

ALBERT LEA PORT AUTHORITY

MINUTES

Wednesday, September 1, 2021 – 7:30 a.m.

**Regular Meeting
132 N Broadway Ave**

CALL TO ORDER & NOTATION OF ROLL

The Regular Meeting of the Albert Lea Port Authority was called to order on Wednesday, September 1, 2021 at 7:30 a.m. by President Nelson. Roll was noted by the Board Secretary.

COMMISSIONERS PRESENT: Sarah Nelson, President; Nate Jansen, Vice President; Mark Heinemann, Treasurer; Rich Murray, Bryan Skogheim, Vern Rasmussen, Jr.,

COMMISSIONERS ABSENT: Tricia Dahl

EX-OFFICIO MEMBERS PRESENT: Tom Jensen, Freeborn County Representative; Holly Karsjens, Local Tourism Representative; Shari Jenson, Business Community Representative

EX-OFFICIO MEMBERS ABSENT: Ted Herman, Freeborn County Representative; Ian Rigg, City of Albert Lea Representative

STAFF MEMBERS PRESENT: Phillip Johnson, Executive Director; Noelle Hagen, Assistant Executive Director

APPROVAL OF MINUTES FROM AUGUST 4th, 2021 REGULAR MEETING

The minutes from the Wednesday, August 4th regular meeting were reviewed. Commissioner Heinemann made a motion to approve the minutes as presented, seconded by Commissioner Rasmussen. President Nelson asked for any further discussion and hearing none, the motion carried 6 in favor; 0 opposed. Commissioner Heinemann abstained.

RESOLUTION PA-21-14 AUTHORIZING PAYMENT OF CLAIMS

The claims were presented for review. Commissioner Skogheim made a motion to accept the claims as presented in the amount of \$49,735.90, seconded by Commissioner Heinemann. President Nelson asked for any further discussion and hearing none, the motion carried 6 in favor; 0 opposed.

2022 BUDGET APPROVAL

Executive Director Johnson asked if the board had a chance to review the draft budget and asked if there were any other questions. Johnson noted that the only changes staff made were the items noted at the last meeting.

Commissioner Heinemann moved to approve the 2022 Budget as presented, seconded by Commissioner Skogheim. President Nelson asked for any further discussion and hearing none, the motion carried 6 in favor; 0 opposed.

STAFF REPORT

- Lake Front Development Meetings
 - City staff is still putting information together for the council and will be addressing all of the questions before presenting it to the council.
- Collaboration (Chamber/CVB/ALEDA)
 - The final images and messaging for the “who we are/how we work together” marketing project is done and we will be discussing with Holly and Shari and rolling out the campaign soon.
 - Also working on the strategic planning goal of a joint marketing plan, will be working with a local group to begin planning and working on this with our partners.
 - Met with partners (Chamber/CVB) about the joint visitors guide/community guide to provide one professional and informative guide for both visitors and community members. This will be a joint project.
- Plaza Street 8.85 Acre Property
 - Staff has been working with Toot’s Trucking on finding a space for his business. He is looking for a space to park semi-trailers and occasionally semi-trucks. He is looking for a parking lot type space but is interested in building in a few years. They currently have 10 employees.
 - A property that we could sell to him would be the 8.8 acres on Plaza Street next to Freeborn Lumber.
 - Recent sales of the property have gone for \$15,000 per acre. If we were in the \$11,000-12,000 range that would fit into his budget for this project.
 - Staff is looking to receive input from the board on if the property is a good fit for this business.
 - The discussion included questions about how we could get a commitment from the interested business on building a business, potential other properties, and where a good fit for this business might be.
 - The board determined that the selling price for the piece would be discounted if the business builds a building for their business within a certain amount of time. If not, the selling price would be the \$15,000 per acre that was established. Staff will continue to work with the business on the property sale/search.
- Tree Range Accelerator Launch
 - The group has decided to hold off on the September event and their intended announcement of their project being established in Albert Lea. There are some concerns that with the increase in COVID numbers they believe their timeline might be impacted. They are now considering a Winter ag summit.
 - They are also working with several other existing businesses who may be a good fit for their accelerator including a niche food co-packer.

ALEDA MISSION STATEMENT

“To provide and promote services and resources to retain, expand, create and attract businesses, increase tax base and quality employment opportunities in Freeborn County.”

