

**ST. CHARLES COUNTY
PORT AUTHORITY MEETING**

**NOVEMBER 10, 2021
8:00 AM**

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

**Tentative
Agenda**

CALL TO ORDER

ROLL CALL

APPROVAL OF THE OCTOBER 14, 2021 MEETING MINUTES

Documents:

[10.14.21 PORT AUTHORITY MEETING MINUTES - DRAFT.PDF](#)

PUBLIC COMMENT

OLD BUSINESS

STRATEGIC PLANNING PROCESS UPDATE - (PGAV PLANNERS)

- DISCUSSION REGARDING SETTING A DATE AND PLACE IN WHICH TO HOLD A FORUM FOR THE SOLICITATION OF COMMENTS REGARDING THE DRAFT STRATEGIC PLAN

DISCUSSION REGARDING PROJECT STANDARDS AND PROTOCOLS

DISCUSSION REGARDING DISCLOSURE AND TRANSPARENCY

DISCUSSION TO FINALIZE THE DRAFTS FOR THE FOLLOWING ITEMS:

- PORT AUTHORITY BY-LAWS
- PORT AUTHORITY PROCUREMENT POLICY
- PORT AUTHORITY CONFLICT OF INTEREST POLICY
- PORT AUTHORITY SPENDING POLICY

10 MINUTE BREAK

NEW BUSINESS

DISCUSSION OF AIM ZONES – IDENTIFICATION OF PRIORITY OPPORTUNITIES

DISCUSSION OF OPPORTUNITY FOR STATE ASSISTANCE FOR PORT OPERATION AND START-UP

SWOT ANALYSIS OF WATERBORNE COMMERCE IN ST. CHARLES COUNTY

OBTAIN AN ESTIMATE OF COSTS FOR 2020-2021 THAT THE COUNTY HAS COVERED FOR THE BOARD, INCLUDING CONSULTING FEES, STAFF TIME, MATERIALS, ETC. TO INCLUDE IN THE DECEMBER UPDATE REPORT FOR THE COUNTY COUNCIL

ANNOUNCEMENTS/MISCELLANEOUS

AGENDA SUGGESTIONS FOR NEXT MEETING - DECEMBER 9, 2021

MEETING ADJOURNMENT

MINUTES OF REGULAR MEETING

ST. CHARLES COUNTY PORT AUTHORITY BOARD

DATE: OCTOBER 14, 2021

TIME: 8:00 A.M.

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

MEMBERS PRESENT: Ken Dobbins; Monica Combest; Roger Ellis; Tammy Holen; and Hyatt Bangert

MEMBERS ABSENT: Jeff Rothermich; and Don Boehmer

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

CALL TO ORDER

Vice-Chair Monica Combest called the meeting to order at 8:06 a.m. and roll call was taken.

APPROVAL OF THE SEPTEMBER 9, 2021 MEETING MINUTES

Vice-Chair Monica Combest asked for a motion to approve the meeting minutes from the September 9, 2021 meeting. Roger Ellis made such motion, and the motion was seconded by Hyatt Bangert. The minutes were approved by unanimous voice acclamation.

PUBLIC COMMENTS

There were no public comments.

NEW BUSINESS

Strategic Planning Process Update

Barb Frost with TranSystems did a presentation regarding the feasibility of Waterborne Commerce within the metro area. Some of the potential market examples discussed included barge terminals, rail served terminals, and truck served inland developments.

Andy Struckhoff, board consultant with PGAV Planners, and Sallie Hemenway, board consultant with Nexus Group, did a presentation updating the strategic planning process and timeline for the Port Authority. Items discussed included discussion and feedback regarding the prioritization of the board's objectives and key results, and discussion and feedback regarding the solicitation of public comments for the draft Strategic Plan.

Support of Financial Services Sector

Scott Drachnik, President & CEO of the Economic Development Council of St. Charles County, spoke with the board regarding the financial service sector. Mr. Drachnik stated that St. Louis Regional Freightway has an interactive map on its website (<https://www.thefreightway.com/regional-freightway-map/>) that shows railways, airports, interstate roadways, industrial sites, river terminals, and other existing infrastructure throughout the bi-state region. He stated that manufacturing and distribution/logistics are the largest job segments in St. Charles County. The bulk of the manufacturing sector in St. Charles County tends to be along the High Technology Corridor in O'Fallon. Mr. Drachnik stated that the EDC has recently reached out to some of the county's top manufacturing companies to see how they have been growing their workforce and obtain some feedback from them regarding how their business models may be changing and moving more towards employees working remotely. St. Charles County is the growth leader in Missouri's St. Louis region, and has an estimated 9,000 public and private employers. Currently, the ten largest for-profit employers in St. Charles County are Amazon, General Motors, Citigroup, Ameristar Casino, True Manufacturing, The Boeing Company, Nike Air MI, FedEx, and Client Services.

OLD BUSINESS

Committee Discussion Groups (break-out)

The board members broke out into discussion groups to finalize tasks from the September 9, 2021 meeting.

ANNOUNCEMENTS / MISCELLANEOUS

There were no announcements or miscellaneous items discussed.

AGENDA SUGGESTIONS FOR NEXT MEETING - NOVEMBER 10, 2021

Vice-Chair Monica Combest asked if there were any suggestions for items the board members would like to see on the November 10, 2021 meeting agenda. There were no suggestions.

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 10:41 AM.

Respectfully submitted by:

Don Boehmer, Chairperson

Date