



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.

Statement of Intent

We gather today in this room as one people to discuss and attend to the matters of Red Wing. Together, as a government body and as community members, we agree to treat everyone with courtesy, dignity, and respect. We will listen to all sides of an issue, encourage participation, support each other, act with honor and accountability, and inspire pride in our community. This we commit as we open this meeting.

Meeting Announcement and Agenda

Port Authority Board Regular Meeting

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

Date: Tuesday, May 5, 2026

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. [Join the meeting via Webex](#). To join via telephone, please dial (415) 655-0001. Enter access code 2556 070 9490 and password 2026 when prompted.

1. Call to Order

2. Pledge of Allegiance

3. Excusal of Members

4. Approval of Agenda

5. Approval of Minutes

5.A. Motion to Approve April 7, 2026, Port Authority 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. Motions & General Business

8.A. Motion to Approve the March 2026 Balance Sheets and Budget Report

- 8.B. Consider Motion to Approve a Sign, Awning, and Facade Grant for Engberg Properties, in the Amount of \$5000
- 8.C. Consider Motion to Approve a Sign, Awning, and Facade Grant for Red Wing Framing in the Amount of \$922.00
- 8.D. Consider Motion to Approve a Proposal from Unclouded Strategy to Complete a Branding and Strategy Initiative for the Port Authority at a Cost of \$24,000
- 8.E. Update on Jefferson School Due Diligence Work and Initial Developer Feedback and Consider Motion to Approve a Letter of Support to the Red Wing Advisory Planning Commission for Rezoning the Site

9. Communication Items

- 9.A. Executive Director's Report
- 9.B. Committee Reports: Marketing Committee 4/1/26 and 4/20/26
- 9.C. Discussion Items

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
April 7, 2026**

Members Present: Port Authority Board President Paul Reding; Commissioners Bethanie Flattum, Kim Beise, Jim Ross, and Donald Kliewer.

Members Absent: Commissioner Drazkowski (excused absence), Commissioner Wilson (excused absence).

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

1. Call to Order

Port Authority Board President Paul 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. Excusal of Members

President Reding stated that Member Wilson was traveling and unable to attend the meeting.

President Reding stated that he has not heard from Member Drazkowski.

A motion was made by Commissioner Kliewer, seconded by Commissioner Flattum, to excuse Commissioner Wilson and Commissioner Drazkowski. A vote was conducted, and the motion carried unanimously by a vote of 5:0.

4. Approval of Agenda

A motion was made by Commissioner Flattum, seconded by Commissioner Ross, to approve the agenda as drafted. A vote was conducted, and the motion carried unanimously by a vote of 5:0.

5. Approval of Minutes

A. Motion to Approve March 2, 2026, Port Authority Workshop Minutes.

President Reding stated that there were some grammatical errors and spelling errors in the Minutes, and there was no indication that Commissioner Ross was in attendance. President Reding stated that he provided Director Klatt with corrections and feedback.

Commissioner Beise questioned why the Board would approve the Minutes without seeing the final corrections. Commissioner Beise further asked if the Minutes could wait for the next meeting to be approved.

President Reding stated that indeed, the minutes can be presented for approval at the next Meeting.

A motion was made by Commissioner Kliewer, seconded by Commissioner Flattum, to approve the minutes as amended.

Commissioner Kliewer withdrew his motion.

A Motion was made by Commissioner Kliewer, seconded by Commissioner Ross, to table the approval of the March 2, 2026, Port Authority Workshop Meeting Minutes. A vote was conducted, and the motion carried unanimously by a vote of 5:0.

B. Motion to Approve March 3, 2026, Port Authority Meeting Minutes.

A motion was made by Commissioner Flattum, seconded by Commissioner Ross, to approve the minutes as drafted.

Commissioner Ross stated that he was present at the March 3, 2026, Port Authority Meeting, and he was not noted as present in the Minutes.

Commissioner Flattum withdrew her motion.

A motion was made by Commissioner Flattum, seconded by Commissioner Ross, to approve the March 3, 2026, Port Authority Meeting minutes with the attendance amended. A vote was conducted, and the motion carried unanimously by a vote of 5:0.

6. Public Comment

No one wished to address the Board.

7. Public Hearing

There were no public hearings.

8. Motions & General Business

A. Motion to Approve the February 2026 Balance Sheets and Budget Report.

Director Klatt pointed out that there is one item in the Operating Budget that shows up as a negative under Contract Services. This is an accounting error that will be fixed. Director Klatt further noted that the \$12,000 was a payment that was made out to AMI Consulting for work that was done on the upper bulkhead.

A motion was made by Commissioner Flattum, seconded by Commissioner Beise, to approve the February 2026 Balance Sheets and Budget Report, noting the accounting that Director Klatt reported. A vote was conducted, and the motion carried unanimously by a vote of 5:0.

B. Consider a Motion to Approve a 50-Year Lease Agreement with the City of Red Wing for the Use, Management, and Operation of the Levee Road Mooring Clusters Near the Red Wing Grain Terminal.

President Reding introduced the item and explained that Red Wing has applied for a grant. Port Authority Board Manager Shari Chorney explained that the Board must obtain bondable ownership interest in the property to be approved.

Manager Chorney stated that if the 50-Year Lease Agreement is approved tonight, it will be presented to the City Council for their final approval. The hope is for the mooring construction to be completed soon. She added that there will be some realignment of the mooring clusters, and photos that were also provided in the packet.

Commissioner Kliewer asked when the construction is scheduled to begin. Manager Chorney stated that the hope is that construction will begin in April. Chorney further provided an overview of the numerous steps involved when Federal money is involved.

Commissioner Flattum stated that the Port Authority would have the authorization to replace substantially in the same locations, allowing for alignment.

A motion was made by Commissioner Beise, seconded by Commissioner Kliewer, to approve a 50-Year Lease Agreement with the City of Red Wing for the Use, Management, and Operation of Levee Road Mooring Clusters Near the Red Wing Grain Terminal. A vote was conducted, and the motion carried unanimously by a vote of 5:0.

C. Consider Motion to Adopt the Port Authority's 2026-2030 Strategic Plan.

President Reding introduced the item.

Director Klatt stated that he updated the Strategic Plan Chart with strategies and actions that the Port Authority Board has been working through over the past several years. An updated Strategic Plan Chart is included in the packet. Any comments or changes can be added before finalizing it tonight. He detailed the color coding that was used in the chart.

Director Klatt listed the additional items. The first is to replat the former Central Research property consistent with the MOU with MnDOT. They hope to complete the project within the year and prepare the site for development. Demolition of the building is underway.

Director Klatt noted another addition was a framework for the creation of a Tax Increment Financing District for the Former Central Research Laboratories Property. Staff will conduct a workshop session with City Council to provide direction on future goals and strategies to develop the Highway 19/61 site.

Director Klatt explained that an added action is to expand the Technical Assistance Grant Program to include other barriers to development, such as environmental and archeological studies.

Director Klatt stated there are plans to complete the acquisition of the Jefferson School site and conduct an RFP process to select a developer to redevelop the former Jefferson School building into housing or other use that supports economic development.

Director Klatt pointed out that another major addition is to draft a Port Waterway Development Plan using DEED funding through the Office of Energy Transition Grant. Staff is preparing an RFP, and the results will be presented to the Board for further action.

Director Klatt added that they need to select one or more consultants to work on the remaining initiatives identified in the City's DEED Energy Transition Grant, as well as participate in the drafting of a land feasibility analysis being funded by a DEED Office of Energy Transition Grant, both of which are long-range financial analyses.

Director Klatt noted two additions to the marketing, which will follow the branding study, to complete and implement a marketing plan. He welcomed input from the Board on the listed strategies or other additions to be considered.

President Reding referenced housing support and the identification of a site for a potential HRA and Three Rivers community action project, and asked for more information on why that partner is specifically listed. Director Klatt stated that the important item is the tax credit element, and Three Rivers is the firm that the City has worked with and that has experience in this area, but confirmed that they could use more generic language. He stated that the goal would be to bring an affordable tax credit project to Red Wing.

President Reding referenced the wayfinding signs mentioned and could see how that would fit into community development, and planning was unsure how that would tie into the Port Authority. Director Klatt stated that the Port Authority funded and completed the parking study, and this is an action to follow, but agreed that the item could be removed from this plan.

President Reding commented that this has been a great process, and the document makes things more tangible and identifiable to track.

A motion was made by Commissioner Flattum, seconded by Commissioner Beise, to adopt the Port Authority's 2026-2030 Strategic Plan with the edits suggested. A vote was conducted, and the motion carried unanimously by a vote of 5:0.

9. Communication Items

A. Executive Director's Report.

Director Klatt highlighted several items from the report:

- Director Klatt provided an update on the status of the Jefferson School project, including the progress of the historic evaluation and submission of the related report, environmental reviews, developer outreach, and RFP process. Director Klatt noted that a special meeting may be called in May to review the proposals.
- Director Klatt stated that DEED did provide an extension for the start date for demolition work on the Fleischmann Maltery building, part of which included a commitment for a time schedule related to certain project milestones. Director Klatt stated that part of that timeline includes a TIF agreement, noting that the item will be on the May agenda for the Board.

Commissioner Ross recognized the start date for demolition and asked if there was also an identified end date. Director Klatt stated that an end date of 2027 was provided and explained that an extension was provided for the start date, but that did not extend the completion date. Director Klatt provided additional information on the requirements that will be a part of the TIF agreement, such as the number of jobs to be created.

- Director Klatt provided an update on the Central Research property and stated that demolition has begun on that site and will continue for several weeks. Director Klatt noted that the City Council took action to declare the building structurally substandard at the March 23rd meeting, which preserves the ability of the City to use Tax Increment Financing in the future to help finance redevelopment.
- Director Klatt provided an update on the downtown area, noting continued work on the four projects within the downtown area.
- Director Klatt did not have additional comments to add on the former Bauer Built redevelopment or the Parking Study.
- Director Klatt commented that members of the Port did participate in the Land Feasibility Analysis with NEOO Partners, which began with the stakeholders meeting. Director Klatt stated that the evaluation will focus on several key sites and provided more details on the information that will be provided in the report.

Director Chorney highlighted the following items:

- Manager Chorney stated that members of the Minnesota Ports Association recently testified at the Senate Capital Investment Committee in support of the Port Development Assistance Funds, which are vital for the Ports' aging infrastructure.
- Manager Chorney provided an update on a recent meeting with the USG Interior's new Plant Manager, Matt Campbell, where Mr. Campbell provided information on the \$20,000,000 investment planned for the USG facility.

Manager Chorney also provided information to Mr. Campbell on the update on the Little River Bulkhead project.

- Manager Chorney recently toured Seven Springs Laundry and provided some historical context on the previous users of that building and the assistance provided by the Port Authority. Manager Chorney noted the significant investment the new business has already made in the building.

Commissioner Flattum asked for the location of the business. Manager Chorney provided the business location.

President Reding asked for information about the employment numbers of the new business. Manager Chorney stated that the business estimated that when fully operational, they would have about 12 employees.

- Manager Chorney provided an update about the Little River Bulkhead and Mooring Cluster projects, noting that they are still awaiting confirmation on whether they would be awarded the Port Infrastructure Funds. Manager Chorney stated that it is anticipated that much of the Environmental Assessment will be completed this week, with bidding for the Mooring Cluster to occur in late April or early May and an anticipated construction window of about three to four weeks. Manager Chorney stated that the Little River Bulkhead project is anticipated to occur between the late fall of 2026 and early spring of 2027.

B. Committee Reports: Marketing Committee – 04/01/26.

President Reding provided an update on the recent meeting of the Marketing Committee, noting the two new members (non Port members) who joined the Committee. President Reding commented that he believed the new members provided the desired benefit of bringing different perspectives and experience with marketing and branding. President Reding stated that the next meeting was scheduled for April 20, 2026.

Commissioner Kliwer thanked Manager Chorney for creating a regular meeting schedule that will help to keep the Committee on schedule.

Director Klatt stated that staff solicited proposals from three firms to do a branding study, which was the main area of focus for the meeting. The Committee asked for additional clarification on the two-tier or two-step process, specifically what would be included in the second tier/step.

President Reding explained that he would like to see consensus and commitment to the plan and its implementation, beyond the creation of the brand.

C. Discussion Items.

There were no additional discussion items.

10. Adjournment

A motion was made by Commissioner Kliewer, seconded by Commissioner Flattum, to adjourn. A vote was conducted, and the motion carried unanimously by a vote of 5:0.

President Reding adjourned the meeting at 5:19 p.m.

ATTEST:

Shari Chorney, Secretary

Summary of Balance Sheet and Budget Report

March 2026

231 Industrial Revolving Loan			
	Budget	Monthly	YTD
Revenue	\$65,000.00	\$285.17	\$3,624.28
Expenses	\$5,000.00	\$0.00	\$0.00
Cash	\$1,478,383.44		
Acct Rec	\$0.00		
Loans	\$707,267.75		
Assests	\$2,185,651.19		
Liabilities	\$0.00		
Fund Balance	\$2,182,026.91		

232 Downtown Revolving Loan			
	Budget	Monthly	YTD
Revenue	\$2,500.00	\$3.34	\$11.11
Expenses	\$0.00	\$0.00	\$0.00
Cash	\$110,454.84		
Acct Rec	-\$150.28		
Loans	-\$6,235.46		
Assets	\$104,069.10		
Liabilities	\$0.00		
Fund Balance	\$104,057.99		

233 Intermediate Re-Lending			
	Budget	Monthly	YTD
Revenue	\$12,000.00	\$1,348.77	\$3,936.34
Expenses	\$33,000.00	\$0.00	\$32,607.00
Cash	\$575,943.36		
Acct Rec	\$1,580.80		
Loans	\$28,920.23		
Assets	\$606,444.39		
Liabilities	\$95,872.26		
Fund Balance	\$539,242.79		

Summary of Balance Sheet and Budget Report

March 2026

234 Small Business Development Fund			
	Budget	Monthly	YTD
Revenue	\$0.00	\$173.56	\$617.40
Expenses	\$0.00	\$0.00	\$0.00
Cash	\$15,697.71		
Acct Rec	\$1,351.84		
Loans	\$87,058.10		
Assets	\$104,107.65		
Liabilities	\$0.00		
Fund Balance	\$103,490.25		

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	\$696,620.00	\$0.00	\$25,586.40
Expenses	\$697,006.00	\$31,834.54	\$42,467.58
Cash	\$633,574.24		
Acct Rec	\$0.00		
Leases	\$525,397.00		
Assets	\$1,158,971.24		
Liabilities	\$504,352.00		
Fund Balance	\$671,500.42		

Summary of Balance Sheet and Budget Report

March 2026

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	\$561,620.00	\$0.00	\$0.00	0%
Leases	\$135,000.00	\$0.00	\$25,586.40	19%
Grants & Aids	\$0.00	\$0.00	\$0.00	0%
Total Revenue	\$696,620.00	\$0.00	\$25,586.40	
Expenditures	Budget	Month to Date	Year to Date	% of Budget
Wages and Salaries	\$5,275.00	\$990.00	\$990.00	19%
PERA	\$0.00	\$8.25	\$8.25	0%
FICA	\$0.00	\$65.51	\$65.51	0%
Worker's Comp	\$0.00	\$1.64	\$4.92	0%
Office Accessories	\$1,250.00	\$58.79	\$99.21	8%
Copying	\$750.00	\$41.91	\$166.76	22%
Small Tools	\$500.00	\$0.00	\$0.00	0%
Admin Services	\$21,565.00	\$1,935.00	\$5,805.00	27%
Admin Services - Other	\$252,553.00	\$0.00	\$0.00	0%
Contractual Services	\$60,000.00	\$16,286.21	\$3,686.21	6%
Engineering Services	\$500.00	\$0.00	\$0.00	0%
IT Services	\$15,113.00	\$1,261.00	\$3,783.00	25%
Personnel Testing - Recruitment	\$0.00	\$0.00	\$0.00	0%
Public Works Charges	\$2,000.00	\$0.00	\$0.00	0%
Other Professional Services	\$30,000.00	\$400.00	\$475.00	2%
Telephone	\$2,300.00	\$1,256.93	\$1,341.38	58%
Postage	\$500.00	\$0.00	\$22.20	4%
Travel	\$1,500.00	\$0.00	\$0.00	0%
Lodging	\$1,500.00	\$0.00	\$0.00	0%
Meals	\$1,200.00	\$61.31	\$114.13	10%
Registration and Tuition	\$2,500.00	\$0.00	\$0.00	0%
Marketing and Promotion	\$60,000.00	\$0.00	\$7,465.00	0%
Legal Notices Publishing	\$500.00	\$0.00	\$0.00	0%
Insurance Premiums	\$3,750.00	\$0.00	\$0.00	0%
Repair and Maintenance	\$50,000.00	\$0.00	\$0.00	0%
Building Rental and Leases	\$33,000.00	\$1,500.00	\$4,500.00	14%
Equipment Usage Rental	\$0.00	\$0.00	\$49.03	0%
Dues and Memberships	\$13,500.00	\$7,700.00	\$13,610.00	101%
Subscriptions	\$750.00	\$13.99	\$27.98	4%
Books	\$0.00	\$0.00	\$0.00	0%
Real Estate Property Taxes	\$0.00	\$0.00	\$0.00	0%
Special Events Projects	\$50,000.00	\$0.00	\$0.00	0%
Other Miscellaneous	\$1,500.00	\$254.00	\$254.00	17%
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	\$697,006.00	\$31,834.54	\$42,467.58	6%

Loans

Acct	Loan	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
IRL	SB Emerg Loan	\$3,270	\$3,270	\$3,270									
IRL	GRWDC	\$633,654	\$633,654	\$647,469									
IRL	River Bluff Tech #4	\$57,533	\$57,032	\$56,529									
DRL	RW Dev Loan	\$137,500	\$137,500	\$137,500									
DRL	CMA Prop LLC	\$35,000	\$35,000	\$35,000									
DRL	Staghead	\$2,960	\$2,960	\$2,960									
DRL	Bev's Café	\$10,360	\$10,360	\$10,360									
DRL	Mike's Barber Shop	\$1,482	\$1,336	\$1,189									
DRL	Cut Above Home	-\$24	-\$24	-\$24									
DRL	Allowance	-\$193,220	-\$193,220	-\$193,220									
IRP	Heimes Haberdashery	\$32,298	\$31,615	\$30,930									
IRP	Kelly's Tap House	\$31	\$31	\$31									
IRP	River City Carwash	\$2	\$2	\$2									
IRP	Allowance	-\$2,042	-\$2,042	-\$2,042									
SBDF	River City Thera	\$17,518	\$17,368	\$17,219									
SBDF	Celeste Beauty	\$17,036	\$16,885	\$16,734									
SBDF	Gather and Grace	\$17,069	\$16,918	\$16,768									
SBDF	JT'S Chicken and F	\$18,378	\$18,231	\$18,231									
SBDF	The Creative Hand	\$18,401	\$18,254	\$18,107									
DEED	Allowance												

General Ledger
Balance Sheet

User:
Paul.Thorsgaard@ci.red-wing.mn.us
Printed: 4/16/2026 8:57:45 AM
Period 01 - 03
Fiscal Year 2026



Account Number	Description	Year-To-Date
231	INDUSTRIAL REVOLVING LOAN PROG	
	Asset	
231-00000-10100	CASH	1,478,383.44
231-00000-11500	ACCOUNTS RECEIVABLE-REGULAR	0.00
231-00000-11974	LT LOAN REC - SBEmergencyLoanP	3,270.05
231-00000-11986	LT LOAN REC - GRWDC	647,468.82
231-00000-11999	LT LOAN REC-RIVER BLUFF TECH#4	56,528.88
	Asset	2,185,651.19
	Fund Balance	
231-00000-30000	FUND BALANCE EQUITY	2,182,026.91
	Fund Balance	2,182,026.91
	Revenue Total	3,624.28
	Expense Total	0.00
	Ret Earnings Total	3,624.28
231	INDUSTRIAL REVOLVING LOAN PROG	3,624.28

General Ledger
Balance Sheet

User:
Paul.Thorsgaard@ci.red-wing.mn.us
Printed: 4/16/2026 8:57:45 AM
Period 01 - 03
Fiscal Year 2026



Account Number	Description	Year-To-Date
232	DOWNTOWN REVOLVING LOAN PROG	
	Asset	
232-00000-10100	CASH	110,454.84
232-00000-11500	ACCOUNTS RECEIVABLE-REGULAR	-150.28
232-00000-11902	LT LOAN REC - RW DEV LOAN	137,500.00
232-00000-11979	LT LOAN REC - CMA PROP LLC	35,000.00
232-00000-11983	LT LOAN REC - STAGHEAD	2,960.00
232-00000-11984	LT LOAN REC - BEV'S CAFE	10,360.00
232-00000-11990	LT LOAN REC - MIKES BARBERSHOP	1,188.83
232-00000-11993	LT LOAN REC - CUT ABOVE HOME	-24.29
232-00000-11999	LT LOAN REC - ALLOWANCE	-193,220.00
	Asset	104,069.10
	Fund Balance	
232-00000-30000	FUND BALANCE EQUITY	104,057.99
	Fund Balance	104,057.99
Revenue Total		11.11
Expense Total		0.00
Ret Earnings Total		11.11
232	DOWNTOWN REVOLVING LOAN PROG	11.11

