

Minutes

**Monroe Downtown Development Authority
Regular Meeting
Wednesday, June 15, 2011
Monroe DDA Office
118 E. Front St.**

Chairperson Floraday called the meeting to order at 7:46 a.m.

1. Roll Call

Present: Chairperson Rick Floraday, Vice-Chairperson Ken Wickenheiser (a 7:55, e 9:40), Treasurer Mary Gail Beneteau, Janet Berns (e 9:15), Mayor Clark, Gabe Martin, Cheri Weakly, Kimberle Daniels (a 7:49), Shaun McGowan, Ken Calender (e 8:50)

Absent: Barry Kinsey

Staff: Andrea Jones, Dan Swallow

Guests: Don Link, Jim Jacobs, Wendy Fry

2. Consent Agenda

- A. Approval of June Agenda
- B. Approval of the Minutes of the May 18, 2011 and May 25, 2011 DDA meetings
- C. May Financial Reports

It was moved by Ms. Weakly and seconded by Mr. Martin to approve the Consent Agenda as presented.

Motion carried unanimously.

3. 2010-2011 Work Program

A. Parking Lot Update

Don Link passed out and went over drawings that were included in the meeting packet.

Ms. Daniels arrived at the meeting at 7:49am.

Jim Jacobs explained the three options designed for the fishing pier. There was discussion regarding the details, maintenance and general cost estimates.

Vice-Chairperson Wickenheiser arrived at the meeting at 7:55am.

It was moved by Mr. Calender and seconded by Treasurer Beneteau to approve the traditional open trellis design for the fishing pier.

Motion carried unanimously.

Wendy Fry discussed the landscape plan including grasses, trees and rain garden. There was discussion regarding salting and snow plowing in the winter and irrigation.

Ms. Fry requested feedback regarding a wall sign on the pedestrian bridge entrance. There was discussion regarding the types of signage that should be used in and around the project area. There was discussion regarding what the area should be called.

It was moved by Mayor Clark and seconded by Ms. Daniels to name the park and place a fixed sign on the wall at the end of the pedestrian bridge.

There was discussion regarding the amount of signage and what signs are pointing to different areas of the park and parking lot.

2 Ayes, 8 Nays (McGowan, Beneteau, Martin, Floraday, Calender, Wickenheiser, Clark, Berns)
Motion failed.

Chairperson Floraday and Ms. Jones explained the lighting proposal. There was discussion regarding current and proposed lighting.

It was moved by Vice-Chairperson Wickenheiser and seconded by Mr. Calender to use the new style lighting pole and don't add another light pole to the Weipert lot.
Motion carried unanimously.

- Official Name

Mr. Calender excused himself from the remainder of the meeting at 8:50am.

- Monroe Club Property
Chairperson Floraday stated that Monroe Club will be meeting on Thursday evening to discuss the proposal.

B. Committee Reports

- Organization – Minutes were enclosed in the meeting packet.
 - DDA By-Laws Revision
Ms. Jones explained the changes that the Organization Committee proposed as well as the options that the Board had for approval. There was discussion regarding the regulations for who can be appointed to sub-committees.

It was moved by Vice-Chairperson Wickenheiser and seconded by Mr. Martin to approve all recommended changes to the By-Laws except the last sentence of Article 8 Section 2 which shall remain as originally written.

Motion carried unanimously.

- Promotion – No meeting.
- Design – Minutes were enclosed in the meeting packet.

- Seasonal Decoration Storage
Ms. Jones explained the need for some type of shelving in the storage trailer at DPS.

Ms. Berns excused herself from the remainder of the meeting at 9:15am.

It was moved by Ms. Weakly and seconded by Ms. Daniels to approve up to \$2,000.00 for a viable storage option for seasonal decorations.

Motion carried unanimously.

- Bench Purchase
Ms. Jones explained the proposed bench locations and stated the Design Committee's request to purchase an additional bench. There was discussion regarding expanding decorations down Monroe Street and the ability to move an existing bench to the proposed South Monroe Street location.

It was moved by Mayor Clark and seconded by Ms. Weakly to follow the recommendation to move the existing benches to other locations, but don't purchase a new bench.

Motion carried unanimously.

- Economic Restructuring – No meeting.
- Façade Grant Committee – No meeting.
- Capital Improvements – No Meeting.

4. Other Business

A. Director Job Contract

Chairperson Floraday explained the agreement. There was discussion regarding vacation time and work schedule.

It was moved by Treasurer Beneteau and seconded by Mayor Clark to accept the contract as presented.

Motion carried unanimously.

B. Office Relocation

Ms. Jones stated that the office at City Hall is ready and she is scheduling the moving date with DPS. She stated that there are some things that will not be moved and need to find a new home or be disposed of appropriately.

5. Communications

Vice-Chairperson Wickenheiser inquired about the deadline for the Site Improvement Program application. Ms. Jones stated all applications are due to her by June 30th.

Chairperson Floraday thanked Gabe Martin for his service on the DDA Board.

Vice-Chairperson Wickenheiser excused himself from the remainder of the meeting at 9:40am.

Chairperson Floraday inquired as to whether the Board wanted the DDA to plan the Tree-Lighting again this year. Ms. Jones mentioned that she met with Michelle Dugan at the Chamber about combining the event with the parade and moving everything to Saturday.

It was moved by Mr. Martin and seconded by Mr. McGowan to have Andrea plan the tree-lighting event.

Motion carried unanimously.

Ms. Weakly stated that she is looking for additional people to join the Design Committee.

6. Adjournment

A motion to adjourn was made by Mr. Martin and seconded by Ms. Weakly at 9:45am.

Motion carried unanimously.

