

AGENDA

PLANNED INDUSTRIAL EXPANSION AUTHORITY OF THE CITY OF ST. LOUIS

**REGULAR MEETING- REGULAR SESSION
(Some Commissioners May Be By Phone)**

**1520 MARKET STREET – SUITE 2000
BOARD ROOM**

Tuesday, May 21, 2019 – 3:00 pm

1. **CALL TO ORDER**
2. **APPROVAL OF MINUTES** - March 26, 2019
3. **ELECTION OF OFFICERS**
RESOLUTION NO. 19-PIEA- 469 - APPROVING AND AUTHORIZING THE ELECTION OF OFFICERS OF PLANNED INDUSTRIAL EXPANSION AUTHORITY OF THE CITY OF ST. LOUIS (Dale Ruthsatz)
4. **RESOLUTION NO. 19-PIEA-472** - RESOLUTION APPROVING THE PLANNED INDUSTRIAL EXPANSION AUTHORITY BUDGET & CONTAINING THE AMOUNT OF ANNUAL FEE PAYABLE TO ST. LOUIS DEVELOPMENT CORPORATION FOR THE FISCAL YEAR ENDING JUNE 30, 2020.

OPEN AGENDA

ROLL CALL VOTE in open session to hold a closed meeting pursuant to the following:

- A) Proceedings involving legal actions, causes of actions or litigation or confidential or privileged communications with attorneys or auditors as provided by Section 610.021 (1) RSMo. and/or Section 610.021 (17) RSMo.
- B) Proceedings to discuss matters involving leasing, purchase or sale of real estate as provided by Section 610.021 (2) RSMo.
- C) Proceedings to regarding sealed bids and proposals and related documents or documents related to a negotiated contract as provided by Section 610.021 (12) RSMo.

END CLOSED SESSION

NEXT BOARD MEETING - SCHEDULED FOR JUNE 25, 2019

ADJOURNMENT

**RESOLUTION No. 19-PIEA-469
PRESENTED TO THE BOARD – MAY 21, 2019**

**TO: BOARD OF COMMISSIONERS OF THE PLANNED INDUSTRIAL
EXPANSION AUTHORITY OF THE CITY OF ST. LOUIS
OTIS WILLIAMS, EXECUTIVE DIRECTOR**

FROM: DALE RUTHSATZ

**RE: APPROVING AND AUTHORIZING THE ELECTION OF OFFICERS OF
PLANNED INDUSTRIAL EXPANSION AUTHORITY OF THE CITY OF ST.
LOUIS**

EXECUTIVE SUMMARY:

Pursuant to the By-Laws of the Planned Industrial Expansion Authority of the City of St. Louis, the Board shall elect, by a simple majority vote, a Chair, Vice Chair and Treasurer, at the Annual Meeting of the Board of Commissioners, which shall be held contemporaneous with the regular meeting in March of each year, or at the next meeting following March if no meeting is held during that month. By custom, the Secretary and any Assistant Secretaries are also appointed by the Commissioners at the Annual Meeting. Officers shall serve pursuant to Article II of the PIEA By-Laws.

REQUESTED ACTION:

Approval of this Resolution and election of officers for 2019-20.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF
THE PLANNED INDUSTRIAL EXPANSION AUTHORITY OF THE CITY OF ST.
LOUIS, THAT:**

1. The following persons are elected to the following officer positions, to assume said office immediately and to serve until such time as their successors are appointed:

Wendy Timm, Chair
Matthew McBride, Vice Chair
Marvin Anderson, Treasurer
Otis Williams, Secretary
Dale Ruthsatz, Assistant Secretary
Zachary Wilson, Assistant Secretary

2. The Board of Commissioners of the Planned Industrial Expansion Authority of the City of St. Louis hereby approves this Resolution electing officers of the Authority.
3. The Executive Director, and/or his designee, and the appropriate officers, agents, and employees of the Authority, are hereby authorized to take all actions necessary to effectuate the intent of this Resolution.
4. This Resolution shall take effect and be in full force immediately after its passage and approval by the governing body of the Authority.

ADOPTED this 21st day of May 2019.

