

## MINUTES OF REGULAR MEETING

### ST. CHARLES COUNTY PORT AUTHORITY BOARD

**DATE:** May 13, 2021

**TIME:** 8:00 A.M.

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

**MEMBERS PRESENT:** Don Boehmer; Monica Combest; Ken Dobbins; Roger Ellis; Tammy Holen; Hyatt Bangert; and Jeff Rothermich

**MEMBERS ABSENT:** None

**SUPPORT STAFF PRESENT:** Jennifer George, Assistant Director of Administration; Rory O'Sullivan, Acting County Counselor; Mike Hurlbert, Director of Community Development; and Sheila Weiss, Recording Secretary

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### CALL TO ORDER

Vice-Chair Monica Combest called the meeting to order at 8:00 a.m. and roll call was taken.

All members were present except for Tammy Holen, who arrived for the meeting around 8:40 AM.

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### APPROVAL OF THE APRIL 15, 2021 MEETING MINUTES

Roger Ellis made a motion to approve the April 15, 2021 meeting minutes. The motion was seconded by Don Boehmer, and the minutes were approved by unanimous voice acclamation.

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### PUBLIC COMMENTS

There were no public comments.

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### OLD BUSINESS

➤ **2021 CIP Agreement Information**

As a follow-up to a question regarding the types of projects that are being funded by MoDOT's Port Capital Improvement Program (CIP), Mike Hurlbert distributed a list showing projects that are using 2021 funding for projects related to port development and infrastructure. These projects consist of such things as docks and dock repairs, land acquisitions, road construction, grain storage bins, port improvement projects, and any other transportation related items.

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## NEW BUSINESS

- **Strategic Planning Process Update - Presentation of draft of existing conditions review, discussion regarding the organization of focus groups, and a preliminary review of potential AIM Zones**

Christie Voelker, Project Manager for Steadfast city, did a presentation for the Port Authority board regarding the current demographics and different types of employment within St. Charles County.

The presentation was followed by questions from the board members.

Andy Struckhoff with PGAV stated they plan to organize some focus groups over the next few weeks to discuss identifying potential AIM Zones within St. Charles County, and they would invite the board members to attend those focus group meetings if they are able to do so.

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- **Incentives Programs General Overview and Presentation**

Mark Grimm, Vice Chairman and Director of GilmoreBell, did a presentation and overview of Federal, state, and local forms of funding relating to economic development.

The presentation was followed by questions from the board members.

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- **Port Improvement Districts (PID's) Overview**

Sallie Hemenway with Nexus Group did a presentation and overview of Port Improvement Districts and the process required for their formation.

The presentation was followed by questions from the board members.

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- **Follow up from EDC Roundtable Meeting (4/26/2021) with PGAV**

Mike Hurlbert stated that the EDC Roundtable meeting is a monthly collaboration between local developers, utility companies, city leaders, and other agencies within St. Charles County to assist with communication regarding economic development efforts taking place throughout the county. During the April 26, 2021 meeting, PGAV provided an overview of the Port Authority's mission and strategic planning process.

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## ANNOUNCEMENTS/MISCELLANEOUS

- Don Boehmer reminded the board members that they are required to file their personal disclosure forms with the Missouri Ethics Commission by May 1, 2021.
- Roger Ellis suggested that if anyone has a vacation scheduled for this summer that will cause them to miss a Port Authority meeting, they may want to inform the rest of the board members now so that they can assure that there will be a quorum for the meetings.

Ken Dobbins asked if board members have the option to attend the meetings virtually if they are out of town.

Don Boehmer responded that additional County staff members are required any time that a meeting is held virtually, which incurs additional costs to the Port Authority. Therefore, virtual attendance will only be an option when there would otherwise not be a quorum of board members available to attend a meeting.

Monica Combest asked if there is any way that board members could dial in to the meeting if they are unable to be present.

Jennifer George responded that this meeting room does not have great audio technology and would not likely allow for someone to call in and be able to hear everything that was being said in the room. We could possibly try to make sure that they would be able to hear the person with the microphone and the Chairperson.

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### AGENDA SUGGESTIONS FOR NEXT MEETING – JUNE 10, 2021

Don Boehmer stated that John Greifzu is arranging for MoDOT to do a presentation during the June 10, 2021 Port Authority meeting regarding Multimodal efforts relating to St. Charles County, and PGAV will be discussing focus groups and identifying potential AIM Zones. If anyone has any suggestions for additional items that they would like to see on the next meeting agenda, he asked that they send them to either himself or Monica.

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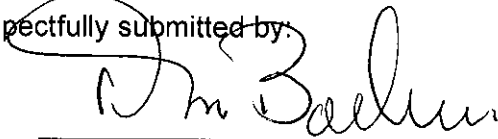
### MEETING ADJOURNMENT

Vice-Chair Monica Combest asked for a motion to adjourn the regular meeting. The motion was made by Roger Ellis and was seconded by Ken Dobbins. The meeting was adjourned at 10:51 AM.

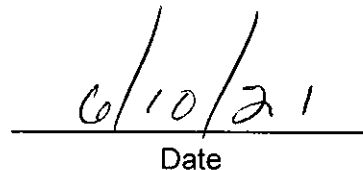
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Respectfully submitted by:



Don Boehmer, Chairperson



Date