Hapeville
georgia

MAIN STREET BOARD OF DIRECTORS MEETING

Municipal Annex: 700 Doug Davis Drive, Hapeville, GA 30354

May 10, 2023 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**
   Charlotte Rentz, President
   Susan Bailey, V. President
   Derrick Booker
   David Burt
   Lee Duke
   Lorenne Fey
   Ellen Free
   Melanie Rabb
3. **APPROVAL OF MINUTES**
   - April 12, 2023
4. **APPROVAL OF FINANCIAL STATEMENT**
   - April 30, 2023
5. **OLD BUSINESS**
   - Project Reports: 2023-24 Workplan
     a. Butterfly Statues
     b. Day Care Memorial
     c. Free Art Event – June 10th
     d. Downtown Banners
6. **NEW BUSINESS**
   - Hapeville Main Street MOU
7. **ANNOUNCEMENT(S)**
8. **NEXT MEETING:**
   - June 14, 2023
9. **PUBLIC COMMENTS**
   Members of the public wishing to speak shall have up to three (3) minutes). The entire general comment session shall not last more than ten (10) minutes unless extended by Board.
10. **ADJOURN:**

Hapeville Main Street Board of Directors Meeting
April 12, 2023, at 6:00PM

Present: Charlotte Rentz, Susan Bailey, Derrick Booker, David Burt, Lee Duke, Lorenne Fey, Melanie Rabb, Rashida Cloud (Staff), Jamie Jones (Staff), and Adrienne Senter (Staff)

Absent: Ellen Free

Guest: N/A

Call to Order

- Charlotte Rentz called the meeting to order at 6:04PM and welcomed all Board members and new Main Street Coordinator Rashida Cloud

Roll Call

Public Comments

None

Approval of Minutes

- A motion was made by Susan Bailey to approve March 8, 2023 minutes. Lee Duke seconded. Carried 5 (Yea) - 0(Abstained) – 0(Nay)

Approval of Financial Statements

- A motion was made by Lee Duke and seconded by Susan Bailey to approve the Financial Statement for the period ending March 31, 2023. Carried 5 (Yea) – 0(Abstained) – 0(Nay)
- Board Member David Burt and Derrick Booker arrived late, which did not allow them to vote.

Old Business

- Project Reports/2023-2024 Workplan
- Ice Cream for Movie Night, June 16th, 2023. The board voted to approve $1,500 to spend on free ice cream for patrons for the June 16th movie night.
    - A motion was made by Lorenne Fey. Lee Duke seconded. Carried 5 (Yea) -1 (Abstained – Susan Bailey) – 0 (Nay)
- Reallocate Black History funds to general funds to be used at a later use before the end of the current budget year.
    - A motion was made by Susan Bailey. Derrick Booker seconded. Carried 6 (Yea) -0 (Abstained) – 0 (Nay)
- Susan Bailey spoke with Chantelle Rytter regarding a 3-year agreement to commit to organizing the Butterfly Parade.
    - A motion was made by Susan Bailey. Lee Duke seconded. Carried 6 (Yea) -0 (Abstained) – 0 (Nay)
        - Discussion regarding ideas to create a separation for the bikes, butterflies, and walkers. Creating a large butterfly float representing the MS Board. Melanie Rabb agreed to oversee the Main Street float.
        - Jamie Jones suggested water and soda only vendors for next year, a larger path for parade exiting park, changing the route, and adding a

slide and or bounce house. Jamie also suggested working with St. Johns and Hapeville Elementary more and creating a budget for art, crafts, and other supplies.

- Allocate $5,000 to Arts District Signage
  - A motion was made by David Burt. Susan Bailey seconded. Carried 6 (Yea) -0 (Abstained) – 0 (Nay)

New Business

- **Signage on Theatre and Aviation Sign are in poor condition. Adrienne Senter will reach out to muralist about ways to resolve the problem.**

Announcements

- N/A

Adjourn

Meeting adjourned at 7:34pm. A motion was made by David Burt. Lee Duke seconded. Carried 6 (Yea) -0 (Abstained) – 0 (Nay)

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Charlotte C. Rentz, President Secretary

City of Hapeville
Statement of Revenues & Expenditures
With Budget Comparisons
Main Street Department
Tenth Month Ended April 30, 2023

	Previous Month (Balance)	10 Month Ended 30-Apr-23	Annual Budget	Year to Date	Current Balance
Revenues:					
MS Donations					
Expenditures:					
Professional	0	0	0	0.00	0.00
Festivals	29,224	747	20000	29,971.09	(9,971.09)
Advertising	0	0	4000	0.00	4,000.00
Printing & binding	0	0	2500	0.00	2,500.00
Travel	1,259	0	2500	1,258.93	1,241.07
Dues & fees	200	0	600	200.00	400.00
Education & Training	0	0	1000	0.00	1,000.00
Contract Labor	0	0	3300	0.00	3,300.00
Supplies	0	0	1500	0.00	1,500.00
Other supplies	0	0	300	0.00	300.00
Site improvements	2,025	0	14000	2,025.00	11,975.00
	0	0	0	0.00	0.00
Total Expenditures	**32,708**	**747**	**49700**	**33,455.02**	**16,244.98**

Transactions: 1

Festivals
David Burt - Reimbursement for services paid $747.00

100-GENERAL FUND
DEPARTMENT - MAIN STREET

% OF YEAR COMPLETED: 83.33

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	29,224.09	747.00	29,971.09	(9,971.09)	149.86
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	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.00
100-5-7550-523500 Travel	2,500.00	2,500.00	1,258.93	0.00	1,258.93	1,241.07	50.36
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	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	33,900.00	33,900.00	30,683.02	747.00	31,430.02	2,469.98	92.71
SUPPLIES & MINOR EQPT							
100-5-7550-531100 Supplies	1,500.00	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	1,800.00	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	2,025.00	0.00	2,025.00	11,975.00	14.46
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	2,025.00	0.00	2,025.00	11,975.00	14.46
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	49,700.00	49,700.00	32,708.02	747.00	33,455.02	16,244.98	67.31