

AGENDA
MONROE DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING
7:45 A.M.
Wednesday, July 20, 2016
CITY HALL, 1st FLOOR CONFERENCE ROOM, 120 E. FIRST ST.

1. Roll Call

2. Consent Agenda

Action Requested

- A. Approval of Agenda
- B. Approval of the Minutes of
Wednesday, June 15, 2016 Regular Meeting
- C. Financial Report
 - DDA Revenue and Expenditure Report FY 2015-2016
 - DDA Itemized Expenditure Report FY 2015-2016

3. 2016 – 2017 Work Program

- A. Committee Project Status Report
 - 1. Design Committee – Jodie Stevens
 - a. Dog Waste Systems
 - b. Partnership with MCCC/flowers
 - c. Bike Racks
 - d. Cigarette butt collection
 - e. Kiosk
 - f. Request from United Way
 - 2. Promotions Committee – Mary Gail Beneteau
 - 3. Development Committee – Jim Jacobs
 - 4. Façade Grant Committee – Scott Goocher
 - a. 8 North Monroe Street
 - b. 88 West Front Street

Action Requested
Action Requested
Action Requested
Action Requested
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Action Requested

- B. DDA Office Report

Action Requested
Action Requested

4. Other Business

- A. Elections
- B. Target Market Analysis

5. Communications

6. Adjournment

Action Requested

Minutes

**Monroe Downtown Development Authority
Regular Meeting
Wednesday, June 15, 2016
First Floor Conference Room
Monroe City Hall**

Chairperson Shaun McGowan called the meeting to order at 7:45 a.m.

1. Roll Call

Present: Chairperson Shaun McGowan, George Boyan, Mayor Robert Clark, Les Lukacs (left at 8:54 a.m.), Joe Peruski (arrived at 7:46 a.m.), Jodie Bean, Tom Steward, Mackenzie Swanson
Excused: Kimberle Daniels, Scott Goocher
Absent: Anthony Trujillo
Guests: Sheila McGowan, Janet Berns, Rachel Lazare
Staff: Paula Stanifer

2. Consent Agenda

- A. Approval of June Agenda
- B. Approval of Minutes of May 18, 2016 DDA meeting
- C. Financial Reports: Revenue and Expenditure, Itemized Expenditure

Motion by Ms. Bean, seconded by Mr. Lukacs to approve the Consent Agenda.

Motion carried unanimously.

3. 2015-2016 Work Program

A. Committee Project Status Reports

- 1. Design Committee – Jodie Stevens
 - Ms. Bean is continuing to walk and ensure flowers are being watered. Signs will be added to the planters to thank those who water.
 - “Faces of Monroe” began at the flea market and will be placed in Altrusa Park when completed.
- 2. Promotions Committee – Mary Gail Beneteau
 - Flea Market was a huge success. Over 100 vendors participated and was very well attended by the community.
 - Suggestion to add a porta john to the East end of Front Street.
 - Ms. Berns was very pleased with the vendors on her side of the street. She thanked Ms. Stanifer for all of her work in putting on this successful event.

Ms. McGowan stated the event was very well organized and planned. She also thanked Ms. Stanifer.

-Wine Crawl is July 15. Tickets went on sale yesterday and was advertised on facebook.

-First Fridays committee will be meeting with Mr. Steward about making a flyer for the next three events. Promoting the ideas of a staycation and families. They will be changing the times to begin at 2:00 p.m.

July will feature a balloon artist in Monroe Bank & Trust pergola. MB&T will be supplying popcorn. 30 businesses participated last month.

Mayor Clark suggested asking businesses to participate by decorating with buntings and having a window decorating contest.

3. Development Committee – Jim Jacobs

-Sample plaque was provided.

Motion by Mr. Steward to order 25 plaques for up to a total of \$1,000 for façade grant recipients, seconded by Mr. Lukacs.

Motion carried unanimously.

4. Façade Grant Committee – Scott Goocher

-Committee is meeting in the next few weeks to discuss outstanding grants.

-Mr. Lukacs about proper paint abatement and the need for a flyer with proper techniques.

B. DDA Office Report

-Ms. Stanifer thanked Ms. Bean and Ms. Daniels for their participation on the board.

-Ms. Stanifer reported on the website updates and arrival of new brochures.

4. Other Business

-West First/Monroe Street Parking Lot – It has been changed from 1 hour to 2 hour parking. It is also used for permit parking. Board previously discussed moving permit parking to Cass Street lot. Mayor Clark has spoken to several permit owners and they all agree that Cass Street Lot is a good change in lieu of current lot.

-Parking Permit Fees were discussed and will be updated by Clerk Treasurer and DDA Development Committee.

-North Monroe Street Project – Two bike racks will be installed having the same design as current bike racks in the Downtown area.

-Discussed “No Bike Riding” signs. Board felt these should be replaced with “Please walk your bike on the sidewalk” as a more positive message.

-Suggestion to have Monroe High students design “decorations” to our current bike racks.

-Billboards – Mayor Clark suggested a partnership with the Battlefield and Bicentennial Committees.

-Target Market Analysis – Grants are available for the residential portion. This is moving forward. Retail component to be added.

5. Communications

-Downtown Resource Fair is tomorrow night at Monroe Bank & Trust from 6:00 - 8:00 p.m.

6. Adjournment

A motion to adjourn was made by Ms. Bean, supported by Mr. Steward at 8:58 a.m.

