

Regular Meeting Agenda

June 1st, 2026, 5:30 pm

EDA Office, 106 2nd St. SW, Pine Island, MN 55963

CALL TO ORDER:

ROLL CALL:

APPROVAL OF AGENDA

CONSENT AGENDA

- Approval of May 4th, 2026, Minutes
- Approval of Financial Report
- Approval of Loan Report

OLD BUSINESS

- Development Plan Updates
- Business After Hours Recap
- Advertising Plan Discussion

NEW BUSINESS

- Mama Suli Façade Loan Application
- Restaurant Incentive Program
- July Meeting

REPORTS

- Director's Report

ADJOURN

Board of Commissioners
Monday, June 1, 2026 | 5:30pm

Meeting Minutes May 4 2026

CALL TO ORDER:

Meeting called to order at 5:29pm by Ann Fahy-Gust

ROLL CALL:

Commissioners present: Ann Fahy-Gust, Brandon Bertsinger, Brandon Miller, Ryan Olson, Delana Weis

Others present: Steven Scheevel, Mitch Massman, Vernon Pahl

APPROVAL OF AGENDA

Delana Weis motioned to add Chamber of Commerce request to purchase flower baskets to the agenda under New Business. Ryan Olson second. Vote 5-0.

CONSENT AGENDA

Ryan Olson motioned to approve consent agenda consisting of April 6th, 2026 meeting minutes, financial report, and loan report. Delana Weis seconded. Vote 5-0

OLD BUSINESS

Development Plan: No new updates were discussed.

Resolution 26-01: Mitch presented the Board with an Agency Agreement to be discussed and approved by the Board. The Agency Agreement allows the Pine Island Telephone Company to authorize the EDA as an agent of the company to carry out the loan closing, document recording, and loan compliance for the Middle River Investments loan.

Delana Weis motioned to approve Resolution 26-01 Approving the Execution and Delivery of an Agency Agreement. Brandon Miller seconded the motion. Vote 5-0

NEW BUSINESS

Façade Loan Program: Mitch informed the EDA Board had discussed in a prior meetings about increasing the façade loan program from a max of \$2,500 to \$5,000 per project. However, the Board did not vote on that change. Ann Fahy-Gust asked for a motion to approve the increase.

Brandon Miller motioned to increase the maximum façade loan from \$2,500 to \$5,000. Delana Weis seconded the motion. Vote 5-0

Business After Hours: Mitch informed the Board that he had been in contact with Lindsay from Middle River Tree Service about the event. Middle River estimates there will be around 40 people at the event. Due to the higher than normal anticipated turn out, Mitch requested funding of up to \$500 for the event to ensure there are enough confections.

Ryan Olson motioned to authorize up to \$500 for confections at the business after-hours event. Delana Weis seconded the motion. Vote 5-0

Advertising Plan Discussion: The EDA Board discussed the potential options for an advertising campaign to attract new businesses. They discussed options including the targeting of specific businesses like HVAC, electricians, coffee shop, laundromat, and more. Or if they wanted to approach as a broad campaign and showcase why someone should locate their business in Pine Island. Brandon Bertsinger noted that each option will come with a different strategy in what platforms and ways they would need to advertise. The Board wants to use a hybrid strategy that is dependent on the land or buildings they are advertising.

The EDA Board instructed staff to work with Brandon Bertsinger to begin strategizing how to proceed and present options at the next meeting.

Purchasing Flower Baskets: Mitch presented a Chamber of Commerce request to purchase flower baskets that will be hung on Main Street. Each flower basket comes at a cost of \$60.

Delana Weis motioned to purchase two flower baskets for a total of \$120. Brandon Bertsinger seconded the motion. Vote 5-0.

REPORTS

Director's Report: Mitch presented the two finalist options for the community mural and asked for opinions on which one to proceed with. The EDA had a 3 v 3 split on the options. Mitch will also be reaching out to Lions Club, Library Board, Park Board, Prairie Island Indian Community, Chamber of Commerce, Image Committee, City Council, and Cheese Fest Committee to gather more votes. Mitch also discussed his other activities including meeting with housing developers, discussions with downtown building owners on their future plans, a business owners need for upgrades at their business and potential loan options through the EDA, DNR Outdoor Recreation Grant update, and the Pine Island Classic Motor Show.

