



### **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**

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### **Port Authority Board Regular Meeting**

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

**Date: Tuesday, June 9, 2026**

**Time: 8:00 AM**

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 2554 214 7268 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 March 2, 2026, Port Authority Workshop Minutes

5.B. Motion to Approve May 5, 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 a Sign, Awning, and Facade Grant for Engberg Properties in the amount of \$5,000.

- 8.B. Motion to Approve a Sign, Awning, and Facade Grant for Red Wing Framing in the amount of \$922.
- 8.C. Motion to Approve a Sign, Awning, and Facade Grant for Man on the Water in the amount of \$1,335.
- 8.D. Motion to Approve a Sign, Awning, and Facade Grant for Essential Chiropractic in the amount of \$4,959.36.
- 8.E. Motion to Approve Resolution No. 350 Authorizing Funding Portion of the MN Department of Transportation Port Development Assistance Program for the Mooring Cluster Replacement.

**9. Communication Items**

- 9.A. Executive Director's Report
- 9.B. Committee Reports
- 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  
Workshop Meeting Minutes  
City Council Chambers  
March 2, 2026**

**Members Present:** Port Authority Board President Paul Reding; Commissioners Bethanie Flattum, Kim Beise, Wylie Wilson, Donald Kliewer, and Thomas Drazkowski

**Members Absent:** Jim Ross

**Others Present:** Kyle Klatt, Community Development Director / Port Authority Executive Director; Shari Chorney, Business Development Manager / Staff Liaison; Chris Heineman, Council Administrator

**1. Call to Order**

Port Authority Board President Paul Reding called the meeting to order at 7:30 a.m.

**2. Roll Call**

Roll call was conducted. President Reding and Commissioners Kliewer, Beise, Wilson, Flattum, and Drazkowski were in attendance. Jim Ross was not present.

Director Klatt reviewed the purpose of the meeting and added that no more than twenty minutes should be spent on each of the updates.

**3. Workshop Items**

**A. Port Development (PDIP and PADP) Projects Update.**

Director Klatt stated that there are two projects that have received grant funding.

Manager Chorney stated that the first project is the replacement of the mooring clusters adjacent to Red Wing Grain's loading dock. The second project is The Little River Bulkhead Reconstruction. Both facilities are close to seventy years old.

Manager Chorney stated that it is her understanding that the Red Wing Port Authority consultants are planning to present to the Maritime Association the Environmental Assessments for both projects. Red Wing Grain applied for the same grants that the Red Wing Port Authority applied for.

Manager Chorney reiterated that the projects cannot move forward until the federal Environmental Review requirement is completed.

Manager Chorney stated that a meeting took place last week with Harbor Advisory Committee to bring them up to date on what would be presented to the Port Authority Board on Tuesday.

Manager Chorney stated that when the applications were submitted to the State, they were under the name of the Port Authority. The Port Authority does not own the mooring clusters. Manager Chorney was advised by the Minnesota Management and Budget Board that the Port Authority must obtain bondable ownership in the property to be awarded the grant.

Additional discussion ensued regarding the possibility of a thirty-seven-year lease.

Manager Chorney stated that the Little Bulkhead is currently at about 30% design. The bulkhead is currently 300 feet long, and consideration is given towards shortening the length to about eighty feet, which would be like the operation in Winona, MN. The soil study came back and indicated that the soil at the Little River Bulkhead area is poor. Because pilings were used seventy-five years ago, the soil was obviously bad then, too.

Manager Chorney stated that the Port Authority purchased the Little River Bulkhead in 1991. Director Klatt projected a balance sheet for the Members to view. This Meeting was an audio recording only.

Member Drazkowski asked why the Port Authority leases land from Xcel Energy. Manager Chorney stated that the Port Authority stores commodities on the leased land from Xcel.

Member Drazkowski asked if there is a positive cash flow from the land that is leased from Xcel. Director Klatt stated that the amount of positive cash flow ranges between \$120,000 and \$170,000 per year.

Manager Chorney stated that the entire catalyst for purchasing the Little River Bulkhead was to eliminate trucks serving the bulkhead from having to travel through Downtown Red Wing. It promoted safety and saved our roadways from a lot of wear and tear.

Member Ross asked if there would be any recurring maintenance costs over and above the cost of construction for the Little River Bulkhead project. Manager Chorney stated that more should have been done in retrospect.

## **B. Jefferson School Update.**

Director Klatt stated that the Purchase Agreement has been executed with the School District, giving the City until June to decide whether to move forward with the purchase of the building. He added that the city has engaged with New History to conduct a Historic Analysis, which will determine whether the building qualifies for inclusion in the National Registry of Historic Places. Director Klatt noted that if the building qualifies, it will open additional opportunities for assistance through historic tax credits.

Director Klatt stated that Staff is currently reviewing the report from New History. The recommendation is that the two older portions of the building be included, but not the most recent addition, completed in 1960. He added that the Planning Commission is considering the Jefferson School Building as a possible re-zoning site to allow for higher density.

President Reding asked if New History would designate certain parts of the building. Director Klatt responded that it will likely receive a partial designation by separating the scope of work within the project.

Member Beise noted that the neighborhood wants a playground.

President Reding asked what the next steps should be with the project. Director Klatt stated that the next steps will likely be provided at the April meeting.

Member Flattum added that at this time, there is nothing the city can offer beyond what the school already provides.

Administrator Heineman asked what would happen if there were no tax credit eligibility and the cost of renovation is too high. Director Klatt stated that the site could potentially be zoned for higher density housing and noted that single-family housing may be viable for this location.

### **C. Office of Energy Transition Grant Update-Financial and Land Feasibility Analysis.**

Director Klatt stated that general updates on the Office of Energy Transition Grant have been provided throughout the process. He added that the city received a portion of the grant through the Department of Employment and Economic Development, totaling \$1,000,000, which is targeted for long-range economic plans and would help the City prepare for the potential loss of property tax revenue from the current power plant.

Director Klatt stated that there are four parts of the current Economic Plan. The first part is a long-range financial analysis, and a project consultant has been selected to provide it. He noted that the City is in the very early phases, including providing financial information and future projections. Director Klatt added that tied to the long-range financial analysis is the Land Use Plan for the City. The Comprehensive Plan, adopted in 2019, is currently in place and focused on development within current activity centers, but it is not forward-looking in determining future growth opportunities.

Director Klatt stated that the second component for the grant opportunity is a Land Feasibility Analysis, with the goal of determining where five or six large sites could be set aside for new development in the future. He pointed out that the City has hired consultants, including NEOO Partners, to prepare this

analysis, which emphasizes the private market in addition to long-range planning work.

Director Klatt shared the RFPs with the board and stated that there needs to be a much stronger focus on the waterfront. Manager Chorney added that there are recreational opportunities to consider regarding the waterfront, and Member Wilson emphasized that the recreational element is very important, noting that the number of pleasure crafts is significant when seeking government funding.

Director Klatt noted five sites that are being potentially reviewed for future development: the Downtown Riverfront; the area around the Highway 19 and 61 property; the area east of Red Wing High School; the area around Minnesota State Southeast; and the area near 4th Street by the golf course. Manager Chorney inquired about the possibility of the City taking part in the golf course for housing.

#### **D. General Project Updates from Staff.**

Director Klatt stated that there are several projects to update the Port Authority Board on. The first update is on the former (Central Research Site). The City went out for bid for the demolition project. A loan was secured prior to the end of last year, which paid for the cost of the demolition work. Half of the loan is forgivable, and the rates are very favorable for the City.

Director Klatt stated that the original estimate for demolition was \$180,000 plus another \$50,000 for environmental remediation. The City received very favorable bids. The low bid was \$163,000, which includes all the environmental work. Work should begin within two weeks.

Director Klatt stated that a lot of work has been done over the past year to form a Memorandum of Understanding with the Minnesota Department of Transportation. It is critical to understand how the right-of-way is going to look and to get the Minnesota Department of Transportation to work with the City on re-platting the property to realign the right-of-way. If it is desired to use Redevelopment TIF funds for the development of the site, there is a need to conduct a Building Condition Analysis and have it available prior to the demolition beginning on the property.

Administrator Heineman suggested that providing infrastructure right away might be helpful for drawing in potential developers.

Director Klatt had previously requested that the Port Authority have a joint meeting with the City Council to discuss next steps.

Director Klatt stated that quite a bit of work has been done with the Greater Red Wing Development Corporation, which was instrumental in keeping Central Research in Red Wing. Director Klatt stated that the Greater Red Wing

Development Corporation is an asset to the Red Wing Community. Manager Chorney stated that she would be happy to send out the information on the Greater Red Wing Development Corporation to the Port Authority Board Members via email.

Director Klatt offered a quick update on the Maltery Project.

This item was continued after F. BREAK.

**E. Board and Commission Training-Video Presentation and Discussion.**

This item was addressed after D. General Project Updates from Staff (cont.).

**F. BREAK (15 Minutes).**

The Port Authority Board had a brief break.

**D. General Project Updates from Staff (cont.)**

Director Klatt stated that the Associated Bank Project is now completed. There are twenty-seven apartments. One significant change that occurred after the initial approval was that a decision was made to open eight of the units for sale as condominiums. There are also two commercial spaces, both of which are now occupied. Manager Chorney pointed out that one of the condos has been sold.

Director Klatt stated that the Avanti Project has been completed. There are thirty-six apartments. The total cost of the entire project was about \$9,000,000. Director Klatt stated that the project is at about 90% occupancy.

Director Klatt stated that Hallstrom is five residential units along with the renovation of the commercial space. It has been a challenging project, but it is nearing completion.

Board member Jim Ross entered the meeting.

Director Klatt noted that the Boxrud Building has eleven residential units and a commercial space. The commercial space is occupied, and all the residential units are complete. All but one or two units are available in this project.

Director Klatt added that there are no residential units planned for the Chief Theater Building. The building will be used for children with disabilities to meet, gather, and play. There are also plans for a café in the building to provide employment opportunities for people with disabilities. Director Klatt stated that the project is nearing completion.

Director Klatt stated the Eagle House was originally slated for 20 units of workforce housing. The project is likely to be closer to 17 or 18 housing units.

Director Klatt stated that the Maltery Building Project requires demolition of the building and the erection of a new building that would contain 128 residential units, about 12,000 square feet of commercial space, and a parking garage. The original plan for the Maltery Building Project included two towers of apartments. Right now, consideration is being given to the possibility of one tower of apartments and one tower of condominiums. Director Klatt projected pictures of what the Maltery Building Project should look like when completed. The demolition should begin in the next month or so. Based on the current schedule, the current building will be down by the end of May.