General Ledger Balance Sheet

User:
Paul.Thorsgaard@ci.red-wing.mn.us
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Period 01 - 03
Fiscal Year 2026



Account Number	Description	Year-To-Date
233	(IRP) INTERMEDIARY RE-LENDING	
	Asset	
233-00000-10100	CASH	0.00
233-00000-10101	CASH - IRP	575,943.36
233-00000-11500	ACCOUNTS RECEIVABLE-REGULAR	1,580.80
233-00000-11952	LT LOAN REC - HEIMIES HABERDAS	30,929.74
233-00000-11954	LT LOAN REC - KELLYS TAP HOUSE	30.72
233-00000-11955	LT LOAN REC - RIVR CTY CAR WSH	1.77
233-00000-11999	LT LOAN REC - ALLOWANCE	-2,042.00
	Asset	606,444.39
	Liability	
233-00000-24000	DUE TO OTHER GOVERNMENTS	95,872.26
	Liability	95,872.26
	Fund Balance	
233-00000-30000	FUND BALANCE EQUITY	539,242.79
	Fund Balance	539,242.79
	Revenue Total	3,936.34
	Expense Total	32,607.00
	Ret Earnings Total	-28,670.66
233	(IRP) INTERMEDIARY RE-LENDING	-28,670.66

General Ledger Balance Sheet

User:
Paul.Thorsgaard@ci.red-wing.mn.us
Printed: 4/16/2026 8:57:45 AM
Period 01 - 03
Fiscal Year 2026



<u>Account Number</u>	<u>Description</u>	<u>Year-To-Date</u>
234	SMALL BUSINESS DEVELOPMENT FUN	
	Asset	
234-00000-10100	CASH	15,697.71
234-00000-11500	ACCOUNTS RECEIVABLE-REGULAR	1,351.84
234-00000-11957	LT LOAN REC - RIVER CITY THERA	17,218.65
234-00000-11960	LT LOAN REC - CELESTE BEAUTY M	16,734.23
234-00000-11961	LT LOAN REC - GATHER AND GRAZE	16,767.60
234-00000-11975	LT LOAN REC-JTS CHICKEN & FISH	18,230.77
234-00000-11976	LT LOAN REC - THE CREATIVE HAN	18,106.85
	Asset	104,107.65
	Fund Balance	
234-00000-30000	FUND BALANCE EQUITY	103,490.25
	Fund Balance	103,490.25
	Revenue Total	617.40
	Expense Total	0.00
	Ret Earnings Total	617.40
234	SMALL BUSINESS DEVELOPMENT FUN	617.40

General Ledger
Balance Sheet



User:
Paul.Thorsgaard@ci.red-wing.mn.us
Printed: 4/16/2026 8:57:45 AM
Period 01 - 03
Fiscal Year 2026

Account Number	Description	Year-To-Date
236	PORT AUTHORITY	
	Asset	
236-00000-10100	CASH	633,574.24
236-00000-10505	TAXES RECEIVABLE-DELINQUENT	4,685.21
236-00000-10510	TAXES RECEIVABLE-UNAPPORTIONED	0.00
236-00000-10599	TAXES RECEIVABLE-ALLOWANCE (CO	-4,685.21
236-00000-11500	ACCOUNTS RECEIVABLE-REGULAR	0.00
236-00000-14100	DUE FROM STATE	0.00
236-00000-14700	LEASE RECEIVABLE - SHORT TERM	117,114.00
236-00000-14701	LEASE RECEIVABLE - LONG TERM	408,283.00
	Asset	1,158,971.24
	Liability	
236-00000-20200	ACCOUNTS PAYABLE	0.00
236-00000-20201	AP NON-SYSTEM GENERATED	0.00
236-00000-27101	DEDUCTIONS - TAXES	0.00
236-00000-27102	DEDUCTIONS - PERA	0.00
236-00000-27104	DEDUCTIONS - DIRECT DEPOSIT	0.00
236-00000-27304	DEFERRED INFLOW - LEASE REC	504,352.00
	Liability	504,352.00
	Fund Balance	
236-00000-30000	FUND BALANCE EQUITY	671,500.42
	Fund Balance	671,500.42
	Revenue Total	25,586.40
	Expense Total	42,467.58
	Ret Earnings Total	-16,881.18
236	PORT AUTHORITY	-16,881.18

General Ledger
Balance Sheet

User:
Paul.Thorsgaard@ci.red-wing.mn.us
Printed: 4/16/2026 8:57:45 AM
Period 01 - 03
Fiscal Year 2026



<u>Account Number</u>	<u>Description</u>	<u>Year-To-Date</u>
243	DEED LOAN	
	Asset	
243-00000-10100	CASH	252,658.59
	Asset	252,658.59
	Fund Balance	
243-00000-30000	FUND BALANCE EQUITY	252,658.59
	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	285.17	3,624.28	5.58	61,375.72
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	285.17	3,624.28	5.58	61,375.72
	REVENUES						
<i>00000</i>	<i>NON DEPARTMENTAL</i>	<i>65,000.00</i>	<i>65,000.00</i>	<i>285.17</i>	<i>3,624.28</i>	<i>5.58</i>	<i>61,375.72</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	285.17	3,624.28	5.5758	61,375.72
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>285.17</u>	<u>3,624.28</u>	<u>0.0604</u>	<u>56,375.72</u>
231	INDUSTRIAL REVOLVING LOAN PROG	60,000.00	60,000.00	285.17	3,624.28	6.04	56,375.72

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	3.34	11.11	0.44	2,488.89
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	3.34	11.11	0.44	2,488.89
	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>3.34</i>	<i>11.11</i>	<i>0.44</i>	<i>2,488.89</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	3.34	11.11	0.4444	2,488.89
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>3.34</u>	<u>11.11</u>	<u>0.0044</u>	<u>2,488.89</u>
232	DOWNTOWN REVOLVING LOAN PROG	2,500.00	2,500.00	3.34	11.11	0.44	2,488.89

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	1,243.39	3,608.38	0.00	-3,608.38
233-00000-46216	INTEREST - NOTES & LOANS	12,000.00	12,000.00	105.38	327.96	2.73	11,672.04
233-00000-46299	OTHER MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL MISCELLANEOUS REVENUES	12,000.00	12,000.00	1,348.77	3,936.34	32.80	8,063.66
00000	<i>NON DEPARTMENTAL</i>	<i>12,000.00</i>	<i>12,000.00</i>	<i>1,348.77</i>	<i>3,936.34</i>	<i>32.80</i>	<i>8,063.66</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	33,000.00	33,000.00	0.00	32,607.00	98.81	393.00
	TOTAL DEBT SERVICE	33,000.00	33,000.00	0.00	32,607.00	98.81	393.00
46700	<i>ECONOMIC OPPORTUNITY</i>	33,000.00	33,000.00	0.00	32,607.00	98.81	393.00

Account Number	Description	Adopted	Amended	Month to Date Year to Date		% of Amended	Variance
Revenue Total		12,000.00	12,000.00	1,348.77	3,936.34	32.8028	8,063.66
Expense Total		33,000.00	33,000.00	0.00	32,607.00	98.8091	393.00
Grand Total		<u>-21,000.00</u>	<u>-21,000.00</u>	<u>1,348.77</u>	<u>-28,670.66</u>	<u>1.3653</u>	<u>7,670.66</u>
233	(IRP) INTERMEDIARY RE-LENDING	-21,000.00	-21,000.00	1,348.77	-28,670.66	136.53	7,670.66

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	173.56	617.40	0.00	-617.40
	TOTAL MISCELLANEOUS REVENUES	0.00	0.00	173.56	617.40	0.00	-617.40
	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	173.56	617.40	0.00	-617.40

Account Number	Description	Adopted	Amended	Month to Date	Year to Date	% of Amended	Variance
Revenue Total		0.00	0.00	173.56	617.40	0	-617.40
Expense Total		0.00	0.00	0.00	0.00	0	0.00
Grand Total		<u>0.00</u>	<u>0.00</u>	<u>173.56</u>	<u>617.40</u>	<u>0</u>	<u>-617.40</u>
234	SMALL BUSINESS DEVELOPMENT FUN	0.00	0.00	173.56	617.40	0.00	-617.40

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	561,620.00	561,620.00	0.00	0.00	0.00	561,620.00
236-00000-41020	PROPERTY TAXES - DELINQUENT	0.00	0.00	0.00	0.00	0.00	0.00
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	0.00	0.00	0.00	0.00
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	0.00	0.00	0.00	0.00
236-00000-41899	OTHER TAXES NOC	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL TAXES	561,620.00	561,620.00	0.00	0.00	0.00	561,620.00
	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	0.00	0.00	0.00	0.00
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	0.00	0.00	0.00	0.00
	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	0.00	0.00	0.00	0.00
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	0.00	25,586.40	18.95	109,413.60
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	0.00	0.00	0.00	0.00
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	0.00	0.00	0.00	0.00
	TOTAL MISCELLANEOUS REVENUES	135,000.00	135,000.00	0.00	25,586.40	18.95	109,413.60
	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	696,620.00	696,620.00	0.00	25,586.40	3.67	671,033.60

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	5,275.00	5,275.00	990.00	990.00	18.77	4,285.00
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	8.25	8.25	0.00	-8.25
236-46600-51310	FICA CONTRIBUTIONS	0.00	0.00	65.51	65.51	0.00	-65.51
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	0.00	0.00	1.64	4.92	0.00	-4.92
	TOTAL PERSONNEL SERVICES	5,275.00	5,275.00	1,065.40	1,068.68	20.26	4,206.32
	TOTAL SUPPLIES						
236-46600-52105	OFFICE ACCESSORIES	1,250.00	1,250.00	58.79	99.21	7.94	1,150.79
236-46600-52110	DUPLICATING & COPYING SUPPLIES	750.00	750.00	41.91	166.76	22.23	583.24
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	0.00	0.00	0.00	500.00
	TOTAL SUPPLIES	2,500.00	2,500.00	100.70	265.97	10.64	2,234.03
	TOTAL OTHER SERVICES & CHARGES						
236-46600-53100	ADMINISTRATION SERVICES	21,565.00	21,565.00	1,935.00	5,805.00	26.92	15,760.00
236-46600-53101	ADMINISTRATION SERVICES-OTHER	252,553.00	252,553.00	0.00	0.00	0.00	252,553.00
236-46600-53105	CONTRACTUAL SERVICES	60,000.00	60,000.00	16,286.21	3,686.21	6.14	56,313.79
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	15,113.00	15,113.00	1,261.00	3,783.00	25.03	11,330.00
236-46600-53160	PERSONNEL TESTING & RECRUITMEN	0.00	0.00	0.00	0.00	0.00	0.00
236-46600-53165	PUBLIC WORKS LABOR CHARGES	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
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	400.00	475.00	1.58	29,525.00
236-46600-53205	TELEPHONE	2,300.00	2,300.00	1,256.93	1,341.38	58.32	958.62
236-46600-53210	POSTAGE	500.00	500.00	0.00	22.20	4.44	477.80
236-46600-53305	TRAVEL EXP - PLANE, TRAIN, ETC	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
236-46600-53310	LODGING	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
236-46600-53320	MEALS	1,200.00	1,200.00	61.31	114.13	9.51	1,085.87
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	0.00	0.00	0.00	2,500.00
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	0.00	7,465.00	12.44	52,535.00
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	0.00	0.00	0.00	3,750.00
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	1,500.00	4,500.00	13.64	28,500.00
236-46600-53750	EQUIP USAGE RENTALS & LEASES	0.00	0.00	0.00	49.03	0.00	-49.03
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	7,700.00	13,610.00	100.81	-110.00
236-46600-53906	SUBSCRIPTIONS	750.00	750.00	13.99	27.98	3.73	722.02
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	254.00	254.00	16.93	1,246.00
	TOTAL OTHER SERVICES & CHARGES	604,231.00	604,231.00	30,668.44	41,132.93	6.81	563,098.07
	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	697,006.00	697,006.00	31,834.54	42,467.58	6.09	654,538.42

Account Number	Description	Adopted	Amended	Month to Date Year to Date		% of Amended	Variance
Revenue Total		696,620.00	696,620.00	0.00	25,586.40	3.6729	671,033.60
Expense Total		697,006.00	697,006.00	31,834.54	42,467.58	6.0929	654,538.42
Grand Total		<u>-386.00</u>	<u>-386.00</u>	<u>-31,834.54</u>	<u>-16,881.18</u>	<u>43.7336</u>	<u>16,495.18</u>
236	PORT AUTHORITY	-386.00	-386.00	-31,834.54	-16,881.18	4,373.36	16,495.18

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	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00
243-00000-46299	OTHER MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL MISCELLANEOUS REVENUES	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00
	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>2,500.00</i>	<i>2,500.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>2,500.00</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	1,200.00	1,200.00	0.00	0.00	0.00	1,200.00
243-46700-53924	SUBGRANTEE GRANT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL OTHER SERVICES & CHARGES	1,200.00	1,200.00	0.00	0.00	0.00	1,200.00
	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>	1,200.00	1,200.00	0.00	0.00	0.00	1,200.00

Account Number	Description	Adopted	Amended	Month to Date	Year to Date	% of Amended	Variance
Revenue Total		2,500.00	2,500.00	0.00	0.00	0	2,500.00
Expense Total		1,200.00	1,200.00	0.00	0.00	0	1,200.00
Grand Total		<u>1,300.00</u>	<u>1,300.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0</u>	<u>1,300.00</u>
243	DEED LOAN	1,300.00	1,300.00	0.00	0.00	0.00	1,300.00



TO: Red Wing Port Authority Board

FROM: Shari Chorney, Port Authority Manager

Agenda Item No.: Sign, Awning, & Façade Grant for Engberg Properties

Meeting Date: May 5, 2026

ACTION REQUESTED: Motion to Approve a Sign, Awning, and Façade Grant in the amount of \$5000, for Engberg Properties.

ATTACHMENT:

- **Engberg Properties Sign, Awning, & Façade Application**
- **Sign, Awning, and Façade Program Summary**

PURPOSE OF THE SIGN, AWNING, AND FAÇADE PROGRAM:

The Red Wing Port Authority provides an incentive program to improve the signs, awnings, and facades of commercial and industrial buildings throughout the city. By enhancing the appearance of buildings, the program serves to improve economic viability of these areas. Better aesthetics increase property values, improve the marketability of space within the buildings and draw business and residents to the area.

BACKGROUND:

Engberg Properties purchased the building located at 127 Danforth Avenue, in 2025. The project modernized and improved the front appearance of the building including replacement of damaged exterior wall components, improved lighting, replaced windows and contributed to the overall appearance of the building.

The scope of work included renovation of the front elevation, removal and replacement of the front right window, replacement of existing steel siding with pre-finished LP Smartside siding and trim, selective removal and replacement of deteriorated wall sheathing and installation of continuous house wrap/weather-

resistant barrier. In addition, there were interior changes including transforming a small church into Studio 44 Beauty and Wellness Suites.

DISCUSSION:

After reviewing the project cost breakdown and the eligible program costs staff came up with a total eligible project cost of \$13,024. The maximum grant is 50% of the total project costs with a cap of \$5000.

The project was completed in March 2026, and the application includes the required two bids.

BUDGET IMPACT:

The Sign, Awning, and Façade program funding comes from the Port’s Contractual Services Budget line item: 236.46600.53105.
Current balance of \$60,000.

This will be the third Sign, Awning, and Façade grant for 2026 if approved the remaining balance of the program = \$9,913.79

RECOMMENDATION:

Staff recommends the motion as defined in the “Action Requested” paragraph.



RED WING
SIGN, AWNING &
FACADE GRANT
PROGRAM

APPROVED 11/07/17 AMENDED
1/09/19 AMENDED 4/02/19
AMENDED 01/17/2023
AMENDED 6/10/2025
AMENDED 08/05/2025

Date: 3/31/26 Grant Applicant Name: Michael Engberg
Email Address: Mike.Engberg@engbergconstruction.com Phone Number: 651-764-9362
Address of Property to be Improved: 127 Danforth Ave., Red Wing, MN 55066
Property Owner Name: * Engberg Properties Phone Number: 651-764-9362

*If the Grant Applicant is NOT the property owner, then the owner must sign to approve the proposed improvements.

The Red Wing Port Authority is providing an incentive program to improve the signs, awnings, and façades of commercial and industrial buildings throughout the City. By enhancing the appearance of buildings, the program serves to improve the economic viability of these areas. Better aesthetics increase property values, improve the marketability of space within the buildings and draw business and residents to the area.

It is intended that these sign design guidelines will help business owners, property owners, and sign manufacturers plan and design signage that is desirable and appropriate for the City of Red Wing. The program is intended to off-set the additional cost to the tenant or building owner to upgrade their signage from a traditional "flat" sign to a unique, creative, and innovative sign i.e., a 3D customized design using materials compatible with the character of the building façade.

The Red Wing Port Authority will administer the Sign, Awning & Façade Grant (SAFG) Program. Staff will review all applications. The HPC must review all applications within a designated historic district. Final grant approval decisions will be made by the Red Wing Port Authority Board of Commissioners.

The SAFG Program is designed for permanent sign, awning and façade improvement projects that are in approved downtown, commercial (business), industrial and mixed-use zoning districts of the city. Business uses that are identified as Conditional Uses in Residential Zoning Districts are also eligible, such as a Bed & Breakfast, Day Care Center, Golf Course, and Medical Facility. This grant is a reimbursement with funds dispersed after the eligible improvements have been installed and inspected.

The maximum grant is 50% of total of the project costs with a cap of \$5000, contingent on available funds. Project incentives can be phased per business until the \$5000 limit is reached. The applicant must provide

Applicant Initials ME

scaled architectural color drawing(s) and/or photo simulations showing the proposed improvements on the building.

Upon approval, the applicant has six months to begin their project. The project must be completed within one year of approval date; failure to do so will forfeit the grant. Grants may also reimburse signs, awnings or façade improvements that have been installed within six (6) months prior to an application if all other eligibility criteria have been met.

The Red Wing Port Authority will fund this program as may be approved by the Port Authority Board of Commissioners and as appropriately provided for in the Port's annual budget.

Building owners and tenants (with property owner's approval) can apply if:

- They are located within a commercial (business), industrial or mixed-use zoning district of the city (as determined by the Zoning Administrator); or are a business use identified as Conditional Use in Residential Zoning Districts.
- The property is up to date on all property taxes.

For-profit and not-for-profit entities are eligible to apply, as long as the grant is used for a commercial or industrial building. Mixed-use buildings are eligible for the commercial portion for the building. Religious and residential entities are not eligible.

The Grant Applicant will receive a Grant in the amount specified below pending Grant Applicant's compliance with:

- (1) The Sign Grant Guidelines,
- (2) Available funding. Final determination of eligibility rests with Red Wing Port Authority.

Eligible Expenses

- Design
- Fabrication
- Installation
- Major Repair

Ineligible Expenses

- Permit fees
- Debris removal
- Grant recipient labor *
- Routine maintenance
- Interior work

* Note: grant recipient labor may be included as match to be calculated at \$50.00 per hour, which must be estimated and properly documented.

Applicant Initials ME

Step #1 Set-up a meeting with Port Authority staff to discuss your project at 651-385-3639, 419 Bush St. Pre-approval of all applications are required by the Red Wing Port Authority Board.

Step #2 Be sure you meet program requirements.

- The property is located within a designated downtown, commercial or industrial zoning district.
- The property is up to date on all taxes.
- All construction management is the applicant's responsibility.
- This is a reimbursement program; the applicant must complete and pay for the private match for the work before a reimbursement check is issued. See step 6 for further information.

Step #3 Submit the Grant Application and Participation Agreement to Port Authority staff, including:

- Written description of the project, including drawings, before photographs of the building, and other supporting materials that accurately represent scope and intent of project improvements.
- grant recipient labor documentation. If qualified to do so, you may perform the work yourself; however, grant funds can only be used to compensate for materials, not for labor or the purchase or rental of tools and equipment.
- The applicant must submit two contractor's bids that have (identical scopes of work).

Step #4 Applications are reviewed by staff with final approval by the Port Authority Board of Commissioners.

Step #5 Receive a signed copy of the Grant Application

- Given to recipient after project has been approved.
- Before beginning the project, the applicant must be sure to obtain the necessary permits.
- Permits and taxes paid verification is required prior to any grant disbursements.

Step #6 Complete the project and submit documentation.

- Complete the project and submit documentation to Port Authority staff within twelve (12) months of the date of the signed Participation Agreement.

Step #7 Funding Steps: The Grant funds will be disbursed to the Grant Applicant by the Red Wing Port Authority ten (10) days after the receipt and review of items below. The Grantee must submit the following items to the Red Wing Port Authority upon completion of the work. If more than one contractor is used, there must be complete sets of the items listed below for each contract/contractor:

- Before/after photos highlighting the improvement project from the same vantage point.
- Proof of final inspection by the City of Red Wing Community Development Department for work requiring a city permit (a copy of the permit signed off by the responsible City Inspector).
- Final invoice from the contractor showing the total project cost.
- Proof of payment paid to contractor. You should be satisfied with the work before paying.

