



Hinesville Downtown Development Authority/Main Street
March 27, 2024 Regular Board Meeting Agenda
Training Room, 2nd Floor in City Hall at 4 p.m.

1. Call to Order by Chairman Marcus Sack at ____ p.m.
Present= Marcus Sack = Roger Jones = Shonda Mickel = Sabrina Newby = Liston Singletary, III = Tom Ratcliffe = Mayor Karl Riles
Stake Holders = Kenneth Howard = Michelle Ricketson = Kenya Romero = Candice Bryant
2. Public Notice of meeting
3. Secretary's Report – February 28, 2024 board minutes and March 8 workshop notes - Shonda Mickel, attached (pages 3A-3C)
4. Treasurer's Report (February) – Shonda Mickel, Detailed report attached (pages 4A-4C)
5. Action Items
 - a. Incentives & Façade Grants –
Façade Grant Requests –
 - i. JG Powerhouse Gym, 319 W Gen Screven Way, SteD:
Window decals and patio seating/table: (pages 5Ai-v)
Revolving Loan Fund Applications –
 - ii. Consideration of increasing funding threshold
Staff does not recommend increasing the \$50,000 cap.
 - b. Parks/Events –
 - i. Request for use of the amphitheater and grounds for concert (pages 5Bi 1-2)
 - ii. Result for Domestic Assistance from the 92nd Engineer Battalion (pages 5Bii 1-4)
6. HDDA Program Reports and Updates
 - a. Main Street District -- attached (page 6A) report by Kenya Romero
FEB: 5 biz opened/expand, 7 jobs, 3 biz closed, 7 jobs, 47 events, 581 attendance, Investment: \$65,150
 - b. Hinesville Farmers & Makers Market (3-7pm)
 - c. Parks/Events –
 - iii. Bryant Commons -- Monthly report attached (page 6C) – report by Candice Bryant
FEB/FY24: Events 3/ytd 13, attendance 62/ytd 2,353, revenue \$ 30/ytd \$555
 - d. Old Liberty County Jail – reported by Kenya Romero –
JAN: 57 Visitors, 52 Volunteer Hours, \$ 13.50 Income
 - e. Historic Preservation Commission & Downtown Historic District –
HPC is working on downtown Historic Inventory to establish standards for the Historic District.
 - f. Promotion:
Calendar Items and Upcoming Events –
April 13: Art in the Park (10-3) and Small World Festival (12-9)
7. Director's Report -- Michelle Ricketson, attached (page 7A-D)
 - a. Downtown Inventory
 - b. Board goal tracker & staff accountability
 - c. 250 Project
8. Old/New Business --
 - a. Enhanced Façade & Activating Corners
9. Adjournment - Motion by _____, 2nd by _____, vote ____ at ____ p.m.



Hinesville Downtown Development Authority/Main Street
February 28, 2024 Regular Board Meeting MINUTES
Training Room, 2nd Floor in City Hall at 4 p.m.

1. Call to Order by Marcus Sack at 4:06 p.m.
Present= Marcus Sack = Roger Jones = Shonda Mickel = Sabrina Newby (via telephone) = Mayor Karl Riles
Stake Holders = Kenneth Howard = Michelle Ricketson = Kenya Romero = Candice Bryant
2. Public Notice of meeting-Yes, emailed to media and posted in three locations in City Hall
3. Secretary's Report - Minutes: January 24, 2024 board minutes - Shonda Mickel, attached (pages 3A & 3B)
Motion to approve minutes by Mayor Karl Riles, 2nd Roger Jones, vote unanimous
4. Treasurer's Report (January) - Shonda Mickel, Detailed report attached (pages 4A-4C)
Motion to amend the agenda with 4A and 4B, motion by Karl Riles, 2nd by Roger Jones, vote unanimous.

4A-Request to utilize the Old Liberty County Jail to film a 7-minute short film.
Motion to approve Old Jail rental and designate the \$250 donation for the mini marker movie project by Roger Jones, 2nd Shonda Mickel, vote unanimous

4B-The HDDA to request domestic assistance from United State Army for three initiatives at Bryant Commons.
Motion to table by Roger Jones, 2nd Karl Riles, vote unanimous
5. Main Street District -- attached (pages 5A) report by Kenya Romero
JAN: 4 biz opened/expand, 13 jobs, 3 biz closed, 6 jobs, 46 events, 15,767 attendance, Investment: \$153,640
6. Hinesville Farmers & Makers Market (3-7pm) - 2024 Season Ribbon Cutting at 5pm on March 7, mark your calendar!
The City Manager said work is being done on the Splash Pad. He advised staff to contact the City Engineer to ensure that the maintenance would not conflict with the Farmer's & Makers Market on Thursdays.
7. Parks/Events -
 - a. Bryant Commons -- Monthly report attached (page 7B) - report by Candice Bryant
JAN/FY24: Events 2/ytd 10, attendance 89/ytd 2,291, revenue \$ 25/ytd \$525
The City Manager advised that he would like to see a steering committee from the HDDA develop a plan to make the amphitheater update a shovel-ready project. He stated that \$1M in SPLOST is designated for this purpose. The group mentioned venues in other cities that could be considered a gold standard, such as Chastain Park, where there is space for tables between the rows. Douglasville and Fort Valley University were also considered quality venues. The group suggested developing an RFP to work with a professional team to discuss seating, sound, lighting and aesthetics. Mr. Howard said he would start this process.

There was discussion about a concert proposed for July. The board members had concerns that the standard rental fee would not cover the costs incurred for a large event. Staff was asked to speak with public works about cost of cleanup, if the facility was left littered. They were also tasked to do reference checks on the promoter.
 - b. Result for Domestic Assistance from the 92nd Engineer Battalion - Tabled as item 4B.
8. Old Liberty County Jail - reported by Kenya Romero -
JAN: 40 Visitors, 66 Volunteer Hours, \$ 0 Income, People reached via facebook
Art in the Park is scheduled for April 13, 10am to 3pm.
9. Historic Preservation Commission & Downtown Historic District -
Super Museum Sunday - 437 visitors to 9 nine locations, increase of 63 people from 2023.
HPC toured downtown locations to establish standards for the Historic Inventory.

10. Promotion:

- a. Parking signage request from a downtown business during events – A downtown business asked if 1 or 2 parking spaces along Commerce Street could be designated as 30-minute spaces during daytime business hours (10am-5pm)? There was discussion that this might be difficult to enforce. The City Manager said this request should be forwarded to him.
- b. Wayfinding Signage – The current Wayfinding signage is more than 12 years old. Some of the signs have become faded. It is time to look at updating these signs. Examples of stock signage and custom signage were shown. The feedback was that the Liberty Bell design was the favorite style.

All agreed that branding is important. The new design, style and size will need to work in all of downtown, and pair with the updated streetscape. It was suggested to ask the Carl Vinson Institute if they would consider assisting in the design.

- c. Calendar Items and Upcoming Events-
 - ** March 8- Activate Downtown Corners Workshop at 9 a.m.

11. Director's Report -- Michelle Ricketson, attached (page 11A)

- a. Monthly Update – Report attached
- b. Downtown Inventory – Inventory is in progress. The data from the City and County was not complete. Kenya and Michelle have been working to make corrections and fill un the gaps.
- c. Incentives & Façade Grants –
 - Façade Grant Requests –
 - i. Yellow Bee, 740 E Gen Stewart Way, Ste 106: Window decals and banner signage: \$ 960.29
Motion to approve Yellow Bee's façade improvements for approximately \$960.29 was made by Karl Riles, and 2nd by Shonda Mickel, vote was unanimous.
 - ii. JG Powerhouse Gym, 319 W Gen Screven Way, SteD: Window decals and patio seating/table: The application was not complete, and therefore, not ready for board consideration.
 - Revolving Loan Fund Application –
 - iii. Consideration of increasing funding threshold
 - iv. Dulce Delicia, 725 E. Oglethorpe Hwy.

