

BOUNDARY COMMISSION
ST. LOUIS COUNTY, MISSOURI
MEETING MINUTES

July 22, 2003

ROLL CALL

Commissioners Present: Matt Armstrong, Ted Armstrong, Bob Ford, Thomas Hayek, Mary Schuman, Johnnie Spears, Carol Stroker, Don Wojtkowski

Commissioners Absent: Jane Arnold, Greg Kloeppe, Ilene Ordower

Commission Staff Present:

David Hamilton, Boundary Commission Legal Counsel

Others Present:

Lori Fiegel, St. Louis County Planning Department

CALL TO ORDER

Mr. Hayek called the meeting to order at 6:30 p.m., July 22, 2003. The meeting was held at the City of Eureka Municipal Court Room, 120 City Hall Drive, Eureka, Missouri.

ROLL IS CALLED – QUORUM DECLARED

Roll was called and a quorum declared by Mr. Hamilton.

APPROVE AGENDA

Mr. M. Armstrong moved to amend the agenda under New Business by adding a vote to accept or reject Florissant's BC0304 proposal as complete and to set a public hearing date. Mr. Ford seconded the motion. Voice vote: Ayes, All. Nays, None. *The motion passed.*

Mr. T. Armstrong made a motion to approve the amended agenda. Mr. Wojtkowski seconded the motion. Voice vote: Ayes, All. Nays, None. *The motion passed.*

APPROVE MINUTES

Mr. T. Armstrong made a motion to approve the minutes of July 15, 2003 as amended: page three, fourth paragraph, second to last line, change from "Mr. Ford" to "Mr. Kloeppe" and page six, last full paragraph, second to last line, adding "with the understanding that there be a separate majority of votes cast on the question in the City of Maryland Heights and a separate majority of votes cast in each voting jurisdiction comprising the unincorporated area of the County are in favor of the boundary change." Mr. Ford seconded the motion. Voice vote: Ayes, All. Nays, None. *The motion passed.*

PUBLIC COMMENT

There was no public comment.

ANNOUNCEMENTS AND COMMUNICATIONS

There were no announcements or communications.

STAFF REPORT

Mr. Hayek said some activity mentioned in the staff report would be discussed under “New Business,” including BC0304, the Florissant Area 13 Simplified Boundary Change proposal, and a renewal notice for the Directors and Officers Insurance.

NEW BUSINESS

A. BC0304 Florissant Area 13 Proposal

Mr. Hayek said the City of Florissant submitted a proposal for a Simplified Boundary Change, Transfer of Jurisdiction between a Municipality and the County of Area 13. He said Kim Miller and Mr. Hamilton conducted a completeness review and the proposal needs to be voted on as complete and a public hearing date set. Mr. Hamilton said the proposal came in at a time he was unable to review it, but it now appears Florissant does not have an ordinance from St. Louis County approving the proposal, so it should not be accepted as complete at this time. Ms. Fiegel said this is the first formal indication she has had of this proposal. She said the County Council and County Clerk are on recess until August 12, 2003, and there has not been a request for legislation placed before the County to her knowledge. The earliest the Council could receive the proposal would be August 12, 2003, and it would take several weeks after that time for an ordinance to be passed. Mr. M. Armstrong moved to reject the BC0304 proposal as incomplete. Mr. Wojtkowski seconded the motion. Voice vote: Ayes, All. Nays, None. *The motion passed.*

Mr. T. Armstrong said there was a letter from Ms. Miller to the City of Florissant indicating the BC0304 proposal was complete and asked how best to proceed. Mr. Hamilton said we will notify the City that when the Commission reviewed the proposal they realized an ordinance was not included.

Mr. Hayek said the Commission received notice of a change in the Directors and Officers insurance. Mr. M. Armstrong said according to the notice, the policy expires September 21, 2003. Mr. T. Armstrong said it was a renewal notice with a possible rate increase that the Commission needs to look into.

OLD BUSINESS

A. BC0301 Florissant Area 10 Annexation, Summary of Decision

Mr. Hayek said he will sign the now finalized Summary of Decision document.

B. BC0302 Maryland Heights Annexation, Summary of Decision

Mr. Hayek said a draft was provided for the Commissioners to review and that revisions are currently being made to the draft. He welcomed input from Commission members.

C. BC0303 Eureka Simplified Boundary Change Proposal

Mr. Hayek said the public hearing for this proposal would begin at 7:00 p.m.

D. Boundary Commission Lease and Office Space

Mr. M. Armstrong said Westmore Realty sent out a request for office spaces in the Clayton area and received over thirty proposals. These were narrowed down to four by e-mail vote of the Commission. Ms. Schuman, Mr. Hayek, Mr. Kloeppel and Mr. M. Armstrong visited spaces at: 100 S. Brentwood, 168 N. Meramec, 7711 Bonhomme, and 101 S. Hanley (Interco Tower). Mr.

