




Hinesville Downtown Development Authority/Main Street  
**July 24, 2024 Regular Board Meeting Agenda**  
Training Room, 2nd Floor in City Hall at 5:15 p.m.

1. Call to Order by Chairman Marcus Sack at \_\_\_\_ p.m.  
Present= Marcus Sack = Roger Jones = Shonda Mickel = Sabrina Newby = Dana Ingram = Tom Ratcliffe = Mayor Karl Riles  
Stake Holders = Kenneth Howard = Michelle Ricketson = Kenya Romero = Candice Bryant
2. Public Notice of meeting
3. Secretary's Report – June 26, 2024 board minutes - Shonda Mickel, attached (pages 3A-3B)
4. Treasurer's Report (June) – Shonda Mickel, Detailed report attached (pages 4A-4C)
5. Action Items
  - a. Incentives & Façade Grants –  
Revolving Loan Fund Applications –  
725 E. Oglethorpe Highway  
726 E. Oglethorpe Highway  
Façade Grant Request
6. HDDA Program Reports and Updates
  - a. Main Street District -- attached (page 6A) report by Kenya Romero  
JUNE: 2 biz opened/expanded, 8 jobs, 0 biz closed, 61 events, 3,188 attendance, Investment: \$495,340
  - b. Hinesville Farmers & Makers Market (3-7pm) (page 6B)
  - c. Parks/Events –  
Bryant Commons - Monthly report attached (page 6C) – report by Candice Bryant  
JUNE/FY24: Events 11/46 ytd, attendance 1,510/7,570 ytd, revenue \$910/\$4,705ytd
  - d. Old Liberty County Jail – reported by Kenya Romero –  
JUNE: 60 Visitors, 48 Volunteer Hours, \$27 Income, reached 661 people on facebook
  - e. Historic Preservation Commission & Downtown Historic District –
  - f. Promotion:  
Calendar Items and Upcoming Events –  
2<sup>nd</sup> Saturday Block Parties: Sept. 14 – Mason Jarr      Oct. 12 – Hispanic Heritage Festival  
Oct. 25 – Scarecrow Stroll  
Oct. 22-27 – The Wall That Heals
7. Director's Report -- Michelle Ricketson, attached (page 7)
  - a. Board goal tracker & staff accountability, attached (page 7B)
  - b. 250 Liberty – Next meeting (virtual), 11:30-12:30 on August 5
  - c. Sensory Central – Next meeting 12:30-1:30 on July 10
7. Old/New Business --
  - a. Incentives & Activating Corners
  - b. Wayfinding Committee Report
  - c. Amphitheater Committee Report
8. Executive Session for personnel and real estate matters  
Motion to leave regular session and enter executive session regarding personnel 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:
9. Adjournment - Motion by \_\_\_\_, 2<sup>nd</sup> by \_\_\_\_, vote \_\_\_\_ at \_\_\_\_ p.m.



**HINESVILLE**  
DOWNTOWN DEVELOPMENT AUTHORITY



# Secretary's Report



## Hinesville Downtown Development Authority/Main Street

June 26, 2024 Board Meeting Minutes

2<sup>nd</sup> Floor Training Room, Hinesville City Hall

1. Call to Order by Chairman Marcus Sack at 4:10 p.m.  
Present = Marcus Sack = Roger Jones = Shonda Mickel = Sabrina Newby (via telephone) = Dana Ingram = Tom Ratcliffe = Mayor Karl Riles  
Stake Holders = Kenneth Howard = Michelle Ricketson
2. Public Notice of meeting was given.
3. Secretary's Report – Shonda Mickel, attached (pages 3A-3B)  
Motion to accept May 22, 2024 board minutes with two corrections by R.Jones, 2<sup>nd</sup> by K.Riles, vote unanimous.  
Corrections: 6e – Remove stray characters.  
8d – Last sentence should state “Ask if work in the application is part of an insurance claim.”
4. Treasurer's Report (May) – Shonda Mickel, Detailed report attached (pages 4A-4C)  
Motion to accept May report by K.Riles, 2<sup>nd</sup> by D.Ingram, vote unanimous.
5. Action Items
  - a. Incentives & Façade Grants –  
Revolving Loan Fund Applications –  
725 E. Oglethorpe Highway – Waiting on updated projections. Looking at an additional funding source.  
726 E. Oglethorpe Highway – Waiting to hear back from Georgia Cities Foundation.  
Façade Grant Request – no new requests
  - b. Hinesville Downtown Development Authority and Main Street Program by-laws update  
Motion to approve by R.Jones, 2<sup>nd</sup> by S.Mickel, vote unanimous.
  - c. Election of board officers for two-year terms  
Motion for the current slate of the officers to remain in the same offices (Marcus Sack at Chairman, Roger Jones as Vice Chair and Shonda Mickel as Secretary/Treasurer), 2<sup>nd</sup> by K.Riles, vote unanimous.
6. HDDA Program Reports and Updates
  - a. Main Street District -- attached (page 6A) report compiled by Kenya Romero  
MAY: 6 biz opened/expand, 11 jobs, 1 biz closed, 1 job, 60 events, 3,087 attendance, Investment: \$1,699,000
  - b. Hinesville Farmers & Makers Market (3-7pm) – The schedule for the rest of the season was shared. Mayor Riles requests that everyone look for fun, small things that can occur on days when there will not be market. The board would also like to see ways that the HDDA could support other groups organizing events in downtown,
  - c. Parks/Events –
    - i. Bryant Commons - Monthly report attached (page 6C) – report compiled by Candice Bryant  
MAY/FY24: Events 6/35 ytd, attendance 363/6,060 ytd, revenue \$320/\$4,025ytd
      - M.Ricketson did a maintenance walkthrough with ESG.
      - Fence repairs will begin this week.
      - 92<sup>nd</sup> coming in August to work on bridges, Veterans Memorial Walk, and the butterfly house

- d. Old Liberty County Jail –  
MAY: 41 Visitors, 60 Volunteer Hours, \$37 Income
- e. Historic Preservation Commission & Downtown Historic District –
- f. Promotion:  
Calendar Items and Upcoming Events –
  - 2 summer interns – Hinesville Summer Youth Enhancement Program
  - June 6 – PB&J Collection, then collect through the end of the month.
  - June 13 – Army’s Birthday
  - Aug. 26-28 -- Georgia Downtown Assoc, Thomasville, GA
  - 2<sup>nd</sup> Saturday Block Parties: Sept. 14 – Mason Jarr Oct. 12 – Hispanic Heritage Fest
  - Sept. 26-27 – Countywide Workshop
  - Oct. 25 – Scarecrow Stroll
  - Oct. 22-27 – The Wall That Heals at Bryant Commons

**7. Director’s Report -- Michelle Ricketson, attached (page 7)**

All board members are required to have a minimum of 2 hours of training on an annual basis.

- a. Downtown Inventory, continuing to update
- b. Board goal tracker & staff accountability, attached (page 7B)
- c. 250 Project – Next meeting (virtual), 11:30-12:30 on August 5
- d. Sensory zone – Next meeting 12:30-1:30 on July 10

**8. Old/New Business --**

- a. Enhanced Façade & Activating Corners
- b. Wayfinding Committee Report – Sign pricing in packet. The board requested staff order one or two sample signs.
- c. Amphitheater Committee Report – M.Sack said he would gather information and share it with the board.

**9. Executive Session for personnel and real estate matters**

M.Sack asked board members to watch their email for materials to evaluate the director Michelle Ricketson. Please fill out the evaluation and return it promptly.

Motion to leave regular session and enter into executive session regarding real estate matters

Motion by R.Jones, 2<sup>nd</sup> by S.Mickel, vote unanimous at 5:03p.m.

Motion to leave executive session and reenter into regular session by K.Riles, 2<sup>nd</sup> by R.Jones, vote unanimous at 5:40p.m.

M.Sack said, no action was required from the discussion of the executive session.

**10. Motion to adjourn by D.Ingram, 2<sup>nd</sup> by T.Ratcliffe, vote unanimous at 5:40p.m.**





**HINESVILLE**  
DOWNTOWN DEVELOPMENT AUTHORITY



# Treasurer's Report (June)

# BUDGET EXPENDITURE REPORT

# Downtown Development Authority

## CITY OF HINESVILLE

17-Jul-24

HinesBudExp: Year ( 2024 ) Period ( 8 )

Ledger ID	Ledger Description	BUDGET	MTD EXP	YTD EXP	REMAINING BAL	PERCENT SPENT
<b>(100) General Fund</b>						
<b>(001) DDA Admin</b>						
100-001-1000-00-51-1100	SALARY AND WAGES	\$169,195.00	\$0.00	\$104,658.89	\$64,536.11	61.86%
100-001-1000-00-51-2110	GROUP INSURANCE	\$19,472.00	\$0.00	\$11,023.32	\$8,448.68	56.61%
100-001-1000-00-51-2120	DISABILITY	\$1,145.00	\$0.00	\$721.56	\$423.44	63.02%
100-001-1000-00-51-2200	SOCIAL SECURITY	\$10,145.00	\$0.00	\$6,180.72	\$3,964.28	60.92%
100-001-1000-00-51-2300	MEDICARE	\$2,373.00	\$0.00	\$1,445.43	\$927.57	60.91%
100-001-1000-00-51-2400	RETIREMENT	\$16,787.00	\$0.00	\$7,145.58	\$9,641.42	42.57%
100-001-1000-00-51-2700	WORKERS COMP	\$482.00	\$0.00	\$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	\$0.00	\$237.50	\$2,712.50	8.05%
100-001-1000-00-52-1260	PROFESSIONAL SERVICES	\$30,000.00	\$0.00	\$3,940.00	\$26,060.00	13.13%
100-001-1000-00-52-2205	BUILDING MAINTENANCE	\$2,500.00	\$0.00	\$400.00	\$2,100.00	16.00%
100-001-1000-00-52-2206	VEHICLE REPAIRS AND MAINT	\$500.00	\$0.00	\$93.05	\$406.95	18.61%
100-001-1000-00-52-3200	COMMUNICATIONS	\$2,000.00	\$0.00	\$985.14	\$1,014.86	49.26%
100-001-1000-00-52-3300	UTILITIES	\$2,000.00	\$182.38	\$1,296.93	\$703.07	64.85%
100-001-1000-00-52-3500	TRAVEL	\$5,200.00	\$0.00	\$132.74	\$5,067.26	2.55%
100-001-1000-00-52-3600	ANNUAL DUES/LICENSES	\$1,090.00	\$0.00	\$295.00	\$795.00	27.06%
100-001-1000-00-52-3700	EDUCATION AND TRAINING	\$6,130.00	\$0.00	\$1,272.28	\$4,857.72	20.75%
100-001-1000-00-53-1101	OFFICE SUPPLIES	\$2,700.00	\$0.00	\$1,243.39	\$1,456.61	46.05%
100-001-1000-00-53-1103	DEPARTMENT OPERATING EXP	\$3,000.00	\$0.00	\$2,356.85	\$643.15	78.56%
100-001-1000-00-53-1107	BANK CHARGES	\$725.00	\$0.00	\$979.10	(\$254.10)	135.05%
100-001-1000-00-54-2400	COMPUTERS- HARDWARE	\$2,500.00	\$0.00	\$337.85	\$2,162.15	13.51%
100-001-1000-00-54-2405	WEBSITE MAINTENANCE	\$1,053.00	\$0.00	\$192.69	\$860.31	18.30%
100-001-1000-00-57-1165	FAÇADE GRANTS	\$14,000.00	\$0.00	\$1,579.79	\$12,420.21	11.28%
100-001-1000-00-57-1170	ENHANCED FAÇADE GRANT	\$0.00	\$3,500.00	\$13,362.00	(\$13,362.00)	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	\$667.00	\$15,139.67	\$2,360.33	86.51%
100-001-1000-00-57-2605	PROMO - BRYANT COMMONS	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
100-001-1000-00-57-2615	PROMO - FARMERS MARKET	\$10,000.00	\$350.00	\$4,064.98	\$5,935.02	40.65%
100-001-1000-00-57-2625	COMMUNITY PROJECTS	\$7,000.00	\$0.00	\$36.85	\$6,963.15	0.53%
100-001-1535-00-54-2400	COMPUTER SOFTWARE/UPDATES	\$1,495.00	\$0.00	\$119.40	\$1,375.60	7.99%
	<b>Subtotal (001) DDA Admin:</b>	<b>\$337,063.00</b>	<b>\$4,699.38</b>	<b>\$179,506.65</b>	<b>\$157,556.35</b>	<b>53.26%</b>
<b>(021) Phase I Azalea Street</b>						
100-021-7320-01-54-1408	UTILITY SERVICE	\$1,200.00	\$84.91	\$628.40	\$571.60	52.37%
	<b>Subtotal (021) Phase I Azalea Street:</b>	<b>\$1,200.00</b>	<b>\$84.91</b>	<b>\$628.40</b>	<b>\$571.60</b>	<b>52.37%</b>
<b>(023) Phase III Azalea Street</b>						
100-023-7330-03-57-3010	AFFORDABLE HOUSING	\$172,301.00	\$0.00	\$4,500.00	\$167,801.00	2.61%

