department Job Descriptions
6. Possible Action Items
 - a. None
7. Comments from the Board and Staff
8. Closed Session Pursuant to RSMo 610.021 (2) Real Estate
9. Adjournment

CITY OF LEBANON
PARK BOARD REGULAR MEETING MINUTES
APRIL 9, 2025

BE IT REMEMBERED that the Park Board of the City of Lebanon, Missouri, met in Regular Session on April 9, 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: John Gideon, Holly Goforth, Carrie Plassmeyer, Heather Shadel, Doug Smith, Ramsey Stewart, and Chris Wall. Absent: Melody Allen and Neal Wilkinson.

A quorum was declared.

Staff members and others in attendance: Park Director John Shelton, Assistant Park Director Elliot Wilburn, and City Clerk Lacey Brackett. City Administrator Troy Schulte joined the meeting at 12:10 pm.

PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by President Carrie Plassmeyer.

PUBLIC COMMENTS

None.

APPROVAL OF MINUTES

March 12, 2025, Regular Meeting

Holly Goforth moved and Doug Smith seconded that the Board approve the minutes as presented. Motion carried as follows: Yea: (7) John Gideon, Holly Goforth, Carrie Plassmeyer, Heather Shadel, Doug Smith, Ramsey Stewart, Chris Wall; Nay: (0) None; Abstain: (0) None; Absent: (2) Melody Allen, Neal Wilkinson.

DISCUSSIONS AND PRESENTATIONS

Atchley Park Lower Parking Lot

Park Director John Shelton shared that he had a budget meeting with the new City Administrator, Troy Schulte, and reported that the meeting went well. Schulte recommended adjusting the park reserve fund to 10%, which would make approximately \$350,000.00 immediately available for use. With this reserve adjustment, Shelton reported that the planned improvements to the lower parking lot at Atchley Park could move forward and be completed.

Board Member Stewart inquired about spending the money and how it would look to constituents. Schulte shared that, unlike other reserve funds, the Park Fund typically does not maintain as high of a reserve. He explained that by temporarily lowering the reserve, there would be a one-time opportunity to spend the additional funds. Shelton added that he would

coordinate with Communications Manager Derek Gean to help explain to constituents why these funds are available for use at this time.

Sports League Update

Assistant Park Director Elliot Wilburn provided an update on the youth sports league, reporting a total of 404 sign-ups and approximately 27 teams. Board President Carrie Plassmeyer inquired about concerns from residents regarding the lack of participation in the 14U league. Wilburn stated that refunds were issued to applicants who could not participate due to the league not forming and noted that it continues to be a recurring challenge to gather enough players for the 14U baseball division.

Park Director John Shelton added that the soccer program had 470 total sign-ups.

Board Member Ramsey Stewart asked about parking availability at Nelson Park. Wilburn responded that while there are enough parking spaces at the site, attendees should expect a short walk from where they park.

POSSIBLE ACTION ITEMS

Park Reserve Fund

Doug Smith moved and Holly Goforth seconded to approve the recommendation from the City Administrator and Finance Leadership regarding the reserve balance. Motion carried as follows: Yea: (7) John Gideon, Holly Goforth, Carrie Plassmeyer, Heather Shadel, Doug Smith, Ramsey Stewart, Chris Wall; Nay: (0) None; Abstain: (0) None; Absent: (2) Melody Allen, Neal Wilkinson.

Wallace Park Pickleball Courts

Park Director John Shelton reported that a request had been made for additional pickleball courts at Wallace Park. Board Member Holly Goforth shared that she had recently played there and observed that the courts were busy, with people waiting to play. A discussion followed among the Board, during which members suggested exploring the possibility of adding courts at Atchley Park first, with a longer-term goal of expanding at Wallace Park.

Board Member Stewart discussed utilizing space to make Lebanon a pickleball destination.

No action was taken.

COMMENTS FROM THE BOARD AND STAFF

Board Member Doug Smith inquired about the status of the Harke Park walking trail. Park Director John Shelton responded that the project would be completed once Willard was available to complete the resurfacing work.

Board Member John Gideon brought up the use of Placer.ai and emphasized making it a

priority to obtain statistics from the tournaments.

ADJOURNMENT

President Carrie Plassmeyer declared the meeting adjourned at 12:54 pm.

Park Board President Carrie Plassmeyer

Minutes Approved

DRAFT