



WABASHA PORT AUTHORITY AND DEVELOPMENT AGENCY

Wabasha City Hall

<https://us02web.zoom.us/j/82539841446>

Meeting ID 825 3984 1446

Tuesday, November 21, 2023

5:30 PM

1. **Call to Order -**
2. **Roll Call -**
 1. October 19, 2023 Port Authority Meeting Minutes
 2. October 2023 Port Authority Financials
 3. Bolton & Menk Invoice 0324259
4. **Old Business -**
5. **New Business -**
 1. Introduction of Dusty Liston, CEDA
 2. Approve Anderson House RLF Withdrawal Request
 3. Housing Update and receipt of Letter of Interest from Jamie Judisch
 4. Barge Terminal Update
6. **Coordinator's Report -**
 1. Coordinator's Report
7. **Other -**
 1. Capital Investment Tour of Wabasha Highway 60 and Eagle Center Visit with Legislatures November 30th
8. Next Meeting - Tuesday, December 19, 2023
9. Adjourn -

Port Authority

1.

Meeting Date: 11/21/2023

ITEM TITLE: October 19, 2023 Port Authority Meeting Minutes

DEPARTMENT: Administration

PURPOSE:

Consent Agenda -

ITEM SUMMARY:

Review October 19, 2023 Port Authority Meeting Minutes.

ACTION REQUIRED:

Approve October 19, 2023 Port Authority Meeting Minutes.

Attachments

October 19, 2023 Port Authority Meeting Minutes

DRAFT



WABASHA PORT AUTHORITY AND DEVELOPMENT AGENCY

Wabasha City Hall

<https://us02web.zoom.us/j/82539841446>

Meeting ID 825 3984 1446

Thursday, October 19, 2023

5:30 PM

Present: Dave Wodele; Vice President Michael Walters; Robin Gwaltney; Jeff Sulla

Absent: President John Friedmeyer; Treasurer Cory Loechler; Craig Falkum

1. **Call to Order -**
2. **Roll Call -**
3. **Consent Agenda -**

Moved by Jeff Sulla, seconded by Robin Gwaltney to approve the Consent Agenda.

Vote: 4 - 0 Adopted - Unanimously

Other: President John Friedmeyer (ABSENT)

Craig Falkum (ABSENT)

Treasurer Cory Loechler (ABSENT)

1. September 19, 2023 Port Authority Meeting Minutes
2. September 2023 Port Authority Financials
3. CEDA 4th Quarter 2023 Invoice
4. Bolton & Menk Invoice 0322232

4. **Old Business -**

5. **New Business -**

1. Public Hearing Draft Environmental Impact Statement (DEIS) regarding the proposed Mississippi River Barge Facility Project

The public hearing was led by Bolton & Menk staff, City Engineer Brian Malm and Senior Environmental Planner Angie Smith. Malm began with an overview of the project. Malm also presented a map of the site layout. Project history was provided as well as alternatives that were researched.

Smith presented the potential impacts and mitigation as they relate to parks and recreation, soils and topography, water resources, wetlands, and natural resources. A list of permits and approvals the project would require was also discussed. Public comments will be accepted through November 2, 2023

Comments from the public were accepted.

The Public Hearing was closed at 6:30PM.

2. Authorize Bolton Menk to begin applying for necessary permits for dredging and associated costs.

City Engineer, Brian Malm, explained that an approval was needed for Bolton & Menk to start work on permit application for dredging. Malm stated that starting this permit application process now will speed up the process.

Moved by Robin Gwaltney, seconded by Dave Wodele to approve Bolton & Menk to start working on the permit application process for dredging.

Vote: 4 - 0 Adopted - Unanimously

Other: President John Friedmeyer (ABSENT)

Craig Falkum (ABSENT)

Treasurer Cory Loechler (ABSENT)

3. Housing Update

Robin Gwaltney and Jeff Sulla provided Housing Committee updates. The October WATCH meeting was held on October 4th.

4. Blandin Grant Applications

Finance Director, Tyler, Grabau, introduced three Blandin Boost Grant Applications from Wabasha-Kellogg Age Friendly Initiative, Wabasha Area Community Resource Center, and Senior Health Action Team.

Moved by Dave Wodele, seconded by Robin Gwaltney to approve three Blandin Boost Grants: Wabasha-Kellogg Age Friendly Initiative (\$5,000), Wabasha Area Community Resource Center (\$2,015), and Senior Health Action Team (\$1,100).

