



Port Authority Mission Statement

The Red Wing Port Authority is the primary leader for promoting economic and industrial development, together with identifying and coordinating redevelopment for the purpose of enhancing the tax base, promoting employment and contributing to the economic vitality and quality of life of the City of Red Wing.

Port Promise

The Red Wing Port Authority allows our city to proactively seek out, attract and retain businesses that add to the long-term vitality of our community.

Meeting Announcement and Agenda

Port Authority Board Regular Meeting

Location: City Council Chambers, 315 West 4th Street, Red Wing, MN & Virtually

Date: Tuesday, October 7, 2025

Time: 4:30 PM

This meeting will be held in the City Hall Council Chambers and virtually via Webex at the same time. Members of the public can join this meeting either in person at City Hall or virtually. To join this meeting via Webex, [click this link](#). To join via telephone, please dial (415) 655-0001. Enter access code 2555 762 8877 and password 2025 when prompted.

1. Call to Order

2. Pledge of Allegiance

3. Roll Call

4. Approval of Agenda

5. Approval of Minutes

5.A. Motion to Approve the September 2, 2025 Red Wing Port Authority Meeting Minutes.

6. Public Comment

We now invite anyone to share their thoughts on a topic that is not on the agenda. We welcome all opinions and ideas. We appreciate you stating your name at the lectern, and please remember that personal attacks may be ruled out of order. You will have up to three minutes to comment, and we appreciate your time in coming tonight.

7. Public Hearing

8. Communication Items

8.A. Executive Director's Report

8.B. Committee Reports: Marketing Committee 9/29/25; Finance Committee 10/1/25

8.C. Discussion Items

8.C.1. Office of Energy Transition Grant Update

8.C.2. Former Central Research Property Update

8.D. Red Wing Port Authority Proclamation

9. Motions & General Business

- 9.A. Motion to Approve the August 2025 Balance Sheets and Budget Reports
- 9.B. Consider Motion to Approve a Technical Assistance Grant to Bruce Johnson to Prepare Architectural Plans for 1920 Old West Main Street.
- 9.C. Consider Motion to Appoint Jill Fanslow to Serve as a Non-Resident Member of the Marketing Committee.
- 9.D. Consider Motion to Appoint Amy Kemmerer to Serve as a Non-Resident Member of the Marketing Committee.

10. Adjournment

Accommodations for signing interpreter, Braille, large print, etc. can be made. Call City Hall at 385.3600 seven days prior to the need. Hearing assistance devices are available during meetings.

**Red Wing Port Authority Board
Regular Meeting
City Council Chambers
September 2, 2025**

Members Present: Port Authority Board President Paul Reding; Port Authority Commissioners Jay Wardle, Thomas Drazkowski, Donald Kliewer, Kim Beise, and Beth Flattum

Members Absent: Commissioner Wylie Wilson

Others Present: Kyle Klatt, Community Development Director / Port Authority Executive Director; Shari Chorney, Port Authority Manager / Staff Liaison

1. Call to Order

Port Authority Board President Reding called the meeting to order at 4:30 p.m.

2. Pledge of Allegiance

President Reding led the recitation of the Pledge of Allegiance.

3. Roll Call

Roll call was conducted. President Reding and Commissioners Kliewer, Drazkowski, Beise, Flattum, and Wardle were in attendance.

4. Approval of Agenda

A motion was made by Commissioner Flattum, seconded by Commissioner Kliewer and unanimously carried, to approve the agenda as discussed.

5. Approval of Minutes

A. Motion to Approve July 8, 2025, Red Wing Port Authority and Red Wing Housing & Redevelopment Authority Joint Workshop Minutes.

A motion was made by Commissioner Flattum, seconded by Commissioner Wardle and unanimously carried, to approve the joint workshop minutes as drafted.

B. Motion to Approve August 5, 2025, Red Wing Port Authority Special Meeting Minutes.

A motion was made by Commissioner Drazkowski, seconded by Commissioner Wardle and unanimously carried, to approve the special meeting minutes as drafted.

6. Public Comment

There was no public comment.

7. Public Hearing

There were no public hearings.

8. Communication Items

A. Executive Director's Report.

Director Klatt and Manager Chorney highlighted topics from the report:

- Director Klatt provided an update regarding the former maltery site. He discussed archeological survey work that will be conducted before the building is torn down. He stated that the developer will be asked to reimburse the City for these expenses. He reviewed the anticipated timeline for the study and for demolition.
- Director Klatt reported that a housing summit has been scheduled on October 29 at the St. James Hotel. He noted that barriers to housing will be discussed along with ways to achieve housing goals. He stated that members of the Port Authority Board, the HRA Board, and the Advisory Planning Commission are encouraged to attend.
- Director Klatt provided an update regarding the Quiet Zone project. He summarized a recent meeting with City staff, members of the Federal Railroad Association, and MnDOT representatives. He reviewed the next steps in the process. He referenced the need for median work and pedestrian crossing improvements. He noted that Amtrak will be doing some work on the platform.
- Director Klatt referenced past discussion of a Port Authority Board workshop this fall and reviewed potential agenda items. Potential dates and start times were discussed.
- Manager Chorney provided a Little River Bulkhead project update and discussed environmental assessment work. She discussed the submission of a grant application on behalf of Red Wing Grain.
- Manager Chorney summarized topics of discussion during a recent meeting of the Minnesota Ports Association.

B. Committee Reports.

President Reding referenced topics of discussion during a recent Finance Committee meeting, noting that these items would be discussed later during the meeting.

C. Discussion Items.

There were no other discussion items.

9. Motions and General Business

A. Motion to Approve July 2025 Balance Sheet and Budget Report.

A motion was made by Commissioner Wardle, seconded by Commissioner Flattum and unanimously carried, to approve the July 2025 Balance Sheet and Budget Report as presented.

B. Consider Motion to Authorize Staff to Negotiate with the Red Wing School District to Acquire the Former Jefferson School Site at 601 Buchanan Street.

Director Klatt referenced past Port Authority Board discussion of the former Jefferson School site. He summarized discussion by the Finance Committee. He stated that staff recommends taking action to authorize staff to negotiate with School District representatives, with the intent to redevelop the site for new housing.

Director Klatt referenced the staff report and provided rationale for the Port Authority to be involved in this process:

- Comprehensive Plan goals include the creation of workforce housing and neighborhood park space.
- Redevelopment of the site would increase the tax base.
- Port Authority involvement would help ensure that an existing institutional building is preserved, as referenced in the Comprehensive Plan.
- The Red Wing Port Authority is positioned to help prepare the site and set the stage for redevelopment.
- The School District has undertaken two RFP processes but has been unable to secure a developer.
- The Port Authority has an established relationship with consultant New History.
- The building has been well maintained by the Red Wing School District.

Director Klatt referenced potential expenses related to this work and noted the need for due diligence. He provided examples of similar projects in other communities and discussed a past housing project involving the former Central High School building. He reviewed potential next steps and the anticipated timeline.

Commissioner Wardle expressed support for acquisition of the former Jefferson School site by the Port Authority, with the intention of repurposing the existing building for housing. He suggested ensuring that the Port Authority and the City Council are aligned in terms of the process.

Commissioner Drazkowski asked about the cost of the environmental study work. Director Klatt discussed the benefits of environmental assessment and other study work, noting an estimated cost of approximately \$50,000.

Commissioner Drazkowski commented regarding the challenges of other Port Authority redevelopment projects, including the former Bauer Built property and the former Central Research Laboratories site. He suggested establishing benchmarks and a timeline for this project. Commissioner Wardle described some of the differences between this project and the projects referenced by Commissioner Drazkowski.

Commissioner Kliewer asked about the Central High School housing project. Director Klatt provided additional background information.

President Reding expressed agreement that the Port Authority would be in the best position to assist with redeveloping this site, describing this as an exciting opportunity for the community.

Commissioner Kliewer expressed interest in utilizing a portion of the site for a neighborhood park, noting that the only park in Ward 2 is very small.

A motion was made by Commissioner Flattum to authorize City staff to negotiate with the Red Wing School District to acquire the former Jefferson School site at 601 Buchanan Street and draft an acquisition agreement for consideration by the Port Authority Board at a future meeting. The motion was seconded by Commissioner Wardle. Commissioner Beise referenced the cost of maintaining the property and preparing the site for redevelopment. He also noted concerns about potential vandalism and commented that there may be neighborhood opposition to a large housing project. Following discussion a vote was conducted, and the motion carried unanimously.

C. Motion to Approve a New Port Authority Program Guaranteeing Working Capital Lines of Credit for Local Lenders.

Manager Chorney provided background information and summarized ongoing discussions with Downtown Main Street regarding revitalization efforts. She stated that the Port Authority is being asked to consider utilizing some of its resources to guarantee working capital lines of credit for local lenders. She relayed guidance from the Port Authority attorney, who has recommended limiting the amounts of the loans and the guarantees. President Reding summarized discussion by the Finance Committee and spoke in support of the proposed financing tool. He stated that lack of access to working capital is a leading contributor toward failure of a new business.

Commissioners Kliewer and Drazkowski requested clarification of the proposed percentages and the repayment structure. Manager Chorney, Director Klatt, and President Reding provided additional background information.

Commissioner Beise inquired regarding the proposed length of the program. Manager Chorney suggested evaluating the program annually.

Commissioners asked about the criteria for a Port Authority guarantee, and Manager Chorney provided information in this regard.

A motion was made by Commissioner Flattum to approve a new Port Authority program guaranteeing working capital lines of credit for local lenders, as outlined in the draft document. The motion was seconded by Commissioner Wardle, a vote was conducted, and the motion carried unanimously.

D. Motion to Approve the Expansion of the Red Wing Port Authority's Downtown Loan Fund.

Manager Chorney provided background information and referenced the Downtown Main Street Revive and Thrive initiative. She described how the Port Authority would partner with Downtown Main Street, local lenders, and others to assist local businesses.

Director Klatt and Manager Chorney noted that the proposed program boundaries mirror the boundaries of the Downtown redevelopment tax increment financing project area. Commissioners suggested a modification to the program boundaries, to maximize the potential number of businesses that could benefit from the program.

A motion was made by Commissioner Beise to approve the expansion of the Red Wing Port Authority's Downtown Loan Fund, including the additional areas as discussed. The motion was seconded by Commissioner Flattum, a vote was conducted, and the motion carried unanimously.

Director Klatt and Manager Chorney discussed how the programs would be promoted.

10. Adjournment

A motion was made by Commissioner Kliewer, seconded by Commissioner Wardle and unanimously carried, to adjourn the meeting. The meeting adjourned at 5:30 p.m.

ATTEST:

Shari Chorney, Secretary



TO: Red Wing Port Authority Board
FROM: Kyle Klatt, Director
Agenda Item No.: 8.A. Community Development Director's Report
Meeting Date: October 7, 2025

Red Wing Port Authority's Mission Statement

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Fleischmann Maltery Redevelopment

Staff continues to work on addressing comments from the State Historic Preservation office (SHPO) that were received during the Environmental Assessment Worksheet (EAW) review for the site. One recent action was to hire Chap Achen to take photographs of the site in its present condition that will be used to satisfy requirements for documenting the structure and its history before its demolition (some of his photos are attached to this report). A Phase 1A Archeological Site Assessment has also recently been completed and staff will be working with the consultant and SHPO office to determine the next steps, which potentially could involve further study of the site. Under the City's grant agreement with MnDEED, the developer must start the demolition work by the end of the year. The developer has indicated that he intends to start demolition work in November or December.

Housing Summit

The City of Red Wing will be hosting a housing summit on October 29th from 2:00 to 6:00 PM at the St. James Hotel. The summit is intended to provide a forum for community discussion about barriers to the construction of new housing in the City and what the City can do to help provide more opportunities to accomplish its housing goals. Members of the City Council, Port Authority, Housing and Redevelopment Authority, Advisory Planning Commission, and local housing advocates are invited to participate in the summit.

Downtown Train Quiet Zone

The City Engineer recently submitted a Notice of Intent to the Federal Railroad Administration (FRA) to establish a new quiet zone through downtown Red Wing. The new quiet zone will prohibit the routine use of train horns within the downtown area of the City of Red Wing, 24 hours per day, except in the case of emergency. This notice starts a 60-day comment period that will end on November 17, 2025. If no objections are received during this period, the City

can then proceed with the installation of all required improvements to meet the standards for quiet zone. The improvements that will need to be completed are at the Jackson Street crossing where the City will need to install traffic channelization devices on both sides of the rail right-of-way. No additional improvements will be required at the Broad Street crossing, and overall, the work required will be much less expensive than originally estimated several years ago. Once the improvements have been completed, the City can then request that the FRA implement the quiet zone.

Please note that one of the issues that was identified during a recent field visit with FRA, MnDOT, and City staff was the potential to improve the pedestrian crossing at Broad Street next to the Red Wing Depot. Although new pedestrian improvements are not needed to establish a quiet zone, the current crossing is impeded by the crossing gate and is relatively narrow. Staff will be working with the Red Wing Area Fund (owner of the depot) and Amtrak (which is planning to improve the pedestrian loading area in front of the depot soon) to investigate opportunities to expand and improve the current pedestrian crossing.

Jefferson School Site Acquisition

Staff recently presented a purchase agreement for the Jefferson School site to the Red Wing School district superintendent. The draft agreement includes a section providing the Port Authority with time to investigate several contingencies that will need to be addressed in order to provide the best possible opportunity to redevelop the building for housing. This work is expected to include completing title work, inspecting the property, conducting environmental assessments, reviewing existing property records, surveying the property, and determining eligibility for the use of historic tax credits. Once we receive a response from the District, staff will bring the agreement forward for action by the Port Board.

Little River Bulkhead and Mooring Cluster Update (Shari)

VAA, the engineering company for Red Wing Grain, completed their Port Infrastructure Development Program (PIDP) application and Port Authority staff successfully submitted the application to the Federal Maritime Administration (MARAD). The Red Wing Grain port facility is the main barge loader at the Red Wing Port today, loading over 500 barges of corn and soybeans during strong export years. The project will create significant region-wide economic and agricultural commodity benefits. Red Wing Grain covers a 65-115 mile radius from the City of Red Wing, MN, extending into western Wisconsin. This reach allows the port facility to purchase agricultural commodities from over 1,200 farmers in the region. However, the current barge loading infrastructure is over 70 years old and repeatedly affected by flooding events due to the equipment elevation. This project will have port-wide benefits: it will minimize safety risks, double barge loading speeds, and extend truck unloading hours for regional farmers. These improvements will enhance the safety, efficiency, reliability, and resilience of the port facility. The estimated total project cost is \$14,000,000.