Member Wilson asked what happens if the demolition can't get started in a timely fashion and whether the City can reapply for money. Director Klatt stated that the City would be back in the pool with other projects.

Member Drazkowski asked if there has been any discussion of completing the project in phases. Director Klatt responded that it is a single, complete project and there will be no phases.

Administrator Heineman noted that the TIF District is listed as twenty-six years, but the development period is only twenty years, with nineteen years remaining. He added that the longer it takes to obtain a Certificate of Occupancy, the less can be recouped through the district, and suggested that any larger riverfront area should likely be a separate conversation and a future project.

Member Ross asked how much land the railroad requires for their tracks. Director Klatt could not answer the question. Member Ross added that another project failed to account for noise from railroad whistles. Director Klatt stated that the "Quiet Zone" should be in place by the spring of this year.

Director Klatt also stated that while working on the "Quiet Zone," he learned that the pedestrian crossing is not ideal. He noted that the City Council is putting together a study to determine what a pedestrian crossing should look like at Broad Street.

Director Klatt stated that he wanted to talk about the former Bauer Built property and the City's work with the Prairie Island Indian Community. Not much has been accomplished because the PIIC only recently executed a compact with the State. Director Klatt stated that the City Council's ad hoc committee is seeking to put together and execute a lease to open a cannabis dispensary. The City Council approved one registration for a cannabis dispensary license located south of Hwy 61.

Director Klatt stated that the other general update is that the Marketing Committee directed Staff to solicit proposals to complete a Branding Study for the Port Authority. The proposals are in. Director Klatt and Manager Chorney are

currently evaluating the proposals, and recommendations will be presented to the Marketing Committee later this month.

**E. Board and Commission Training-Video Presentation and Discussion.**

Director Klatt was unable to share the training videos with the Port Authority Board. Director Klatt stated that he would email the Port Authority Board Members the individual links to view the training videos on their own.

**G. Review and Discuss Housing Initiatives.**

Director Klatt stated that the Planning Commission took some action to update the Zoning Districts with the intention of promoting more multi-family housing projects and to open more opportunities for housing in general throughout the Red Wing Community.

Director Klatt stated that a big part of the work was to create a new Zoning District, named RM3. Red Wing already had two multi-family housing Zoning Districts, named RM1 and RM2. The maximum density in the highest density area is about twenty units per acre, which is relatively lower when comparing the bigger projects. Director Klatt stated that the new RM3 Zoning District will allow up to eighty units per acre.

Director Klatt stated that the Planning Commission is going to try to identify and target sites that can be rezoned for multi-family development. The intent is to set up the situation so that people coming into the Red Wing Community will know that certain sites will be set up for multi-family housing without extensive rezoning work being necessary.

Director Klatt projected the sites that the Planning Commission is evaluating for rezoning purposes. Director Klatt stated that he and Chris Heineman have been more engaged with a local round table group that includes local businesses that have been tied to moving the needle when it comes to projects that address housing issues that they are seeing.

There was some brief discussion about the relationship between retention of businesses and housing within the Red Wing Community.

Director Klatt stated that affordable housing is the key area that is significantly underbuilt right now. The City of Red Wing needs a lot more affordable housing. Affordable housing and senior housing will soon have a tremendous amount of demand. Member Drazkowski stated that single-family starter homes have tremendous demand right now.

Administrator Heineman stated that the reality of actual construction costs makes \$250,000 to \$300,000 homes basically nonexistent. Even entry-level townhomes cost between \$325,000 and \$375,000. Entry-level single-family homes are going to range from \$350,000 and above.

Member Drazkowski stated that the price per square foot in Red Wing is about 20% higher than in other towns that were studied. For some reason, it is more expensive to build in Red Wing than in the other areas around us. President Reding stated that it is a combination of things that causes prices to be higher in one area than another.

Director Klatt stated that the City Council has done some work with their planning for next year. Housing is one of their primary focuses.

#### **H. Review and Discuss 2026 Strategic Plan: 2025 Accomplishments and Updated Actions for 2026 and Beyond.**

Director Klatt stated that he put together a status report for the current Work Plan that includes all the work from the previous Work Plan. He reviewed the color-code system that was projected for the Port Authority Board to view and noted that many items were completed in 2025, with a few others on the cusp of completion. Director Klatt added that the Port Authority Board has traditionally adopted a Five-Year Strategic Plan, but the Work Plan itself typically covers one to two years.

Director Klatt mentioned the Highway 19/61 Property and stated that discussions about it will continue into next year. He also stated that it is anticipated that a TIF Agreement will be brought forward in 2026 for the Port Authority and recommended rating it as one of the higher priorities. Director Klatt also recommended that securing the TIF Agreement for the Maltery Project be another priority.

Director Klatt stated that, regarding business support, the Downtown Revolving Home Fund is in place as of this year. He added that Business Retention Visits are continuing, noting that in 2025, there were at least two such visits each month. Director Klatt stated that the results of those visits should be reported to the Port Authority Board through the Director's Report at the monthly meetings.

Director Klatt stated that the Technical Assistance Grant has not yet been worked on in 2026 and that Staff recommends continuing to discuss this grant opportunity. He added that when working with property owners, the necessary studies for the property are often expensive, and the Technical Assistance Grant could provide potential assistance.

Director Klatt reported that the Housing Summit was held in 2025. He stated that Three Rivers is looking for a site but does not intend to move forward in Red Wing until zoning is in place that supports their project. Director Klatt added that the Port has a role in addressing housing challenges, citing the Port's purchase of the Jefferson School Building as an example.

Director Klatt stated that Red Wing Grain is moving forward with its work. He added that considerable work was dedicated to the Strategic Plan and that this work has now been completed. Director Klatt also noted that Staff contracted two different firms to help manage the workload.

Director Klatt stated that the whistle-free railroad crossing is now in place. He also reported that the Parking Study has been completed and a Parking Policy has been adopted, and that the City is currently working with a consultant to address parking facilities in the downtown area.

Director Klatt stated that the Port Authority decided not to move forward with the Public Relations Grant. He added that some changes were made to the Sign and Awning Grant. Staff's recommendations for items to include in the Work Plan, stating that the most important item is the Jefferson School Building. He added that working through the requirements for TIF items should be another item on the Work Plan.

Director Klatt stated that branding is another critical concern that should be included on the Work Plan. He also stated that Staff would like to see the Technical Assistance Grant program amended so that funds can be used for projects outside of the downtown and west end areas. Also, a consultant will be hired to assist in the development of a Port Waterway Development Plan.

#### **I. Commission Discussion Items.**

Member Flattum stated that it is good that some of the items have been on our radar for a while and agreed that the Jefferson School Building should be the highest priority. Commissioner Reding added that the development of Habitat for Humanity was missing from the earlier discussion and noted that the City is poised for some quick wins in housing. He also stated that the potential tax from the Jefferson School Building is a big win for the community and that the redevelopment of the hospital site by Habitat for Humanity addresses the important need for single-family housing, as there are currently no single-family homes being built in Red Wing.

A board member stated that the Maltery Project on the riverfront has a tremendous opportunity for some big wins for the community in terms of housing and expanding the tax base. Director Klatt responded that Habitat for Humanity did apply for some grant funding but was not successful, and he added that the City has not executed a Development Agreement with Habitat for Humanity.

Member Flattum stated that she doesn't see anything missing from the Work Plan and would hesitate to add anything additional because there is plenty to accomplish. Administrator Heineman stated that there will undoubtedly be some discussions in October regarding next steps for the Port Authority. Director Klatt added that there may be things within the Work Plan that will create opportunities for additional development.

Director Klatt stated that one of the goals of the Strategic Work Plan is to create measurable outcomes and that efforts are underway to track the impact of the Plan. For instance, if the goal is job creation, what is being done to report on new jobs? He suggested that some of these tracking measures should be added. Commissioner stated that it is important to count the cumulative effect because wins are not necessarily reported every year.

Director Klatt stated that the Greater Red Wing Development Corporation is a great example, noting that between 500 and 600 new jobs exist in the community because of work done by the Port Authority and the Corporation. A board member asked how to include these results in the Strategic Work Plan and how to move from discussion to implementation. Director Klatt suggested that creating a report could be the answer.

Member Drazkowski stated that the Housing Study contained data listing jobs and income. He noted that he has observed other communities within an hour to an hour and a half from Red Wing to see how they handle housing concerns and suggested that it might be prudent for Port Authority Board Members to visit some of these communities. Member Drazkowski also stated that Red Wing is fortunate to have a vibrant downtown because of traffic and emphasized the need to step up industrial job creation to drive single-family housing development. He added that Red Wing cannot continue to rely solely on the power plant, the casino, and Red Wing Shoe Company.

Member Flattum stated that it would be wiser to focus on metrics in the strategies column, with actions based on the accomplishments sought. Director Klatt stated that his plan is to bring an updated Strategic Work Plan to the Port Authority Board in April and added that the City Council is requesting updates on Board terms. He noted that in Minnesota, most Port Authority or Economic Development Authority Boards have six-year terms, which take a while to learn, and that by the end of a first three-year term, Members are just getting up to speed.

Commissioner stated that it takes two years to learn all the ongoing activities. Member Reding suggested having up to three three-year terms instead of six years, while Council Administrator Heineman noted that three three-year terms are challenging because statutory language mandates six years and Red Wing is the only jurisdiction in Minnesota with three-year terms.

Member Reding suggested that more attention needs to be paid to legislation across the river, as much of what can be done here is influenced by Wisconsin. He noted that, for some, Social Security income is not taxed in Minnesota. Member Reding stated that Wisconsin is advancing legislation to make all retirees aged 65 and older with a total income of \$150,000 or less completely tax-free and questioned how such a change would affect border communities between Minnesota and Wisconsin.

Director Klatt thanked the Port Authority Board for their time, stating that the additional discussion was helpful since the regular monthly meeting cannot support these topics due to time constraints.

**4. Adjournment**

Director Klatt adjourned the meeting at 11:34 a.m.

ATTEST:

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Shari Chorney, Secretary

**Red Wing Port Authority Board  
Regular Meeting  
City Council Chambers  
May 5, 2026**

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

**Members Absent:** All members were in attendance.

**Others Present:** Kyle Klatt, Community Development Director / Port Authority Executive Director, and Chris Heineman, City Council Administrator.

**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 all Commissioners are in attendance.

**4. Approval of Agenda**

A motion was made by Commissioner Kliewer, seconded by Commissioner Flattum, to remove agenda items 8.B. and 8.C. with referral to the Finance Committee and approval of the agenda as corrected. A vote was conducted, and the motion carried unanimously by a vote of 6:0.

