

CITY OF LEBANON
PARK BOARD REGULAR MEETING MINUTES
SEPTEMBER 10, 2025

BE IT REMEMBERED that the Park Board of the City of Lebanon, Missouri, met in Regular Session on September 10, 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, Chris Wall, Neal Wilkinson. Absent: Melody Allen and Ramsey Stewart.

A quorum was declared.

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

Pledge of Allegiance

The Pledge of Allegiance was led by President Carrie Plassmeyer.

Public Comments

None.

Approval of Minutes

August 13, 2025, Regular Meeting Minutes

Doug Smith moved and John Gideon 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, Chris Wall, Neal Wilkinson; Nay: (0) None; Abstain: (0) None; Absent: (2) Melody Allen and Ramsey Stewart.

Ramsey Stewart joined the meeting at 12:07 pm.

Discussions and Presentations

Zachary Jones Memorial

Parks Director John Shelton reported that updates have been made to the Zachary Jones Memorial located in the lower parking lot of Atchley Park. He provided background, noting that discussions were held years ago regarding the details of the memorial. President Carrie Plassmeyer recently met with Zachary Jones' family to review those details. Shelton added that the Parks Department has since completed improvements, including staining the gazebo and installing a plaque.

Finance Update

Parks Director John Shelton reported that the May financials have been completed; however, due to the recent software change, the data conversion has been complex, and the Finance Department is still in the process of closing out.

Harke Park Walking Trail

Parks Director John Shelton reported that the walking trail has been resurfaced and noted that he received positive feedback from the Middle School regarding the improvements.

Boswell Aquatic Center

Parks Director John Shelton reported that a leak had been discovered under the concrete between the slides and the main pool. He noted that the Kiddie Pool has been painted and that bids for the paint for the main pool came in under \$5,000. He added that the Parks Department will be completing the painting in-house.

Tournament Report

Assistant Parks Director Elliot Wilburn reported heavy use of the ball fields, noting that 37 teams played the previous weekend and a 24-team tournament is scheduled for the following week. Board Member John Gideon asked if Placer.ai data could be provided for the tournaments, and Board Member Neal Wilkinson inquired about receiving a statistical report at each meeting moving forward.

Possible Action Items

Bleachers-Atchley Park

Doug Smith moved and Holly Goforth seconded that the Park Board approve moving forward with the procurement process for the purchase of bleachers for Atchley Park for an amount not to exceed \$25,000.00, and forward to City Council for final approval. Motion carried as follows: Yea: (8) John Gideon, Holly Goforth, Carrie Plassmeyer, Heather Shadel, Doug Smith, Ramsey Stewart, Chris Wall, Neal Wilkinson; Nay: (0) None; Abstain: (0) None; Absent: (1) Melody Allen.

Bleacher Shade Structures—Atchley Park

Doug Smith moved and Chris Wall seconded that the Park Board approve moving forward with the procurement process for the purchase of Bleacher Shade Structures for Atchley Park up to \$75,000.00, and forward it to City Council for final approval. Motion carried as follows: Yea: (8) John Gideon, Holly Goforth, Carrie Plassmeyer, Heather Shadel, Doug Smith, Ramsey Stewart, Chris Wall, Neal Wilkinson; Nay: (0) None; Abstain: (0) None; Absent: (1) Melody Allen.

Election of Officers

Nominations were opened for the office of President. Chris Wall nominated Carrie Plassmeyer. The nomination was seconded by John Gideon. Hearing no further nominations, nominations were closed. Carrie Plassmeyer was elected President by acclamation.

Nominations were opened for the office of Vice President. Neal Wilkinson nominated Doug Smith. The nomination was seconded by Heather Shadel. Hearing no further nominations, nominations

were closed. Doug Smith was elected Vice President by acclamation.

Nominations were opened for the office of Secretary. Doug Smith nominated Holly Goforth. The nomination was seconded by Heather Shadel. Hearing no further nominations, nominations were closed. Holly Goforth was elected Secretary by acclamation.

Comments from the Board and Staff

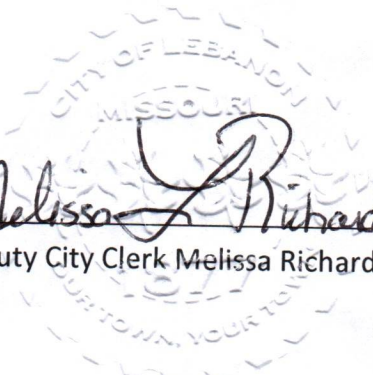
Assistant Parks Director Elliot Wilburn shared a photo of the firepit construction at Wallace Park, and the Board inquired about a potential grand opening date for the park.

President Carrie Plassmeyer thanked City Clerk Lacey Brackett for preparing the Boards and Commissions meeting book.

Board Member Neal Wilkinson suggested that they could be advocating for improved sidewalks, with the Board emphasizing the need for connectivity, and Board Member John Gideon noted that the City budgets for sidewalk projects.

Adjournment

President Carrie Plassmeyer declared the meeting adjourned at 12:45 pm.



Melissa Richardson
Deputy City Clerk Melissa Richardson

Carrie Plassmeyer
Park Board President Carrie Plassmeyer

October 8, 2025

Minutes Approved