Applicant Initials ME

These priorities are established when reviewing and approving applications (no order of importance). If at least one-half of the priorities are not met in each appropriate category, staff may not recommend approval of an application. These guidelines will be superseded by HPC guidelines and decisions for those buildings located in the historic district of Red Wing.

Signs

1. All signs in a multi-tenant commercial or industrial building are made to be similar in size, location, color and/or style.
2. Signs are simply designed to say "more with less" ... a combination of few words and symbols.
3. Lighting of the sign(s) is improved (i.e., changing from backlit to direct).
4. Some type of relief is included, rather than a flat sign, such as borders, letters, etc.
5. The building includes one or more projecting signs.
6. Older electronic message signs are removed and/or replaced.
7. It must be professionally designed and produced by a professional sign company or other qualified entity to develop high quality and artistically designed signs where appropriate.

Awnings

1. Signage is included in/on the awning(s).
2. The awning(s) conform better to the scale and fit of the building.
3. Awning colors and/or materials are changed to be a better match with other design elements on the building.

Façade

1. The façade is painted or re-painted to an appropriate color.
2. Minor repair is done as may be needed under the smaller scale funding of this program.
3. Lighting is added or replaced that provides an overall improvement to the façade in terms of brightness, direction, location and energy savings.
4. Windows or doors are added and/or replaced at ground level.

1. Maximum Grants per Period: A maximum of one (1) grant per 36 months per applicant
2. Visibility: Signage, awnings and facades must be visible from a public street, not only an alley.
3. Sign Ordinance & HPC: Signage must comply with the City of Red Wing Sign Ordinance. Improvements must be approved by the Red Wing Historic Preservation Commission (HPC) if located in a historic district. (Approval must be attached to the application)
4. Applicant Qualifications: Application must be submitted by the property owner or tenant only
5. Ownership: The Grant Applicant certifies that he/she is an owner of record of the property where the funds will be used to finance repairs and/or improvements; or where not the owner of record of the property, has obtained the Owner's written authorization to cause the repairs or improvements to be made. The property owner certifies that all property taxes are paid and up-to-date and will remain so throughout the entire project, until grant funds are disbursed.
6. Documentation: Work performed at the Property shall be as stated in the contractor(s) bid(s) obtained by the Grant Applicant or the materials list submitted with (or a subsequent part of) the application for the Grant.
7. Licensing: Any contractor(s) who performs work at the Property must meet City of Red Wing licensing, building permit, and building code requirements.
8. Codes and Permits: All work must be properly permitted. If the Grant Applicant is performing any work, the Grant Applicant understands that upon completion (1) all work must meet City of Red Wing zoning code, building permit, and building/housing code requirements and (2) grant funds can only be used to compensate for materials, not for the purchase or rental of tools and equipment or the labor of the Grant Applicant, a relative, or someone with a financial interest in the business or property receiving the grant funds.
9. Timelines: All improvements must be completed and reimbursement request documents provided to Red Wing Port Authority within twelve (12) months of the Grant Approval Date or Grant Applicant may be denied reimbursement. The Grant applicant is responsible for ensuring that the work has been completed satisfactorily before paying the contractor(s).
10. Remediation: In addition to the guidelines for each type of improvement above, the improvement must include full remediation of any evidence of what it replaced (e.g. seeing the dirty outline of a previous sign)

Applicant Initials ME

1. Describe work/project(s) to be completed on an attached sheet; include before photographs.
2. Submit two written bids for all work/project(s)
 - Both bids must be for identical scopes of work.
 - If qualified to do so, you may perform the work yourself. Grant recipient labor may be counted as match funds calculated at \$50.00 per hour, which must be initially estimated and properly documented. Grant funds can only be used to compensate for materials, not for labor or the purchase or rental of tools and equipment.
 - Summarize the bid(s) in the box below.
 - Improvements must be approved by the Red Wing Historic Preservation Commission (HPC) if located in a historic district. (Approval must be attached to the application)

Brief Description of Work	Contractors (1 or 2)	Bid (1 or 2)
SEE ATTACHED	Engberg Construction	eligible expenses Total Project \$18,164
	Cavery Construction	\$21,200

3. Select contractor and estimate work dates

Contractor selected: Engberg Construction

Approximate date work will begin: _____ Approximate date work will be complete: 3/2026

4. Sign and date below, accepting the forgoing terms. - A grant is not approved until this document is signed by the appropriate Red Wing Port Authority representative (call 651-385-3639).

GRANT APPLICANT

By [Signature]

Its _____

Applicant Initials me

If the grant applicant is the property owner, go on to step 6.
 If the Grant Applicant IS NOT the property owner, the property owner must sign below
 in front of a notary or a known second party witness.

PROPERTY OWNER

By
 Its

NOTARY
 STATE OF MINNESOTA)
) ss.
 COUNTY OF GOODHUE)

The foregoing instrument was acknowledged before me this _____ day of _____, 20__ by
 _____, the _____ of
 _____, a _____, on behalf of the
 _____.

_____, Notary Public

or WITNESS

By
 Its

5. Deliver the application to the Red Wing Port Authority at 419 Bush Street, Red Wing.

To Be Completed by Red Wing Port Authority

Date Application Received: _____

Grant Amount: \$ 5000 (herein referred to as "Grant")

Private Match (dollars): \$ 13,164 (herein referred to as "Matching Funds")

Private Match (labor) \$ _____ (calculated at \$50.00/hour and documented)

Total Project Cost: \$ 18,164 (Grant plus Matching Funds)

Grant Approval Date: _____

RED WING PORT AUTHORITY

By
 Its

Applicant Initials ME

ESTIMATE

Engberg Construction and Contracting INC
821 Tile Drive
Red Wing, MN 55066

office@engbergconstruction.com
+1 (651) 388-0099
www.engbergconstruction.com



Bill to
Engberg Properties LLC
127 Danforth Ave
Red Wing, MN 55066

Ship to
Engberg Properties LLC
821 Tile Drive
Red Wing, MN 55066

Estimate details

Estimate no.: 2485
Estimate date: 03/25/2026

P.O. Number: Get Tan building front

#	Product or service	Description	Amount
1.	1	Scope of Work – Front Elevation Only <ul style="list-style-type: none"> • Detach and reset front sign • Remove and dispose of existing steel siding • Detach front window glass on left side to allow for replacement of water-damaged framing • Remove and replace damaged wall sheathing as needed • Install house wrap/weather barrier • Remove and replace front window on right side • Install new pre-finished LP SmartSide trim • Install new pre-finished LP SmartSide lap siding • Install new exterior lighting fixtures • Install new 6" gutter on front elevation Includes material, labor, and disposal.	\$18,164.00
Total			\$18,164.00

Accepted date

Accepted by

Sign, Awning & Facade Grant Application

Applicant Information

Applicant Name: Engberg Properties LLC
Contact Person: Mike Engberg
Address: 821 Tile Drive, Red Wing, MN 55066
Phone: 651-388-0099
Email: mikee@sm-ecc.com

Property Address: 127 Danforth Ave red Wing, MN 55066

Project Description

The front elevation of the building had outdated steel siding, water-damaged wall framing, aging windows, and outdated exterior lighting. The project included removal of existing steel siding, repair of damaged wall sheathing and framing, installation of new weather barrier, installation of new pre-finished LP SmartSide siding and trim, replacement of one window, installation of new exterior lighting fixtures, installation of new gutter system, and detaching and resetting the existing front sign.

These improvements significantly improved the appearance of the building, improve energy efficiency with new wall assembly and window replacement, and enhance the overall visual appearance of property

Project Scope of Work

- Detach and reset front sign
- Remove and dispose of existing steel siding
- Detach front window glass on left side to allow for replacement of water-damaged framing
- Remove and replace damaged wall sheathing as needed
- Install house wrap/weather barrier
- Remove and replace front window on right side
- Install new pre-finished LP SmartSide trim
- Install new pre-finished LP SmartSide lap siding
- Install new exterior lighting fixtures
- Install new 6" gutter on front elevation

Includes material, labor, and disposal.

Project Cost

Total Project Cost: \$18,164
Grant Request (50%): \$5,000

Project Timeline

Completion Date: March 2026

Contractor Information

Contractor: Engberg Construction & Contracting, Inc.
821 Tile Drive
Red Wing, MN 55066
651-388-0099

How This Project Improved the Property

This project modernize and improved the front appearance of the building, replace damaged exterior wall components, improve lighting and visibility, and contribute to the overall appearance. The improvements also increase the usable life of the building exterior and improve energy efficiency.

Cost Breakdown – Front Elevation Repairs

~~2.~~ Detach & Reset Front Sign

- Detach existing front sign for access
 - Protect and store during construction
 - Reinstall and secure sign after completion
- \$1,152**
-

~~3.~~ Siding Removal & Disposal

- Remove and dispose of existing steel siding on front elevation
 - Haul-off and disposal fees
- \$2,304**
-

4. Window Work – Left Side (Detach & Reset)

- Detach front window glass (left side) to access framing
 - Protect and store
 - Reinstall after framing/sheathing repairs
- \$2,880**
-

5. Framing & Sheathing Repairs

- Remove water-damaged wall sheathing
 - Replace with new sheathing as needed
 - Repair minor framing as required
- \$388**
-

6. Weather Barrier Installation

- Install house wrap / weather-resistant barrier on front elevation
- \$584**
-

7. Window Replacement – Right Side

- Remove and dispose of existing window
 - Furnish and install new window
 - Flashing and sealing for weather-tight install
- \$4,184**
-

8 & 9. LP SmartSide Trim & Siding Installation (*Combined*)

- Furnish and install pre-finished LP SmartSide trim
 - Includes corners, window trim, and detail work
 - Furnish and install pre-finished LP SmartSide lap siding
 - Layout, cuts, and fastening
- \$5,068**
-

10. Exterior Lighting

- Furnish and install new exterior light fixtures
 - Mounting and basic hookup (if applicable)
- \$504**
-

~~**11. Gutter Installation**~~

- Furnish and install new 6" gutter on front elevation
 - Downspout tie-in if applicable
- \$1,100**
-

~~**12. Cleanup**~~

- Jobsite cleanup and debris removal beyond trade cleanup
 - Final wipe-down of work area
- \$384**
-

Total Project Cost: \$18,164



Caverly Construction Inc.

Caverly Construction Inc.
1070 Tile Drive
Red Wing, MN 55066

Client: Engberg Properties
Property: 127 Danforth Ave
Red Wing, MN 55066

Operator:

Type of Estimate:

Date Entered: 11/21/2025

Date Assigned:

Price List: MNRO8X_MAR26

Labor Efficiency: Restoration/Service/Remodel

Estimate: GET_TAN_FRONT



Caverly Construction Inc.

Caverly Construction Inc.
 1070 Tile Drive
 Red Wing, MN 55066

GET_TAN_FRONT

GET_TAN_FRONT

DESCRIPTION	QTY	UNIT PRICE	TOTAL
1. Front Elevation repairs	1.00 EA @	21,200.00 =	21,200.00
Scope of Work – Front Elevation Only			
Remove existing steel siding from the front elevation and dispose of debris			
Remove and replace any water-damaged wall framing and deteriorated wall sheathing as needed			
Install new house wrap/weather-resistant barrier over repaired wall sheathing			
Furnish and install new pre-finished LP SmartSide lap siding on the front elevation			
Furnish and install new pre-finished LP SmartSide trim boards at windows, corners, and transitions			
Remove and replace the front window on the right side			
Temporarily detach the left front window glass as needed to complete framing and sheathing repairs, then reinstall			
Detach and reset existing front sign after siding installation is complete			
Furnish and install new exterior light fixtures on the front elevation			
Furnish and install new 6" gutter on the front elevation			
Includes all material, labor, equipment, and disposal necessary to complete the work.			



Caverly Construction Inc.

Caverly Construction Inc.
1070 Tile Drive
Red Wing, MN 55066

Summary

Line Item Total	21,200.00
Replacement Cost Value	\$21,200.00
Net Claim	\$21,200.00

INVOICE

Engberg Construction and Contracting INC
821 Tile Drive
Red Wing, MN 55066

office@engbergconstruction.com
+1 (651) 388-0099
www.engbergconstruction.com



Bill to
Engberg Properties LLC
127 Danforth Ave
Red Wing, MN 55066

Ship to
Engberg Properties LLC
821 Tile Drive
Red Wing, MN 55066

Invoice details

Invoice no.: 13587
Terms: Due on receipt
Invoice date: 03/14/2026
Due date: 04/01/2026

P.O. Number: Get Tan building front

#	Product or service	Description	Amount
1.	1	Scope of Work – Front Elevation Only <ul style="list-style-type: none"> • Detach and reset front sign • Remove and dispose of existing steel siding • Detach front window glass on left side to allow for replacement of water-damaged framing • Remove and replace damaged wall sheathing as needed • Install house wrap/weather barrier • Remove and replace front window on right side • Install new pre-finished LP SmartSide trim • Install new pre-finished LP SmartSide lap siding • Install new exterior lighting fixtures • Install new 6" gutter on front elevation Includes material, labor, and disposal.	\$18,164.00

Ways to pay

BANK

Total	\$18,164.00
Payment	-\$18,164.00
Balance due	\$0.00

Paid in Full

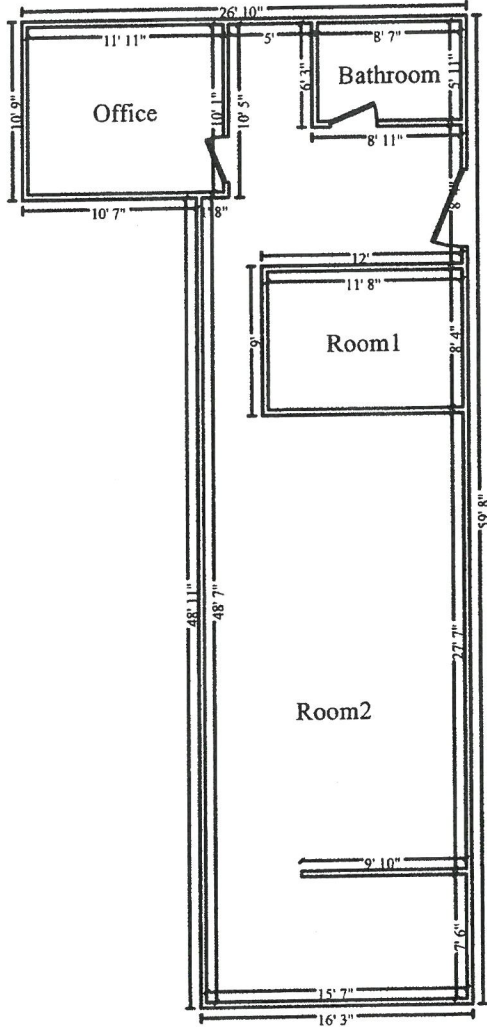
Before



BE AF10V



Before
Floor plan

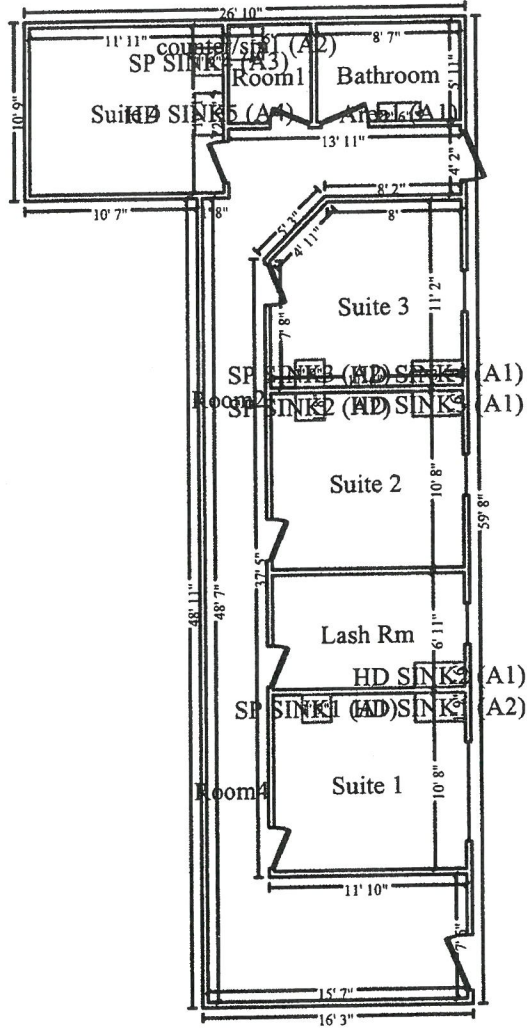


as built

10/2/2025

Page: 4

Previously
a church



final 44

10/2/2025

Page: 5

2026 PORT AUTHORITY BUDGETED \$20,000
 LINE ITEM 236-46600-53105 CONTRACTUAL SERVICES

Updated January 2026

	DOWNTOWN	REQUESTED	APPROVED	Type of	
#	NAME	AMOUNT	AMOUNT	Grant *	Notes
1	North Star Sticking	\$1,400	\$1,400		
2	Healthways Integrative	\$3,686	\$3,686		
3					
4					
5					
6					
7					
8					
9					
10					
11					
11					
TOTAL:		\$5,086.21	\$5,086.21		

TOTAL FUND BALANCE: **\$14,913.79**

* Sign = Sign, Awning and Façade Grant; Sidewalk = Temporary Sidewalk Café Gra

nt Program



TO: Red Wing Port Authority Board
FROM: Shari Chorney, Port Authority Manager

Agenda Item No.: Sign, Awning and Façade Grant Red Wing Framing.

Meeting Date: May 5, 2026

ACTION REQUESTED: Motion to Approve a Sign, Awning, and Façade Grant in the amount of \$922.

ATTACHMENT:

- **Red Wing Framing Sign, Awning, and Façade Application**
- **Sign, Awning, & Façade 2026 Grant Summary**

PURPOSE OF THE SIGN, AWNING, AND FAÇADE PROGRAM:

The Red Wing Port Authority provides an incentive program to improve the signs, awnings, and facades of commercial and industrial buildings throughout the city. By enhancing the appearance of buildings, the program serves to improve economic viability of these areas. Better aesthetics increase property values, improve the marketability of space within the buildings and draw business and residents to the area.

BACKGROUND:

Red Wing Framing began operations in Red Wing in 2002, founded by co-founders Valerie and John Becker. In 2014 they opened their second location in Rochester followed by a third location in 2019 in Northfield. In 2024 they opened a dedicated print facility and molding chop shop in Stockholm, WI.

DISCUSSION:

Red Wing Framing is in the process of adding a downtown customer pick-up, drop-off, and design space at 327 west 3rd Street. This customer-facing studio will allow them to free up much-needed production space at their 312 West Avenue shop.

The project includes recovering of existing awning frame on the building (currently the awning is removed due to the masonry repointing project on the building) with a new all-weather fabric. According to the application they hope to begin work in April and completion in mid-late May.

The project cost is \$1,843.70. The maximum grant is 50% of the total project cost with a cap of \$5000. The grant request is for \$921.85.

This Historic Preservation Commission approved the design at their March 27, 2026, meeting.

BUDGET IMPACT:

The Sign, Awning, and Façade program funding comes from the Port’s Contractual Services Budget Line Item: 236.46600.53105 Current balance of \$60,000.

This will be the fourth Sign, Awning, and Façade Grant for 2026, if approved the remaining balance of the program = \$8,991.94

RECOMMENDATION:

Staff Recommends the motion as defined in the “Action Requested” paragraph.



RED WING
SIGN, AWNING &
FACADE GRANT
PROGRAM

APPROVED 11/07/17 AMENDED
1/09/19 AMENDED 4/02/19
AMENDED 01/17/2023
AMENDED 6/10/2025
AMENDED 08/05/2025

APPLICATION

Date: 04/06/2026 Grant Applicant Name: John Becker/Red Wing Framing
Email Address: john.patrick.becker@gmail.com Phone Number: 651-380-1501
Address of Property to be Improved: 327 West 3rd Street, Red Wing, MN 55066
Property Owner Name: * Paul Siewert/Siewert Const. Phone Number: 651-388-4713

*If the Grant Applicant is NOT the property owner, then the owner must sign to approve the proposed improvements.

SIGN, AWNING & FACADE GRANT PROGRAM GUIDELINES

The Red Wing Port Authority is providing an incentive program to improve the signs, awnings, and façades of commercial and industrial buildings throughout the City. By enhancing the appearance of buildings, the program serves to improve the economic viability of these areas. Better aesthetics increase property values, improve the marketability of space within the buildings and draw business and residents to the area.

It is intended that these sign design guidelines will help business owners, property owners, and sign manufacturers plan and design signage that is desirable and appropriate for the City of Red Wing. The program is intended to off-set the additional cost to the tenant or building owner to upgrade their signage from a traditional "flat" sign to a unique, creative, and innovative sign i.e., a 3D customized design using materials compatible with the character of the building façade.

The Red Wing Port Authority will administer the Sign, Awning & Façade Grant (SAFG) Program. Staff will review all applications. The HPC must review all applications within a designated historic district. Final grant approval decisions will be made by the Red Wing Port Authority Board of Commissioners.

