AGENDA
March 10, 2020 at 8:30 a.m.
Training 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. Matt and Stephanie Johnson, The Garage Bikes & Brews, 109 W Cedar St

OTHER BUSINESS

1. BID Reappointments
   a. Amy Halvorson – Dec 2021
   b. Mike Miller – Dec 2022
2. Hanging basket update
3. Possible Mural changes
4. Election of officers
5. BID Board Photo
6. Next month: Taylor Berman, Maple St. Bridge Mural

ADJOURN

Next Meeting: April 14, 2020 8:30 a.m.
CALL TO ORDER— Joleen Larson called the meeting to order at 8:40 a.m.

Members present: Joleen Larson, Terry McKay, Kerri Olson, Mike Miller, Russ Korpela, Jodi Nelson
Members Absent: Amy Halvorson, Lori Moran, Mike Pepin
Others present: Zach Regnier, Mike Noreen, Emily Jacobson, Amy Peterson

Agenda/Meeting Minutes
The agenda and the September 2019 meeting minutes were reviewed. M/S Miller/McKay to approve the minutes; unanimous.

Financial Report
Financials were reviewed.

Grant requests
1. Emily Jacobson, 146 W Division St, To The Point Acupuncture. Signs for To The Point Acupuncture, Well Living Massage and Santosha Studio for $525 contingent on proof of insurance and sign permit approval. M/S McKay/Miller; unanimous.

Other Business
2. Zach Regnier, Downtown Plantings Update
Regnier provided an update to the Board on the 2nd Street Gardens coordination in 2019. Most work was the same, however, instead of buying mulch, Regnier was able to work with the City Forester to provide mulch. The bed in front of the Post Office needs someone to care for it next year. Regnier will talk to the City Communications Manager about adding a Thank You and Call for Volunteers in the next City newsletter.

3. Mike Noreen, Downtown Sound System
Noreen followed up with communities that use the system in cold climates and found that all are pleased with the units as well as the customer service. The current bid does not include install, as the utilities are able to provide that work. Larson envisions music during special events, during the Holiday season all the time and maybe even during the summer all the time. Korpela is not a fan of “piped” music downtown and would prefer to see the funds used to bring in live musicians at key times. Questions still include who will manage it, how will the future reconstruction of downtown affect it, whether it can be housed at City Hall. The Board also requested that Noreen talk to Brickhouse Music.

4. October 22 Council Meeting Review
Larson reviewed the letter provided in the packet from Tom Nelson. Council did approve BID funding at the October meeting. The survey is complete with 21 respondents. Peterson will email the survey results to the group.
5. **2019-2021 Administration’s Strategic Initiatives**
Peterson walked through the initiatives and specifically discussed the Downtown Plan and told the Board that staff would review the Campus Corridor Plan with them at a future meeting.

6. **BID Board membership and photo**
This item is to be kept on the agenda until all members are present for a photo.

5. **Korpela provided Chamber updates**
Strategic planning is starting for the Chamber and they are reviewing and planning for upcoming special events.

**Next Meeting**
Larson requested that the December meeting be cancelled unless there are grant applications.

**ADJOURNMENT**
M/S McKay/Nelson to adjourn; unanimous vote at 9:45 a.m.
### 2020 BID Receipts & Disbursements

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

<table>
<thead>
<tr>
<th>Date</th>
<th>Type</th>
<th>Check #</th>
<th>Project or Charge/Use</th>
<th>Amount</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/10/2020</td>
<td>Debit</td>
<td>2919</td>
<td>Leitch Insurance Agency / liability insurance</td>
<td>- $540.00</td>
<td>$17,860.11</td>
</tr>
<tr>
<td>2/13/2020</td>
<td>Debit</td>
<td>E-check</td>
<td>DFI / annual report</td>
<td>- $10.00</td>
<td>$17,850.11</td>
</tr>
<tr>
<td>2/21/2020</td>
<td>Credit</td>
<td></td>
<td>Assessment check from City of RF</td>
<td>+$42,000.00</td>
<td>$59,850.11</td>
</tr>
</tbody>
</table>
Pending BID Obligations

