

**Heartland Port Authority of Central Missouri**  
**Board of Commissioners**  
**Jefferson City Area Chamber of Commerce**

Thursday, July 15, 2021

11:00am

Join Zoom Meeting

<https://us02web.zoom.us/j/85426395805?pwd=S2pJSFJOWUVjUzRvdjl0R2dyREdiUT09>

Meeting ID: 854 2639 5805

Passcode: 447761

## **Tentative Agenda**

1. Roll Call
2. Approval of Agenda
3. Approve Minutes
4. Public Comment
5. Old Business
  - 5.1. RFQ/Contract for Engineering Services – Roger Fischer
  - 5.2. Update from Barr Engineering – Craig Bunger
6. New Business
  - 6.1. Administrative Agreement for Services – Roger Fischer
7. Staff Report
8. Commissioners Reports & Invited Guests
9. Adjournment

Next Meeting Thursday, August 19 – 11:00am

Board of Commissioners Meeting  
Thursday, May 20, 2021 11:00am.  
Arthur P. Grimshaw Board Room

**PRESENT:**

**BOARD:**

Roger Fischer  
Thomas Woods  
Harry Otto  
Jason Branstetter  
Jeff Naught

**EXCUSED:**

Jim Jordan  
Rick Mihalevich  
David Floyd  
Ann Pardalos

**STAFF:**

Missy Bonnot

**GUESTS:**

Jeff Haldiman, News Tribune; Frank Rycick, Craig Bunger, Ty Morris, Tom McDonald and Sarah Johnson, Barr Engineering and Greg Kalahan, Hanson Engineering

**REGULAR BUSINESS:**

**1. Roll Call:** Missy Bonnot

**2. Approval of Agenda:**

Thomas Woods made a motion to approve. Jeff Naught seconded. Motion passed.

**3. Approve Minutes:**

Jeff Naught made a motion to approve. Thomas Woods seconded. Motion passed.

**4. Public Comments:**

No public comments

**5. Old Business:**

5.1. RFQ/Contract for Engineering Services – Roger Fischer provided an brief update on the Engineering contract with Barr Engineering.

5.2. Barr Engineering Update – Craig Bunger and Ty Morris provided an update their team have been making on the Scope of Services for Engineering Services. See Powerpoint presentation.

**6. New Business:**

**7. Staff Report:**

Missy Bonnot reported the Chamber of Commerce is splitting Economic Development off into a new entity Jefferson City Regional Economic Partnership. The split should be finalized July 1. The HPA currently has an Agreement in place with the Chamber to provide Administrative Services to the Port. Currently the Agreement is on a month-to-month basis. The HPA will need to decide who they would like to contract with moving forward.

**8. Commissioners Reports and Invited Guests:**

Roger Fischer reported he will be attending IMX in St. Louis May 25 and 26. Jeff Naught made a motion to reimburse Roger's Port related expenses for this conference. Harry Otto seconded. Motion passed.

**9. Adjournment:** Chairman Fischer

Harry Otto made a motion to Adjourn. Jason Branstetter seconded.

Next meeting Thursday, June 17, 2021

Minutes submitted by: \_\_\_\_\_

Missy Bonnot, Director of Economic Development  
Jefferson City Area Chamber of Commerce

Board of Commissioners Meeting  
Wednesday, June 9, 2021 10:00am  
Via Zoom

**PRESENT:**

**BOARD:**

Roger Fischer  
Thomas Woods  
Ann Pardalos  
Jeff Naught  
Rick Mihalevich  
David Floyd  
Harry Otto

**EXCUSED:**

Jim Jordan  
Jason Branstetter

**STAFF:**

Missy Bonnot

**REGULAR BUSINESS:**

**1. Roll Call:** Missy Bonnot

**2. Approval of Agenda:**

Jeff Naught made a motion to approve. Thomas Woods seconded. Motion passed.

**3. CLOSED SESSION:** Pursuant to Section 610.021(12), RSMo, the Chair will entertain a motion to go into Closed Session to discuss proposals and related documents or any documents related to a negotiated contract.

Ann Pardalos made a motion to go into Closed Session. Jeff Naught seconded. Motion passed.

Roger Fischer and Missy Bonnot discussed the contract for Engineering Services with Barr Engineering for \$115,000. We have a MoDOT grant of \$100,000 and a USDA grant for \$120,000 that we would use for these services. Missy updated the Boar that we have the opportunity for an additional \$37, 893.35 for Engineering that would be provided by MoDOT. The additional funds were offered to our Port since we were already contracted for Engineering Services and another Port that were offered these funds couldn't utilize them. Craig Bunger updated the group on the amended Scope of Services/Change Order.

