

MINUTES
PORT AUTHORITY REGULAR MEETING
WEDNESDAY, APRIL 24, 2024
4:30 P.M.
CITY COUNCIL CHAMBERS

Members Present: Commissioners Lee Bjorndal, Geoff Smith, Jeff Austin, Kris Heichel, and Tim Ruzek.

Members Absent: Commissioner Jason Baskin and Michael Bednar.

Staff Present: Port Authority Attorney Craig Byram, Port Authority Executive Director Craig Clark and Port Authority Secretary Tom Dankert.

Others Present: None.

Vice President Austin called the meeting to order at 4:30 p.m.

Item #2. – Approval of minutes of the January 24, 2024 regular meeting: Motion by Commissioner Smith, seconded by Commissioner Ruzek to approve the minutes of the January 24, 2024 regular meeting. Carried 5-0.

Item #3. – Claims for Payment: Mr. Dankert discussed the claims paid from January 5, 2024 through March 23, 2024 noting in total, payments made were \$81,102.38. Mr. Dankert noted some of the large unusual payments as follows:

- \$6,000 to the Initiative Fund for their annual pledged support.
- \$87,500 to Austin Utilities for their infrastructure cost for the Harty Mechanical development, as the Port Authority agreed to pay for all of that infrastructure.

Commissioner Bjorndal questioned if NuTek was all paid up on the first-right-of-refusal options. Mr. Dankert noted they are after the collection of the last two payments

Motion by Commissioner Bjorndal, seconded by Commissioner Heichel to approve the claims for payment as presented. Carried 5-0.

Item #4. Hormel Institute Building Modifications: Mr. Clark noted the Hormel Institute is planning on doing some building modifications to the facility. Since the facility was paid for with state bonding money, approvals from the Port Authority and DEED are required before such modifications are done. This is at no cost to the Port Authority.

Motion by Commissioner Smith seconded by Commissioner Bjorndal to approve the Hormel Institute building modifications as presented. Carried 5-0.

Item #5. – Executive Director Report: Mr. Clark noted the work started this week on the infrastructure at the Creekside Business Park. This project is being paid for with both state, local, and federal funds. Mr. Byram is working on completing the federal agreement, but the state agreement is signed and ready for reimbursement.

Item #6. – Any other business: None.

Item #7. Adjournment: With no further business, motion by Commissioner Ruzek, seconded by Commissioner Heichel to adjourn the meeting at 4:38 pm. Carried 5-0.

Approved: _____

President: _____

Secretary: _____