ADJOURN

6:14pm Delana Weis motioned to adjourn, Brandon Bertsinger seconded. Vote 5-0

Funds 255- 255

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Comm.
255 Economic Dev Authority							
41590 Economic Development							
201	Office Supplies	0.00	3.19	370.00	370.00	366.81	1%
211	Cleaning Supplies	0.00	0.00	50.00	50.00	50.00	0%
255	Confections	131.40	253.05	300.00	300.00	46.95	84%
290	Cleaning Services	0.00	0.00	650.00	650.00	650.00	0%
300	Professional Svcs (GENER	0.00	0.00	300.00	300.00	300.00	0%
304	Legal Fees	0.00	3,244.00	3,000.00	3,000.00	-244.00	108%
308	Consultant Fees	0.00	47,854.50	95,711.00	95,711.00	47,856.50	50%
310	Recording Fees	0.00	46.00	300.00	300.00	254.00	15%
321	Telephone	121.49	607.60	2,500.00	2,500.00	1,892.40	24%
322	Postage	3.84	8.22	25.00	25.00	16.78	33%
340	Advertising	0.00	0.00	5,000.00	5,000.00	5,000.00	0%
352	General Notices and Pub I	0.00	0.00	300.00	300.00	300.00	0%
361	General Liability Ins	0.00	94.00	500.00	500.00	406.00	19%
404	Repairs/Maint Machinery/E	0.00	17.98	100.00	100.00	82.02	18%
415	Contracted Services	0.00	826.33	5,000.00	5,000.00	4,173.67	17%
433	Dues and Subscriptions	0.00	3,500.00	4,000.00	4,000.00	500.00	88%
435	Miscellaneous	120.00	120.00	500.00	500.00	380.00	24%
439	Seminar Registration	0.00	225.00	500.00	500.00	275.00	45%
721	EDA Operations	0.00	16,268.14	0.00	0.00	-16,268.14	0%
	Account Total:	376.73	73,068.01	119,106.00	119,106.00	46,037.99	61%
	Fund Total:	376.73	73,068.01	119,106.00	119,106.00	46,037.99	61%
	Grand Total:	376.73	73,068.01	119,106.00	119,106.00	46,037.99	61%

255 Economic Dev Authority

		Opening Balance	Change	Closing Balance
Assets				
255.10100	Cash - Frandsen Bank & Trust	195,733.93 (3,620.73)	192,113.20
255.10400	Investments	7,199.48		7,199.48
Total Assets		202,933.41 (3,620.73)	199,312.68
Liabilities and Fund Equity				
255.20200	Accounts Payable	3,244.00 (3,244.00)	
255.25300	Unreserved Fund Balance	137,106.55		137,106.55
255.28999	Net Income Current Year	62,582.86 (376.73)	62,206.13
Total Liabilities and Fund Equity		202,933.41 (3,620.73)	199,312.68
Revenue				
255.32183	Reimbursements-Direct Costs	16,268.14		16,268.14
255.39202	Transfers In	119,006.00		119,006.00
Total Revenue		135,274.14		135,274.14
Expenditures				
255.41590.201	Office Supplies	3.19		3.19
255.41590.255	Confections	121.65	131.40	253.05
255.41590.304	Legal Fees	3,244.00		3,244.00

255 Economic Dev Authority

		Opening Balance	Change	Closing Balance
255.41590.308	Consultant Fees	47,854.50		47,854.50
255.41590.310	Recording Fees	46.00		46.00
255.41590.321	Telephone	486.11	121.49	607.60
255.41590.322	Postage	4.38	3.84	8.22
255.41590.361	General Liability Ins	94.00		94.00
255.41590.404	Repairs/Maint Machinery/E	17.98		17.98
255.41590.415	Contracted Services	826.33		826.33
255.41590.433	Dues and Subscriptions	3,500.00		3,500.00
255.41590.435	Miscellaneous		120.00	120.00
255.41590.439	Seminar Registration	225.00		225.00
255.41590.721	EDA Operations	16,268.14		16,268.14
	Total Economic Development	72,691.28	376.73	73,068.01
	Total Expenditures	72,691.28	376.73	73,068.01

260 PI Revolving Loan Fund

		Opening Balance	Change	Closing Balance
Assets				
260.10100	Cash - Frandsen Bank & Trust	99,715.09	556.70	100,271.79
260.10430	CD-T Kuball Spruce Up Program	32,110.57		32,110.57
260.11728	Olde Pine Theatre Facade Loan	1,000.00		1,000.00
260.11730	Great American Investments Facade Loan	1,500.00		1,500.00
260.11731	Nicole Mills Facade Loan	2,000.00		2,000.00
260.11740	Note Receivable-Nora Kramer	25,531.50 (441.28)	25,090.22
Total Assets		161,857.16	115.42	161,972.58
Liabilities and Fund Equity				
260.25300	Unreserved Fund Balance	161,954.17		161,954.17
260.28999	Net Income Current Year	(97.01)	115.42	18.41
Total Liabilities and Fund Equity		161,857.16	115.42	161,972.58
Revenue				
260.36210	Interest Earnings	402.99	115.42	518.41
Total Revenue		402.99	115.42	518.41

