



Hinesville Downtown Development Authority/Main Street  
**October 25, 2023 Regular Board Meeting Agenda**  
The Hinesville Room, 3<sup>rd</sup> Floor in City Hall at 4 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 = Mayor Allen Brown, Stake Holders = Kenneth Howard = Ryan Arnold = Michelle Ricketson = Kenya Romero = Candice Bryant
2. Public Notice of meeting
3. Secretary's Report - Minutes: September 27, 2023 board minutes - Shonda Mickel, attached (pages 3A & 3B)
4. Treasurer's Report (September 2023) - Shonda Mickel, Detailed report as of 9/30/23 attached (pgs 4A-4C)
5. Main Street District -- attached (page 5A) report by Kenya Romero  
SEPT: 4 biz opened/expand, 8 jobs, 2 biz closed, -88 jobs, 44 events, 3,852 attendance, Investment: \$144,000
6. Hinesville Farmers & Makers Market - report by Kenya Romero, 2023 Market season to end Oct. 26.
7. Parks/Events -  
Bryant Commons -- Monthly report attached (pages 7B & 7C) - report by Candice Bryant  
SEPT/FY23: Events 8/ytd 58, attendance 304/ytd 5278, revenue \$ 435/ytd \$5,112  
**\*\* Change of date!** Bryant Commons Partners Brunch will be at 11am on Saturday, November 4.
8. Old Liberty County Jail - reported by Kenya Romero -  
SEPT: 50 Visitors, 65 Volunteer Hours, \$25 Income, 257 People reached via facebook
9. Historic Preservation Commission & Downtown Historic District -
10. Calendar Items and Upcoming Events:  
2023 events:

Oct. 26: Final Market of the Season, 3-7pm	Oct. 27: Scarecrow Rock & Stroll with Mason Jarr, 6-9pm
Nov. 4: BC Partners Brunch, 11am at ITPA	Nov. 25: SHOP SMALL SATURDAY!
Nov.29: Ft. Stewart Tree Lighting, 5:30pm	Nov. 30: Hinesville for the Holidays (Tree Lighting), 5 to 8 pm
11. Director's Report -- Michelle Ricketson, attached (page 11A)  
Monthly Update -  
Incentives & Façade Grants - Pasquinel Ortiz of Dulce Delicia
12. Board Priorities & Goal Report  
Goal tracker -  
Staff tally of hours spent on daily tasks
13. Old/New Business --
  - a. Architectural Services -
  - b. 250 Project -
14. Executive Session for Legal and Real Estate matters  
Motion to leave regular session and enter into executive session regarding legal and real estate matters  
Motion by \_\_\_, 2<sup>nd</sup> by \_\_\_, vote \_\_\_\_\_ at \_\_\_\_\_p.m.  
Motion to leave executive session and return to regular session by \_\_\_, 2<sup>nd</sup> by \_\_\_, vote \_\_\_\_\_ at \_\_\_\_\_p.m.  
Action Items:
15. Adjournment - Motion by \_\_\_, 2<sup>nd</sup> by \_\_\_, vote \_\_\_\_\_ at \_\_\_\_\_p.m.



Hinesville Downtown Development Authority/Main Street  
**September 27, 2023 Regular Board Meeting Minutes**  
The Hinesville Room, 3<sup>rd</sup> Floor in City Hall

1. **Call to Order by M.Sack at 5:15 p.m.**  
Present= Marcus Sack = Roger Jones = Shonda Mickel (virtual) = Liston Singletary, III = Mayor Allen Brown (arrived at 5:18pm)  
Stake Holders = Kenneth Howard = Michelle Ricketson = Kenya Romero
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: September 6, 2023 board minutes - Shonda Mickel, attached (pages 3A & 3B)**  
Motion to approve September 6, 2023 minutes by R.Jones, 2<sup>nd</sup> by L.Singletary, vote unanimous.
4. **Treasurer's Report (August 2023) –Detailed report as of August 31, 2023 attached (pgs 4A-4C) by Shonda Mickel**  
Motion to approve August financials by L.Singletary, 2<sup>nd</sup> by A.Brown, vote unanimous.
5. **Main Street District -- attached (page 5A) reported by Kenya Romero**  
AUG: 3 biz opened/expand, 17 jobs, 2 biz closed, 18 jobs, 39 events, 2,307 attendance  
Downtown Partners Meeting at 9am on October 4, discussion will focus on Shop Small campaign.
6. **Hinesville Farmers & Makers Market – reported by Kenya Romero, 2023 Market season to end Oct. 26.**  
Several special themes: 10/5-Blessing of the Animals, 10/12-Celebrate end of Hispanic Heritage Month,  
10/19-PINK OUT the Market with the 3<sup>rd</sup> ID New Orleans Jazz Band, 10/26-Final Market of the season with DJ Trey.
7. **Parks/Events –**  
Bryant Commons -- Monthly report attached (pages 7B & 7C) – reported by Candice Bryant  
AUG/FY23: Events 6/ ytd 61, attendance 494/ ytd 4,974, revenue \$ 295/ ytd \$4,677  
Since Jan 2023, Bryant Commons -- 61 events (15 cancellations), revenue approx. \$4,700.  
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
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 – They will meet later this week.**
10. **Calendar Items and Upcoming Events:**  
2023 events:  
Oct. 5: Blessing of the Animals at the Farmers Market      Oct 14: 2<sup>nd</sup> 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 – Working on Personnel Policy  
Budget Items – Final FY24 numbers not available yet.  
Incentives & Façade Grants – Prepared RFP for Enhanced Façade project, as well as 133/135Main. Board requested proposal be posted for two weeks.
12. **Board Priorities & Goal Report**  
M.Ricketson reviewed items in the works on goal tracker sheet. 250 Project was a priority at countywide.  
The board requested staff tally hours spent on daily tasks.
13. **Old/New Business -- M.Sack said he received an outline of a decoration plan for GAP Park. He thinks it will be an opportunity for the HDDA, the Chamber of Commerce and the downtown merchants to work together.**