**PLANNED INDUSTRIAL EXPANSION
AUTHORITY OF THE CITY OF ST. LOUIS**

(SEAL)

By: _____

Name: Otis Williams

Title: Secretary

ATTEST:

Assistant Secretary

**RESOLUTION No. 19-PIEA-472
PRESENTED TO THE BOARD – MAY 21, 2019**

TO: PLANNED INDUSTRIAL EXPANSION AUTHORITY OF THE CITY OF ST. LOUIS BOARD OF COMMISSIONERS, AND OTIS WILLIAMS, EXECUTIVE DIRECTOR

FROM: CHARLES HAHN, CONTROLLER

RE: RESOLUTION APPROVING THE PLANNED INDUSTRIAL EXPANSION AUTHORITY BUDGET AND CONTAINING THE AMOUNT OF ANNUAL FEE PAYABLE TO ST. LOUIS DEVELOPMENT CORPORATION FOR THE FISCAL YEAR ENDING JUNE 30, 2020

EXECUTIVE SUMMARY:

The 2020 budget covering the period July 1, 2019 through June 30, 2020 for the Planned Industrial Expansion Authority of the City of St. Louis (PIEA) is attached and contains the annual appropriation to St. Louis Development Corporation (SLDC). In accordance with the Inter-Agency Administrative Agreement between PIEA and SLDC, the staff is recommending that the appropriation payable to SLDC for the period July 1, 2019 through June 30, 2020 be Fifty Thousand Dollars (\$50,000), which shall be expended for the purposes set forth on the attached SLDC budget.

BACKGROUND:

On an annual basis, PIEA approves a budget for the ensuing fiscal year; incorporated in this budget is a payment to SLDC. PIEA and SLDC have entered into an Inter-Agency Administrative Agreement whereby SLDC provides to PIEA office space, staff, professional services, and overhead for program administration. As part of their agreement, PIEA agrees to contribute funds in a mutually agreeable amount to SLDC on an annual basis to help defray the administrative cost.

REQUESTED ACTION:

Approval of this Resolution 19-PIEA-472.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE PLANNED INDUSTRIAL EXPANSION AUTHORITY OF THE CITY OF ST. LOUIS, THAT:

1. The PIEA budget for FY2020 attached hereto is hereby approved. The amount of appropriation from the Planned Industrial Expansion Authority of the City of St. Louis (PIEA) to St. Louis Development Corporation (SLDC) for the period July 1, 2019 to June 30, 2020 shall be Fifty Thousand Dollars (\$50,000) in accordance with the attached PIEA budget.
2. The Executive Director is hereby authorized to incur expense and reallocate, as necessary, expenditure categories described on the attached PIEA budget.
3. The Executive Director, and/or his designee, is further authorized and directed to take all such steps as are necessary to implement this Resolution, including the designation of authorized signatories for Planned Industrial Expansion Authority bank transaction and contractual obligations.
3. This Resolution shall take effect and be in full force immediately after its passage and approval by the governing body of the Authority.

ADOPTED this 21st day of May, 2019.

**PLANNED INDUSTRIAL EXPANSION
AUTHORITY OF THE CITY OF ST. LOUIS**

By: _____
Title: Executive Director

(SEAL)

ATTEST:

Assistant Secretary

PLANNED INDUSTRIAL EXPANSION AUTHORITY

AGENCY BUDGET FY2020

July 1, 2019-June 30, 2020

| <u>REVENUES</u> | <u>Budget FY18</u> | <u>Actual FY18</u> | <u>Budget FY19</u> | <u>Projected FY19</u> | <u>Budget FY20</u> |
|------------------------------------------|------------------------|------------------------|------------------------|---------------------------|------------------------|
| Sale of Land | \$20,000 | \$0 | \$20,000 | \$0 | \$20,000 |
| Option Income | \$0 | \$0 | \$0 | \$0 | \$0 |
| Bond & Development fees | \$2,000 | \$0 | \$2,000 | \$201,000 | \$2,000 |
| Rental Income | \$0 | \$100 | \$0 | \$100 | \$0 |
| Interest | \$0 | \$0 | \$0 | \$0 | \$0 |
| Other | \$0 | \$0 | \$0 | \$0 | \$0 |
| Intergovernmental | <u>\$100,000</u> | <u>\$0</u> | <u>\$100,000</u> | <u>\$0</u> | <u>\$100,000</u> |
| TOTAL REVENUE | \$122,000 | \$100 | \$122,000 | \$201,100 | \$122,000 |
| | | | | | |
| <u>EXPENSES</u> | | | | | |
| Program Expense | \$100,000 | \$0 | \$100,000 | \$17,000 | \$100,000 |
| Property holding expense | \$10,000 | \$4,390 | \$10,000 | \$8,000 | \$10,000 |
| Interest | \$0 | \$201 | \$0 | \$250 | \$0 |
| Loss on disposition of property | \$0 | \$0 | \$0 | \$0 | \$0 |
| Consultants | \$5,000 | \$0 | \$5,000 | \$0 | \$5,000 |
| Appraisals, Surveys, Title | \$5,000 | \$0 | \$5,000 | \$0 | \$5,000 |
| Other | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL EXPENSE | \$120,000 | \$4,591 | \$120,000 | \$25,250 | \$120,000 |
| | | | | | |
| NET INCOME | \$2,000 | (\$4,491) | \$2,000 | \$175,850 | \$2,000 |
| | | | | | |
| FUND BALANCE (beginning) | \$967,120 | \$964,357 | \$907,157 | \$909,866 | \$1,035,716 |
| Fund Balance Transfer (to SLDC) | (\$50,000) | (\$50,000) | (\$50,000) | (\$50,000) | (\$50,000) |
| Fund Balance Transfer (from Port) | \$0 | \$0 | \$0 | \$0 | \$0 |
| Fund Balance Transfer (from LCRA) | \$0 | \$0 | \$0 | \$0 | \$0 |
| FUND BALANCE (ending) | \$919,120 | \$909,866 | \$859,157 | \$1,035,716 | \$987,716 |

