



Hinesville Downtown Development Authority/Main Street
September 27, 2023 Regular Board Meeting Agenda
In-Person in The Hinesville Room, 3rd Floor in City Hall at 5:15 p.m.

1. Call to Order by M.Sack at ___ p.m.
Present= Marcus Sack = Roger Jones = Shonda Mickel (virtual) = Sabrina Newby (virtual) = Liston Singletary, III = Tom Ratcliffe
Stake Holders = Kenneth Howard = Ryan Arnold = Michelle Ricketson = Kenya Romero = Candice Bryant
2. Public Notice of meeting
3. Secretary's Report – Minutes: September 6, 2023 board minutes - Shonda Mickel, attached (pages 3A & 3B)
4. Treasurer's Report (August 2023) – Shonda Mickel, Detailed report as of 8/31/23 attached (pgs 4A-4C)
5. Main Street District -- attached (page 5A) report by Kenya Romero
AUG: 3 biz opened/expand, 17 jobs, 2 biz closed, 18 jobs, 39 events, 2,307 attendance
6. Hinesville Farmers & Makers Market – report by Kenya Romero, 2023 Market season to end Oct. 26.
Oct. 5: Blessing of the Animals at the Farmers Market Oct. 19: PINK OUT the Market
7. Parks/Events –
Bryant Commons -- Monthly report attached (pages 7B & 7C) – report by Candice Bryant
AUG/FY23: Events 6/ytd 50, attendance 494/ytd 4,974, revenue \$ 295/ytd \$4,677
Report from the Bryant Commons Joint Management Board
8. Old Liberty County Jail – reported by Kenya Romero –
AUG: 32 Visitors, 40 Volunteer Hours, \$13.50 Income, 500 People reached via facebook
9. Historic Preservation Commission & Downtown Historic District –
10. Calendar Items and Upcoming Events:
2023 events:
Oct. 5: Blessing of the Animals at the Farmers Market Oct 14: 2nd Saturday Block Party-Rockilicious, 7 to 10pm
Oct. 19: PINK OUT the Market Oct. 27: Scarecrow Rock & Stroll with Mason Jarr, 6-9pm
Nov. 25: SHOP SMALL SATURDAY! Nov. 30: City of Hinesville Tree Lighting, 5 to 8 pm
11. Director's Report -- Michelle Ricketson, attached (page 11A)
Monthly Update – Personnel Policy
Incentives & Façade Grants – Enhanced façade project
Budget –
12. Board Priorities & Goal Report
Goal tracker:
Staff tally of hours spent on daily tasks
13. Old/New Business --
14. Executive Session for Legal, Real Estate and Personnel matters
Motion to leave regular session and enter into executive session regarding real estate and personnel matters
Motion by ___, 2nd by ___, vote _____ at _____p.m.
Motion to leave executive session and return to regular session by ___, 2nd by ___, vote _____ at _____p.m.
Action Items:
15. Adjournment - Motion by ___, 2nd by ___, vote _____ at _____p.m.



Hinesville Downtown Development Authority/Main Street
September 6, 2023 Regular Board Meeting Minutes
In-Person in The Hinesville Room, 3rd Floor in City Hall at 4 p.m.

1. **Call to Order by M.Sack at 4:20 p.m.**
Present= Marcus Sack = Roger Jones = Shonda Mickel (virtual) = Sabrina Newby (virtual) = Tom Ratcliffe
Stake Holders = Michelle Ricketson = Kenya Romero = Candice Bryant
2. **Public Notice of meeting – Agenda was posted in three locations at City Hall, on HinesvilleDowntown.com and sent to the Coastal Courier.**
3. **Secretary's Report – Minutes: July 26, 2023 regular board meeting given by Shonda Mickel, attached (pages 3A & 3B)
Motion to approve July 26, 2023 minutes by S.Mickel, 2nd by R.Jones, vote unanimous.**
4. **Treasurer's Report (July 2023) – given by Shonda Mickel, Detailed report as of July 31, 2023 attached (pages 4A-4C)
Motion to approve July financials by S.Mickel, 2nd by R.Jones, vote unanimous.**
5. **Main Street District -- attached (page 5A) reported by Kenya Romero
JULY: 5 biz opened/expand, 30 jobs, 3 biz closed, -7 jobs, 43 events, 3,100 attendance, \$5,492,000 investment in DT**
6. **Hinesville Farmers & Makers Market – reported by Kenya Romero, 2023 Market season to end Oct. 26.**
7. **Parks/Events – There were 25 events in July/Aug at downtown parks: BC +12, BP +13
Consideration of park rental rates, attached (page 7A) – Motion to approve park rental rates by R.Jones. 2nd by T,Rafcliffe, vote unanimous.**

