



**Economic Development Committee  
Committee Meeting Agenda  
September 15, 2020  
8:00 AM  
Online Meeting**

As a precautionary measure to help prevent exposure and spread of COVID-19, the Economic Development Committee meeting scheduled for Tuesday, September 25, 2020, at 8:00 a.m. will be livestreamed online.

The Government Center meeting rooms are closed to the public; however, citizens are encouraged to participate and submit public comments in the following ways:

1. Video Livestream — Watch a live video broadcast of the Economic Development Committee meeting here

<https://zoom.us/j/97662737463?pwd=cDR6cnNlVnBDMjU5MnJNME5ZV212QT09>

The public will be required to provide a name and email address to enter the meeting.

The email address will not be saved or used to contact you. Citizens will have the opportunity to make public comments live during the meeting using the video livestream program (How to Participate in Online Public Meetings).

2. Teleconference — Call in to the meeting by dialing +1 312 626 6799 Chicago  
Meeting ID: 976 6273 7463  
Password: 251090
3. Email — Public comment may also be emailed to the Assistant City Administrator no later than 4:00 p.m. on the day before the meeting. Submit public comments to Sharon Stott, Assistant City Administrator, at [sscott@crevecoeurmo.gov](mailto:sscott@crevecoeurmo.gov)

1. Roll Call

- A. *Introduction of New Members*

1. Economic Development Committee Members FY21

2. Approval of Minutes

1. Approval of July 21, 2020 Economic Development Committee Meeting Minutes

3. Unfinished Business



**Economic Development Committee  
Committee Meeting Agenda  
September 15, 2020  
8:00 AM  
City Council Chamber**

***A. Business Awards***

- i. Thurs, Sept 17, 11:15A-1:00P

**4. New Business**

***A. EDC Mission and Strategy***

**1. EDC Mission & Strategy**

**5. Business from Members**

**6. Business from City Staff**

***A. Prop C - Parks & Stormwater Ballot Measure***

***B. Planning Update***

- i. Barnes-Jewish West County Hospital
- ii. Mercy Hospital
- iii. 20-Unit Apartment Complex

***C. Ethics Policy Reminder***

**1. Ethics Policy Reminder**

**7. Comments from the Public**

(Citizens are asked to limit comments to three minutes and to complete a speaker card)

**8. Adjourn**

***A. Upcoming EDC Meetings***

- i. Nov 17, 2020, 8A
- ii. Jan 19, 2021, 8A
- iii. Mar 16, 2021, 8A
- iv. May 18, 2021, 8A



## Economic Development Committee

SCHEDULED

### STAFF REPORT

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Meeting: 09/15/20 08:00 AM  
Department: Economic Development Committee  
Category: Discussion  
Prepared By: Sharon Stott  
Department Head: Sharon Stott

## Economic Development Committee Members FY21



CITY OF CREVE COEUR  
CITY OFFICIALS,  
BOARD, COMMITTEES AND COMMISSIONS  
MEMBER ADDRESS LISTING

August 2020

## CITY OFFICIALS

## MAYOR

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**ECONOMIC DEVELOPMENT COMMITTEE**  
(Meets the 3<sup>rd</sup> Tuesday, every other month, 8:00 a.m.)

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**COUNCIL LIAISON****ROBERT HOFFMAN**

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**MARK MANLIN - CHAIR**

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**Economic Development Committee  
Committee Meeting Minutes  
July 21, 2020  
8:00 AM  
City Council Chamber**

## 1. Call to Order

This meeting was conducted primarily by means of Zoom, and public access was also available in this manner. Physical attendance at the meeting was limited to less than 10 people. These departures from normal meeting procedures and requirements were necessitated by the COVID 19 public health emergency and related government orders.

A quorum was present remotely. Chair John Meek was not present at the start of the meeting.

Norty Cohen motioned, seconded by Roger Levy to nominate Ned Maniscalco to serve as Acting Chair during the John Meek's absence. Motion passed unanimously.

