



City of River Falls

Business Improvement District

AGENDA
JANUARY 9, 2024 AT 8:30 A.M.
CITY HALL – FOSTER CONFERENCE ROOM
222 LEWIS STREET RIVER FALLS, WI 54022

CALL TO ORDER

APPROVAL OF AGENDA/MINUTES
October 10, 2023, BID Meeting Minutes

FINANCIAL REPORT

GRANT APPLICANTS

1. Signs & Awnings Grant: Edward Jones, 209 S. 2nd Street (Vince Seidling)

OTHER BUSINESS

2. Discussion: RF Creates - Railroad Bridge Abutment Art Installation Funding

ADJOURN

Next Meeting: February 13, 2024, 8:30 a.m., Foster Conference Room, City Hall

NOTE: Any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials to be in an accessible location or format, may contact City Clerk Amy White at (715) 426-3408 or in person at 222 Lewis Street, for accommodations. Requests for accommodations should be made at least three (3) business days in advance of the meeting. Every effort will be made to arrange accommodations.

POSTED: River Falls City Hall, River Falls Public Library, River Falls Police Department: January 3, 2023

BID Board Chair: Joleen Larson
BID Staff: Emily Shively

715-426-7776
715-426-3437

joleenlarson@hotmail.com
eshively@rfcity.org

MINUTES

October 10, 2023 at 8:30 a.m.
Foster Conference Room – City Hall
222 Lewis Street River Falls, WI 54022

Members present: Terry McKay, Amy Freeman, Amy Halvorson, Vince Seidling, Mike Miller, Mike Pepin, Jolene Larson

Members Absent: Kerri Olson, Heidi Hanson, Russ Korpela

Others present: Sam Burns

CALL TO ORDER– Halvorson called the meeting to order at 8:33 a.m.

Agenda/Meeting Minutes

The meeting minutes for the September 2023 meeting were approved. **M/S McKay/Halvorson. Unanimous**

Financials

Burns gave an update on the financials in Treasurer Olson’s absence. **M/S Seidling/McKay. Unanimous**

Kadlec Chiropractic

Gavin Kadlec was on hand to discuss his application. Kadlec already received approval from the city. Kadlec is seeking the max of \$1,000 for signage. **M/S Halvorson/Seidling. Unanimous**

2nd St Gardens

Larson provided an update on the efforts to coordinate 2nd St Gardens. There’s an intern who will be hired and coordinate volunteers and the deployment of volunteers. They will use the First National Bank of River Falls as a staging location for gardening materials.

RF Creates

Halvorson provided an update on River Falls Creates activities. LED lights will be placed at the base of the new water tower and will provide opportunities to light up the tower for holidays, world events, etc. An art installation for Glen Park will also be installed shortly. An RFP will be released shortly to provide some artwork at the River Falls Police Station. Halvorson also reported on plans to paint the other old abandoned railroad abutments in the Kinni.

RF Falls Business Leader Request

McKay reported that the RF Business Leaders are hosting a trick or treat event and looking for a donation from the BID Board. The Board allocated money for the business leaders for the 2024 budget. The board agreed to provide \$500 for this event and reexamine how much they would donate in 2024. **M/S Halvorson/Freeman. Unanimous.**

ADJOURNMENT

Vote to adjourn at 8:57; **Unanimous**

BID Grants Paid in 2023

Grants approved by BID and paid in 2023

Date approved

<u>Date paid</u>	<u>Entity receiving grant</u>	<u>Use of grant money</u>	<u>Amount granted</u>
6/14/2022 4/5/2023	Hub 70	façade grant	\$ 532.55
6/14/2022 7/17/2023	Vincent Seidling	façade grant	\$6,000.00
2/14/2023 8/8/2023	Swinging Bridge Brewing	façade grant	\$6,000.00
10/10/2023 11/10/2023	Kadlec Chiropractic LLC	sign grant	\$1,000.00
2/14/2023 11/16/20123	Glass Express	sign grant	\$1,000.00