**Bryant Commons -- Monthly report attached (pages 7B & 7C) – reported by Candice Bryant
JULY/FY23: Events 7/ytd 44, attendance 335/ytd 4,480 revenue \$ 505/ytd \$4,382**
8. **Old Liberty County Jail – reported by Kenya Romero –
JULY: 58 Visitors, 48 Volunteer Hours, \$78.50 Income, 855 People reached via facebook**
9. **Historic Preservation Commission & Downtown Historic District – Three people (Christi Wheeler, Leah Poole and Michelle Ricketson) attended the one-day HPC training at the Georgia Downtown Association Conference.**
10. **Calendar Items and Upcoming Events:**
2023 events:
Aug. 30 & 31: Siderbar Training 8am-12:30pm (virtual)
Sept 9: 2nd Saturday Block Party-Mason Jarr, 7 to 10pm
Oct. 5: Blessing of the Animals at the Farmers Market
Oct. 19: PINK OUT the Market
Nov. 25: SHOP SMALL SATURDAY!
Sept 14-15: Countywide Workshop, SSI
Oct 14: 2nd Saturday Block Party-Rocklillicous, 7 to 10pm
Oct. 27: Scarecrow Rock & Stroll with Mason Jarr, 6-9pm
Nov. 30: City of Hinesville Tree Lighting, 5 to 8 pm
11. **Director's Report -- Michelle Ricketson, attached (page 11A)**
Monthly Update – Wanted to emphasis that there has been a lot use of downtown parks.
Events for this fiscal year are wrapping up: 6 Markets, 2 Block Parties & Scarecrow Preparations for Scarecrow Rock & Stroll are underway. Sponsorships are coming in, and groups are signing up for booth space.
The plat for the final phase of Azalea Street and the floor plans for the houses were provided.
Budget Items – Budget hearing with City Council is scheduled for 3:30pm on September 12.
Incentives & Façade Grants – New brochures have been created. They are available at the HDDA/MS office and on the website. Possible guidelines for the Enhanced Façade Grants were discussed. The board wanted to set guidelines until an architect is selected to work with local business owners who's buildings back up to Bradwell Park and initial rear facades (2nd entrances) have been designed.

12. Board Priorities & Goal Report

M.Ricketson reviewed the goal tracker sheet. The board request staff tally hours spent on daily tasks.

13. Old/New Business -- none

14. Executive Session for Real Estate and Personnel matters

Motion to leave regular session and enter into executive session regarding personnel and real estate matters by T.Ratcliffe, 2nd by S.Mickel, vote was unanimous at 5:06p.m.

Motion to leave executive session and return to regular session by T.Ratcliffe, 2nd by S.Newby, vote was unanimous at 6:00 p.m.

S.Newby asked if there was a concern regarding the conduct of an HDDA/MS Board Member, should those concerns be discussed in executive session or during the regular meeting. The board and staff concurred that would be discussion during the regular meeting.

Chairman M.Sack said no action was required from the discussion that occurred during the executive session.

15. Adjournment- Chairman Sack announced the meeting was adjourned at 6:20 p.m.

**BUDGET REVENUE REPORT
CITY OF HINESVILLE**

Downtown Development Authority

22-Sep-23

HinesBudRev: Year (2023) Period (10)

| Ledger ID | Ledger Description | BUDGET | MTD REV | YTD REV | REMAINING BAL | PERC COLL |
|---------------------------|-------------------------------------|--------------|---------------|----------------|---------------|-----------|
| (100) General Fund | | | | | | |
| (000) Revenue | | | | | | |
| 100-000-0000-00-30-1000 | TRANSFER IN FROM CITY FUNDS | \$434,432.00 | (\$26,402.88) | (\$244,188.78) | \$190,243.22 | 56.21% |
| 100-000-0000-00-33-4111 | CITY ENTITLEMENT FUNDS XFER | \$344,601.00 | \$0.00 | (\$42,633.70) | \$301,967.30 | 12.37% |
| 100-000-0000-00-33-4120 | HISTORIC PRESERVATION GRANT | \$500.00 | \$0.00 | \$0.00 | \$500.00 | 0.00% |
| 100-000-0000-00-36-1020 | INTEREST INCOME | \$0.00 | \$0.00 | (\$2,334.11) | (\$2,334.11) | 0.00% |
| 100-000-0000-00-37-1000 | CONTRIBUTION FOR CONTRACT SER | \$9,000.00 | \$0.00 | \$0.00 | \$9,000.00 | 0.00% |
| 100-000-0000-00-38-1020 | LEASE / RENTAL INCOME | \$7,800.00 | (\$650.00) | (\$4,550.00) | \$3,250.00 | 58.33% |
| 100-000-0000-00-38-9005 | USE OF FUND BALANCE | \$2,000.00 | \$0.00 | \$0.00 | \$2,000.00 | 0.00% |
| 100-000-0000-00-38-9910 | COMMUNITY PROJECTS | \$7,000.00 | \$0.00 | (\$300.00) | \$6,700.00 | 4.29% |
| 100-000-0000-00-38-9965 | SP PROJ - SCARECROW STROLL | \$5,000.00 | (\$3,350.00) | (\$4,250.00) | \$750.00 | 85.00% |
| 100-000-0000-00-38-9980 | SPECIAL PROJ - FARMERS MARKET | \$10,000.00 | (\$669.00) | (\$14,499.00) | (\$4,499.00) | 144.99% |
| 100-000-0000-00-38-9982 | BRYANT COM - CONTRIB/DONATIONS | \$0.00 | \$0.00 | (\$2,250.00) | (\$2,250.00) | 0.00% |
| 100-000-0000-00-38-9983 | BRYANT COMMONS FACILITY RENTAL | \$2,500.00 | (\$945.00) | (\$4,351.28) | (\$1,851.28) | 174.05% |
| 100-000-0000-00-38-9990 | OTHER EVENTS - GENERAL | \$0.00 | (\$300.00) | (\$11,920.32) | (\$11,920.32) | 0.00% |
| 100-000-0000-00-38-9991 | AZALEA ST CONTRIBUTION - COH | \$0.00 | \$0.00 | (\$627.15) | (\$627.15) | 0.00% |
| 100-000-0000-00-38-9992 | SP PROJ - LUNCHTIME CONCERTS | \$1,500.00 | \$0.00 | (\$70.00) | \$1,430.00 | 4.67% |
| 100-000-0000-00-38-9997 | OLD JAIL-SPECIAL PROJECTS | \$0.00 | (\$78.50) | (\$490.15) | (\$490.15) | 0.00% |
| 100-000-0000-00-38-9999 | MISC REVENUE TO RECLASS | \$0.00 | (\$25.00) | (\$15.00) | (\$15.00) | 0.00% |
| | Subtotal : | \$824,333.00 | (\$32,420.38) | (\$332,479.49) | \$491,853.51 | 40.33% |
| | Subtotal (000) Revenue: | \$824,333.00 | (\$32,420.38) | (\$332,479.49) | \$491,853.51 | 40.33% |
| | Subtotal (100) General Fund: | \$824,333.00 | (\$32,420.38) | (\$332,479.49) | \$491,853.51 | 40.33% |
| | Total ===== | \$824,333.00 | (\$32,420.38) | (\$332,479.49) | \$491,853.51 | 40.33% |