261 EDA - Rev Loan Fund

		Opening Balance	Change	Closing Balance
Assets				
261.10100	Cash - Frandsen Bank & Trust	320,605.60	377.00	320,982.60
261.11738	Note Receivable - Renken, J&K	9,009.20 (337.51)	8,671.69
Total Assets		329,614.80	39.49	329,654.29
Liabilities and Fund Equity				
261.25300	Unreserved Fund Balance	329,307.69		329,307.69
261.28999	Net Income Current Year	307.11	39.49	346.60
Total Liabilities and Fund Equity		329,614.80	39.49	329,654.29
Revenue				
261.36210	Interest Earnings	307.11	39.49	346.60
Total Revenue		307.11	39.49	346.60

EDA Revolving Loan Funds Report for 6-1-2026

	Act No.	Payments Remaining	Payment Date	Payment Amount	Loan Amount	Balance Due	Comments	Rate	Term	Initiation Date	Balloon Term	Balloon Date	Final Payment
Renken	261	25	5/26/26	\$249.54	\$35,000	\$8,671.69	Current	5.00%	10 yr	6/21/18			6/21/28
Nora Kramer	260	50	5/4/26	\$556.70	\$29,500	\$25,090.22	Current	5.00%	5 yr	7/1/25			6/1/30
KAATS	PITC	80	5/1/26	\$841.33	\$86,000	\$65,085.53	Current	1.00%	10 yr	2/24/23			3/1/33
Hardware Hank	260					\$32,110.57	Current						
Olde Pine	260	2				\$1,000.00	Current						
Great American I	260	3				\$1,500.00	Current						
Nicole Mills	260	4				\$2,000.00	Current						
TOTALS					\$150,500	\$98,847.44							
Acct 260 Balance-Cash on hand/ PI City-Wide Dev.								\$100,271.79					
Spruce Up CD's - Acct 260								\$32,110.57					
Façade Forgiveable Loan - Acct 260								\$7,500.00					
Acct 261 Balance-Cash on hand/ Microenter. Dev.								\$320,982.60					
Pine Island Telephone Co Fund Balance								\$348,575.02					

Historic Downtown Façade Improvement Program Application

Pine Island Economic Development Authority

Name: John Mangouras Date: 5/15/2026

Phone: 507-722-8999 Email: johnnymango33@outlook.com

Project Address: 200 S Main St, Pine Island, MN 55963

Project Summary: Install Awning frame and covering, build and install signage,
install 4 exterior wall lights, prep surface for priming, painting, finishing, install carpet on outside stoop,
repair windows and trim (scrape, paint, ad staind wood over existing fres painted wood).

Total Amt. Requested: \$5,000 Total Project Cost: \$16,545

Applicant Certification

We, the undersigned certify that the information submitted is true and accurate to the best of our knowledge, that we have read, understand, and that we will comply with the program guidelines. We understand that this application will be reviewed based on the information provided herein and that if the final project does not meet minimum program guidelines, the City reserves the right to deny payment. But for the assistance provided through this program by the Pine Island Economic Development Authority, we would not have the resources to take on this project or to the extent that we will with assistance.

Johnny Mangouras

OWNER

Name/Title (Printed) Name/Title (Printed)

5/23/2026

Signature Date Signature Date

NO WORK MAY BEGIN PRIOR TO APPROVAL

201 Aqua Drive
ZUMBROTA, MN 559921157 US
5072712167
rivertownconstruction@gmail.com

ADDRESS
Mama Suli's
200 Main Street South
Pine Island, MN 55963

DATE
05/15/2026

TOTAL
\$12,645.00

EXPIRATION
DATE
05/29/2026

ACTIVITY	DESCRIPTION	AMOUNT
01.10 Plans	Plans - planning for work needed	630.00
01.30 City License	City License Fee - no permits or fees planned for this project outside of electrical	0.00
02.20 Scaffolding/lift	Rental/Building of scaffolding & other lifts	200.00
12 Doors & Trim	Doors & Trim - Strip paint , and stain existing entry door, and transom above	800.00
13 Windows & Trim	Windows & Trim - scrape, Paint existing wood window trim. Add stained wood over existing fresh painted wood	1,200.00
10 Exterior Trim & Decks	Exterior Trim - Awning	3,900.00
10 Exterior Trim & Decks	Exterior Trim - Signage provide/ install lettering for front facade	1,500.00
16. Electrical & Lighting	Electrical & Lighting- provide and install 4 wall lights. Includes state permit	1,400.00
24.1 Prep Surface	Prepare surface for priming, painting, or other finish	315.00
24 Paint	Painting - 3 colors to front of building. Strip on side of building, and side street area over purple. Includes paint	2,400.00
09.30 Flooring	Finished flooring - Indoor outdoor carpet at entry	300.00

TOTAL

\$12,645.00

THANK YOU.

