

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

DATE: December 8, 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; Monica Combest; Hyatt Bangert

MEMBERS ABSENT: Tammy Holen and Jeff Rothermich

SUPPORT STAFF PRESENT: Salle Hemenway, board consultant with Nexus Group; Michael Hurlbert, Director of Community Development; Bryan Wise, Associate County Counselor; 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 NOVEMBER 8, 2022 MEETING MINUTES**

Chairman Roger Ellis asked for a motion to approve the meeting minutes from the October 13, 2022 meeting. Hyatt Bangert 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 comments made.

➤ **Notice is hereby given that, subject to a motion duly made and adopted, the St. Charles County Port Authority will hold a closed meeting for the purpose of dealing with matters relating to Missouri Statute RSMO 610.021.3 (Closed meetings and closed records authorized when, exceptions)**

Chairman Ellis stated with guests present, the motion to hold a close meeting will be moved to the end of the meeting.

➤ **Old Business**

There was no old business.

NEW BUSINESS

Economic Development Update - Scott Drachnik, President & CEO, EDC of St. Charles County

Scott Drachnik, President & CEO of the Economic Development Council of St. Charles County, provided a presentation for the board members which highlighted target business sectors, recent business lead activity, recent outreach meeting and events such as the recent groundbreaking for the new Lakeside Logistics Center and the new 66,000 square foot SSM medical office building at Streets of Caledonia. He also highlighted developmental area updates linked to the AIM zones including Highway 370 Logistics Corridor and the 22 million dollar Lear investment at the Highway A Manufacturing Corridor, promoting sites and building, and a regional and local unemployment rate comparison.

Presentation to the board from Mark Coulter, formerly with the Kansas City Port Authority

Mark Coulter, formerly with the Kansas City Port Authority provided a presentation for the board members regarding the Success of Port KC. He offered similarities between Port Authorities and the how they operate between public and private entities. He discussed the benefits of river front development within its 40-year initiative, becoming its own master developer, Port operations focusing on maritime activities, acquiring a Port in 2012, investing in staff and keeping the region competitive to reap benefits.

The presentation was followed by questions by the board members.

Sallie Hemenway asked Mark Coulter about sharing the lease arrangement and structure of a long-term lease on a property versus an outright fee simple title ownership for a port project including how to approach it, and how long the lease should be for a MODOT supported project.

Monthly Treasurer's Report to the Board – Sallie Hemenway

Sallie Hemenway went over a summary of expenses and revenues as of to date for the Port Authority board. There will be another bracket added to the budget document to show items where the Board has approved the reimbursement of the County from MODOT Administration funds.

List of Respondents from the call for projects

Mike Hurlbert, Community Development Director stated three proposals were received and are all capital projects and not economic development projects. A summary was provided for each proposal. The three capital projects are the following:

- Miss Augusta with the Hoffman Company would provide scope of services including engineering, mechanical, structural and dock design services for the development and

permitting of a new private dock for the Excursion boat. Cost would be \$831,771.00 which includes a \$58,000.00 application fee.

- Saint Charles Fire Department is asking for a 26- foot fire rescue marine boat for emergency responses on the river. The cost would be \$385,860.00 but does not include the application fee which would be \$36,000.00
- Augusta Fire Protection District is asking for the same thing the City of St. Charles is requesting, a marine rescue boat. The cost would be \$348,000.00 and the application fee would be \$32,600.00

Mike Hurlbert said if the Board is seeking more of an economic development project, suggested putting the application out again; otherwise, the three applicants would be invited to the January meeting to do a presentation on their proposals, then they would be forwarded to MPAA.

Salle Hemenway said the Miss Augusta project intends to be a private dock and as it is, would not be eligible for MoDOT funds unless it is public. This proposal could not be forwarded to MoDOT in its current form at this time. Ms. Hemenway stated infrastructure money can only be attained from MoDOT is through an ownership structure or a lease structure.

The Board decided that the application will be put back out in December in search of economic development projects and staff will work on a tutorial to help applicants understand what types of projects MoDOT will accept and what types of projects would be good for PID. A decision would be made at the March meeting and then it would go to the April MPAA meeting.

AIM Zone policy discussion and vote

Chairman Ellis stated the Board has thought about establishing a Port Authority policy that would keep any revenue generated in a community within an AIM zone to not be spent in a different community within an AIM zone.

Scott Drachnik suggested that the Board take an administrative slice for the existence and operation of the Port Authority.

Chairman Ellis asked staff to draft a policy that would not box us in but would commit the Board to putting money back into the municipality where it came from but permit the Board to reserve some funds for the operation of the Port Authority. Michael Hurlbert said how this policy is worded will impact all communities. Chairman Ellis said this will be discussed and voted on in January.

