

**MINUTES OF REGULAR MEETING
ST. CHARLES COUNTY PORT AUTHORITY BOARD**

DATE: MARCH 10, 2022

TIME: 8:00 A.M.

LOCATION: ST. CHARLES COUNTY ADMINISTRATION BUILDING
ROOM 116
201 NORTH SECOND STREET
ST. CHARLES, MO 63301

MEMBERS PRESENT: Ken Dobbins; Don Boehmer; Roger Ellis; and Monica Combest

MEMBERS ABSENT: Jeff Rothermich; Tammy Holen; and Hyatt Bangert

SUPPORT STAFF PRESENT: Sallie Hemenway, board consultant with Nexus Group; John Greifzu, Assistant Director of Administration; Bryan Wise, Associate County Counselor; Michael Hurlbert, Director of Community Development; and Sheila Weiss, Recording Secretary

➤ **CALL TO ORDER**

Chairman Roger Ellis called the meeting to order at 8:00 a.m. and roll call was taken.

➤ **APPROVAL OF THE FEBRUARY 10, 2022 MEETING MINUTES**

Chairman Roger Ellis asked for a motion to approve the meeting minutes from the February 10, 2022 meeting. Ken Dobbins made such motion, and the motion was seconded by Don Boehmer. The minutes were approved by unanimous voice acclamation.

➤ **PUBLIC COMMENTS**

There were no public speakers.

➤ **OLD BUSINESS**

There was no old business.

NEW BUSINESS

Economic Development Update

Scott Drachnik, President & CEO of the Economic Development Council of St. Charles County, did a presentation for the board members which highlighted the following items:

- Target business sectors;
- Major development projects completed or in some stage of construction in 2021;
- The value of new commercial construction permits issued in 2021;
- The number of single-family and multi-family housing permits issued between 2013 and 2021;
- A 2022 unemployment rate comparison for the St. Louis region and St. Charles County region;
- Business attraction efforts in 2021;
- Recent business lead activity in 2022;
- EDC business finance efforts in 2021;
- Highlights regarding development opportunities and challenges;
- Spec developments under construction; and
- Office space challenges in the new normal.

Discussion regarding the draft Resolution and documents for submittal for the creation of the Riverfront and Crossroads AIM Zones

Michael Hurlbert presented the draft maps for the two AIM Zone Districts to the board members.

Sallie Hemenway presented the draft documents to the board members and stated that the board will not be taking any formal action on these documents at this meeting, they will just be reviewing and finalizing the documents.

Roger Ellis suggested that in addition to the letters notifying the leaders of the influenced municipalities within these AIM Zones, County Executive Steve Ehlmann should also be sent a notification letter since the Port Authority is a separate Political Subdivision.

Ken Dobbins suggested that a sentence be added to the notification letters to the municipalities stating that the Port Authority Board would be happy to meet with them to further explain the AIM Zone process if they would like to do so.

Don Boehmer suggested that the notification letters to the municipalities should include verbiage stating that the Port Authority has participated in ongoing collaboration with St. Charles County's Economic Development leaders, members of focus groups, and the Economic Development Council of St. Charles County regarding the creation of these AIM Zone areas.

Chairman Roger Ellis entertained a motion to have staff forward the notification letters, as amended, to the influenced municipalities and the County Executive. Monica Combest made such motion, and the motion was seconded by Don Boehmer. The motion passed by unanimous voice acclamation.

ANNOUNCEMENTS / MISCELLANEOUS

Chairman Roger Ellis stated that the final copy of the Port Authority's Strategic Plan was handed out to

the board members today and he suggested they should recycle any previously distributed copies to avoid confusion as to which copy is the final version.

AGENDA SUGGESTIONS FOR NEXT MEETING – APRIL 14, 2022

Chairman Ellis also stated that the board needs to elect a Vice-Chair at the April 14, 2022 meeting. In the interim, he appointed Monica Combest as the interim Vice-Chair.

Chairman Roger Ellis asked if there were any other suggestions for items for the April 14, 2022 meeting agenda. There were no suggestions.

MEETING ADJOURNMENT

Chairman Roger Ellis asked for a motion to adjourn the regular meeting. The motion was made by Ken Dobbins and was seconded by Don Boehmer. The meeting was adjourned at 10:15 AM.