Accepted By

Accepted Date



14 North Mantorville Avenue
Kasson, MN 55944

Phone: (507) 634-6501

Email: abelsigns@aol.com

DATE
5/13/26

MAMA SULI'S
200 S MAIN STREET
PINE ISLAND, MN 55963

PROJECT
AWNING

ITEM	DESCRIPTION	COST	QTY	Total
AWNING	1 - 34" TALL X 34" PROJECTION X 23' WIDE AWNING... WELDED ALUMINUM FRAMEWORK....10 YEAR "MANTEO CARDINAL" SUNBRELLA AWNING FABRIC...PRICE INCLUDES INSTALLATION.....	3,900.00		3,900.00
	PRICE DOES NOT INCLUDE LICENSE AND PERMT FEES.....			
	1/2 DOWN REQUIRED TO START THE JOB WITH THE REMAINING BALANCE DUE UPON COMPLETION OF THE JOB....			
	Sales Tax	0.00		0.00
	Total			\$3,900.00

SKETCH DEPOSIT: THE SKETCH DEPOSIT COVERS MINIMAL COST INVOLVED IN DEVELOPING A CONCEPT. IT DOES NOT COVER THE ACTUAL PURCHASE OF A CUSTOM DESIGN, WHICH WOULD BE FIGURED AT AN HOURLY RATE, WITH A QUOTED MINIMUM PRICE. THE SKETCH REMAINS THE PROPERTY OF THE DESIGNER.

THE CLIENT AGREES TO PAY ALL COST OF COLLECTION IN THE EVENT OF DEFAULT OF PAYMENT BY THE CLIENT, INCLUDING A REASONABLE ATTORNEY'S FEE. IN THE EVENT OF DELIQUENT PAYMENTS, THE CLIENT WILL BE CHARGED A RATE OF 1.5% INTEREST FOR EVERY MONTH AFTER THE FIRST 30 DAYS.

PRICE QUOTATION GOOD FOR 30 DAYS. PRICES AS INDICATED ABOVE ARE MINIMUM ESTIMATES FOR ART OR SIGN WORK ONLY. PHOTOSTATS, TYPOGRAPHY, PHOTOGRAPHS, OVERTIME, CHANGES AND/ OR TIME ADDITIONS, DELAYS CAUSED BY THE CLIENT, SPECIAL CONSULTATIONS AND ALL OTHER WORK EXPENSES THAT CANNOT BE ESTIMATED ACCURATELY IN ADVANCE WILL BE BILLED EXTRA UNLESS OTHERWISE SPECIFIED HEREIN.