Motion carried unanimously

DRAFT

Monroe Downtown Development Authority
2015-2016 Fiscal Year Expenditure Report

Part Time Salaries	Budget	Expenditures		Balance
	\$16,000.00			
7/16/2015		\$139.99		
7/16/2015		\$348.01		
7/30/2015		\$638.00		
8/13/2015		\$580.00		
8/27/2015		\$623.50		
9/10/2015		\$580.00		
9/24/2015		\$580.00		
10/8/2015		\$609.00		
10/22/2015		\$659.75		
11/5/2015		\$681.50		
11/19/2015		\$674.25		
12/3/2015		\$580.00		
12/17/2015		\$609.00		
12/30/2015		\$580.00		
1/14/2016		\$580.00		
1/28/2016		\$609.00		
2/11/2016		\$580.00		
2/25/2016		\$580.00		
3/10/2016		\$580.00		
3/24/2016		\$580.00		
4/7/2016		\$580.00		
4/21/2016		\$580.00		
				\$3,448.00
Social Security	Budget	Expenditures		Balance
	\$992.00			
7/16/2015		\$30.26		
7/30/2015		\$39.55		
8/13/2015		\$35.96		
8/27/2015		\$38.66		
9/10/2015		\$35.96		
9/24/2015		\$35.96		
10/8/2015		\$37.76		
10/22/2015		\$40.90		
11/5/2015		\$42.25		
11/19/2015		\$41.81		
12/3/2015		\$35.96		
12/17/2015		\$37.76		
12/30/2015		\$35.96		
1/14/2016		\$35.96		
1/28/2016		\$37.76		
2/11/2016		\$35.96		
2/25/2016		\$35.96		
3/10/2016		\$35.96		

Monroe Downtown Development Authority
2015-2016 Fiscal Year Expenditure Report

3/24/2016		\$35.96		
4/7/2016		\$35.96		
4/21/2016		\$35.96		
				\$213.77
Medicare	Budget	Expenditures		Balance
	\$232.00			
7/16/2015		\$7.08		
7/30/2015		\$9.25		
8/13/2015		\$8.41		
8/27/2015		\$9.04		
9/10/2015		\$8.41		
9/24/2015		\$8.41		
10/8/2015		\$8.83		
10/22/2015		\$9.57		
11/5/2015		\$9.88		
11/19/2015		\$9.78		
12/3/2015		\$8.41		
12/17/2015		\$8.83		
12/30/2015		\$8.41		
1/14/2016		\$8.41		
1/28/2016		\$8.83		
2/11/2016		\$8.41		
2/25/2016		\$8.41		
3/10/2016		\$8.41		
3/24/2016		\$8.41		
4/7/2016		\$8.41		
4/21/2016		\$8.41		
				\$49.99
Workers Comp Insurance	Budget	Expenditures		Balance
	\$23.00			
7/16/2015		\$0.88		
7/30/2015		\$0.93		
8/13/2015		\$0.84		
8/27/2015		\$0.91		
9/10/2015		\$0.84		
9/24/2015		\$0.84		
10/8/2015		\$0.88		
10/22/2015		\$0.96		
11/5/2015		\$0.99		
11/19/2015		\$0.98		
12/3/2015		\$0.84		
12/17/2015		\$0.88		

Monroe Downtown Development Authority
2015-2016 Fiscal Year Expenditure Report

12/30/2015		\$0.84		
1/14/2016		\$0.84		
1/28/2016		\$0.88		
2/11/2016		\$0.84		
2/25/2016		\$0.84		
3/10/2016		\$0.84		
3/24/2016		\$0.84		
4/7/2016		\$0.84		
4/21/2016		\$0.84		
				\$4.63
Unemployment	Budget	Expenditures		Balance
	\$5.00			
				\$5.00
Office Supplies - 727.000	Budget	Expenditures		Balance
	\$500.00			
Internet - Go Daddy		\$13.01		
Staples - cardstock, rack		\$44.27		
Internet hosting - Host Gator		\$119.40		
				\$323.32
Copies	Budget	Expenditures		Balance
	\$100.00			
July		\$0.07		
				\$99.93
Postage	Budget	Expenditures		Balance
	\$500.00			
July		\$7.26		
				\$492.74
Audit Services	Budget	Expenditures		Balance
	\$1,285.00			
Plante & Moran PLLC - Prof. Services		\$1,280.00		
				\$5.00
General Contract Services	Budget	Expenditures		Balance
	\$20,000.00			

Monroe Downtown Development Authority
2015-2016 Fiscal Year Expenditure Report

3/22/2016 Snow removal		\$5,000.00		
				\$15,000.00
Façade Improvements - 818.080	Budget	Expenditures		Balance
	\$40,000.00			
Budget increase	\$40,000.00			
12/7/2015 Scott Goocher 206 S Monroe		\$10,000.00		
				\$70,000.00
Telephone	Budget	Expenditures		Balance
	\$475.00			
Credit (cancelled phone)	\$5.31			
				\$480.31
Publishing/Advertising 905.000	Budget	Expenditures		Balance
	\$7,000.00			
1500 MASA brochures - Lamour		\$225.00		
Monroe Publishing - 2016 Meeting List		\$62.52		
Façade Postcard mailing		\$144.54		
Washington St. Print - soccer brochures		\$95.00		
				\$6,472.94
Insurance Premium	Budget	Expenditures		Balance
	\$932.00			
Monthly P&L Insurance - July		\$77.67		
Monthly P&L Insurance - August		\$77.67		
Monthly P&L Insurance - September		\$77.67		
Monthly P&L Insurance - October		\$77.67		
Monthly P&L Insurance - November		\$77.67		
Monthly P&L Insurance - December		\$77.67		
Monthly P&L Insurance - January		\$77.67		
Monthly P&L Insurance - February		\$77.67		
Monthly P&L Insurance - March		\$77.67		
Monthly P&L Insurance - April		\$77.67		
				\$155.30
Miscellaneous Expense - 955.000	Budget	Expenditures		Balance
	\$800.00			

