

AGENDA
MONROE DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING
7:45 A.M.
Wednesday, April 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, March 16, 2016 Regular Meeting
Wednesday, April 13, 2016 Special Meeting
- C. Financial Report
 - DDA Revenue and Expenditure Report FY 2015-2016
 - DDA Itemized Expenditure Report FY 2015-2016

3. 2015 – 2016 Work Program

- A. Committee Project Status Report
 - 1. Design Committee – Jodie Stevens
 - 2. Promotions Committee – Mary Gail Beneteau
 - 3. Development Committee – Jim Jacobs
 - a. Parking Validation sign
 - 4. Façade Grant Committee – Scott Goocher
 - a. 115 East Front Street
 - b. 138 North Monroe Street
 - c. 111 South Macomb Street
 - d. 88 West Front Street
 - e. 42 South Monroe Street
 - f. 132 East Front Street
- B. DDA Office Report

Action Requested

Action Requested
Action Requested
Action Requested
Action Requested
Action Requested

4. Other Business

- A. Administrative Assistant Review Committee

5. Communications

6. Adjournment

Action Requested

Minutes

**Monroe Downtown Development Authority
Regular Meeting
Wednesday, March 16, 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, Kimberle Daniels, Scott Goocher, Les Likacs (arrived at 8:34 a.m.), Joe Peruski (arrived at 7:47 a.m.), Jodie Bean, Mackenzie Swanson, Anthony Trujillo (arrived at 7:49 a.m.)
Excused: Tom Steward
Guests: Jeff Green (arrived at 8:25 a.m.)
Staff: Paula Stanifer

2. Consent Agenda

- A. Approval of March Agenda
- B. Approval of Minutes of February 17, 2016 DDA meeting
- C. Financial Reports: Revenue and Expenditure, Itemized Expenditure

Motion by Ms. Daniels, seconded by Ms. Bean to approve the Consent Agenda.
Motion carried unanimously.

3. 2015-2016 Work Program

A. Committee Project Status Reports

1. Design Committee – Jodie Stevens
 - May 21 – Flower planting beginning at 8:30 in Loranger Square.
 - Committee is looking into a partnership with MCCC and local high schools to create sculptures inside our pots.
2. Promotions Committee – Mary Gail Beneteau
 - Flea Market, Craft and Vendor Show is June 11.
 - Ladies Night Out. Ms. Stanifer will re-email information to Ms. Daniels.

3. Development Committee – Jim Jacobs
 - Parking Tickets – The City is moving forward with letters to collect past due amounts. Going forward, cars will be booted when they receive six tickets.
 - Ms. Stanifer continues to work on contacting vacant property owners to see how we can help them fix their building to have it tenable. Mayor Clark suggested a conversation with the City Attorney regarding TIFF funds being used for this. A draft policy like the façade reinvestment grant application with specific rules and guidelines as well.
 - Patrick Lewis requested a formal directive from the DDA board concerning the “Parking Validation Available” signs. Mayor Clark would like to see a rendering of the signs before making a decision.
 - Garbage – more trash cans will be placed throughout Downtown in conjunction with the North Monroe Street project.
 - Mayor Clark is working internally to have overflowing dumpster issues resolved. He suggested the DDA send a recommendation letter to City Council to help address the garbage issue. This was referred to the Development Committee to discuss.
4. Façade Grant Committee – Scott Goocher
 - The deadline for the 2016 application is Monday. Two have been received so far.
 - Mayor Clark asked for an update on the outstanding grants at the next meeting.

B. DDA Office Report

- The brochure was discussed. Suggestions include narrowing the categories, or adding a blue dot to those businesses in the Central Business District.

Motion by Mr. Trujillo to pay up to \$1,000 for new brochures as presented; seconded by Ms. Daniels.

Motion carried unanimously.

- Budget was discussed with input from all committees. Ms. Stanifer will discuss with Ed Sell how best to handle Façade Reinvestment money that will not be paid out by the end of this fiscal year.

Motion by Ms. Bean to approve budget as discussed; seconded by Mr. Peruski.