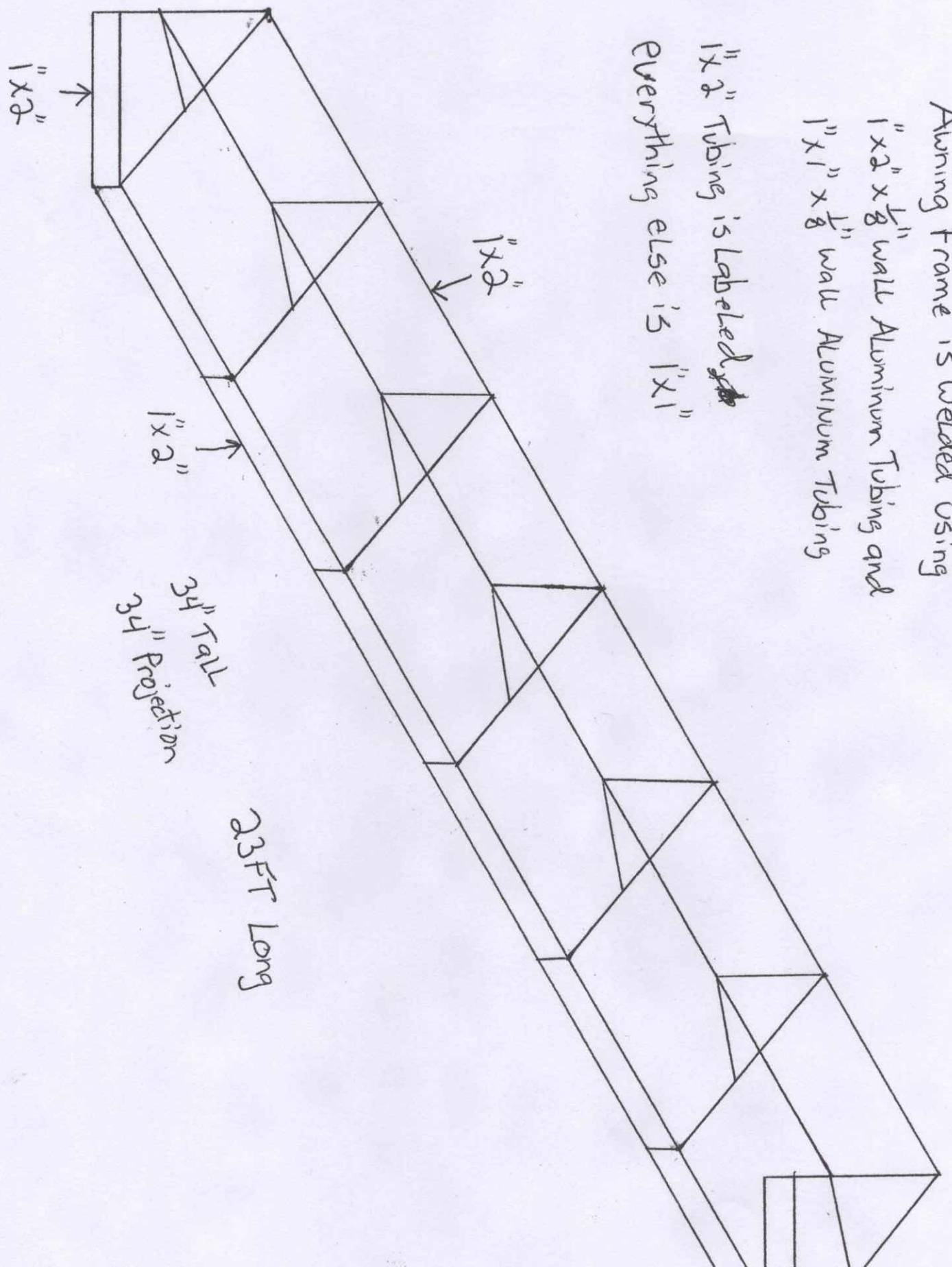
FINISHED ART, MECHANICALS, AND SIGNS WILL BE RELEASED FOR USE BY THE CLIENT ONLY. MECHANICALS, ORIGINAL ART, SKETCHES AND MATERIALS OTHER THAN SIGNS ORIGINATED BY THE DESIGNER ARE THE PROPERTY OF THE DESIGNER, AND WILL BE HELD FOR THE CLIENT, UNLESS OTHERWISE SHOWN.

