



**SOUTHWEST MISSOURI COUNCIL OF GOVERNMENTS**  
**Executive Committee Meeting Minutes**  
**Tuesday, November 12, 2024**  
**2:00 p.m.**  
**Alumni Center 2<sup>nd</sup> Floor Conference**

**Attendees:** Cindy Stephens, Jerry Harman, Bill Monday, Chris Coulter, and Wayne Blades (2:36 PM)

**Zoom Attendees:** Todd Wiesehan and Duane Lavery

**Staff:** Jason Ray, Jane Hood, Courtney Pinkham, and Morganza Byrd

**Open Meeting** – Cindy Stephens

Cindy welcomed Morganza Byrd SMCOG's new Fiscal and Administrative Manager.

1. **Approval of November 12, 2024, Agenda** – Cindy Stephens

*Motion made by Jerry Harman and seconded by Bill Monday to approve the November 12, 2024, Agenda. Motion carried.*

2. **Approval of October 15, 2024, Minutes** – Cindy Stephens

*Motion made by Duane Lavery and seconded by Chris Coulter to approve the October 15, 2024, Minutes. Motion carried.*

3. **Bank Transfers** – Included in meeting packet. Jason Ray

Transfer \$15,138.96 from the SMCOG EDA PP account to the SMCOG General Account.

*Motion made by Duane Lavery and seconded by Chris Coulter to approve bank transfer from EDA PP account of \$15,138.96 to SMCOG General account. Motion carried.*

Transfer \$2,634.32 from the SMCOG RLF (1) account to the SMCOG General Account.

*Motion made by Jerry Harman and seconded by Todd Wiesehan to approve bank transfer from EDA RFL (1) account of \$2,634.32 to SMCOG General account. Motion carried.*

Transfer \$3,381.60 from the SMCOG RLF (2) account to the SMCOG General Account.

*Motion made by Bill Monday and seconded by Chris Coulter to approve bank transfer from EDA RFL (2) account of \$3,381.60 to SMCOG General account. Motion carried.*

Transfer \$410.31 from the SMCOG RLF (3) account to the SMCOG General Account.

*Motion made by Chris Coulter and seconded by Jerry Harman to approve bank transfer from EDA RFL (3) account of \$410.31 to SMCOG General account. Motion carried.*

4. **Aurora ERP Consulting Agreement** – Emailed prior to meeting. Jason Ray

Jason stated that SMCOG is doing most of this project in-house. We will be hiring a consultant to assist and to work with city staff for implementation.

-Duane Lavery asked to clarify if the training was for the city staff or for SMCOG staff.

-Jason responded it will be both city and SMCOG staff.

-Jerry asked if we have worked with this consultant previously.

-Jason responded that we have not, but we did go through the RFP process to select.

*Motion made by Chris Coulter and seconded by Bill Monday to authorize Jason Ray to sign the agreement.*

*Motion carried.*

**5. Indian Point Stormwater Management Plan Consultant Agreement** – Jason Ray

Jason requested authorization to sign the agreement when it is finalized.

*Motion made by Jerry Harman and seconded by Chris Coulter to authorize Jason Ray to sign the agreement.*

*Motion carried.*

**6. Bull Creek Stormwater Management Plan Consultant Agreement** – Jason Ray

Jason requested authorization to sign the agreement when it is finalized.

*Motion made by Bill Monday and seconded by Todd Wiesehan to authorize Jason Ray to sign the agreement.*

*Motion carried.*

**7. Branson Comprehensive Plan Intergovernmental Agreement** – Jason Ray

Jason requested authorization to sign the agreement when it is finalized.

*Motion made by Chris Coulter and seconded by Todd Wiesehan to authorize Jason Ray to sign the agreement.*

*Motion carried.*

**8. Kimberling City LMI Survey Agreement** – Jason Ray

Jason requested authorization to sign the agreement.

*Motion made by Jerry Harman and seconded by Bill Monday to authorize Jason Ray to sign the agreement.*

*Motion carried.*

**9. Taneyville LMI Survey Agreement** – Jason Ray

Jason requested authorization to sign the agreement.

