

Minutes

**Monroe Downtown Development Authority
Regular Meeting
Wednesday, May 18, 2011
Monroe DDA Office
118 E. Front St.**

Chairperson Floraday called the meeting to order at 7:49 a.m.

1. Roll Call

Present: Chairperson Rick Floraday, Treasurer Mary Gail Beneteau, Janet Berns, Mayor Clark, Gabe Martin, Barry Kinsey, Cheri Weakly, Kimberle Daniels (a 7:54, e 8:19), Shaun McGowan
Excused: Vice-Chairperson Ken Wickenheiser, Ken Calender
Staff: Andrea Jones, Dan Swallow
Guests: George Brown, Don Link, Barry Buschmann, Jim Jacobs, Charlie Slat, Jeanne Micka

2. Consent Agenda

- A. Approval of May Agenda
- B. Approval of the Minutes of the April 20, 2011 DDA meeting
- C. April Financial Reports

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

Motion carried unanimously.

3. 2010-2011 Work Program

A. Parking Lot Update

Don Link gave an update on the design revisions including the pedestrian bridge entrance, vehicular and pedestrian accesses and rain garden features. Jim Jacobs described the spiral stair case and fishing pier.

Ms. Daniels arrived at the meeting at 7:54am.

Don Link presented options for changing the configuration of the parking lot next to the pedestrian bridge. There was discussion regarding how the number of parking spaces may be altered as a result of changes. There was discussion regarding furniture locations in the area and traffic flow.

It was moved by Mr. Kinsey and seconded by Mr. Martin to go with dead end parking on the east side of the pedestrian bridge entrance.

5 Ayes, 4 Nays (Daniels, McGowan, Floraday, Clark)

There was discussion regarding the materials used for the fishing pier including the use of canvas which needs more maintenance, the contemporary style and other design options.

Ms. Daniels excused herself from the remainder of the meeting at 8:19am.

There was discussion regarding the possible use of service groups for maintenance of the fishing pier or other areas of the park/parking lot. This Board was interested in seeing other material and more historical design options.

It was moved by Mayor Clark and seconded by Treasurer Beneteau to have the architect and engineer look at additional options, as discussed, for the fishing pier.

Motion carried unanimously.

There was discussion regarding the greenspace next to Monroe Street and the option to keep additional greenspace along the river in that area.

It was moved by Mr. Kinsey and seconded by Mr. McGowan to eliminate the extra two spaces on the northeast side of the parking lot for greenspace.

5 Ayes, 3 Nays (Beneteau, Berns, Martin)

- Official Name

There was discussion regarding potential names and ways in which the name could be selected. The Board agreed to discuss this item at the end of the May 25th Special Meeting.

- Monroe Club Property

Chairperson Floraday stated that Monroe Club accepted the preliminary offer and the City Attorney is putting together a purchase offer.

It was moved by Treasurer Beneteau and seconded by Mayor Clark to make a formal proposal to Monroe Club for \$10,000.00 plus miscellaneous costs.

7 Ayes, 1 Abstention (Kinsey)

- Mannik & Smith Agreement Amendments

Chairperson Floraday went over the agreement for irrigation, pedestrian bridge lighting and environmental studies. Mr. Link explained the environmental studies in detail. There was discussion regarding each element of the agreement, the current and potential bridge lights and pricing.

It was moved by Ms. Weakly and seconded by Treasurer Beneteau to accept the agreement amendment from Mannik & Smith for \$27,600.00.

Motion carried unanimously.

B. Committee Reports

- Organization – Minutes were enclosed in the meeting packet.
- Promotion – Minutes were enclosed in the meeting packet.
- Design – Minutes were enclosed in the meeting packet.

- Economic Restructuring – Minutes were enclosed in the meeting packet.
 - Downtown Parking Permit Recommendation
Ms. Jones described the committee recommendations, the process for administering the program and the changes made to the application.

It was moved by Mr. Kinsey and seconded by Ms. Weakly to approve the Rules & Regulations and Application as submitted in the packet and to continue the current DDA administration responsibilities.

Motion carried unanimously.

- 311 N. Monroe St. Site Improvement Program Recommendation
Ms. Jones explained the application and the purpose of the program. There was discussion regarding the elements of the project.

It was moved by Mr. Kinsey and seconded by Mr. McGowan to accept the Economic Restructuring Committee recommendation to approve the Site Improvement application for 311 N. Monroe St. up to \$8,375.00 plus up to \$300.00 architectural assistance.

Ms. Jones described the Qualifying Improvements for the Site Improvement Program. There was discussion regarding how the project fits into the criteria and the scale of the overall project.

Motion carried unanimously.

- Monroe Business Assistance Team Administration
Ms. Jones explained the Committees thoughts that the DDA should work with a larger group of organizations across the County for this program and not launch this program as only DDA driven.

It was moved by Mr. Kinsey and seconded by Ms. Berns to accept the Economic Restructuring Committee recommendation to not be involved in the development or administration of the Monroe Business Assistance Team program.

Ms. Jones stated that she has already met with Dan Swallow at the City to discuss the program and ways that a similar program could be developed. The DDA mentioned interest in being involved in some type of similar program but not sole development of the program.

Motion carried unanimously.

- Façade Grant Committee – Minutes were enclosed in the meeting packet.
 - 2011 Façade Improvement Program Recommendations
Ms. Jones detailed each project and the Committee recommendations.

It was moved by Treasurer Beneteau and seconded by Ms. Berns to accept the 2011 Façade Grant Committee recommendations as presented.

Motion carried unanimously.

- Capital Improvements – No Meeting.

4. Other Business

A. DDA Board Appointments

Ms. Jones stated that two DDA Board members terms are expiring this year and there are additional vacant spots available on the Board if Board members know of interested persons.