Fall Workshop – Governance Training

Attached is a draft agenda for the upcoming Port Authority Governance Training session scheduled for October 20th at 7:30 AM. This session is designed to build shared understanding and alignment across the City Council, Port Board, and staff. The content focuses on practical tools, decision-making clarity, and board-staff collaboration - tailored specifically to the Port Authority's current structure and strategic goals. We welcome your input. If you have any suggestions or comments, please share them with staff. We are

excited to support this important next step in strengthening Port Authority's governance capacity and team cohesion.

Next Meeting. The next regular meeting of the Port Authority is scheduled for Tuesday, November 4, 2025, at 4:30 p.m.

Attachments:

- 1) Draft Commissioner Governance Training Agenda 10/20/25
- 2) Chap Achen Photographs – Fleischmann Maltery Building

RWPA Commissioner Governance Training Agenda

Date: 20 October 2025

Start Time: 7:30 AM

Duration: 3.5 hours

Facilitators: Koliso & SWM Attorneys

Format: Interactive training with case examples, tools, and group discussion. There is no prior reading and there are no decisions to be made on any final Port Authority business.

7:30 – 7:40 AM | Welcome and Orientation

Lead: Koliso

- • Introductions, purpose, and structure of session
- • Framing the day: why governance matters now

7:40 – 9:10 AM | Part I: Core Roles, Boundaries, and Behavior

Lead: SWM Attorneys

- • Legal Responsibilities of Commissioners
 - Statutory duties and fiduciary responsibilities
 - Public meeting law, data privacy
- • Governance vs. Management in a City-Facing Authority
 - Where governance ends and operations begin
 - Subcommittees and role boundaries
- • Commissioner Conduct & Complaint Handling
 - Managing complaints appropriately
 - Avoiding role overreach and breaches

9:10 – 9:25 AM | Break

9:25 – 10:45 AM | Part II: Tools for Effective Governance & Strategic Alignment

Lead: Koliso

- • Decision Rights Matrix
 - Visual mapping of who discusses, decides, and supports
 - Walk-through using RWPA-specific examples

- • Freedom Scale
 - Understanding autonomy and oversight
 - Reflection on personal and group leadership styles
- • Four Dimensions of Trust
 - Competence, reliability, openness, and integrity
 - Applying this to current team dynamics
- • Strategic Alignment & KPIs
 - Role of the board in guiding and reviewing—not managing
 - SMART goals and green/yellow/red reporting indicators

10:45 – 11:00 AM | Q&A and Wrap-Up Discussion

Lead: Koliso & SWM

- • Reflect on group norms and working as a team
- • Outline of next steps (Governance Tools rollout, board evaluation, etc.)

Fleischmann Maltery Building - Photo Documentation









TO: Red Wing Port Authority Board

FROM: Brandy Howe, Community & Economic Development Facilitator

Agenda Item No.: 8.C.1.

Meeting Date: October 7, 2025

ACTION REQUESTED:
Office of Energy Transition Grant Update

BACKGROUND:
In 2024, the City of Red Wing was awarded a \$1 million grant by the Minnesota Department of Employment and Economic Development (DEED) to develop an Economic Resiliency Transition Plan. The purpose of the plan is to help drive economic development in advance of the potential closure of the Prairie Island Nuclear Generating Plant (or other possible changes in its operation that impact the City of Red Wing) and associated impacts to the City's job market and tax base.

DISCUSSION: The City entered into a grant agreement with DEED in October 2024. The original scope of work has proven to be unclear and difficult to interpret, which has created challenges in administration and monitoring of the grant activities. Further complicating this matter, several staff members who originally developed the scope of work are no longer with the City, leaving current staff without the necessary context to clarify the original intent. As a result, both DEED and the City agree that an amendment is beneficial. Staff worked with DEED earlier this year to refine the scope of work and project budget for grant-funded activities. The new scope has been simplified to focus on three strategic areas which replace the previous, more fragmented list of activities that lack clear deliverables. The four project areas include:

1. Land Development and Feasibility Analysis (\$268,750).
2. Long Range Financial Strategy (\$336,250).
3. Port Waterway Plan (\$178,750)
4. Orderly Annexation Plan (\$216,250).

Staff believes the four new deliverables include the intent and overall scope of activities of the original grant agreement. RFPs for plans 1 and 2 are enclosed for reference.

The updated budget was developed by reallocating applicable portions of the original budget to the four new project areas. For example, the former "community engagement" line item has been distributed across all areas of work. As contracts are awarded and projects progress, the budget may be further adjusted to allow savings to be redirected toward implementation activities, such as financial tools or infrastructure. Staff will continue to work closely with DEED

throughout the planning process to ensure flexibility and alignment with shared goals.

Schedule:

- Land Development and Feasibility Analysis – Proposals are due October 24, 2025.
- Long-Range Financial Strategy – Proposals were received on September 12, 2025, and are under staff review, with a contract expected to be awarded in early October.
- Port Waterway Plan – An RFP is anticipated to be released during the winter of 2025–26.
- Orderly Annexation Plan – An RFP is anticipated to be released in the summer of 2026 after substantial completion of the Land Development and Feasibility Analysis.

Once a consultant (or consultants) are brought on board to work on a specific strategic area, staff expects that there will be more involvement from the Port Board and City Council to provide direction and feedback for the project.

BUDGET IMPACT:

There is no fiscal impact associated with this action. Funding remains as previously allocated in the budget and all consultant work will be covered under the City's grant agreement with DEED.

RECOMMENDATION:

N/A



PROFESSIONAL SERVICES REQUEST

Land Development Feasibility Analysis

RFP Re-release Date: September 15, 2025

Proposal Due Date: October 24, 2025

1. Request

The City of Red Wing is seeking proposals from qualified firms to prepare a **Land Development Feasibility Analysis**.

2. Project Scope

A. Land Analysis

Conduct a comprehensive land analysis of key growth areas within the city to support new employment and residential growth.

- Analyze general site characteristics and constraints, including:
 - Topography and soil types
 - Environmental corridors (wetlands, shoreland, floodplain)
 - Historic and archeological features
 - Existing and planned utility infrastructure
 - Existing and planned transportation network
 - Restrictive easements
 - Potential barriers (e.g., regulatory, political, etc.)
- Identify strategies to remove or mitigate development barriers
- Estimate the level of investment needed to prepare sites for development, including:
 - Cost estimates of necessary environmental reviews, studies, or regulatory compliance

B. Market Analysis

Evaluate current market conditions and development potential within identified key areas.

- Document the current land values in focus areas
- Evaluate trends and market conditions for demand and land development opportunities
- Review the 2025 Housing Study and identify sites—both within and beyond the focus areas in Exhibit 1—that can meet projected housing demand

C. Land Development Scenarios (Housing and Employment) and Infrastructure Planning

Prepare conceptual development layouts for potential housing and employment in each of the key areas (Exhibit 1). This step is intended to drill further into the above analysis to plan for future land uses.

- Create schematic development layouts, including:
 - Proposed land uses and development layouts
 - Estimated job creation and housing units
- Conduct cost-benefit analysis for each scenario:
 - Document potential costs for development and land values based on proposed development type
- Facilitate a scenario selection process with the city to identify preferred development alternatives

D. Detailed Engineering Cost Estimates

Provide detailed engineering cost estimates for required utility and transportation infrastructure support the preferred scenarios.

E. Additional Services

Additional services are not anticipated but can be performed as allowed and desired upon mutual consent and agreement of compensation between the City and selected firm.

3. Submittal Requirements

The proposal should address all the points outlined in this request for proposal. The proposal should be prepared simply and economically, providing a straightforward, concise description of the proposer's capabilities to satisfy the requirements of this RFP. While additional data may be presented, the following subjects must be included.

1. Project Understanding and Approach
2. Proposed Project Team and Experience
3. Comparable Project References
4. Schedule
5. Project Cost

Submit proposal Brandy Howe at brandy.howe@redwingmn.gov. Questions regarding this RFP may be directed to Brandy Howe via email.

4. Resources

- [Council Strategic Plan 2024-2026](#)
- [2040 Community Plan](#)
- 2025 Housing Study
- [Old West Main Street Master Plan](#)
- [Upper Harbor Plan](#)
- [2005 Riverfront Redevelopment Plan](#)
- Wastewater Treatment Facility Plan (in progress)

5. Reservation of Rights

The City reserves the right to accept, reject, and evaluate any responses and to change the scope identified in this RFP. Upon selection of a finalist, the City by its proper officials shall attempt to negotiate and reach a final agreement with the finalist. If the City, for any reason, is unable to reach a final agreement with the finalist, the City reserves the right to reject such finalist and negotiate an agreement with another finalist who has the next most viable statement of qualifications. The City may also elect to reject all responses and re-issue a new RFP.

6. Public Information

Information supplied by the respondent to the City is subject to the Minnesota Data Practices Act. As such, all information will become public unless it falls within one of the exceptions in the state Data Practices Act, such as security information, trade secret information, or labor relations information.

7. Proposal Preparation and Contact Negotiation Costs

The City shall not be liable for any expenses incurred by the respondent prior to the signing of a contract including, but not limited to, the proposal preparation, attendance at interviews or meetings, or final contract negotiations.

8. Compliance

The respondent agrees to comply with all federal, state, and local laws, resolutions, ordinances, rules, regulations, and executive orders pertaining to unlawful discrimination on account of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, sexual preference, disability, or age. Respondents are encouraged to actively seek and make good faith efforts for the participation of DBE's for subconsultant tasks.

Exhibit 1 – Land Analysis Areas

The boundaries depicted in the following images are for illustrative purposes and can be better defined when the study commences.

Downtown Riverfront

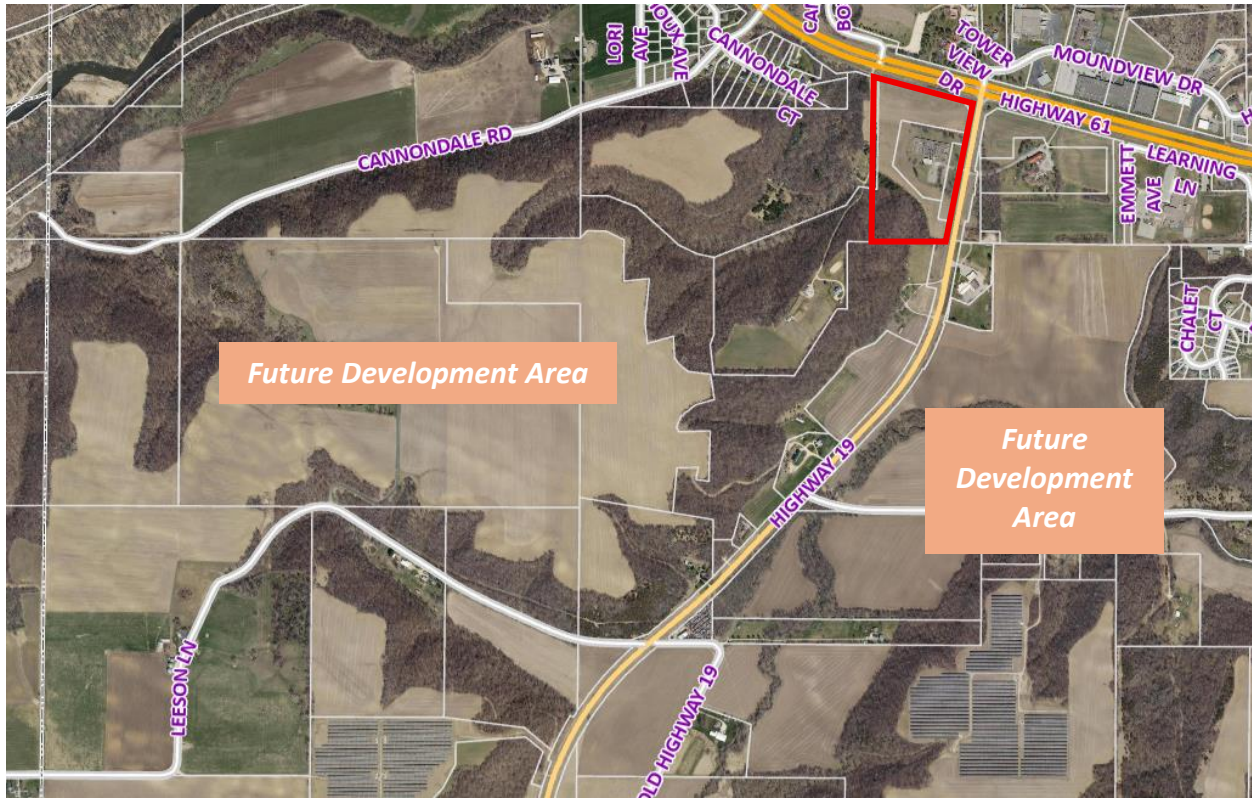
The downtown riverfront features a mix of land uses, vacant lots, and sites poised for redevelopment. Currently, Highway 61 and a rail line create physical and visual barriers that separate this part of downtown from the riverfront. However, future changes in land use, street connectivity, park development, and urban design can help bridge this divide—creating stronger, more accessible connections between downtown, the riverfront, and the people who live in or visit the area.