Harry Otto made a motion to approve the Change Order and to authorize Chairman Roger Fischer to sign the Agreement. Ann Pardalos seconded. Motion passed.

Jeff Naught made a motion to come out of Closed Session. Rick Mihalevich seconded. Motion passed.

**4. Adjournment:** Chairman Fischer

Thomas Woods made the motion to adjourn. Jeff Naught seconded. Motion passed.

There will be no meeting June 17<sup>th</sup> and the next meeting is Thursday, July 15, 2021

Minutes submitted by: \_\_\_\_\_

Missy Bonnot, Director of Economic Development  
Jefferson City Area Chamber of Commerce

## **AGREEMENT FOR PROFESSIONAL SERVICES**

THIS AGREEMENT FOR PROFESSIONAL SERVICES contract, hereinafter referred to as "Agreement", made and entered into this 28th day of November, 2018, by and between the HEARTLAND PORT AUTHORITY OF CENTRAL MISSOURI, a political subdivision of the State of Missouri, hereinafter referred to as "Port Authority" and THE JEFFERSON CITY AREA CHAMBER OF COMMERCE, a not-for-profit organization registered in the State of Missouri, hereinafter referred to as the "Chamber of Commerce". WHEREAS, the PORT AUTHORITY is a political subdivision of the State of Missouri and has the power and authority to enter into contracts, and; WHEREAS, the JEFFERSON CITY AREA CHAMBER OF COMMERCE is a not-for-profit organization registered in the State of Missouri, and has the power and authority to enter into contracts,

### **NOW THEREFORE, IN CONSIDERATION OF THE PREMISES AND AGREEMENTS HEREIN SET FORTH, THE PARTIES HEREBY AGREE AS FOLLOWS:**

For the period of January 1, 2019 to December 31, 2019 and on a month to month basis thereafter until such time as a new agreement is negotiated, the Port Authority hereby retains the professional services of the Chamber of Commerce under the terms and conditions hereof;

#### **SERVICES TO BE PROVIDED BY CHAMBER OF COMMERCE**

- Provide implementation services as they relate to the Port Authority's planned development in conjunction and in cooperation with all other appropriate parties;
- Complete all administrative tasks as required by the Missouri Department of Transportation (MoDOT) administrative grant-in-aid;
- Complete and compile all documentation necessary for application to MoDOT for the administrative grant-in-aid;
- Record and maintain all financial transactions for the Port Authority;
- Prepare and administer any appropriate grant, loan applications and awards as they relate to the implementation of the Port Authority's planned development;
- Work as a liaison on behalf of the Port Authority in gaining the necessary information and support for port development from community officials, area business groups and all other appropriate parties;
- Provide marketing assistance to support business attraction efforts, to include soliciting letters of interest and/or intent as a priority

- Coordinate activities with and provide support to the Port operator, and/or tenants of the Port facility;
- Assist in land acquisition negotiations when needed;
- Negotiate costs on behalf of the Port Authority for all other services rendered;
- Other support to promote the mission of the Heartland Port Authority of Central Missouri.
- Such other services as the parties may agree.

### **COST OF SERVICES**

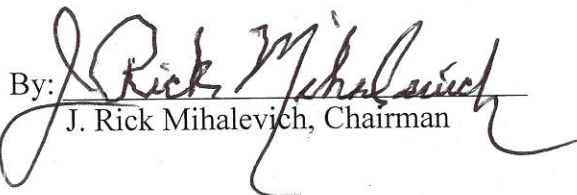
In consideration of the above services, the Port Authority agrees, subject to the availability of grant funds, to pay as compensation to the Chamber of Commerce the sum of twenty-five thousand dollars (\$25,000.00) per year. Such payments to be made in one annual payment on July 15, 2019. At the request of the Port Authority, the Chamber of Commerce shall provide an annual report no later than 60 days after conclusion of the Agreement on activities and services pertaining to the compensation pay under this Agreement.

### **CHANGES IN AGREEMENT**


This Agreement may be altered or amended by written consent by both parties.

IN WITNESS WHEREOF, the parties have executed this Agreement or caused this Agreement to be executed by their respective officers thereunto duly authorized as of the 28<sup>th</sup> Day of November, 2018.

### **HEARTLAND PORT AUTHORITY OF CENTRAL MISSOURI**

By:   
J. Rick Mihalevich, Chairman

### **JEFFERSON CITY AREA CHAMBER OF COMMERCE**

By:   
Randall G. Allen, President and CEO