



Hinesville Downtown Development Authority/Main Street
January 24, 2024 Regular Board Meeting Agenda
Training Room, 2nd Floor in City Hall at 4 p.m.

1. Call to Order by _____ at ____ p.m.
Present= Marcus Sack = Roger Jones = Shonda Mickel = Sabrina Newby = Liston Singletary, III = Tom Ratcliffe = Mayor Karl Riles
Stake Holders = Kenneth Howard = Ryan Arnold = Michelle Ricketson = Kenya Romero = Candice Bryant
2. Public Notice of meeting
3. Secretary's Report – Minutes: November 29, 2023 board minutes - Shonda Mickel, attached (pages 3A & 3B)
4. Treasurer's Report (November/December) – Shonda Mickel, Detailed report attached (pages 4A-4D)
5. Main Street District -- attached (pages 5A & 5B) report by Kenya Romero
NOV: 4 biz opened/expand, 4 jobs, 3 biz closed, -4 jobs, 42 events, 6,976 attendance, Investment: \$ 0
DEC: 3 biz opened/expand, 4 jobs, 1 biz closed, 1 jobs, 31 events, 17,613 attendance, Investment: \$64,700
6. Hinesville Farmers & Makers Market – 2024 Season March 7 – October 17, 3 to 7pm
Ribbon Cutting at 5pm on March 7, please mark your calendar!
7. Parks/Events –
Bryant Commons -- Monthly report attached (page 7B) – report by Candice Bryant
NOV/FY24: Events 7/ytd 7, attendance 2,187/ytd 2,187, revenue \$ 500/ytd \$500
DEC/FY24: Events 1/ytd 8, attendance 15/ytd 2,202, revenue \$ 0/ytd \$500
8. Old Liberty County Jail – reported by Kenya Romero –
NOV: 20 Visitors, 36 Volunteer Hours, \$30 Income, 1,600 People reached via facebook
DEC: 98 Visitors, 55 Volunteer Hours, \$45 Income, 428 People reached via facebook
9. Historic Preservation Commission & Downtown Historic District –
10. Calendar Items and Upcoming Events: See Director's Report for meeting dates and events
11. Director's Report -- Michelle Ricketson, attached (page 11A)
Monthly Update –
Incentives & Façade Grants –
Façade Grant Requests – Jazzy's: 230 Gen. Screven Way, Suite 104A
HUTA 2: 230 Gen. Screven Way, Suite 106
Revolving Loan Fund Application – Dulce Delicia, 725 E. Oglethorpe Hwy.
12. Board Priorities & Goal Report
Goal tracker -
Staff tally of hours spent on daily tasks
13. Old/New Business --
 - a. Enhanced Façade meeting -
 - b. 250 Project -
14. Executive Session for legal matters
Motion to leave regular session and enter into executive session regarding legal and real estate 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
November 29, 2023 Regular Board Meeting Minutes -- DRAFT
2nd Floor Training Room in City Hall at 4 p.m.**

1. Call to Order by Roger Jones at 4:15 p.m.
Present => Roger Jones = Shonda Mickel(virtual)= Tom Ratcliffe = Mayor Allen Brown,
Stake Holders => Kenneth Howard = Michelle Ricketson = Kenya Romero = Candice Bryant
2. Public Notice of meeting - Yes; posted in 3 places in City Hall and sent to the Coastal Courier
3. Secretary's Report - Minutes: October 25, 2023 board minutes - Shonda Mickel, attached (pages 3A & 3B)
Motion to approve minutes by Mayor Allen Brown, 2nd Shonda Mickel, vote unanimous
4. Treasurer's Report (October 2023 - FY23 Yearend) - Shonda Mickel, Detailed report attached (pages 4A-4C)
Motion to approve by Tom Ratcliffe, 2nd Mayor Allen Brown, vote unanimous
Board members requested a reconciliation of all restricted and unrestricted DDA cash.
Mayor A.Brown suggested that the group consider raising the threshold for the Revolving Loan Fund.
K.Howard suggested that the HDDA try to access grant funds to invest into rehab of the corner building
5. Main Street District -- attached (page 5A) report by Kenya Romero
OCT: 5 biz opened/expand, 18 jobs, 4 biz closed, -9 jobs, 48 events, 34,711 attendance, Investment: \$88,548
6. Hinesville Farmers & Makers Market - no report
7. Parks/Events -
Bryant Commons -- Monthly report attached (pages 7B & 7C) - report by Candice Bryant
OCT/FY23: Events 6/ytd 64, attendance 1,168/ytd 6,446, revenue \$ 585/ytd \$5,697
Bryant Commons Partners Brunch was conducted on November 4.
Bryant Commons Traffic Counts: 10,350 vehicles entered the park between Oct. 1-Nov. 9.
The Average Daily Vehicle is up from 230 to 265. (week day avg 213, weekend avg 400)
8. Old Liberty County Jail - reported by Kenya Romero -
OCT: 130 Visitors, 56 Volunteer Hours, \$76 Income, 324 People reached via facebook
9. Historic Preservation Commission & Downtown Historic District -Working on project. Research on Hines Shaw School. Super Museum on February 11.
10. Calendar Items and Upcoming Events:
2023 events:
Nov. 30: City of Hinesville Tree Lighting, 5 to 8 pm
Dec. 1: Chamber's 27th Annual Illuminated Christmas Parade, 6:30 pm
Dec. 6: Ft. Stewart Tree Lighting, 5:30 pm
Dec. 16: 16th Annual Wreath Laying at Warrior's Walk, noon

