

**AGENDA**  
**MONROE DOWNTOWN DEVELOPMENT AUTHORITY**  
**REGULAR MEETING**  
**7:45 A.M.**  
**Wednesday, March 16, 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, February 17, 2016 Regular 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
  - 4. Façade Grant Committee – Scott Goocher
- B. DDA Office Report
  - 1. Downtown Monroe Brochures
  - 2. Budget

**Action Requested**

**Action Requested**

**4. Other Business**

**5. Communications**

**6. Adjournment**

**Action Requested**

# Minutes

**Monroe Downtown Development Authority  
Regular Meeting  
Wednesday, February 17, 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 (arrived at 7:57 a.m.), Les Likacs, Joe Peruski (arrived at 7:54 a.m.), Tom Steward, Mackenzie Swanson (arrived at 7:48 a.m.), Anthony Trujillo  
Excused: Scott Goocher, Jodie Bean  
Guests: Adrienne Doan, Janet Berns (arrived at 8:05 a.m.; left at 8:53 a.m.) Patrick Lewis (arrived at 8:25 a.m.)  
Staff: Paula Stanifer

## **2. Consent Agenda**

- A. Approval of February Agenda
- B. Approval of Minutes of January 26, 2016 DDA meeting
- C. Financial Reports: Revenue and Expenditure, Itemized Expenditure

Motion by Mayor Clark, seconded by Mr. Jukacs to approve the Consent Agenda.  
***Motion carried unanimously.***

Introductions of board members. Welcome to new member Mackenzie Swanson.

## **3. 2015-2016 Work Program**

### **A. Committee Project Status Reports**

- 1. Design Committee – Jodie Stevens
  - Mr. Lukacs inquired about adding more flowers and pots.
  - Mr. Boyan inquired about the bike repair station. Ms. Stanifer stated the committee is checking with local bike clubs; and Mr. Goocher is monitoring a similar design placed in Flat Rock.
  - Committee is recommending the purchase of small Christmas trees to mix in with the snowflakes. Ms. Stanifer has already discussed with DPS and they are fine with installing.

Motion by Mr. Lukacs, supported by Ms. Daniels, to spend \$5,000 toward two soldiers and 18 Christmas trees.

***Motion carried unanimously.***

2. Promotions Committee – Mary Gail Beneteau
  - Flea Market and Vendor Show is June 11. Expanding to include Bounce Houses, art, and a car show.
  - Wine crawl is July 15. A review is held in August where all DDA businesses are invited to attend. New ideas should be presented at that time.
  - Billboard advertising- committee would like input from the board on their interest in researching this advertising option. Mr. Trujillo stated that in his experience it was pricy. Several others would like to see pricing.
  - Ladies Night Out – Ms. Daniels expressed interested in taking this on.
3. Development Committee – Jim Jacobs
  - Committee has looked at trash can placement. Altrusa Park garbage can has been moved. However, the can is still being filled with tenant garbage on a daily basis. Ms. Stanifer will speak with Bill Walters at DPS and Keith Woodcock in the building department. Committee is continuing to monitor problem areas.
  - Ms. Stanifer is working on contacting vacant property owners to see how we can help them fix their building to have it tenable.
4. Façade Grant Committee – Scott Goocher
  - 123 West First Street Façade Grant Application was discussed.

Motion by Ms. Daniels, supported by Mr. Trujillo, to accept the recommendation of the façade committee to award \$10,000 reimbursement for the reinvestment grant at 123 West First Street.

***Motion carried unanimously.***

#### **B. DDA Office Report**

- DDA board would like to see a completed brochure in its entirety before approving funds. Funds will cover cost of changes/design and printing. Tabled until next meeting.

#### **4. Other Business**

- Patrick Lewis, City Engineer, discussed the North Monroe Street Project. The DDA contributed \$57,000 toward this project. Work is due to start on April 1, 2016, and be completed near the end of June 2016.
- Elm to Willow will receive new sidewalks, new lamp posts, and trees.
- South Monroe Street from 1<sup>st</sup> to 2<sup>nd</sup> Streets could be the next project. It needs to be submitted by May for consideration of grant money. Mr. Lewis will prepare cost estimates.

- Second Street to Jones Avenue – comprehensive tree planting which is City funded to begin in the fall 2016. Trees also need to be replaced on South Monroe Street. Mr. Lewis is hopeful to fill empty grates with trees this fall.
- Mr. Lewis discussed residential and commercial garbage pick up. Extra pick up would need to be negotiated with Waste Management for the additional cost. The contract is up for negotiation for 2017. This would be something the DDA would need to pay for.
- Building Department can site overflowing dumpsters.

## **5. Communications**

- Mayor Clark reported that Jeff Green will be attending our next meeting to discuss the Historic District Commission.
- Keith Woodcock, building department, is holding a meeting on the new building code. There will be an open forum.
- Monday, March 14, 2016, there is a joint CPC and City Council Meeting. The DDA should be asking City Council for things just as council asks the DDA for things. For example, South Monroe Street project, LED lighting, etc.)
- Mayor Clark passed out highlights on alleyscape presentation and new sign regulation.
- Mayor Clark talked of the possibility of the DDA being asked to pay for a Target Market Analysis. This was presented to us in 2014 and the Board decided not to fund.

## **6. Adjournment**

A motion to adjourn was made by Ms. Daniels, supported by Mr. Boyan at 9:00 a.m.

***Motion carried unanimously***

03/09/2016 05:20 PM

User: esell

DB: Monroe

GL ACTIVITY REPORT FOR CITY OF MONROE  
FROM 751-00.000-003.000 TO 751-95.260-961.005  
TRANSACTIONS FROM 02/01/2016 TO 02/29/2016