# BUDGET EXPENDITURE REPORT

# Downtown Development Authority

## CITY OF HINESVILLE

17-Jul-24

HinesBudExp: Year ( 2024 ) Period ( 8 )

Ledger ID	Ledger Description	BUDGET	MTD EXP	YTD EXP	REMAINING BAL	PERCENT SPENT
	<b>Subtotal (023) Phase III Azalea Street:</b>	\$172,301.00	\$0.00	\$4,500.00	\$167,801.00	2.61%
<b>(060) Bryant Commons</b>						
100-060-1000-00-52-1260	PROFESSIONAL SERVICES	\$2,400.00	\$0.00	\$950.00	\$1,450.00	39.58%
100-060-1000-00-52-2100	CONTRACTED MAINTENANCE SERV	\$2,400.00	\$0.00	\$2,000.00	\$400.00	83.33%
100-060-1000-00-52-2110	GROUNDS MAINTENANCE	\$8,500.00	\$1,500.00	\$7,154.18	\$1,345.82	84.17%
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	\$1,130.00	\$4,520.00	\$5,480.00	45.20%
100-060-1000-00-52-3300	UTILITIES	\$2,000.00	\$120.20	\$1,463.31	\$536.69	73.17%
100-060-1000-00-53-1103	DEPARTMENT OPERATING	\$1,500.00	\$0.00	\$2,272.58	(\$772.58)	151.51%
100-060-1000-00-54-1100	BRYANT COMMONS CAPITAL EXP	\$49,800.00	\$0.00	\$3,126.38	\$46,673.62	6.28%
	<b>Subtotal (060) Bryant Commons:</b>	\$77,350.00	\$2,750.20	\$21,486.45	\$55,863.55	27.78%
<b>(065) Historic Preservation</b>						
100-065-1000-00-52-3500	TRAVEL	\$300.00	\$0.00	\$186.39	\$113.61	62.13%
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	\$0.00	\$720.45	\$1,279.55	36.02%
100-065-1000-00-57-2500	SPECIAL PROJECT	\$18,000.00	\$0.00	\$0.00	\$18,000.00	0.00%
	<b>Subtotal (065) Historic Preservation:</b>	\$22,000.00	\$0.00	\$906.84	\$21,093.16	4.12%
	<b>Subtotal (100) General Fund:</b>	\$609,914.00	\$7,534.49	\$207,028.34	\$402,885.66	33.94%
	<b>Total =====</b>	\$609,914.00	\$7,534.49	\$207,028.34	\$402,885.66	33.94%

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

**Downtown Development Authority**

17-Jul-24

HinesBudRev: Year ( 2024 ) Period ( 8 )

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	\$344,413.00	(\$14,876.41)	(\$170,753.27)	\$173,659.73	49.58%
100-000-0000-00-33-4111	CITY ENTITLEMENT FUNDS XFER	\$172,301.00	\$0.00	(\$6,275.00)	\$166,026.00	3.64%
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	(\$7,109.73)	(\$4,409.73)	263.32%
100-000-0000-00-38-1020	LEASE / RENTAL INCOME	\$7,800.00	(\$650.00)	(\$650.00)	\$7,150.00	8.33%
100-000-0000-00-38-9910	COMMUNITY PROJECTS	\$7,000.00	(\$600.00)	(\$600.00)	\$6,400.00	8.57%
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	(\$207.50)	(\$11,176.50)	(\$1,176.50)	111.77%
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	(\$910.00)	(\$4,980.00)	(\$980.00)	124.50%
100-000-0000-00-38-9985	PARK RENTALS/EVENTS	\$0.00	(\$200.00)	(\$500.00)	(\$500.00)	0.00%
100-000-0000-00-38-9990	OTHER EVENTS - GENERAL	\$4,000.00	\$1.00	(\$2,075.00)	\$1,925.00	51.88%
100-000-0000-00-38-9991	AZALEA ST CONTRIBUTION - COH	\$0.00	(\$270.43)	(\$866.65)	(\$866.65)	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	(\$37.00)	(\$606.00)	(\$606.00)	0.00%
100-000-0000-00-38-9999	MISC REVENUE TO RECLASS	\$0.00	\$0.00	(\$1,260.00)	(\$1,260.00)	0.00%
	<b>Subtotal :</b>	\$609,914.00	(\$17,750.34)	(\$206,852.15)	\$403,061.85	33.91%
	<b>Subtotal (000) Revenue:</b>	\$609,914.00	(\$17,750.34)	(\$206,852.15)	\$403,061.85	33.91%
	<b>Subtotal (100) General Fund:</b>	\$609,914.00	(\$17,750.34)	(\$206,852.15)	\$403,061.85	33.91%
	<b>Total =====</b>	\$609,914.00	(\$17,750.34)	(\$206,852.15)	\$403,061.85	33.91%

## Downtown Development Authority Fiscal Year 2025 Expenditures

Ledger Account	Description	FY 2023 Budget	FY 2023 Actual	FY 2024 Budget	FY 2024 9 Months Expenditures	FY 2025 Request	FY 2025 Recommended
100 General Fund							
DDA Admin							
100-001-1000-00-51-1100	SALARY AND WAGES	161,397	157,849	169,195	47,032	173,119	
100-001-1000-00-51-2110	GROUP INSURANCE	24,508	13,772	19,472	4,724	19,472	
100-001-1000-00-51-2120	DISABILITY	1,086	1,028	1,145	267	1,212	
100-001-1000-00-51-2200	SOCIAL SECURITY	9,622	9,369	10,145	2,784	10,734	
100-001-1000-00-51-2300	MEDICARE	2,250	2,191	2,373	651	2,511	
100-001-1000-00-51-2400	RETIREMENT	15,624	16,341	16,787	1,191	22,021	
100-001-1000-00-51-2700	WORKERS COMP	560	452	482	266	658	
100-001-1000-00-52-1175	FAÇADE GRANT	0	9,500	0	0	0	
100-001-1000-00-52-1215	LEGAL FEES	1,500	0	1,500	0	6,000	

## Downtown Development Authority Fiscal Year 2025 Expenditures

Ledger Account	Description	FY 2023	FY 2023	FY 2024	FY 2024	FY 2025	FY 2025
		Budget	Actual	Budget	9 Months Expenditures	Request	Recommended
100 General Fund							
DDA Admin							
100-001-1000-00-52-1225	ADVERTISING	2,750	2,208	2,950	238	3,850	
	Legal ads					1,000	
	Coastal Courier Newcomers Guide					1,300	
	Liberty County Magazine					1,300	
	Liberty County Maps					250	
100-001-1000-00-52-1260	PROFESSIONAL SERVICES	30,000	0	30,000	3,940	20,000	
	Architect & Engineering (Bldg at Main/MLK)					15,000	
	Signage & Print Material					5,000	
100-001-1000-00-52-2205	BUILDING MAINTENANCE	1,900	1,499	2,500	318	5,300	
	Cleaning Old Jail (4 @ \$200)					800	
	Pest Control Old Jail (4 @ \$105)					420	
	Pest Control other DT parks (8 @ \$105)					840	
	Old Jail A/C Maintenance					550	
	Clean Gutters Old Jail					2,500	
	Other Maintenance					190	
100-001-1000-00-52-2206	VEHICLE REPAIRS AND MAINT	500	152	500	75	500	
100-001-1000-00-52-3200	COMMUNICATIONS	2,000	1,967	2,000	328	2,000	
100-001-1000-00-52-3300	UTILITIES	2,000	2,372	2,000	998	2,000	

## Downtown Development Authority Fiscal Year 2025 Expenditures

Ledger Account	Description	FY 2023	FY 2023	FY 2024	FY 2024	FY 2025	FY 2025
		Budget	Actual	Budget	9 Months Expenditures	Request	Recommended
100 General Fund DDA Admin							
100-001-1000-00-52-3500	TRAVEL	5,200	5,867	5,200	663	5,200	
	National Main Street Conference (2 @ \$800)					1,600	
	GA Downtown Conference (2 @ \$500)					1,000	
	Main Street Manager Meetings					500	
	Countywide Workshop (6 @ \$300)					1,800	
	Other Travel					300	
100-001-1000-00-52-3600	ANNUAL DUES/LICENSES	1,090	1,000	1,090	70	1,090	
	Nat'l Main Street (MS-\$300, ED-\$75)					375	
	GA Downtown Assoc (MS-\$200, ED-\$100)					300	
	Farmers Market Coalition					40	
	GA Farmers Market Association					50	
	GA Grown Association					100	
	Liberty Chamber of Commerce					225	
100-001-1000-00-52-3700	EDUCATION AND TRAINING	5,200	2,967	6,130	2,211	6,130	
	Nat'l Main Street Conf (2 @ \$450)					900	
	GA Downtown Assoc (2 @ \$440)					880	
	GA DT Conf One-Day Course (2 @ \$265)					530	
	Main Street 101 (3 @ \$75)					225	
	GA Municipal Classes					1,000	
	Countywide Workshop (6 @ \$370)					2,220	
	Other Training					250	
	Materials					125	
100-001-1000-00-53-1101	OFFICE SUPPLIES	2,700	1,916	2,700	750	2,700	

# Downtown Development Authority

## Fiscal Year 2025 Expenditures

Ledger Account	Description	FY 2023 Budget	FY 2023 Actual	FY 2024 Budget	FY 2024 9 Months Expenditures	FY 2025 Request	FY 2025 Recommended
100 General Fund							
DDA Admin							
100-001-1000-00-53-1103	DEPARTMENT OPERATING EXP	3,000	1,529	3,000	1,440	3,000	
100-001-1000-00-53-1107	BANK CHARGES	660	1,156	725	633	1,700	
100-001-1000-00-54-2400	COMPUTERS- HARDWARE	2,500	1,366	2,500	338	2,500	
	Workstation Maintenance (3)					300	
	Laptop Replacement & Warranty					2,200	
100-001-1000-00-54-2405	WEBSITE MAINTENANCE	1,386	1,201	1,053	64	460	
	Google Email (\$21.60/mo)					260	
	Brevo.com (newsletters & texts)					200	
100-001-1000-00-57-1165	FAÇADE GRANTS	0	0	14,000	1,580	14,000	
100-001-1000-00-57-1170	ENHANCED FAÇADE GRANT	30,000	2,665	0	9,862	0	
100-001-1000-00-57-1175	REVOLVING LOAN FUND	50,000	0	0	0	50,000	
100-001-1000-00-57-2500	SPECIAL PROJECTS	0	0	0	0	65,000	
	250 Committee: Promotion					2,000	
	250 Committee: Time Capsule					1,000	
	250 Committee: Liberty Garden					12,000	
	250 Committee: Replica Liberty Bell					50,000	



## Downtown Development Authority Fiscal Year 2025 Expenditures

Ledger Account	Description	FY 2023	FY 2023	FY 2024	FY 2024	FY 2025	FY 2025
		Budget	Actual	Budget	9 Months Expenditures	Request	Recommended
100 General Fund							
DDA Admin							
100-001-1000-00-57-2510	BRADWELL PARK	0	0	621	0	107,000	
	Storage for Tables & Chairs					5,000	
	Expand Pervious Pavers					75,000	
	Shade Sails for Splash Pad					25,000	
	Park and Splash Pad Signage					1,000	
	Restroom Supplies					1,000	
100-001-1000-00-57-2520	HOLIDAY LIGHTS	2,000	93	0	0	0	
100-001-1000-00-57-2600	PROMOTIONAL	19,000	18,741	17,500	13,988	34,000	
	2nd Saturday Block Parties					7,000	
	Hispanic Heritage Festival					1,500	
	Scarecrow Stroll					10,000	
	Holiday Promotional					2,000	
	Ice Skating in the Park					10,000	
	General Marketing & Promotional					3,500	
100-001-1000-00-57-2605	PROMO - BRYANT COMMONS	3,000	50	3,000	0	3,000	
	General Marketing of BC					1,500	
	Billboard Promotion					1,500	
100-001-1000-00-57-2615	PROMO - FARMERS MARKET	10,000	4,786	10,000	2,675	10,000	
100-001-1000-00-57-2625	COMMUNITY PROJECTS	7,000	6,381	7,000	0	7,000	

## Downtown Development Authority Fiscal Year 2025 Expenditures

Ledger Account	Description	FY 2023 Budget	FY 2023 Actual	FY 2024 Budget	FY 2024 9 Months Expenditures	FY 2025 Request	FY 2025 Recommended
100 General Fund							
DDA Admin							
100-001-1000-00-57-2900	SIGNAGE	5,000	0	0	0	7,500	
	Downtown Wayfinding Signage					7,500	
100-001-1535-00-54-2400	COMPUTER SOFTWARE/UPDATES	1,958	1,051	1,495	0	1,495	
	MS Licenses (3 @ \$202)					606	
	Office 365 (3 @ \$77.29)					232	
	Office 365 Multi-Factor Authentication (3 @ \$67.12)					201	
	Adobe Acrobat License (3 @ \$112)					336	
	Canva Pro (\$120/yr)					120	
	<b>Dept Totals:</b>	<b>\$405,391</b>	<b>\$269,469</b>	<b>\$337,063</b>	<b>\$97,086</b>	<b>\$591,152</b>	

