

**REGULAR MEETING MINUTES**  
**BOARD OF ALDERMEN OF THE CITY OF CUBA, MISSOURI**  
**TUESDAY – FEBRUARY 1, 2022 – 6:00 P.M.**  
**CUBA CITY HALL COUNCIL ROOM**

Mayor Cody Leathers called the meeting to order. Aldermen present: Kevin Copling, Sam Black, Dave Honea, Warren Graddy, Curtis Holt. Aldermen absent: Jeff Bouse. Public Works Director present: Craig Bouse. Police Chief present: Doug Shelton. City attorney present: Lance Thurman.

**Motion by Holt, seconded by Graddy, to approve the agenda. Vote: All ayes. Bouse absent.**

**Motion by Honea, seconded by Graddy, to approve the regular minutes from January 18, 2022. Vote: All ayes. Bouse absent.**

**Motion by Honea, seconded by Holt, to approve the special meeting minutes from January 25, 2022. Vote: All ayes. Bouse absent. Graddy and Black abstain.**

**Motion by Black, seconded by Honea, to approve the bills to be paid. Vote: All ayes. Bouse absent.**

**Citizens Participation:**

Mr. Sean Siebert, Cuba Development Group, Inc., presented the council with a handout regarding economic growth and statistics (attached). Mr. Siebert feels there are some additional conversations that should be had about addressing some of the situations. Mr. Siebert asked the council to look over the information and to contact him with any questions.

Copling asked Mr. Siebert if he looked into any grants for the roads and streets. Mr. Siebert stated that he had a conversation with comptroller Christine Nash and there are grants out there, but asked if it is a path the city really wants to follow. The grants are 12-24 months out and will lull the projects until then. Mayor Leathers stated that most grants require specific project information for the grant applications, and that information is not available. More specifics are needed to move forward.

Copling asked Mr. Siebert if he looked into any grants for a new police station. Mr. Siebert stated that if the council decided a new police station as a priority, he can but stated it needs to be done carefully as the administrators for these grants are short on time and do not want their time wasted if the specifics are not certain. The council would need to decide what all is needed, a station, roads, sidewalks, etc. Mr. Siebert thinks the infrastructure and sewer projects are what the city needs, even though they are not glamorous or pretty.

**Showtime Pyrotechnics, LLC contract discussion:**

Mayor Leather stated that this is the last year for the current contract with Showtime Pyrotechnics, LLC firework show. They have reached out to offer another 3 year contract for years 2023, 2024, and 2025 with the same structure showing the price increases and keeping the date of July 3<sup>rd</sup>. Attorney Thurman recommended bidding out as there is plenty of time. They will not be closed bids as Showtime

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Pyrotechnics, LLC has been presented. Mayor Leathers asked PWD Bouse to get a bid spec together for approval at the next council meeting.

### **Mailed utility payment discussion:**

Mayor Leathers listed the many ways to pay a utility bill; walk into City Hall, drop box at the front door of City Hall, drop box in the parking lot by the Senior Center, online with a credit card, call City Hall with a credit card, ACH pay, and mailing through the post office. There have been concerns regarding the time it is taking the mail to get payments where they go, nothing against the post office it is just taking longer as they go to Springfield and then back. After discussing with the City Hall staff, moving forward, Mayor Leathers would like to recommend changing the policy for mailed payments. Currently, if the payment is not received by the due date it is late. The recommended change for mailed payments is if the payment is postmarked 3 business days prior to the due date and received after the due date then the late charge will be removed. All mailed payments after the due date will have to have the postmarked date verified to see if it was mailed in time and if the late penalty is to be applied or not. There will be more steps involved when receiving mailed payments, but Mayor Leathers is hopeful that this will help with the phone calls regarding late mailed payments and not penalizing for using the mail service. If this policy is changed, the website will be updated. **Motion by Copling, seconded by Black, to change the ordinance reflecting the postmarked date of 3 business days prior to the due date not being a late payment. Vote: All ayes. Bouse absent.**

Mayor Leathers wants to implement this policy for the current bills due in February. Attorney Thurman stated that can be done.

