



## WABASHA PORT AUTHORITY AND DEVELOPMENT AGENCY

Wabasha City Hall  
<https://us02web.zoom.us/j/82539841446>  
Meeting ID 825 3984 1446  
Tuesday, July 15, 2025  
5:30 PM

Jeff Sulla will appear remotely from: 4 Buena Vista Dr Wabasha MN 55981

1. **Call to Order -**
2. **Roll Call -**  
Public Comment -
4. **Consent Agenda -**
  1. June 17, 2025 Port Authority Meeting Minutes
  2. June Port Authority Financials
  3. Earl F Anderson Invoice 0140007-IN
  4. Braun Intertec Invoice B433254
  5. Braun Intertec Invoice B433253
  6. Third Quarter 2025 CEDA Invoice
  7. 2025 Staff Invoice
  8. Approval of 2026 Section 217d Agreement Tipping Fees
5. **Old Business -**
  1. Livability Tab Photo Contest
6. **New Business -**
  1. Discussion and Potential Approval of DNR Mitigation Plan
  2. National Eagle Center Operations Update (Robin Gwaltney)
  3. Capitalize the Facade Improvement Grant
7. **Directors Report -**
  1. Director's Report
  2. Administrators Report
8. **Other -**
  1. SMIF CEO Meet and Greet Invitation: Thursday, July 17
9. Next Meeting - Tuesday, August 19, 2025
10. Adjourn -

**Port Authority**

**4. 1.**

**Meeting Date:** 07/15/2025

**ITEM TITLE:** June 17, 2025 Port Authority Meeting Minutes

**DEPARTMENT:** Administration

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**PURPOSE:**

**ITEM SUMMARY:**

Review June 17, 2025 Port Authority Meeting Minutes.

**ACTION REQUIRED:**

Approve June 17, 2025 Port Authority Meeting Minutes.

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**Attachments**

June 17, 2025 Port Authority Meeting Minutes

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# DRAFT



## WABASHA PORT AUTHORITY AND DEVELOPMENT AGENCY

Wabasha City Hall

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

Meeting ID 825 3984 1446

Tuesday, June 17, 2025

5:30 PM

Jeff Sulla will appear remotely from: 4 Buena Vista Dr Wabasha MN 55981

Present: President John Friedmeyer; Board Member Dave Wodele; Board Member Robin Gwaltney; Vice President Jeff Sulla; Board Member Mary Flicek; Board Member Craig Falkum

Absent: Treasurer Cory Loechler

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

Moved by Board Member Craig Falkum, seconded by Board Member Dave Wodele to approve the Consent Agenda.

**Vote:** 7 - 0 Adopted - Unanimously

1. May 20, 2025 Port Authority Meeting Minutes
2. May Port Authority Financials
3. Barge Terminal City Staff Invoice

4. Bruan Intertec Invoice B429507.
5. Approve Invoices for Survey Work at Cannon Lot (\$1787.50) and Main Street Lot (\$2400)
6. Approve Kohner Invoice #507

5. **Old Business -**

1. CEDA Director's Report

It was noted the report was lengthy. Enerson explained that so much has happened. Her goal is for the board to have copies of documents and information about the happenings for the month, rather than, as last month, having items overlooked. The report is for the board to read and then ask any questions at the meeting rather than being meant to be reviewed at the meeting. Mary asked if we had submitted all the grants listed, which is true, there has been a lot of grant writing since February. Cathy will write the grants, and send them to Caroline for review, and to submit on behalf of the City of Wabasha.

2. Administrators Report

Caroline submitted a report for review; she added that Milwaukee is already inquiring about buying sand for the first 2 years, 300,000 cubic yards, for a total of 500,000 cubic yards within 5 years. Caroline shared the only storm water mitigation planned for the apartment that is specific to the apartment project. There is a request and a need to upsize the pipes for the entire alley. Caroline is working on that as well as the funding mechanism. The bank is still in need of the MPCA letter for vapor barrier mitigation to finalize the loan to allow the contractor to close on the property. Test pits for the River Crossing 14-acre site begin June 23 or 24<sup>th</sup>. There were very few State Bonding projects approved. There are no additional funds for the Hwy project coming from this session. The second release to hire an engineering firm for the highway project was likely to be found unnecessary. However, the process was completed, and the selected proposal will go to council on Friday.

3. Status of Livability Website and Photo Contest

There were a number of very attractive submissions. The board would like any further promotions for the contest to encourage action photos with people in the photos.

4. Listings of Cannon Park Parcels and Main Street Parcels, potentially land acquisition

Caroline is looking for direction, to perhaps list Cannon Park, and then sit on Main Street until the estate for the adjacent party decides on a sale of the land to the west on Market Street, or market Main Street immediately as is. The board was mixed on how to proceed on Main Street. Ultimately, staff were directed to wait to list Main Street for a little longer to attract the highest and best use of the city land. Note the land to the west may have a value of \$200,000, and buildings that will need to be torn down. Others were in favor of marketing and allowing the public to determine the highest and best use, as well as negotiate with the property owner to the west owning on Market Street. The city attorney has recommended the city use a Quit Claim Deed with the sale of city land. Caroline submitted a \$40,000 grant request for the infrastructure at Main, to help cover the cost of the water line, and to bring up the height of the property. Caroline shared a copy of the document. Emily shared Vista Print is a resource for city sign to promote the sale of the Cannon Lot. The lot will be listed for \$30,000.

