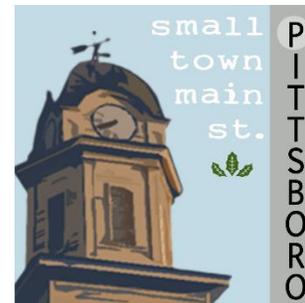


Memo

To: Mayor and Board of Commissioners
 From: Paul Horne, Parks Planner/ Main Street Coordinator
 Date: January 25, 2016
 Re: Small Town Main Street Update to BOC



Discussion

Pittsboro’s Small Town Main Street Partners have held well-attended steering committee meetings for the past four months. These meetings have resulted in an adopted workplan for the group to accomplish.

Table 1: Meeting Highlights/ Timeline

Date	Meeting Highlights
May 16, 2014	NCDOT Secretary Tata Commits to funding streetscape improvements
June 16, 2014	Town Adopts Downtown Vision Plan
March 24, 2015	MS Program update to BOC (Horne - PowerPoint)
April 16, 2015	1st Roadhouse Meeting - P. Horne presented Pittsboro MS Updates, Teresa Watts (NC MS) provided a MS Overview
June 23, 2015	2nd Roadhouse Meeting - Sal Musarra (McKim & Creed) & Rob Stone (NCDOT) discuss status of streetscape project
October 17, 2015	1st Steering Committee Meeting - Reorientation, Vision, 8 Principles, 4 Points
November 4, 2015	2nd Steering Committee Meeting - Strategic Planning Basics, Workplan Development Primer
December 6, 2015	3rd Steering Committee Meeting - Design Basics & Window Displays - Workplan Development Discussions
January 6, 2016	4th Steering Committee Meeting - Adopted Workplan for remainder of FY 2015-16

The group adopted a workplan at their last meeting, which will guide this year’s efforts.

Table 2: Workplan Highlights

4 Point Focus	Workplan Highlights
Design	Host a Window Display Design Basics Workshop & Makeover - Façade Grant Program
Promotion	Engage in a Downtown Branding Process
Economic Vitality	Create a Building Inventory of Main Street Project Area
Organization	Create & Maintain a Sustainable Public/ Private Main Street Partnership

The first project on the workplan is to hold a window display workshop whereby the principles of window design are presented coupled with a hands-on makeover of a selected merchant’s window.

The second project is to engage in a Branding Process for Downtown Pittsboro.

The third project is assembling a building inventory of structures within the Main Street project boundary.

Finally, creating and maintaining an active and sustainable partnership is a crucial goal. The quality of participation is indicative of progress along this line.

Ongoing Façade Grant Projects: Russell & Associates @ 69 Hillsboro St.

Figure 1 - Before Photo



Figure 2 - Work in Progress Photo



Recommendation

To receive this update – no Board action required.