



2012 ANNUAL REPORT
INDIANA MAIN STREET COMMUNITY
DUE JANUARY 18, 2012

Please type or print clearly

CONTACT INFORMATION:

County: LAKE
City/Town: HIGHLAND
Organization: HIGHLAND MAIN STREET BUREAU (HMS)
Contact Person: CECILE L. PETRO
Mailing Address: 3333 RIDGE ROAD
HIGHLAND, INDIANA 46322
Website: www.highland.in.gov Email: cpetro@highland.in.gov
Telephone: 219-972-7598 Fax: 219-972-5097

1. **Attachment A:** The Board
 - a. Please attach a current listing of Board Members
 - b. Please attach **one** (1) Board Agenda from July – December 2012
 - c. Please attach **one** (1) Board Minutes from July – December 2012

2. **Attachment B:** Committees
Typical Committees are Organization, Design, Economic Restructuring, and Promotion
 - a. Please attach a current list of Committees
 - b. Please attach a current list of Committee Members

3. Is your organization a 501(c)3 _____; 501(c)6 _____ Neither Highland Main Street is a bureau under the Highland Redevelopment Commission
 - a. If no, would you like more information on how to become a 501 (c) 3 or (c) 6? **YES OR NO**

4. Please attach your 2013 Work Plan for your Boards and Committees in ATTACHMENT C.
 - a. If you do not have work plans, would your organization like to learn how to create them?
YES OR NO

5. Please list three important accomplishments for the organization in 2012.
 - a. Creating partnerships with music schools, schools, a college, businesses, and non-profits to bring the arts into Highland with two major art displays, two Pop-Up Galleries, actors and musicians performing during the Farmers' Markets, banners, and caroling at the Christmas Tree Lighting event.
 - b. Creating partnerships with downtown restaurants and schools to provide coupons for musicians celebrating their competitive events and performances by encouraging them to patronize local establishments. The coupon program has been very successful and may be expanded to include team sports.
 - c. Developing a Strategic Vision for the Town Theatre, now owned by the Redevelopment Commission, with the leadership of local college faculty members.

6. What have been your greatest challenges for the remainder of 2012?
 - a. Recruiting, organizing, and assisting volunteers with limited staff to carry out the mission of the organization.
 - b. Attracting downtown business people to become involved in Highland Main Street. Most of the members are interested residents that want to see a vibrant downtown.
 - c. Reorganizing Highland Main Street to reflect the desires of the members and committee members. In 2013, the ordinance was changed to reflect a different membership and flexibility for recruitment of new members. Because the members of the Art and Music Committee were the most active, the direction of HMS will change and reflect that dynamic. Only one member of the Redevelopment Commission will sit on HMS and there will not be limited terms for members.
7. What kind of trainings would you like to see Indiana Main Street provide in 2013? Please list below:
 - a. Providing success stories of programs and projects that work with "how-to" information.
 - b. Sharing innovative ideas about how we can do more with fewer resources.
 - c.
8. What topics would you like to learn more about? Please list below:
 - a. See # 7 above
 - b.
 - c.
9. Indiana Main Street can provide these services (not a complete listing) let us know what you need:
 - i. Attend a Board Meeting
 - ii. Speak at Annual Meeting
 - iii. Facilitate and/or participate in Board Retreat
 - iv. Facilitate a Board Orientation
 - v. Provide a Main Street 101 for Board Members, Committee Members, and/or the public
 - vi. Provide training for Board Members including, Responsibilities and Duties
 - vii. Facilitate or Plan a Work Plan Session with Main Street Organization
10. Would your organization be interested in hosting a Community Exchange for 2013? YES or NO
This is our first full year and we are not ready.
11. Would your organization be interested in hosting an Indiana Main Street Conference? YES or NO
No, we are not ready for that step.
12. **Attachment D:** Organizational Documents
 - a. Please attach a current copy of Organization's Budget

HMS does not have a separate budget. The Redevelopment Commission funds projects for Highland Main Street because HMS is under the Commission. Attached is the amended HMS ordinance passed by the Town Council in December 2012.
13. **Attachment E:** Main Street by the Numbers, Excel spreadsheet (complete to the best of your knowledge)

THANK YOU FOR YOUR ASSISTANCE!