Motion carried unanimously.

- Ms. Stanifer thanked those who helped take down Christmas decorations. We will need more volunteers for clean up and flower planting which will be held May 21 at 8:30 a.m.

- Sally Waggs will open this Saturday. It is a pet bakery that will service all your pet needs.

4. Other Business

- Jeff Green discussed studies and reports and the need for more information regarding what these studies may show. He proposed an informational meeting with the Citizen’s Planning Commission, City Council and the DDA. Mr. Green

will contact Sharon Woods with Land Use USA to conduct this meeting. It was suggested that we invite all property owners to this meeting.

5. Communications

6. Adjournment

A motion to adjourn was made by Ms. Bean, supported by Ms. Daniels at 9:04 a.m.

Motion carried unanimously

DRAFT

Minutes

**Monroe Downtown Development Authority
Special Meeting
Wednesday, April 13, 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, Scott Goocher, Joe Peruski (arrived at 7:47 a.m.), Jodie Bean, Tom Steward, Mackenzie Swanson, Anthony Trujillo
Unexcused: Kimberle Daniels, Les Lukacs
Guests: Mary Gail Beneteau, Janet Berns (left at 8:46 a.m.)
Staff: Paula Stanifer

2. Budget/Retail Target Market Analysis

The City of Monroe has put aside funds to pay for some kind of an analysis and would like to partner with the DDA. Sharon Woods from LandUse USA presented an overview of her services. While most of the presentation centered on a Residential Analysis she did discuss the importance of a Retail component.

For purposes of discussion, Ms. Woods outlined a residential analysis would cost approximately \$30,000. A retail analysis would cost approximately \$20,000 if combined with the residential analysis.

MISHDA offers grants for the residential portion of the analysis and the City could apply and receive \$15,000. Grant are not available for the retail portion.

Cons: Property owners are not fixing up their buildings, and a study will not fix that.
Pros: A study may bring in new investors.

Mayor Clark discussed that he believes City Council is looking for a Retail Target Market Analysis for the Downtown Area only. The residential study would include more of the City of Monroe.

Jodie Bean, motion, seconded by Mackenzie Swanson, to request \$25,000 be taken from reserves to support a partnership with City Council for a Retail Target Market Analysis and supporting Residential Analysis.

Yeas: 9

Nays: 1

Mr. Goocher would like a better understanding of what reserves will be when we near the end of the parking lot bond. He is concerned about draining the reserve account and leaving future DDA boards to find the money.

Mayor Clark thanked everyone for attending the meeting last night and this morning. He also noted that Ms. Woods had favorable comments on our DDA District. She noted that our town has a very low vacancy rate, and our Façade Reinvestment Grant Program is ahead of the game. She would like to bring others to Monroe to show them how we are doing things the right way.

3. Adjournment

A motion to adjourn was made by Mr. Peruski, supported by Mr. Trujillo at 8:55 a.m.