User: esell

DB: Monroe

PERIOD ENDING 06/30/2011

ACCOUNT PROJECT DESCRIPTION	2010-11 AMENDED BUDGET	YTD BALANCE 06/30/2011 (ABNORMAL)	AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
Fund 751 - DOWNTOWN DEVELOPMENT AUTHORITY				
Revenues				
Dept 80.100-GENERAL REVENUE				
665.005 INTEREST ON INVESTMENTS	913.00	1,888.86	(975.86)	206.88
Total Dept 80.100-GENERAL REVENUE	913.00	1,888.86	(975.86)	206.88
Dept 80.600-GENERAL REVENUE				
402.000 REAL PROPERTY TAXES	243,777.00	243,764.49	12.51	99.99
410.000 PERSONAL PROPERTY TAXES	(10,554.00)	(10,570.50)	16.50	100.16
692.090 MISCELLANEOUS REVENUE	(29.00)	0.00	(29.00)	0.00
Total Dept 80.600-GENERAL REVENUE	233,194.00	233,193.99	0.01	100.00
Dept 82.600-ECONOMIC DEVELOPMENT				
675.000 CONTRIB FROM PRIVATE SOURCE	1,094.00	1,094.00	0.00	100.00
Total Dept 82.600-ECONOMIC DEVELOPMENT	1,094.00	1,094.00	0.00	100.00
TOTAL Revenues	235,201.00	236,176.85	(975.85)	100.41
Expenditures				
Dept 65.691-DOWNTOWN DEVELOPMENT				
702.000 FULL TIME SALARIES & WAGES	33,100.08	31,147.20	1,952.88	94.10
703.000 PART TIME SALARIES & WAGES	15,000.00	9,120.00	5,880.00	60.80
707.000 LONGEVITY	150.00	150.00	0.00	100.00
717.000 SOCIAL SECURITY	3,038.86	2,425.77	613.09	79.83
717.005 MEDICARE	710.70	567.33	143.37	79.83
718.000 LIFE INSURANCE	494.00	478.80	15.20	96.92
718.005 DISABILITY INSURANCE	54.00	52.42	1.58	97.07
718.010 WORKERS' COMP INSURANCE	393.61	274.99	118.62	69.86
718.015 UNEMPLOYMENT	103.42	88.95	14.47	86.01
719.000 MEDICAL INSURANCE	14,104.00	12,359.04	1,744.96	87.63
719.075 DENTAL INSURANCE	972.09	972.12	(0.03)	100.00
720.000 POST RETIREMENT HEALTH CARE	5,000.05	4,600.64	399.41	92.01
721.000 PENSION CONTRIBUTION	883.84	807.40	76.44	91.35
727.000 OFFICE SUPPLIES	1,500.00	1,031.57	468.43	68.77
728.000 COPIES	300.00	220.42	79.58	73.47
730.000 POSTAGE	1,000.00	681.59	318.41	68.16
818.010 AUDIT SERVICES	1,153.00	1,153.00	0.00	100.00
818.020 GENERAL CONTRACT SERVICES	164,800.00	115,715.91	49,084.09	70.22
818.080 FACADE IMPROVEMENTS	33,596.74	31,846.74	1,750.00	94.79
853.000 TELEPHONE	1,500.00	1,450.86	49.14	96.72
860.000 TRAINING & TRAVEL	300.00	191.50	108.50	63.83
905.000 PUBLISHING/ADVERTISING	400.00	368.27	31.73	92.07
910.000 INSURANCE PREMIUM	1,000.00	1,000.00	0.00	100.00
921.000 ELECTRIC	1,500.00	1,128.93	371.07	75.26
922.000 GAS	2,000.00	1,314.62	685.38	65.73
923.000 WATER & WASTEWATER	150.00	50.56	99.44	33.71
942.000 RENTAL-BUILDING	10,950.00	10,450.00	500.00	95.43
955.000 MISCELLANEOUS EXPENSE	1,400.00	920.17	479.83	65.73
955.030 ORGANIZATION COMMITTEE	1,000.00	591.05	408.95	59.11
955.035 DESIGN COMMITTEE	42,000.00	12,946.13	29,053.87	30.82
955.040 PROMOTION COMMITTEE	26,000.00	21,710.76	4,289.24	83.50

PERIOD ENDING 06/30/2011

ACCOUNT PROJECT DESCRIPTION	2010-11	YTD BALANCE	AVAILABLE	% BDGT
	AMENDED	06/30/2011	BALANCE	
	BUDGET NORMAL	(ABNORMAL)	NORMAL (ABNORMAL)	USED
Fund 751 - DOWNTOWN DEVELOPMENT AUTHORITY				
Expenditures				
955.045 ECONOMIC RESTRUCTURING COMMITTEE	19,500.00	0.00	19,500.00	0.00
957.000 REFERENCE MATERIAL	500.00	0.00	500.00	0.00
999.401 09C07000(TRANSFER OUT-CAPITAL PROJECT	38,000.00	38,000.00	0.00	100.00
Total Dept 65.691-DOWNTOWN DEVELOPMENT	422,554.39	303,816.74	118,737.65	71.90
TOTAL Expenditures	422,554.39	303,816.74	118,737.65	71.90
Fund 751:				
TOTAL REVENUES	235,201.00	236,176.85	(975.85)	100.41
TOTAL EXPENDITURES	422,554.39	303,816.74	118,737.65	71.90
NET OF REVENUES & EXPENDITURES	(187,353.39)	(67,639.89)	(119,713.50)	36.10