**Downtown Development Authority  
Fiscal Year 2025 Expenditures**

Ledger Account	Description	FY 2023 Budget	FY 2023 Actual	FY 2024 Budget	FY 2024 9 Months Expenditures	FY 2025 Request	FY 2025 Recommended
100 General Fund							
Phase I Azalea Street							
100-021-7320-01-54-1408	UTILITY SERVICE	3,000	1,087	1,200	452	0	
<b>Dept Totals:</b>		<b>\$3,000</b>	<b>\$1,087</b>	<b>\$1,200</b>	<b>\$452</b>	<b>\$0</b>	

**Downtown Development Authority  
Fiscal Year 2025 Expenditures**

Ledger Account	Description	FY 2023 Budget	FY 2023 Actual	FY 2024 Budget	FY 2024 9 Months Expenditures	FY 2025 Request	FY 2025 Recommended
100 General Fund							
Phase III Azalea Street							
100-023-7320-01-52-1309	HOUSING CONSTRUCTION	42,855	0	0	0	0	
100-023-7330-03-57-3010	AFFORDABLE HOUSING	301,746	8,075	172,301	4,500	0	
<b>Dept Totals:</b>		<b>\$344,601</b>	<b>\$8,075</b>	<b>\$172,301</b>	<b>\$4,500</b>	<b>\$0</b>	

## Downtown Development Authority Fiscal Year 2025 Expenditures

Ledger Account	Description	FY 2023 Budget	FY 2023 Actual	FY 2024 Budget	FY 2024 9 Months Expenditures	FY 2025 Request	FY 2025 Recommended
100 General Fund							
Bryant Commons							
100-060-1000-00-52-1260	PROFESSIONAL SERVICES	500	250	2,400	950	4,000	
	Gator Removal					500	
	Pressure Washing					2,000	
	Tree Trimming					1,500	
100-060-1000-00-52-2100	CONTRACTED MAINTENANCE SERV	18,000	5,365	2,400	0	2,400	
100-060-1000-00-52-2110	GROUNDS MAINTENANCE	6,366	9,391	8,500	618	28,500	
	Grounds Maintenance					500	
	Pine Straw (600 Bales)					3,000	
	Rubber Mulch (Playground & Fitness Stations)					2,000	
	Top Choice Pesticide (45 bags @ \$100)					4,500	
	Pea Gravel for Cisco's Park					3,000	
	Crush & Run					4,000	
	Trashcans & Recycling Bins					6,500	
	Asphalt Millings for two Parking Areas					5,000	
100-060-1000-00-52-2200	EQUIPMENT REPAIRS/MAINTENANCE	1,000	324	0	0	0	
100-060-1000-00-52-2205	BUILDING MAINTENANCE	750	0	750	0	8,700	
	Build/install Doors & Shutters on the interior of the stables					4,000	
	Replace Window in Butterfly House					2,000	
	Potting Bench					1,200	
	Butterfly Art					1,500	

## Downtown Development Authority Fiscal Year 2025 Expenditures

Ledger Account	Description	FY 2023 Budget	FY 2023 Actual	FY 2024 Budget	FY 2024 9 Months Expenditures	FY 2025 Request	FY 2025 Recommended
100 General Fund							
Bryant Commons							
100-060-1000-00-52-2209	BC POND MAINTENANCE	10,300	6,780	10,000	3,390	10,000	
	Monthly Maintenance Contract (\$565/mo)					6,780	
	Restock Fish (Bluegill @ \$.80, Bass @ \$.2, Grass Carp @ \$.15)					2,620	
	Aquatic Dye/Chemicals					600	
100-060-1000-00-52-3300	UTILITIES	2,000	2,092	2,000	1,019	6,000	
100-060-1000-00-53-1103	DEPARTMENT OPERATING	4,725	4,320	1,500	1,743	5,200	
	Dept Operating					4,000	
	Chairs (50)					1,200	
100-060-1000-00-54-1100	BRYANT COMMONS CAPITAL EXP	26,000	20,390	49,800	1,658	203,000	
	Aerators for the Small Pond					13,000	
	Irrigation for Cisco's Dog Park & the Orchard					20,000	
	Water Fountain at the Playground					5,000	
	Crowd Barriers (100 panels & 4 racks)					15,000	
	18 Additional Holes of Disc Golf & Signage					25,000	
	Water & Sewer at the Camellia House					25,000	
	Entrance & Exit Safety Updates					50,000	
	Amphitheater Renovations					50,000	
	<b>Dept Totals:</b>	<b>\$69,641</b>	<b>\$48,912</b>	<b>\$77,350</b>	<b>\$9,377</b>	<b>\$267,800</b>	

## Downtown Development Authority Fiscal Year 2025 Expenditures

Ledger Account	Description	FY 2023 Budget	FY 2023 Actual	FY 2024 Budget	FY 2024 9 Months Expenditures	FY 2025 Request	FY 2025 Recommended
100 General Fund							
	Historic Preservation						
100-065-1000-00-52-3500	TRAVEL	250	252	300	0	1,500	
100-065-1000-00-52-3700	TRAINING/EDUCATION	1,050	65	1,700	0	2,000	
	GA Alliance of Preservation Commissions					50	
	Member Training					1,950	
100-065-1000-00-53-1103	DEPT OPERATING EXPENSE	400	160	2,000	720	2,000	
	Dept Operating (& Marker Cleaning)					250	
	Educational Displays (Old Jail & Social Media)					800	
	Mini Marker Movies					100	
	Hinesshaw Research					500	
	Inventory of Properties					250	
	Traveling Displays for Schools					100	
100-065-1000-00-57-2500	SPECIAL PROJECT		0	18,000	0	5,000	
	Façade Grant Incentive Program					5,000	
	<b>Dept Totals:</b>	<b>\$1,700</b>	<b>\$476</b>	<b>\$22,000</b>	<b>\$720</b>	<b>\$10,500</b>	

## Downtown Development Authority Fiscal Year 2025 Expenditures

Ledger Account	Description	FY 2023 Budget	FY 2023 Actual	FY 2024 Budget	FY 2024 9 Months Expenditures	FY 2025 Request	FY 2025 Recommended
100 General Fund							
		\$824,333	\$328,019	\$609,914	\$112,136	\$869,452	
	<b>Fund Totals:</b>						



**HINESVILLE**  
DOWNTOWN DEVELOPMENT AUTHORITY



# Action Items



TO: RLF Financial Review Committee/HDDA Board  
FR: Michelle Ricketson  
DA: July 2, 2024  
RE: Ortiz - 725 E. Oglethorpe Hwy



## Discover Downtown Hinesville – RLF Application Summary

**Request: \$50,000 for 15 years at \_\_\_% interest**

**Dulce Delicia has a plan and a dream to grow their business and transition from leasing 945 sqft of space to owning their building (2,142sqft), and expanding their menu/hours/staff within the DDA boundary, in downtown Hinesville. They plan to expand their staff from 3FT/3PT to 8FT/4PT.**

**They purchased 725 E. Oglethorpe Highway in December of 2023. This location was a convenience store and gas station, but it has been vacant for 5+ years. The building looks run down and homeless have left litter and chicken bones around the property. EPA said the property is clear for reuse. The LCPC said rezoning is not required. The renovation timeline is approximately two months to revive a building. The renovation budget has increased to \$181,000 (recv'd 6.25.24).**

**The new location has much better visibility (34,000 vehicles a day), than their current location on S. Main Street (9,000/day). This Puerto Rican bakery/cafe fits our strategic plan – encouraging infill, cultural experiences and “Alive After 5” opportunities.**

**There is not another stand-alone bakery in City. So, this veteran-owned, customer-service focused, and community-oriented business will be a wonderful addition to our downtown.**

**We worked with the Georgia Cities Foundation to complete their low-interest loan process. It was determined that the business under estimated their projections for the new location. They did some work with the Small Business Development Center in an effort to update the projections. But the business felt the SBDC wanted them to rewrite their entire business plan, and they did not want to do that.**

**Dulce Delicia began working with CADDA’s low-interest program. The CADDA board is expected to vote on this application August 7. Favorable votes from CADDA and the HDDA would provide the remaining funds required to complete the project and get them moved into downtown!  
The local funds will be used to do interior renovations, purchase equipment, as well as do renovations to the exterior of building and site.**

**GOAL & OBJECTIVE:** The goal of the Hinesville Downtown Development Authority’s (DDA’s) Revolving Loan Fund (RLF) Program is to provide flexible and expedient gap funding to new or expanding small businesses to purchase land or buildings within the HDDA boundaries; and make them move-in ready. Preference will be given to projects that provide permanent employment and/or prevent or eliminate slum or blight, maximize vacant downtown spaces, and/or interject cultural experiences in downtown. The Hinesville Downtown Development Authority functions as the Economic Restructuring Committee of the Hinesville Downtown/Main Street Program.



<u>Available Funding</u>		<u>Expenses</u>	
United Community Bank Loan	\$ 330,000	Building Purchase	\$ 389,000    Dec 2023
Pasquinel Ortiz's Equity Loan	\$ 80,000	Building Renovations	\$ 181,000    8-weeks
HDDA RLF	\$ 50,000	Exterior Improvements	\$ 24,000
CADDA RLF	\$ 200,000	Contingency	\$ 30,000
	\$ 660,000	Equipment	\$ 14,000
			\$ 638,000

<b>Amount/Lender(s):</b>	<b>Total project cost:</b>	<b>\$638,000</b>
53 % \$ 336,000	United Community Bank (APR 8.5%)	
31% \$ 200,000	CADDA	
8.1% \$ 52,000	Applicant	
7.8% \$ 50,000	Local RLF	
\$ 638,000		

To their credit, they have navigated a long loan process. A large chunk of time was claimed by inaction by Georgia Cities Foundation on their application. They purchased their building in December of 2023 with the help of a home equity loan. Their current business has been supporting both mortgage and lease payments during the past six months, as we have worked to help them secure financing. Once the funding is secured, they will have another eight weeks of renovations before they can move in to 725 E. Oglethorpe Highway.

The financial review committee's comments have been favorable regarding this project.

The new location will offer them a tremendous amount of visibility, three times the vehicular traffic they have now. They also plan to expand their menu to include lunch selections from a steam table, Puerto Rican sandwiches all day, and their tradition baked goods. They are purchasing additional bread making equipment for the sandwiches. There is only one 4-top table in the Main Street location. They plan to host more than 30 customers at time in the new café. They plan to expand their staff and breathe life into a building that has been dead for more than five years. This project is a win on many levels.

**GOAL & OBJECTIVE:** The goal of the Hinesville Downtown Development Authority's (DDA's) Revolving Loan Fund (RLF) Program is to provide flexible and expedient gap funding to new or expanding small businesses to purchase land or buildings within the HDDA boundaries; and make them move-in ready. Preference will be given to projects that provide permanent employment and/or prevent or eliminate slum or blight, maximize vacant downtown spaces, and/or interject cultural experiences in downtown. The Hinesville Downtown Development Authority functions as the Economic Restructuring Committee of the Hinesville Downtown/Main Street Program.



