

City of River Falls Business Improvement District



AGENDA
February 12, 2019 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. 109 N Main Street - Joint awning canvas replacement involving Kristin Jepson of State Farm (relocating to this site) and Jamie Freese of Vivid.

OTHER BUSINESS

2. Veteran's Park
3. Garden Plans
4. Grant/business communication
5. Maple Street Mural

ADJOURN

Next Meeting: March 12, 2019, 8:30 a.m.

MINUTES

January 8, 2019 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, Mike Miller, Terry McKay, Chris Blasius, Mike Pepin

Members Absent: Shari Frisbee, Amy Halvorson, Lori Moran, Kerri Olson

Others present: Amy Peterson

Agenda/Meeting Minutes

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

Financial Report

Larson reviewed the financials.

Grant requests

None at this time

Other Business

- **2019 Budget and Project Review** – Larson noted that funds typically come in March. Upcoming projects were reviewed. Larson will contact Hub 70 regarding a letter to all property and business owners.
- **Garden Plans** – Joleen ordered the flowers from Barnyard Botanicals for the 2nd street gardens. She has arranged with Pearson's to have the plants and the mulch (from Ace) delivered there for gardeners to pick up. In the past Sandy Bowen checked the gardens and filled in where needed; she also planted Veterans Park and the Main Street planters. Sandy will continue to plant the Park but will not do the planters this year. Joleen continues to look for a coordinator, so this program can continue. Terry will ask Mary Hoffland, as she may be interested. Also looking for someone to take over the First National Bank Triangle. City waters the gardens and the hanging baskets. Joleen will take care of the hanging baskets as in the past.
- **Grant/Business Communication** – Joleen will work on a mailer to property and business owners for the group to discuss at the next meeting.

Next Meeting

Next meeting is February 12th at 8:30 a.m. in the Foster Room, City Hall.

ADJOURNMENT

M/S McKay/Pepin to adjourn; unanimous vote at 9:25 a.m.

2019 BID Receipts & Disbursements

Checking Account balance forward as of December 31, 2018: \$ 26,911.71

<u>Date</u>	<u>Type</u>	<u>Check #</u>	<u>Project or Charge/Use</u>	<u>Amount</u>	<u>Balance</u>
01/02/2018	Debit	2891	Leitch Ins. Agency / liability ins.	- 540.00	\$ 26,371.71

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 2019 Budget"

<u>Explanation of special project</u>	<u>Estimated amount BID will contribute to project</u>
Music in the Park sponsorship	\$ 1,000.00
Main Street flowers / hanging baskets	\$ 7,700.00
Second Street gardens	\$ 1,500.00
Main Street benches / trash bins (purchase/maintenance)	\$ 2,400.00
River Dazzle parade sponsorship	\$ 6,000.00
Main Street banners	\$ 3,700.00
Building mural projects/Heritage Park sign (continuing maintenance)	\$ 2,500.00
	Total to date: \$ 24,800.00

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 signage (\$4,250 in 2018; \$4,250 in 2019)	04/10/2018	\$ 8,500.00
Large Main Street projects (\$2,500 in 2018; \$2,500 in 2019)	08/14/2018	\$ 5,000.00
	Total to date:	\$ 13,500.00

Summary

Pending Grants approved by BID:	\$ 8,365.35
Pending Special Projects BID participates in:	\$ 24,800.00
Pending One-Time Budgeted items:	<u>\$ 13,500.00</u>
Total pending BID obligations:	\$ 46,665.35
Balance in checking account as of 1/31/2019:	\$ 26,371.71
2019 pending obligations:	<u>\$ 46,665.35</u>
Funds available for grant requests:	(\$ 20,293.64)

CITY OF RIVER FALLS
 Community Development Department
 222 Lewis Street
 River Falls, WI 54022
 (715) 425-0900
 (715) 425-0915

CERTIFICATE OF DESIGN REVIEW APPROVAL APPLICATION

PLEASE TYPE OR PRINT CAREFULLY

Name of Business (if applicable): Krishn Jepsen State Farm

Applicant's Name: Krishn Jepsen

Owner's Name (if different): _____

Property Address: 109 N main St _____, River Falls, WI 54022

Mailing Address (if different): _____

Check All That Apply

- Design District: Central Business District Transitional District
- Construction Activity: New Construction Signage Window/Door Awning
 Mechanical Equipment Parking Lot Outdoor Storage/Waste Facilities
 Outdoor Seating Painting Other _____
- Other Activity: *Appeal Staff Decision *Special Use Permit Request *See Fee Required Below

