



207 Lafayette Street  
P.O. Box 378  
Winona, MN 55987-0378  
(507) 457-8250  
www.portofwinona.com

Mile 725 Upper Mississippi

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## AGENDA

**DATE:** November 21, 2019

**TIME:** 4:00 P.M.

**PLACE:** Council Chambers, City Hall

**1. CALL TO ORDER - APPROVAL OF MINUTES**

Approval of the minutes from the September 12, 2019 Meeting

**2. REMARKS BY PRESIDENT**

Alliant Castings Infrastructure Grant was awarded to the City of Winona.

**3. NEW BUSINESS**

***A. Flyway Trail- Bridging the Bluffs***

Representatives from the Bridging the Bluffs Campaign will be presenting to the Port Authority. They are raising capital to facilitate the Flyway Trail link between Winona and Wisconsin.

***B. Feasibility and Needs Assessment-Hotel 60 Main***

Staff will present a summary of the Feasibility and Needs Assessment for a hotel at the 60 Main Site in Downtown Winona.

***C. Tax Forfeited Property- Habitat***

Staff is working with Winona County and Habitat for Humanity to reuse a tax forfeited property for affordable housing. If Commissioners concur, a motion to authorize staff to pursue a plan for acquisition would be appropriate. A Purchase Agreement would be brought back to the Port Authority.

**4. FINANCIAL REPORTS**

**5. ADJOURNMENT**

## **PORT AUTHORITY AGENDA ITEM**

**AGENDA ITEM: 1. Approval of Minutes**

**DATE: November 21, 2019**

Following are the minutes from the September 12, 2019 meeting for Commission's review and approval.

# PORT AUTHORITY OF WINONA MINUTES

**DATE:** September 12, 2019

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

**ABSENT:** Commissioner Hansen

**STAFF PRESENT:** Director of Community Development Lucy McMartin, Finance Director Mary Burrichter, City Engineer Brian DeFrang, and 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 Borzyskowski and seconded by Commissioner Thurley to approve the August 8, 2019 minutes. The motion carried with all Commissioners present voting aye.

**2. REMARKS BY PRESIDENT**

President Cichanowski welcomed Commissioner Lucas back.

**3. NEW BUSINESS**

**A. Alliant Castings – Infrastructure Grant**

Director of Community Development McMartin discussed Alliant Castings plans for expansion. The proposed 15,000 square foot expansion to be located across from their existing facility does not currently have City Infrastructure. Ms. McMartin requested the Commission consider a resolution of support for a \$250,000 grant application to the Department of Employment and Economic Development for an Infrastructure Grant to help fund necessary utilities to be located on City right-of-way.

A motion was made by Commissioner Thurley and seconded by Commissioner Lucas to support the aforementioned resolution of support. The motion carried with all Commissioners present voting aye.

**B. 102 Walnut**

Director of Community Development McMartin reported that the Tax Increment Financing Agreement and the Development Agreement with 102 Walnut LLC included a provision for the City to provide sidewalk and alley improvements at the development. The City has funds to pay for the alley.

The cost estimate for the sidewalk, curbing and ADA ramps and plates is \$20,280.00. Staff proposed that 50% of the sidewalk estimate be paid by the Port Authority so that the annual city sidewalk replacement program could continue as planned for the year.

A motion was made by Commissioner Borzyskowski and seconded by Commissioner Lucas to provide the funding for 50% of the cost of the sidewalk. The motion carried with all Commissioners present voting aye.

**C. Sand Request**

Director of Community Development McMartin reported that a Winona business had requested 10,000 yards of dredged material from the Tech Park storage area.

Information item, no action required.

**4. FINANCIAL REPORT**

Finance Director Burrichter indicated there were no unusual expenses or revenues.

**5. ADJOURNMENT**

A motion was made and seconded to adjourn the meeting. The meeting was adjourned at 4:28 p.m.