Monroe Downtown Development Authority
 2010-2011 Fiscal Year Expenditure Report

July 1, 2010-
 June 30, 2011
 Preliminary

Full Time Salaries & Wages		Budget	\$33,100.08
7/8/2010	7/1/10-7/3/10	\$247.20	
7/22/2010	7/4/10-7/17/10	\$1,236.00	
8/5/2010	7/18/10-7/31/10	\$1,236.00	
8/19/2010	8/1/10-8/14/10	\$1,236.00	
9/2/2010	8/15/10-8/28/10	\$1,236.00	
9/16/2010	8/29/10-9/11/10	\$1,236.00	
9/30/2010	9/12/10-9/25/10	\$1,236.00	
10/14/2010	9/26/10-10/9/10	\$1,236.00	
10/28/2010	10/10/10-10/23/10	\$1,236.00	
11/10/2010	10/24/10-11/6/10	\$1,236.00	
11/24/2010	11/7/10-11/20/10	\$1,236.00	
12/9/2010	11/21/10-12/4/10	\$1,236.00	
12/23/2010	12/5/10-12/18/10	\$1,236.00	
1/6/2011	12/19/10-1/1/11	\$1,236.00	
1/20/2011	1/2/11-1/15/11	\$1,236.00	
2/3/2011	1/16/11-1/29/11	\$1,236.00	
2/17/2011	1/30/11-2/12/11	\$1,236.00	
3/3/2011	2/13/11-2/26/11	\$1,236.00	
3/17/2011	2/27/11-3/12/11	\$1,236.00	
3/31/2011	3/13/11-3/26/11	\$1,236.00	
4/14/2011	3/27/11-4/9/11	\$1,236.00	
4/28/2011	4/10/11-4/23/11	\$1,236.00	
5/12/2011	4/24/11-5/7/11	\$1,236.00	
5/26/2011	5/8/11-5/21/11	\$1,236.00	
6/9/2011	5/22/11-6/4/11	\$1,236.00	
6/23/2011	6/5/11-6/18/11	\$1,236.00	
Expenditures		\$31,147.20	Balance \$1,952.88
Seasonal Salaries & Wages		Budget	\$15,000.00
7/8/2010	7/1/10-7/3/10	\$220.00	
7/22/2010	7/4/10-7/17/10	\$1,525.00	
8/5/2010	7/18/10-7/31/10	\$1,532.50	
8/19/2010	8/1/10-8/14/10	\$1,165.00	
9/2/2010	8/15/10-8/28/10	\$750.00	
9/16/2010	8/29/10-9/11/10	\$772.50	
9/30/2010	9/12/10-9/25/10	\$567.50	
10/14/2010	9/26/10-10/9/10	\$507.50	
10/28/2010	10/10/10-10/23/10	\$505.00	
11/10/2010	10/24/10-11/6/10	\$512.50	
11/24/2010	11/7/10-11/20/10	\$582.50	
12/9/2010	11/21/10-12/4/10	\$240.00	
2/17/2011	1/30/11-2/12/11	\$240.00	
Expenditures		\$9,120.00	Balance \$5,880.00
Longevity		Budget	\$150.00
12/2/2010		\$150.00	
Expenditures		\$150.00	Balance \$0.00

Monroe Downtown Development Authority
2010-2011 Fiscal Year Expenditure Report

July 1, 2010-
June 30, 2011
Preliminary

Social Security		Budget	\$3,038.86
7/8/2010	7/1/10-7/3/10	\$28.64	
7/22/2010	7/4/10-7/17/10	\$169.32	
8/5/2010	7/18/10-7/31/10	\$169.98	
8/19/2010	8/1/10-8/14/10	\$147.00	
9/2/2010	8/15/10-8/28/10	\$121.46	
9/16/2010	8/29/10-9/11/10	\$122.66	
9/30/2010	9/12/10-9/25/10	\$109.96	
10/14/2010	9/26/10-10/9/10	\$106.42	
10/28/2010	10/10/10-10/23/10	\$106.67	
11/10/2010	10/24/10-11/6/10	\$106.74	
11/24/2010	11/7/10-11/20/10	\$110.88	
12/2/2010	Longevity	\$9.30	
12/9/2010	11/21/10-12/4/10	\$89.84	
12/23/2010	12/5/10-12/18/10	\$74.77	
1/6/2011	12/19/10-1/1/11	\$72.23	
1/20/2011	1/2/11-1/15/11	\$71.98	
2/3/2011	1/16/11-1/29/11	\$72.23	
2/17/2011	1/30/11-2/12/11	\$86.86	
3/3/2011	2/13/11-2/26/11	\$72.23	
3/17/2011	2/27/11-3/12/11	\$71.99	
3/31/2011	3/13/11-3/26/11	\$71.98	
4/14/2011	3/27/11-4/9/11	\$72.23	
4/28/2011	4/10/11-4/23/11	\$71.98	
5/12/2011	4/24/11-5/7/11	\$72.23	
5/26/2011	5/8/11-5/21/11	\$71.98	
6/9/2011	5/22/11-6/4/11	\$72.23	
6/23/2011	6/5/11-6/18/11	\$71.98	
		Expenditures	\$2,425.77
		Balance	\$613.09
Medicare		Budget	\$710.70
7/8/2010	7/1/10-7/3/10	\$6.70	
7/22/2010	7/4/10-7/17/10	\$39.60	
8/5/2010	7/18/10-7/31/10	\$39.75	
8/19/2010	8/1/10-8/14/10	\$34.38	
9/2/2010	8/15/10-8/28/10	\$28.41	
9/16/2010	8/29/10-9/11/10	\$28.68	
9/30/2010	9/12/10-9/25/10	\$25.72	
10/14/2010	9/26/10-10/9/10	\$24.89	
10/28/2010	10/10/10-10/23/10	\$24.95	
11/10/2010	10/24/10-11/6/10	\$24.96	
11/24/2010	11/7/10-11/20/10	\$25.93	
12/2/2010	Longevity	\$2.18	
12/9/2010	11/21/10-12/4/10	\$21.01	
12/23/2010	12/5/10-12/18/10	\$17.49	
1/6/2011	12/19/10-1/1/11	\$16.89	
1/20/2011	1/2/11-1/15/11	\$16.84	
2/3/2011	1/16/11-1/29/11	\$16.89	
2/17/2011	1/30/11-2/12/11	\$20.31	
3/3/2011	2/13/11-2/26/11	\$16.90	
3/17/2011	2/27/11-3/12/11	\$16.83	
3/31/2011	3/13/11-3/26/11	\$16.84	