5. Housing Trust Fund Creation

Port directed staff to have WATCH create a white paper housing trust fund guidelines, knowing the fund is not currently capitalized. Port directed WATCH to pick a project for the state housing tax credit, in which 85% of state income tax can be directed to local qualifying housing projects.

6. **New Business -**

1. Provide feedback on DNR mitigation response

Caroline determined that the meeting ended on a hopeful note. The city had shared what they can do, but it will take time. None of the remedies are easy. It is likely that the city will pay money and have the DNR work on moving and restoring mussel habitat. Based on the meeting with the DNR.

2. Possible approval of final design costs and work order for AMI

3. Update on support for Three Rivers-family daycare provider partnership for child care

The head start room is changing over to a fully equipped rental space for a family child care provider who would like to operate outside their home. Rent is free to begin with, then rent is \$600 a month thereafter. The provider Three Rivers started with fell through.

Cathy was then directed to assist with promotion of the opportunity. Four new providers emerged, of which one has already started. Cathy passed on a new grant to Three Rivers in hopes they could add a bathroom to another room next door within the same building, and Three Rivers could potentially create another 10 childcare slots for another one of the people that took interest.

4. Small Town Grant, WBD Opportunity Funds

A list of ideas and non-profits were presented for the use of the funds. Mary is going to write to SMIF. Cathy would like to recapitalize the Main Street Façade Improvement Fund using WBD.

5. Approve budget for 5% increase to CEDA contract, CEDA Annual Meeting July 30th

Caroline noted the increase will be reflected in the final Port Authority budget, and that it might be time to create a more in-depth budget for the Port Authority.

7. **Directors Report -**

8. **Other -**

9. Next Meeting - Tuesday, July 15, 2025

10. Adjourn -

Moved by Board Member Mary Flicek, seconded by Board Member Robin Gwaltney to adjourn the July 17, 2025 Port Authority meeting.

**Vote:** 7 - 0 Adopted - Unanimously

**Port Authority**

**4. 2.**

**Meeting Date:** 07/15/2025

**ITEM TITLE:** June Port Authority Financials

**DEPARTMENT:** Administration

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**PURPOSE:**

**ITEM SUMMARY:**

Review June Port Authority Financials.

**ACTION REQUIRED:**

Approve June Port Authority Financials.

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**Attachments**

June 2025 Port Authority Financials

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Wabasha Port Authority Financial Summary and Projection												
June 30, 2025												
<b>Port Authority Current Account Balances</b>												
Port Authority Fund 200 Cash												
Port Authority Checking	\$413,093											
Port Authority Fund 210 Revolving Loan Fund												
Port Authority Revolving Loan Fund	\$25,373											
<b>Total Current Account Balances:</b>	<b>\$438,466</b>											
	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26
<b>Port Authority: Fund 200</b>												
<b>Port Authority Revenue</b>												
Interest			\$250			\$250			\$250			\$250
2026 Tax Levy												\$61,381
Interfund Loan from the General Fund												
Grant Navigator Funding	\$10,000											
<b>Port Authority Revenue</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$250</b>	<b>\$0</b>	<b>\$0</b>	<b>\$250</b>	<b>\$0</b>	<b>\$0</b>	<b>\$250</b>	<b>\$0</b>	<b>\$0</b>	<b>\$61,631</b>
<b>Port Authority Expenses</b>												
July 2025 Invoices	\$15,562											
City of Wabasha - Admin Support	\$45,579											
Barge Terminal Staff												
CEDA				\$4,465	\$4,465	\$4,465	\$4,465	\$4,465	\$4,465	\$4,465	\$4,465	\$4,465
Final Designs Barge Terminal		\$25,000	\$25,000									
Barge Terminal Permits	\$5,000											
Interfund Loan from the General Fund												
Façade Improvement Program	\$12,367											
Minnesota Ports Association Dues							\$6,500					
Phase II (Braun Intertec)	\$36,000											
<b>Port Authority Expenses</b>	<b>\$114,508</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$4,465</b>	<b>\$4,465</b>	<b>\$4,465</b>	<b>\$10,965</b>	<b>\$4,465</b>	<b>\$4,465</b>	<b>\$4,465</b>	<b>\$4,465</b>	<b>\$4,465</b>
<b>Port Authority Fund 200 Balance</b>	<b>\$308,585</b>	<b>\$283,585</b>	<b>\$258,835</b>	<b>\$254,370</b>	<b>\$249,905</b>	<b>\$245,690</b>	<b>\$234,725</b>	<b>\$230,260</b>	<b>\$226,045</b>	<b>\$221,580</b>	<b>\$217,115</b>	<b>\$274,281</b>
<b>Revolving Loan Fund: Fund 201</b>												
<b>Revolving Loan Fund Revenue</b>												
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
Broken Paddle Repayment	\$28	\$28	\$28	\$28	\$28	\$28	\$28	\$28	\$28	\$28	\$28	\$28
5th Grant Repayment	\$265	\$265	\$265	\$265	\$265	\$265	\$265	\$265	\$265	\$265	\$265	\$265
<b>Revolving Loan Fund Revenue</b>	<b>\$1,949</b>	<b>\$1,949</b>	<b>\$1,949</b>	<b>\$1,949</b>	<b>\$1,949</b>	<b>\$1,949</b>	<b>\$1,949</b>	<b>\$1,949</b>	<b>\$1,949</b>	<b>\$1,949</b>	<b>\$1,949</b>	<b>\$1,949</b>
<b>Revolving Loan Fund Expenses</b>												
USDA Application Matching Funds										\$15,000		
<b>Revolving Loan Fund Expenses</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$0</b>
<b>Revolving Loan Fund Balance</b>	<b>\$27,322</b>	<b>\$29,270</b>	<b>\$31,219</b>	<b>\$33,167</b>	<b>\$35,116</b>	<b>\$37,064</b>	<b>\$39,013</b>	<b>\$40,961</b>	<b>\$42,910</b>	<b>\$29,858</b>	<b>\$31,807</b>	<b>\$33,755</b>

