

# Mid-Missouri Regional Planning Commission

## Board of Directors – Meeting Minutes

September 27, 2017

<b>Attendees:</b>	<b>Representing:</b>
Gary Jungermann	Callaway County
Sam Stroupe	Howard County
Gene Rhorer	City of Ashland
Kenneth Kunze	Moniteau County
Les Hudson	City of Fulton
Kris Scheperle	Cole County
Mike Kelley	Moniteau County
Tim Grenke	City of Centralia
Don Baragary	Cooper County
Dan Atwell	Boone County
Ed Siegmund	Mid-MO Regional Planning Commission (Mid-MO RPC)
Lee Ann Jestis	Mid-MO RPC
Debra Griffin	Mid-MO RPC
David Bock	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 present.

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

Tim Grenke motioned to approve the agenda. Gene Rhorer seconded the motion. Motion passed unanimously.

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

Les Hudson motioned to approve the June 28th Board meeting minutes. Kenny Knuze seconded the motion. Motion passed unanimously.

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

Lee Ann Jestis reported the RPC expenditures as of September 26 totaled \$27,122.82. She indicated a total of \$32,166.42 in revenues was received, with \$64,191.15 in outstanding invoices. Total fund balance including reserves and RHSOC funds was \$147,333.75. Ms. Jestis presented the FY18 September Budget Report with budget line items tracking accordingly.

Les Hudson motioned to approve the September Balance and Budget Reports as presented. Gene Rhorer seconded the motion. Motion passed unanimously.

### **Agenda Item VI. Action Items**

#### **Executive Director, Ed Siegmund Requested Approval of the following items:**

Mid-Mo RPC has been recognized by the Economic Development Administration (EDA) as an Economic Development District and has received planning partnership grants since 2006. The RPC applied for and received funds for a three-year grant period from July 1, 2015 to June 30, 2018. The Denver Regional Office has increased the district partners' base funding level from \$66,000 to \$70,000 beginning in FY17. The award to Mid-MO RPC is amended by an increase of \$4,000 in federal funds and Mid-MO RPC will provide \$4,000

in matching funds. Mike Kelley motioned to approve the amendment as requested. Dan Atwill seconded the motion. Motion passed unanimously.

The Missouri Office of Administration (OA) provides funding support to Missouri's regional planning commissions under the State Regional Grant Program. Mid-MO RPC has participated in this program since 1999. The FY18 grant funding to the RPC is be an increase from \$4,500 to approximately \$8,900. The RPC is required to match the OA funding of \$8,900. Don Baragary motioned to approve the RPC grant application to OA for funding support, with the RPC committing \$8,900 in match funds. Kenny Kunze seconded the motion. Motion passed unanimously.

The RPC would like to proceed with a contractual agreement of \$50,000 with Boone County to provide administrative services related to CDBG infrastructure improvements for the American Outdoor Brands distribution project. Mike Kelley motion to approve the contract. Gary Baragary seconded the motion. Motion passed unanimously.

Per the RPC bylaws, an annual financial audit is required each year. The current auditing proposal is from Kenney Hales, CPA, at a cost of \$3,800. The RPC staff will continue to receive bids, but it is anticipated the bid of \$3,800 to be the lowest. An October 30 and 31 audit date is tentatively scheduled with Hales. Gary Jungermann motioned to approve the audit date with Hales, if no additional bids are less. Les Hudson seconded the motion. Motion passed unanimously.

**Executive Director, Ed Siegmund reported on the following agenda items:**

**MoDOT Long Range Transportation Plan**

The Long Range Transportation Plan (LRTP) is being updated and board members were encouraged to complete MoDOT's on line survey to give feedback.

**Work Program Activities – Status Report and Developing Projects**

Developing projects include cities of Centralia, Mokane and the MU Life Science Business Incubator expansion. RPC staff is currently providing project administration on the following CDBG projects: Armstrong; Bunceton; Holts Summit; Russellville and Boone County.

Transportation projects include the MoDOT Planning Program (Transportation Advisory Committee) and the Regional Transportation Plan. The contract with Central Missouri Community Action (CMCA) for the Mobility Management project will expire on September 30th. RPC staff will begin the five year update on the Public Transit-Human Services Coordinated Transportation Plan beginning in Spring 2018.

Moniteau and Howard Counties Hazard Mitigation updates have been completed. The Moniteau County plan is currently being reviewed by FEMA. The Howard County plan has been reviewed by SEMA and RPC staff is in the process of revising. RPC staff is also in the planning process for the Callaway County plan.

**Work Program Activities – Developing Projects**

The current 33,000 sq foot MU Life Science Business Incubator provides wet labs, office space, coaching and other support services that help faculty, staff and students create new companies. However, the incubator has been full for the past 3 years and additional space is needed to provide room for new inventions. The expansion will provide another 38,000 sq foot of space. The cost of the expansion will be \$15M, with MU to

invest \$5M, private investors \$5M and EDA grant funds \$5M. The RPC staff will complete and submit the EDA grant fund application for MU.

Kris Scheperle and Gary Jungermann noted the Jefferson City/Cole/Callaway Port Feasibility Study is still underway but neither have no updates at this time.

Gary Jungermann reported the Cedar Creek Watershed Study has been completed and voters in Callaway County will be able to decide in the April election whether to develop a sewer district.

The U.S. Census Bureau is offering state and local governments the opportunity to review and comment on residential addresses for their jurisdiction prior to the 2020 Census. The program, Local Update of Census Addresses Operation (LUCA) will help ensure accurate census count in a community and to receive funds for infrastructure, programs, and services. Training workshops and webinars will be available online beginning in October. The RPC may also be designated as an alternate reviewer.

There was discussion among the board members regarding incorrect addressing within the region. Mr. Siegmund recommended the RPC staff to schedule a general meeting with county commissioners, county assessors, 911, and Boone County GIS Coordinator, Jason Warzinik, to discuss 911 addressing issues and a course of action on how to correct. The potential funding source will be through the RPC CDBG disaster planning funds or Area F RHSOC. Dan Atwill offered the Boone County Commission office or Emergency Management Center in Columbia for meeting space.

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

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

Mike Kelley reported Karen Buschmann from Missouri Chamber of Commerce gave a presentation on Missouri 2030 Plan.

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

Kenny Kunze reported TAC representatives voted on TEAP applications, Steve Engelbrecht talked about MoDOT's Long Range Transportation Plan (LRTP) update, and the RPC staff presented an updated Regional Transportation Needs List.

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

Lee Ann Jestis reported the list of allocated FY17 projects was included in the agenda packet. Ms. Jestis is working on closing out FY15 and will begin working on FY16.

Meeting adjourned at 5:25 p.m. and was followed by dinner.