Monroe Downtown Development Authority
2010-2011 Fiscal Year Expenditure Report

July 1, 2010-
June 30, 2011
Preliminary

4/14/2011	3/27/11-4/9/11	\$16.89	
4/28/2011	4/10/11-4/23/11	\$16.83	
5/12/2011	4/24/11-5/7/11	\$16.90	
5/26/2011	5/8/11-5/21/11	\$16.83	
6/9/2011	5/22/11-6/4/11	\$16.89	
6/23/2011	6/5/11-6/18/11	\$16.84	
Expenditures		\$567.33	Balance \$143.37
Life Insurance		Budget \$494.00	
7/8/2010	7/1/10-7/3/10	\$3.80	
7/22/2010	7/4/10-7/17/10	\$19.00	
8/5/2010	7/18/10-7/31/10	\$19.00	
8/19/2010	8/1/10-8/14/10	\$19.00	
9/2/2010	8/15/10-8/28/10	\$19.00	
9/16/2010	8/29/10-9/11/10	\$19.00	
9/30/2010	9/12/10-9/25/10	\$19.00	
10/14/2010	9/26/10-10/9/10	\$19.00	
10/28/2010	10/10/10-10/23/10	\$19.00	
11/10/2010	10/24/10-11/6/10	\$19.00	
11/24/2010	11/7/10-11/20/10	\$19.00	
12/9/2010	11/21/10-12/4/10	\$19.00	
12/23/2010	12/5/10-12/18/10	\$19.00	
1/6/2011	12/19/10-1/1/11	\$19.00	
1/20/2011	1/2/11-1/15/11	\$19.00	
2/3/2011	1/16/11-1/29/11	\$19.00	
2/17/2011	1/30/11-2/12/11	\$19.00	
3/3/2011	2/13/11-2/26/11	\$19.00	
3/17/2011	2/27/11-3/12/11	\$19.00	
3/31/2011	3/13/11-3/26/11	\$19.00	
4/14/2011	3/27/11-4/9/11	\$19.00	
4/28/2011	4/10/11-4/23/11	\$19.00	
5/12/2011	4/24/11-5/7/11	\$19.00	
5/26/2011	5/8/11-5/21/11	\$19.00	
6/9/2011	5/22/11-6/4/11	\$19.00	
6/23/2011	6/5/11-6/18/11	\$19.00	
Expenditures		\$478.80	Balance \$15.20
Disability Insurance		Budget \$54.00	
7/8/2010	7/1/10-7/3/10	\$0.42	
7/22/2010	7/4/10-7/17/10	\$2.08	
8/5/2010	7/18/10-7/31/10	\$2.08	
8/19/2010	8/1/10-8/14/10	\$2.08	
9/2/2010	8/15/10-8/28/10	\$2.08	
9/16/2010	8/29/10-9/11/10	\$2.08	
9/30/2010	9/12/10-9/25/10	\$2.08	
10/14/2010	9/26/10-10/9/10	\$2.08	
10/28/2010	10/10/10-10/23/10	\$2.08	
11/10/2010	10/24/10-11/6/10	\$2.08	
11/24/2010	11/7/10-11/20/10	\$2.08	
12/9/2010	11/21/10-12/4/10	\$2.08	

Monroe Downtown Development Authority
2010-2011 Fiscal Year Expenditure Report

July 1, 2010-
June 30, 2011
Preliminary

12/23/2010	12/5/10-12/18/10	\$2.08	
1/6/2011	12/19/10-1/1/11	\$2.08	
1/20/2011	1/2/11-1/15/11	\$2.08	
2/3/2011	1/16/11-1/29/11	\$2.08	
2/17/2011	1/30/11-2/12/11	\$2.08	
3/3/2011	2/13/11-2/26/11	\$2.08	
3/17/2011	2/27/11-3/12/11	\$2.08	
3/31/2011	3/13/11-3/26/11	\$2.08	
4/14/2011	3/27/11-4/9/11	\$2.08	
4/28/2011	4/10/11-4/23/11	\$2.08	
5/12/2011	4/24/11-5/7/11	\$2.08	
5/26/2011	5/8/11-5/21/11	\$2.08	
6/9/2011	5/22/11-6/4/11	\$2.08	
6/23/2011	6/5/11-6/18/11	\$2.08	
Expenditures		\$52.42	Balance \$1.58
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Workers' Comp Insurance		Budget	\$393.61
7/8/2010	7/1/10-7/3/10	\$27.23	
7/22/2010	7/4/10-7/17/10	\$37.12	
8/5/2010	7/18/10-7/31/10	\$37.29	
8/19/2010	8/1/10-8/14/10	\$28.74	
9/2/2010	8/15/10-8/28/10	\$19.07	
9/16/2010	8/29/10-9/11/10	\$19.60	
9/30/2010	9/12/10-9/25/10	\$14.82	
10/14/2010	9/26/10-10/9/10	\$13.43	
10/28/2010	10/10/10-10/23/10	\$13.38	
11/10/2010	10/24/10-11/6/10	\$13.54	
11/24/2010	11/7/10-11/20/10	\$15.17	
12/2/2010	Longevity	\$0.20	
12/9/2010	11/21/10-12/4/10	\$7.20	
12/23/2010	12/5/10-12/18/10	\$1.61	
1/6/2011	12/19/10-1/1/11	\$1.62	
1/20/2011	1/2/11-1/15/11	\$1.61	
2/3/2011	1/16/11-1/29/11	\$1.62	
2/17/2011	1/30/11-2/12/11	\$7.21	
3/3/2011	2/13/11-2/26/11	\$1.62	
3/17/2011	2/27/11-3/12/11	\$1.61	
3/31/2011	3/13/11-3/26/11	\$1.61	
4/14/2011	3/27/11-4/9/11	\$1.62	
4/28/2011	4/10/11-4/23/11	\$1.61	
5/12/2011	4/24/11-5/7/11	\$1.62	
5/26/2011	5/8/11-5/21/11	\$1.61	
6/9/2011	5/22/11-6/4/11	\$1.62	
6/23/2011	6/5/11-6/18/11	\$1.61	
Expenditures		\$274.99	Balance \$118.62
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Unemployment		Budget	\$103.42
7/8/2010	7/1/10-7/3/10	\$4.91	
7/22/2010	7/4/10-7/17/10	\$5.81	
8/5/2010	7/18/10-7/31/10	\$5.82	