**BUDGET EXPENDITURE REPORT
CITY OF HINESVILLE**

Downtown Development Authority

22-Sep-23

HinesBudExp: Year (2023) Period (10)

| Ledger ID | Ledger Description | BUDGET | MTD EXP | YTD EXP | REMAINING BAL | PERCENT SPENT |
|-------------------------|---------------------------|--------------|-------------|--------------|---------------|---------------|
| (100) General Fund | | | | | | |
| (001) DDA Admin | | | | | | |
| 100-001-1000-00-51-1100 | SALARY AND WAGES | \$161,397.00 | \$12,055.50 | \$133,534.10 | \$27,862.90 | 82.74% |
| 100-001-1000-00-51-2110 | GROUP INSURANCE | \$24,508.00 | \$1,574.76 | \$10,622.10 | \$13,885.90 | 43.34% |
| 100-001-1000-00-51-2120 | DISABILITY | \$1,086.00 | \$171.36 | \$942.48 | \$143.52 | 86.78% |
| 100-001-1000-00-51-2200 | SOCIAL SECURITY | \$9,622.00 | \$703.42 | \$7,949.48 | \$1,672.52 | 82.62% |
| 100-001-1000-00-51-2300 | MEDICARE | \$2,250.00 | \$164.50 | \$1,859.12 | \$390.88 | 82.63% |
| 100-001-1000-00-51-2400 | RETIREMENT | \$15,624.00 | \$1,256.98 | \$12,569.80 | \$3,054.20 | 80.45% |
| 100-001-1000-00-51-2700 | WORKERS COMP | \$560.00 | \$0.00 | \$452.43 | \$107.57 | 80.79% |
| 100-001-1000-00-52-1175 | FAÇADE GRANT | \$0.00 | \$2,500.00 | \$9,500.00 | (\$9,500.00) | 0.00% |
| 100-001-1000-00-52-1215 | LEGAL FEES | \$1,500.00 | \$0.00 | \$0.00 | \$1,500.00 | 0.00% |
| 100-001-1000-00-52-1225 | ADVERTISING | \$2,750.00 | \$900.00 | \$1,137.50 | \$1,612.50 | 41.36% |
| 100-001-1000-00-52-1260 | PROFESSIONAL SERVICES | \$30,000.00 | \$0.00 | \$0.00 | \$30,000.00 | 0.00% |
| 100-001-1000-00-52-2205 | BUILDING MAINTENANCE | \$1,900.00 | \$75.00 | \$984.00 | \$916.00 | 51.79% |
| 100-001-1000-00-52-2206 | VEHICLE REPAIRS AND MAINT | \$500.00 | \$0.00 | \$84.04 | \$415.96 | 16.81% |
| 100-001-1000-00-52-3200 | COMMUNICATIONS | \$2,000.00 | \$327.70 | \$1,638.68 | \$361.32 | 81.93% |
| 100-001-1000-00-52-3300 | UTILITIES | \$2,000.00 | \$242.46 | \$1,881.55 | \$118.45 | 94.08% |
| 100-001-1000-00-52-3500 | TRAVEL | \$5,200.00 | \$0.00 | \$4,830.28 | \$369.72 | 92.89% |
| 100-001-1000-00-52-3600 | ANNUAL DUES/LICENSES | \$1,090.00 | \$0.00 | \$1,095.00 | (\$5.00) | 100.46% |
| 100-001-1000-00-52-3700 | EDUCATION AND TRAINING | \$5,200.00 | \$780.00 | \$997.45 | \$4,202.55 | 19.18% |
| 100-001-1000-00-53-1101 | OFFICE SUPPLIES | \$2,700.00 | \$425.79 | \$2,346.21 | \$353.79 | 86.90% |
| 100-001-1000-00-53-1103 | DEPARTMENT OPERATING EXP | \$3,000.00 | \$0.00 | \$1,120.82 | \$1,879.18 | 37.36% |
| 100-001-1000-00-53-1107 | BANK CHARGES | \$660.00 | \$0.00 | \$765.71 | (\$105.71) | 116.02% |
| 100-001-1000-00-54-2400 | COMPUTERS- HARDWARE | \$2,500.00 | \$0.00 | \$0.00 | \$2,500.00 | 0.00% |
| 100-001-1000-00-54-2405 | WEBSITE MAINTENANCE | \$1,386.00 | \$162.00 | \$1,547.45 | (\$161.45) | 111.65% |
| 100-001-1000-00-57-1170 | ENHANCED FAÇADE GRANT | \$30,000.00 | \$0.00 | \$2,664.84 | \$27,335.16 | 8.88% |
| 100-001-1000-00-57-1175 | REVOLVING LOAN FUND | \$50,000.00 | \$0.00 | \$0.00 | \$50,000.00 | 0.00% |
| 100-001-1000-00-57-2520 | HOLIDAY LIGHTS | \$2,000.00 | \$0.00 | \$92.92 | \$1,907.08 | 4.65% |
| 100-001-1000-00-57-2600 | PROMOTIONAL | \$19,000.00 | \$897.08 | \$14,949.65 | \$4,050.35 | 78.68% |
| 100-001-1000-00-57-2605 | PROMO - BRYANT COMMONS | \$3,000.00 | \$0.00 | \$49.90 | \$2,950.10 | 1.66% |
| 100-001-1000-00-57-2615 | PROMO - FARMERS MARKET | \$10,000.00 | \$472.50 | \$4,319.81 | \$5,680.19 | 43.20% |

