

MEETING NOTICE AND AGENDA
MEETING OF THE ST. LOUIS COUNTY PORT AUTHORITY
The St. Louis County Port Authority will conduct a meeting at
4:00 PM CST on Thursday, March 19, 2020
MEETING WILL BE HELD BY TELEPHONE
TO ACCESS THE MEETING PLEASE CALL
Toll Free Number: 1-866-705-2554
Guest Passcode: 284137

- I. Chair John Maupin to preside and call the meeting to order
- II. Roll call
- III. Approval of minutes from February 20, 2020 meeting
- IV. Public Forum. The Chair will recognize any members of the public who wish to address the Authority. Speakers will be limited to three minutes. **(Anyone who wishes to speak should access the meeting conference call no later than 3:55 p.m. in order to state their intention to address the Authority).**
- V. Contract Report (Attachment)
- VI. Port Authority – Administrative Matters
 - a. Approval of Invoices (Attachment) – Jacqueline Wellington
 - b. Report –
 - i. Response to Sunshine Act Request – Andrew Ruben
 - ii. Lemay Town Hall Meeting – Andrew Ruben
 - iii. RFP for Landscaping, Maintenance, and Debris-Removal Services – Jacqueline Wellington
 - iv. RFP for non-SLEDP Administrative and Legal Services – John Maupin
- VII. Resolution Authorizing a Third Addendum to a Contract with Community and Economic Development Solutions, LLC, Resolution No. 20-Port-09 – John Maupin
- VIII. Resolution Approving Amended and Restated Bylaws of the St. Louis County Port Authority, Resolution No. 20-Port-10 – Andrew Ruben
- IX. Resolution Affirming and Amending Awards of Financial Assistance to Support Efforts to Increase International Travel and International Freight Operations at the St. Louis-Lambert International Airport, Resolution No. 20-Port-11 – John Maupin & Andrew Ruben

- X. Resolution Approving a Management Agreement with the St. Louis Economic Development Partnership, Resolution No. 20-Port-12 – John Maupin & Andrew Ruben
- XI. Resolution Approving the Fiscal Year 2020 Budget, Resolution No. 20-Port-13 – John Maupin
- XII. Financial Report – Donetta Kowalski
- XIII. Chair Report
- XIV. Other Business
- XV. Closed session to discuss legal matters as provided under section 610.021(1) RSMO and real estate matters as provided under section 610.021(2) and personnel matters under sections 610.021(3) and 610.021(13).
- XVI. Adjournment

Next Meeting: April 16, 2020 @ 4:00 PM

Every reasonable effort shall be made to grant special access to the meeting to handicapped or disabled individuals. Please contact the St. Louis County Port Authority at 314-615-7668 as soon as possible but not later than 4:00 PM on Wednesday, March 18, 2020 to request special access.

RESOLUTION APPROVING THE FISCAL YEAR 2020 BUDGET

WHEREAS, pursuant to an agreement between the St. Louis County Port Authority (the “Port”) and the St. Louis Economic Development Partnership (“SLEDP”), SLEDP agreed to provide various administrative services to the Port (the “Agreement”); and

WHEREAS, in consideration of the services to be provided, the Port shall pay to SLEDP a fee of Thirty Three Thousand Dollars (\$33,000) per month, which shall be payable on the first (1st) day of each month during the term of the Agreement, or at such other times and dates as the parties may agree; and

WHEREAS, pursuant to the Agreement, SLEDP staff, including staff serving the Port, prepared a budget on behalf of the Port for fiscal year 2020 (the “2020 Budget,” attached hereto as **Exhibit A**), which has been presented to this Board for review.

NOW, THEREFORE, be it resolved by the Board of Commissioners of the St. Louis County Port Authority as follows:

1. The fiscal year 2020 Budget, as presented to and reviewed by the Board of Commissioners, is hereby approved and shall continue in full force and effect until such time as a new budget is approved.
2. The Chair and appropriate designees are hereby authorized to take all actions reasonably necessary to effectuate the intent of this Resolution.

Adopted by the Board of Commissioners this 19th day of March, 2020.