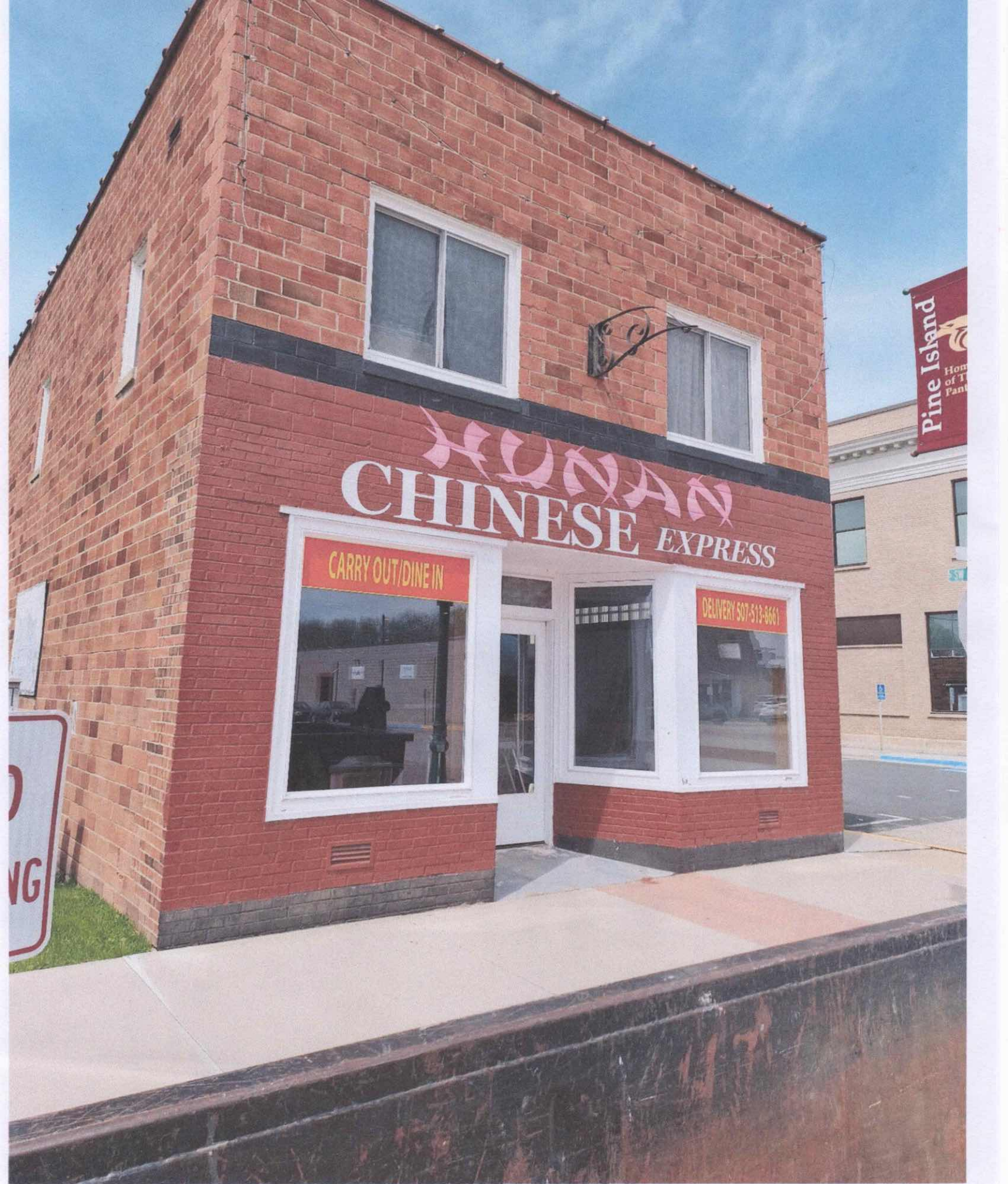
QUOTED BY Chris A. Abel
Chris A. Abel

SIGNATURE _____
DATE _____

Awning Frame is welded using
1" x 2" x 1/8" wall Aluminum Tubing and
1" x 1" x 1/8" wall Aluminum Tubing

1" x 2" Tubing is labeled ~~by~~
Everything else is 1" x 1"