**5. Approval of Minutes**

**A. Motion to Approve April 7, 2026, Port Authority Minutes.**

A motion was made by Commissioner Flattum, seconded by Commissioner Ross, to approve the April 7, 2026, Port Authority meeting minutes. A vote was conducted, and the motion carried unanimously by a vote of 6:0.

**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 March 2026 Balance Sheets and Budget Report.**

Director Klatt noted that, within the 2026 Budget, the marketing promotion line item for \$60,000 has only been spent in the range of \$10,000 to \$15,000. A request was submitted to City Council to encumber those funds from 2025 into

2026, with allocation to the Redevelopment Stimulus Fund to fund activities, including the Jefferson School project and other potential development projects in the community. The updated numbers will be provided to the Board once City Council approves the funding.

Commissioner Drazkowski stated that the Board voted and approved the motion to defer the principal payment, with interest accruing only until the capital improvement projects are completed. The balances reflect an increase from February to March, from \$633,000 to \$637,000, when the amount should have remained the same. Director Klatt confirmed that the amount will be reviewed and reported to the Board by the end of April, within the balance sheet.

President Reding requested clarification on unspent funding, resulting in potential carryover items for the Board to address. Director Klatt confirmed that no carryover items were present for the Port Authority's budget.

A Motion was made by Commissioner Flattum, seconded by Commissioner Drazkowski, to approve the March 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 6:0.

**B. Consider a Motion to Approve a Sign, Awning, and Facade Grant for Engberg Properties, in the Amount of \$5,000.**

The agenda item was removed.

**C. Consider Motion to Approve a Sign, Awning, and Facade Grant for Red Wing Framing in the Amount of \$922.00.**

The agenda item was removed.

**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.**

Director Klatt introduced the item from the Strategic Plan, detailing how to improve marketing strategies, and the project was split into two options:

1. Develop a brand marketing strategy for the Port Authority to focus on the economic development mission, and
2. To work with local economic development partners to develop a marketing plan to attract more visitors, new residents, and businesses to Red Wing, which is aligned with the brand marketing strategy.

Director Klatt stated that the staff reached out to consulting firms, and the Marketing Committee requested additional proposals for the project. The three firms that provided a proposal for the branding initiative include:

1. Unclouded Strategy
2. Development Counsellors International (DCI)
3. Golden Shovel Agency

Director Klatt confirmed that the staff developed selection criteria to evaluate the proposals. Staff then ranked the proposals and identified Unclouded Strategies as the highest-ranked firm for the project. A memorandum was provided to the Board with a recommendation for Unclouded Strategies, as the proposal offered the lowest cost. The budgeted amount for marketing was \$60,000 to \$75,000. Over the last several years, marketing spending has been limited. If the proposal is approved, the budget provides a remaining amount of \$100,000 with a time frame of about six to eight weeks to complete. The staff and the Marketing Committee both recommended awarding the project to the Unclouded Strategy proposal.

Commissioner Drazkowski stated that, within the proposal from Unclouded Strategies, the number of stakeholders to be contacted was detailed as between five and ten, who would be affected by economic development in the Red Wing community. If the proposal is approved, Commissioner Drazkowski recommended increasing the number of stakeholders to at least 10. The number of stakeholders would be vital to a marketing study proposal, as it would enable greater feedback from the metropolitan area outside Red Wing. Commissioner Drazkowski added that the Marketing Committee agreed that the proposal was a good investment.

President Reding requested that stakeholder groups be present at the meetings instead of individual stakeholders.

Commissioner Ross asked whether the marketing effort involved reaching out to the Chamber of Commerce and the Downtown Main Street organization, and whether involvement with the City would be present. Director Klatt stated that it could be a possibility. The project is focused on the Port Authority community, and the entire Red Wing community should not be the main focus of marketing, and Commissioner Ross agreed.

Commissioner Drazkowski stated that the marketing funds in the second phase of the project should focus on a dual role: developing economic businesses, generating tax-based revenue, and marketing social media content for the Port Authority properties.

A motion was made by Commissioner Kliewer, seconded by Commissioner Biese, to approve the proposal from Unclouded Strategy to complete a Branding and Strategy Initiative for the Port Authority at a cost of \$24,000. A vote was conducted, and the motion carried unanimously by a vote of 6:0.

President Reding added that he appreciated the support for the project and thanked the Board for approving the bylaw changes to expand the Marketing Committee to include two members who live outside of Red Wing.

**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.**

Director Klatt provided an update on the Purchase Agreement between the Red Wing Port Authority (RWPA) and the Red Wing School District for the purchase of the former Jefferson School, which was executed on December 15, 2025. The Purchase Agreement allows the Board until June 30, 2026, to complete its due diligence items. A report was provided to the Board from staff on the due diligence items, which include:

1. Environmental Assessment: The RWPA staff engaged with 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. 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. No releases have been reported, but 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) and potential ACM. The confirmed ACM includes floor tile and adhesive, boiler parts, and vinyl baseboard. The estimated abatement cost is \$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, with a preliminary survey provided to the Board.
4. Developer Outreach: The RWPA worked with New History to complete potential real estate developer outreach. New History conducted outreach 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 feasibility of the site's redevelopment was obtained from 16 developers through email and interviews. In summary, the site appears to be a good candidate for redevelopment, but may only attract a response if it is rezoned to support higher density.

Director Klatt added that 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 complete additional testing to determine if hazardous materials are present in the roofing and window panels. This work can be executed in four to seven 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 five to eight units per acre allowed under the present R-2 zoning to occur on the site. For reference, the site is 2.17 acres, so the maximum number of residential units allowed under the current zoning would be 17. The Planning Commission is planning to consider the proposed zoning amendment at the May 19, 2026, meeting; the Board will need to hold a public hearing as part of the review process.

Director Klatt stated that staff is requesting a letter of support to the Red Wing Planning Commission for rezoning to support the redevelopment before a Request For Proposal (RFP) is requested. The Port Authority is in full control of this property and the proposals submitted to determine what would be developed. The following is needed within the community: affordable housing, senior housing, general workforce housing, and housing with services. An update in May will be provided to the Board once additional discussions are held with the Red Wing School District, and time frames will be included.

Commissioner Kliever requested clarification regarding approval of only the former Jefferson School site, and Director Klatt confirmed that, yes, only the direction and recommendations on that site are requested at this time.

Director Klatt added that the additional environmental assessment costs will be \$17,800, with \$35,800 already incurred. The Board approved up to \$50,000. The Port Authority Board has the option to include conditions in the RFP regarding park or green space, parking standards, setbacks, daycares, community services, and density.

Commissioner Drazkowski asked for additional information on the site's acreage and density. Director Klatt stated the property is a little over two acres and allows up to 24 to 80 units per acre. The City's Comprehensive Plan for the Master Plan required additional park space for the community in the future, and the project has a strong interest in a public park at the current playground site.

Commissioner Wilson asked whether the contractors or developers had any interests in the specifics of the project before the rezoning. Director Klatt stated that if the rezoning is approved within the RM3 District, the specifications provide

more flexibility and also require a public hearing for this site. Developers need some certainties regarding the rezoning process, and opportunities will be provided to receive community feedback.

Commissioner Drazkowski requested that the property be rezoned into the RM2 District instead and asked if the level of safety for the conditional use permit would be required. President Reding agreed with Commissioner Drazkowski on easy, clear specifications for doing business in Red Wing.

City Council Administrator Heineman confirmed that the three proposed properties are within the RM3 District and that the specifications fit all of the sites. If the Board is considering the RM2 District for the Jefferson School site, the Port Authority Board is the owner and the driver in facilitating the site. About 40% of the total project cost could be eligible for a tax credit for the Jefferson School site.

Director Klatt confirmed that the RM3 District allows multi-use housing, and the Planning Commission sought to remove barriers to avoid an extensive review process.

A Motion was made by Commissioner Wilson, seconded by Commissioner Flattum, to approve a Letter of Support to the Red Wing Advisory Planning Commission for rezoning the Jefferson School site. A vote was conducted, and the motion carried by a vote of 5:1, with Commissioner Kliewer dissenting.

## **9. Communication Items**

### **A. Executive Director's Report.**

Director Klatt highlighted several items from the report:

- Director Klatt stated that for the Fleischmann Maltery Redevelopment, staff met with the City's financial consultant, Baker Tilly, to review the status of the Maltery Project and to provide direction for completion of a Tax Increment Financing (TIF) Agreement for the site. Discussions on the project were held with the developer, and updated financials are pending receipt. The City received an extension to the project's start date 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 City Council has adopted the TIF Agreement by May 15, 2026.
  2. Evidence that full demolition financing has been achieved by June 5, 2026.
  3. Evidence that demolition has started and is 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.
  5. Depending on when financial information is submitted, staff may ask to establish a special meeting of the Port Authority in May to review the

plan, with a possible special meeting to be held on Monday, June 8, 2026.

- Director Klatt stated that demolition of all above-ground structures has been completed for the Central Research Property, and the developer will soon begin removing the footings and performing at-grade improvements. Most of the material has been designated as waste and has been removed from the site. The 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 submit the first reimbursement request to DEED soon.
- Director Klatt provided an update on the Little River Bulkhead and Mooring Cluster project. 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 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. The Red Wing's Environmental Assessment is a 604-page document, which took a significant effort by AMI Consulting to put together.
- Director Klatt stated that for the fiscal year 2025 PIDP Awards, the Red Wing Grain's \$14,000,000 project was not awarded, and a debrief of the application occurred on April 30, 2026. During the debrief, it was clear that Red Wing Grain had a strong application and was one of the 97 applications deemed suitable and successfully passed through the review filters to be considered for Secretarial consideration. The Red Wing Grain will reapply for the fiscal year 2026 PIDP.
- Director Klatt stated that for the Land Feasibility Analysis, the consulting team is working on the project and has been developing utility cost information for each potential development site by incorporating those inputs into the site readiness analysis. A draft report will be provided for review by May 7, 2026. The City will also complete a water supply plan in conjunction with the land analysis and has received confirmation from DEED that this additional work can be completed under the current grant agreement. The water supply plan will help the City better understand the limitations associated with expanding water services to new users in the future and the improvements necessary to provide services to existing and future users.
- Director Klatt stated that staff has drafted the RFP to prepare a Port Waterway Plan. The RFP is planned to be posted within the next week to complete planning by the end of the year. The Port Authority and the Harbor Committee will review this plan. President Reding added that the plan is good information for the community.

- Director Klatt added that the next regular meeting for the Port Authority is scheduled for June 9, 2026, at 8:00 a.m.

