

AGENDA
Main Street Board of Directors Meeting
May 12, 2021 at 6PM
Municipal Court
700 Doug Davis Drive
Dial 1-646-558-8656; Meeting ID 870 0429 0032#
Password: 127894
Zoom Web Address:

[https://us02web.zoom.us/j/87004290032?pwd=SDd6WHBCeEhmSzR5TWMyNDRvR3hldz](https://us02web.zoom.us/j/87004290032?pwd=SDd6WHBCeEhmSzR5TWMyNDRvR3hldz09)

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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/2021 Workplan
- VII. New Business**
- VIII. Announcements**
- IX. Next Meeting – Wednesday, June 9, 2021 – 6PM**
- X. Adjourn – 7:30PM**

Called Hapeville Main Street Board of Directors Meeting
April 14, 2021 at 6:00PM
Dial 1-646-558-8656; Meeting ID 870 0429 00032#

Present: Charlotte Rentz, Susan Bailey, Melanie Rabb, Lee Duke, Ellen Free, David Burt, Lorene Fey, and Bianca Howard (Staff)

Absent: Derrick Booker and Michael Gibbs

Call to Order

- Charlotte Rentz called the meeting to order at 6:09PM and welcomed all Board members and guests.

Guest Welcome/Public Comments

- Mike Rabb introduced himself as owner of the Corner Tavern. He presented a project of a 1984 Spartan manor by Corner Tavern as a permanent fixture. City Planner previously denied request due to current City ordinance. Susan Bailey will do an open records request to get application, along with reasoning behind the denied requests. Once ordinance is identified, Main Street will request Mayor and Council changes the ordinance so that it is in favor of a permanent structure for food trucks.

Approval of Minutes

- A motion was made by Susan Bailey to approve March 24, 2021, minutes. Lee Duke seconded and all approved.

Approval of Financial Statements

- A motion was made by Lee Duke and seconded by Ellen Free to approve the Financial Statement for the period ending March 31, 2021. All approved.

Old Business

- Project Reports/2020 Workplan –
 - Light Pole Project – David Burt ordered sample lights and did a test run of the lights in the Arts Alley. Some accessories and additional lights will be ordered so that Public Works can install.
 - Pedestrian Bridge – due to some conflict with Norfolk Southern, the art structure may be moved to Jess Lucas Park and will be a structure that sits high enough where people will be able to look up and see it. David Burt mentioned Beth Malone from Dashboard has a Foundation that may provide funds but will need to be applied through the Historical Society (because of 501c3 status) to cover cost for this project. Beth Malone will write the letter of interest, which is due 4/15/2021. Ellen Free motioned to move the pedestrian bridge to Jess Lucas Park and Melanie Rabb seconded the motion. All approved.
 - Atlanta Celebrates Photography – Charlotte Rentz will meet with the photographer of Finding the Flint for ACP. Judy from Atlanta Photography Group is no longer with the organization so plans to partner with them are on a hold.

- Historic Preservation Month – Charlotte Rentz thanked Susan Bailey and Ellen Free for their efforts in presenting the letter for the Daycare Explosion to Delta Airlines. We are awaiting their response.
- Training – Lee Duke, Ellen Free and David Burt expressed interests in the Historic Preservation Training offered by National Main Street. Members will register for training and be reimbursed \$50 for the training.
- Chapman’s 100th Anniversary – Committee Members met with the Chapman’s to discuss plans for a July celebration, which will include actors for storytelling and musicians. It may work alongside the Jazz and Seafood Event that the City is hosting.
- Capital Campaigns- a committee met on 4/13/2021 to discuss capital projects that Main Street would like to work on, including art projects and signage in various areas of downtown. Full list of projects were given to each member.
- Main Street Boundaries – Ellen Free mentioned reducing the boundaries of Main Street. Charlotte Rentz mentioned having priority areas. Boundaries will be a discussion at the May Board retreat, which will be held Tuesday, May 4th at 4-8PM at Corner Tavern.

New Business

- None

Announcements

- None

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

Called Hapeville Main Street Board of Directors Meeting
May 4, 2021 at 4:00PM
Dial 1-646-558-8656; Meeting ID 870 0429 0032#

Present: Charlotte Rentz, Susan Bailey, Melanie Rabb, Derrick Booker, Lee Duke, Ellen Free, David Burt, Lorene Fey, and Bianca Howard (Staff)

Absent: Michael Gibbs

Call to Order

- Charlotte Rentz called the meeting to order at 4:15PM and welcomed all Board members and guests.