Vote: 4 - 0 Adopted - Unanimously

Other: President John Friedmeyer (ABSENT)
Craig Falkum (ABSENT)
Treasurer Cory Loechler (ABSENT)

5. 2024 CEDA Contract

Finance Director, Tyler Grabau, explained that the 2024 CEDA contract is \$42,129.

Moved by Jeff Sulla, seconded by Robin Gwaltney to approve the 2024 CEDA contract of \$42,129.

Vote: 4 - 0 Adopted - Unanimously

Other: President John Friedmeyer (ABSENT)
Craig Falkum (ABSENT)
Treasurer Cory Loechler (ABSENT)

6. **Directors Report -**

7. **Other -**

1. Wabasha Kellogg Area Community Foundation Letter and Newsletter

Finance Director, Tyler Grabau, stated that the Port Authority had received an annual newsletter from the Wabasha-Kellogg Area Community Foundation.

8. Next Meeting - Tuesday, November 21, 2023

9. Adjourn -

Moved by Dave Wodele, seconded by Jeff Sulla to adjourn the October 19, 2023 Port Authority meeting.

Vote: 4 - 0 Adopted - Unanimously

Other: President John Friedmeyer (ABSENT)
Craig Falkum (ABSENT)
Treasurer Cory Loechler (ABSENT)

Port Authority

2.

Meeting Date: 11/21/2023

ITEM TITLE: October 2023 Port Authority Financials

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Review October 2023 Port Authority Financials.

ACTION REQUIRED:

Approve October 2023 Port Authority Financials.

Attachments

October 2023 Port Authority Financials

Wabasha Port Authority Financial Summary and Projection

Per October 31, 2023 Bank Statements

Port Authority Current Account Balances	
Cash and Marketable Securities	
PA Checking	\$26,057
PA Main Money Market	\$73,033
Restricted Funds	
PA Revolving Loan Fund	\$68,588
Total Current Account Balances:	\$167,678

	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24
Checking and Money Market Accounts												
Checking and Money Market Revenue												
Misc Interest		\$250			\$250			\$250			\$250	
2023 Tax Levy								\$61,381				
Emergency Loan Repayments												
Checking and Money Market Revenue	\$0	\$250	\$0	\$0	\$250	\$0	\$0	\$61,631	\$0	\$0	\$250	\$0
Checking and Money Market Expenses												
City of Wabasha - Admin Support		\$7,500						\$7,500				
CEDA	\$3,435	\$3,435	\$3,511	\$3,511	\$3,511	\$3,511	\$3,511	\$3,511	\$3,511	\$3,511	\$3,511	\$3,511
Legal Costs for Barge Terminal	\$4,167	\$4,167	\$4,167	\$4,167	\$4,167	\$4,167	\$4,167	\$4,167	\$4,167	\$4,167	\$4,167	\$4,167
Environmental Review			\$25,000			\$25,000			\$25,000			
Checking and Money Market Expenses	\$7,601	\$15,101	\$32,677	\$7,677	\$7,677	\$32,677	\$7,677	\$15,177	\$32,677	\$7,677	\$7,677	\$7,677
Checking and Money Market Fund Balance	\$91,488	\$76,637	\$43,960	\$36,282	\$28,855	-\$3,822	-\$11,500	\$34,954	\$2,276	-\$5,401	-\$12,829	-\$20,506
Revolving Loan Fund Account												
Revolving Loan Fund Revenue												
Hill Loan Repayment	\$550	\$550	\$550	\$550	\$550	\$550	\$550	\$550	\$550	\$550	\$550	\$550
Anderson House Repayment	\$714	\$714	\$714	\$714	\$714	\$714	\$714	\$714	\$714	\$714	\$714	\$714
Round the Clock Nutrition Repayment	\$183	\$183	\$183	\$183	\$183	\$183	\$183	\$183	\$183	\$183	\$183	\$183
Cassie Modjeski Repayment	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208
Revolving Loan Fund Revenue	\$1,656	\$1,656	\$1,656	\$1,656	\$1,656	\$1,656	\$1,656	\$1,656	\$1,656	\$1,656	\$1,656	\$1,656
Revolving Loan Fund Expenses												
Anderson House	\$45,309											
Revolving Loan Fund Expenses	\$45,309	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revolving Loan Fund Balance	\$24,935	\$26,590	\$28,246	\$29,901	\$31,557	\$33,213	\$34,868	\$36,524	\$38,180	\$39,835	\$41,491	\$43,147
Total Port Authority Balance	\$116,423	\$103,227	\$72,206	\$66,184	\$60,412	\$29,390	\$23,369	\$71,478	\$40,456	\$34,434	\$28,662	\$22,641