B. Office Relocation

Ms. Jones stated that the office at City Hall is in the process of being set up. There is no moving date set at this time.

C. On-Street Parking Time Limit Recommendation for South Monroe Street

Ms. Jones explained the Traffic Committee item and the request for DDA feedback for removing time limits for on-street parking on South Monroe Street in front of Firestone. There was discussion regarding the use of the on-street parking spaces.

Ms. Berns excused herself from the remainder of the meeting at 9:33 am.

It was moved by Treasurer Beneteau and seconded by Mr. Kinsey recommend to the Traffic Committee that the time limit remain 2-hour parking and not be changed.
Motion carried unanimously.

5. Communications

Ms. Jones gave the details on the flower planting tomorrow. There was discussion regarding the flower planters and inventory.

Mayor Clark stated that there was not enough information provided to the HDC for the Façade Grant projects and the possible need to amend the Façade Grant application to include additional information. He also stated the details of Mayor's Exchange Day on May 24th.

Chairperson Floraday reminded the Board of the May 25th DDA Special Meeting.

Treasurer Beneteau requested revision of the By-Laws changes stated in Article 8 Section 2 regarding the people that are permitted to be on Committees. There was discussion regarding the make up of Committee members and Board members and the process for amending the By-Laws. The By-Laws were sent back to the Organization Committee for further review.

Mr. Kinsey and Ms. Weakly excused themselves from the remainder of the meeting at 9:50am.

6. Adjournment

Due to lack of quorum, the meeting adjourned at 9:50am.

Minutes

**Monroe Downtown Development Authority
Special Meeting
Wednesday, May 25, 2011
Monroe DDA Office
118 E. Front St.**

Chairperson Floraday called the meeting to order at 7:48 a.m.

1. Roll Call

Present: Chairperson Rick Floraday, Vice-Chairperson Ken Wickenheiser (a 7:50), Treasurer Mary Gail Beneteau, Janet Berns, Mayor Clark, Gabe Martin, Ken Calender, Cheri Weakly
Excused: Barry Kinsey
Absent: Shaun McGowan, Kimberle Daniels
Staff: Andrea Jones, Dan Swallow (e 8:39)
Guests: Patrick Lewis, Don Link, Tim Miller, Jason Faron

2. 2010-2011 Work Program

A. Parking Lot Update

Don Link introduced Tim Miller from DTE and stated that the purpose of today's meeting was to go over the lighting and photometrics of the parking lot.

Vice-Chairperson Wickenheiser arrived at the meeting at 7:50am.

Tim Miller introduced Jason Faron from Holophane Lighting and gave a background on the DTE standards and the project to this point. He displayed the proposed design which meets or exceeds the current lighting levels. There was discussion regarding High Pressure Sodium vs. LED lighting, light pollution, maintenance, pole style, installation processes, retrofitting, agreements, costs, light distribution, cost variations and grants.

It was moved by Vice-Chairperson Wickenheiser and seconded by Mr. Calendar to proceed with High Pressure Sodium lighting and look at additional design options for the cobra light poles.

There was further discussion about the next steps in the approval process, the current layout of the parking lot and additional design options.

Mayor Clark called the question. *Move to Call the Question carried unanimously.*

Motion to proceed with High Pressure Sodium lighting and look at additional design options for the cobra light poles *carried unanimously.*

3. Adjournment

A motion to adjourn was made by Mayor Clark and seconded by Mr. Martin at 9:06 A.M.
Motion carried unanimously.

User: esell

DB: Monroe

PERIOD ENDING 05/31/2011

ACCOUNT PROJECT DESCRIPTION	2010-11 AMENDED BUDGET NORMAL	YTD BALANCE 05/31/2011 (ABNORMAL) NORMAL	AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
Fund 751 - DOWNTOWN DEVELOPMENT AUTHORITY				
Revenues				
Dept 80.100-GENERAL REVENUE				
665.005 INTEREST ON INVESTMENTS	913.00	1,839.83	(926.83)	201.51
Total Dept 80.100-GENERAL REVENUE	913.00	1,839.83	(926.83)	201.51
Dept 80.600-GENERAL REVENUE				
402.000 REAL PROPERTY TAXES	243,777.00	243,764.49	12.51	99.99
410.000 PERSONAL PROPERTY TAXES	(10,554.00)	(10,570.50)	16.50	100.16
692.090 MISCELLANEOUS REVENUE	(29.00)	0.00	(29.00)	0.00
Total Dept 80.600-GENERAL REVENUE	233,194.00	233,193.99	0.01	100.00
Dept 82.600-ECONOMIC DEVELOPMENT				
675.000 CONTRIB FROM PRIVATE SOURCE	1,094.00	1,094.00	0.00	100.00
Total Dept 82.600-ECONOMIC DEVELOPMENT	1,094.00	1,094.00	0.00	100.00
TOTAL Revenues	235,201.00	236,127.82	(926.82)	100.39
Expenditures				
Dept 65.691-DOWNTOWN DEVELOPMENT				
702.000 FULL TIME SALARIES & WAGES	33,100.08	28,675.20	4,424.88	86.63
703.000 PART TIME SALARIES & WAGES	15,000.00	9,120.00	5,880.00	60.80
707.000 LONGEVITY	150.00	150.00	0.00	100.00
717.000 SOCIAL SECURITY	3,038.86	2,281.56	757.30	75.08
717.005 MEDICARE	710.70	533.60	177.10	75.08
718.000 LIFE INSURANCE	494.00	440.80	53.20	89.23
718.005 DISABILITY INSURANCE	54.00	48.26	5.74	89.37
718.010 WORKERS' COMP INSURANCE	393.61	271.76	121.85	69.04
718.015 UNEMPLOYMENT	103.42	83.75	19.67	80.98
719.000 MEDICAL INSURANCE	14,104.00	11,680.47	2,423.53	82.82
719.075 DENTAL INSURANCE	972.09	891.11	80.98	91.67
720.000 POST RETIREMENT HEALTH CARE	5,000.05	4,237.26	762.79	84.74
721.000 PENSION CONTRIBUTION	883.84	775.26	108.58	87.71
727.000 OFFICE SUPPLIES	1,500.00	977.38	522.62	65.16
728.000 COPIES	300.00	220.00	80.00	73.33
730.000 POSTAGE	1,000.00	681.59	318.41	68.16
818.010 AUDIT SERVICES	1,153.00	1,153.00	0.00	100.00
818.020 GENERAL CONTRACT SERVICES	164,800.00	69,005.91	95,794.09	41.87
818.080 FACADE IMPROVEMENTS	33,596.74	31,846.74	1,750.00	94.79
853.000 TELEPHONE	1,500.00	1,317.02	182.98	87.80
860.000 TRAINING & TRAVEL	300.00	191.50	108.50	63.83
905.000 PUBLISHING/ADVERTISING	400.00	316.71	83.29	79.18
910.000 INSURANCE PREMIUM	1,000.00	1,000.00	0.00	100.00
921.000 ELECTRIC	1,500.00	937.27	562.73	62.48
922.000 GAS	2,000.00	1,156.37	843.63	57.82
923.000 WATER & WASTEWATER	150.00	50.56	99.44	33.71
942.000 RENTAL-BUILDING	10,950.00	10,450.00	500.00	95.43
955.000 MISCELLANEOUS EXPENSE	1,400.00	920.17	479.83	65.73
955.030 ORGANIZATION COMMITTEE	1,000.00	591.05	408.95	59.11
955.035 DESIGN COMMITTEE	42,000.00	10,613.66	31,386.34	25.27
955.040 PROMOTION COMMITTEE	26,000.00	20,570.76	5,429.24	79.12