Page: 1/3

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 751 DOWNTOWN DEVELOPMENT AUTHORITY							
02/01/2016			751-00.000-003.000 CERTIFICATES OF DEPOSIT		BEG. BALANCE		565,000.00
02/04/2016	GJ	JE	INVESTING ACTIVITY FOR 02/04/16	16929		50,000.00	515,000.00
02/04/2016	GJ	JE	INVESTING ACTIVITY FOR 02/04/16	16929	50,000.00		565,000.00
02/18/2016	GJ	JE	INVESTING ACTIVITY FOR 02/18/16	16981		75,000.00	490,000.00
02/29/2016			751-00.000-003.000	END BALANCE	50,000.00	125,000.00	490,000.00
02/01/2016			751-00.000-005.000 COOP LIQUID ASSET SEC SYS		BEG. BALANCE		0.00
02/11/2016	GJ	JE	CLASS INVESTMENT AND WITHDRAWALS	16948	27,000.00		27,000.00
02/18/2016	GJ	JE	CLASS INVESTMENT AND WITHDRAWALS	16980	75,000.00		102,000.00
02/29/2016	GJ	JE	MBIA INTEREST 2/29/16	17021	15.91		102,015.91
02/29/2016			751-00.000-005.000	END BALANCE	102,015.91	0.00	102,015.91
02/01/2016			751-00.000-007.000 AUTOMATED PUBLIC FUNDS		BEG. BALANCE		6,973.45
02/01/2016	GJ		MONTHLY P&L INSURANCE PREMIUM	16904		77.67	6,895.78
02/04/2016	GJ	JE	INVESTING ACTIVITY FOR 02/04/16	16929	50,126.39		57,022.17
02/04/2016	GJ	JE	INVESTING ACTIVITY FOR 02/04/16	16929		50,000.00	7,022.17
02/04/2016	CR	RCPT			21,535.34		28,557.51
02/10/2016	GJ	JE	SUMMARY CR POSTING: 02/04/2016 OTHER			4.92	28,552.59
02/11/2016	PR	CHK	FIFTH THIRD SERVICE FEES-JANUARY 2016	16950		625.21	27,927.38
02/11/2016	GJ	JE	SUMMARY PR 02/11/2016			27,000.00	927.38
02/17/2016	CD	CHK	CLASS INVESTMENT AND WITHDRAWALS	16948		62.52	864.86
02/18/2016	GJ	JE	SUMMARY CD 02/17/2016			75,000.00	(74,135.14)
02/18/2016	GJ	JE	CLASS INVESTMENT AND WITHDRAWALS	16980			1,054.44
02/18/2016	GJ	JE	INVESTING ACTIVITY FOR 02/18/16	16981	75,189.58		429.23
02/25/2016	PR	CHK	SUMMARY PR 02/25/2016			625.21	429.23
02/29/2016			751-00.000-007.000	END BALANCE	146,851.31	153,395.53	429.23
02/01/2016			751-00.000-390.000 RESTRICTED FUND BALANCE		BEG. BALANCE		(473,745.48)
02/29/2016			751-00.000-390.000	END BALANCE	0.00	0.00	(473,745.48)
02/01/2016			751-65.691-703.000 PART TIME SALARIES & WAGES		BEG. BALANCE		9,072.00
02/11/2016	PR	CHK	SUMMARY PR 02/11/2016		580.00		9,652.00
02/25/2016	PR	CHK	SUMMARY PR 02/25/2016		580.00		10,232.00
02/29/2016			751-65.691-703.000	END BALANCE	1,160.00	0.00	10,232.00
02/01/2016			751-65.691-717.000 SOCIAL SECURITY		BEG. BALANCE		562.47
02/11/2016	PR	CHK	SUMMARY PR 02/11/2016		35.96		598.43
02/25/2016	PR	CHK	SUMMARY PR 02/25/2016		35.96		634.39
02/29/2016			751-65.691-717.000	END BALANCE	71.92	0.00	634.39
02/01/2016			751-65.691-717.005 MEDICARE		BEG. BALANCE		131.55
02/11/2016	PR	CHK	SUMMARY PR 02/11/2016		8.41		139.96
02/25/2016	PR	CHK	SUMMARY PR 02/25/2016		8.41		148.37
02/29/2016			751-65.691-717.005	END BALANCE	16.82	0.00	148.37
02/01/2016			751-65.691-718.010 WORKERS' COMP INSURANCE		BEG. BALANCE		13.33
02/11/2016	PR	CHK	SUMMARY PR 02/11/2016		0.84		14.17
02/25/2016	PR	CHK	SUMMARY PR 02/25/2016		0.84		15.01
02/29/2016			751-65.691-718.010	END BALANCE	1.68	0.00	15.01
02/01/2016			751-65.691-727.000 OFFICE SUPPLIES		BEG. BALANCE		176.68
02/29/2016			751-65.691-727.000	END BALANCE	0.00	0.00	176.68
02/01/2016			751-65.691-728.000 COPIES		BEG. BALANCE		0.07
02/29/2016			751-65.691-728.000	END BALANCE	0.00	0.00	0.07
02/01/2016			751-65.691-730.000 POSTAGE		BEG. BALANCE		7.26

03/09/2016 05:20 PM  
User: esell  
DB: Monroe

GL ACTIVITY REPORT FOR CITY OF MONROE  
FROM 751-00.000-003.000 TO 751-95.260-961.005  
TRANSACTIONS FROM 02/01/2016 TO 02/29/2016

Page: 2/3

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
			751-65.691-730.000 POSTAGE		(Continued)		
02/29/2016			751-65.691-730.000	END BALANCE	0.00	0.00	7.26
02/01/2016			751-65.691-818.010 AUDIT SERVICES	BEG. BALANCE			1,280.00
02/29/2016			751-65.691-818.010	END BALANCE	0.00	0.00	1,280.00
02/01/2016			751-65.691-818.080 FACADE IMPROVEMENTS	BEG. BALANCE			10,000.00
02/29/2016			751-65.691-818.080	END BALANCE	0.00	0.00	10,000.00
02/01/2016			751-65.691-853.000 TELEPHONE	BEG. BALANCE			(5.31)
02/29/2016			751-65.691-853.000	END BALANCE	0.00	0.00	(5.31)
02/01/2016			751-65.691-905.000 PUBLISHING/ADVERTISING	BEG. BALANCE			225.00
02/16/2016	AP	INV	MONROE PUBLISHING CO	01162319	62.52		287.52
02/29/2016			DDA MEETING LIST 2016				
02/29/2016			751-65.691-905.000	END BALANCE	62.52	0.00	287.52
02/01/2016			751-65.691-910.000 INSURANCE PREMIUM	BEG. BALANCE			543.69
02/01/2016	GJ		MONTHLY P&L INSURANCE PREMIUM	16904	77.67		621.36
02/29/2016			751-65.691-910.000	END BALANCE	77.67	0.00	621.36
02/01/2016			751-65.691-955.030 DEVELOPMENT COMMITTEE	BEG. BALANCE			1,244.50
02/29/2016			751-65.691-955.030	END BALANCE	0.00	0.00	1,244.50
02/01/2016			751-65.691-955.035 DESIGN COMMITTEE	BEG. BALANCE			603.41
02/29/2016			751-65.691-955.035	END BALANCE	0.00	0.00	603.41
02/01/2016			751-65.691-955.040 PROMOTION COMMITTEE	BEG. BALANCE			1,563.60
02/29/2016			751-65.691-955.040	END BALANCE	0.00	0.00	1,563.60
02/01/2016			751-65.691-999.301 TRANSFER OUT-DEBT SERVICE	BEG. BALANCE			28,590.62
02/29/2016			751-65.691-999.301	END BALANCE	0.00	0.00	28,590.62
02/01/2016			751-80.100-665.005 INTEREST ON INVESTMENTS	BEG. BALANCE			(417.54)
02/04/2016	GJ	JE	INVESTING ACTIVITY FOR 02/04/16	16929		126.39	(543.93)
02/10/2016	GJ	JE	FIFTH THIRD SERVICE FEES-JANUARY 2016	16950	4.92		(539.01)
02/18/2016	GJ	JE	INVESTING ACTIVITY FOR 02/18/16	16981		189.58	(728.59)
02/29/2016	GJ	JE	MBIA INTEREST 2/29/16	17021		15.91	(744.50)
02/29/2016			751-80.100-665.005	END BALANCE	4.92	331.88	(744.50)
02/01/2016			751-80.600-402.000 REAL PROPERTY TAXES	BEG. BALANCE			(181,409.98)
02/29/2016			751-80.600-402.000	END BALANCE	0.00	0.00	(181,409.98)
02/01/2016			751-80.600-410.000 PERSONAL PROPERTY TAXES	BEG. BALANCE			25,212.35
02/04/2016	CR	RCPT				21,535.34	3,677.01
02/04/2016	GJ	JE	SUMMARY CR POSTING: 02/04/2016 OTHER				
02/29/2016			RECLASSIFY LCSA REIMBURSEMENT	17024	21,535.34		25,212.35
02/29/2016			751-80.600-410.000	END BALANCE	21,535.34	21,535.34	25,212.35
02/01/2016			751-80.600-573.000 LCSA APPROPRIATION/PPT EXEMPT REIM	BEG. BALANCE			0.00
02/04/2016	GJ	JE	RECLASSIFY LCSA REIMBURSEMENT	17024		21,535.34	(21,535.34)
02/29/2016			751-80.600-573.000	END BALANCE	0.00	21,535.34	(21,535.34)