Mr. Siebert asked if the postal rule would apply to this situation. Attorney Thurman replied that no, it does not apply to bills being paid.

### **Visitor Center placing an ad for a part time employee:**

**Motion by Honea, seconded by Black, to accept the resignation of Lori Malcom from the Visitor Center. Vote: All ayes. Bouse absent.**

**Motion by Black, seconded by Honea, to place an ad for a part time employee for the Visitor Center. Vote: All ayes. Bouse absent.**

### **EOC Director report:**

Mr. Rodney Neff asked for all to keep an eye on the incoming winter weather for the next couple of days. Hoping for no electric outages, but if so, will keep in touch with Mayor Leathers.

Mr. Neff reported that all sirens worked during the 2/1/22 siren testing.

### **Public Works Director report:**

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PWD Bouse presented the council with a bid for alarm installation at the mechanic shop and backside of the old Mepco building.

Central Security Alarms           \$3175.00

**Motion by Black, seconded by Honea, to approve the bid from Central Security Alarms for \$3175.00.**

**Vote: All ayes. Bouse absent.**

PWD Bouse presented the council with a bid for security cameras at the mechanic shop and backside of the old Mepco building.

Wave Internet                   \$2800.00

**Motion by Black, seconded by Honea, to approve the bid from Wave Internet for \$2800.00. Vote: All**

**ayes. Bouse absent.**

PWD Bouse presented a bill from Servpro for a residence clean-up. He stated that about two months ago a bill was paid regarding this residence and then there was another backup creating another bill and he asked if the council was willing to pay the bill. Mayor Leathers stated that this is not typically something that is done unless the city is 100% at fault. PWD Bouse replied that yes, the city is at fault. Mayor Leathers asked if the city's insurance company was contacted. PWD Bouse replied no. Mayor Leathers has no other details and doesn't know how to proceed. Honea asked where the pipes were damaged. PWD Bouse replied they were down from the residence. Black stated that it sounds like the city is liable. Copling remembered some time ago, a pump was down and wasn't working causing a different residence to need cleaned and the city paid for it. Black stated that their personal insurance won't pay for it and does not want the resident to have to pay. **Motion by Copling, seconded by Black, to pay the Servpro bill in the amount of \$2294.97. Vote: All ayes. Bouse absent.**

Mayor Leathers asked PWD Bouse if any applications have been received for the Property Management Specialist position. PWD Bouse stated that one in house applicant and one application has been received.

Mayor Leathers asked the status of the CDL permits and testing. PWD Bouse stated that all have passed the permits and there are some that still need to test. Mayor Leathers reminded that the employees are tasked to set up the testing themselves.

Black inquired the employee status for the incoming winter weather. Mayor Leathers stated that the city will be shut down except for the street department and those who help with the snow removal and those on call are aware. Black would like to see all hands on deck if necessary.

### **Police Chief report:**

PC Doug Shelton reported on the nuisance complaints.

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PC Doug Shelton asked for clarification regarding the two snow days and if they will be the same as holidays as they are usually paid for holidays or days given by the Mayor. Or if they will be given a 12 hour floating shift later. Mayor Leathers stated that the council will have to discuss as he didn't consider the police department for snow days as he figured they are on duty and here to protect and serve regardless the weather. Mayor Leathers stated the snow days were for safety and to not have employees come in except for the street department or the electric guys if the electric goes out. PC Shelton asked if the officers working the snow days are to float their time. Mayor Leathers stated that he didn't think it would be something the police department would question, and will have to discuss with the council later to figure out if anything is to be done.

**Motion by Graddy, seconded by Holt, to have the reading of Bill No. 2045 by caption only. Vote: All ayes. Bouse absent.** Attorney Thurman read Bill No. 2045 – A resolution accepting the proposed addition of Juneteenth to the list of authorized holidays to the city employee handbook for the City of Cuba, Missouri. **Motion by Holt, seconded by Graddy, to approve the reading of Bill No. 2045. Roll call vote: Copling-yes, Black-yes, Honea-yes, Graddy-yes, Holt-yes. Bouse absent.** Mayor Leathers declared Bill No. 2045 becomes Resolution No. 02-22 on this 1<sup>st</sup> day of February 2022.