12. Board Priorities & Goal Report

Goal tracker & staff accountability – no report

13. Old/New Business --

- a. Enhanced Façade meeting – workshop 9-11am on Friday, March 8
- b. 250 Project – Steering Committee will meet soon.
- c. When street lights are not working properly, the outage should be reported to GA Power online.
- d. Roger Jones said all are invited to a car show at Bryant Commons on March 16.

14. Motion to adjourn meeting at 5:39p.m. by Mayor Karl Riles, 2nd by Shonda Mickel, vote was unanimous.



Hinesville Downtown Development Authority/Main Street
March 8, 2024 workshop notes
The Hinesville Room, 3rd Floor in City Hall

1. Call to Order by Marcus Sack at 9:10 a.m.
Present= Marcus Sack = Shonda Mickel = Tom Ratcliffe = Mayor Karl Riles
Stake Holders = Kenneth Howard = Michelle Ricketson = Kenya Romero = Candice Bryant = Scott Barnard
2. Public Notice of meeting-Yes, emailed to media and posted in three locations in City Hall

3. Discussion of activating corners in downtown

S.Barnard: 135 S. Main Street was built in an era where things were built well.
Advise not to go to 3-stories, due to the cost of addressing life-safety requirements.
Hinesville is fortunate to have good parking in downtown.

3,000 sqft for a restaurant is ideal. You do not want the space to be too large.
Plumbing for multiple/flexible/mixed use ≥ 500 sqft spaces is affordable.

Discussion walked through multiple options for the space:

1st Floor Restaurant (indoor & outdoor)
 Retail

Back Buildings: Possible kitchen space

2nd Floor Restaurant
 Retail
 Small Offices
 Internet Café

3rd Floor Roof top – meet up space

M.Sack: Local 1011 in Savannah is a successful roof-top space, eater with a great view of neighborhood.

T.Ratcliffe Suggested recruiting a business/person to run both spaces using a joint kitchen.
Each could have a small menu and provide different experiences.

Question: Does Barnard's concept fit in Hinesville's downtown?

Consensus to change white to tan.

Stairs on the outside inviting people to come in.

Make sure there is good visibility to and from Main Street and parking lot.

Sky lights provide wonderful light. Need to be able to easily remove and clean in humid climate.

S.Barnard will tweak rendering and develop cost projections for buildout of 133-135 S. Main.

4. Motion to adjourn meeting at 10:40 a.m. by Mayor Karl Riles, 2nd by Shonda Mickel, vote was unanimous.

BUDGET EXPENDITURE REPORT

Downtown Development Authority

CITY OF HINESVILLE

22-Mar-24

HinesBudExp: Year (2024) Period (4)

Ledger ID	Ledger Description	BUDGET	MTD EXP	YTD EXP	REMAINING BAL	PERCENT SPENT
(100) General Fund						
(001) DDA Admin						
1	100-001-1000-00-51-1100	SALARY AND WAGES	\$169,195.00	\$0.00	\$34,262.50	\$134,932.50 20.25%
1	100-001-1000-00-51-2110	GROUP INSURANCE	\$19,472.00	\$0.00	\$3,149.52	\$16,322.48 16.17%
1	100-001-1000-00-51-2120	DISABILITY	\$1,145.00	\$0.00	\$176.52	\$968.48 15.42%
1	100-001-1000-00-51-2200	SOCIAL SECURITY	\$10,145.00	\$0.00	\$2,036.23	\$8,108.77 20.07%
1	100-001-1000-00-51-2300	MEDICARE	\$2,373.00	\$0.00	\$476.20	\$1,896.80 20.07%
1	100-001-1000-00-51-2400	RETIREMENT	\$16,787.00	\$0.00	\$1,190.93	\$15,596.07 7.09%
1	100-001-1000-00-51-2700	WORKERS COMP	\$482.00	\$0.00	\$265.94	\$216.06 55.17%
1	100-001-1000-00-52-1215	LEGAL FEES	\$1,500.00	\$0.00	\$0.00	\$1,500.00 0.00%
1	100-001-1000-00-52-1225	ADVERTISING	\$2,950.00	\$0.00	\$237.50	\$2,712.50 8.05%
1	100-001-1000-00-52-1260	PROFESSIONAL SERVICES	\$30,000.00	\$3,940.00	\$3,940.00	\$26,060.00 13.13%
1	100-001-1000-00-52-2205	BUILDING MAINTENANCE	\$2,500.00	\$82.00	\$318.00	\$2,182.00 12.72%
1	100-001-1000-00-52-2206	VEHICLE REPAIRS AND MAINT	\$500.00	\$0.00	\$75.00	\$425.00 15.00%
1	100-001-1000-00-52-3200	COMMUNICATIONS	\$2,000.00	\$0.00	\$164.18	\$1,835.82 8.21%
1	100-001-1000-00-52-3300	UTILITIES	\$2,000.00	\$257.96	\$716.01	\$1,283.99 35.80%
1	100-001-1000-00-52-3500	TRAVEL	\$5,200.00	\$0.00	\$590.00	\$4,610.00 11.35%
1	100-001-1000-00-52-3600	ANNUAL DUES/LICENSES	\$1,090.00	\$0.00	\$70.00	\$1,020.00 6.42%
1	100-001-1000-00-52-3700	EDUCATION AND TRAINING	\$6,130.00	\$120.00	\$1,834.00	\$4,296.00 29.92%
1	100-001-1000-00-53-1101	OFFICE SUPPLIES	\$2,700.00	\$0.00	\$464.81	\$2,235.19 17.22%
1	100-001-1000-00-53-1103	DEPARTMENT OPERATING EXP	\$3,000.00	\$0.00	\$1,069.33	\$1,930.67 35.64%
1	100-001-1000-00-53-1107	BANK CHARGES	\$725.00	\$0.00	\$356.59	\$368.41 49.18%
1	100-001-1000-00-54-2400	COMPUTERS- HARDWARE	\$2,500.00	\$0.00	\$0.00	\$2,500.00 0.00%
1	100-001-1000-00-54-2405	WEBSITE MAINTENANCE	\$1,053.00	\$0.00	\$0.00	\$1,053.00 0.00%
1	100-001-1000-00-57-1165	FAÇADE GRANTS	\$14,000.00	\$0.00	\$0.00	\$14,000.00 0.00%
1	100-001-1000-00-57-1170	ENHANCED FAÇADE GRANT	\$0.00	\$0.00	\$9,862.00	(\$9,862.00) 0.00%
1	100-001-1000-00-57-2510	BRADWELL PARK	\$621.00	\$0.00	\$0.00	\$621.00 0.00%
1	100-001-1000-00-57-2600	PROMOTIONAL	\$17,500.00	\$625.00	\$11,885.90	\$5,614.10 67.92%
1	100-001-1000-00-57-2605	PROMO - BRYANT COMMONS	\$3,000.00	\$0.00	\$0.00	\$3,000.00 0.00%
1	100-001-1000-00-57-2615	PROMO - FARMERS MARKET	\$10,000.00	\$775.00	\$950.00	\$9,050.00 9.50%
1	100-001-1000-00-57-2625	COMMUNITY PROJECTS	\$7,000.00	\$0.00	\$0.00	\$7,000.00 0.00%
1	100-001-1535-00-54-2400	COMPUTER SOFTWARE/UPDATES	\$1,495.00	\$0.00	\$0.00	\$1,495.00 0.00%
	Subtotal (001) DDA Admin:		\$337,063.00	\$5,799.96	\$74,091.16	\$262,971.84 21.98%
(021) Phase I Azalea Street						
1	100-021-7320-01-54-1408	UTILITY SERVICE	\$1,200.00	\$89.48	\$273.06	\$926.94 22.76%
	Subtotal (021) Phase I Azalea Street:		\$1,200.00	\$89.48	\$273.06	\$926.94 22.76%
(023) Phase III Azalea Street						
1	100-023-7330-03-57-3010	AFFORDABLE HOUSING	\$172,301.00	\$0.00	\$0.00	\$172,301.00 0.00%