**B. Committee Reports: Marketing Committee – 04/01/26 and 4/20/26.**

Commissioner Drazkowski confirmed the items from the Marketing Committee have been addressed.

**C. Discussion Items.**

There were no additional discussion items.

**10. Adjournment**

A motion was made by Commissioner Kliewer, seconded by Commissioner Wilson, to adjourn the meeting. A vote was conducted, and the motion carried unanimously by a vote of 6:0.

President Reding adjourned the meeting at 5:55 p.m.

ATTEST:

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Shari Chorney, Secretary



TO: Red Wing Port Authority Board

FROM: Shari Chorney, Port Authority Manager

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

Meeting Date: June 9, 2026

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**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.

This Sign, Awning, and Façade application was pulled from the May 5, 2026, Port Authority agenda for further review. On May 20<sup>th</sup> the Finance Committee met and approved Engberg Properties application.

**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 \$56,314.

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<br>Total Project<br>\$18,164 |
|                           | Coverly 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

[Signature]  
By \_\_\_\_\_

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"> <li>• Detach and reset front sign</li> <li>• Remove and dispose of existing steel siding</li> <li>• Detach front window glass on left side to allow for replacement of water-damaged framing</li> <li>• Remove and replace damaged wall sheathing as needed</li> <li>• Install house wrap/weather barrier</li> <li>• Remove and replace front window on right side</li> <li>• Install new pre-finished LP SmartSide trim</li> <li>• Install new pre-finished LP SmartSide lap siding</li> <li>• Install new exterior lighting fixtures</li> <li>• Install new 6" gutter on front elevation</li> </ul> Includes material, labor, and disposal. | \$18,164.00        |
| <b>Total</b> |                    |   | <b>\$18,164.00</b> |

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

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## 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.

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## **Project Cost**

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

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## **Project Timeline**

**Completion Date:** March 2026

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## **Contractor Information**

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

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## **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.

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# 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.**

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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 |
| <b>Scope of Work – Front Elevation Only</b>  |           |             |           |
| 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   |           |             |           |
| <b>Includes all material, labor, equipment, and disposal necessary to complete the work.</b>                       |           |             |           |



**Caverly Construction Inc.**

---

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

**Summary**

|                               |                    |
|-------------------------------|--------------------|
| Line Item Total               | 21,200.00          |
| <b>Replacement Cost Value</b> | <b>\$21,200.00</b> |
| <b>Net Claim</b>              | <b>\$21,200.00</b> |

---

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

**Ways to pay**

BANK

|                    |                    |
|--------------------|--------------------|
| <b>Total</b>       | <b>\$18,164.00</b> |
| Payment            | -\$18,164.00       |
| <b>Balance due</b> | <b>\$0.00</b>      |

**Paid in Full**

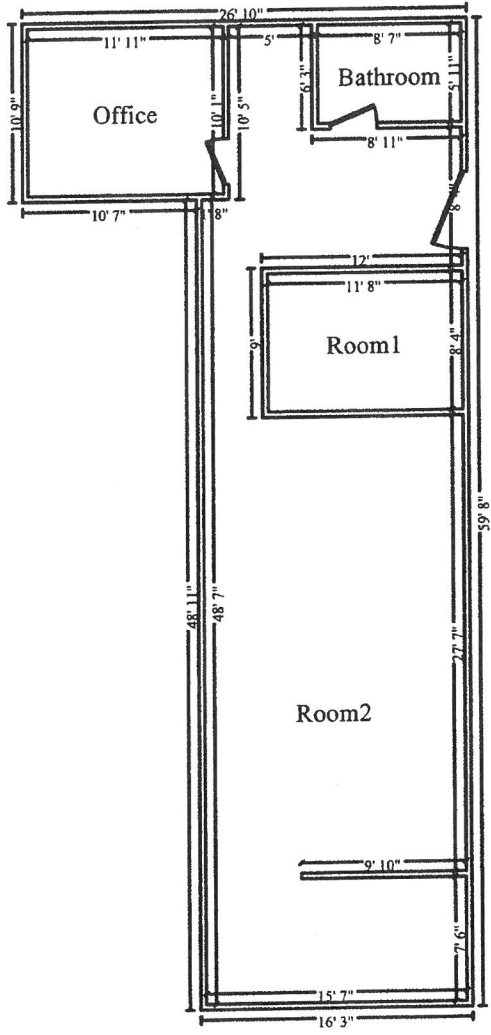
Before



BE AF10V



Before  
Floor plan

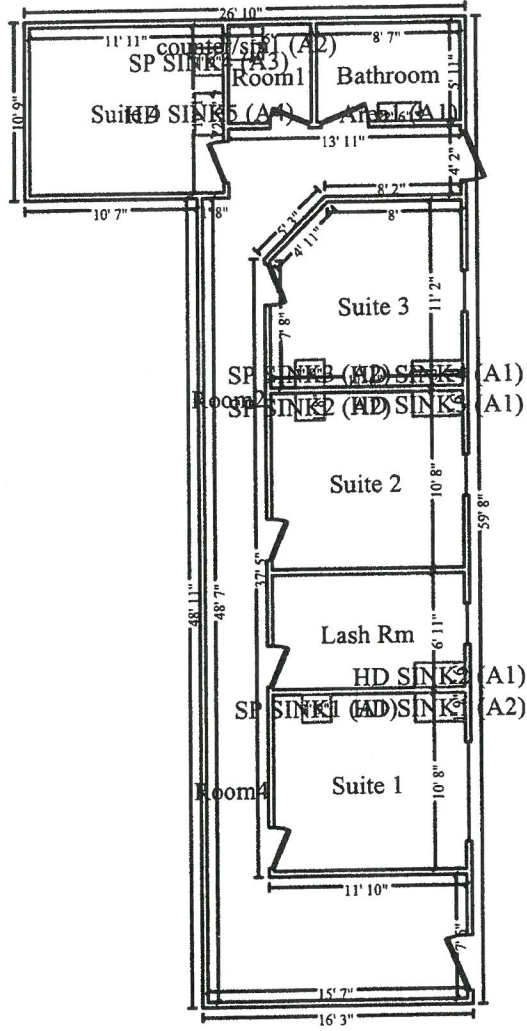


as built

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**

|               | <b>DOWNTOWN</b>        | <b>REQUESTED</b>   | <b>APPROVED</b>    | <b>Type of</b> |              |
|---------------|------------------------|--------------------|--------------------|----------------|--------------|
| <b>#</b>      | <b>NAME</b>            | <b>AMOUNT</b>      | <b>AMOUNT</b>      | <b>Grant *</b> | <b>Notes</b> |
| 1             | North Star Sticking    | \$1,400            | \$1,400            |                |              |
| 2             | Healthways Integrative | \$3,686            | \$3,686            |                |              |
| 3             | Engberg Properties     | \$5,000            | \$5,000            |                |              |
| 4             | Red Wing Framing       | \$922              | \$922              |                |              |
| 5             | Man on the Water       | \$1,335            | \$1,335            |                |              |
| 6             | essential Chiropractic | \$4,959            | \$4,959            |                |              |
| 7             |                        |                    |                    |                |              |
| 8             |                        |                    |                    |                |              |
| 9             |                        |                    |                    |                |              |
| 10            |                        |                    |                    |                |              |
| 11            |                        |                    |                    |                |              |
| 11            |                        |                    |                    |                |              |
| <b>TOTAL:</b> |                        | <b>\$17,302.57</b> | <b>\$17,302.21</b> |                |              |

**TOTAL FUND BALANCE: \$2,697.79**

\* 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: June 9, 2026

---

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

**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 3<sup>rd</sup> 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.

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

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 Sign, Awning, and Façade application was pulled from the May 5, 2026, Port Authority agenda for further review. On May 20<sup>th</sup> the Finance Committee met and approved Red Wing Framing’s application.

Note: Since our May 5<sup>th</sup> meeting the awning is now in place.

**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 \$56,314.

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><b>This project is a simple re-skin of existing awning. Project includes removal, re-skin and re-install.</b></p> <p><b>Project received design review and approval of Red Wing Historical Preservation Committee on 04-01-2026</b></p> | <p>1) G &amp; J Awning and Canvas, Inc.</p>   | <p><b>\$ 1,843.70</b></p>                            |
|  | <p>2) LaCrosse Sign Group</p> <p>3) Anchor Promotions</p>   | <p><b>\$12,330 .00</b></p> <p><b>\$ 3,775.00</b></p> |
|  | <p>Note: G&amp;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 &amp; 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 )

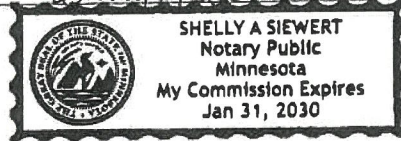
The foregoing instrument was acknowledged before me this 14<sup>th</sup> day of APRIL, 2026 by  
PAUL SIEWERT, the PRESIDENT of  
SIEWERT CONSTRUCTION, a CORPORATION, on behalf of the

*[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

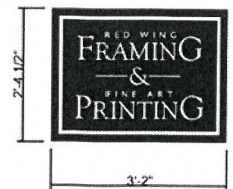
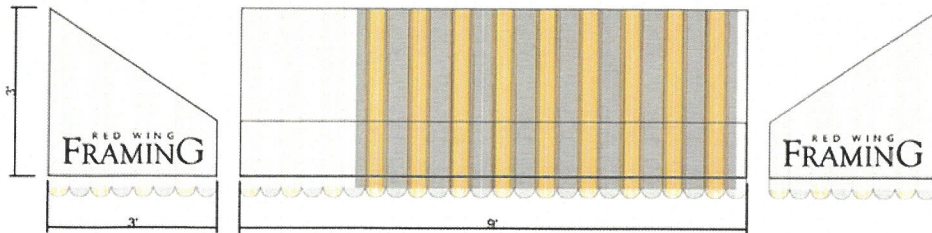
## Current awning and storefront



(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](http://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.<br><input type="checkbox"/> Painted GFX <input type="checkbox"/> Digital GFX<br><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: | <b>3% Processing Fee for Credit Card Payments (Visa, Mastercard &amp; Discover)</b> |
| \$ | 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

|  |            |   |        |
|--|------------|---|--------|
| <b>G &amp; J Awning and Canvas, Inc.</b> |            | <b>Acceptance of bid and terms. (See Reverse for terms)</b> |        |
| 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 No. 132487

Date: 03/31/26

## PROPOSAL

*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>

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## 327 West 3rd Street signage...

