

PORT AUTHORITY OF WINONA MINUTES

DATE: October 5, 2017

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

ABSENT: Commissioner Glubka

STAFF PRESENT: Director of Community Development McMartin and Development Coordinator 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 September 14, 2017 minutes. The motion carried with all Commissioners present voting aye.

2. REMARKS BY PRESIDENT

President Cichanowski had no remarks.

3. PUBLIC HEARINGS

A. Resolution Approving the Development Agreement by and between the Port Authority of Winona and Latsch Development LLC (TIF District #4

President Cichanowski opened the public hearing with regard to the Development Agreement.

Developer Peter Shortridge discussed some of the aspects of the 102 Walnut that were eligible for Tax Increment Financing: an acquisition, utilities, alley resurfacing, and sidewalks. Mr. Shortridge indicated that although they were ready to proceed with the project, perhaps more time may be needed to identify which development costs would be reimbursed by the TIF District.

Director of Community Development McMartin explained that if the Port Authority wished to explore TIF eligible expenses further, the Port Authority could choose to continue the public hearing.

Executive Secretary Sarvi indicated that it may make sense to continue the hearing. Commissioner Johnson asked Mr. Shortridge if his request was for additional Tax Increment dollars being expended. Mr. Shortridge asked the Commission to further consider the use of TIF dollars for public purpose costs outside of the immediate 102 Walnut development.

Commissioner Lucas made a motion to continue the public hearing during the Port Authority meeting on Thursday, November 9, 2017 at 4:00 p.m. in the City Council Chambers, the motion was seconded by Commissioner Thurley. The motion passed with Commissioners Cichanowski, Lucas, Thurley, and Borzyskowski voting aye and Commissioners Hansen and Johnson voting

nay.

B. Resolution Approving the Development Agreement by and between the Port Authority of Winona and Rivers Hotel Company, Inc. (TIF District #5)

President Cichanowski opened the public hearing with regard to the Development Agreement for TIF # 5.

Developer Rivers commented that he was ready to proceed with the proposed project and that he was committed to use local contractors whenever possible. He anticipated addressing the TIF – during the fall and winter of 2017 with construction slated for 2018.

Hearing no further public comment, the public hearing was closed.

A motion was made by Commissioner Borzyskowski and seconded by Commissioner Lucas to approve the resolution approving the Development Agreement for TIF 5. All commissioners present voted aye. Resolution attached as Exhibit A.

4. NEW BUSINESS

A. Resolution Accepting Work of Fowler and Hammer Construction for the Concrete Cap Paving at the Winona Commercial Dock

Development Coordinator White reported that the concrete cap work at 890 Riverview Drive had been completed according to specifications and prior to the grant deadline of September 30, 2017 established by the Department of Transportation.

Commissioner Lucas made a motion and Commissioner Borzyskowski seconded to approve the resolution accepting the work and authorizing final payment to the contractor. All Commissioners present voted aye.

RESOLUTION # 734

**Resolution Accepting Work of Fowler and Hammer Construction
for the Concrete Cap Paving at the Winona Commercial Dock**

WHEREAS, a contract was let for the construction of a concrete paving cap on the Port Authority owned commercial dock located at 890 Riverview Drive; and

WHEREAS, the original contract price for the construction of the cap was \$260,000; and

WHEREAS, the contract has been completed according to the plans and specifications; and

WHEREAS, the final price for the project is \$260,000.00; and

WHEREAS, the Port Authority of Winona is responsible for \$260,000.00 paid for with Port Authority Funds and State of Minnesota Port Development Assistance Grant Funds.

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

1. The Port Authority of Winona hereby accepts the work.
2. The Port Authority hereby authorizes the final estimate in the amount of \$260,000.00

B. Resolution Authorizing Application to the MN Department of Employment and Economic Development for Cleanup Grant Funds for 60 Main Street

Director of Community Development McMartin provided an overview of the grant funding. The grant would provide up to 75% of the cost for the soils issues related to the development site located at 60 Main Street. She indicated the Response Action Plan (DRAP) had been reviewed and approved by the MN Pollution Control Agency. Ms. McMartin indicated the Port Authority had received two estimates on the cost of the work and recommended that the estimate of the cost of the project would be \$650,000 (\$487,500 as a grant request and \$162,500 as a cash match).

A motion was made by Commissioner Johnson to approve the resolution committing the required match money and authorizing application to the MN Department of Employment and Economic Development for Contamination Clean-up funding for 60 Main Street. The motion was seconded by Commissioner Hansen with all members present voting aye.

RESOLUTION # 735

WHEREAS, the Port Authority wishes to utilize the Contamination Clean-up Grant offered through the Department of Employment and Economic Development; and

WHEREAS, the Port Authority will act as the legal sponsor for project(s) contained in the Contamination Clean-up Grant Program to be submitted on or before November 1, 2017; and

WHEREAS, the Community Development Department is hereby authorized to apply to the Department of Employment and Economic Development for funding of the project at 60 Main on behalf of the City of Winona.

BE IT RESOLVED that the Port Authority has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure adequate project administration.

BE IT FURTHER RESOLVED that the sources and amounts of the local match identified in the application are committed to the project identified.

BE IT FURTHER RESOLVED that the Port Authority of Winona, has not violated any Federal, State or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the state, the Port Authority of Winona may enter into an agreement with the State of Minnesota for the above-referenced project(s), and that the Port Authority certifies that it will comply with all applicable laws and regulation as stated in all contract agreements.

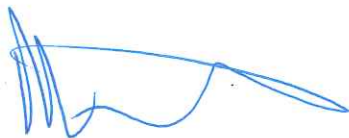
NOW, THEREFORE BE IT FINALLY RESOLVED that the President and the Executive Secretary are hereby authorized to execute such agreements as are necessary to implement the project on behalf of the City of Winona.

5. FINANCIAL REPORT

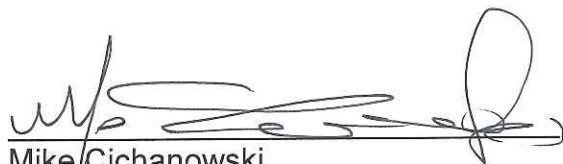
Director of Community Development McMartin reported that there were no unusual revenues or expenses with regard to the financial report.

6. ADJOURNMENT

A motion to adjourn was made by Commissioner Lucas and seconded by Commissioner Hansen. The meeting was adjourned at 4:33.



Myron White
Development Coordinator



Mike Cichanowski
President