West Side - Highway 19/61

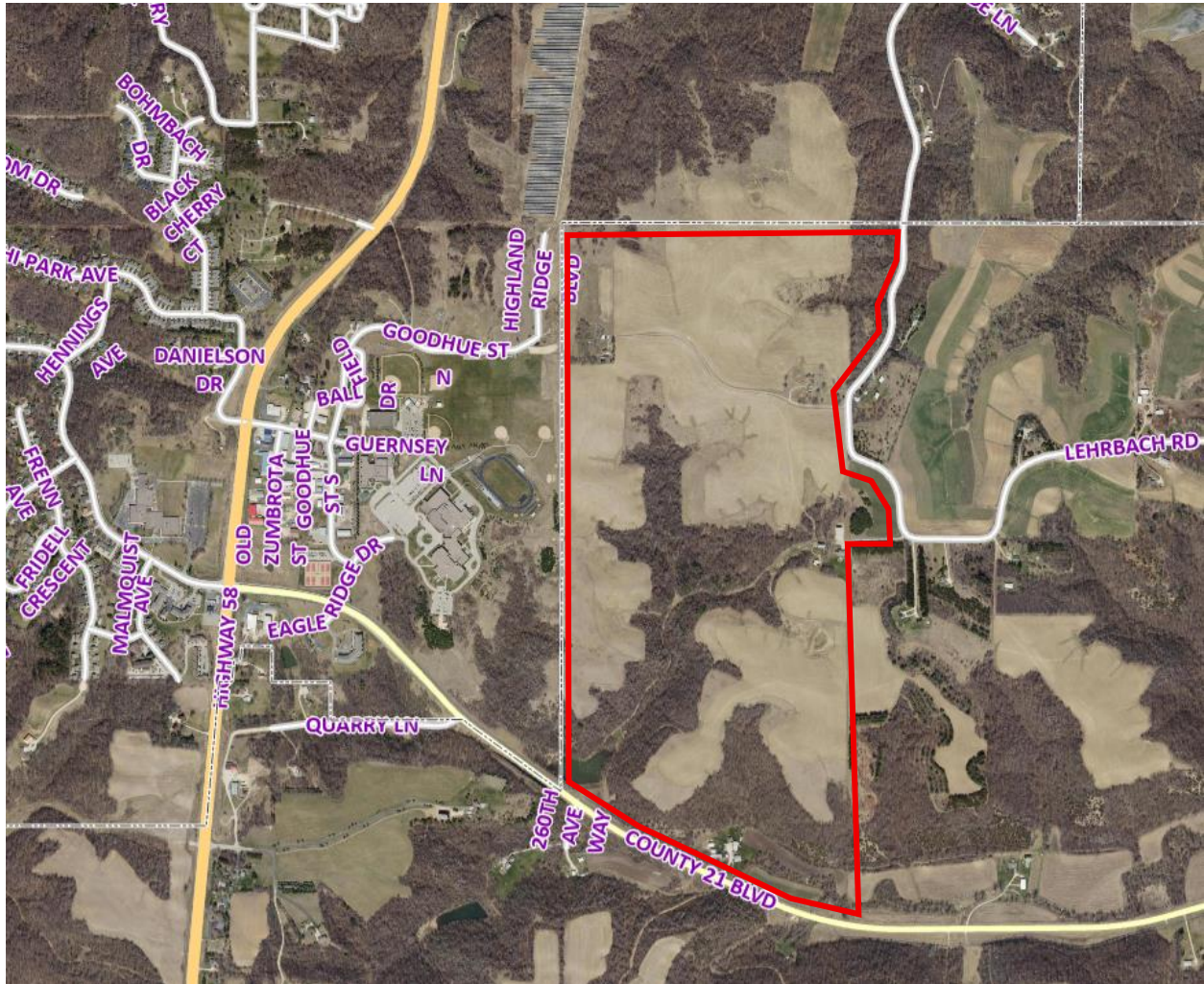
The former Central Research Laboratory property, located at the southwest intersection of Highways 19 and 61, represents a rare and strategic redevelopment opportunity for Red Wing. The 25-acre Central Research site is relatively flat and prominently positioned at a key gateway on the city's west side.

Adjacent farmland to the south and west offers additional potential for future residential development, to support the long-term growth and expansion of the city.



East Side - Highway 58/21

Farmland on the east side of the city—located just north of County 21 Boulevard and east of Highway 58—offers a prime opportunity for residential growth near the high school.



Minnesota State College Southeast-Owned Land

Minnesota State College Southeast owns a 40-acre property on the southeast side of the city. The site presents significant potential for a variety of housing opportunities under long-term land lease partnership with the college.



Willard Otto Property

The Otto property, located on the east side of the city adjacent to Mississippi Links National Golf Course, is currently on the market and offers an opportunity for single-family residential development along Bush Street. Site development could include the extension of utility services east of the golf course, opening the door for future annexation of nearby areas. One such area is the USG property—a major user of the city’s bulkhead—where annexation and utility extension would add strategic value to long-term city planning.





REQUEST FOR PROFESSIONAL SERVICES

Long Range Financial Strategy

RFP Release Date: August 25, 2025
Proposal Due Date: September 12, 2025

1. Request

The City of Red Wing is seeking proposals from qualified firms to prepare a **Long-Range Financial Plan** for the City of Red Wing. With this project, the city is looking to (1) assess the City's current financial situation, (2) plan for infrastructure and critical service delivery to serve planned growth areas, and, (3) ultimately achieve greater efficiency in the use of public funds to provide the highest level of services possible. Specifically, the selected consultant should provide the following services:

- Work with elected officials to establish guiding principles for fiscal policy for the City of Red Wing
- Determine long-term financial impact of priorities and goals
 - Identify the levels of service the City can/should provide for the community
- Prepare financial projections based on population changes, planned land development, utility and infrastructure projects, changes in city operations, etc.
- Prepare alternative financial scenarios to evaluate impacts of various financial plans
 - Consider timing of potential future infrastructure improvements
 - Consider alternative revenue sources as well as costs and rates for services
- Identify economic development programs and legislative actions to support financial plan
 - Evaluate alternative funding sources, such as local option sales tax, lease-revenue bonds, etc.
- Create a monitoring tool for the City to evaluate its long-term compliance with financial policies
 - Ensure flexibility to changing circumstances while reinforcing declared financial priorities and goals

Additional services are not anticipated but can be performed as allowed and desired upon mutual consent and agreement of compensation between the City and selected firm.

2. Submittal Requirements

Electronically submit your proposal to Brandy Howe at brandy.howe@redwingmn.gov. Please include the following information.

1. Project Understanding and Approach
2. Project Team and Experience
3. Comparable Project References
4. Schedule
5. Project Cost

3. Resources

- [Council Strategic Plan 2024-2026](#)
- [2040 Community Plan](#)
- 2025 Housing Study
- [Old West Main Street Master Plan](#)
- [Upper Harbor Plan](#)
- [2005 Riverfront Redevelopment Plan](#)
- Wastewater Treatment Facility Plan (in progress)

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The City shall not be liable for any expenses incurred by the respondent prior to the signing of a contract including, but not limited to, the proposal preparation, attendance at interviews or meetings, or final contract negotiations.

7. Compliance

The respondent agrees to comply with all federal, state, and local laws, resolutions, ordinances, rules, regulations, and executive orders pertaining to unlawful discrimination on account of race, color, creed, religion, national origin, sex, marital status, status regarding public assistance, sexual preference, disability, or age. Respondents are encouraged to actively seek and make good faith efforts for the participation of DBE's for subconsultant tasks.



TO: Red Wing Port Authority Board

FROM: Kyle Klatt, Community Development Director

Agenda Item No.: 8.C.2 – Former Central Research Property Update

Meeting Date: October 7, 2025

ACTION REQUESTED:

No action requested. Review and discuss next steps to complete demolition of the former Central Research building at the intersection of Highways 19 and 61.

ATTACHMENTS:

1. Council Agenda Report 1/27/25

BACKGROUND:

Earlier this year, Port staff applied for a loan through the Minnesota Department of Employment and Economic Development (DEED) Demolition Loan Program to help finance the cost of razing the former Central Research Laboratories building at the intersection of Highways 19 and 61 in Red Wing. The loan application was successful, and staff has been working with DEED and the City's financial consultants over the last several months to complete the work necessary to move forward with the loan request and demolition work. The attached report to the City Council includes additional background information on the history of the site and the DEED loan program. The purpose of the current report is to provide an update to the Port Board on the next steps necessary to execute a loan agreement with DEED.

DISCUSSION:

As described in the attached Council report, the Port received a low estimate of \$182,000 from Fitzgerald Excavating to demolish the former Central Research building. After further discussions with the contractor, staff included an additional \$50,000 in the loan request to help cover anticipated environmental clean-up costs (i.e. asbestos removal) or other potential costs not included in the original quote. The total amount of the DEED award therefore totaled \$232,000 to cover all expected demolition and clean-up costs. The contractor indicated that the estimate was based on being able to work around their other projects and has recently stated that they will be able to move forward with the work in January of 2026.

One of DEED's requirements for executing a loan agreement with the City is for the City to provide a dedicated source of revenue and security for the loan repayment amount. The specific requirement is as follows:

Pursuant to Minn. Stat. § 116J.5764, Subd. 1 (1), the agreement to repay the loan may be a general obligation of the development authority, payable primarily from a dedicated source of revenue, or other security subject to review and approval by the commissioner, and the development authority must deliver its bond or note to the commissioner to secure the loan.

For the demolition loan program, one of the City's options to meet this requirement is to issue a bond payable to DEED in the amount of the demolition costs. After considering the City's bonding options, staff is recommending that the City Council use an abatement bond to provide the necessary security. An abatement bond essentially pledges a portion of the property taxes from a specific parcel or parcels in the City in an amount equal to the loan amount. Prior to using abatement, the City must conduct a public hearing and establish findings that support the use of property tax abatement. The Port Authority has adopted a policy on the use of abatement that matches the findings required under state statutes which reads in part:

Public purposes that must be met relate to increasing/preserving the tax base, providing employment opportunities, acquiring/constructing public facilities, redeveloping blighted areas, and financing public infrastructure.

Demolishing the former Central Research building will meet all of these objectives, but in particular, will remove a blighted building that negatively impacts the surrounding properties. Staff is proposing to use abatement for the parcels owned by Scribe Propco, Inc. (Koosie Group) at 5151 Moundview Drive. These parcels were chosen partly due to their proximity to the Central Research site and partly because they are almost fully developed and not expected to need TIF or other assistance in the near future. The City's financial consultant is currently conducting an analysis to verify that these parcels will generate an abatement amount sufficient to cover the loan repayment.

The recommendation to use an abatement bond is somewhat different than what has been previously discussed with the Port Authority. Rather than the Port reimbursing the City for the future loan payments, these payments would now flow directly through the City using tax abatement. The Port would not be a party to the abatement bond or the agreement with DEED because it does not own the property. One of the benefits of the DEED loan program is that loan payments will not start until the second or third year after the loan is dispersed giving the City some additional time to find a developer for the site before incurring the demolition costs. As noted in the attached Council report, the loan is also partly forgivable once the City approves a development plan for the property.

The City and the Port will need to have further conversations about the future of the former Central Research property and work necessary to prepare the site for redevelopment. Currently, staff is working on an agreement with MnDOT concerning the eastern property line and future access locations and is planning to replat the property once the MnDOT agreement is in place. The Port continues to use its redevelopment stimulus fund to pay for this work, and the Port and City will need to determine whether or not the Port will be reimbursed for its past

expenses when the property is sold to a third party. Please keep in mind that the City Council used internal transfers from other funds to eliminate all remaining debt on the property when it was acquired from the Port Authority in 2014, so there will need to be some consideration for how to best allocate any future revenues (if any) from the site between the two entities.

After removal of the building, the City and Port will need to determine the preferred next steps for finding a suitable use of the property. This may include another RFP process or more direct involvement by the City or Port to extend infrastructure to the site. Staff expects that this discussion will be a major component of the Port's annual workshop in early 2026.

RECOMMENDATION:

Staff is not asking for the Board to take any action specific to the former Central Research property and has prepared this report for informational/discussion purposes only.



2025 CITY COUNCIL MEETING STAFF REPORT

To: Honorable Mayor and City Council Members
From: Brandy Howe, Community and Economic Development Facilitator
Meeting Date: January 27, 2025
Agenda Item Number: **10.A.1**

Title

Consider Motion to Provide Direction on the Former Central Research Property and Consider Action to Demolish the Existing Building on the Property Including an Option to Apply for a DEED Loan for Demolition Costs.

Recommended Actions

Motion to authorize demolition of the former Central Research Laboratories building and adopt Resolution No. 8065 authorizing application to DEED for a demolition loan.

Attachments

- Resolution No. 8065
- Demolition Price Quotes from Veit and Fitzgerald

Alignment with Guiding Plans and Documents:

Red Wing Government's Strategic Plan 2024 – 2026. Increase Economic Development and Diversify the Tax Base and Stabilize Finances and Improve Budgeting:

Goal 5.c - Conduct a city-wide review of sites and areas that have had barriers to development or redevelopment and create a set of short-term actions to reverse that trend.

Goal 6.c - Commence process to prepare Highway 19/61 site for future business park development (replatting and building demolition).

Goal 14.b - Stretch and leverage limited local resources by actively pursuing state and federal grant opportunities that support the City.

Goal 14.c - Prioritize and provide resources to the Community Development Department and take bold action on obstacles limiting economic development.

Background

The former Central Research Laboratories (CRL) property is located at a key community gateway at the southwest corner of Highways 19 and 61. It is one of the few and the largest remaining industrial redevelopment sites available in the City. The site represents an opportunity to increase the City's tax base, promote employment growth, and contribute to the economic vitality and quality of life of the City.

The Red Wing Port Authority purchased the property from Triad Properties in 2007 for \$1,250,000 with the objective of using the site to further the City's economic development goals and promote high quality development. The purchase also allowed the Port Authority to move Central Research into a new building in the Red Wing Industrial Park, thereby retaining a local manufacturing business that may have otherwise relocated outside the community. The site was leased by the Port Authority in 2007-2011 to a semi-conductor manufacturer. The City acquired the site from the Port Authority in 2014.

After three years of inactivity, the City retained the Saint Paul Port Authority (SPPA) in 2017 to market and act as a broker for the site. Per SPPA's recommendation, the City completed the following activities to make the site ready for redevelopment and pave a path for smooth real estate transactions:

- Pre-demolition survey, topographic survey, traffic analysis, and soil analysis.
- Phase I and Phase II environmental assessments.
- Four conceptual site layouts and marketing materials.

SPPA received some inquiries during their contract with the City; however, none resulted in sale or redevelopment of the property. The City has since continued in its efforts to prepare and market the site for a new occupant. Activities included:

- Sealing of an onsite well.
- Collaboration with MN Department of Transportation to replat the site. The replat will provide additional developable acreage, secure access points, and square up the property boundaries and adjoining right-of-way.
- Completion of Phase I archaeological study. The State Historic Preservation Office (SHPO) determined the developable portion of the site is not a significant site under state statute. Staff continues to collaborate with the Minnesota Indian Affairs Council (MIAC) and the Prairie Island Indian Community to clear the site for development purposes.
- An appraisal in 2023 that valued the 25-acre site at \$1,310,000.
- Issuance of a City-led request for offers (RFO) in 2023.