Monroe Downtown Development Authority
2015-2016 Fiscal Year Expenditure Report

				\$800.00
Development Committee - 955.030	Budget	Expenditures		Balance
	\$2,000.00			
Wine crawl display for alleyscape		\$340.95		
Alley presentation refreshments		\$164.31		
Paint for alley project		\$14.94		
Catering for alley project		\$530.40		
Ice for alley project		\$4.00		
Posters and postcards for alley project		\$45.00		
Mileage Detroit and Novi		\$100.05		
Mileage to St. John's Inn Four Star		\$44.85		
				\$755.50
Design Committee - 955.035	Budget	Expenditures		Balance
	\$8,000.00			
Cornstalks - Parrans (120)		\$240.00		
Small scarecrows (Dollar Tree)		\$35.80		
Fall and Christmas decorating - Stevens		\$237.77		
Christmas supplies		\$31.12		
Christmas supplies		\$58.72		
				\$7,396.59
Promotion Committee - 955.040	Budget	Expenditures		Balance
	\$8,000.00			
Balloons for wine crawl		\$63.60		
Hadrou - Website deposit		\$1,500.00		
Hadrou - Website		\$1,700.00		
				\$4,736.40
Transfer Out Debt Service	Budget	Expenditures		Balance
	\$92,182.00			
Bond Payment		\$28,590.62		
				\$63,591.38
Transfer Out Capital Project	Budget	Expenditures		Balance
	\$40,000.00			

Monroe Downtown Development Authority
2015-2016 Fiscal Year Expenditure Report

				\$40,000.00
Total	\$279,031.31	\$65,000.51		\$214,030.80



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Bike Coil Bicycle Racks



Model BRBC-8 | Black

Eye-Catching Bike Coil Security for up to Ten Bicycles

Place these unique coil style bicycle racks near schools, malls, libraries or any place where bicycle parking is needed. The interesting spiral design is easy to spot and even easier to use. The smart design not only adds to the aesthetics of any environment, but will also secure bicycles at an upright position.

Finish Options

The state of the art finishing process used on the bike rack combines the application of an 'Electrocoat Zinc Rich Primer' with a durable polyester powder-coat top layer to ensure every crevice and joint is completely sealed, providing full protection against corrosion and weathering. Bike racks are finished in either a **gloss** or **textured** polyester powder-coat finish.

Matching Products



**Small Single Panel
Message Board**

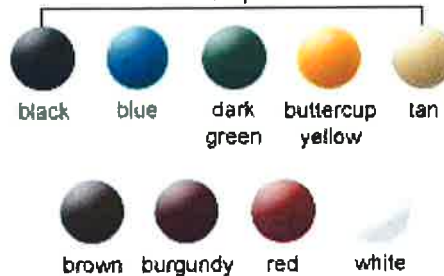


**Powder-Coated Steel
Waste Receptacles**

Quick Buying Guide

Gloss vs Textured

Color Options



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5-Loop Wave Style Bike Rack - 7 Bike Capacity, Black



Upscale stylish look for downtown shopping and business districts.

- 10-gauge steel with attractive powder coating.
- 2 3/8" diameter bar.
- [Concrete mounting hardware](#) sold separately.

[More Images](#)

MODEL NO.	DESCRIPTION	SIZE L x W x H	BIKE CAP.	WT. (LBS.)	PRICE EACH		ADD TO CART	
					1	3+		
H-2544BL	5-Loop	68 x 2 1/2 x 39"	7	80	\$430	\$410	1	ADD

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Orion™ | Bike Racks with Square Tubing



Model ORNS-2-SF-ES | Electro Polished Stainless Steel

Bike Racks of the Future

Simple, yet functional styling gives these bike racks a look that's ahead of it's time. The sturdy Orion™ bike racks are capable of holding two bikes with the option to mount at front and rear wheel. They make a bold statement, while giving your bike parking area a clean, contemporary ambience.

The 2" square tubing bike racks are available in a Galvanized, Powder-Coated, and Electro Polished Stainless Steel finish. Powder-Coated color options are available as shown. Available with square or round flanges. Drop In Anchors available for concrete installation.



Surface Mount
Round Flange



Surface Mount
Square Flange



In-ground Mount

Powder-Coated Color Options



Galvanized Finish

The hot dip galvanizing process results in an effective corrosion resistant surface with multi-varied spangle appearance.

