

AGENDA
Main Street Board of Directors Meeting
July 9, 2020 at 6PM
HOYT SMITH CENTER
3444 N. Fulton Avenue
Dial 1-646-558-8656; Meeting ID 879 9798 3860#
Password: 262309
Zoom Web Address:

<https://us02web.zoom.us/j/87997983860?pwd=akNXQ0tnTmdNejFxQ25jSSStiRDN6Zz09>

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.

- I. Call to Order**
- II. Roll Call**
- III. Guest Welcome/Public Comments**
- IV. Approval of Minutes**
- V. Approval of Financial Statement**
- VI. Old Business**
 - Project Reports/2020 Workplan
- VII. New Business**
 - Boundary Map
 - Hoyt Smith Center Mural
 - Red Cross Blood Drive
 - Community Based Skateboard Event
 - FY21 Vibrant Communities Grant
- VIII. Announcements**
- IX. Next Meeting – Wednesday, August 12, 2020 – 6PM**
- X. Adjourn – 7:30PM**

Hapeville Main Street Board of Directors Meeting
June 11, 2020 at 6:00PM
Dial 1-646-558-8656; Meeting ID 849 4007 6264#

Present: (In-Person): Melanie Rabb, Lorenn Fey, Michael Gibbs, David Burt, Ellen Free, and Bianca Howard (Staff)

Present (Via Teleconference): Charlotte Rentz, Lee Duke, and Susan Bailey

Absent: Derrick Booker

Guests: Darwin Conort

Call to Order

- Charlotte Rentz called the meeting to order at 6:04PM and welcomed all Board members and City Staff.

Roll Call

- Due to teleconference, Charlotte Rentz conducted a roll call of all attendees.

Guest Welcome/Public Comments

- Charlotte Rentz asked guests to introduce themselves to the Board.

Approval of Minutes

- A motion was made by Susan Bailey to approve April 8, 2020, minutes. David Burt seconded and all approved.

Approval of Financial Statement

- A motion was made by David Burt and seconded by Ellen Free to approve the Financial Statement for the period ending April 30, 2020, and May 31, 2020. All approved.
- There were no questions about proposed budget for FY20-21.

Old Business

- Project Reports/2020 Workplan –
 - Pedestrian Bridge Art Project – the main part of the art project is underway. LED and round metal pieces were ordered for the bridge. A new idea for the bridge was to include painting the bridge steps, which will show the word Hapeville in a unique way. TPD will take care of the cost for the original design and Main Street Board will cover an amount to pay for the painted steps, in conjunction with the grant fund from Fulton County Arts Council. Once Council approves the newest addition to the bridge, painting can be completed by the end of June, which will allow Bianca Howard to close the FCAC grant with the final report. David Burt motioned to spend up to \$9,000 for the steps. Ellen seconded the motion and all approved.
 - Patriotic Gallery Crawl – Gallery Crawls have been moved to the second Saturdays of September, October and November. There was a down payment paid to Adam Crawford for previous Gallery Crawls that will be used for those fall months, cancelled due to COVID-19. David Burt will talk to Adam Crawford about

incorporating Atlanta Celebrates Photography (ACP) for the October Gallery Crawl. David Burt will come back with updates at July's meeting.

