

Memorandum

Date: February 10, 2011
To: Members of the Monroe Downtown Development Authority
From: Andrea Jones, Executive Director
Re: February Executive Director Report

Excerpts of projects listed in Patrick Lewis' Engineering Status Report dated February 1st that are within the DDA district:

2010-11 WATER MAIN IMPROVEMENTS PROJECTS:

As a part of the ARRA Recovery Zone Bond program, the Water Department is slated to receive \$5.7 million in funding to complete the components of the reliability study, as well as a few other needs. The list of project locations includes the following:

- F: South Monroe Street – Fourth Street to Jones Avenue
- K: South Monroe Street – Fourth to River
- O: East Elm Avenue – Macomb to Dixie

... Divisions A through J have already been designed, design is nearing completion on Division O, and drawing cleanup is completed on Divisions K, L, and N.... we will likely request that City Council add Division O to the Group 2 contract as a change order at the February 22 meeting.... The remaining projects, plus other water main projects funded through the 2011-12 CIP will be bid separately or added to the earlier contracts as deemed in our best interest before the end of 2011.

EAST ELM RESURFACING – MONROE TO DIXIE:

This project is intended to be our main 2011 Federal Aid project, and will include 3" milling and resurfacing, plus minor spot curb / driveway replacement. The project package has been submitted to MDOT for review and this project will tentatively be placed on the May MDOT bid letting, placing construction in July and August.

MACOMB STREET BRIDGE SUPERSTRUCTURE REPLACEMENT:

This project was funded through the 2009 voter-approved 20-year, 0.52-mil bond issue, and is intended for construction in 2012, or possibly commencing Fall 2011. A Request for Proposals for the design was distributed to numerous qualified vendors on December 23, and proposals were received January 31. We will likely place the design award in front of City Council at the February 22 meeting.

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.

February 11, 2011

There is a new business opening at 15 West Front Street. "I Do" is a wedding decoration rental business. There is a new business opening at 131 East Front Street. "Proactive Network Solutions" provides computer services.

I met with the new owner of 311 North Monroe Street about incentives available and also went through the information provided in the Downtown Monroe Handbook. Once the building is fully renovated, she will be relocating her accounting business to that space.

I spoke with someone interested in purchasing a downtown building. He was doing research about incentives and regulations for renovation.

City staff will be meeting with the owners of 114 and 116 West Front Street to develop an agreement for renovation. City Council will review an Obsolete Property Rehabilitation Tax Exemption application at their February 22nd meeting. If an agreement for renovation can't be reached then demolition bids will be reviewed at the same meeting.

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

118 E. Front St.-2 units-renovation is complete; administrative tasks being completed

43 S. Monroe St.-3 units-renovation almost completed; administrative tasks being worked on

50 S. Monroe St.-1 unit-renovation work is underway

123 E. Front St.-seeking project financing

Thank you.