Matching Products



Orion™ Bike Racks
Square Tubing
with Lean Bars



Orion™ Bike Racks
Round Tubing

▼ Item Specific Details Available on Linked Model Numbers Below



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Orion™ Bike Racks | 2" Square Tubing | **Galvanized** Qty

ORNS-2-IG-G	In-ground Mount	(60 lbs)	\$309.00	<input type="text"/>
ORNS-2-SF-G	Surface Mount	<input type="text" value="Choose Flange"/>	(55 lbs) \$359.00	<input type="text"/>

Orion™ Bike Racks | 2" Square Tubing | **Powder-Coated** Qty

ORNS-2-IG-P	In-ground Mount	Choose Color	(60 lbs)	\$349.00	
ORNS-2-SF-P	Surface Mount	Choose Color	Choose Flange	(55 lbs)	\$389.00

Orion™ Bike Racks | 2" Square Tubing | **Electro Polished Stainless Steel** Qty

ORNS-2-IG-ES	In-ground Mount		(60 lbs)	\$709.00
ORNS-2-SF-ES	Surface Mount	Choose Flange ▾	(55 lbs)	\$779.00

Drop In Anchors | **for Round Flanges** Qty

DA1220-3-Z	Drop In Anchor - 3 Pack	Zinc Plated	(0 lbs)	\$17.89	<input type="text"/>
DA1220-4-Z	Drop In Anchor - 4 Pack	Zinc Plated	(0 lbs)	\$22.69	<input type="text"/>
DA1220-6-Z	Drop In Anchor - 6 Pack	Zinc Plated	(0 lbs)	\$31.99	<input type="text"/>
DA1220-25-Z	Drop In Anchor - 25 Pack	Zinc Plated	(0 lbs)	\$139.49	<input type="text"/>
DA1220-3-S	Drop In Anchor - 3 Pack	Stainless Steel	(0 lbs)	\$25.99	<input type="text"/>
DA1220-4-S	Drop In Anchor - 4 Pack	Stainless Steel	(0 lbs)	\$33.29	<input type="text"/>
DA1220-6-S	Drop In Anchor - 6 Pack	Stainless Steel	(0 lbs)	\$46.99	<input type="text"/>
DA1220-25-S	Drop In Anchor - 25 Pack	Stainless Steel	(0 lbs)	\$199.69	<input type="text"/>

Drop In Anchors | **for Square Flanges** Qty

DA3820-3-Z	Drop In Anchor - 3 Pack	Zinc Plated	(0 lbs)	\$11.19	<input type="text"/>
DA3820-4-Z	Drop In Anchor - 4 Pack	Zinc Plated	(0 lbs)	\$13.99	<input type="text"/>
DA3820-6-Z	Drop In Anchor - 6 Pack	Zinc Plated	(0 lbs)	\$19.99	<input type="text"/>
DA3820-25-Z	Drop In Anchor - 25 Pack	Zinc Plated	(0 lbs)	\$44.59	<input type="text"/>
DA3820-3-S	Drop In Anchor - 3 Pack	Stainless Steel	(0 lbs)	\$17.29	<input type="text"/>
DA3820-4-S	Drop In Anchor - 4 Pack	Stainless Steel	(0 lbs)	\$21.89	<input type="text"/>
DA3820-6-S	Drop In Anchor - 6 Pack	Stainless Steel	(0 lbs)	\$30.99	<input type="text"/>
DA3820-25-S	Drop In Anchor - 25 Pack	Stainless Steel	(0 lbs)	\$134.99	<input type="text"/>

(Prices F.O.B. Origin)

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RackiT™



Premier Circular



Pull Up, Leg Lift



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Bicycle Shaped Bike Rack



Make for You

Simple and clever bike parking. Instantly add functional landscape art to facilities with the creatively shaped Bicycle Bike Rack. The minimalist all-steel bike rack welcomes all riders and provides them a safe, memorable space to park.

Constructed with 11 gauge 1-1/2" O.D. steel tubing, the MIG welded Bicycle Shaped bike rack features capped ends and sealed welds. This design helps prevent moisture from collecting inside the structure, ensuring top structural durability. The u-lock compatible Bicycle Shaped bike rack offers safe, efficient bike parking for 2 to 4 bikes.



Model BB-FT-EPX

Galvanized Finish

The hot dip galvanizing process results in an effective corrosion resistant surface with multi-varied spangle appearance.

Standard Polyethylene Colors



Standard Powder-Coat Colors



▼ Item Specific Details Available on Linked Model Numbers Below



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Bicycle Shaped Bike Rack | **Galvanized Steel**

BB-FT-GV Surface Mount

(55 lbs) \$467.00

Qty

BB-IG-GV In-ground Mount

(55 lbs) \$467.00

Bicycle Shaped Bike Rack | **Powder-Coated Steel**

BB-FT-EPX Surface Mount

Choose Color ▼

(55 lbs) \$467.00

Qty

BB-IG-EPX	In-ground Mount	Choose Color ▼	(55 lbs)	\$467.00	<input type="text"/>
Bicycle Shaped Bike Rack Thermoplastic Coated Steel					Qty
BB-FT-TPC	Surface Mount	Choose Color ▼	(55 lbs)	\$521.00	<input type="text"/>
BB-IG-TPC	In-ground Mount	Choose Color ▼	(55 lbs)	\$521.00	<input type="text"/>

(Prices F.O.B. Origin)

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Aluminum Bleachers



Savannah Collection
Park Benches



Savannah Collection
Trash Receptacle



Title4
Title

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Bicycle Parking Racks



Bike Lockers



Bicycle Corrals



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Repair Stands

Bicycle Parking Racks

Look to Madrax when you want bike racks that are functional, stylish, and durable. For more than 25 years, we have set the standard for high-quality bicycle storage and parking with our handcrafted products that are attractive and easy to maintain, year after year. Browse our wide selection of bike racks and storage solutions below, and contact a Madrax bicycle rack expert at 800-448-7931 or at sales@madrax.com if you have any questions or concerns.