ATTEST

ST. LOUIS COUNTY PORT AUTHORITY

EXHIBIT A

2020 Budget

ST LOUIS ECONOMIC DEVELOPMENT PARTNERSHIP
 PROPOSED FY20 BUDGET - 10/1/19 - 9/30/20

PORT AUTHORITY				
	2019 BUDGET	2019 ACTUAL, NET OF TAX CREDITS	2020 REQUEST	\$ CHANGE 2020 REQUEST TO FY19 ACTUAL
REVENUE				
FEEs FOR SERVICES	174,000	16,534	-	(16,534)
PROPERTY RENTAL	5,261,104	5,816,137	5,364,983	(451,154)
INTEREST	45,000	187,945	120,000	(67,945)
PRIVATE CONTRACTS & CONTRIBUTIONS				
St. Louis County	-	-	-	-
St. Louis Development Corporation	-	-	-	-
Other	24,000	15,390	16,000	610
Shared Services	-	-	-	-
TASK ADJUSTMENTS/RESERVES	1,120,538	-	-	-
TOTAL	6,624,642	6,036,006	5,500,983	(535,023)
EXPENDITURES				
SALARIES & FRINGE BENEFITS	127,401	86,653	-	86,653
PURCHASED SERVICES	602,991	356,035	1,096,418	(740,383)
COMMODITIES, SUPPLIES & EQUIPMENT	1,700	47,991	500	47,491
STAFF DEVELOPMENT & REIMBURSEMENTS	6,548	427	500	(73)
INTERNAL/EXTERNAL PROGRAM FUNDING	5,862,002	2,584,598	6,361,267	(3,776,669)
TOTAL	6,600,642	3,075,704	7,458,685	(4,382,981)
EXCESS/(DEFICIT)	24,000	2,960,302	(1,957,701)	(4,918,003)

The accompanying notes are an integral part of this report.

St Louis Economic Development Partnership
 Detail Budget/Actual Transactions
 From 10/1/2018 Through 9/30/2019

3020 - PORT AUTHORITY OF ST LOUIS COUNTY

Org SubAcct Code	Org SubAcct Title	FY19 Budget	FY19 Actual	FY20 Budget	Transaction Description
50100	POSTAGE & OTHER DELIVERY SERVICES	60.00	222.00	600.00	Bdgt Tfr:FY19 200-3020
50200	PROFESSIONAL SERVICES	150,000.00	314,053.00	50,000.00	Contingency for contracts
	PROFESSIONAL SERVICES	25,000.00		175,000.00	CEDS
	PROFESSIONAL SERVICES	0.00		5,000.00	Brown Smith Wallace
50230	LEGAL SERVICES	25,000.00		225,000.00	Sandberg, Phoenix
50300	OTHER PAID SERVICES	1,200.00	5,500.00	8,400.00	Stipends
	OTHER PAID SERVICES	1,200.00		1,500.00	other
50350	BANK SERVICE CHARGES	250.00	17.00	100.00	Bank Service Charges
50650	PUBLIC NOTICES	8,000.00	2,226.00	8,000.00	Based on FY18
50700	PRINTING AND BINDING	0.00	537.00	0.00	
50800	EQUIPMENT REPAIR & MAINTENANCE	500.00	0.00	0.00	Minor repairs anticipated
50950	BUILDING\PROPERTY-REPAIRS & MAINTENANCE	10,000.00	14,079.00	15,000.00	Building repairs/service anticipated
	BUILDING\PROPERTY-REPAIRS & MAINTENANCE	60,000.00		60,000.00	Lemay Streetscape Maintenance
51100	INSURANCE-LIABILITY, D & O	0.00	1,174.00	1,200.00	
51200	MEMBERSHIPS	100.00	1,017.00	100.00	ULI - Divisional
	MEMBERSHIPS	145.00		145.00	Lemay Chamber
	MEMBERSHIPS	600.00		700.00	MO Port Authority Association
	MEMBERSHIPS	325.00		325.00	Waterways Council
	MEMBERSHIPS	2,300.00		0.00	Bdgt Tfr:FY19 200-3020
51300	SUBSCRIPTIONS & PUBLICATIONS	70.00	0.00	0.00	Waterways Journal
	SUBSCRIPTIONS & PUBLICATIONS	46.00		0.00	STL Construction News & Reviews
51510	UTILITIES-ELECTRIC	48,000.00	10,278.00	12,000.00	501 S. Brentwood - to be reimbursed at sale of property (see revenue 94050)
	UTILITIES-ELECTRIC	(28,000.00)			200-3020 BUDGET ADJUSTMENTS 501 S BRENTWOOD PER BUDDER, WILL BE
51600	PARKING	200.00	151.00	200.00	General Parking Validations
	PARKING	150.00			PA Board Meeting Parking Validations
55100	OFFICE MATERIALS & SUPPLIES	500.00	694.00	500.00	General Office Supplies
55400	BUILDING MAINTENANCE & HOUSEKEEPING SUPPLIES	0.00	(3,472.00)	0.00	
55550	MINOR COMPUTER & PERIPHERAL EQUIPMENT <\$500	200.00	0.00	0.00	Possible phone replacement
55600	MINOR OFFICE EQUIPMENT <\$500	200.00	0.00	0.00	Possible monitor replacement
60100	OUT OF TOWN TRAVEL	1,500.00	0.00	0.00	Bdgt Tfr:FY19 200-3020
60200	LOCAL TRAVEL	1,500.00	0.00	0.00	Bdgt Tfr:FY19 200-3020
60300	AUTOMOBILE ALLOWANCE	2,100.00	427.00	500.00	Bdgt Tfr:FY19 200-3020
60400	TUITION REIMBURSEMENT	2,000.00	0.00	0.00	Bdgt Tfr:FY19 200-3020
60500	TRAINING & DEVELOPMENT	750.00	0.00	0.00	Carmody - Grant Training
	TRAINING & DEVELOPMENT	750.00		0.00	Additional Unknown Training
66110	RENOVATION IN PROGRESS	0.00	0.00	0.00	
70500	SPECIAL PROGRAM FUNDING	10,000.00	1,278.00	900.00	Mayor's Celebration
75100	INDIRECT COSTS/MANAGEMENT FEES	97,221.00	75,727.00	396,000.00	200-3020 BUDGET ADJUSTMENTS
91100	INTEREST-INVESTMENTS	35,000.00	78,435.00	40,000.00	Based on FY18
93100	PROPERTY RENTAL	90,000.00	336,968.00	90,000.00	Site A Parking Lot/City of Clayton
	PROPERTY RENTAL	171,104.00		174,983.40	Jefferson Barracks Marina (Lease Schedule from Mueth 10.4.18)
94050	PRIVATE CONTRACTS & AGREEMENTS	24,000.00	15,390.00	16,000.00	CID & PID Mgmt Fees
	PRIVATE CONTRACTS & AGREEMENTS	48,000.00		0.00	Recovery of Utilities - Sale of 501 (\$ Brentwood)
	PRIVATE CONTRACTS & AGREEMENTS	(48,000.00)		0.00	200-3020 BUDGET ADJUSTMENTS PER DMK CONSERVATISM 2.8.19 EMAIL

