

AGENDA

October 9, 2018 at 8:30 a.m.
Foster Conference Room – City Hall
222 Lewis Street River Falls, WI 54022

*****Action May Be Taken On Any Of The Following Items*****

CALL TO ORDER

APPROVAL OF AGENDA/MINUTES

FINANCIAL REPORT

GRANT REQUESTS

1. None at this time

OTHER BUSINESS

2. Taylor Berman – mural discussion
3. Business Owner Survey discussion

ADJOURN

Next Meeting: November 13, 2018

MINUTES

September 11, 2018 at 8:30 a.m.
Foster Conference Room - City Hall
222 Lewis Street River Falls, WI 54022

CALL TO ORDER– Joleen Larson called the meeting to order at 8:35 a.m.

Members present: Joleen Larson, Kerri Olson, Terry McKay, Amy Halvorson, Shari Frisbee, Chris Blasius, Mike Pepin

Members Absent: Mike Miller, Lori Moran

Others present: Amy Peterson

Agenda/Meeting Minutes

The agenda and the August 2018 meeting minutes were reviewed. M/S McKay/Pepin to approve the minutes; unanimous.

Financial Report

Olson reviewed the financial receipts and pending obligations. Peterson will email Ross & Associates on the Falls Theatre project. She will also email the Finance Dept the proposed budget.

Grant requests

1. 320 N Main St – Dollar General – Peterson reviewed that the current sign was damaged and could not be fixed. It is a non-conforming sign, so therefore needs to come into compliance with the city's ordinance. The property owner has been very willing to comply with the ordinance, but the cost is greater than the original sign. M/S Halvorson/McKay to grant \$2365.35 for the sign cabinet, the landscape work and the stonework on the permanent structure. All in favor.

Other Business

- Second Street Gardeners – The group set 9/25 from 4-6pm at Junior's for a thank you get together. M/S McKay/Halvorson to provide up to \$300 for appetizers for the get together. Peterson will assist Larson with invitation distribution. It was suggested to have a sign-up sheet at the event to gauge how many people are interested in continuing the garden work in the future. Larson is also looking for someone to take over Sandy Bowen's coordination work. Larson will talk to Mike Stifter about mulch.

Next Meeting

Next meeting is October 9th at 8:30 a.m. in the Foster Room, City Hall.

ADJOURNMENT

M/S Olson/Frisbee to adjourn; unanimous vote at 9:24 a.m.

2018 BID Receipts & Disbursements

Checking Account balance forward as of December 31, 2017: \$ 25,232.46

<u>Date</u>	<u>Type</u>	<u>Check #</u>	<u>Project or Charge/Use</u>	<u>Amount</u>	<u>Balance</u>
01/12/2018	Debit	2867	Leitch Ins. Agency / liability ins.	- 600.00	\$ 24,632.46
01/31/2018	Debit	2868	Dept. of Financial Inst. / annual report filing fee	- 10.00	\$ 24,622.46
02/07/2018	Debit	2869	River City Stitch / sign grant	- 797.00	\$ 23,825.46
02/16/2018	VOID	2870	VOIDED check, incorrectly written		
02/23/2018	Debit	2871	Remax Synergy / sign grant	- 287.00	\$ 23,538.46
03/14/2018	Debit	2872	PressEnter! / web hosting	- 59.85	\$ 23,478.61
03/23/2018	Credit		2018 assessments paid to BID	+42,000.00	\$ 65,478.61
03/30/2018	Debit	2873	RF CAB/music in park sponsorship	- 1,000.00	\$ 64,478.61
05/15/2018	Debit	2874	Lori Novak (Thermography of WI)/ sign grant	- 131.00	\$ 64,347.61
06/05/2018	Debit	2875	Dodge Properties (Glass Express)/ façade grant	- 7,000.00	\$ 57,347.61
06/14/2018	Debit	2876	PressEnter! / web hosting	- 59.85	\$ 57,287.76
06/18/2018	Debit	2877	Sandy Bowen / 2 nd St gardens	- 1,300.00	\$ 55,987.76
06/29/2018	Debit	2878	Pearson's / hanging baskets	- 2,000.00	\$ 53,987.76
07/10/2018	Debit	2879	Boles Prop. Management / sign grant	- 1,000.00	\$ 52,987.76
07/10/2018	Debit	2880	Mike Pepin / sign grant	- 71.42	\$ 52,916.34
07/25/2018	Debit	2881	Cedar Hill Greenhouse / hanging baskets	- 3,163.63	\$ 49,752.71
07/25/2018	Debit	2882	Junior's Restaurant / façade grant	- 6,000.00	\$ 43,752.71
08/14/2018	Debit	2883	RF Chamber of Commerce / River Dazzle spons	- 6,000.00	\$ 37,752.71
08/24/2018	Debit	2884	Mei Mei's / sign grant	- 1,000.00	\$ 36,752.71
09/10/2018	Debit	2885	PressEnter! / web hotsing	- 59.85	\$ 36,692.86
09/10/2018	Debit	2886	USPS / PO box rental (annual renewal)	- 62.00	\$ 36,630.86
09/11/2018	Debit	2887	Falls Theatre / sign & façade grants	- 2,563.14	\$ 34,067.72
09/25/2018	Debit	2888	Mei Mei's / reception for 2 nd St gardeners	- 101.28	\$ 33,966.44
09/25/2018	Debit	2889	Junior's / reception for 2 nd St gardeners	- 56.94	\$ 33,909.50

