

MINUTES
PORT AUTHORITY MEETING
WEDNESDAY, JUNE 10TH, 2026
12:30 P.M.
CITY COUNCIL CHAMBERS

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

Members Absent: Kris Heichel

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

Others Present:

President Jason Baskin called the meeting to order at 12:30 p.m.

Item #2. – Approval of Minutes from the May 13, 2026 meeting:

Commissioner Bjorndal pointed out in the minutes it had him listed as Commissioner Lee. He would like the minutes updated to reflect his correct name as Commissioner Bjorndal.

Motion by Commissioner Smith, seconded by Commissioner Austin approving the minutes from the May 13, 2026 meeting with the correction to Commissioner Bjorndal's name. Carried.

Item #3. – Public Hearing to consider request regarding the sale of a parcel of land (34.521.0100)

President Baskin called for the public hearing for a request to sell a one acre parcel of land located at 34.521.0100. President Baskin relayed this is a leftover remnant for the acquisition of the old Hy-Vee building. He stated the buyer is looking to purchase the parcel for \$15,200. At this time the Port Authority has no use for this land. President Baskin opened the floor up for public comment.

No public comment.

Moved by Commissioner Austin, seconded by Commissioner Smith, approving the sale of land parcel 34.521.0100. Carried.

Item #4. – Plat Approval

Public Works Director Steven Lang presented to the Port Authority on the proposed I-90 Business Park Plat. Mr. Lang stated the plat consists of approximately 25 acres and includes a planned 12th Avenue NE right-of-way corridor connecting 14th Street NE to 17th Street NE. He stated the plat is laid out with a mix of larger and smaller development lots. The lots fronting 12th Avenue NE are shallower and generally suited for approximately one-acre parcels, while the deeper lots along the north side and fronting 14th Street NE are designed as larger parcels of approximately five acres. The plat also includes several drainage easements, future pond

locations, wetland areas, and an outlot to support stormwater management needs throughout the development.

Mr. Lang stated the proposed right-of-way layout accounts for existing site conditions, including nearby pedestrian trail areas, overhead power lines, and an existing easement across the Good Samaritan property. Incorporating adjacent parcels into the right-of-way allows the City to reduce the frontage impact on the I-90 Business Park property while preserving the ability to construct future roadway and utility infrastructure. He stated along 14th Street NE, a narrow strip of land would be dedicated as public right-of-way, allowing the roadway corridor to be widened and providing direct access to the larger lots. Staff has been working with Jones, Haugh & Smith to finalize the plat documents and signatures, and approval is requested subject to any remaining administrative edits needed to complete the final plat process.

President Baskin asked what the Planning Commission's input was on this plat.

Mr. Lang stated they had questions about residential development to the east and he relayed these parcels have been zoned as industrial and they would not be changing the zoning. This was just a plat review.

President Baskin asked if this plat was approved would they be moving forward with the road construction.

Mr. Lang stated through the Capital Improvement Process, they would be budgeting for this road in 2027. He stated this would be budgeted through the Port Authority funds.

City Attorney Craig Byram stated what they are considering today is whether they have dedicated the proper pieces to public infrastructure to move this plat forward. Once the plat is approved and recorded, this will become a location for future business.

Commissioner Austin asked if they would be locked into the lot layout if they approve this.

Mr. Byram stated yes, but at a later date they could subdivide the lots or a person can purchase more than one lot if they need more space.

Motion by Commissioner Leif, seconded by Commission Smith, to approve the I-90 Business Park Plat with administrative edits. Carried 6-0.

Item #5. – Walker Building Update

Public Works Director Steven Lang gave the Port Authority a project update on the Walker Building focused on addressing the building's roof issues by leaving the existing steel roof in place, adding insulation between the ribs to improve the building's R-value, and covering the roof with a rubber membrane to create a waterproof seal. Mr. Lang stated they would have engineering firm WHKS review the available options, gather cost estimates, and determine the approach that is the most cost-effective solution. He stated the design is being finalized and will be publicly bid, with results expected to be presented to the Port Authority at the July 22 meeting. The current estimated project cost is approximately \$425,000.

Mr. Lang relayed the cost is significantly higher than the earlier estimate of around \$200,000, but similar roofing projects have also seen major cost increases over time due to material and market conditions. He stated the City has prior experience with this type of roofing system, including at the airport hangar, and has been satisfied with the results. WHKS would likely be hired to assist with on-site inspection during construction, particularly to ensure seams and waterproofing are completed correctly, while the City Building Official would also be involved.

No action was requested from the Port Authority at this time; the item was presented as an informational update.

Item #6. – Any Other Business

President Baskin gave an update on the current City Administrator search.

Motion by Commissioner Austin, seconded by Commissioner Bjorndal, to adjourn the meeting at 12:54 p.m. Carried.

Approved: _____ July 22, 2026

President: _____

Secretary: _____