

MINUTES

JOINT MEETING OF THE OZARK FOOTHILLS REGIONAL PLANNING COMMISSION THE OZARK FOOTHILLS DEVELOPMENT ASSOCIATION THE OZARK FOOTHILLS SOLID WASTE MANAGEMENT DISTRICT AND THE RIPLEY COUNTY PUBLIC HOUSING AGENCY

DECEMBER 11, 2025 @ 6:00 P.M.

OZARK FOOTHILLS REGIONAL PLANNING COMMISSION, POPLAR BLUFF, MO

CALL TO ORDER

The meeting was called to order at 5:55p.m.by Chairman Jesse Roy

APPROVAL OF MINUTES AND FINANCIAL REPORTS

The minutes of the meeting held on September 11, 2025, and the financial statements for the quarter ending September 30, 2025, were reviewed. Commissioner Vince Lampe made a motion to approve the minutes, and financial statements as presented. Mayor Dennis Cox seconded. No opposition. Motion carried.

RCPHA SPECIAL PRESENTATION (ERICA KINGERY)

Erica provided a brief overview of the Family Self Sufficiency (FSS) program. She explained how the three graduates had accumulated more than \$12,000 in escrow savings and each had an inspiring story. Erica introduced graduate Susan Sparks and her husband, Alan. She then introduced the next graduate, Shelly Smith. Erica acknowledged the third graduate, Elizabeth Bond, who was unable to attend the commission meeting. All of the graduates were presented their escrow checks. Ms. Kingery gave a synopsis of each graduate's journey and accredited these three graduates as living proof of what the FSS program is designed to do.

MELVIN BRINKLY PUBLIC SERVICE AWARD

Director Lutes introduced the Melvin Brinkly Public Service Award and its purpose. He announced that the 2025 awardee was nominated by first Vice Chair Rebecca Pacheco, who introduced the Awardee, Tammy Harper. Rebecca Pacheco honored Tammy Harper for her dedication and contributions to the community. Tammy Harper is recognized for her work in food access, education, and community development. Tammy expressed gratitude and humility upon receiving the award.

TRANSPORTATION ADVISORY COMMITTEE

Andrew Murphy gave an update on the Transportation Advisory Committee meeting that was held on September 25, 2025. Key parts of that meeting included CDBG FY25 applications, MIT/MID applications, DRA Applications and FLAP applications. He spoke about the success of the integration of the Multi-modal stakeholders into the TAC. The next TAC meeting is scheduled for Thursday, January 8, 2026.

Mr. Murphy reported that MoDOT's State Transportation Improvement Program (STIP) will see limited changes over the next year or two, primarily due to cost overages caused by inflation and rising construction expenses. MoDOT held a very well-attended public meeting at the OFRPC on September 23, 2025, for their Highway 53 Project.

Active Transportation Planning

Mr. Murphy reported the OFRPC is continuing its commitment to active transportation planning across the region. OFRPC has successfully completed plans for Poplar Bluff and Qulin and begun work on a plan for the City of Doniphan. Project Officer Amber Hornbeck will be meeting with the Doniphan City Council at their next session. We anticipate the final plan will be complete by the end of September 2026.

Safe Streets for All (SS4A) Safety Action Plan

Mr. Murphy reported that this federally funded plan is a significant focus for the region. Upon completion, it will allow more opportunities for our cities and counties to apply to DOT implementation grants as well as save lives. Andrew explained that each of our five OFRPC counties has successfully formed a local SS4A Task Force. Initial meetings have already been conducted for Butler, Carter, Reynolds, and Ripley Counties. OFRPC is currently coordinating with Wayne County to hold their first Task Force meeting by the end of December 2025.

Mr. Murphy acknowledged a recent change in staffing on the SS4A development team. Rachel Coleman has stepped into the interim lead role and is efficiently organizing the project structure, conducting meetings and ensuring the plan does not lose momentum. He pointed out that a key feature of the Safety Action Plan will be conducting Walk Audits in most of our cities.

SOLID WASTE MANAGEMENT DISTRICT

Director Lutes reported on the Solid Waste Recycling Center's operations and challenges. The price of commodities has fluctuated, affecting the center's operations.

Director Lutes reported on the successful application for a grant to help with building and roof improvements. The grant was awarded by CDBG for \$591,875 with our cash match of \$25,000 being provided by OFRPC. Director Lutes recognized Vince Lampe, Butler County Presiding Commissioner and Butler County for their help with sponsoring this grant application.

Director Lutes gave an update on the required Solid Waste Management Plan for the State of Missouri. Missouri was scheduled to have the statewide plan completed in October 2025, but the plan has not been completed as of this report.