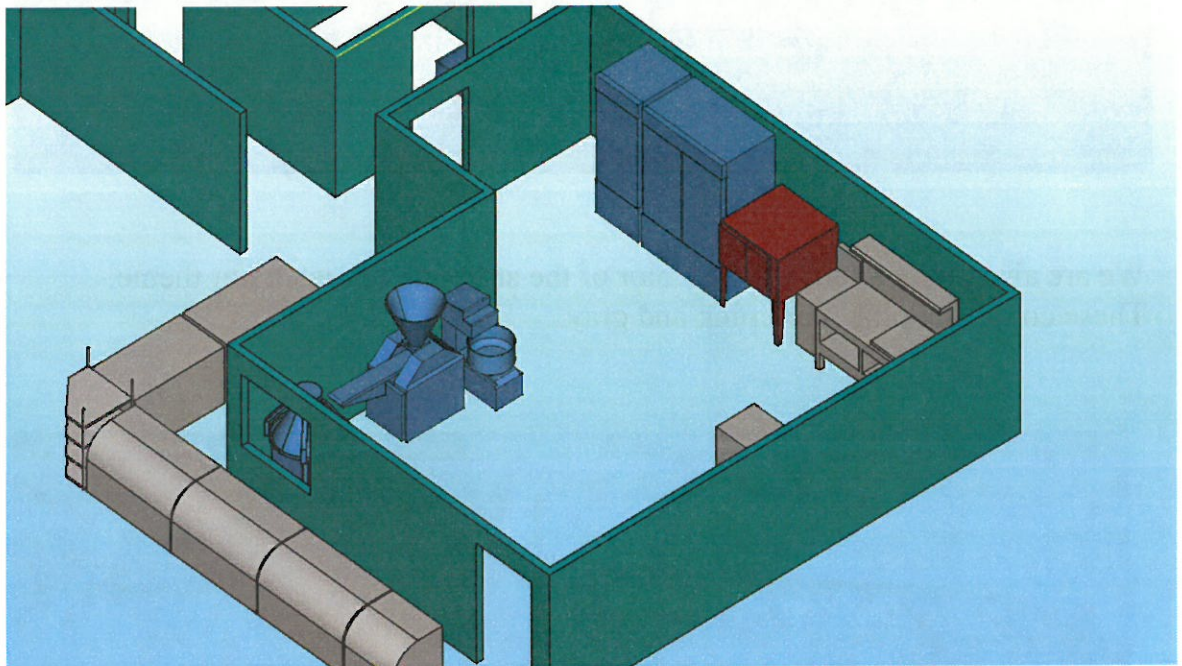
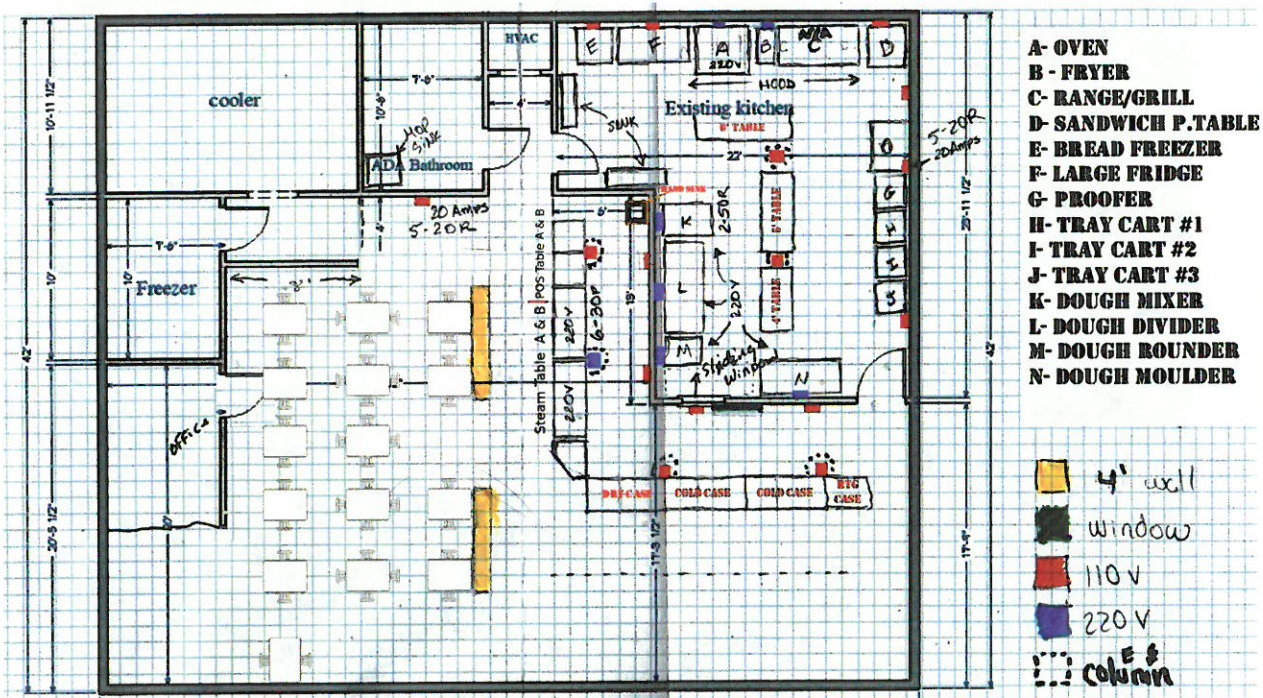


We are also going to change the color of the structure to match our theme. These colors are pink, dark pink and gray.





The below image represents the interior layout for Dulce Delicia:



Dulce Delicia Bakery will start with a Banner, approximately 6' by 4' that will include the logo of our business in the foreground of a good picture of a collection of products. This banner will be placed in the top middle part of the building, and it will be replaced in the future with a proper sign.

All the lights and fixtures are going to be checked and replaced if needed. A proper pylon sign will be added after the first year.





## Foreverlasting Renovations and Constructions, Inc.

231 GLENN BRYANT RD. HINESVILLE, GA. 31313

Owner: Augustus F. Brown Jr. (912) 492-0570

Email: mr304444@centurytel.net

License # 29582

June 24, 2024

Updated Bid

To: Mr. Pasquinel Ortiz

Job Location: 725 E Oglethorpe Hwy Hinesville, Ga. 31313

The following work is being bided:

- Demolition of walls identified by purchaser.
- Demolition of cooler that isn't going to be used.
- Electrical work throughout the building as needed [drawings have been provided to meet purchaser's needs].
- Installation of new air handles on roof of building.
- Conversion of cooler into freezer.
- Working of ducting as need to accommodate changes in interior of building.
- Framing of office 10' wide the depth is to be even with front cooler.
- Extending kitchen per purchaser's instruction.
- Reworking ceiling tracks and tiles as needed to accommodate changes.
- Installation of plumbing as needed throughout building.
- Installation of new 10' stainless hood [hood will meet all requirements].
- We will be hanging and finishing of sheetrock as needed.
- All construction debris will be hauled off.
- We will be priming and painting walls as needed.
- All work must meet current city and state code requirements.
- Framing of new ADA bathroom
- Updated pricing
- Spray foam insulation and fire coating
- Installation of flooring in both bathrooms due to cutting concrete
- Additional duct work for new bathroom
- Additional electrical for new bathroom
- Architect fee
- Updated subcontracting pricing and material cost

The total bid price for this project is \$181,089.85

Thank You,  
Augustus F. Brown, Jr.

Bids are only good for 5 days





# Discover Downtown Hinesville Revolving Loan Fund Application

## Please read and initial the following:

I/We understand that if I/We receive a loan from the Discover Downtown Hinesville Revolving Loan Fund (DDHRLF), I/We must make full monthly loan payments on or before each monthly due date. I understand that I cannot be delinquent in my repayment of this loan and that I must use the loan for business purposes specified in this application.

I/We request credit in the amount indicated and understand that it is a loan and requires repayment.

I/We authorize the DDHRLF to perform a credit check. I/We hereby authorize any financial corporations, insurance companies, investors, credit bureaus, employers and banks, to release any and/or all information on my/our records and/or accounts to Hinesville Downtown Development Authority. I/We further understand that this information may be reviewed by auditors, program monitors and others as appropriate.

I/We attest that if I/We receive a loan from DDHRLF it will be used for the business purposes specified in this application and not for personal use.

I/We understand that if I/We am/are delinquent in making my loan payments it can adversely affect my credit record. I understand that if I/we fulfill the above conditions, I/we have the opportunity to apply for future loans with the DDHRLF, subject to the review and approval of the DDHRLF committee.

I/We authorize the DDHRLF to investigate and verify the attached information, and to contact my personal and business references regarding this application. I/We understand that DDHRLF will keep this application whether I receive a loan. I/We will make myself available to respond to any questions that may arise from this application.

I/We attest, that to the best of our knowledge, all of the information on this application is true. I/We hereby certify the financial statements, including balance sheets, profit & loss statements and/or income statements and IRS returns, have been prepared from the books of account and, to the best knowledge of the undersigned, fairly represent the financial condition of the business(es) and the individual(s).

I/We, therefore, agree to have my picture taken, if needed, and to have it appear along with my/our name, in local media as part of marketing and public relations for the DDARLF.

I/We attest, that to the best of my/our knowledge, all of the information on this application is true and accurate as of the stated date(s). I/We understand FALSE statements may result in forfeiture of benefits and possible prosecution the U.S. Attorney General (Reference 18 U.S.C. 1001). I/We also authorize any information to be released by my/our original or photocopied signature.

Discover Downtown Hinesville Revolving Loan Fund realizes that our customers entrust us with personal information, and it is our policy to maintain our customers' information in a confidential manner.

The signature(s) below authorizes Discover Downtown Hinesville Revolving Loan Fund, its agents or assignees to investigate my personal business financial credit history and to obtain all other necessary credit information including information on liens, debts, and other financial obligations for the purpose of loan and financial evaluation related to this application. I/We authorize any holder of credit information about me/us to answer any questions relating to this application. I/we agree to comply with all federal, state and local laws and regulations to the extent applicable. This authorization shall be a continuing authorization during the application process and during the entire period that I/we may have a loan, or any other form of indebtedness to DDHRLF, its Affiliates or Assigns. The signature(s) below assures and warrants the information contained herein as accurate and complete and that I/we have not willfully or knowingly omitted any information critical this credit application. If at any time during this credit application process I become aware of any additional information relating to my/our personal or business credit relationship, I/we will immediately disclose that information to the HDDA at 115 East M. L. King Jr. Drive, Hinesville, GA 31313 or call (912) 877-4332.

Applicant's Signature: Tracy P. O. B.

Date: 10/04/2023

Co-Applicant's Signature: Georgia Hernandez

Date: 10/04/2023





Discover Downtown Hinesville Revolving Loan Fund Application

General Information

Applicant / Borrower Name: Pasquinel Ortiz

"Doing Business As" (DBA) Name, if any: Dulce Delicia Ilc

Type of Entity:  Corporation  Partnership  Sole Proprietor  LLC / LLP  Other (describe)

Date Established: 2019 Tax ID #: \_\_\_\_\_ NAICS #: \_\_\_\_\_

Nature of Business: Bakery / Food

Types of products / services: Bake goods, Bread, Food

Address: 908 S. Main St. Ste 101 City: Hinesville State: Ga Zip: 31313

Primary Contact: Pasquinel Ortiz Telephone (office): \_\_\_\_\_ Telephone (cell): 229-9479 Fax: \_\_\_\_\_

E-mail: Pasquinel.Ortiz@outlook.com Business Website: dulce-delicia.com

Company Ownership (owners will be required to personally guaranty):

Name: <u>Pasquinel Ortiz</u>	Title: <u>Owner</u>	% of ownership: <u>51</u>
Name: <u>Veronica Hernandez</u>	Title: <u>Owner</u>	% of ownership: <u>49</u>
Name: _____	Title: _____	% of ownership: _____
Name: _____	Title: _____	% of ownership: _____

Minority & Women Ownership (optional):

Is your business >51% veteran owned?  Yes  No

Is your business >51% minority owned?  Yes  No

Is your business >51% woman owned?  Yes  No

Reason for Credit Request / Use of Funds (check all that apply)

<input type="checkbox"/> General or Capital Expenditures	<input type="checkbox"/> Business Improvements	<input type="checkbox"/> Refinance or Debt Consolidation	<input type="checkbox"/> Working Capital
Detail if asset purchase:	Purchase Price:	Down Payment:	Comments:
<input type="checkbox"/> Real Estate	\$	\$	
<input type="checkbox"/> Vehicle	\$	\$	
<input type="checkbox"/> Equipment	\$	\$	
<input type="checkbox"/> Other	\$	\$	

Impact on Downtown Hinesville

Project Address: 725 East Ocala Horse Hwy Project Value (land & building): \_\_\_\_\_

Job Creation: 3 # Part-Time 3 # Full-Time 1 # FTE

Building Information / Type of Construction:  Masonry  Metal  Other (describe)

Building Use (by percentage):

Entertainment <u>3</u> %	Restaurant <u>90</u> %	Retail <u>3</u> %
Office <u>  </u> %	Manufacturing/Warehouse <u>  </u> %	Other <u>  </u> %

Brief Narrative of Project, please include timeline:  
The project will be an expansion to our bakery which includes building purchase, kitchen expansion, air conditioning fix, refrigeration equipment fix and installation. Clos's is in November, construction would take about 2 months.