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

Monthly Update –Shop Small Saturday. Met with the architect with the business owners.

Incentives & Façade Grants –

Revolving Loan Fund Application-Looking to submit loan by end of year.

12. Board Priorities & Goal Report

Goal tracker - attached

Staff tally of hours spent on daily tasks was submitted to the Board.

13. Old/New Business --

a. Enhanced Façade meeting – Architect Scott Barnard met with business owners, HDDA and Mr. Howard. He has requested more feedback, and has agreed to meet with business owners individually.

b. 250 Project –

c. Affordable Housing:

1. Mr. Howard discussed Azalea Street Phase 3B, which includes 5 lots on Ash and 2 lots that were previously designated for a community center. But since housing needs are so great, it makes sense to build more houses on the land planned for the community center. Site prep for the seven lots has been done. The Hinesville Housing Authority is working with the City to build the houses and help identify prospective homeowners.

2. The City and the Hinesville Housing Authority talking through potential projects. They are going to build an 80-unit apartment complex on 5 acres of City-owned property on Evergreen Street.

3. P-E-N (Public Safety, Educators and Nurses) are eligible for \$7,000 in down payment assistance. Other people may go through the home-buyer classes to receive \$5,000 in down payment assistance.

d. Mr. Howard suggested the HDDA and Bryant Commons Joint Management form a committee to make the BC amphitheater project shovel ready. There is \$1M in SPLOST funds for this project.

14. Executive Session for legal matters

Motion to leave regular session and enter executive session regarding legal matters.

Motion by T.Ratcliffe, 2nd by A.Brown vote unanimous at 5:28 p.m.

Motion to leave executive session and return to regular session. Motion by T.Ratcliffe, 2nd by A.Brown vote unanimous at 5:28 p.m.

R.Jones said, “No action is required at this time.”

15. Adjournment - Motion by T.Ratcliffe, 2nd by A. Brown vote unanimous at 5:29 p.m.

**BUDGET REVENUE REPORT
CITY OF HINESVILLE**

Downtown Development Authority

19-Jan-24

HinesBudRev: Year (2024) Period (2)

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	\$344,413.00	(\$16,218.98)	(\$41,722.02)	\$302,690.98	12.11%
100-000-0000-00-33-4111	CITY ENTITLEMENT FUNDS XFER	\$172,301.00	\$0.00	\$0.00	\$172,301.00	0.00%
100-000-0000-00-33-4120	HISTORIC PRESERVATION GRANT	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%
100-000-0000-00-36-1020	INTEREST INCOME	\$2,700.00	\$0.00	(\$358.01)	\$2,341.99	13.26%
100-000-0000-00-38-1020	LEASE / RENTAL INCOME	\$7,800.00	\$0.00	\$0.00	\$7,800.00	0.00%
100-000-0000-00-38-9910	COMMUNITY PROJECTS	\$7,000.00	\$0.00	\$0.00	\$7,000.00	0.00%
100-000-0000-00-38-9965	SP PROJ - SCARECROW STROLL	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
100-000-0000-00-38-9980	SPECIAL PROJ - FARMERS MARKET	\$10,000.00	(\$650.00)	(\$650.00)	\$9,350.00	6.50%
100-000-0000-00-38-9982	BRYANT COM - CONTRIB/DONATIONS	\$36,200.00	\$0.00	\$0.00	\$36,200.00	0.00%
100-000-0000-00-38-9983	BRYANT COMMONS FACILITY RENTAL	\$4,000.00	(\$20.00)	(\$370.00)	\$3,630.00	9.25%
100-000-0000-00-38-9990	OTHER EVENTS - GENERAL	\$4,000.00	\$0.00	(\$475.00)	\$3,525.00	11.87%
100-000-0000-00-38-9991	AZALEA ST CONTRIBUTION - COH	\$0.00	(\$323.16)	(\$323.16)	(\$323.16)	0.00%
100-000-0000-00-38-9992	SP PROJ - LUNCHTIME CONCERTS	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
100-000-0000-00-38-9997	OLD JAIL-SPECIAL PROJECTS	\$0.00	(\$30.00)	(\$106.00)	(\$106.00)	0.00%
100-000-0000-00-38-9999	MISC REVENUE TO RECLASS	\$0.00	\$60.00	\$60.00	\$60.00	0.00%
	Subtotal :	\$609,914.00	(\$17,182.14)	(\$43,944.19)	\$565,969.81	7.20%
	Subtotal (000) Revenue:	\$609,914.00	(\$17,182.14)	(\$43,944.19)	\$565,969.81	7.20%
	Subtotal (100) General Fund:	\$609,914.00	(\$17,182.14)	(\$43,944.19)	\$565,969.81	7.20%
	Total =====	\$609,914.00	(\$17,182.14)	(\$43,944.19)	\$565,969.81	7.20%

