

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

BE IT REMEMBERED that the Park Board of the City of Lebanon, Missouri, met in Regular Session on December 10, 2025 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, Holly Goforth, Carrie Plassmeyer, Heather Shadel, Doug Smith, Ramsey Stewart, Chris Wall. Absent: Neal Wilkinson.

A quorum was declared.

Staff members and others in attendance: Park Director John Shelton, Assistant Park Director Elliot Willburn, City Administrator Troy Schulte, Budget Analyst Emily Lester and Deputy City Clerk Melissa Richardson.

Pledge of Allegiance

The pledge of allegiance was led by President Carrie Plassmeyer.

Public Comments

Park Board Member Ramsey Stewart introduced the Lebanon High School GO CAPS students who were in attendance and participating in a job shadowing experience of the local government process.

Approval of Minutes

November 12, 2025, Regular Meeting

Doug Smith moved and John Gideon 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, Ramsey Stewart, Chris Wall; Nay: (0) None; Abstain: (0) None; Absent: (1) Neal Wilkinson.

Discussions and Presentations

Atchley Park Update

Park Director John Shelton shared Atchley Park progress with demolition and plans on repurposing some materials, and is hopeful for the concession stand to be done by the baseball season of 2026. The pickleball asphalt has been laid well for water run-off, and the light poles and fencing will be put up soon. Turkey Trot was great, and plans to make it bigger and better next time, including a sign-up sheet online for the coming years.

Christmas in the Park Update

Park Board Director John Shelton and Assistant Park Board Director stated that Arvest Bank provided 750 hot dogs for the event, and the blanket giveaway was a big hit this year. It was great to see the community come together, assisting with parking, enjoying the singing, and supporting the food trucks involved. This was one of our largest events to date. President Carrie Plassmeyer indicated she would provide contact information to explore the possibility of having reindeer at next year's event.

5-Year Capital Improvement Plan

Park Board Director John Shelton shared the 5-year Capital Improvement Plan to have the board look it over and approve it at the next meeting. Discussion regarding some different line items being moved and aligned with the FYE lists. Park Board member Doug Smith asked to have the drawing brought to the next meeting to have a visual and better understanding of the upgrades for Atchley Park.

Regular Budget Discussion

Park Board Director John Shelton expressed the need to combine two part-time positions into a full-time position. President Carrie Plassmeyer requested a user-friendly formatted financial report moving forward. City Administrator Troy Schulte introduced the Budget Analyst, Emily Lester, and said she can pull the reports that they need.

Possible Action Items

Bleacher Donation Approval

John Gideon moved and Ramsey Stewart seconded that the Park Board approve moving forward with the process for donating 2 sets of bleachers to Joel E. Barber C-5 School for the baseball fields from the Parks Department, and forward to City Council for final approval. Motion carried as follows: Yea: (8) Melody Allen, John Gideon, Holly Goforth, Carrie Plassmeyer, Heather Shadel, Doug Smith, Ramsey Stewart, Chris Wall; Nay: (0) None; Abstain: (0) None; Absent: (1) Neal Wilkinson.

Comments from the Board and Staff


Park Board Member Ramsey Stewart shared that the Turkey Trot went well and that he and Assistant Park Director Elliot Wilburn are exploring ways to utilize Placer AI to its fullest potential.

President Carrie Plassmeyer shared the arrangements, visitation, and funeral dates and times for the sitting Council Member, Ward 1, Gib Adkins.

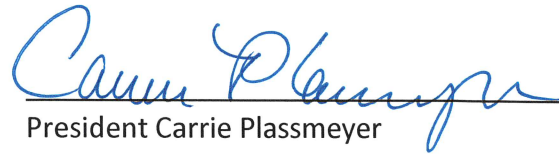
Adjournment

President Carrie Plassmeyer declared the meeting adjourned at 12:41 pm.

ATTEST:



City Clerk Lacey Brackett



President Carrie Plassmeyer

January 14, 2026

Minutes Approved