Motion carried unanimously

DRAFT

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 751	DOWNTOWN	DEVELOPMENT AUTHORITY					
03/01/2016			751-00.000-003.000 CERTIFICATES OF DEPOSIT		BEG. BALANCE		490,000.00
03/10/2016	GJ	JE	INVESTING ACTIVITY FOR 03/10/16	17043		50,000.00	440,000.00
03/24/2016	GJ	JE	INVESTING ACTIVITY FOR 03/24/16	17078		50,000.00	390,000.00
03/24/2016	CR	RCPT				100,000.00	290,000.00
			SUMMARY CR POSTING: 03/24/2016 OTHER				
03/31/2016			751-00.000-003.000	END BALANCE	0.00	200,000.00	290,000.00
03/01/2016			751-00.000-005.000 COOP LIQUID ASSET SEC SYS		BEG. BALANCE		102,015.91
03/10/2016	GJ	JE	CLASS INVESTMENT AND WITHDRAWALS	17047	49,000.00		151,015.91
03/31/2016	GJ	JE	MICHIGAN CLASS INTEREST 3/31/16	17092	52.76		151,068.67
03/31/2016			751-00.000-005.000	END BALANCE	49,052.76	0.00	151,068.67
03/01/2016			751-00.000-007.000 AUTOMATED PUBLIC FUNDS		BEG. BALANCE		430.77
03/01/2016	GJ		MONTHLY P&L INSURANCE PREMIUM	17012		77.67	353.10
03/10/2016	PR	CHK	SUMMARY PR 03/10/2016			625.21	(272.11)
03/10/2016	GJ	JE	INVESTING ACTIVITY FOR 03/10/16	17043	50,131.25		49,859.14
03/10/2016	GJ	JE	FIFTH THIRD SERVICE FEES-FEBRUARY 201	17045		4.96	49,854.18
03/10/2016	GJ	JE	CLASS INVESTMENT AND WITHDRAWALS	17047		49,000.00	854.18
03/15/2016	GJ	JE	DDA/BRA CAPTURE-WINTER 2015	16870	23,217.85		24,072.03
03/22/2016	CD	CHK	SUMMARY CD 03/22/2016			144.54	23,927.49
03/22/2016	GJ	JE	DOWNTOWN SNOW HAULING CONTRACT	17069		5,000.00	18,927.49
03/24/2016	PR	CHK	SUMMARY PR 03/24/2016			625.21	18,302.28
03/24/2016	GJ	JE	INVESTING ACTIVITY FOR 03/24/16	17078	50,062.45		68,364.73
03/24/2016	CR	RCPT			100,124.66		168,489.39
			SUMMARY CR POSTING: 03/24/2016 OTHER				
03/31/2016			751-00.000-007.000	END BALANCE	223,536.21	55,477.59	168,489.39
03/01/2016			751-00.000-390.000 RESTRICTED FUND BALANCE		BEG. BALANCE		(473,745.48)
03/31/2016			751-00.000-390.000	END BALANCE	0.00	0.00	(473,745.48)
03/01/2016			751-65.691-703.000 PART TIME SALARIES & WAGES		BEG. BALANCE		10,232.00
03/10/2016	PR	CHK	SUMMARY PR 03/10/2016		580.00		10,812.00
03/24/2016	PR	CHK	SUMMARY PR 03/24/2016		580.00		11,392.00
03/31/2016			751-65.691-703.000	END BALANCE	1,160.00	0.00	11,392.00
03/01/2016			751-65.691-717.000 SOCIAL SECURITY		BEG. BALANCE		634.39
03/10/2016	PR	CHK	SUMMARY PR 03/10/2016		35.96		670.35
03/24/2016	PR	CHK	SUMMARY PR 03/24/2016		35.96		706.31
03/31/2016			751-65.691-717.000	END BALANCE	71.92	0.00	706.31
03/01/2016			751-65.691-717.005 MEDICARE		BEG. BALANCE		148.37
03/10/2016	PR	CHK	SUMMARY PR 03/10/2016		8.41		156.78
03/24/2016	PR	CHK	SUMMARY PR 03/24/2016		8.41		165.19
03/31/2016			751-65.691-717.005	END BALANCE	16.82	0.00	165.19
03/01/2016			751-65.691-718.010 WORKERS' COMP INSURANCE		BEG. BALANCE		15.01
03/10/2016	PR	CHK	SUMMARY PR 03/10/2016		0.84		15.85
03/24/2016	PR	CHK	SUMMARY PR 03/24/2016		0.84		16.69
03/31/2016			751-65.691-718.010	END BALANCE	1.68	0.00	16.69
03/01/2016			751-65.691-727.000 OFFICE SUPPLIES		BEG. BALANCE		176.68
03/31/2016			751-65.691-727.000	END BALANCE	0.00	0.00	176.68
03/01/2016			751-65.691-728.000 COPIES		BEG. BALANCE		0.07
03/31/2016			751-65.691-728.000	END BALANCE	0.00	0.00	0.07
03/01/2016			751-65.691-730.000 POSTAGE		BEG. BALANCE		7.26