**14. Executive Session for Real Estate and Personnel matters**

Motion to leave regular session and enter into executive session regarding real estate matters by R.Jones,  
2<sup>nd</sup> by L.Singletary, vote unanimous at 6:05pm.

Motion to leave executive session by A.Brown, 2<sup>nd</sup> by R.Jones, vote unanimous at 6:31pm.

Motion to return to regular session by A.Brown, 2<sup>nd</sup> by L.Singletary, vote unanimous at 6:31pm.

Chairman Sack said there is no action to take at this time.

**15. Motion to adjourn by R.Jones, 2<sup>nd</sup> by L.Singletary, vote unanimous at 6:32p.m.**



**BUDGET REVENUE REPORT**  
**CITY OF HINESVILLE**

**Downtown Development Authority**

20-Oct-23

HinesBudRev: Year ( 2023 ) Period ( 11 )

Ledger ID	Ledger Description	BUDGET	MTD REV	YTD REV	REMAINING BAL	PERC COLL
<b>(100) General Fund</b>						
<b>(000) Revenue</b>						
100-000-0000-00-30-1000	TRANSFER IN FROM CITY FUNDS	\$434,432.00	(\$18,526.00)	(\$262,714.78)	\$171,717.22	60.47%
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	(\$276.92)	(\$2,906.76)	(\$2,906.76)	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	\$0.00	(\$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	(\$6,750.00)	(\$11,000.00)	(\$6,000.00)	220.00%
100-000-0000-00-38-9980	SPECIAL PROJ - FARMERS MARKET	\$10,000.00	(\$325.00)	(\$14,824.00)	(\$4,824.00)	148.24%
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	(\$240.00)	(\$4,641.28)	(\$2,141.28)	185.65%
100-000-0000-00-38-9990	OTHER EVENTS - GENERAL	\$0.00	(\$300.00)	(\$12,220.32)	(\$12,220.32)	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	(\$13.50)	(\$503.65)	(\$503.65)	0.00%
100-000-0000-00-38-9999	MISC REVENUE TO RECLASS	\$0.00	(\$325.00)	(\$340.00)	(\$340.00)	0.00%
	<b>Subtotal :</b>	\$824,333.00	(\$26,756.42)	(\$359,581.64)	\$464,751.36	43.62%
	<b>Subtotal (000) Revenue:</b>	\$824,333.00	(\$26,756.42)	(\$359,581.64)	\$464,751.36	43.62%
	<b>Subtotal (100) General Fund:</b>	\$824,333.00	(\$26,756.42)	(\$359,581.64)	\$464,751.36	43.62%
	<b>Total =====</b>	\$824,333.00	(\$26,756.42)	(\$359,581.64)	\$464,751.36	43.62%

4A

**BUDGET EXPENDITURE REPORT**  
**CITY OF HINESVILLE**

**Downtown Development Authority**

20-Oct-23

HinesBudExp: Year ( 2023 ) Period ( 11 )