03/09/2016 05:20 PM  
User: esell  
DB: Monroe

GL ACTIVITY REPORT FOR CITY OF MONROE  
FROM 751-00.000-003.000 TO 751-95.260-961.005  
TRANSACTIONS FROM 02/01/2016 TO 02/29/2016

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
02/01/2016			751-80.600-692.090 MISCELLANEOUS REVENUE	BEG. BALANCE			(60.00)
02/29/2016			751-80.600-692.090	END BALANCE	0.00	0.00	(60.00)
02/01/2016			751-95.260-961.005 REFUND - BOR SETTLEMENT	BEG. BALANCE			4,438.33
02/29/2016			751-95.260-961.005	END BALANCE	0.00	0.00	4,438.33
TOTAL FOR FUND 751 DOWNTOWN DEVELOPMENT AUTHORITY					321,798.09	321,798.09	0.00

PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016 (ABNORMAL)	ACTIVITY FOR NTH 02/29/2016 (DECREASE)	AVAILABLE BALANCE (ABNORMAL)
Fund 751 - DOWNTOWN DEVELOPMENT AUTHORITY					
Revenues					
751-80.100-665.005	INTEREST ON INVESTMENTS	1,200.00	744.50	326.96	455.50
751-80.600-402.000	REAL PROPERTY TAXES	195,000.00	181,409.98	0.00	13,590.02
751-80.600-410.000	PERSONAL PROPERTY TAXES	0.00	(25,212.35)	0.00	25,212.35
751-80.600-573.000	LCSA APPROPRIATION/PPT EXEMPT R	0.00	21,535.34	21,535.34	(21,535.34)
751-80.600-692.090	MISCELLANEOUS REVENUE	0.00	60.00	0.00	(60.00)
TOTAL Revenues		196,200.00	178,537.47	21,862.30	17,662.53
Expenditures					
751-65.691-703.000	PART TIME SALARIES & WAGES	16,000.00	10,232.00	1,160.00	5,768.00
751-65.691-717.000	SOCIAL SECURITY	992.00	634.39	71.92	357.61
751-65.691-717.005	MEDICARE	232.00	148.37	16.82	83.63
751-65.691-718.010	WORKERS' COMP INSURANCE	23.00	15.01	1.68	7.99
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	0.00	0.00	20,000.00
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	287.52	62.52	6,712.48
751-65.691-910.000	INSURANCE PREMIUM	932.00	621.36	77.67	310.64
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
751-95.260-961.005	REFUND - BOR SETTLEMENT	0.00	4,438.33	0.00	(4,438.33)
TOTAL Expenditures		279,026.00	59,837.81	1,390.61	219,188.19
Fund 751 - DOWNTOWN DEVELOPMENT AUTHORITY:					
TOTAL REVENUES		196,200.00	178,537.47	21,862.30	17,662.53
TOTAL EXPENDITURES		279,026.00	59,837.81	1,390.61	219,188.19
NET OF REVENUES & EXPENDITURES		(82,826.00)	118,699.66	20,471.69	(201,525.66)
BEG. FUND BALANCE		473,745.48	473,745.48		
END FUND BALANCE		390,919.48	592,445.14		



Monroe Downtown Development Authority  
2014-2015 Fiscal Year Expenditure Report

<b>Part Time Salaries</b>	<b>Budget</b>	<b>Expenditures</b>		<b>Balance</b>
	\$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		
				<b>\$5,768.00</b>
<b>Social Security</b>	<b>Budget</b>	<b>Expenditures</b>		<b>Balance</b>
	\$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		
				<b>\$357.61</b>

Monroe Downtown Development Authority  
2014-2015 Fiscal Year Expenditure Report

<b>Medicare</b>	<b>Budget</b>	<b>Expenditures</b>		<b>Balance</b>
	\$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		
				<b>\$83.63</b>
<b>Workers Comp Insurance</b>	<b>Budget</b>	<b>Expenditures</b>		<b>Balance</b>
	\$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		
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		
				<b>\$7.99</b>
<b>Unemployment</b>	<b>Budget</b>	<b>Expenditures</b>		<b>Balance</b>
	\$5.00			

Monroe Downtown Development Authority  
2014-2015 Fiscal Year Expenditure Report

				<b>\$5.00</b>
<b>Office Supplies - 727.000</b>	<b>Budget</b>	<b>Expenditures</b>		<b>Balance</b>
	\$500.00			
Internet - Go Daddy		\$13.01		
Staples - cardstock, rack		\$44.27		
Internet hosting - Host Gator		\$119.40		
				<b>\$323.32</b>
<b>Copies</b>	<b>Budget</b>	<b>Expenditures</b>		<b>Balance</b>
	\$100.00			
July		\$0.07		
				<b>\$99.93</b>
<b>Postage</b>	<b>Budget</b>	<b>Expenditures</b>		<b>Balance</b>
	\$500.00			
July		\$7.26		
				<b>\$492.74</b>
<b>Audit Services</b>	<b>Budget</b>	<b>Expenditures</b>		<b>Balance</b>
	\$1,285.00			
Plante & Moran PLLC - Prof. Services		\$1,280.00		
				<b>\$5.00</b>
<b>General Contract Services</b>	<b>Budget</b>	<b>Expenditures</b>		<b>Balance</b>
	\$20,000.00			
				<b>\$20,000.00</b>
<b>Façade Improvements - 818.080</b>	<b>Budget</b>	<b>Expenditures</b>		<b>Balance</b>
	\$40,000.00			
Budget increase	\$40,000.00			
12/7/2015 Scott Goocher 206 S Monroe		\$10,000.00		
				<b>\$70,000.00</b>
<b>Telephone</b>	<b>Budget</b>	<b>Expenditures</b>		<b>Balance</b>