BUDGET EXPENDITURE REPORT

Downtown Development Authority

CITY OF HINESVILLE

22-Mar-24

HinesBudExp: Year (2024) Period (4)

Ledger ID	Ledger Description	BUDGET	MTD EXP	YTD EXP	REMAINING BAL	PERCENT SPENT	
	Subtotal (023) Phase III Azalea Street:	\$172,301.00	\$0.00	\$0.00	\$172,301.00	0.00%	
	(060) Bryant Commons						
1	100-060-1000-00-52-1260	PROFESSIONAL SERVICES	\$2,400.00	\$0.00	\$950.00	\$1,450.00	39.58%
1	100-060-1000-00-52-2100	CONTRACTED MAINTENANCE SERV	\$2,400.00	\$0.00	\$0.00	\$2,400.00	0.00%
1	100-060-1000-00-52-2110	GROUNDS MAINTENANCE	\$8,500.00	\$0.00	\$617.72	\$7,882.28	7.27%
1	100-060-1000-00-52-2205	BUILDING MAINTENANCE	\$750.00	\$0.00	\$0.00	\$750.00	0.00%
1	100-060-1000-00-52-2209	BC POND MAINTENANCE	\$10,000.00	\$565.00	\$2,260.00	\$7,740.00	22.60%
1	100-060-1000-00-52-3300	UTILITIES	\$2,000.00	\$172.76	\$551.36	\$1,448.64	27.57%
1	100-060-1000-00-53-1103	DEPARTMENT OPERATING	\$1,500.00	\$0.00	\$474.06	\$1,025.94	31.60%
1	100-060-1000-00-54-1100	BRYANT COMMONS CAPITAL EXP	\$49,800.00	\$0.00	\$1,250.00	\$48,550.00	2.51%
	Subtotal (060) Bryant Commons:	\$77,350.00	\$737.76	\$6,103.14	\$71,246.86	7.89%	
	(065) Historic Preservation						
1	100-065-1000-00-52-3500	TRAVEL	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
1	100-065-1000-00-52-3700	TRAINING/EDUCATION	\$1,700.00	\$0.00	\$0.00	\$1,700.00	0.00%
1	100-065-1000-00-53-1103	DEPT OPERATING EXPENSE	\$2,000.00	\$0.00	\$499.50	\$1,500.50	24.97%
1	100-065-1000-00-57-2500	SPECIAL PROJECT	\$18,000.00	\$0.00	\$0.00	\$18,000.00	0.00%
	Subtotal (065) Historic Preservation:	\$22,000.00	\$0.00	\$499.50	\$21,500.50	2.27%	
	Subtotal (100) General Fund:	\$609,914.00	\$6,627.20	\$80,966.86	\$528,947.14	13.28%	
	Total =====	\$609,914.00	\$6,627.20	\$80,966.86	\$528,947.14	13.28%	

4B

BUDGET REVENUE REPORT

CITY OF HINESVILLE

Downtown Development Authority

22-Mar-24

HinesBudRev: Year (2024) Period (4)

Ledger ID	Ledger Description	BUDGET	MTD REV	YTD REV	REMAINING BAL	PERC COLL	
(100) General Fund							
(000) Revenue							
1	100-000-0000-00-30-1000	TRANSFER IN FROM CITY FUNDS	\$344,413.00	\$0.00	(\$41,722.02)	\$302,690.98	12.11%
1	100-000-0000-00-33-4111	CITY ENTITLEMENT FUNDS XFER	\$172,301.00	\$0.00	\$0.00	\$172,301.00	0.00%
1	100-000-0000-00-33-4120	HISTORIC PRESERVATION GRANT	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%
1	100-000-0000-00-36-1020	INTEREST INCOME	\$2,700.00	\$0.00	(\$1,098.97)	\$1,601.03	40.70%
1	100-000-0000-00-38-1020	LEASE / RENTAL INCOME	\$7,800.00	\$0.00	\$0.00	\$7,800.00	0.00%
1	100-000-0000-00-38-9910	COMMUNITY PROJECTS	\$7,000.00	\$0.00	\$0.00	\$7,000.00	0.00%
1	100-000-0000-00-38-9965	SP PROJ - SCARECROW STROLL	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
1	100-000-0000-00-38-9980	SPECIAL PROJ - FARMERS MARKET	\$10,000.00	(\$1,645.00)	(\$2,805.00)	\$7,195.00	28.05%
1	100-000-0000-00-38-9982	BRYANT COM - CONTRIB/DONATIONS	\$36,200.00	\$0.00	\$0.00	\$36,200.00	0.00%
1	100-000-0000-00-38-9983	BRYANT COMMONS FACILITY RENTAL	\$4,000.00	(\$275.00)	(\$760.00)	\$3,240.00	19.00%
1	100-000-0000-00-38-9990	OTHER EVENTS - GENERAL	\$4,000.00	\$0.00	(\$475.00)	\$3,525.00	11.87%
1	100-000-0000-00-38-9991	AZALEA ST CONTRIBUTION - COH	\$0.00	\$0.00	(\$323.16)	(\$323.16)	0.00%
1	100-000-0000-00-38-9992	SP PROJ - LUNCHTIME CONCERTS	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
1	100-000-0000-00-38-9997	OLD JAIL-SPECIAL PROJECTS	\$0.00	\$0.00	(\$186.00)	(\$186.00)	0.00%
1	100-000-0000-00-38-9999	MISC REVENUE TO RECLASS	\$0.00	\$0.00	\$60.00	\$60.00	0.00%
		Subtotal :	\$609,914.00	(\$1,920.00)	(\$47,310.15)	\$562,603.85	7.76%
		Subtotal (000) Revenue:	\$609,914.00	(\$1,920.00)	(\$47,310.15)	\$562,603.85	7.76%
		Subtotal (100) General Fund:	\$609,914.00	(\$1,920.00)	(\$47,310.15)	\$562,603.85	7.76%
		Total =====	\$609,914.00	(\$1,920.00)	(\$47,310.15)	\$562,603.85	7.76%



MATCHING GRANT PROGRAM FAÇADE APPLICATION

Applicant Name:	James Grant
Business Name:	JG POWERHOUSE GYM LLC
Property Address:	319 WEST GENERAL SCREVEN WAY SUITE D HINESVILLE GA 31313
Telephone and Email:	912-463-4879 jgpowerhousegym@yahoo.com

Type of Façade Improvement Planned. (note all that apply).

- SIGNAGE & LIGHTING:** Removal New Altered Repaired
- Sign: Provide a color rendering of the design chosen with the dimensions listed.
- Indicate how & where the sign will be hung on the building and how the architectural style of the building will be complemented.
- Lighting: Provide images of fixture(s) with style & color and how the architectural style of the building will be complemented.

- PAINT:** Approximate square feet of area: _____
- Provide samples of the colors chosen. Define the primary and accent color(s).
- Indicate where each color will be used and how the architectural style of the building will be enhanced.
- Submit at least one written estimate from painter of your choice.

- AWNINGS:** Approximate square feet of area: _____
- Provide information about color, style, and size of selected awning.
- Indicate where on the building the awning will be placed, how this will highlight the architectural style, and how it will improve the functionality of the space.

- MAJOR FAÇADE ALTERATION:** _____
- Structural Alteration: _____
- Provide a rendering of major changes including paint, siding, doors, windows, and awning colors where applicable.
- Submit a written estimate from at least one contractor, including the project timeline and anticipated start date.



MATCHING GRANT PROGRAM FAÇADE APPLICATION CONT'D

- SIDEWALK FRONTAGE, PATIO(S) & OTHER OUTDOOR SPACES:**
- Approximate square feet of area: 300
- Provide a rendering of the space with color, design element, and the dimensions listed.
- Space must comply with the Americans with Disabilities Act, ADA (at least 36" pathways through or around the space).
- Indicate how this will highlight the architectural style of the building and how it will improve the functionality of the space.
- Note how this change will invite customers to your business and how many customers can utilize the space at one time.