You have added Genesis™ to your cart. [View Cart](#)

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Genesis™


Product Number GNS-2-IG-G

Select Options

Bicycle Capacity 2

Installation Method
☒ To Ground

☐ Surface

Material/Finish
☒ Galvanized

☒ Powder Coated

☐ Mad Shield

☐ Stainless Steel

Quantity 3

[Get Quote](#)

Overview Specifications / Drawings Materials / Colors

Genesis™ – The Genesis bicycle rack transcends form and function to make a bold, aesthetic statement. When empty, the simple “floating” concentric rings of the Genesis™ look like an attractive outdoor sculpture. When full, these same concentric rings park bikes safely and securely.

The Genesis™ offers two contact points, at front and rear, for locking. The unique concentric design of the Genesis™ helps guide bikes into proper parking position while providing double the parking space of typical serpentine racks.

The Genesis™ features heavy-duty 2-3/8" OD structural steel tubing (2" Schedule 40 Pipe). It is available in configurations that park up to eight bicycles. The Genesis™ is available in a galvanized finish, a wide range of powder coat colors, and a stainless steel finish.

Style – Its unique concentric design makes the Genesis™ the ideal bicycle rack for buildings.

Security – Heavy-duty construction and concentric design are ideal for use with U-type locks.

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Wall Mounted Cigarette Receptacle



Model DC-711207 | Silver

Maintain the Best First Impression

Encourage smokers to refrain from leaving unsightly cigarette waste all around your entrance with this attractive wall mounted cigarette receptacle. The easy to clean and maintain feature of this cigarette receptacle has just been enhanced with the [Wall Mounted Swivel System](#) option.

Designed to make cigarette disposal easy and convenient! Durable, aluminum and steel construction - fire safe and won't rust or tarnish. Year-round powder-coated finish prevents cigarette burn damage. Internal snuffer helps keep outside appearances ash-free.

▼ Item Specific Details Available on Linked Model Numbers Below



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Wall Mounted Cigarette Receptacles

Qty

DC-711207	Power-Coated Aluminum	Silver	(4 lbs)	\$88.00	<input type="text"/>
DC-711201	Power-Coated Aluminum	Black	(4 lbs)	\$88.00	<input type="text"/>

Wall Mounted Cigarette Receptacles | with Swivel System

Qty

DC-712107	Power-Coated Aluminum	Silver	(4 lbs)	\$112.00	<input type="text"/>
DC-712101	Power-Coated Aluminum	Black	(4 lbs)	\$112.00	<input type="text"/>

(Prices F.O.B. Origin)

Some Assembly Required

[Bulk Inquiry](#)

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Related Products



**Thermoplastic Coated
Steel Benches**



**Fiberglass
Trash Receptacle**



**PORTA-GRILL®
Stainless Steel
Barbecue Grill**



**Nautical Sling Chaise
Lounge Chairs**

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Justrite® Smokers Cease-Fire® Cigarette Receptacles

Justrite® Outdoor Ashtrays Are The Safe And Attractive Answer To Cigarette Butt Disposal.

Smokers Cease-Fire® cigarette receptacles offer an innovative, self-extinguishing design that safely collects unsightly cigarette butts and reduces the risk of fire. These outdoor ashtrays are made of 2-piece flame-retardant polyethylene that won't rust, dent, or crack. Restricted, covered opening keeps rain out and discourages unwanted waste disposal. Simply lift off lid to empty removable galvanized steel pail. Tie-down notches offer security and greater stability under severe weather conditions. In high humidity environments, unique "drip-lip" internal construction prevents tar condensation from escaping. ADA Compliant. **Personal 1 Gallon Receptacles** are used for decks and patios. Measures 11 diameter x 30H. **4 Gallon Ashtrays** measure 16-1/2 diameter x 38-1/2H and are FM approved. Purchase **Optional Disposable Bucket Liners** that are easily placed inside galvanized steel pail to dispose of cigarette waste.

*** FREE Shipping on these items**

COMPARE

	GAL. CAP.	COLOR	H"	DIA."	IMAGE	MODEL	QTY	PRICE	LINER(PACK OF 10)				LINER(20 PACK OF 10)			
									IMAGE	MODEL	QTY	PRICE	IMAGE	MODEL	QTY	PRICE
	1	Gray	30	11		T9A442524GY*		\$36.00		T9A442810		\$28.00		T9A442811		\$583.00
	1	Beige	30	11		T9A442524TN*		\$36.00		T9A442810		\$28.00		T9A442811		\$583.00
	1	Black	30	11		T9A442524BK*		\$36.00		T9A442810		\$28.00		T9A442811		\$583.00
	1	Terracotta	30	11		T9A442524RG*		\$36.00		T9A442810		\$28.00		T9A442811		\$583.00
	1	Green	30	11		T9A442524GN*		\$36.00		T9A442810		\$28.00		T9A442811		\$583.00
	4	Beige	38-1/2	16-1/2		T9A442523TN*		\$43.95		T9A442810		\$28.00		T9A442811		\$583.00
	4	Black	38-1/2	16-1/2		T9A442523BK*		\$43.95		T9A442810		\$28.00		T9A442811		\$583.00
	4	Terracotta	38-1/2	16-1/2		T9A442523RG*		\$47.95		T9A442810		\$28.00		T9A442811		\$583.00
	4	Green	38-1/2	16-1/2		T9A442523GN*		\$43.95		T9A442810		\$28.00		T9A442811		\$583.00
	4	Gray	38-1/2	16-1/2		T9A442523GY*		\$43.95		T9A442810		\$28.00		T9A442811		\$583.00

COMPARE

SAVE BY EMAIL

Exclusive Offers, Weekly Deals!