Please return your completed Mid Year report by January 18, 2012 via U.S. mail, email, or fax.

**Indiana Main Street
Indiana Office of Community and Rural Affairs
One North Capitol, Suite 600**

Indianapolis, IN 46204
Attn: Shae Kmicikewycz

Email: skmicikewycz@ocra.in.gov
Fax: (317) 233-3597

PLEASE CALL Shae Kmicikewycz AT (317) 232- 8910 WITH ANY QUESTIONS.

ATTACHMENT CHECKLIST:

Please provide us with a copy of the following materials, if applicable:

- ATTACHMENT A:** Current Board Member list, agenda, and minutes
- ATTACHMENT B:** Current list of Committees, and members
- ATTACHMENT C:** Current Work Plans for Board/Committees
- ATTACHMENT D:** Organization Budget
- ATTACHMENT E:** Main Street by the Numbers (Excel Spreadsheet)

ATTACHMENT A

2013

MAIN STREET BUREAU BOARD of DIRECTORS

Executive appointments

H B	Cindy Rivera 3846 Sandalwood Drive	Chamber of Commerce representative coterminous with Chamber appt.
H B	George J. VandeWerken 2925 44 th Street (219) 924-4404	EDC Representative coterminous w/EDC term (219) 865-0619
H M	Dan Vassar (Ann) 9148 Cottage Grove Avenue	Town Council Representative (219) 924-1945 coterminous with Council term. (219) 331-6924

Redevelopment Commission appointment

vacant Redevelopment Representative

Legislative appointments (seventeen possible)

1. Allencia Ballard
M 9630 Erie Street (219) 677-7970
Appointment until 1st Monday in January 2015
Allencia-Ballard@hotmail.com
2. Shirley A. Frankiewicz
H 3023 Eder Street (219) 923-3879
M (219) 644-6868
goldfrankie@att.net
3. Darlene S. Barron
H 8423 Gordon Drive (219) 972-2776
EM adarlenea@sbcglobal.net
4. Vickie Rust (Branch manager)
First Midwest Bank
2842 Highway Avenue (219) 853-3263
vickie.rust@Firstmidwest.com

HIGHLAND MAIN STREET

BOARD MEMBERS

2012

Highland Main Street Board is made up of Redevelopment Commission members, a liaison from the Town Council, a member of the Economic Development Commission, and an appointment from the Chamber of Commerce, and interested residents. The following were appointed in 2012 by the Town Council:

Interested Residents

Allencia Ballard

George Siemer

Lisa Gibson*

Robert Hanrahan*

Shirley Frankiewicz

Darlene Barron

Vickie Rust

Chamber Appointment

Cindy Rivera

Economic Development Commission Appointment

George VandeWerken

Town Council Liaison

Dan Vassar

Redevelopment Commission Members

Bridget DeYoung**

Dominic Noce

Greg Kuzmar

Michael Maloney

Tom Crowel

School Board Liaison

Luanne Jurczak

*Requested not to be appointed in 2013

**Main Street will be reorganized in 2013. Only one member from the Commission will serve on Main Street

HIGHLAND MAIN STREET
Highland Municipal Building Upper Conference Room
Agenda for September 26, 2012
6:00 PM

6:00 PM

1. Roll Call
2. Approval of the June 27, 2012 HMS Meeting Minutes
3. Update on Façade Improvement Grant Program

6:05 PM

4. Social Media Committee Report—Allencia Ballard

6:10 PM

5. Art and Music Subcommittee Report—Bridget and Mario
 - Update on Arc Art Project, "Fall in Highland"
 - Christkindlmarket
 - Summary of Last Arts & Music meeting held on August 7, 2012
 - Music at the Farmers' Market
 - Theater