\$150,000 Interfund Loan available

\$150,000 future expense repay back in 2026  
\$300,000 if Port needs interfund loan



## Wabasha Port Authority Bank Account Detail

June 2025

### Summary

#### Port Authority Account Summary

Port Authority Balance: Fund 200	\$413,093.21
Revolving Loan Fund Balance: Fund 201	\$25,373.18
<b>Total</b>	<b>\$438,466.39</b>

### Account Details

#### Port Authority Checking Account

<b>May 31, 2025 Balance</b>	<b>\$372,897.83</b>
Deposit: Interest	\$349.94
Deposit: 2025 Tax Levy	\$61,381.00
Withdrawal: Johnson & Scofield (Check 42484)	\$2,400.00
Withdrawal: Johnson & Scofield (Check 42484)	\$1,787.50
Withdrawal: Barge Terminal Staff Payment	\$744.56
Withdrawal: Bruan Intertec (Check 42472)	\$16,603.50
<b>June 30, 2025 Balance</b>	<b>\$413,093.21</b>

#### Port Authority Revolving Loan Fund

<b>May 31, 2025 Balance</b>	<b>\$23,320.37</b>
Deposit: Broken Paddle Loan Payment	\$27.71
Deposit: Hills Loan Payment	\$550.00
Deposit: Anderson House Loan Payment	\$1,000.00
Deposit: 5th Grant Loan Payment	\$265.10
Deposit: Modjeski Loan Payment	\$210.00
<b>June 30, 2025 Balance</b>	<b>\$25,373.18</b>

**Port Authority**

**4. 3.**

**Meeting Date:** 07/15/2025

**ITEM TITLE:** Earl F Anderson Invoice 0140007-IN

**DEPARTMENT:** Administration

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**PURPOSE:**

**ITEM SUMMARY:**

Review Earl F Anderson Invoice 0140007-IN.

**ACTION REQUIRED:**

Approve Earl F Anderson Invoice 0140007-IN.

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**Attachments**

Earl F Anderson Invoice 0140007-IN

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**RECEIVED****INVOICE**

JUN 02 2025

Page: 1

**Earl F. Andersen - A Division of Sa**

Division of Safety Signs

19784 Kenrick Avenue

Lakeville, MN 55044-7636

(952) 884-7300 Fax (952) 884-5619

www.efa-mn.com

**INVOICE NUMBER: 0140007-IN**

INVOICE DATE: 7/2/2025

**DUE DATE: 8/1/2025**

ORDER NUMBER: 0156466

ORDER DATE: 6/27/2025

SALESPERSON: 0013

CUSTOMER NO: 0002234

**SOLD TO:**

CITY OF WABASHA

CLERKS OFFICE

P.O. BOX 268

WABASHA, MN 55981

**SHIP TO:**

STREET DEPT - WABASHA

700 W 10th STREET

WABASHA, MN 55981

**CONFIRM TO: CAROLINE 651-560-4860**

CUSTOMER P.O.		SHIP VIA	JOB NO.		TERMS		
LOT 4 SALE		SPEEDEE			NET 30		
ITEM NO.	DESCRIPTION	UNIT	ORDERED	SHIPPED	B/O	PRICE	AMOUNT
SIGN	36" X 24" 3M HIP SHEETED LOGO LOTEACH FOR SALE 651-565-4568		2.00	2.00	0.00	101.000	202.00

Please note we do not collect state or local taxes for customers outside the state of Minnesota. It is your responsibility to remit any applicable state and/or local taxes for this order directly to the related tax authority.

