

ALBERT LEA PORT AUTHORITY

MINUTES

Wednesday, August 7, 2024 – 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, August 7, 2024 at 7:30 a.m. by President Murray. Roll was noted by the Board Secretary.

COMMISSIONERS PRESENT: Mark Heinemann, Rich Murray, Tricia Dahl, Sarah Nelson, Larry Baker

COMMISSIONERS ABSENT: Nate Jansen, Bryan Skogheim

EX-OFFICIO MEMBERS PRESENT: John Forman, Freeborn County Representative; Ian Rigg, City of Albert Lea Representative; Holly Babcock, Local Tourism Representative

EX-OFFICIO MEMBERS ABSENT: Shari Sprague, Business Community Representative; Ryan Rasmussen, Freeborn County Representative

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

APPROVAL OF MINUTES FROM JULY 10, 2024 REGULAR MEETING

The minutes from the Wednesday, July 10, regular meeting were reviewed. Commissioner Heinemann made a motion to approve the minutes as presented, seconded by Commissioner Dahl. President Murray asked for any further discussion and hearing none, the motion carried 5 in favor; 0 opposed.

RESOLUTION PA-24-13 AUTHORIZING PAYMENT OF CLAIMS

The claims were presented for review. Commissioner Heinemann made a motion to accept the claims as presented in the amount of \$90,228.01 seconded by Commissioner Dahl. President Murray asked for any further discussion and hearing none, the motion carried 5 in favor; 0 opposed.

STAFF REPORT

Collaboration (Chamber/CVB/ALEDA)

- Collaboration efforts ongoing; map guide project discussed.

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.”

Childcare

- The pod model presented (\$290k) is unlikely to be pursued; exploring more cost-effective alternatives.
- Jeff provided a map showing current providers in Freeborn County, highlighting those nearing retirement or exiting in-home care.
- Discussions included potential pods in both the county and Albert Lea, renovation options for family provider spaces, assessing second-shift childcare demand, and interest in grants for new builds or groups.

Ventura Foods Lease and Building

- Met with Ventura Foods to discuss rent, building repairs, and the potential sale of their building.
- Staff recommended selling the building for \$2 million, starting negotiations at that price.
- Discussed maintenance responsibilities and repairs for Ventura Foods' lease, including the cooling unit and dock doors.

Design Ready Controls

- Staff walked through Design Ready Controls' parking lot, finalizing it with a few remaining tasks before releasing \$15k.
- Design Ready Controls is hiring, aiming for 100 employees by year-end.
- Brian from JHS is redrawing the survey for the microgrid project.
- Discussed other quotes for additional projects at Design Ready Controls.

Conferences/Meetings to Note

- The employer meeting led by the Chamber and Mrs. Gerry's went well, with support for the long-term housing plan.
- Housing marketing efforts are progressing, with interest from several groups in Watershed Property.
- Aiming for 100 housing units per year; good discussions expected in the fall. Met with Brookshire on marketing, with discussions ongoing to finalize details.

Ex-Officio Update

- **Freeborn County (Ryan Rasmussen, John Forman)**
 - Working on budgets for Freeborn County as well as including cannabis zoning rules and solar bids.
- **City of Albert Lea (Ian Rigg)**
 - Albert Lea's arena project is progressing, with adjustments made to the contract.
 - Broadway Ridge Fund grant will receive additional funds in the city's budget.
 - Cannabis zoning presentation delayed to August 20th due to illness.
- **Chamber of Commerce (Shari Sprague)**

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- Shari was not in attendance.
- **Convention and Visitors Bureau (Holly Babcock)**
 - Final proofing stages for the guide and map, with new features added.
 - CVB website rework is in progress.
 - Glow Ride and Rock n Roll the Lakes events are upcoming, with new volunteers helping with planning.
 - Relay for Life is scheduled for the weekend.
 - Planning for Fall and Winter events will begin soon.

COMMISSIONER/OTHER ITEMS

None.

ADJOURNMENT

Commissioner Murray made a motion to adjourn the meeting, seconded by Commissioner Heinemann. The motion carried 6 in favor, 0 opposed. The meeting adjourned at 8:28 a.m.

Filed and attested August 7, 2024.

President

Secretary

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