Monroe Downtown Development Authority
2010-2011 Fiscal Year Expenditure Report

July 1, 2010-
June 30, 2011
Preliminary

8/19/2010	8/1/10-8/14/10	\$5.05
9/2/2010	8/15/10-8/28/10	\$4.18
9/16/2010	8/29/10-9/11/10	\$4.22
9/30/2010	9/12/10-9/25/10	\$3.79
10/14/2010	9/26/10-10/9/10	\$3.67
10/28/2010	10/10/10-10/23/10	\$3.68
11/10/2010	10/24/10-11/6/10	\$3.68
11/24/2010	11/7/10-11/20/10	\$3.82
12/2/2010	Longevity	\$0.32
12/9/2010	11/21/10-12/4/10	\$3.10
12/23/2010	12/5/10-12/18/10	\$2.60
1/6/2011	12/19/10-1/1/11	\$2.60
1/20/2011	1/2/11-1/15/11	\$2.60
2/3/2011	1/16/11-1/29/11	\$2.60
2/17/2011	1/30/11-2/12/11	\$3.10
3/3/2011	2/13/11-2/26/11	\$2.60
3/17/2011	2/27/11-3/12/11	\$2.60
3/31/2011	3/13/11-3/26/11	\$2.60
4/14/2011	3/27/11-4/9/11	\$2.60
4/28/2011	4/10/11-4/23/11	\$2.60
5/12/2011	4/24/11-5/7/11	\$2.60
5/26/2011	5/8/11-5/21/11	\$2.60
6/9/2011	5/22/11-6/4/11	\$2.60
6/23/2011	6/5/11-6/18/11	\$2.60
Expenditures		\$88.95
Balance		\$14.47

Medical Insurance		Budget	\$14,104.00
7/8/2010	July	\$881.27	
8/5/2010	August	\$881.27	
9/2/2010	September	\$881.27	
10/14/2010	October	\$881.27	
11/10/2010	November	\$881.27	
12/9/2010	December	\$881.27	
1/6/2011	January	\$3,678.57	
2/3/2011	February	\$678.57	
3/3/2011	March	\$678.57	
4/14/2011	April	\$678.57	
5/12/2011	May	\$678.57	
6/9/2011	June	\$678.57	
Expenditures		\$12,359.04	
Balance		\$1,744.96	

Dental Insurance		Budget	\$972.09
7/8/2010	July	\$81.01	
8/5/2010	August	\$81.01	
9/2/2010	September	\$81.01	
10/14/2010	October	\$81.01	
11/10/2010	November	\$81.01	
12/9/2010	December	\$81.01	
1/6/2011	January	\$81.01	
2/3/2011	February	\$81.01	

