



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

Mile 725 Upper Mississippi

AGENDA

DATE: December 8, 2016

TIME: 4:00 P.M.

PLACE: Council Chambers, City Hall

1. CALL TO ORDER - APPROVAL OF MINUTES

Approval of the minutes from the November 10, 2016 meeting.

2. REMARKS BY PRESIDENT

3. NEW BUSINESS

A. Loan Restructure Request for Structured Holdings – DBA ColorWare

In 2009, the Port entered into a loan agreement with ColorWare to help them acquire buildings located at 2050 West Fourth Street. That \$145,000 loan was amortized over a period of 15 years with a balloon payment due at the end of the 7th year. ColorWare has requested the Port extend the loan agreement an additional three years.

B. Sand Purchase Request – Dunn Blacktop

The Port has received a request from Dunn Blacktop to purchase 10,000 cubic yards (more or less) of sand at \$1 per yard. If Commissioners concur, a motion to approve the sale of sand to Dunn Blacktop would be appropriate.

4. FINANCIAL REPORTS

5. ADJOURNMENT

PORT AUTHORITY AGENDA ITEM

AGENDA ITEM: 1. Approval of Minutes

DATE: December 8, 2016

Following are the minutes from the November 10, 2016 meeting for Commission's review and approval.

PORT AUTHORITY OF WINONA MINUTES

DATE: November 10, 2016

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

ABSENT: None

STAFF PRESENT: Director of Community Development 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 Thurley and seconded by Commissioner Lucas to approve the October 13, 2016 minutes. The motion carried with all members present voting aye.

2. REMARKS BY PRESIDENT

President Cichanowski reminded Commissioners of the Chamber Network Night at Merchant's Bank.

3. NEW BUSINESS

A. Extension of Grant Agreement – Paving and Stormwater

Port staff provided an overview of the current Port Development Assistance Grant with the Department of Transportation. Staff indicated the existing grant language dictates a January 1, 2017 completion date for the concrete paving and stormwater work at the new dock. Because of the busy shipping season, coupled with additional repairs at the dock, the project could not be completed by the January 1 deadline. Resolution # 723 was introduced for consideration. The resolution would authorize the Port to extend the grant with MnDOT to September 30, 2017.

A motion was made by Commissioner Borzyskowski to approve Resolution # 723 extending the completion date of the paving/stormwater project. The motion was seconded by Commissioner Thurley. The motion carried with all present voting aye.

RESOLUTION # 723

WHEREAS, the Port Authority of Winona entered into an agreement with the Minnesota Department of Transportation to provide funding for the concrete surfacing of a Port-owned commercial dock located at 890 Riverview Drive to be completed on or before January 1, 2017; and

WHEREAS, the Port Authority of Winona also entered into an agreement with Fowler and Hammer, Inc. to complete the concrete surfacing work; and

WHEREAS, a busy shipping season coupled with repairs to the dock wall have delayed the start of the construction work.

NOW THEREFORE, BE IT RESOLVED by the Port Authority of Winona, Minnesota:

- 1) The Port Authority of Winona hereby authorizes its Port Authority President and Executive Secretary to execute Minnesota Department of Transportation Grant documents effectively extending the completion date of the proposed work from January 1, 2017 to September 30, 2017.
- 2) The Port Authority of Winona hereby authorizes its Port Authority President and Executive Secretary to amend the contract with Fowler and Hammer, Inc. to reflect a September 30, 2017 completion date.

B. Opportunity Winona Update

Staff provided a presentation of the first year activities of the Opportunity Winona initiative:

- Goals of Opportunity Winona
- Opportunity Winona Projects to date
- Expenditures to date - \$64,577 of the allocated \$250,000
 - Web site development
 - 60 Main Street environmental & geotechnical reports
 - Comprehensive Housing Needs Assessment

Commissioner Lucas inquired about the status of the Housing Study. Staff indicated that a draft was expected early the following week.

Commissioner Borzyskowski asked about the status of the existing public parking at the proposed 60 Main Street Development. Staff replied that the request for proposals included language to retain public parking.

4. Financial Report

Finance Director Burrichter reported no revenues or expenses out of the ordinary.

5. Adjournment

The meeting was adjourned at 4:25 pm.

Myron White
Development Coordinator

Mike Cichanowski
President

PORT AUTHORITY AGENDA ITEM

**AGENDA ITEM: 3. A. Loan Restructure Request for Structured Holdings
DBA ColorWare**

DATE: December 8, 2016

Background: In 2009, the Winona Port Authority worked with ColorWare providing a \$145,000 loan to help them acquire a building at 2050 West Fourth Street. ColorWare (colorware.com) provides custom painting and “skin” applications primarily on electronics (cell phones, gaming systems, music players, etc.).

Since the acquisition of the property on a contract for deed in 2009, the facilities have undergone significant renovation.

The Loan: \$145,000
 15 year amortization
 Balloon at the end of the 7th year
 Outstanding Balance: \$86,155.09

Nature of Request: ColorWare has requested extending the loan agreement three additional years. This extension would coincide with an existing contract for deed on the property. On December 31, 2019, ColorWare has the opportunity to pay off the contract for deed at a significantly reduced pre-payment penalty. ColorWare has proposed to continue to make payments (\$1,001.34 per month) to the Port as they have in the past.

REQUESTED ACTION: The Port Revolving Loan Fund Committee reviewed the request and made a recommendation to extend the loan an additional three years with the same amortization schedule of fifteen years, at the same rate and terms as outlined in the original promissory note.

If Commissioners concur with the recommendation a motion to approve the extension and authorize the President and Executive Secretary to execute legal agreements to allow the extension, would be appropriate.

PORT AUTHORITY AGENDA ITEM

AGENDA ITEM: 3. B. Sand Purchase Request – Dunn Blacktop

DATE: December 8, 2016

ATTACHMENT: Letter from Dunn Blacktop

Dunn Blacktop has requested to purchase 10,000 cubic yards (more or less) of sand at \$1 per yard. There currently is an estimated 40,000-45,000 cubic yards on site. If commissioners concur, a motion to approve the sale of sand to Dunn Blacktop would be appropriate.

November 30, 2016

Port Authority of Winona
207 Lafayette St #210
Winona, MN 55987

Dunn Blacktop would like to purchase 10,000 cubic yards of your dredged sand from your site east of Menards. We will pay \$1.00 per cubic yard, and it will be scaled at our 43 quarry, our conversion factor of 1.4 which will net \$0.71 per ton. Plus sales tax if applicable.

Dunn Blacktop will maintain the stockpile and loading site and also sweeping the city streets as needed. For Dunn's operations only.

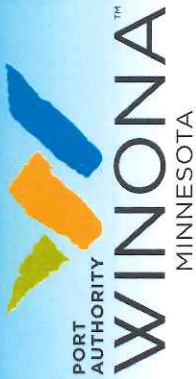
Dunn Blacktop intends to use the sand for road construction and asphalt paving in the upcoming year.

The quantity of 10,000 cu.yd. is an estimate, assuming the sand will meet qualities.

Sincerely,

A handwritten signature in black ink, appearing to read "Fred A. Kruckow". The signature is fluid and cursive, written over a white background.

Fred Kruckow
Project Manager



Port Authority Winona Minnesota

207 Lafayette Street, PO Box 378, Winona, Minnesota 55987
 phone: 507.457.8250 fax: 507.457.8212
 website: www.portofwinona.com

2017

January

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Port Meetings

Meetings are held on the second Thursday of each month in the Council Chambers, Third Floor, Winona City Hall.