BID Grants Paid in 2018

Grants approved by BID and paid in 2018

Date approved

<u>Date paid</u>	<u>Entity receiving grant</u>	<u>Use of grant money</u>	<u>Amount granted</u>
11/14/2017 02/07/2018	River City Stitch	sign grant	\$ 797.00
12/12/2017 02/23/2018	Remax Synergy	sign grant	\$ 287.00
05/08/2018 05/15/2018	Thermography of WI	sign grant	\$ 131.00
02/13/2018 06/05/2018	Dodge Properties (Glass Express)	façade grant	\$ 7,000.00
07/10/2018 07/20/2018	Boles Prop. Management	sign grant	\$ 1,000.00
07/10/2018 07/20/2018	MJE Properties, LLC (Mike Pepin)	sign grant	\$ 71.42
04/10/2018 07/25/2018	Junior's Restaurant	façade grant	\$ 6,000.00
03/13/2018 08/24/2018	Mei Mei's Cookies	sign grant	\$ 1,000.00
07/10/2018 09/11/2018	Falls Theatre	sign grant façade grant	\$ 525.00 \$ 2,038.14

2018 sign grant total: \$ 3,811.42

2018 façade grant total: \$ 15,038.14

2018 grant total: \$ 18,849.56

Pending BID Obligations

Grants approved by BID

<u>Date approved</u>	<u>Entity receiving grant</u>	<u>Use of grant money</u>	<u>Amount granted</u>
08/14/2018	St. Croix Gas	façade grant	\$ 6,000.00
09/11/2018	Dollar General	sign grant	\$ 1,000.00
09/11/2018	Dollar General	façade grant	\$ 1,365.35
Total to date:			\$ 8,365.35

Special Projects as outlined in "BID Board 2018 Budget"

<u>Explanation of special project</u>	<u>Estimated amount BID will contribute to project</u>
Division Street Bridge hanging baskets	\$ 1,337.00
Main Street benches/trash bins (purchase & maintenance)	\$ 2,400.00
Main Street banners/partnership with CAB	\$ 3,700.00
Building mural project (continuing & maintenance)	\$ 1,000.00
Total to date:	\$ 8,437.00

Projects – funds set aside for Main Street projects

<u>Explanation of one-time budgeted item</u>	<u>Date approved</u>	<u>Amount approved</u>
Wayfinding implementation	02/14/2017	\$ 7,000.00
Wayfinding signage (\$4,250 in 2018; \$4,250 in 2019)	04/10/2018	\$ 4,250.00
Large Main Street projects (\$2,500 in 2018; \$2,500 in 2019)	08/14/2018	\$ 2,500.00
Total to date:		\$ 13,750.00

Summary

Pending Grants approved by BID:	\$ 8,365.35
Pending Special Projects BID participates in:	\$ 8,437.00
Pending One-Time Budgeted item:	<u>\$ 13,750.00</u>
Total pending BID obligations:	\$ 30,552.35

Balance in checking account as of 9/25/2018:	\$ 33,909.50
2018 pending obligations:	<u>\$ 30,552.35</u>
Funds available for grant requests:	\$ 3,357.15