- July Event – David Burt proposed partnering with the Academy Theatre at Deaborn Plaza Parking Lot for music and a small outdoor event, which will also help the downtown restaurants. Council has approved the use of the parking lot and has extended the alcohol carry ordinance into the parking lot. The budget is \$2500 and will pay for talent, portable potties, and police. Darwin Conort spoke about the event to provide insight to the Board. Susan Bailey motioned to approve expenses up to \$2500; Ellen seconded the motion. Lorene Fey recused herself from discussion and vote. All but Lorene Fey approved.
- Free Art/Gallery Crawl Scavenger Hunt – there are plans to do this in August. David Burt will work with Nikki Foxx, Melanie Rabb, and Bianca Howard to create a plan for this event.
- Dogwood Drive Lights – There are 13 lampposts in the beds on Dogwood Drive that starts at King Arnold Street and goes down by Arches. Susan Bailey presented a quote for installation from Allen Electric and a quote from Display Sales for lighting. The lights would be for the Alley, the Depot Plaza, and Dogwood Drive. This project is a total of about \$8000. David Burt offered to reach out to a colleague to help with connecting with a company for installation of lights and the actual lights so that it would be a seamless process. Susan Bailey motioned to approve up to \$9,000 for this project. Michael Gibbs seconded the motion and all approved.
- Guerilla Marketing – Susan Bailey motioned to create a committee to decide the final artists for the guerilla marketing project. The committee will be led by Melanie Rabb and will include David Burt, Charlotte Rentz, and Bianca Howard.
- Free Art Boxes/Electrical Box – The Board will work towards securing 4 art boxes, at \$500 per box. There will also be an art box in front of the Norton Building for \$200. The call for artists will be a weeklong and will be completed before June ends.
- ACP – Charlotte Rentz wanted to discuss the theme for this year's ACP event. David Burt suggested reaching out to Adam Crawford to curate this event. David Burt will invite him to the next Board meeting for introductions and plans for future events. ACP has not opened its registration yet.
- Business Initiatives – Michael Gibbs will provide a new date for the Business Forum later but would still like to use the videographer to spotlight two businesses. Michael Gibbs motioned to spend up to \$250 for two videos to highlight two businesses. Susan Bailey seconded the motion and all approved.
- Façade Grant Program – Charlotte Rentz wanted to mention this program and inform the Board that Travis Horsley asked about Main Street funds financially supporting businesses. After consulting with Legal, it is illegal for City funds to support businesses. Therefore, those allocated funds will have to be redirected to another Main Street Program. Where those funds will go will be discussed at a later Board meeting.
- Bylaws – Article II, Section II of Bylaws were changed where the last sentence reads: New Board Members must be an owner or employee of a business located in the Main Street District or a resident of Hapeville that has lived in the city for at least the prior six months.

Susan Bailey motioned to approve the Bylaws and Ellen Free seconded the motion and all approved.

New Business

- Boundary Map – will be discussed at next Board meeting.
- Upcoming Programs and Grant – Bianca Howard discussed the GICH Program and the Georgia Department of Natural Resources and the City's interest in both programs. David Burt said Susan Bailey had the idea of creating Botanical Gardens by the old Fulton County Health Department and by the detention facility close to the Senior Center. Bianca Howard will follow up with Travis Horsley to see what projects he had in mind and give him the idea of Botanical Gardens to see if we can move forward with that project. Bianca Howard will draft a letter on behalf of Main Street Board to show support for this grant and to recommend the grant be used for a rehabilitation project to transform the old Health Building and its adjacent lot into a Botanical Garden.

Announcements

- Charlotte Rentz acknowledged the letter sent to the Board from the Legal team regarding conflict of interest.
- Susan Bailey informed everyone that Hapeville City government will reopen to the public on Monday, June 15, 2020.

Adjourn

- A motion was made by Susan Bailey and seconded by Ellen Free to adjourn the meeting. Charlotte Rentz adjourned the meeting at 7:30PM.

Charlotte C. Rentz, President

Secretary

City of Hapeville
Statement of Revenues & Expenditures
 With Budget Comparisons
 Main Street Department
 Twelfth Month Ended June 30, 2020

	Current Month	12 Month Ended 30-Jun-20	Annual Budget	Over (Under)
Revenues:				
MS Donations		70	0	0
Expenditures:				
Professional	-	594	-	(594)
Festivals	2,150	13,039	25,000	11,961
Advertising	0	39	250	211
Printing & binding	0	663	2,650	1,987
Travel	0	0	200	200
Dues & fees	0	571	350	(221)
Education & training	300	725	1,000	275
Contract Labor	0	90	-	(90)
Supplies	0	561	200	(361)
Other supplies	0	0	300	300
Site improvements	9,000	9,000	15,050	6,050
	0	0	0	0
Total Expenditures	\$11,450	25,282	45,000	19,718