**BUDGET EXPENDITURE REPORT
CITY OF HINESVILLE**

Downtown Development Authority

22-Sep-23

HinesBudExp: Year (2023) Period (10)

| Ledger ID | Ledger Description | BUDGET | MTD EXP | YTD EXP | REMAINING BAL | PERCENT SPENT |
|--------------------------------------|---|--------------|-------------|--------------|---------------|---------------|
| 100-001-1000-00-57-2625 | COMMUNITY PROJECTS | \$7,000.00 | \$3,288.55 | \$8,891.02 | (\$1,891.02) | 127.01% |
| 100-001-1000-00-57-2900 | SIGNAGE | \$5,000.00 | \$0.00 | \$0.00 | \$5,000.00 | 0.00% |
| 100-001-1535-00-54-2400 | COMPUTER SOFTWARE/UPDATES | \$1,958.00 | \$0.00 | \$1,242.93 | \$715.07 | 63.48% |
| | Subtotal (001) DDA Admin: | \$405,391.00 | \$25,997.60 | \$228,069.27 | \$177,321.73 | 56.26% |
| (021) Phase I Azalea Street | | | | | | |
| 100-021-7320-01-54-1408 | UTILITY SERVICE | \$3,000.00 | \$93.90 | \$813.27 | \$2,186.73 | 27.11% |
| | Subtotal (021) Phase I Azalea Street: | \$3,000.00 | \$93.90 | \$813.27 | \$2,186.73 | 27.11% |
| (023) Phase III Azalea Street | | | | | | |
| 100-023-7320-01-52-1309 | HOUSING CONSTRUCTION | \$42,855.00 | \$0.00 | \$0.00 | \$42,855.00 | 0.00% |
| 100-023-7330-03-57-3010 | AFFORDABLE HOUSING | \$301,746.00 | \$0.00 | \$8,075.00 | \$293,671.00 | 2.68% |
| | Subtotal (023) Phase III Azalea Street: | \$344,601.00 | \$0.00 | \$8,075.00 | \$336,526.00 | 2.34% |
| (060) Bryant Commons | | | | | | |
| 100-060-1000-00-52-1260 | PROFESSIONAL SERVICES | \$500.00 | \$0.00 | \$100.00 | \$400.00 | 20.00% |
| 100-060-1000-00-52-2100 | CONTRACTED MAINTENANCE SERV | \$18,000.00 | \$505.00 | \$5,065.00 | \$12,935.00 | 28.14% |
| 100-060-1000-00-52-2110 | GROUNDS MAINTENANCE | \$6,366.00 | \$82.40 | \$9,900.86 | (\$3,534.86) | 155.53% |
| 100-060-1000-00-52-2200 | EQUIPMENT REPAIRS/MAINTENANCE | \$1,000.00 | \$0.00 | \$323.78 | \$676.22 | 32.38% |
| 100-060-1000-00-52-2205 | BUILDING MAINTENANCE | \$750.00 | \$0.00 | \$0.00 | \$750.00 | 0.00% |
| 100-060-1000-00-52-2209 | BC POND MAINTENANCE | \$10,300.00 | \$1,130.00 | \$5,650.00 | \$4,650.00 | 54.85% |
| 100-060-1000-00-52-3300 | UTILITIES | \$2,000.00 | \$189.51 | \$1,490.61 | \$509.39 | 74.53% |
| 100-060-1000-00-53-1103 | DEPARTMENT OPERATING | \$4,725.00 | \$27.54 | \$1,989.12 | \$2,735.88 | 42.10% |
| 100-060-1000-00-54-1100 | BRYANT COMMONS CAPITAL EXP | \$26,000.00 | \$5,080.00 | \$30,285.40 | (\$4,285.40) | 116.48% |
| | Subtotal (060) Bryant Commons: | \$69,641.00 | \$7,014.45 | \$54,804.77 | \$14,836.23 | 78.70% |
| (065) Historic Preservation | | | | | | |
| 100-065-1000-00-52-3500 | TRAVEL | \$250.00 | \$35.66 | \$35.66 | \$214.34 | 14.26% |
| 100-065-1000-00-52-3700 | TRAINING/EDUCATION | \$1,050.00 | \$15.00 | \$2,275.00 | (\$1,225.00) | 216.67% |
| 100-065-1000-00-53-1103 | DEPT OPERATING EXPENSE | \$400.00 | \$0.00 | \$229.72 | \$170.28 | 57.43% |
| | Subtotal (065) Historic Preservation: | \$1,700.00 | \$50.66 | \$2,540.38 | (\$840.38) | 149.43% |
| | Subtotal (100) General Fund: | \$824,333.00 | \$33,156.61 | \$294,302.69 | \$530,030.31 | 35.70% |
| | Total ===== | \$824,333.00 | \$33,156.61 | \$294,302.69 | \$530,030.31 | 35.70% |