PERIOD ENDING 05/31/2011

ACCOUNT PROJECT DESCRIPTION	2010-11	YTD BALANCE	AVAILABLE	% BDGT USED
	AMENDED BUDGET NORMAL	05/31/2011 (ABNORMAL) NORMAL	BALANCE (ABNORMAL)	
Fund 751 - DOWNTOWN DEVELOPMENT AUTHORITY				
Expenditures				
955.045 ECONOMIC RESTRUCTURING COMMITTEE	19,500.00	0.00	19,500.00	0.00
957.000 REFERENCE MATERIAL	500.00	0.00	500.00	0.00
999.401 09C07000(TRANSFER OUT-CAPITAL PROJECT	38,000.00	38,000.00	0.00	100.00
Total Dept 65.691-DOWNTOWN DEVELOPMENT	422,554.39	249,188.72	173,365.67	58.97
TOTAL Expenditures	422,554.39	249,188.72	173,365.67	58.97
Fund 751:				
TOTAL REVENUES	235,201.00	236,127.82	(926.82)	100.39
TOTAL EXPENDITURES	422,554.39	249,188.72	173,365.67	58.97
NET OF REVENUES & EXPENDITURES	(187,353.39)	(13,060.90)	(174,292.49)	6.97

Monroe Downtown Development Authority
2010-2011 Fiscal Year Expenditure Report

July 1, 2010-
May 31, 2011

Full Time Salaries & Wages		Budget	\$33,100.08		
7/8/2010	7/1/10-7/3/10	\$247.20			
7/22/2010	7/4/10-7/17/10	\$1,236.00			
8/5/2010	7/18/10-7/31/10	\$1,236.00			
8/19/2010	8/1/10-8/14/10	\$1,236.00			
9/2/2010	8/15/10-8/28/10	\$1,236.00			
9/16/2010	8/29/10-9/11/10	\$1,236.00			
9/30/2010	9/12/10-9/25/10	\$1,236.00			
10/14/2010	9/26/10-10/9/10	\$1,236.00			
10/28/2010	10/10/10-10/23/10	\$1,236.00			
11/10/2010	10/24/10-11/6/10	\$1,236.00			
11/24/2010	11/7/10-11/20/10	\$1,236.00			
12/9/2010	11/21/10-12/4/10	\$1,236.00			
12/23/2010	12/5/10-12/18/10	\$1,236.00			
1/6/2011	12/19/10-1/1/11	\$1,236.00			
1/20/2011	1/2/11-1/15/11	\$1,236.00			
2/3/2011	1/16/11-1/29/11	\$1,236.00			
2/17/2011	1/30/11-2/12/11	\$1,236.00			
3/3/2011	2/13/11-2/26/11	\$1,236.00			
3/17/2011	2/27/11-3/12/11	\$1,236.00			
3/31/2011	3/13/11-3/26/11	\$1,236.00			
4/14/2011	3/27/11-4/9/11	\$1,236.00			
4/28/2011	4/10/11-4/23/11	\$1,236.00			
5/12/2011	4/24/11-5/7/11	\$1,236.00			
5/26/2011	5/8/11-5/21/11	\$1,236.00			
		Expenditures	\$28,675.20	Balance	\$4,424.88
Seasonal Salaries & Wages		Budget	\$15,000.00		
7/8/2010	7/1/10-7/3/10	\$220.00			
7/22/2010	7/4/10-7/17/10	\$1,525.00			
8/5/2010	7/18/10-7/31/10	\$1,532.50			
8/19/2010	8/1/10-8/14/10	\$1,165.00			
9/2/2010	8/15/10-8/28/10	\$750.00			
9/16/2010	8/29/10-9/11/10	\$772.50			
9/30/2010	9/12/10-9/25/10	\$567.50			
10/14/2010	9/26/10-10/9/10	\$507.50			
10/28/2010	10/10/10-10/23/10	\$505.00			
11/10/2010	10/24/10-11/6/10	\$512.50			
11/24/2010	11/7/10-11/20/10	\$582.50			
12/9/2010	11/21/10-12/4/10	\$240.00			
2/17/2011	1/30/11-2/12/11	\$240.00			
		Expenditures	\$9,120.00	Balance	\$5,880.00
Longevity		Budget	\$150.00		
12/2/2010		\$150.00			
		Expenditures	\$150.00	Balance	\$0.00

