

LACDC Board Meeting

August 16th, 2:00 p.m.

Meeting held via WebEx

Members Present: Richard Ross, Roger Corbin, Mark Shellenberg (Phone), Gerry Muarawski, Jennifer Presberry, Ron Yarbrough, Amber Smith

Absent: Brian Thompson, Steve Dust, Joanne Pope, Jennifer Hart, April Moore

Guests: Alaina Japal, Rachel Baskerville, Dave Payne

I. Call to Order:

Richard Ross called the meeting to order.

II. Roll Call:

See above for who was in attendance

III. Minutes: Approval of 7/19/2022 Minutes

Motion to approve minutes by Roger Corbin, seconded by Mark Shellenberg

Opposition: None. Motion passes.

Abstain: Gerry Murawski and Amber Smith because they were not present at the July board meeting.

IV. Financial Report

Brian Thompson was not at the meeting, so the information is presented based on the approved report sent to the board members.

The current checking account balance as of 8/15/2022 is \$260,210.84.

The ARPA funding, in the amount of \$250,000, from Camden County was deposited into the LACDC account on 8/2/2022. There are three expenses for the month of August so far. \$10.50 for the Missouri Secretary of State Annual Registration, \$10.50 to change the registered agent to Richard Ross, and \$10.50 for the order of a Certificate of Good Standing.

There will be an upcoming expense of \$100 for the physical mailing address that Richard has set up for the LACDC to Smart Printing Centers. This expense will be annual.

Motion to approve the financial report by Roger Corbin, seconded by Gerry Murawski

Opposition: None. Motion passes.

V. Qualified Employer Update

Recent developments with the implementation of the 502 programs resulted in Carla Potts and NECAC declining to help the LACDC. Now the Lift Community Action Agency (LIFTCA) is the organization with which the LACDC will be working. Due to differences in how Missouri and Oklahoma run the 502 programs, it took time to establish an MOU with LIFTCA, but it appears to be more beneficial than the potential contract with NECAC.

A. MOU with LIFTCA

Richard Ross explained the MOU for the board members, detailing the two things that needed to be completed by the LACDC before the MOU could be approved by LIFTCA. Richard already sent the required paperwork, but within 30 days an Affirmative Fair Market Housing Plan must be developed and approved by the LACDC. There are several possible resources to help develop one to ensure compliance. Roger and Ron will be taking the lead on this, and Richard will check on the progress made in three weeks' time. Richard will either send out the new MOU with LIFTCA to the board members over email or meet in person to ensure that the agreement can be read and approved before the 30-day deadline.

B. Affirmative Fair Market Housing Plan

LIFTCA is requiring Richard to send a W-9 and for the LACDC to develop a Affirmative Fair Market Housing Plan within 30 days to agree to the proposed MOU. Ron has reached out to a contact as a potential resource to develop this plan, and Richard has also done some research. As mentioned above, Ron and Roger are taking the lead on this project, and Richard will check on the progress in three weeks to ensure an efficient timeline for approval and implementation of the MOU and the 502 Program.

VI. Update from LOCLG

A. General Progress

Brian and Cleo were not at the meeting. They are in the process of putting a manual together to help people understand the 502 programs. There are some caveats to the housing that qualifies. Brian still wants to be the primary point of contact for any inquiries at LOCLG. There are several possible connections for potential applicants for the program and other realtors to spread the word about the program through board member community outreach. Brian needs to meet up with his new contact at LIFTCA to make sure everything is in place before meeting with potential applicants.

VII. LACDC Website Update- <https://www.lakeareacdc.com/>

Jennifer has added all received updates to the website, but a meeting with Brian Yansen to make sure everything he needs is on the website is the next step. For the website to operate efficiently with the PDF documents that will be needed online, Brian is going to meet with his contact at LIFTCA to get some insight from them and determine what will best benefit the LACDC website. He and Jennifer will need to meet to complete this. The LACDC now has a mailing address which Jennifer will add to the website. The LACDC had to update its Missouri Secretary of State Filing,

but the address used could not be a P.O. Box. Richard purchased a box with a street address from Smart Postal for \$100 for the year.

VIII. Public Notification and Access to LACDC Board Meetings

Since the LACDC has accepted public funds, it must follow the Sunshine Law and provide the public access to board meetings. Notice of the meetings must be posted somewhere that is easily available. The options available to allow access were discussed. At the present time obtaining a Zoom Account seems to be the best option, as the organization does not have a physical address at which to meet. This would allow the most people to access the meetings, but with limited interactions. How the public would be allowed to participate in the meetings was also considered. The board is not required to answer questions, but the public is allowed to witness the meetings. Posting past meetings online after the fact was discussed, but the public must be able to view the meetings live. Richard wants the meetings to be publicly accessible by October, and make sure the agency is fully compliant with all laws.

**Ron Yarbrough made a motion to get a Zoom Account. Seconded by Roger Corbin.
Opposition None: Motion Passes.**

IX. Press/Media

Ron has made several radio appearances and the LACDC is a topic of frequent discussion. He was contacted by KY3 and there is potential for an in-depth interview for the LACDC to bring wider awareness to the community about the organization, particularly to promote the LACDC and all its goals. He wants to put extra information on the website for the 502 program and other ways the LACDC plans to help the community to offset any negative impressions. These goals possibly include an affordable housing grant program and a USDA partnership. The concern is to not put too much pressure on Brian and Cleo before the packaging training is complete, which should be the first week of September. In the interim, a press release should be prepared, and the board should educate themselves on the 502 program and loan packaging.

X. Board Make-Up

A. 1/3 Low to Moderate Income, one Director from Disability Community

There have been Issues with board member participation and reaching a quorum. The biggest issue facing the LACDC on this topic is finding a balance between following the agency bylaws regarding adequate Low to Moderate Income representation and recruiting board members in this category that will be active participants. The LACDC needs to define what a "Low to Moderate Income" representative is. Richard sent a form out the board members prior to the meeting that could potentially be adopted for the organization to use for determining these members that will be fully compliant should the agency one day become a CHDO.

Ron motion to approve the definition of Low to Moderate Income listed on the form. Roger C. seconded the motion.

Opposition: None Motion carries

Before the vote, Richard opened the topic for discussion. Questions and discussion centered around how the LACDC wanted to determine “Low to Moderate Income” and where to find the appropriate data. Gerry thought the issue with finding representatives of that community was less about the data and instead was because the LACDC does not address the needs of that population. Further discussion will be needed to address this. Finding members that could be representative of that population through other community organizations and programs might also be an option. At least one member must also represent the disabled community, which will need to be discussed as well. Richard will send the email he received from Ed Thomas to board to help answer any questions. The end goal for the LACDC is to become a Participating Jurisdiction to obtain federal funds from HUD, so the LACDC needs to determine its short- and long-term goals, and the resources needed to reach them. Amber will present at the next meeting about her organization and the work they do but gave a short overview of those things in this meeting.

XI. Board Secretary

The LACDC needs to have an active secretary. as Mark has wanted to step down for some time. There were no comments or questions on this subject.

XII. Open Issues

Jennifer put the information for the Community Revitalization program that the Department of Economic Development is getting ready to issue and that the LACDC keeps discussing into the meeting chat. There were several sections on affordable housing. Jennifer explained how what is being released could benefit the LACDC. The organization should keep an open mind for potential resources or making the current resources go further.

XIII. ARPA Request Progress/ Next Steps

There was no discussion on this topic.

XIV. Adjournment

Motion to adjourn by Richard Ross, seconded by Roger Corbin

Opposition: None. Motion carries.