Main Street Report - AUGUST 2023



| | January | | February | | March | | April | | May | | June | | July | | August | | September | | October | | November | | December | |
|--|-----------|----|-----------|----|----------|----|---------------|----|----------|----|---------|----|-------------|----|----------|----|----------------|----|---------|----|----------|----|----------|----|
| | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO |
| Did you have a board mtg. this month? | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO |
| Did you or any board members participate in? | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO |
| Program income | \$23,763 | | \$3,035 | | \$53,118 | | \$16,498.00 | | \$13,554 | | \$6,170 | | \$19,898 | | \$32,420 | | \$168,456 | | | | | | | |
| Program expenses | \$27,447 | | \$15,809 | | \$20,964 | | \$20,351.00 | | \$2,940 | | \$4,002 | | \$11,119 | | \$33,063 | | \$135,695 | | | | | | | |
| Downtown events | 25 | | 29 | | 31 | | 26 | | 32 | | 44 | | 43 | | 39 | | 269 | | | | | | | |
| Event attendance | 964 | | 615 | | 2,780 | | 2,978 | | 2,710 | | 4,441 | | 3,135 | | 2,307 | | 19,930 | | | | | | | |
| Volunteer hours | 48 | | 60 | | 77 | | 59 | | 71 | | 80 | | 115 | | 68 | | 578 | | | | | | | |
| New business openings | 14 | | 2 | | 3 | | 4 | | 6 | | 5 | | 4 | | 3 | | 41 | | | | | | | |
| Jobs from new business openings | 39 | | 2 | | 4 | | 19 | | 52 | | 41 | | 22 | | 17 | | 196 | | | | | | | |
| Business closings | 12 | | 5 | | 7 | | 4 | | 6 | | 3 | | 3 | | 2 | | 47 | | | | | | | |
| Jobs lost from business closings | 48 | | 5 | | 14 | | 5 | | 38 | | 17 | | 7 | | 18 | | 152 | | | | | | | |
| Business expansions or relocations | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | 1 | | | | | | | |
| Jobs resulting from expansions or relocation | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | 8 | | 0 | | 8 | | | | | | | |
| Total property sales (Commercial) (#/1-10) | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | | | | | | |
| Private investment (Commercial) \$/value | \$0 | | \$0 | | \$0 | | \$0 | | \$0 | | \$0 | | \$0 | | \$0 | | \$0 | | | | | | | |
| Total property sales (Residential) (#/1-10) | 0 | | 2 | | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | 2 | | | | | | | |
| Private investment (Residential) \$/value | \$0 | | \$481,000 | | \$0,000 | | \$0,000 | | \$0 | | \$0 | | \$112,368 | | \$0 | | \$593,368 | | | | | | | |
| New single-family units | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | | | | | | |
| Value of new single-family units | 0 | | \$0 | | 0 | | 0 | | \$0 | | \$0 | | \$0 | | \$0 | | \$0 | | | | | | | |
| New multi-family units | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | | | | | | |
| Value of new multi-family units | 0 | | 0 | | 0 | | 0 | | \$0 | | \$0 | | \$0 | | \$0 | | \$0 | | | | | | | |
| New townhomes | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | | | | | | |
| New condos/lofts | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | | | | | | |
| New commercial buildings | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | | | | | | | |
| Value of new construction | \$0 | | 0 | | 0 | | \$0,000 | | \$0 | | \$0 | | \$0 | | \$0 | | \$0 | | | | | | | |
| Private rehab projects | 8 | | 2 | | 0 | | 1 | | 1 | | 0 | | 0 | | 0 | | 12 | | | | | | | |
| Total value of rehabs | \$166,644 | | \$1,400 | | \$0 | | \$6,500.00 | | \$45,000 | | \$0 | | \$0 | | \$0 | | \$219,544 | | | | | | | |
| Public improvement projects (DT City/Cour | 0 | | 1 | | 0 | | 1 | | 0 | | 0 | | 1 | | 0 | | 3 | | | | | | | |
| Total value of public improvements | \$0.00 | | \$12,000 | | \$0.00 | | \$1,448,802.0 | | \$0 | | \$0 | | \$5,380,000 | | \$0 | | \$6,840,802.00 | | | | | | | |