- ALL PROJECTS PROPOSED:**
- Submit a budget showing contributions (monetary and in-kind) from all partners in the project.
- Submit documentation indicating design and size comply with City codes.
- Submit at least one written estimate for materials and/or labor.
- To be eligible, tenants need to provide a notarized Authorization for Work from the property owner.
- Submit signed Matching Grant Program for Façades Release and Hold Harmless Agreement (included in this literature).
- Submit a copy of your current Occupational License and Certificate of Use, if applicable.

OTHER WORK: (explain) _____

Total Cost of Project: \$3,499.37

Amount Requested (Not to exceed \$3,500.00): \$1,749.68

I hereby submit the attached plans, current photos, and specifications/color samples for the proposed project, and understand that these must be approved. No work should begin until I have received written approval. I further understand that the project must be completed within six (6) months and those grant monies will not be paid until the project is complete. I agree to leave the completed project in its approved design and colors for a period of five (5) years from the date of completion.

Property Owner Signature: James Grant Date: 2/13/2024

Business Owner Signature: _____ Date: _____



MATCHING GRANT PROGRAM FOR FAÇADES RELEASE AND HOLD HARMLESS AGREEMENT

Release executed on the _____ day of _____, 20____

by _____ (Property Owner/Tenant/Releaser)

of _____ (Street Address) Hinesville, GA 31313.

In consideration of being granted monies for restoration, modifications, signage, or other physical changes to the property located at the above address, the Releasor(s), understands that they are solely responsible for providing their contractors, and assure that those contractors are fully insured and licensed and have obtained all necessary permits by City regulations. The Releasor(s) waives, releases, discharges, and covenants not to sue the Hinesville Downtown Development Authority for loss or damage, and claims or damages therefore, on account of any work that has been performed in accordance with City or State guidelines.

Releasor(s) agrees that this release, waiver, and indemnity agreement is intended to be as broad and inclusive as permitted by the laws of the State of Georgia and that if any portion of the agreement is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

Releasor(s) further states that it has carefully read the above release and knows the contents of the release and signs this release as its own free act.

Releasor(s) obligations and duties hereunder shall in no manner be limited or restricted by the maintaining of any insurance coverage related to the above-referenced event.

This release contains the entire agreement between the parties to this agreement and the terms of this release are contractual and not a mere recital.

Dated this _____ day of _____, 20____

Property Owner Signature: _____ Witness: _____

Please Print Name: _____

Tenant Signature (if applicable): _____ Witness: _____

Please Print Name: _____

5A 1-4

319D

ATTENTION!

JO POWERHOUSE IS NOW 24/7 ACCESSIBLE!
EXISTING MEMBERS CAN USE THEIR WEBCARDS TO ACCESS THE FACILITY AT ANY TIME. NEW MEMBERS MUST REGISTER FOR AN ENTRANCE.
MEMBERS THAT HAVE NOT REGISTERED A PITCARD CAN PICK UP THEIR PITCARD AT THE HOUSE.

MEMBER ONLY
816-237-0225
816-237-3125
WWW.JOPOWERHOUSE.COM



ATTENTION!

JO POWERHOUSE IS NOW 24/7 ACCESSIBLE!
EXISTING MEMBERS CAN USE THEIR WEBCARDS TO ACCESS THE FACILITY AT ANY TIME. NEW MEMBERS MUST REGISTER FOR AN ENTRANCE.
MEMBERS THAT HAVE NOT REGISTERED A PITCARD CAN PICK UP THEIR PITCARD AT THE HOUSE.

MEMBER ONLY
816-237-0225
816-237-3125
WWW.JOPOWERHOUSE.COM



Window

Decals w/QR

Door Logo



ATTENTION!

JG POWERHOUSE IS NOW 24/7 ACCESSIBLE!

EXISTING MEMBERS CAN USE THEIR KEYCARDS TO ACCESS THE FACILITY BY SCANNING THE SCANNER TO THE LEFT OF THE ENTRANCE.

MEMBERS THAT HAVE NOT RECEIVED A KEYCARD CAN PICK THEM UP:

MONDAY-FRIDAY

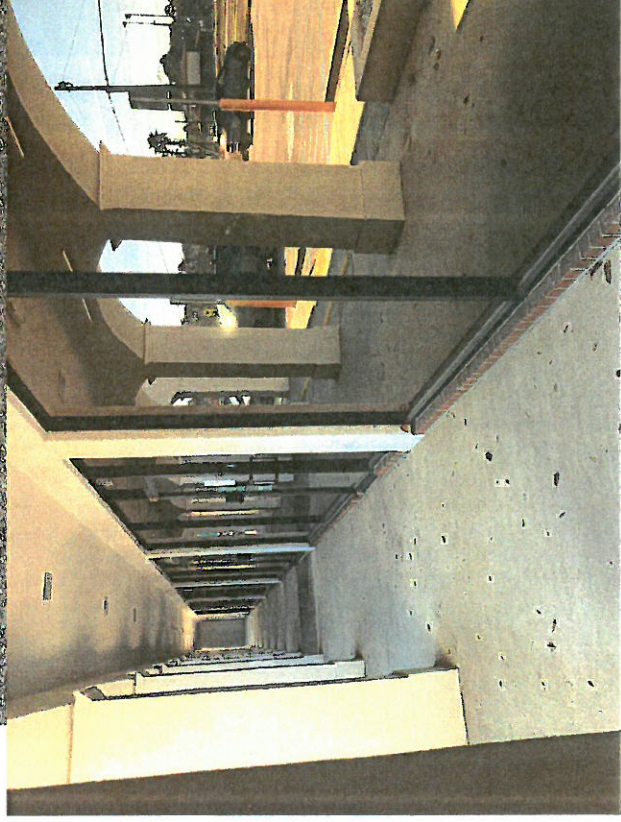
0900-1300

WANT TO SIGN-UP? VISIT OUR WEBSITE & COME SEE US TO GET YOUR KEYCARD!

WWW.JGPOWERGYM.COM



**Benches & table
will be available
from dawn until
dusk.**





March 20, 2024

Andrea Murray
P.O. Box 22044
Hilton Head, SC 29926

Dear Andrea Murray,

Thank you for your interest in conducting your event at Bryant Commons. We feel the facility will provide a wonderful setting in a beautiful downtown location for the 912 Southern Blues Festival.

The Bryant Commons Joint Management Board has reviewed your request to use the Bryant Commons Stage & Amphitheater and Field Parking area(s) for your July 6, 2024, The 912 Southern Blues Festival.

Your request was approved, with the following considerations:

- Conditional upon acceptance of the terms indicated by returning signed copies of the enclosed Terms for Use-of-Facility Acknowledgement Agreement and Hold Harmless Agreement by June 21, 2024.
- Deposit fee has been paid.
- Usage fee has been set to \$2500. We take cash, check, or card, which can be paid in person or on the phone.
- Return Bryant Commons back to the condition in which it was on the time you arrived at the destination to include replacing used garbage polycarts with empty ones.

Please let me know how I may be of further assistance. If for any reason the event will not continue as planned, please contact our office as soon as possible.

Respectfully,

A handwritten signature in blue ink that reads "Michelle Ricketson".

Michelle Ricketson, Executive Director
Hinesville Downtown Development Authority

BRYANT COMMONS
TERMS FOR USE-OF-FACILITY
ACKNOWLEDGEMENT AGREEMENT

This *Term for Use of Facilities Acknowledgement Agreement* is made March 20, 2024 between the Bryant Commons Joint Management Board (JMB Board) and Andrea Murray(user). The JMB Board has approved the request of Andrea Murray, to use the **Stage & Amphitheater and Field Parking, on July 6, 2024, 4:00 pm to 10:00 pm**, for the purpose of a The 912 Southern Blues Festival.

TERMS OF AGREEMENT

1. A security deposit fee has been waived.
2. Usage fee has been set to \$2500. We take cash, check, or card, which can be paid in person or on the phone.
3. Polycarts and recycling bins are available for use with the facilities, when the event is finished the user must replace all polycarts with empty ones, and place used ones alongside of road near the shed. Fresh empty polycarts should be placed beside the recycling bins at the edge of the awning.
4. Submit request to GDOT for lane closure.
5. 20 trash carts and 20 barrels.
6. Use of feather flags and use of 24x36 A- frame boards.
7. Use of one stall to store items the week of the event.
8. You would need to secure police service.
 - a. \$45-officers
 - b. \$35-traffic control
9. Additional usage fees may be assessed and withheld from the security deposit with any remaining balance invoiced to the user, payable upon receipt. Additional fees include but are not limited to facility being damaged or left in an unkempt state, any verbal agreements with the user or agents of the user to provide access to the facility earlier than stated above and/or facility usage time exceeding the facility usage ending time stated above for any reason.
10. The ITPA museum **will NOT** be open during the event.
11. Guests of the Event will park in the Field Parking Area, NOT on the road or around the metal building/under the Stage, Amphitheater, Awning(next to the metal bldg.) and Veteran Memorial Walk, & Field Parking or Stables. Unless they have ADA plates or placards.
12. Masks are strongly encouraged when not eating or drinking. Social distancing is strongly encouraged.

ACKNOWLEDGEMENT

I hereby acknowledge the conditions of the Terms for Use-of-Facilities as outlined in this agreement.

BRYANT COMMONS
JOINT MANAGEMENT

Michelle Ricketson

Michelle Ricketson

3/20/2024

Michelle Ricketson
HDDA Executive Director

Date

Andrea Murray

Date

Below, please find the information regarding our possible partnership with the 92nd Engineers for improvements to Bryant Commons.

The Army requires:

- ✓ Non-compete notice must run in newspaper provide 30 days to respond. *In 2015, the notice was run in both the Coastal Courier and the Savannah Morning News.*
- ✓ The completed Request for Domestic Assistance form
- ✓ A memorandum of understanding that outlines the scope of work
- ✓ A letter of support from the Mayor/highest ranking official
- ✓ The materials to complete the scope of work are paid for by the host agency/agencies. Labor is provided as the Army conducts the agreed upon training exercises.

The scope of work:	Cost Estimate	Est +20%
Replacing the decking of the three pedestrian bridges, replacement of one aluminum fence panel at the large bridge.	\$13,674	\$16,408
Concrete walkways lined with bricks <i>(Bricks were donated by the garden club, already on site)</i>	\$3,897	\$4,658
	\$17,571	\$21,066

Replacement of three concrete reflection areas, *costs covered by VMW*
 adding a concrete pad for a flag, installing black granite strips around military insignias, and addressing a drainage concern

The 92nd is available to do this work in the August, and estimates it will take 5 weeks to complete the tasks.

In our current FY24 budget there is \$16,600 allocated for capital improvements for the park. We were planning to purchase new trashcans and recycling bins, and metal crowd barrier panels for the amphitheater.

STAFF RECOMMENDATION: Delay the purchase new trashcans and recycling bins, and metal crowd barrier panels for the amphitheater to FY25. Amend the budget to focus on the work that the 92nd is able to do this fiscal year. If the costs have remained consistent, we would need \$1,000 to complete the bridges and Trudie’s Butterfly House. We can hold down costs in Bryant Commons professional services to make up the \$1,000.

If costs have significantly increased, I would prioritize the bridges for safety reasons, and delay the concrete work around the butterfly house to FY25.

PUBLIC NOTICE

NOTICE TO construction contractors, labor unions and private contractors

The Hinesville Downtown Development Authority, through the Hinesville Military Affairs Committee, intends to solicit assistance from the Innovative Readiness Training Program under the Military Assistance Program in the Office of the Assistant Secretary of Defense for Reserve Affairs. The assistance will include installation of soil erosion best management practices, sidewalk and walkway construction, drainage system construction as well as the redecking of pedestrian bridges. The purpose of the project is to support the Hinesville Downtown Development Authority in the management of Veterans Memorial Walk and Bryant Commons Park in Hinesville, Georgia. Local contractors, labor union organizations or private contractors who wish to voice opposition to the solicitation must contact **Kenneth Howard at (912) 876-3564** no later than 30 days after publication of this notice. Persons not filing objections within the time frame noted will be considered to have waived their opportunity to object to support being provided from the Innovative Readiness Training Program.

LETTER FROM MAYOR

Colonel Mark Austin,
Garrison Commander
Fort Stewart, GA 31314

Dear Colonel Austin;

This letter is in support of the Request for Domestic Assistance by the Hinesville Downtown Development Authority for the City's largest and most visited park Bryant Commons, at 438 W. Oglethorpe Highway.

Thanks to a previous training exercise by the 92nd Engineers, the clearing, grading, drainage and hardscape for Veterans Memorial Walk were set in place in 2018. Due to changes in the Department of Defense, the few areas in the memorial are in need updating. This work would primarily focus on ground preparation and the placement of concrete. However, our request does include a French drain and handrails for a pedestrian bridge in the memorial.

There are two additional areas in the park where the soldiers' skills would be useful. All three of our wooden-topped pedestrian bridges need to be redecked. We have also been renovating the garden shed to create a small exhibit and gathering area. Sidewalks and patio for gardening demonstrations will be a new amenity in the park.

Following the work of the engineers, staff and volunteers will provide landscaping around these projects.

We appreciate all that the US Army is doing to protect our nation and to support local communities.

Respectfully,

Karl Riles
Mayor
City of Hinesville



92nd EN BN, Survey and Design

Bryant Commons Veterans Memorial Walk & Bridge Repair

438 W. Oglethorpe Highway, Hinesville, GA 31313

CONSTR ENGR TECH: CW2 Ortiz, Martin (787) 475-3197

TECH ENGR NCO: SSG Gunther, Jon Paul (703) 398-3578

Scope of Work:

22 February 2024

Project #1: Addition of Space Force Reflection Area

- Demolish existing Liberty Troop Monument and 24' stretch of sidewalk.
- Construct a 24'x24' concrete slab for the Space Force reflection area.
- Place 4'x4'x4" Space Force granite insignia into the reflection area.
- Set L-shaped granite bench, as positioned in other reflection areas.

Project #2: Addition of Space Force Flagpole Slab

- Construct a 16'x16' concrete slab for the Space Force flagpole, adjacent to the existing service flags.

Project #3: Veterans Memorial Walk Reflection Area Replacement

- Demolish and re-construct two cracked 24'x24' concrete slabs along the Veterans Memorial Walk.

Project #4: Frame Military Symbols

- Place black granite framing around all six military branch insignias.

Project #5: Drainage Area

- Install a French Drain within an existing drainage area adjacent to the large pond.

Project #6: Box Culvert Handrails

- Assemble and emplace metal handrails across the Box Culvert Bridge.

Project #7: Butterfly Garden Sidewalks and Slab

- Construct 646ft² of concrete sidewalk and a 17'x31' concrete slab near the Butterfly Garden.

Project #8: Replace Decking on Bridges

- Remove and replace existing deck boards for three bridges around the large pond.

Project #9: Replace Aluminum Fence Section

- Replace a single section of black aluminum existing fence at the large bridge.