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	\$145,589.60	\$15,807.40	90.21%
100-001-1000-00-51-2110	GROUP INSURANCE	\$24,508.00	\$1,574.76	\$12,196.86	\$12,311.14	49.77%
100-001-1000-00-51-2120	DISABILITY	\$1,086.00	\$0.00	\$942.48	\$143.52	86.78%
100-001-1000-00-51-2200	SOCIAL SECURITY	\$9,622.00	\$703.42	\$8,652.90	\$969.10	89.93%
100-001-1000-00-51-2300	MEDICARE	\$2,250.00	\$164.50	\$2,023.62	\$226.38	89.94%
100-001-1000-00-51-2400	RETIREMENT	\$15,624.00	\$1,256.98	\$13,826.78	\$1,797.22	88.50%
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	\$0.00	\$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	\$0.00	\$1,307.50	\$1,442.50	47.55%
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	\$403.00	\$1,387.00	\$513.00	73.00%
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	\$0.00	\$1,638.68	\$361.32	81.93%
100-001-1000-00-52-3300	UTILITIES	\$2,000.00	\$250.74	\$2,132.29	(\$132.29)	106.61%
100-001-1000-00-52-3500	TRAVEL	\$5,200.00	\$780.41	\$5,610.69	(\$410.69)	107.90%
100-001-1000-00-52-3600	ANNUAL DUES/LICENSES	\$1,090.00	(\$95.00)	\$1,000.00	\$90.00	91.74%
100-001-1000-00-52-3700	EDUCATION AND TRAINING	\$5,200.00	\$100.00	\$1,097.45	\$4,102.55	21.10%
100-001-1000-00-53-1101	OFFICE SUPPLIES	\$2,700.00	\$8.98	\$2,355.19	\$344.81	87.23%
100-001-1000-00-53-1103	DEPARTMENT OPERATING EXP	\$3,000.00	\$44.28	\$1,165.10	\$1,834.90	38.84%
100-001-1000-00-53-1107	BANK CHARGES	\$660.00	\$163.08	\$1,014.55	(\$354.55)	153.72%
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	\$260.88	\$1,808.33	(\$422.33)	130.47%
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	\$3,195.00	\$18,829.65	\$170.35	99.10%
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	\$408.60	\$4,728.41	\$5,271.59	47.28%

4B



**BUDGET EXPENDITURE REPORT  
CITY OF HINESVILLE**

20-Oct-23

**Downtown Development Authority**

HinesBudExp: Year ( 2023 ) Period ( 11 )

Ledger ID	Ledger Description	BUDGET	MTD EXP	YTD EXP	REMAINING BAL	PERCENT SPENT
100-001-1000-00-57-2625	COMMUNITY PROJECTS	\$7,000.00	\$0.00	\$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	\$21,275.13	\$250,285.16	\$155,105.84	61.74%
<b>(021) Phase I Azalea Street</b>						
100-021-7320-01-54-1408	UTILITY SERVICE	\$3,000.00	\$45.70	\$858.97	\$2,141.03	28.63%
	Subtotal (021) Phase I Azalea Street:	\$3,000.00	\$45.70	\$858.97	\$2,141.03	28.63%
<b>(023) Phase III Azalea Street</b>						
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%
<b>(060) Bryant Commons</b>						
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	\$300.00	\$5,365.00	\$12,635.00	29.81%
100-060-1000-00-52-2110	GROUNDS MAINTENANCE	\$6,366.00	\$0.00	\$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	\$565.00	\$6,215.00	\$4,085.00	60.34%
100-060-1000-00-52-3300	UTILITIES	\$2,000.00	\$188.53	\$1,679.14	\$320.86	83.96%
100-060-1000-00-53-1103	DEPARTMENT OPERATING	\$4,725.00	\$169.78	\$3,149.70	\$1,575.30	66.66%
100-060-1000-00-54-1100	BRYANT COMMONS CAPITAL EXP	\$26,000.00	\$1,169.97	\$31,845.36	(\$5,845.36)	122.48%
	Subtotal (060) Bryant Commons:	\$69,641.00	\$2,393.28	\$58,578.84	\$11,062.16	84.12%
<b>(065) Historic Preservation</b>						
100-065-1000-00-52-3500	TRAVEL	\$250.00	\$215.94	\$251.60	(\$1.60)	100.64%
100-065-1000-00-52-3700	TRAINING/EDUCATION	\$1,050.00	\$0.00	\$2,275.00	(\$1,225.00)	216.67%
100-065-1000-00-53-1103	DEPT OPERATING EXPENSE	\$400.00	\$0.00	\$294.72	\$105.28	73.68%
	Subtotal (065) Historic Preservation:	\$1,700.00	\$215.94	\$2,821.32	(\$1,121.32)	165.96%
	Subtotal (100) General Fund:	\$824,333.00	\$23,930.05	\$320,619.29	\$503,713.71	38.89%
	Total =====	\$824,333.00	\$23,930.05	\$320,619.29	\$503,713.71	38.89%