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Myron White  
Development Coordinator

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Mike Cichanowski  
President

## **PORT AUTHORITY AGENDA ITEM**

**AGENDA ITEM: 4. A. Flyway Trail- Bridging the Bluffs**

**DATE: November 21, 2019**

The Flyway Trail is a scenic trail built on one of the most beautiful stretches of the Mississippi River Trail (MRT). The trail will ultimately serve local transportation needs by connecting to Winona and the Great River Trail and also attracting longer distance riders to enjoy the area.

Bridging the Bluffs Campaign is a \$1.2 M capital fundraising drive to facilitate the link between Minnesota and Wisconsin. Representatives of the campaign will present to the Port Authority information about the effort.

## **PORT AUTHORITY AGENDA ITEM**

**AGENDA ITEM: 4. B. Feasibility and Needs Assessment – Hotel 60 Main**

**DATE: November 21, 2019**

At the June Port Authority Meeting, Port Commissioners approved entering into an agreement with Newmark Knight Frank to conduct a Feasibility Assessment for a proposed hotel in Downtown Winona at the 60 Main site. A summary of the assessment will be provided at the meeting.

## PORT AUTHORITY AGENDA ITEM

**AGENDA ITEM: 4. C. Tax Forfeited Property – Habitat for Humanity**

**DATE: November 21, 2019**

The City, Winona County and Habitat for Humanity have been working together on a dilapidated tax forfeited home located at 169 North Baker. The roof is collapsed and has extensive water damage. The Inspection Department has inspected the property and has ordered the nuisances be repaired to the property, however the most appropriate action may be to raze the structures (home and garage) and utilize the lot (40' x 137') for affordable housing.

In discussions with the three parties, all are in agreement that a sale of the property will be for less than market value for the public purpose of constructing affordable housing. The Port Authority may be in the best position to assist in the transfer of the property due to Statutes and Laws regarding the sale of tax forfeited property in Minnesota.

The Port Authority would promote a public purpose by acquiring the property at less than market value, and then transfer title to Habitat for Humanity for the same price. We anticipate the cost to be \$1.00 plus any legal, recording, administrative fees, etc. Habitat would be responsible for demolition of the structure and could then construct an affordable single family home for sale.

The Port Authority has a history of working on housing needs in the City of Winona. They funded the housing study showing the need and demand for affordable single family homes in Winona. The Port Authority was also a partner with Habitat for Humanity in the development of Jimmy Carter Place.

If Commissioners concur, a motion to authorize staff to pursue a plan for the transaction and bring forth a Purchase Agreement at a future meeting would be appropriate.

Community Development  
 Winona, MN 55987  
 MONTH OF SEPTEMBER

**2019**  
**COMMERCIAL HARBOR ACTIVITY**  
 (REPORTED BY ARTCO)

	TOTAL	TRANSIT	NET
MONTH	BARGES	BARGES	BARGES
January	0	0	0
February	0	0	0
March	0	0	0
April	0	0	0
May	6	0	6
June	29	15	14
July	182	37	145
August	192	13	179
September	116	22	94
October			
November			
December			
<b>TOTAL</b>	<b>525</b>	<b>87</b>	<b>438</b>

*Month-to-Date Last Year*                      991                      85                      906

**MONTH COMPARISON**

	TOTAL	TRANSIT	NET
MONTH/YEAR	BARGES	BARGES	BARGES
September-17	79	6	73
September-18	74	6	68
September-19	116	22	94



Community Development  
 Winona, MN 55987  
 MONTH OF OCTOBER

**2019**  
**COMMERCIAL HARBOR ACTIVITY**  
 (REPORTED BY ARTCO)

	TOTAL	TRANSIT	NET
MONTH	BARGES	BARGES	BARGES
January	0	0	0
February	0	0	0
March	0	0	0
April	0	0	0
May	6	0	6
June	29	15	14
July	182	37	145
August	192	13	179
September	116	22	94
October	117	7	110
November			
December			
<b>TOTAL</b>	<b>642</b>	<b>94</b>	<b>548</b>

**Month-to-Date Last Year**                      **1,090**                      **92**                      **998**

**MONTH COMPARISON**

	TOTAL	TRANSIT	NET
MONTH/YEAR	BARGES	BARGES	BARGES
October-17	106	6	100
October-18	99	7	92
October-19	117	7	110