



MAIN STREET BOARD OF DIRECTORS MEETING

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

August 10, 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/2022-23 Workplan
- 7. NEW BUSINESS**
- 8. ANNOUNCEMENT(S)**
- 9. NEXT MEETING:**
 - a. September 14, 2022
- 10. ADJOURN:**

Hapeville Main Street Board of Directors Meeting (Retreat)
August 3, 2022, at 4:00PM

Present: Charlotte Rentz, Susan Bailey, Lee Duke, David Burt, Lorenn Fey, Adrienne Senter, Melanie Rabb, Ellen Free, Bre'ana Eatmon

Absent: Derrick Booker

Guest: City Manager, Tim Young

Call to Order

- Charlotte Rentz called the meeting to order at 4:24 PM and welcomed all Board members and guests.

Roll Call

Melanie Rabb- Teleconference

Lee Duke- Teleconference

Derrick Booker- Absent

Ellen Free- Present

Charlotte Rentz- Present

David Burt- Present

Lorenn Fey- Present

Susan Bailey- Present

Guest Welcome/ Public Comments

- Tim Young expressed that he was delighted to be at the meeting and that he looked forward to speaking about the plans for the upcoming year.

Old Business

2021-22 Workplan

- Review of Vision and Mission Statement
- Annual Standards/ Assessment for Accreditation Overview
- 2023 Workplan
- The Art district sign update was given by David Burt for the signage at Atlanta Printmaker's Studio located at the corner of South-Central Avenue and Virginia Avenue. The architect agreed to produce two to three design choices which will be coordinated with David Burt.
- **A motion was made by Susan Bailey and seconded by Ellen Free to allocate \$800 for the signage at Atlanta Printmaker's Studio. Carried 6-0.**
- When the architect rendering is received, Clayton Signs and 5 other sign companies will be contacted for estimates on the sign production. Smaller duplicate signs will be produced for placement around the city but there is no current budget designated for the smaller signs. Allie Beshook will be the point of contact to coordinate the church placement with Goat Farm.

- Hanging Planter's Update- Spring 2023 planting cost will be \$150, per basket, will total to \$900.00. When Fall plants are available, Susan Bailey and Ellen Free will drive to Fayetteville to choose the plants. Discussion ensued regarding additional butterflies being added in the garden but there is currently no budget designated.
- Shannon Lake Mural project is placed on hold pending an alternative location.
- **A motion was made by Susan Bailey and seconded by Ellen Free to present to Mayor and Council to memorialize sign on property. Carried 6- 0.**
- Discussion ensued regarding the budget to memorialize the Hapeville Daycare Explosion- The Board agreed upon placing the memorial plaque in the city right-of-way located on property (City ROW is 4 feet). This proposal will be presented to the Mayor and Council to request TPD funding. Nursery explosion resulted in creation of the call before you dig "811" emergency number for gas leaks Lee Duke will contact gas companies to pursue potential sponsorship in funding the memorial sign.
- Depot Beautification Project- Art of Landscaping will begin bed preparation and soil amendment, with fall planting of bushes and plants that will survive winter. Spring planting will be for the installation of perennial flowers and plants. Planting will include Worry Rock area, the front of Depot, and the side of Depot. Planting will also include installation of Hapeville Covid Time Capsule in Butterfly Garden.

New Business

- Black History Month Event will be held on February 4, 2023.
- **A motion was made by David Burt and seconded by Ellen Free to allocate \$4,500.00 to the Black History Month Event on February 4, 2023. Motion Carried 6-0.**
- **A motion was made by Susan Bailey and seconded David Burt to allocate up to \$12,000.00 for the Butterfly Puppet Parade on March 25, 2023. Motion Carried 6-0.**
- Melanie Rabb will coordinate Chantelle Rytter for production. The parade route is not yet known.
- **A motion was made by Ellen Free and seconded by David Burt to allocate up to \$5,000.00 to the Cinco De Mayo event on May 6, 2023. Motion Carried 6-0.**
- The Cinco De Mayo event will be in conjunction with city event and the Board will coordinate with Jamie, city event planner.
- **A motion was made by Susan Bailey and seconded by Ellen Free to allocate up to \$10,000.00 to Atlanta Celebrates Photography event on October 8, 2023. Motion Carried 6-0.**

- David will coordinate with Adam Crawford of Cat Eye for event production. Places of interest are Jess Lucas Park, Methodist Church and Goat Farm open house, if they are interested. The containers will be held in park and Arts Alley. Ellen Free will coordinate with the church for use of space. David Burt will contact GigSalad for music. Budget for musicians will be \$500 to \$800.
- **A motion was made by Susan Bailey and seconded by Ellen Free to allocate up to \$7,000.00 for the Holiday Free Art Event on December 3, 2022. Motion Carried 6-0.**
- Melanie Rabb will coordinate a call for artist and David Burt will coordinate with musicians.

Announcements

- Michael Gibbs will be contacted regarding interest in continuing with his local business support program.
- Arts Alley Signage is on hold.
- Main Street will present request to Council for moving all trash cans lining the Arts Alley to central location behind Community Service building.
- Main Street Coordinator will inform City Event Coordinator of all Main Street Events for addition to city events calendar. Main Street Coordinator will present to Council when requesting blocking of city streets, alley or other city properties. Charlotte will present current calendar to Council.

Adjourn

- **A motion was made by Ellen Free and seconded by David Burt to adjourn the meeting. Meeting was adjourned at 6:16 PM. Carried 6-0.**

Charlotte C. Rentz, President

Adrienne Senter, Acting Secretary

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

100-GENERAL FUND		% OF YEAR COMPLETED: 08.33						
DEPARTMENT - MAIN STREET								
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	LCI 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	0.00	0.00	0.00	20,000.00	0.00
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	0.00	0.00	0.00	2,500.00	0.00
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	0.00	0.00	0.00	600.00	0.00
100-5-7550-523700	Education & Training	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
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	0.00	0.00	0.00	33,900.00	0.00
SUPPLIES & MINOR EQPT								
100-5-7550-531100	Supplies	200.00	1,500.00	0.00	0.00	0.00	1,500.00	0.00
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	0.00	0.00	0.00	1,800.00	0.00
CAPITAL OUTLAYS > \$5000								
100-5-7550-541200	Site Improvements	14,000.00	14,000.00	0.00	0.00	0.00	14,000.00	0.00
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	0.00	0.00	0.00	14,000.00	0.00
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	0.00	0.00	0.00	49,700.00	0.00

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

	Current Month	I 31-Jul-22	Annual Budget	Over (Under)
Revenues:				
MS Donations				
Expenditures:				
Professional	0	0	0	0
LCI Grant Expenses	0	0	0	0
Festivals	0	0	20000	20,000
Advertising	0	0	4000	4000
Printing & binding	0	0	2500	2500
Travel	0	0	2500	2500
Dues & fees	0	0	600	600
Education & Training	0	0	1000	1000
Contract Labor	0	0	3300	3300
Supplies	0	0	1500	1500
Other supplies	0	0	300	300
Site improvements	0	0	14000	14000
	0	0	0	0
Total Expenditures	-	0	49700	49700

Transactions: