

PORT AUTHORITY OF WINONA MINUTES

DATE: July 14, 2016

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

ABSENT: Commissioner Glubka

STAFF PRESENT: Community Development Director McMartin, Development Coordinator White, and Finance Director Burrichter

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 Borzyskowski and seconded by Commissioner Thurley to approve the June 9, 2016 minutes. The motion carried with all members present voting aye.

2. REMARKS BY PRESIDENT

President Cichanowski welcomed Commissioner Lucas.

President Cichanowski referenced the Interstate Bridge construction commenting that the Port should communicate with MN Department of Transportation asking them to reconsider the location of the retention ponds in an effort to maximize developable property.

3. NEW BUSINESS

A. Presentation of 2015 Annual Financial Report

Kristen Vosen of Deloitte & Touche LLP presented the Port Financial Statement. Ms Vosen noted:

- The City experienced an 8.89% growth in property value
- The Port's outstanding bonded debt includes Pelzer Street and the more recent Airport Bonds
- The City continues to maintain an excellent bond rating

Referencing the Risk Profile/Heat Map included in the report, Commissioner Johnson asked if anything had changed. Ms. Vosen cited the following issues:

- Winona employers face a challenge to attract and retain employees
- Health care reform
- Legislative decisions on taxes and regulations
- Cyber security

Commissioner Borzyskowski indicated Winona's options with regard to multi-modal transportation remain a strong asset for the community.

Commissioner Hansen made a motion to accept the annual report. The motion was seconded by Commissioner Borzyskowski. All Commissioners in attendance voted aye.

B. Report from Nominating Committee

Commissioner Hansen forwarded recommendations from the nominating committee (which included him and Commissioner Glubka):

President	Mike Cichanowski
Vice President	Dana Johnson
Treasurer	Mary Kay Glubka
Secretary	Council Administrator Steve Sarvi
Community Development Director	Lucy McMartin
Development Coordinator	Myron White
Finance Director	Mary Burrichter
City Engineer	Brian DeFrang

President Cichanowski asked for nominations from the floor. Hearing none, a motion was made by Commissioner Thurley and seconded by Commissioner Borzyskowski to close nominations. All Commissioners present voted aye.

A motion was made by Commissioner Borzyskowski and seconded by Commissioner Thurley to accept the slate of officers as presented by Commissioner Hansen. All Commissioners present voted aye.

C. License Agreement – Riverfront Partnership

Community Development Director McMartin gave an overview of the proposed License Agreement explaining that the agreement was an extension of an expired lease agreement entered into in 1985 with Riverfront Partnership for sidewalk, steps and ramp access to the 111 Riverfront building.

Commissioner Thurley asked if there were any substantive changes to the agreement. Community Development Director McMartin explained, like other similar agreements, it had been changed from a lease to a license agreement.

A motion was made by Commissioner Lucas to approve the proposed License Agreement. The motion was seconded by Commissioner Hansen with all members present voting aye.

D. Request form Winona International Friendship Association

This item was pulled from the agenda.

4. OLD BUSINESS

A. Proposal – Lot 7-60 Main Street

Community Development Director McMartin provided background on the 60 Main Street project explaining that in April the Port Authority approved environmental and geotechnical analysis of the property. Ms. McMartin explained that the Port had the reports in hand and that while remediation work is necessary, the work is not extensive.

The Request for Proposals (RFP) was developed to gauge developer interest in the property. The Port proposes the property be developed in such a way that it is consistent with the City Comprehensive Plan.

Commissioner Lucas asked how the RFP's might be distributed. Ms. McMartin explained that persons who have previously expressed an interest in the property would receive an RFP. She also explained that we would seek to generate interest through state and regional economic development partners. Architectural & Building Exchanges will also be contacted.

Commissioner Thurley asked if it was typical to seek RFP's without asking for a monetary deposit. Commissioner Hansen explained that the respondents to the RFP would bear the significant cost of developing the response.

A motion was made by Commissioner Thurley and seconded by Commissioner Hansen to authorize the distribution of the RFP. All Commissioners present voted aye.

B. Amendment to the MnDOT Grant Agreement

Development Coordinator White explained that at the June meeting Commissioners chose to construct the proposed concrete cap without the heavy lift option. He went on to explain that the amendment to the grant reflected the lower cost option.

Commissioner Thurley made a motion to approve and execute the amended grant agreement. The motion was seconded by Commissioner Borzyskowski with all Commissioners present voting aye.

C. Other Business

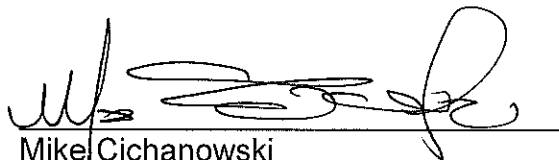
Community Development Director McMartin provided a brief barge report and reminded Commissioners that the August 11th meeting would be budget discussion.

5. ADJOURNMENT

The meeting was adjourned at 4:40 pm.



Myron White
Development Coordinator



Mike Cichanowski
President