

# Mid-Missouri Regional Planning Commission

## Board of Directors – Meeting Minutes

September 26, 2018

<b>Attendees:</b>	<b>Representing:</b>
Kenny Kunze	Moniteau County
Mac Finley	Moniteau County
Gary Jungermann	Callaway County
Les Hudson	At-Large
Mike Kelley	Moniteau County
Don Baragary	Cooper County
Katrina Thomas	City of Jefferson (CAMPO)
Kris Scheperle	Cole County
Tim Grenke	City of Centralia
Matt Harline	City of Holts Summit
Gene Rhorer	City of Ashland
Matt Orf	U.S. Senator Clare McCaskell Representative
Dylan Hosmer-Quint	U.S. Senator Clare McCaskell Representative
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**

Mike Kelley motioned to approve the agenda. Kenny Kunze seconded the motion. Motion passed unanimously.

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

Les Hudson motioned to approve the June 27 board meeting minutes. Mike Kelley seconded the motion. Motion passed unanimously.

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

David Bock reported the RPC expenditures as of June 30 totaled \$26,496.09. He indicated a total of \$64,897.53 in revenues was received, with \$25,314.61 in outstanding invoices. Total fund balance including reserves and RHSOC funds was \$176,351.52. Mr. Bock presented the FY18 June Budget Report with most budget line items tracking accordingly. The exception were salary and meeting expenses that were due to the payout and retirement dinner for retiring Director Edward Siegmund. The FY18 general revenues was reviewed. In the future, Bock would like to deposit RHSOC funds directly into the RHSOC checking account and will consult with the auditor this fall regarding this.

The RPC expenditures as of August 30 totaled \$25,379.31. He indicated a total of \$29,983.66 in revenues was received, with \$44,171.35 in outstanding invoices. Total fund balance including reserves and RHSOC funds was \$237,847.82. Mr. Bock presented the FY18 August Budget Report with most budget line items tracking accordingly.

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

**Personnel**

Jennifer Bowden has been hired as a Transportation Planner/GIS and her first day of employment was September 17<sup>th</sup>. She was previously employed by Camden County as GIS Analyst and Data Coordinator and was also working part time for Lake of the Ozark Council of Local Governments as their GIS mapper.

**Office of Administration (OA) Funding**

The Missouri Office of Administration (OA) provides funding support to Missouri's regional planning commissions under the State Regional Grant Program. For fiscal year 2019 grant funding to the Mid-MO RPC is \$8,901.18. The RPC is required to match the OA funding support. The documentation required with the application to OA has been compiled and the application requires Chairman Kris Scheperle's review and signature to complete and submit.

**MoDOT Title VI Plan**

The RPC is required to have a Title VI Plan as part of our planning partnership with MoDOT. The plan must be updated every three years, with our current plan expiring September 30. The necessary requirements have almost been completed and appropriate notices are in place educating individuals how they may file a Title VI complaint. Review of the Title VI plan has also become part of the new employee orientation process as well.

The updated plan was made available to the Board members to review and approve for submittal to MoDOT. Kenny Kunze motioned to approve the updated plan to be submitted as presented. Matt Harline seconded the motion. Motion passed unanimously.

**FY18 Auditor Contract**

The RPC currently has an auditing proposal from Kenney D. Hales, CPA, to perform our annual audit. Staff is in the process of seeking costs from other CPA firms but based on previous years audit bids, it is anticipated Hales bid to be the lowest and is under budget. He has performed the RPC audit for several years and the RPC would like to continue his services.

Tim Grenke motioned to approve the request to do so. Mike Kelley seconded the motion. Motion passed unanimously.

**Bylaws and Personnel Policy Updates**

The RPC bylaws do not reflect how the RPC currently operates. It was recommended that the bylaws be amended to reflect current practices. There was discussion on several areas where the bylaws are currently written differ from actual practices. Those areas included Board of Directors, Membership, Executive Committee and Personnel Policies.

Bylaw changes currently require the approval from the RPC membership. Bock will draft recommended changes for the Board members to review and then present at the next membership meeting scheduled for October 24.

## **FY19 Work Program Updates**

Construction on the American Outdoors Brand (AOB) project is wrapping up. Staff is currently working on CDBG wastewater application for the City of Fayette, CDBG demolition application for the City of Armstrong and a tornado safe room pre-application for the City of Ashland and the Ashland YMCA.

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

### **Economic Development Advisory Committee (EDAC)**

Mike Kelley reported a representative from SaferMO Coalition presented on Proposition D (Fuel Tax Increase) that will be on the November 6th ballot. Proposition D is a statutory referendum to fund both Missouri state law enforcement and highway, bridge, road and street infrastructure across the state.

A tour of the MU Reactor is scheduled for October 9<sup>th</sup> in lieu of meeting.

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

David Bock reported MoDOT personnel did a presentation on how to compile a strong Transportation Alternative Program (TAP) application. TAC will be scoring the TAP applications at the November 28 meeting.

### **Area F Regional Homeland Security Oversight Committee (RHSOC)**

David Bock reported that staff has successfully spent FY16 RHSOC funds is also working to complete an RHSOC inventory for the Area F Region. The next RHSOC meeting will be held October 12.

## **Agenda Item VIII. Community Announcements**

The RPC annual meeting will be held on October 24 at 6:00 pm at the Claysville Store.

Board members also discussed projects and community activities currently underway within the respective local government.

Meeting adjourned at 5:35 p.m.