Wabasha Port Authority Bank Account Detail

Per October 31, 2023 Bank Statements

Summary	
Port Authority Account Summary	
Checking Account:	\$26,057.03
Revolving Loan Fund:	\$68,588.43
Money Market:	\$73,032.54
Total	\$167,678.00

Account Details	
Port Authority Checking Account	
September 30, 2023 Balance:	\$42,962.55
Deposit: None	\$0.00
Withdrawal: Theis Printing for Housing Developers Meeting (Check 636)	\$255.02
Withdrawal: CEDA 4th Quarter 2023 Invoice (Check 640)	\$10,030.75
Withdrawal: Bolton & Menk invoice 0322232 (Check 641)	\$6,619.75
October 31, 2023 Balance:	\$26,057.03
Port Authority Revolving Loan Fund	
September 30, 2023 Balance:	\$67,079.27
Deposit: Anderson House Loan Payment	\$714.29
Deposit: George Hill Loan Payment	\$550.00
Deposit: Modjeski Loan Payment	\$210.00
Deposit: Interest	\$34.87
Withdrawal: None	\$0.00
October 31, 2023 Balance:	\$68,588.43
Port Authority Money Market	
September 30, 2023 Balance:	\$72,994.46
Deposit: Interest	\$38.08
Withdrawal: None	\$0.00
October 31, 2023 Balance:	\$73,032.54

Port Authority

3.

Meeting Date: 11/21/2023

ITEM TITLE: Bolton & Menk Invoice 0324259

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Review Bolton & Menk Invoice 0324259.

ACTION REQUIRED:

Approve Bolton & Menk Invoice 0324259.

Attachments

Bolton & Menk Invoice 0324259



Real People. Real Solutions.

Please Remit To: Bolton & Menk, Inc.
1960 Premier Drive | Mankato, MN 56001-5900
507-625-4171 | 507-625-4177 (fax)

Payment by Credit Card Available Online at www.Bolton-Menk.com
To Ensure Proper Credit, Provide Invoice Numbers with Payment

City of Wabasha
finance@wabasha.org; cityadmin@wabasha.org
Caroline Gregerson, City Administrator
900 Hlawatha Drive East, PO Box 268
Wabasha, MN 55981

October 31, 2023

Project No: H19.114396
Invoice No: 0324259
Client Account: WABASHA_CI_MN

Wabasha/USACE Dredge Material Plan

Engineering and Planning Services to Assist the City of Wabasha with the USACE Dredge Material Management Plan

Professional Services from September 16, 2023 to October 13, 2023

DMMP and Section 217D Agreement Work (001)

Professional Services

	Hours	Amount	
Principal	8.00	1,584.00	
Totals	8.00	1,584.00	
Total Labor			1,584.00
Total this Task			\$1,584.00

Port Prelim Design, EAW and Permitting (002)

Professional Services

	Hours	Amount	
Principal	21.00	4,158.00	
Administrative	5.50	594.00	
Specialist	8.50	1,173.00	
Senior Planner	10.50	1,974.00	
Planner	40.00	4,960.00	
Graduate Surveyor	.50	76.50	
Totals	86.00	12,935.50	
Total Labor			12,935.50

Consultants

Consultant			
10/10/2023	AMI Consulting Engineers, P.A.	666.88	
Total Consultants		666.88	666.88

Total this Task \$13,602.38

Total this Invoice \$15,186.38

Billings to Date

	Current	Prior	Total
Labor	14,519.50	391,163.75	405,683.25
Consultant	666.88	95,502.84	96,169.72

Port Authority Nov month 200-472-46500-303 Engineering Fees

Notice: A Finance charge of 1.5% per month (annual percentage of 18%) is charged on balances 30 days or over.

11/15/2023

Carli

Project	H19.114396	Wabasha/USACE Dredge Material Plan			Invoice	0324259
Expense		0.00	19,130.90	19,130.90		
Totals		15,186.38	505,797.49	520,983.87		

Belton & Monk, Inc. is an equal opportunity employer and federal contractor or subcontractor. Consequently, the parties agree that, as applicable, they will abide by the requirements of 41 CFR 60-1.4(a), 41 CFR 60-300.5(a) and 41 CFR 60-741.5(a) and that these laws are incorporated herein by reference. These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. These regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability. The parties also agree that, as applicable, they will abide by the requirements of Executive Order 13496 (29 CFR Part 471, Appendix A to Subpart A), relating to the notice of employee rights under federal labor laws.