Briefly Describe Construction Activity:
Replace current green awning with black awning including panels with business logo

- Materials Submitted: Building Elevations Parking Lot and Landscape Plan Sign Elevations
 Photographs Colored Renderings Material Samples
 Color Pallets Sign Schematic Other _____

*Planning/Administration Costs: Base Fee \$100 + \$50 per hour

Krishn Jepsen
Applicant's Signature

1/30/19
Date

Bus. 715 425 5674
Cell 907 213 0787
Applicant's Telephone Number

Owner's Signature (if different) _____

_____ Date

Owner's Telephone Number _____

Denied Approved

Staff Signature _____ Date _____

If Appealed to Design Review Committee: Denied Approved

Signature of DRC Chairperson _____ Date _____

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

Cell: 507
213
~~4027~~ 0787

Owner's Name: FIVE RIVERS LLP Phone #: 715 426 1659
 Applicant/Agent's Name: Kristin Jepson
 Business/Building: State Farm
 Address of Project: 109 N MAIN ST
 Daytime Phone: 715 425 5174 Fax: 715 425 5929
 Email: Kristin@kristinjepson.com

1. Project Description: Awning update with business logos
2. Goal of Project: Give the building a sleeker design & advertise businesses
3. Project Time Frame: estimated completion in May 2019
4. Estimated Cost of Project: \$9050 total, each business owner responsible for half
5. Grant Amount Requested

Signs & Awnings	\$1000-
Building Façade & Exteriors	\$
Total	\$1000-

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)
Acme Awning
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.

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 Kristin Jepson Date: 1/6/2019

Print Name Kristin Jepson

For City and BID use:

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

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

Owner's Name: Five Rivers LLP Phone #: 715 426 6559
 Applicant/Agent's Name: JAMIE FREESE
 Business/Building: VIVID Beauty Lounge
 Address of Project: 109 N MAIN ST
 Daytime Phone: 715 629 2099 Fax: _____
 Email: vividbeautylounge@hotmail.com

- Project Description: Awning update with business logos
- Goal of Project: Give the building a sleeker design & advertise local businesses
- Project Time Frame: estimated completion in May 2019
- Estimated Cost of Project: \$9050 total, each business owner responsible for half

5. Grant Amount Requested

Signs & Awnings	\$ 1000-
Building Façade & Exteriors	\$
Total	\$ 1000-

- Have you contacted the City of River Falls and received approval from the Community Development Department or Design Review Committee? YES / NO
- Name of your Architect, Designer, and Contractor: (if applicable)
Prime Awning
- 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.

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 JAMIE FREESE Date: 1/9/2019
 Print Name JAMIE FREESE

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



www.AcmeAwning.com

Date: December 6, 2018

3206 Bloomington Ave
 Minneapolis, MN 55407
 612-722-2731
 Fax: 612-722-2930
greg@acmeawning.com

TO Kristin Jepson

WORK SITE 109 N Main St
 River Falls WI

QUANTITY	DESCRIPTION	LINE TOTAL
	<p>Acme Awning fabricates the highest quality awnings in the Twin Cities. Providing the best value long-term we only use the highest quality materials in the industry.</p> <p>16-Gauge Steel Framing - Acme frames can be recanvased multiple times over their 50+ year lifespan</p> <p>Sunbrella Canvas - industry leader in acrylic Marine and Awning canvas.</p> <p>3M Vinyl Graphics - adhered with heat and pressure to provide the longest lasting Exterior canvas graphics on the market.</p>	
	<p>Scope of Work: Fabricate and install one (1) welded frame complete stationary awning cover with rigid valance and loose valances. Graphics priced separately. Permits Extra</p>	\$6,850.00
1	Style A-HV (Traditional / Shed): recover existing frames	Inc.
1	Add two panels to host logos vs putting logos directly on to main canvas.	\$1450.00
1	Add State Farm Logo	\$375.00
1	Add Vivid Logo	\$375.00
	<p>Canvas: Sunbrella (color/pattern cust choice)</p> <p>Body Graphics: TBD</p> <p>Valance Graphics: none</p> <p>Frame: Gatorshield® galvanized steel tubing, welded.</p> <p style="text-align: center;">Permits Extra</p> <p style="text-align: center;">50% Deposit Required. Please allow 4-5 weeks for installation</p>	
	TOTAL	9050-