Monroe Downtown Development Authority  
2014-2015 Fiscal Year Expenditure Report

	\$475.00			
Credit (cancelled phone)	\$5.31			
				<b>\$480.31</b>
<b>Publishing/Advertising 905.000</b>	<b>Budget</b>	<b>Expenditures</b>		<b>Balance</b>
	\$7,000.00			
1500 MASA brochures - Lamour		\$225.00		
Monroe Publishing - 2016 Meeting List		\$62.52		
				<b>\$6,712.48</b>
<b>Insurance Premium</b>	<b>Budget</b>	<b>Expenditures</b>		<b>Balance</b>
	\$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		
				<b>\$310.64</b>
<b>Miscellaneous Expense - 955.000</b>	<b>Budget</b>	<b>Expenditures</b>		<b>Balance</b>
	\$800.00			
				<b>\$800.00</b>
<b>Development Committee - 955.030</b>	<b>Budget</b>	<b>Expenditures</b>		<b>Balance</b>
	\$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		
				<b>\$755.50</b>
<b>Design Committee - 955.035</b>	<b>Budget</b>	<b>Expenditures</b>		<b>Balance</b>
	\$8,000.00			
Cornstalks - Parrans (120)		\$240.00		

Monroe Downtown Development Authority  
2014-2015 Fiscal Year Expenditure Report

Small scarecrows (Dollar Tree)		\$35.80		
Fall and Christmas decorating - Stevens		\$237.77		
Christmas supplies		\$31.12		
Christmas supplies		\$58.72		
				<b>\$7,396.59</b>
<b>Promotion Committee - 955.040</b>	<b>Budget</b>	<b>Expenditures</b>		<b>Balance</b>
	\$8,000.00			
Balloons for wine crawl		\$63.60		
Hadroun - Website deposit		\$1,500.00		
				<b>\$6,436.40</b>
<b>Transfer Out Debt Service</b>	<b>Budget</b>	<b>Expenditures</b>		<b>Balance</b>
	\$92,182.00			
Bond Payment		\$28,590.62		
				<b>\$63,591.38</b>
<b>Transfer Out Capital Project</b>	<b>Budget</b>	<b>Expenditures</b>		<b>Balance</b>
	\$40,000.00			
				<b>\$40,000.00</b>
<b>Total</b>	<b>\$279,031.31</b>	<b>\$55,404.79</b>		<b>\$223,626.52</b>

## **Promotion Committee Minutes**

March 1, 2016

Present: Mary Gail Beneteau, Amanda Phebus  
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 interested in expanding this event.

- Activities for children: Bounce House in MBT Parking Lot, sand pit, ect. Request DMBN to sponsor. Paula will check availability.
- Art: Similarly to the paintings at the IHM, we are going to add an art activity this event.
- Car Cruise: We will hold a car cruise at the Riverfront Parking lot.
- Parking: Visitor Parking will be at St. Mary's (we will specify on flyer).
- Use MBT's A frame signs for parking
- Popcorn – use MBT's machine & assistance

### **3. Wine Tasting – July 15, 2016**

The February Request to DDA Board was approved:

Mayor Clark requested that if anyone had any feedback that they attend the event wrap up meeting to be held after the 2016 event.

The artists will utilize the MBT Pavillion.

### **4. Ladies Night Out**

There are a few people that are interested in pursuing this event.

### **5. 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.

### **6. Budget**

**Recommendation to Board: DDA Promotions is requesting an \$8,000 budget. Expenses will consist of Downtown Advertising and Promotion of Scheduled Events.**

### **Upcoming Meetings:**

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

Submitted by Amanda Phebus

# Welcome to Monroe!



## Tourism Resouces

Monroe Downtown Development Authority **D4**  
120 E. First St. • 384-09172

Monroe County Convention and Tourism Bureau **B3**  
103 W. Front St. • 475-1030

## Directions

From the North take Exit 15 and turn right onto Dixie Highway.  
Turn right on Elm Avenue and left on Monroe Street.

From the South take Exit 11 and turn left on LaPlaisance Rd.  
Turn left onto Jones Avenue and right on Monroe Street.

Take Exit 17 and turn East onto M-50. Follow M-50 approximately 14 miles and angle right onto West First Street to reach Monroe Street.

## ATMs

Huntington Bank • 602 S. Monroe St. • 242-6230  
Fifth Third Bank • 453 S. Monroe St. • 241-5300  
Monroe Bank & Trust • 102 E. Front St. • 241-3431 **D3**  
PNC Bank • 202 N. Monroe St. •384-4940 **C1**  
Monroe County Community Credit Union • 120 E. First St. • 242-6727 **D4**