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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: Shari Chorney, Port Authority Manager

Agenda Item No.: Sign, Awning, & Façade Grant for Man on the Water

Meeting Date: June 9, 2026

---

**ACTION REQUESTED: Motion to Approve a Sign, Awning, and Façade Grant in the amount of \$1,335**

**ATTACHMENT:**

- **Man on the Water 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:**

On May 2, 2026, Miranda and Austin Perkins opened Man on the Water, located at 320 W. Third Street. Man on the Water is a men’s clothing and gift boutique in downtown Red Wing. Please see attached article from the Republican Eagle, which highlighted the store.

**DISCUSSION:**

The proposed projecting sign consists of a one-piece black powder coated, steel bracket and 32” diameter sign plate with a vinyl printed sign face. The printed face has a white background with the same logo and text used on the window sign. The circular sign face has a 6” gap from building façade. The building has an

existing cloth awning that stretches across the entire storefront. Due to the awning and decorative brick work above the awning, there is no traditional sign space on the building's primary façade. The awning also limits locations for a projecting sign. The applicant is proposing to place the projecting sign directly above the center awning section and a brick divider between two faux window openings. Signage was approved by the Heritage Preservation Commission.

**Note the sign project will be completed in June 2026.**

**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 \$56,314.

This will be the fifth Sign, Awning, and Façade grant for 2026 if approved the remaining balance of the program = \$7,656.79

**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

APPLICATION

Date: 4/27/20 Grant Applicant Name: Austin Perkins

Email Address: Info@ManontheWater.com Phone Number: 507 402 8683

Address of Property to be Improved: 320 West 3rd St., Red Wing, MN 55066

Property Owner Name: \* Austin Perkins Phone Number: 507 402 8683

\*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 

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.

Applicant Initials     A

# 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



# 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.



# 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)



# 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)                  |
|--|---|-------------------------------|
| Round Projecting Sign mounted to front of Building | Anchor Promotions<br>1407 old west main st<br>Red wing mn 55066 | <del>\$3,371</del><br>\$2,670 |
|  | Sign Shack<br>909 2nd St.<br>Farmington, mn 55024               | \$ 3,371                      |

3. Select contractor and estimate work dates

Contractor selected: Anchor Promotions

Approximate date work will begin: May/10/26 Approximate date work will be complete: May/20/26

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  
Austin Perkins

\_\_\_\_\_  
 Its

By  
 Applicant Initials AP

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: \$ 1,335 (herein referred to as "Grant")  
Private Match (dollars): \$ 1,335 (herein referred to as "Matching Funds")  
Private Match (labor) \$ \_\_\_\_\_ (calculated at \$50.00/hour and documented)  
Total Project Cost: \$ 2,670 (Grant plus Matching Funds)  
Grant Approval Date: \_\_\_\_\_

RED WING PORT AUTHORITY

\_\_\_\_\_  
By  
Its

Applicant Initials 

## Chorney, Shari

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**From:** brenda@anchorpromotions.com  
**Sent:** Friday, May 22, 2026 10:32 AM  
**To:** Chorney, Shari  
**Subject:** RE: Man on the Water

Got it – this does not include that large window decal as I know the Port Authority will not cover it. Please let me know if you need anything additional – thanks much!

Brenda



*Marketing & Graphic Design • Promotional Products • Printed Materials • Branded Apparel  
• Company Stores • Fulfillment • Indoor/Outdoor/Vehicle/Boat Signage*

### **Brenda A. Stelter**

1407 Old West Main Street

Red Wing, MN 55066

Phone: [651-385-7777](tel:651-385-7777)

Mobile: [651-380-5329](tel:651-380-5329)

Website: [AnchorPromotions.com](http://AnchorPromotions.com)

Email: [Brenda@AnchorPromotions.com](mailto:Brenda@AnchorPromotions.com)

***Celebrating 22 Years in Business 2004-2026***

***Member Of:*** SAGE, PPAI, Red Wing Chamber of Commerce Member, Ambassador, and Board Member, Lake City Chamber of Commerce, Red Wing's West End District, Red Wing Manufacturer's Association, Red Wing Elks, Red Wing Downtown Mainstreet, Venture Networkers, Merchants Bank Board Member

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**From:** Chorney, Shari <[shari.chorney@redwingmn.gov](mailto:shari.chorney@redwingmn.gov)>

**Sent:** Friday, May 22, 2026 9:49 AM

**To:** [brenda@anchorpromotions.com](mailto:brenda@anchorpromotions.com)

**Subject:** RE: Man on the Water

Thanks Brenda.

Typically, we get a separate invoice outlining all the work, but maybe you just send your clients an email. I also see from the from the Heritage Preservation Design Review that they also mentioned window signage, which we do not include in our program. I just want to make sure that was not included in the bid for the portion we are considering for the grant.

Thank you.



**Shari Chorney, Port Authority Manager MA**

Red Wing Port Authority  
City of Red Wing | [redwingmn.gov](http://redwingmn.gov)  
419 Bush Street | Red Wing, MN 55066  
Office: 651-385-3639 | Cell: 651-764-3334

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**From:** [brenda@anchorpromotions.com](mailto:brenda@anchorpromotions.com) <[brenda@anchorpromotions.com](mailto:brenda@anchorpromotions.com)>  
**Sent:** Friday, May 22, 2026 8:44 AM  
**To:** Chorney, Shari <[shari.chorney@redwingmn.gov](mailto:shari.chorney@redwingmn.gov)>  
**Subject:** RE: Man on the Water

Shari – I’m not exactly sure what you are looking for – but here is some additional information that might help:

**Item: Projecting Sign and installation**

Includes Sign Materials, Hardware, Tools, Equipment, etc.

Quantity/Pricing: \$2,595.00 (This is the cost for the sign materials, manufacturing of the sign, hardware, equipment, tools, installation, etc.)

Sign Permit Charge: \$75.00 (This is the cost for the Sign Permit with the City of Red Wing.)

Production Time: About 25-30 Working Days After All Approvals

Shipping/Handling to be Determined

Thanks much!

Brenda



***Marketing & Graphic Design • Promotional Products • Printed Materials • Branded Apparel  
• Company Stores • Fulfillment • Indoor/Outdoor/Vehicle/Boat Signage***

***Brenda A. Stelter***

1407 Old West Main Street

Red Wing, MN 55066

Phone: [651-385-7777](tel:651-385-7777)

Mobile: [651-380-5329](tel:651-380-5329)

Website: [AnchorPromotions.com](http://AnchorPromotions.com)

Email: [Brenda@AnchorPromotions.com](mailto:Brenda@AnchorPromotions.com)

***Celebrating 22 Years in Business 2004-2026***

***Member Of: SAGE, PPAI, Red Wing Chamber of Commerce Member, Ambassador, and Board Member, Lake City Chamber of Commerce, Red Wing’s West End District, Red Wing Manufacturer’s***

Sign Shac – John 651-388-0781  
909 2nd St, Farmington MN 55024

# ESTIMATE

DATE: APRIL 1, 2026

**TO:**  
Man on the Water - Miranda

**SIGNS TO BE DONE:**  
Round sign bracket with logo/text on two sides and installed.



| QUANTITY | DESCRIPTION  | TOTAL    |
|----------|--|----------|
|          | Round Sign bracket with logo/text on two sides and installed | 3,371.00 |

Tax is Not Included  
SUBTOTAL 3,371.00

**THANK YOU FOR YOUR BUSINESS!**



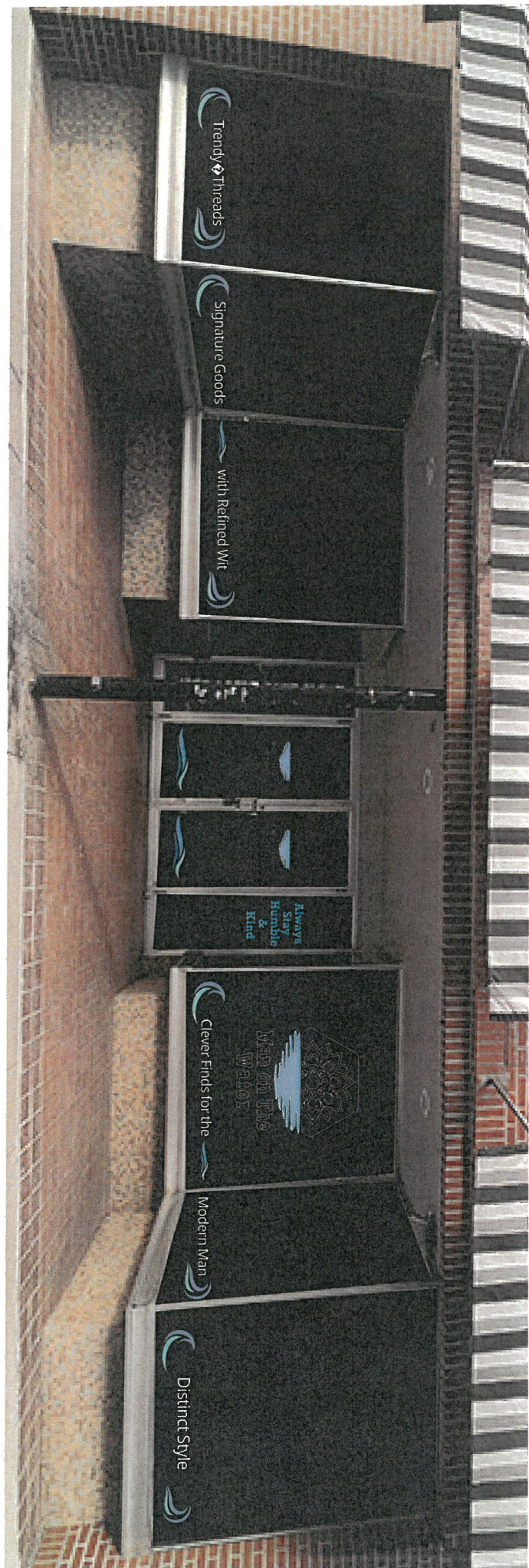








# Man on The Water









**Community Development Department**

419 Bush Street.

Red Wing, MN 55066

(651) 385-3622 PHONE / (651) 388-4782 FAX

# Receipt

**Workspace of the bill**

**Address** 320 3RD ST W RED WING  
MN 55066  
**Municipality** Red Wing MN, Minnesota  
**Permit number** SI-2026-021  
**Cloudpermit ID** US-MN53620-P-2026-52

**Bill details**

**Bill #** RW Zoning-2026-036  
**Payment date** 05/04/2026  
**Payment method** Credit card  
**Project phase** Approval bill / Factura de  
aprobación

**Payer**

Austin Perkins  
Man on The Water  
2355 Hay Creek Trail  
55066 Red Wing, Minnesota

| Item                                 | Notes | Refundable | Quantity | Unit price  | Item total      |
|--------------------------------------|-------|------------|----------|-------------|-----------------|
| Sign Permit Fee                      |       | No         | 2.0      | \$50.00     | \$100.00        |
| Technology Fee<br>(Software Upgrade) |       | No         | 1.0      | \$3.00      | \$3.00          |
|                                      |       |            |          | <b>PAID</b> | <b>\$103.00</b> |

[https://www.republicaneagle.com/news/man-on-the-water-men-s-clothing-and-gift-boutique-opens-downtown/article\\_113a4e83-897b-406c-b542-9e9a543416d3.html](https://www.republicaneagle.com/news/man-on-the-water-men-s-clothing-and-gift-boutique-opens-downtown/article_113a4e83-897b-406c-b542-9e9a543416d3.html)

## Man on the Water: Men's clothing and gift boutique opens downtown

By Skyler Stone Correspondent  
May 5, 2026

1 of 2



Miranda Perkins (left) and Austin Perkins are opening Man on the Water in downtown Red Wing. They are pictured standing in front of a sign behind them, "Always stay humble," is the couple's motto, and shows up in several places throughout the store. (Photos by Skyer Stone)



A new men's clothing and gift boutique opened its doors in downtown Red Wing on Saturday, May 2.

