

DATE: April 5, 2018
TO: MRPC Board of Commissioners
FROM: Ray Schwartze, Chairman
SUBJECT: Meeting Notice and Agenda

The Meramec Regional Planning Commission will hold a public meeting on Thursday, April 12, 2018, at its office, located at 4 Industrial Drive, St. James, Missouri. The meeting schedule is as follows:

4:00 p.m..... TAC
6:00 p.m..... External Relations/Membership Committee (Small Conference Room)
6:00 p.m..... Operations Committee (Large Conference Room - East Side)
6:00 p.m..... Planning Committee (Large Conference Room – West Side)
7:00 p.m..... Dinner
7:30 p.m..... MRPC (Large Conference Room)

Agenda

- 1. Pledge of Allegiance**
- 2. Welcome:** Ray Schwartze, chairman
- 3. Consent Agenda**

The consent agenda is intended to group several items of a routine nature upon which the commission agrees to accept a committee or staff recommendation. Listed below are the items on the consent agenda. A motion may be made to accept all the items listed, or if a commissioner wishes to consider any item(s) separately, then a motion would be in order to approve the consent agenda with the exception of the item(s) to be considered separately. Any item to be considered separately would then be taken up immediately after the consent agenda is adopted.

The following consent agenda items are presented for approval:

- a. Minutes – March 8, 2018
- b. Local Review
None
- c. Statewide Grant Applications
 1. State of Missouri, Jefferson City, MO
93.945 – Assistance Programs for Chronic Disease Prevention and Control
State Public health Approaches to Improving Arthritis Outcomes
Total: \$498,465
 2. Missouri State Highway Patrol
State Justice Statistics Program for Statistical Analysis Centers
FY18 State Justice Statistics Program for Statistical Analysis Centers

Federal: \$66,000

Total: \$66,000

3. Missouri Department of Agriculture, Jefferson City, MO
10.025 – Plant and Animal disease, Pest Control, and Animal Care
Thousand Cankers Disease Survey/Farm Bill
Federal: \$20,000
Total: \$20,000

The Office of Administration issues the Missouri Federal Assistance Clearinghouse grant reviews weekly. In the future, staff will share reports in between meeting with board members. If you have questions about grants listed, you can call MRPC staff or the Office of Administration as listed on the reports.

e. Contracts

- LJNL, LLC, dba Flying W Store and Camping, LLC, Jadwin, MO

Permission is requested for MRPC's chairman and/or executive director to enter into a new technical assistance contract between LJNL, LLC, dba Flying W Store & Camping, LLC and Meramec Regional Planning Commission to package and close a USDA Intermediary Relending Program loan for a new business in Jadwin, Dent County, Missouri and to sign all documents associated with this contract.

- City of Potosi

Permission is requested for MRPC's chairman and/or executive director to enter into a technical assistance contract to provide technical assistance for grant writing for a NAP applicant, Washington County Housing Coalition, to acquire/demolish blighted structures and to sign all documents associated with this contract.

- Rock Island Marketplace, LLC

Permission is requested for MRPC's chairman and/or executive director to enter into a technical assistance contract to package a Revolving Loan Fund loan request for John and Holly Kaeshoefer, Rock Island Marketplace, LLC for the purposes of a working capital loan and to sign all documents associated with this contract.

f. Joint Resolution for Annual RLF Certification

To approve a joint resolution by the Meramec Regional Planning Commission and the Meramec Regional Development Corporation for the purposes of approving the annual RLF certification for the period ending March 31, 2018. This resolution will be submitted with MRPC's semi-annual report to the Economic Development Administration due on or before April 30, 2018.

g. Naturally Meramec Consortium

Permission is requested for MRPC's chairman and/or executive director to submit a grant application and resolution for the USDA Rural Development Rural Business Development Grant for funding to complete training and technical assistance for the *Naturally Meramec* Consortium. Permission is requested for the chairman and/or executive director to sign all grant applications documents and grant agreement, if funded.

4. Presentation: Environmental Inspections through MRPC, Chuck Cantrell

Chuck Cantrell will provide information on environmental inspections he conducts for lead, mold and asbestos. He will also address other services that can be provided including use of a surveillance camera and a mobile traffic counter.

6. Board and Committee Reports:

a. External Relations Committee: Darrell Skiles, chairman

The External Relations/Membership Committee will meet at 6 p.m. Staff will provide a brief report on the NADO conference in Washington, D.C. The committee will remind the full board that the RFP for the annual dinner is due by May 4, 2018. Members will be provided with a draft of the award nomination form for review. The committee will discuss the nomination process for the slate of officers for MRPC and MRB as well as discuss any interest expressed by board members and will develop a tentative slate of officers for the May election. Appointment of at-large commissioners whose terms are expiring will also be discussed. Also under discussion will be the at-large positions for small business, Crawford for profit and Pulaski for profit that are still vacant. Staff will provide an update on legislation currently being considered that is of interest to local governments. *The committee will need to review any nominations received and present to the board for approval.*

b. Operations Committee: Marvin Wright, chairman

The Operations Committee will meet at 6 p.m. to discuss MRPC/MRB and MRPC/MRDC-RLF and IRP program financial statements for the period ended March 31, 2018. Staff will update the committee on the first special committee for membership investment meeting held April 4, 2018. Members will receive an update on the Bookkeeper/Accountant hiring process. Staff will update the committee on the indirect negotiation process and ongoing indirect rate acceptance issues. *Committee vote needed on the financials.*

c. Planning Committee: T.R. Dudley, chairman

The Planning committee will meet at 6:00 p.m. and will be presented with an update on the recent CEDS Advisory Committee meeting held on April 10, 2018. The committee will review examples of CEDS online and discuss the best way to have an online presence relative to the plan update. Members will also discuss best practices and methods for surveying a wider range of the region's stakeholders in the CEDS process.

d. Housing Advisory Board: Darrell Skiles, chairman

No report will be given.

e. Transportation Advisory Committee: John Casey, at-large representative for transportation.

John Casey will report on transportation activities. TAC will meet at 4 p.m.

- f. **Environmental:** Tammy Snodgrass, Assistant Director

Tammy Snodgrass will report on solid waste activities.
- g. **Meramec Regional Emergency Planning Committee:**

Tammy Snodgrass will report on MREPC activities.
- h. **Business Loans:** Linda Loughridge, Fiscal Officer

Linda Loughridge will report on business loan activities.
- i. **Workforce Development:** T.R. Dudley

T.R. Dudley will report on workforce development activities.
- j. **Meramec Community Enhancement Corporation (MCEC):** Marvin Wright, chairman

Marvin Wright will provide a report of the MCEC meeting.
- k. **Meramec Regional Community Foundation (MRCF):** Bonnie Prigge, Executive Director

Bonnie Prigge will report on MRCF activities.
- l. **Chairman and Director's Report:**

Ray Schwartze and Bonnie Prigge will report on issues of interest.

7. Adjourn

8. Informational Agenda

Contracts signed by the Executive Director as amount was under the \$3,000 threshold:

March 27, 2018: MRPC Executive Director entered into a contract to conduct a lead risk assessment, asbestos inspection and mold inspection on the Old Meta City Hall building at 102 East Third Street, Meta, MO 65058.

The following staff members have prepared handout reports:

- Kelly Sink-Blair—grants submitted and funded since the last meeting, application deadlines and funding availability.
- Tammy Snodgrass—solid waste activities, emergency planning and management, Homeland Security Oversight Committee activities, hazard mitigation and pending grant applications.
- Linda Loughridge—Hour allocation tracking sheet will be handed out.