



MAIN STREET BOARD OF DIRECTORS MEETING

Join in person at 700 Doug Davis Drive, Hapeville, GA 30354

April 13, 2022 6:00PM

AGENDA

Mission Statement: The mission of the Hapeville Main Street Program is to promote, facilitate, enhance, and encourage quality growth and development in Downtown Hapeville while preserving the City's historic character and supporting a vibrant arts district.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENTS**
- 4. APPROVAL OF MINUTES**
- 5. APPROVAL OF FINANCIAL STATEMENT**
- 6. OLD BUSINESS**
 - a. Project Reports/2021-22 Workplan
- 7. NEW BUSINESS**
- 8. ANNOUNCEMENT(S)**
- 9. NEXT MEETING:**
 - a. Wednesday, May 11, 2022
- 10. ADJOURN:**

Hapeville Main Street Board of Directors Meeting
March 9, 2022, at 6:00PM

Present: Charlotte Rentz, Susan Bailey, Lee Duke, Ellen Free, Lorenn Fey, Derrick Booker, Melanie Rabb, and Bianca Howard (Staff)

Absent: David Burt

Guest: Ann Taylor

Call to Order

- Charlotte Rentz called the meeting to order at 6:00PM and welcomed all Board members and guests.

Roll Call

Public Comments

- Ann Taylor introduced herself to the Board and expressed interest in being a member of the Board.

Approval of Minutes

- A motion was made by Lee Duke to approve February 9, 2022, minutes. Ellen Free seconded and all approved.

Approval of Financial Statements

- A motion was made by Susan Bailey and seconded by Lee Duke to approve the Financial Statement for the period ending February 28, 2022. All approved.

Old Business

- Project Reports/2021-22 Workplan
 - Free Art Hapeville – Susan Bailey mentioned the 10-step planning document for Free Art Hapeville events. Melanie Rabb asked the Board to recruit artists based on word of mouth. Artists' proposals should include name, Social Media handles, type of art they will pass out, and cost of their products. Artists should have a minimum of 30 items to pass out and the maximum pay for artists is \$500. There are four artists confirmed for May 21st.
 - Lantern Festival – Chantell (Project Contractor) will create a proposal for a 2023 event.
 - Hanging Planters – Ellen Free, Susan Bailey, and Bianca Howard met with Art of Landscaping to discuss hanging planters which the company will maintain and upkeep. Susan Bailey discussed the quote she received from Art of Landscaping in Fayetteville, GA. The Board decided to reduce the number of planters from the quoted fourteen to six planters to cut down on cost. Lorenn Fey motioned to install 6 hanging planters along North Central, allowing a budget for up to \$6000. Ellen Free seconded the motion and all approved.
 - Signage –

- Arts Alley Sign - Susan Bailey brought a mockup for the arts alley sign, but it does not include a quote. The Board had two designs to choose from, one has lighting and the other does not. The Board decided they like the lighted design with a few modifications. Susan Bailey will let Clayton Signs know about the modifications and will come back with a quote. Susan Bailey also asked Bianca Howard if the cost could come from Tourism Product Development Committee's budget. Bianca Howard will follow up with Tim Young (City Manager) for an answer.
- Chapman's and Masonic Lodge – Susan Bailey provided quotes from Clayton Signs for Chapman's neon light sign and the Mason's neon sign on North Central Avenue. After some conversation, Bianca Howard did inform the Board that the City cannot pay for signs for private businesses nor can the City apply for grants to replace the signs of private businesses.
- Depot Landscaping – Susan Bailey will meet with Delonte Rogers (City Staff) to discuss landscape design and pricing for the Depot Museum.

New Business

- 2022 Strategic Planning/Board Retreat
 - Not discussed

Announcements

- N/A

Adjourn

- A motion was made by Ellen Free and seconded by Lee Duke to adjourn the meeting. Meeting was adjourned at 7:56PM.