4C





	January		February		March		April		May		June		July		August		September		October		November		December	
	YES		YES		YES		YES		YES		YES		YES		YES		YES		YES		YES		YES	
Did you have a board mtg. this month?	YES		YES		YES		YES		YES		YES		YES		YES		YES		YES		YES		YES	
Did you or any board members participate in	YES		YES		YES		YES		YES		YES		YES		YES		YES		YES		YES		YES	
Program income	\$23,763	\$3,035	\$53,118	\$16,498.00	\$13,554	\$6,170	\$19,898	\$32,420	\$26,480	\$23,721	\$194,936	\$159,416												
Program expenses	\$27,447	\$15,809	\$20,964	\$20,351.00	\$2,940	\$4,002	\$11,119	\$33,063	\$23,721	\$313														
Downtown events	25	29	31	26	32	44	43	39	44															
Event attendance	964	615	2,780	2,978	2,710	4,441	3,135	2,307	3,852															
Volunteer hours	48	60	77	59	71	80	115	68	136															
New business openings	14	2	3	4	6	5	4	3	4															
Jobs from new business openings	39	2	4	19	52	41	22	17	8															
Business closings	12	5	7	4	6	8	3	2	2															
Jobs lost from business closings	48	5	14	5	38	17	7	18	88															
Business expansions or relocations	0	0	0	0	0	0	1	0	0															
Jobs resulting from expansions or relocations	0	0	0	0	0	0	8	0	0															
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	0															
Private investment (Residential) \$/value	\$0	\$481,000	\$0.00	\$0.00	\$0	\$0	\$112,368	\$0	\$98,000															
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	\$0.00	\$0	\$0	\$0	\$0	\$0															
Private rehab projects	8	2	0	1	1	0	0	0	1															
Total value of rehabs	\$166,644	\$1,400	\$0	\$6,500.00	\$45,000	\$0	\$0	\$0	\$46,000															
Public improvement projects (DT City/Cour	0	1	0	1	0	0	1	0	0															
Total value of public improvements	\$0.00	\$12,000	\$0.00	1,448,802.0	\$0	\$5,380,000	\$0	\$0	\$0.00															

**MAIN STREET REPORT**

- **Downtown Events:** Farmers Market (4-380), Block Party (500), City Council (2-40), Bryant Commons Events (8-307), Old City Jail Museum (15-50), Hinesville Area Arts Council Exhibit Opening (25), Hinesville Area Arts Council Roots, Tunes & Brews Festival (2500), Hinesville Area Arts Council Art Classes (2-3), Hinesville Area Arts Council Create & Play (2-9), Southern Roots Boutique Ladies Night (15), ITPA (6-13), Hinesville Area Board of Realtors Luncheon (10)
- **New Downtown Businesses Opened:** Pet IQ LLC 2, 229 W General Screven Way H2 (4), Celebrations of Purpose Event Center, 406A South Main St (2), Iron House Athletic Club, 519 W Oglethorpe Hwy (1), Tlady Hair, 110 East M L King Jr Dr Ste 2F (1)
- **Business Closings Downtown:** Coastal Utilities, 100 Ryon Ave (5), Coastal Home Care, 531 S Main St (83)
- **Business Relocations & Expansions:** NONE
- **Private Rehab Projects:** Commercial Re-roofing at SOAR Reentry Center, 205 E Court St, \$46,000
- **Public Improvement Projects:** NONE
- **Training:** Candice Bryant continues in the Employee Development Program, Michelle Ricketson continues in Supervisor Training.



## Bryant Commons Facility Summary Report - 2023

Fiscal Year 2023	Showings	Inquiries	Applications	Withdrew/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	35	24	5	14	1,077		3	1,077
<b>Totals</b>	<b>31</b>	<b>287</b>	<b>119</b>	<b>17</b>	<b>34</b>	<b>4,480</b>	<b>182</b>	<b>20</b>	<b>4,095</b>