6:15 PM

6. Volunteer Committee—Lisa
 - Update on Volunteer Manual

6:20 PM

7. Nature Committee Report--Darlene Barron
 - Update on Levee/Rookery Project

6:25 PM

8. Sports/Business Partnership for Downtown Activities Committee Report—Bridget

6:30 PM

9. Update on the Data Base of the Downtown by Intern—Bridget and Cecile

6:35 PM

10. Adjournment

HIGHLAND MAIN STREET MEETING

Town of Highland 3333 Ridge Road Highland, Indiana 46322

September 26, 2012 Minutes

Call to Order

At 6:00 PM, the Highland Main Street (HMS) meeting was called to order by President Bridget DeYoung in the Upper Conference Room of the Municipal Building located at 3333 Ridge Road.

Roll Call:

The following members of the Highland Main Street Board were present: Greg Kuzmar, Bridget DeYoung, Mike Maloney, Dominic Noce, and Cecile Petro. Absent members included George Siemer, George Vande Werken, Cindy Rivera, Allencia Ballard, Dan Vassar, Darlene Barron, Robert Hanrahan, Vickie Rust, Shirley Frankiewicz, Luanne Jurczak, Lisa Gibson, and Tom Crowel .

Minutes:

Minutes could not be approved due to the lack of a quorum.

Update on Façade Improvement Grant Program

Cecile informed the Board that at least four other businesses are considering façade improvements, but have not applied for the grant.

Social Media Committee Report and Facebook Page Update

Dawn Diamantopoulos is now posting on our Facebook® page. Bridget reported that we have had ninety “likes” on the site, so far.

Arts & Music Subcommittee

As part of the “**Fall in Highland**” art project, Cecile reported that Joanna Smith has organized and distributed forty-nine (49) pictures from ARC of Northwest Indiana to the downtown businesses to place in their windows. Ula Davitt will place five more pictures in the downtown. The Post Tribune may write an article about the program.

Jodi Peschi has organized musicians for our “**Musicians in the Park**” program during the Farmers’ Market on Saturdays.

The fourth **Pop-Up Gallery** was held on September 20th at 2647 Highway Avenue. Seventy eight people attended the event. Two artists displayed their art, appetizers and beverages were served, and for the first time, a band played throughout the evening. The Committee thanks owner Pat and Nick Popa for hosting this Gallery. During the process of organizing the Pop-Up Gallery, the owners were able to acquire a new tenant. The space will be leased to RHO, a jewelry designer.

Joanna Smith is organizing another project—**banners to commemorate Art and Humanities month**. She has designed, acquired quotes for the work, and when they are printed, Public Works will install them.

Bridget reported that Rebecca Chaney is organizing **costumed theatre players** to stroll through the Farmers' Market during October in anticipation of theatre events. Rebecca will also provide information on theatre events in Highland on the Highland Main Street Facebook© page.

Mario DeGeorge reported on progress being made to provide a **Christkindlmarket** for Highland. He and Rob Hanrahan are seeking prices for tents, looking for sponsors, and recruiting alcohol sponsors. Cecile reminded him that Purdue's Construction Management Department would like to partner with us to develop the façade.

Volunteer Manual and Volunteer Coordinator

No action on the Committee to date.

Nature Committee

Darlene Barron and Cecile met with Rick Calinski from NIPSCO and Dan Repay from the Little Calumet River Commission regarding the area next to the Bird Rookery. Mr. Calinski and Mr. Repay are requesting a plan from us to take back to their firms, in order to determine if/what they may be able to fund.

Sports Partnership for Downtown Activities

Bridget reported that she will be moving forward with a **Coupon for Highland Sports Teams**. It will be organized through various restaurants and discount coupons will be given out to children who participate in team sports after a sporting event. Bridget would like someone to chair this project.