Monroe Downtown Development Authority
2010-2011 Fiscal Year Expenditure Report

July 1, 2010-
May 31, 2011

Social Security		Budget	\$3,038.86
7/8/2010	7/1/10-7/3/10	\$28.64	
7/22/2010	7/4/10-7/17/10	\$169.32	
8/5/2010	7/18/10-7/31/10	\$169.98	
8/19/2010	8/1/10-8/14/10	\$147.00	
9/2/2010	8/15/10-8/28/10	\$121.46	
9/16/2010	8/29/10-9/11/10	\$122.66	
9/30/2010	9/12/10-9/25/10	\$109.96	
10/14/2010	9/26/10-10/9/10	\$106.42	
10/28/2010	10/10/10-10/23/10	\$106.67	
11/10/2010	10/24/10-11/6/10	\$106.74	
11/24/2010	11/7/10-11/20/10	\$110.88	
12/2/2010	Longevity	\$9.30	
12/9/2010	11/21/10-12/4/10	\$89.84	
12/23/2010	12/5/10-12/18/10	\$74.77	
1/6/2011	12/19/10-1/1/11	\$72.23	
1/20/2011	1/2/11-1/15/11	\$71.98	
2/3/2011	1/16/11-1/29/11	\$72.23	
2/17/2011	1/30/11-2/12/11	\$86.86	
3/3/2011	2/13/11-2/26/11	\$72.23	
3/17/2011	2/27/11-3/12/11	\$71.99	
3/31/2011	3/13/11-3/26/11	\$71.98	
4/14/2011	3/27/11-4/9/11	\$72.23	
4/28/2011	4/10/11-4/23/11	\$71.98	
5/12/2011	4/24/11-5/7/11	\$72.23	
5/26/2011	5/8/11-5/21/11	\$71.98	
		Expenditures	\$2,281.56
		Balance	\$757.30
Medicare		Budget	\$710.70
7/8/2010	7/1/10-7/3/10	\$6.70	
7/22/2010	7/4/10-7/17/10	\$39.60	
8/5/2010	7/18/10-7/31/10	\$39.75	
8/19/2010	8/1/10-8/14/10	\$34.38	
9/2/2010	8/15/10-8/28/10	\$28.41	
9/16/2010	8/29/10-9/11/10	\$28.68	
9/30/2010	9/12/10-9/25/10	\$25.72	
10/14/2010	9/26/10-10/9/10	\$24.89	
10/28/2010	10/10/10-10/23/10	\$24.95	
11/10/2010	10/24/10-11/6/10	\$24.96	
11/24/2010	11/7/10-11/20/10	\$25.93	
12/2/2010	Longevity	\$2.18	
12/9/2010	11/21/10-12/4/10	\$21.01	
12/23/2010	12/5/10-12/18/10	\$17.49	
1/6/2011	12/19/10-1/1/11	\$16.89	
1/20/2011	1/2/11-1/15/11	\$16.84	
2/3/2011	1/16/11-1/29/11	\$16.89	
2/17/2011	1/30/11-2/12/11	\$20.31	
3/3/2011	2/13/11-2/26/11	\$16.90	
3/17/2011	2/27/11-3/12/11	\$16.83	
3/31/2011	3/13/11-3/26/11	\$16.84	
4/14/2011	3/27/11-4/9/11	\$16.89	
4/28/2011	4/10/11-4/23/11	\$16.83	

Monroe Downtown Development Authority
2010-2011 Fiscal Year Expenditure Report

July 1, 2010-
May 31, 2011

5/12/2011	4/24/11-5/7/11	\$16.90	
5/26/2011	5/8/11-5/21/11	\$16.83	
Expenditures		\$533.60	Balance \$177.10
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Life Insurance		Budget	\$494.00
7/8/2010	7/1/10-7/3/10	\$3.80	
7/22/2010	7/4/10-7/17/10	\$19.00	
8/5/2010	7/18/10-7/31/10	\$19.00	
8/19/2010	8/1/10-8/14/10	\$19.00	
9/2/2010	8/15/10-8/28/10	\$19.00	
9/16/2010	8/29/10-9/11/10	\$19.00	
9/30/2010	9/12/10-9/25/10	\$19.00	
10/14/2010	9/26/10-10/9/10	\$19.00	
10/28/2010	10/10/10-10/23/10	\$19.00	
11/10/2010	10/24/10-11/6/10	\$19.00	
11/24/2010	11/7/10-11/20/10	\$19.00	
12/9/2010	11/21/10-12/4/10	\$19.00	
12/23/2010	12/5/10-12/18/10	\$19.00	
1/6/2011	12/19/10-1/1/11	\$19.00	
1/20/2011	1/2/11-1/15/11	\$19.00	
2/3/2011	1/16/11-1/29/11	\$19.00	
2/17/2011	1/30/11-2/12/11	\$19.00	
3/3/2011	2/13/11-2/26/11	\$19.00	
3/17/2011	2/27/11-3/12/11	\$19.00	
3/31/2011	3/13/11-3/26/11	\$19.00	
4/14/2011	3/27/11-4/9/11	\$19.00	
4/28/2011	4/10/11-4/23/11	\$19.00	
5/12/2011	4/24/11-5/7/11	\$19.00	
5/26/2011	5/8/11-5/21/11	\$19.00	
Expenditures		\$440.80	Balance \$53.20
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Disability Insurance		Budget	\$54.00
7/8/2010	7/1/10-7/3/10	\$0.42	
7/22/2010	7/4/10-7/17/10	\$2.08	
8/5/2010	7/18/10-7/31/10	\$2.08	
8/19/2010	8/1/10-8/14/10	\$2.08	
9/2/2010	8/15/10-8/28/10	\$2.08	
9/16/2010	8/29/10-9/11/10	\$2.08	
9/30/2010	9/12/10-9/25/10	\$2.08	
10/14/2010	9/26/10-10/9/10	\$2.08	
10/28/2010	10/10/10-10/23/10	\$2.08	
11/10/2010	10/24/10-11/6/10	\$2.08	
11/24/2010	11/7/10-11/20/10	\$2.08	
12/9/2010	11/21/10-12/4/10	\$2.08	
12/23/2010	12/5/10-12/18/10	\$2.08	
1/6/2011	12/19/10-1/1/11	\$2.08	
1/20/2011	1/2/11-1/15/11	\$2.08	
2/3/2011	1/16/11-1/29/11	\$2.08	
2/17/2011	1/30/11-2/12/11	\$2.08	
3/3/2011	2/13/11-2/26/11	\$2.08	