Date	Name of Event	Attendance	Venue Used	Staff Time	Hours In Use	Revenue
11/18/2023	ABF Fall Fest	1000	STA,VEH,FPA,BPG, WTL,BLA		8	
11/18/2023	Wellness Challenge	35	FPA		3	
11/12/2023	Life Veterans Day Recognition	130	STA,BPG,AWN,PON		4	\$ 150.00
11/8/2023	Org Day	47	AWN,BPG		5	\$ 25.00
11/4/2023	Veteran Memorial Yard Sale	300	AWN		4	
11/4/2023	Battle of the Bands	1,000	STA,VEH,FPA	4	4	\$ 250.00
10/28/2023	BI Senior Bruch	300	AWN	0.75	4	\$ 150.00
10/21/2023	Wise Vow Renewal	20	OAK TREE	0.5	0.5	
10/21/2023	Bradwell Class Reunion	100	AWN, FPA	1	4	\$ 100.00
10/21/2023	Pink and Purple Battle Walk	49	WTL	0.5	4	
10/18/2023	Veterans Treatment Court Brunch	24	AWN	0.5	5	\$ 75.00
10/14/2023	Anti-Bullying Rally		STA, AWN, VEH,FPA	4	5	\$ 260.00
9/30/2023	Birthday Party	25	AWN	0.5	2	\$ 60.00
9/30/2023	Birthday Party	20	AWN	0.5	2	\$ 90.00
9/30/2023	Junk in the Trunk		BP, FPA,CDP			
9/23/2023	Junk in the Trunk		BP, FPA,CDP		4	
9/23/2023	Birthday Party	25	AWN	0.5	2	\$ 90.00
9/23/2023	Fall Photoshoot	4	BLA		2	\$ 50.00
9/16/2023	Cakamile Yoga in the Park	Cancelled	BLA			
9/15/2023	POW/MIA	40	VMW	0.5	3	
9/9/2023	Picnic Birthay Party	40	BLA	0	4	\$ 145.00
9/9/2023	9/11 Hero Run	150	WTL	0	3	
9/2/2023	Fresh Start	100	AWN	0.5	6	
8/19/2023	Junk in the Trunk	Cancelled	BP, FPA,CDP			
8/19/2023	Wedding	30	BLA	0.75	2	\$ 120.00
8/19/2023	Cakamile Yoga in the Park	Cancelled	BLA			
8/17/2023	Hail and Farewell	40	AWN	0.5	4	\$ 25.00
8/17/2023	Cross Country Race Bradwell	300	WTL	0.5	3	
8/12/2023	Junk in the Trunk	15	BP, FPA,CDP		4	
8/10/2023	Hail and Farewell	49	AWN	0.5	2	
8/5/2023	Back to School Giveaway	60	AWN, FPA	0.75	4	\$ 150.00
8/5/2023	Women's Lunch at the Park	Cancelled	AWN			
7/29/2023	Family Gathering	45	AWN	0.75	4	\$ 60.00
7/29/2023	Junk in the Trunk	Cancelled	BP, FPA,CDP			
7/23/2023	Church Service/Picnic	100	AWN	0.75	5	\$ 200.00
7/22/2023	Junk in the Trunk	10	BP, FPA,CDP		4	
7/19/2023	Wild about Reading	20	AWN	0.5	3	\$ 20.00
07/15/202	BBQ for Staff	40	AWN	0.75	4	\$ 150.00
07/15/203	Cakamile Yoga in the Park	20	BLA	0.5	3	\$ 25.00
7/14/2023	Org Day	100	AWN	0.75	6	\$ 50.00
7/8/2023	Birthday Party	Cancelled	AWN			
06/17-18/23	Juneteenth Celebration	400	AWN,STA, VEH	1	12	\$ 205.00
6/23/2023	Org Day	90	AWN	0.5	5	\$ 25.00
6/10/2023	Wedding Reception	55	BLA	0.5	3	\$ 275.00
6/10/2023	Father's Day Celebration	100	AWN,FPA	1	4	\$ 135.00
6/9/2023	Fleming Wedding	30	OAG	0.75	2	\$ 150.00
6/9/2023	Miller Wedding	20	OAG	0.5	1	\$ 120.00
6/8/2023	Deployment Farewell	45	AWN	0.75	3	\$ 30.00



5/23/2023	Liberty County School App Day	75	AWN	0.75	4	
5/20/2023	Birthday Party	Cancelled				
5/20/2023	Yoga in the Park	6	BLA	0.5	3	\$ 25.00
5/20/2023	Baby Shower	20	AWN	0.75	2	\$ 75.00
5/20/2023	Car Show	250	VEH,AWN,FPA	0.75	7	\$ 250.00
5/6/2023	Church Graduation Party	55	BLA	0.5	3	\$ 41.28
5/5/2023	ORG Day	150	VEH,AWN,FPA	0.75	7	\$ 25.00
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 Veteran Recognition Day	50	VMW			
3/26/2023	Birthday Party	32	AWN	0.75	2	\$ 60.00
3/25/2023	Life Appreciation Picnic	55	VEH/AWN/FPA	0.75	4	\$ 75.00
3/20/2023	Candice's Wedding	Cancelled	OAG/ AWN	0.5	0	\$ 150.00
3/19/2023	Perkins' Wedding	30	OAG	0.75	2	\$ 60.00
3/18/2023	Makayla's 6th B-Day	35	AWN	0.75	2	\$ 90.00
3/18/2023	Yoga in the Park	20	BLA	0.75	3	\$ 25.00
2/16/2023	Arbor Day Tree Planting	15	GSP	2	2	
2/11/2023	Health Fair	175	AWN/BLA,VEH	0.75	5	
1/15/2023	Wedding (Devon)	26	AWN	1	2	\$ 90.00
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
<b>TOTALS</b>		<b>9710</b>		<b>48</b>	<b>308</b>	<b>\$5,446.28</b>
<b>Previous Total</b>						
<b>2022</b>	<b>10,074</b>					
<b>2022</b>	<b>10,074</b>					
<b>2021</b>	<b>8,807</b>	<b>AMP - Amphitheater</b>	<b>DGP - Dog Park</b>	<b>PON - Pond Area</b>		
<b>2020</b>	<b>3,125</b>	<b>AWN - Awning</b>	<b>FPA - Field Parking</b>	<b>SHA - Shade Area</b>		
<b>2019</b>	<b>13,631</b>	<b>BLA - Back Lawn</b>	<b>GSP - Green Space</b>	<b>STA - Stage</b>		
<b>2018</b>	<b>18,509</b>	<b>BPT - Back Patio</b>	<b>MSM - Museum</b>	<b>STB - Stables</b>		
<b>2017</b>	<b>17,928</b>	<b>CAM - Caimellia</b>	<b>OAG - OAK GROVE</b>	<b>VEH - Vendors Hill</b>		
<b>2016</b>	<b>10,952</b>	<b>CPA - Cisco Park</b>	<b>PAR - Parking</b>	<b>WTL - Walking Trail</b>		
<b>2015</b>	<b>8,240</b>	<b>BPG - Brambles Playground</b>		<b>VMW - Veterans Memorial Walk</b>		