Monroe Downtown Development Authority
2010-2011 Fiscal Year Expenditure Report

July 1, 2010-
June 30, 2011
Preliminary

3/3/2011	March		\$81.01	
4/14/2011	April		\$81.01	
5/12/2011	May		\$81.01	
6/9/2011	June		\$81.01	
		Expenditures	\$972.12	Balance -\$0.03
Post Retirement Health Care		Budget	\$5,000.05	
7/8/2010	7/1/10-7/3/10		\$36.34	
7/22/2010	7/4/10-7/17/10		\$181.69	
8/5/2010	7/18/10-7/31/10		\$181.69	
8/19/2010	8/1/10-8/14/10		\$181.69	
9/2/2010	8/15/10-8/28/10		\$181.69	
9/16/2010	8/29/10-9/11/10		\$181.69	
9/30/2010	9/12/10-9/25/10		\$181.69	
10/14/2010	9/26/10-10/9/10		\$181.69	
10/28/2010	10/10/10-10/23/10		\$181.69	
11/10/2010	10/24/10-11/6/10		\$181.69	
11/24/2010	11/7/10-11/20/10		\$181.69	
12/2/2010	Longevity		\$22.05	
12/9/2010	11/21/10-12/4/10		\$181.69	
12/23/2010	12/5/10-12/18/10		\$181.69	
1/6/2011	12/19/10-1/1/11		\$181.69	
1/20/2011	1/2/11-1/15/11		\$181.69	
2/3/2011	1/16/11-1/29/11		\$181.69	
2/17/2011	1/30/11-2/12/11		\$181.69	
3/3/2011	2/13/11-2/26/11		\$181.69	
3/17/2011	2/27/11-3/12/11		\$181.69	
3/31/2011	3/13/11-3/26/11		\$181.69	
4/14/2011	3/27/11-4/9/11		\$181.69	
4/28/2011	4/10/11-4/23/11		\$181.69	
5/12/2011	4/24/11-5/7/11		\$181.69	
5/26/2011	5/8/11-5/21/11		\$181.69	
6/9/2011	5/22/11-6/4/11		\$181.69	
6/23/2011	6/5/11-6/18/11		\$181.69	
		Expenditures	\$4,600.64	Balance \$399.41
Pension Contribution		Budget	\$883.84	
7/8/2010	7/1/10-7/3/10		\$32.14	
7/22/2010	7/4/10-7/17/10		\$32.14	
8/5/2010	7/18/10-7/31/10		\$32.14	
8/19/2010	8/1/10-8/14/10		\$32.14	
9/2/2010	8/15/10-8/28/10		\$32.14	
9/16/2010	8/29/10-9/11/10		\$32.14	
9/30/2010	9/12/10-9/25/10		\$32.14	
10/14/2010	9/26/10-10/9/10		\$32.14	
10/28/2010	10/10/10-10/23/10		\$32.14	
11/10/2010	10/24/10-11/6/10		\$32.14	
11/24/2010	11/7/10-11/20/10		\$32.14	
12/2/2010	Longevity		\$3.90	
12/9/2010	11/21/10-12/4/10		\$32.14	

Monroe Downtown Development Authority
2010-2011 Fiscal Year Expenditure Report

July 1, 2010-
June 30, 2011
Preliminary

12/23/2010	12/5/10-12/18/10		\$32.14	
1/6/2011	12/19/10-1/1/11		\$32.14	
1/20/2011	1/2/11-1/15/11		\$32.14	
2/3/2011	1/16/11-1/29/11		\$32.14	
2/17/2011	1/30/11-2/12/11		\$32.14	
3/3/2011	2/13/11-2/26/11		\$32.14	
3/17/2011	2/27/11-3/12/11		\$32.14	
3/31/2011	3/13/11-3/26/11		\$32.14	
4/14/2011	3/27/11-4/9/11		\$32.14	
4/28/2011	4/10/11-4/23/11		\$32.14	
5/12/2011	4/24/11-5/7/11		\$32.14	
5/26/2011	5/8/11-5/21/11		\$32.14	
6/9/2011	5/22/11-6/4/11		\$32.14	
		Expenditures	\$807.40	Balance \$76.44
Office Supplies		Budget	\$1,500.00	
7/31/2010	July		\$0.20	
9/7/2010	KCI Graphics (2,000 office envelopes)		\$502.76	
9/20/2010	Visa-AT&T Store (modem a/c adapter)		\$10.59	
11/15/2010	Visa-Big Lots & Meijer (vacuum and tools)		\$114.57	
3/21/2011	Visa-Staples		\$196.75	
4/18/2011	Visa-Shoplet.com (printer)		\$111.31	
5/16/2011	Visa-Shoplet.com		\$41.20	
6/20/2011	Visa-Staples		\$54.19	
		Expenditures	\$1,031.57	Balance \$468.43
Copies		Budget	\$300.00	
7/31/2010	July		\$66.97	
8/31/2010	August		\$24.16	
9/30/2010	September		\$21.91	
10/31/2010	October		\$28.84	
11/30/2010	November		\$19.79	
12/31/2010	December		\$10.56	
1/31/2011	January		\$0.52	
2/28/2011	February		\$12.23	
3/31/2011	March		\$22.52	
4/30/2011	April		\$12.33	
5/31/2011	May		\$0.17	
6/30/2011	June		\$0.42	
		Expenditures	\$220.42	Balance \$79.58
Postage		Budget	\$1,000.00	
7/31/2010	July		\$216.96	
8/16/2010	Visa-USPS (DDA packets)		\$9.32	
8/31/2010	August		\$12.76	
9/7/2010	KCI Graphics (parking lot survey mass mailing)		\$157.50	
9/30/2010	September		\$44.09	
10/18/2010	Visa-USPS (DDA packets)		\$1.90	
10/31/2010	October		\$32.61	