Monroe Downtown Development Authority
2010-2011 Fiscal Year Expenditure Report

July 1, 2010-
May 31, 2011

3/17/2011	2/27/11-3/12/11	\$2.08	
3/31/2011	3/13/11-3/26/11	\$2.08	
4/14/2011	3/27/11-4/9/11	\$2.08	
4/28/2011	4/10/11-4/23/11	\$2.08	
5/12/2011	4/24/11-5/7/11	\$2.08	
5/26/2011	5/8/11-5/21/11	\$2.08	
Expenditures		\$48.26	Balance \$5.74
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Workers' Comp Insurance		Budget	\$393.61
7/8/2010	7/1/10-7/3/10	\$27.23	
7/22/2010	7/4/10-7/17/10	\$37.12	
8/5/2010	7/18/10-7/31/10	\$37.29	
8/19/2010	8/1/10-8/14/10	\$28.74	
9/2/2010	8/15/10-8/28/10	\$19.07	
9/16/2010	8/29/10-9/11/10	\$19.60	
9/30/2010	9/12/10-9/25/10	\$14.82	
10/14/2010	9/26/10-10/9/10	\$13.43	
10/28/2010	10/10/10-10/23/10	\$13.38	
11/10/2010	10/24/10-11/6/10	\$13.54	
11/24/2010	11/7/10-11/20/10	\$15.17	
12/2/2010	Longevity	\$0.20	
12/9/2010	11/21/10-12/4/10	\$7.20	
12/23/2010	12/5/10-12/18/10	\$1.61	
1/6/2011	12/19/10-1/1/11	\$1.62	
1/20/2011	1/2/11-1/15/11	\$1.61	
2/3/2011	1/16/11-1/29/11	\$1.62	
2/17/2011	1/30/11-2/12/11	\$7.21	
3/3/2011	2/13/11-2/26/11	\$1.62	
3/17/2011	2/27/11-3/12/11	\$1.61	
3/31/2011	3/13/11-3/26/11	\$1.61	
4/14/2011	3/27/11-4/9/11	\$1.62	
4/28/2011	4/10/11-4/23/11	\$1.61	
5/12/2011	4/24/11-5/7/11	\$1.62	
5/26/2011	5/8/11-5/21/11	\$1.61	
Expenditures		\$271.76	Balance \$121.85
<hr/>			
Unemployment		Budget	\$103.42
7/8/2010	7/1/10-7/3/10	\$4.91	
7/22/2010	7/4/10-7/17/10	\$5.81	
8/5/2010	7/18/10-7/31/10	\$5.82	
8/19/2010	8/1/10-8/14/10	\$5.05	
9/2/2010	8/15/10-8/28/10	\$4.18	
9/16/2010	8/29/10-9/11/10	\$4.22	
9/30/2010	9/12/10-9/25/10	\$3.79	
10/14/2010	9/26/10-10/9/10	\$3.67	
10/28/2010	10/10/10-10/23/10	\$3.68	
11/10/2010	10/24/10-11/6/10	\$3.68	
11/24/2010	11/7/10-11/20/10	\$3.82	
12/2/2010	Longevity	\$0.32	
12/9/2010	11/21/10-12/4/10	\$3.10	

Monroe Downtown Development Authority
2010-2011 Fiscal Year Expenditure Report

July 1, 2010-
May 31, 2011

12/23/2010	12/5/10-12/18/10		\$2.60	
1/6/2011	12/19/10-1/1/11		\$2.60	
1/20/2011	1/2/11-1/15/11		\$2.60	
2/3/2011	1/16/11-1/29/11		\$2.60	
2/17/2011	1/30/11-2/12/11		\$3.10	
3/3/2011	2/13/11-2/26/11		\$2.60	
3/17/2011	2/27/11-3/12/11		\$2.60	
3/31/2011	3/13/11-3/26/11		\$2.60	
4/14/2011	3/27/11-4/9/11		\$2.60	
4/28/2011	4/10/11-4/23/11		\$2.60	
5/12/2011	4/24/11-5/7/11		\$2.60	
5/26/2011	5/8/11-5/21/11		\$2.60	
		Expenditures	\$83.75	Balance \$19.67
Medical Insurance		Budget	\$14,104.00	
7/8/2010	July		\$881.27	
8/5/2010	August		\$881.27	
9/2/2010	September		\$881.27	
10/14/2010	October		\$881.27	
11/10/2010	November		\$881.27	
12/9/2010	December		\$881.27	
1/6/2011	January		\$3,678.57	
2/3/2011	February		\$678.57	
3/3/2011	March		\$678.57	
4/14/2011	April		\$678.57	
5/12/2011	May		\$678.57	
		Expenditures	\$11,680.47	Balance \$2,423.53
Dental Insurance		Budget	\$972.09	
7/8/2010	July		\$81.01	
8/5/2010	August		\$81.01	
9/2/2010	September		\$81.01	
10/14/2010	October		\$81.01	
11/10/2010	November		\$81.01	
12/9/2010	December		\$81.01	
1/6/2011	January		\$81.01	
2/3/2011	February		\$81.01	
3/3/2011	March		\$81.01	
4/14/2011	April		\$81.01	
5/12/2011	May		\$81.01	
		Expenditures	\$891.11	Balance \$80.98
Post Retirement Health Care		Budget	\$5,000.05	
7/8/2010	7/1/10-7/3/10		\$36.34	
7/22/2010	7/4/10-7/17/10		\$181.69	
8/5/2010	7/18/10-7/31/10		\$181.69	
8/19/2010	8/1/10-8/14/10		\$181.69	
9/2/2010	8/15/10-8/28/10		\$181.69	
9/16/2010	8/29/10-9/11/10		\$181.69	