- Staff will be working on finding a building that will fit these needs.
- Entrepreneurial Bridge Event
 - The information about the event and the agenda was shared with the board. At the end of the day there will be a reception, hosted downtown in Fountain Lake Park with live music, food, and drinks.
 - Registration is not yet to the level we were hoping, as of late last week we had 60 registered. We would like to see that number much higher by the time of the event. With the concern of a rise in COVID numbers we will be meeting next Tuesday the 14th to determine whether to move forward or to postpone.
 - Two bands are lined up now for the entertainment for the Fall Frenzy on Fountain Event, Holly has been working with the food trucks to get them signed up as well.
- Conferences/Meetings to Note
 - I-35/I-90 Land – Tim is working with JHS to put together quotes and specs on the cost to make the site shovel ready. He believes 50 to 60 of the 70+ acres are developable. Hoping to have that at the next board meeting. Also working with him to get new quotes for the cost of building a new spec building.
 - Albert Lea Donor Idea – Met with Al Arends who has a former Albert Lea graduate who is interested in giving money to Greater Jobs for development.

EX-OFFICIO UPDATE

- Freeborn County – Tom Jensen
 - Bridge Avenue intersection at Hammer Road will be closed starting Tuesday for about 5 weeks. Hope to have the road project wrapped up in October.
 - Should be able to take the household waste in about 30 days, the new building is almost ready.
 - Just received about \$250,000 from the Coronavirus Response and Relief Supplemental Appropriations Act which will go to the highway fund.
 - Knutson Oil is expanding to about a 10,000 sq ft building in Glenville.
 - The county board will be voting to join with the school district for their Heath Partners clinic.
 - Set the preliminary levy at 4, looking to bring it down to 3.210.
 - Health insurance premiums are going down \$600,000 for 2022.
- City of Albert Lea – Vern Rasmussen
 - Working on budget.
 - Looking at housing ideas – unique ideas included saving properties instead of knocking them down. Help get them stable for a developer. About 12 properties were purchased by the City from the County on Tax Forfeiture.
- Chamber of Commerce – Shari Jenson

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- Community Resiliency Committee met and Kay King who is the Community Educator and Older Adult Program Coordinator from NAMI present. We've been getting calls from people about mental health and what we could bring to their businesses.
- Also in the planning stages of putting together and diversity and inclusion committee.
- There's a small group working together to make Freeborn County dementia friendly. Started a Facebook group on that, had a kickoff meeting in July. Starting the memory café on September 27th at the historical society. Will be an outdoor event.
- Ag committee did the livestock auction in August. The event was successful.
- Currently working on Third Grade Farm Tours which is scheduled for the end of September.
- Ambassadors did their first cash mob, went fantastic!
- Leadership Reads Book Club is going well with in person and zoom options.
- Working on the annual meeting which is scheduled for October 7th at Wedgewood Cove.
- Had planned a training program to happen once a month for four months for new management in manufacturing settings. That will be put on hold until it is okay to have them in person.
- Convention and Visitors Bureau – Holly Karsjens
 - The new billboards on I35 are up.
 - Video campaign premiered during the fair before each grandstand performance. Have had a lot of businesses and groups wanting help with sharing the video through their websites or email signatures which has been great.
 - Sherpa has new adventures uploaded for Albert Lea. The newest one was a young family.
 - Crazy Days went great, great feedback from everyone who participated.
 - Fall Frenzy on Fountain event is coming together for September 28th.
 - Eddie Cochran events happening October 1 and 2.
 - Shop Sip and Stroll will be October 9th.
 - October 28th will be the Spooktacular downtown.
 - Deer Widow Event is November 6th.
 - Small Business Saturday Bingo card will be the week leading up to Small Business Saturday which is two days after Thanksgiving.
 - Holiday Bazaar will be December 9th. Working on making the event flexible in case it has to be a drive thru event again like last year.

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COMMISSIONER/OTHER ITEMS

Commissioner Rasmussen shared an idea to the group an idea to tell entrepreneurs who are coming to Albert Lea for the bridge event that we would give them an incentive to come to Albert Lea – as a one day only opportunity. This could be an idea we do year round, similar to the cities who pay new residents student loans/grants to help them move here.

ADJOURNMENT

Commissioner Heinemann made a motion to adjourn the meeting, seconded by Commissioner Skogheim. The motion carried 6 in favor, 0 opposed. The meeting adjourned at 8:40 am.

Filed and attested September 1, 2021.



President



Secretary

ALEDA MISSION STATEMENT

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