

**SCOCOG EXECUTIVE BOARD
MEETING
February 18, 2020**

The following Council Members were present:

	<i>Present</i>	<i>Absent</i>
John Turner, <i>Chairman</i> Ozark County Presiding Commissioner	X _____	_____
Mark Collins, <i>Vice Chairman</i> Howell County Presiding Commissioner	_____	X _____
Jeff Cowen, <i>Secretary</i> Shannon County Presiding Commissioner	X _____	_____
Zach Williams, <i>Treasurer</i> Wright County Presiding Commissioner	X _____	_____
Lance Stillings Douglas County Presiding Commissioner	_____	X _____
Scott Long Texas County Presiding Commissioner	X _____	_____
George Hunt / Mayor of Koshkonong ExCom member for Oregon County area	X _____	_____

SCOCOG Staff Present:

Cody Dalton	Executive Director
Kelly Wise	Fiscal Officer
Angie Ball	Administrative Assistant
Jessica Paulk	Community Development Specialist/Emergency Planning Manager
Sarah Callahan	Solid Waste Coordinator

Others Present:

Shad Burner	DED
Sandra Cabot	DED
Donna Parrott	WIB
Will Wheeler	Senator Blunt's Office
Clayton Campbell	Senator Hawley's Office
Nick Schultz	Schultz, Wood, & Rapp, P.C.

John Turner called the meeting to order at 12:45 p.m., and welcomed Board members and others.

George Hunt moved to approve the agenda. Zach Williams seconded the motion and the motion carried.

The Board reviewed the Executive Board minutes from the December 17, 2019 meeting. Motion to approve the minutes was made by Zach Williams and seconded by Jeff Cowen. Motion carried.

At this time, members and guests were introduced.

Review and approval of SCOCOG audit – Nick Schultz

Nick presented the auditor's report and balance sheet, and said there was no immediate financial distress. He presented the state of activities. He noted that there was a lack of segregation of duties. Kelly added that we are under the threshold for a single audit. Motion to approve the SCOCOG FY19 audit as presented was made by Zach Williams. Scott Long seconded the motion and the motion carried.

Review and Approval of Financials

Kelly Wise presented the financial report for January. The General Fund Revenues for January are \$44,589, and fiscal year-to-date is \$144,134. Total Disbursements are \$38,689 and fiscal year-to-date is \$174,512. The General Fund balance is \$281,549. Total available funds are \$619,075. Motion to accept financial report was made by Zach Williams. Jeff Cowen seconded the motion and the motion carried.

Cody gave the Board an update on neglected repairs, etc. that have been taken care of since January 1, 2020. The Board added that they would like to obtain quotes for a siren/security system for the SOCCOG building.

Cody presented the Monthly Cash Flow comparison through January 2020.

The Executive Board reviewed the Check Register from January of 2020. The Board members present did not find any errors within the register. Motion to approve the Check Register was made by Zach Williams and seconded by Scott Long. Motion carried.

STAFF HIGHLIGHTS – In lieu of full Staff Reports

Jessica said that the Eminence Safe Room is 76% done, and will be completed by the end of April. The Eminence Streets project came in under bid, and they are going with what was bid, and plan to start once the temperature is around 50°.

Jessica also stated that Trent said that March 2, 2020 is the intake for the DR, and has to be completed within 60 days. The ER will start next week. This is the housing money. Cody added that at least half of people with interest will most likely not be eligible. Jessica outlined all the safe room applications that she has recently submitted.

Cody said that Darci will be applying for EDA funds to extend Mountain Grove's water and sewer services to the intersection of Business 60 and US Highway 60 at the western most Mt. Gove exit. This is a highly marketable piece of land, and expansion will spur further development.

Sarah said that she started on November 4, 2019 as Planner. She said that she is currently working on a solid waste grant call for FY2021. The deadline to submit applications is by March 13, 2020 at 4:00 received at the SCOCOG Office. She said that she will write the City and County grants. There is approximately \$335,000 available. The District Operations and Plan Implementation will come out of that amount. The FY2020 funds may be deobligated in order to get in line with the state's fiscal year. She also discussed SB771, which if passed, the District's would lose 10-11% of their annual allocation, and would put a cap on the District Operation funds at 25%. She said that HB2248 would also make major funding changes. SB771 would help the

minimally funded districts. John voiced concerns over the dwindling state of recycling in the regions, as well as China no longer accepting recyclables from the U.S.

OLD BUSINESS

None at this time.