The SAFG Program is designed for permanent sign, awning and façade improvement projects that are in approved downtown, commercial (business), industrial and mixed-use zoning districts of the city. Business uses that are identified as Conditional Uses in Residential Zoning Districts are also eligible, such as a Bed & Breakfast, Day Care Center, Golf Course, and Medical Facility. This grant is a reimbursement with funds dispersed after the eligible improvements have been installed and inspected.

The maximum grant is 50% of total of the project costs with a cap of \$5000, contingent on available funds. Project incentives can be phased per business until the \$5000 limit is reached. The applicant must provide

Applicant Initials JPB

scaled architectural color drawing(s) and/or photo simulations showing the proposed improvements on the building.

Upon approval, the applicant has six months to begin their project. The project must be completed within one year of approval date; failure to do so will forfeit the grant. Grants may also reimburse signs, awnings or façade improvements that have been installed within six (6) months prior to an application if all other eligibility criteria have been met.

The Red Wing Port Authority will fund this program as may be approved by the Port Authority Board of Commissioners and as appropriately provided for in the Port's annual budget.

APPROVED USE OF GRANT DOLLARS

Building owners and tenants (with property owner's approval) can apply if:

- They are located within a commercial (business), industrial or mixed-use zoning district of the city (as determined by the Zoning Administrator); or are a business use identified as Conditional Use in Residential Zoning Districts.
- The property is up to date on all property taxes.

For-profit and not-for-profit entities are eligible to apply, as long as the grant is used for a commercial or industrial building. Mixed-use buildings are eligible for the commercial portion for the building. Religious and residential entities are not eligible.

The Grant Applicant will receive a Grant in the amount specified below pending Grant Applicant's compliance with:

- (1) The Sign Grant Guidelines,
- (2) Available funding. Final determination of eligibility rests with Red Wing Port Authority.

FOR WHAT CAN DOLLARS BE USED?

Eligible Expenses

- Design
- Fabrication
- Installation
- Major Repair

Ineligible Expenses

- Permit fees
- Debris removal
- Grant recipient labor *
- Routine maintenance
- Interior work

* Note: grant recipient labor may be included as match to be calculated at \$50.00 per hour, which must be estimated and properly documented.

JPB

Applicant Initials _____

HOW DO I RECEIVE A GRANT?

Step #1 Set-up a meeting with Port Authority staff to discuss your project at 651-385-3639, 419 Bush St. Pre-approval of all applications are required by the Red Wing Port Authority Board.

Step #2 Be sure you meet program requirements.

- The property is located within a designated downtown, commercial or industrial zoning district.
- The property is up to date on all taxes.
- All construction management is the applicant's responsibility.
- This is a reimbursement program; the applicant must complete and pay for the private match for the work before a reimbursement check is issued. See step 6 for further information.

Step #3 Submit the Grant Application and Participation Agreement to Port Authority staff, including:

- Written description of the project, including drawings, before photographs of the building, and other supporting materials that accurately represent scope and intent of project improvements.
- grant recipient labor documentation. If qualified to do so, you may perform the work yourself; however, grant funds can only be used to compensate for materials, not for labor or the purchase or rental of tools and equipment.
- The applicant must submit two contractor's bids that have (identical scopes of work).

Step #4 Applications are reviewed by staff with final approval by the Port Authority Board of Commissioners.

Step #5 Receive a signed copy of the Grant Application

- Given to recipient after project has been approved.
- Before beginning the project, the applicant must be sure to obtain the necessary permits.
- Permits and taxes paid verification is required prior to any grant disbursements.

Step #6 Complete the project and submit documentation.

- Complete the project and submit documentation to Port Authority staff within twelve (12) months of the date of the signed Participation Agreement.

Step #7 Funding Steps: The Grant funds will be disbursed to the Grant Applicant by the Red Wing Port Authority ten (10) days after the receipt and review of items below. The Grantee must submit the following items to the Red Wing Port Authority upon completion of the work. If more than one contractor is used, there must be complete sets of the items listed below for each contract/contractor:

- Before/after photos highlighting the improvement project from the same vantage point.
- Proof of final inspection by the City of Red Wing Community Development Department for work requiring a city permit (a copy of the permit signed off by the responsible City Inspector).
- Final invoice from the contractor showing the total project cost.
- Proof of payment paid to contractor. You should be satisfied with the work before paying.

Applicant Initials JPB

PRIORITY GUIDELINES

These priorities are established when reviewing and approving applications (no order of importance). If at least one-half of the priorities are not met in each appropriate category, staff may not recommend approval of an application. These guidelines will be superseded by HPC guidelines and decisions for those buildings located in the historic district of Red Wing.

Signs

1. All signs in a multi-tenant commercial or industrial building are made to be similar in size, location, color and/or style.
2. Signs are simply designed to say “more with less” ... a combination of few words and symbols.
3. Lighting of the sign(s) is improved (i.e., changing from backlit to direct).
4. Some type of relief is included, rather than a flat sign, such as borders, letters, etc.
5. The building includes one or more projecting signs.
6. Older electronic message signs are removed and/or replaced.
7. It must be professionally designed and produced by a professional sign company or other qualified entity to develop high quality and artistically designed signs where appropriate.

Awnings

1. Signage is included in/on the awning(s).
2. The awning(s) conform better to the scale and fit of the building.
3. Awning colors and/or materials are changed to be a better match with other design elements on the building.

Façade

1. The façade is painted or re-painted to an appropriate color.
2. Minor repair is done as may be needed under the smaller scale funding of this program.
3. Lighting is added or replaced that provides an overall improvement to the façade in terms of brightness, direction, location and energy savings.
4. Windows or doors are added and/or replaced at ground level.

JPB

Applicant Initials _____

LIMITATIONS/TERMS AND CONDITIONS

1. Maximum Grants per Period: A maximum of one (1) grant per 36 months per applicant
2. Visibility: Signage, awnings and facades must be visible from a public street, not only an alley.
3. Sign Ordinance & HPC: Signage must comply with the City of Red Wing Sign Ordinance. Improvements must be approved by the Red Wing Historic Preservation Commission (HPC) if located in a historic district. (Approval must be attached to the application)
4. Applicant Qualifications: Application must be submitted by the property owner or tenant only
5. Ownership: The Grant Applicant certifies that he/she is an owner of record of the property where the funds will be used to finance repairs and/or improvements; or where not the owner of record of the property, has obtained the Owner's written authorization to cause the repairs or improvements to be made. The property owner certifies that all property taxes are paid and up-to-date and will remain so throughout the entire project, until grant funds are disbursed.
6. Documentation: Work performed at the Property shall be as stated in the contractor(s) bid(s) obtained by the Grant Applicant or the materials list submitted with (or a subsequent part of) the application for the Grant.
7. Licensing: Any contractor(s) who performs work at the Property must meet City of Red Wing licensing, building permit, and building code requirements.
8. Codes and Permits: All work must be properly permitted. If the Grant Applicant is performing any work, the Grant Applicant understands that upon completion (1) all work must meet City of Red Wing zoning code, building permit, and building/housing code requirements and (2) grant funds can only be used to compensate for materials, not for the purchase or rental of tools and equipment or the labor of the Grant Applicant, a relative, or someone with a financial interest in the business or property receiving the grant funds.
9. Timelines: All improvements must be completed and reimbursement request documents provided to Red Wing Port Authority within twelve (12) months of the Grant Approval Date or Grant Applicant may be denied reimbursement. The Grant applicant is responsible for ensuring that the work has been completed satisfactorily before paying the contractor(s).
10. Remediation: In addition to the guidelines for each type of improvement above, the improvement must include full remediation of any evidence of what it replaced (e.g. seeing the dirty outline of a previous sign)

Applicant Initials JPB

SUBMISSION PROCESS AND DOCUMENTATION

1. Describe work/project(s) to be completed on an attached sheet; include before photographs.
2. Submit two written bids for all work/project(s)
 - Both bids must be for identical scopes of work.
 - If qualified to do so, you may perform the work yourself. Grant recipient labor may be counted as match funds calculated at \$50.00 per hour, which must be initially estimated and properly documented. Grant funds can only be used to compensate for materials, not for labor or the purchase or rental of tools and equipment.
 - Summarize the bid(s) in the box below.
 - Improvements must be approved by the Red Wing Historic Preservation Commission (HPC) if located in a historic district. (Approval must be attached to the application)

Brief Description of Work	Contractors (1 or 2)	Bid (1 or 2)
<p>This project is a simple re-skin of existing awning. Project includes removal, re-skin and re-install.</p> <p>Project received design review and approval of Red Wing Historical Preservation Committee on 04-01-2026</p>	<p>1) G & J Awning and Canvas, Inc.</p> <p>2) LaCrosse Sign Group</p> <p>3) Anchor Promotions</p>	<p style="text-align: right;">\$ 1,843.70</p> <p style="text-align: right;">\$12,330 .00</p> <p style="text-align: right;">\$ 3,775.00</p>
	<p>Note: G&J bid was only for reskinning the awning framing. The LaCrosse Sign and Anchor Promotions included reskinning and a small projection sign that I decided I didn't want.</p> <p>Further note: G & J was the original awning vendor when the awning was first installed.</p>	

3. Select contractor and estimate work dates

Contractor selected: G & J Awning and Canvas, Inc.

Approximate date work will begin: Mid-late April Approximate date work will be complete: Mid-late May

4. Sign and date below, accepting the forgoing terms. - A grant is not approved until this document is signed by the appropriate Red Wing Port Authority representative (call 651-385-3639).

GRANT APPLICANT

John Becker / John Becker

04/06/2026

By

Its

Applicant Initials JPB

If the grant applicant is the property owner, go on to step 6.
 If the Grant Applicant IS NOT the property owner, the property owner must sign below
 in front of a notary or a known second party witness.

PROPERTY OWNER

[Handwritten Signature]

By PAUL SIEWERT
 Its PRESIDENT, SIEWERT CONSTRUCTION Co., INC.

NOTARY

STATE OF MINNESOTA)
) ss.
 COUNTY OF GOODHUE)

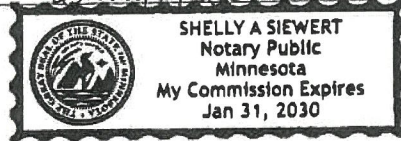
The foregoing instrument was acknowledged before me this 14th day of APRIL, 2026 by
PAUL SIEWERT, the PRESIDENT of
SIEWERT CONSTRUCTION, a CORPORATION, on behalf of the

[Handwritten Signature]

Notary Public

or WITNESS

By
 Its



5. Deliver the application to the Red Wing Port Authority at 419 Bush Street, Red Wing.

To Be Completed by Red Wing Port Authority

Date Application Received: _____
 Grant Amount: \$ 921.85 (herein referred to as "Grant")
 Private Match (dollars): \$ 921.85 (herein referred to as "Matching Funds")
 Private Match (labor) \$ _____ (calculated at \$50.00/hour and documented)
 Total Project Cost: \$ 1843.70 (Grant plus Matching Funds)
 Grant Approval Date: _____

RED WING PORT AUTHORITY

By
 Its

Applicant Initials JPB

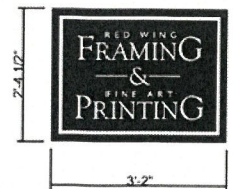
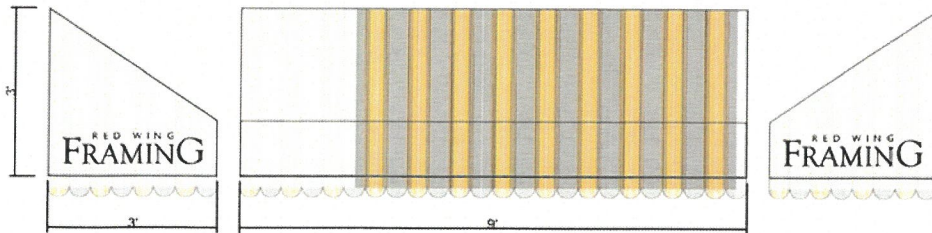
Current awning and storefront



(awning removed for building tuckpointing)



Awning and sign dimensions



Proposed final layout





PURCHASE AGREEMENT

G & J Awning and Canvas, Inc
 1802 13th Ave NE | Sauk Rapids, MN 56379
 Phone: 320-255-1733 | 800-467-1744
 Fax: 320-255-0130 | www.gjawning.com

Project Name Red Wing Framing
 Date 04/03/26
 CUSTOMER EMAIL: john.patrick.becker@gmail.com

Billing Information			Site Information		
To John Becker			To		
Company Red Wing Framing			Company Red Wing Framing		
Address			Address 327 West 3rd Street		
City	State	Zip	City	State	Zip
	MN		Red Wing	MN	55066
Phone	Fax		Phone	Fax	
(651) 380-1501			(651) 380-1501		

We hereby submit specifications and bid for (brief description, style, size, shape etc.)

Recover 1-existing traditional style awning. Approx. size of 3' tall by 3' projection by 9' wide. 1' solid valance and 8" loose valance added. Using Sunbrella Rodanthe Metallic 4879

No graphics included in this quote.

Complete with installation.

Frame Material	Finish and Color	Features (window, push poles etc.)
Use existing	-----	

Type of Post	Finish and Color	# of Posts	Type of Bottom	# Pcs or Yds	PO #
-----	-----		Open		

Fabric Type & Width	Color # and Name	Special Notes	# of Yards	PO #
100% solution dyed acrylic canvas	TBD			

Type of Valance	Length	Scallop Style	Binding Color	Ft. of C-Rail
Loose <input checked="" type="checkbox"/>	8"	#3 Ocean Waves	-----	
Solid <input checked="" type="checkbox"/>	12"	none	none	none

Graphics "Description"	Graphic Type	Color # and Name	# of Yards	PO #
NA	<input type="checkbox"/> SGS GFX <input type="checkbox"/> Adhesive GFX. <input type="checkbox"/> Painted GFX <input type="checkbox"/> Digital GFX <input type="checkbox"/> Eradicated GFX <input type="checkbox"/> Other			

Type of Light Fixtures	# of 8"	# of 6"	# of 4"	Other	We supply the fixtures and the bulbs.	PO #

Shaded area for office use only

ACCEPTANCE OF BID

BID: We hereby propose to furnish material and labor to complete the work outlined above for the sum of:

One thousand seven hundred and ninety dollars dollars

\$	\$1,790)Payment to be made as follows: 3% Processing Fee for Credit Card Payments (Visa, Mastercard & Discover)
\$	50% down	With this contract
\$		On or Before (date)
\$	Remainder due N/30 upon completion	On or Before (date)

Items Not Included

- * All Electrical work must be done by a licensed electrician. (Examples... disconnection, reconnection, timers, photo cells etc.)
- * Permit Fees, Lift equipment fees, inspection fees, Engineering fees and/or other required documents are not included in this contract.
- * Special Local Taxes are not included

G & J Awning and Canvas, Inc.		Acceptance of bid and terms. (See Reverse for terms)	
Date	Signed	Date	Signed
4/3/2026	Aaron Lang		Owner

THIS CONTRACT IS VOID 30 DAYS FROM DATE UNLESS WHITE COPY IS SIGNED AND RETURNED TO G & J AWNING & CANVAS, INC.

G & J AWNING & CANVAS TAKES PHOTOGRAPHS OF COMPLETED PROJECTS FOR MARKETING AND ADVERTISING USE. BY SIGNING YOU ARE AUTHORIZING G & J AWNING TO USE PROJECT IMAGES FOR MARKETING AND ADVERTISING PURPOSES.

G & J AWNING & CANVAS COMPLIES WITH ALL WORKMAN'S COMPENSATION & PROPERTY DAMAGE LIABILITY INSURANCE LAWS

1450 Oak Forest Drive
P.O. Box 187
Onalaska, WI 54650
Phone (608) 781-1450
Fax (608) 781-1451



La Crosse Sign Group

PROPOSAL

Proposal No. 132487

Date: 03/31/26

Proposal Submitted To:

Red Wing Framing & Fine Art Printing
Attn: John Patrick Becker

312 West Ave

RED WING, MN 55066

Phone:

Fax:

Job Name and Address:

Red Wing Framing & Fine Art Printing
312 West Ave

RED WING, MN 55066

La Crosse Sign Group to provide the following upon acceptance of this proposal: Projecting Sign

Wall Sign

Qty: 1

Desc: Single sided non-lit wall sign (1)

Material: aluminum, vinyl,

Size: 28.5" H X 38" L

Decoration: decorated with company name and logo in vinyl.

Installation: Construct and install one (1) non lit wall sign per artwork.

Re-Skin Awning

Qty: 1

Desc: Re-Skin Awning

Material: Sunbrella Rodanthe Metallic

Size: 108" x 36" x 36" with 12" tall Sign band.

Decoration: Decorated in Sunbrella Rodanthe Metallic skin. side panels to say, "Red Wing Framing" per artwork.

Installation: Bring loose awning to shop, Re-skin, and install awning per approved art.

Total: \$ 12,330.00

Taxes: \$ On final billing

Permit Acquisition Fee: \$ 250.00

Permit Fee: At Cost

Customer Initials: _____



John Becker <john.patrick.becker@gmail.com>

327 West 3rd Street signage...

brenda@anchorpromotions.com <brenda@anchorpromotions.com>

Tue, Feb 17, 2026 at 11:12 AM

To: John Becker <john.patrick.becker@gmail.com>

John – here is a rough estimated for the pricing/information for your signage – please let me know if you have any questions, etc.
Thanks so much!

Item: New Vinyl for Front Window and Door, New Canvas/Installation on Existing Frame, and Double-Sided Projecting Sign and Installation

Includes: Sign Materials, Vinyl, Canvas, Labor, Hardware, Materials, etc.

Quantity/Pricing: \$3,775.00 (rough estimate until details are finalized)

(Pricing does not include the city of Red Wing sign permit – it looks like you will need one permit for the projecting sign.)

Production Time: About 45-60 Days After Proof and City Approvals

Shipping/Handling to be Determined

[Quoted text hidden]



TO: Red Wing Port Authority Board

FROM: Kyle Klatt, Director

Agenda Item No.: 9.D. – Port Authority Branding and Strategy Proposal

Meeting Date: May 5, 2026

ACTIONS REQUESTED:

The Port Authority is being asked to approve a proposal from Unclouded Strategy to complete a branding and strategy initiative for the Red Wing Port Authority at a cost of \$24,000.

ATTACHMENTS:

1. Unclouded Strategy (Charlie Quirk) Proposal
2. Marketing Committee Staff Report 3/27/26
3. Proposal Evaluation Framework
4. SORTIE – Port Branding Initiative
5. SORTIE – Port Marketing Plan

BACKGROUND:

One of the priority items from the Red Wing Port Authority’s strategic plan is to move forward with new marketing efforts to improve the ability of the Port to attract and retain new businesses, industries, and residents to the City of Red Wing. The work plan identifies two distinct components to this work, including: 1) develop a brand marketing strategy for the Port Authority with a focus on its economic development mission, and 2) work with local economic development partners to develop a marketing plan to bring more visitors, new residents, and businesses to Red Wing that is aligned with the brand strategy. Over the last several months, the marketing committee has been working with staff to move forward with efforts to address the first item from the work plan, which includes a recommendation to hire a consultant to assist with this work.

DISCUSSION:

As part of the Port Authority’s efforts to better define its goals and objectives for new projects, staff prepared the attached “SORTIE” document to describe the current situation and expected outcome, resources, timings, and initiatives that will go into the branding project. This document was prepared to help provide clarity about the project and to make sure that the Board and staff are aligned on the process and goals before commencing with the project. As part of its discussions, the marketing committee also wanted to see the second phase of the marketing

project spelled out in a similar manner; therefore, staff prepared an additional document focused on the preparation of a marketing plan that will commence once the branding project is complete.

The attached memorandum to the marketing committee from last month includes a summary of the work performed to date to select a consultant for the branding study as well as the rationale for the two-phased approach to developing a marketing plan. Staff solicited branding proposals from three firms and rated each of the proposals according to the evaluation criteria described in the memo. Of the three proposals reviewed (from Unclouded Strategy, DCI, and Golden Shovel), staff rated the proposal from Unclouded the highest and found that it best met the Port's objectives for the study. Unclouded was also the lowest cost of the three respondents and would be able to complete the work in a timely manner. The marketing committee spent time over its last two meetings discussing the proposals and reviewing the staff evaluations and is recommending that the Board hire Unclouded Strategy to complete a branding and strategy initiative for the Port Authority.

Over the last two years the Port's budget included a line item of \$60,000-\$75,000 for marketing efforts of which only \$12,000 was spent. Staff has asked to encumber these unspent funds to ensure they can be used for a new marketing project, which means there will be around \$125,000 available for this work in 2026. Unclouded's proposal was for \$24,000, which would leave approximately \$100,000 for execution and rollout of the branding strategies and later development and implementation of a marketing plan. The branding strategy phase is expected to take between 6-8 weeks to complete which means the project should be completed by August of this year.

RECOMMENDATION:

Staff recommends the Port Authority proceed with the "ACTIONS REQUESTED" above.

Unclouded

Hello, Red Wing Port Authority

January 23rd, 2026

For a city or port authority, a brand isn't a logo or a slogan. It's the set of expectations a business has before they ever call, email, or visit.