1. We hereby propose to furnish the materials and perform the labor necessary for completion of description above.
2. Any alteration or deviation from the 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 and above work to be taken out by Acme Awning.
3. All material is guaranteed to be as specified, above work to be performed in accordance with the drawings and specifications submitted and completed in a substantial workmanlike manner.
4. This proposal may be withdrawn by us if not accepted within 30 days.
5. Upon reskinning existing awnings old canvas to be discarded unless alternative arrangements are made by buyer.
5. **Retention of Title: Acme Awning Company owns the awnings until full payment is received.**

4525 - State Farm
 # 4525 - Vivid Beauty Lounge

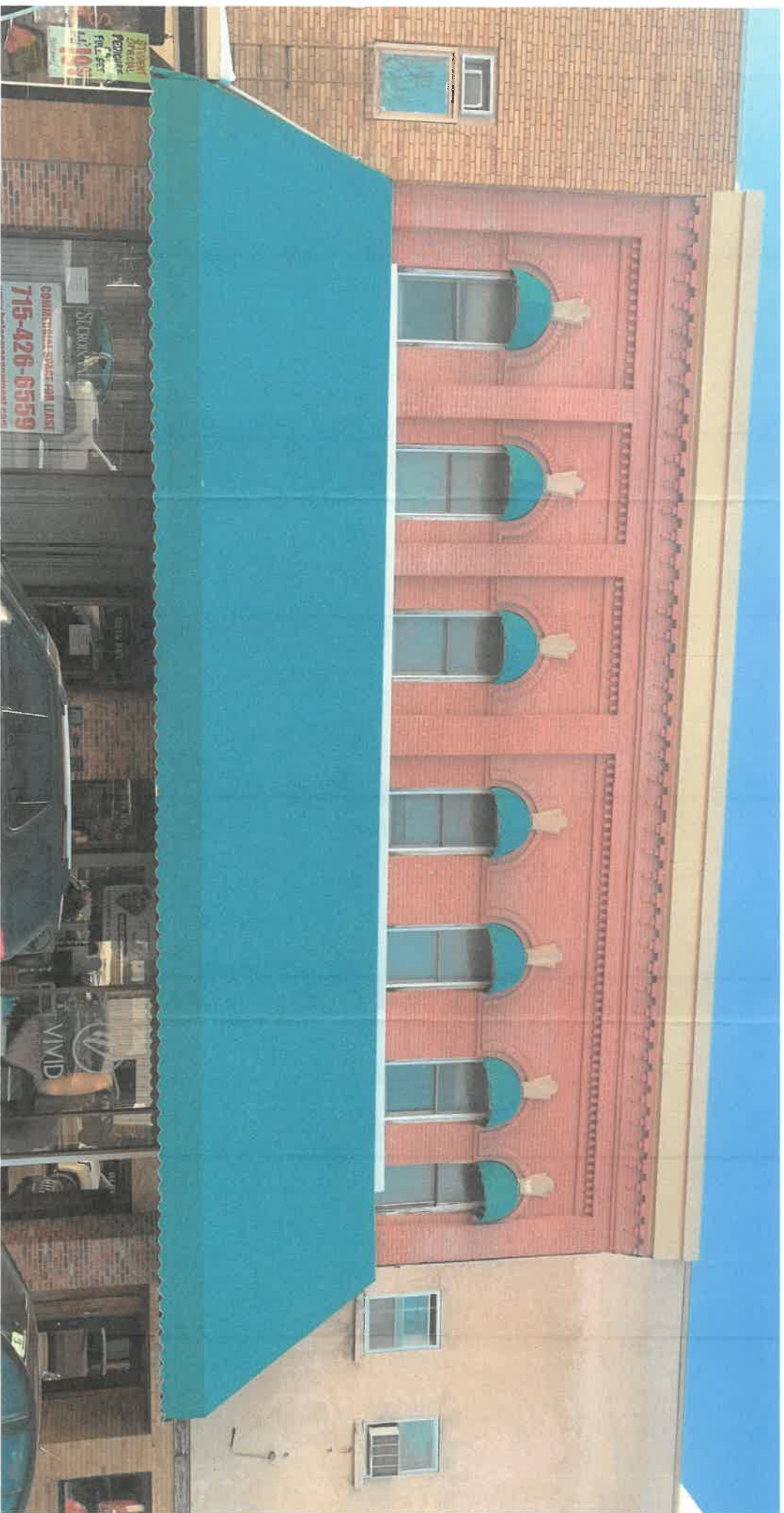
Acceptance of Proposal

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

Date: _____ Signature: _____

Thank you for your business! Greg

Before



Apple concept photo

