

PORT AUTHORITY OF WINONA MINUTES

DATE: June 14, 2018

PRESENT: Commissioners: Cichanowski, Johnson, Thurley, Borzyskowski, Lucas, Hansen, Gorman and Executive Secretary Sarvi

ABSENT: None

STAFF PRESENT: Community Development Director Lucy McMartin, Finance Director Mary Burcher, Financial Analyst Jessica Wojahn, City Planner Carlos Espinosa, City Accountant Allyn Burgmeier, Development Coordinator Myron White

1. CALL TO ORDER – APPROVAL OF MINUTES

The meeting was called to order at 4:00 PM by President Cichanowski. A motion was made by Commissioner Lucas and seconded by Commissioner Borzyskowski to approve the May 10, 2018 minutes. The motion carried with all Commissioners present voting aye.

2. REMARKS BY PRESIDENT

Board President Cichanowski recognized the passing of Community Leader and former Port Board Member Peter Woodworth.

Community Development Intern Aiden Beckman was introduced and talked briefly about his internship.

3. PUBLIC HEARINGS:

A. Riverview Park Subdivision: Outlot H:

Board President Cichanowski opened the scheduled public hearing.

Community Development Director McMartin provided an overview of the proposed sale of Outlot H and its importance to the proposed Fastenal Office Development. Ms McMartin also provided background on how Port staff determined the proposed purchase price of the property.

Board President Cichanowski asked 3 times if there was anyone present who wished to speak on the proposed sale of property. Hearing none, the public hearing was closed.

Commissioner Borzyskowski made a motion to approve the resolution as presented. The motion was seconded by Commissioner Lucas. Commissioner Johnson announced that because of his employment at Fastenal he would abstain from voting. The resolution passed with all of the remaining commissioners voting aye.

4. NEW BUSINESS:

A. Presentation of the 2017 Annual Financial Report: Port Authority of Winona (Moved up on the Agenda):

Representatives from Deloitte & Touche, LLC were present to provide an overview of the Port's Annual Financial Report for the year ended December 31, 2017.

Deloitte and Touche reviewed the report and indicated that both the Port and City were in good financial condition and thus had maintained an excellent bond rating. They also reported that upon review of the Port finances, no modifications or material changes were required.

Commissioner Lucas made a motion to accept the Port's Annual Financial Report ended December 31, 2017. The motion was seconded by Commissioner Borzyskowski with all Commissioners present voting aye.

5. OLD BUSINESS

A. 102 Walnut: Requested Amendment to Parking Agreements:

Development Coordinator White explained that the developer, 102 Walnut Winona LLC had requested amendments to the lease and option agreements in relation to Port-owned property at 167 East Second Street. The original agreements had been reviewed and approved by the Port Board in February of 2018. The proposed changes were as follows:

Lease Terms Approved February 2018:

- One year term with two additional one year options beginning February 1, 2018
- \$2,500 Annual Rent Payment

New Lease Terms Proposed by Developer:

- One year term with two additional one year options beginning July 1, 2018
- \$2,000 Annual Rent Payment

Purchase Option Terms Approved February 2018:

- One year option with two additional one year options beginning February 1, 2018.
- Option Payment \$1,500

New Purchase Option Terms Proposed by Developer:

- One year option with two additional one year options beginning July 1, 2018.
- Option Payment \$3,000 with option payment(s) being credited to the purchase price of the property (\$95,300)

A motion was made by Commissioner Johnson as seconded by Commissioner Hansen to approve the amendments to the lease and purchase option agreements as presented. The motion passed with all Commissioners present voting aye.

6. NEW BUSINESS:

B. Winona Main Street Update:

Emily Kurash of the Winona Main Street program provided an overview of Main Street activities.

C. Discussion of Property and Parking in Downtown:

City Planner Carlos Espinosa reported on the Unified Development Code update as it pertains to land use and parking in Downtown Winona. There was discussion on property uses to the east of the Main Square Development site and Mr. Espinosa indicated that the discussion during the UDC update was keep those properties residential (R-3 zoning designation) in nature.

Community Development Director McMartin indicated with the increase in development activity in the Downtown district, Port staff has been approached by individuals with an interest in selling property. Ms McMartin suggested a Port representative be appointed to discuss offers as they may come forward. Board President Cichanowski appointed Commissioner Johnson to be the Board contact.

D. Request from the Winona County Historical Society:

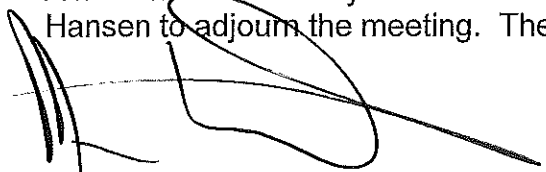
Community Development Director McMartin indicated that with the upcoming transfer of property to Main Square Development, the designated parking for the Winona County Historical Society would be eliminated. Given prior direction from the Port Board to explore ways to help the Historical Society meet their parking needs, Ms McMartin indicated that staff would present a proposal to the Commission at the July 12 meeting.

7. Financial Report:

Finance Director Burrichter provided the latest County sales and use tax figures.

ADJOURNMENT:

A motion was made by Commissioner Johnson and seconded by Commissioner Hansen to adjourn the meeting. The meeting was adjourned at 4:55.



Myron White
Development Coordinator



Mike Cichanowski
President