NEW BUSINESS

Adoption Resolution – Comprehensive Economic Development Strategy

Cody said that every five years, we are required by EDA to develop a CEDS to be eligible for our annual planning partner grant. If a CEDS document is not completed, we would not receive the planning partnership money, which is a three year agreement at \$70,000 per year. Cody added that the CEDS is a plan which guides the majority of the SCOCOG work program. It is based on local assets and works to counteract our weaknesses. It also contains demographic and economic data. The Executive Board must formally adopt, as the 30-day comment period has officially lapsed. This plan will then be submitted to EDA. The plan is available on www.scocog.org. Motion to formally adopt the CEDS and submit to EDA was made by Scott Long. Jeff Cowen seconded the motion and the motion carried.

Industrial Incubator Project

Cody said that this project consists of providing low-cost and unique manufacturing space for small manufacturing start-up companies. Business coaching is also provided. Once stable, the businesses would then move out into the region. This would be for manufacturing companies only, therefore the space doesn't have to be outfitted like the Ozarks Small Business Incubator. Preliminary design is flexible; could be a building divided into two, four or six sections, retractable walls, etc.; and marketed on a regional level. The companies would move in, expand, and then move out when stable. Tenants are not permanent. A feasibility study has been performed. The study was written by Rick Roeser, Northwest Regional Planning Commission in Wisconsin, who started an incubator in his region. There are now seven within their region, expanded and revenue is generated from each incubator. These are turning a profit and that is how they continue to build more. Cody added that there is currently nothing like this in Missouri, specifically for manufacturing. Cody said that we would be eligible for a 70%-to-80% grant rate, it varies throughout the year based on Economic Distress levels of our counties. Mr. Roeser will be here March 12, 2020 at 9:00 as a speaker to answer questions and promote the program to large group, then meet privately with the Executive Committee afterward, to discuss the nuts & bolts and financials. Cody added that he felt this would be an exciting opportunity for SCOCOG, and again stressed the importance of the members of the Executive Committee attending the March 12 meeting. Cody said that this first incubator could be in a federally designated opportunity zone at the Heritage Business Park, helping the grant application. Also the land for the incubator could potentially be donated. Shad added that the opportunity zone is critical grant funding and attracting private investment, and Will said that EDA really likes these types of projects. Cody said that as time moves on it is planned to open multiple sites around, and Mr. Roeser would have more information on how this can be done.

ESRI G.I.S. Mapping Software Purchase

Cody said that our current license dates back to 2007, and an annual fee is required. Since 2007, Johnny declined to pay this annual fee, which if paid now, would total \$39,000. The best option would be now to just purchase a new license. This license would cost \$6,000. Cody added that there are multiple projects that can benefit from this mapping service such as CDBG grant

applications, Solid Waste planning, Transportation planning, flood mapping, etc. There is also a \$1,500 yearly maintenance fee. Cody added that the money is in the budget for this under capital improvements. Motion to approve the software purchase was made by Zach Williams. Jeff Cowen seconded the motion and the motion carried.

Associate Membership Discussion

Cody said that the existing Associate Membership program structure makes SCOCOG vulnerable to problems. For example, if a third party pays the \$250 Associate Membership cost, we are obligated to do whatever they ask in regard to grant writing. There are currently no restrictions, or caps on labor. SCOCOG specializes in government-to-government grant structure. We write grants for free, and the costs are recouped through administration fees, therefore, the issue is that the Associate Members look for foundational grants, where there is no administration fee. Cody felt that a solution would be to draft a resolution that sets rates for professional services. This would be used and the \$250 would no longer get the unlimited grant writing services. He added that administration fees are not eligible to be used with Associate Memberships. Cody said that a policy is needed in regard to this program or there is potential for problems. The Board felt that perhaps put a cap on the amount and/or number of grants written for the \$250. Cody said yes, a policy can be created regarding the Associate Membership program.

OTHER

Open Discussion

None at this time.

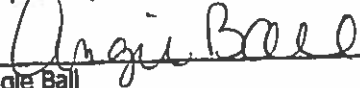
CONFIRM NEXT MEETING DATE

The next meeting date will be April 21, 2020 – Semi-Annual Meeting

There being no other business to discuss, motion to adjourn was made by George Hunt and seconded by Scott Long. All were in favor.

The meeting adjourned at 2:53 p.m.

Respectfully Submitted,


Angie Ball
SCOCOG Administrative Assistant

Reviewed for Content,


Jeff Cowen
SCOCOG Secretary