## 2. Roll Call

|                     |                                           |          |
|---------------------|-------------------------------------------|----------|
| Roger Levy          | Committee Member                          | (Remote) |
| David Morris        | Chamber of Commerce Representative Member | (Remote) |
| Ned Maniscalco      | Committee Member                          | (Remote) |
| Norty Cohen         | Committee Member                          | (Remote) |
| John Meek           | Chair                                     | (Remote) |
| Mark Manlin         | Vice Chair                                | (Absent) |
| Barry Glantz        | Mayor                                     | (Remote) |
| Charlotte D'Alfonso | Council Liaison                           | (Remote) |
| Mark Perkins        | City Administrator                        | (Remote) |
| Sharon Stott        | Assistant City Administrator              | (Remote) |

## 3. Approval of Minutes

### 1. Approval of January 21, 2020 Economic Development Committee Meeting Minutes

Roger Levy motioned, seconded by Norty Cohen to approve the Economic Development Committee meeting minutes from January 21, 2020. Motion passed unanimously.

|                |                                 |
|----------------|---------------------------------|
| <b>RESULT:</b> | <b>ACCEPTED [UNANIMOUS]</b>     |
| <b>AYES:</b>   | Levy, Morris, Maniscalco, Cohen |
| <b>ABSENT:</b> | Meek, Manlin                    |

## 4. Unfinished Business

### A. Business Awards

Sharon Stott stated the winners of the Creve Coeur Business Awards were notified in writing in early June and the awards themselves were ordered and received.

#### i. Winners

##### A. Heart of the Community - Robin's Angels

##### B. Green Business - Markwort Sporting Goods



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**C. Most Innovative Business - Food Raconteur**

**D. Favorite Restaurant - Anis Hyderabad House**

**ii. Rescheduled Award Ceremony - Sept 17, 11:30A-1P**

Sharon Stott reminded EDC members that the awards ceremony was rescheduled to September 17, 2020 from 11:30 a.m. to 1:00 p.m., due to the COVID-19 pandemic. The event will be held at the Creve Coeur-Olivette Chamber of Commerce membership luncheon at Orlando's, 2050 Dorsette Village, Maryland Heights, MO 63043.

Ned Maniscalco asked why the event is not held in Creve Coeur. Sharon Stott stated the City had held the event at the Danforth Plant Science Center in previous years in conjunction with the Venture Cafe speaker series because it was one of the few venues in Creve Coeur which could host large gatherings. However, the last couple of years funding of the Venture Cafe was questionable during the award event planning process. Therefore, last year the EDC voted to cooperate with the Creve Coeur-Olivette Chamber of Commerce to promote the awards while also supporting the Chamber.

Committee asked when a decision would be made should the event need to be cancelled due to ongoing occupancy limitations related to COVID-19. Executive Director Tom Lancia stated he would contact the Orlando's to determine the cancellation deadline and contact with Sharon Stott with the information as the event draws near. Mr. Lancia said the decision would be need to be reviewed on a week-by-week basis.

**5. New Business**

**A. Election of Chair - FY21**

Sharon Stott stated that while John Meek was eligible to serve for a third and final year as Chair, due to other commitments, he is not available to do so.

John Meek joined the meeting remotely at 8:15 a.m.

Mr. Meek deferred assuming duties as Chair for the meeting and deferred to Acting Chair Ned Maniscalco.

Ned Maniscalco called for nominations for Chair of the EDC for Fiscal Year 2021. Ned Maniscalco moved, seconded by John Meek to nominate Mark Manlin as Chair. No other nominations were received. Motion passed unanimously.

**B. Election of Vice-Chair - FY21**

Ned Maniscalco called for nominations for Vice-Chair of the EDC for Fiscal Year 2021. Nerty Cohen moved, seconded by John Meek to nominate Ned Maniscalco as Vice-Chair of the EDC. No other nominations were received. Motion passed unanimously.

**6. Business from Members**

Ned Maniscalco stated that depending on the outcome of the Quick Trip proposal, the EDC may need to play a more active role in helping the City fill vacated commercial spaces within the City.