Check us out on the web at [www.efa-mn.com](http://www.efa-mn.com)

Taxable:	0.00
Non-Taxable:	202.00
Shipping & Handling:	34.95
Sales Tax:	0.00
<b>Invoice Total:</b>	<b>236.95</b>

**THANK YOU FOR YOUR BUSINESS!!**

**Port Authority**

**4. 4.**

**Meeting Date:** 07/15/2025

**ITEM TITLE:** Braun Intertec Invoice B433254

**DEPARTMENT:** Administration

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**PURPOSE:**

**ITEM SUMMARY:**

Review Braun Intertec Invoice B433254.

**ACTION REQUIRED:**

Approve Braun Intertec Invoice B433254.

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**Attachments**

Braun Intertec Invoice B433254

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# INVOICE

**BRAUN  
INTERTEC**

the science you build on

**RECEIVED**

JUN 30 2025

**PLEASE REMIT TO**

Braun Intertec Corporation  
Lockbox #446035 PO BOX 64384  
Saint Paul, MN 55164-0384

Telephone (952) 995-2000  
Fax (952) 995-2020  
Tax I.D. 41-1684205

Caroline Gregerson  
City of Wabasha  
PO Box 268  
900 Hiawatha Dr  
Wabasha, MN 55981

Date 6/27/2025  
Invoice number 8433254  
Project ID 82504821  
Customer account W25675  
Customer PO

Former Park Redevelopment - GEO

Geotechnical Evaluation  
TH60 Corridor  
Wabasha, MN 55981

For Professional Services rendered through 6/20/2025

1 - Stage 1 - Initial Geotechnical Evaluation/Env Test Pits

1.1 - Meetings/Project Management/Road Borings Workplan

\$1,930.00


\$1,930.00

**Total Fees**

**\$1,930.00**

Amount Previously Invoiced: \$0.00

Amount Invoiced to Date: \$1,930.00

 Port Authority - Athollee Field  
200-472-46500-324 Highway 60 Reroute

	Qty/Hours	Rate	Amount
<b>1 - Stage 1 - Initial Geotechnical Evaluation/Env Test Pits</b>			
<b>1.1 - Meetings/Project Management/Road Borings Workplan</b>			
<b>Consulting Services Detail</b>			
Project Control Specialist	0.50	130.00	65.00
Project Engineer	5.00	160.00	800.00
Project Consultant I	2.50	140.00	350.00
Principal Consultant I	3.25	220.00	715.00
<b>Total 1.1 - Meetings/Project Management/Road Borings Workplan</b>			<b>\$1,930.00</b>
<b>Total 1 - Stage 1 - Initial Geotechnical Evaluation/Env Test Pits</b>			<b>\$1,930.00</b>
<b>Total Project</b>			<b>\$1,930.00</b>

**Port Authority**

**4. 5.**

**Meeting Date:** 07/15/2025

**ITEM TITLE:** Braun Intertec Invoice B433253

**DEPARTMENT:** Administration

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**PURPOSE:**

**ITEM SUMMARY:**

Review Braun Intertec Invoice 433253.

**ACTION REQUIRED:**

Approve Braun Intertec Invoice 433253.

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**Attachments**

Bruan Interec Invoice B433253

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# INVOICE



the science you build on

**PLEASE REMIT TO**

Braun Intertec Corporation  
Lockbox #446035 PO BOX 64384  
Saint Paul, MN 55164-0384

Telephone	(952) 995-2000
Fax	(952) 995-2020
Tax I.D.	41-1684205

Caroline Gregerson  
City of Wabasha  
PO Box 268  
900 Hiawatha Dr  
Wabasha, MN 55981

**Date** 6/27/2025  
**Invoice number** B433253  
**Project ID** B2502261  
**Customer account** [W25675](#)  
**Customer PO**

Geophysics Mapping and Investigation Workplan  
  
Geophysical Scan and Environmental/Geotech  
Workplan Preparation  
TH60 Corridor  
Wabasha, MN 55981

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**For Professional Services rendered through 6/20/2025**

2 - Investigation Workplan, Meetings and Project Management  
    2.1 - Workplan Development  
    2.3 - Project Management

\$495.00

\$65.00

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\$560.00

**Total Fees**

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**\$560.00**

Amount Previously Invoiced: \$23,958.50

Amount Invoiced to Date: \$24,518.50

Click the link below to process your payment by credit card or ACH.  
[https://login.unitedtranzactions.com/obp/braun\\_intertec\\_corporation](https://login.unitedtranzactions.com/obp/braun_intertec_corporation)  
Please pay from this invoice.

Terms: Due on receipt, 1 1/2% per month after 30 days, 18% annual percentage rate,  
unless otherwise specified by written agreement.