MAIN STREET REPORT

- **Downtown Events:** Farmers Market (4-270), Block Party (350), City Council (2-40), Bryant Commons Events (7-494), Old City Jail Museum (32-13), Plen Air Old Jail (11), Business After Hours: The Parrot & Frog (25), Liberty Chamber Downtown Meet & Greet (25), Ameris Bank Blood Drive (27), 2nd Annual Back to School Giveaway Coldwell Banker (300), Weichert Fundraiser Lunch Carpathia Paws (13), Hinesville Area Arts Council Exhibit Opening (26), Bob Ross Oil Painting Class HAAC (26), Southern Roots Boutique 5 year Anniversary (15), The Steven A Cohen Military Family Clinic Home Depot Build Kits (3), Concert in the Park (500), Unity in the Community (150), ITPA (22-54)
- **New Downtown Businesses Opened:** Master J's Honey Do's Property Maintenance & Preservation, 452 W General Stewart Way Ste B (1), Suleman LLC, 104 W General Screven Way Ste A (1), Sizzling Wings LLC, 207 W General Screven Way (15)
- **Business Closings Downtown:** Carter Ink, 445 Elma G Miles Pkwy ste 106 (3), Southern Wings, 207 W General Screven Way (15)
- **Business Relocations & Expansions:** NONE
- **Private Rehab Projects:**
- **Public Improvement Projects:**
- **Training:** Candice Bryant continues in the Employee Development Program, Michelle Ricketson continues in Supervisor Training, Michelle Ricketson and Kenya Romero attended the Georgia Downtown Association Conference in Canton.

5A

Bryant Commons Facility Summary Report - 2023

| Fiscal Year 2023 | Showings | Inquiries | Applications | Withdraw/ Cancelled | Public Event | Public Event Attendance | Private Event Attendance | Meeting Attendance | Total Attendance |
|------------------|-----------|------------|--------------|------------------------|--------------|-------------------------|--------------------------|--------------------|------------------|
| Nov - Jan | 4 | 82 | 28 | 2 | 5 | 995 | 61 | 8 | 1056 |
| Feb-April | 6 | 131 | 45 | 7 | 14 | 1885 | 121 | 12 | 1962 |
| May - July | 21 | 39 | 22 | 3 | 15 | 1,600 | | | |
| Aug.-Oct. | 14 | 30 | 21 | 3 | 4 | 753 | | 3 | 753 |
| Totals | 31 | 282 | 116 | 15 | 34 | 4,480 | 182 | 20 | 3,771 |

| Date | Name of Event | Attendance | Venue Used | Staff Time | Hours in Use | Revenue |
|-------------|-------------------------------|------------|--------------------------|------------|--------------|-----------|
| 11/18/2023 | Ghouls and Goodies | | STA,VEH,FPA,BPG, WTL,BLA | | | |
| 11/18/2023 | Wellness Challenge | | FPA | | | |
| 11/12/2023 | Life Veterans Day Recognition | | STA,BPG,AWN,PON | | | |
| 11/8/2023 | Org Day | | AWN,BPG | | | |
| 11/4/2023 | Battle of the Bands | | STA,VEH,FPA | | | |
| 10/28/2023 | Senior Picnic | | AWN | | | |
| 10/21/2023 | Bradwell Class Reunion | | AWN, FPA | | | |
| 10/21/2023 | Pink and Purple Battle Walk | | WTL | | | |
| 10/14/2023 | Anti-Bullying Rally | | STA, AWN, VEH, FPA | | | |
| 9/30/2023 | Birthday Party | 20 | AWN | | | |
| 9/30/2023 | Junk in the Trunk | | BP, FPA,CDP | | | |
| 9/23/2023 | Junk in the Trunk | | BP, FPA,CDP | | | |
| 9/23/2023 | Birthday Party | 25 | AWN | | | \$ 90.00 |
| 9/23/2023 | Fall Photoshoot | 4 | BLA | | | \$ 50.00 |
| 9/16/2023 | Cakamile Yoga in the Park | Cancelled | BLA | | | |
| 9/15/2023 | POW/MIA | 40 | VMW | 1/2 hr | | |
| 9/9/2023 | Picnic Birthay Party | 40 | BLA | 0 | | \$ 145.00 |
| 9/9/2023 | 9/11 Hero Run | 150 | WTL | 0 | | |
| 8/19/2023 | Junk in the Trunk | Cancelled | BP, FPA,CDP | | | |
| 8/19/2023 | Wedding | 30 | BLA | | | \$ 120.00 |
| 8/19/2023 | Cakamile Yoga in the Park | Cancelled | BLA | | | |
| 8/17/2023 | Hail and Farewell | 40 | AWN | | | \$ 25.00 |
| 8/17/2023 | Cross Country Race Bradwell | 300 | WTL | | | |
| 8/12/2023 | Junk in the Trunk | 15 | BP, FPA,CDP | | | |
| 8/10/2023 | Hail and Farewell | 49 | AWN | | | |
| 8/5/2023 | Back to School Giveaway | 60 | AWN, FPA | | | \$ 150.00 |
| 8/5/2023 | Women's Lunch at the Park | Cancelled | AWN | | | |
| 7/29/2023 | Family Gathering | 45 | AWN | | | \$ 60.00 |
| 7/29/2023 | Junk in the Trunk | Cancelled | BP, FPA,CDP | | | |
| 7/23/2023 | Church Service/Picnic | 100 | AWN | | | \$ 200.00 |
| 7/22/2023 | Junk in the Trunk | 10 | BP, FPA,CDP | | | |
| 7/19/2023 | Wild about Reading | 20 | AWN | | | \$ 20.00 |
| 07/15/202 | BBQ for Staff | 40 | AWN | | | \$ 150.00 |
| 07/15/203 | Cakamile Yoga in the Park | 20 | BLA | | | \$ 25.00 |
| 7/14/2023 | Org Day | 100 | AWN | | | \$ 50.00 |
| 7/8/2023 | Birthday Party | Cancelled | AWN | | | |
| 06/17-18/23 | Juneteenth Celebration | 400 | AWN,STA, VEH | | | \$ 205.00 |
| 6/23/2023 | Org Day | 90 | AWN | | | \$ 25.00 |
| 6/10/2023 | Wedding Reception | 55 | BLA | | | \$ 275.00 |
| 6/10/2023 | Father's Day Celebration | 100 | AWN,FPA | 1 | | \$ 135.00 |
| 6/9/2023 | Fleming Wedding | 30 | OAG | | | \$ 150.00 |
| 6/9/2023 | Miller Wedding | 20 | OAG | | | \$ 120.00 |
| 6/8/2023 | Deployment Farewell | 45 | AWN | | | \$ 30.00 |
| 5/23/2023 | Liberty County School App Day | 75 | AWN | | | |