Intern for Database Development

Jeffery Beese , an intern from DeVry, has updated our business license system and has written a summary of his downtown business visits. Bridget would like the next intern to develop a "business packet" for those interested in starting a business in town. The packet would contain everything that the business would need to do, including the permit process, looking for locations, how to become involved in Highland Main Street, and etc.

Business and Announcements from Members

No announcements were made this month.

Adjournment

The meeting was adjourned by general consent at 6:30PM. Minutes respectively submitted by Cecile L. Petro, Highland Redevelopment Director.

ATTACHMENT B

2012 COMMITTEE REPORTS

Highland Main Street has several committees including the Art and Music Committee, Social Media Committee, Volunteer Committee, Nature Committee, and the Sports/Business Committee. The most active committee with the greatest number of volunteers and volunteer hours is the Art and Music Committee. An agenda and minutes follow.

The Social Media Committee did not meet, rather several members of HMS utilized email to gather information to be posted on the website and facebook© page.

The Volunteer Committee consisted of one HMS member who sent out thank you notes and started work on a volunteer manual. She will not be able to continue to be on HMS in 2013 due to work related obligations. We will be looking for others to assist with the development of the volunteer manual.

The Nature Committee was also a committee of one. She provided a photo display about the Highland Rookery in one downtown business in the Spring of 2012.

ART & MUSIC SUBCOMMITTEE

2012 MEMBERS

(as of December 31, 2012)

The following are people who have attended at least one meeting of the committee. Some have been very active and others have attended only one meeting.

Bridget DeYoung

Mario DeGeorge

Dan Dunn

Dawn Diamontopoulos

Michelle Casiano

Jodi Pesich

Lee Kause

Mark Nollar

Mark Loehrke

Ted Loehrke

Ula Davitt

Joanna Smith

Darlene Barron

Carolyn Boiarsky

Ron Corthell

Sheila Watkins

Julie Glenn

Vicki Rust

Gail Duro

April Guinn

Jeff Guinn

Rebecca Vande Plaats

Rhonda Szymanski

Robert Hanrahan

Dan Botich

Libby Lovejoy

ARTS AND MUSIC COMMITTEE MEETING
OF
HIGHLAND MAIN STREET
at
The Town of Highland
3333 Ridge Road, Highland, Indiana
Sept. 4, 2012 at 7:30 PM

Agenda

- | | | |
|---------|-------|---|
| 7:30 PM | I. | Introductions |
| 7:35 PM | II. | Approval of Minutes for August 7, 2012 |
| 7:40 PM | III. | Coupon Program for Music and Theater Participants--Jodi Pesich |
| 7:45 PM | IV. | Update on "Fall in Highland" Art Event— Joanna Smith |
| 7:50 PM | V. | Pop-Up Gallery Scheduled for September 20, 2012— Cecile & Dawn |
| 7:55 PM | VI. | Update on Street-side and Farmer's Market Recitals for Local Music Teachers, HGS,
Dance, & Theater— Jodi Pesich and Rebecca Cheney |
| 8:00 PM | VII | Christkindlmarket Project— Mario DeGeorge and Rob Hanrahan <ul style="list-style-type: none">• Update on Progress to Date• Chairmanship for Committees |
| 8:15 PM | VIII. | 2012 Arts/Music Month in Highland— Joanna Smith <ul style="list-style-type: none">• Banners in the Downtown for Sept. & October |
| 8:20 PM | IX. | Tracking Theatre in Highland— Rebecca Cheney |
| 8:25 PM | X. | Volunteer Forms to Track Volunteer Hours <ul style="list-style-type: none">• Return Filled Out Forms |
| 8:30 PM | XI. | Strategic Vision for the Town Theatre— Dan Dunn <ul style="list-style-type: none">• Final Approval of Strategic Vision |
| 8:50 PM | XII. | Officers for Committee |
| 8:55 PM | XIII. | Questions and Comments from the Group |
| 9:00 PM | XIV. | Next Meeting Date and Adjourn |

ARTS & MUSIC SUBCOMMITTEE

OF

HIGHLAND MAIN STREET

Minutes of the September 4, 2012 Meeting at 7:33 PM

Highland Town Hall

3333 Ridge Road

Highland, Indiana 46322

Introductions

Chairperson Bridget DeYoung called the meeting to order. The following were present: Mark Noller, Lee Kause, Dan Dunn, Julie Glenn, Dawn Diamontopoulos, Rebecca Cheney, Bridget DeYoung, Carolyn Boiarsky, and Cecile Petro.