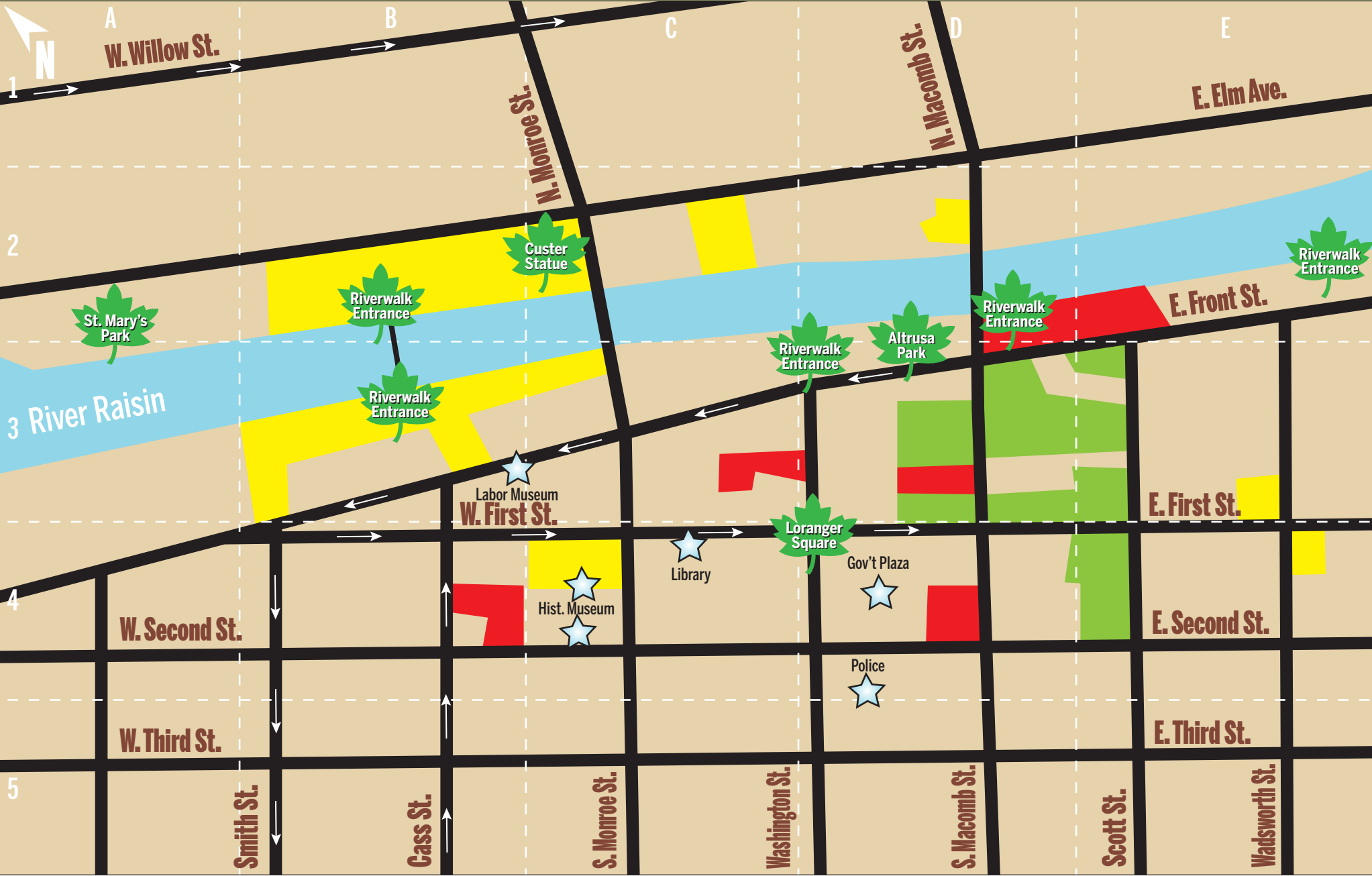
## Parking

In addition to parking lots, there are almost 500 on-street parking spaces in the downtown area. On-street parking consists of **free one-hour parking** and metered parking.

## Off-Street Parking

Free Parking Metered Parking Restricted Parking

Need a little more time or maybe a few more hours to get things done? Take advantage of our **Parking Validation Program**. In the event you should get a ticket, simply present it to any of the merchants downtown for hassle-free validation.



### Resources area code (734)

City of Monroe: 120 E. First St. Monroe MI 48161, 243-0700  
Dorsch Memorial Library: 18 E. First St. Monroe MI 48161, 241-7878  
Downtown Development Authority: 120 E. First St. Monroe MI 48161, 384-9172  
Monroe Public Access Cable Television: 20 W. Fifth St. Ste. 103 Monroe MI 48161, 243-5707  
Monroe News: 20 W. First St. Monroe MI 48161, 242-1100  
Monroe County Convention & Tourism Bureau: 103 W. Front St. Monroe MI 48161, 457-1030  
Monroe Bank & Trust ATM: 102 E. Front St. Monroe MI 48161, 800-321-0032  
Old National Bank ATM: 23 E. Front St. Monroe MI 48161, 244-1600  
PNC Bank: 202 N. Monroe St. Monroe MI 48162, 384.4940  
5/3 Bank: 453 S. Monroe St. Monroe MI 48161, 241-5300  
Huntington Bank: 602 S. Monroe St. Monroe MI 48161, 242-6230

### Attractions

Monroe County Historical Museum: 126 S. Monroe St. Monroe MI 48161, 240-7780  
Monroe County Labor History Museum: 41 W. Front St. Monroe MI 48161, 693-0446  
River Raisin Centre For The Arts: 114 S. Monroe St. Monroe MI 48161, 242-7722  
River Raisin National Battlefield Park: 1403 E. Elm Ave. Monroe MI 48161, 243-7136  
The Sawyer Homestead: 320 E. Front St. Monroe MI 48161, 242-0168

### Personal Services

Advance Temporary Services: 35 E. Front St. Monroe MI 48161, 457-0056  
Barbara's Hair Salon: 144 N. Monroe St. Monroe MI 48162, 243-7608  
Baroque Violin Shop: 317 S. Monroe St. Monroe MI 48161, 240-3428  
Blu Water Medi Spa: 110 S. Monroe St. Monroe, MI 48161, 242-4460  
Floral City Images: 10 W. Front St. Monroe, MI 48161, 855-474-6861  
Home Instead Senior Care: 25 S. Monroe St. Ste. 203 Monroe MI 48161, 240-3057  
James S. Jacobs Architects, PLLC: 25 Washington St. Monroe MI 48161, 241-7933  
Jennifer Scott Salon: 123 S. Monroe St. Monroe MI 48161, 241-5960  
Logan Charles Salon: 110 S. Moroe St. Monroe, MI 48161, 777-1078  
Pazy's Portraits: 19 W. First St. Monroe MI 48161, 497-5254  
Precious Hearing: 17 Washington St. Monroe MI 48161, 322-3365  
Ryan Donaldson Photography: 125 S. Monroe St. Monroe MI 48161, 625-5809  
Salon Be: 50 W Front St. Monroe MI 48161, 241-4620  
ShutterBug Digital: 101 E. Front St. Monroe MI 48161, 457-2422  
Stacy's Travel: 12 E. First St. Monroe MI 48161, 243-6330  
Victoria Day Spa: 105 W. Front St. Monroe MI 48161, 242-1700  
Wise Guy: 6 E. Front St. Monroe MI 48161, 240-9000

### Pet Services

Downtown Hound Grooming and Services: 150 N. Moroe St. Monroe MI 48162, 241-1940  
Purrfect Pet Grooming: 27 W. Front St. Monroe MI 48161, 770-0989  
River Raisin Veterinary Clinic: 106 N. Monroe St. Monroe MI 48162, 243-4222  
Scally Waggos: 44 W. Front St. Monroe, MI 48161, 625-3566

### Physical & Mental Health & Fitness

Human Potential Center: 22 W. Second St. Monroe MI 48161, 241-0142  
Mind/Body Balance: 105 E. Front Ste. 303 Monroe MI 48161, 457-9003; 777-5927  
Mindful Movement: 23 W. First St. Monroe MI 48161, 243-6683  
Stevens Family Chiropractic and Well-Life Center: 11 E. Front St. Monroe MI 48161, 241-4070  
Tai Chi Monroe Studo: 148 N. Monroe St. Monroe MI 48162, 770-5972  
Monroe Fitness & Physique: 103 W. Front St. Suite B Monroe MI 48161, 693-4770

### Graphic Design/Printing/Copy Service

By Design Graphic Arts: 103 W. Front St. Monroe MI 48161, 731-0924  
KCI Graphics: 407 E. Front St. Monroe MI 48161, 242-2058  
Lamour Printing: 123 E. Front St. Monroe MI 48161, 241-6006  
Washington Street Printers: 17 Washington St. Monroe MI 48161, 240-5541