Guest Welcome/Public Comments

- None

Discussion of Materials

- Review of Vision and Mission Statement – Ellen Free motioned to change the vision statement of the Board and Susan Bailey seconded the motion. All approved. It will now read: The vision of Hapeville Main Street Program is to support local business owners to create a vibrant downtown cultural arts district while preserving the community's history in order to provide an exceptional quality of life for citizens and guests of Hapeville.
- Annual Standards/Assessment for Accreditation Overview – the Board reviewed previous years requirements to meet annual assessment. Bianca Howard let the Board know we are still waiting on a 2021 Assessment Guide and if we will do a verbal presentation.
- 2021 Workplan –
 - July 17th – Chapman's 100th Anniversary Celebration. Susan Bailey motioned to spend up to \$1500 with Downtown Decorations for Chapman's 100th Anniversary Banners. Ellen Free seconded the motion and all approved.
 - September 25, 2021 – Free Art Friday
 - October 9, 2021 – Atlanta Celebrates Photography with Finding the Flint + Gallery Crawl.
 - November 20, 2021 – Maker's Market from 2-7PM
 - February 2022 – Chinese New Year and/or Asian Celebration
 - February 2022 – Black History Month Celebration with Academy Theatre
 - Spring/Summer 2022 - Gallery Crawls
 - The Board decided to meet up at Atlanta Botanical Gardens on May 25, 2022 (1PM), to get ideas for a Hapeville Botanical Gardens. Board will meet at City Hall Municipal Parking Lot.

Announcements

- None

Adjourn

- A motion was made by Susan Bailey and seconded by Ellen Free to adjourn the meeting. Charlotte Rentz adjourned the meeting at 7:01PM.

Charlotte C. Rentz, President

Secretary

City of Hapeville
Statement of Revenues & Expenditures
 With Budget Comparisons
 Main Street Department
 Tenth Month Ended April 30, 2021

	Current Month	10 Month Ended 30-Apr-21	Annual Budget	Over (Under)
Revenues:				
MS Donations				
Expenditures:				
Professional Festivals	-	-	-	-
Advertising	0	10,765	20,000	9,235
Printing & binding	0	0	4,000	4,000
Travel	0	753	1,000	247
Dues & fees	0	0	5,000	5,000
Education & training	0	425	600	176
Contract Labor	0	150	1,000	850
Supplies	0	2,300	-	(2,300)
Other supplies	0	132	200	68
Site improvements	7,780	0	300	300
		13,780	7,500	(6,280)
Total Expenditures	\$7,780	28,305	39,600	11,295

Transactions: 1
Site Improvement
 Light Poles for Arts Alley - \$7,780

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: APRIL 30TH, 2021

100-GENERAL FUND
DEPARTMENT - MAIN STREET

% OF YEAR COMPLETED: 83.33

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	0.00	0.00	0.00	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	20,000		10,765.40	0.00	9,234.60	53.83
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	4,000	0.00	0.00	0.00	4,000.00	0.00
100-5-7550-523400 Printing & Binding	1,000	0.00	752.89	0.00	247.11	75.29
100-5-7550-523500 Travel	5,000	0.00	0.00	0.00	5,000.00	0.00
100-5-7550-523600 Dues & Fees	600	0.00	424.50	0.00	175.50	70.75
100-5-7550-523700 Education & Training	1,000	0.00	150.00	0.00	850.00	15.00
100-5-7550-523850 Contract Labor	0	0.00	2,300.00	0.00	(2,300.00)	0.00
TOTAL CONTRACTED SERVICES	31,600	0.00	14,392.79	0.00	17,207.21	45.55
SUPPLIES & MINOR EQPT						
100-5-7550-531100 Supplies	200	0.00	131.89	0.00	68.11	65.95
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	131.89	0.00	368.11	26.38
CAPITAL OUTLAYS > \$5000						
100-5-7550-541200 Site Improvements	7,500	7,780.00	13,780.00	0.00	(6,280.00)	183.73
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	7,500	7,780.00	13,780.00	0.00	(6,280.00)	183.73
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	39,600	7,780.00	28,304.68	0.00	11,295.32	71.48