If they don't know who you are, what you offer, or why you're different, they don't inquire.
If they do, the phone rings.

Please review the following three challenges and questions below them. I see these as starting points, things we could crack together.



1

Challenge:

Who Knows the Red Wing Port Authority Exists?

The Port Authority is flying under the radar—and that's a problem.

Without visibility, its impact is limited, and its potential is unrealized.

Questions to spark collaboration:

- How might we ensure every resident and business understands the Red Wing Port Authority's value and role?
- How might we craft a narrative that connects the Port Authority to Red Wing's growth and success?
- How might we tell the Port Authority's story in a way that fosters trust and excitement?

2

Challenge:

How can Red Wing attract the growth it deserves?

Red Wing has everything it takes to attract entrepreneurs and new businesses—except a platform to amplify it.

Questions to spark collaboration:

- How might we showcase Red Wing's unique position and global relevance to attract investment?
- How might we inspire entrepreneurs by telling Red Wing's story in a more compelling way?
- How might we outshine other towns that are better at selling themselves despite having less to offer?

3

Challenge:

Showcasing Red Wing's story to build the future

Red Wing can collaborate to share its story and strengthen its identity by addressing housing and development needs with a strategic, inspiring creative approach.

Questions to spark collaboration:

- How might we tell the Red Wing story as a way to attract and retain top talent?
- How might we reframe limited land as an opportunity for innovative, community-focused development?
- How might we highlight Red Wing's strategic actions to secure funding and elevate its competitive edge?

Marketing isn't about awareness. It's about outcomes.

For the Red Wing Port Authority, effective marketing should:

- Increase business inquiries
- Drive interest in industrial park land
- Support job creation
- Reinforce confidence among investors and partners
- Make Red Wing easier to say “yes” to



Think of marketing less as promotion and more as enablement.

It enables:

- Businesses to find you
- Decision-makers to understand you
- Investors to trust you
- Partners to advocate for you

What is a brand?

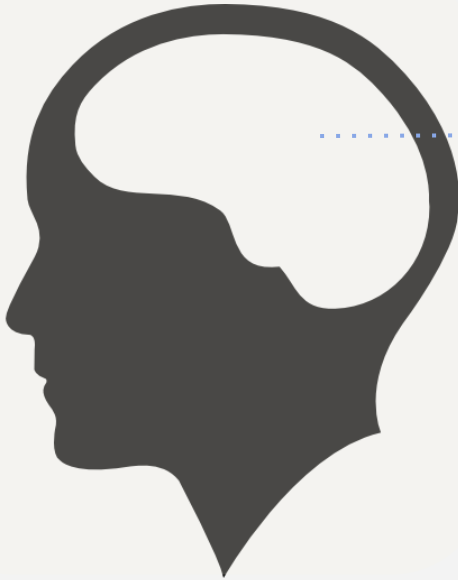
“

If Nike opened a hotel, I think we would be able to guess what it would be like. If Hyatt came out with sneakers, we'd have no clue. Because Hyatt doesn't have a brand. They have a logo.

- Seth Godin



Just what is a brand?

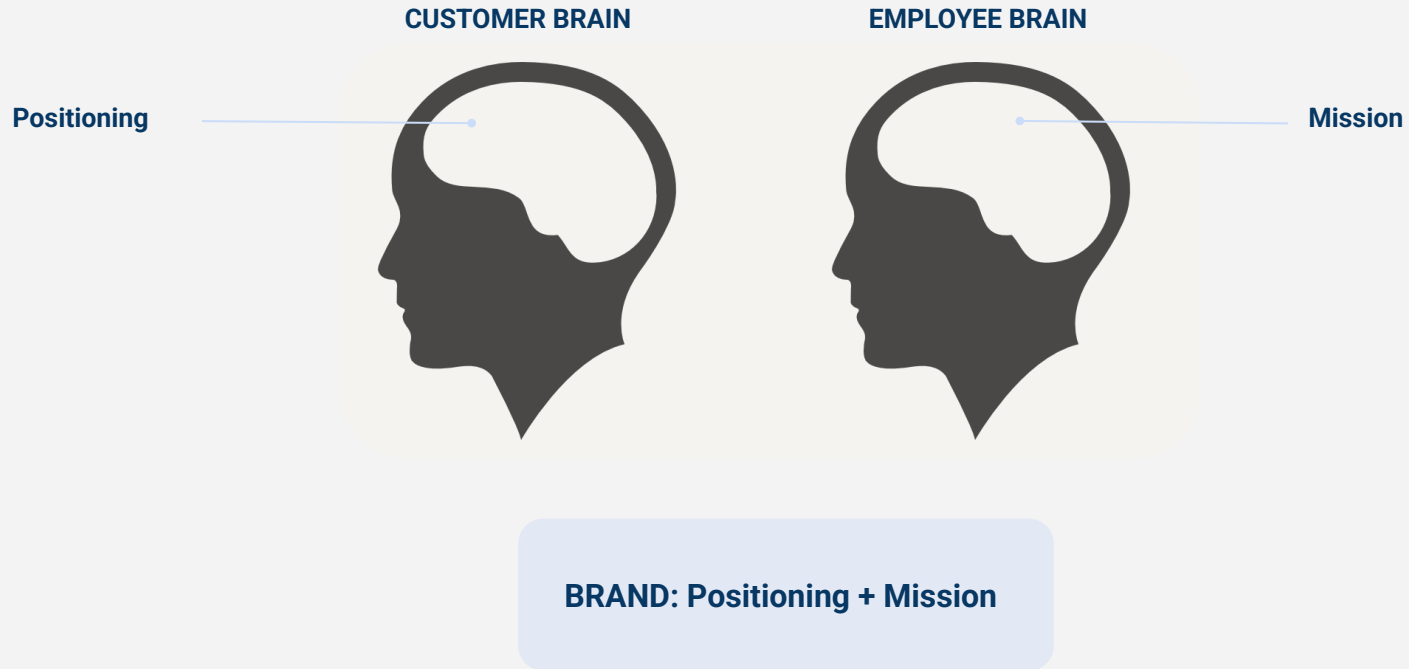


- **BRAND:**
The space a company owns in the minds of its customers.

It's akin to your reputation.

It's not what you say,
it's what you *do*.

A brand is both an internal and external construct.



“

Your brand is what other
people say about you
when you're not in the
room

- Jeff Bezos



TV Campaigns

Events

Partners/Investors

Product

Email

Any company/city has a lot to wrangle.

R&D

Social

HR

Sponsorships

Content

Comms

A brand should be both an organizing principle, and strategic filter.



Iconic brands often have a singular purpose.



To organize the world's information and make it universally accessible and useful.



To create the best possible ice cream, in the nicest way possible.



We're in business to save our home planet.



To be the best way to pay and be paid for everyone, everywhere.



To bring inspiration and innovation to every athlete in the world.

*If you have a body, you are an athlete.



To inspire and develop the builders of tomorrow.



To inspire and nurture the human spirit – one person, one cup, and one neighborhood at a time.



Cadillac

We exist to champion big dreams and bold ambition.

Thought starters

Ready To Build.

Red Wing is open for business.
Not in theory. In practice.

We exist to make it easier for the right businesses to find us, understand us, and start a conversation. To turn interest into inquiries, and inquiries into jobs, investment, and long term growth.

We believe economic development works best when friction is removed. When the story is clear. When land, infrastructure, and opportunity are easy to see and easy to say yes to.

Red Wing offers room to build, space to grow, and partners who show up. Our industrial parkland is ready. Our workforce is committed. Our community understands what it takes to make things work.

If you are looking for a place where decisions move and opportunity is real, Red Wing is ready.

We make the path clear.
We make the next step simple.
We make choosing Red Wing easy.

Built by Hand. Ready for Anything.

This town was built on grit, grain, and great ideas.

From boots that walked the world to river routes that moved commerce long before freeways did, Red Wing has always punched above its weight.

We know the value of craftsmanship because we have lived it. We know how to build things that last because we still do.

But Red Wing is not stuck in the past. We are using our hands, our land, and our mindset to shape what comes next. Innovation, industry, and investment all have a place here, especially when they are built with purpose.

If you are looking for the next big thing, start in a city that never settled for average.

Born on the River. Built for What's Next.

Red Wing has always been defined by its connection to the Mississippi.
A river town, yes, but also a launchpad.
For goods, ideas, people, and possibility.

We have sent boots across the globe, shipped grain downriver, and welcomed travelers, builders, and innovators for generations. We know what it means to move and to move forward.

Today, we are still building. Still exporting. Still attracting.
But we are also redefining what a small city can do in a global economy.

So whether you are an entrepreneur, a maker, or an investor looking for your next bold move, Red Wing is where legacy meets momentum.

Too Small to Be Average.

We are not trying to be the next big city, and we are proud of that.
Because in Red Wing, small has never meant settle.

We have built businesses that last for generations. We have protected natural beauty that cannot be replicated. And we have fostered a kind of neighborly grit that big cities are too busy to notice.

We have ambition. We have ideas. We have real estate, talent, access, and vision.
What we do not have is time for average.

So if you are looking for a place with room to grow and a reason to stay, where quality still means something and community comes standard, Red Wing might be exactly the size you need.

Built Like We Mean It

Red Wing was built on the banks of the Mississippi, and we have been moving things forward ever since. We have always been a connector. A place where land, water, rail, and ideas meet. A launch pad as much as a home base.

We do not fake pride here. We are proud of where we are from because we built it by hand, with grit, and with staying power. This city was not handed to us polished and perfect. It was shaped by people who showed up, stuck around, and made it work.

We believe in builders. The kind of people who do not wait for perfect conditions. They build with what they have and make it better. That spirit lives in our streets, our industries, and our view of the river that has carried Red Wing goods and ambition for generations.

We know small is not a weakness. It is our edge. Fewer layers. Faster decisions. More trust. There is room to grow here and space to think bigger. Red Wing does not box you in. It sets you up to move.

We respect our legacy, but we are not stuck in it. We have made things that last. Now we are building what is next. And when we put our name on something, whether it is a product, a project, or a promise, we mean it.

Project Scope

Project Scope

	Phase 1: Discovery and Synthesis	Phase 2: Creative Exploration
Purpose	Build a shared understanding of how the Red Wing Port Authority is perceived today, where clarity is missing, and what is holding business interest back.	Translate strategic clarity into practical messaging and creative directions that make the Port Authority easier to understand and engage with.
Description	This phase focuses on listening, learning, and synthesizing insights from inside and outside the organization to clearly define the challenge before creating solutions.	This phase turns insight into action by exploring messaging and creative approaches that address the Port Authority's key challenges.
Key Activities	<p>Looking inward</p> <ul style="list-style-type: none"> • One on one interviews with 5 to 10 Port Authority stakeholders • Leadership brand sprint workshop • One day working session to align on strategic direction, messaging priorities, and challenges <p>Looking outward</p> <ul style="list-style-type: none"> • Review of relevant third party and secondary research • Best in class economic development and place branding audit 	<ul style="list-style-type: none"> • Ongoing collaboration with Port Authority stakeholders and partners • Strategic and creative exploration tied directly to the challenges identified in Phase 1 • Translation of strategy into clear, usable messaging
Key Deliverables	<p>Brand Findings Document</p> <ul style="list-style-type: none"> • Synthesized summary of internal and external insights • Audit of current brand assets, behaviors, and messaging • Gap analysis across positioning, messaging, mission, vision, values, and beliefs 	<p>Creative and Messaging Outputs</p> <ul style="list-style-type: none"> • 10 to 15 brand challenge thought starters • New brand messaging framework including value proposition, key benefits, supporting messages, and elevator pitch • Up to 5 brand narrative or manifesto style scripts grounded in Phase 1 insights • Two rounds of feedback and refinement • Recommendations for production partners aligned to budget
Timing	3 to 4 weeks	3 to 4 weeks

Project Scope

	Phase 1: Discovery & Synthesis	Phase 2: Creative Exploration
Fee	\$12,000	\$12,000
Timing	3-4 weeks	3-4 weeks

The total professional fee for this engagement, with the scope of work described in this proposal, is **\$24,000**.

For context, the fee for a typical 6-8 week 2-phase engagement of this nature would be in the range of \$40,000 - \$50,000 based on standard Unclouded Strategy fixed bid proposals.

Charlie Quirk

Charlie is an award-winning global brand strategist who helps organizations get clear when things start to feel complicated.

He's worked with some of the world's most recognizable brands, including Google, Microsoft, Chevrolet, HP, PayPal, Realtor.com, Upwork, Best Buy, Dickies, Adidas, Nissan, Qatar Airways, Clif Bar, and The Tiger Woods Foundation. Different categories. Same moment. The point where clarity matters.

His work has appeared in Morning Brew, AdAge, AdWeek, and Forbes.com, and he's taught MBA-level courses in strategic creativity at the University of Washington and Michigan State University.

Raised on the shark-infested coastline of Western Australia, Charlie has since worked across more than twenty countries helping organizations tell clearer stories that lead to better decisions.



Past Clients



Thanks

TO: PORT AUTHORITY MARKETING COMMITTEE
March 27, 2026

FROM: Kyle Klatt, Community Development Director

SUBJECT: Branding Proposal Review and Recommendation

Action Requested:

Review and discuss a staff recommendation to move forward with a branding/strategy proposal from Unclouded Strategy. The branding work is part of a two-phase approach to proceed with renewed marketing efforts by the Port Authority.

Background:

The Marketing Committee last met in late September of 2025 to discuss options for moving forward with a marketing plan for the Port Authority. This included a review of past and recent marketing efforts and a discussion of potential next steps. At this time, staff also presented a document outlining proposed objectives and process for a new branding initiative and shared a proposal for this work submitted by Unclouded Strategy. The committee asked that staff secure at least one additional proposal for consideration, preferably from a firm that has experience working with local government units or economic development agencies. In response, staff solicited two additional proposals, one from Development Counsellors International (DCI) and another from Golden Shovel Agency (which the Port currently uses for its web site and limited marketing efforts). Unclouded Strategy also provided an updated proposal for consideration.

To assist with the review and evaluation of the three submissions, staff developed the attached framework which includes a scoring/rating system for the proposals. The combined staff scoring (with 0 as the lowest possible score and 10 the highest) along with the cost of each proposal is as follows:

Proposal	Staff Scoring	Cost
Unclouded Strategy	9.375	\$24,000
DCI	8.05	\$51,000
Golden Shovel	6.65	\$24,950

In addition to being rated the highest of the three proposals, Unclouded is also the least expensive. Staff was especially impressed with Unclouded’s keen understanding of the Port Authority’s needs and Red Wing’s unique qualities. While both DCI and Golden Shovel have worked with governmental clients, their proposals offered a more general approach to branding that may not create a branding approach with the greatest impact. Based on the results of this review, staff will be asking the Port Authority to authorize the execution of a contract with Unclouded Strategy to complete a branding study at the April 7, 2026 Port Board meeting.

Over the last several years, the Port Authority has set aside a portion of its budget for marketing initiatives and to support some of our ongoing work with outreach partners. The last major initiative was work performed under a contract with Perception Ink. This contract has not been renewed and has not been active over the last two years. The chart below tracks the Port’s recent spending on marketing

activities. Please note that the marketing budget has historically been used for the current Golden Shovel contract, print media advertising, public relations grants (not currently offered), and any marketing consultant contracts.

Year	Budgeted	Expended
2021	\$40,000	\$55,096
2022	\$75,000	\$36,655
2023	\$95,000	\$20,303
2024	\$75,000	\$6,704
2025	\$60,000	\$5,305
2026	\$60,000	\$7,465

The Port Authority’s 2026 Strategic Plan includes two action items focused on branding and marketing: 1) develop a brand marketing strategy for the Port Authority (with a refocus on its economic development mission), and 2) work with local economic development partners to create a new marketing initiative to bring more visitors, new residents, and businesses to Red Wing that is aligned with the brand strategy.

Discussion:

Successful marketing of the community is a key activity that can help the Port Authority achieve its primary goal of enhancing and growing Red Wing’s tax base and job opportunities. The Port has set aside funds to do marketing work over the last several years, but for various reasons, has not engaged in a larger campaign. Before engaging in any new marketing activities, staff has tried to frame the discussion around some of the major themes from the Port Authority’s most recent workshops. Most importantly, the Port recognized that it will be critical to better define the goals and priorities of any project before taking on additional work, to clarify roles and responsibilities as a part of this process, and to highlight the success metrics and tracking progress for a given project.

Focusing on the marketing initiative, staff is concerned that there are several issues that will impact our ability to develop a successful marketing effort, including:

- 1) There is no clearly defined branding strategy;
- 2) There is not enough shared clarity about goals or ownership; and
- 3) The above makes it hard to make decisions, align stakeholders, or maintain momentum.

Staff is therefore recommending that a new marketing effort be divided into two phases, the first focused on strategy and the latter looking at tactics using the following definitions:

- **Strategy:** What we want to stand for, who we are trying to reach, how we position ourselves.
- **Tactics:** The channels, campaigns, and tools used after strategy is in place.

Developing a brand marketing strategy, especially in today’s complex and competitive landscape, requires specialized expertise, current market knowledge, and dedicated time to get it right. It also goes beyond the expertise we have on staff, which includes understanding audience behaviors, positioning, competitive differentiation, and knowing how to integrate this strategy with organizational capacity. Staff believes what we need right now is to get strategic clarity before we move on to the tactical work. That is also why we are recommending an external partner for the first phases, to help us step back and get aligned on the overall strategy. This first phase does not need to take a lot of time and could be

completed in one to two months. Once we have completed that work, the marketing committee and Port Board's ideas can be plugged into a broader marketing plan in phase two.

Recommended Action and Timeline:

Phase I:

- Approve contract with Unclouded Strategy (Charlie Quirk) to develop strategy and new brand messaging framework at the April 7, 2026 Port Board meeting.
- Cost: \$24,000
- Time: 6-8 Weeks

Phase II:

- Develop an updated marketing plan that describes the campaigns, channels, and tools to be used to market the Red Wing Port Authority and economic development opportunities within the City. Create metrics to be used to evaluate the effectiveness of these tactics.
- Cost: TBD. Some work could be performed internally, other work could be outsourced to partner organizations or private consultants. With an encumbrance for unused funds in 2025, the Port's remaining marketing budget will be around \$83,000 after Phase I is completed.
- Time: 6-12 months, starting in August of 2026.

Attachments:

- 1) Branding Proposal Evaluation Framework
- 2) SORTIE: Port Branding Initiative (Updated)
- 3) Charlie Quirk Proposal – January 2026

Red Wing Port Authority

Marketing Strategy Proposal Evaluation Framework

Situation

The Red Wing Port Authority has received three proposals to provide marketing strategy services. The Port Authority needs a clear and consistent framework to evaluate these proposals in order to select the partner most likely to deliver meaningful strategic clarity and impact.

Objective

To evaluate each proposal using consistent criteria that identify which option provides the strongest strategic thinking, delivered directly and efficiently, with the highest likelihood of producing meaningful impact. And then to make a recommendation.

Evaluation Priorities

Select the option that provides the highest quality strategic thinking delivered directly, efficiently, and with the greatest likelihood of impact.

Ensure the Port Authority has direct access to the individual responsible for developing the strategy.

Balance strategic quality, speed, and value to enable timely progress without unnecessary complexity.

Evaluation Criteria and Scoring

Each proposal should be evaluated using the criteria below. A score of 1–5 should be assigned for each category, with 1 representing weak alignment and 5 representing exceptional alignment. Weighting reflects relative importance.

Criteria	Weight	Description
Strategic Insight and Quality of Thinking	25%	Clarity, originality, and strength of the strategic thinking demonstrated. Does the proposal show deep understanding and thoughtful diagnosis rather than generic process?
Direct Access to Strategic Expertise	25%	Extent to which the individual presenting the strategy will also be responsible for

		developing it. Evaluates continuity, accountability, and senior-level involvement.
Demonstrated Outcomes and Relevant Experience	20%	Evidence of past strategic work that has influenced positioning, perception, or organizational effectiveness. Focus on outcomes rather than activity.
Speed, Efficiency, and Path to Impact	15%	Clarity and realism of timeline, simplicity of process, and ability to deliver strategic clarity efficiently without unnecessary complexity.
Cost and Value Relative to Impact	15%	Alignment between cost and expected strategic value, including clarity of scope and overall return on investment.

Scoring Summary Table

Criteria	Weight	Score (1-5)	Weighted Score
Strategic Insight and Quality of Thinking	25%		
Direct Access to Strategic Expertise	25%		
Demonstrated Outcomes and Relevant Experience	20%		
Speed, Efficiency, and Path to Impact	15%		
Cost and Value Relative to Impact	15%		

This framework ensures proposals are evaluated based on strategic merit, direct expertise, efficiency, and value, supporting a clear and defensible decision aligned with the Port Authority’s long-term strategic needs.



SORTIE: Port Branding Initiative

Situation

The Port Authority has experienced value erosion over the years, with diminishing visibility and relevance in the community and among partners. To reset, we need to clarify who we are, what value we provide, and how we communicate it. Branding is the necessary first step before engaging in specific marketing activities. While staff capacity is limited, the Port Authority has earmarked budget and recognizes that specialized expertise is required to ensure the brand reflects current conditions and positions the organization as a leader.