Item	Unit of Measure	Quantity	Price per unit	Price total	Price with 20% Contingency
BRIDGES (3 QTY)					
3 In. x 12 In. x 12 Ft. Pressure Treated Pine #2 Common Beam	Each	133	\$93.99	\$12,500.67	\$15,000.80
Lumber Delivery Fee	Each	1	\$130.00	\$130.00	\$156.00
1/4-in x 3-1/2-in Galvanized Coarse Thread Exterior Carriage Bolt	Each	532	\$0.68	\$361.76	\$434.11
1/4 in. x 47/64 in. O.D. USS Hot Galvanized Steel Flat Washers (100-Pack)	Box	16	\$10.98	\$175.68	\$210.82
Hillman 1/4-in x 20 Galvanized Steel Hex Nut	Each	1064	\$0.15	\$159.60	\$191.52
1/4-in x 3-in Galvanized Coarse Thread Hex Bolt	Each	532	\$0.65	\$345.80	\$414.96
BUTTERFLY HOUSE PAD					
8-in L x 4-in W x 2-in H Rectangle Red/Charcoal Concrete Paver	Each	1002	\$0.58	\$581.16	\$697.39
Concrete	Cubic Yard	10	\$153.00	\$1,530.00	\$1,836.00
10-ft x 100-ft Black 6-mil Construction Film (Professional (6+ Mil))	Each	1	\$87.98	\$87.98	\$105.58
5-ft x 150-ft Steel Wire Mesh Roll	Each	1	\$249.00	\$249.00	\$298.80
2.375-in x 2.5-in 100-Pack Polypropylene Rebar Chair	Each	116	\$0.60	\$69.60	\$83.52
Steel Rebar Ties (100 Pack)	Box	1	\$4.78	\$4.78	\$5.74
Power Pro #8 x 2-in Epoxy Exterior Wood Screws (125 Pack)	Box	2	\$11.98	\$23.96	\$28.75
Graded Aggregate Base	Cubic Yard	9	\$34.00	\$306.00	\$367.20
2-in x 8-in x 16-ft Southern Yellow Pine S4S Kiln-dried Lumber	Each	10	\$15.90	\$159.00	\$190.80
2-in x 8-in x 12-ft Southern Yellow Pine S4S Kiln-dried Lumber	Each	15	\$10.97	\$164.55	\$197.46
1-in x 8-in x 16-ft Unfinished #2 Pine Board	Each	10	\$31.39	\$313.90	\$376.68
0.75-in x 18-in #6 Steel Rebar Pins	Each	56	\$5.98	\$334.88	\$401.86
80 lb. Type S Mason Mix	Each	8	\$8.98	\$71.84	\$86.21
REFLECTION AREA					
Concrete	Cubic Yard	9	\$153.00	\$1,377.00	\$1,652.40
10-ft x 100-ft Black 6-mil Construction Film (Professional (6+ Mil))	Each	1	\$87.98	\$87.98	\$105.58
5-ft x 150-ft Steel Wire Mesh Roll	Each	1	\$249.00	\$249.00	\$298.80
2.375-in x 2.5-in 100-Pack Polypropylene Rebar Chair	Each	121	\$0.60	\$72.60	\$87.12
Steel Rebar Ties (100-Pack)	Box	2	\$4.78	\$9.56	\$11.47
Power Pro #8 x 2-in Epoxy Exterior Wood Screws (125 Pack)	Box	2	\$11.98	\$23.96	\$28.75
Graded Aggregate Base	Cubic Yard	8	\$34.00	\$272.00	\$326.40
2-in x 8-in x 16-ft Southern Yellow Pine S4S Kiln-dried Lumber	Each	8	\$15.90	\$127.20	\$152.64
1-in x 8-in x 16-ft Unfinished #2 Pine Board	Each	6	\$31.39	\$188.34	\$226.01
0.75-in x 18-in #6 Steel Rebar Pins	Each	32	\$4.98	\$159.36	\$191.23
Branch Seal	Each	1	\$0.00	\$0.00	\$0.00
FLAG PLAZA					
Concrete	Cubic Yard	7	\$153.00	\$1,071.00	\$1,285.20
10-ft x 100-ft Black 6-mil Construction Film (Professional (6+ Mil))	Each	1	\$87.98	\$87.98	\$105.58
5-ft x 150-ft Steel Wire Mesh Roll	Each	1	\$249.00	\$249.00	\$298.80
2.375-in x 2.5-in 100-Pack Polypropylene Rebar Chair	Each	62	\$0.60	\$37.20	\$44.64
Steel Rebar Ties (100 Pack)	Box	1	\$4.78	\$4.78	\$5.74
Power Pro #8 x 2-in Epoxy Exterior Wood Screws (124 Pack)	Box	1	\$11.98	\$11.98	\$14.38
Graded Aggregate Base	Cubic Yard	6	\$34.00	\$204.00	\$244.80
2-in x 8-in x 10-ft Southern Yellow Pine S4S Kiln-dried Lumber	Each	8	\$9.34	\$74.72	\$89.66
1-in x 8-in x 10-ft Unfinished #2 Whitewood Board	Each	6	\$21.80	\$130.80	\$156.96
0.75-in x 18-in #6 Steel Rebar Pins	Each	16	\$4.98	\$79.68	\$95.62
Nomaco NOMAFLEX Expansion Joint 1/2" x 8" x 10' (Bundle of 10)	Each	1	\$80.71	\$80.71	\$96.85
5/8 in. x 8 ft. Copper Grounding Bar Rod	Each	1	\$19.98	\$19.98	\$23.98
6" Welded Steel Support Plate	Each	1	\$31.99	\$31.99	\$38.39
Welded Steel Base Plate	Each	1	\$0.00	\$0.00	\$0.00
Foundation Sleeve	Each	1	\$0.00	\$0.00	\$0.00
90 degree Angle Steel Wedges	Each	4	\$0.00	\$0.00	\$0.00
Tamped Dry Sand	Cubic Yard	1	\$0.00	\$0.00	\$0.00
Hardwood wedges	Each	4	\$0.00	\$0.00	\$0.00
Pole	Each	1	\$0.00	\$0.00	\$0.00
			Total	\$22,220.98	\$26,665.18
*Quoted on 28AUG23 (Prices and Model #'s: lines 6-9 HomeDepot, lines 12-16, 18-21 Lowes, Lines 11, 24 SRM C					
*Materials needed to produce ~8 cubic yards of concrete at 3500 PSI + 4" gravel base					

\$13,674
16,400

3900
4,658

Costs covered by Veterans Memorial Walk

Main Street Report - February 2024



	January	February	March	April	May	June	July	August	September	October	November	December	
Did you have a board mtg. this month?	YES	YES											
Did you or any board members participate in training?	YES	YES											
Program income	\$705	\$1,920											\$2,625
Program expenses	\$5,931	\$6,538											\$12,469
Downtown events	46	47											\$93
Event attendance	15,767	581											\$16,348
Volunteer hours	73	58											\$131
New business openings	4	5											\$9
Jobs from new business openings	13	7											\$20
Business closings	3	3											\$6
Jobs lost from business closings	6	7											\$13
Business expansions or relocations	0	0											\$0
Jobs resulting from expansions or relocations	0	0											\$0
Total property sales (Commercial) (#/1-10)	0	0											\$0
Private investment (Commercial) \$/value	\$0	\$0											\$0
Total property sales (Residential) (#/1-10)	0	0											0
Private investment (Residential) \$/value	\$0	\$0											\$0
New single-family units	0	0											0
Value of new single-family units	0	\$0											\$0
New multi-family units	0	0											0
Value of new multi-family units	0	0											\$0
New townhomes	0	0											0
New condos/lofts	0	0											\$0
New commercial buildings	0	0											0
Value of new construction	\$0	0											\$0
Private rehab projects	3	5											8
Total value of rehabs	\$153,640	\$65,150											\$218,790
Public improvement projects (DT City/County)	0	0											0
Total value of public improvements	\$0.00	\$0											\$0