Monroe Downtown Development Authority
2010-2011 Fiscal Year Expenditure Report

July 1, 2010-
May 31, 2011

9/30/2010	9/12/10-9/25/10	\$181.69	
10/14/2010	9/26/10-10/9/10	\$181.69	
10/28/2010	10/10/10-10/23/10	\$181.69	
11/10/2010	10/24/10-11/6/10	\$181.69	
11/24/2010	11/7/10-11/20/10	\$181.69	
12/2/2010	Longevity	\$22.05	
12/9/2010	11/21/10-12/4/10	\$181.69	
12/23/2010	12/5/10-12/18/10	\$181.69	
1/6/2011	12/19/10-1/1/11	\$181.69	
1/20/2011	1/2/11-1/15/11	\$181.69	
2/3/2011	1/16/11-1/29/11	\$181.69	
2/17/2011	1/30/11-2/12/11	\$181.69	
3/3/2011	2/13/11-2/26/11	\$181.69	
3/17/2011	2/27/11-3/12/11	\$181.69	
3/31/2011	3/13/11-3/26/11	\$181.69	
4/14/2011	3/27/11-4/9/11	\$181.69	
4/28/2011	4/10/11-4/23/11	\$181.69	
5/12/2011	4/24/11-5/7/11	\$181.69	
5/26/2011	5/8/11-5/21/11	\$181.69	
Expenditures		\$4,237.26	Balance \$762.79
<hr/>			
Pension Contribution		Budget	\$883.84
7/8/2010	7/1/10-7/3/10	\$32.14	
7/22/2010	7/4/10-7/17/10	\$32.14	
8/5/2010	7/18/10-7/31/10	\$32.14	
8/19/2010	8/1/10-8/14/10	\$32.14	
9/2/2010	8/15/10-8/28/10	\$32.14	
9/16/2010	8/29/10-9/11/10	\$32.14	
9/30/2010	9/12/10-9/25/10	\$32.14	
10/14/2010	9/26/10-10/9/10	\$32.14	
10/28/2010	10/10/10-10/23/10	\$32.14	
11/10/2010	10/24/10-11/6/10	\$32.14	
11/24/2010	11/7/10-11/20/10	\$32.14	
12/2/2010	Longevity	\$3.90	
12/9/2010	11/21/10-12/4/10	\$32.14	
12/23/2010	12/5/10-12/18/10	\$32.14	
1/6/2011	12/19/10-1/1/11	\$32.14	
1/20/2011	1/2/11-1/15/11	\$32.14	
2/3/2011	1/16/11-1/29/11	\$32.14	
2/17/2011	1/30/11-2/12/11	\$32.14	
3/3/2011	2/13/11-2/26/11	\$32.14	
3/17/2011	2/27/11-3/12/11	\$32.14	
3/31/2011	3/13/11-3/26/11	\$32.14	
4/14/2011	3/27/11-4/9/11	\$32.14	
4/28/2011	4/10/11-4/23/11	\$32.14	
5/12/2011	4/24/11-5/7/11	\$32.14	
5/26/2011	5/8/11-5/21/11	\$32.14	
Expenditures		\$775.26	Balance \$108.58

Monroe Downtown Development Authority
2010-2011 Fiscal Year Expenditure Report

July 1, 2010-
May 31, 2011

Office Supplies		Budget	\$1,500.00
7/31/2010	July	\$0.20	
9/7/2010	KCI Graphics (2,000 office envelopes)	\$502.76	
9/20/2010	Visa-AT&T Store (modem a/c adapter)	\$10.59	
11/15/2010	Visa-Big Lots & Meijer (vacuum and tools)	\$114.57	
3/21/2011	Visa-Staples	\$196.75	
4/18/2011	Visa-Shoplet.com (printer)	\$111.31	
5/16/2011	Visa-Shoplet.com	\$41.20	
Expenditures		\$977.38	Balance \$522.62
Copies		Budget	\$300.00
7/31/2010	July	\$66.97	
8/31/2010	August	\$24.16	
9/30/2010	September	\$21.91	
10/31/2010	October	\$28.84	
11/30/2010	November	\$19.79	
12/31/2010	December	\$10.56	
1/31/2011	January	\$0.52	
2/28/2011	February	\$12.23	
3/31/2011	March	\$22.52	
4/30/2011	April	\$12.33	
5/31/2011	May	\$0.17	
Expenditures		\$220.00	Balance \$80.00
Postage		Budget	\$1,000.00
7/31/2010	July	\$216.96	
8/16/2010	Visa-USPS (DDA packets)	\$9.32	
8/31/2010	August	\$12.76	
9/7/2010	KCI Graphics (parking lot survey mass mailing)	\$157.50	
9/30/2010	September	\$44.09	
10/18/2010	Visa-USPS (DDA packets)	\$1.90	
10/31/2010	October	\$32.61	
11/30/2010	November	\$23.48	
1/3/2011	Visa-Premium Postcard (Façade Grant Postcards)	\$152.88	
1/31/2011	January	\$3.46	
2/28/2011	February	\$15.20	
3/31/2011	March	\$11.43	
Expenditures		\$681.59	Balance \$318.41
Audit Services		Budget	\$1,153.00
10/18/2010	Plante & Moran PLLC	\$600.00	
11/1/2010	Plante & Moran PLLC	\$515.00	
12/20/2010	Plante & Moran PLLC	\$38.00	
Expenditures		\$1,153.00	Balance \$0.00
General Contract Services		Budget	\$164,800.00
9/7/2010	The Mannik & Smith Group (parking lot design)	\$6,634.22	
9/20/2010	The Mannik & Smith Group (parking lot design)	\$4,728.75	