These efforts resulted in interest from Blue Water Farms to develop an indoor aquaculture facility. Unfortunately, the City the developer could not agree on a final sales price, project staging, and terms for the sale of the property and Blue Water Farms ultimately walked away from the City's final offer.

At this point the building has been vacant and not maintained since 2014. The roof has been leaking for over a decade which has significantly damaged the building interior and created an

environment for mold. Due to extensive deterioration, the improvements do not contribute to the value of the property. Further, the buildings have been found to functionally obsolete by potential developers. Additionally, there has been an uptick in vandalism and criminal activity on the site which has required costly measures to secure the building. It is for these reasons that staff recommends the City Council act to demolition the building.

DEED Loan

The Minnesota Department of Employment and Economic Development (DEED) accepts applications twice per year for its Demolition Loan Program. The program funds acquisition and demolition of vacant, dilapidated structures that pose a threat to public safety and where no imminent development prospects exist. The CRL property meets the eligibility requirements for the loan program:

1. The property and structures are owned by the applicant (the City).
2. The structures on the property have been vacant for at least one year.
3. The structures constitute a threat to public safety because of inadequate maintenance, dilapidation, obsolescence, or abandonment.
4. The structures are not listed on the National Register of Historic Places.
5. Upon completion of demolition, the development authority reasonably expects that the property will be improved, and these improvements will result in economic development benefits to the municipality.

The loan can pay up to 100 percent of demolition costs which includes demolition, removal, and clearance of all structures and improvements on the site, including interior remedial activities, and proper disposal thereof. Under the loan program DEED may also forgive principal of the loan and any accrued/unpaid interest up to 50 percent of the original loan amount upon completion of a redevelopment plan.

General program guidelines include:

1. The principal amount of a loan may not exceed \$1,000,000.
2. The term of the loan may not exceed 15 years.
3. Interest rate of 2%, with no interest accrued during the first two years of the loan term.
4. Dedicated source of revenue for loan repayment, including security.
5. Semiannual interest payments and annual principal payments beginning in the third year of the loan until the end of the term.

According to legislative requirement, 50 percent available funding will be awarded to projects located outside of the seven-county metropolitan area. The application deadline is February 1, 2025.

Financial Considerations

Staff has received two estimates for the proposed demolition project:

- \$182,000 - Fitzgerald Excavating & Trucking, Inc. (December 2024)
- \$538,950 – Veit & Company, Inc. (from 2023)

If the City Council decides to authorize demolition, staff recommends using Fitzgerald, who provided the lowest estimate, and identifies the following funding options.

- Option 1. DEED Demolition Loan Program (using City or Port Authority funds).
- Option 2. Loan from the Port Authority Redevelopment Stimulus Fund to be repaid by the City.
- Option 3. Budget adjustment to be determined and approved by the City Council at a future meeting.

If the City decides to apply for funding through the DEED program, payments for the first two years would be around \$14,000 per year and \$18,000 per year starting in year three (assuming \$40,000 to \$50,000 in environmental remediation costs not included in any of the demolition estimates). If the City were able to find a developer for the site, up to half of the outstanding loan amount could be forgiven (a maximum of \$115,000 depending on when any development occurs). If the loan request were successful, the City would still need to find a funding source to pay the principal and interest payments over time until the site is developed or ask the Port to cover the annual payments through its funds.

Alternatives

1. Motion to authorize demolition of the former Central Research Laboratories building *and* authorize application to Minnesota Department of Employment and Economic Development (DEED) for the Demolition Loan Program.
2. Motion to authorize demolition of the former Central Research Laboratories building with request to Port Authority for a loan from the Redevelopment Stimulus Fund.
3. Motion to authorize demolition of the former Central Research Laboratories building with direction to staff to identify and recommend an alternative funding source.
4. Motion to proceed with demolition with an alternative funding source or agreement with the Port Authority.
5. Motion to not authorize demolition.

Recommended Action

Staff recommends Alternative #1



MANUFACTURING MONTH IN RED WING PROCLAMATION

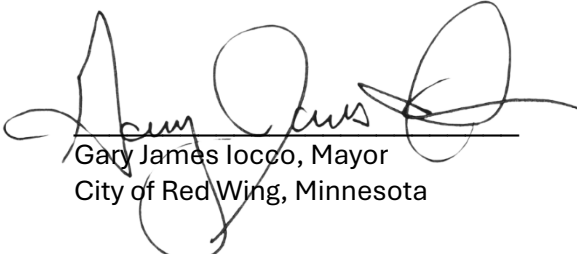
WHEREAS, manufacturing is a vital and dynamic industry that drives Minnesota’s economy and plays a crucial role in the strength and prosperity of the Red Wing community; and

WHEREAS, the Red Wing Area Chamber of Commerce celebrates local manufacturers each October by showcasing their contributions and coordinating tours of area facilities; and

WHEREAS, in 2024, Minnesota’s manufacturing sector generated \$25 billion in exports and \$26.7 billion in wages statewide, including \$325.6 million in wages and 4,647 skilled, well-paid jobs in Goodhue County; and

WHEREAS, manufacturing jobs in Goodhue County provide an average annual wage of \$70,057—15.7 percent higher than the countywide average—and represent nearly one in five local jobs, underscoring the industry’s essential contribution to economic vitality and quality of life;

NOW, THEREFORE, I, Gary Iocco, Mayor of the City of Red Wing, do hereby proclaim the month of October 2025 as Manufacturing Month in Red Wing, MN.



Gary James Iocco, Mayor
City of Red Wing, Minnesota

Summary of Balance Sheet and Budget Report
August 2025

231 Industrial Revolving Loan			
	Budget	Monthly	YTD
Revenue	\$65,000.00	\$26,318.32	\$26,318.32
Expenses	\$5,000.00	\$0.00	\$0.00
Cash	\$1,381,071.96		
Acct Rec	\$17,875.01		
Loans	\$774,404.92		
Assests	\$2,173,351.89		
Liabilities	\$0.00		
Fund Balance	\$2,147,033.57		

232 Downtown Revolving Loan			
	Budget	Monthly	YTD
Revenue	\$2,500.00	\$116.48	\$116.48
Expenses	\$0.00	\$0.00	\$0.00
Cash	\$102,002.88		
Acct Rec	-\$150.28		
Loans	\$2,185.48		
Assets	\$104,038.08		
Liabilities	\$0.00		
Fund Balance	\$103,921.60		

233 Intermediate Re-Lending			
	Budget	Monthly	YTD
Revenue	\$10,000.00	\$12,790.43	\$12,790.43
Expenses	\$32,000.00	\$32,607.00	\$32,607.00
Cash	\$588,768.28		
Acct Rec	\$1,329.46		
Loans	\$46,381.64		
Assets	\$636,479.38		
Liabilities	\$127,207.19		
Fund Balance	\$529,088.76		

**Summary of Balance Sheet and Budget Report
August 2025**

234 Small Business Development Fund			
	Budget	Monthly	YTD
Revenue	\$0.00	\$1,701.79	\$1,701.79
Expenses	\$0.00	\$0.00	\$0.00
Cash	\$10,086.95		
Acct Rec	\$386.24		
Loans	\$92,111.64		
Assets	\$102,584.83		
Liabilities	\$0.00		
Fund Balance	\$100,883.04		

243 DEED Loan			
	Budget	Monthly	YTD
Revenue	\$0.00	\$0.00	\$0.00
Expenses	\$0.00	\$0.00	\$0.00
Cash	\$252,658.59		
Acct Rec	\$0.00		
Loans	\$0.00		
Assets	\$252,658.59		
Liabilities	\$0.00		
Fund Balance	\$252,658.59		

236 Port Authority			
	Budget	Monthly	YTD
Revenue	\$677,628.00	\$403,486.56	\$403,486.56
Expenses	\$683,541.95	\$139,347.78	\$139,347.78
Cash	\$709,198.60		
Acct Rec	\$6,771.48		
Leases	\$525,397.00		
Assets	\$1,241,367.08		
Liabilities	\$504,352.00		
Fund Balance	\$472,876.30		

Summary of Balance Sheet and Budget Report
August 2025

Capital Account Summaries		
Account	Description	Fund Balance
429	Little River Bulkhead	\$169,099.50
436	Mooring Cluster Dolphins	\$233,140.81
441	Little River Channel Sed. Cont.	\$120,000.00
450	Levee Wall Protection	\$106,845.00
491	PA Redevelopment Stimulus	\$431,378.62
Total		\$1,060,463.93

Red Wing Port Authoring Operating Budget Report

Revenues	Budget	Month to Date	Year to Date	% of Budget
Property Tax Revenue	\$542,628.00	\$280,864.99	\$280,864.99	52%
Leases	\$135,000.00	\$96,221.57	\$96,221.57	71%
Grants & Aids	\$0.00	\$26,400.00	\$26,400.00	0%
Total Revenue	\$677,628.00	\$403,486.56	\$403,486.56	

Expenditures	Budget	Month to Date	Year to Date	% of Budget
Wages and Salaries	\$4,959.90	\$3,630.00	\$3,630.00	73%
PERA	\$0.00	\$41.25	\$41.25	0%
FICA	\$278.45	\$226.56	\$226.56	81%
Worker's Comp	\$36.05	\$15.21	\$15.21	42%
Office Accessories	\$1,250.00	\$286.12	\$286.12	23%
Copying	\$750.00	\$39.53	\$39.53	5%
Small Tools	\$500.00	\$268.63	\$268.63	54%
Admin Services	\$18,551.55	\$12,368.00	\$12,368.00	67%
Admin Services - Other	\$241,594.00	\$0.00	\$0.00	0%
Contractual Services	\$60,000.00	\$49,276.22	\$49,276.22	82%
Engineering Services	\$500.00	\$0.00	\$0.00	0%
IT Services	\$15,072.00	\$10,048.00	\$10,048.00	67%
Personnel Testing - Recruitment	\$0.00	\$583.95	\$583.95	0%
Public Works Charges	\$2,000.00	\$109.80	\$109.80	5%
Other Professional Services	\$30,000.00	\$19,769.00	\$19,769.00	66%
Telephone	\$2,300.00	\$1,020.13	\$1,020.13	44%
Postage	\$500.00	\$181.65	\$181.65	36%
Travel	\$2,500.00	\$9.89	\$9.89	0%
Lodging	\$1,000.00	\$140.49	\$140.49	14%
Meals	\$1,000.00	\$556.65	\$556.65	56%
Registration and Tuition	\$2,500.00	\$50.00	\$50.00	2%
Marketing and Promotion	\$60,000.00	\$7,585.00	\$7,585.00	13%
Legal Notices Publishing	\$500.00	\$0.00	\$0.00	0%
Insurance Premiums	\$3,750.00	\$3,335.00	\$3,335.00	89%
Repair and Maintenance	\$50,000.00	\$0.00	\$0.00	0%
Building Rental and Leases	\$33,000.00	\$19,556.44	\$19,556.44	59%
Equipment Usage Rental	\$0.00	\$138.76	\$138.76	0%
Dues and Memberships	\$13,500.00	\$9,900.00	\$9,900.00	73%
Subscriptions	\$1,000.00	\$210.43	\$210.43	21%
Special Events Projects	\$50,000.00	\$0.00	\$0.00	0%
Other Miscellaneous	\$1,500.00	\$1.07	\$1.07	0%
Transfer to CP 441	\$10,000.00	\$0.00	\$0.00	0%
Transfer to CP 491	\$75,000.00	\$0.00	\$0.00	0%
Total Expenditures	\$683,541.95	\$139,347.78	\$139,347.78	20%

Loan Summary

Acct #	Acct	Loan	Jan	Feb	Mar	Apr	May	June	July	Aug
231	IRL	SB Emerg Loan	\$13,946	\$10,613	\$11,155	\$10,072	\$8,988	\$7,905	\$6,520	\$5,187
231	IRL	GRWDC	\$826,899	\$812,342	\$797,724	\$783,045	\$768,305	\$739,006	\$724,143	\$709,218
231	IRL	River Bluff Tech #4							\$60,000	\$60,000
232	DRL	RW Dev Loan	\$137,500	\$137,500	\$137,500	\$137,500	\$137,500	\$137,500	\$137,500	\$137,500
232	DRL	CMA Prop LLC	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000
232	DRL	Staghead	\$10,360	\$10,360	\$10,360	\$10,360	\$10,360	\$10,360	\$10,360	\$10,360
232	DRL	Bev's Café	\$10,360	\$10,360	\$10,360	\$10,360	\$10,360	\$10,360	\$10,360	\$10,360
232	DRL	Mike's Barber Shop				\$2,785	\$2,642	\$2,498	\$2,354	\$2,210
232	DRL	Cut Above Home	\$2,839	\$2,692	\$2,544	\$2,396	\$2,247	\$2,099	\$1,949	-\$24
232	DRL	Allowance	-\$55,720	-\$55,720	-\$55,720	-\$55,720	-\$55,720	-\$193,220	-\$193,220	-\$193,220
233	IRP	Heimes Haberdashery	\$40,316	\$39,660	\$39,001	\$38,341	\$37,678	\$37,014	\$36,347	\$35,677
233	IRP	Xena Ventures	\$16,739	\$13,978	\$11,206	\$8,422	\$5,626	\$2,819	\$0	\$0
233	IRP	Kelly's Tap House	\$5,874	\$5,349	\$4,824	\$4,296	\$3,768	\$3,238	\$2,707	\$2,175
233	IRP	River City Carwash	\$6,841	\$6,318	\$5,794	\$5,268	\$4,741	\$4,213	\$3,683	\$3,152
233	IRP	Presentation Plus	\$2,834	\$2,834	\$2,834	\$2,834	\$2,834	\$0	\$10,000	\$10,000
233	IRP	Allowance	-\$7,643	-\$4,623	-\$4,623	-\$4,623	-\$4,623	-\$4,623	-\$4,623	-\$4,623
234	SBDF	River City Thera	\$19,281	\$19,136	\$18,991	\$18,845	\$18,699	\$18,553	\$18,406	\$18,259
234	SBDF	Celeste Beauty	\$18,827	\$18,680	\$18,533	\$18,385	\$18,237	\$18,088	\$17,940	\$17,786
234	SBDF	Gather and Grace	\$58,845	\$58,699	\$58,553	\$58,406	\$58,264	\$18,116	\$17,968	\$17,820
235	SBDF	JT'S Chicken and F			-\$143	-\$287	-\$430	\$19,405	\$19,260	\$19,115
236	SBDF	The Creative Hand			-\$143	-\$287	-\$430	\$19,425	\$19,281	\$19,131

These loans are showing incorrectly on the City's Finance Report. They are still being tracked as three separate loans.