Grants approved by BID

<table>
<thead>
<tr>
<th>Date approved</th>
<th>Entity receiving grant</th>
<th>Use of grant money</th>
<th>Amount granted</th>
</tr>
</thead>
<tbody>
<tr>
<td>03/12/2019</td>
<td>Kristin Jepson/State Farm</td>
<td>sign grant</td>
<td>$ 770.00</td>
</tr>
<tr>
<td>03/12/2019</td>
<td>Kristin Jepson/State Farm</td>
<td>façade grant</td>
<td>$ 2,397.50</td>
</tr>
<tr>
<td>06/11/2019</td>
<td>The Barber Shop</td>
<td>sign grant</td>
<td>$ 157.40</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>Total to date:</strong> $ 3,324.90</td>
</tr>
</tbody>
</table>

Special Projects as outlined in “BID Board 2020 Budget”

<table>
<thead>
<tr>
<th>Explanation of special project</th>
<th>Estimated amount BID will contribute to project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Music in the Park sponsorship</td>
<td>$ 1,000.00</td>
</tr>
<tr>
<td>Main Street flowers / hanging baskets</td>
<td>$ 7,700.00</td>
</tr>
<tr>
<td>Second Street gardens</td>
<td>$ 1,500.00</td>
</tr>
<tr>
<td>Main Street benches/trash bins</td>
<td>$ 2,400.00</td>
</tr>
<tr>
<td>River Dazzle parade sponsorship</td>
<td>$ 6,000.00</td>
</tr>
<tr>
<td>Building mural projects/Heritage Park sign (continuing maintenance)</td>
<td>$ 3,500.00</td>
</tr>
<tr>
<td><strong>Total to date:</strong></td>
<td><strong>$22,100.00</strong></td>
</tr>
</tbody>
</table>

Projects – funds set aside for Main Street projects

<table>
<thead>
<tr>
<th>Explanation of one-time budgeted item</th>
<th>Date approved</th>
<th>Amount approved</th>
</tr>
</thead>
<tbody>
<tr>
<td>Large Main Street projects</td>
<td>08/14/2018</td>
<td>$ 7,500.00</td>
</tr>
<tr>
<td>($2,500 in 2018; $2,500 in 2019; $2,500 in 2020)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Building mural project (partner with RFHS)</td>
<td>09/10/2019</td>
<td>$ 2,500.00</td>
</tr>
<tr>
<td><strong>Total to date:</strong></td>
<td><strong>$10,000.00</strong></td>
<td></td>
</tr>
</tbody>
</table>

Summary

- Pending Grants approved by BID: $ 3,324.90
- Pending Special Projects BID participates in: $ 22,100.00
- Pending One-Time Budgeted items: $ 10,000.00
- Total pending BID obligations: $ 35,424.90

Balance in checking account as of 2/28/2020: $ 59,850.11

2020 pending obligations: $ 35,424.90

Funds available for grant requests: $ 24,425.21
River Falls Main Street BID Board
Facade & Sign Grant Application

Owner's Name: MAT + STEPHANIE JOHNSON Phone #: 715-497-7497
Applicant/Agent's Name: SAME
Business/Building: THE GARAGE BIKES + BREWS
Address of Project: 109 W CEDAR ST
Daytime Phone: 612-986-4967 Fax: 
Email: garage+bikes+brews@gmail.com

1. Project Description:
   1. Sign installation on front of building (including design & build)
   2. Sign installation on monument on Division St (including design & build)
   3. Paint exterior of building
   4. Install & purchase glass over-
   5. Business signage
   6. Building improvements - head door
   7. Increase natural light inside

2. Goal of Project:

3. Project Time Frame: Feb 15th → April 15th, 2020

4. Estimated Cost of Project: $44,887.75

5. Grant Amount Requested

<table>
<thead>
<tr>
<th>Signs &amp; Awnings</th>
<th>$49,887.75</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building Façade &amp; Exteriors</td>
<td>$19,300</td>
</tr>
<tr>
<td>Total</td>
<td>$23,188.75</td>
</tr>
</tbody>
</table>