Monroe Downtown Development Authority
2010-2011 Fiscal Year Expenditure Report

July 1, 2010-
May 31, 2011

10/18/2010	The Mannik & Smith Group (parking lot design)	\$7,493.65		
12/20/2010	The Mannik & Smith Group (parking lot design)	\$443.50		
2/16/2011	Comm. & Econ. Dev. Position Salary	\$10,000.00		
2/22/2011	RRCA (sponsorship)	\$5,000.00		
3/21/2011	The Mannik & Smith Group (engineering drawing)	\$4,888.23		
3/21/2011	City of Monroe (snow hauling)	\$7,500.00		
4/18/2011	Monroe Publishing (MNRTFG PMN)	\$103.11		
5/2/2011	The Mannik & Smith Group (engineering drawing)	\$11,458.26		
5/2/2011	Tapco (Wayfinding Signage)	\$10,756.19		
Expenditures		\$69,005.91	Balance	\$95,794.09
Façade Improvements		Budget		\$33,596.74
9/20/2010	113 E. Front St.-David Grenn	\$1,000.00		
11/1/2010	86 W. Front St.-Jim Reilly	\$5,837.50		
1/3/2011	8 N. Monroe St.-Bernard Beneteau	\$10,000.00		
2/7/2011	41 W. Front St.-Monroe County Council CIO	\$5,009.24		
3/21/2011	43 S. Monroe St.-Gabe Martin	\$10,000.00		
Expenditures		\$31,846.74	Balance	\$1,750.00
Telephone		Budget		\$1,500.00
8/16/2010	Visa-AT&T	\$129.21		
9/20/2010	Visa-AT&T	\$129.20		
10/18/2010	Visa-AT&T	\$129.22		
11/15/2010	Visa-AT&T	\$129.12		
1/3/2011	Visa-AT&T	\$129.02		
1/17/2011	Visa-AT&T	\$128.93		
2/21/2011	Visa-AT&T	\$129.38		
3/21/2011	Visa-AT&T	\$145.12		
4/18/2011	Visa-AT&T	\$133.95		
5/16/2011	Visa-AT&T	\$133.87		
Expenditures		\$1,317.02	Balance	\$182.98
Travel and Training		Budget		\$300.00
10/18/2010	Visa-Conference Food for Michigan Downtown C	\$11.00		
10/4/2010	Andrea Jones (mileage)	\$180.50		
Expenditures		\$191.50	Balance	\$108.50
Publishing/Advertising		Budget		\$400.00
1/17/2011	Monroe Publishing	\$51.56		
2/22/2011	Monroe Publishing (Work Session and 2011 Mee	\$213.59		
4/18/2011	Monroe Publishing (Work Session)	\$51.56		
Expenditures		\$316.71	Balance	\$83.29

Monroe Downtown Development Authority
2010-2011 Fiscal Year Expenditure Report

July 1, 2010-
May 31, 2011

Insurance Premium		Budget	\$1,000.00
1/31/2011	MML Liability Insurance Premium Renewal	\$833.00	
5/16/2011	MML Liability Insurance Premium Renewal	\$167.00	
Expenditures		\$1,000.00	Balance \$0.00
Electric		Budget	\$1,500.00
8/3/2010	DTE Energy	\$173.88	
9/7/2010	DTE Energy	\$187.66	
10/4/2010	DTE Energy	\$115.97	
11/1/2010	DTE Energy	\$73.75	
1/3/2011	DTE Energy	\$109.76	
2/7/2011	DTE Energy	\$65.46	
3/7/2011	DTE Energy	\$77.61	
4/4/2011	DTE Energy	\$66.93	
5/2/2011	DTE Energy	\$66.25	
Expenditures		\$937.27	Balance \$562.73
Gas		Budget	\$2,000.00
8/3/2010	Michigan Gas Utilities	\$38.17	
9/7/2010	Michigan Gas Utilities	\$37.41	
10/4/2010	Michigan Gas Utilities	\$37.41	
11/1/2010	Michigan Gas Utilities	\$48.33	
12/20/2010	Michigan Gas Utilities	\$105.83	
1/3/2011	Michigan Gas Utilities	\$157.59	
2/7/2011	Michigan Gas Utilities	\$126.14	
3/7/2011	Michigan Gas Utilities	\$220.13	
4/4/2011	Michigan Gas Utilities	\$207.23	
5/2/2011	Michigan Gas Utilities	\$178.13	
Expenditures		\$1,156.37	Balance \$843.63
Water		Budget	\$150.00
9/7/2010	City of Monroe	\$50.56	
Expenditures		\$50.56	Balance \$99.44
Rental-Building		Budget	\$10,950.00
3/21/2011	Ken Wickenheiser (12/2009-4/2011)	\$9,350.00	
4/18/2011	Ken Wickenheiser (5/11)	\$550.00	
5/16/2011	Ken Wickenheiser (6/11)	\$550.00	
Expenditures		\$10,450.00	Balance \$500.00
Miscellaneous Expense		Budget	\$1,400.00
8/16/2010	Visa-National Trust Membership	\$250.00	
8/16/2010	Visa-Inga's Bake Shoppe (meeting refreshments)	\$22.50	
9/20/2010	Visa-Inga's Bake Shoppe (meeting refreshments)	\$15.00	
9/20/2010	Visa-annual fee	\$10.00	
10/18/2010	Michigan Downtown Association Annual Dues	\$400.00	
11/15/2010	Visa-Big Lots (Halloween Candy)	\$53.00	

