

Memorandum

Date: March 11, 2010
To: Members of the Main Street Monroe/Downtown Development Authority
From: Andrea Jones, Main Street Manager
Re: March Main Street Manager Report

I have included the latest revision of the Event Grant Program application and evaluation forms in the Communication section of this packet. Many changes were made in an effort to make the form more user-friendly and streamline the requirements. The name was also changed from "Special Projects" to "Event" in order to better reflect the purpose of the program. The Promotion Committee accepted these changes at their March 11th meeting.

I have ordered three cigarette receptacles that are scheduled for delivery in early April.

I have added many pictures to the website in the photo gallery, business directory and available properties sections. There are still more to upload, but the system has been temperamental (since its creation) and bugs keep popping up. I am working with Monroe Publishing to correct the problems.

The Economic Restructuring Committee did not hold their February meeting due to lack of quorum.

I ordered the 2010 Summer Flowers. We will have a red, white and blue combination in the baskets and planters next to the Custer Statue. Three basket varieties and two planter varieties will be used throughout the rest of the downtown area. Flowers for a total of 229 baskets and 28 planters were ordered.

I am still awaiting more detailed information from the architect for the River Raisin Centre for the Arts façade project at 110 South Monroe Street. The Façade Grant Committee will review the new information once submitted. I forwarded information to the RRCA about another grant opportunity that they may be able to apply for. I have not received a response on whether they will be able to move forward with that application.

The Gus Macker tournament organizers are looking for more community involvement for this year's tournament, especially from downtown. I will keep you updated as more information comes to me.

Through a discussion with Bill Braunlich I have been informed that a committee has been put together to discuss the new trail leading out to Sterling State Park and how it can benefit the City, the Battlefield, Downtown and more. I agreed to join the committee and will be bringing updates to the Board on plans underway relating to downtown.

I have meetings set up with two different groups planning events downtown to help brainstorm on how those events can benefit downtown.

City Council is reviewing a request for downtown street closures relating to a film that will be shot downtown at the end of this month. The film plans to shoot March 31st-April 1st downtown and have additional shooting at IHM following that. If approved, I will be sending out information to the businesses with the details so that businesses can prepare themselves for the additional potential customers downtown.

I am still awaiting a revised draft office lease from Ken Wickenheiser including the changes we discussed. The lease will be reviewed by the City Attorney prior to being signed.

As of today, thirty-four Downtown Parking Permits have been purchased. I am collecting the research information that people submitted on their applications which will be used to determine if the program will continue. The Economic Restructuring Committee will begin reviewing the continuation of the program at their March meeting.

I am still reviewing the MBAT documents to ensure they contain all of the appropriate information. This review has been slightly delayed due to other high priority projects.

I spoke with several current business and property owners to resolve issues, provide support and direction, etc. I continue to work with those that need further assistance. I was contacted by several people interested in living downtown and provided them with information to help their search.

Patrick Lewis sent information to Bill Braunlich to take to the Historical Society to determine if they will provide the additional funding needed for brick pavers. The Society is currently interested in determining the difference in appearance between concrete pavers and brick pavers. I will be sending pictures to Bill Braunlich with examples of both options for their discussion.

March 15, 2010

I have been informed by the owner of Monroe Street Grill that they will not be submitting an application for a liquor license under State Liquor Control Commission Downtown Liquor License Legislation at this time.

I met with City Staff to discuss the Wayfinding Signage project. After reviewing the designs it was determined that only the original design would be displayed. As I stated in my email, there are two locations of the wayfinding sample signs that have been installed. Locations for the sample signs are on Jones Avenue (directing people to turn right onto Monroe Street) and on West First Street (just east of Cass Street). I have already communicated to City Staff about several improvements that can be made to the signs. City Staff will be ordering two larger sign blanks and the font size and style will be adjusted to be more legible and uniform. I will continue to work with City Staff to finalize the wording on all of the signage which still needs to be reduced. It appears that working with City Staff to complete the project, including the production and installation of the signage, will be the most simple and inexpensive route to take.

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

118 E. Front St.-2 units-renovation project is underway

43 S. Monroe St.-3 units-has a contractor and is ensuring lead based paint certification

17-19 Washington St.-4 units-still discussing historic features with City Staff

50 S. Monroe St.-1 unit-waiting for a response from the property owner

Thank you.