M. Armstrong said all four buildings had acceptable space but not all four buildings had acceptable parking given the need for free public parking for Commissioners and for the public at meetings. Based on these concerns, he said he would recommend the real estate broker negotiate for 101 S. Hanley and 168 N. Meramec, which in his opinion had the best surface lots, free public parking or free public street parking after 6:00 p.m. He said his third choice would be 7711 Bonhomme. It is third because it does not have a surface lot, only street parking. He said their lot is open currently, but they may contract it out and the Commission would have to pay for anyone coming in or out after hours in the future.

Mr. T. Armstrong asked about specific parking at Interco. Mr. M. Armstrong said the main parking is underground, but there is a large surface lot behind the building, which is used for J. Bucks restaurant and is free after 6:00 p.m. He said Interco has a 24 hour security guard who could make sure people have access to the building in the evening, and who could escort people to their cars at night. He said the realty agent is confident the asking price could be lowered. Mr. T. Armstrong asked what the available square footage is. Mr. Hayek said approximately 1,400-1,500 square feet, which could be adjusted as needed to fit the layout for meeting space.

Mr. Wojtkowski asked what sort of tenant “fit-out allowance” is available. Mr. M. Armstrong said it would be negotiated. Mr. Ford asked what the current prices are of the two main spaces. Mr. M. Armstrong said one was \$25-26; the other was \$26 but dropped to \$24 or \$23.50 during the showing. Mr. Wojtkowski asked if the Commission had ruled out staying in the current space as an option. Mr. M. Armstrong said no, but if we decide to move, we need to give notice at the end of this month (July). Mr. Hayek said our current space is 830 square feet and we pay \$17.50 per square foot with increases to \$17.65 next year, and \$17.80 the year after that.

Ms. Schuman said she agreed with Mr. M. Armstrong’s summation, but preferred 168 N. Meramec as her first choice, with 101 S. Hanley second and 7711 Bonhomme third. She said while our current office sounds good on paper, it actually has poor parking access and is difficult and dangerous to access. She said the current office is very basic and she would like to be located closer to the County Government Center.

Mr. Hayek said he has not excluded the possibility of staying in the present location, but feels we are overpaying based on the current market. He said a location closer to the County Government Center would be convenient and he would like better “after hours” building access for the Commissioners and the public for evening meetings. His first building choice is 101 S. Hanley if it can be negotiated at the best price. He said both Hanley and Meramec spaces have public access parking, are attractive to visitors, and have guards to escort people at night. He said both spaces are better representative of the value in the market and he is confident other high quality, better value space with better public access could be obtained if these options did not work out.

Mr. Ford asked if we need to increase our office space to approximately 1,400-1,500 square feet. Mr. M. Armstrong said the meeting space needs to be increased to allow a better presentation to the public, including a “U-shaped” table so Commissioners do not have their backs to the public, and more space in general so the public can spread out a little, which would be approximately 1,000 square feet, plus one or two small offices for the director and an administrative assistant.

Mr. Wojtkowski asked if in practical terms it is reasonable to believe new space could be found in the short time frame available and if it would be worth taking the risk if it could not be found. He also asked what the impact of increasing the rent significantly would be. Mr. T. Armstrong said he believes there is little chance that we would not be able to stay where we are if we had to and he would hate to see us miss an opportunity to break our current lease in favor of better space in today's market. Mr. M. Armstrong said it is currently a renter's market and he is confident we could find something better. He pointed out that in the past three years the Boundary Commission has under spent its budget significantly. Mr. Hayek said he feels there is little if any risk of us not being able to strike an economical deal with someone in Clayton in the time available. He said he is more concerned with how much space we will add as opposed to the cost per square foot.

Mr. Ford asked if we need to establish guidelines for the broker to use as a basis for negotiation. Mr. Hayek said he would rather not place constraints on the broker, but instruct him to get the best deal possible and then talk to the Commission. He said specific discussions about the details of amounts would be more appropriate to discuss in an executive session than at a public meeting. Mr. M. Armstrong said his personal experience with Westmore Realty was extremely good and resulted in a much better price than he anticipated.

Mr. Wojtkowski said because the Commission only uses its meeting room at the most twice a month, he would like to investigate renting meeting space. Mr. Hayek said when the Commission looked at having a possible separate meeting room in the past, they were unable to find something suitable that lent itself well to a public hearing forum, but he felt it was worth reinvestigating. Mr. M. Armstrong made a motion to give notice to our landlord to terminate our current lease. Mr. Hayek seconded the motion. Voice vote: Ayes, All. Nays, None. *The motion passed.* Mr. Hayek made a motion to authorize Mr. M. Armstrong to contact the leasing agent to begin negotiation with 168 N. Meramec and 101 S. Hanley to negotiate the best possible lease and to report back via e-mail in one week's time. Ms. Schuman seconded the motion. Voice vote: Ayes, All. Nays, None. *The motion passed.*

ADJOURNMENT

Mr. Wojtkowski made a motion to adjourn. Mr. Hayek seconded the motion. Voice vote: Ayes, All. Nays, None. *The motion passed.*

The meeting was adjourned.

Respectfully submitted,
Kim Miller
Executive Director

Approved: 8/26/03