Monroe Downtown Development Authority
2010-2011 Fiscal Year Expenditure Report

July 1, 2010-
May 31, 2011

12/6/2010	City of Monroe-Fire Inspection	\$100.00	
1/17/2011	Visa-Late and Finance Charges	\$39.67	
2/21/2011	DMBN Membership Dues	\$30.00	
Expenditures		\$920.17	Balance \$479.83
Organization Committee Budget \$1,000.00			
8/3/2010	By Design-Handbook Revision	\$140.00	
8/3/2010	Lamour Printing-50 Handbooks	\$151.05	
5/16/2011	Monroe Publishing Co. (Printable website directo	\$300.00	
Expenditures		\$591.05	Balance \$408.95
Design Committee Budget \$42,000.00			
7/19/2010	Four Star Greenhouse (fertilizer)	\$120.41	
8/2/2010	Project Graphics (50 summer banners, final paym	\$3,161.35	
8/16/2010	Visa-Project Graphics Deposit (50 banners)	\$1,200.00	
9/7/2010	Four Star Greenhouse (fertilizer)	\$72.25	
10/18/2010	Parran's Greenhouse (50 cornstalks)	\$75.00	
11/1/2010	Cheri Weakly (scarecrow reimbursement)	\$63.60	
11/15/2010	Visa-Big Lots & Crafts 2000 (holiday décor)	\$109.73	
12/20/2010	Staelgraeve Turner (Monroe St Bridge Lighting)	\$610.00	
1/3/2011	Visa-Baker's Gas (supplies for holiday décor han	\$64.67	
3/7/2011	Carole Straub (original Riverwalk designs and es	\$500.00	
3/21/2011	Project Graphics (50 Spring banners-final payme	\$2,836.65	
4/18/2011	Visa-Project Graphics (50 Spring banners-down p	\$1,800.00	
Expenditures		\$10,613.66	Balance \$31,386.34
Promotion Committee Budget \$26,000.00			
8/16/2010	Monroe Publishing Co. (jazz festival brochure ad)	\$185.00	
8/16/2010	Visa-Facebook Ad	\$25.00	
8/16/2010	Visa-Hostgator renewal	\$83.40	
9/7/2010	DMBN (Art Fair Sponsorship)	\$1,000.00	
9/7/2010	DMBN (Bed Race Gift Certificates)	\$200.00	
9/7/2010	Bed Race to Aid Children, Inc (Bed Race Sponso	\$200.00	
9/20/2010	Monroe Publishing Co. (website updates)	\$75.00	
10/15/2010	Monroe Publishing Co. (Fall Monroe Mag. Ad)	\$370.00	
11/1/2010	WTVG-Toledo (commercial airing)	\$1,200.00	
11/1/2010	Mary Jo Stoyanovich (costume rental)	\$350.00	
11/1/2010	Dan Williams (carriage rides)	\$1,000.00	
11/1/2010	Fraley Productions (revising commercial)	\$130.00	
11/15/2010	Monroe Publishing (website updates)	\$300.00	
11/15/2010	Lamour Printing (tree-lighting posters)	\$118.00	
11/15/2010	By Design (tree-lighting and Monroe Mag. Graphi	\$70.00	
11/15/2010	Lamour Printing (tree-lighting school flyers)	\$140.00	
11/15/2010	Lamour Printing (kiosk poster)	\$40.50	
11/15/2010	Visa-Hostgator renewal, domain registration	\$48.86	
12/6/2010	TK Productions-History Video	\$750.00	
12/6/2010	By Design (RRCA Ad, Logo Update, Kiosk Map)	\$385.00	
12/20/2010	Monroe Publishing (tree-lighting advertising)	\$1,110.00	
12/20/2010	WTVG-Toledo (commercial airing)	\$1,200.00	

Monroe Downtown Development Authority
 2010-2011 Fiscal Year Expenditure Report

July 1, 2010-
 May 31, 2011

1/17/2011	Monroe Publishing (winter Monroe Mag. Ad)	\$370.00		
2/22/2011	By Design (Monroe Magazine ad changes)	\$35.00		
2/22/2011	RRCA (sponsorship-additional \$5,000 from GCS)	\$5,000.00		
3/21/2011	TK Productions-Event Video	\$750.00		
3/21/2011	Fraley Productions (revising commercial)	\$65.00		
4/18/2011	Monroe Publishing (spring Monroe Mag. Ad)	\$370.00		
5/16/2011	MC Chamber of Commerce (Pure Monroe spons	\$5,000.00		
	Expenditures	\$20,570.76	Balance	\$5,429.24
Economic Restructuring Committee				
	Budget			\$19,500.00
	Expenditures	\$0.00	Balance	\$19,500.00
Reference Material				
	Budget			\$500.00
	Expenditures	\$0.00	Balance	\$500.00
Transfer Out-Capital Project (sidewalk replac				
	Budget			\$38,000.00
9/20/2010		\$38,000.00		
	Expenditures	\$38,000.00	Balance	\$0.00
Transfer Out-Capital Project (parking lot)				
	Budget			\$0.00
	Expenditures	\$0.00	Balance	\$0.00
Total				
		\$249,188.72	\$422,554.39	\$173,365.67
	Expenditures		Budget	Balance