**Economic Restructuring/Development**

- Staff developed the RFQ/RFP for the Enhanced Façade Grant Program and 133/135Main.
- Working on applications for local RLF funds and the Georgia Cities Foundation.
- The Hinesville Farmers & Makers Market is operating each Thursday from 3 to 7 pm. – Special themes are planned each week for the final month. A survey was also distributed to vendors.
- We coordinated, wrote, and submitted multiple 2023 SPLOST applications: ITPA & VMW to receive funds.
- Parks/Events –
  - Since Jan 2023, Bryant Commons -- 69 events (15 cancellations), revenue approx. \$5,100.
  - 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 92<sup>nd</sup> 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. Work will likely not begin until after the new year.

**Organization/Management**

- Kenya completed Main Street 101. Candice attended the employee development program. Michelle attended the monthly supervisor training.

**Promotions**

- Wrapped up 2<sup>nd</sup> Saturday Block Parties with The Groove Benders and a great crowd of 600+.
- Planning for 2023 Scarecrow Rock & Stroll is well underway.

**2023 events:**

**Oct. 26: Final Market of the season, 3-7pm**  
**Nov. 4: BC Partners Brunch, 11am at ITPA**  
**Nov.29: Ft. Stewart Tree Lighting, 5:30pm**

**Oct. 27: Scarecrow Rock & Stroll with Mason Jarr, 6-9pm**  
**Nov. 25: SHOP SMALL SATURDAY!**  
**Nov. 30: Hinesville for the Holidays (Tree Lighting), 5 to 8 pm**



# HDDA/MS Goal Tracker

OCT 2023

## 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

Working with applicant on local RLF/GCF RLF

Developed request for proposals for Enhanced Façade Grants

250 Project: Building countywide plan was selected as a top issue for support during the workshop. We will get the ball rolling, then focus on impact in downtown.

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

Adding more information on website

Installation of second nine disc golf holes

Wayfinding signage for downtown

Working with the 92<sup>nd</sup> Engineers on Park improvements

Bridges

Veterans Memorial Walk

Butterfly House & Learning Center

Project A: 133/135 Main

Project B: Rear facades for 7 bldgs adjacent to Bradwell Park

RFQ: Posted on City og Hinesville Website & state procurement website on 9/28. Scheduled to run in the Coastal Courier on 10/5. Bids due by 10/11. Bid envelopes opened October 16 at 4pm by Marcus Sack and Michelle Ricketson.