| | | | | | | | |
|-----------------------|----------------------------------|----------------------------------|----------------------------|-------------------------------------|------------|-----------|-----------------|
| 5/20/2023 | Birthday Party | Cancelled | | | | | |
| 5/20/2023 | Yoga in the Park | 6 | BLA | | | \$ | 25.00 |
| 5/20/2023 | Baby Shower | 20 | AWN | | | \$ | 75.00 |
| 5/20/2023 | Car Show | 250 | VEH,AWN,FPA | | | \$ | 250.00 |
| 5/6/2023 | Church Graduation Party | 55 | BLA | | | \$ | 41.28 |
| 5/6/2023 | Self-Love = Self-Work | Cancelled | BLA | | | | |
| 4/29/2023 | Autism Awareness Walk | 43 | WTL | 0.5 | 3 | \$ | 70.00 |
| 4/29/2023 | Blake's Birthday Party | 30 | AWN | 0.5 | 2 | \$ | 90.00 |
| 4/29/2023 | Yoga in the Park | 25 | BLA | 0.5 | 2 | | |
| 4/23/2023 | Birthday Party | 15 | PLA | 0 | 1 | \$ | 30.00 |
| 4/22/2023 | Pastoral Anniversary | 450 | AWN,STA,VEH | 1 | 10 | \$ | 240.00 |
| 4/21/2023 | KLB Earth Day | 850 | AWN,STA,VEH | 2 | 6 | | |
| 04/21-24/23 | ITPA Annual Assembly | 65 | BLA | 2 | 12 | | |
| 4/19/2023 | 30th Birthday Party | Cancelled | AWN | | | | |
| 4/15/2023 | World Art Day | 10 | AWN | 0.5 | 2 | | |
| 4/15/2023 | Yoga in the Park | 11 | BLA | 0.5 | 3 | \$ | 25.00 |
| 4/14/2023 | Farewell Potluck | 35 | AWN | 0.5 | 3 | \$ | 25.00 |
| 4/10/2023 | Easter Picnic | Cancelled | AWN | | | | |
| 4/8/2023 | Keyster Eggstravaganza | Cancelled | STA,AWN,BLA | | | | |
| 4/7/2023 | Org Day | 49 | AWN | 1 | 5 | \$ | 25.00 |
| 4/2/2023 | Baby Shower | 25 | AWN | 0.5 | 2 | \$ | 120.00 |
| 3/31/2023 | Family Org Day | No Show | AWN | | | | |
| 3/30/2023 | Lewis & Clark Circus | 500 | VEH | | 12 | | |
| 3/29/2023 | Lewis & Clark Circus | 600 | VEH | | 12 | \$ | 500.00 |
| 3/29/2023 | Vietnam Verteran Recognition Day | 50 | VMW | | | | |
| 3/26/2023 | Birthday Party | 32 | AWN | | | \$ | 60.00 |
| 3/25/2023 | Life Appreciation Picnic | 55 | VEH/AWN/FPA | | | \$ | 75.00 |
| 3/20/2023 | Candice's Wedding | Cancelled | OAG/AWN | | | \$ | 150.00 |
| 3/19/2023 | Perkins' Wedding | 15 | OAG | | | | |
| 3/18/2023 | Makayla's 6th B-Day | 35 | AWN | | | \$ | 90.00 |
| 3/18/2023 | Yoga in the Park | 20 | BLA | | | \$ | 25.00 |
| 2/16/2023 | Arbor Day Tree Planting | 15 | GSP | 2 | 2 | | |
| 2/11/2023 | Health Fair | 150 | AWN | 2 | 4 | | |
| 12/13/2022 | Org Day | 200 | AWN | 0 | 4 | | |
| 12/12/2022 | Holiday Party | 60 | AWN | 1 | 3 | | |
| 11/19/2022 | Wedding (Perkins) | Cancelled | OAG | 0 | 0 | | |
| 11/18/2022 | Hail and Farewell | No Show | AWN | 0 | 0 | \$ | - |
| 11/7/2022 | Chaffee Bench Dedication | 35 | VMW | 0 | 4 | | |
| 11/6/2022 | Veterans Picnic Day | 200 | AWN | 0 | 6 | \$ | 150.00 |
| 11/5/2022 | City Wide Yard Sale | 350 | AWN | 0 | 5.5 | | |
| 10/29/2022 | Memorial Ceremony | 35 | VMW | 0 | 2 | \$ | 20.00 |
| TOTALS | | 1056 | | 6 | 108 | \$ | 4,061.28 |
| Previous Total | | | | | | | |
| 2022 | 10,074 | | | | | | |
| 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 | | | |

