

AGENDA

December 11, 2018 at **8:15 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. Wayfinding Update

ADJOURN

Next Meeting: January 8, 2019

MINUTES

October 9, 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 8:33 a.m.

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

Members Absent:, Shari Frisbee, Lori Moran

Others present: Amy Peterson

Agenda/Meeting Minutes

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

Financial Report

Olson reviewed the financial receipts and pending obligations.

Grant requests

None at this time

Other Business

- Taylor Berman – Peterson talked with Berman and provided information on his work and the mural class. Halvorson provided additional information. Berman will attend the November BID meeting to discuss the project further and answer questions from the Board.
- Business Owner Survey discussion – The Board watched the Council video where the business owner survey was discussed. Larson stated that she met with a business owner that requested information on the BID. She provided them information and the BIDs financials and invited him to attend BID meetings. Larson provided information on the BID assessment including the assessment has not been increased in many years. 96 properties pay the \$44,500 which makes the average assessment \$460. However, six properties pay approximately half of the \$44,500, which makes the average for the 90 other parcels \$265 annually. The Board concluded that one property owner has attended a BID meeting over the years to discuss the assessment and that is not a valid reason to survey all property owners. The purpose of the assessment is downtown beautification as well as supporting the building infrastructure and businesses. There are still many opportunities to make an impact downtown.

Next Meeting

Next meeting is November 13th at 8:30 a.m. in the Foster Room, City Hall.

ADJOURNMENT

M/S Miller/Pepin to adjourn; unanimous vote at 9:32 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

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