

**BOOTHEEL REGIONAL PLANNING
AND
ECONOMIC DEVELOPMENT COMMISSION**

EXECUTIVE COMMITTEE

**Minutes
August 18, 2016**

Chairman Lonnie Thurmond called the meeting to order at 1:34 p.m. It is noted that a quorum of the BRPC Executive Committee Board Members are present.

Those in attendance included:

- Chairman Lonnie Thurmond, City of East Prairie
- Donnie Kiefer, Scott County
- Ron Eskew, City of Scott City
- Marilyn Fiddler, City of Malden
- Carol Jarrell, Stoddard County
- David Blalock, Executive Director, BRPC
- Angela Earnheart, Fiscal Officer, BRPC
- Willard Adams, BRPC

JUNE/JULY 2016 FINANCIALS AND JUNE 2016 MINUTES

The June/July 2016 financials were presented for review:

The Budget Variance for the month ending June 2016 shows an income surplus to budgeted income of \$39,377.83 and expenses at \$65,143.24 above budgeted expenses to date due to expenses on the Noranda project. The CPA fee alone on the Noranda project cost a total of \$38,500.00. The Income Statement for the same time period shows a net profit of \$44,149.59. The checking account has a balance of \$40,855.74 at month end. Respectively, the money market account has a total account balance of \$53,926.79.

The Budget Variance for the month ending July 2016 shows an income surplus to budgeted income of \$23,794.86 and expenses at \$2,018.59 below budgeted expenses to date. The Income Statement for the same time period shows a net profit of \$38,517.76. The checking account has a balance of \$71,348.10 at month end. Respectively, the money market account has a total account balance of \$53,958.92.

FY 2016-2017 MEMBERSHIP DUES

Executive Director Blalock noted the BRP & EDC has received a little over 85% of the total dues budgeted for this fiscal year to date, for a total of \$42,649.30. A total of 71% of the membership has paid their dues to date.

FIRE GRANT WORKSHOP HELD

Mrs. Cindy-Lyn White, Community Development Director, held a Fire Grant Workshop at the BRP & EDC office on Monday, August 15, 2016 with approximately 15-16 individuals in attendance. Examples of grant applications previously submitted were reviewed and rated by the group as a learning tool.

Also, Cindy-Lyn White travelled to Jefferson City on August 17, 2016 to attend a Brownfield Workshop and Christy Fortner, Economic Development Director, travelled to Cape Girardeau to attend a DRA workshop.

BRPC CREDIT CARD

Executive Director Blalock noted the BRP & EDC has acquired a major credit card for online reservations.

Mr. Blalock also noted his personal credit information as CEO of the organization was requested along with the BRPC business credit and is linked to the card.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Blalock noted BRP & EDC staff has been working with various cities regarding the possibility of conducting a LMI survey. He noted the census numbers are not always accurate which necessitates the LMI survey.

BRP & EDC staff has been working with a few cities on the completion of Law Enforcement Grants for the purchase of equipment for a maximum total of \$10,000.00 each. There are no requirements to be eligible for the LEA grants and they can be used for radios, bullet proof vests, etc.

The Delta Area Economic Opportunity Corporation will be bidding a CDBG project in the City of New Madrid which includes the addition of four classrooms in the Head Start facility.

NEXT MEETING

The next meeting will be the Annual Meeting at the Hickory Log Restaurant on October 20, 2016.

GUEST SPEAKER- ANDY PAPEN AND MARCY MEALY, DEPARTMENT OF ECONOMIC DEVELOPMENT

Mr. Blalock announced the guest speakers for today's meeting will be Andy Papen and Marcy Mealy with the Missouri Department of Economic Development.

With there being no further business, the meeting adjourned at 1:46 p.m.

**BOOTHEEL REGIONAL PLANNING
AND
ECONOMIC DEVELOPMENT COMMISSION**

FULL COMMISSION

**Minutes
August 18, 2016**

GUEST SPEAKER- ANDY PAPEN, MISSOURI DEPARTMENT OF ECONOMIC DEVELOPMENT

Executive Director David Blalock introduced Mr. Andy Papen with the Missouri Department of Economic Development. Mr. Papen noted he has been with the Department for over 27 year. He also noted the Department of Economic Development has over \$20 million in statewide funding for small cities and rural areas available for funding various projects.