Outcome

Success means the Red Wing Port Authority is no longer flying under the radar. Our value is clearly understood, our story is compelling and widely shared, and the brand serves as a platform to attract business, talent, and investment. Deliverables will include:

- Brand messaging
- Narrative scripts
- Creative concepts

These outputs will enable consistent visibility and credibility and lay the foundation for a larger marketing strategy.

Resources

- Port Operating Budget: \$60,000 allocated in 2025 and \$60,000 in 2026 for marketing, with \$25,000 to \$40,000 being dedicated to hire a branding consultant.
- Port Authority staff and marketing committee.
- Potential partners: Chamber of Commerce, Visit Red Wing, City Council, Community Engagement staff, other economic development partners.

Note: \$25,000 is sufficient for consultant engagement focused on strategy, positioning, and creative direction. Additional budget will be required for execution and rollout.

Timings

- Review consultant proposals: by April 20, 2026
- Hire branding consultant: by May 8, 2026
- Branding study complete: August 31, 2026
- Execution and rollout: September-October 2026

Initiatives

- ✓ Port staff to solicit quotes for branding study
- ✓ Expand Marketing Committee with two non-port board members
- ✓ Marketing committee review and discussion with consultant(s)
- Port Board decision to execute contract
- External feedback concerning branding initiative (ED partners, City Council)
- Stakeholder engagement
- Marketing committee review of draft study
- Port Board review and adoption of study
- Define implementation plan for rollout (not yet scoped: channels, partners, launch approach).



Risks / Governance Notes

- Current structure lacks clarity on governance. The branding process involves multiple entities (Port Authority staff, board, marketing committee, and external partners), but roles are not yet defined.
- Without clear accountability, the initiative risks losing traction or becoming a “branding study” without adoption.

Critical Governance Requirement

- Define *who is deciding vs. who is advising*.
 - **Decision-makers:** Port Authority Board (contracting authority, adoption of final brand).
 - **Advisors:** Marketing committee, Chamber, City Council, economic development partners.
- Establish one *project owner* (staff or board designee) accountable for keeping timeline and consultant relationship on track.

Evaluation

- Still need to define upfront how success will be measured (e.g., increase in partner satisfaction ratings, earned media mentions, website traffic, stakeholder awareness surveys).
- Progress checkpoints: consultant delivers draft concepts → committee feedback → board adoption.



SORTIE: Port Authority Marketing Plan

Situation

The Red Wing Port Authority lacks a cohesive marketing plan for attracting new businesses, residents, and visitors to the community. The City's Strategic Plan encourages new development and redevelopment to bring new businesses, jobs, and people to the community; however, the City faces many challenges to achieve these objectives. A marketing plan will help develop the best strategies for reaching the businesses and individuals that value the resources and opportunities Red Wing offers. The marketing plan will utilize the brand messaging currently being developed by the Port Authority.

Outcomes

Implementation of a successful marketing plan means that the Port Authority is reaching individuals and businesses that previously may have been unaware of the opportunities available in Red Wing. The plan will build off the branding study to identify the best platforms and methods to promote the City and attract new business, talent, and investment. The primary deliverable will be a working plan that can be used to guide future decisions about marketing efforts and to ensure that resources are directed towards measures with the greatest impact. The plan will lead to a third phase of the Port's marketing efforts: implementation

A marketing plan will provide a stronger, more consistent identity for the Port Authority. Instead of people vaguely thinking "Red Wing...I've heard of it?", we can expect:

- A clear and recognizable community identity with unified messaging across tourism, residential, and economic development, strong positioning as a riverfront community with a manufacturing and craftsmanship legacy, and increased regional, statewide and national visibility.
- Attraction of companies that fit the brand, for example: advanced manufacturing, artisan and legacy brands, outdoor and recreation-related companies, along with a stronger pipeline of qualified business leads.
- A stronger local economy aligned with identity.
- More efficient use of marketing resources with shared messaging and marketing assets.
- A working "pipeline" instead of random wins. Without deliberate strategy wins are sporadic and hard to replicate (with strategy you create a repeatable system). Awareness leads to visits which leads to engagement and then finally movement/investment.
- Greater visibility of available industrial sites and infrastructure.
- Increased inquiries for site selection and development opportunities.
- More local business understanding of opportunities and increased expansions and reinvestment.
- Residents, businesses, and organizations telling the same story.
- Easier collaboration across groups.
- A cohesive strategy will not magically fix everything overnight, but without it, even great assets (which Red Wing has) stay underutilized. With it, those same assets start working together.

The expected impact for job creation and wage growth include: 1) creation of quality jobs in manufacturing and skilled trades, 2) improved ability to attract and retain talent, and 3) potential growth in new residents and workforce-increased relocation interest from remote workers and skilled professionals and an expanded local workforce pipeline for employers.

The expected long-term general economic impacts from a marketing plan are as follows: expanded commercial and industrial tax base, increased private investment in the community, and a more resilient, diversified local economy.



Resources

- Port Operating Budget: Up to \$110,000 based on the following: \$60,000 allocated in 2026 and \$50,000 encumbered from unused funds in 2025.
- Port Authority staff and marketing committee.
- Potential partners: Chamber of Commerce, Visit Red Wing, City Council, Community Engagement staff, other economic development partners.
- Downtown Philanthropic Collaborative foundation support.
- External marketing consultants.

Timings

- Review consultant proposals: by September 30, 2026
- Hire marketing consultant: by October 16, 2026
- Marketing plan complete: March 1, 2027

Initiatives

- Create project budget with input from project partners
- Port staff to solicit quotes to for creating a marketing plan
- Marketing Committee review of proposals
- Port Board decision to execute contract
- Project kick-off meeting – staff and partner organizations
- External feedback concerning marking study (ED partners, City Council)
- Stakeholder engagement
- Marketing committee review of draft plan
- Port Board review and adoption of marketing plan

Risks / Governance Notes

- Current structure lacks clarity on governance. Creating a marketing plan involves multiple entities (Port Authority staff, board, marketing committee, and external partners), but roles are not yet defined.
- Without clear accountability it will be difficult to move forward with implementation of the plan.
- The marketing plan will need to incorporate the results of the branding initiative.

Critical Governance Requirement

- Define *who is deciding vs. who is advising*.
 - **Decision-makers:** Port Authority Board (contracting authority, adoption of final brand).
 - **Advisors:** Marketing committee, Chamber, City Council, economic development partners.
- Establish one *project owner* (staff or board designee) accountable for keeping timeline and consultant relationship on track.

Evaluation

- Still need to define upfront how success will be measured (e.g., increase in land sales, larger number of development inquiries, new housing starts, more online engagement).
- Progress checkpoints: consultant delivers draft concepts → committee feedback → board adoption.



TO: Red Wing Port Authority Board

FROM: Kyle Klatt, Community Development Director

Agenda Item No.: 8.E – Jefferson School Update and Rezoning Letter of Support

Meeting Date: May 5, 2026

ACTION REQUESTED:

Staff has been working on various due diligence items associated with the Port Authority’s agreement to purchase the former Jefferson School building at 601 Buchanan Street over the last several months and would like to present an update on the progress made at addressing these issues. Additionally, staff is asking that the Port Board consider approving a letter to the Red Wing Advisory Planning Commission supporting rezoning of the site to allow for higher-density residential development on the property.

ATTACHMENTS:

1. Draft Letter of Support for Rezoning – Red Wing Planning Commission
2. Summary of Developer Outreach and Feedback
3. Draft ALTA Survey
4. Red Wing Zoning Ordinance Division 25 – Residential District Regulations

SUMMARY:

The Port Authority executed a purchase agreement with the Red Wing School District on December 15, 2025 to acquire the former Jefferson School site at 601 Buchanan Street with the goal of developing the site for new housing (or other use that supports economic development in the City) and increasing the City’s tax base by finding and working with a private developer on the project. The agreement allows the Port Authority to acquire the site at little to no cost (\$1) while providing the Port with an opportunity to perform the necessary due diligence work (i.e. environmental reviews, survey work, and funding considerations) prior to taking ownership. New History, the Port Authority’s consultant assisting with this project, provided the following progress update concerning the due diligence work.

JEFFERSON SCHOOL DUE DILIGENCE UPDATE:

The Red Wing Port Authority (RWPA), on behalf of the City of Red Wing, is completing due diligence for the Jefferson School site located at 601 Buchanan Street in order to facilitate a

future sale and redevelopment. The purpose of this memo is to provide an update on diligence completed to date, including key findings, timeline, and expenditures to date. Following the execution of the Purchase Agreement on Dec 15, 2025, the following activities were initiated:

1. **Environmental Assessment:** The RWPA engaged an environmental consultant (Braun Intertec) to complete a Phase I environmental assessment and hazardous materials survey. The assessments have been completed with the following outcomes:
 - a. The Phase I identified a Recognized Environmental Condition (REC) on the site: a former underground storage tank (UST) was removed and an active 2,800-gallon fuel oil (heating oil) above ground storage tank (AST) is currently located along the north side of the school building. Although no releases have been reported, there is a potential for past unreported releases to have impacted soil, groundwater and/or soil vapor at the site.
 - b. The hazardous materials survey identified asbestos containing materials (ACM), as well as potential (“assumed”) ACM. Confirmed ACM includes floor tile and adhesive, boiler parts, and vinyl baseboard. The known cost of abatement is estimated to be \$48,750. In addition, some assumed ACM materials are recommended for further testing, including the roof, gym floor underlayment, and window panels. The total potential cost of additional abatement is up to \$818,750.
2. **Historic Significance:** The RWPA engaged New History to complete a Part 1 historic tax credit application. The application has been reviewed by the State Historic Preservation Office (SHPO). The final review by the National Park Service (NPS) is expected in approximately 60 days.
3. **Site Survey:** The RWPA engaged a surveyor to complete an ALTA/NSP survey of the site. The final survey is expected to be delivered in the next 30 days; a preliminary survey is attached to this report.
4. **Developer Outreach:** The RWPA worked with New History to complete potential real estate developer outreach. New History conducted outreach to and interviews with housing developers located in Red Wing, Winona, and the Twin Cities area. Developers included small-, mid-, and large-scale local and regional housing developers and owners/operators with experience in market-rate, affordable, and for-sale housing. Feedback on the redevelopment feasibility of the site was obtained from 16 developers through emails and interviews. In summary, the site appears to be a good candidate for housing redevelopment, but may only attract a response if the site is rezoned to support higher density. (See attached memo.)

The RWPA also intends to execute the following next steps:

1. **Additional Environmental Assessment:** The RWPA has obtained a proposal from Braun Intertec to complete soil testing and water monitoring in the area of the former UST. Braun will also do additional testing to determine if hazardous materials are present in the roofing and window panels (which are two areas that are highly likely to be

impacted by a redevelopment project). This work can be executed in 4-7 weeks following approval.

2. **Rezoning:** The Red Wing Advisory Planning Commission is beginning the city process to consider a higher-density residential zoning classification for the site. This would potentially allow for a multi-family housing project of greater density than the 5-8 units per acre allowed under the present R-2 zoning to occur on the site. For reference the site is 2.17 acres in size which means the maximum number of residential units allowed under the current zoning is 17. The Planning Commission is planning to consider the proposed zoning amendment at its May 19, 2026 meeting; the Commission will need to hold a public hearing as part of its review process.

The RWPA has previously allocated up to \$50,000 of its redevelopment stimulus funds to complete the assessments above. The following is an accounting of expenses incurred to date:

Item	Expense
Environmental consulting	\$15,800
Historic significance designation	\$15,000
Site survey	\$5,000
Total	\$35,800

The additional environmental assessment costs will be \$17,800, in addition to the costs shown above. These costs do not include RWPA staff time or legal fees, or costs that are being covered under the Port’s general consulting service budget for 2026. Staff expects to be able to complete all future work under the previous allocation of funds or within the general professional and consulting services line items in the 2026 budget.

DISCUSSION/ZONING LETTER OF SUPPORT:

As noted above and in the attached report from New History, the zoning of the site will be an important consideration for anyone considering developing the site and responding to a future RFP. The Red Wing City Council (based on a recommendation from the Advisory Planning Commission) recently amended the City’s zoning regulations to add a new multi-family residential district called the RM-3 district that allows multi-family housing at a density of up to 80 units per acre and with a streamlined (administrative) review process. The Planning Commission has also been discussing rezoning key sites within the City to this zoning classification in response to the City Council’s most recent strategic plan, which includes goals to:

- Identify and target sites for rezoning to multi-family residential.
- Review and consider updating the Zoning Ordinance to provide more opportunities for all types of housing including reviewing maximum density requirements in residential districts.

The Planning Commission will consider rezoning three sites to the new RM-3 classification at its May 19, 2026 meeting including the former Bayview Nursing Home site at 1412 West 4th Street, one of the outlots with the Briarwood subdivision near the intersection of Kosec Drive and Tyler Road Sough, and the former Jefferson School property. The Commission is also considering property at the intersection of Bush Street and Highway 58 (in and around the former

Connecting Connections property) for this designation but will consider rezoning of this area sometime later in the year.

Given the Port Authority's goals for the Jefferson School site and intent to help facilitate the successful redevelopment of the property, staff is asking the Board to consider sending a letter to the Planning Commission in support of the proposed rezoning action. The letter includes many of the reasons why the rezoning is critical to attract a wider range of proposals and why it is likely necessary to support a successful development as described above and in the attached developer response summary. The Port Board is encouraged to review the attached draft letter and offer any suggested edits. If approved, staff will forward the letter to the Planning Commission to be included in the public hearing comments at the May 19th meeting.

RECOMMENDATION:

Staff recommends that the Port Authority adopt a motion to approve a letter to the Red Wing Advisory Planning Commission supporting rezoning of the site to allow for higher-density residential development on the property.



May 5, 2026

Advisory Planning Commission
City of Red Wing
315 West 4th Street
Red Wing, MN 55066

Re: Letter of Support – Jefferson School Rezoning

Members of the Advisory Planning Commission:

On behalf of the Red Wing Port Authority Board, we respectfully submit this letter in support of the proposed rezoning of the former Jefferson School property at 601 Buchanan Street to the RM-3 High Density Residential District. The Port Authority has executed a purchase agreement with the Red Wing School District to acquire the property and is currently completing due diligence work to help set the stage for redevelopment of the site with the goal of finding a developer interested in reusing the existing building and site in a manner that supports economic development activity in the City. Specifically, the Port Authority has an interest in expanding housing opportunities that support workforce attraction, business retention, tax base growth, and reinvestment in an underutilized property. The Jefferson School site represents one of the City's best infill redevelopment opportunities. It is a 2.17-acre full city block with existing public infrastructure, multiple street frontages, and proximity to employment, services, and local businesses.

As reflected in recent developer outreach by the Port Authority, market feedback indicates that lower-density redevelopment concepts are difficult to finance and are generally not viable for this site. Developers noted that reusing the existing building alone, with a maximum potential of 16 residential units, or redeveloping the site for single family housing, does not generate sufficient scale to absorb acquisition, rehabilitation, demolition, parking, and construction costs. By contrast, respondents indicated that a project with a higher-density range, generally around 40 to 70 units with an additional building or addition on the site, would be substantially more realistic from a financing and development standpoint.

Without zoning that allows sufficient residential density, the likelihood of continued vacancy or underinvestment in the site will increase. The Port Authority would also like to note that it does not have a specific project or plans for the site in advance of the proposed zoning discussion. Instead, the rezoning removes a potential regulatory barrier and allows the private market to evaluate feasible redevelopment options through future review processes. The Port Authority

plans to issue a request for proposals later this year and will be able to evaluate which proposal provides the strongest benefit to the City. Many of the developers that spoke to the Port Authority noted that they would be unlikely to submit a proposal without clear understanding of the allowed uses and number of units that could be built on the site.

Absent rezoning and a viable redevelopment path, the long-term outlook for preserving the existing school building becomes significantly weaker. If no qualified redevelopment partner emerges, the Red Wing Public Schools may ultimately determine that demolition is the most practical option to address ongoing maintenance, liability, and holding costs. In that scenario, the community could be left with a cleared but underutilized site for an extended period, delaying reinvestment and neighborhood revitalization. In either scenario, the public will incur the expense of either maintaining the site or demolishing the building and abating existing environmental conditions on the property.

The Port Authority also recognizes that redevelopment of this site can provide broader public benefits, including:

- Productive reuse of a vacant institutional property;
- Additional housing supply without costly extensions of urban services;
- Support for local employers seeking workforce housing options;
- Increased property tax revenue from a site currently exempt from property taxes;
- Reinvestment in an established neighborhood without requiring greenfield expansion.

For these reasons, the Red Wing Port Authority Board encourages the Advisory Planning Commission to recommend approval of the Jefferson School Comprehensive Plan amendment and rezoning request to the Red Wing City Council.

Sincerely,

Paul Reding, President
Red Wing Port Authority Board

Kyle Klatt, Community Development Director
City of Red Wing / Red Wing Port Authority

NEW HISTORY

MEMORANDUM

Date: April 21, 2026
To: Red Wing Port Authority
Attn: Kyle Klatt, Kyle.Klatt@redwingmn.gov
Project: Jefferson School
601 Buchanan St, Red Wing, MN 55066
Regarding: Developer Feedback Summary
New History Project No.: 2021-C29-316
Written By: Molly Burns, burns@newhistory.com
Meghan Elliott, elliott@newhistory.com
Peter Brown, peter@peterhendeebrown.com

New History is working with Port staff to facilitate redevelopment of the former Jefferson School site. The most likely use of the former school building and site is housing. In preparation for a future Request for Proposals (RFP) to private developers, New History conducted outreach and interviews to housing developers located in Red Wing, Winona, and the Twin Cities area. Developers included small-, mid-, and large-scale local and regional housing developers and owners/operators with experience in market-rate, affordable, and for-sale housing. Feedback on the redevelopment feasibility of the site was obtained from 16 developers through emails and interviews. This email summarizes private and non-profit industry feedback grouped by theme. **In summary, the site appears to be a good candidate for housing redevelopment, but will only attract a response to an RFP if two key hurdles are resolved: 1) community-wide acceptance of housing and/or rezoning of higher density on the site, and 2) commitment of city funding sources to a housing redevelopment on the site.**

Summary of Developer Feedback

Density

- The majority of respondents remarked that 16 units is small for a housing project.
- Local market-rate developers indicated that 16 units might be viable, but new construction might be needed for garages.
- Regional developers indicated a minimum threshold of 40-70 units.
- Both developers of smaller scale (16 units) and higher density housing (40+ units) need assurance of city and community approval of allowable housing type (market rate, workforce, affordable) and density on the site prior to investing time and resources in a RFP response.
- Concerns were consistently repeated about neighborhood and/or city support of housing type and density on this site.



Market/Economics

- The most recent housing study combined with market research of current comparable projects shows that rents are likely to be under \$2.00 per square foot.
 - “\$3,000 net rent per month needed but \$1,500 achievable.”
 - “Rents in Red Wing are tough.”
 - “Rents under \$2.00 (SF) just don’t work.”
- The cost of housing production (new or historic redevelopment) far exceeds the income-producing capacity of the site. Therefore, significant additional funding tools are needed, such as:
 - Some form of affordable-housing support, such as low-income housing tax credits (LIHTC) (Note: This site does not score well for competitive LIHTC programs.)
 - Historic tax credits (HTC)
 - Tax increment financing (TIF)
 - Waiver of fees
 - Low to \$0 site acquisition cost
 - Site cleanup costs
 - Other gap funding

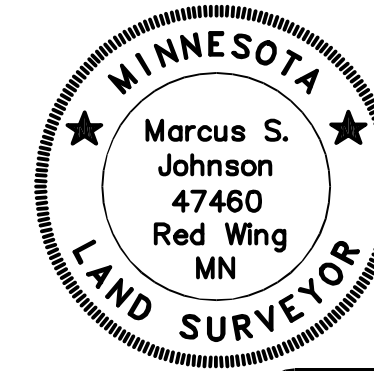
Product

- Given the achievable rents, a housing development is most likely to be a higher density affordable project (40+ units) or a smaller scale local project. A smaller scale project (without significant new construction) would likely be a “workforce” or entry-level housing type.
- Senior housing is unlikely due to accessibility concerns and the lack of an elevator.
- For-sale condos are unlikely due to the cost of construction and current housing sales prices.
- The city’s expectations for public green space and parking should be clarified. The available open land may be required to achieve an economically viable level of density, and may reduce or preclude the previously envisioned park. This would also require community buy-in.

Building and Site

- “Neat building and cool site! School’s classrooms seem perfect for housing.”
- In general, the building appears to be in good condition.
- “Location is good.”

ALTA/NSPS LAND TITLE SURVEY



To: Red Wing Port Authority and Knight Barry Title United LLC:

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2026 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 4, 7(a), 7(b)(1), 8, 11(a), 11(b) of Table A thereof. The field work was completed on April 22, 2026.

Date of Plat or Map: April 29, 2026.

VICINITY MAP

NO SCALE
SEC 30, TWP. 113N, RGE. 14W.



