



MAIN STREET BOARD OF DIRECTORS MEETING

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

July 12, 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
Vacant

3. APPROVAL OF MINUTES

- June 14, 2023

4. APPROVAL OF FINANCIAL STATEMENT

- June 30, 2023

5. OLD BUSINESS

- 2022-23 WorkPlan Review

6. NEW BUSINESS

7. ANNOUNCEMENT(S)

8. NEXT MEETING:

- August 9, 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:



CIVILITY PLEDGE

The way we govern ourselves is often as important as the positions we take. Our collective decisions will be better when differing views have had the opportunity to be fully vetted and considered. All people have the right to be treated with respect, courtesy and openness. We value all input. We commit to conduct ourselves at all times with civility and courtesy to each other.

CHARLOTTE RENTZ
PRESIDENT

SUSAN BAILEY
VICE PRESIDENT

DERRICK BOOKER
DAVID BURT
LEE DUKE
LORENNE FEY
ELLEN FREE
MELANIE RABB

MAIN STREET BOARD MINUTES

Join in person at 700 Doug Davis Drive, Hapeville, GA 30354
June 14 , 2023 6:00 PM

MINUTES

1. **CALL TO ORDER:** by Charlotte Rentz at 6:00 PM
2. **ROLL CALL:** 7 out of 8 members were present which constituted a quorum.
 - ✓ Charlotte Rentz
 - ✓ Susan Bailey
 - ✓ Derrick Booker
 - ✓ David Burt
 - Lee Duke (absent)
 - Lorenne Fey (absent)
 - ✓ Ellen Free
 - ✓ Melanie Rabb
3. **APPROVAL OF MINUTES:** Charlotte Rentz made A motion to approve the May 10, 2023, minutes. Derrick Booker seconded. **Motion carried 6-0**
4. **APPROVAL OF FINANCIAL STATEMENT:** David Burt made A motion to approve May 2023, Financial Statement. Susan Bailey seconded. **Motion carried 6-0**
5. **OLD BUSINESS:**
 - **Lights for Trees on Dogwood** – After further investigation, the Main Street Board will have to purchase polls for the remaining butterflies. Susan Bailey would like the lights installed during that fall and she will ask “Brian” who previously put the lights on the trees along Dogwood.
 - **Simply Flowers** – At the time the agenda was made, the flowers had not been planted, however, they are planted and look great. No further action needed.
 - **Banners for Ice Cream at Movie in the Park** – Melanie Rabb brought the banners that the Main Street Board will use for events they host David Burt suggested they use these logos for other projects as well.
 - **Other Workplan Projects** – Charlotte Rentz expressed concerns about it being the second week in June and there were funds that were still left unspent. David Burt stated the memorial project with Source Urbanism deposit needs to be at least \$5000 down.

DISCUSSION

- **Ice Cream at Jess Lucas Movie in the Park** – Jamie Jones from the City of Hapeville Parks and Rec was present at the meeting. She stated things are all set to go for the Movie Night and there will be 200 servings of Ice Cream available to patrons of the event and ready to serve at 7:30pm.
- **Arts District Signage** – David Burt made a motion to approve up to \$1000 for the Sign Fabrication to Source Urbanism for the Arts District and Parking Signage. Ellen Free seconded. **Motion carried 4-6**
- **Atlanta Celebrate Photography** – David Burt made a motion that the Main Street Board pay the deposit for the October Art event up to \$5000 to Cate Eye Creative, which represents 50% of the total. Ellen Free seconded. **Motion carried 4-6**
- **Day Care Memorial** – David Burt made a motion that the Main Street Board pay up to 1/2

of the design fee of \$7,625.00 for the Day Care Memorial. **Motion carried 5-6**

- **Atlanta Celebrates Photography** –David Burt will check with Atlanta Celebrates Photography to propose a tentative date for October 7th, 2023, to host an event and gallery crawl. No action taken.
- **December Christmas Events** – David Burt stated music would be needed for the December Art event. David stated he would book them and pay and send the receipt. Susan Bailey stated the Mike and Ellen Simpson would commit to ensuring that was a Santa Claus presence at the December Christmas event. David Burt made a motion to that the Main Street Board spend up to \$600 to hire musicians for the December 2, 2023 event.

6. NEW BUSINESS:

- **Atlanta Celebrates Photography** Councilwoman Chloe Alexander shared information regarding artist José Ibarra Rizo to exhibit his artwork and will include the artwork in Atlanta Celebrates Photography and will reach back out to the photographer and keep the Main Street Board posted regarding his availability to be a part of the and will finalize the location.
- **New Switch to Six Main Street Standards** The Main Street Director shared with the Main Street Board the new Switch to Six Main Street Standards and the Main Street Director will work to get that done.

7. Announcements:

Jakes Ice Cream Ribbon Cutting, June17, 2023
Piedmont Ribbon Cutting June 20, 2023

8. Public Comments: None

9. ADJOURN:

MOTION: David Burt made a motion to adjourn at 7:30pm, Ellen Free provided the second.
Motion carried 6-0

Respectfully submitted,

Charlotte Rentz, President

Rashida Cloud, Secretary

100-GENERAL FUND
DEPARTMENT - MAIN STREET

% OF YEAR COMPLETED: 100.00

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 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	29,971.09	6,086.65	36,057.74	16,057.74)	180.29
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	31,430.02	6,086.65	37,516.67	3,616.67)	110.67
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	4,804.62	3,812.50	8,617.12	5,382.88	61.55
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	4,804.62	3,812.50	8,617.12	5,382.88	61.55
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	36,234.64	9,899.15	46,133.79	3,566.21	92.82

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

	Previous Month (Balance)	11 Month Ended 30-Jun-23	Annual Budget	Year to Date	Current Balance
Revenues:					
MS Donations					
	0	0	0	0.00	0.00
Expenditures:					
Professional Festivals	29,971	6,087	20000	36,057.74	(16,057.74)
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	4,805	3,813	14000	8,617.12	5,382.88
	0	0	0	0.00	0.00
Total Expenditures	36,235	9899.15	49700	46,133.79	3,566.21

Transactions: 0

Brusters	1086.65
Cat Eye Creative	5000
Source Urbanism	3812.5
	<u>9899.15</u>