

MINUTES
PORT AUTHORITY MEETING
WEDNESDAY, APRIL 22ND, 2026
5:00 P.M.
CITY COUNCIL CHAMBERS

Members Present: Steven Leif, Jeff Austin, Geoff Smith, Tim Ruzek, Kris Heichel, Lee Bjorndal, President Jason Baskin

Members Absent:

Staff Present: Port Authority Executive Director Craig Clark, Port Authority Attorney Craig Byram, Port Authority Assistant Treasurer Emily Burns, Port Authority Secretary Brianne Wolf

Others Present: Britten Swanson

President Jason Baskin called the meeting to order at 4:30 p.m.

Item #2. – Approval of Minutes from the January 28, 2026 meetings:

Motion by Commissioner Ruzek, seconded by Commissioner Heichel approving the minutes from the January 28, 2026 meeting. Carried.

Item #3. – Approval of Claims for Payment – January 1, 2026 – March 31, 2026:

Motion by Commissioner Smith, seconded by Commissioner Lee approving the claims from January 1, 2026 – March 31, 2026. Carried.

Item #4. – Review of March 30, 2026 Unaudited Financial Statements:

Commissioner Heichel asked about the \$1,293.75 in charges for professional services and consulting. Assistant Treasurer Emily Burns was unsure what these charges were for and stated she would look into this and send more information to Port Authority once she found out.

Item #5. & 5a. – Britten Swanson Truck Wash & discussion of sale of five acres of real property at the 25-acre site located at 34.905.0101

Executive Director Craig Clark presented to the Port Authority a development agreement with BTC Enterprises. Mr. Clark stated they're proposing to build a semi-truck wash on five acres of a 25-acre parcel on 14th Street NE. This is something they first discussed back in January. This is a \$3 million project that includes an approximately 11,000-square-foot building, along with all the necessary site and infrastructure improvements. The development will follow the site plan and elevations included in the packet, and the agreement includes a standard reversionary clause to protect the City if the project doesn't move forward.

Mr. Clark stated from a financial standpoint, the developer would purchase the land at \$75,000 per acre, contribute to drainage costs, and pay their share toward the construction of 12th Avenue NE. He stated the bigger discussion points for the Port Authority are the road and infrastructure.

Updated estimates put the total cost at about \$1.68 million for the lots along that corridor. That includes the road, drainage, and site grading to create shovel-ready lots.

Mr. Clark is recommending completing that work all at once while crews are mobilized; it's the most efficient and cost-effective approach. They do have the fund balance within the Port Authority to support this, and similar to other projects, they would look at assessing benefiting properties for a portion of those costs. He stated from a strategic standpoint, this project fits well. They've been intentional about keeping Creekside for higher-end industrial users, and this site gives them a place for more service-based or utilitarian development such as the truck wash. He stated the developer has been working with him for several months. They've got direct industry experience and have shown a lot of initiative in bringing this project forward.

Mr. Swanson stated he noticed issues with a need for a truck wash approximately two years ago. He looked at purchasing the G&R Truck Wash, but it needed many updates. He then decided he would like to build a new facility. The facility he is proposing would be bio-secure. There would be the removal of woodchips off site weekly and it would have a system in place to mitigate odor. This facility would also be located in an industrial zone.

President Baskin stated this is essentially a two-part decision:

1. whether to sell the five-acre parcel, and
2. whether to invest in building the road.

The key question for the Port Authority is whether to move forward now or pause for a broader strategic discussion on how to best prioritize available resources. While the road would make the site more marketable, there is also value in stepping back to evaluate overall development priorities and how to make larger sites more accessible moving forward.

Commissioner Bjorndal is opposed to building a road. He would like to know if they can move forward with the project without building the road.

City Attorney Craig Byram stated to move this project forward, a plat must go through the full approval process. That includes review by engineering, fire, police, ambulance, utilities, and ultimately the Planning Commission. As part of that process, the internal road will likely be required. It serves as the primary access that makes the entire 25-acre parcel viable for future development. The plat will include a defined right-of-way for that road, and based on standard review practices, staff will likely require it as a condition of approval.

Mr. Byram stated the real question isn't whether a road will be built, it's when it will be built and that timing has financial implications. If they sell off parcels now without constructing the road or planning for its cost, they risk putting themselves in a position later where development cannot continue without the road, but they no longer have sufficient land value or revenue to fund it. The intent behind the current approach is to ensure that each development within the 25-acre site contributes its fair share toward the eventual infrastructure costs. That way, the burden doesn't fall disproportionately on future phases or the Port Authority.

Mr. Byram stated if they move forward without that strategy, they risk fragmenting the site and creating a situation where completing the development becomes significantly more expensive or impractical. In short, the road is very likely a requirement for full build-out. The key decision now is how they plan for and distribute that cost either proactively as development occurs, or reactively at a higher cost later.

President Baskin stated he is comfortable moving forward with the project as proposed. At some point, they're going to have to build that road. They've been sitting on this remaining 20-acre site for 15 to 20 years, and they haven't seen a lot of strong development interest. That tells him access is part of the issue. From a strategic standpoint, building the road makes sense. Costs are only going to increase over time, not decrease. More importantly, it gives them flexibility. Once the road is in, they can market and sell smaller parcels much more easily. Right now, it's harder to attract development when the conversation includes uncertainty about future infrastructure. With the road in place, they can offer ready-to-develop sites, which is much more appealing to potential buyers. His position is that they move forward with the project and acknowledge that the road is part of the long-term plan.

Motion by Commissioner Austin, seconded by Commissioner Smith to approve the agreement as it stands, with the sale of five acres and the development of property. Carried 5-1. (Nay Commissioner Bjorndal)

A public hearing will be held on May 13, 2026 for the sale of five acres of real property.

Item #6. – Other Business

Executive Director Craig Clark stated once the comprehensive plan is adopted, they can start to move forward with their growth master plan.

Motion by Commissioner Austin, seconded by Commissioner Heichel, to adjourn the meeting at 5:23 p.m. Carried.

Approved: _____

President: _____

Secretary: _____