### Restaurants, Bars & Caterers

129 Lounge: 129 E. Front St. Monroe MI 48161, 241-4008  
Agua Dulce Coffee & Tea: 17 W. First St. Monroe MI 48161, 682-5427  
Amaya's Fresh Mexican Grill: 29 S. Monroe St. Monroe MI 48161, 682-3486  
Beek's Bar & Grille: 128 E. Front St. Monroe MI 48161, 241-4942  
Cakes By Stephanie: 118 N. Monroe St. Monroe MI 48162, 240-2253  
Cravings: 31 E. Front St. Monroe MI 48161, 61-CRAVE  
Erie Bread Company: 311 S. Monroe St. Monroe MI 48161, 241-4644  
Fino's Family Dining: 881 S. Monroe St. Monroe MI 48161, 457-1156  
Glenn's Irish Pub: 132 E. Front St. Monroe MI 48161, 243-8970  
Julie's Corner Café: 2 W. Front, Monroe, MI 48161  
Lichee Garden: 37 S. Monroe St. Monroe MI 48161, 243-9292  
Mancino's Pizza: 124 E. Front St. Monroe MI 48161, 242-2700  
McGeady's Town Pub: 39 S. Monroe St. Monroe MI 48161, 243-1220  
Norjo Cafe: 103 E. Front St. Monroe MI 48161, 242-2535  
Public House Food + Drink: 138 N. Monroe St. Monroe MI 48162, 242-3010  
R Diner: 723 S. Monroe St. Monroe MI 48161, 457-9888  
Riviere du Raisin Banquet Center: 8 N. Monroe St. Monroe MI 48162, 242-5840  
Senor Cactus: 122 E. Front St. Monroe MI 48161, 240-5525  
Subway: 20 N. Monroe St. Monroe MI 48162, 457-0525  
Tiffany's Pizza: 128 N. Monroe St. Monroe MI 48162, 242-4600  
Tim Horton's: 404 S. Monroe St. Monroe MI 48161, 384-9523  
Uptown Bar: 8 W. Front St. Monroe MI 48161, 243-9380  
Village Bistro: 15 Washington St. Monroe MI 48161, 384-1112  
You and I Bar: 36 W. Front St. Monroe MI 48161, 242-8070

### Retail Establishments

B & L Office Machines: 16 W. First St. Monroe MI 48161, 244-7901  
Battery Wholesale: 303 S. Monroe St. Monroe MI 48161, 241-7600  
Belle Fleur: 8 E. Front Monroe MI 48161, 770-9981  
Brent's Locksmith: 34 S. Monroe St. Monroe MI 48161, 243-6950  
Book Nook: 42 S. Monroe Monroe MI 48161, 241-2665  
CVS Pharmacy: 919 S. Monroe Monroe MI 48161, 384-9559  
Cigars & Conversations: 45 S. Monroe St. Monroe MI 48161, 241-7740  
Damascus House: 212 Smith St. Monroe MI 48161, 242-8136  
David's Jewelry: 127 S. Monroe St. Monroe MI 48161, 241-8250  
Durocher TV Sales & Services: 222 S. Monroe St. Monroe MI 48161, 241-7626  
Estate Jewelry By Michael, Inc: 437 N. Monroe St. Monroe MI 48161, 384-1700  
Frenchie's Fine Jewelry, Coins & Stamps, Inc.: 15 E. Front St. Monroe MI 48161, 242-5840  
Health Matters, Herbs and More: 17 E. Second St. Monroe MI 48161, 240-2786  
Hippie Chick Herbal Harmony: 35 S. Monroe St. Monroe, MI 48161, 344-7489  
Jack's Bicycles: 206 S. Monroe St. Monroe MI 48161, 242-1400  
Jones For Men: 10 E. Front St. Monroe MI 48161, 241-9444  
Magnum Force: 409 E. Front St. Monroe MI 48161, 457-4242  
Martin's Shoe House: 43 S. Monroe St. Monroe MI 48161, 241-5866  
Monroe Currency: 125 E. Front St. Monroe MI 48161, 777-4285  
Monroe Farmer's Market: 20 E. Willow St. Monroe MI 48162, 241-9570  
Monroe Florist: 747 S. Monroe St. Monroe MI 48161, 242-6565  
Monroe Liquor Plaza: 811 S. Monroe St. Monroe MI 48161, 241-2577  
Monroe Lock & Safe: 221 N. Monroe St. Monroe MI 48162, 242-7474  
Monroe Thrift Shop: 119 S. Monroe St. Monroe MI 48161, 242-1082  
Monroe White Sewing Center: 12 S. Monroe St. Monroe MI 48161, 242-1473  
Penguin Music: 611 S. Monroe St. Monroe MI 48161, 243-6555  
Diamond Designs: 101 S. Monroe St. Monroe MI 48161, 384-4400  
Rivers Edge Business Interiors: 44 W. Front St. Monroe MI 48161, 457-2660  
Second Chance Boutique: 50 S. Monroe St. Monroe MI 48161, 457-5866  
Serendipitous Vintage Store: 40 S. Monroe St. Monroe, MI 48161, 244-5720  
Susie's Sweets & Eats: 21 W. First Monroe MI 48161, 682-3526  
The Lark's Nest: 111 S. Monroe St. Monroe MI 48161, 457-4377  
Thompson's Computers: 15 W. Front St. Monroe MI 48161, 241-3689

### Visitor/Entertainment/Meetings Info

Monroe County Convention & Tourism Bureau: 103 W. Front St. Monroe MI 48161, 457-1030

### Hotel/Lodging

The Hotel Sterling: 109 W. Front Monroe MI 48161, 242-6212





## Holiday Kick-Off Weekend

Last weekend in October, Downtown Monroe

## River Raisin Halloween Festival

Streets  
Labor Day Weekend, East Front and Washington

## River Raisin Labor Day BBQ

Streets  
2nd weekend in August, East First and Washington

## Downtown Monroe Fine Art Fair

2nd weekend in August, St. Mary's Park

## River Raisin Jazz Festival

July

## Downtown Wine Crawl

May-August, every other Thursday night, restaurant/  
bar venues throughout downtown

# Events

# Downtown Monroe



The place to live, work, play, shop, be.

[www.downtownmonroemi.com](http://www.downtownmonroemi.com)

Phone (734) 384-9172 Email: [Director@downtownmonroemi.com](mailto:Director@downtownmonroemi.com)

# Parking

With over 1,300 parking spaces throughout the general downtown area, residents, customers, clients and employees can all find a parking space to fit their needs.

In order to make your visit to Downtown Monroe as pleasurable as possible, the Downtown Monroe Business Network, in conjunction with the City of Monroe, has instituted a Parking Ticket Validation Program.