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
			751-65.691-730.000 POSTAGE				(Continued)
03/31/2016			751-65.691-730.000	END BALANCE	0.00	0.00	7.26
03/01/2016			751-65.691-818.010 AUDIT SERVICES		BEG. BALANCE		1,280.00
03/31/2016			751-65.691-818.010	END BALANCE	0.00	0.00	1,280.00
03/01/2016			751-65.691-818.020 GENERAL CONTRACT SERVICES		BEG. BALANCE		0.00
03/22/2016	GJ	JE	DOWNTOWN SNOW HAULING CONTRACT	17069	5,000.00		5,000.00
03/31/2016			751-65.691-818.020	END BALANCE	5,000.00	0.00	5,000.00
03/01/2016			751-65.691-818.080 FACADE IMPROVEMENTS		BEG. BALANCE		10,000.00
03/31/2016			751-65.691-818.080	END BALANCE	0.00	0.00	10,000.00
03/01/2016			751-65.691-853.000 TELEPHONE		BEG. BALANCE		(5.31)
03/31/2016			751-65.691-853.000	END BALANCE	0.00	0.00	(5.31)
03/01/2016			751-65.691-905.000 PUBLISHING/ADVERTISING		BEG. BALANCE		287.52
03/21/2016	AP	INV	FIFTH THIRD BANK POSTCARD MAILING	01/27/2016	144.54		432.06
03/31/2016			751-65.691-905.000	END BALANCE	144.54	0.00	432.06
03/01/2016			751-65.691-910.000 INSURANCE PREMIUM		BEG. BALANCE		621.36
03/01/2016	GJ		MONTHLY P&L INSURANCE PREMIUM	17012	77.67		699.03
03/31/2016			751-65.691-910.000	END BALANCE	77.67	0.00	699.03
03/01/2016			751-65.691-955.030 DEVELOPMENT COMMITTEE		BEG. BALANCE		1,244.50
03/31/2016			751-65.691-955.030	END BALANCE	0.00	0.00	1,244.50
03/01/2016			751-65.691-955.035 DESIGN COMMITTEE		BEG. BALANCE		603.41
03/31/2016			751-65.691-955.035	END BALANCE	0.00	0.00	603.41
03/01/2016			751-65.691-955.040 PROMOTION COMMITTEE		BEG. BALANCE		1,563.60
03/31/2016			751-65.691-955.040	END BALANCE	0.00	0.00	1,563.60
03/01/2016			751-65.691-999.301 TRANSFER OUT-DEBT SERVICE		BEG. BALANCE		28,590.62
03/31/2016			751-65.691-999.301	END BALANCE	0.00	0.00	28,590.62
03/01/2016			751-80.100-665.005 INTEREST ON INVESTMENTS		BEG. BALANCE		(746.04)
03/10/2016	GJ	JE	INVESTING ACTIVITY FOR 03/10/16	17043		131.25	(877.29)
03/10/2016	GJ	JE	FIFTH THIRD SERVICE FEES-FEBRUARY 201	17045	4.96		(872.33)
03/24/2016	GJ	JE	INVESTING ACTIVITY FOR 03/24/16	17078		62.45	(934.78)
03/24/2016	CR	RCPT				124.66	(1,059.44)
03/31/2016	GJ	JE	SUMMARY CR POSTING: 03/24/2016 OTHER MICHIGAN CLASS INTEREST 3/31/16	17092		52.76	(1,112.20)
03/31/2016			751-80.100-665.005	END BALANCE	4.96	371.12	(1,112.20)
03/01/2016			751-80.600-402.000 REAL PROPERTY TAXES		BEG. BALANCE		(181,409.98)
03/15/2016	GJ	JE	DDA/BRA CAPTURE-WINTER 2015	16870		27,725.09	(209,135.07)
03/31/2016			751-80.600-402.000	END BALANCE	0.00	27,725.09	(209,135.07)
03/01/2016			751-80.600-410.000 PERSONAL PROPERTY TAXES		BEG. BALANCE		25,212.35
03/15/2016	GJ	JE	DDA/BRA CAPTURE-WINTER 2015	16870	4,507.24		29,719.59
03/31/2016			751-80.600-410.000	END BALANCE	4,507.24	0.00	29,719.59

