

**THE INDUSTRIAL DEVELOPMENT AUTHORITY OF
THE CITY OF KIRKWOOD, MISSOURI**

Tuesday, September 4, 2018 - Meeting Minutes

The meeting of the Board of Directors of the Industrial Development Authority of the City of Kirkwood, Missouri (the "IDA") was held on Tuesday, September 4, 2018 at 5:00pm, at the Kirkwood City Hall, Main Level Conference Room, 139 South Kirkwood Road, Kirkwood, Missouri.

Agenda Item 1. Meeting was called to order at approximately 5:00pm. IDA members present included Brian Gill, Scott Barthelmass, John Bickel Jr., and Ryan Molen (via telephone). City representatives included City Planner Jonathan Raiche.

Agenda Item 2. The first order of business was the approval of the minutes of the IDA meeting on April 12, 2018. A draft of the minutes was previously sent to IDA Members. Mr. Barthelmass made a motion for the approval of the April 12, 2018 minutes, seconded by Mr. Gill. All members present voted in favor. Motion carried and the minutes were approved.

Agenda Item 3. The next order of business was a discussion of the IDA's involvement in hiring a consulting firm to conduct a Downtown Retail Study. Mr. Raiche introduced this item and reminded the IDA that this potential study was recommended by DPZ in the Downtown Master Plan & Parking Study. The purpose of the study would be to get further detailed information specifically on the retail market in Downtown Kirkwood. The Downtown Master Plan & Parking Study provided big-picture market data but recommended a more in-depth study specialized on the retail market.

Mr. Raiche explained that they contacted the firm that was recommended by DPZ to get a budget estimate for the project. The firm provided estimates for two levels of studies at \$18,000 and \$35,000. The level of detail in the more expensive study was much greater in the examples provided and the recommendations included specific business/firm names that they would recommend as a good fit for Downtown Kirkwood. Mr. Raiche reminded the IDA that their current account balance was just over \$75,000.

Board members discussed their support to pursue more detailed Retail Market Study with the understanding that \$35,000 of IDA funding would be utilized. The IDA also discussed their desire to appoint Mr. Molen as a representative for the IDA on the selection committee for said study. A motion was made by Mr. Gill and seconded by Mr. Barthelmass to approve the use of IDA funds as described above. All members present voted in favor. Motion carried.

Agenda Item 4. No other business was brought to the attention of the IDA.

Agenda Item 5. There being no other business to discuss, a motion to adjourn was made by Mr. Barthelmass and seconded by Mr. Gill. The meeting was adjourned.

Upon request, these minutes can be made available within one working day in an alternative format, such as audiotape, by calling 822-5813.

A handwritten signature in dark ink, appearing to read "Brian Gill", written above a horizontal line.

Brian Gill, President

A handwritten signature in dark ink, appearing to read "John Bickel", written above a horizontal line.

John Bickel, Secretary