Monroe Downtown Development Authority
2010-2011 Fiscal Year Expenditure Report

July 1, 2010-
June 30, 2011
Preliminary

11/30/2010	November		\$23.48	
1/3/2011	Visa-Premium Postcard (Façade Grant Postcards		\$152.88	
1/31/2011	January		\$3.46	
2/28/2011	February		\$15.20	
3/31/2011	March		\$11.43	
		Expenditures	\$681.59	Balance \$318.41
Audit Services		Budget	\$1,153.00	
10/18/2010	Plante & Moran PLLC		\$600.00	
11/1/2010	Plante & Moran PLLC		\$515.00	
12/20/2010	Plante & Moran PLLC		\$38.00	
		Expenditures	\$1,153.00	Balance \$0.00
General Contract Services		Budget	\$164,800.00	
9/7/2010	The Mannik & Smith Group (parking lot design)		\$6,634.22	
9/20/2010	The Mannik & Smith Group (parking lot design)		\$4,728.75	
10/18/2010	The Mannik & Smith Group (parking lot design)		\$7,493.65	
12/20/2010	The Mannik & Smith Group (parking lot design)		\$443.50	
2/16/2011	Comm. & Econ. Dev. Position Salary		\$10,000.00	
2/22/2011	RRCA (sponsorship)		\$5,000.00	
3/21/2011	The Mannik & Smith Group (engineering drawing		\$4,888.23	
3/21/2011	City of Monroe (snow hauling)		\$7,500.00	
4/18/2011	Monroe Publishing (MNRTFG PMN)		\$103.11	
5/2/2011	The Mannik & Smith Group (engineering drawing		\$11,458.26	
5/2/2011	Tapco (Wayfinding Signage)		\$10,756.19	
6/6/2011	The Mannik & Smith Group (engineering drawing		\$16,892.19	
6/6/2011	Snow's Nursery (tree replacement)		\$2,000.00	
6/20/2011	The Mannik & Smith Group (engineering drawing		\$27,817.81	
		Expenditures	\$115,715.91	Balance \$49,084.09
Façade Improvements		Budget	\$33,596.74	
9/20/2010	113 E. Front St.-David Grenn		\$1,000.00	
11/1/2010	86 W. Front St.-Jim Reilly		\$5,837.50	
1/3/2011	8 N. Monroe St.-Bernard Beneteau		\$10,000.00	
2/7/2011	41 W. Front St.-Monroe County Council CIO		\$5,009.24	
3/21/2011	43 S. Monroe St.-Gabe Martin		\$10,000.00	
		Expenditures	\$31,846.74	Balance \$1,750.00
Telephone		Budget	\$1,500.00	
8/16/2010	Visa-AT&T		\$129.21	
9/20/2010	Visa-AT&T		\$129.20	
10/18/2010	Visa-AT&T		\$129.22	
11/15/2010	Visa-AT&T		\$129.12	
1/3/2011	Visa-AT&T		\$129.02	
1/17/2011	Visa-AT&T		\$128.93	
2/21/2011	Visa-AT&T		\$129.38	
3/21/2011	Visa-AT&T		\$145.12	
4/18/2011	Visa-AT&T		\$133.95	

Monroe Downtown Development Authority
2010-2011 Fiscal Year Expenditure Report

July 1, 2010-
June 30, 2011
Preliminary

5/16/2011	Visa-AT&T		\$133.87	
6/20/2011	Visa-AT&T		\$133.84	
		Expenditures	\$1,450.86	Balance \$49.14
Travel and Training		Budget	\$300.00	
10/18/2010	Visa-Conference Food for Michigan Downtown C		\$11.00	
10/4/2010	Andrea Jones (mileage)		\$180.50	
		Expenditures	\$191.50	Balance \$108.50
Publishing/Advertising		Budget	\$400.00	
1/17/2011	Monroe Publishing		\$51.56	
2/22/2011	Monroe Publishing (Work Session and 2011 Mee		\$213.59	
4/18/2011	Monroe Publishing (Work Session)		\$51.56	
6/6/2011	Monroe Publishing (Special Meeting)		\$51.56	
		Expenditures	\$368.27	Balance \$31.73
Insurance Premium		Budget	\$1,000.00	
1/31/2011	MML Liability Insurance Premium Renewal		\$833.00	
5/16/2011	MML Liability Insurance Premium Renewal		\$167.00	
		Expenditures	\$1,000.00	Balance \$0.00
Electric		Budget	\$1,500.00	
8/3/2010	DTE Energy		\$173.88	
9/7/2010	DTE Energy		\$187.66	
10/4/2010	DTE Energy		\$115.97	
11/1/2010	DTE Energy		\$73.75	
1/3/2011	DTE Energy		\$109.76	
2/7/2011	DTE Energy		\$65.46	
3/7/2011	DTE Energy		\$77.61	
4/4/2011	DTE Energy		\$66.93	
5/2/2011	DTE Energy		\$66.25	
6/6/2011	DTE Energy		\$88.06	
6/30/2011	DTE Energy		\$103.60	
		Expenditures	\$1,128.93	Balance \$371.07
Gas		Budget	\$2,000.00	
8/3/2010	Michigan Gas Utilities		\$38.17	
9/7/2010	Michigan Gas Utilities		\$37.41	
10/4/2010	Michigan Gas Utilities		\$37.41	
11/1/2010	Michigan Gas Utilities		\$48.33	
12/20/2010	Michigan Gas Utilities		\$105.83	
1/3/2011	Michigan Gas Utilities		\$157.59	
2/7/2011	Michigan Gas Utilities		\$126.14	
3/7/2011	Michigan Gas Utilities		\$220.13	
4/4/2011	Michigan Gas Utilities		\$207.23	
5/2/2011	Michigan Gas Utilities		\$178.13	
6/6/2011	Michigan Gas Utilities		\$108.78	