Notice: A Finance charge of 1.5% per month (annual percentage of 18%) is charged on balances 30 days or over.

Port Authority

5. 1.

Meeting Date: 11/21/2023

ITEM TITLE: Introduction of Dusty Liston, CEDA

DEPARTMENT: Administration

PURPOSE:

To introduce Dusty Liston, the new CEDA representative, to the Port Authority members. Dusty replaced Ben Strand.

ITEM SUMMARY:

Introduction of Dusty Liston, CEDA. Dusty replaced Ben Strand and is fulfilling a one-day per week contract. She will be at city hall every Tuesday of the month.

Dusty joined the CEDA team in February 2021 as a Community and Business Development Specialist. Dusty retired from the U.S. Marine Corps after 20 years of honorable, active-duty service in June of 2017. Since retiring, Dusty has worked for the City of St. Charles, Minn., and the La Crescent-Hokah Secondary school in La Crescent, Minn. Dusty holds a Bachelors of Science in Business Management from Park University.

Dusty grew up in the rural town of Ruthton, Minn., with a current population of 217 people and understands the needs of small-town U.S.A. She enjoys seeing them grow and prosper and is looking forward to creating solid relationships with businesses and citizens, to improve their economic growth. In her free time, Dusty enjoys spending time with her two children, working out, traveling, and reading.

Port Authority

5. 2.

Meeting Date: 11/21/2023

ITEM TITLE: Approve Anderson House RLF Withdrawal Request

DEPARTMENT: Administration

PURPOSE:

Revolving Loan Fund Withdrawal Request

ITEM SUMMARY:

Grant is requesting a withdrawal for his revolving loan fund for the Anderson House. 5 invoices were provided for the request. The total withdrawal request equals \$21,205.41.

STAFF RECOMMENDATION:

Approve

Attachments

Northern Shadows Hospitality Services

JLS Home and Business Services

JLS Home and Business Services 2

OWA Architects Invoice

Lowe's Receipt

	Northern Shadows Hospitality Servi					
	4821 Glenwood St					
	Duluth, MN 55804					
	218-590-0663					
	INVOICE					
	Submitted on 11/6/2021					
	Invoice for		Payable to		Invoice #	
	Port Authority		Northern Shadows Hospitalilty Se		First Draw	
	Wabasha, MN					
			Project		Due date	
			Anderson House Hotel		11/16/2023	
	Description		Qty	Unit price	Total price	
	First Floor Bar and Seating		1	\$20.00	\$3,525.00	
	Outdoor Bar/Restaurant Seating		1	\$25.00	\$9,300.00	
	Additional Basement Bar upgrades		1	\$1,000.00	\$1,000.00	
	Small Kitchenwares		1	\$300.00	\$300.00	
	Second Floor Lounge Upgrade		1	\$500.00	\$500.00	
	Pictures, Taxidermy/Artwork		1	\$100.00	\$100.00	
	Notes:				Subtotal	\$14,725.00
					\$14,725.00	



JLS Home and Business Services LLC.

604 Badger Blvd. W

Stanchfield, MN 55080

jlshomeandbusiness@gmail.com

763-244-4108

On Facebook@ JLS Home and Business Services

Invoice for services for:

The Historic Anderson House

333 Main St. West

Wabasha, MN 55981

19OCT23 - 20OCT23

· Kitchen

Sink - Supply and install new faucet with sprayer

Oven - Clean burner and pilot orifices on oven

Clean flame sensor

Adjust pilots

Light pilots

- Supply and install new flush valve and flapper in room #18 toilet

- Supply and install gas regulator on water heater

Total - \$960.00



JLS Home and Business Services LLC.

604 Badger Blvd. W

Stanchfield, MN 55080

jlshomeandbusiness@gmail.com

763-244-4108

On Facebook@ JLS Home and Business Services

Invoice for services for:

The Historic Anderson House

333 Main St. W

Wabasha, MN 55981

Game Room Ceiling Repair

- Cut out water damaged, falling ceiling
- Repair with new drywall
- Mud, tape, sand, prime and paint repaired area

Total - \$500.00

OWA Architects, LLC
578 E. 4th Street, Suite 2
Winona

Invoice

Date	Invoice #
11/7/2023	1945-05

Bill To
Anderson House Hotel Wabasha Grant Carlson grant@bluelim.com

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Retainer: Building Assessment and Schematic Planning	4,000.00	4,000.00
		Total	\$4,000.00

Thanks, Michael

We've Received Your Order

Order # **919187531**

Invoice # 76168

Placed August 10, 2023

We'll get started on it and update you every step of the way.