GL ACTIVITY REPORT FOR CITY OF MONROE
FROM 101-00.000-003.000 TO 755-95.260-961.005-REVLOC0000
TRANSACTIONS FROM 03/01/2016 TO 03/31/2016

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
03/01/2016			751-80.600-573.000 LCSA APPROPRIATION/PPT EXEMPT REIM		BEG. BALANCE		(21,535.34)
03/31/2016			751-80.600-573.000	END BALANCE	0.00	0.00	(21,535.34)
03/01/2016			751-80.600-692.090 MISCELLANEOUS REVENUE		BEG. BALANCE		(60.00)
03/31/2016			751-80.600-692.090	END BALANCE	0.00	0.00	(60.00)
03/01/2016			751-95.260-961.005 REFUND - BOR SETTLEMENT		BEG. BALANCE		4,438.33
03/31/2016			751-95.260-961.005	END BALANCE	0.00	0.00	4,438.33
TOTAL FOR FUND 751 DOWNTOWN DEVELOPMENT AUTHORITY					283,573.80	283,573.80	0.00

PERIOD ENDING 03/31/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET\MAL	YTD BALANCE 03/31/2016\ (ABNORMAL)\MAL	ACTIVITY FOR NTH 03/31/2016 (DECREASE)\MAL	AVAILABLE BALANCE (ABNORMAL)
Fund 751 - DOWNTOWN DEVELOPMENT AUTHORITY					
Revenues					
Dept 80.100-GENERAL REVENUE					
751-80.100-665.005	INTEREST ON INVESTMENTS	1,200.00	1,112.20	366.16	87.80
Total Dept 80.100-GENERAL REVENUE		1,200.00	1,112.20	366.16	87.80
Dept 80.600-GENERAL REVENUE					
751-80.600-402.000	REAL PROPERTY TAXES	195,000.00	209,135.07	27,725.09	(14,135.07)
751-80.600-410.000	PERSONAL PROPERTY TAXES	0.00	(29,719.59)	(4,507.24)	29,719.59
751-80.600-573.000	LCSA APPROPRIATION/PPT EXEMPT R	0.00	21,535.34	0.00	(21,535.34)
751-80.600-692.090	MISCELLANEOUS REVENUE	0.00	60.00	0.00	(60.00)
Total Dept 80.600-GENERAL REVENUE		195,000.00	201,010.82	23,217.85	(6,010.82)
TOTAL Revenues		196,200.00	202,123.02	23,584.01	(5,923.02)
Expenditures					
Dept 65.691-DOWNTOWN DEVELOPMENT					
751-65.691-703.000	PART TIME SALARIES & WAGES	16,000.00	11,392.00	1,160.00	4,608.00
751-65.691-717.000	SOCIAL SECURITY	992.00	706.31	71.92	285.69
751-65.691-717.005	MEDICARE	232.00	165.19	16.82	66.81
751-65.691-718.010	WORKERS' COMP INSURANCE	23.00	16.69	1.68	6.31
751-65.691-718.015	UNEMPLOYMENT	5.00	0.00	0.00	5.00
751-65.691-727.000	OFFICE SUPPLIES	500.00	176.68	0.00	323.32
751-65.691-728.000	COPIES	100.00	0.07	0.00	99.93
751-65.691-730.000	POSTAGE	500.00	7.26	0.00	492.74
751-65.691-818.010	AUDIT SERVICES	1,285.00	1,280.00	0.00	5.00
751-65.691-818.020	GENERAL CONTRACT SERVICES	20,000.00	5,000.00	5,000.00	15,000.00
751-65.691-818.080	FACADE IMPROVEMENTS	80,000.00	10,000.00	0.00	70,000.00
751-65.691-853.000	TELEPHONE	475.00	(5.31)	0.00	480.31
751-65.691-905.000	PUBLISHING/ADVERTISING	7,000.00	432.06	144.54	6,567.94
751-65.691-910.000	INSURANCE PREMIUM	932.00	699.03	77.67	232.97
751-65.691-955.000	MISCELLANEOUS EXPENSE	800.00	0.00	0.00	800.00
751-65.691-955.030	DEVELOPMENT COMMITTEE	2,000.00	1,244.50	0.00	755.50
751-65.691-955.035	DESIGN COMMITTEE	8,000.00	603.41	0.00	7,396.59
751-65.691-955.040	PROMOTION COMMITTEE	8,000.00	1,563.60	0.00	6,436.40
751-65.691-999.301	TRANSFER OUT-DEBT SERVICE	92,182.00	28,590.62	0.00	63,591.38
751-65.691-999.401-14C0700000	TRANSFER OUT-CAPITAL PROJECT	40,000.00	0.00	0.00	40,000.00
Total Dept 65.691-DOWNTOWN DEVELOPMENT		279,026.00	61,872.11	6,472.63	217,153.89
Dept 95.260-CLERK/TREASURER					
751-95.260-961.005	REFUND - BOR SETTLEMENT	0.00	4,438.33	0.00	(4,438.33)
Total Dept 95.260-CLERK/TREASURER		0.00	4,438.33	0.00	(4,438.33)
TOTAL Expenditures		279,026.00	66,310.44	6,472.63	212,715.56
Fund 751 - DOWNTOWN DEVELOPMENT AUTHORITY:					
TOTAL REVENUES		196,200.00	202,123.02	23,584.01	(5,923.02)
TOTAL EXPENDITURES		279,026.00	66,310.44	6,472.63	212,715.56
NET OF REVENUES & EXPENDITURES		(82,826.00)	135,812.58	17,111.38	(218,638.58)
BEG. FUND BALANCE		473,745.48	473,745.48		
END FUND BALANCE		390,919.48	609,558.06		