Date	Point of Contact	Firm	Proposal(s)																
10/16/2023	Susan Lott	Lott & Naugle Arch, Savannah	Returned email saying "No bid at this time."																
10/16/2023	Kristin	Cooper Carry, Atlanta	Returned email saying "No bid at this time."																
10/16/2023	Brian Dillman	Dillman Studio, Atlanta	<table border="1"> <thead> <tr> <th data-bbox="459 1127 506 1188">Stability</th> <th data-bbox="459 1188 506 1249">Experience</th> <th data-bbox="459 1249 506 1310">Suitability</th> <th data-bbox="459 1310 506 1371">Points</th> </tr> </thead> <tbody> <tr> <td data-bbox="506 1127 553 1188">7</td> <td data-bbox="506 1188 553 1249">9</td> <td data-bbox="506 1249 553 1310"></td> <td data-bbox="506 1310 553 1371">6 22 points</td> </tr> <tr> <td data-bbox="553 1127 600 1188">Project 133/135</td> <td data-bbox="553 1188 600 1249"></td> <td data-bbox="553 1249 600 1310">\$ 18,000</td> <td data-bbox="553 1310 600 1371">\$ 248,000</td> </tr> <tr> <td data-bbox="600 1127 647 1188">Project Enh.Facade</td> <td data-bbox="600 1188 647 1249"></td> <td data-bbox="600 1249 647 1310">\$ 28,000</td> <td data-bbox="600 1310 647 1371">\$ 285,000</td> </tr> </tbody> </table>	Stability	Experience	Suitability	Points	7	9		6 22 points	Project 133/135		\$ 18,000	\$ 248,000	Project Enh.Facade		\$ 28,000	\$ 285,000
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10/16/2023	Scott Barnard/Bob Palmer	Barnard Architects, Savannah	<table border="1"> <thead> <tr> <th data-bbox="647 1127 695 1188">Stability</th> <th data-bbox="647 1188 695 1249">Experience</th> <th data-bbox="647 1249 695 1310">Suitability</th> <th data-bbox="647 1310 695 1371">Points</th> </tr> </thead> <tbody> <tr> <td data-bbox="695 1127 742 1188">10</td> <td data-bbox="695 1188 742 1249">9</td> <td data-bbox="695 1249 742 1310"></td> <td data-bbox="695 1310 742 1371">9 28 points</td> </tr> <tr> <td data-bbox="742 1127 789 1188">Project 133/135</td> <td data-bbox="742 1188 789 1249"></td> <td data-bbox="742 1249 789 1310">\$ 11,282 to \$18,500</td> <td data-bbox="742 1310 789 1371"></td> </tr> <tr> <td data-bbox="789 1127 836 1188">Project Enh.Facade</td> <td data-bbox="789 1188 836 1249"></td> <td data-bbox="789 1249 836 1310">\$9,363 to \$13,242</td> <td data-bbox="789 1310 836 1371"></td> </tr> </tbody> </table>	Stability	Experience	Suitability	Points	10	9		9 28 points	Project 133/135		\$ 11,282 to \$18,500		Project Enh.Facade		\$9,363 to \$13,242	
Stability	Experience	Suitability	Points																
10	9		9 28 points																
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Project Enh.Facade		\$9,363 to \$13,242																	



# **250 Project: (notes from the Countywide Planning Workshop Sept. 14-15, 2023)**

## **GOAL:**

Celebrate the US' 250<sup>th</sup> birthday

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

Make sure history/stories have diverse perspectives.

## **STAKEHOLDERS/LEAD (bold):**

<b>HDDA</b>	<b>Liberty County CVB</b>	<b>Liberty County Historical Society</b>
State Government	City/County Officials	Live Oak Library
Schools	Button Gwinnett/Lyman Hall	2026 Senior Classes
Ft. Stewart Museum	Faith-Based Organizations	Senior Residents near site(s)

## **BENEFITS:**

Education	Community Pride	Revenue from Tourism
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## **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)

Year 2: Start implementation

By July 4, 2026: Celebration (Everything complete)

## **FUNDING:**

Donations & Sponsorships (local/state/national)	Grants: (possibly Nobel Foundation/CVB/SPLOST)
250 Celebration & Events may Generate Revenue	Carl Vinson Institute (assist with design/identifying grants)

## **ACTION STEPS:**

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:**

Liberty Bell

Bell shape filled with "liberty" spelled in languages representing modern-day population.

Art from Button Gwinnett/Lyman Hall elementaries

Time capsule coordinated by high school seniors

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.

## 250 PROJECT/AMERICA 250 – Downtown Hinesville, Liberty County

Ideas for rebranding Main Street Park as we look to celebrate our local connection to the Declaration of Independence and approach the semiquincentennial anniversary.

We are looking at converting a 1.42-acre green space and walkway, currently called Main Street Park:

Independence Park with Liberty Garden and Signers Trail!

The footprint of the park may remain the same, but we are talking with neighbors to see if adjoining property is available at a price we can afford. We will change name to → **Independence Park**.

The gazebo will be replaced with a small formal garden, with a replica of the Liberty Bell as the center piece → **Liberty Garden**.

An outdoor educational exhibit will outline the journey to create the historic Declaration of Independence and the connection of two Liberty County residents. There will also be interactive stations and spots for photo opportunities. We will use QR codes to incorporate modern technology for those who want to take a deeper dive into this fascinating history. Quills and QR Codes will be on each board. → **Signer's Trail**.



### Visual elements & Interactive stations:

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?



### Community engagement:

Ask the schools named for the men (Lyman Hall & Button Gwinnett elementaries) to contribute some type of art or visual elements.

Also, the senior classes of 2026 – could come together to contribute something as their class project.