Account Number	Description	Year-To-Date
231	INDUSTRIAL REVOLVING LOAN PROG	
	Asset	
231-00000-10100	CASH	1,381,071.96
231-00000-10350	ASSETS HELD WITH OTHERS-BROKER	0.00
231-00000-10400	INVESTMENTS-EXPENDABLE	0.00
231-00000-10410	INVESTMENTS-STOCK	0.00
231-00000-10450	ACCRUED INTEREST RECEIVABLE	0.00
231-00000-10505	TAXES RECEIVABLE-DELINQUENT	0.00
231-00000-10599	TAXES RECEIVABLE-ALLOWANCE (CO	0.00
231-00000-11500	ACCOUNTS RECEIVABLE-REGULAR	17,875.01
231-00000-11598	ACCTS REC-ACCRUED RECEIPTS	0.00
231-00000-11970	LT LOAN REC - RED WING BICYCLE	0.00
231-00000-11971	LT LOAN REC - RIVERTOWN COMICS	0.00
231-00000-11972	LT LOAN REC - LIVE GIVE SAVE	0.00
231-00000-11973	LT LOAN REC - PS I LOVE YOU	0.00
231-00000-11974	LT LOAN REC - SBEmergencyLoanP	5,187.09
231-00000-11986	LT LOAN REC - GRWDC	709,217.83
231-00000-11989	LT LOAN REC - RW DEV CORP	0.00
231-00000-11991	LT LOAN REC-RIVER BLUFF TECH#1	0.00
231-00000-11992	LT LOAN REC - RW BREWING CO	0.00
231-00000-11994	LT LOAN REC- PMC ASSOCIATES	0.00
231-00000-11995	LT LOAN REC - FAMILY & FRIENDS	0.00
231-00000-11996	LT LOAN REC-RIVER BLUFF TECH#2	0.00
231-00000-11997	LT LOANS REC-MOSAIC MINDSHARE	0.00
231-00000-11998	LT LOAN REC-RIVER BLUFF TECH#3	0.00
231-00000-11999	LT LOAN REC-RIVER BLUFF TECH#4	60,000.00
231-00000-12300	NOTES RECEIVABLE	0.00
231-00000-13101	DUE FROM GENERAL	0.00
231-00000-13243	DUE FROM SRF 243	0.00
231-00000-15233	ADVANCE TO IRP	0.00
231-00000-16008	LOANS TO OTHER FUNDS - 236 POR	0.00
231-00000-16011	LOANS TO OTHER FUNDS - 236 PA	0.00
	Asset	2,173,351.89
	Liability	
231-00000-20200	ACCOUNTS PAYABLE	0.00
231-00000-26001	LOANS FROM OTHER FUNDS- 101 GF	0.00
231-00000-27300	DEFERRED REVENUES	0.00
	Liability	0.00
	Fund Balance	
231-00000-30000	FUND BALANCE EQUITY	2,147,033.57
231-00000-30225	DESGN FOR FUTURE ECONOMIC DEV	0.00
	Fund Balance	2,147,033.57
Revenue Total		26,318.32
Expense Total		0.00
Ret Earnings Total		26,318.32
231	INDUSTRIAL REVOLVING LOAN PROG	26,318.32

Account Number	Description	Year-To-Date
232	DOWNTOWN REVOLVING LOAN PROG	
	Asset	
232-00000-10100	CASH	102,002.88
232-00000-10350	ASSETS HELD WITH OTHERS-BROKER	0.00
232-00000-10400	INVESTMENTS-EXPENDABLE	0.00
232-00000-10450	ACCRUED INTEREST RECEIVABLE	0.00
232-00000-11500	ACCOUNTS RECEIVABLE-REGULAR	-150.28
232-00000-11901	LT LOAN REC - MARKET HOME & DE	0.00
232-00000-11902	LT LOAN REC - RW DEV LOAN	137,500.00
232-00000-11977	LT LOAN REC - HIDDEN STORG BOX	0.00
232-00000-11978	LT LOAN REC - RWVC PROPERTIES	0.00
232-00000-11979	LT LOAN REC - CMA PROP LLC	35,000.00
232-00000-11980	LT LOAN REC - WEST MAIN LAUNDR	0.00
232-00000-11981	LT LOAN REC - IDEA OUTPOST	0.00
232-00000-11982	LT LOAN REC - INNOVATIVE CHIRO	0.00
232-00000-11983	LT LOAN REC - STAGHEAD	10,360.00
232-00000-11984	LT LOAN REC - BEV'S CAFE	10,360.00
232-00000-11985	LT LOAN REC - MR. BILZ	0.00
232-00000-11988	LT LOAN REC - WANSHURA JEWELER	0.00
232-00000-11990	LT LOAN REC - MIKES BARBERSHOP	2,209.77
232-00000-11993	LT LOAN REC - CUT ABOVE HOME	-24.29
232-00000-11999	LT LOAN REC - ALLOWANCE	-193,220.00
	Asset	104,038.08
	Liability	
232-00000-20200	ACCOUNTS PAYABLE	0.00
232-00000-23101	DUE TO GENERAL	0.00
232-00000-27300	DEFERRED REVENUES	0.00
	Liability	0.00
	Fund Balance	
232-00000-30000	FUND BALANCE EQUITY	103,921.60
232-00000-30225	DESGN FOR FUTURE ECONOMIC DEV	0.00
	Fund Balance	103,921.60
	Revenue Total	116.48
	Expense Total	0.00
	Ret Earnings Total	116.48
232	DOWNTOWN REVOLVING LOAN PROG	116.48

Account Number	Description	Year-To-Date
233	(IRP) INTERMEDIARY RE-LENDING	
	Asset	
233-00000-10100	CASH	0.00
233-00000-10101	CASH - IRP	588,768.28
233-00000-11500	ACCOUNTS RECEIVABLE-REGULAR	1,329.46
233-00000-11950	LT LOAN REC - IRP PMC ASSOC	0.00
233-00000-11951	LT LOAN REC - HEDIN OFFICES	0.00
233-00000-11952	LT LOAN REC - HEIMIES HABERDAS	35,677.32
233-00000-11953	LT LOAN REC - XENA VENTURES	0.01
233-00000-11954	LT LOAN REC - KELLYS TAP HOUSE	2,174.90
233-00000-11955	LT LOAN REC - RIVR CTY CAR WSH	3,152.28
233-00000-11958	LT LOAN REC - REFINED SKIN	0.00
233-00000-11959	LT LOAN REC -PRESENTATION PLUS	10,000.13
233-00000-11999	LT LOAN REC - ALLOWANCE	-4,623.00
	Asset	636,479.38
	Liability	
233-00000-20200	ACCOUNTS PAYABLE	0.00
233-00000-24000	DUE TO OTHER GOVERNMENTS	127,207.19
233-00000-25231	ADVANCE FROM IND REVOLVING LOA	0.00
	Liability	127,207.19
	Fund Balance	
233-00000-30000	FUND BALANCE EQUITY	529,088.76
233-00000-30225	DESGN FOR FUTURE ECONOMIC DEV	0.00
	Fund Balance	529,088.76
	Revenue Total	12,790.43
	Expense Total	32,607.00
	Ret Earnings Total	-19,816.57
233	(IRP) INTERMEDIARY RE-LENDING	-19,816.57

Account Number	Description	Year-To-Date
234	SMALL BUSINESS DEVELOPMENT FUN	
	Asset	
234-00000-10100	CASH	10,086.95
234-00000-11500	ACCOUNTS RECEIVABLE-REGULAR	386.24
234-00000-11957	LT LOAN REC - RIVER CITY THERA	18,258.73
234-00000-11960	LT LOAN REC - CELESTE BEAUTY M	17,786.08
234-00000-11961	LT LOAN REC - GATHER AND GRAZE	17,820.17
234-00000-11975	LT LOAN REC-JTS CHICKEN & FISH	19,115.19
234-00000-11976	LT LOAN REC - THE CREATIVE HAN	19,131.47
	Asset	102,584.83
	Liability	
234-00000-20200	ACCOUNTS PAYABLE	0.00
	Liability	0.00
	Fund Balance	
234-00000-30000	FUND BALANCE EQUITY	100,883.04
	Fund Balance	100,883.04
Revenue Total		1,701.79
Expense Total		0.00
Ret Earnings Total		1,701.79
234	SMALL BUSINESS DEVELOPMENT FUN	1,701.79

Account Number**Description****Year-To-Date**

236	PORT AUTHORITY	
	Asset	
236-0000-10100	CASH	709,198.60
236-0000-10200	CASH-PETTY CASH DRAWER	0.00
236-0000-10350	ASSETS HELD WITH OTHERS-BROKER	0.00
236-0000-10355	ASSETS HELD WITH ESCROW AGENTS	0.00
236-0000-10400	INVESTMENTS-EXPENDABLE	0.00
236-0000-10450	ACCRUED INTEREST RECEIVABLE	0.00
236-0000-10500	TAXES RECEIVABLE-CURRENT	0.00
236-0000-10505	TAXES RECEIVABLE-DELINQUENT	2,123.56
236-0000-10510	TAXES RECEIVABLE-UNAPPORTIONED	0.00
236-0000-10599	TAXES RECEIVABLE-ALLOWANCE (CO	-2,123.56
236-0000-10700	LAND HELD FOR RESALE	0.00
236-0000-10701	LAND HELD FOR RESALE - IMPR	0.00
236-0000-10702	LAND HELD FOR RESALE - CRL	0.00
236-0000-10710	BUILDINGS HELD FOR RESALE	0.00
236-0000-11500	ACCOUNTS RECEIVABLE-REGULAR	6,771.48
236-0000-11598	ACCTS REC-ACCRUED RECEIPTS	0.00
236-0000-13101	DUE FROM GENERAL	0.00
236-0000-14100	DUE FROM STATE	0.00
236-0000-14700	LEASE RECEIVABLE - SHORT TERM	117,114.00
236-0000-14701	LEASE RECEIVABLE - LONG TERM	408,283.00
236-0000-17515	PREPAIDS-OTHER	0.00
	Asset	1,241,367.08
	Liability	
236-0000-20200	ACCOUNTS PAYABLE	0.00
236-0000-20201	AP NON-SYSTEM GENERATED	0.00
236-0000-20610	CONTRACTS PAYABLE RETAINAGE	0.00
236-0000-23101	DUE TO GENERAL	0.00
236-0000-26002	LOANS FROM OTHER FUNDS- 101 GF	0.00
236-0000-26003	LOANS FROM OTHER FUNDS- 101 GF	0.00
236-0000-26007	LOANS FROM OTHER FUNDS- 227 CI	0.00
236-0000-26008	LOANS FROM OTHER FUNDS- 231 IL	0.00
236-0000-26010	LOANS FROM OTHER FUNDS- 101 GF	0.00
236-0000-26011	LOANS FROM OTHER FUNDS- 231 IL	0.00
236-0000-26012	LOANS FROM OTHER FUNDS-227 CI	0.00
236-0000-27100	ACCRUED SALARIES PAYABLE	0.00
236-0000-27101	DEDUCTIONS - TAXES	0.00
236-0000-27102	DEDUCTIONS - PERA	0.00
236-0000-27103	DEDUCTIONS- EMPLOYEE DEDUCTION	0.00
236-0000-27104	DEDUCTIONS - DIRECT DEPOSIT	0.00
236-0000-27105	DEDUCTIONS - DEFERRED COMP NAT	0.00
236-0000-27106	DEDUCTIONS - DEFERRED COMP ICM	0.00
236-0000-27107	DEDUCTIONS - MEDICAL, LIFE, AD	0.00
236-0000-27201	ACCRUED VACATIONS PAYABLE	0.00
236-0000-27202	ACCRUED SICK LEAVE PAYABLE	0.00
236-0000-27300	DEFERRED REVENUES	0.00
236-0000-27304	DEFERRED INFLOW - LEASE REC	504,352.00
236-0000-28001	ESCROW ACCOUNT	0.00
236-0000-28600	PORT ESCROW ACCT-TJR SUPPLY	0.00
	Liability	504,352.00
	Fund Balance	
236-0000-30000	FUND BALANCE EQUITY	472,876.30
236-0000-30200	FUND BALANCE-DESIGNATED	0.00
236-0000-30300	FUND BALANCE - UNDESIGNATED	0.00
	Fund Balance	472,876.30
Revenue Total		403,486.56
Expense Total		139,347.78
Ret Earnings Total		264,138.78
236	PORT AUTHORITY	264,138.78

Account Number	Description	Year-To-Date
243	DEED LOAN	
	Asset	
243-00000-10100	CASH	252,658.59
243-00000-10315	ASSETS HELD WITH OTHERS-MN COM	0.00
243-00000-10350	ASSETS HELD WITH OTHERS-BROKER	0.00
243-00000-10400	INVESTMENTS-EXPENDABLE	0.00
243-00000-11500	ACCOUNTS RECEIVABLE-REGULAR	0.00
243-00000-11963	LT LOAN REC - RW SHOE	0.00
243-00000-11964	LT LOAN REC - CAPITAL SAFETY	0.00
243-00000-11987	LT LOAN REC - DBI DEED LOAN	0.00
243-00000-11999	LT LOAN REC - ALLOWANCE	0.00
	Asset	252,658.59
	Liability	
243-00000-20200	ACCOUNTS PAYABLE	0.00
243-00000-20201	AP NON-SYSTEM GENERATED	0.00
243-00000-23231	DUE TO SRF 231	0.00
243-00000-24000	DUE TO OTHER GOVERNMENTS	0.00
243-00000-24100	DUE TO STATE	0.00
243-00000-27300	DEFERRED REVENUES	0.00
	Liability	0.00
	Fund Balance	
243-00000-30000	FUND BALANCE EQUITY	252,658.59
243-00000-30225	DESGN FOR FUTURE ECONOMIC DEV	0.00
	Fund Balance	252,658.59
	Revenue Total	0.00
	Expense Total	0.00
	Ret Earnings Total	0.00
243	DEED LOAN	0.00