-Duane asked about the dates on the agreement, and he stated the dates have passed.

-Jason clarified that this project is complete, we just need the agreement so we can bill for services rendered.

*Motion made by Todd Wiesehan and seconded by Duane Lavery to authorize Jason Ray to sign the agreement.*

*Motion carried.*

**10. RLF Application – Sisters Mill/The Table** – Jason Ray

Jason stated he provided a link with all the details. The RLF Loan Review Committee has recommended approval. The City of Springfield is also working on this project, and Oakstar Bank is involved. We will be funding furniture and equipment, no labor is involved, so there are no Davis Bacon requirements. We are recommending the 10-year option, but it is up to the EC to determine the length of the loan.

-Chris asked if there are penalties if the loan is paid off early.

-Jason stated that there is no penalty, we removed that language previously from the RLF Plan.

*Motion made by Bill Monday and seconded by Duane Lavery to approve the RLF Application for Sisters Mill/The Table. Motion carried.*

We had another RLF application that was included in the packet. However, the RLF LRC did not recommend, and they did not have any advice on what they would need to recommend. We consulted with SBDC and found out that the company sent incorrect projections, that showed all negatives. We now have the corrected projections and getting some more details, the RLF LRC will review them again. We are still working with the other applicants. We have until February 2025 to disperse all funds.

Kobe Club has relocated to Springfield, they are leasing the Seymour facility to a new restaurant. They are leasing the old 5 Spice building in Springfield; it has caught fire twice since the start of remodeling. They have not spoken to us about these changes. We have not received guidance from EDA at this time, Jason did talk to a

staff with EDA, and they stated it was up to SMCOCG. Jason feels comfortable at this time to continue with this loan.

-Bill asked if this changed the collateral since the location had changed.

-Jason stated that he would need to look into this, the building in Seymour was part of the collateral, and we financed some refrigeration systems for the Seymour location.

### **11. Staffing Update** – Jason Ray

Morganza has started training with Krissy. Krissy has stayed on part-time to help train Morganza and with the RLF. She will step back after Thanksgiving but will still be available for assistance remotely

Jake Phillips submitted his resignation and has accepted a position with Christian County, his last day is 11/26. The remaining planning staff can take over Jake's projects until we hire a replacement.

We are taking this as the opportunity to restructure our planning staff, senior planner, and Planning Manager.

We will have 2 openings because of this, an associate planner and a senior planner.

This is Jane's last week. SMCOCG is hosting a reception on Friday. With Jane's departure, Jason is working on getting appointed to the workforce development boards.

### **12. Office Relocation Update** – Jason Ray

This is our last week downtown. We have the majority of the office packed. The office will be moved starting next week. Staff will be working from home. We have sent a notice to all members updating them of the move and that phones will be down temporarily. Our temporary location is University Hall on MSU Campus. We have received plans for our final location in Blunt Hall, we will have more space than we originally planned and a small conference room and storage space. The space will have temporary walls so we can reconfigure them in the future as staffing needs change. They have stated that we will get new custom furniture, but we will keep ours just in case. The university is reviewing how the university works with centers like ours, and we might end up with other groups under us or working with us. They are also looking at possibly giving centers funding.

### **13. Program/Project Updates** – Jason Ray

Jason stated that we will have our TAC and our first MMTAC meeting tomorrow. We will work on roles and bylaws for the MMTAC.

Jake is wrapping up on the Groves plans, and Webster County's 3 plans. He is working with partners with pending plans to decide a direction for them. We plan for a lull in the holiday season for comprehensive plans, so Jake's departure should not have a huge effect.

At 4 today there is a groundbreaking for The Table.

Jason attended NADO conference where he accepted an award for a project that we helped on. He also attended the MACOG director retreat. For his own growth he wants to realign the staff, and he would like to introduce a project management platform, we have done well getting comprehensive plans, but not so well with staying on budget. This also goes back to having a 2nd level of management so that the staff does not have to come to him for everything. Jason is utilizing mentors from across a 10-state region.

### **14. Adjourn**