Please check [store hours](#) before picking up your order.

Manage Order



Get the Lowe's app

Download our app for live order tracking.

Get App

Payment Summary

Subtotal (1 items)	\$949.00
Savings	(\$0.00)
Delivery	\$0.00
Total Tax	\$71.41
Total	\$1020.41



Pickup Details



See estimated pickup dates(s) below.
We'll email you when the item(s) are ready.



Pickup Person

Michael Ducat



[Assign](#)
[Alternate](#)
[Pickup Person](#)



Pickup Location

LOWE'S OF PLYMOUTH, MN
Store # 1955
[3205 VICKSBURG LANE NORTH](#)
[PLYMOUTH, MN 55447](#)
[763-367-9000](#)

Riverpointe 12-ft W x 12-ft L x 8-ft H **QTY**
Gray Metal Freestanding Pergola **2**

Item #: **4134951** | Model #: **GFS60033A**
Unit Price: **\$474.50** | Subtotal: **\$949.00**
Estimated Pickup Date: **Aug. 10, 2023**



Port Authority

5. 3.

Meeting Date: 11/21/2023

ITEM TITLE: Housing Update and receipt of Letter of Interest from Jamie Judisch

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Mayor Durand, Caroline Gregreson, David Wodele have given a couple developers tours and are trying to schedule more. Jamie Judisch is interested in submitted a letter of interest. Committee should determine at what point they what to close the letter of interest period for the downtown site. Verbally, Caroline has heard from a couple other developers that they are looking at the site.

Attachments

LOI City of Wabasha

Jamie Judisch

13437 Sunset Bay Lane NE

Zumbro Falls, MN 55991

17 November 2023

Caroline Gregerson – City Administrator

900 Hiawatha Dre E

Wabasha, MN 55981

Dear Caroline,

Thank you, the mayor, and staff for arranging a wonderful tour of the community and spending time with Jim and I to better understand your needs. We are excited about the opportunities you presented in Wabasha and look forward to our next visit with the intent to begin underwriting and formalizing relationships.

Jim and I have been developing infill multifamily projects in Southeastern, MN for more than 10 years. To date, we have constructed more than \$50M worth of projects and currently have at least that amount in planning and active construction. We are experienced with the development or rehabilitation of commercial, multifamily, infill, town homes, single family and raw land development. We work with municipalities to identify their wants and needs and help bring them to fruition. We are also experienced in the formation of public/private partnerships and other creative organizations to move things forward in these complicated times.

We work closely with Rebound Partners out of Northfield, MN. Some of our skillsets overlap, but in addition they bring experience related to the formation of real estate funds, utilization of historic tax credits, property management, and hotel/restaurant operations. Rebound is excited to come with us to Wabasha to begin working on concepts and determine how projects can move forward.

From a high level, the Grandpa's Barn and the Park site on the West side of town appear to be the best places to begin as they are controlled by the city and each site can support projects that will fill immediate needs within the community.

The Park site appears to be best suited for additional RV/Campsites or possibly for the construction of smaller homes. Either way, that project will be fairly straight forward in its composition.

The Grandpa's Barn site appears to have a lot of potential. It appears the city would prefer to see high density housing go in at that location. The site could also support some form of mix use development if

13437 Sunset Bay Lane NE
Zumbro Falls, MN 55991
Jamie@Judisch.com
(507) 251-9470

needed. City staff indicated that they may want to keep a portion of the site for downtown parking for the area which can also be incorporated.

The site appears to be large enough to maintain an area of parking while creating a high-quality multifamily building. Given the density and height of the surrounding area, a three-story apartment building built over underground parking is likely the ideal structure to meet the needs of the community and fit in with surrounding buildings. It appears that a building of approximately 40 units would fit and could potentially be larger depending on desired amenities and surface parking. Underwriting specific to the community needs to be done, but a mix of 1-, 2- and 3-bedroom units would likely makes sense with the majority of the units being 2 bedroom as that is often the sweet spot between space and rent requirements. Final recommended unit mix and size will be determined during underwriting.

Our approach when developing such a building is to work closely with the city to understand your wants and needs and see how close we can get to achieving those goals with a project that is financially viable. Early in the process we need to discuss financial expectations and means of potential participation to include in the underwriting. When due diligence and underwriting are complete, we look to see where the numbers come out and if we have any gaps to fill and what options exist to remedy. We are typically required to have debt service coverage ratio of 1.2 or greater so the lending requirements are key drivers to how the projects come together.