Email Address

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PayPal



QUICK ORDER

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Qty.	Item #
Qty.	Item #
Qty.	Item #
Qty.	Item #

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Message Center Sign with Posts - Green

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Post instructions, directories or maps at parks or on camp trails.

Shatter-proof clear plastic windows with lock.

Thick 1/4" corkboard.

Recycled plastic frame and posts are weather and graffiti resistant.

MODEL NO.	DESCRIPTION	SIZE L x W x H	WT. (LBS.)	PRICE EACH		ADD TO CART	
				1	3+		
H-2857G	Sign with Posts	43 x 5 x 100"	124	\$599	\$569	1	ADD

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Executive Director
Connie L. Carroll

May 23, 2016

Board President
Molly Luempert-Coy

Paula Stanifer
City of Monroe

Vice President
Diane Kamprath

Downtown Development Authority
120 E. Frist St.

Treasurer
Michelle LaVoy

Monroe MI 48161

2016 Campaign Chair
Darrel Moore

Dear Paula,

John Adamski
Paul F. Assenmacher
Barry M. Buschmann
Cindy Flynn
Craig Haugen

I am writing to ask if the Downtown Development Authority can possibly assist the United Way of Monroe County with funding for a project that would update our landscaping and approve the appearance of our building. As you know the United Way is a 501©3 organization, therefore, does not qualify for funding through the Community Block Grant program. We have only maintained, not improved the landscaping done to the building when we moved in over 18 years ago. The bushes are starting to die out and it is getting harder to keep the bedded areas free of weed and unwanted growth.

Dawn Kurtz
Patrick Lambrix
Jason Matthews
Dr. Kojo Quartey
Jack Ready
Jason Reinhardt
Jennifer Sell
Dirk VanHeyst
Susan Vanisacker
Robert Wight
Jerry Young

Over the years we believe that United Way of Monroe County has been a good, loyal City of Monroe property owner. We have allow public parking on our lot for any and all City sponsored activities such as the Jazz Festival, the Framers Market, all parades and any other activities that take place in St. Mary's Park. Each year we host an Easter Egg Hunt at Munson Park employing off-duty City police officers. Our conference is used for many organizational meetings and planning sessions.

Although we raise funds each year through the generosity of Monroe County residents, these funds are dedicated to providing health and human services to those less fortunate in our community. Any financial assistance the DDA can offer to help us update and improve our landscaping would be greatly appreciated. Please feel free to give me a call if you have any questions or if I can be of service.

Sincerely,



Connie L. Carroll,
Executive Director

Our Belief Statement:

The United Way of Monroe County believes that every life has equal value and is important to our communities' well-being.



Promotion Committee Minutes

May 2, 2016

Present: Mary Gail Beneteau, Amanda Phebus, Janet Berns,
Guests: Rachel Lazere
Staff: Paula Stanifer

1. Roll Call

The meeting was called to order at 7:45 AM by Mary Gail Beneteau.

2. Flea Market – June 11, 2016 9:00 am – 2:00 pm

The Committee is expanding this event.

We have over 100 vendors. Paula has been inundated with event support and logistics discussion with vendor prospects and committed attendees. We need to review the system next year due to schedule burdens.

Amanda will post the vendor parking A-Frame signs.

Paula and Amanda will chalk vendor spaces Friday at 4pm.

3. Wine Tasting – July 15, 2016

Participants: 325 tickets will be available for sale. Wine stop stations have verbally confirmed. All but one wine stop participant have paid their fee. Amanda ordered glasses from Hohman Promotions.

Tickets: Tickets will be available for sale to past participants and the general public on the same date this year. MBT, Book Nook and Frenchie's will be where tickets are available for purchase. Amanda will print tickets.

4. Ladies Night Out

Tabled - We heard of an interested party in taking the lead in coordination of this event, but no progress has been made.

5. Co-op Advertising - Billboards:

\$5850 6 months 2 boards

\$300 estimated additional paper change pricing.

= **\$7050** total board cost for 6 months. Includes new art each month.

We will investigate to determine participation interest.

6. First Friday

Next event - July 3. Promotion: Facebook \$50 Boost. Balloon Artist \$150 for 2 hours. Use MBT's Pergola and Popcorn machine. We will review promotion outreach effectiveness at the next meeting.

Upcoming Meetings:

Regular Meeting: Tuesday, July 5, 2016 at 7:45 am at City Hall.

Submitted by Amanda Phebus

Promotion Committee Minutes

July 12, 2016

Present: Mary Gail Beneteau, Amanda Phebus, Janet Berns,
Guests: Rachel Lazere, Vince, Mayor Clark
Staff: Paula Stanifer

1. Roll Call

The meeting was called to order at 7:45 AM by Mary Gail Beneteau.

2. Wine Tasting – July 15, 2016

Participants: 325 tickets are sold. George Boyan from the DDA will be onsite during registration.

3. Co-op Advertising - Billboards:

Tabled

4. First Friday

July 1 Event recap

Quarterly posters advertised the incorrect time of only 6:00 – 9:00. We recommend adjusting the quarterly posters to take event time details off, and just promote the theme. Each event should have its own QR code/website address to scan to go to that individuals event for full details. The event needs to start earlier to accommodate retail interest in participating in a comprehensive First Friday event.

We recommend having an A Frame to post the day of the event detailing event specifics.

We recommend reviewing the Facebook analytics from the Boost to see who is responding to our message.

Businesses advertised in First Friday events need to be in the DDA District.

We need to continue ensuring that all event activities go through the correct processes to be run. For example, sidewalk chalk needs to get an okay.

