



Hapeville

georgia

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.

MAIN STREET BOARD

700 Doug Davis Drive
Hapeville, GA 30354

May 14, 2025 6:00 PM

AGENDA

- 1. CALL TO ORDER:**
- 2. ROLL CALL:**
 - Charlotte Rentz
 - Melanie Rabb
 - Susan Bailey
 - Derrick Booker
 - David Burt
 - Lee Duke
 - Lorenne Fey
 - Ellen Free
- 3. APPROVAL OF MINUTES:**
 - 3.I. April 9, 2025
- 4. APPROVAL OF FINANCIAL STATEMENT:**
 - 4.I. April 30, 2025 - hold until May meeting
- 5. OLD BUSINESS:**
 - 5.I. 2024-2025 Workplan
 - 5.II. Artist Residency Update
 - 5.III. Gallery Crawls
- 6. NEW BUSINESS:**
 - 6.I. Committee Discussion
 - 6.II. Sam Hape Plaza landscaping Spring/Summer
 - 6.III. Vacancy/Blight Tax
- 7. ANNOUNCEMENT(S):**
- 8. PUBLIC COMMENTS:**
- 9. NEXT MEETING:**
 - 9.I. June 11, 2025
- 10. ADJOURN:**

Hapeville Main Street Board of Directors Meeting
April 9, 2025, at 6:00 PM

Present: Charlotte Rentz, Susan Bailey, Lee Duke, Ellen Free, Derrick Booker, Lorenne Fey, Melanie Rabb, Nikki Cales

Absent: David Burt

Guest:

Call to Order

- Charlotte Rentz called the meeting to order at 6:05 PM and welcomed all Board members and guests.

Roll Call

Charlotte Rentz- *Present*

Susan Bailey- *Present*

Derrick Booker- *Present*

David Burt- *Absent*

Lee Duke- *Present*

Lorenne Fey- *Present*

Ellen Free- *Present*

Melanie Rabb- *Present*

Vacant

Approval of Minutes

- **A motion was made by Lee Duke to approve the February 22, 2025 Annual Retreat minutes. Derrick Booker seconded the motion. Carried 6-0 Abstained.**
- **A motion was made by Lee Duke to approve the March 8, 2025 minutes. Ellen Free seconded the motion. Carried 6-0 Abstained.**

Approval of Financial Statements

- **A motion was made by Lee Duke and seconded by Melanie Rabb to approve the Financial Statement for the period ending March 31, 2025. All Approved.**

OLD BUSINESS:

2024-2025 Workplan

- The board discussed projects on the workplan and expressed concern regarding funding for projects. In June we will confirm whether or not we received the T-Mobile, Lowes, and Fulton County Grants. Once confirmed, we will have a better idea of what our budget will be.
- Main Street Manager will also confirm final costs of Art District Sign installation.

- The board discussed the idea of revamping the Sharing Our Stories art project after learning the totem pole on N Central is broken. It was also agreed that there should be a QR code for each Sharing Our Stories art piece that shows the background of the project.

A motion was made by Susan Bailey and seconded by Ellen Free to approve payment of up to \$2,000.00 for Freeside Atlanta’s supplies to build the Butterfly Stained Glass project. All approved.

A motion was made by Ellen Free and seconded by Lee Duke to approve payment of up to \$4,000.00 for Katelin Colburn’s labor and supply cost to paint the Photobooth. All approved.

Butterfly Lantern Parade

- The board discussed the highlights of the event including the flower headbands, face painting, creation station, stilt walker, etc. It was agreed that for next year, we hire 2 face painters.
- The board discussed including a Main Street themed golf cart to ride at the front of the parade with a banner.
- The Main Street Manager will coordinate vendors for next year’s event.

By-Laws

- There was discussion regarding new requirements for someone who is interested in joining the board. In the March 8, 2025 meeting the board voted to add the following to the By-Laws: “The Main Street Board requests that all potential board members volunteer for six months before being considered for board membership.” The Main Street Manager reported that following research of other Main Street cities, there was no city that had this sort of requirement. The Main Street Manager recommended that we update this amendment to reflect that the applicant is required to attend 2 meetings as a guest and to volunteer at one Main Street event.

A motion was made by Susan Bailey and seconded by Ellen free to amend the By-Laws to reflect that applicants must attend two Main Street Board meetings and volunteer at one event to be considered for the vacant position. All approved.

NEW BUSINESS:

Artist Residency

- The Main Street Manager shared an update on the application process for the residency. We have 10 applicants. The next step is securing the interview panel to include two Main

Street Board members, the Main Street Manager, and two volunteers from local arts organizations. We have contacted Freeside Atlanta, Atlanta Printmaker's Studio, and The Goat Farm. The two board members that will conduct interviews will be Melanie Rabb and David Burt.

- Schedule interviews for eight artists. Four will be selected.

Gallery Crawls

- The board is interested in finding umbrellas that were previously used during past gallery crawls. David Burt has access to them.
- The next steps for these events include:
 - Booking music
 - Set up meeting with downtown businesses who are interested in participating
 - Put out a call for artists – deadline June 27 and artists chosen July 7.
 - Order signage and marketing material
 - Build paint brush markers – collaborate with Freeside Atlanta
 - Tables/umbrellas for outdoor seating

Next Meeting

- **May 14, 2025**

Announcements

- Main Street Manager announcements
 - Eggsplore Hapeville, a business promotion initiative will launch next week.
 - Ribbon cutting event scheduled for May 1st at 11am for Cocre8ive.