6. Have you contacted the City of River Falls and received approval from the Community Development Department or Design Review Committee? YES NO

7. Name of your Architect, Designer, and Contractor: (if applicable)
   1. Action Overhead Door - RF
   2. Northern Design Prototype - RF (City) Steve Nelson

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.
   West Bend Mutual Reis Agency

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: 2/9/20
Print Name: STEPHANIE JOHNSON

For City and BID use:
   Date complete application received: ________________
   City or DRC approval date: ________________
   BID Board approval date: ________________ Amount Approved: $ ________________
   Conditions of Grant Approval: ________________

Agreement & Application
laser cut galvanized steel

backlit with RGBW rope light. Connected to Z-wave smart controller.
Blue - Painted a galvanized steel look
- trim black + Skirting on sides black
- Stone remains intact

Front Sign Placement
Double-side, each w/ 3 layers of laser cut sheet metal w/ standoffs

- **back layer**
- **middle layer**
- **top layer, backlit with RGBW LED**
  - **light strip, connected to z-wave smart controller**
Coming Soon!

THE GARAGE

Bikes + Brews

New Monument Sign on Division St
# Sign Permit Application – Permanent

## Applicant Information

<table>
<thead>
<tr>
<th>Field</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applicant's Business Name</td>
<td><strong>THE GARAGE BIKES + BREWS</strong></td>
</tr>
<tr>
<td>Site Address (location of sign)</td>
<td><strong>109 W. CEDAR ST</strong></td>
</tr>
<tr>
<td>Applicant Name</td>
<td><strong>MATT + STEPHANIE JOHNSON</strong></td>
</tr>
<tr>
<td>Applicant Email</td>
<td><strong><a href="mailto:garagebikesbreads@gmail.com">garagebikesbreads@gmail.com</a></strong></td>
</tr>
<tr>
<td>Applicant Address</td>
<td><strong>W10439 E 80th Ave, RF</strong></td>
</tr>
<tr>
<td>Signature</td>
<td><img src="signature.png" alt="Signature" /></td>
</tr>
<tr>
<td>Date</td>
<td><strong>1/4/20</strong></td>
</tr>
</tbody>
</table>

## Property Owner

<table>
<thead>
<tr>
<th>Field</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Owner Name</td>
<td><strong>Bravecat Investments LLC</strong></td>
</tr>
<tr>
<td>Owner Email</td>
<td><strong><a href="mailto:rfjohns@ameritech.net">rfjohns@ameritech.net</a></strong></td>
</tr>
<tr>
<td>Owner Phone</td>
<td><strong>612-986-4967</strong></td>
</tr>
<tr>
<td>Owner Address</td>
<td><strong>W10439 E 80th Ave, RF</strong></td>
</tr>
<tr>
<td>Owner's Signature</td>
<td><img src="signature.png" alt="Signature" /></td>
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</table>

## Sign Contractor Information

<table>
<thead>
<tr>
<th>Field</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Company Name</td>
<td><strong>Northern Design + Prototype</strong></td>
</tr>
<tr>
<td>Contractor’s Name</td>
<td><strong>LUCAS JOHNSON</strong></td>
</tr>
<tr>
<td>Email</td>
<td><strong><a href="mailto:lj3663@gmail.com">lj3663@gmail.com</a></strong></td>
</tr>
<tr>
<td>Phone</td>
<td><strong>715-441-2040</strong></td>
</tr>
</tbody>
</table>