Account Number	Description	Adopted	Amended	Month to Date	Year to Date	% of Amended	Variance
231	INDUSTRIAL REVOLVING LOAN						
	PROG						
<i>00000</i>	<i>NON DEPARTMENTAL</i>						
	TOTAL MISCELLANEOUS						
	REVENUES						
231-00000-46210	INTEREST - DEPOSITINVESTMENT	0.00	0.00	0.00	0.00	0.00	0.00
231-00000-46216	INTEREST - NOTES & LOANS	65,000.00	65,000.00	26,318.32	26,318.32	40.49	38,681.68
231-00000-46299	OTHER MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL MISCELLANEOUS	65,000.00	65,000.00	26,318.32	26,318.32	40.49	38,681.68
	REVENUES						
<i>00000</i>	<i>NON DEPARTMENTAL</i>	<i>65,000.00</i>	<i>65,000.00</i>	<i>26,318.32</i>	<i>26,318.32</i>	<i>40.49</i>	<i>38,681.68</i>

Account Number	Description	Adopted	Amended	Month to Date	Year to Date	% of Amended	Variance
46700	<i>ECONOMIC OPPORTUNITY</i>						
	TOTAL OTHER SERVICES & CHARGES						
231-46700-53910	BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
231-46700-53920	LOAN EXPENSES	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00
231-46700-53924	SUBGRANTEE GRANT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
231-46700-53950	REAL ESTATE (PROPERTY) TAXES	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL OTHER SERVICES & CHARGES	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00
	TOTAL DEBT SERVICE						
231-46700-55120	INTEREST	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
46700	<i>ECONOMIC OPPORTUNITY</i>	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00

Account Number	Description	Adopted	Amended	Month to Date Year to Date		% of Amended	Variance
Revenue Total		65,000.00	65,000.00	26,318.32	26,318.32	40.4897	38,681.68
Expense Total		5,000.00	5,000.00	0.00	0.00	0	5,000.00
Grand Total		<u>60,000.00</u>	<u>60,000.00</u>	<u>26,318.32</u>	<u>26,318.32</u>	<u>0.4386</u>	<u>33,681.68</u>
231	INDUSTRIAL REVOLVING LOAN PROG	60,000.00	60,000.00	26,318.32	26,318.32	43.86	33,681.68

Account Number	Description	Adopted	Amended	Month to Date	Year to Date	% of Amended	Variance
232	DOWNTOWN REVOLVING LOAN						
	PROG						
<i>00000</i>	<i>NON DEPARTMENTAL</i>						
	TOTAL MISCELLANEOUS						
	REVENUES						
232-00000-46210	INTEREST - DEPOSITINVESTMENT	0.00	0.00	0.00	0.00	0.00	0.00
232-00000-46216	INTEREST - NOTES & LOANS	2,500.00	2,500.00	116.48	116.48	4.66	2,383.52
232-00000-46299	OTHER MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL MISCELLANEOUS	2,500.00	2,500.00	116.48	116.48	4.66	2,383.52
	REVENUES						
	TOTAL OTHER FINANCING						
	SOURCES						
232-00000-49101	TRANSFER FROM GENERAL	0.00	0.00	0.00	0.00	0.00	0.00
232-00000-49236	TRANSFER FROM PORT	0.00	0.00	0.00	0.00	0.00	0.00
	AUTHORITY						
	TOTAL OTHER FINANCING	0.00	0.00	0.00	0.00	0.00	0.00
	SOURCES						
<i>00000</i>	<i>NON DEPARTMENTAL</i>	<i>2,500.00</i>	<i>2,500.00</i>	<i>116.48</i>	<i>116.48</i>	<i>4.66</i>	<i>2,383.52</i>

Account Number	Description	Adopted	Amended	Month to Date	Year to Date	% of Amended	Variance
46700	<i>ECONOMIC OPPORTUNITY</i>						
	TOTAL OTHER SERVICES & CHARGES						
232-46700-53910	BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
232-46700-53924	SUBGRANTEE GRANT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
232-46700-53999	OTHER MISCELLANEOUS OPERATING	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL OTHER SERVICES & CHARGES	0.00	0.00	0.00	0.00	0.00	0.00
46700	<i>ECONOMIC OPPORTUNITY</i>	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Adopted	Amended	Month to Date	Year to Date	% of Amended	Variance
Revenue Total		2,500.00	2,500.00	116.48	116.48	4.6592	2,383.52
Expense Total		0.00	0.00	0.00	0.00	0	0.00
Grand Total		<u>2,500.00</u>	<u>2,500.00</u>	<u>116.48</u>	<u>116.48</u>	<u>0.0466</u>	<u>2,383.52</u>
232	DOWNTOWN REVOLVING LOAN PROG	2,500.00	2,500.00	116.48	116.48	4.66	2,383.52

Account Number	Description	Adopted	Amended	Month to Date	Year to Date	% of Amended	Variance
233	(IRP) INTERMEDIARY RE-LENDING						
00000	<i>NON DEPARTMENTAL</i>						
	TOTAL MISCELLANEOUS REVENUES						
233-00000-46210	INTEREST - DEPOSIT INVESTMENT	0.00	0.00	11,232.11	11,232.11	0.00	-11,232.11
233-00000-46216	INTEREST - NOTES & LOANS	10,000.00	10,000.00	1,558.32	1,558.32	15.58	8,441.68
233-00000-46299	OTHER MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL MISCELLANEOUS REVENUES	10,000.00	10,000.00	12,790.43	12,790.43	127.90	-2,790.43
00000	<i>NON DEPARTMENTAL</i>	<i>10,000.00</i>	<i>10,000.00</i>	<i>12,790.43</i>	<i>12,790.43</i>	<i>127.90</i>	<i>-2,790.43</i>

Account Number	Description	Adopted	Amended	Month to Date	Year to Date	% of Amended	Variance
46700	<i>ECONOMIC OPPORTUNITY</i>						
	TOTAL OTHER SERVICES & CHARGES						
233-46700-53199	OTHER PROF SERVICES NOC	0.00	0.00	0.00	0.00	0.00	0.00
233-46700-53902	BANK CHARGES	0.00	0.00	0.00	0.00	0.00	0.00
233-46700-53910	BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
233-46700-53924	SUBGRANTEE GRANT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL OTHER SERVICES & CHARGES	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL DEBT SERVICE						
233-46700-55120	INTEREST	32,000.00	32,000.00	32,607.00	32,607.00	101.90	-607.00
	TOTAL DEBT SERVICE	32,000.00	32,000.00	32,607.00	32,607.00	101.90	-607.00
46700	<i>ECONOMIC OPPORTUNITY</i>	32,000.00	32,000.00	32,607.00	32,607.00	101.90	-607.00

Account Number	Description	Adopted	Amended	Month to Date	Year to Date	% of Amended	Variance
Revenue Total		10,000.00	10,000.00	12,790.43	12,790.43	127.9043	-2,790.43
Expense Total		32,000.00	32,000.00	32,607.00	32,607.00	101.8969	-607.00
Grand Total		<u>-22,000.00</u>	<u>-22,000.00</u>	<u>-19,816.57</u>	<u>-19,816.57</u>	<u>0.9008</u>	<u>-2,183.43</u>
233	(IRP) INTERMEDIARY RE-LENDING	-22,000.00	-22,000.00	-19,816.57	-19,816.57	90.08	-2,183.43

Account Number	Description	Adopted	Amended	Month to Date	Year to Date	% of Amended	Variance
234	SMALL BUSINESS DEVELOPMENT FUN						
00000	<i>NON DEPARTMENTAL</i>						
	TOTAL MISCELLANEOUS REVENUES						
234-00000-46216	INTEREST - NOTES & LOANS	0.00	0.00	1,701.79	1,701.79	0.00	-1,701.79
	TOTAL MISCELLANEOUS REVENUES	0.00	0.00	1,701.79	1,701.79	0.00	-1,701.79
	TOTAL OTHER FINANCING SOURCES						
234-00000-49101	TRANSFER FROM GENERAL	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00	0.00
00000	<i>NON DEPARTMENTAL</i>	0.00	0.00	1,701.79	1,701.79	0.00	-1,701.79

Account Number	Description	Adopted	Amended	Month to Date	Year to Date	% of Amended	Variance
Revenue Total		0.00	0.00	1,701.79	1,701.79	0	-1,701.79
Expense Total		0.00	0.00	0.00	0.00	0	0.00
Grand Total		<u>0.00</u>	<u>0.00</u>	<u>1,701.79</u>	<u>1,701.79</u>	<u>0</u>	<u>-1,701.79</u>
234	SMALL BUSINESS DEVELOPMENT FUN	0.00	0.00	1,701.79	1,701.79	0.00	-1,701.79

Account Number	Description	Adopted	Amended	Month to Date	Year to Date	% of Amended	Variance
236	PORT AUTHORITY						
00000	NON DEPARTMENTAL						
	TOTAL TAXES						
236-00000-41010	PROPERTY TAXES - CURRENT	542,628.00	542,628.00	278,122.29	278,122.29	51.25	264,505.71
236-00000-41020	PROPERTY TAXES - DELINQUENT	0.00	0.00	1,464.26	1,464.26	0.00	-1,464.26
236-00000-41030	MOBILE HOME TAX - CURRENT	0.00	0.00	0.00	0.00	0.00	0.00
236-00000-41035	MOBILE HOME TAX - DELINQUENT	0.00	0.00	48.69	48.69	0.00	-48.69
236-00000-41060	TAX INCREMENT - EXCESS	0.00	0.00	0.00	0.00	0.00	0.00
236-00000-41830	GROSS SHELTER RENT	0.00	0.00	1,228.68	1,228.68	0.00	-1,228.68
236-00000-41899	OTHER TAXES NOC	0.00	0.00	1.07	1.07	0.00	-1.07
	TOTAL TAXES	542,628.00	542,628.00	280,864.99	280,864.99	51.76	261,763.01
	TOTAL INTERGOVERNMENTAL						
236-00000-43135	FEDERAL GRANTS & AIDS-OTHER	0.00	0.00	0.00	0.00	0.00	0.00
236-00000-43415	STATE MARKET VALUE CREDIT	0.00	0.00	0.00	0.00	0.00	0.00
236-00000-43599	STATE GRANTS & AIDS - OTHER	0.00	0.00	26,400.00	26,400.00	0.00	-26,400.00
236-00000-43699	OTHER GRANTS & AIDS NOC	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL INTERGOVERNMENTAL	0.00	0.00	26,400.00	26,400.00	0.00	-26,400.00
	TOTAL CHARGES FOR SERVICES						
236-00000-44155	ADMIN CHARGES TO OTHERS	0.00	0.00	0.00	0.00	0.00	0.00
236-00000-44156	ADMIN CHARGES FOR ADM OF IRP	0.00	0.00	0.00	0.00	0.00	0.00
236-00000-44810	ECONOMIC DEVELOPMENT CHARGES	0.00	0.00	0.00	0.00	0.00	0.00
236-00000-44970	LAND SALES	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL CHARGES FOR SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL MISCELLANEOUS REVENUES						
236-00000-46210	INTEREST - DEPOSIT INVESTMENT	0.00	0.00	0.00	0.00	0.00	0.00
236-00000-46217	INTEREST - OTHER	0.00	0.00	-450.00	-450.00	0.00	450.00
236-00000-46218	LEASE INTEREST REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
236-00000-46223	RENT - CRL ELECTRICITY	0.00	0.00	0.00	0.00	0.00	0.00
236-00000-46228	LEASES - HARBOR	0.00	0.00	0.00	0.00	0.00	0.00
236-00000-46230	LEASES - INDUSTRIAL	135,000.00	135,000.00	95,919.57	95,919.57	71.05	39,080.43
236-00000-46231	LEASES - OTHER	0.00	0.00	0.00	0.00	0.00	0.00
236-00000-46233	LEASE PROCEEDS	0.00	0.00	0.00	0.00	0.00	0.00
236-00000-46240	LEASE REC AMORIZATION	0.00	0.00	0.00	0.00	0.00	0.00
236-00000-46281	REFUNDS	0.00	0.00	652.00	652.00	0.00	-652.00
236-00000-46283	DAMAGE CLAIMS FROM OTHERS	0.00	0.00	0.00	0.00	0.00	0.00
236-00000-46299	OTHER MISCELLANEOUS	0.00	0.00	100.00	100.00	0.00	-100.00
	TOTAL MISCELLANEOUS REVENUES	135,000.00	135,000.00	96,221.57	96,221.57	71.28	38,778.43
	TOTAL OTHER FINANCING SOURCES						
236-00000-49101	TRANSFER FROM GENERAL	0.00	0.00	0.00	0.00	0.00	0.00
236-00000-49605	TRANSFER FROM MARINA	0.00	0.00	0.00	0.00	0.00	0.00
236-00000-49999	FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00	0.00
00000	NON DEPARTMENTAL	677,628.00	677,628.00	403,486.56	403,486.56	59.54	274,141.44