While you are shopping, if an over-time parking ticket shows up on your automobile, please feel free to return your ticket to a patronized store (within 24 hours if possible) so that it can be validated for you. Look for the **P** symbol on display in stores, offices, and restaurants to identify those businesses which validate. That's it - ticket is deleted - enjoy your day in downtown Monroe. We offer this program because our motto is, "You, the customer, are top priority in Downtown Monroe."



# Lodging


## Downtown Hotel Sterling B3



The Hotel Sterling was completely renovated in 2007 and boasts contemporary loft décor and modern amenities in Historic Downtown Monroe. Short- and long-term stays are welcome in rooms of various sizes. 109 W. Front St., Monroe, MI 48161 (734) 242-6212 [kenw@thehotelsterling.com](mailto:kenw@thehotelsterling.com) • [www.thehotelsterling.com](http://www.thehotelsterling.com)

## In the Area Lotus Bed and Breakfast c5

324 Washington St., Monroe, MI 48161

Find us on  (734) 735-1077



# Attractions

## River Raisin Centre for the Arts c4

The RRCA presents and produces quality entertainment and educates Monroe County's youth in the performing arts. The art deco theatre, which opened in 1938, has showcased movies, stage productions and more throughout the decades. 114 S. Monroe St. • (734) 242-7722 [www.riverraisincentre.org](http://www.riverraisincentre.org)

## Monroe County Historical Museum c4

It houses one of the largest collections of 18th and 19th century artifacts relating to Southeast Michigan. Only a small percentage of the total collection can be exhibited at one time, many exhibits are changed each year. Return trips to our museum are often rewarding. 126 S. Monroe St. • (734) 240-7780 [www.co.monroemi.us](http://www.co.monroemi.us) (link on homepage)

## Monroe County Labor History Museum B3

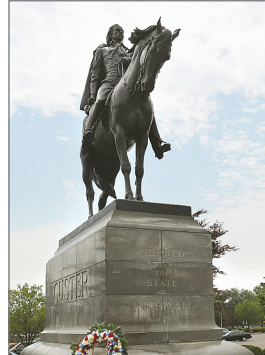
It is the mission of the Monroe County Labor History Museum to provide a facility open to the public for the purpose of the preservation and display of local, regional and national labor history for present and future generations to view. 41 W. Front St. • (734) 693-0446 [www.monroelabor.org](http://www.monroelabor.org)

## Dorsch Memorial Library c4

The Monroe County Library System enriches the quality of life for all residents of the county by providing free access to informational, educational and recreational resources. The Dorsch Memorial Library opened in 1914 after the circa 1850 home was donated to the City of Monroe in honor of Dr. Edward Dorsch. 18 E. First St. • (734) 241-7878 [www.monroelibrary.us/branches/dorsch/main.htm](http://www.monroelibrary.us/branches/dorsch/main.htm)

## Historic Monroe Walking Tour

A guide brochure of all of the residential and commercial buildings that show architectural significance throughout history can be found in the Document Downloads section of [www.downtownmonroemi.com](http://www.downtownmonroemi.com) and at the Monroe County Historical Museum. (734) 240-7780





## **MONROE DOWNTOWN DEVELOPMENT AUTHORITY (DDA)**

Established in 1977, the mission of the City of Monroe Downtown Development Authority (DDA) is to enhance the quality of life and develop a positive image of Downtown Monroe for residents, businesses and visitors by promoting cultural and economic growth in the Downtown area.

To achieve this mission, the DDA undertakes capital improvement projects and provides funding for decorative, economic development, marketing and promotional activities within the business district.

At the DDA Board's request, the Monroe City Council established an Obsolete Property Rehabilitation District, authorized by P.A. 146 of 2000, for eligible commercial and residential housing properties to apply for tax abatements.

In Fiscal Year 2013, the DDA spearheaded the renovation of the large parking lot and open space area along the River Raisin across from St. Mary's Park. The DDA continues to pay the bond debt on this endeavor. In Fiscal Year 2015, the DDA partnered with the City of Monroe in completing the North Monroe Streetscape project.

For 2016, the DDA is continuing sponsorship of a financial incentive program for building owners. The "Façade Reinvestment Grant Program" offers a matching grant of a maximum of 50 percent of project costs, not to exceed \$10,000 for specific building improvements. The DDA will continue implementing capital projects, promotion and other projects that create an environment that will attract people and businesses to the DDA district.

## DOWNTOWN DEVELOPMENT AUTHORITY FUND BALANCE TREND

	Actual FY13-14	Budget FY14-15	Projected FY14-15	Adopted FY15-16
<b>Revenue:</b>				
General Revenue:				
General Government	\$ 1,587	\$ 1,000	\$ 1,200	\$ 1,200
Community Development	209,123	198,000	195,491	195,000
Program Services Revenue:				
Economic Development	-	-	-	-
<b>Total Revenue</b>	<b>210,710</b>	<b>199,000</b>	<b>196,691</b>	<b>196,200</b>
<b>Total Expenditures</b>	<b>147,898</b>	<b>235,271</b>	<b>292,266</b>	<b>199,026</b>
Excess (Deficiency of Revenues) over Expenditures	62,812	(36,271)	(95,575)	(2,826)
<b>Beginning Fund Balance</b>	<b>457,932</b>	<b>520,744</b>	<b>520,744</b>	<b>425,169</b>
<b>Ending Fund Balance</b>	<b>\$ 520,744</b>	<b>\$ 484,473</b>	<b>\$ 425,169</b>	<b>\$ 422,343</b>

## DOWNTOWN DEVELOPMENT AUTHORITY FUND EXPENDITURE SUMMARY

	Actual FY13-14	Budget FY14-15	Projected FY14-15	Adopted FY15-16
<b>Community Development Department</b>				
<b>Downtown Development</b>				
Personnel	\$ 14,162	\$ 16,184	\$ 16,184	\$ 17,252
Supplies	681	1,100	1,100	1,100
Other Operating	28,152	90,130	90,125	88,492
Operating Transfers	99,919	127,857	184,857	92,182
<b>Downtown Development Total</b>	<b>142,914</b>	<b>235,271</b>	<b>292,266</b>	<b>199,026</b>
<b>Clerk/Treasurer</b>				
Other Operating	4,984	-	-	-
<b>Clerk/Treasurer Total</b>	<b>4,984</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>DDA FUND TOTAL</b>	<b>\$ 147,898</b>	<b>\$ 235,271</b>	<b>\$ 292,266</b>	<b>\$ 199,026</b>