	Qty/Hours	Rate	Amount
<b>2 - Investigation Workplan, Meetings and Project Management</b>			
<b>2.1 - Workplan Development</b>			
<b>Consulting Services Detail</b>			
Principal Consultant I	2.25	220.00	495.00
<b>Total 2.1 - Workplan Development</b>			<b>\$495.00</b>
<b>2.3 - Project Management</b>			
<b>Consulting Services Detail</b>			
Project Control Specialist	0.50	130.00	65.00
<b>Total 2.3 - Project Management</b>			<b>\$65.00</b>
<b>Total 2 - Investigation Workplan, Meetings and Project Management</b>			<b>\$560.00</b>
<b>Total Project</b>			<b>\$560.00</b>

**Port Authority**

**4. 6.**

**Meeting Date:** 07/15/2025

**ITEM TITLE:** Third Quarter 2025 CEDA Invoice

**DEPARTMENT:** Administration

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**PURPOSE:**

**ITEM SUMMARY:**

Review the Third Quarter 2025 CEDA Invoice.

**ACTION REQUIRED:**

Approve the Third Quarter 2025 CEDA Invoice.

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**Attachments**

Third Quarter 2025 CEDA Invoice

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1500 South Hwy 52  
PO Box 483  
Chatfield, MN 55923  
Phone - 507.867.3164

www.cedausa.com

RECEIVED

JUL 05 2025

TG  
7/7/25

July 5 , 2025

200-472-46500-444 Economic Development

Caroline Gregerson  
[cityadmin@wabasha.org](mailto:cityadmin@wabasha.org)  
Tyler Grabau  
[finance@wabasha.org](mailto:finance@wabasha.org)  
City of Wabasha  
900 Hiawatha Drive East  
Wabasha, MN 55981

RE: Economic development support services billing

Please accept this letter as a billing for economic development staffing services for the 3rd quarter of 2025.

Per contract: \$13,395.00

Total \$13,395.00

Please remit check to:

CEDA  
PO Box 483  
Chatfield, MN 55923

We appreciate the confidence you have in our organization!

Sincerely,

***Ron Zeigler***

Ron Zeigler  
CEO/President

**Port Authority**

**4. 7.**

**Meeting Date:** 07/15/2025

**ITEM TITLE:** 2025 Staff Invoice

**DEPARTMENT:** Administration

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**PURPOSE:**

**ITEM SUMMARY:**

Review 2025 Staff Invoice.

**ACTION REQUIRED:**

Approve 2025 Staff Invoice.

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**Attachments**

2025 Staff Invoice \$45,579

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## **2025 City of Wabasha Staff Support Invoice**

Date: July 15, 2025

To: Wabasha Port Authority

	A	H
1	<b><u>General Fund Revenue Summary</u></b>	
2	<b><u>Account Description</u></b>	<b><u>2025 Budget</u></b>
76	R 100-37272 Port Authority - Salary Fund	\$45,579

Total: \$45,579 (per 2025 budget)

Please remit to: City of Wabasha  
PO Box 268  
Wabasha, MN 55981

**Port Authority****4. 8.****Meeting Date:** 07/15/2025**ITEM TITLE:** Approval of 2026 Section 217d Agreement Tipping Fees**DEPARTMENT:** Administration

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**PURPOSE:****ITEM SUMMARY:**

Caroline Gregerson will present the recommended tipping fee for 2026.

Year/Scenario	Island Offload	Pit Offload
2024 approved	\$24.80	\$13.70
2025 Approved	\$25.92	\$14.23
2026 Recommended for Approval	\$27.10	\$15.05

The Kohners have applied the allowable inflationary index by the Army Corps to their amount. 2025 number includes administrative tipping fee required by the projected debt. 2025 applies the approved administrative fee needed in 2023, which assumed more debt for building the barge terminal.

**ACTION REQUIRED:**

Approve 2026 Section 217d Agreement tipping fees

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**Port Authority**

**5. 1.**

**Meeting Date:** 07/15/2025

**ITEM TITLE:** Livability Tab Photo Contest

**DEPARTMENT:** Administration

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**PURPOSE:**

**ITEM SUMMARY:**

Would Port like to choose the winners tonight, or ask WATCH to choose and recommend at the August 6th meeting?

[https://drive.google.com/drive/folders/1qq0AU3WalTVFY\\_tu\\_s8-ABYKTj2RIKo1?usp=drive\\_link](https://drive.google.com/drive/folders/1qq0AU3WalTVFY_tu_s8-ABYKTj2RIKo1?usp=drive_link)

**ACTION REQUIRED:**

Would Port like to choose the winners tonight, or ask WATCH to choose and recommend at the August 6th meeting?

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**Port Authority**

**6. 1.**

**Meeting Date:** 07/15/2025

**ITEM TITLE:** Discussion and Potential Approval of DNR Mitigation Plan

**DEPARTMENT:** Administration

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**PURPOSE:**

**ITEM SUMMARY:**

Lucas is out sick and was unable to complete the draft plan. Caroline will share her verbal discussion with lucas and get feedback from the port on two potential mitigation options:

1. Paying a \$64,000 fee and undertaking a culvert expansion project.
  2. Undertaking a Reads Landing dredge project.
-



**Port Authority**

**6. 2.**

**Meeting Date:** 07/15/2025

**ITEM TITLE:** National Eagle Center Operations Update (Robin Gwaltney)

**DEPARTMENT:** Administration

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**PURPOSE:**

**ITEM SUMMARY:**

Robin will provide an update on the National Eagle Center operations.