4A

BUDGET EXPENDITURE REPORT
CITY OF HINESVILLE

Downtown Development Authority

19-Jan-24

HinesBudExp: Year (2024) Period (2)

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	\$169,195.00	\$12,769.97	\$34,262.50	\$134,932.50	20.25%
100-001-1000-00-51-2110	GROUP INSURANCE	\$19,472.00	\$787.38	\$3,149.52	\$16,322.48	16.17%
100-001-1000-00-51-2120	DISABILITY	\$1,145.00	\$90.84	\$176.52	\$968.48	15.42%
100-001-1000-00-51-2200	SOCIAL SECURITY	\$10,145.00	\$769.73	\$2,036.23	\$8,108.77	20.07%
100-001-1000-00-51-2300	MEDICARE	\$2,373.00	\$180.01	\$476.20	\$1,896.80	20.07%
100-001-1000-00-51-2400	RETIREMENT	\$16,787.00	\$1,190.93	\$1,190.93	\$15,596.07	7.09%
100-001-1000-00-51-2700	WORKERS COMP	\$482.00	\$265.94	\$265.94	\$216.06	55.17%
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	\$2,950.00	\$237.50	\$237.50	\$2,712.50	8.05%
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	\$2,500.00	\$0.00	\$153.00	\$2,347.00	6.12%
100-001-1000-00-52-2206	VEHICLE REPAIRS AND MAINT	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
100-001-1000-00-52-3200	COMMUNICATIONS	\$2,000.00	\$164.18	\$164.18	\$1,835.82	8.21%
100-001-1000-00-52-3300	UTILITIES	\$2,000.00	\$176.08	\$176.08	\$1,823.92	8.80%
100-001-1000-00-52-3500	TRAVEL	\$5,200.00	\$0.00	\$0.00	\$5,200.00	0.00%
100-001-1000-00-52-3600	ANNUAL DUES/LICENSES	\$1,090.00	\$40.00	\$70.00	\$1,020.00	6.42%
100-001-1000-00-52-3700	EDUCATION AND TRAINING	\$6,130.00	\$250.00	\$300.00	\$5,830.00	4.89%
100-001-1000-00-53-1101	OFFICE SUPPLIES	\$2,700.00	\$0.00	\$297.15	\$2,402.85	11.01%
100-001-1000-00-53-1103	DEPARTMENT OPERATING EXP	\$3,000.00	\$242.00	\$867.00	\$2,133.00	28.90%
100-001-1000-00-53-1107	BANK CHARGES	\$725.00	\$0.00	\$112.01	\$612.99	15.45%
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	\$1,053.00	\$0.00	\$0.00	\$1,053.00	0.00%
100-001-1000-00-57-1165	FAÇADE GRANTS	\$14,000.00	\$0.00	\$0.00	\$14,000.00	0.00%
100-001-1000-00-57-1170	ENHANCED FAÇADE GRANT	\$0.00	\$6,250.00	\$6,300.00	(\$6,300.00)	0.00%
100-001-1000-00-57-2510	BRADWELL PARK	\$621.00	\$0.00	\$0.00	\$621.00	0.00%
100-001-1000-00-57-2600	PROMOTIONAL	\$17,500.00	\$1,500.00	\$10,485.90	\$7,014.10	59.92%
100-001-1000-00-57-2605	PROMO - BRYANT COMMONS	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%

4B

BUDGET EXPENDITURE REPORT
CITY OF HINESVILLE

19-Jan-24

Downtown Development Authority

HinesBudExp: Year (2024) Period (2)

