

WABASHA PORT AUTHORITY AND DEVELOPMENT AGENCY
City of Wabasha

Minutes of the April 21, 2015, meeting:

BOARD MEMBERS:	Vicki Moore	President
	Rolf Thompson	Vice President
	Atty. Mark Jarstad	Treasurer
	Mayor Rollin Hall	
	John Friedmeyer	
	Amy Gaedtke	
	Kirk Lineweaver	

STAFF:	Chad Springer	City Administrator
	Susan Schamaun	City Clerk

The Regular Meeting of the Wabasha Port Authority and Development Agency was held on Tuesday, April 21, 2015, at City Hall and was called to order by Vicki Moore at 7:00 pm.

Roll call found all members present except Mayor Rollin Hall. Also in attendance: Mr. Ed McBride, Chamber Executive Director

APPROVAL OF MINUTES:

Rolf Thompson and Attorney Mark Jarstad moved to approve the March 17, 2015, regular minutes as presented. Adopted unanimously.

TREASURER'S REPORT:

Financials were presented by Chad Springer.

The Financial summary was discussed in relation to revenue and commitments projected per month.

John Friedmeyer and Amy Gaedtke moved to approve the financials as submitted. Adopted unanimously.

4. PAYMENT OF BILLS:

The following bills were presented for payment:

- 1) City of Wabasha - \$917.00 Staff Support
- 2) Vision Design Group - \$59.85 – W-K Area Community Foundation
- 3) LandForm – \$1,000.00 - Riverfront Property Development
- 4) National Eagle Center - \$237.70 – Reimb. For lunch for Riverfront Taskforce Developers Showcase

City Administrator, Chad Springer, requested the invoice from Vision Design Group be pulled and discussed with Agenda Item #3, Wabasha Community Foundation Expenses.

Kirk Lineweaver and John Friedmeyer moved to approve payment for City of Wabasha, Landform and National Eagle Center bills. Adopted unanimously.

RIVERFRONT TASKFORCE UPDATE: Rolf Thompson stated the Riverfront Taskforce hosted a Developer's Showcase on April 7th at the National Eagle Center. There were ten developers present. Wabasha highlights were presented first by referencing the National Eagle Center, Journey To Growth, Regional Community Event Center, Regional events, etc. Rolf stated if there were to be any type of commercial development, there is a lot of work to do in reference to getting it market ready such as soil borings, power, site elevation, parking wac & sac etc. It was stated that some of these things may already be done but the process of documenting them needs to be done.

Attorney Mark Jarstad felt soil borings were done when the National Eagle Center was built.

Vicky stated in reference to a multi-use project and open space, is there a way for the outdoor space to have programmable events to support community goals as well as raise revenue. She stated this was just one of the options and felt it would allow the space to remain aesthetically pleasing as well as a working piece of land. She also stated it was important to also focus on the river connection.

Landform's report should be finalized by mid-summer.

RESIDENT RECRUITMENT UPDATE: Vicky asked the Port Authority what they felt the priority was to continue in some way with the Resident Recruitment Program.

Rolf stated he felt it depended on the Riverfront Project. He stated the National Eagle Center had more of a vested interest in seeing the downtown storefronts filled and vibrant with businesses that are synergistic with what their visitors are coming to town for. He felt the Port Authority should be a tool to help businesses get established and/or grow. Amy stated she felt the focus should be on getting a more viable downtown and felt Port Authority funds should be used to help businesses get started. Kirk also stated he felt getting businesses going should be first and then focus can be on getting residents here.

Vicky stated she concurred that the Port Authority focus should be on the Riverfront Project and attracting new businesses as well as maintaining downtown businesses.

WABASHA-KELLOGG AREA COMMUNITY FOUNDATION EXPENSES:

Chad stated in February 2014, the Wabasha-Kellogg Area Community Foundation came to the Port Authority and requested the Port Authority consider funding a bill from Vision Design for the startup of their website as well as an annual contingency amount of \$500. The Port Authority approved paying for the startup fees for their website only. Chad read an email from Mr. Rick Vaplon, W-K Area Community Foundation Board Member, stating the foundation had some miscellaneous expenses in reference to stamps, ink jet and web hosting and questioned who was responsible for these expenses. Discussion followed.

Victoria Moore and Attorney Mark Jarstad moved to approve payment of the Vision Design invoice for the Foundation's website hosting for \$59.85 and the payment to Carol Scott for reimbursement for stamps and ink jet for \$78.93 and to also approve a one-time and final foundation allocation of \$1,000 to be used for on-going operating expenses with the expectation the W-K Area Community Foundation will become self-sufficient moving forward. Adopted unanimously.

K&C FISHERIES UPDATE:

Amy reported she met with Cate Bella and she is still working on finalizing 2014 financials for K&C Fisheries. Chad stated it will be approximately the end of April before paperwork is ready and/or a loan payment will be considered for payment. It was stated they are processing and product is being shipped out. Chad stated he is in contact with Keith & Cate Bell on an ongoing basis.

Amy Gaedtke and Rolf Thompson moved to adjourn at 8:24 pm. Adopted unanimously.

Respectfully submitted:

Susan Schamaun, City Clerk