BOARD ACTION ITEMS

Substitute Resolution 22-12 – A Resolution Authorizing the Establishment of an Advanced Industrial Manufacturing Zone Hereby Known as the Central Interstate AIM Zone for the Purpose of Expanding, Developing, and Redeveloping the Area Contained Therein.

Chairman Roger Ellis asked for a motion to approve Substitute Resolution 22-12, A Resolution Authorizing the Establishment of an AIM Zone known as the Central Interstate AIM Zone. Hyatt Bangert made such motion, and the motion was seconded by Ken Dobbins. A roll call vote was taken and the vote on the motion was as follows: Don Boehmer - yes, Monica Combest - yes, Ken Dobbins - yes, , Tammy Holen - absent, Jeff Rothermich – absent, Hyatt Bangert – yes, Roger Ellis - yes. Resolution 22-12 was approved by a vote of 5 yes and 0 no.

Substitute Resolution 22-13 - A Resolution Authorizing the Establishment of an Advanced Industrial Manufacturing Zone Hereby known as the West Interstate Aim Zone for the Purpose of Expanding, Developing, and Redeveloping the Area Contained Therein.

Chairman Roger Ellis asked for a motion to approve Substitute Resolution 22-13 – A Resolution Authorizing the Establishment of an Advanced Industrial Manufacturing Zone Hereby known as the West Interstate Aim Zone. Don Boehmer made such motion, and the motion was seconded by Monica Combest. A roll call vote was taken and the vote on the motion was as follows: Don Boehmer - yes, Monica Combest - yes, Ken Dobbins - yes, , Tammy Holen - absent, Jeff Rothermich – absent, Hyatt Bangert – yes, Roger Ellis - yes. Resolution 22-12 was approved by a vote of 5 yes and 0 no.

Resolution 22-15 - A Resolution Authorizing the Establishment of an Advanced Industrial Manufacturing Zone Hereby Known as the East Interstate AIM Zone for the Purpose of Expanding, Developing, and Redeveloping the Area Contained Therein.

Chairman Roger Ellis asked for a motion to approve Resolution 22-15 – A Resolution Authorizing the Establishment of an Advanced Industrial Manufacturing Zone Hereby Known as the East Interstate Aim Zone. Hyatt Bangert made such motion, and the motion was seconded by Ken Dobbins. A roll call vote was taken and the vote on the motion was as follows: Don Boehmer - yes, Monica Combest - yes, Ken Dobbins - yes, , Tammy Holen - absent, Jeff Rothermich – absent, Hyatt Bangert – yes, Roger Ellis - yes. Resolution 22-15 was approved by a vote of 5 yes and 0 no.

Resolution 22-16 – A Resolution Amending the Advanced Industrial Manufacturing Zone Known as the Crossroads AIM Zone for the Purpose of Expanding, Developing, and Redeveloping the Area Contained Therein.

Chairman Roger Ellis asked for a motion to approve Resolution 22-16 – A Resolution Authorizing the Establishment of an Advanced Industrial Manufacturing Zone Hereby Known as the Crossroads AIM Zone. Don Boehmer made such motion, and the motion was seconded by Hyatt Bangert. A roll call vote was taken and the vote on the motion was as follows: Don Boehmer - yes, Monica Combest - yes, Ken Dobbins - yes, , Tammy Holen - absent, Jeff Rothermich – absent, Hyatt Bangert – yes, Roger Ellis - yes. Resolution 22-16 was approved by a vote of 5 yes and 0 no.

ANNOUNCEMENTS / MISCELLANEOUS

Chairman Ellis announced that Port Authority meetings will be held to the second Wednesday of each month starting in 2023.

The January and February meetings will be held virtually.

Future meetings will be held at the County Executive Building on the third floor.

Mike Hurlbert will put together a list of potential sites in the County per Chairman Ellis's request.

AGENDA SUGGESTIONS FOR NEXT MEETING – DECEMBER 8, 2022

- Mike Hurlbert will send the three proposals to the Board to review while waiting for additional applications to come in. The three applicants will be informed that they will not have to do a presentation in January as the application will be put out again in December.

CLOSED MEETING SESSION PER MISSOURI STATUTE RSMO 610.021(3)

Chairman Roger Ellis asked for a motion to go into a Closed Meeting session pursuant to State Statute RSMo 610.021(3) at 9:59 am. Don Boehmer made such motion, and the motion was seconded by Hyatt Bangert. A roll call vote was taken and the vote on the motion was as follows: Don Boehmer – yes, Monica Combest – yes, Ken Dobbins – yes, Roger Ellis – yes, Tammy Holen – absent, Jeff Rothermich – absent, Hyatt Bangert – yes.

MEETING ADJOURNMENT

The meeting was adjourned at 10:18 am.

DRAFT