Ledger ID	Ledger Description	BUDGET	MTD EXP	YTD EXP	REMAINING BAL	PERCENT SPENT
100-001-1000-00-57-2615	PROMO - FARMERS MARKET	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
100-001-1000-00-57-2625	COMMUNITY PROJECTS	\$7,000.00	\$0.00	\$0.00	\$7,000.00	0.00%
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	\$24,914.56	\$60,720.66	\$276,342.34	18.01%
(021) Phase I Azalea Street						
100-021-7320-01-54-1408	UTILITY SERVICE	\$1,200.00	\$91.38	\$91.38	\$1,108.62	7.61%
	Subtotal (021) Phase I Azalea Street:	\$1,200.00	\$91.38	\$91.38	\$1,108.62	7.62%
(023) Phase III Azalea Street						
100-023-7330-03-57-3010	AFFORDABLE HOUSING	\$172,301.00	\$0.00	\$0.00	\$172,301.00	0.00%
	Subtotal (023) Phase III Azalea Street:	\$172,301.00	\$0.00	\$0.00	\$172,301.00	0.00%
(060) Bryant Commons						
100-060-1000-00-52-1260	PROFESSIONAL SERVICES	\$2,400.00	\$0.00	\$0.00	\$2,400.00	0.00%
100-060-1000-00-52-2100	CONTRACTED MAINTENANCE SERV	\$2,400.00	\$0.00	\$0.00	\$2,400.00	0.00%
100-060-1000-00-52-2110	GROUNDS MAINTENANCE	\$8,500.00	\$0.00	\$20.00	\$8,480.00	0.24%
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	\$10,000.00	\$565.00	\$1,130.00	\$8,870.00	11.30%
100-060-1000-00-52-3300	UTILITIES	\$2,000.00	\$189.55	\$189.55	\$1,810.45	9.48%
100-060-1000-00-53-1103	DEPARTMENT OPERATING	\$1,500.00	\$0.00	\$474.06	\$1,025.94	31.60%
100-060-1000-00-54-1100	BRYANT COMMONS CAPITAL EXP	\$49,800.00	\$1,250.00	\$1,250.00	\$48,550.00	2.51%
	Subtotal (060) Bryant Commons:	\$77,350.00	\$2,004.55	\$3,063.61	\$74,286.39	3.96%
(065) Historic Preservation						
100-065-1000-00-52-3500	TRAVEL	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
100-065-1000-00-52-3700	TRAINING/EDUCATION	\$1,700.00	\$0.00	\$0.00	\$1,700.00	0.00%
100-065-1000-00-53-1103	DEPT OPERATING EXPENSE	\$2,000.00	\$150.00	\$150.00	\$1,850.00	7.50%
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	\$150.00	\$150.00	\$21,850.00	0.68%
	Subtotal (100) General Fund:	\$609,914.00	\$27,160.49	\$64,025.65	\$545,888.35	10.50%
	Total =====	\$609,914.00	\$27,160.49	\$64,025.65	\$545,888.35	10.50%

Main Street Report - November 2023



	January	February	March	April	May	June	July	August	September	October	November	December	
Did you have a board mtg. this month?	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES		
Did you or any board members participate in training?	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	\$78,850	\$1,259		\$275,045
Program expenses	\$27,447	\$15,809	\$20,964	\$20,351.00	\$2,940	\$4,002	\$11,119	\$33,063	\$23,721	\$5,636	\$1,995		\$167,047
Downtown events	25	29	31	26	32	44	43	39	44	48	42		403
Event attendance	964	615	2,780	2,978	2,710	4,441	3,135	2,307	3,852	34,711	6,976		65,469
Volunteer hours	48	60	77	59	71	80	115	68	136	109	41		864
New business openings	14	2	3	4	6	5	4	3	4	5	4		54
Jobs from new business openings	39	2	4	19	52	41	22	17	8	18	4		226
Business closings	12	5	7	4	6	8	3	2	2	4	3		56
Jobs lost from business closings	48	5	14	5	38	17	7	18	88	9	4		253
Business expansions or relocations	0	0	0	0	0	0	1	0	0	0	0		1
Jobs resulting from expansions or relocations	0	0	0	0	0	0	8	0	0	0	0		8
Total property sales (Commercial) (#/1-10)	0	0	0	0	0	0	0	0	0	0	0		0
Private investment (Commercial) \$/value	\$0	\$0	\$0	0	\$0	\$0	\$0	\$0	\$0	0	0		\$0
Total property sales (Residential) (#/1-10)	0	2	0	0	0	0	0	0	1	0	0		3
Private investment (Residential) \$/value	\$0	\$481,000	\$0.00	\$0.00	\$0	\$0	\$112,368	\$0	\$98,000	\$0.00	\$0.00		\$691,368
New single-family units	0	0	0	0	0	0	0	0	0	0	0		0
Value of new single-family units	0	\$0	0	0	\$0	\$0	\$0	\$0	\$0	0	0		\$0.00
New multi-family units	0	0	0	0	0	0	0	0	0	0	0		0
Value of new multi-family units	0	0	0	0	\$0	\$0	\$0	\$0	\$0	0	0		\$0.00
New townhomes	0	0	0	0	0	0	0	0	0	0	0		0
New condos/lofts	0	0	0	0	\$0	\$0	\$0	\$0	\$0	0	0		0
New commercial buildings	0	0	0	0	0	0	0	0	0	0	0		0
Value of new construction	\$0	0	0	\$0.00	\$0	\$0	\$0	0	\$0	0	0		\$0
Private rehab projects	8	2	0	1	1	0	0	0	1	2	0		15
Total value of rehabs	\$166,644	\$1,400	\$0	\$6,500.00	\$45,000	\$0	\$0	\$0	\$46,000	\$88,548	\$0		\$354,092
Public improvement projects (DT City/County)	0	1	0	1	0	0	1	0	0	0	0		3
Total value of public improvements	\$0.00	\$12,000	\$0.00	\$1,448,802.00	\$0	\$0	\$5,380,000	\$0	\$0.00	\$0	\$0.00		\$6,840,802.00