OZARK FOOTHILLS DEVELOPMENT ASSOCIATION

Director Lutes gave an update on the business incubator. He reported that there are two spaces available, spaces 1 and 10.

Director Lutes reported that the new flagpole out in front of the OFRPC building has been installed. He recognized Mr. Bill Robison from Smith and Company, who helped coordinate getting the flagpole set. There is no light on the flag currently, but the commission is working to get one installed.

Director Lutes reported to the commission that the gravel parking lot on the back of the building was completed in October. The contractors were able to do a little bit of extra driveway work while they were here, the cost was a little more than the quote, but we had been approved to do that. The 10 parking spaces are marked off with concrete parking blocks.

OZARK FOOTHILLS REGIONAL COMMUNITY FOUNDATION

Misty Edwards reported on the status of the Foundation. The current market value is \$3,497,084.91. The change since September 10, 2025, is an increase of \$31,161.33. There are currently 42 accounts under the OFRCF affiliate, which awarded grants totaling \$201,199.23 for FY25.

Three grants of \$500 each were awarded by the Ozark Foothills Community Foundation Endowment Fund:

- Mingo Swamp Friends
- Friends of the Poplar Bluff Museum
- Lean on Me Ministries (Ripley County)

The last meeting was held on November 12, 2025. The next meeting is scheduled for February 11, 2026, at 5:00 p.m. in the OFRPC conference room.

RIPLEY COUNTY PUBLIC HOUSING AGENCY

Housing Supervisor Niki Harp reported on the Section 8 Rental Assistance Program. The Ripley County Public Housing Agency is assisting 352 families in our five-county region. The housing agency also has 50 VASH vouchers that are used to assist homeless veterans, 49 of these vouchers are filled. The waiting list is currently closed, and we are not accepting applications. There are 296 families on the waiting list.

The Family Self Sufficiency (FSS) program was reported on by Erica Kingery. She reported that there are currently 55 participants on the program. Of that number, 34 are receiving monthly escrow deposits. 8 families are on the homeownership program and 38 FSS families are

interested in pursuing the home ownership program. As of October 31, 2025, the FSS Escrow account balance was \$138, 620.24.

NEW GRANTS RECEIVED

Director Lutes reported upon the grant awards received during the prior quarter. It was summarized as follows:

- Carter County, DRA Disaster Recovery, Low Water Crossing CR 327, \$1,093,662
- Ellington, DRA SEDAP, New Water Well, \$509,000
- OFRPC, DRA LDD Community Support Program, Capacity Building – Portion of 2 yrs. Salary, \$52,586.17
- Ellington, MO DNR Drinking Water Commission, New Water Well, Grant \$1,242,675: SRF Loan \$414,225
- Doniphan, Dept. Health & Senior Services (SPAN), Write ATP (Contract with OFRPC to write), \$20,000
- Boys & Girls Club of the Heartland, DRA SEDAP, New Building Project – Gap Funding, \$509,000 – OFRPC will administer
- Butler County/Broseley Senior Citizens, INC., CDBG FY25 CF, Community Center Expansion, \$621,910
- Butler County/OFRPC Recycle Center, CDBG FY25 CF, OFRPC Recycle Center Bldg. & Roof Improvements, \$591,875 plus \$25,000 cash match

AMENDMENTS

- Poplar Bluff, MO DNR-Recreational Trails Program (RTP), Pike Creek Trail Extension, \$35,231
- Doniphan, CDBG MIT – MFH, Multi-Family Housing Project Cost Overruns, \$276,312

Director Lutes reported the New Grant Application Abstracts. A summary of each proposal was provided to those in attendance as an attachment to *Resolution #350*. A motion was made by Commissioner Vince Lampe and seconded by member Michael Williams. With no opposition, adoption of the resolution was approved.

DIRECTOR'S REPORT

Director Lutes thanked the staff for their hard work and dedication throughout the year. He thanked Amber Hornbeck, Rachel Coleman and Amy Baugus for their contributions on the year-end video presentation.

Director Lutes recognized staff member Amy Baugus for her 5 years of service and presented her with a gift card. He also announced the retirement of Ileen Ward and her 40 years of service. Ms. Ward was honored with a plaque and gifts; her family was present to celebrate. He gave a synopsis of Ms. Ward's career with Ozark Foothills Regional Planning Commission.

Director Lutes introduced the new Executive Secretary, Shelly Batton.

Director Lutes reported that Erica Kingery was promoted to the Section 8 Coordinator position. The Planning Commission has two vacancies, one for a HUD/FSS Coordinator and one for a Community Planning Specialist, the grant writers' position of the Safe Streets For All plan. He reported that the Planning Commission has been taking and reviewing applications for both positions. Those application windows are now closed. The Commission will probably be ready to offer the position of HUD/FSS Coordinator to one of the applicants within the next week.