Transactions: 5
 Conort Fee for July 4th Event - \$300
 Purcell Fee for July 4th Event - \$300
 Pike Fee for July 4th Event - \$300
 Audio/PA System for Fourth of July Event/Academy Theatre - \$500
 Fee for Portable Toilet/Hand Washing Station - \$750
 2 Main Street Leadership Training Classes - \$300
 Pedestrian Bridge Painting - \$9000

100-GENERAL FUND
DEPARTMENT - MAIN STREET

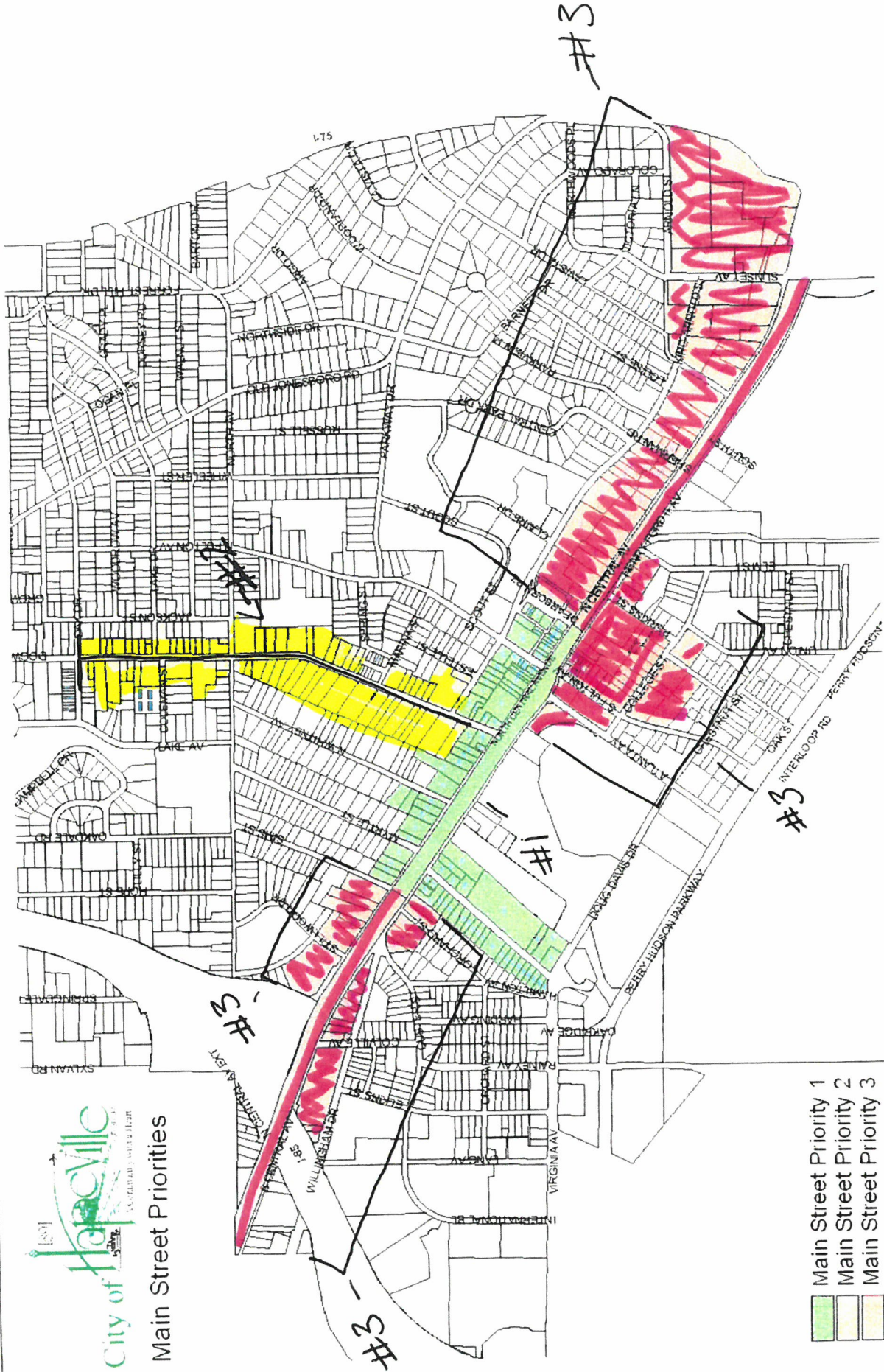
% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
PERSONNEL SERVICES						
100-5-7550-511400 Vacation	0	0.00	0.00	0.00	0.00	0.00
100-5-7550-511500 Sick	0	0.00	0.00	0.00	0.00	0.00
100-5-7550-511600 Holiday	0	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
CONTRACTED SERVICES						
100-5-7550-521200 Professional	0	0.00	593.75	0.00 (	593.75)	0.00
100-5-7550-521300 LCI Grant Expenses	0	0.00	0.00	0.00	0.00	0.00
100-5-7550-521309 Art Grant-Fulton Count	0	0.00	0.00	0.00	0.00	0.00
100-5-7550-522000 Festivals	25,000	2,150.00	13,038.61	0.00	11,961.39	52.15
100-5-7550-522100 ARC - Sharing Our Stor	0	0.00	0.00	0.00	0.00	0.00
100-5-7550-523200 Communications	0	0.00	0.00	0.00	0.00	0.00
100-5-7550-523300 Advertising	250	0.00	39.00	0.00	211.00	15.60
100-5-7550-523400 Printing & Binding	2,650	0.00	662.83	0.00	1,987.17	25.01