MAIN STREET REPORT

• **Downtown Events:** Bryant Commons Events (3-62), Old Jail (13-57), ITPA (14-113), Ribbon Cutting: Brain Twister Room Escape (30), Ribbon Cutting: Sugar Foots Sweets & Treats @Bacon Fraser House (25), HDDA Board Meeting (6), City Council (2-20), Bob Ross Painting Class, Hinesville Area Arts Council (3-14), Hinesville Farmers & Makers Market 2024 Vendor Meeting (22), Relay for Live / Cancer Association Bday Party for Survivors (75), Home Depot Building KItsCohen Military Center (13), Geaux Pottery Painting's For Love's Sake date night (6), Am. Red Cross Blood Drive Ameris Bank (10), GALENTINE'S DAY Uplift Women's Health Club (25), Proclamation Tree City @ City Hall (13), Creating the Future Exhibit Opening Hinesville Area Arts Council (40), Business After Hours: Queensborough National Bank and Trust (50)

• **New Downtown Businesses Opened:** MaxAir LLC (atm), 420 W General Screven Way (1), Venon and Virtue, 539 W Oglethorpe Hwy (2), Ram 2024 Inc., 454 W General Screven Way Ste A (2), LFS Speech -Language Services, 399 Woodland Dr. (1), Bridge Integrative Solutions, 105 E General Stewart Way (1)

• **Business Closings Downtown:** Kandy Kane Mixed Jewels, 237 W General Screven Way (1), KCN Group, 104B W Hendry St (5), Glamour and Sweets, 100 Gause St B (1)

• **Business Relocations & Expansions:** NONE

• **Private Rehab Projects:** 229 W General Screven Way \$100 signage (Harbor Freight Plaza), 110 W General Screven Way \$37,500 signage (Quensborough Bank), 104 W General Screven Way \$6,350 signage (Paradise Beauty Supply), 101 W General Screven Way \$20,000 HVAC (Verizon), 740 E General Stewart Way \$1,200 signage (Uplift Club)

• **Public Improvement Projects:** NONE

• **Training:** Kenya Romero, Sidebar Conference and Development Authority Board Member Training

Bryant Commons Facility Summary Report - 2024

Fiscal Year 2024	Showings	Inquiries	Applications	Withdrew/ Cancelled	Public Event	Public Event Attendance	Private Event Attendance	Meeting Attendance	Total Attendance
Nov - Jan	3	30	11	1	10	2311			2311
Feb-April	7	28	23	2	6	3077			3077
May - July	2	8	5		4				
Aug.-Oct.									
Totals	12	66	39	3	20	5,388			5,388
Date	Name of Event				Attendance	Venue Used	Staff Time	Hours in Use	Revenue
7/6/2024	The 912 Southern Blues Festival				2000	STA, FPA		6	\$ 2,500.00
6/15-6/16	Juneteenth Celebration Festival				500	STA,VEH,FPA,BPG, WTL,BLA		5	\$ 225.00
5/19/2024	Sleep in Heavenly Peace/Bed build				30	AWN, FPA		3	
5/18/2024	Community Cleanup/Litter Pickup				30	STA,VEH,FPA,BPG, WTL,BLA		3	
5/18/2024	Birthday Party				45	AWN, FPA		2	\$ 90.00
4/27/2024	Jessica's Baby Gender Reveal				12	OAG		6	\$ 25.00
4/27/2024	2nd Pastoral Anniversay Celebration				500	STA,VEH,FPA,BPG, AWN		6	\$ 240.00
4/20/2024	Dodgeball Wellness Challenge				25	VEH		1	
4/19/2024	Earth Day Celebration				1000	STA,VEH,FPA,BPG, WTL,BLA		6	
4/18/2024	Gender Reveal				50	VEH,FPA		3	\$ 240.00
4/13/2024	Birthday Party				20	AWN		2	\$ 60.00
4/9/2024	Lewis & Clark Circus				300	VEH,FPA		12	
4/8/2024	Lewis & Clark Circus				300	VEH, FPA		12	\$ 500.00
3/30/2024	Birthday Party				30	AWN		1	\$ 30.00
3/29/2024	Recognition Ceremony				45	AWN		2	
3/27/2024	Birthday Party				20	AWN		2	\$ 60.00
3/19/2024	Wedding				8	VEH, AWN, VMW		1	\$ 30.00
3/16/2024	Client Appreciaiton				250	BLA	0.5	4	\$ 360.00
3/14/2024	RTS Homes Field Day				20	AWN, VEH		6	\$ 135.00
3/16/2024	CAR SHOW				300	STA, AWN, VEH, FPA	1	7	\$ 200.00
3/9/2024	Birthday Party				30	AWN		2	\$ 60.00
3/2/2024	Cars for CASA				80	AWN,VMW	1	5	\$ 250.00
3/2/2024	Promotion Ceremony				25	AWN,VMW	0.5	3	
2/22/2024	Latino Cardio Dance Training				20	AWN		1	\$ 30.00
2/18/2024	Baby Shower					AWN			
2/15/2024	Arbor Day				12	GSP		1	
2/4/2024	Drive in Movie					STA			
2/3/2024	Sleep in Heavenly Peace/Bed build				30	AWN, FPA		3	
1/6/2024	Org Day				49	AWN		3	\$ 25.00
1/5/2024	Org Day PT				40	VEH		2	
12/12/2023	Sleep in Heavenly Peace/Bed build				15	AWN		2	
11/19/2023	Birthday Party					AWN			
11/18/2023	Fall in the Park				1000	STA,VEH,FPA,BPG, WTL,BLA	4	8	
11/18/2023	Wellness Challenge				35	FPA	0.5	3	
11/17/2023	BCO Thanksgiving Luncheon				150	AWN	2	3	\$ 75.00
11/12/2023	Life Veterans Day Recognition				130	STA,BPG,AWN,PON	0.5	4	\$ 150.00
11/8/2023	Org Day				47	AWN,BPG	0.5	5	\$ 25.00
11/4/2023	Veteran Memorial Yard Sale				300	AWN	2	4	
11/4/2023	Battle of the Bands				525	STA,VEH,FPA	4	4	\$ 250.00
TOTALS					7973		17	143	\$5,560.00

Previous Total								
2023	10,712							
2022	10,074							
2021	8,807		AMP - Amphitheater	DGP - Dog Park		PON - Pond Area		
2020	3,125		AWN - Awning	FPA - Field Parking		SHA - Shade Area		
2019	13,631		BLA - Back Lawn	GSP - Green Space		STA - Stage		
2018	18,509		BPT - Back Patio	MSM - Museum		STB - Stables		
2017	17,928		CAM - Calmellia	OAG - OAK GROVE		VEH - Vendors Hill		
2016	10,952		CPA - Cisco Park	PAR - Parking		WTL - Walking Trail		
2015	8,240		BPG - Brambles Playground			VMW - Veterans Memorial Walk		

TO: Hinesville Downtown Development Authority/ Main Street Board
FR: Michelle K.W. Ricketson
RE: Executive Director's Report
DA: March 2024



Economic Restructuring/Development

- Assisted in the collaboration between Art in the Park & Small World Festival: April 13
- Coordinated with City and County staff to build a true inventory of downtown property.
- Working with two downtown businesses on new applications for low-interest loans.
- The 2024 Farmers Market season: March 7 – Oct 17, full market with a waiting list.
- Worked with the architect to schedule meetings regarding The Corner and Enhanced Façades.

Design/Historic Preservation

- 250 Project: Community will begin planning our semiquincentennial celebration. Initial meetings to pull together a steering committee were conducted.
- The historic jail will be used to film a 7-minute short, that will be seen at multiple film festivals.
- The 92nd Engineer Battalion has agreed to assist with the labor for redecking the three bridges at the park, drainage and concrete work needed at Veterans Memorial Walk, and concrete/brick walkways for garden shed area. We will need to purchase the materials. We are waiting to hear back from this unit.

Organization/Management

- Kenya began the employee development program in March.