**Motion by Graddy, seconded by Holt, to go into executive session pursuant RSMo 610.021 section 1) Attorney-Client Communication. Vote: All ayes. Bouse absent.**

**\*\*City Clerk Garbo was not in executive session. Mayor Leathers took minutes.**

Actions of executive session:

Attorney Thurman stated that the council met in closed session to discuss attorney-client communications and no final action was taken.

**Motion by Graddy, seconded by Black, to go back into regular session. Vote: All ayes. Bouse absent.**

**Motion by Black, seconded by Honea, to adjourn. Vote: All ayes. Bouse absent.**

**Lainie Garbo, City Clerk**

# Cuba Development Group, Inc.

## Mission & Vision Statements

### Vision - Our desired future

For our community to be a role model, for rural communities, in sustainable economic prosperity.

### Purpose - Why do we exist?

To facilitate the creation and retention of quality, sustainable jobs in our community.

### Mission - What we do

The mission for Cuba Development Group is to improve the quality of life for all those who reside and participate within our community through innovative economic development efforts.

### Core Values - The shared beliefs help us to work together

Honesty and integrity, Cooperation, Respect for all citizens, Commitment to our community, and Commitment to serve our customers.

## Core Beliefs

1. Economic vitality means good jobs, economic security, increased household income, and a tax base to support a better quality of life.
2. Our primary economic development priority is focused on companies and organizations that add value to the local economy by selling the majority of their products and services to entities outside of the region. If this basic economic sector is healthy, non-basic retail and service sectors prosper.
3. Local leaders recognize, and understand as well, the importance of CDG to Cuba and mid-Missouri's future.
4. Successful economic development requires a regional perspective and the partnership of public and private entities.

## 1. Support Existing Employers

### a. Action Items

1. CDG will work with existing employers to encourage retention and expansion opportunities by continuing our outreach efforts in meeting with employers to offer assistance and support. This support will include assistance, and efforts, to make resources available to our local companies by accessing: Local, County, State, Federal, and International resource pools.

2. **Focus** on workforce development and job growth opportunities for residents of the community through our educational institutions and the Division of Workforce Development.
3. **Advocate** for increased resources for training, education, and transportation that provide opportunities for the region's workforce.
4. **Support** local high school business and academic programs.
5. **Utilize** the Business-Manufacturing consortium to increase the level of awareness of the resources available to current businesses and stakeholders.
6. **Promote** Cuba, MO, as a good place to do business.

## 2. Promote Entrepreneurship

### a. Action Items

1. **Promote** entrepreneurship as a means to stimulate and support new business formation and commercialization of goods/services within the community.
2. **Develop** entrepreneurs through the educational program: *Adopt An Innovator*.
3. **Continue** to be a front door for startups. CDG serves as the starting point for people interested in entrepreneurship, and will continue to provide interested parties with resources, mentors, and helpful parties in the community.
4. **Brand** Cuba as a destination for startups and entrepreneurs.
  - a. Continue to engage successful entrepreneurs who are supportive of creating a stronger entrepreneurial community.
  - b. Provide leadership and mentorship to our community's entrepreneurial network.
  - c. Continue our marketing program to educate, people of all ages, to generate an entrepreneurial "pipeline."
  - d. Systematically promote Cuba as an entrepreneurial center. Encourage local entrepreneurs to create content that will promote Cuba.
5. **Identify and Mentor** student entrepreneurs. Continue to engage educational institutions within the region to identify and support students wanting to start a business now, or later in life.
6. **Mentorship** for entrepreneurs. Mentors would volunteer to guide new and interested entrepreneurs on the dynamics of starting a business, including navigating legal and fiscal pitfalls that come from beginning a startup.

## 3. Attract Targeted Businesses

### a. Action Items

1. CDG will work with the City of Cuba to develop the Barnett Business & Technology Park to make the park attractive for visitors.