2023 sign grant total: \$ 2,000.00

2023 façade grant total: \$ 12,532.55

2023 grant total: \$ 14,532.55

2023 BID Receipts & Disbursements

Checking Account balance forward as of December 31, 2022: \$ 63,840.46

<u>Date</u>	<u>Type</u>	<u>Check #</u>	<u>Project or Charge/Use</u>	<u>Amount</u>	<u>Balance</u>
1/23/2023	Debit	2965	West Bend Ins Co / liability ins	\$ 565.00	\$ 63,275.46
2/24/2023	Debit	2966	RF CAB / Music in the Park sponsorship	\$ 1,000.00	\$ 62,275.46
2/28/2023	Debit	2967	DFI e-check / annual report filing fee	\$ 25.00	\$ 62,250.46
3/8/2023	Debit	2968	RF Business Leaders / potato crawl	\$ 2,000.00	\$ 60,250.46
3/9/2023	Credit		Assessment from City of RF	+ \$42,000.00	\$102,250.46
4/5/2023	Debit	2969	Hub70 / façade grant	\$ 532.55	\$101,717.91
4/19/2023	Debit	2970	Anchor Websites, LLC / website	\$ 1,092.50	\$100,625.41
6/7/2023	Debit	2971	Barnyard Botanicals / 2 nd St gardens	\$ 1,085.75	\$ 99,539.66
6/7/2023	Debit	2972	UWRF Greenhouse / 2 nd St gardens	\$ 157.04	\$ 99,382.62
6/16/2023	Debit	2973	Cedar Hill Greenhouse / Hanging baskets	\$ 1,650.00	\$ 97,732.62
6/16/2023	Debit	2974	Pearson Florist / Hanging baskets	\$ 3,100.00	\$ 94,632.62
6/28/2023	Debit	2975	Eckert's Greenhouse / Hanging baskets	\$ 145.59	\$ 94,487.03
7/17/2023	Debit	2976	Anchor Websites, LLC / website	\$ 1,092.50	\$ 93,394.53
7/17/2023	Debit	2977	Vincent Seidling / façade grant	\$ 6,000.00	\$ 87,394.53
8/8/2023	Debit	2978	Swinging Bridge Brewing / façade grant	\$ 6,000.00	\$ 81,394.53
8/30/2023	Debit	2979	Anchor Websites, LLC / annual fee	\$ 319.35	\$ 81,075.18
9/12/2023	Debit	2980	RF Chamber of Commerce / River Dazzle	\$ 6,000.00	\$ 75,075.18
9/27/2023	Debit	2981	US Postal Service / PO box rent	\$ 82.00	\$ 74,993.18
10/6/2023	Debit	2982	Tarnation Tavern / façade grant	\$ 6,000.00	\$ 68,993.18
10/6/2023	Debit	2983	Tarnation Tavern / sign grant	\$ 857.48	\$ 68,135.70
10/12/2023	Debit	2984	RF Business Leaders/ Halloween event	\$ 500.00	\$ 67,635.70
11/10/2023	Debit	2985	Kadlec Chiropractic LLC / sign grant	\$ 1,000.00	\$ 66,635.70
11/16/2023	Debit	2986	Glass Express / sign grant	\$ 1,000.00	\$ 65,635.70

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>
6/14/2022	Junior's	sign grant	\$ 1,000.00
1/10/2023	Kinni Properties	sign & façade grants	\$ 7,000.00
		Total to date:	\$ 8,000.00

Operating Expenses as outlined in "BID Board 2023 Budget"

PO Box service fee	\$ 74.00
Liability insurance	\$ 600.00
Misc. printing, postage & supplies	\$ 500.00
Total to date:	\$ 1,174.00

Special Projects as outlined in "BID Board 2023 Budget"