Minutes Acceptance: Minutes of Jul 21, 2020 8:00 AM (Approval of Minutes)



**Economic Development Committee  
Committee Meeting Minutes  
July 21, 2020  
8:00 AM  
City Council Chamber**

Mark Perkins stated the Planning & Zoning Commission (P&Z) denied a conditional use permit for a Quick Trip (QT) at the southwest corner of Graeser and Olive on July 6. As part of the project, QT would also update the adjacent retail building to the west with a new facade and landscaping. The matter will be discussed at the next meeting of the City Council on July 27 and may take a couple of meetings before a final determination is made by City Council.

Committee asked if the City knew what kind of proposals would be more amendable to the residents. Mr. Perkins stated the current application is the discussion item at present; however, if the proposal should fail, further public outreach could be done to discuss other options such as boutique stores, restaurants or other ideas and their viability and/or other potential impacts on the community.

## **7. Business from City Administrator**

### **A. Budget FY21**

#### **i. Expense Reduction**

Mr. Perkins stated Fiscal Year 2021 (FY21) budget year began July 1. Sales tax for April and May is down an average of 25% from a year ago during the same months. Revenues are projected to be down for the entire year, but slowly increase. As a result, spending was reduced including deferring capital projects, merit increases and hiring. Approximately \$1.4 million is anticipated to be used from the City's reserve funds to balance the budget for FY21.

#### **ii. Revenue Opportunities**

##### **A. Prop C - Parks & Stormwater Sales Tax**

Mr. Perkins stated the Parks and Historic Committee has discussed a Parks and Stormwater Sales Tax. This discussion followed completion of the City's first Parks Master Plan which has \$8-\$10 million in park improvements suggested over the next 8-10 years. In addition, there are a number of stormwater projects outstanding from a Stormwater Master Plan developed several years ago. The Parks and Stormwater Sales Tax is anticipated to be on the November 2020 ballot and, if approved, could generate approximately \$2 million in annual revenue.

EDC members thought a Parks and Stormwater Tax (proposed Prop C) ballot measure is timely as City park use has increased during the COVID-19 pandemic and provides an outlet for the public during closures or restrictions.

### **B. Development Update**

Mr. Perkins discussed other development projects in addition to the QT proposal, specifically:

- **Mercy Campus Expansion:** Mercy is proposing a new concept for their outpatient medical building south of Conway. This development was originally approved in 2018. Revised plans have been submitted to Planning staff for review. The application is currently scheduled to be reviewed by the P&Z on August 17.
- **Edge@BRDG:** The new office/research building on the Danforth campus which will serve as the headquarters for Benson Hill is nearing completion with temporary occupancy issued.
- **Edge@West Park:** The new office building on West Olive within the West Park development

Minutes Acceptance: Minutes of Jul 21, 2020 8:00 AM (Approval of Minutes)



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near the AMC Olive Theater is under construction. On June 15, P&Z approved a revised site plan to allow the developer to add a single level parking structure to the rear of the office building. Completion is expected later this year.

- **BioPharma Services:** BioPharma Services has submitted a conditional use permit application for an 88-bed, 25,017 square foot Medical Drug Testing and Research Facility at 10330 Old Olive Street Road. P&Z will review the conditional use permit application on July 20 with City Council review expected on July 27.
- **MetLife:** MetLife is in the process of tenant refinishes to three floors of the HBE Building located at 11330 Olive Boulevard.

Committee asked Mr. Perkins about whether the issue of cross-access in the parking lot of the HBE will be reconsidered. Mr. Perkins stated it could be reconsidered only if alterations to the site were brought to the City for consideration.

Committee asked about a demolition on Lindbergh. Mr. Perkins stated a Vantage Credit Union is proposed and the City anticipates receiving an application soon.

Committee asked if the City was experiencing any delays with grant approvals as a result of COVID-19, specifically the area of Olive and Lindberg. Mr. Perkins stated the City is still pursuing grants for the area of Old Olive and Lindberg.

Mr. Perkins also stated that MoDOT recently went out for bid for the area of Olive and Lindbergh, and those bid results were higher than anticipated. MoDOT is now reviewing the project and proposing modification in order to get the project completed within budget.

## **8. Comments from the Public**

No comments from the public were received.

## **9. Adjourn**

Roger Levy motioned, seconded by Norty Cohen to adjourn the meeting. Motion passed unanimously. Meeting adjourned at 8:42 a.m.