Charlotte C. Rentz, President

Secretary

City of Hapeville
Statement of Revenues & Expenditures
 With Budget Comparisons
 Main Street Department
 Eighth Month Ended March 31, 2022

Revenues:

MS Donations

Expenditures:

Professional

Festivals

Advertising

Printing & binding

Travel

Dues & fees

Education & Training

Contract Labor

Supplies

Other supplies

Site improvements

Total Expenditures

	Current Month	8 Month Ended 31-Mar-22	Annual Budget	Over (Under)
	-	-	-	-
	555	22,028	20,000	(2,028)
	0	0	4,000	4,000
	0	1,581	1,000	(581)
	0	0	5,000	5,000
	0	200	600	400
	0	250	1,000	750
	0	0	3,300	3,300
	0	1,247	200	(1,047)
	0	0	300	300
	0	6,456	14,000	7,544
	0	0	0	0
	555	31,762	49,400	17,638

Transactions: 2

Festivals - Black History Month Project

Academy Theatre - \$492.32

Free Art Event

Melanie Rabb - \$63.16

CITY OF HAPEVILLE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2022

100-GENERAL FUND
DEPARTMENT - MAIN STREET

% OF YEAR COMPLETED: 75.00

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	CURRENT BUDGET	BEGINNING BALANCE	CURRENT MONTH	CURRENT BALANCE	BUDGET BALANCE	% OF BUDGET
PERSONNEL SERVICES							
100-5-7550-511400 Vacation	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-5-7550-511500 Sick	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-5-7550-511600 Holiday	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONNEL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTED SERVICES							
100-5-7550-521200 Professional	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-5-7550-521300 ICI Grant Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-5-7550-521309 Art Grant-Fulton Count	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-5-7550-522000 Festivals	20,000.00	20,000.00	21,472.93	555.48	22,028.41	2,028.41	110.14
100-5-7550-522100 ARC - Sharing Our Stor	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-5-7550-523200 Communications	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-5-7550-523300 Advertising	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.00
100-5-7550-523400 Printing & Binding	1,000.00	2,500.00	1,580.94	0.00	1,580.94	919.06	63.24
100-5-7550-523500 Travel	5,000.00	2,500.00	0.00	0.00	0.00	2,500.00	0.00
100-5-7550-523600 Dues & Fees	600.00	600.00	200.00	0.00	200.00	400.00	33.33
100-5-7550-523700 Education & Training	1,000.00	1,000.00	250.00	0.00	250.00	750.00	25.00
100-5-7550-523850 Contract Labor	3,300.00	3,300.00	0.00	0.00	0.00	3,300.00	0.00
TOTAL CONTRACTED SERVICES	34,900.00	33,900.00	23,503.87	555.48	24,059.35	9,840.65	70.97
SUPPLIES & MINOR EQPT							
100-5-7550-531100 Supplies	200.00	1,500.00	1,246.81	0.00	1,246.81	253.19	83.12
100-5-7550-531400 Books & Periodicals	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-5-7550-531600 Small Equipment<5000	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-5-7550-531700 Other Supplies	300.00	300.00	0.00	0.00	0.00	300.00	0.00
TOTAL SUPPLIES & MINOR EQPT	500.00	1,800.00	1,246.81	0.00	1,246.81	553.19	69.27
CAPITAL OUTLAYS > \$5000							
100-5-7550-541200 Site Improvements	14,000.00	14,000.00	6,455.91	0.00	6,455.91	7,544.09	46.11
100-5-7550-542300 Furniture & Fixtures	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-5-7550-542400 Computers	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-5-7550-542410 Technology	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAYS > \$5000	14,000.00	14,000.00	6,455.91	0.00	6,455.91	7,544.09	46.11
OTHER COSTS (NOC)							
100-5-7550-579000 Contingencies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER COSTS (NOC)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MAIN STREET	49,400.00	49,700.00	31,206.59	555.48	31,762.07	17,937.93	63.91