MAIN STREET REPORT

• **Downtown Events:** City Council (2-40), Bryant Commons Events (7-2187), Old County Jail Museum (9-20), ITPA (9-50), Ribbon Cutting: McManamy Jackson Hollis, LLC (10), Hinesville Area Arts Council - Bob Ross Painting (3-20), Veterans Day Parade (300), Big Cafe GSU (15), Shop Small Proclamation (18), Thomas Hill Jewelers Extravaganza (65), Annual Low Country Boil & Oyster Roast (170), Shop Small Bradwell Park (50), Facade Enhancement Meeting (11), HDDA Board Meeting (5), Grand Opening Hinesville Business Incubator (Georgia Southern University) (75), Ribbon Cutting: Jet Foods (40), Hinesville for the Holidays (3,900)

• **New Downtown Businesses Opened:** Totally Therapeutic: Everything Medical LLC, 111 Ryon Ave. G (1), The Beauty For Ashes Brand, 110 East M. L. King Jr. Dr. Ste 2C (1), Pure Lux Barbershop and Lounge, 110 East M. L. King Jr. Dr. Ste M (1), By Jan Areiza, 110 East M. L. King Jr. Dr. Ste 2K (1)

• **Business Closings Downtown:** One Stop Wireless, 104B W General Screven Way (2), Steel City Holdings LLC, 103 General Screven Way Ste M (1), Sass & Grace Plus More LLC, 229 W General Screven Way N2 (1)

• **Business Relocations & Expansions:** NONE

• **Private Rehab Projects:** NONE

• **Public Improvement Projects:** NONE

• **Training:** Candice Bryant, Employee Professional Development Customer Service Certificate, Michelle Ricketson Leadership Certificate

Main Street Report - December 2023



	January	February	March	April	May	June	July	August	September	October	November	December	
Did you have a board mtg. this month?	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	NO	
Did you or any board members participate in training?	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	NO	
Program income	\$23,763	\$3,035	\$53,118	\$16,498.00	\$13,554	\$6,170	\$19,898	\$32,420	\$26,480	\$78,850	\$1,259	\$17,182	\$292,227
Program expenses	\$27,447	\$15,809	\$20,964	\$20,351.00	\$2,940	\$4,002	\$11,119	\$33,063	\$23,721	\$5,636	\$1,995	\$27,069	\$194,116
Downtown events	25	29	31	26	32	44	43	39	44	48	42	31	\$434
Event attendance	964	615	2,780	2,978	2,710	4,441	3,135	2,307	3,852	34,711	6,976	17,613	\$83,082
Volunteer hours	48	60	77	59	71	80	115	68	136	109	41	55	\$919
New business openings	14	2	3	4	6	5	4	3	4	5	4	3	\$57
Jobs from new business openings	39	2	4	19	52	41	22	17	8	18	4	4	\$230
Business closings	12	5	7	4	6	8	3	2	2	4	2	1	\$56
Jobs lost from business closings	48	5	14	5	38	17	7	18	88	9	2	1	\$252
Business expansions or relocations	0	0	0	0	0	0	1	0	0	0	0	0	\$1
Jobs resulting from expansions or relocations	0	0	0	0	0	0	8	0	0	0	0	0	\$8
Total property sales (Commercial) (#/1-10)	0	0	0	0	0	0	0	0	0	0	0	0	\$0
Private investment (Commercial) \$/value	\$0	\$0	\$0	0	\$0	\$0	\$0	\$0	\$0	0	0	\$0	\$0
Total property sales (Residential) (#/1-10)	0	2	0	0	0	0	0	0	1	0	0	0	3
Private investment (Residential) \$/value	\$0	\$481,000	\$0.00	\$0.00	\$0	\$0	\$112,368	\$0	\$98,000	\$0.00	\$0.00	\$0	\$691,368
New single-family units	0	0	0	0	0	0	0	0	0	0	0	0	0
Value of new single-family units	0	\$0	0	0	\$0	\$0	\$0	\$0	\$0	0	0	\$0	\$0
New multi-family units	0	0	0	0	0	0	0	0	0	0	0	0	0
Value of new multi-family units	0	0	0	0	\$0	\$0	\$0	\$0	\$0	0	0	\$0	\$0
New townhomes	0	0	0	0	0	0	0	0	0	0	0	0	0
New condos/lofts	0	0	0	0	\$0	\$0	\$0	\$0	\$0	0	0	\$0	\$0
New commercial buildings	0	0	0	0	0	0	0	0	0	0	0	0	0
Value of new construction	\$0	0	0	\$0.00	\$0	\$0	\$0	0	\$0	0	0	\$0	\$0
Private rehab projects	8	2	0	1	1	0	0	0	1	2	0	6	21
Total value of rehabs	\$166,644	\$1,400	\$0	\$6,500.00	\$45,000	\$0	\$0	\$0	\$46,000	\$88,548	\$0	\$64,700	\$418,792
Public improvement projects (DT City/County)	0	1	0	1	0	0	1	0	0	0	0	0	3
Total value of public improvements	\$0.00	\$12,000	\$0.00	\$1,448,802.00	\$0	\$0	\$5,380,000	\$0	\$0.00	\$0	\$0.00	\$0	\$6,840,802