<u>Explanation of special project</u>	<u>Estimated amount BID will contribute to project</u>
Main Street flowers / hanging baskets	\$ 2,950.00
Second Street gardens	\$ 250.00
Main Street benches/trash bins	\$ 2,400.00
Building mural projects/Heritage Park sign (continuing maintenance)	\$ 1,000.00
Total to date:	\$ 6,600.00

Projects – funds set aside for Main Street projects

<u>Explanation of one-time budgeted item</u>	<u>Date approved</u>	<u>Amount approved</u>
Large Main Street projects (\$2,500 in 2018; \$2,500 in 2019; \$2,500 in 2020; \$2,500 in 2021; \$2,500 in 2022; \$2,500 in 2023)	08/14/2018	\$ 15,000.00
Building mural project (partner with RFHS) (\$2,500 in 2022)	09/10/2019	\$ 2,500.00
Total to date:		\$ 17,500.00

Summary of BID Obligations

Pending Grants approved by BID:	\$ 8,000.00
Operating Expenses:	\$ 1,174.00
Pending Special Projects:	\$ 6,600.00
Pending One-Time Budgeted items:	<u>\$ 17,500.00</u>
Total pending BID obligations:	\$ 33,274.00

Balance in checking account as of 12/31/2023: \$ 65,635.70

2023 pending obligations: \$ 33,274.00

Funds available for grant requests: \$ 32,361.70

**River Falls Main Street BID Board
Façade & Sign Grant Application**

Owner's Name: Vince Seidling Phone #: 425-0075
 Applicant Agent's Name: _____
 Business/Building: Edward Jones
 Address of Project: 209 S 2nd St
 Daytime Phone: 425-0075 Fax: 877-395-8195
 Email: Vince.seidling@edwardjones.com

1. Project Description: 8 x 22 Black Steel Awning
2. Goal of Project: Improve building appearance
3. Project Time Frame: December 2023
4. Estimated Cost of Project: \$4,799 (attached)

5. Grant Amount Requested

Signs & Awnings	\$ <u>1,000</u>
Murals	\$
Building Façade & Exteriors	\$
Total	\$ <u>1,000</u>

6. Have you contacted the City of River Falls and received approval from the Community Development Department or Design Review Committee? YES NO Dave Havel - 11/9/23 building permit issued
7. Name of your Architect, Designer, and Contractor: (if applicable)
Dave Wagner (Engineer) Mark Kelly (Contractor)
8. Certificate of Insurance (with the City of River Falls as a notified party) must be obtained and submitted **before** the project is started, with a minimum liability limit of \$300,000.
attached

The application must be completed and signed. ALL related documentation must be submitted prior to consideration.

I understand and agree to comply with all applicable codes, conditions of the Grant Agreement and conditions of approval. I certify that the above and attached information is accurate.

Applicant Signature [Signature] Date: 12/21/2023
 Print Name Vincent Seidling

For City and BID use:

Date complete application received: _____
 City or DRC approval date: _____
 BID Board approval date: _____ Amount Approved: \$ _____
 Conditions of Grant Approval: _____

3" Black Steel posts to match existing stairs.

4' x 4' sign

8' Black Steel awning



Edward Jones (209 S 2nd St) 8x22 steel awning estimate

Design work (AM Structural Engineering) - \$900

Materials (Steel Town) - \$719

Materials (Menards) - \$1,072

Fabrication & Installation (Mark Kelly) - \$2,000

Building permit (City of RF) - \$108

Total estimated cost - \$4,799



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/22/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Reis Insurance Agency 220 South Main Street River Falls WI 54022	CONTACT NAME: Producer HOUSE PHONE (A/C, No, Ext): (715) 425-6721 E-MAIL ADDRESS:	FAX (A/C, No): (715) 425-1766
	INSURER(S) AFFORDING COVERAGE	
INSURED VINCE SEIDLING 209 & 209 1/2 Second Street River Falls WI 54022	INSURER A: Secura Insurance	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** CL23112209023 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			BP003368083	06/15/2023	06/15/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

City of River Falls
222 Lewis St

River Falls

WI 54022

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.