## SIGN INFORMATION

<table>
<thead>
<tr>
<th>Field</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sign Structure Type:</td>
<td>- Wall on building front</td>
</tr>
<tr>
<td></td>
<td>- Monument on Division St</td>
</tr>
<tr>
<td></td>
<td>- Pylon</td>
</tr>
<tr>
<td></td>
<td>- Roof</td>
</tr>
<tr>
<td></td>
<td>- Overhanging</td>
</tr>
<tr>
<td>Canopy</td>
<td></td>
</tr>
<tr>
<td>Window</td>
<td></td>
</tr>
<tr>
<td>Banner</td>
<td></td>
</tr>
<tr>
<td>Electronic</td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td></td>
</tr>
<tr>
<td>Illumination</td>
<td>- Non-illuminated</td>
</tr>
<tr>
<td></td>
<td>- Internal illumination</td>
</tr>
<tr>
<td></td>
<td>- External illumination</td>
</tr>
<tr>
<td></td>
<td>- Building on Division St</td>
</tr>
<tr>
<td></td>
<td>- Monument on Division St</td>
</tr>
<tr>
<td>Description of text and graphics of sign:</td>
<td><strong>See pictures.</strong></td>
</tr>
</tbody>
</table>
# Northern Design + Prototype

533 Roosevelt Court  
River Falls, WI, 54022  
(715) 441-2040

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>QTY</th>
<th>UNIT PRICE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Design: 580/hr</td>
<td>15</td>
<td>80.00</td>
<td>1,200.00</td>
</tr>
<tr>
<td>Labor: 550/hr</td>
<td>30</td>
<td>50.00</td>
<td>1,500.00</td>
</tr>
<tr>
<td>Material: 14 ga steel (70 ft²)</td>
<td>70</td>
<td>12.00</td>
<td>840.00</td>
</tr>
<tr>
<td>Light Socket</td>
<td>60</td>
<td>4.00</td>
<td>240.00</td>
</tr>
<tr>
<td>Light Bulb</td>
<td>60</td>
<td>2.00</td>
<td>120.00</td>
</tr>
<tr>
<td>Paint / Surface Finish</td>
<td>5</td>
<td>40.00</td>
<td>200.00</td>
</tr>
<tr>
<td>Misc: Hardware, Wiring, etc</td>
<td>1</td>
<td>175.00</td>
<td>175.00</td>
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</table>

**Thank you for your business!**

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
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<tbody>
<tr>
<td>SUBTOTAL</td>
<td>4,275.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TAX RATE</td>
<td>5.000%</td>
<td></td>
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</tr>
<tr>
<td>TAX</td>
<td>213.75</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td>$ 4,488.75</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

If you have any questions about this invoice, please contact [Lucas Johnson, (715) 441-2040, lj3663@gmail.com]
PROPOSAL

Proposal Submitted To: Matt Johnson
GarageBikesBrews
109 W Cedar St
River Falls, WI 54022
612-886-4967
garagebikesbrews@gmail.com

Work To Be Performed At: SAME

We hereby propose to furnish the materials and perform the labor necessary for the completion of:

INSTALLATION OF:

One 10x10 ArmRLite Black anodized color, Standard radius track, PVC stop, 15 long panel ins windows. Tempered ins glass. Titan model with row of push out awning windows. $19,200. +$100 if we tear+haul old. Note: had to use Titan with 3.5" center rails+stile to support awning windows. Electra had 2.75"

Insulated rails and stiles.

Note: For install on wood bucks and pads.

*1/2 DOWN ON ALL SPECIAL ORDERS.
*FLOOR TO BE IN AT TIME OF DOOR INSTALLATION.
*ALL PRICES QUOTED ARE INSTALLED
*ALL PRICES ARE TAX INCLUDED.

NOTE: Properly prepared openings done by others. All electrical wiring done by others.
All Material is guaranteed to be as specified, and the above work to be performed in accordance with the specifications submitted for above work and completed in a substantial workmanlike manner.

Respectfully submitted
Steve Nelson #715-307-5120

Note: This proposal may be withdrawn by us if not accepted:
30 days

Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance upon above work. Workmen’s Compensation and Public Liability Insurance on above work to be taken out by Action Door.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.
Payments will be made as outlined above.

SIGNATURE

DATE

SIGNATURE