2. CDG will work with the City of Cuba, and property owners, to maintain a strong employer base in the Industrial Parks.
3. CDG will facilitate discussions with local employers, educational institutions, and civic organizations to identify targeted business opportunities for future, desirable job growth in the community.
4. CDG will support the City of Cuba to promote the Barnett Business & Technology Park, and the Industrial Parks, as site locations for businesses who can benefit by proximity relationships to Missouri S&T, State Technical College, and other specialized entities within the mid-Missouri region.

#### **4. Sustain a Supportive Business & Community Climate**

##### **a. Action Items**

1. **Facilitate** conversations that will lead to the continuous improvement of the business climate in Cuba and mid-Missouri. Consistently educate the community on the importance of economic development and community betterment.
2. **Continue** regular dialogue with local businesses, educational institutions, and civic organizations to maintain a comprehensive understanding of the overall business and community environment within the city and region. Through this process, the community will gain a better understanding of the perceived attitudes of business owners and community members towards the state of enterprise in the city.
3. **Iterate** the importance of areas of historical and cultural significance within the community to create a cultural destination for tourism.

## **CDG Board of Directors – 2022**

Mayor – Cody Leathers

City Clerk – Christine Nash (Secretary)

Director of Public Works – Craig Bouse

Superintendent – Dr. Curt Graves

Chamber Representative – Ashley Caudle

IDA Representative - Don Mizell

Member, Banking & Finance – Jim Barnett Jr.

Member, Banking & Finance – Jim Barnett III

Member, Manufacturing – Nick Sanazaro

Member, Healthcare – Amy Mitchell (Treasurer)

Member, Retail & I-44/HWY 19 Corridor – Tracey Hughes

Member, Economic Development – Dr. Sean Siebert (President)

Member, Banking & Finance – Joshua Groom



## Benchmark Data

### *Critical Metrics*

Sales Tax Revenue (City, County, Library, Park, Capital Improvement)

Assessed Valuations (School District and Fire Protection District)

Electric Revenue

Natural Gas Revenue

Federal Inmate Population

Crawford County, Mo. Assessed Valuations – 2015:	\$297,192,093.00
Crawford County, Mo. Assessed Valuations – 2021:	\$345,233,876.00
Crawford County, Mo. Assessed Valuations \$ Increase:	\$48,041,783.00
Crawford County, Mo. Assessed Valuations % Increase:	16.2%

Dent County, Mo. Assessed Valuations – 2015:	\$155,034,382.00
Dent County, Mo. Assessed Valuations – 2021:	\$175,153,494.00
Dent County, Mo. Assessed Valuations \$ Increase:	\$20,119,112.00
Dent County, Mo. Assessed Valuations % Increase:	12.9%

Gasconade County, Mo. Assessed Valuations – 2015:	\$220,975,761.00
Gasconade County, Mo. Assessed Valuations – 2021:	\$255,554,054.00
Gasconade County, Mo. Assessed Valuations \$ Increase:	\$34,578,293.00
Gasconade County, Mo. Assessed Valuations % Increase:	15.6%

Phelps County, Mo. Assessed Valuations – 2015:	\$561,611,059.00
Phelps County, Mo. Assessed Valuations – 2021:	\$635,431,638.00
Phelps County, Mo. Assessed Valuations \$ Increase:	\$73,820,579.00
Phelps County, Mo. Assessed Valuations % Increase:	13.1%

Pulaski County, Mo. Assessed Valuations – 2015:	\$462,627,173.00
Pulaski County, Mo. Assessed Valuations – 2021:	\$523,625,754.00
Pulaski County, Mo. Assessed Valuations \$ Increase:	\$60,998,581.00
Pulaski County, Mo. Assessed Valuations % Increase:	13.1%