He noted the largest funding requests are received for water and wastewater projects in the state. Mr. Papen stated any Economic Development projects submitted must be tied to job creation and he noted demolition projects can be funded to demolish vacant, blighted houses in a community. Mr. Papen also pointed out the Missouri Department of Economic Development has funded numerous street and drainage projects in the Bootheel region through the years.

Mr. Papen announced the FY 2017 application process will begin with a workshop in January 2017. The competitive cycle will be due on April 1, 2017 and the open cycle applications for water and wastewater projects are accepted year round.

It was noted any city or county wishing to apply for the FY 2017 funding cycle should begin now by completing a preliminary engineering report and working with the BRP & EDC staff. Community Development Block Grant projects are focused on lower income individuals and the project has to meet the income standard of benefitting at least 51% low to moderate income persons. Mr. Papen noted CDBG projects do not require a certain percentage of city share but the DED staff do take into account the funds available to the city.

Mr. Papen noted Mrs. Sally Hemingway of the DED staff will be conducting a two day training in Cape Girardeau on October 25 – 26, 2016 at the Osage Center. Registration will probably begin some time in September 2016 and more details will follow.

CONSENT AGENDA

Mr. David Blalock called the meeting to order at 2:44 p.m. It was noted that a quorum of the BRP & EDC members was present.

David Blalock asked for a motion to approve the June and July 2016 financials. With a motion by Marilyn Fiddler seconded by Dovie Sebourn, it was moved to approve the June and July 2016 financials. Motion carried unanimously.

David Blalock next asked for a motion to approve the June 2016 minutes. With a motion by Rickey McLean seconded by Marilyn Fiddler, it was moved to approve the June 2016 minutes. Motion carried unanimously.

EXECUTIVE DIRECTOR'S REPORT

Executive Director David Blalock announced the MoDOT TAP Program cycle begins September 1, 2016 and is due to MoDOT by November 1, 2016. This program includes on road and off road trails, non-motorized forms

of transportation, sidewalks needed for ADA compliance, safe routes to school, etc. This program requires an 80/20 match and awards will be announced January 1, 2017.

The LEA law enforcement grant cycle is open thru September 2, 2016 with a maximum funding amount of \$10,000.00.

Mrs. Cindy-Lyn White, Community Development Director, held a Fire Grant Workshop at the BRP & EDC office on Monday, August 15, 2016 with approximately 15-16 individuals in attendance. Examples of grant applications previously submitted were reviewed and rated by the group as a learning tool. The Power Point presentation from this workshop is printed and available on the front table for anyone interested. This application process is highly competitive and the BRP & EDC will put the application on our web site at www.bootrpc.com.

Mr. Blalock asked those in attendance to complete the asset inventory recently sent to their city and return as soon as possible. The BRP & EDC will also be conducting a siren study and will be locating safe rooms in the six county area in the near future.

Mr. Blalock noted Marcus Norden, Regional Planner with the BRP & EDC, will begin the update process of the six Natural Hazard Mitigation Plans within the next year.

Cindy-Lyn White of the BRPC staff will be conducting a City Clerk CDBG Training on September 7, 2016 at the BRP & EDC office. This training session will help with the CDBG process and file management requirements.

DELTA REGIONAL AUTHORITY – CINDY-LYN WHITE

Cindy-Lyn White, Community Development Director, announced the deadline for submission of applications to the Delta Regional Authority is August 31, 2016. A total of two applications have been submitted to date and staff is currently working with two other communities to complete their applications. A flyer will be sent out in the near future describing the programs offered through the Delta Regional Authority.

NEXT MEETING OCTOBER 20, 2016

Executive Director Blalock noted the next regular meeting will be the Annual Meeting held each year at the Hickory Log Restaurant on October 20, 2016. Invitations will be mailed shortly.

With there being no further business, with a motion by Marilyn Fiddler seconded by Rickey McLean, the meeting was adjourned at 3:12 p.m.

Lonnie Thurmond, Chairman

Date