---

**Port Authority**

**6. 3.**

**Meeting Date:** 07/15/2025

**ITEM TITLE:** Capitalize the Facade Improvement Grant

**DEPARTMENT:** Administration

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**PURPOSE:**

**ITEM SUMMARY:**

Can Cathy, with the support of Main Street as the nonprofit, submit a WBD opportunity fund grant?

If so, the amount could be up to \$50,000. How much would Port like to ask for?

**ACTION REQUIRED:**

Determine if we want Cathy to apply. If so, how much should she apply for?

---

**Port Authority**

**7. 1.**

**Meeting Date:** 07/15/2025

**ITEM TITLE:** Director's Report

**DEPARTMENT:** Administration

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**PURPOSE:**

**ITEM SUMMARY:**

Review the attached Director's Report.

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**Attachments**

July 2025 Director's Report

Grants to consider

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## **July 2025 – Director’s Report**

### **Businesses**

1. Bike shop – sent new owners a façade and RLF application
2. Attempting to connect with new owner of former Quilt shop, please introduce me if you meet them before I do.
3. Anderson house is loaded onto state site selector site, via ReSimplifi and Lasso, Lasso is very bland, [here is a link](#). The MLS listing is fantastic!
4. Need for additional façade grants funds and potentially a Sall Cities Block grant. There are 2 additional folks to add to the waiting list. Could Port and Main Street as our non-profit, apply jointly to utilize the WSB opportunity Fund for up to \$50K grant to recapitalize the façade grant fund? How does the Port continue to recapitalize, do we ask that 50% of the grant be repayable when they sell? [Link to application](#)
5. New business going into the bicycle shop, they have requested both RLF application, and a façade grant application

### **Child Care**

1. Sent out a grant link to the SMIF and WBD fund to remodel/add a bathroom to a class
2. Clarifying with the County to be sure two child care businesses that received grants are still operating

### **Copy of the grant agreement**

### **Website Photo Contest**

1. Link to the entries: [https://drive.google.com/drive/folders/1qq0AU3WalTVFY\\_tu\\_s8-ABYKTj2RlKo1?usp=drive\\_link](https://drive.google.com/drive/folders/1qq0AU3WalTVFY_tu_s8-ABYKTj2RlKo1?usp=drive_link), 20 folders with many photos in each folder
2. Can WATCH assist Port with choosing a winner for the Livability Site and make 3 recommendations for each category to the Port?

### **Housing - WATCH**

1. Next meeting

2. Can WATCH assist Port with choosing a winner for the Livability Site and make 3 recommendations for each category to the Port?
3. Link to livability stie stats: <https://lookerstudio.google.com/s/nXXP-Ni-ODE>
4. Local Updates and Needs
5. St Peter MN - Guest
6. Begin the work for the Housing Trust Fund Guidelines

## **Grants**

1. **For the Barge Terminal Road: \$748,000 BDPI Grant Request** – written and submitted, many moving parts to the request, there are 10 exhibits to the application to verify need, project readiness, jobs and more
2. Current Grant Opportunities: Caroline has the solar grant to send to the school, Cathy and Caroline are talking about the DEED Redevelopment and Demo grant. Please see a housing trust fund grant is about to be released again.
3. See separate list of additional grants, please share with the organizations and boards you participate with.

## **Other**

SMIF's new CEO to attend a meeting: Dr. Mann would like to invite you to a meet and greet event the new SMIF CEO, Benya Kraus, and the retiring CEO, Tim Penny. They will be at Coffee Mill Golf Course on Thursday, July 17th from 3:00PM to 4:30 PM. Let me know if you have any questions

Cathy will attend, can others?

## Grants to consider, to share- July 2025

### Transportation Economic Development Infrastructure Grant Program Information Session – Wabasha has this grant for Hwy 60 reroute

The Minnesota Department of Employment and Economic Development (DEED) is now accepting applications for the Transportation Economic Development Infrastructure (TEDI) Program. A total of \$1.76 million in funding is available to support infrastructure projects that promote economic development, job creation, and improved transportation systems statewide.

Eligible applicants include local units of government. Projects may include predesign, design, land acquisition, construction, and infrastructure improvements — but not trunk highway work. However, the Minnesota Department of Transportation has additional funding available for trunk highway-related costs, which is coordinated with TEDI through a separate application.

Application deadline is **Sept. 29**.

[Learn more and apply through DEED's TEDI Program portal.](#)

### Livable Communities and Transit Oriented Development Grant Opportunities

This year, the Livable Communities Act Demonstration Account (LCDA) and Transit Oriented Development (TOD) grant opportunities will apply through a single application. The single application is an effort to simplify the process for applicants.