Capital stacks for housing projects are difficult to put together in an environment of high interest rates and high building costs. Lenders are now typically looking for a loan to value of 65% which makes these projects very captally intensive. The capital stacks for recent successful projects have included some form of TIF or abatement, grants, low interest sub debt (often from area employers), and fund raising efforts from individuals with in the community. Financing to be provided by local or regional banks. We strive for returns above 10% with the hope that the project will be able to refinance and perform better in the relatively near future. Projects structure is often done using a GP/LP structure but that varies depending on wants and needs or participants.

Thank you for listing out some of the programs which may be applicable to the specific site. I have not utilized any of them directly but have sent the information onto Rebound to see if they have. We will do everything we can to meet timelines and utilize them as they appear to have a significant impact on moving something forward.

A high level overview is the best I can do until we start actively working, but I hopes this gives you an idea of what we are thinking and some insight into the process. If you have any questions, ideas or would like clarification please do not hesitate to reach out. Our goal is to work closely with the city and members of the community for the benefit of the community and fit needs. While the projects mentioned previously are good places to start, we hope they will be phase 1 of many more projects to come.

I look forward to our next meeting, thank you.

Jamie Judisch

13437 Sunset Bay Lane NE
Zumbro Falls, MN 55991
Jamie@Judisch.com
(507) 251-9470

13437 Sunset Bay Lane NE
Zumbro Falls, MN 55991
Jamie@Judisch.com
(507) 251-9470

Port Authority

5. 4.

Meeting Date: 11/21/2023

ITEM TITLE: Barge Terminal Update

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Port Authority

6. 1.

Meeting Date: 11/21/2023

ITEM TITLE: Coordinator's Report

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Attachments

Wabasha Port Authority Coordinators Report

2024 Wabasha Port Authority Coordinator Report

(1) day per week (Tuesdays) plus one remote/floating day (1) a month – 480 hours/year

Meeting: Tuesday, November 21, 2023

Revolving Loan Fund Program: (192 hours, 2x a mos)

- Continue to send monthly emails to all businesses informing them of the EDA's Revolving Loan Program.
- Re-capitalize the revolving loan fund by applying to the USDA Revolving Loan Fund Recapitalization Application
- Current RLF holders (4): Anderson House, Round the Clock Nutrition, Hills Hardware Hank, Cassie Modjeski (In-home daycare facility)

Business Consulting (Business Retention, Expansion & Attraction): (128 hours, 1.5x a mos)

- Continue to assist Wabasha businesses looking for assistance with EDA programs and business start-ups, expansions, relocation, etc. or any needs entrepreneurs may have in coordination with the Wabasha Chamber of Commerce
- Continue to send out SBA, SMIF, and DEED grant and loan relief programs by email to businesses.
- Work with downtown businesses and assist them during the downtown street project
- Assist the City Administrator with the HVAC assistance grant program

Housing & Development: (96 hours, 1x a mos)

- Continue to assist exploring the feasibility of listing city-owned land for development (Main Street Properties)
- Continue to assist establishing the feasibility of a funding strategy for redevelopment of River Crossings (Hwy 60 reroute)
- Continue to assist the Watch Committee initiatives in coordination with Cathy Enerson, CEDA
- Create an updated housing brochure and development map in coordination with Cathy Enerson, CEDA

Barge Terminal: (64 hours - floating day, 1x, a mos):

- Participate in Port Association meetings and obtain funding for the Barge Terminal
- Capitalize and operationalize the development of the terminal with the assistance of the City Administrator and Port Authority President

Grant Opportunities (past and current): (ongoing)

- The MN DNR Outdoor Recreation grants - Spring of 2024 – Parks and Recs.

Future Projects/Goals: (ongoing)

- Create an EDA Façade Program
- Create and update a Wabasha Business Directory for Port Authority use
- Establish small business owner connections for the Port Authority in collaboration with the Chamber of Commerce
- Organize and plan a public informational meeting on the Barge Terminal project

Port Authority

7. 1.

Meeting Date: 11/21/2023

ITEM TITLE: Capital Investment Tour of Wabasha Highway 60 and Eagle Center Visit with Legislatures
November 30th

DEPARTMENT: Administration

PURPOSE:

Reminder and Invitation to Port Authority members to attend the event.

ITEM SUMMARY:

IMPORTANT DATE: Legislatures will be visiting Wabasha on November 30, 2023 at 11:15 am and visiting the Eagle Center the same day.