## **10. Save the Dates**

**A. Sept 15, 8-9A -- EDC Meeting**

**B. Sept 17, 11:30A-1P - Creve Coeur-Olivette Chamber Meeting**

Minutes Acceptance: Minutes of Jul 21, 2020 8:00 AM (Approval of Minutes)



## Economic Development Committee

Meeting: 09/15/20 08:00 AM  
Department: Economic Development Committee  
Category: Discussion  
Prepared By: Sharon Stott  
Department Head: Sharon Stott

**SCHEDULED**

### **STAFF REPORT**

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## **EDC Mission & Strategy**



**City of Coeur  
Economic Development Committee  
Mission & Strategy**

*As amended and approved May 21, 2019*

## **Mission Statement**

***Promote and encourage an economic environment that focuses on business attraction, retention and expansion for the betterment of the City and their residents.***

## **Strategy**

### **1. Attraction of new businesses:**

- a. Promote the strengths of the City using advertisement (social media, mailings, video, etc.) to emphasize and foster:
  - i. Growth sectors in technology, medical services along with life and bio-sciences to include 39 North and the Danforth Center.
  - ii. City economic information and demographic statistics found helpful in business relocation while highlighting a strategic central location to the entire St. Louis County region.
  - iii. New development, amenities and resources available to new businesses that foster convenience and efficiency for growing businesses.
  - iv. Collaboration for creating efficient ways to apply for new business licenses, building permits and alternative uses for undeveloped ground within the City.

### **2. Retention of current businesses:**

- a. Provide informative communication, education and networking opportunities for existing businesses in support of the strategic advantages of locating in the City:
  - i. Expand the outreach of the current electronic newsletter while determining if a success story or relocation event can be featured.
  - ii. Collaborate with other local, county and regional initiatives where possible to create new opportunities or raise awareness for existing businesses or city-wide enhancements to take place.
  - iii. Create and/or support business networking and recognition events like the Creve Coeur Business Awards, round tables, lunch forums and other education opportunities.

### **3. Expansion of current businesses:**

- a. Provide resources, enhancements and amenities that businesses find important and beneficial to their continued successful growth in a progressive economy.
  - i. Survey the business community every other year to determine greatest needs for continued success.
  - ii. Self-promote expansion taking place and develop a “pro-business” reputation for growth in the industry highlighted sectors (reference 1.a.) as well as a progressive mindset benefitting the community.
  - iii. Utilize business awards in concert with the Chamber of Commerce to promote, recognize and further develop new and successful businesses located in the City.

**Economic Development Committee**

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Department: Economic Development Committee  
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**SCHEDULED****STAFF REPORT**

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**Ethics Policy Reminder**



## 2020 Creve Coeur Ethics "Friendly Reminder" Checklist for Elected and Appointed Officials

The City requires ethics training every other year (i.e. in odd-numbered years) for employees as well as for newly elected and appointed officials. To keep ethics “front of brain”, please review this checklist.

- A conflict of interest can arise from your personal interests, or the interests of your spouse or dependents, your business, or your employer.
- The state ethics standards can be found at Sections 105.452 –105.466 and 105.667, Mo statutes.
- The City ethics provisions can be found in City Code Chapter 130 and Charter Chapter 14.
- You can seek advice from the city attorney or your own legal counsel.
- Recusal is easy: briefly state reason, step down from dais, and stay out of discussion/voting.
- Appointment of a relative to office will result in forfeiture of your office, without exception.
- It is a crime to direct a police officer to meet a traffic quota or to issue more tickets.
- Confidential City information should not be disclosed.
- There can be substantial penalties for Sunshine law violations.
- Solicitation and acceptance of donations to the City requires advance approval.
- You are not allowed to accept gifts over \$50/year from city contractors/vendors/applicants, and you are not entitled to any special treatment or benefit from the City.
- Personal financial disclosure forms are due every May 1 (or within 30 days of appointment, or with candidacy papers), for Mayor, City Council, Planning & Zoning Commission, Board of Adjustment, City Administrator, Finance Director, Candidates for Office – including May 1 after your last year in office.