



MEMORANDUM

TO: Mayor and Board of Commissioners

FROM: Bryan Gruesbeck, Town Manager

SUBJECT: 2016-2017 Small Town Main Street Designation Annual Agreement

DATE: June 27, 2016

Background: The Town of Pittsboro has been a member of the Small Town Main St Program for nearly five (5) years. During this time, many improvements have been made to historic downtown Pittsboro, including street furniture, a pocket park and façade improvements to many downtown buildings.

As you are probably aware the current Main Street committee has been very active in seeking ways to expand the group in an effort to keep the downtown viable with growth on the horizon. The Town's proposed Annual Operating Budget for 2016-2017 also contains a significant investment in Main Street activities, promotions and events.

Attached please find the 2016-2017 Annual Agreement for the North Carolina Downtown Main Street Designation. Should you approve, the Agreement will commit the Town to participating in services, committing a paid or volunteer Small Town Main Street Coordinator for a minimum of 5 hours per hours week, establishing an Organizational Core Team to drive enhancement activities and other tasks as outlined in the Agreement. This document is similar to previous years.

As you may also be aware, Maria Parker-Lewis has ably led this group for the past few months in a volunteer capacity. As such, I recommend that she be able to sign the Agreement in the capacity of the Small Town Main Street Program Coordinator.

Action Requested: Approve the 2016-2017 Small Town Main Street Designation Annual Agreement; authorize signature from the Town Manager and designate Maria Parker-Lewis as Small Town Main Street Program Coordinator.