Use of Funds		Source of Funds	
Use	Amount	Lender/Equity	Amount
Land	\$ <u>380,600.00</u>	\$	
Construction	\$ <u>120,890.71</u>	\$	
Furniture/Fixtures	\$ <u>14,000.00</u>	\$	
Legal/Administration	\$ <u>30,000.00</u>	\$	
Contingency	\$	\$	
Demolition	\$	\$	
TOTAL		\$	



## Company Financials

Business' Annual Budget: \$ \_\_\_\_\_ Annual Personnel Budget: \$ \_\_\_\_\_ Weekly Personnel Budget: \$ \_\_\_\_\_

Balance Sheet and Income Statement as of fiscal year ending: 12/31/2022

Cash	\$	Accounts	\$ 25,000.00	Gross Revenue	\$	(+)
Accounts Receivable	\$	Notes Payable	\$	Cost of Goods Sold	\$	(-)
Inventory	\$	Credit Card Debt	\$	Owner's Salary	\$ 78,900.00	(-)
Machinery/Equipment	\$	Automotive	\$	Interest Expense	\$	(-)
Automobiles	\$	Mortgages	\$	Depreciation	\$	(-)
Real Estate	\$	Other	\$	Other Operating Expense	\$	(-)
Other	\$	<b>TOTAL LIABILITIES</b>	\$			
<b>TOTAL ASSETS</b>	\$	<b>NET WORTH</b>	\$	<b>NET INCOME / (NET LOSS)</b>	\$	(=)

## Representations (applicant or guarantor, as applicable)

	Yes / No
Are you a U. S. Citizen?	Yes
Are any assets pledged other than described on schedules?	No
Is the business or any guarantor a defendant in any suits or legal action?	No
Has the business or any guarantor ever had a judgement against it?	No
Has the company or any of the guarantors declared bankruptcy in the last 10 years?	No
Is the company a partner in any other venture?	No
Does the company have any contingent liabilities?	No
Please provide detail on any "yes" answers:	

## Required Documentation

	Description:	Date expected / in file /not applicable
<input type="checkbox"/>	Organizational documents (Articles of Incorporation / By-laws)	
<input type="checkbox"/>	Copy of sales contract, bill of sale, purchase agreement (as applicable)	
<input type="checkbox"/>	Current personal financial statement for all owners (≥ 20% ownership)	
<input type="checkbox"/>	Two (2) years personal tax returns - complete with all schedules for each owner (≥ 20% ownership)	
<input type="checkbox"/>	Two (2) years business federal tax returns (complete with all schedules) or accountant prepared financial statements	
<input type="checkbox"/>	Interim year-to-date company financial statements (balance sheet and income statement) if application date is more than six (6) months beyond fiscal year end	
<input type="checkbox"/>	Accounts Receivable aging report and Inventory schedule if loan is for working capital purposes	
<input type="checkbox"/>	Schedule of Debt	
<input type="checkbox"/>	Copy of Business Plan is new or substantially expanding	
<input type="checkbox"/>	Copy of Annual Budget	
<input type="checkbox"/>	CRE Investor Worksheet (might be required, if 10 or more properties owned)	
<input type="checkbox"/>	Signed Understanding of repayment policy, page 1 of application	
<input type="checkbox"/>	Automatic Debit Payment Authorization (if applicable), page 4 of application	
<input type="checkbox"/>	Commitment letter from a bank or lending institution	
<input type="checkbox"/>	Other (describe):	

**Certification:**

This information and the information provided on all accompanying financial statements and schedules is provided for the purposes of obtaining credit for the Applicant(s) guaranteeing credit for others. Applicant(s) acknowledge that representations made in this Statement will be relied upon by AmerisBank (the "Creditor") in its decision to grant such credit. This Statement is true and correct in every detail and accurately represents the financial condition of the Applicant(s) on the date given below. The Creditor is authorized to make all inquiries deemed necessary to verify the accuracy of the information contained herein and to determine the creditworthiness of the undersigned. Applicant(s) will promptly notify Creditor of any subsequent changes which would affect the accuracy of this Statement. Creditor is further authorized to answer any questions about Creditor's credit experience with Applicant(s). The undersigned declares that he / she has read and understands the statement above.

	Applicant Signature	10/04/2023	Date
	Applicant Signature	10/04/2023	Date
	Applicant Signature		Date
	Applicant Signature		Date

Please return completed application attachments to the HDDA, 115 East M.L King, Jr., Drive, Hinesville, GA 31313



# Dulce Delicia LLC

## Balance Sheet

As of December 31, 2023

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Bonus	75.00
Business Checking (4918)	-157,380.84
Business Savings (4384)	-12,001.31
Cash Over / Short	0.63
Checking	129.08
Clearing Account	132,710.47
Deposit	-100,052.01
Equipment Loan	27,416.84
Membership	410.00
Payroll	5,364.01
Petty Cash	791.51
Square for PPP	815.36
<b>Total Bank Accounts</b>	<b>\$ -101,721.26</b>
Accounts Receivable	
Accounts Receivable (A/R)	0.00
<b>Total Accounts Receivable</b>	<b>\$0.00</b>
Other Current Assets	
Inventory	1,921.31
Inventory Asset	8,671.62
Undeposited Funds-1	243,353.80
<b>Total Other Current Assets</b>	<b>\$253,946.73</b>
<b>Total Current Assets</b>	<b>\$152,225.47</b>
<b>TOTAL ASSETS</b>	
	<b>\$152,225.47</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Fraudulent Bank Activity	1,783.00
Georgia Department of Revenue Payable	0.00
Gift Card Outstanding	322.10
Square Gift Card	70.77
Square Tips	2,973.18
Tips	1,650.54
<b>Total Other Current Liabilities</b>	<b>\$6,799.59</b>
<b>Total Current Liabilities</b>	<b>\$6,799.59</b>



# Dulce Delicia LLC

## Balance Sheet

As of December 31, 2023

	TOTAL
Long-Term Liabilities	
M.Vega - Personal Loan	-7,049.36
<b>Total Long-Term Liabilities</b>	<b>\$-7,049.36</b>
<b>Total Liabilities</b>	<b>\$-249.77</b>
Equity	
Opening Balance Equity	-10,730.98
Owner's Draw	-124,721.13
Owner's Investment	-21,950.00
Retained Earnings	211,261.55
Net Income	98,615.80
<b>Total Equity</b>	<b>\$152,475.24</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$152,225.47</b>



DEPARTMENT OF VETERANS AFFAIRS

June 26, 2024

Pasquinel Ortiz  
808 Malibu Dr  
Hinesville, GA 31313

In Reply Refer to:  
xxx-xx-5753  
27/eBenefits

Dear Mr. Ortiz:

This letter is a summary of benefits you currently receive from the Department of Veterans Affairs (VA). We are providing this letter to disabled Veterans to use in applying for benefits such as state or local property or vehicle tax relief, civil service preference, to obtain housing entitlements, free or reduced state park annual memberships, or any other program or entitlement in which verification of VA benefits is required. Please safeguard this important document. This letter is considered an official record of your VA entitlement.

Our records contain the following information:

**Personal Claim Information**

Your VA claim number is: xxx-xx-5753

You are the Veteran.

**Military Information**

Your most recent, verified periods of service (up to three) include:

Branch of Service	Character of Service	Entered Active Duty	Released/Discharged
Army	Honorable	October 01, 2010	September 30, 2014

(There may be additional periods of service not listed above.)

**VA Benefit Information**

<b>You have one or more service-connected disabilities:</b>	Yes
<b>Your combined service-connected evaluation is:</b>	90%
<b>Your current monthly award amount is:</b>	\$2751.91
<b>The effective date of the last change to your current award was:</b>	December 01, 2023
<b>You are considered to be totally and permanently disabled due solely to your service-connected disabilities:</b>	No

You should contact your state or local office of Veterans' affairs for information on any tax, license, or fee-related

benefits for which you may be eligible. State offices of Veterans' affairs are available at <http://www.va.gov/statedva.htm>.

## How You Can Contact Us

- If you need general information about benefits and eligibility, please visit us at <https://www.ebenefits.va.gov> or <http://www.va.gov>.
- Call us at 1-800-827-1000. If you use a Telecommunications Device for the Deaf (TDD), the number is 1-800-829-4833.
- Ask a question on the Internet at <https://www.va.gov/contact-us>.

Sincerely Yours,

**Regional Office Director**





TO: RLF Financial Review Committee/HDDA Board  
FR: Michelle Ricketson  
DA: July 2, 2024  
RE: M.Patel- 726 E. Oglethorpe Hwy



## Discover Downtown Hinesville – RLF Application Summary

**Request: \$50,000 for 10 years at \_\_\_% interest**

**Mayank Patel (25%) and Bhupendra Patel (75%) have been DBA Econo Lodge since 2013 and have rebranded their 122-room hotel to a Days Inn. With this one-step upgrade, they anticipate improving their occupancy rate from 52% to at least 65%. They also expect to retain 7FT and 4PT employees and to add 4FT and 3PT with the increase in occupancy. Room rates will increase to \$85/night.**

**The total project is \$670,000, which includes – bathroom upgrades, new furniture, lobby improvements, two new signs, sealing and striping the parking lot.**

**The construction improvements to all of the guest rooms and the lobby began in March, and are now complete. The new Days Inn signs were erected the last week of June. They are waiting on the furniture to arrive. The parking lot will be sealed and striped in August.**

**As of June 25, the Patels had cancelled checks for the project totaling \$498,365.30.**

**The improvements effect two businesses, the hotel and a Puerto Rican/Dominican restaurant in the building. The ballroom is booked most Saturdays for cultural celebrations. These rentals bring in about \$2,000 per month.**

**This hotel has two entrances on the City’s gateways GA84 and General Stewart. It is also only about 1.25 miles from the front gate of Fort Stewart. This makes it an ideal option for family members visiting soldiers. Days Inn is part of the Wydom Hotel franchise. There is only one other local hotel in the franchise. Since the other property only has 48 rooms, people may gravitate toward the larger property.**

**The RevPar reports for 2020-2023 have been reviewed. Below is a summary.**

<b>2020-22</b>	<b>room rate \$60-70</b>	<b>52% occupancy</b>
<b>2023-24</b>	<b>room rate \$70</b>	<b>50% occupancy</b>
<b>2024-25</b>	<b>room rate \$75-85</b>	<b>est 65% occupancy</b>

**Room occupancy is down a little this year due to the renovations. Forty rooms at a time were unavailable. But, RevPar (revenue per room) is increasing.**

**GOAL & OBJECTIVE:** The goal of the Hinesville Downtown Development Authority’s (DDA’s) Revolving Loan Fund (RLF) Program is to provide flexible and expedient gap funding to new or expanding small businesses to purchase land or buildings within the HDDA boundaries; and make them move-in ready. Preference will be given to projects that provide permanent employment and/or prevent or eliminate slum or blight, maximize vacant downtown spaces, and/or interject cultural experiences in downtown. The Hinesville Downtown Development Authority functions as the Economic Restructuring Committee of the Hinesville Downtown/Main Street Program.



	<b>Amount/Lender(s):</b>	<b>Total project cost:</b>	<b>\$670,000</b>
60 %	\$ 420,000	Business owner - self financed	
30 %	\$ 200,000	Georgia Cities Foundation ( <i>application completed, waiting on approval</i> )	
10%	\$ 50,000	Local RLF ( <i>application completed, waiting on approval</i> )	

The Georgia Cities Foundation has preapproved this project for \$200,000 at 3.5% APR. Their funds will be used for furniture. The local funds will be used for the signs, parking lot improvements, and labor for interior renovations.

**Notes from credit report:**

**Credit score: 804**

**Low debt ratio:**

The Business has the mortgage and this renovation project. Personally, he has two vehicle loans.

**Purchased hotel in 2013 for \$1,572,191 interest 5%, current balance 872,582  
 Monthly payment is \$15,000  
 Made extra payments, current balance is half of original note**

**Tax returns in 2020 and 2021 did not show sufficient income to service the debt.  
 Tax returns in 2022 and 2023 show sufficient income to service the debt.**

**Business owner has eagerly provided all information requested by the HDDA or the GFC.**

**Notes from Financial Review Committee:**

**Group felt that the changes would help improve that gateway/corner.**

**Group voted to approve if three conditions could be met:**

- ✓ **Funding provided by the Georgia Cities Foundation**
- ✓ **Proof of deposit to meet at least 60% of the proposed project**
- ✓ **Personal guarantee of the \$50,000 to the HDDA**

**GOAL & OBJECTIVE:** The goal of the Hinesville Downtown Development Authority's (DDA's) Revolving Loan Fund (RLF) Program is to provide flexible and expedient gap funding to new or expanding small businesses to purchase land or buildings within the HDDA boundaries; and make them move-in ready. Preference will be given to projects that provide permanent employment and/or prevent or eliminate slum or blight, maximize vacant downtown spaces, and/or interject cultural experiences in downtown. The Hinesville Downtown Development Authority functions as the Economic Restructuring Committee of the Hinesville Downtown/Main Street Program.

7. Impact Measures

Measure	Short Term	Long Term
Projected # jobs created		4FT, 3PT
Projected # jobs retained	7FT, 4PT	11FT, 7PT
Projected increase in tax revenue (\$)		
Private development (\$)	\$670,000	\$1,000,000
# of blighted structures eliminated	One	One
Project spinoff development	--	--
Projected # new housing units	--	--
Projected civic/cultural enrichments	Yes	Yes

8. Map - Attached

9. Project Participants:

Patels	\$420,000,	business owners
Hinesville DDA,	\$ 50,000,	RLF - signage, parking lot sealing, labor for renovations
Georgia Cities Foundation,	\$200,000,	Interior renovation

10. Project Activity Schedule

	Activity	Estimated Completion Date
A.	Order, purchase furniture and fixtures	March 2024
B.	Secure working capital for renovations	March/April 2024
C.	Renovations (15 weeks)	March-June, 2024
D.	Grand Opening at new location	June 30, 2024
E.	Sealing the parking lot	August 2024

SECTION C - SOURCE AND USE OF FUNDS

Item	Project Cost	Source of Funds
<b>Project Hard Costs</b>		
<b>Interior Renovations</b>		
Furniture/fixtures \$2,500/rm (\$305,000)	\$ 200,000	\$200,00 GCF RLF
	\$105,000	Owner financed
Lobby update	\$5,000	Owner financed
Labor	\$248,900	Owner financed
	\$19,500	\$19,500 local RLF
<b>Exterior Renovations</b>		
Signage	\$14,500	\$14,500 local RLF
Sealing parking lot	\$ 16,000	\$16,000 local RLF
Contingency 10%	61,100	Owner
<b>Total Project Cost</b>	<b>\$670,000</b>	

Total Project Funding: \$670,000 Request to GCF \$200,000 Repayment of RLFs will be in monthly installments.

