

**CITY OF LEBANON  
AMERICA 250 COMMISSION MEETING  
THURSDAY, MARCH 26, 2026, 9:00 AM  
CITY HALL, 401 SOUTH JEFFERSON  
“TENTATIVE AGENDA”**

1. Call to Order, Roll Call, and Declaration of Quorum
2. Approval of Minutes
  - a. March 12, 2026 Meeting Minutes
3. Discussions and Presentations
  - a. America 250 Anniversary Events Update
4. Commission Action
  - a. None.
5. Commission and Staff Discussion
6. Adjournment

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CITY OF LEBANON  
AMERICA 250 COMMISSION REGULAR MEETING MINUTES  
MARCH 12, 2026

BE IT REMEMBERED that the America 250 Commission of the City of Lebanon, Missouri, met in Regular Session on March 12, 2026 at 9:00 AM in the City Hall, 401 South Jefferson.

CALL TO ORDER, ROLL CALL, AND DECLARATION OF QUORUM

Upon roll call, the following Officers were present: Lagina Fitzpatrick, Bob Garner, Derek Gean, John Gideon, Kenneth Howe, Stashia Porter, Rebecca Rupard, and Mayor Jared Carr. Absent: (0) None.

A quorum was declared.

Staff members and others in attendance: Airport Manager Mike Wood, Civic Air Patrol Scott Long, Laclede County Record Jennifer Early, and City Administrator Troy Schulte.

Minutes were taken by Promotion Events Coordinator Stashia Porter.

APPROVAL OF MINUTES

February 19, 2026, Regular Meeting Minutes

Kenneth Howe moved and Bob Garner seconded that the Commission approve the minutes as presented. Motion carried as follows: Yea: (8) Lagina Fitzpatrick, Bob Garner, Derek Gean, John Gideon, Kenneth Howe, Stashia Porter, Rebecca Rupard, Jared Carr; Nay: (0) None; Abstain: (0) None; Absent: (0) None.

DISCUSSIONS AND PRESENTATIONS

America 250 Anniversary Events Update

Commission Member Rebecca Rupard discussed the recent walk-through conducted with Mayor Carr at the Kenneth E. Cowan Civic Center in preparation for the Diamond Rio concert. Topics covered included the placement of the entry line under the covered entrance, volunteer needs, tables for merchandise sales, security arrangements, and providing meals for the band and crew.

Commission Member John Gideon suggested hiring a security company to work alongside the Lebanon Police Department and the Laclede County Sheriff's Office to assist with event security. Commission Member Rebecca Rupard also discussed the technical requirements for renting metal detectors from the Ozarks Amphitheater. City Administrator Troy Schulte requested that a quote be obtained from the security company to operate the entrance screening.

Mayor Carr discussed a meeting held with Dr. O'Quinn regarding the possibility of local school clubs assisting with concessions during the concert. Commission Member Derek Gean moved

to pay the school \$2,500.00 to operate the concession stands for the event. Commission Member Rebecca Rupard seconded the motion, which carried unanimously.

As part of the arrangement, the City of Lebanon will purchase all concession items. The school groups will return all proceeds from concession sales to the city. Pricing for concession items will be set in even dollar amounts to simplify transactions and reduce the need for making change. A planning meeting will also be scheduled with the Diamond Rio tour manager. Participants will include Karen Simpson-Neasby, Rebecca Rupard, Stashia Porter, Matt Rogers, and staff from the Kenneth E. Cowan Civic Center. The meeting will address details related to the band contract, event setup, transportation, meals, and accommodation. Commission Member John Gideon also discussed a proposal from the Rotary Club to provide valet parking during the concert. After discussion, the commission declined the suggestion, noting that adequate parking is available around the venue.

Downtown Director Lagina Fitzpatrick provided an update on the Downtown Picnic event scheduled for July 3, 2026. Updates included scheduling portable restrooms, obtaining quotes for hot dogs and buns, installing event banners, and confirming that Dawson Hollow has been booked to perform at the event. City Administrator Troy Schulte also reported that Office of Emergency Management Director Randy Rowe has contacted the railroad and is working with them to adjust train schedules for the evening of the event to avoid interruptions. In addition, the city is coordinating with the military regarding the possibility of a flyover.

The Commission discussed plans for the July 4, 2026, fireworks show. Civil Air Patrol member Scott Long stated that several volunteers, including both adult and youth members, will assist with the event and set up a booth. Airport Manager Mike Wood reported that the Experimental Aircraft Association will also be participating in the event and will have a booth present. He further indicated that approximately thirty (30) portable restrooms and forty (40) dumpsters have been ordered for the event. The Commission also discussed obtaining additional light-up traffic wands for volunteers assisting with parking and traffic flow. Commission Member Derek Gean recommended distributing public notices in advance of the event to inform attendees of traffic flow and parking procedures.

#### Laclede County Record Special Section for America 250/Diamond Rio Event

Laclede County Record representative Jennifer Early presented an opportunity for the Commission to sponsor a special publication section related to the America 250 Celebration. The proposed publication would provide historical content and promote community events. After discussion, Commission Member Kenneth Howe made a motion to purchase \$3,700.00 in advertising space in the special section and to allow the Laclede County Record to sell additional advertising for the publication. Bob Garner seconded the motion. The motion passed unanimously.

#### COMMISSION AND STAFF DISCUSSION

Mayor Carr stated the next meeting will be on March 26, 2026, at 9:00 a.m.

Adjournment

Mayor Carr declared the meeting adjourned at 10:23 a.m.

ATTEST:

\_\_\_\_\_  
Mayor Jared Carr

\_\_\_\_\_  
City Clerk Lacey Brackett

\_\_\_\_\_  
Minutes Approved

DRAFT