MARCUS S. JOHNSON
PROFESSIONAL LAND SURVEYOR LICENSE NO. 47460

PRELIMINARY
4-29-2026

LEGEND

- DENOTES A PLACED 1" O.D. BY 18" IRON PIPE PIPE WEIGHING 1.13 LBS PER LINEAL FOOT.
- ⊙ DENOTES FOUND IRON MONUMENT.
- ⊙ DENOTES EXISTING DRAIN PIPE.
- ⊙ DENOTES EXISTING SIREN POLE.
- ⊙ DENOTES EXISTING LIGHT POLE.
- ⊙ DENOTES EXISTING 2 INCH CULVERT.
- ⊙ DENOTES EXISTING AHU FAN.
- ⊙ DENOTES EXISTING SANITARY MANHOLE.
- ⊙ DENOTES EXISTING CATCH BASIN.
- ⊙ DENOTES EXISTING ELECTRIC BOX.
- ⊙ DENOTES EXISTING FIRE HYDRANT.
- ⊙ DENOTES EXISTING WATER VALVE.
- ⊙ DENOTES EXISTING ELECTRIC HANDHOLE.
- ⊙ DENOTES EXISTING GUY WIRE.
- ⊙ DENOTES EXISTING STORM MANHOLE.
- ⊙ DENOTES EXISTING CLEANOUT PIPE.
- ⊙ DENOTES EXISTING GAS METER.
- ⊙ DENOTES EXISTING ELECTRIC METER.
- ⊙ DENOTES EXISTING SIGN.
- ⊙ DENOTES EXISTING PIV VALVE.
- ⊙ DENOTES EXISTING GAS VALVE.
- ⊙ DENOTES BASKETBALL HOOP.
- ⊙ DENOTES EXISTING WATER CONNECT.
- ⊙ DENOTES EXISTING TELEPHONE PEDESTAL.
- DENOTES ASPHALT SURFACE.
- DENOTES CONCRETE SURFACE.
- DENOTES GRAVEL SURFACE.
- - - - DENOTES FENCE LINE.
- - - - DENOTES UNDERGROUND FIBER OPTIC/CABLE.
- - - - DENOTES OVERHEAD POWER LINE.
- - - - DENOTES UNDERGROUND SANITARY SEWER LINE.
- - - - DENOTES UNDERGROUND WATER LINE.
- - - - DENOTES UNDERGROUND GAS LINE.
- - - - DENOTES UNDERGROUND STORM SEWER LINE.
- - - - DENOTES UNDERGROUND ELECTRIC LINE.

BLOCK 15

BLOCK 17

BLOCK 19

BEARINGS SHOWN HEREON ARE ORIENTED TO THE GOODHUE COUNTY COORDINATE SYSTEM, NAD 83, 1996 ADJUSTMENT (HARN)



PROPERTY DESCRIPTION PER TITLE COMMITMENT FILE NO. 2380964

Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, Block 16, of West Extension of Sweney's Addition to the City of Red Wing according to the recorded plat thereof on file and of record in the office of the County Recorder for Goodhue County, Minnesota.

Also the vacated alley running easterly and westerly through Block 16 of West Extension of Sweney's Addition to Red Wing.

NOTES CORRESPONDING TO TABLE A, ALTA/NSPS OPTIONAL SURVEY RESPONSIBILITIES AND SPECIFICATIONS

- 4) Gross land area 94898.9 Square Feet, 2.179 Acres.
- 7(a)(b)(1) Exterior footprint building dimensions and square footage are illustrated on survey.
- 8) Features are illustrated on survey.
- 11(a)(b) Visible utilities and underground utilities located by Gopher One Ticket Number 260990329 were located and illustrated on survey. No plans or reports were provided to surveyor. See utility location notice.

TABLE OF POTENTIAL ENCROACHMENTS/TITLE ISSUES & SURVEYORS NOTES COMMITMENT FILE NO. 2380964

- 1) There is no dedicated alley in Block 16 according to the recorded plat of West Extension of Sweney's Addition.
- 2) Asphalt is east of the property line.
- 3) Gravel and asphalt parking area is north of the property line.
- 4) Right of Way summary: Buchanan Street, Jefferson Street, Sixth Street West, and Seventh Street West provide access to the subject property.
- 5) Utilities within or crossing the subject property may be used by others.

NOTES CORRESPONDING TO SCHEDULE B PART II EXCEPTIONS, FILE NO. 2380964

ONLY SURVEY RELATED ITEMS ARE LISTED HEREON

- 1) Any defect, lien, encumbrance, adverse claim, or other matter that appears for the first time in the Public Records or is created, attaches, or is disclosed between the Commitment Date, as set forth on the Commitment for Title Insurance, and the Date of Policy, as set forth on the Policy.
SEE SURVEYORS NOTES 1 2 3 5
- 5) Rights or claims of parties in possession not shown by the Public Records.
SEE SURVEYORS NOTES 1 2 3 5
- 6) Any encroachments, encumbrance, violation, variation, or adverse circumstance affecting Title that would be disclosed by an accurate and complete land survey of the land
SEE SURVEYORS NOTES 1 2 3 5
- 7) Easements or claims of easements not shown by the Public Records.
SEE SURVEYORS NOTES 1 2 3 5
- 8) Any claim of adverse possession or prescriptive easement.
SEE SURVEYORS NOTES 1 2 3 5
- 11) Easements, if any, of the public or any utility, municipality or person, as provided in Section 160.28 of the Minnesota Statutes, as amended, for the continued use and right of entrance, maintenance, construction and repair of underground or overground structures, improvements, or services in that portion of the Land which were formerly part of an alley and/or street and which are now vacated.
SEE SURVEYORS NOTES 1 2 3 5

Property Address: 601 Buchanan Street
Red Wing, MN 55066

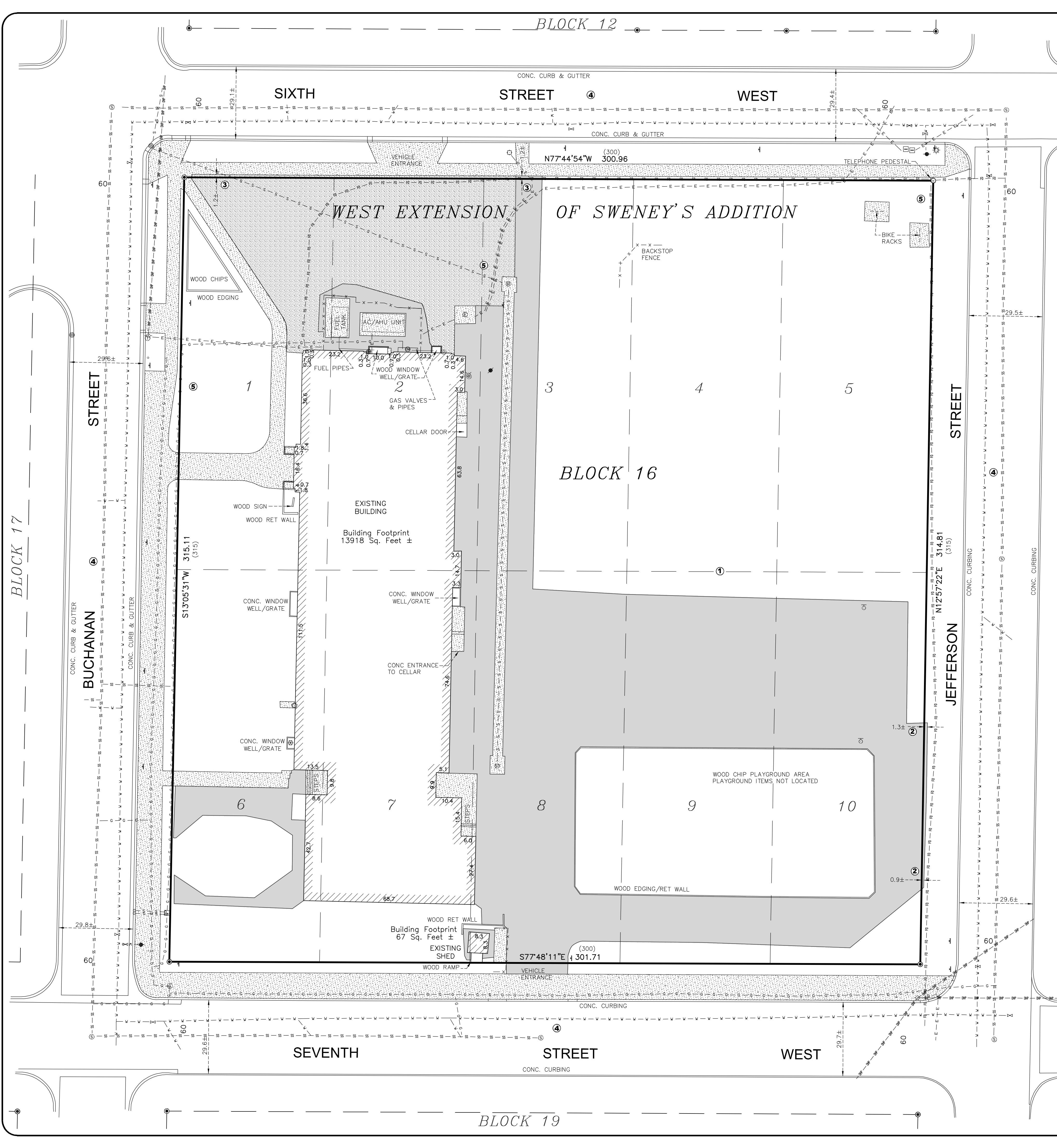
Project Number: JOHNSON & SCOFIELD, INC
W-O 2026-346

Project Path: S:\SHARE\PLATS\WEST EXTENSION OF SWENEY'S ADDITION\BLOCK 16\RW PORT\RED WING PORT AUTHORITY ALTA.DWG

JOHNSON & SCOFIELD INC.
LAND SURVEYORS

KNIGHT BARRY TITLE UNITED LLC
Commitment File Number: 2380964
Commitment Date: January 23, 2026

1203 Main Street Red Wing, MN 55066
phone 651.388.1558 www.johnsonscotland.com fax 651.388.1559



ARTICLE II – BASE DISTRICT REGULATIONS

DIVISION 25: RESIDENTIAL DISTRICT REGULATIONS

25-010 Residential Zoning Districts

- A) Single-Family Residential (R-1) District. This district is intended for single-family attached and detached dwellings, small multi-family dwellings, and accessory dwelling units. Densities should range from three to five units per acre.
- B) Two-Family Residential (R-2) District. This district is intended for two-family and single-family dwellings and moderate density apartments and condos. This district is also intended for alternative development types and in-filling opportunities for parcels, which for various reasons have been bypassed by development. Densities should range from five to eight units per acre.
- C) Multi-Family Residential (RM-1) District. This district is intended for multi-family and single-family dwellings. Densities should range from 9 to 16 units per acre.
- D) Multi-Family Residential (RM-2) District. This district is intended for multi-family and attached single-family dwellings. Densities range from 12 to 24 units per acre.
- E) Multi-Family Residential (RM-3) District. This district is intended for high density residential dwellings. Densities range from 24 to 80 units per acre

25-020 Residential Zoning Districts Use Classification Chart.

Land Use Category	R-1	R-2	RM-1	RM-2	RM-3	Additional Regulations
<u>Residential</u>						
Single Family Detached	P	P	P	NP	NP	
Single Family Attached	P	P	P	P	P	
Duplex (side-by-side)	P	P	P	P	P	
Duplex (stacked)	P	P	P	P	P	
Triplex (side-by-side)	P	P	P	P	P	
Triplex (stacked)	P	P	P	P	P	
Fourplex (side-by-side)	C	CC	CC	CC	CC	
Fourplex (stacked)	C	CC	CC	CC	CC	
Multifamily Residential (5-8 units)	NP	C	CC	CC	CC	
Multifamily Residential 9+	NP	C ¹	C	C	CC	
Boarding House	NP	C	C	C	CC	
Manufactured Home Park	C	C	NP	NP	NP	
Modular or Prefabricated Home	P	P	P	NP	NP	
<u>Institutional Residential</u>						

Congregate Housing	NP	C	CC	CC	CC	
Family Day Care	P	P	P	P	P	
Group Family Day Care	P	P	P	P	P	
Group Home	P	P	P	P	P	
Group Residential Facility	C	C	CC	CC	CC	
Halfway House	NP	C	C	C	C	
<u>Institutional and Public Uses</u>						
Cemetery	C	C	C	C	C	
Colleges and Universities	C	C	CC	CC	CC	
Community Services	NP	C	C	C	C	
Golf Course	C	C	NP	NP	NP	
Medical Facilities	NP	C	C	C	C	
Outdoor Recreation Facility	C	C	C	C	C	
Parking Facility	NP	NP	C	C	C	
Parks and Open Areas	P	P	P	P	P	
Public and Private Schools	CC	CC	CC	CC	CC	
Religious Institutions	C	CC	CC	CC	CC	
<u>Commercial Uses</u>						
Bed and Breakfast	C	C	C	NP	NP	55-160
Broadcasting and Communication	NP	NP	CC/C	CC/C	CC/C	55-240
Commercial Historic Site	C	C	C	C	C	55-150
Day Care Center	C	C	C	C	C	
Funeral Home	NP	NP	CC	CC	CC	
Neighborhood Convenience Store	NP	C	C	C	C	
Nursing and Personal Care	C	C	CC	CC	CC	
Offices	NP	NP	CC	CC	CC	
<u>Special Uses</u>						
Home Occupation ²	CC/C	CC/C	CC/C	CC/C	CC/C	55-170
Interim Use	CC	CC	CC	CC	CC	55-115
Parking Facility	NP	NP	C	C	C	
Planned Unit Development	C	C	C	C	C	47-010
Short-Term Rental-Owner Occupied	CC	CC	CC	CC	CC	55-119
Short-Term Rentals	IUP	IUP	IUP	IUP	IUP	55-119
<u>Table Notes</u>						
C – Conditional Use						
CC – Certificate of Compliance						
IUP – Interim Use Permit						
NP – Not Permitted						
P – Permitted						
1. Multifamily (5+ units) as part of a PUD involving the reuse of an existing institutional/commercial building.						

2. Home occupations that meet the criteria in 55-170 are permitted with a certificate of compliance. Home occupations that do not meet the criteria in 55-170 may only be permitted with a conditional use permit.

25-030 Residential District Site and Development Standards

	R-1	R-2	RM-1	RM-2	RM-3
<u>Density Range¹</u>					
Standard range	1-4 du/acre	5-8 du/acre	9-16 du/acre	12-24 du/acre	25-80 du/ac
With approved PUD	5-8 du/acre	9-10 du/ac	16-24 du/acre	25-80 du/acre	100 du/acre
<u>Minimum Lot Area by Structure Type (values listed are per dwelling)</u>					
Single Family Detached (on septic system)	2.5 acres	NP	NP	NP	NP
Single Family Detached	7,200 sf	7,200 sf	7,200 sf	NP	NP
Single Family Attached/ Duplex (side-by-side)	3,900 sf	3,600 sf	3,600 sf	3,600 sf	3,600 sf
Triplex (side-by-side)	5,500 sf	4,500 sf	4,500 sf	4,500 sf	4,500 sf
Triplex (stacked)	4,000 sf	3,300 sf	3,300 sf	3,300 sf	3,300 sf
Multifamily (4-8 units)	6,000 sf	6,000 sf	6,000 sf	6,000 sf	6,000 sf
Multifamily (9+ units)	10,000 sf	10,000 sf	10,000 sf	10,000 sf	10,000 sf
<u>Building Setbacks</u>					
Principal Building					
Front yard	24 feet	24 feet	24 feet	24 feet	10 feet
Street side yard	20 feet	20 feet	20 feet	20 feet	10 feet
Interior side yard	8 feet	8 feet	8/15 feet ²	15 feet	8 feet
Rear yard	25 feet	20 feet	25 feet	20 feet	10 feet
Accessory Buildings					
Principal building	10 feet ³	10 feet ³	10 feet ³	10 feet ³	10 feet ³
Front yard	24 feet	24 feet	24 feet	24 feet	10 feet
Street side yard	20 feet	20 feet	20 feet	20 feet	10 feet
Interior side yard	8 feet	5 feet	5 feet	5 feet	5 feet
Rear yard	8/10 feet ⁴	5 feet	8 feet	8 feet	8 feet
<u>Maximum Lot Coverage</u>					
	n/a	n/a	70 percent	70 percent	80 percent
<u>Maximum Height</u>					
Principal Building	30 feet	30 feet	40 feet	50 feet	50 feet
Accessory Buildings ⁵	16 feet	16 feet	16 feet	16 feet	16 feet
Door height ⁶	12 feet	12 feet	12 feet	10 feet	10 feet

<u>Accessory Buildings</u>					
Max Number of Buildings	2	2	2	2	2
Max total square footage	1,200 sf	1,000 sf	1,000 sf	None	1,000 sf
Max per dwelling unit	-	-	500 sf	220 sf	-

Table Notes

1. Residential density is expressed as the number of housing units per net acre of developable land, which is calculated as the total lot area excluding land that is constrained for development by existing and approved public rights-of-way.
2. 8-foot side yard setback for single family structures. 15-foot side yard setback for multifamily structures.
3. Setback from principal building shall be 10 feet except as provided in Division 55-050(C).
4. Rear setback shall be 8 feet if the rear lot line abuts an alley, otherwise the rear setback shall be 10 feet.
5. Greater height may be approved by conditional use permit for projects that demonstrate a functional need or involve the replacement of an existing historic carriage house or proposes to match the roof design/pitch to the property's primary structure.
6. Greater height may be approved by conditional use permit for projects that demonstrate a functional need.

25-040 Off-Street Parking Requirements

- A) All parking areas shall conform to the requirements set forth in Division 60 of this Chapter.
- B) Homes with attached garages are encouraged to set the garage at least four feet behind the front façade or front porch or be side- or rear-loaded (except houses with tuck under garages). The front yard may be reduced to 20 feet when garages are set back or side- or rear-loaded.
- C) Detached garages must be set back four feet behind the front façade or front porch or must be side-or rear-loaded.
- D) Exceptions shall be allowed in the following situations upon approval by the Zoning Administrator of a certificate of compliance and shall apply only to one- and two-car garages.
 1. In the case of the replacement of an existing garage that does not meet accessory building setback requirements or in the case of the construction of a new garage on an existing lot of record that has not had a garage in place with the primary residential building, every reasonable effort shall be made to meet the dimensional setback requirements, but the Zoning Administrator shall be allowed

to approve lesser setback requirements if it is shown that there is no reasonable alternative.

2. In no case shall the Zoning Administrator approve a building setback of less than two feet.
3. In these cases where the Zoning Administrator approves a lesser setback, the Zoning Administrator shall send a written notice to all abutting property owners making them aware of the Zoning Administrator's decision and providing them an opportunity to object in writing to this decision within 20 calendar days of the date that the notification is mailed. If no objection is received by the Zoning Administrator within that 20-day calendar period, the application shall be approved and valid on the following day. In such cases where a written objection is received within 20 calendar days, the Zoning Administrator shall schedule a public hearing with the Advisory Planning Commission at the next available meeting date and said application shall be treated as a conditional use permit application.



TO: Red Wing Port Authority Board
FROM: Kyle Klatt, Director
Agenda Item No.: 9.A. Community Development Director's Report
Meeting Date: May 5, 2026

Red Wing Port Authority's 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.

Fleischmann Maltery Redevelopment

Staff recently met with the City's financial consultant, Baker Tilly, to review the status of the Maltery Project and to provide them with direction for completion of a Tax Increment Financing (TIF) Agreement for the Site. They have also discussed the project with the developer and are currently waiting to receive updated financials to continue with their work. This site was included in the TIF District 9-3 Plan, which provided some flexibility to allow the use of TIF up to the maximum term (26 years) allowed under state law. The City also recently received an extension to the start date of the project from the Minnesota Department of Employment and Economic Development (DEED) as it relates to the City's redevelopment grant for the project. The agreement was approved with specific project milestones as follows:

- 1) Evidence that the TIF Agreement has been adopted by City Council by May 15, 2026.
- 2) Evidence that full demolition financing has been achieved by June 5, 2026.
- 3) Evidence that demolition has started submitted to DEED no later than June 30, 2026.
- 4) A pay request with eligible demolition costs is to be submitted to DEED no later than July 15, 2026.

Until the updated financials are submitted by the developer the City will not be able to prepare a TIF agreement. Staff is still hoping to have this information submitted in time to prepare for the May 25th Council meeting. Depending when financial information is submitted, Staff may ask to establish a special meeting of the Port Authority in May to review the plan.

Central Research Property Update

Demolition of all above-ground structures is complete as of this week, and the developer will soon start on the removal of footings and at-grade improvements. Most of the material designated as waste has been removed from the site; concrete will be crushed on the site and removed as part of the next phase of demolition work. The City has completed the first pay request to the contractor and will be submitting its first request for reimbursement from DEED soon.



Little River Bulkhead and Mooring Cluster Update (Shari)

Staff was notified on April 30, 2026, that the “Draft” Environmental Assessment (NEPA) for the Little River Bulkhead, Mooring Cluster Replacement and the Red Wing Grains projects, has been sent to the U.S. Department of Transportation Maritime Administration (MARAD) for their review. The NEPA policy requires the federal government to use all practicable means to create and maintain conditions under which man and nature can exist in productive harmony. Specifically, all federal agencies are to prepare detailed statements assessing the environmental impact of and alternatives to major federal actions significantly affecting the environment. Red Wing’s Environmental Assessment is a 604-page document, which took a significant effort by AMI Consulting to put together.