SECTION D - CERTIFICATION -- Signature sheet signed by DDA chairman and Mayor attached

SECTION E - CREDIT AUTHORIZATION -- Signature sheet signed by sub-recipient attached.



# Discover Downtown Hinesville Revolving Loan Fund Application

Please read and initial the following:

I/We understand that if I/We receive a loan from the Discover Downtown Hinesville Revolving Loan Fund (DDHRLF), I/We must make full monthly loan payments on or before each monthly due date. I understand that I cannot be delinquent in my repayment of this loan and that I must use the loan for business purposes specified in this application.

I/We request credit in the amount indicated and understand that it is a loan and requires repayment.

I/We authorize the DDHRLF to perform a credit check. I/We herby authorize any financial corporations, insurance companies, investors, credit bureaus, employers and banks, to release any and/or all information on my/our records and/or accounts to Hinesville Downtown Development Authority. I/We further understand that this information may be reviewed by auditors, program monitors and others as appropriate.

I/We attest that if I/We receive a loan from DDHRLF it will be used for the business purposes specified in this application and not for personal use.

I/We understand that making delinquent loan payments can adversely affect my/our credit record. I/We understand that if I/we fulfill the above conditions, I/we have the opportunity to apply for future loans with the DDHRLF, subject to the review and approval of the DDHRLF committee and the HDDA Board of Directors.

I/We authorize the DDHRLF to investigate and verify the attached information, and to contact my personal and business references regarding this application. I/We understand that DDHRLF will keep this application whether I receive a loan. I/We will make myself available to respond to any questions that may arise from this application.

I/We attest, that to the best of our knowledge, all of the information on this application is true. I/We herby certify the financial statements, including balance sheets, profit & loss statements and/or income statements and IRS returns, have been prepared from the books of account and, to the best knowledge of the under-signed, fairly represent the financial condition of the business(es) and the individual(s).

I/We, therefore, agree to have my picture taken, if needed, and to have it appear along with my/our name, in local media as part of marketing and public relations for the DDHRLF.

I/We attest, that to the best of my/our knowledge, all of the information on this application is true and accurate as of the stated date(s). I/We understand FALSE statements may result in forfeiture of benefits and possible prosecution the U.S. Attorney General (Reference 18 U.S.C. 1001). I/We also authorize any information to be released by my/our original or photocopied signature.

Discover Downtown Hinesville Revolving Loan Fund realizes that our customers entrust us with personal Information, and it is our policy to maintain our customers' information in a confidential manner.

The signature(s) below authorizes Discover Downtown Hinesville Revolving Loan Fund, its agents or assignees to investigate my personal business financial credit history and to obtain all other necessary credit information including information on liens, debts, and other financial obligations for the purpose of loan and financial evaluation related to this application. I/We authorize any holder of credit information about me/us to answer any questions relating to this application. I/we agree to comply with all federal, state and local laws and regulations to the extent applicable. This authorization shall be a continuing authorization during the application process and during the entire period that I/we may have a loan, or any other form of indebtedness to DDHRLF, its Affiliates or Assigns. The signature(s) below assures and warrants the information contained herein as accurate and complete and that I/we have not willfully or knowingly omitted any information critical this credit application. If at any time during this credit application process I become aware of any additional information relating to my/our personal or business credit relationship, I/we will immediately disclose that information to the HDDA at 115 East M. L. King Jr. Drive, Hinesville, GA 31313 or call (912) 877-4332.

Applicant's Signature:  Date: 3/4/24

Co-Applicant's Signature:  Date: 3/14/24



# Discover Downtown Hinesville Revolving Loan Fund Application

## General Information

Applicant / Borrower Name: UMA PARVATI LLC

"Doing Business As" (DBA) Name, if any: ECONO Lodge

Type of Entity:  Corporation  Partnership  Sole Proprietor  LLC / LLP  Other (describe)

Date Established: 11/2013 Tax ID #: 46-3963076 NAICS #: 721110

Nature of Business: Hotel / Motel

Types of products / services: Hospitality

Address: 796 E Oglethorpe Hwy. City: Hinesville State: GA Zip: 31313

Primary Contact: Mayank Patel Telephone (office): 813-546-1447 Telephone (cell): 813-546-1447 Fax:

E-mail: mayank09@gmail.com Business Website:

Company Ownership (owners will be required to personally guaranty):

Name: <u>Mayank Patel</u>	Title: <u>Owner</u>	% of ownership: <u>25</u>
Name: <u>Bhupendra Patel</u>	Title: <u>Owner</u>	% of ownership: <u>75</u>
Name:	Title:	% of ownership:
Name:	Title:	% of ownership:

Minority & Women Ownership (optional):

Is your business >51% veteran owned?  Yes  No

Is your business >51% minority owned?  Yes  No

Is your business >51% woman owned?  Yes  No

## Reason for Credit Request / Use of Funds (check all that apply)

<input type="checkbox"/> General or Capital Expenditures	<input checked="" type="checkbox"/> Business Improvements	<input type="checkbox"/> Refinance or Debt Consolidation	<input type="checkbox"/> Working Capital
Detail if asset purchase:	Purchase Price:	Down Payment:	Comments:
<input type="checkbox"/> Real Estate	\$	\$	
<input type="checkbox"/> Vehicle	\$	\$	
<input type="checkbox"/> Equipment	\$	\$	
<input type="checkbox"/> Other	\$	\$	

## Impact on Downtown Hinesville

Project Address: 796 E Oglethorpe Hwy. Hinesville, GA 31313 Project Value (land & building):

Job Creation: # Part-Time 7 # Full-Time 11 # FTE retaining 7FT, 4PT adding 4FT, 3PT

Building Information / Type of Construction:  Masonry  Metal  Other (describe)

Building Use (by percentage): Entertainment \_\_\_% Restaurant \_\_\_% Retail \_\_\_%  
Office \_\_\_% Manufacturing/Warehouse \_\_\_% Other 100%

Brief Narrative of Project, please include timeline:

### Project Budget and funding

Use of Funds		Source of Funds	
Use	Amount	Lender/Equity	Amount
Land: <u>Seepage</u>	\$ 14,500.00		\$
Construction: <u>Sealing Parking lot</u>	\$ 16,000.00		\$
Furniture/Fixtures	\$ 310,000		\$
Legal/Administration	\$		\$
Contingency <u>10%</u>	\$ 60,100		\$
Demolition: <u>Labor</u>	\$ 268,400		\$
<b>TOTAL</b>	<b>\$ 679,000</b>		<b>\$</b>



## Company Financials

Business' Annual Budget: \$1,263,025.36    Annual Personnel Budget: \$216,567.19    Weekly Personnel Budget: \$4761

Balance Sheet and Income Statement as of fiscal year ending: 12/31/2022

Cash	\$ 642,549	Accounts	\$ 0	Gross Revenue	\$ 1,096,750	(+)
Accounts Receivable	\$ 0	Notes Payable	\$ 2,089,950.	Cost of Goods Sold	\$ 1000	(-)
Inventory	\$ 3,500.00	Credit Card Debt	\$ 0	Owner's Salary	\$ 60,000	(-)
Machinery/Equipment	\$ 0	Automotive	\$ 0	Interest Expense	\$	(-)
Automobiles	\$ 0	Mortgages	\$ 0	Depreciation	\$ 668,517	(-)
Real Estate	\$ 2,383,274	Other	\$ 0	Other Operating Expense	\$	(-)
Other	\$	<b>TOTAL LIABILITIES</b>	<b>\$ 2,089,950.</b>			
<b>TOTAL ASSETS</b>	<b>\$3,029,323</b>	<b>NET WORTH</b>	<b>\$ 929,371</b>	<b>NET INCOME / (NET LOSS)</b>	<b>\$ 13,718</b>	<b>(=)</b>

### Representations (applicant or guarantor, as applicable)

	Yes / No
Are you a U. S. Citizen?	Yes
Are any assets pledged other than described on schedules?	NO
Is the business or any guarantor a defendant in any suits or legal action?	NO
Has the business or any guarantor ever had a judgement against it?	NO
Has the company or any of the guarantors declared bankruptcy in the last 10 years?	NO
Is the company a partner in any other venture?	NO
Does the company have any contingent liabilities?	NO
Please provide detail on any "yes" answers:	

### Required Documentation

	Description:	Date expected / in file / not applicable
<input checked="" type="checkbox"/>	Organizational documents (Articles of Incorporation / By-laws)	
<input checked="" type="checkbox"/>	Copy of sales contract, bill of sale, purchase agreement (as applicable)	
<input checked="" type="checkbox"/>	Current personal financial statement for all owners (≥ 20% ownership)	
<input checked="" type="checkbox"/>	Two (2) years personal tax returns - complete with all schedules for each owner (≥ 20% ownership)	
<input checked="" type="checkbox"/>	Two (2) years business federal tax returns (complete with all schedules) or accountant prepared financial statements	
<input type="checkbox"/>	Interim year-to-date company financial statements (balance sheet and income statement) if application date is more than six (6) months beyond fiscal year end	
<input type="checkbox"/>	Accounts Receivable aging report and Inventory schedule if loan is for working capital purposes	
<input checked="" type="checkbox"/>	Schedule of Debt	
<input type="checkbox"/>	Copy of Business Plan is new or substantially expanding	
<input type="checkbox"/>	Copy of Annual Budget	
<input type="checkbox"/>	CRE Investor Worksheet (might be required, if 10 or more properties owned)	
<input type="checkbox"/>	Signed Understanding of repayment policy, page 1 of application	
<input type="checkbox"/>	Automatic Debit Payment Authorization (if applicable), page 4 of application	
<input type="checkbox"/>	Commitment letter from a bank or lending institution	
<input type="checkbox"/>		
<input type="checkbox"/>	Other (describe):	
<input type="checkbox"/>		

**Certification:**  
 This information and the information provided on all accompanying financial statements and schedules is provided for the purposes of obtaining credit for the Applicant(s) guaranteeing credit for others. Applicant(s) acknowledge that representations made in this Statement will be relied upon by AmerisBank (the "Creditor") in its decision to grant such credit. This Statement is true and correct in every detail and accurately represents the financial condition of the Applicant(s) on the date given below. The Creditor is authorized to make all inquiries deemed necessary to verify the accuracy of the information contained herein and to determine the creditworthiness of the undersigned. Applicant(s) will promptly notify Creditor of any subsequent changes which would affect the accuracy of this Statement. Creditor is further authorized to answer any questions about Creditor's credit experience with Applicant(s). The undersigned declares that he / she has read and understands the statement above.

Applicant Signature	Date 3/19/24
Applicant Signature	Date 3/19/24
Applicant Signature	Date
Applicant Signature	Date

Please return completed application attachments to the HDDA, 115 East M.L.King, Jr., Drive, Hinesville, GA 31313

## Authorization for Direct Payment (optional)

Name of Financial Institution: \_\_\_\_\_

Branch Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

Type of account    Checking    Savings    Other: \_\_\_\_\_

Routing Number: \_\_\_\_\_ Account Number \_\_\_\_\_

Transfer Amount\* \_\_\_\_\_ Loan Terms (in months) \_\_\_\_\_ Initial Transfer Date: \_\_\_\_\_

\*Transfer will be monthly on the 28<sup>th</sup> of each month to pay for next month's payment.

