

ALBERT LEA PORT AUTHORITY

MINUTES

Wednesday, April 4, 2018- 7:30 a.m.

Regular Meeting

Albert Lea Business Development Center

CALL TO ORDER & NOTATION OF ROLL

The Regular Meeting of the Albert Lea Port Authority was called to order on Wednesday, April 4, 2018 at 7:30 a.m. by President Rasmussen. Roll was noted by the Board Secretary.

COMMISSIONERS PRESENT: Vern Rasmussen, Jr., Bryan Skogheim, Nate Jansen, Ginny Larson, Mark Heinemann

COMMISSIONERS ABSENT: Sarah Hensley, Rich Murray

EX-OFFICIO MEMBERS PRESENT: Chad Adams, City of Albert Lea Representative; Tricia Dahl, Business Community Representative; Mike Lee, Freeborn County Representative

EX-OFFICIO MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: Ryan Nolander, Executive Director; Noelle Hagen, Small Business & Marketing Manager; Jillayne Raetz, Board Secretary

STAFF MEMBERS ABSENT: None

GUESTS: Wyeth Anderson, City of Albert Lea Intern

APPROVAL OF MINUTES FROM MARCH 6, 2018 MEETING

The minutes from the March 6, 2018 meeting were reviewed. Commissioner Jansen made a motion to approve the minutes as presented, seconded by Commissioner Skogheim. President Rasmussen asked for any discussion and hearing none, the motion carried 5 in favor; 0 opposed.

RESOLUTION PA-18-08 AUTHORIZING PAYMENT OF CLAIMS

The claims were presented for review. The claims list that was included in the packet was missing a payment to ZRT, so a new claims list was handed out. Commissioner Jansen made a motion to accept the claims as presented in the amount of \$43,609.74, seconded by Commissioner Heinemann. President Rasmussen asked for any discussion and hearing none, the motion carried 5 in favor; 0 opposed.

STAFF REPORT

- ZRB Building Project Update
 - Ribbon cutting was held on March 6th. ZRB has taken possession of the building and is transitioning out of the ALEDA Spec #1 building. ZRB plans to be out of the building by April 30th.
- Bank Building Update
 - Continuing to work with a local startup company. If the deal moves forward, construction for the buildout would tentatively start June 1. On April 9th, Executive Director Nolander will attend the city council meeting in support of the council approving a resolution of support for the JCF application the company will be submitting.
- Blazing Star Landing Update
 - City Manager Chad Adams: 20 million bonding bill request for 2 phases. Phase 1 would relocate Front Street to create lake shore development. Phase 2 would include a community center on the former Farmland Site. An interested developer prefers to build the center and

lease it to the City of Albert Lea long-term. The developer will be submitting a letter of intent to support the project for the bonding bill.

- East Main Street Redevelopment Update
 - City Manager Chad Adams: City of Albert Lea is now looking at the old Alliant Energy/Freeborn-Mower building by the Freeborn County Government Center for the new fire station location. Chad has had conversations with the local homeowners and some are interested in selling.
 - The East Main Street redevelopment plan is still something to be pursued, with the potential opportunity to redevelop that area.
- 132 Broadway Update
 - City Manager Chad Adams: The City has replaced the back third of the roof as it was failing. They will also need to make sure the walls are stable. The total costs of the repairs will be assessed to the property. While the city cannot offer to purchase the building, there is potential that the Port Authority could purchase it and make it available for a retail challenge, joint Chamber/CVB/ALEDA location, etc.
- Business Retention Meeting
 - Yesterday, Executive Director Nolander and Small Business and Marketing Manager Hagen met with Peggy Young of Riverland Community College. Young would like to be involved with the BR&E visits and suggested that we use the Grow MN (MN Chamber) BR&E program and survey. Hagen and Nolander also met with Catherine Buboltz from the Chamber. ALEDA, The Chamber, and Riverland will partner together to complete the visits. Staff requests that ALEDA board members volunteer to participate in the visits as well. Commissioner Janson, Commissioner Skogheim, and Commissioner Heinemann all mentioned their interest in participating. Staff will finalize the survey and other BR&E documents and share to the entire board with a volunteer request.
- Meeting & Conferences to Note:
 - CGMC Legislative Day
 - March 14th – Vern Rasmussen, Larry Baker, and Ryan Nolander attended. They discussed topics such as LGA, the lack of childcare in Greater MN, etc.
 - ALEDA/Chamber/CVB Meeting
 - There will be a joint meeting of the three organizations next Tuesday. Abby Leach of the ALBDC Board, and Commissioner Heinemann and Commissioner Hensley will be joining Executive Director Nolander as representation of ALEDA. The meeting focus is to discuss the future of all the organizations and how partnering together may make them each more efficient and better focused to achieve their specific goals and purposes. There may be an opportunity to bring all three into one centralized location providing further efficiency, potentially with a few shared staff members.
 - Leadership Day 5/15/18
 - May is Economic Development Day for the Albert Lea – Freeborn County Leadership Program. Executive Director Nolander and Small Business & Marketing Manager Hagen are working on the agenda. The day will begin at the ALBDC with an overview of ALEDA and economic development in Albert Lea followed by tours from several local manufacturers and will end with a driving tour of the Industrial Parks.

EX-OFFICIO UPDATE

Freeborn County – Mike Lee, Freeborn County Representative

- Freeborn County solicited bids for Freeborn County Fairgrounds Grandstand which includes removal of seating, new seating, and hand rails. Phase 2 will include repairs to the underside of grandstands and remodeling of the bathrooms.
- 2018 waste recycling dates are out.
- Administrator and Human Resource director are now off probationary period.

- City/County work session is this Thursday night.

City of Albert Lea – Chad Adams, City of Albert Lea Representative

- Ramsey school project is moving forward. They are on the list to receive a grant from MN Housing for the project.
- Met with HRA Director, John Ford. The City would like to see them get more aggressive with housing initiatives.
- Legislative update; Stables Area project expected to be in bonding bill, but not definite at this point.
- City/County work session to focus on Bridge Ave. and Main St. reconstruction projects.
- The community survey has been sent out, same questions as a few years ago. Results will be back in May/June.
- The City of Albert Lea is currently searching for a Director of Public Safety following Dwaine Winkels retirement.
- Kelly Martinez has accepted the City Attorney position.

Chamber of Commerce – Tricia Dahl, Business Community Representative

- Still searching for a new Executive Director.
- The Board of Directors has shown support for the Main Street Program and is open to housing the program under the Chamber.
- The Annual Ag Luncheon went well.

COMMISSIONER/OTHER ITEMS

- Craig Taylor is still interested in purchasing land from the Port Authority or John Miller at the Plaza Site.
- Executive Director Nolander met with Scott Spates to discuss the possibility of bringing a VA nursing home to Albert Lea. They have scheduled a call with the VA to see if there is an opportunity to use the original St. John's campus for the VA nursing home as St. John's continues to transfer residents to its new location.
- Slumberland is moving from their location on North Bridge Ave. to South Broadway in the former Buy and Save Grocery store.
- President Rasmussen mentioned that there is planning taking place for a Blandin cohort this fall.

ADJOURNMENT

Commissioner Heinemann made a motion to adjourn the meeting, seconded by Commissioner Larson. The motion carried 5 in favor, 0 opposed. The meeting adjourned at 8:25 a.m.

Filed and attested April 4, 2018.



President



Board Secretary