MAIN STREET REPORT

• **Downtown Events:** City Council (2-40), Bryant Commons Events (1-15), Old County Jail Museum (14-98), ITPA (7-53), 27th Annual Illuminated Christmas Parade (17000), Hinesville Area Arts Council Bob Ross Painting Class (2-12), Ribbon Cutting: Ked Barber & Beauty (20), Liberty Regional Medical Center Community Christmas Toy Give-A-Way (50), Christmas Shopping in the Park (125), City of Hinesville Mayor & Council Inauguration (200)

• **New Downtown Businesses Opened:** Uplifting Women's Health Club, 740 E General Stewart Way, Ste 212 (1), Citi Tax Services and More, 401 S Main St Ste B (1), Livality Integrated Health, 319 W General Screven Way Ste D2 (2)

• **Business Closings Downtown:** Awaken Your Dreams LLC, 406A Tarver St (1)

• **Business Relocations & Expansions:** NONE

• **Private Rehab Projects:** House of Refuge Inc, 307 Welborn St - Monument Sign & Electrical - \$4,500, Geaux Pottery Painting, 315 Welborn St, B - Install ducts, wiring, and exhaust fans - \$2,500, Bennett's HVAC & Elec, LLC, 324 Fraser Cir - Plumbing & Electrical - for new storage building - \$50,000, Depot #9 A Food Truck Park, 305 N Main St - Electrical for new food truck park - \$0 - valuation not listed, VHS Financial Service and Rental Properties, 105 N Main St - Plumbing for emergency leak - \$6,400, Styles By Monique Chante'l, 203 W General Screven Way - \$1,300 - 2 signs

• **Public Improvement Projects:** NONE

• **Training:** Candice Bryant, Employee Professional Development Customer Service Certificate, Michelle Ricketson Leadership Certificate

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		30	14	1	10	2699			2699
Feb-April									
May - July									
Aug.-Oct.									
Totals		30	14	1	10	2699			2699
Date	Name of Event				Attendance	Venue Used	Staff Time	Hours in Use	Revenue
5/18/2024	Birthday Party				48	AWN, FPA		2	\$ 90.00
3/16/2024	CAR SHOW				300	STA, AWN, VEH, FPA		7	
3/2/2024	Promotion Ceremony				30	AWN,VMW		3	
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		1.5	
11/19/2023	Birthday Party				20	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					2699		48	31	\$500.00
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 - Caimellia	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: January 2024



Economic Restructuring/Development

- Worked with architects to prepare and schedule the Enhanced Façade meeting with building owners.
- Worked with architects on rendering for corner building.
- Submitted low-interest application to Georgia Cities Foundation for a business planning to relocate to downtown.
- Met with Downtown Partners to discuss 2023 Shop Small, and made plans for 2024.

Design/Historic Preservation

- 250 Project: Community will begin planning our semi quincentennial celebration. Initial meetings to pull together a steering committee were conducted.
- Worked with Historic Preservation Commission on planning for Super Museum Sunday (Feb. 11, 2024).
- 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.
- Submitted City's Tree City USA application. Began planning for the Arbor Day event.

Organization/Management

- Candice completed the employee development program, Kenya completed Main Street 101 and Michelle completed supervisor training.