We were reminded of the First Friday Goal: Art, Entertainment, Food, Drink. We do not necessarily have a specific audience and it may be more successful to narrow the target audience rather than being too broad.

Other opportunities to incorporate more activities were presented, food trucks, use of Altrusa Park (simple letter to city for annual request) for misc. activities, Pokeman Go or other ways to attract millennials and Gen X.

Use MBT's Pergola and Popcorn machine. We will review promotion outreach effectiveness at the next meeting.

Tent cards to be placed at restaurants.

Fees from July 1. \$177 for Quarterly Poster printing. \$39.98 for A Frame poster.

Upcoming Meetings:

Regular Meeting: Tuesday, August 2, 2016 at 7:45 am at City Hall.

Submitted by Amanda Phebus

MEETING MINUTES
MONROE DDA DEVELOPMENT COMMITTEE
WEDNESDAY, MAY 04, 2016 @ 7:45 AM
CITY HALL, 120 E. FIRST STREET
2ND FLOOR CONFERNECE ROOM

Chairman Jacobs called the meeting to order at 7:50am

1. Roll Call

Members Present: James Jacobs, Thomas Stewart, Joe Peruski, Paula Stanifer
Members Absent: Board Member Representative to replace Dr. Jodie Bean
Guests: None

2. Old Business

- a. DDA Website Update – Paula Stanifer – General discussion, no action taken
- b. Block Captain Assignments – Paula Stanifer – Reported that this system has not worked and that she is going back to mailings and social media as the main point of contact.
- c. Downtown Lighting Projects
 - i. River Walk – General discussion occurred, Security Cameras are more important, lighting is still a desire. Joe to talk to security firm he uses.
 - ii. Monroe Street from Second Street to Third Street – General discussion occurred, after the completion of the North Monroe project the committee was in favor of supporting pursuit of another grant for this section next, no action taken.
- d. Rental assistance program – Paula Stanifer – General discussion, all are in favor of the concept but additional guideline will need to be established. Committee wishes to continue to explore this option, no action taken.

3. New Business

- a. Upcoming Downtown Business Event – Jim Jacobs – Informational report Downtown Resource Fair to be held June 16, 2016 at 5:30pm on the 4th floor of the MB&T Headquarters building.
- b. North Monroe Street Update – Paula Stanifer – Project has started and is expected to be complete by June 30, 2016 – no action taken.
- c. Blight Letter to Keith Sent March 31, 2016 – Paula Stanifer – Informational update, Paula has been experiencing difficulty in obtaining status updates on blight enforcement within the DDA boundaries and has sent a letter requesting an update to Keith Woodcock, no action taken.
- d. Trash Concerns – Paula Stanifer – Reported that trash blight is still a concern, she reviewed the current City wide trash policy and suggested that the committee should consider drafting a specific DDA policy to address tighter timelines on curb placement and other unique concerns within the Downtown area, this is to be placed on a future meeting agenda to draft some suggested modifications to

pass on to the DDA Board for action and deferral to City Staff and Council for possible adoption.

- e. Ticket update – Paula Stanifer – Letters have been sent to those with outstanding ticket balances with some success in return payments, no action taken.
 - f. Downtown Street/Sidewalk cleaning – Paula Stanifer – Paula suggested that the downtown streets, alleys, and sidewalk cleanliness is of concern. Some of this is just the time of year but it seems to be an ongoing problem. Committee members recalled the use of a small sidewalk sweeper that was used by City staff in the past. It was suggested that we suggest the DDA Board approach Pat Lewis with the concern and see if this service can be obtained again. No official action taken, consensus understanding was reached.
 - g. 6x8 acrylic Façade Grant Sign – Paula Stanifer – Paula presented several samples of sign types for notification of the façade program. Those present all selected the suggested sample. A motion was made by Tom Stewart to pay for these signs from the Development Committee budget, seconded by Joe Peruski – motion passed.
 - h. Request by Tony Trujillo to relocate the barrier free parking within the First and Monroe Street parking lot – Paula Stanifer – Paula presented a request from Tony to relocate the barrier free parking spaces from the east end of the parking lot to the west end adjacent to his business. After discussion a motion was made by Joe Peruski to keep the parking as is, seconded by Tom Stewart – motion passed. – General comments included: Cost for re-stripping and signage relocation to benefit one business not warranted, presently located in the best location to serve the downtown area in general, could be located per the terms of the law suit related the barrier free access, this would need to be confirmed by Pat Lewis, generally felt not to be of benefit to the downtown district as a whole.
4. Adjournment
- The meeting adjourned at 9:15am

Façade Grant Committee Meeting

June 29, 2016

Meeting: 8:10 a.m. to 9:20 a.m.

In Attendance: Mary Gail Beneteau, George Boyan, and Scott Goocher.

Office Manager: Paula Stanifer

Absent: Kimberle Daniels, Jake LaRoy

Thirteen Façade Grant application were reviewed.

115 E Front Street - No update received.

138 N Monroe Street - No update received.

88 West Front Street - Continue support. Committee recommends board approval of left side window with metal door with small pains inside front door.

42 South Monroe Street - Waiting for contractor to begin.

132 East Front - Application still not complete. No action taken.

123 West First - Gateway building, still under construction; progress being made

111 South Macomb – Waiting for contractor.

39 South Monroe - New bid, not signed and only one bid.

15 West Front – No update received.

21 West Front – No update received.

54 South Monroe St - June 13 got state approval. City needs to approve lead and asbestos removal.

34 South Monroe Street n - waiting on contractor to complete work.

8 North Monroe St. - June 30 ending date. Building owner would like 90 day extension, and an increase of \$1,200.00 to \$9157.00 from \$7957.00 for unseen work that was need. Work being done by OBR. The committee was unable to take action on this due to lack of quorum. Action needs to be taken by board.