100-5-7550-523500 Travel	200	0.00	0.00	0.00	200.00	0.00
100-5-7550-523600 Dues & Fees	350	0.00	571.00	0.00 (	221.00)	163.14
100-5-7550-523700 Education & Training	1,000	300.00	725.00	0.00	275.00	72.50
100-5-7550-523850 Contract Labor	0	0.00	90.35	0.00 (	90.35)	0.00
TOTAL CONTRACTED SERVICES	29,450	2,450.00	15,720.54	0.00	13,729.46	53.38
SUPPLIES & MINOR EQPT						
100-5-7550-531100 Supplies	200	0.00	561.44	0.00 (	361.44)	280.72
100-5-7550-531400 Books & Periodicals	0	0.00	0.00	0.00	0.00	0.00
100-5-7550-531600 Small Equipment<5000	0	0.00	0.00	0.00	0.00	0.00
100-5-7550-531700 Other Supplies	300	0.00	0.00	0.00	300.00	0.00
TOTAL SUPPLIES & MINOR EQPT	500	0.00	561.44	0.00 (	61.44)	112.29
CAPITAL OUTLAYS > \$5000						
100-5-7550-541200 Site Improvements	15,050	9,000.00	9,000.00	0.00	6,050.00	59.80
100-5-7550-542300 Furniture & Fixtures	0	0.00	0.00	0.00	0.00	0.00
100-5-7550-542400 Computers	0	0.00	0.00	0.00	0.00	0.00
100-5-7550-542410 Technology	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAYS > \$5000	15,050	9,000.00	9,000.00	0.00	6,050.00	59.80
OTHER COSTS (NOC)						
100-5-7550-579000 Contingencies	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER COSTS (NOC)	0	0.00	0.00	0.00	0.00	0.00
TOTAL MAIN STREET	45,000	11,450.00	25,281.98	0.00	19,718.02	56.18