Through the single application, the Met Council will award:

- \$10 million to development projects that advance housing and job goals through the LCDA grant program.
- \$5.7 million to transit oriented projects through the TOD grant program.

Applications are due by **Aug. 11**.

- [Learn more about the LCDA program.](#)
- [Learn more about the TOD program.](#)

### Minnesota SolarAPP+ Solar Permitting Software Incentive – sent to the schools

The Minnesota Department of Commerce Division of Energy Resources requests applications for the SolarAPP+ Solar Permitting Software Incentive Program. The purpose of this program is to provide technical assistance and financial incentives to local units of government that issue permits for residential solar projects and solar plus energy storage

systems by incentivizing a permitting authority to adopt the SolarAPP+ software to standardize, automate, and streamline the review and permitting process.

The Department of Commerce will administer \$2 million in incentives to eligible jurisdictions across Minnesota, with incentives ranging from \$5,000 to \$20,000. Eligible applicants include local units of governments with authority to issue permits for residential solar projects and solar plus energy storage system projects.

Applications must be submitted through the grant interface website, Minnesota Department of Commerce's online grant interface website. The Request for Proposals (RFP) will have detailed information and application questions as well as required forms and reference materials. It will be available for download on the Department's RFP website beginning Feb. 28 and remain available until **June 30, 2028**, or until fully expended. Instructions for submitting applications are detailed in the RFP.

[Learn more and apply for the SolarAPP+ Solar Permitting Incentive Program.](#)

### **Community Innovation grants**

The Bush Foundation's Community Innovation (CI) grant program is a flexible program that invests in great ideas and the people who power them across our region. The program aims to:

- Develop, test, and spread great ideas.
- Inspire, equip, and connect leaders.

[Learn more and apply for a CI grant.](#)

### **Establish a Local Housing Trust Fund With Help From the Minnesota Housing Partnership**

The Minnesota Housing Partnership (MHP) is offering free assistance to rural communities to establish Local Housing Trust Funds (LHTF). Funds can be used for education on Local Housing Trust Funds, as well as implementation of LHTF programs and community engagement activities.

In 2023, the Minnesota Legislature appropriated \$4.8 million to a [Local Housing Trust Fund \(LHTF\) State Match Program](#); with \$1 million appropriated in a prior year, available funds for the state match program total \$5.8 million. An application for state match funds is likely to be released in late summer or early fall.

[Learn more and apply for free technical assistance from MHP to establish or implement your LHTF.](#)

## **MNOSHA WSC: Safety Grant Program**

The Safety Grant Program awards funds up to \$10,000 to qualifying employers for projects designed to reduce the risk of injury and illness to their workers.

To qualify, an employer must meet several conditions, including but not limited to:

- Having been in business for at least two years.
- Having at least one employee to create the employer/employee relationship.
- Having workers' compensation insurance.
- Having had an on-site hazard survey conducted by a qualified safety professional and a written report of the findings and recommendations to reduce the risk of injury or illness to employees.
- Having the knowledge and experience to complete the project and is committed to its implementation.
- Being able to complete the project within 120 days of a fully executed contract.

To qualify, the project must be supported by all public entities involved and comply with federal, state, and local regulations where applicable.

Businesses that are the current focus of the [Minnesota OSHA Workplace Safety Consultation strategic plan](#) will be given added priority. If your grant is approved, you will be notified in writing of the specific approval. Whether we approve your grant application or not, in no way diminishes, delays, or absolves you of any obligation to abate safety and health hazards. When a project is complete, the applicant must submit a certificate of completion form, with invoices and proof of payment, to the grants administrator, to initiate issuance of the grant. An employer that has received a grant for a particular worksite will not be eligible to receive another grant for that worksite during the two years after the date of their award.

[Learn more and apply to the MNOSHA WSC: Safety Grant Program.](#)

## **Solar on Public Buildings Grant Program**

The Solar on Public Buildings Grant Program will equip cities, towns, counties, and other local governments and Tribal Nations to lower utilities costs, increase energy independence, expand the clean energy workforce, and take essential action to address climate change.



\$4.3 million in state funding will be distributed to local governments to build solar arrays (system size up to 40 kilowatts) across Xcel Energy territory in Minnesota. These grants can be paired with federal clean energy tax credits now available to local governments.

[Learn more and apply for Solar on Public Buildings Grant Program funding.](#)

### **Infrastructure Investment and Jobs Act (IIJA) Technical Assistance Grants**

The Minnesota Department of Transportation (MNDOT) IIJA Technical Assistance Grant Program is now open. \$2 Million in state funds is available to qualifying local units of government and tribal governments that seek to submit an application for a federal discretionary grant for a transportation purposes.

State technical assistance funds can be used to hire a consultant for identification of available grants, grant writing, analysis, data collection, technical review, legal interpretations, planning, pre-engineering, application finalization, and similar activities. Learn more and apply for an IIJA Technical Assistance Grant.