Promotions

- Coordinated warm holiday wishes to 3rd ID and their loved ones with wreaths and holiday cards.
- Plans for the 2024 Farmers Market season were made & applications accepted.
- Plans for 2nd Saturday Block Party season (5) were made.
- Starting planning for the 10th Annual Peanut Butter and Jelly Collection.

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:

Feb.15: Arbor Day Planting at BC orchard, 5pm

Apr.13: Block Party-Groove Benders, 7-10pm

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

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

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

June8: Block Party-The Composition Band, 7-10pm

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

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



<u>NAME</u>	<u>TELEPHONE NO. (ALL#912)</u>	<u>MAILING ADDRESS</u>	<u>EMAIL ADDRESS</u>
<u>CHAIRMAN</u> Marcus Sack Term Expires: 05/2024	401-1387 ©	515 N. Main Street Hinesville, GA 31313	marcus@mesack.com
<u>VICE-CHAIRMAN</u> Roger Jones Term Expires: 05/2024	320-0514 (c) 492-4001	924 Highland Drive Hinesville, GA 31313	Rogerjones4@hotmail.com
<u>SECRETARY & TREASURER</u> Shonda Mickel Term Expires: 05/2026	368-2962 (dk) 369-9592 (w) 368-0818 (h) 980-0697 ©	727 Stacy Dr, Hinesville 241-C W. Gen Screven Way Hinesville, GA 31313	shondamickel@hotmail.com
Liston Singletary, III Term Expires: 5/2026	980-6825 ©	1262 Louise Lane Hinesville, GA 31313	mrsing51@gmail.com
Sabrina Newby Term Expires: 05/2024	492-8247 (c)	343 Clairemore Circle Hinesville, GA 31313	sabrinalcmc@gmail.com
Tom Ratcliffe Term Expires: 05/2026	369-8000 (w) 369-2622 (dk) 977-5002 (c)	103 North Main Street Hinesville, GA 31313	tratcliffe@hinesvillelaw.com
Mayor Karl Riles Term Expires upon leaving office	463-2808 (c)	115 East M.L. King Jr., Dr Hinesville, GA 31313	mayor@cityofhinesville.org
<u>Executive Director</u> Michelle Ricketson	877-4345 (w) 271-1207 (c) 877-9132 (f)	115 East M.L. King Jr., Dr Hinesville, GA 31313	mricketson@hinesvilledowntown.com
<u>Mainstreet & Events Coordinator</u> Kenya Romero	271-1252 (c) 877-4332 (o)	115 East M.L. King Jr., Dr Hinesville, GA 31313	mainstreet@hinesvilledowntown.com
<u>Program Assistant</u> Candice Bryant	318-7159 (c) 877-4340 (o)	115 East M.L. King Jr., Dr Hinesville, GA 31313	programassistant@hinesvilledowntown.com



***Liberty County-Wide Planning Workshop
2024 Mid-Year Review → March 27, 2024***

8:00-8:30	Registration	
8:30-9:00	Breakfast	
9:00-9:15	Welcome and Introductions	LCBOC Chairman Donald Lovette
9:15-11:00	Progress Report from Annual County-Wide Workshop	Task Leaders
	<u>Priority</u>	<u>Leader</u>
	1. Youth Enhancement Program	
	Status Update	Ryan Arnold, Joseph Mosely Mayor Stacy
	2. County Branding	
	Status Update	Genese Baker and team
	3. 250 Project	
	Status Update	HDDA, CVB, Historic Society
11:00-11:30	Discussion of 2024 County-Wide Planning Workshop September 26-27, 2024 at St. Simons Island	Jeff Ricketson, LCPC Executive Director

Heading East (from Ft. Stewart toward GA 84) The building is significantly back from the road.



Heading West (from GA 84 toward post) There is a billboard at the edge of the property.



G. The Hinesville Downtown Development Authority reserves the right to grant additional money to targeted projects that they believe will have a significant impact on the area.

Staff will be available to offer any assistance needed and may seek outside guidance on any project being considered for the grant program.

**HINESVILLE DOWNTOWN DEVELOPMENT AUTHORITY
MATCHING GRANT PROGRAM FAÇADE APPLICATION**

Applicant Name: Derrick Brooks Sr.

Business Name: Jazzy's Barber & Beauty Salon

Property Address: 230 General Screven Way Suite 104A.

Applicant's Telephone and E-Mail: (912) 980-5006

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

SIGNAGE: Removal New Altered Repaired

- Provide a color rendering of the design chosen
- Include specifications as to the size and width of the sign.
- Note how and where the sign will be hung on the building
- Submit a written estimate from a sign company
- Submit written verification that design and size comply with City codes.

Lighted sign 3'x8' on Bldg frontage facing Gen. Screven Way. Drawing & quote attached. \$2921.40



cent colors.

sen.

with City codes.
style of the building.

and awning colors where applicable.