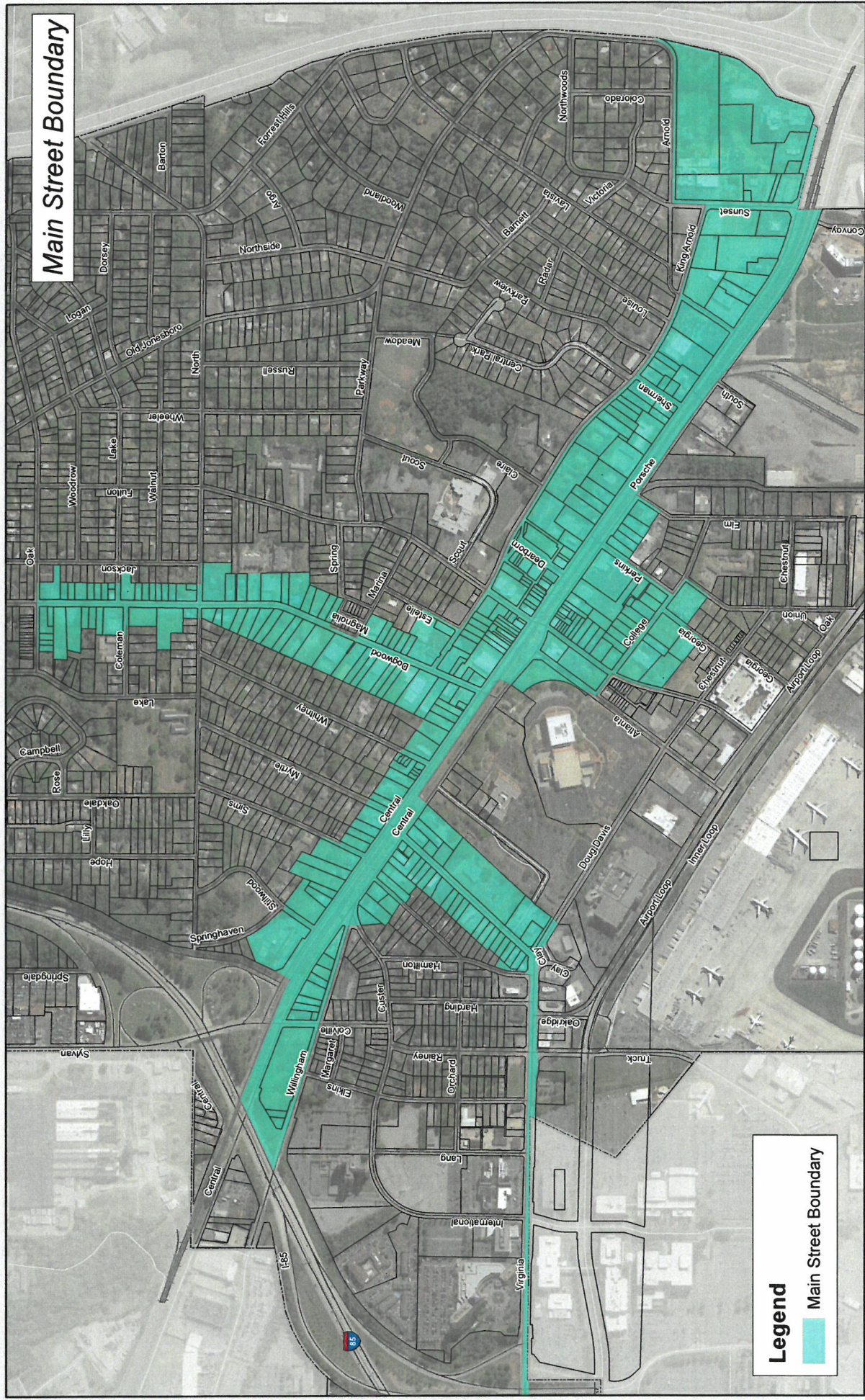


Main Street Priorities

-  Main Street Priority 1
-  Main Street Priority 2
-  Main Street Priority 3



Main Street Boundary



Legend

 Main Street Boundary

**AGREEMENT BETWEEN MUHAMMAD YUNGAI AND THE CITY OF HAPEVILLE,
GEORGIA FOR FAÇADE IMPROVEMENTS**

This Agreement is made 07/7/2020, by and between the **City of Hapeville, Georgia** and **Muhammad Yungai** ("Contractor") for Contractor to perform the following Façade Improvements:

Paint a mural presented in Exhibit A on the north side exterior wall of the 3444 N. Fulton Avenue, Hapeville, GA 30354 in accordance with the specifications and designs specified in the Scope of Services attached hereto as Exhibit A and incorporated herein.

With the exception noted in the next paragraph, Contractor agrees to furnish all labor and materials for the Façade Improvements. In return, the City of Hapeville will pay Contractor the sum of \$9,500 (\$4,750 due at signing of this document and \$4,750 due at completion of the mural) for the work described in Exhibit A.

City will provide, install and remove lift for the mural installation.

Contractor shall commence and complete the work to be performed in compliance with the schedule required by Exhibit B and any amendments or deliverables extensions approved by the City of Hapeville.

Contractor is acting in the capacity of an independent contractor with respect to the work performed under this Agreement. Nothing contained herein shall be deemed to create any relationship other than that of independent contractor between the City of Hapeville and Contractor. This Agreement shall not constitute, create, or otherwise imply an employment, joint venture, partnership, agency or similar arrangement between the City of Hapeville and Contractor. It is expressly agreed that Contractor is acting as an independent contractor and not as an employee in providing the Services under this Agreement.

1. Indemnification

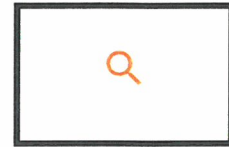