Account Number	Description	Adopted	Amended	Month to Date	Year to Date	% of Amended	Variance
46600	PORT AUTHORITY						
	TOTAL PERSONNEL SERVICES						
236-46600-51105	WAGES & SALARIES - FULL TIME	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-51110	OVERTIME WAGES - FULL TIME	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-51115	WAGES & SALARIES - PART TIME	4,959.90	4,959.90	3,630.00	3,630.00	73.19	1,329.90
236-46600-51120	WAGES & SALARIES - TEMPORARY	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-51125	OVERTIME WAGES - PART TIME, SE	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-51130	MERIT & STEP	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-51215	ACCRUED VACATION	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-51220	ACCRUED SICK LEAVE	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-51305	PERA CONTRIBUTIONS	0.00	0.00	41.25	41.25	0.00	-41.25
236-46600-51310	FICA CONTRIBUTIONS	278.45	278.45	226.56	226.56	81.36	51.89
236-46600-51405	EMPLOYEE INS - HOSPITALIZATION	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-51410	EMPLOYEE INS - LOSS OF INCOME	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-51440	UNEMPLOYMENT COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-51505	WORKERS' COMPENSATION INS	36.05	36.05	15.21	15.21	42.19	20.84
	TOTAL PERSONNEL SERVICES	5,274.40	5,274.40	3,913.02	3,913.02	74.19	1,361.38
	TOTAL SUPPLIES						
236-46600-52105	OFFICE ACCESSORIES	1,250.00	1,250.00	286.12	286.12	22.89	963.88
236-46600-52110	DUPLICATING & COPYING SUPPLIES	750.00	750.00	39.53	39.53	5.27	710.47
236-46600-52115	PRINTED FORMS & PAPER	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-52237	COVID 19 OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-52299	OTHER OPERATING SUPPLIES NOC	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-52405	SMALL TOOLS	500.00	500.00	268.63	268.63	53.73	231.37
	TOTAL SUPPLIES	2,500.00	2,500.00	594.28	594.28	23.77	1,905.72
	TOTAL OTHER SERVICES & CHARGES						
236-46600-53100	ADMINISTRATION SERVICES	18,551.55	18,551.55	12,368.00	12,368.00	66.67	6,183.55
236-46600-53101	ADMINISTRATION SERVICES-OTHER	241,594.00	241,594.00	0.00	0.00	0.00	241,594.00
236-46600-53105	CONTRACTUAL SERVICES	60,000.00	60,000.00	49,276.22	49,276.22	82.13	10,723.78
236-46600-53120	ENGINEERING SERVICES - CITY	500.00	500.00	0.00	0.00	0.00	500.00
236-46600-53125	LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-53150	IT SERVICES - CITY	15,072.00	15,072.00	10,048.00	10,048.00	66.67	5,024.00
236-46600-53160	PERSONNEL TESTING & RECRUITMEN	0.00	0.00	583.95	583.95	0.00	-583.95
236-46600-53165	PUBLIC WORKS LABOR CHARGES	2,000.00	2,000.00	109.80	109.80	5.49	1,890.20
236-46600-53192	COVID 19 SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-53199	OTHER PROF SERVICES NOC	30,000.00	30,000.00	19,769.00	19,769.00	65.90	10,231.00
236-46600-53205	TELEPHONE	2,300.00	2,300.00	1,020.13	1,020.13	44.35	1,279.87
236-46600-53210	POSTAGE	500.00	500.00	181.65	181.65	36.33	318.35
236-46600-53305	TRAVEL EXP - PLANE, TRAIN, ETC	2,500.00	2,500.00	9.89	9.89	0.40	2,490.11
236-46600-53310	LODGING	1,000.00	1,000.00	140.49	140.49	14.05	859.51
236-46600-53320	MEALS	1,000.00	1,000.00	556.65	556.65	55.67	443.35
236-46600-53325	MILEAGE REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-53330	REGISTRATION & TUITION	2,500.00	2,500.00	50.00	50.00	2.00	2,450.00
236-46600-53345	VEHICLE ALLOWANCE	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-53410	MARKETING & PROMOTION	60,000.00	60,000.00	7,585.00	7,585.00	12.64	52,415.00
236-46600-53455	LEGAL NOTICES PUBLISHING	500.00	500.00	0.00	0.00	0.00	500.00
236-46600-53499	OTHER PRINTING & BINDING NOC	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-53505	INSURANCE PREMIUMS	3,750.00	3,750.00	3,335.00	3,335.00	88.93	415.00
236-46600-53555	ELECTRICAL UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-53560	WATER	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-53599	OTHER UTILITIES - NOC	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-53605	BUILDING REPAIR & MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-53645	MAINTENANCE SERVICE AGREEMENT	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Adopted	Amended	Month to Date	Year to Date	% of Amended	Variance
236-46600-53699	REPAIRS & MAINTENANCE NOC	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00
236-46600-53710	BUILDING RENTALS & LEASES	33,000.00	33,000.00	19,556.44	19,556.44	59.26	13,443.56
236-46600-53750	EQUIP USAGE RENTALS & LEASES	0.00	0.00	138.76	138.76	0.00	-138.76
236-46600-53799	OTHER RENTALS & LEASES NOC	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-53904	DUES & MEMBERSHIPS	13,500.00	13,500.00	9,900.00	9,900.00	73.33	3,600.00
236-46600-53906	SUBSCRIPTIONS	1,000.00	1,000.00	210.43	210.43	21.04	789.57
236-46600-53907	BOOKS	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-53920	LOAN EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-53950	REAL ESTATE (PROPERTY) TAXES	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-53990	SPECIAL EVENTS/PROJECTS	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00
236-46600-53999	OTHER MISCELLANEOUS OPERATING	1,500.00	1,500.00	1.07	1.07	0.07	1,498.93
	TOTAL OTHER SERVICES & CHARGES	590,767.55	590,767.55	134,840.48	134,840.48	22.82	455,927.07
	TOTAL CAPITAL OUTLAY						
236-46600-54120	LAND IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-54150	IMPROVEMENTS OTHER THAN BLDG	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-54200	OTHER EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL DEBT SERVICE						
236-46600-55120	INTEREST	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-55121	LEASE INTEREST	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL OTHER FINANCING USES						
236-46600-56101	TRANSFER TO GENERAL	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-56231	TRANSFER TO IND REVOLVING LOAN	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-56232	TRANSFER TO 232	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-56271	TRANSFER TO TIF #1-1	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-56276	TRANSFER TO SR 276	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-56277	TRANSFER TO SR 277	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-56306	TRANSFER TO DS 306	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-56409	TRANSFER TO CP 409	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-56419	TRANSFER TO CP 419	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-56429	TRANSFER TO CP 429 LITTLE R BU	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-56430	TRANSFER TO CP 430	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-56435	TRANSFER TO CP 435	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-56436	TRANSFER TO CP 436	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-56441	TRANSFER TO CP 441	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00
236-46600-56450	TRANSFER TO CP 450	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-56491	TRANSFER TO CP 491	75,000.00	75,000.00	0.00	0.00	0.00	75,000.00
236-46600-56715	TRANSFER TO COMP ABS	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL OTHER FINANCING USES	85,000.00	85,000.00	0.00	0.00	0.00	85,000.00
46600	PORT AUTHORITY	683,541.95	683,541.95	139,347.78	139,347.78	20.39	544,194.17

Account Number	Description	Adopted	Amended	Month to Date	Year to Date	% of Amended	Variance
Revenue Total		677,628.00	677,628.00	403,486.56	403,486.56	59.544	274,141.44
Expense Total		683,541.95	683,541.95	139,347.78	139,347.78	20.3861	544,194.17
Grand Total		<u>-5,913.95</u>	<u>-5,913.95</u>	<u>264,138.78</u>	<u>264,138.78</u>	<u>-44.6637</u>	<u>-270,052.73</u>
236	PORT AUTHORITY	-5,913.95	-5,913.95	264,138.78	264,138.78	-4,466.37	-270,052.73

Account Number	Description	Adopted	Amended	Month to Date	Year to Date	% of Amended	Variance
243	DEED LOAN						
<i>00000</i>	<i>NON DEPARTMENTAL</i>						
	TOTAL INTERGOVERNMENTAL						
243-00000-43490	STATE DEED LOAN	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL MISCELLANEOUS REVENUES						
243-00000-46210	INTEREST - DEPOSITINVESTMENT	0.00	0.00	0.00	0.00	0.00	0.00
243-00000-46216	INTEREST - NOTES & LOANS	0.00	0.00	0.00	0.00	0.00	0.00
243-00000-46299	OTHER MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL MISCELLANEOUS REVENUES	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL OTHER FINANCING SOURCES						
243-00000-49231	TRANSFER FROM INDUSTRIAL REVOL	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00	0.00
<i>00000</i>	<i>NON DEPARTMENTAL</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>

Account Number	Description	Adopted	Amended	Month to Date	Year to Date	% of Amended	Variance
46700	<i>ECONOMIC OPPORTUNITY</i>						
	TOTAL OTHER SERVICES & CHARGES						
243-46700-53110	AUDITING SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
243-46700-53410	MARKETING & PROMOTION	0.00	0.00	0.00	0.00	0.00	0.00
243-46700-53910	BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
243-46700-53920	LOAN EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00
243-46700-53924	SUBGRANTEE GRANT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL OTHER SERVICES & CHARGES	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL DEBT SERVICE						
243-46700-55120	INTEREST	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
46700	<i>ECONOMIC OPPORTUNITY</i>	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Adopted	Amended	Month to Date	Year to Date	% of Amended	Variance
Revenue Total		0.00	0.00	0.00	0.00	0	0.00
Expense Total		0.00	0.00	0.00	0.00	0	0.00
Grand Total		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0</u>	<u>0.00</u>
243	DEED LOAN	0.00	0.00	0.00	0.00	0.00	0.00



TO: Red Wing Port Authority Board

FROM: Shari Chorney, Port Authority Manager

Agenda Item No.: 9. B. Technical Assistance Grant – Bruce Johnson

Meeting Date: October 7, 2025

ACTION REQUESTED: Motion to Approve a Technical Assistance Grant up to \$7500 to Bruce Johnson to prepare architectural plans for 1920 Old West Main Street.

ATTACHMENTS:

- 1.) Technical Assistance Grant Program application
- 2.) Red Wing Downtown and West End Technical Assistance Grant Program
- 3.) Downtown and West End Technical Assistance Grant Agreement

BACKGROUND:

Port Authority staff met with building owner Bruce Johnson, and tenants Shawn and Kelly to discuss utilizing the Technical Assistance Grant for a project that two tenants are proposing for the former Pottery Showroom located at 1920 Old West Main. The project consists of converting 6,000 square feet of former retail space into an event center. According to the tenants they foresee using the space for events and weddings. No food will be made on site but will be catered in if need be and they discuss having an occupancy of 280 or more.

The new use triggered a change in occupancy classification to an A-2, which is the most appropriate for the above-mentioned use. The building code's descriptions for assembly group A-2 and A-3 require fire suppression systems (sprinklers) for buildings over a certain size or occupancy load. For A-2 uses any area over 5,000 square feet or with an occupancy load of 100 people or more must be sprinklered. In addition, any use change necessitates a licensed architect analysis to ensure compliance with the building code. The analysis will provide details needed to comply with bathrooms and fire suppression.

The Technical Assistance Grant Program can offset those additional architectural services by offering a grant up to \$7500.

Red Wing Downtown and West End Technical Assistance Grant Program:

A portion of the funds will be set-aside will be used as technical assistance grants within the downtown district and Old West Main as defined in the 2040 Comprehensive Plan.

The overall goal of this program is to incentivize private investments into the targeted downtown district and Old West Main by bringing underutilized space back on the market, as well as to improve the overall health and vibrancy of Red Wing. More specific goals include:

1. Address broader infrastructure challenges and opportunities for one or more buildings related to such things as accessibility, sustainability and parking.
2. Support individual private interest of collaborations that result in higher performing buildings that have underutilized space.
3. Improve properties to help attract quality tenants
4. Maintain historic buildings that are in need of critical care that will help sustain the downtown historic district.
5. Support further housing opportunities that help sustain the future viability of downtown and Old West Main Red Wing.

Property owners are encouraged to evaluate older properties in the designated areas in order to fully utilize building space for use

DISCUSSION:

On October 1, 2025, the Finance Committee met with the building owner and tenants at 1920 Old West Main Street. The committee were able to ask them questions and tour the site. The committee is recommending the approval of the Technical Assistance Grant for 1920 Old West Main Street.

RECOMMENDATION:

Staff recommends the action noted above in “Action Requested”.

2. Applicants will also review with the city any necessary public utility improvements associated with the future potential reuse or redevelopment of buildings, such as sewer, water and storm sewer.
3. Professional services must be provided by those who are appropriately certified for their specific profession.
4. The property owner will agree to refund the grant if their property is sold within two years of receipt of such funds.
5. Property owners must make application on a form so provided by the Red Wing Port Authority.
6. Applications will be reviewed on a monthly basis at Port Authority meetings after receiving a recommendation from the Port's Finance Committee; final grant approval will be made by the Port Authority Board.
7. A contract will be executed between the two parties before grant funds are disbursed, and no funds may be used for services rendered prior to the date of application.
8. Grant funds may be disbursed upon receipt of a copy a plan or report demonstrating the technical services being rendered as approved in the application; such report or plan must be completed within nine (9) months of contract execution.
9. The use of set-aside funds by the Port Authority will require a majority vote of the Board to secure professional or technical services that meet the goals of this program, which may relate to a specific building, buildings or defined area

2



DOWNTOWN AND OLD WEST MAIN TECHNICAL ASSISTANCE GRANTS PROGRAM APPLICATION

The City of Red Wing, in cooperation with the Port Authority, is providing grant funds to eligible downtown and Old West Main property owners to engage professional or technical assistance to help fill vacant spaces. This type of assistance can be provided from architects, engineers, energy/sustainability, financial, brokerage/marketing, and others. Call 651-385-3697 for further program information.

Grant Amount: Up to \$7,500 per property

Program Year: 2020; grant applications are reviewed and awarded on a first-come, first-serve basis

Property Owner Name: Bruce Johnson

Property Owner Address: 1920 old west main st Red Wing

Existing Use(s) of Property: Retail - Mercantile

Describe Vacant Space to Utilize, Sell or Lease (including square feet):

Planning to convert space into an event center for
Gatherings, meetings, etc.

Professional or Technical Assistance Needed (attach a technical service proposal, if available):

- Architect; describe services: *Provide details needed to comply with A-2 including bathrooms,*
- Engineer; describe services: *fire suppression, parking lot resurface, etc*
- Energy/Sustainability; describe services:
- Financial; describe services:
- Broker/Marketing; describe services:
- Other; describe services:

Grant Request: \$ 7,500⁰⁰ Submit to: Shari Chorney, Red Wing Port Authority, 419 Bush St.

[Signature] 9/19/25

Signature Date

NOTE: A contract will be executed between the property owner and city once a grant is awarded.

2

Red Wing Downtown Investment Partnership
Approved by City Council on January 8,
2018

Primary Partners:

1. Red Wing Port Authority**
2. Philanthropic Community

** The city's enabling resolution establishing the Port Authority requires "project plans" and "project budgets" to be approved by the City Council, as further defined in later sections bel

Other Key Partners (including, but not limited to):

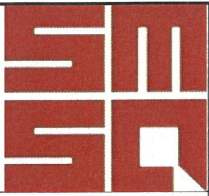
1. City of Red Wing
2. Red Wing Housing & Redevelopment Authority
3. Private Property Owners
4. Private Developers
5. Other Organizations (Downtown Main Street, Chamber of Commerce, etc.)