Director Lutes presented proposed changes to the employee manual, including organizational structure updates. The Sunshine Law policy and immigration law compliance are updated. A motion was made by Commissioner Vince Lampe and seconded by Mayor Dennis Cox. With no opposition, the motion was approved to adopt the revised employee manual.

Director Lutes presented a change to the By-Laws under the membership section on page two. There are nine sectors listed, with sector number six listed as Minority. Section 3.5 is a paragraph where we had the possibility of the director of the South Central Missouri Community Action Agency providing nominees for 1 member to be approved as the 40th member of the commission. There was discussion last meeting with the Executive Board of possibly changing the name of sector six, which was Minorities, to broaden that field of possible members to "Economic Disadvantaged," and that would include unemployed and all minorities. The executive committee proposed that we present this to the full commission for your approval. A motion was made by Commissioner Vince Lampe to change the By-Laws by removing section 3.5 and renaming sub-sector (6) of 3.1 to "Economic Disadvantaged", seconded by Commissioner Ron Keeney, with no opposition, the motion was approved.

Director Lutes reported that the only DRA application cycle open is the CIF and projects will require some form of job commitment. It will close on December 31, 2025. OFRPC reapplied for the LDD Community Support Program Grant for \$52,586.17 which covers the major portion of a staff salary for 2 years and anticipates receiving a notice of award soon.

Director Lutes announced that the FY26 CDBG Competitive Cycle opens April 2026. We received 9 disaster mitigation grant awards for our 2 MID zip codes.

Director Lutes reported that the EDA disaster round is now open. The disaster round is competitive nationwide this year, instead of just being our 10 state Denver Region, and requires a 20% cash match.

Director Lutes reported on the Broadband Grant Opportunities. He reported that Round Two had just closed. The official list of Round One awards is not out, but our region did receive a substantial number of awards, and the office of Broadband (OBD) is drafting the subgrantee (ISP) agreements now.

Director Lutes reported that Felicity Ray is working on the Ripley County Hazard Mitigation Plan. The current plan expires in October of 2026. Funding is in place, but SEMA still has not issued the Memorandum of Agreement.

GENERAL DISCUSSION

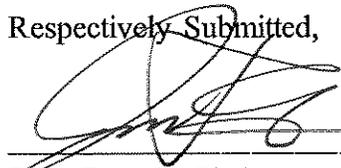
Joe Sanning, CDBG program manager, spoke about the recent demolition project awards.
Lori Dunlap, MoCED Project Manager, discussed the Youth Opportunity Program and credential training opportunities.
Jody James from the South Central Workforce Investment Board talked about the Work Ready Communities initiative.

Director Lutes announced that the next Commission Meeting will be held on March 12, 2026, in Van Buren, MO.

ADJOURNMENT

On a motion made by Mayor Dennis Cox and seconded by Commissioner Ron Keeney, the meeting was adjourned at 7:10 p.m.

Respectively Submitted,



Jesse Roy, Jr, Chairman Date



Darrell Dement, Secretary Date

ATTENDANCE

COMMISSION MEMBERS IN ATTENDANCE

Diana Brower
Dennis Cox
Darrell Dement
Gary Emmons
Russell French
Dr. Jim Jones
Vince Lampe
Rebeca Pacheco

Ron Keeney
Melissa Pogue
Jesse Roy
Jennifer Williams
Michael Williams
Barbara Potter
Brandon Woolard

COMMISSION MEMBERS NOT IN ATTENDANCE

Shane Cornman
Rhonda Burson
Leann Clark
John Bailiff
Gary Conway, Jr.
Chad Henson
Jason Hill
William Kirkpatrick
Steve Foster
Paul Johnson
Bill Moriarty

Nancy Stewart
Justin Parks
Dawn Hood
Steve Chitwood
Stanley Barton
Ron Rupp
Angela Clyburn
Lee Hillis
Sandra Shockey
Brian Polk

GUESTS

Gloria Dement
Randy Potter
Sarah French
Susan Sparks
Jody James
Steven Frey
Lisa Lansford
Jarret Ficke

Lori Dunlap
Joe Sanning
Shelly Smith
Alan Sparks
Addison Lightner
Kathy Lightner
Tammy Harper
Pam Williams

STAFF

Amber Hornbeck
Amy Baugus
Julianne Walls
Raamin Burrell
Rachel Coleman
Camille Donnell
Ilene Ward
Jamie Lansford
Shelly Batton

Misty Edwards
Richard Ketchum
Alan Lutes
Carolyn Meeks
Andrew Murphy
Brian Rosener
Davey Hicks
Niki Harp
Erica Kingery