Contractor agrees to defend, indemnify, and hold the City of Hapeville harmless against any and all liability, claims, damages, fines, penalties, costs, and expenditures (including reasonable attorneys' fees and costs of litigation defense and/or settlement) arising from Contractor's performance of its work performed under this Agreement.

Contractor further agrees to indemnify, defend, and hold the City of Hapeville harmless from all damages caused by Contractor's failure to comply with the terms set forth in this Agreement.

Contractor further agrees to indemnify, defend, and hold the City of Hapeville harmless from any claims by laborers, subcontractors, or materialmen in connection with the work performed under this Agreement.



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FY21 Vibrant Communities Grant

Description: FY21 Vibrant Communities Grants support single art projects such as an art exhibit, a theatre production, a series of workshops for children, or an artist residency.

Grant Request: Between \$1,000 and \$5,000

Match Requirement: 50% match of request amount

Projects Must Take Place: October 1, 2020-June 1, 2021.

Eligible Applicants: Non-profit organizations, government entities, public libraries, schools and colleges/universities in counties in which no organization receives a Project, Partner or Arts Education Program Grant.

Deadline: August 28, 2020 at 11:59 PM

For the FY21 Vibrant Communities Artist List, GCA is seeking applications from Georgia artists and arts organizations who have programs available to travel to

locations around the state and/or available to be presented online. Artists who were included on the FY20 Vibrant Communities Artist List must complete the FY21 application to be included in the updated Artist List. Applications are due by July 22, 2020, at 11:59 PM. Applications should be submitted via GCA's online application system. Please see the guidelines below for more details.

[FY21 Vibrant Communities Artist List Application Guidelines](#)

[FY21 Vibrant Communities Artist List Online Application](#)

[FY20 Vibrant Communities Grantees](#)

[FY20 Vibrant Communities Handbook \(includes Final Report instructions\) >](#)

[FY20 Vibrant Communities Request for Reimbursement Form >](#)



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