

**INDUSTRIAL DEVELOPMENT AUTHORITY (IDA) OF THE COUNTY OF  
WASHINGTON, MISSOURI REGULAR MEETING MINUTES  
October 7, 2025**

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**Call to order:**

Meeting was called to order at 8:30 by board President Donald Thompson. Board members present were Laura Wells by phone, Craig Portell, Chris Horton, Marty Simpson, Chris Farrell and Sarah Land. Also present was Executive Director Jaclyn Rowe.

**Approval/Amendment of Agenda:**

- a. The agenda was approved with a motion by Craig Portell and a second by Chris Horton. All approved.
- b. A motion to approve the minutes from the September 2, 2025 meeting was made by Chris Horton and a second by Marty Simpson. All approved.

**Regular business:**

- a. A motion to pay the bills was made by Craig Portell and a second by Marty Simpson. All approved.

**Unfinished Business:**

- a. A&E Water study- no additional update.
- b. Audit- A motion was made by Chris Horton with a second by Craig Portell to authorize Director Rowe to prepare an amendment to the board by laws to change the board audit schedule from each year to bi-annually with a review each year. The amendment is to be presented to the board at the November regular meeting for review and approval.

**New business:**

- a. Insurance Inspection- A representative from Ameri Trust insurance group visited on September 10, 2025 and inspected the insured IDA property in the Industrial Park. Any changes or suggestions from the inspection will be forwarded to the agency (Custom Insurance) to review with the board.

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- b. A motion was made by Chris Farrell with a second by Chris Horton to update with current board members and to remove retired board member Reggie Rowe and deceased board member Francis Pashia from the Washington Co. IDA Operating account number [REDACTED] held at Unico Bank. Updated board members are Donald Thompson, Marty Simpson, Craig Portell, Chris Horton, John Farrell, Laura Wells and Sarah Land. Update Washington Co IDA EDF Campaign account number [REDACTED] held with Unico Bank. Remove retired member Reggie Rowe. Add the current board members, Donald Thompson, Marty Simpson, Craig Portell, Chris Horton, John Farrell, Laura Wells and Sarah Land. Motion was approved by all.
- c. Towne Square Amphitheater- A \$1,000. Donation was agreed upon as previously approved.
- d. Airport/County Branding- The Director informed the board of proposed "Branding" by the county and the Airport.
- e. Director Update: Director Rowe presented a written report on recent activities and upcoming events.

The next regular meeting of the IDA board was set for November 4, 2025 at 8:30 A.M.

A motion to move to executive session per RSMO 610.021(2) to discuss Real Estate was made by Chris Farrell and a second by Laura Wells. All approved.

Regular meeting was reconvened and adjourned at 9:55 a.m.

  
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Craig Portell, Secretary

  
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Donald Thompson, President