Promotion Committee Minutes

April 4, 2016

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

1. Roll Call

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

2. Event Request for Participation

Paula distributed an e-mail to all DDA Members requesting their interest in participating in upcoming DDA Events – Flea Market, Wine Crawl, Flower Planting. We have gotten very few responses.

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

The Committee is interested in expanding this event.

- Activities for children: Bounce House in MBT Parking Lot, face painting – girl scouts, Activity Station – Great Start Collaborative.
- Art: Similarly to the paintings at the IHM, we are going to add an art activity this event at Altrusa Park.
- Car Cruise: We will hold a car cruise at the Riverfront Parking lot.
- Parking: Visitor Parking will be at St. Mary's
- Vendor Parking: Macomb next to MBT lot.
- Use MBT's A frame signs for parking
- Popcorn – use MBT's machine & assistance in children's area
- Kiwanis has expressed an interest in potentially coordinating a supplementary event.
- Goal of 75 vendors.

4. Wine Tasting – July 15, 2016

Participants: McGeady's has expressed an interest in participating.

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.

5. Ladies Night Out

We did hear of an interested party in taking the lead in coordination of this event, but no progress has been made. Paula will discuss the event concept with Hippie Chick and Belle Fleur to see if they would like to pursue.

6. Co-op Advertising

The committee has discussed a variety of co-op advertising. The committee feels it is an important component to DDA Promotions. The committee has utilized the USPS Direct Mail program, and a variety of Monroe News options in the past. The committee will gather pricing for a billboard program.

Upcoming Meetings:

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

Submitted by Amanda Phebus

Façade Grant Committee Meeting

March 30, 2016

Meeting Started 8:02 to 9:20

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

Office Manager: Paula Stanifer

Absent: Kimberle Daniels

Six Façade Grant applications were received.

115 E Front Street. Approved for \$5000.00

Motion made by Scott Goocher, Second by Jake Laroy

138 N Monroe Street. Approved for \$8900.00

Motion made by Scott Goocher, Second George Boyan

111 S Macomb. Approved for \$1350.00

Motion made by Jake Laroy, Second by George Boyan

88 West Front Street. Approved for \$1481.00

Motion made by Mary Gail Beneteau, Second by Scott Goocher

42 South Monroe Street. Approved for \$10,000

Motion made by Mary Gail Beneteau, Second by George Boyan

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