FY 2025 PIDP Awards:

Unfortunately, Red Wing Grain’s \$14 million dollar project was not awarded, a debrief of their application occurred on April 30th. During the debrief it was clear that Red Wing Grain had a strong application and was one of the 97 application deemed suitable (See PIDP FY 2025 Funding Journey) and successfully passed through the review filters to be considered for Secretarial consideration. Red Wing Grain will reapply for the FY 2026 PIDP.

Land Feasibility Analysis

The consulting team working on the project has been developing utility cost information for each of the potential development sites and will be incorporating those inputs into the site-readiness analysis. A draft report will be provided for review by May 7th. The City also will be completing a water supply plan in conjunction with the land analysis, and received confirmation from DEED that this additional work can be done under the current grant agreement. The water supply plan will help the City better understand some of the limitations associated with expanding water services to new users in the future and improvements necessary to provide services to existing and future users.

Port Waterway Plan

Staff has drafted the attached RFP for soliciting proposals to prepare a Port Waterway Plan. We are planning on publishing the RFP within the next week in order to complete this planning work by the end of the year. The Port Authority and Harbor Committee will be involved in reviewing this plan.

Next Meeting. The next regular meeting of the Port Authority is scheduled for Tuesday, June 9, 2026, at 4:30 p.m.

Attachments:

- PIDP FY2025 Funding Journey
- FY 2025 List of PIDP Awardees
- Port Waterway Plan Draft RFP

Large Project Awards

Whittier, Alaska

Port of Whittier Operational Efficiency Project (awarded \$20,397,960)

The project will upgrade the railroad tunnel connecting the Port of Whittier to the Alaska Railroad Corporation (ARRC) mainline track, expand tunnel clearance to permit double stack container operations, and purchase 30 railcars for container service.

Anchorage, Alaska

Petroleum Terminal Replacement Planning Project (awarded \$4,725,000)

This planning project includes engineering studies, permitting, and design to replace the existing petroleum terminal (POL2). It is a critical component of a broader port modernization program aimed at replacing aging infrastructure.

Skagway, Alaska

Port of Skagway Industrial Dock Redevelopment Project (awarded \$38,621,386.50)

The project will fund the permitting and construction of an industrial dock featuring an integrated fuel header, a removable Roll-on/Roll-off ("RORO") freight transfer ramp, and shore power for tugboats. Work includes upland improvements and the demolition and removal of creosote-treated timber docks, old fuel lines, and a portion of a mining ore conveyor building.

Port Mackenzie, Alaska

Port Mackenzie Multimodal Port Expansion Project (awarded \$34,000,000)

The project includes construction of an approximately 110-acre cargo laydown area, completion of a rail spur and rail loop, and barge dock and heavy lift improvements. Additional scope includes warehouse construction, utilities, communication, lighting, security, and engineering and design.

Cape Canaveral, Florida

Port Canaveral North Cargo Berths 1 and 2 Rehabilitation Project (awarded \$20,211,996)

The project will rehabilitate the bulkhead wall of North Cargo Berths 1 and 2 and upgrade adjacent facilities. Work includes repairs to walls, concrete bents, pier deck, and concrete curbs, as well as the replacement of fenders, water lines, lighting, and bollards.

Gibsonton, Florida

Port Redwing Berth 300 Extension Project (awarded \$24,000,000)

The project will lengthen Berth 300 by approximately 800 feet to create a continuous berthing area with Berth 301. The expansion includes two 400-foot-long berth extensions constructed with sheet pile combi-walls, demolition of existing dolphins, dredging, and new moorings and fendering. In addition, the grant will fund extensions to existing electrical service, storm sewer, and water line and paving of adjacent uplands.

Garden City, Georgia

Lay Berth and Supply Chain Optimization Project (awarded \$53,000,000)

The project includes a NEPA evaluation and construction of one lay berth for large container ships. Construction activities include dredging, bulkhead and wharf construction, mooring structures, and fenders.

Piti, Guam (GU)

Strengthening Supply Chain with New Port Cranes Project (awarded \$59,669,434)

This project consists of the acquisition and installation of three state-of-the-art Ship-to-Shore (STS) gantry cranes. The scope includes procurement, fabrication, shipment, installation, commissioning, operator training, and warranty support.

Donaldsonville, Louisiana

Donaldsonville Dock Conveyance System Project (awarded \$43,361,425.76)

The project includes the engineering, design, procurement, and construction of a new dock conveyance system. The system will transport iron ore pellets from port berths to a planned ultra-low carbon steel manufacturing facility.

Baltimore, Maryland

Tradeport Atlantic TiL Terminal - Phase 2 Project (awarded \$39,662,903.22)

The project includes container yard expansion at a new container terminal to increase cargo throughput. It also includes the purchase of cargo-moving equipment such as terminal tractors, bomb carts, container handlers, and top picks.

Monroe, Michigan

Cargo Resiliency and Manufacturing Infrastructure Project (awarded \$15,042,118)

The project includes the construction of a new riverfront berth with reinforced concrete, fendering, and stormwater upgrades. Work also involves dredging, rehabilitation of the Turning Basin Dock, installation of shore power, and the removal of overhead electrical lines.

Duluth, Minnesota

Multimodal Terminal Expansion Project (awarded \$27,455,000)

The project involves the reconstruction of approximately 1,150 linear feet of dock wall and the demolition of former grain elevators to redevelop 7.5 acres of laydown space. Work includes the installation of new water service and stormwater management systems.

West Quincy, Missouri

West Quincy Port Development Project (awarded \$27,324,552)

The project will construct a barge receiving dock, receiving conveyors, and an approximately 21,000-ton dry fertilizer warehouse with a loading tower and blending system. The budget also includes site work, contingency, and administrative funding as well as an approximately 800-ton-per-hour receiving conveyor system, a truck to support on site operations, and a working barge/floating dock.

Saipan, Northern Mariana Islands**Delta Dock Rehabilitation Project (awarded \$30,480,000)**

The project includes the rehabilitation of the Delta Dock, including new utilities, pavement, a concrete deck, pile caps, mooring hardware, and fenders. It also includes the decommissioning of deteriorated sections of the 75-year-old dock.

Peñuelas, PR**Energy and Logistics Hubs Project (awarded \$11,942,296)**

The project includes a capacity expansion at the Peñuelas LNG Truck Loading Facility and related planning work.

Memphis, Tennessee**International Port of Memphis Cement and SCM Distribution Terminal and CNG Station Project (awarded \$19,662,581.50)**

The project will redevelop a dormant grain facility into an active cementitious material terminal. The project will include construction of a pneumatic barge unloading system, an approximately 20,000 short-ton storage building, and a material handling system for transferring product to a truck loadout system. The project also includes the construction of a CNG station for fueling CNG-powered trucks for product distribution.

Houston, Texas**Strategic Terminal Operations and Resilience Measures Project (awarded \$48,000,000)**

The project includes a 47-acre expansion of the container yard at Bayport Container Terminal. Work involves constructing a new terminal gate, reinforced concrete base layers, stormwater and water systems, and electrical and communication system improvements.

Beaumont, Texas**Port of Beaumont Rail Enhancement Project (awarded \$37,778,871.20)**

The project will expand railcar loading and unloading capacity by adding approximately 13,784 linear feet of rail track and reconstructing the port's switching interchange. It also includes the construction of a new bulkhead and upgrades to stormwater, water, and power systems.

Freeport, Texas**Velasco Terminal Improvement Project (awarded \$11,000,000)**

The project consists of improving 10 acres of land to transition the site into a high-utility cargo handling area. Scope includes heavy-duty concrete pavement, advanced stormwater drainage, high-mast lighting, a new fire hydrant system, and specialized radiation portal monitor upgrades.

Portsmouth, Virginia**Portsmouth Agricultural Intermodal Export Facility - Phase 2 Project (awarded \$16,399,364)**

The project includes the construction of two 70-foot diameter concrete silos for additional storage, the installation of a feed conveyance system, and the acquisition of operational technology equipment.

Manitowoc, WI

Midwest Multi-Modal Development Project (awarded \$20,000,000)

The project consists of upgrading vessel unloading, conveyance, and storage systems and developing a multi-modal facility to support the transportation of grain products.

Mason County, West Virginia

Nucor Steel West Virginia - Material Handling Terminal Project (awarded \$23,500,096)

The project includes the construction of a two-tiered open cell dock and coil handling road. It also funds the acquisition and installation of an electric overhead crane to streamline terminal operations.

Small Projects at Small Port Awards

Chevak, Alaska

Cev'aq River Marine Barge Landing Facility Project (awarded \$2,351,175)

The project will fund a feasibility study and preliminary design of at least 35% for a barge landing facility, including preparing documentation for the Federal NEPA process.

Homer, Alaska

Homer Port Coastal Freight Project (awarded \$11,240,000)

The project will fund the permitting and replacement of a float system at the Port of Homer.

Whittier, Alaska

Planning and Design of the Delong Dock Replacement Project (awarded \$4,074,520)

The project will fund the planning, design, permitting, and final plans for a port facility to replace existing infrastructure in Whittier.

Chickasaw, Alabama

Port of Chickasaw Rehabilitation Project (awarded \$6,954,000)

The project will rehabilitate the North Dock of the Chickasaw Marine Terminal.

Oxnard, California

Wharf 2, Berths 4 and 5 Improvements Project (awarded \$11,250,000)

The project includes upgrades to the wharf and deck fendering, deepening of berths, and the installation of cathodic protection at Wharf 2.

Richmond, California

Dock Restoration for Improved Vehicle Entry (DRIVE) Project (awarded \$11,224,449)

The project includes the repair of a structural beam, pile repair and replacement, deck and surface restoration, and the strengthening of the connection between the wharf deck and the landside apron at Berth 7.

Jacksonville, Florida

Mayport Dock Redevelopment - Phase II Project (awarded \$11,210,471.81)

The project will enhance berthing and mooring capacity with prestressed concrete piles, a concrete deck, and fender piles. It also includes a floating dock with an aluminum gangway and upland improvements such as power pedestals and water utilities.

Kaskaskia, Illinois

New South Dock for Improved Safety, Reliability, and Increased Cargo Storage Project (awarded \$11,249,875)

The project includes the installation of an approximately 200-foot-long open cell sheet pile dock with a concrete pad, an access road, and rail connections. It also funds dredging adjacent to the new dock.

Seneca, Illinois**Enhancing and Expanding the Economic Capacity and Output on the Illinois River Project (awarded \$11,221,110)**

The project will develop a fertilizer storage, blending, and bagging facility. The project includes: site preparation; construction of a fertilizer warehouse with storage bins, blending systems, and tunnels; installation of conveyor and dust collection systems; integration of automated bagging lines; new rail siding compliant with Class I standards; upgraded truck circulation routes and paving; and stormwater and utility improvements.

Holland, Michigan**Holland Intermodal Port Improvements Project (awarded \$11,250,000)**

The project will reconstruct a seawall, complete civil improvements at a site adjacent to the seawall for aggregate handling. The project will also make improvements to the road that trucks use to access the site.

Gulfport, Mississippi**Gulfport Intermodal Improvement Project (awarded \$11,250,000)**

The project includes rail improvements at Terminal 5; an East-West rail connector; approximately 8 acres of cargo yard development at Terminal 4; the purchase and installation of 24 new reefer towers; and the procurement of a crane transformer and reach stacker.

Coos Bay, OR**Pacific Coast Intermodal Port (PCIP) Terminal Connection Project (awarded \$11,250,000)**

The project will fund the Coos Bay Railroad triplicate track and run-around section to support improved rail operations.

North Kingstown, Rhode Island**Port Readiness Improvements Project (awarded \$11,250,000)**

The project includes roadway relocations, clearing and asphalt paving for approximately 1,000,000 square feet of cargo laydown space, and the relocation of the main port gate. Work also includes the installation of electrical conduits, light masts, and security infrastructure at Terminals 4 and 5.

Everett, Washington**Pier 3 Modernization Project (awarded \$11,250,000)**

The project includes selective demolition, pile installation, and resurfacing and paving to modernize Pier 3.

La Conner, Washington**Port of Swinomish Infrastructure Modernization Project (awarded \$10,797,061)**

The project will construct a new commercial pier, approximately 24,000 SF of covered storage space, and renovate three moorage piers. It also includes the design of a new fish processing plant of approximately 34,000 SF.

The PIDP FY 2025 Funding Journey: Navigating the Path to Port Excellence

34 States and 4 Territories Requested \$3 Billion

186 Eligible Applications

The initial pool of applicants meeting the basic criteria for the FY 2025 cycle.

Phase 1: Intake & Eligibility

Reviewers verified applicant authority and ensured projects met basic requirements.

Phase 2: Two-Tier Technical Review

60+ experts technically evaluated projects.

Phase 3: Senior Review Team (SRT)

Senior DOT officials confirmed final statutory compliance and eligibility to advance.

\$1.7 billion

in projects were prioritized and forwarded for final Secretary consideration.

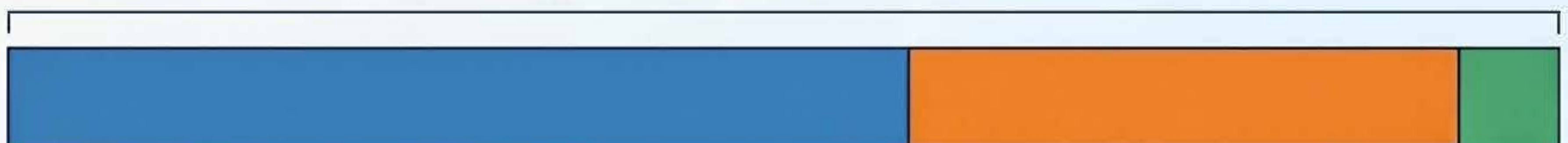
97 Applications Deemed Suitable

These applications successfully passed through review filters to be considered for Secretarial consideration.

37 Projects Awarded

Final selections spanned 20 states and 3 territories, including 21 large and 16 small port projects.

Total Funding Pool for FY 2025 (\$783.7 Million)



Bipartisan Infrastructure Law: \$450 Million

Prior-Year Reallocated Funds: \$283.7 Million

FY 2024 Appropriations Act: \$50 Million



REQUEST FOR PROPOSAL

Mississippi River Waterway Economic Development and Public Investment Analysis

RFP Release Date: ____

Proposal Due Date: ____

1. Request

Red Wing is seeking proposals from qualified firms to conduct an economic development analysis and fiscal evaluation of City-owned riverfront assets associated with the Mississippi River.

Red Wing is a historic river town whose identity, economy, and physical development have long been shaped by its connection to the Mississippi River. The City has invested significant public resources in river-related infrastructure and facilities that support tourism, recreation, commercial activity, and industrial operations. These assets include marina facilities, mooring clusters, riverboat docking infrastructure, bulkhead facilities, and recreational access infrastructure. The study should also review the Red Wing Regional Airport, located across the Mississippi River in Wisconsin, as a complementary economic development asset.

The purpose of this study is to evaluate the economic value generated by these public assets and compare those benefits with the public investment required to operate, maintain, and periodically replace the infrastructure that supports them. The study will distinguish between direct fiscal return to the City and broader economic benefits to the community.

2. Project Objectives

The objectives of this project are to:

- Evaluate the economic development role of Red Wing's riverfront and airport
- Assess the fiscal performance of City-owned riverfront assets and airport
- Estimate the broader economic impact of riverfront and airport-related activity
- Identify the long-term infrastructure costs associated with these assets
- Develop a framework for evaluating public return on investment
- Identify strategies to improve economic outcomes and asset performance

Assets to be evaluated include:

- City marina and slips
- Bulkheads

- Mooring clusters
- Riverboat docking facilities
- Public river access infrastructure supporting tourism and recreation
- Red Wing Regional Airport (located in Wisconsin)

3. Project Scope

Revenue and Financial Performance Review

Review the asset inventory provided by the City to evaluate the financial performance of publicly owned facilities.

- Review leases, user agreements, and fee structures for marina slips, mooring clusters, bulkhead leases, airport hangars, etc.
- Document revenue streams associated with each asset
- Compare revenues to operating and maintenance costs
- Evaluate pricing structures and cost recovery levels
- Identify opportunities to improve financial performance

Deliverable: Financial Performance Analysis

Economic Contribution Analysis

Assess the broader economic activity generated by riverfront and airport-related uses.

- Commercial and industrial activity supported by river infrastructure
- Airport-related business activity, corporate travel, and aviation services
- Tourism activity associated with riverboats and waterfront visitation
- Recreational boating activity and visitor spending
- Employment and local spending generated by these uses
- Identification of emerging economic opportunities

The analysis shall distinguish between direct financial return to the City and broader community economic benefits.

Deliverable: Economic Contribution Assessment

Asset Performance Scorecard

Develop a standardized scorecard to evaluate each asset based on:

- Annual cost and revenue
- Net fiscal impact
- Annual economic activity generated
- Estimated 20-year capital liability
- Strategic economic role

The scorecard shall present results in a consistent tabular format that allows policymakers to directly compare the fiscal and economic performance of each asset.

Deliverable: Asset Performance Scorecard

Bulkhead Infrastructure and Navigation Investment Analysis

The consultant shall evaluate the long-term economic and fiscal viability of maintaining City-supported bulkhead infrastructure and associated navigation access serving commercial and industrial river uses.

This analysis will focus on two specific facilities:

- The Little River bulkhead, which requires the City to periodically dredge the side channel to maintain barge access.
- A city-owned bulkhead located in an area planned for future recreational riverfront uses, which is currently deteriorating and will require significant repair, replacement, or removal.

The purpose of this task is to evaluate whether continued public investment in maintaining these facilities represents a sound long-term strategy relative to alternative riverfront uses.

Navigation Maintenance Evaluation (Little River Bulkhead)

- Review historical dredging activity, costs, and frequency required to maintain navigability of the Little River side channel.
- Estimate future dredging needs and planning-level costs for maintaining barge access over a defined planning horizon (e.g., 10–20 years).
- Evaluate the fiscal revenue and economic activity associated with the Little River bulkhead facility.
- Compare the cost of dredging with the economic and fiscal benefits generated by continued operation of the facility.

Bulkhead Condition and Redevelopment Analysis (Recreation Area Bulkhead)

- Assess the current condition of the bulkhead and develop planning-level cost estimates for repair, replacement, or removal.
- Evaluate the economic activity associated with maintaining the bulkhead for commercial or industrial river use.
- Evaluate potential economic and community benefits associated with transitioning the site to recreational or tourism-related uses.

The consultant shall evaluate potential long-term scenarios for both facilities, which may include:

1. **Continued Industrial River Use.** Investment in dredging and/or bulkhead repair to maintain commercial or industrial operations.
2. **Limited or Modified Marine Use.** Reduced infrastructure investment with continued but limited river-dependent activity.
3. **Transition to Recreational or Tourism Uses.** Removal or repurposing of bulkhead infrastructure to support public access, tourism, or recreational riverfront development.

For each scenario, the consultant shall estimate capital costs, long-term maintenance obligations, fiscal revenue potential, and economic activity generated.

Deliverable: Riverfront Investment Decision Framework

Strategic Recommendations

Based on the findings, the consultant shall develop recommendations to improve the economic performance and public return on investment associated with these assets. Recommendations may address:

- Lease structures and pricing strategies
- Capital investment priorities
- Operational improvements
- Public-private partnership opportunities
- Policy changes affecting riverfront economic development

Deliverable: Strategic Implementation Framework

4. Project Budget

The City anticipates a project budget in the range of \$125,000 to \$200,000. Proposals that significantly exceed this range may receive reduced evaluation scores.

The City places significant importance on cost effectiveness. Proposals that demonstrate the ability to deliver the required scope of work at a lower total project cost may receive higher evaluation scores, provided that the consultant demonstrates adequate experience and capacity to complete the work.

5. Submittal Requirements

The proposal should be prepared simply and economically (limited to 20 pages maximum), 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. They represent the criteria upon which the proposal will be evaluated.

- General Information
- Project Understanding and Approach
- Project Team and Experience
- Comparable Project References
- Schedule
- Project Cost

Proposals will be reviewed and evaluated by a team of city staff. Following review, staff’s recommendation for consultant selection will be forwarded to the City Council for decision. The City Council may refuse all proposals and elect not to proceed with the project.

Proposals must be received by **5:00 p.m. on _____, 2026**, to be considered. One electronic copy of the proposal shall be submitted to Brandy Howe at brandy.howe@redwingmn.gov. Questions regarding this RFP may be directed to Brandy Howe via email.

6. RFP Schedule

The tentative timeline for completion of this RFP is:

____ Formal announcement

- ___ Deadline for questions
- ___ Responses to questions posted
- ___ RFP due
- ___ Selection committee review
- ___ Interviews
- ___ Contract approval (anticipated, subject to change)

7. 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](#)
- [MN Statewide Ports and Waterways Plan](#)

8. Reservation of Rights

The City reserves the right to accept, reject, and evaluate any and all 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.

9. 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.

10. 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.

11. 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.