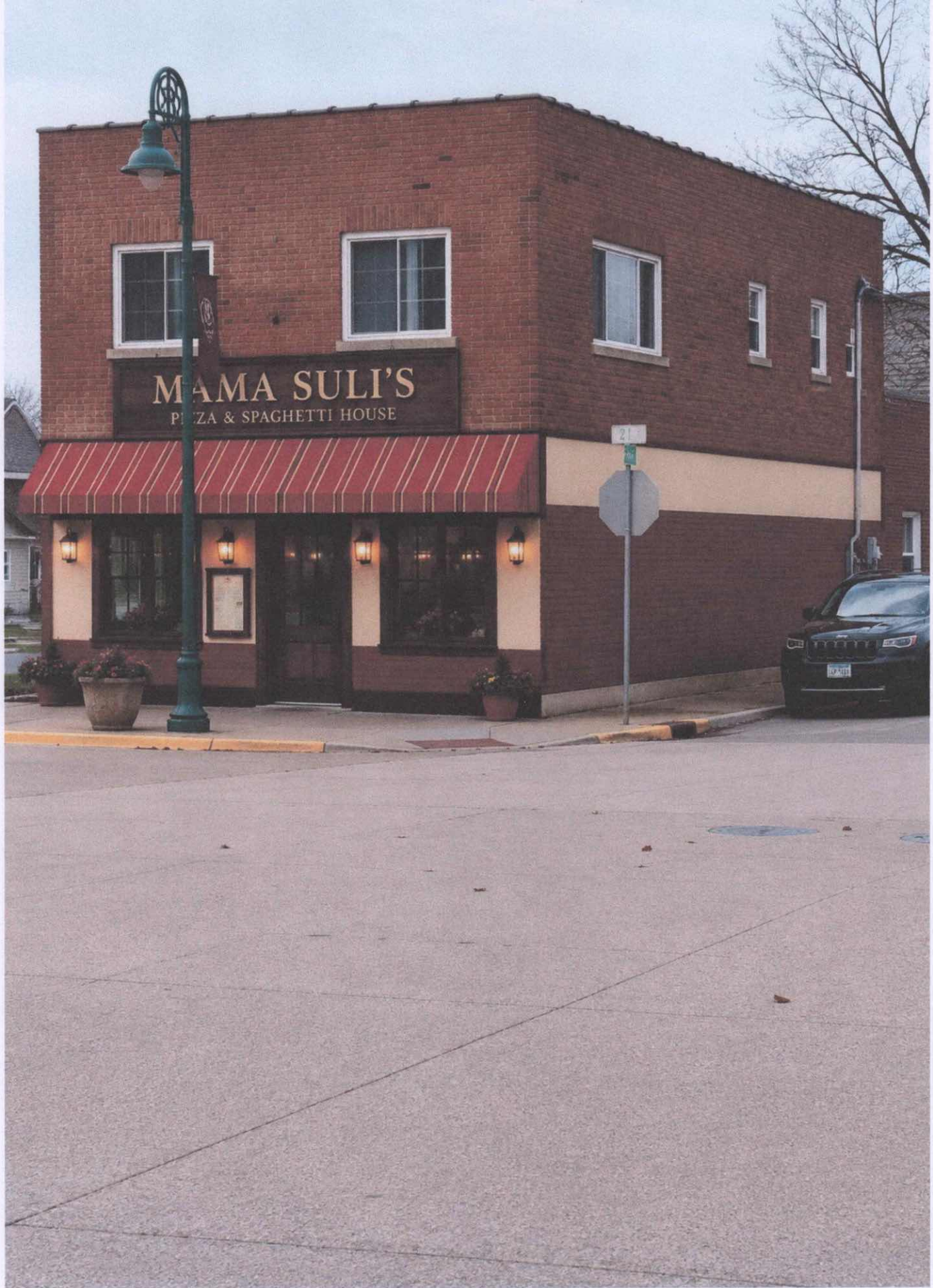
LUNAN
CHINESE EXPRESS

CARRY OUT/DINE IN

DELIVERY 507-513-8661

Pine Island
Home
of T
Pant

NG



MAMA SULI'S

PIZZA & SPAGHETTI HOUSE

21

12-11-11

Objective

The ~~City of~~ Pine Island Economic Development Authority seeks to transform the local aesthetic and eliminate commercial blight by offering a forgivable loan of up to **\$50,000** to a selected entrepreneur or business. This initiative aims to revitalize the city's physical landscape, ensuring that new dining establishments contribute to a vibrant, polished, and welcoming downtown atmosphere.

Incentive Details

The Pine Island Economic Development Authority (EDA) will award one business up to \$25,000 through a competitive selection process.

Funds provided pursuant to this program shall be structured as a forgivable loan with no payments. Each calendar year that the business meets the obligations of the program, [•]% of the loan balance will be forgiven. If the building is sold within [•] years of the loan disbursement date, then the balance of the loan must be repaid.

Eligible Use of Funds: Funding is strictly limited to exterior improvements and the remediation of substandard building conditions. Eligible expenses may include but are not limited to:

- **Blight Removal:** Remediation of hazardous materials (asbestos/lead), structural stabilization of crumbling facades, and removal of dilapidated exterior structures.
- **Facade Improvements:** Professional exterior painting, masonry repair/tuck-pointing, new signage, decorative exterior lighting, and the installation of high-quality windows or entry doors.
- **Aesthetic Enhancements:** Permanent planters, awnings, and historical restoration of exterior architectural features.

Eligibility Requirements

- **Business Type:** The proposal must be for a Eligible businesses are restaurants that serve breakfast and lunch, ideally including various coffee beverages. Businesses must also be current on all property taxes and city fees to be eligible for this

Commented [BAM1]: Any reason we wouldn't want to allow for smaller awards to multiple recipients?

program. The program is also only available for businesses which meet all zoning and other requirements in the city code.

- **Applicants:** Commercial property owners, or business owners with the written approval of the property owner, may apply for awards pursuant to this program.
- **Business Proposal Submission:** Applicants must submit a detailed plan including:
 - **Design & Restoration Plan:** Specific details on how the funds will address blight or enhance the building's facade.
 - **Concept & Menu:** Alignment with the city's dining needs.
 - **Financial Projections:** Evidence of long-term viability.
- **Equity Requirements:** The proposal must include at least **10% owner equity** (e.g., cash, equipment, or real property).
- **Job Creation:** The business must create a minimum of **160 labor hours per week** within the first three years of operation.
- **Location:** The business must be located within Pine Island city limits and remain operational for at least three (3) years.

