

WABASHA PORT AUTHORITY AND DEVELOPMENT AGENCY
City of Wabasha

Minutes of the May 19, 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, May 19, 2015, at City Hall and was called to order by Vicki Moore at 7:05 pm.

Roll call found all members present except Kirk Lineweaver. Also in attendance: Mr. Keith Bell, K&C Fisheries

APPROVAL OF MINUTES:

Rolf Thompson and Mayor Rollin Hall moved to approve the April 21, 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.

Mayor Rollin Hall and Attorney Mark Jarstad 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) Houck Transit Advertising - \$1,125.00 – Resident Recruitment Program
- 3) Rochester Women - \$895.50 – Resident Recruitment Program
- 4) W-K Area Community Foundation - \$50,000 – Doffing Foundation Donation for Regional Event Center
- 5) MN Public Radio - \$1,430.00 – Resident Recruitment Program
- 6) Landform - \$5,950.00 – Riverfront Taskforce Program

Chad Springer explained \$50,000 was put into the Wabasha Port Authority Money Market Account as the Doffing Foundation was making a donation to the W-K Community Foundation and initially was going to have the Port Authority hold the money and if the project didn't happen, the funds

would be for the Port Authority. It was later determined to forward the funds to the W-K Community Foundation.

John Friedmeyer and Amy Gaedtke moved to approve payment of bills as submitted. Adopted unanimously.

K&C FISHERIES UPDATE:

Chad Springer explained the proposed payment plan for K&C Fisheries outstanding loans. He stated he has reviewed the plan with Mr. Keith Bell. Regular loan payments are anticipated to start in July 2015.

Mr. Keith Bell announced K&C Fisheries has 220,000 lbs. of product waiting to be shipped. They are still producing and have 12 full-time employees. A Washington Company has bought five containers and have indicated they want product all through the year. He stated they have also signed a contract with an Indian Company for a minimum of one container per week. Another order from a Romanian Company was just received for four containers. He announced they have orders on the books through July 2016.

Chad reviewed the delinquent and regular loan payments for the DEED and USDA loans. The delinquent payments have been amortized quarterly over the remaining quarters of the loan period. Due to the seasonality of the cash flow, the annual payment amount was divided by 3 and will be paid over 3 times annually.

Mr. Bell gave a report on the operations of the K&C Fisheries.

Chad Springer stated he will work with Attorney Ekstrand to draft an appendix to the loan amendments previously approved.

RIVERFRONT TASKFORCE UPDATE: Rolf Thompson stated Landform presented a draft report to the Riverfront Taskforce Committee last week. Comments and feedback were provided to Landform on the draft and a final report will be provided at a later date. He reported that two concepts were discussed:

- 1) Four floors of either residential or hospitality above one floor of the National Eagle Center (NEC) expansion.
- 2) NEC expansion with the rest being programmed open space which would be intentionally developed open space developed for a purpose in relation to the goals that were identified for this project (riverboat dockage, spaces for kiosks, etc.)

He stated the Riverfront Taskforce Committee has asked Landform to do more analysis on each concept and to list the pros and cons of each in the final report. Once the final report is received the Riverfront Taskforce Committee will meet again and determine a recommendation for the City Council.

Discussion was held on whether the Regional Event Community Center (RECC) would be part of one of the concepts for this project. John Friedmeyer stated that in a post showcase meeting, some members of the Riverfront Taskforce Committee removed the RECC concept from the Landform report process. He felt that the RECC should be considered for the final report from Landform.

Attorney Mark Jarstad stated the whole purpose of consulting with Landform on the Riverfront Project was to look at every possible option to determine the best use.

Rolf Thompson stated he felt there were logistical issues of trying to run an event center next to the National Eagle Center.

Discussion followed on parking, traffic, events and locations, updating the City's Comprehensive Plan, getting the City a return on that parcel of land, legislative and bonding timing etc.

It was determined there needed to be more conversation on this issue.

Amy Gaedtke and Rolf Thompson moved to adjourn at 9:04 pm. Adopted unanimously.

Respectfully submitted:

Susan Schamaun, City Clerk