**ST. LOUIS DEVELOPMENT CORPORATION
COMPARATIVE ADMINISTRATION BUDGET**

Fiscal Year 2020

July 1, 2019 through June 30, 2020

| | <u>FY2019</u> Approved <u>Total</u> | <u>FY2020</u> Requested <u>Total</u> | <u>FY20 Request</u> <u>Over (Under)</u> <u>FY19 Approved</u> |
|---------------------------------------------------------------|-------------------------------------------|--------------------------------------------|--------------------------------------------------------------------|
| <u>REVENUES</u> | | | |
| CDBG | | | |
| (xx-90-90)/(xx-32-02) SLDC Admin/Major Projects | \$469,000 | \$469,000 | \$0 |
| (xx-50-03) Commercial District Incentives (personnel portion) | \$350,000 | \$331,000 | (\$19,000) |
| (xx-70-35) SLDC Property Maintenance (personnel portion) | \$688,000 | \$688,000 | \$0 |
| (xx-50-06) Business Development Support (personnel portion) | \$0 | \$0 | \$0 |
| (xx-90-91) Capacity Building MBEs (personnel portion) | \$35,000 | \$35,000 | \$0 |
| (xx-90-03) City Counselor Support for Economic Devel | <u>\$145,000</u> | <u>\$145,000</u> | <u>\$0</u> |
| Total CDBG | \$1,687,000 | \$1,668,000 | (\$19,000) |
| SLDC Agencies | | | |
| Port | \$870,000 | \$875,000 | \$5,000 |
| LRA | \$300,000 | \$300,000 | \$0 |
| PIE | \$50,000 | \$50,000 | \$0 |
| IDA | \$250,000 | \$250,000 | \$0 |
| LCRA | \$1,800,000 | \$2,000,000 | \$200,000 |
| LDC | \$30,000 | \$30,000 | \$0 |
| Unspecified | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| Total Agency | \$3,300,000 | \$3,505,000 | \$205,000 |
| General Revenue-unspecified | \$0 | \$0 | \$0 |
| Other (includes sublease revenue and various fees) | <u>\$3,414,000</u> | <u>\$4,211,000</u> | <u>\$797,000</u> |
| TOTAL REVENUE | \$8,401,000 | \$9,384,000 | \$983,000 |
| <u>EXPENSES</u> | | | |
| Personnel | \$5,158,000 | \$5,970,000 | \$812,000 |
| Legal support (City Counselor's Office) | \$555,000 | \$577,000 | \$22,000 |
| Contract Certification Support (Lambert International) | \$138,000 | \$138,000 | \$0 |
| Workforce Monitoring (SLATE+ software) | \$60,000 | \$150,000 | \$90,000 |
| Business Development (SLEDP) | \$1,135,000 | \$1,000,000 | (\$135,000) |
| Travel/Training | \$37,000 | \$37,000 | \$0 |
| Office Rent/Telephone | \$441,000 | \$452,000 | \$11,000 |
| Supplies | \$88,000 | \$94,000 | \$6,000 |
| Equipment Purchase | \$20,000 | \$20,000 | \$0 |
| Office Contractual | \$231,000 | \$246,000 | \$15,000 |
| Other (Dues,Insurance,Meeting expense,Sponsorships) | \$208,000 | \$364,000 | \$156,000 |
| Consultants | \$230,000 | \$136,000 | (\$94,000) |
| Contingency | <u>\$100,000</u> | <u>\$200,000</u> | <u>\$100,000</u> |
| TOTAL EXPENSE | \$8,401,000 | \$9,384,000 | \$983,000 |
| Surplus (shortfall) from normal operations | \$0 | \$0 | \$0 |
| PROGRAM REVENUES (passthrough grants) | \$1,500,000 | \$1,500,000 | \$0 |
| PROGRAM EXPENSES (passthrough grants) | \$1,500,000 | \$1,500,000 | \$0 |
| GENERAL REVENUE REQUEST | \$0 | \$0 | \$0 |