Monroe Downtown Development Authority
2010-2011 Fiscal Year Expenditure Report

July 1, 2010-
June 30, 2011
Preliminary

6/30/2011	Michigan Gas Utilities	\$49.47	
Expenditures		\$1,314.62	Balance \$685.38
Water		Budget	\$150.00
9/7/2010	City of Monroe	\$50.56	
Expenditures		\$50.56	Balance \$99.44
Rental-Building		Budget	\$10,950.00
3/21/2011	Ken Wickenheiser (12/2009-4/2011)	\$9,350.00	
4/18/2011	Ken Wickenheiser (5/11)	\$550.00	
5/16/2011	Ken Wickenheiser (6/11)	\$550.00	
Expenditures		\$10,450.00	Balance \$500.00
Miscellaneous Expense		Budget	\$1,400.00
8/16/2010	Visa-National Trust Membership	\$250.00	
8/16/2010	Visa-Inga's Bake Shoppe (meeting refreshments)	\$22.50	
9/20/2010	Visa-Inga's Bake Shoppe (meeting refreshments)	\$15.00	
9/20/2010	Visa-annual fee	\$10.00	
10/18/2010	Michigan Downtown Association Annual Dues	\$400.00	
11/15/2010	Visa-Big Lots (Halloween Candy)	\$53.00	
12/6/2010	City of Monroe-Fire Inspection	\$100.00	
1/17/2011	Visa-Late and Finance Charges	\$39.67	
2/21/2011	DMBN Membership Dues	\$30.00	
Expenditures		\$920.17	Balance \$479.83
Organization Committee		Budget	\$1,000.00
8/3/2010	By Design-Handbook Revision	\$140.00	
8/3/2010	Lamour Printing-50 Handbooks	\$151.05	
5/16/2011	Monroe Publishing Co. (Printable website directo	\$300.00	
Expenditures		\$591.05	Balance \$408.95
Design Committee		Budget	\$42,000.00
7/19/2010	Four Star Greenhouse (fertilizer)	\$120.41	
8/2/2010	Project Graphics (50 summer banners, final paym	\$3,161.35	
8/16/2010	Visa-Project Graphics Deposit (50 banners)	\$1,200.00	
9/7/2010	Four Star Greenhouse (fertilizer)	\$72.25	
10/18/2010	Parran's Greenhouse (50 cornstalks)	\$75.00	
11/1/2010	Cheri Weakly (scarecrow reimbursement)	\$63.60	
11/15/2010	Visa-Big Lots & Crafts 2000 (holiday décor)	\$109.73	
12/20/2010	Staelgraeve Turner (Monroe St Bridge Lighting)	\$610.00	
1/3/2011	Visa-Baker's Gas (supplies for holiday décor han	\$64.67	
3/7/2011	Carole Straub (original Riverwalk designs and es	\$500.00	
3/21/2011	Project Graphics (50 Spring banners-final payme	\$2,836.65	
4/18/2011	Visa-Project Graphics (50 Spring banners-down p	\$1,800.00	
6/6/2011	Four Star Greenhouse (planter flowers)	\$1,488.00	
6/20/2011	Visa-Project Graphics (2 overflow spring banners	\$188.87	
6/30/2011	Wayne Manufacturing (30 replacement bows)	\$655.60	

Monroe Downtown Development Authority
2010-2011 Fiscal Year Expenditure Report

July 1, 2010-
June 30, 2011
Preliminary

Expenditures		\$12,946.13	Balance \$29,053.87
Promotion Committee		Budget	\$26,000.00
8/16/2010	Monroe Publishing Co. (jazz festival brochure ad)	\$185.00	
8/16/2010	Visa-Facebook Ad	\$25.00	
8/16/2010	Visa-Hostgator renewal	\$83.40	
9/7/2010	DMBN (Art Fair Sponsorship)	\$1,000.00	
9/7/2010	DMBN (Bed Race Gift Certificates)	\$200.00	
9/7/2010	Bed Race to Aid Children, Inc (Bed Race Sponso	\$200.00	
9/20/2010	Monroe Publishing Co. (website updates)	\$75.00	
10/15/2010	Monroe Publishing Co. (Fall Monroe Mag. Ad)	\$370.00	
11/1/2010	WTVG-Toledo (commercial airing)	\$1,200.00	
11/1/2010	Mary Jo Stoyanovich (costume rental)	\$350.00	
11/1/2010	Dan Williams (carriage rides)	\$1,000.00	
11/1/2010	Fraley Productions (revising commercial)	\$130.00	
11/15/2010	Monroe Publishing (website updates)	\$300.00	
11/15/2010	Lamour Printing (tree-lighting posters)	\$118.00	
11/15/2010	By Design (tree-lighting and Monroe Mag. Graphi	\$70.00	
11/15/2010	Lamour Printing (tree-lighting school flyers)	\$140.00	
11/15/2010	Lamour Printing (kiosk poster)	\$40.50	
11/15/2010	Visa-Hostgator renewal, domain registration	\$48.86	
12/6/2010	TK Productions-History Video	\$750.00	
12/6/2010	By Design (RRCA Ad, Logo Update, Kiosk Map)	\$385.00	
12/20/2010	Monroe Publishing (tree-lighting advertising)	\$1,110.00	
12/20/2010	WTVG-Toledo (commercial airing)	\$1,200.00	
1/17/2011	Monroe Publishing (winter Monroe Mag. Ad)	\$370.00	
2/22/2011	By Design (Monroe Magazine ad changes)	\$35.00	
2/22/2011	RRCA (sponsorship-additional \$5,000 from GCS)	\$5,000.00	
3/21/2011	TK Productions-Event Video	\$750.00	
3/21/2011	Fraley Productions (revising commercial)	\$65.00	
4/18/2011	Monroe Publishing (spring Monroe Mag. Ad)	\$370.00	
5/16/2011	MC Chamber of Commerce (Pure Monroe spons	\$5,000.00	
6/6/2011	By Design (Kiosk Poster)	\$140.00	
6/6/2011	By Design (Tourism Brochure)	\$210.00	
6/20/2011	Lamour Printing (4,000 tourism brochures)	\$790.00	
Expenditures		\$21,710.76	Balance \$4,289.24
Economic Restructuring Committee		Budget	\$19,500.00
Expenditures		\$0.00	Balance \$19,500.00
Reference Material		Budget	\$500.00
Expenditures		\$0.00	Balance \$500.00
Transfer Out-Capital Project (sidewalk replac		Budget	\$38,000.00
9/20/2010		\$38,000.00	
Expenditures		\$38,000.00	Balance \$0.00

Monroe Downtown Development Authority
 2010-2011 Fiscal Year Expenditure Report

July 1, 2010-
 June 30, 2011
 Preliminary

Transfer Out-Capital Project (parking lot)		Budget	\$0.00		
		Expenditures	\$0.00	Balance	\$0.00
Total					
			\$303,816.74	\$422,554.39	\$118,737.65
		Expenditures	Budget	Balance	