Commented [BAM2]: If the EDA would like to secure its interest with a mortgage and note, then the owner will have to sign off on these things in the case where a tenant is operating the business and making the improvements.

Commented [BAM3]: This is a commercial decision, but three years isn't very long. I understand the program is intended to revitalize investment into a specific area and we don't want to penalize businesses that may not survive, but consider extending this a bit to avoid arguments that this isn't a good use of public dollars. For reference, the business subsidy act requires ongoing operation for 5 years or subsidy repayment. It may often soften the blow if we treat this as a 5 or 10 year forgivable loan with 10-20% being forgiven each year.

Compliance & Oversight

- **Restricted Use:** Funds **cannot** be used for interior equipment, working capital, inventory, or payroll.
- **Documentation:** Detailed quotes from licensed contractors must be submitted with the application. Final paid invoices and "before and after" photographic evidence must be provided to the EDA for fund disbursement.

Application & Selection Process

1. **Submission:** Proposals are submitted to the Pine Island EDA.
2. **Review:** The EDA evaluates submissions based on the **extent of blight removal**, the **impact on the streetscape**, and business feasibility.
3. **Finalist Interviews:** Shortlisted applicants will present their restoration and business vision.
4. **Award:** The winner receives funding and must complete the exterior improvements and begin operations within one year. All awards will be subject to the recipient

entering into various agreements with the EDA evidencing the terms of the Grant Program and securing the EDA's investment.

Loan Forgiveness Terms

The loan is fully forgiven if the business maintains continuous operation for **three years**, ~~and~~ meets all job creation requirements, and remains in full compliance with all required loan documents. ~~If the business closes or fails to complete the proposed facade improvements, a prorated repayment of the grant will be required.~~

Additional Requirements

The final design of improvements is subject to the review and approval of the Pine Island EDA. The Pine Island EDA reserves the right to require all property owners to comply with all applicable city ordinances.

The Pine Island EDA has the right to terminate any agreement under this program if a participant is found to be in violation of any conditions set forth in these guidelines. In addition, the following requirements shall apply to all loans provided hereunder:

- All work must be done in accordance with all local, state, and federal laws, rules, and regulations, including all applicable building codes.
- Labor costs may only be paid for from loan proceeds to the extent such labor costs are performed by an unrelated third party with no financial interest in the business (e.g., building owners or business operators are not eligible to pay themselves for work done on the building).
- All construction must be completed in strict compliance with approved plans and any conditions placed on any building permit.
- All work must be completed within 12 months of the time the loan agreement documents are signed.

Commented [BAM4]: I might suggest deleting this from the policy. Typically if the loan requirements aren't met, we seek full repayment of the Loan. That said, we could certainly do a prorated formula if that makes more sense, but it may be better to address that on a more case-by-case basis with the loan documents.

Director's Report

Work Plan

- Land Development
 - Walter Property development – waiting for funding for infrastructure. I have met with a couple of people who might be interested in lots when it is ready to move forward.
- Housing Developments
 - A housing developer who is pursuing a program to develop mid-level homes in the \$350k range. The program would require working with a County HRA. We will continue to work with them as they pursue this development.
- Downtown Storefronts
 - There is a couple looking into the purchasing the former Infuzn Foods building next to city hall. Staff is meeting with them to discuss any incentives or programs available to help them purchase, rehab, and open their business.
 - John Mangouras and partners are in the process of rehabilitating the Hunan building for a new restaurant called Mama Suli's. They plan to open later this year.

Business Contact

- Attended the Logic of English groundbreaking. Denise and her staff thanked the city for being welcoming and willing to help them with some incentives as they moved forward with their project. They are excited to be part of the community.
- Middle River Investments loan has not yet closed. There were some minor issues with the plat and title opinion that are being cleaned up. Once approved and signed by the city, they can record everything with the county and we can close on the loan.

Potential Grants/Financial Assistance

- The Community Mural is completed, and we held an unveiling photo op as a way to thank everyone who participated in this project.
- DNR Outdoor Recreation Grant – we are waiting on the grant agreement from the National Park Service and MN DNR. We cannot order equipment prior to this agreement being signed.
- Working with the Fire Department to complete a Compeer Grant to purchase a turbo draft fire fighting unit.
- An Economic Development Grant through SMIF opens in June. Staff intends to apply for this program to help finance the first phase of working with The Business of Child Care to help add child care slots in our community.

Miscellaneous

- Attended Communities Council meeting
- All city and county approvals for the Pine Island Motor Show are in place.
- Attended IEDC training – day two of training was canceled and I will need to retake the class in December.