

# Mid-Missouri Regional Planning Commission

## Board of Directors – Meeting Minutes

June 26, 2019

| <b>Attendees:</b> | <b>Representing:</b>                             |
|-------------------|--------------------------------------------------|
| Gary Jungermann   | Callaway County                                  |
| Sonny Sanders     | City of Jefferson                                |
| Robin Triplett    | City of Fayette                                  |
| Don Baragary      | Cooper County                                    |
| Ned Beach         | City of Boonville                                |
| Mac Finley        | Moniteau County                                  |
| Les Hudson        | Member at Large                                  |
| Norris Gerhart    | City of California                               |
| Dennis Houchins   | City of Fulton                                   |
| Kris Scheperle    | Cole County                                      |
| Justine Hein      | City of Bunceton                                 |
| Mike Kelley       | Moniteau County                                  |
| David Bock        | Mid-MO Regional Planning Commission (Mid-MO RPC) |
| Debra Griffin     | Mid-MO RPC                                       |

### **Agenda Item I and II. Welcome and Call to Order**

Chairman Kris Scheperle called the meeting to order at 4:00 pm. Introductions were made by those in attendance.

### **Agenda Item III. Approval of Agenda**

Don Bargary motioned to approve. Norris Gerhart seconded the motion. Motion passed unanimously.

### **Agenda Item IV. Review and Approval of Minutes**

Les Hudson motioned to approve the March 27 Board meeting minutes. Ned Beach seconded the motion. Motion passed unanimously.

### **Agenda Item V. Financial Reports**

David Bock reviewed a previous meeting discussion of changing the dollar amount that would require only one check signature. This dollar amount to date has not officially been changed. However a miscommunication has occurred and some checks were issued with only one signature. A list of those checks were reviewed by the board members.

Norris Gerhart motioned the Board has reviewed and approved those checks. Mac Finley seconded the motion. Motion passed unanimously.

A discussion followed regarding changing the dollar amount. It was determined to leave as is until Bock can discuss this matter with the auditor.

David Bock reported as of May 31st the total fund balance including reserves and RHSOC funds was \$196,692.19. Bock presented the May Budget Report with most budget line items tracking accordingly. Total cash on hand was \$52,131.18 with \$17,136.40 in outstanding invoices.

A brief review of the Area F Regional Homeland Security Oversight Committee (RHSOC) FY17 and FY18 funding was provided. FY17 is nearly completed and FY18 procurement has just started.

Don Bargary motioned to approve the May Balance and Budget Reports as presented. Gary Jungermann seconded the motion. Motion passed unanimously.

**Agenda Item VI. Action Items** - David Bock reported on the following items:

**FY20 Budget and Work Program**

The projected operational revenue for the FY20 is \$349,626 with projected budget expenses at \$306,108 for a projected budget surplus of \$43,518. The identified funding sources for revenue and expenditures for FY20 were reviewed and discussed. All funding sources are either under contract, have work programs under review or are carry-over funding for project activity. An additional expense to personnel costs is a proposal to add healthcare insurance as a benefit for full-time employees.

The RPC will continue with planning partnership agreements with Federal and State Agencies as funding sources. These include the Economic Development Administration (EDA), Missouri Department of Transportation (MoDOT), Office of Homeland Security (OHS) and working closely to the Missouri Department of Economic Development (MoDED) on Community Development Block Grant projects.

Following discussion Norris Gerhart motioned to approve the budget and work program including the healthcare benefit for full time employees as proposed (75% RPC and 25% employee), and to include a part time fiscal position not to exceed annual salary of \$18,000. This additional \$18,000 expense brings the projected surplus to \$25,518. Mac Finley seconded the motion. Motion passed unanimously.

**FY20 EDA Match Commitment**

The three year grant commitment from EDA requires the RPC to reaffirm its match commitment annually. A letter from the RPC confirming the organization's commitment for FY20 of \$70,000 which will be used as a match for \$70,000 of EDA funding commitment.

Mike Kelley motioned to approve the request for commitment of funds. Les Hudson seconded the motion. Motion passed unanimously.

**5310 Mobility Management Grant**

In 2015 the RPC received MoDOT funding through the 5310 program for mobility management. The funds were to be spent by December 2018 but the RPC has a remaining \$38,000 in grant funds that are unspent. MoDOT staff will be offering multiple possibilities for ways that the RPC may use the money and still stay in compliance with the 5310 program. A six month extension would be provided.

Norris Gerhart motioned to allow the RPC Executive Director to determine (with Board chairperson approval) how the remaining 5310 funding is to be used. Mac Finley second the motion. Motion passed unanimously.

A resolution from MoDOT has been received and requires the RPC chairman's signature that authorizes the organization to execute Section 5310 contract with MoDOT. Mike Kelley motioned to approve the chairman's signature to enter into this contract as presented. Mac Finley second the motion. Motion passed unanimously.

### **Mid-MO RPC Board Appointments**

Letters regarding expired term board appointments were mailed to Presiding County Commissioners to review. Don Bargary will send formal appointment for Justin Hein who will continue as Bunceton representative.

### **Executive Board-Treasurer**

Discussion of the vacant Treasurer position. At this time there are no board member volunteers to assume this duty.

### **Agenda Item VII. Committee Reports**

#### **Transportation Advisory Committee (TAC)**

Committee members and MoDOT Central District staff participated in a planning exercise to develop a list of high priority unfunded transportation projects in the region. The exercise was designed to prioritize projects that may be funded if MoDOT were to receive additional funding.

#### **Economic Development (EDAC)**

At the June meeting RPC Sierra Thomas gave a presentation on Continuity of Operations Planning (COOP).

Chairman Kris Scheperle adjourned the meeting at 5:45 p.m.