Partnership Funding Opportunities:

1. Private equity capital
2. Private debt capital
3. Philanthropic investment capital
4. Port Authority grant and/or loan funds
5. HRA grant and/or loan funds
6. City grant/or loan funds (downtown investment fund)
7. Municipal tax increment financing (i.e., redevelopment), or tax abatement
8. Other regional, state or federal funding programs

Premise:

More than one partner can create a "partnership" in order to support a financing structure for



SMSQ Architects

EVENT CENTER

Existing Building Remodeling / Change of Use proj.: 25.006
 1920 Old West Main Street date: 30-Sep-25
 Red Wing, MN 55066

DESIGN FEE PROPOSAL

Item (or) Component	By	Design	
	SMSQ	Fee (\$)	Anticipated Work Description

Phase Two - Construction Documents / Construction Administration

Restroom Remodeling	draw		Develop Construction Documents Deliverables: Construction Drawings for the restroom remodeling based on requirements for an A-2 occupancy: * floor plan * interior elevations at new restrooms * key details * Room Finish Schedule for restrooms * Door & Doorframe Schedule for restrooms
Fire suppression system	advise		design input on best locations for exposed piping and sprinkler
Site/Parking Design	draw		explore & evaluate options for re-configuring parking to maximize landscaping at front of Event Center
	advise		design input on best location for underground sprinkler water main
General Construction	coordinate		Services: * act as conduit for communications between Owner & Contractor(s) * review and administer Shop Drawing/Submittal process for Architectural work * monitor and administer Shop Drawing/Submittal process for Fire Suppression work
ARCH. FEE for Phase Two		4,850	Fee does NOT include: * reimbursables (travel, printing, office supplies, etc.)

Architect	William (Pepe) Kryzda, AIA		10-1-25
	SMSQ Architects	Signature	date
Owner			10-1-25
	Red Wing Event Center	Signature	date

Red Wing Downtown and West End Technical Assistance Grant Program Approved June 13, 2023

Purpose

The City of Red Wing has set aside funds over the past five years to help implement a “Downtown Investment Partnership” initiative. The City Council approved guidelines for a 2-year pilot program on January 8, 2018. Although no project was initiated during those two years, a portion of the set-aside funds will be used as technical assistance grants within the downtown district and Old West Main as defined in the 2040 Comprehensive Community Plan. Guidelines for the use of these grant funds are further defined below.

Goals

The overall goal of this program is to incentivize private investments into the targeted downtown district and Old West Main by bringing underutilized space back on the market, as well as to improve the overall health and vibrancy of Red Wing. More specific goals include:

1. Address broader infrastructure challenges and opportunities for one or more buildings related to such things as accessibility, sustainability and parking.
2. Support individual private interest or collaborations that result in higher performing buildings that have underutilized space.
3. Improve properties to help attract quality tenants.
4. Maintain historic buildings that are in need of critical care that will help sustain the downtown historic district.
5. Support further housing opportunities that help sustain the future viability of downtown and Old West Main Red Wing.

Overview

Property owners are encouraged to evaluate older properties in the designated areas in order to fully utilize building space for use or lease. Such evaluation may include one or more of combined technical assistance services, such as architecture and engineering. Each applicant may apply for up to \$7,500 as a grant, which shall not exceed the cost of such services. Applicants are considered on a first come-first serve basis with the program administered by the Red Wing Port Authority. Initially, \$45,000 of city funds will be set aside for this program in 2020 to fund at least six applications. Another \$30,000 will be set aside for technical assistance that may be initiated by the Port Authority. These technical assistance funds will hopefully lead to projects that may request additional dollars that are available within the partnership guidelines identified in Attachment #1.

Guidelines

The program will follow these general guidelines:

1. Grants may be awarded for technical assistance that falls within one or more of the

following categories: (1) engineering for building structural issues; (2) architecture for

building use, accessibility, or space feasibility; (3) consultant specializing in sustainability, including the PACE Program; (4) real estate broker for market assessment; (5) financial analyst to develop pro-forma finance results; and (5) other similar professional or technical services to meet program goals.

2. Applicants will also review with the city any necessary public utility improvements associated with the future potential reuse or redevelopment of buildings, such as sewer, water and storm sewer.
3. Professional services must be provided by those who are appropriately certified for their specific profession.
4. The property owner will agree to refund the grant if their property is sold within two years of receipt of such funds.
5. Property owners must make application on a form so provided by the Red Wing Port Authority.
6. Applications will be reviewed on a monthly basis at Port Authority meetings after receiving a recommendation from the Port's Finance Committee; final grant approval will be made by the Port Authority Board.
7. A contract will be executed between the two parties before grant funds are disbursed, and no funds may be used for services rendered prior to the date of application.
8. Grant funds may be disbursed upon receipt of a copy a plan or report demonstrating the technical services being rendered as approved in the application; such report or plan must be completed within nine (9) months of contract execution.
9. The use of set-aside funds by the Port Authority will require a majority vote of the Board to secure professional or technical services that meet the goals of this program, which may relate to a specific building, buildings or defined area



DOWNTOWN AND OLD WEST MAIN TECHNICAL ASSISTANCE GRANTS PROGRAM APPLICATION

The City of Red Wing, in cooperation with the Port Authority, is providing grant funds to eligible downtown and Old West Main property owners to engage professional or technical assistance to help fill vacant spaces. This type of assistance can be provided from architects, engineers, energy/sustainability, financial, brokerage/marketing, and others. Call 651-385-3697 for further program information.

Grant Amount: Up to \$7,500 per property

Program Year: 2020; grant applications are reviewed and awarded on a first-come, first-serve basis

Property Owner Name: _____

Property Owner Address: _____

Existing Use(s) of Property: _____

Describe Vacant Space to Utilize, Sell or Lease (including square feet): _____

Professional or Technical Assistance Needed (attach a technical service proposal, if available):

- ___ Architect; describe services: _____
- ___ Engineer; describe services: _____
- ___ Energy/Sustainability; describe services: _____
- ___ Financial; describe services: _____
- ___ Broker/Marketing; describe services: _____
- ___ Other; describe services: _____

Grant Request: \$ _____

Submit to: Shari Chorney, Red Wing Port Authority, 419 Bush St.

Signature

Date

NOTE: A contract will be executed between the property owner and city once a grant is awarded.

Red Wing Downtown Investment Partnership

Approved by City Council on January 8, 2018

Primary Partners:

1. Red Wing Port Authority**
2. Philanthropic Community

** The city's enabling resolution establishing the Port Authority requires "project plans" and "project budgets" to be approved by the City Council, as further defined in later sections below.

Other Key Partners (including, but not limited to):

1. City of Red Wing
2. Red Wing Housing & Redevelopment Authority
3. Private Property Owners
4. Private Developers
5. Other Organizations (Downtown Main Street, Chamber of Commerce, etc.)

Partnership Funding Opportunities:

1. Private equity capital
2. Private debt capital
3. Philanthropic investment capital
4. Port Authority grant and/or loan funds
5. HRA grant and/or loan funds
6. City grant/or loan funds (downtown investment fund)
7. Municipal tax increment financing (i.e., redevelopment), or tax abatement
8. Other regional, state or federal funding programs

Premise:

More than one partner can create a "partnership" in order to support a financing structure for one or more potential downtown (re)development projects in the City of Red Wing during a 2-year pilot program (2018-19). This structure will create a catalyst that may help push forward the market potential of development in the downtown area. The partnership will use this framework to guide decisions that lead to fairness in negotiating a deal structure that all parties are reasonably satisfied as to the outcome(s) important to each partner.

Investment Lens (from the approved Business Plan):

1. An equity lens that furthers mixed-income housing and equal access to economic opportunity.
2. A historic preservation lens that improves and activates historically-significant assets.

Focus:

Using the investment lens noted above, the partnership will focus primarily on mixed-use and historic preservation projects. A mix of commercial and residential development (and other appropriate uses) will help strengthen economic opportunities. Historic preservation will help preserve the unique character of downtown Red Wing. Mixed uses may occur within a single

building, or a combination of buildings.

Common Outcomes (tangible/intangible public and private benefits):

1. Private property will be improved, structurally and/or visibly; blight will be removed.
2. Occupancy levels in downtown buildings will increase; vacant spaces will be used.
3. Historic properties will be improved and preserved.
4. Downtown property values will increase.
5. Downtown employment levels will increase.
6. The number of people living downtown will increase.
7. More market rate and mixed-income housing will be constructed downtown (owner or renter occupancy).
8. Proper reuse of property will occur with the highest and best uses.
9. Infill of underutilized property will be achieved.
10. Opportunity sites (that are for sale) will be purchased for future redevelopment.

Targeted Sites and Uses (Projects):

1. Downtown buildings that create a negative impact on surrounding properties, but are worthy of preservation and restoration. These buildings may likely be for sale.
2. Vacant buildings (or partially vacant) that can be improved through rehabilitation, such as second-story spaces for housing.
3. Vacant buildings that are worthy of demolition and redevelopment due to their blighted or deteriorated condition.
4. Vacant property, such as an underutilized parking lot, that can be redeveloped into a higher and better use.
5. Downtown sites that can be improved by creating more mixed-uses within a single existing building, or a combination of buildings.

Public Funding Guidelines:

1. Public funds may be structured in two ways: (a) used as “gap” financing to support a privately developed project that cannot obtain full private capital resources, or (b) used alone, or with philanthropic resources, to purchase buildings and property identified as a targeted site/use. Gap financing will provide just enough leverage to make projects work.
2. The city’s use of tax increment financing (TIF) will follow the TIF Policy adopted by the City on February 14, 2011.
3. The city’s use of its downtown investment fund should be: (a) matched at a minimum of 4 private or philanthropic dollars for every 1 city dollar; (b) structured as a grant or loan; and (c) recommended by the Port Authority and approved by the City Council.
4. The city’s downtown investment fund should not be typically used up-front for privately developed projects; however, unique circumstances may occur that warrant that type of use in order to support further project analysis (e.g., parking, market, environmental, financial and demolition studies or applications). This fund may also be used without a known project for studies in order to help evaluate certain project potential.
5. The city’s use of any local public dollars may be used toward the purchase of buildings and property if identified as a targeted site or use. Limitations to that amount are based on a full analysis by the partnership of various funding sources, uses and overall project benefits.

Steering Committee: A local 5-member steering committee will be selected to work on a project-by-project basis in order to propose fair and open deal structuring. Other partners will be

included, as needed, in order to advise the committee on their respective programs and potential assistance. This committee will be composed of the following members:

1. Mayor
2. City Councilor
3. Port Authority President
4. Philanthropic Representative #1
5. Philanthropic Representative #2

The committee will ultimately make a project financing recommendation using public funds to the Port Authority, which will then submit a (preliminary) project plan and budget to the City Council. Public input will be structured into the decision-making process by the Port Authority and City Council. The steps to follow are further identified in the next section below.

Process Steps:

1. The Steering Committee compiles a list of potential targeted sites/uses within the downtown area (downtown zoning districts B-3 Central Business, CI Civic, and PUD) that will be used as a template for potential projects.
2. An application shall be used to obtain information from private property owners or developers that are proposing a project. A TIF application shall also be used if that type of public financing is being proposed.
3. The Steering Committee may also identify a targeted site/use that would be pursued directly by the city and/or philanthropic community (i.e., vacant building for sale). This also becomes a project.
4. The Steering Committee works with the Partners to evaluate projects as to whether they meet the provisions of this framework.
5. If a project fits into this framework, City staff will then develop a (preliminary) project plan and project budget for the Port Authority to review; their recommendation will be forwarded to the City Council for review and approval.
6. A public input process will be developed as part of the preliminary project review.
7. An approved preliminary plan/budget will lead into a final project plan and project budget that will be reviewed and approved by the Port Authority and City Council.
8. The project budget will include those resources that are identified as Partnership Funding Opportunities.

Glossary of Terms:

1. Blight – Determinable signs of physical deterioration; abandonment of properties; very low market values of buildings (compared to the land those buildings sit upon).
2. City's downtown investment fund – the City of Red Wing's funding that has been allocated to the "Downtown Conservancy" line item in the annual CIP budget with an estimated 2018 value of \$1 million.
3. Highest and best use – The reasonable, probable and legal use of property, which is physically possible, appropriately supported, financially feasible, and that results in the highest value.
4. Market rate housing – rental housing with no rent restrictions; the property owner is free to rent units at whatever price the local market will bear.
5. Mixed-income housing – rental housing with differing levels of affordability, typically with some market rate and some available to low-moderate income occupants below market rate.
6. Mixed use – a combination of residential, commercial, cultural or institutional uses that are physically and functionally integrated, typically with pedestrian connections; such

combination of uses may be located within one building or within multiple buildings.

7. Philanthropic community – (a) Red Wing Shoes Foundation, (b) Jones Family Foundation, and (c) Red Wing Area Fund.

Pilot Program:

At the end of the 2-year pilot program, the primary partners will be responsible to evaluate this program, including a recommendation to the City Council whether it should continue. During the two years, a dashboard report will be developed and used on a quarterly basis.

Attachments:

1. Business Plan, Red Wing Downtown Investment Partnership, 1/08/18.
2. Action Plan, Downtown Red Wing, November 2009.

**DOWNTOWN AND WEST END TECHNICAL ASSISTANCE
GRANT AGREEMENT**

This Grant Agreement (“Agreement”) is entered into by and between the Red Wing Port Authority (“Port Authority”) and **[INSERT NAME OF GRANTEE]** (“Grantee”).

WHEREAS, the Port Authority administers the City of Red Wing’s Downtown Investment Partnership initiative (“Program”);

WHEREAS, Grantee seeks a grant in the amount of **[INSERT AMOUNT]** through the Program for purposes that are consistent with the established goals of the Program; and

WHEREAS, the Port Authority is willing to approve Grantee’s grant application and Grantee must execute this Agreement as a condition of receiving grant funds.

NOW, THEREFORE, the parties agree as follows:

1. Grantee will receive a grant in the amount of **[INSERT]**. The grant funds will be disbursed to Grantee upon the Port Authority’s receipt of a copy of a plan or report demonstrating the technical services will be rendered consistent with Grantee’s grant application. This plan or report must be completed and provided to the Port Authority within nine (9) months of the date this Agreement is executed by both parties.
2. Grantee must at all times comply with the Program goals and guidelines as set forth in the “Red Wing Downtown Investment Partnership Technical Assistance Grant Program” guidelines document, as approved by the City Council on January 27, 2020, and as it may be amended from time to time.
3. Grantee will repay the grant amount outlined in Paragraph 1 in full if Grantee sells the property described in its grant application within two years of Grantee’s receipt of the grant funds. The grant funds must be repaid within thirty (30) days of the Port Authority’s demand for repayment.

By signing below, the parties acknowledge they have reviewed this Agreement, that they fully understand the terms of this Agreement, and that they agree to be bound by this Agreement.

[INSERT NAME OF GRANTEE]

[insert name and title]

Date

RED WING PORT AUTHORITY

Kyle Klatt
Executive Director

Date