Description	2013-14 Activity	2014-15 Activity	2015-16 Original Budget	03/31/2016 Amended Budget	YTD As Of 03/31/2016	2015-16 PROJECTED	2016-17 REQUESTED
INTEREST ON INVESTMENTS	1,587.33	1,564.49	1,200.00	1,200.00	728.59	0.00	0.00
REAL PROPERTY TAXES	214,694.65	207,482.31	195,000.00	195,000.00	209,135.07	0.00	0.00
PERSONAL PROPERTY TAXES	(15,571.47)	(14,091.18)	0.00	0.00	(8,184.25)	0.00	0.00
MISCELLANEOUS REVENUE	9,999.00	2,930.00	0.00	0.00	60.00	0.00	0.00
CONTRIB FROM PRIVATE SOURCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CONTRIB FROM PRIVATE SOURCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<b>210,709.51</b>	<b>197,885.62</b>	<b>196,200.00</b>	<b>196,200.00</b>	<b>201,739.41</b>	<b>0.00</b>	<b>0.00</b>
FULL TIME SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PART TIME SALARIES & WAGES	13,137.51	13,371.99	16,000.00	16,000.00	9,652.00	20,000.00	20,000.00
OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OVERTIME-PART-TIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
LONGEVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SICK PAY BONUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RETIREMENT TERMINATION PAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WAIVER-HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SOCIAL SECURITY	814.52	829.06	992.00	992.00	598.43	1,100.00	1,100.00
MEDICARE	190.50	193.90	232.00	232.00	139.96	250.00	250.00
LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DISABILITY INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WORKERS' COMP INSURANCE	17.81	19.53	23.00	23.00	14.17	30.00	30.00
UNEMPLOYMENT	0.00	0.00	5.00	5.00	0.00	5.00	0.00
MEDICAL INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FLEXIBLE BENEFIT PLAN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PRESCRIPTION INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DENTAL INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
POST RETIREMENT HEALTH CARE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PENSION CONTRIBUTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OFFICE SUPPLIES	480.39	784.34	500.00	500.00	176.68	0.00	500.00
COPIES	12.42	0.08	100.00	100.00	0.07	0.00	100.00



GAS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RENTAL-BUILDING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PRINCIPAL ON DEBT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INTEREST EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REFUND - BOR SETTLEMENT	4,984.27	1,032.10	0.00	0.00	4,438.33	0.00	0.00
	147,897.06	244,884.55	199,026.00	279,026.00	59,212.60	22,317.00	254,947.00
Net of Revenues & Appropriations:	62,812.45	(46,998.93)	(2,826.00)	(82,826.00)	142,526.81	(22,317.00)	(254,947.00)

**2016**  
**SOUTH MONROE STREET STREETScape - FIRST TO SECOND**

Conceptual Cost Estimate for Presentation to DDA Board  
March 2, 2016

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
1500001	Mobilization, Max. _____	LS	1.00	\$ 15,000.00	\$ 15,000.00
2030011	Dr Structure, Rem	Ea	1.00	\$ 500.00	\$ 500.00
2040021	Curb, Rem	Ft	50.00	\$ 15.00	\$ 750.00
2040055	Sidewalk, Rem	Syd	1,200.00	\$ 12.00	\$ 14,400.00
2050016	Excavation, Earth	Cyd	150.00	\$ 40.00	\$ 6,000.00
2080020	Erosion Control, Inlet Prot., Fabric Drop	Ea	2.00	\$ 120.00	\$ 240.00
3020010	Aggregate Base, 4 inch	Syd	1,200.00	\$ 9.00	\$ 10,800.00
3027011	_Sidewalk Grading	Syd	1,200.00	\$ 3.00	\$ 3,600.00
3060021	Maintenance Gravel, LM	Cyd	25.00	\$ 30.00	\$ 750.00
4020030	Sewer, CI A, 6 inch, Tr Det B	Ft	450.00	\$ 50.00	\$ 22,500.00
4021201	Sewer Tap, 6 inch	Ea	8.00	\$ 500.00	\$ 4,000.00
4037050	_Dr Structure, Adjust, Clean, and Plaster	Ea	5.00	\$ 750.00	\$ 3,750.00
7067010	_Frost Stoop	Sft	100.00	\$ 50.00	\$ 5,000.00
8020002	Curb, Conc, Det E2	Ft	50.00	\$ 35.00	\$ 1,750.00
8037010	_Sidewalk Conc, 5 inch, Special	Sft	10,300.00	\$ 7.00	\$ 72,100.00
8037010	_Sidewalk, Conc, 6 inch, Special	Sft	500.00	\$ 8.00	\$ 4,000.00
8120140	Lighted Arrow, Type C, Furn	Ea	1.00	\$ 500.00	\$ 500.00
8120141	Lighted Arrow, Type C, Oper	Ea	1.00	\$ 100.00	\$ 100.00
8120170	Minor Traf Devices	LS	1.00	\$ 5,000.00	\$ 5,000.00
8120250	Plastic Drum, High Intensity, Furn	Ea	50.00	\$ 20.00	\$ 1,000.00
8120251	Plastic Drum, High Intensity, Oper	Ea	50.00	\$ 10.00	\$ 500.00
8120350	Sign, Type B, Temp, Prismatic, Furn	Sft	600.00	\$ 5.00	\$ 3,000.00
8120351	Sign, Type B, Temp, Prismatic, Oper	Sft	600.00	\$ 1.00	\$ 600.00
8150001	Site Preparation, Max _	LS	1.00	\$ 1,000.00	\$ 1,000.00
8150002	Watering and Cultivating, First Season, Min_	LS	1.00	\$ 3,000.00	\$ 3,000.00
8150003	Watering and Cultivating, Second Season, Min_	LS	1.00	\$ 3,000.00	\$ 3,000.00
815XXXX	Street Tree, Species TBD	Ea	11.00	\$ 500.00	\$ 5,500.00
8160090	Water, Sodding / Seeding	Unit	10.00	\$ 200.00	\$ 2,000.00
8160100	Slope Restoration, Type A	Syd	50.00	\$ 10.00	\$ 500.00
8230421	Water Shutoff, Adj, Case 1	Ea	5.00	\$ 500.00	\$ 2,500.00
8507050	_Bench	Ea	4.00	\$ 1,500.00	\$ 6,000.00
8507050	_Bike Rack	Ea	2.00	\$ 1,000.00	\$ 2,000.00
8507050	_Trash Receptacle	Ea	4.00	\$ 1,000.00	\$ 4,000.00
8507050	_Tree Grate	Ea	12.00	\$ 2,500.00	\$ 30,000.00
XX	R & D Light Pole (DTE Force Account)	Ea	4.00	\$ 2,000.00	\$ 8,000.00
YY	F & I Light Pole (DTE Force Account)	Ea	16.00	\$ 4,000.00	\$ 64,000.00
				<b>SUBTOTAL</b>	<b>\$ 307,340.00</b>
				ENG (15%)	\$ 46,101.00
				CONT (15%)	\$ 46,101.00
				<b>GRAND TOTAL</b>	<b>\$ 399,542.00</b>

Prepared by:  
Patrick M. Lewis, P.E.,  
Director of Engineering and Public Services