Minutes

Dawn made a motion to approve the minutes from the August 7, 2012 meeting. Lee seconded the motion. Motion approved by unanimous voice vote.

Coupons for Musicians

Rebecca will contact the theater teacher to offer the coupon program to theater students. Bridget will provide the contact at Langel's restaurant to Rebecca.

Fall in Highland Art Display

Dawn has distributed pictures from the clients of ARC of Northwest Indiana to the downtown businesses to be displayed in their windows. Over 50 pictures are distributed throughout the town. The *Gazebo Gazette* will provide coverage of the display and Cecile has made contact with the local newspapers requesting coverage.

Fourth Pop-Up Gallery

The group suggested that electronic images of the Pop-Up Gallery be put up on our Facebook© page.

Street-Side Recitals and Farmers' Market Recitals

Rebecca reported that actors from the Highland Theater Group will be strolling through the Farmers' Market on September 29, 2012 and October 6, 2012. Cecile asked Rebecca to report the number of performers to the Park Department that will be in the troop and where they will be going within the town.

Christkindlmarket (CKM)

Mario and Rob were absent and no report was provided.

2012 Arts and Music Month

Julie made a motion to approve the purchase of twenty (20) banners from Bowman Displays located at 648 Progress Avenue, Munster, IN 46321. Rebecca seconded the motion. Motion carried by a unanimous voice vote.

Tracking Theatre in Highland

Julie will check on the Madrigal singers from the high school to see if they are interested in participating in the Tree Lighting ceremony scheduled for November 24, 2012. We will be meeting with the Parks Department to coordinate the event. A suggestion was made to have copies of the lyrics available for those who attend the ceremony.

Volunteer Hours

Bridget reminded all volunteers to fill out the volunteer hour sheets and bring them to the next meeting. Indiana Main Street requires our organization to maintain volunteer hour totals. Cecile will email a copy of the form to all members. Be sure to include your time at meetings, phone calls, preparations, and etc., so that the Art & Music Committee can achieve a complete count.

Strategic Vision for the Town Theatre

Dan Dunne reviewed the Strategic Vision for the Town Theatre. He made the following observations:

- The Theatre should be the anchor for the town's art and music area.
- The Theatre should utilize local vendors and businesses for related services.
- Interested parties should visit the Music Box Theater in Chicago and the Fowler Theater in Fowler, Indiana to gain information on how these theaters are organized and operate.
- The Town should make contact with the Chancellor of Purdue Calumet to let him know about our interest in working together.
- Dan Dunne will give the Strategic Vision presentation to the Redevelopment Commission on September 26, 2012.

Rebecca made a motion to approve the Strategic Vision for the Town Theatre. Dawn supported the motion. Motion passed with a unanimous voice vote.

Officers for the Arts and Music Subcommittee

No action taken on this item.

Next Meeting

The next meeting was not scheduled.

Adjournment

The meeting was adjourned at 9:07 PM by unanimous consent.