### Please attach voided check

I/We authorize Discover Downtown Hinesville Revolving Loan Fund and the financial institution listed above to initiate entries to my banking account. This authority will remain in effect until my loan is paid in full. The amount debited to my account shall equal the above listed transfer amount plus any past due interest and fees. I understand that I am required to have sufficient funds available to the date of transfer to cover this amount. The bank account listed above shall not be changed without 30 days prior written notice, and completion of a revised Authorization for Direct Payment. I authorize Non-Sufficient Funds charges to be debited from my account at \$35.00 (or the fee the HDDA is charged by the bank) for each occurrence.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Please return completed to HDDA at 115 East M. L. King Jr. Drive, Hinesville, GA 31313

UMA PARVATI LLC - DAYS INN CONVERSION COST ESTIMATE

Item	Unit	Price	Total
<b>Hotel Rooms</b>			
Drapes	126	228	28728
Vanity	122	210	25620
Casegood	122	1320	161040
LVT	20500	20500	20500
Artwork	122	170	20740
Led Mirror	122	160	19520
Paint			0
TV	122	390	47580
Labor	122	2200	268400
Lights	122	183.85	22429.7
<b>Total Rooms</b>			<b>614557.7</b>
<b>Lobby</b>			
Vanity	2	300	600
Fitness Room Flooring	940	1.79	1682.6
Labor	1	3000	3000
Vanity Mirrors	119	170	20230
<b>Total Lobby</b>			<b>25512.6</b>
<b>Grand Total</b>			<b>640070.3</b>

UMA PARVATI LLC  
STATEMENT OF REVENUE AND EXPENSES  
INCOME TAX BASIS PROJECTIONS

**REVENUES**

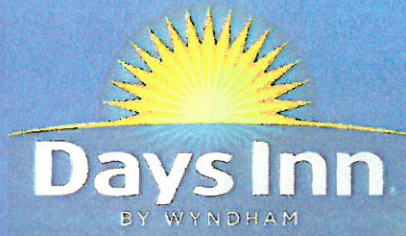
Room Revenue	\$1,157,214.92
Other Income	\$19,176.77
Rental Income	\$80,340.00
ATM Income	\$8,576.70
Returns and Allowances	-\$2,283.03
<b>Total Revenue</b>	<b>\$1,263,025.36</b>

**Expenses**

Salaries and Wages	\$246,567.19
Advertising	\$1,758.70
Franchise Fees	\$127,293.64
Telephone	\$3,084.70
Internet	\$10,080.45
Bank Charges	\$207.78
Credit Card Discounts	\$20,388.70
Payroll Taxes	\$19,251.25
Taxes and Licenses	\$1,418.20
Professional Fees	\$4,430.00
Supplies	\$101,928.03
Dues and Subscription	\$744.00
Equipment Lease	\$12,600.43
Tolls	\$12.40
Auto Expense	\$18,000.00
Travel	\$2,500.00
Business Meal	\$3,189.33
Repairs and Maintenance	\$13,000.00
Lawn Care	\$5,200.00
Insurance	\$63,533.57
Contract Labor	\$6,384.16
Laundry & Uniform	\$25,986.88
Security	\$1,450.00
Utilities	\$120,789.90
Gas	\$21,516.59
Cable	\$3,555.82
Garbage	\$2,521.72
Contribution	\$3,000.00
Breakfast Supplies	\$30,000.00
<b>Total Expenses</b>	<b>\$870,393.43</b>

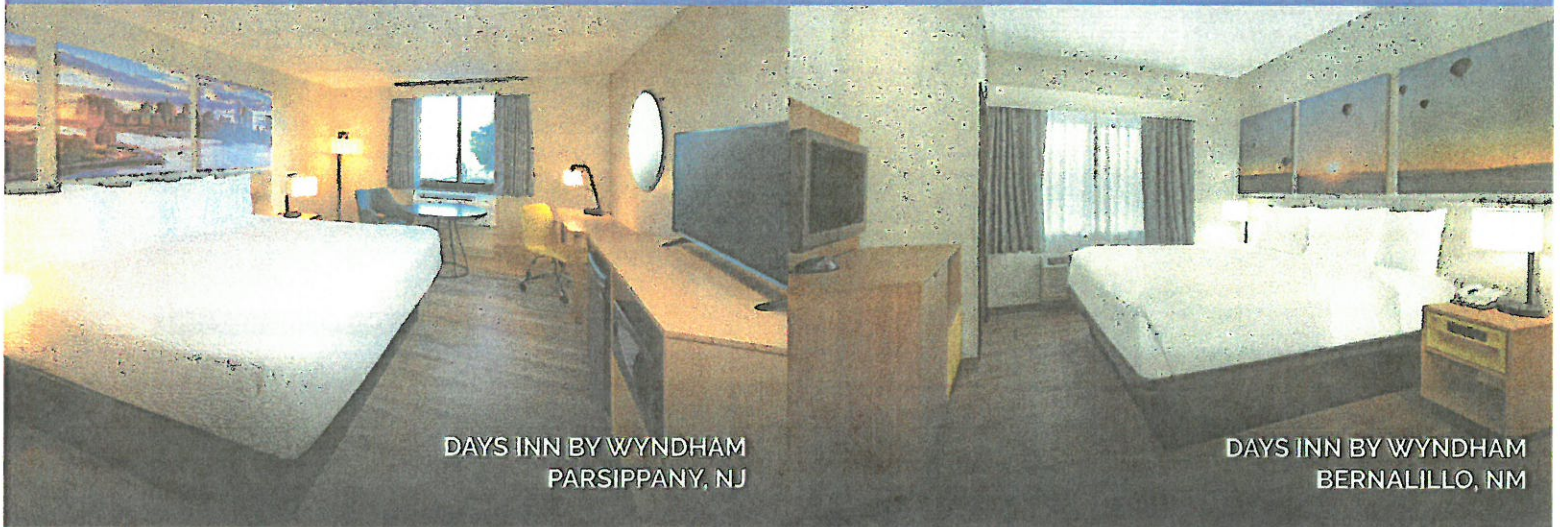
**Net Income** **\$392,631.92**





# Dawn Your Room

Dawn guestroom designed to  
drive return for owners



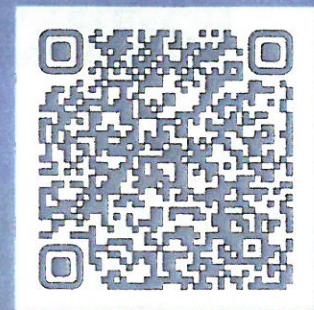
DAYS INN BY WYNDHAM  
PARSIPPANY, NJ

DAYS INN BY WYNDHAM  
BERNALILLO, NM

## Try our NEW Hotel Room Restyler<sup>SM</sup>

*Hotels that have implemented the Dawn  
guestroom design have higher NPS,  
Satisfaction, and Social Review scores.*

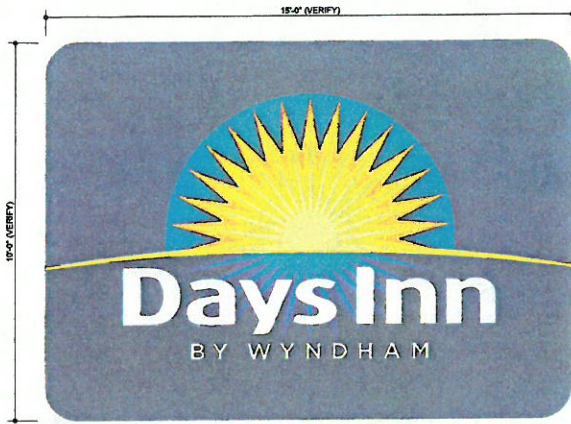
Scan to see your hotel room with the Dawn design



*Based on comparison of sites that have implemented Dawn versus the Days Inn portfolio, FY 2022*



N01 Flex Face Replacement



Front View  
Scale: 1/2" = 1'-0"

General Specifications  
Face: 3M Panagraphics III Flex Face w/ Digitally Printed Graphic (Bleed Face)  
Quantity: (2) TWO

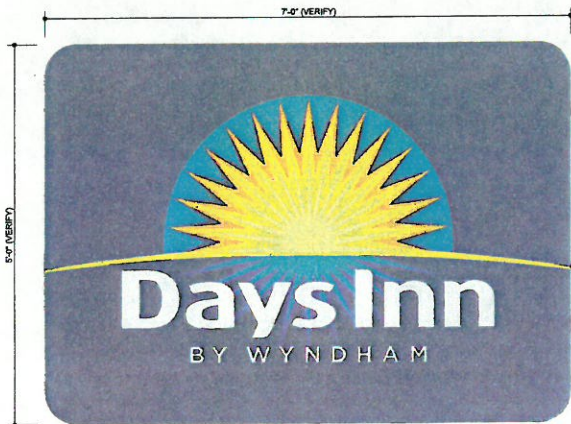
FIELD SURVEY REQUIRED  
Prior to Release to Production  
  
DESIGN INTENT ONLY  
Engineering Required to  
Determine Actual Production  
& Installation Requirements



on Ogleshorpe Hwy

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		Date: 02/12/14 Project: E14600 Client: Days Inn #14846 Address: 728 E Ogleshorpe City: Hixsonville, GA	Date: 1-1-14 Description:	Date: 1-1-14 Description:	Date: 1-1-14 Description:	Date: 1-1-14 Description:

N02 Flex Face Replacement



Front View  
Scale: 1" = 1'-0"

General Specifications  
Face: 3M Panagraphics III Flex Face w/ Digitally Printed Graphic (Bleed Face)  
Quantity: (2) TWO

FIELD SURVEY REQUIRED  
Prior to Release to Production  
  
DESIGN INTENT ONLY  
Engineering Required to  
Determine Actual Production  
& Installation Requirements



on Gen. Stewart Way.

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		Date: 02/12/14 Project: E14600 Client: Days Inn #14846 Address: 728 E Ogleshorpe City: Hixsonville, GA	Date: 1-1-14 Description:	Date: 1-1-14 Description:	Date: 1-1-14 Description:	Date: 1-1-14 Description:

**Hinesville Downtown Development Authority**  
**Ventures Summary Credit Memo**  
**UMA Parvati, LLC**  
 Wednesday, April 24, 2024

**1. Project Information**

<b>Borrower:</b>	UMA Parvati, LLC	<b>Tax ID:</b>	***
<b>Small Business Concern:</b>	UMA Parvati, LLC	<b>Tax ID:</b>	***
<b>Trade Name (if different):</b>		<b>SBC is co-borrower?:</b>	No

<b>Project Address</b>	<b>City</b>	<b>County</b>	<b>State</b>	<b>Zip</b>
726 East Oglethorpe Highway	Hinesville	Liberty	GA	31313-2808

**1.1. Project Costs**

<b>Item</b>	<b>Amount</b>	<b>%</b>
Building Renovation	\$608,900.00	90.88
Contingency (<10%), Interim Interest, Business Expenses	\$61,100.00	9.12
<b>Total Project Costs</b>	<b>\$670,000.00</b>	<b>100.00</b>

**1.2. Financing**

<b>Source</b>	<b>Amount</b>	<b>Term</b>	<b>%</b>	<b>P&amp;I</b>	<b>Amort</b>	<b>Rate</b>	<b>Lien</b>
Equity Injection: Cash - Business	\$420,000.00		62.69%				
Georgia Cities Foundation	\$200,000.00	180	29.85%	\$1,429.77	180	3.50%	
Hinesville Downtown Development Authority	\$50,000.00	180	7.46%	\$333.39	180	2.50%	1st
<b>Total Financing</b>	<b>\$670,000.00</b>	<b>Total Monthly P&amp;I Payment</b>		<b>\$1,763.16</b>	<b>Total Annualized Payments</b>		<b>\$21,157.92</b>
<b>Prepayment Penalty:</b>	No						

a) Source of Borrower Contribution (if equity in project property, provide details on existing financing and valuation basis):

Type Cash - Business;

**1.3. Additional Project Information**

a) Project transaction is associated with a business acquisition? No

**2. Entity Information: UMA Parvati, LLC**

<b>Entity Type (EPC, OC, Borrower, Affiliate)</b>	Primary OC	
<b>Name</b>	UMA Parvati, LLC	<b>Tax ID</b> ***
<b>Mailing Address</b>	726 East Oglethorpe Highway, Hinesville, GA 31313-2808	
<b>Nature of Business</b>	Hotels (except Casino Hotels) and Motels	
<b>Year Established</b>	10/24/2013	
<b>Co-Borrower?</b>	<b>Guarantor?</b>	<b>Type of organization</b>
No	No	Limited Liability Company
		<b>NAICS</b>
		721110
		<b>Franchise</b>
		No
		<b>Franchise Directory</b>
		N/A

### 2.1. Ownership

Name	% Owned	Guar?	SSN/Tax ID	Citizenship		Codes			
				US Citizen	LPR	Gender	Race	Ethnicity	Veteran
Bhupendrakumar Patel	75	No	***	No	No				
Mayank Patel	25	No	***	No	No				
Veteran Status Codes	1= Non-Veteran; 2= Other Vet; 3= Service-Disabled Vet; 4= Spouse of Veteran; X= Not Disclosed								
Gender Codes	M= Male; F= Female; X= Not Disclosed; O= Other								
Race Codes	2= Asian; 3= Black/African American; 5= White; 7=American Indian; 8=Alaskan Native; 9= Native Hawaiian; 10= Other Pacific Islander; 11= Other; X= Not Disclosed								
Ethnicity Codes	H= Hispanic/Latino; N= Not Hispanic/Latino; X= Not Disclosed								

### 3. Guarantors/Obligors

Type	Name	Guarantor?	Type of Guarantee
Borrower	UMA Parvati, LLC	No	

### 3.1. Personal Credit (In 000's)

Name	As Of Date	Liquid Asset	Tot. Asset	Revolving Debt	Outside NW	Year Established	Date
		Real Estate	Total Liability	Revolving Available %	AGI	FICO Score	Source
Bhupendrakumar Patel	03/04/2024	\$170.0	\$2,890.5	\$0.0	\$2,890.5		04/23/2024
		\$2,720.5	\$0.0	0%	(\$21.5)		Equifax
Mayank Patel	03/04/2024	\$270.0	\$310.0	\$0.0	\$294.1		04/23/2024
		\$0.0	\$15.8	0%	\$18.7	804	Equifax

#### Comments on Personal Credit

Bhupendrakumar Patel	The most recent CBI report, dated 4/23/2024, reflects no FICO Score due to no recently reported account information. The CBI report indicates 16 former accounts.  The report shows no derogatory items.
Mayank Patel	The most recent CBI report, dated 4/23/2024, reflects a satisfactory FICO Score of 804. The CBI report indicates 8 accounts, of which 2 have an outstanding balance. The total outstanding debt is \$13,890, of which \$13,887 represents debt owed on personal vehicles, and \$3 represents revolving credit. The total monthly obligations are \$987, which results in an annual debt service of \$11,844.  The report shows no derogatory items.