Source: Missouri Association of Counties

### Benchmark Data

Taxable Sales – City of Cuba, Mo. (2015):	\$76,549,200.53
Taxable Sales – City of Cuba, Mo. (2020):	\$85,160,010.75
Taxable Sales – City of Cuba, Mo. \$ Increase:	\$8,610,810.22
Taxable Sales – City of Cuba, Mo. % Increase:	11.2%
Taxable Sales – City of Cuba, Mo. (2021 1 <sup>st</sup> – 3 <sup>rd</sup> Qtr.):	\$68,924,734.19
Taxable Sales – City of Cuba, Mo. (2021 Estimate):	\$86,155,917.50
Taxable Sales – State of Missouri (2015):	\$72,237,942,764.29
Taxable Sales – State of Missouri (2020):	\$77,832,642,174.58
Taxable Sales – State of Missouri \$ Increase:	\$5,594,699,410.29
Taxable Sales – State of Missouri % Increase:	7.7%

Source: <https://dor.mo.gov/publicreports/#pubtax>

Earnings Per Job:	<u>1970</u>	<u>2000</u>	<u>2020</u>	<u>%00-20</u>
Crawford Co.	\$30,472	\$29,738	\$42,049	41.4%
State of Mo.	\$47,482	\$52,326	\$59,621	13.9%

Per Capita Income	<u>1970</u>	<u>2000</u>	<u>2020</u>	<u>%00-20</u>
Crawford Co.	\$19,626	\$31,840	\$38,430	20.7%
State of Mo.	\$26,287	\$41,996	\$51,697	23.1%

**Average Earnings per Job:** The compensation of the average job. It is total earnings divided by total employment. Full-time and part-time jobs are counted at equal weight. Employees, sole proprietors, and active partners are included.

**Per Capita Income:** Income per person. It is total personal income (from labor and non-labor sources) divided by total population. Because total personal income includes non-labor income sources (dividends, interest, rent and transfer payments), it is possible for per capita income to be relatively high due to the presence of retirees and people with investment income. And because per capita income is calculated using total population and not the labor force (as in average earnings per job), it is possible for per capita income to be relatively low in a population with a disproportionate number of children and/or elderly people.

Source: <https://headwaterseconomics.org/apps/economic-profile-system/>

## **Strategic Relationships**

### Cuba Area Chamber of Commerce

- Consultant/Liaison
- Attend All Board Meetings
- Attend All Chamber Meetings
- Provide Economic Development update at each Board Mtg. and Monthly Membership Mtg.
- Book, coordinate, and introduce featured speaker at each Monthly Membership Mtg.
- Assist with fundraiser activities and community events
- Emcee Annual Banquet
- Provide advice and counsel to Board and Chamber Members

### Cuba Industrial Development Authority

- Consultant/Liaison
- Attend All Board Meetings
- Work with President to schedule meeting and invite attendees
- Provide Economic Development update at each Board Mtg.
- Provide advice and counsel to Board and assist with organizational activities
- Liaison with IDA Board and City
- Assist IDA Loan recipients with advice, counsel, and connections

### City of Cuba, Mo. – Mayor and City Council

- Attend all Council Meetings
- Regularly communicate with Mayor and City Council
- Work regularly with Director of Public Works; work with City Hall staff when needed
- Key liaison with business and industry and the City of Cuba, Mo.

### Crawford County Commission

- Attend Commission meetings on a periodic basis.
- Close communication with County Commissioners and elected County officials.
- Serve on multiple County-wide Boards

### Crawford County R-II School District

- Attend all School Board Meetings
- Member, Crawford County R-II School District Board of Directors

## **Memberships**

Member, Missouri Baptist Hospital Patient Care Committee Board of Directors

Member, Crawford County R-II School District Board of Directors

Member, Crawford County Law Enforcement Restitution Fund Board of Directors

Vice-Chairman, Crawford County Enhanced Enterprise Zone Board of Directors

Chairman, Missouri Enterprise Board of Directors

Member, Meramec Regional Planning Commission Opioid Initiative (Youth & Adult)

Keynote Speaker, Missouri Department of Economic Development

Liaison, State and Federal Elected Officials (all offices)

Liaison, YCHC, Mercy, Prevention Consultants, Phelps Health, Pathways, and many other agencies