[Learn more and apply for a IIJA Technical Assistance grant.](#)

### **Cybersecurity Grant Program Now Available Statewide**

The state's IT agency, Minnesota IT Services (MNIT), in partnership with the [Minnesota Cybersecurity Task Force](#) recently released the [Whole-of-State Cybersecurity Plan](#) that will be used to implement \$23.5 million of funding from the State and Local Cybersecurity Grant Program and the Minnesota Legislature.

#### **Eligibility**

All state and local government entities are eligible to participate in the SLCGP, including:

- A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments, regional or interstate government entity, or agency or instrumentality of a local government.
- Authorized Tribal governments and organizations.
- A rural community, unincorporated town or village, or other public entity.

#### **How to get involved**

- Visit MNIT's website for more information [about the plan](#), [how to participate](#), and who to contact if you have questions or need help.
- You can also [sign up to receive news and updates](#) about the Whole-of-Security Plan and the SLCGP.

- If your organization is ready to get started, complete the [Minnesota Whole-of-State survey for SLCGP participants](#).

### **Thriving Communities Technical Assistance Program**

Housing and Urban Development (HUD) is accepting requests for technical assistance for the Thriving Communities technical assistance program. This funding will help local governments ensure housing needs are considered as part of their infrastructure plans. To be eligible, jurisdictions must be a unit of general local government that is receiving federal transportation funding to support a project that coordinates transportation and housing plans, programs, or investments to benefit residents and businesses located in a disadvantaged community. Priority will be given to jurisdictions with populations of less than 250,000 people, as well as to those receiving certain Department of Transportation competitive funds. Requests will be reviewed as they are received, on a rolling basis, beginning on March 15.

[Learn more about the interagency Thriving Communities technical assistance program](#)

### **Residential Retrofits for Energy Equity: Energy Upgrades for Affordable Housing**

Residential Retrofits for Energy Equity (R2E2) will provide deep technical assistance to state, local, and tribal governments as well as community-based organizations to jumpstart energy upgrades for single family and multifamily affordable housing, especially in frontline communities. These retrofits will lower utility bills, reduce greenhouse gas emissions, improve residents' health, create good-paying local jobs, and help mitigate racial inequity. R2E2 will kick off with training sessions in January for state, local, and community teams on scaling up building energy retrofits and leveraging the unprecedented federal funding available from COVID-19 relief programs, the bipartisan infrastructure law, the Inflation Reduction Act, and other sources. R2E2 is a partnership of the American Council for Energy-Efficient Economy (ACEEE), Elevate, Emerald Cities Collaborative, and HR&A Advisors, with People's Climate Innovation Center advising on centering equity in the project and its outcomes and on facilitating community-driven planning processes.

[Learn more about Residential Retrofits for Energy Equity](#)

### **Community Facilities Direct Loan & Grant Program for Rural Areas**

Low-interest direct loans, grants, or a combination of the two are available to develop essential community facilities (not including private, commercial, or business undertakings) in rural areas through the Community Facilities Direct Loan & Grant program. The program is offered by the U.S. Department of Agriculture's Rural Development. Funds can be used to purchase, construct, and/or improve essential community facilities, purchase equipment, and pay related project expenses. Rural areas, including cities, villages, townships, and federally recognized tribal lands, with no more

than 20,000 residents according to the latest [U.S. Census data](#), are eligible for this program. Applications for this program are accepted year-round.

[Learn more about the Community Facilities Direct Loan & Grant program](#)

#### Community Heart & Soul Seed Grant Program

The Community Heart & Soul Seed Grant Program provides \$10,000 in startup funding for resident-driven groups in small cities and towns to implement the Community Heart & Soul model. Community Heart & Soul engages a motivated and dedicated group of individuals to help your town identify what matters most. The grant program is specifically designed for small cities and towns with populations of 2,500 to 30,000. Grant funding requires a \$10,000 cash match from the participating municipality or a partnering organization.

[Learn more and apply for a Community Heart & Soul Grant](#)

**Port Authority**

**7. 2.**

**Meeting Date:** 07/15/2025

**ITEM TITLE:** Administrators Report

**DEPARTMENT:** Administration

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**PURPOSE:**

**ITEM SUMMARY:**

- Update on vacant parcel at Cannon and Milligan and any offers
  - Update on Alleghany Apartments - Still waiting on final specifications
  - Received \$10,000 from League of Minnesota Cities for Phase II
  - Discuss progress on Phase II
  - Progress on Highway 60 Re-Alignment, roundabouts
-

**Port Authority**

**8. 1.**

**Meeting Date:** 07/15/2025

**ITEM TITLE:** SMIF CEO Meet and Greet Invitation: Thursday, July 17

**DEPARTMENT:** Administration

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**PURPOSE:**

**ITEM SUMMARY:**

You are invited to meet and greet the new CEO of SMIF, Benya Kraus, and the retiring CEO, Tim Penny. They will be appearing at Coffee Mill Golf Course on July 17th from 3:00 to 4:30PM.

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