The boutique, named Man on the Water, sells gift items for men, including men's clothing lines, beard care items, towels, and colognes.

Among its selection, the store aims to include unique items that you wouldn't find at larger grocery stores.

The store carries many brands that are environmentally friendly, or have programs that use their revenue to give back. They make it a point to feature USA brands, women-owned companies, and handmade products.

Clothing brands carried by the store include Tentree, which plants 10 trees for every item sold, and Devil-Dog Dungarees, which donates to the Wounded Warrior Project.

The store also carries glasses and mugs made by BenShot, which are embedded with items like golf balls, bullets, and guitar picks. The company began as just a father and son team from Wisconsin, and now donates to many organizations aiding veterans and their families.

Those are just a few of the products one can find at the store.

Man on the Water is owned by Miranda and Austin Perkins. The two noticed that downtowns they visited often had stores that sold generic items or were oriented toward women, but rarely had stores focused on men. When they did, the stores sold suits and other classy items.

In May of 2021, the couple opened Man Between the Lakes in Albert Lea, a more casual downtown store for men.

When the couple began looking for a place to move, Red Wing emerged as a natural choice.

Miranda and Austin Perkins wanted to move to a small town. They enjoy the camaraderie of a local community, and felt it would be a good environment to raise children.

Red Wing's scenery made it especially appealing. "We love the river, and the bluffs," said Miranda Perkins.

Red Wing also offers an excellent opportunity to grow their business. The town's tourism brings plenty of customers each year, and local organizations like Downtown Red Wing Main Street and the Red Wing Chamber of Commerce help local businesses prosper.

"They're a growing community that's really positive for small businesses," said Miranda Perkins.

The couple stumbled upon a vacant storefront in downtown Red Wing, and soon fell in love with it. Finally, they made the decision to relocate their family and business to Red Wing, rebranding their store as Man on the Water.

Since January, Miranda and Austin Perkins have been working tirelessly to modify the new location into exactly the store they want.

The store has a modern country vibe, with barn wood walls and an industrial-style ceiling. Wagon wheels from the farm where they used to live have been built into chandeliers, and Austin Perkins built two dressing rooms that now stand in the back of the store. Throughout the store, plaques share details about the items and brands they carry.

"We want to add to the eclectic environment that already exists downtown," said Austin Perkins.

Now, the couple has opened doors to begin the next chapter in Red Wing. They hope to become an established business downtown, participating in and giving back to the community they now call home.

"We look forward to welcoming the community to our store," said Miranda Perkins.



TO: Red Wing Port Authority Board

FROM: Shari Chorney, Port Authority Manager

Agenda Item No.: Sign, Awning, and Façade Grant Essential Chiropractic

Meeting Date: June 9, 2026

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**ACTION REQUESTED: Motion to Approve a Sign, Awning, and Façade Grant in the amount of \$4,959.36.**

**ATTACHMENT:**

- **Essential Chiropractic 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:**

Lindsey Dietrich, owner of Essential Chiropractic, acquired the former Sammon Bed and Mattress building at 1112 Main Street on March 30, 2026. The purchase marks a relocation from their previous location at 122 Tyler Road South in Red Wing.

**DISCUSSION:**

The grant request is for two illuminated backlit building signs and to retro fit new faces for existing pole sign.

The eligible project cost is \$9,918.71. The maximum grant is 50% of the total project cost with a cap of \$5000. The grant request is for \$4959.36.

**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 \$56,314.

This will be the Sixth Sign, Awning, and Façade Grant for 2026, if approved the remaining balance of the program = \$2,697.43

**RECOMMENDATION:**

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

# APPLICATION

Date: 3/9/26 Grant Applicant Name: Lindsay Dietrich

Email Address: dr/lindsaymarie@gmail.com Phone Number: 715-338-9848

Address of Property to be Improved: 1112 Main Street Red Wing Red Wing, MN 55066

Property Owner Name: \* Lindsay Dietrich Phone Number: 715-338-9848

\*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 draws 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 and the Port Authority Finance Committee 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 sign costs with a cap of \$2,500, contingent on available funds. Sign incentives can be phased per business until the \$2,500 limit is reached. The applicant must provide

Applicant Initials LD

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 date of approval; 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 a 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.

Applicant Initials UD

## 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.
- At least one contractors' bid (preferably two bids that have identical scopes of work).

Step #4 Applications are reviewed by the Selection Committee. Applications are approved 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 WJ

# 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, the Selection Committee 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. 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.

Applicant Initials W

## 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 UP

# SUBMISSION PROCESS AND DOCUMENTATION

1. Describe work/project(s) to be completed on an attached sheet; include before photographs.
2. Submit one or two written bids for all work/project(s)
  - If two bids are submitted, they 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) |
|--|----------------------|--------------|
| Backlit pylon sign (2 sides)<br>Backlit building sign (2)<br>Door graphics (x2)<br>install | Sievers Creative     | \$10,286.23  |
|  | Anchor Promotions    | \$11,995     |

3. Select contractor and estimate work dates

Contractor selected: Sievers Creative

Approximate date work will begin: 4/9/26 Approximate date work will be complete: 5/31/26

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

unite

By

Applicant Initials un

Its



\* Survey the building  
 \* Sales order invoice

Sievers Creative Sign Studio  
 460 Guernsey Lane RED WING, MN 55066  
 dave@sieverscreative.com  
 (651) 319-1985



https://www.sieverscreative.com/

# Sales Order # 2112

## Essential Chiropractic (Lit Building Signs)

|  |   |                             |
|--|---|-----------------------------|
| SALES REP INFO<br>Dave Dunlap<br>General Manager<br>dave@sieverscreative.com<br>(651) 319-1985 | SALES ORDER DATE<br>Thu, 04/09/2026<br>TERMS<br>50/50 | DUE DATE<br>Sun, 05/31/2026 |
| QT#<br>2615  |   |                             |

ORDERED BY  
Essential Chiropractic

INSTALL ADDRESS  
Essential Chiropractic  
1112 Main Street  
Red Wing, MN 55066

CONTACT INFO  
Lindsey Dietrich  
drlindseymarie@gmail.com  
(715) 338-9848  
Work: (651) 388-8113

About this Sales Order: **Design/Produce/Install**

- 2 Illuminated(backlit) Building Signs (3'x3' & 4' x 4')
- 2 Door Window Graphics
- Retro fit new faces for an existing Pole Sign(2 Sided)

-Refurbish/Paint Pole Sign (Color - TBD) (Jody mentioned Inkwell SW-6992)  
 -Customer confirmed all lights are functioning

**-No production will begin until customer has approved final designs and permits are approved.**  
**-Final Permit Fees will be added to the final invoice (Required by the City of Red Wing).**  
**-This Quote does not include any electrical work which a licensed electrician is required.**

| # | ITEM  | QTY | UOM  | U.PRICE    | TOTAL (EXCL. TAX) | TAXABLE |
|---|---|-----|------|------------|-------------------|---------|
| 1 | <b>Design Set Up Services</b><br>Process Includes:<br><ul style="list-style-type: none"> <li>Custom Wraps/Graphics/Signs/Decals/Prints</li> <li>Design Proofing Process for Customer Review/Approval (Concepts and 3 Revisions)</li> <li>Design Time is logged and subject to change for Additional Design Time</li> </ul> Package: Deluxe  | 1   | Each | \$125.00   | \$125.00          | N       |
| 2 | <b>Back Lit Pylon Sign Faces (2 Sided)</b><br>Full Color Printed Graphics on Substrate<br><br>Height: 72 Inches<br>Width: 120 Inches<br>Lexan/Polycarb Faces<br>Avery DOL 1060Z Gloss Laminate<br><br><b>Paint (Pole/Cabinet)</b><br><ul style="list-style-type: none"> <li>Paint Pole/Sign to match building signs</li> <li>Color: TBD (Jody mentioned Inkwell SW-6992)</li> </ul> | 2   | Each | \$1,853.32 | \$3,706.64        | Y       |
| 3 | <b>Backlit Building sign (Highway Side)</b><br>Estimate:  | 1   | Each | \$1,561.84 | \$1,561.84        | Y       |

# ITEM

QTY UOM U.PRICE TOTAL (EXCL. TAX) TAXABLE

- 3' x 3' (Circle)
- Final design/color - TBD (Jody mentioned Inkwell SW-6992)
- Full Color Printed Graphics on Polycarbonate/Lexan Substrate

Height: 36 Inches  
 Width: 36 Inches  
 Arlon 4600GLX 3.2 MM  
 Arlon Series 3420 Overlamine  
 Lexan/Polycarb Faces

**3' x 3' Aluminum Cabinet(Painted)**

- Estimate - Final design/color(TBD)
- (Jody mentioned Inkwell SW-6992)

**LED Lighting Components -**

- 12v LED's
- Power Supply - 120v/12v
- All components are UL Certified

4 **Backlit Building Sign (Parking Lot/Entrance)**  
**Estimate:**

1 Each \$1,806.80 \$1,806.80 Y

- 4' x 4' Face (Circle)
- Final design/color(TBD) (Jody mentioned Inkwell SW-6992)
- Full Color Printed Graphics on Polycarbonate/Lexan Substrate

Height: 48 Inches  
 Width: 48 Inches  
 Arlon 4600GLX 3.2 MM  
 Arlon Series 3420 Overlamine  
 Lexan/Polycarb Faces