3025 - PORT AUTHORITY OF ST LOUIS COUNTY-GAMING REVENUES

Org SubAcct C	Org SubAcct Title	FY 19Budget	FY19 Actual	FY20 Budget	Transaction Description
50100	POSTAGE & OTHER DELIVERY SERVICES	15.00	0.00	0.00	Bdgt Tfr:FY19 200-3025
50200	PROFESSIONAL SERVICES	250,000.00	(130,000.00)	0.00	Unforeseen contracts
50750	MARKETING	1,000.00	0.00	0.00	Bdgt Tfr:FY19 200-3025
50900	BUILDING\PROPERTY-SERVICE CONTRACTS	10,000.00	118,195.00	120,000.00	Landscaping and cleanup
50950	BUILDING\PROPERTY-REPAIRS & MAINTENANCE	1,000.00	1,703.00	1,700.00	Based on FY18
51200	MEMBERSHIPS	160.00	160.00	160.00	Affton Chamber of Commerce
51510	UTILITIES-ELECTRIC	24,000.00	1,722.00	0.00	100 Jamestown Mall (Sears)
	UTILITIES-ELECTRIC	1,200.00		1,000.00	9854 Broadway
51530	UTILITIES-SEWER	1,500.00	481.00	360.00	100 Jamestown Mall
	UTILITIES-SEWER	300.00		360.00	500 Jamestown Mall
51540	UTILITIES-WATER	1,400.00	13,518.00	560.00	100 Jamestown Mall
	UTILITIES-WATER	1,200.00		1,008.00	500 Jamestown Mall
		0.00	0.00	12,000.00	Unforeseen usage
51600	PARKING	0.00	10.00	0.00	
55100	OFFICE MATERIALS & SUPPLIES	800.00	715.00	0.00	Based on FY18 + extra for staffing changes
60100	OUT OF TOWN TRAVEL	98.00	0.00	0.00	Bdgt Tfr:FY19 200-3025
70500	SPECIAL PROGRAM FUNDING	7,000,000.00	2,339,171.00	500,000.00	City of Maryland Heights
				234,288.00	Great Streets Natural Bridge
				500,000.00	International Freight Hub Initiative (33%)
				200,000.00	International Travel Marketing Initiative (33%)
				3,381.00	Lemay Development Corporation
				39,463.00	Lemay Housing Partnership
				8,295.00	NCADA
				27,051.00	UAW-Labor Employment and Training Corporation
				856,652.21	Lemay Community Center Bond Payments
				263,585.29	North County Aquatic Center Bond Payments
				227,651.36	Banshee Road Bond Payments
				3,500,000.00	Funding of new grants
75100	INDIRECT COSTS/MANAGEMENT FEES	2,070,537.00	264,825.00	0.00	20% of direct cost
91100	INTEREST-INVESTMENTS	10,000.00	66,485.00	40,000.00	Below PY, because of anticipated FY19 use of reserves
91200	INTEREST- LOANS	0.00	43,024.00	40,000.00	
93100	PROPERTY RENTAL	5,000,000.00	5,479,169.00	5,100,000.00	Bdgt Tfr:FY19 200-3025
94050	PRIVATE CONTRACTS & AGREEMENTS	0.00	1,143.00	0.00	