Ohio Building Restoration, Inc.
830 Mill, Street
Toledo, Ohio 43609

Proposal

Proposal submitted to:

Old Masonic Temple Hall	Phone:	Date: 6/13/
8 North Monroe Street	Job Name: Same	
Monroe, MI. 48162	Job Location: Monroe	

Brief description of work being performed:

Additional work found.

We hereby submit specifications and estimates for:

The rear of the chimney has broken and cracked brick. These brick will be removed and replaced with new brick to match the old.

Four steel angle at the scuppers are completely deteriorated. We will replace the angle and replace the brick.

There is cracks in stone sills. These cracks will be routed out and caulked.

The work above was found during completing the original proposal once a lift was on site.

We propose hereby to furnish material, equipment, and labor – complete in accordance with above specifications, for the sum of: **\$2,400**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. 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. O.B.R. workers are fully covered by Workmen's Compensation Insurance.

Authorized Brian Taylor
Signature _____

Note: This proposal may be withdrawn if not accepted within 30 days.
The net due 15 days upon completion.

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 described above.

Date of Acceptance: _____

Signature: _____

Brian Taylor
Project Manager / Estimator
Ohio Building Restoration, Inc.
Email: btaylor.obr@att.net
Cell: 419.290.7637 Phone: 419.244.7372 Fax: 419.244.0627

Popular name: DDA

Popular name: Downtown Development Authority Act

125.1657 Powers of board; creation, operation, or funding of retail business incubator.

Sec. 7. (1) The board may:

- (a) Prepare an analysis of economic changes taking place in the downtown district.
 - (b) Study and analyze the impact of metropolitan growth upon the downtown district.
 - (c) Plan and propose the construction, renovation, repair, remodeling, rehabilitation, restoration, preservation, or reconstruction of a public facility, an existing building, or a multiple-family dwelling unit which may be necessary or appropriate to the execution of a plan which, in the opinion of the board, aids in the economic growth of the downtown district.
 - (d) Plan, propose, and implement an improvement to a public facility within the development area to comply with the barrier free design requirements of the state construction code promulgated under the Stille-DeRossett-Hale single state construction code act, 1972 PA 230, MCL 125.1501 to 125.1531.
 - (e) Develop long-range plans, in cooperation with the agency which is chiefly responsible for planning in the municipality, designed to halt the deterioration of property values in the downtown district and to promote the economic growth of the downtown district, and take such steps as may be necessary to persuade property owners to implement the plans to the fullest extent possible.
 - (f) Implement any plan of development in the downtown district necessary to achieve the purposes of this act, in accordance with the powers of the authority as granted by this act.
 - (g) Make and enter into contracts necessary or incidental to the exercise of its powers and the performance of its duties.
 - (h) Acquire by purchase or otherwise, on terms and conditions and in a manner the authority considers proper or own, convey, or otherwise dispose of, or lease as lessor or lessee, land and other property, real or personal, or rights or interests in property, which the authority determines is reasonably necessary to achieve the purposes of this act, and to grant or acquire licenses, easements, and options with respect to that property.
 - (i) Improve land and construct, reconstruct, rehabilitate, restore and preserve, equip, improve, maintain, repair, and operate any building, including multiple-family dwellings, and any necessary or desirable appurtenances to that property, within the downtown district for the use, in whole or in part, of any public or private person or corporation, or a combination of them.
 - (j) Fix, charge, and collect fees, rents, and charges for the use of any building or property under its control or any part thereof, or facility therein, and pledge the fees, rents, and charges for the payment of revenue bonds issued by the authority.
 - (k) Lease any building or property under its control, or any part of a building or property.
 - (l) Accept grants and donations of property, labor, or other things of value from a public or private source.
 - (m) Acquire and construct public facilities.
 - (n) Create, operate, and fund marketing initiatives that benefit only retail and general marketing of the downtown district.
 - (o) Contract for broadband service and wireless technology service in the downtown district.
 - (p) Operate and perform all duties and exercise all responsibilities described in this section in a qualified township if the qualified township has entered into an agreement with the municipality under section 3(7).
 - (q) Create, operate, and fund a loan program to fund improvements for existing buildings located in a downtown district to make them marketable for sale or lease. The board may make loans with interest at a market rate or may make loans with interest at a below market rate, as determined by the board.
 - (r) Create, operate, and fund retail business incubators in the downtown district.
- (2) If it is the express determination of the board to create, operate, or fund a retail business incubator in the downtown district, the board shall give preference to tenants who will provide goods or services that are not available or that are underserved in the downtown area. If the board creates, operates, or funds retail business incubators in the downtown district, the board and each tenant who leases space in a retail business incubator shall enter into a written contract that includes, but is not limited to, all of the following:
- (a) The lease or rental rate that may be below the fair market rate as determined by the board.
 - (b) The requirement that a tenant may lease space in the retail business incubator for a period not to exceed 18 months.
 - (c) The terms of a joint operating plan with 1 or more other businesses located in the downtown district.
 - (d) A copy of the business plan of the tenant that contains measurable goals and objectives.
 - (e) The requirement that the tenant participate in basic management classes, business seminars, or other business education programs offered by the authority, the local chamber of commerce, local community colleges, or institutions of higher education, as determined by the board.