### Facts to tie it all together:

Of the 56 men who signed the Declaration of the Independence, three men representing the colony of Georgia, two of them were from Liberty County.

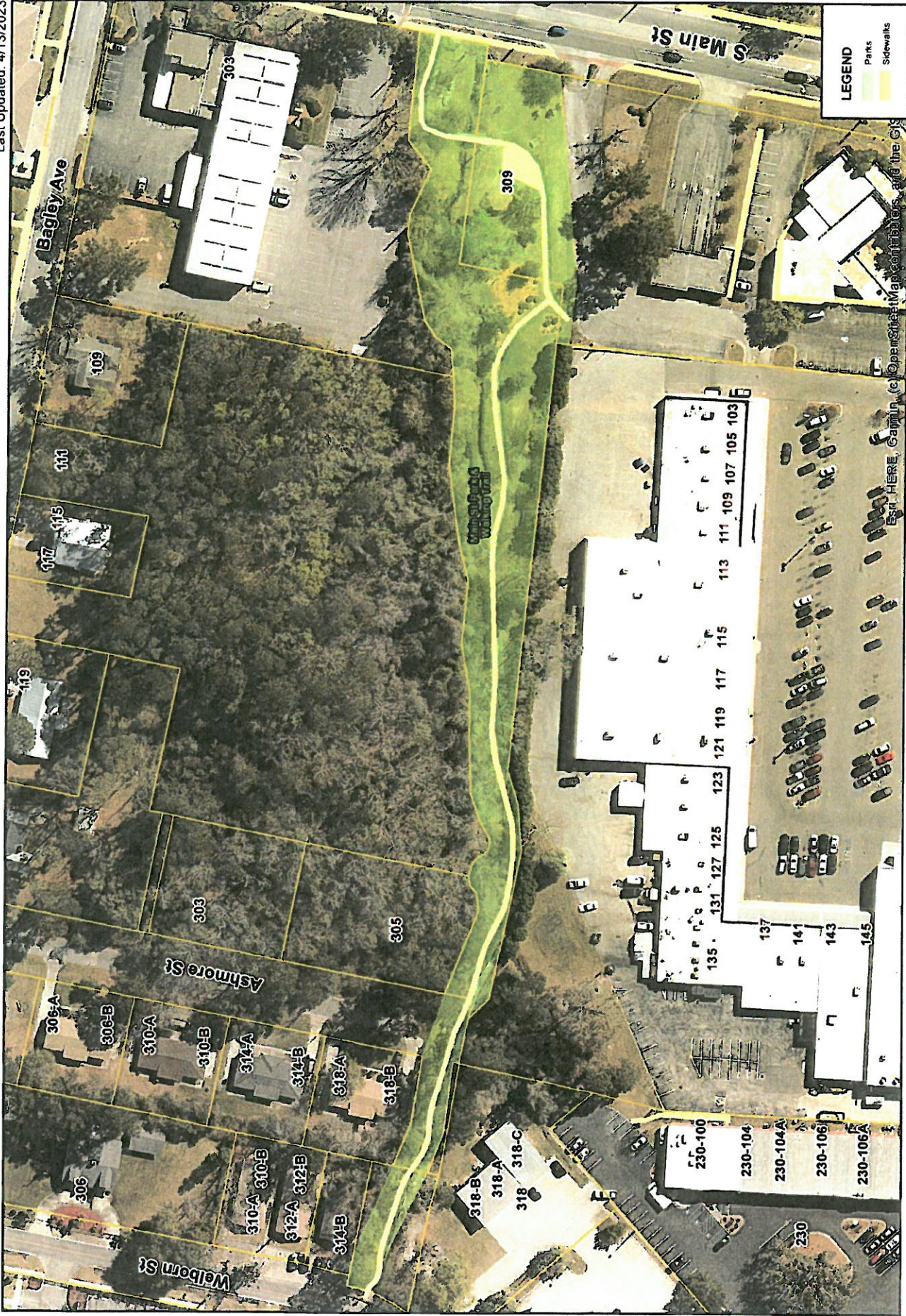
Liberty County, Georgia is one of only three counties not named after a person. It received this name because our residents were the first to vote for liberty.

The county seat Hinesville, uses the Liberty Bell in its seal, marketing and branding.

Hinesville and Liberty County are also home to the Army's 3<sup>rd</sup> Infantry Division at Fort Stewart, the largest military installation east of the Mississippi River.

**Developing this park into a historic tourism stop, paired with the dozen historic markers that are already in downtown Hinesville, creates a critical mass for visitors and locals (including school groups) to walk and learn.**





**LEGEND**  
 Parks  
 Sidewalks



**Main St Park (Independence Park)**  
 Hinesville, Georgia



**HINESVILLE**  
 GEORGIA

GIS Disclaimer  
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