7C

TO: Hinesville Downtown Development Authority/Main Street Board
FR: Michelle K.W. Ricketson
RE: Executive Director's Report
DA: September 2023



Economic Restructuring/Development

- We reached out to two architecture firms in the region to develop a plan for the Enhanced Façade Grant Program.
- The Hinesville Farmers & Makers Market is operating each Thursday from 3 to 7 pm.
- We coordinated, wrote, and submitted multiple 2023 SPLOST applications.
- Parks/Events -
 - Since Jan 2023, Bryant Commons -- 61 events (15 cancellations), revenue approx. \$4,500.
 - Bradwell Park --19 events, plus 26 farmers markets, revenue \$285
 - GAP Park & Main Street Park -- 2 events, revenue \$0
 - Old Liberty County Jail -- 3 events, revenue \$150

Design/Historic Preservation

- 250 project: Planning new life for a green space in downtown. This will also be a key element to our local semiquincentennial celebration and will create a tourism destination. This proposal received a high amount of interest and support during the Countywide Workshop.
- Continued to work on large and small projects for Bryant Commons
- 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

- One board member (Ratcliffe) participated in the statewide DDA board member Sidebar training Aug. 30-31.
- HDDA/MS was represented by three people (Brown, Sack, and Ricketson) at the Countywide Workshop Sept 14-15.
- Candice attended the employee development program and Michelle attended the monthly supervisor training.

Promotions

- The next 2nd Saturday Block Party featuring Rockilicious, 10/14, 7-10pm
- Applications for 2023 Scarecrow Rock & Stroll went out to past participants and sponsors, and it was posted on our website.

2023 events:

Oct. 5: Blessing of the Animals at the Farmers Market

Oct. 19: PINK OUT the Market

Nov. 25: SHOP SMALL SATURDAY!

Oct 14: 2nd Saturday Block Party-Rockilicious, 7 to 10pm

Oct. 27: Scarecrow Rock & Stroll with Mason Jarr

Nov. 30: City of Hinesville Tree Lighting, 5 to 8 pm

HDDA/MS Goal Tracker

BUSINESS SUPPORT

- Encourage & Check-in with Minority/Women Owned Businesses
- Reinstated our month newsletter
- Social media accounts are active
- BAT team support
- Walking into businesses to say "Hello."
- Supported ITPA National Assembly conducted in downtown

DOWNTOWN INCENTIVES

- Updated website
- Updated Incentive Brochure
- Updated Façade Grant
- Continue to meet with businesses regarding the Discover Downtown Revolving Loan Fund
- Sought examples/info from other communities to provide inspiration

DEFINE HDDA-MS/CITY/COUNTY PARTNERSHIP

- Met with County to request partnership
- Received initial information regarding renovation vs rebuild
- Agreed the HDDA/MS would be the lead

ALIVE AFTER 5

- Kept cost for renting Bradwell Park low
- Work with and guided those hosting events to increase their effectiveness and success

COMMUNITY DEVELOPMENT/COORDINATION

- Raised \$5,250 to expand disc golf
- Coordinated backpacks/school supplies for homeless students
- Coordinated largest PB&J Drive (4,800 jars = \$14,000 value)

IN THE WORKS

Adding more information on website

Developed request for proposals for Enhanced Façade Grants

Working with volunteers to rebuild Trudie's Butterfly House and Learning Center

250 Project: Rebrand of Main Street Park was selected as a top issue for support during the countywide workshop

Coordinated, wrote, and submitted multiple 2023 SPLOST applications

Installation of second nine disc golf holes

Wayfinding signage for downtown

Working with the 92nd Engineers on Park improvements

Bridges

Veterans Memorial Walk

Butterfly House & Learning Center