Minutes submitted by

Cecile L. Petro, Redevelopment Director

ATTACHMENT C

HIGHLAND MAIN STREET WORK PLAN AND GOALS

2013

- A. Continue the Façade Improvement Grant Program (FIG).
 - 1. Recommend the FIG program to at least three building owners.
 - 2. Develop and provide brochures to businesses about FIG.
- B. Create partnerships with musician/art groups in Highland to Provide fine arts in the Downtown.
 - 1. Provide a Spring/Summer Highland art display project.
 - 2. Develop an operational plan for the Town Theatre.
 - 3. Study the feasibility of a Christkindlmarket.
 - 4. Provide musicians and actors a venue at the Farmers' Market.
 - 5. Provide a caroling event at the Christmas Tree Lighting event.
- C. Meet with a business breakfast group to gain ideas to improve downtown business.
- D. Provide at least two Pop-Up Galleries in 2013.
- E. Create partnerships with sports affiliated groups from Highland and Purdue Calumet to provide sports related events in the downtown.
- F. Develop an overall marketing campaign by the end of the second quarter.
- G. Establish a volunteer manual by the end of the first quarter.
- H. Continue to provide coupons from downtown restaurants for musicians after concerts and competitions.

ATTACHMENT D

Chapter 14.15
REDEVELOPMENT DEPARTMENT – HIGHLAND MAIN STREET BUREAU

Sections:

- 14.15.010 Establishment.
- 14.15.020 Board of directors.
- 14.15.030 Terms of service and membership expectations.
- 14.15.040 Membership vacancies and removal.
- 14.15.050 Quorum, official action and organization.
- 14.15.060 Quarters, records and meetings of the board.
- 14.15.070 Expenditures and appropriations.
- 14.15.080 Gifts and grants.
- 14.15.090 Powers and duties.
- 14.15.100 Grants-in-aid.

14.15.010 Establishment.

There is hereby authorized, created and established a subdivision of the redevelopment department of the town of Highland, to be called the Highland Main Street bureau, pursuant to IC 36-1-3 and 36-7 et seq. [Ord. 1489 § 1, 2011].

14.15.020 Board of directors.

(A) The Highland Main Street bureau shall have a board of directors, which shall consist of not less than seven members and not more than 21 members, as follows:

- (1) The municipal executive shall appoint three special constituency members, one of which shall be chosen from the membership of the Highland town council; one of which shall be chosen from the membership of the Highland economic development commission; and one of which shall be chosen as a representative of the Highland Chamber of Commerce, from its membership or staff.
- (2) The municipal legislative body shall appoint up to 17 persons, who may be Highland residents, Highland business owners or operators, or those who are interested in the objects and purposes of the Main Street bureau.
- (3) The Highland redevelopment commission shall appoint a member from the membership of the redevelopment commission.

(B) The clerk of the municipal legislative body shall certify members appointed by legislative body and the executive shall certify his appointments, as attested by the clerk of the municipal legislative body. The president of the redevelopment commission shall certify the appointment made by the redevelopment commission, attested by the secretary of the redevelopment commission. The certificates shall be sent to and made a part of the records of the town and the redevelopment

by a majority of the entire membership of the board of directors.

(C) At its first regular meeting in each year, the board of directors shall elect from its membership a president and a vice president. The vice president may act as president of the board of directors during the absence or disability of the president.

(D) The board of directors may elect or appoint and fix the duties of a secretary, who is not required to be a member of the board of directors. [Ord. 1489 § 1, 2011].

14.15.060 Quarters, records and meetings of the board.

(A) The municipality shall provide suitable offices for the holding of board of directors meetings.

(B) The board of directors shall fix the time for holding regular meetings each month or as necessary. The board of directors shall keep minutes of its meetings. The minutes of board of directors meetings and all records shall be filed in the office of the redevelopment department and are public records.

(C) Special meetings of the board of directors may be called by the president or by two members of the board upon written request to the secretary or the redevelopment director.

(D) The secretary shall send to all members, at least three days before the special meeting, a written notice fixing the time and place of the meeting.

Written notice of a special meeting is not required if:

- (1) The date, time, and place of a special meeting are fixed in a regular meeting; and
- (2) All members of the board of directors are present at that regular meeting.

(E) All meetings of the board of directors are subject to the provisions of IC 5-14-1.5 et seq. Memoranda or minutes of meetings shall be made available within a reasonable time following meetings. [Ord. 1489 § 1, 2011].