Promotions

- Kenya made an appearance on the radio to promote Market and other 2024 events.
- Bands are booked for the 2nd Saturday Block Party season (Apr, May, Jun, Sep, Oct). Sponsorships are being sought.
- Planning for the 10th Annual Peanut Butter and Jelly Collection.
- Billboard: March – FM, Art in the Park & April Block Party; April - FM, Art in the Park/Small World Festival

2024 HDDA/MS Board Meetings: (4th Wednesday of each month)

@4p.m.: Feb.28, Mar27, May22, June26, Aug28, ?Sept25, Dec4, countywide workshop Sept 26-27

@5:15p.m.: Jan24, Apr24, July24, Oct23,

2024 JMB Meetings: (quarterly at 4p.m.)

Jan24, Apr24, July24, Oct23, Nov2 social

2024 Hinesville Historic Preservation Commission: (2p.m. on 3rd Tuesday)

Jan16, Feb20, Mar19, Apr16, May21, June18, July16, Aug20, Sept17, Oct15, Nov19, Dec17

2024 Hinesville Military Affairs Committee: (6p.m. on 4th Monday)

Jan22, Feb26, Mar25, Apr22, May20, June24, July22, Aug26, Sept23, Oct28, Nov25

2024 Veterans Memorial Walk at Bryant Commons (3p.m. on 2nd Tuesday)

Jan9, Feb13, Mar12, Apr9, May14, June11, July9, Aug13, Sept10, Oct8, Nov12, Dec10

2024 events:

Mar.7: Farmers & Makers Market Opens (3-7pm), RC at 5

May11: Block Party-Buffalo Kings, 7-10pm

June8: Block Party- 7-10pm

Sep.14: Block Party-Mason Jarr, 7-10pm

Oct.17: Pink Out! Final Market-Bucky & Barry, 3-7pm

Apr.13: Art in the Park and Small World Festival

June6: PB&J Collection at FM, 3to7pm

June13: Army's Bday Celebration, 3-7pm

Oct.12: Block Party-Hispanic Heritage Fest, 7-10pm

Oct.25: Scarecrow Stroll, 6-9pm

HDDA Goal Tracker:

Priority # 1: Redevelopment at 133-135 S. Main Street

- ✓ Made pitch to the County to allow the HDDA to develop a concept for the project.
- ✓ Board met to agree on a flexible concept for the space
 - Architect Rendering & Cost analysis – in the works

DDA & City pitch to County leadership

Define relationship through an MOU

Decide HDDA & City level of investment

Decide to build to suit or white box

Evaluate lease, landlord, or sell it

Conduct cost analysis

Architect Rendering

Develop a pitch for project

Develop incentive packages to recruit the right businesses to activate this corner of downtown.

RFP for the buildout

Priority #2: Business Activation & Development

- ✓ Develop and incentive packing highlighting financial resources

Attract more restaurants

Encourage minority and women-owned businesses

Develop a program to help businesses recruit and retain staff

Research feasibility of special tax district for additional funding for the HDDA

Develop new incentives for business owners and property owners

Possible examples: waving of fees and licenses, advertising packages, job tax credits, building maintenance assistance, bricks to clicks

Priority #3: Redevelopment of Bryant Commons Amphitheater

- ✓ Identify funding, \$1M in SPLOST

RFP to work with a professional to determine venue features and design

Cost analysis

Architect Rendering

RFP for the buildout

Liberty 250 Project:

Below, please find the notes from our March 21 meeting in blue. Notes from the Sept countywide meeting are in black.

GOALS:

Celebrate the US' 250th birthday

Tell the story of Liberty County's role in the Declaration of Independence (1776-2026)

Make sure history/stories have diverse perspectives.

Ideas to celebrate our local connection to the Declaration of Independence and approach the semiquincentennial anniversary.

STAKEHOLDERS/LEAD (bold):

HDDA/Hinesville HPC

State Government

Schools

Ft. Stewart Museum

Historic sites

Liberty County CVB

City/County Officials

Button Gwinnett/Lyman Hall

Faith-Based Organizations

Liberty County Historical Society

Live Oak Library

2026 Senior Classes

Senior Residents near site(s),

Below are the people who were invited to the March call. Who else should be added?

Mayor Karl Riles, Michelle Ricketson, Christi Wheeler, Leah Poole, Phil Odom, Randy Branch, Herminia Glass-Hill, Donald Lovette, Clemintine Washington, Mayor Chris Stacy, Louise Brown, Luciria Lovette, Gene Baker-Lane, Sabrina Newby, Gregory Grant, Cristina Dover, ITPA, Jason Baker, Derek Sills, Trevor Sikes, John Pirkle, Judy Shippey, Krystal Hart, Chris Fletcher,

ENEFITS:

Education

Community Pride

Revenue from Tourism

OBSTACLES:

Funding

Getting information/artifacts

Property owners adjacent to site(s) may not want tourism

Consider artifact loans/replicas

People may criticize the expenditure

Staff resources

Site(s) may be unmanned/unmanaged like current historic sites

TIMELINE:

Year 1: Getting stakeholders in sync regarding engagement, countywide plan, data, research, location(s) and budget(s)

Group agreed to meet virtually every other month at 11:30am on the 1st Monday of even numbered months (Feb, Apr, June, Aug, Oct and Dec). The next meeting will be April 1 at 11:30am. All historic and cultural sites, government agencies, schools for all ages, local preservation organizations, and local residents interested in history will be encouraged to suggest ways to tell Liberty County history, and events what will education residents and visitor about the rich history here. All will be encouraged to seek funding for 250 Projects. All will be asked to promote 250 events and participation.

Year 2: Start implementation

By July 4, 2026: Celebration (Everything complete)

FUNDING:

Donations & Sponsorships (local/state/national) Mayor Riles, Phil Odom and Michelle Ricketson will look for state funding.

Grants: (possibly Nobel Foundation, Seabrook Foundation/CVB/SPLST) Mayor Riles, Michelle Ricketson and Leah Poole will help identify grant opportunities, but everyone is encouraged to be looking for funding. Leah will share the Liberty County CVB application with group. CVB funding must be used for promotions outside the region.

250 Celebration & Events may Generate Revenue Committee will discuss this on April 1

Carl Vinson Institute (assist with design/identifying grants) CVI has presented ideas to Hinesville.

Domain (Liberty250.org) will be purchased for a website. The site will include information about our Liberty250 initiatives and access to all of the historic markers in the county via the Georgia Historical Society app.

ACTION STEPS:

Pull information and examples of work, brochures, promotions from the 1926 and 1976 celebrations in Liberty County. Randy Branch will pull from the state archives.

Identify site(s) based on convenience and historical significance

Engage and encourage community involvement → Establish a steering committee

Include maintenance and management in our plans; as well as marketing/promotion/outreach plans

Research/identify grants & sponsors. Name fiscal agent(s)

Coordinate/communicate local plans with people in the region and the State (Ask what they plan to do?)

Research history, tell stories from diverse perspectives, find graphic/photos/visual elements to pair with text

Tie campaign to County Brand

Schedule events/timeline for the celebration

INACTIVE ELEMENTS:

A google doc will be created and shared with the group. All will have access to historical info, dates, events, and projects. All will be able to see information and add to list(s) as inspiration strikes them.

Replica Liberty Bell where should one or more be placed?

Art - Bell shape filled with “liberty” spelled in languages representing modern-day population.

Art installations from Button Gwinnett/Lyman Hall elementaries

Time capsule coordinated by high school seniors – Class of 2026.

Photos or cutouts of the signers, maybe their footprints

“Where’s Waldo” – Where in Georgia are there statues, monuments, dedicated to one or more of the signers.

Selfie stops – “Liberty” translated into the languages of the residents of Liberty County for 2020 Census. (In 2010, the county had 38 nationalities represented.)

DOI Quotes – “All Men are Created Equal.” “...Life, Liberty & the Pursuit of Happiness.”

Some type of signing station/kiosk. Would you sign for independence today? Jumbo Etch-A-Sketch?

Renovation of existing parks or creation of new parks, information kiosks, or destinations

EVENT CALENDAR

Proposed and confirmed events can be added to the google doc.

What events should occur in the 12 months leading up to July 2026? 6months? 8 weeks?

Independence Gala - ??Countywide kickoff??

Patriots Parade on July 4, 2026

