

City of River Falls Business Improvement District



AGENDA
October 13, 2020 at 8:30 a.m.
Virtual Meeting
222 Lewis Street River Falls, WI 54022

Please note that due to the ongoing COVID-19 public health emergency, all members of this committee will attend via telephone or internet. For your personal safety and the safety of our community, interested persons are invited to watch from their homes in lieu of attending the meeting in person.

The public may view and/or participate in the meeting by:

Calling Toll Free 1-844-992-4726, access code: 132 945 2329 password: 1234

Visiting the web link: <https://tinyurl.com/RFBID10132020>

*****Action May Be Taken on Any of the Following Items*****

CALL TO ORDER

APPROVAL OF AGENDA/MINUTES

October 8 and October 22, 2020 BID Meeting Minutes

FINANCIAL REPORT

GRANT REQUESTS

None

OTHER BUSINESS

River Dazzle Discussion

ADJOURN

Next Meeting: November 10, 2020 8:30 a.m.

MINUTES
September 8, 2020 at 8:30 a.m.
Virtual Meeting

CALL TO ORDER– Joleen Larson called the meeting to order at 8:34 a.m.

Members present: Joleen Larson, Amy Halvorson, Terry McKay, Kerri Olson, Mike Miller, Jodi Nelson,

Members Absent: Lori Moran, Mike Pepin, Russ Korpela

Others present: Sam Wessel and Jon Smits

Agenda/Meeting Minutes

The agenda and the August 2020 meeting minutes were reviewed. M/S Miller/Halvorson to approve the minutes; unanimous.

Financial Report

Financials were reviewed.

Grant requests

1. Jon and Sara Filarsky, The Laundry Room, 402 N Main Street requested a \$6,000 façade grant for work on painting, adding metal roof, new rear doors, and new sidewalk. The requested \$1,000 sign grant will be reviewed at a later meeting when a sign plan is submitted. Halvorson reminded the Committee that roofs are technically not a façade grant improvement, and BID must remember to be consistent when approving grants. Nelson mentioned that the mansard roof shape is unusual. Wessel mentioned that the code is unclear whether it is a roof or not since it is nearly vertical, and there are few examples in the BID of this roof type. Larson stated that Edina Realty has a similar roof and was approved a façade grant in the past. M/S Miller/McKay to approve \$6,000 façade grant; unanimous.

Other Business

Halvorson expressed desire for the City to approve more flexibility with outdoor seating and alcohol service after having visited Downtown Stillwater and seeing their success. Wessel stated that the City will review this over winter to see what can be changed for summer 2021.

Next Meeting

The next meeting will be held October 13, 2020.

ADJOURNMENT

M/S McKay/Miller to adjourn; unanimous vote at 9:01 a.m.

MINUTES
September 22, 2020 at 8:30 a.m.
Virtual Meeting

CALL TO ORDER– Joleen Larson called the meeting to order at 8:36 a.m.

Members present: Joleen Larson, Amy Halvorson, Terry McKay, Kerri Olson, Mike Miller, Jodi Nelson, Mike Pepin, Russ Korpela

Members Absent: Lori Moran

Others present: Sam Wessel and Jon Smits

Agenda/Meeting Minutes

Minutes from 9-8-2020 and 9-22-2020 will be reviewed at the next BID meeting.

2021 City of River Falls Business Improvement District Budget

BID members discussed that, with 2021 unknown due to COVID-19, there is not a desire to increase the BID assessment, and the proposed 2021 BID budget has not changed much from the 2020 Budget since it is the best guess of what next year could look like. Funds not used in 2020 and 2021 may be reallocated if different events and programs do not take place next year. Korpela mentioned that River Dazzle may not need the full \$6,000 sponsorship from BID and will discuss this as an agenda item at a future BID meeting. M/S Korpela/McKay to approve the proposed 2021 budget and assessment as attached in the packet; unanimous.

Next Meeting

The next meeting will be held October 13, 2020.

ADJOURNMENT

M/S Halvorson/Korpela to adjourn; unanimous vote at 8:50 a.m.

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>
03/10/2020	The Garage Bikes & Brews	sign grant	\$ 1,000.00
07/14/2020	Dollar General / Jim Leske	façade grant	\$ 1,050.00
09/08/2020	The Laundry Room	façade grant	\$ 6,000.00
		Total to date:	\$ 8,050.00

Special Projects as outlined in "BID Board 2020 Budget"

<u>Explanation of special project</u>	<u>Estimated amount BID will contribute to project</u>
Main Street flowers / hanging baskets	\$ 1,905.00
Second Street gardens	\$ 280.00
Main Street benches/trash bins	\$ 2,400.00
River Dazzle parade sponsorship	\$ 6,000.00
Building mural projects/Heritage Park sign (continuing maintenance)	\$ 3,500.00
	Total to date: \$14,085.00

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)	08/14/2018	\$ 7,500.00
Building mural project (partner with RFHS)	09/10/2019	\$ 2,500.00
	Total to date:	\$10,000.00

Summary

Pending Grants approved by BID:	\$ 8,050.00
Pending Special Projects BID participates in:	\$ 14,085.00
Pending One-Time Budgeted items:	<u>\$ 10,000.00</u>
Total pending BID obligations:	\$ 32,135.00
Balance in checking account as of 9/16/2020:	\$ 47,076.11
2020 pending obligations:	<u>\$ 32,135.00</u>
Funds available for grant requests:	\$ 14,941.11

BID Grants Paid in 2020

Grants approved by BID and paid in 2020

Date approved

<u>Date paid</u>	<u>Entity receiving grant</u>	<u>Use of grant money</u>	<u>Amount granted</u>
3/10/2020	Matt & Stephanie Johnson	façade grant	\$ 5,915.00
6/3/2020			

2020 sign grant total: \$

2020 façade grant total: \$

2020 grant total: \$

2020 BID Receipts & Disbursements

Checking Account balance forward as of December 31, 2019: \$ 18,400.11

<u>Date</u>	<u>Type</u>	<u>Check #</u>	<u>Project or Charge/Use</u>	<u>Amount</u>	<u>Balance</u>
1/10/2020	Debit	2919	Leitch Insurance Agency / liability insurance	- \$ 540.00	\$ 17,860.11
2/13/2020	Debit	E-check	DFI / annual report	- \$ 10.00	\$ 17,850.11
2/21/2020	Credit		Assessment check from City of RF	+\$ 42,000.00	\$ 59,850.11
6/3/2020	Debit	2920	Matt & Stephanie Johnson / façade grant	- \$ 5,915.00	\$ 53,935.11
6/3/2020	Debit	2921	UWRF Greenhouse / 2 nd St gardens	- \$ 193.25	\$ 53,741.86
6/3/2020	Debit	2922	Barnyard Botanicals / 2 nd St gardens	- \$ 1,026.75	\$ 52,715.11
6/15/2020	Debit	2923	Pearson Florist / hanging baskets	- \$ 3,000.00	\$ 49,715.11
6/17/2020	Debit	2924	RF CAB / music in park sponsorship	- \$ 1,000.00	\$ 48,715.11
7/10/2020	Debit	2925	Cedar Hill Greenhouse / hanging baskets	- \$ 1,575.00	\$ 47,140.11
9/16/2020	Debit	2926	USPS / PO Box rent fee	- \$ 64.00	\$ 47,076.11