14.15.070 Expenditures and appropriations.

(A) The fiscal body of the municipality may make appropriations to carry out the duties of the board, which shall be accounted for in the proper fund of the redevelopment department.

(B) The redevelopment commission may expend, in accordance with applicable municipal fiscal procedures, all amounts appropriated to it for the purposes and activities authorized by this chapter. [Ord. 1489 § 1, 2011].

14.15.080 Gifts and grants.

(A) The municipality may accept gifts, donations, and grants from private or governmental sources for Highland Main Street organization purposes.

(2) Organize for success by building consensus and cooperation among the many groups and individuals involved in the revitalization process to ensure a self-reliant, broad-based, long-lasting downtown revitalization program. Foster cooperation from both the public and the private sector to achieve long-term, large-scale results.

(3) Employ promotion by marketing the commercial district's assets to customers, potential investors, businesses, local citizens, and visitors. To keep investors, visitors, and businesses coming downtown, work to reshape the community perspective of the Highland downtown as a hub of activity. Build upon the community's unique heritage and culture and send a consistent, compelling message promoting the downtown area.

(4) Employ economic restructuring, strengthening the district's existing economic base while finding ways to expand it to meet new opportunities and challenges from outlying development. Highland Main Street bureau's ultimate goal is to make the Highland downtown economically viable. Researching the regional market and consumer trends will provide a realistic picture of what market mix will work for the Highland downtown. Employing research, the Highland Main Street bureau can begin stabilizing existing businesses and recruiting new businesses to fill the gaps. [Ord. 1489 § 1, 2011].

14.15.100 Grants-in-aid.

The Highland Main Street organization board of directors may, within its approved budget, negotiate for grants-in-aid and agree to terms and conditions attached to them, subject to the approval of the redevelopment commission. [Ord. 1489 § 1, 2011].

ATTACHMENT E

JANUARY - December 31, 2012 NUMBERS

Please fill out this form to the best of your ability. These numbers are important to track for your community.

Organization Name: GHLAND MAIN STREET BUREAU

Number of Square blocks in your downtown district	Number of Buildings in your Downtown	Number of businesses in your Downtown	Number of jobs located downtown	Number of Residents
13	approx. 80	approx. 110	approx. 300	23,757

Design Investment

	Number of Businesses	Private \$\$	Public \$\$	MS Grant/Loan \$\$	Total
Facade Renovation	1	\$14,321.83	\$6,137.93		\$20,459.76
Building Rehabilitation	15	\$148,344.00			\$148,344.00
New Construction					\$0.00
Public Improvements					\$0.00

Facade Renovation Exterior work only-painting, facade cleaning, signs, windows, awnings, ect.

Building Rehabilitation Exterior and interior rehab - building systems, HVAC, roof work, ect.

Public Improvements Streets, sidewalks, lights and fixtures, landscaping, public amenities (benches, trash cans, flowers), new road ways downtown, ect.

***Be sure to include numbers that were publicly invested by the City, State, or Federal gov't. into downtown.**

Economic Restructuring

	Total Businesses	# of Jobs
New Business Openings	4	16
Business Relocations IN		
Business Expansions	1	4
Business Closings	2	6
Business Relocations OUT		

	Total Projects	# of Units	Total Investment
New Housing Units	4 (not in the downtown)	4	\$897,592.00

Promotion (from July-December)

Event	# of Attendees	New Projects	# of Volunteers	# of Volunteer Hours
Pop-Up Gallery #4	75	n/a	4	20
Fall Art Display Project	n/a	n/a	5	20
Musician & Actors in Park	250	n/a	9	24
Caroling at Tree Lighting	75	n/a	3	10
Arts Month Banners	n/a	n/a	2	5

Organization

Total Budget for Organization	Total # of Volunteers for Organization	Total # of Hours for Volunteers
\$0	41	261

**Volunteers should include events, Board members, Committee Members*

**Volunteer time should include events, Board meetings, Committee meetings, etc.*