

Memorandum

Date: April 13, 2010
To: Members of the Main Street Monroe/Downtown Development Authority
From: Andrea Jones, Main Street Manager
Re: April Main Street Manager Report

Pam Stanley has resigned as the Interim Economic Development Director for the City and Port of Monroe. She has also resigned from the Economic Restructuring Committee. I have not been informed of the City's official plan for economic development moving forward.

We received four applications by the March 26th deadline for the 2010 Façade Grant Program. I have listed summaries of the project below:

- 43 S. Monroe St.- Install new brick façade, windows and doors on the first floor, replace 8 windows and 4 doors on the upper floors, with all work to be completed on the rear of the building.
- 86 W. Front St.- Masonry repair and tuckpointing, replace 3 first story windows and 1 door
- 116 W. Front St.- Masonry repair/reconstruction, upper story window replacement, façade reconstruction/attachment to building (windows and bricks have already been purchased and funding for such has not been requested as part of this application, first story storefront repair IS NOT part of this application)
- 303 E. front St.- Replacement of free-standing plastic sign on façade on building (SIGNS ARE NOT ELIGIBLE FOR FUNDING)

Since the deadline I have received an application for 113 East Front Street to paint the back of the building. This application will be considered if there are additional funds remaining in the budget. I have also received a revised and detailed quote for 110 South Monroe Street. The Façade Grant Committee will be reviewing all of the applications at their meeting being scheduled for late April.

The newest date for the downtown (night time) shoot for the movie Jinn is May 4th. I have been contacted by movie staff about borrowing our scarecrows since they are trying to give the impression that it is Halloween in the downtown scene. They have not followed up with me on whether they will actually be using them.

April 19, 2010

The Organization Committee meeting was cancelled for April due to lack of action needed by the Committee. Several projects are underway and I provided updates to the Committee of the status.

The Cigarette Receptacles have been received. We are still determining where they will be installed (which trash cans they will be mounted to). If the initial locations show that they are not being adequately used, then they will be relocated.

I will be receiving an update (and pictures) from the greenhouse next week on the progress of the summer flowers. Chairperson Floraday and I dropped off the metal baskets a few weeks ago so that the pots could be hung at the greenhouse.

The Gus Macker tournament organizers are looking for more community involvement for this year's tournament, especially from downtown. I will keep you updated as more information comes to me.

I am still awaiting a revised draft office lease from Ken Wickenheiser including the changes we discussed. The lease will be reviewed by the City Attorney prior to being signed.

As of today, thirty-five Downtown Parking Permits have been purchased. I have compiled the research information that was requested on the applications. As noted in the Economic Restructuring Committee minutes, I will be sending out a survey with additional questions to those people that have purchased a permit. As an incentive for people to return the survey, they will receive a discount on the next parking permit that they purchase. I have confirmed this approach with City Manager, George Brown. I will work out the details with City Staff about how that incentive will function. The MSM/DDA does not have any financial responsibility in the incentive. The Economic Restructuring Committee will use the research to make recommendations for any changes to the program.

I am still reviewing the MBAT documents to ensure they contain all of the appropriate information. This review has been slightly delayed due to other high priority projects.

I spoke with several current business and property owners to resolve issues, provide support and direction, etc. I continue to work with those that need further assistance. I am also working with someone who is interested in opening a business downtown.

Patrick Lewis sent information to Bill Braunlich to take to the Historical Society to determine if they will provide the additional funding needed for brick pavers. The Society is currently interested in determining the difference in appearance between concrete pavers and brick pavers. I sent comparison information and pictures to Bill Braunlich with examples of both options for their discussion. Patrick Lewis stated that the sidewalk work is tentatively scheduled for July/August. It will be scheduled to be completed before, or started after, the Jazz Festival.

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The current design for the Wayfinding signage is displayed on Jones Avenue (directing people to turn right onto Monroe Street). The Design Committee has recommended several changes to the design which would entail returning it to the original design with a different (more legible font). I will continue to work with City Staff to finalize the wording on all of the signage which still needs to be reduced. Once the design is finalized we can determine actual costs and how many signs can be purchase this year due to budget constraints.

Status for the projects that received the Rental Rehab Grant through the MEDC:

118 E. Front St.-2 units-renovation project is underway

43 S. Monroe St.-3 units-has submitted plans to the City of Monroe Building and Planning Departments

17-19 Washington St.-4 units-still discussing historic features with City Staff

50 S. Monroe St.-1 unit-preparing to do the lead based paint risk assessment and will be meeting with an architect to discuss designs

Thank you.