**4' x 4' Aluminum Cabinet(Painted)**  
**Estimate**

- Final design/color - TBD (Jody mentioned Inkwell SW-6992)

**LED Lighting Components -**

- 12v LED's
- Power Supply - 120v/12v
- All components are UL Certified

5 **Door Graphics Both Sides of Building**

2 Sqft \$41.1328 \$82.27 Y

Window Graphics on Entry Doors  
 Width: 28 Inches  
 Height: 28 Inches  
 Arlon 4600GLX 3.2 MM  
 Arlon Series 3420 Overlamine

*Window graphics ineligible*

6 **Removal of Signs**

2 Hr \$150.00 \$300.00 N

*Debris removal ineligible*

| # | ITEM  | QTY | UOM  | U.PRICE  | TOTAL (EXCL. TAX) | TAXABLE |
|---|---|-----|------|----------|-------------------|---------|
|   | <ul style="list-style-type: none"> <li>Remove/Dispose of Existing Buidling Signs</li> </ul>   |     |      |          |                   |         |
| 7 | <b>Lift Charge</b>  | 1   | Day  | \$350.00 | \$350.00          | Y       |
|   | <ul style="list-style-type: none"> <li>Lift Needed for Installation (Daily Flat Rate)</li> </ul>  |     |      |          |                   |         |
| 8 | <b>Installation Services</b>  | 6   | Hr   | \$300.00 | \$1,800.00        | N       |
|   | <b>Hourly Services (Per Installer)</b>  |     |      |          |                   |         |
| 9 | <b>Sign Permit Procurement Charge/Fee's (TBD)</b>   | 1   | Each | \$200.00 | \$200.00          | Y       |
|   | <p><i>Nothing Added for clear graphics</i></p> <p><b>A Sign Permit is Required by City Municipals and must be compliant with all Specific Sign Ordinances-</b></p> <p><b>INCLUDES-</b></p> <p><b>Permit Procurement</b></p> <ul style="list-style-type: none"> <li>Submitting Permit Application(s)</li> <li>Submitting Compliant Designs/Site Plan/Scope of work (per approval)</li> <li>Providing any requested details/revisions for re-review/approval</li> </ul> <p><b>Sign Permit Fee's</b></p> <ul style="list-style-type: none"> <li>Cost of Sign Permit/per sign</li> <li>Varies from City to City</li> </ul> <p>Permit Charge &amp; Fee's will be removed if customer handles the permit procurement &amp; pays permit Fees</p> |     |      |          |                   |         |

*Permit costs ineligible*

**\*Permit Procurement & Permit Fees will be added on final invoice at cost**

| # | PAID ON         | METHOD     | AMOUNT     |
|---|-----------------|------------|------------|
| 1 | Thu, 04/09/2026 | Check 5782 | \$3,200.00 |
| 2 | Thu, 05/07/2026 | Check 5796 | \$4,000.00 |

**CUSTOMER NOTE:**

3% convenience fee will be added for CC payments

All prices are fixed for 30 days from the quotation date. Should there be any changes in the cost, we will advise the customer of any price changes prior to the start of the contract.  
 A 50% deposit is required with the Sales Order confirmation. Deposits are due prior to commencement of production. Final payment is due when invoices are received unless credit terms have been extended to include NET 30. If payments for past orders are not received within 60 days, we reserve the right to cancel future orders.  
 We cannot accept responsibility for damages or loss of any kind resulting from the sale, installation, or delivery of our products. Company Name does not accept returns. All products are manufactured to the customer's specifications and cannot be returned for a refund. All sales are final and no return will be accepted.

|                            |                    |
|----------------------------|--------------------|
| <b>Subtotal:</b>           | <b>\$9,932.55</b>  |
| <b>Sales Tax (7.375%):</b> | <b>\$568.43</b>    |
| <b>Total:</b>              | <b>\$10,500.98</b> |
| <b>Total Paid:</b>         | <b>\$7,200.00</b>  |
| <b>Balance Due:</b>        | <b>\$3,300.98</b>  |

*eligible =*  
*\$9,350.28*  
*568.43*  


---

*= 9,918.7*

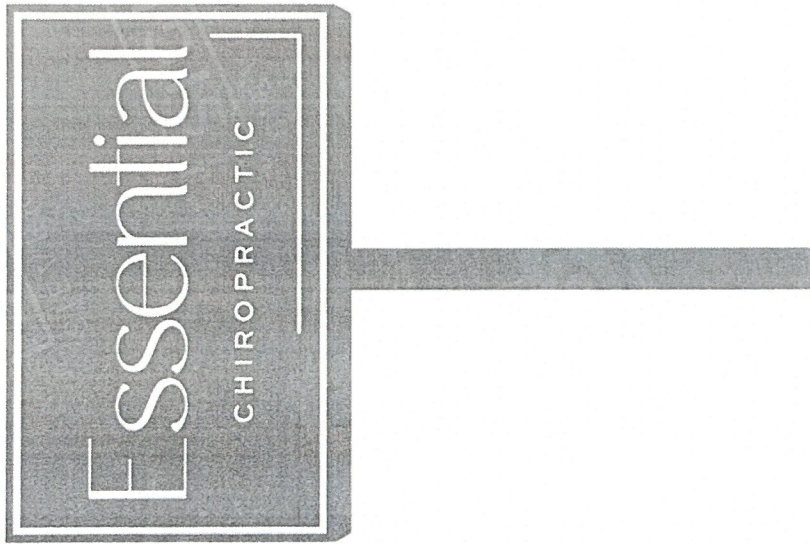
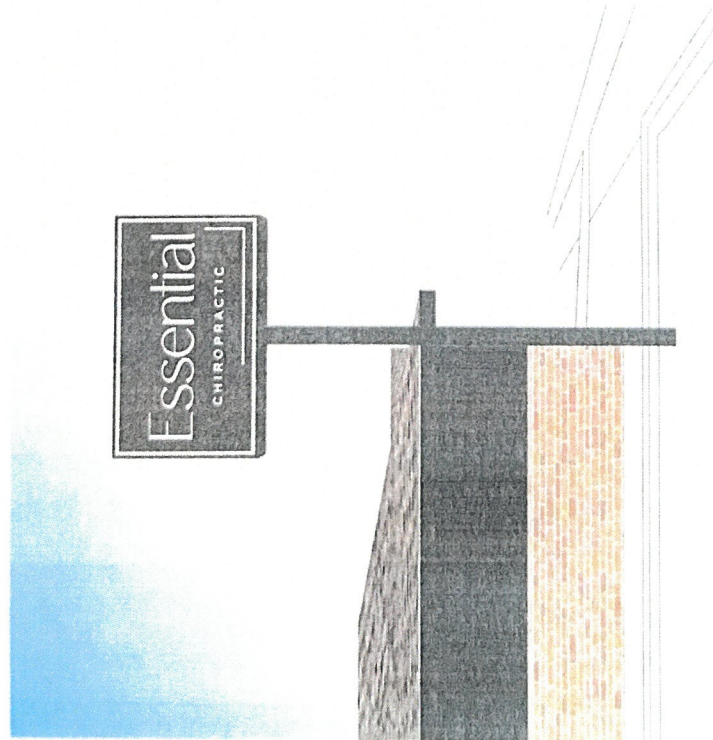
A program fee applies if paying by: Credit Card: 3.0% · Debit Card: 3.0%. These reflect our cost of acceptance. Pay by another option to avoid additional fees.

**SIGNATURE:**

**DATE:**



Double Side Pylon Sign



Client: Essential Chiropractic  
Job: New Signs  
Proof #: Final Page #: 1/4  
Proof Date: 4/17/26

Notes:

Blank lines for notes.

- Sign Permit (s), Electrical Permit (s) fees are not included in quote unless otherwise noted.
- Permit applications will be submitted upon receipt of signed proposal & down payment.
- Production of project will begin after all permit (s) are approved from city officials.
- No private locates included unless otherwise noted.
- Sievers Creative is not responsible for damages to existing utilities, private underground wires/sprinklers etc., that have not been located by client.

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Carefully check the accuracy of your proof and if the sign is to your approval

Size  Spelling  Placement   
 Copy  Color  Numbers

Proof Approved By: \_\_\_\_\_

Date: \_\_\_\_\_

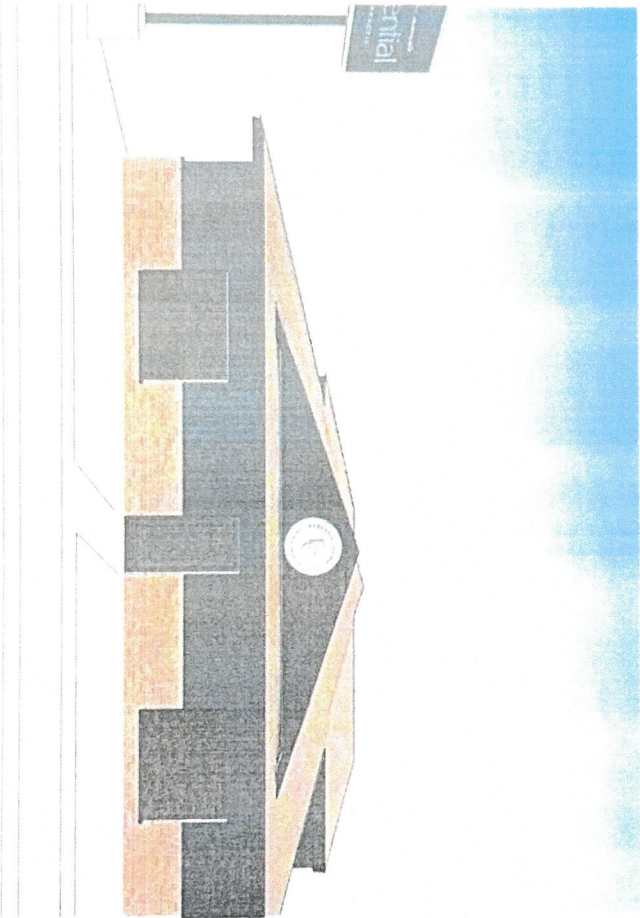
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Highway Side of Building  
3x3

Front View



Side View



PROOF SHEET

**SIGN/STUDIO**

SIEVERS CREATIVE  
400 QUENSETT LANE - RED WING, MN 55068 951-925-1923

Client: Essential Chiropractic

Job: New Signs

Proof #: Final Page #: 2/4

Proof Date: 4/17/26

Notes:

- \* Sign Permit (\$) Electrical Permit (\$) Fees are not included in quote unless otherwise noted.
- \* Permit applications will be submitted upon receipt of signed proposal & down payment.
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Size  Spelling  Placement

Copy  Color  Numbers

Proof Approved By:

Date:

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PROOF SHEET



Client: Essential Chiropractic  
 Job: New Signs  
 Proof #: Final Page #: 3/4  
 Proof Date: 4/17/26

Notes:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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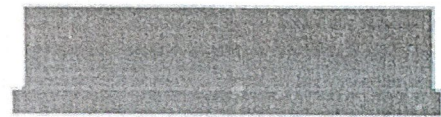
Size  Spelling  Placement   
 Copy  Color  Numbers

Proof Approved By: \_\_\_\_\_

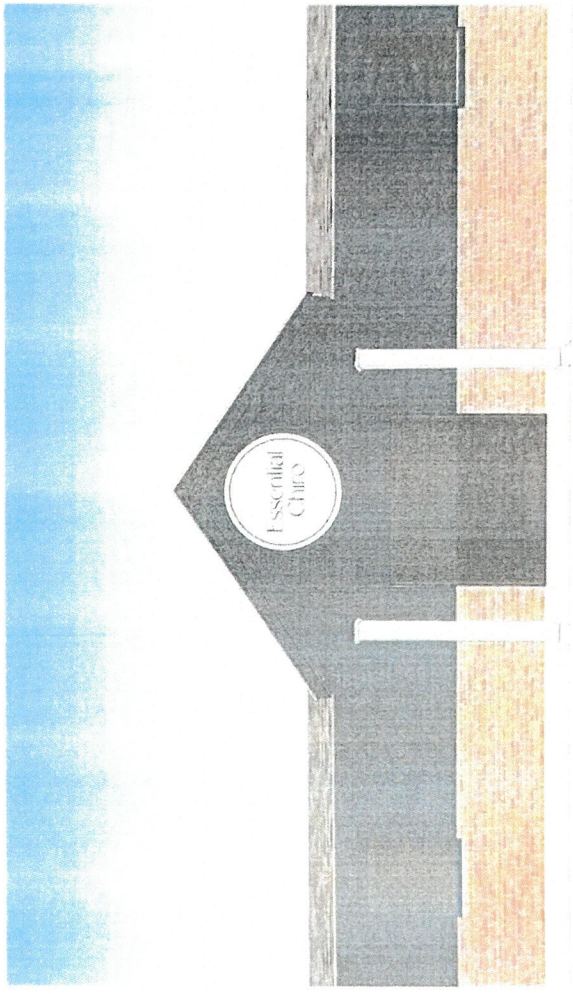
Date: \_\_\_\_\_

Front Side of Building  
4x4

Side View



Front View



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Lindsey Dietrich <drlindseymarie@gmail.com>

## Signage

brenda@anchorpromotions.com <brenda@anchorpromotions.com>  
To: Lindsey Dietrich <drlindseymarie@gmail.com>

Tue, Aug 12, 2025 at 8:59 AM

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

**Item: Removal/Disposal of Old Sign Materials, New Signs, Manufacture, and Installation**

Pylon Sign (double-sided), Front Entrance Sign in Peak, Sign Facing Highway in Peak

Gooseneck Lights for Above Front Entrance and Sign Facing Highway Signs (installation/electrical not included – will be done by Gadiant's and their Electrician)

Quantity/Pricing: \$11,995.00

City of Red Wing Sign Permits = \$300.00

Production Time: About 30-45 Working Days After All Approvals – Weather Dependent

\*Pricing subject to change due to volatile markets, tariffs, etc.

Thanks again!

Brenda



[Quoted text hidden]

Before



Before



Before



Before



After  
5/30/2026





PROOF SHEET



Client: Essential Chiropractic

Job: New Signs

Proof #: Final Page #: 2/4

Proof Date: 4/17/26

Notes:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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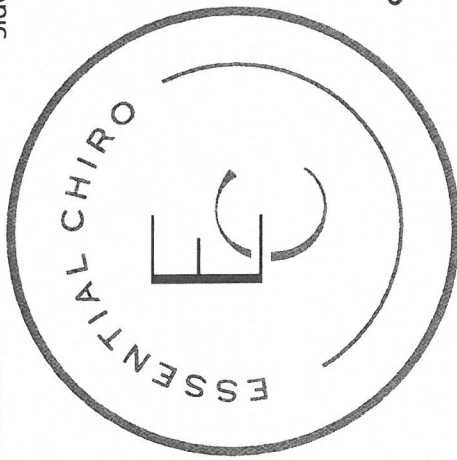
Size  Spelling  Placement   
 Copy  Color  Numbers

Proof Approved By: \_\_\_\_\_

Date: \_\_\_\_\_

Replacing existing Cabinets  
 Highway Side of Building  
 3x3

Front View

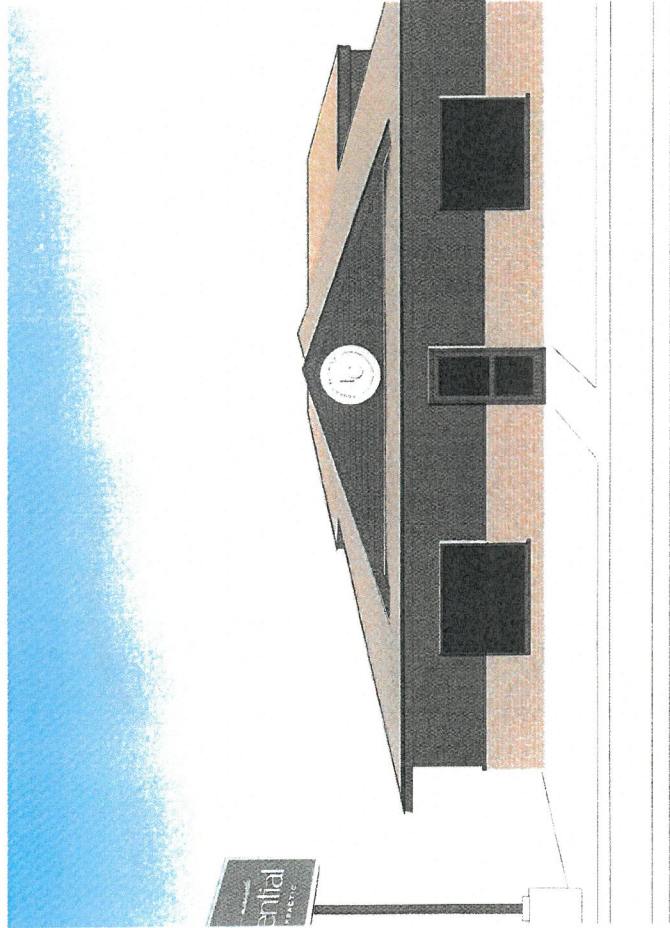


3' DIA.

Side View



9 FT 2



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

Agenda Item No.: Motion to Approve Resolution No. 350

Meeting Date: June 9, 2026

---

**ACTION REQUESTED: Motion to Approve Resolution No. 350 Authorizing Local Funding Portion of the Mn Department of Transportation Port Development Assistance Program for the Barge Mooring Cluster Replacement Project.**

**ATTACHMENT:**

- **Resolution No. 350**

**BACKGROUND:**

As part of the documentation requirement for Port Development Assistance Program (PDAP) a local funding Resolution must be completed for the project.

**DISCUSSION:**

On September 3, 2024, a similar resolution was approved by the board for this project. MnDOT’s Minnesota Ports and Waterways, who administer the PDAP program are requiring “updated” resolutions.

In addition to the issues discussed above, the resolution should be updated to reflect recent statutory changes to the program.

**State Statute Change:**

At the bequest of the Minnesota Port’s Association policy language was included and approved at the last in the policy section of the bonding bill. Sec. 7, Minnesota Statutes 2024, Section 457.03 subdivision was amended.

*Subd.3 state participation; limitations. The commissioner may not provide any assistance under this chapter for more than 80 percent of the nonfederal share total cost of any project. Assistance provided under this chapter may not be used to match any other state funds. The commissioner shall not assume continuing funding responsibility for any commercial navigation facility project.*

This provision benefits waterway ports by enabling federal funds to count toward project matching requirements when both state and federal funding are involved, thereby preserving port resources that would otherwise be needed for the match.

Furthermore, because of the lengthy environmental assessment process, we were asked to update the engineering cost estimate to reflect current construction cost for the project.

**The original project total was \$2,208,440 it has now increased to \$2,794,462.**

|                          |             |
|--------------------------|-------------|
| PDAP (State) Funding     | \$1,697,000 |
| PIDP (Federal) Funding   | \$1,084,836 |
| Port Local Participation | \$12,626    |
| Total                    | \$2,794,462 |

**BUDGET IMPACT:**

There is no impact on the budget.

**RECOMMENDATION:**

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

**RESOLUTION NO. 350**

**AUTHORIZING LOCAL FUNDING PORTION OF THE MN DEPARTMENT OF TRANSPORTATION PORT DEVELOPMENT ASSISTANCE PROGRAM GRANT FOR GRAIN BARGE MOORING CLUSTER REPLACEMENT**

**WHEREAS**, pursuant to Minnesota State Statutes § 457A, the Red Wing Port Authority supports the replacement of the Grain Barge Mooring Clusters located adjacent to Red Wing Grain’s dock wall along the main shipping channel of the Mississippi River near Red Wing’s downtown North of US Hwy 61 (within the City of Red Wing corporate boundaries); and

**WHEREAS**, the Minnesota Port Development Assistance Program requires local commitment of at least 20% of the proposed project costs; and

**WHEREAS**, the Port Authority of Red Wing commits to a minimum of 20% of estimated project costs to complete the replacement of the Grain Barge Mooring Cluster.

**NOW, THEREFORE, BE IT RESOLVED** that the Port Authority of Red Wing hereby:

- 1.) Authorizes the Port Authority Executive Director and the Port Authority President to execute any and all necessary agreements and amendments to complete the project.
- 2.) Has the legal authority (per Minnesota State Statute § 412.211) to enter into said agreement with the Minnesota State Department of Transportation.
- 3.) Has committed, as part of its 2026 budget, up to \$12,626, as its share of local funds needed to fully fund the project coupled with Minnesota Department of Transportation Port Development Assistance Program funds and Port Infrastructure Development Program (MARAD) funds.
- 4.) Agree to cover any costs that exceed the amount of funds approved by the State of Minnesota Port Development Assistance Program and the Port Infrastructure Development Program necessary to complete the project.

Dated:

Red Wing Port Authority

Attest:

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President Paul Reding

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Kyle Klatt, Executive Director