Public Comments

None.

Adjourn

A motion was made by Ellen Free and seconded by Lee Duke to adjourn March 8, 2025 meeting. All approved. The meeting was adjourned at 7:42 pm.

Charlotte C. Rentz, President

Nikki Cales, Secretary

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	2024/2025 Main Street Workplan															
2	As of 5/9/2025															
3																
4																
5	ARTS/EVENTS															
6	Notes:															
7																
8																
9																
10																
11																
12																
13																
14	2 payments made															
15																
16																
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29																
30																
31																
32	Total spent	\$19,244.17														
33	Total Allocated	\$21,244.17														
34																
35																
36	PUBLIC ART /															
37	BEAUTIFICATION															
38	Notes:															
39	\$400 motioned for restoration of chapman BF															
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48																
49																
50																
51																
52																
53																
54	Total Spent	\$628.62														
55	Total Allocated	\$600.00														
56																
57																
58																
59																

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
60	BRANDING															
61	Notes:				ADMIN/MISC											
62		Merch			Notes:					HST. PRESERVATION						
63		\$220.99	table cloth		Motion made											
64					1/8/25											
65																
66																
67																
68																
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72																
73																
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75																
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77																
78	Total Spent	\$220.99	Remaining:													
79	Total Allocated	\$230.00	\$9.01													
80																
81																
82																
83	GRANTS															
84	Notes:															
85	\$17,260 budget adjustment approved by council	\$23,000.00	Sign fabricator deposit													
86																
87																
88																
89																
90																
91																
92																
93																
94																
95																
96																
97																
98																
99																
100																
101	Total Spent	\$57,380.00	Remaining:													
102	Grant Amount	\$50,000.00	\$7,380.00													
103																

July 19 & October 4
Gallery Crawl to do:

- Book musicians
 - Depot Plaza, Community Service's lot, and strolling
 - Mary from Freeside has musician contacts that could be more affordable
- Artists / gallery locations
 - Call for artists
 - Finalize gallery locations- Coffee Man, Academy Theatre, Intown Focus, LatJohns Pilates, Bittersweet Bakery, Depot Gallery(?), Methodist Church, Bespokuture(?), Bliss(?), Hairberdasher (?)
 - Freeside Atlanta offered to provide freestanding walls for the event to hang art. We could place these in Arts Alley, blocking the chain link fence.
 - Create map when this is all finalized
- Interactive Art
 - Freeside Atlanta
 - Atlanta Printmaker's Studio
 - Gabrielle Morse photo/song/memory
- Depot Plaza
 - Brass Tap selling alcohol
 - Main Street table
- Coca Cola Sponsorship? Providing waters and samples
- Gallery Location Markers (paint splatter base with paint brush on top, "Gallery Crawl" written on the handle?)
- Discuss table/umbrella rentals with WM Events to see pricing before we buy our own
- Brain storm how to make it extra – Projectionist, etc.

- Committees
 - Economic Vitality (2)- economic tools to assist new and existing businesses, property development, etc. Downtown business support
 - Facade grant program research
 - Downtown property database assistance
 - Assist in topics/resources for quarterly zoom meetings
 - Design (2) - enhancing physical and visual assets like public art, landscaping etc. Historic Preservation work
 - Research on obtaining greenspace next to Intown building
 - Refurbish historic signs, install historic signage
 - Parking signage
 - New Art boxes
 - Promotion (3)- events, arts programming, branding
 - Butterfly Parade
 - Gallery Crawls
 - Artist Residency
 - FreeArtHapeville
 - Organization (2)- cultivating partnerships, involvement in community, focus on board organization.
 - Get contacts for local organizations (rotary clubs, exchange club, goat farm, etc.) Find ways to collaborate
 - Board recruitment plan (what do we need in new members)
 - Assist in updating board member terms
 - Community Surveys

2451 Cumberland Pkwy
Suite 3453
Atlanta, GA 30339

Proposal Date: 4/1/2025
Proposal #: 25-02030122
Project: Samuel Hape Plaza

Bill To:

City of Hapeville
P.O. Box 82311
Hapeville, GA 30354

Description	Qty.	U/M	Rate	Unit	Total
SAMUEL HAPE PLAZA Installation and maintenance of seasonal color for the Spring/Summer Season	235		7.25	sq ft	1,703.75
Total					\$1,703.75

Spring installations occur from mid April to mid June. Installations may occur at any time during this optimal planting window.

- Client acknowledges and accepts responsibility for all watering requirements.
- Warranty excludes animal damage; replacements/repairs require additional billing.
- Please indicate acceptance of this proposal by email or by submitting payment.

•Authorization of this Design Approval constitutes acceptance thereof and of the Spring Simply Flowers Service Policies, available at the link below or by request via email.

<https://www.dropbox.com/scl/fi/0867v0hbl96gh4b4h3iqz/Spring-Service-Policy.docx?rlkey=5d33brxk96yw025o575rwin3x&dl=0>

•Furthermore, approval constitutes an agreement to pay the balance in full within 10 days of substantial installation completion. All late payments are subject to interest fees of 18% per annum, cancellation of warranty, and service interruption.

AUTHORIZED SIGNATURE

DATE



Rose Cannas

Ruellia (Mexican Petunias)

Alabama Sunset Coleus

Purple Angelonia

Hotgenta (deep pink) Vinca

Duranta (short)

Scaevola

MOISTURE MANAGER

City of Hapeville
Samuel Hape Plaza

Samuel Hape Plaza
Atlanta, GA 30354
235 ft²