ALL PROJECTS PROPOSED BY TENANTS

- To be eligible, tenants need to provide a notarized Authorization for Work from the property owner.
- Submit signed Hold Harmless Agreement (see back).
- Submit copy of current Occupational License and Certificate of Use.

Quote: 2479 x 1/2 = \$1239.50

OTHER WORK: *Vinyl window decal matching the sign. drawing attached*

Total Cost of Project: \$350.00

Amount Requested (Not to exceed \$2,500.00): \$3,500.00

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



#3850

12/12/2023

Prepared For:
Derrick Brooks

Prepared By:
Greg Hewitt
Wrap-it Signs II
155 Dunlevie Rd
Suite B

Phone:
Alt. Phone:
E-Mail:

Fax:

Allenhurst, GA 31301
Phone: 9128769727
Alt. Phone:
E-Mail: wrapitsigns@gmail.com

Fax:

Description:

This Job's due date: 12/22/2023

Quantity	Description	Each	Total	Taxable
1	3ft x 8ft light cabinet sign with installation. DOES NOT INCLUDED ELECTRICAL HOOKUP.	2705.00	\$2,705.00	✓
		Subtotal	\$2,705.00	
		2020	\$216.40	
		Total Due	\$2,921.40	

Terms:

This estimate good for 30 days. 50% due on signing, balance due on completion.

Rec'd from Chamber 12/21/23

HINESVILLE DOWNTOWN DEVELOPMENT AUTHORITY MATCHING GRANT FAÇADE PROGRAM APPLICATION



Applicant Name: Justin Frasier

Business Name: HUTA Essentials 2

Property Address: 230 W General Screven Way Unit 106 Hinesville, GA 31313 Hinesville, GA 31313

Applicant's Telephone and E-Mail: (912) 610-9814

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

Cabinets sign & window tint

SIGNAGE and LIGHTING: Removal New Altered Repaired

- Sign: Provide a color rendering of the design chosen, with dimensions listed
- Note how/where the sign will be hung on the building, and how the architectural style of the building will be complemented.
- Lighting: Provide photograph of fixture(s) style/color, and how the architectural style of the building will be complemented.

PAINT: Approximate Sq. Ft. Area: Information attached

- Provide samples of the colors chosen. Define the primary color and accent color(s).
- Note 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: Provide Approximate Sq. Ft. Area: _____

- Provide information about color, style and size of the selected awning.
- Note where on the building the awning will be placed, and how this will highlight the architectural style of the building, and how it will improve the functionality of the space.

SIDEWALK FRONTAGE, PATIOS, OTHER OUTDOOR SPACES: Approx. Sq.Ft.: _____

- Provide a color rendering of the space, with colors, design elements and their dimensions listed
- Make sure the space is accessible to persons with disabilities (at least 36" pathways through, or around the space)
- Note 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.

MAJOR FAÇADE ALTERATION: Structural Alterations: _____

- 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, to include project timeline and anticipated start date.

ALL PROJECTS PROPOSED:

- Submit a budget showing contributions (monetary and in-kind) from all partners in the project.
- Submit written verification that the 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 Hold Harmless Agreement (see back).
- Submit copy of current Occupational License and Certificate of Use, if applicable.

OTHER WORK: *(explain)* _____

Total Cost of Project: \$6686.20 **Amount Requested (Not to exceed \$3,500):** \$3500.00

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 that 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.

Date: _____
Signature of Property Owner

Justin Frasier

Date: _____
Signature of Business Owner



#3686

8/23/2023

Prepared For:
Justin Frasier

Prepared By:

Greg Hewitt
Wrap-it Signs II
155 Dunlevie Rd
Suite B
Allenhurst, GA 31301

Phone:
Alt. Phone:
E-Mail:

Fax:

Phone: 9128769727
Alt. Phone:
E-Mail: wrapitsigns@gmail.com

Description:

This Job's due date: 9/15/2023

Quantity	Description	Each	Total	Taxable
1	4'x8' lighted cabinet sign	2996.00	\$2,996.00	✓
1	Sign Permit Procurement	100.00	\$100.00	✓
1	Installation	500.00	\$500.00	✓
	Subtotal		\$3,596.00	
	2020		\$239.68	
	No tax		\$0.42	
	Total Due		\$3,836.10	

Description:

This Job's due date: 10/19/2023

Quantity	Description	Each	Total	Taxable
1	Window tint on store front windows and doors.	2500.00	\$2,500.00	✓
1	Removal of existing tint on doors	150.00	\$150.00	✓
	Subtotal		\$2,650.00	
	2020		\$200.00	
	No tax		\$0.11	
	Total Due		\$2,850.11	

Terms:

This estimate good for 30 days. 50% due on signing, balance due on completion.

Total \$6686.21
50% = \$3343.11