### 3.2. Business Credit (In 000's)

Entity	Date	Total Asset	Prior Year Revenue	Source
	Net Worth	Total Liability	Prior Yr Income	Date
UMA Parvati, LLC	12/31/2023	\$0	\$1,037	
		\$0	\$0	\$247

**Comments on Business Credit**

UMA Parvati, LLC



## 4. Collateral

### 4.1. Collateral Analysis (In 000's)

Collateral Offered	Estimated Value	Liquidation Value	Liquidation %	Lien Position	Existing Liens	Net Value
726 East Oglethorpe Highway, Hinesville, GA 31313-2808 Commercial Real Estate	\$1,466.4	\$1,246.4	85.0%	Other	\$1,072.5	\$173.8
<b>Totals</b>	<b>\$1,466.4</b>	<b>\$1,246.4</b>			<b>\$1,072.5</b>	<b>\$173.8</b>
<b>Project Debt</b>						<b>\$50.0</b>
<b>LTV (based on liquidation values)</b>	<b>90.06%</b>					
<b>Collateral coverage ratio:</b>	<b>3.48</b>					
<b>Analysis of collateral adequacy:</b>						
Based on the Tax Card valuation, there is sufficient value in the project property to fully secure the new project debt.						

**5. Balance Sheet (In 000's): UMA Parvati, LLC**

Name: UMA Parvati, LLC

Entity Type: Primary OC

Type of Statement	T/R - Accrual		T/R - Accrual		T/R - Accrual		F/S - Cash		Common Size %				
Date of Statement	12/31/2020		12/31/2021		12/31/2022		12/31/2023		Adj. Debit	Adj. Credit	Adj. BS	1%	RMA
Balance Sheet	\$	1%	\$	1%	\$	1%	\$	1%					
Cash	132	8.6%	242	13.6%	643	23.3%	0	0%				0%	
Trade A/R	2	0.1%	0	0%	0	0%	0	0%				0%	3.2
Inventory	1	0.1%	5	0.3%	4	0.1%	0	0%				0%	.5
Total Current Assets	135	8.8%	247	13.9%	646	23.5%	0	0%				0%	19.6
Building	1,532	99.5%	1,706	96%	2,383	86.6%	0	0%				0%	
Land	304	19.7%	304	17.1%	304	11%	0	0%				0%	
FF&E	0	0%	0	0%	0	0%	0	0%	670		670	100%	
Depreciation	543	35.3%	578	32.5%	669	24.3%	0	0%				0%	
Net Fixed Assets	1,293	84%	1,432	80.6%	2,019	73.4%	0	0%	670		670	100%	
Prepays/Deposits	12	0.8%	12	0.7%	15	0.5%	0	0%				0%	4.7
Intangible Assets	99	6.5%	86	4.8%	72	2.6%	0	0%				0%	5.5
Total Assets	1,540	100%	1,777	100%	2,752	100%	0	0%	670		670	100%	100.0
CPLTD-Bank/Other	0	0%	0	0%	0	0%	0	0%		10	10	2%	1.7
CPLTD-Primary/SBA	0	0%	0	0%	0	0%	0	0%		3	3	0%	
Trade A/P	4	0.2%	0	0%	8	0.3%	0	0%				0%	1.3
Taxes Payable	10	0.7%	13	0.7%	16	0.6%	0	0%				0%	.2
Other Current Liabilities	5	0.4%	12	0.7%	6	0.2%	0	0%				0%	
Total Current Liabilities	19	1.3%	24	1.4%	29	1.1%	0	0%		13	13	2%	13.5
Notes Payable-Bank/Other	0	0%	0	0%	0	0%	0	0%		190	190	28%	71.5
Notes Payable-Primary/SBA	0	0%	0	0%	0	0%	0	0%		47	47	7%	
Notes Payable	1,285	83.4%	1,485	83.6%	2,090	75.9%	0	0%				0%	7.1
Total Liabilities	1,304	84.7%	1,509	84.9%	2,119	77%	0	0%		250	250	37%	
Total Equity	236	15.3%	268	15.1%	633	23%	0	0%		420	420	63%	8.0
Total Liabilities+Equity	1,540	100%	1,777	100%	2,752	100%	0	0%		670	670	100%	100.0

Balance Sheet Ratios	Historical				Adj. BS (if applicable)	Industry Comparison		
	12/31/2020	12/31/2021	12/31/2022	12/31/2023		High	Medium	Low
Current Ratio	7.0	10.2	22.1	0.0	0.0	6.4	2.5	.8
Quick Ratio	6.9	10.0	22.0	0.0	0.0	6.1	2.0	.7
Debt/TNW	9.6	8.3	3.8	0.0	0.6	2.2	8.0	-6.3
Working Capital	115.9	222.6	616.8	0.0	-13.2			
Days Receivable	1.2	0.0	0.0	0.0	0.0	[0] UND	[3] 134.0	[10] 38.1
Days Payable	2,774.0	0.0	2,774.0	0.0	0.0			
Inv. Turnover (Days)	730.0	1.8	1,277.5	0.0	0.0			

**Balance Sheet Analysis/Comments:**

The historical balance sheets show increased cash year over year, as well as an increase in fixed assets.

Long-term debt follows the same trend of increasing year over year. Long-term debt does not match the business debt schedule provided.

Net worth has remained relatively stable, with a large increase in 2022 due to owner paid-in capital. This reflects the owners have been investing in the business.

**Debt Schedule**

**Entity Name** UMA Parvati, LLC

<b>Payable to</b>	<b>Original Amount</b>	<b>Current Balance</b>	<b>Original Date</b>	<b>Maturity Date</b>	<b>Interest Rate</b>	<b>Monthly Payment</b>	<b>Security</b>	<b>Status</b>
<b>UMA Parvati, LLC</b>								
The Claxton Bank	1,572,191.00	872,582.00	11/13/2013		5.00	15,000.00	Real Estate	Current
<b>Total</b>		<b>872,582.00</b>				<b>15,000.00</b>		
<b>Notes</b>								

## 6. Repayment Ability (In 000's): UMA Parvati, LLC

Name: UMA Parvati, LLC											Tax ID: ***
Type of Statement	T/R - Accrual		T/R - Accrual		T/R - Accrual		F/S - Cash		Borrower Projection		
Number of Months	12		12		12		12		12		1 Common Size %
Date of Statement	12/31/2020		12/31/2021		12/31/2022		12/31/2023		12/31/2024		Industry Averages
<b>Profit &amp; Loss</b>	\$	1%	\$	1%	\$	1%	\$	1%	\$	1%	%
Total Revenue	653	100%	908	100%	992	100%	1,037	100%	1,155	100%	
Cost Of Goods Sold	1	0.1%	0	0%	1	0.1%	0	0%	0	0%	
Gross Profit	652	99.9%	908	100%	991	99.9%	1,037	100%	1,155	100%	100.0
Accounting/Legal	5	0.8%	5	0.6%	0	0%	4	0.4%	4	0.4%	
Advertising	5	0.7%	3	0.3%	2	0.2%	2	0.1%	2	0.2%	
Auto/Truck	12	1.8%	11	1.2%	18	1.8%	28	2.7%	18	1.6%	
Bank Charges	0	0%	0	0%	0	0%	0	0%	0	0%	
Contract Labor	5	0.8%	36	4%	1	0.1%	6	0.6%	6	0.6%	
Meals, Ent, Travel	1	0.1%	5	0.5%	13	1.3%	5	0.5%	6	0.5%	
Equipment Leases	0	0%	0	0%	5	0.5%	13	1.2%	13	1.1%	
Insurance	13	2.1%	41	4.6%	41	4.1%	61	5.8%	64	5.5%	
Office Exp. and Postage	15	2.2%	7	0.8%	15	1.5%	16	1.6%	10	0.9%	
Rent: Recurring	12	1.8%	0	0%	0	0%	0	0%	0	0%	
Repairs/Maintenance	68	10.5%	89	9.8%	41	4.1%	18	1.7%	20	1.7%	
Supplies	75	11.4%	60	6.6%	70	7%	94	9.1%	132	11.4%	
Taxes/Licenses	17	2.7%	82	9.1%	51	5.1%	19	1.8%	21	1.8%	
Utilities/Telephone	122	18.7%	152	16.7%	146	14.7%	132	12.7%	152	13.1%	
Salaries/Wages	177	27%	187	20.6%	213	21.4%	220	21.2%	247	21.4%	
Employee Benefits	0	0%	0	0%	0	0%	2	0.1%	3	0.3%	
Commissions	10	1.5%	15	1.7%	13	1.3%	11	1%	0	0%	
Gifts	0	0%	0	0%	1	0.1%	0	0%	0	0%	
Dues and Subscriptions	2	0.3%	4	0.4%	1	0.1%	1	0.1%	1	0.1%	
Education and Training	0	0%	3	0.4%	1	0.1%	0	0%	0	0%	
laundry & Cleaning	0	0%	11	1.3%	14	1.4%	23	2.2%	26	2.3%	
Franchise Fee	71	10.8%	96	10.6%	112	11.3%	120	11.6%	127	11%	
Merchant Fee	17	2.6%	14	1.5%	15	1.5%	18	1.7%	20	1.8%	
Bad Debt Expense	0	0%	4	0.5%	0	0%	0	0%	0	0%	
Depreciation	35	5.3%	34	3.8%	91	9.2%	0	0%	0	0%	
Amortization	12	1.9%	14	1.5%	14	1.4%	0	0%	0	0%	
Total Operating Expenses	673	103.1%	875	96.4%	876	88.3%	790	76.2%	870	75.4%	74.9
Operating Income	-21	-3.2%	33	3.6%	115	11.6%	247	23.8%	285	24.6%	25.1
(Interest Expense)	-69	-10.5%	-60	-6.6%	-89	-9%	0	0%	0	0%	
Other Income/Expense	70	10.7%	98	10.8%	106	10.7%	0	0%	108	9.4%	7.2
Net Income Before Taxes	-20	-3%	71	7.8%	132	13.3%	247	23.8%	393	34%	17.9
Net Income After Taxes	-20	-3%	71	7.8%	132	13.3%	247	23.8%	393	34%	
Net Income After Extraordinary Items	-20	-3%	71	7.8%	132	13.3%	247	23.8%	393	34%	
Depreciation/Amort	47	7.2%	48	5.3%	104	10.5%	0	0%	0	0%	
Interest	69	10.5%	60	6.6%	89	9%	0	0%	0	0%	
Total Rent Expense	12	0%	0	0%	0	0%	0	0%	0	0%	
Officer's Salary	0	0%	0	0%	0	0%	0	0%	0	0%	

Cash Flow	\$	1%	\$	1%	\$	1%	\$	1%	\$	1%	%
Net Income After Extraordinary Items	-20	-3%	71	7.8%	132	13.3%	247	23.8%	393	34%	
+ Depreciation/Amort	47	7.2%	48	5.3%	104	10.5%	0	0%	0	0%	
+ Interest	69	10.5%	60	6.6%	89	9%	0	0%	0	0%	
<b>*Total Cash Flow</b>	<b>96</b>	<b>14.7%</b>	<b>179</b>	<b>19.7%</b>	<b>326</b>	<b>32.8%</b>	<b>247</b>	<b>23.8%</b>	<b>393</b>	<b>34%</b>	
- Project Debt - Primary/SBA	4	0.6%	4	0.4%	4	0.4%	4	0.4%	4	0.3%	
- Project Debt - Other	17	2.6%	17	1.9%	17	1.7%	17	1.7%	17	1.5%	
- Existing Debt Pmts	180	27.6%	180	19.8%	180	18.1%	180	17.4%	180	15.6%	
<b>Total Debt Requirement</b>	<b>201</b>	<b>30.8%</b>	<b>201</b>	<b>22.2%</b>	<b>201</b>	<b>20.3%</b>	<b>201</b>	<b>19.4%</b>	<b>201</b>	<b>17.4%</b>	
<b>Cash Surplus (Deficit)</b>	<b>-105</b>	<b>-16.1%</b>	<b>-23</b>	<b>-2.5%</b>	<b>124</b>	<b>12.5%</b>	<b>46</b>	<b>4.4%</b>	<b>191</b>	<b>16.6%</b>	
<b>Cash Flow Coverage Margin</b>	<b>0.48</b>	<b>0.0</b>	<b>0.89</b>	<b>0.0</b>	<b>1.62</b>	<b>0.0</b>	<b>1.23</b>	<b>0.0</b>	<b>1.95</b>	<b>0.0</b>	

Repayment Ability Analysis/Comments:

The 2022 tax return and the 2023 year-end statement reflect sufficient cash flow to service the existing and new debt.

2020 and 2021 tax returns do not reflect sufficient cash flow, however many hotels had decreased cash flow during this time due to the COVID-19 pandemic.

The projections reflect adequate cash flow and are relatively in line with RMA industry standards.

7. Personal Discretionary Income (In 000's)

<b>Name:</b>	Mayank Patel	<b>Tax ID</b>	***
<b>SSN:</b>	***	<b>Tax Return</b>	12/31/2022
<b>Income:</b>		<b>\$ Expenses:</b>	
Salary/Wage		\$49.8 Taxes	\$3.8
Interest/Dividends		\$0.5 Living Expenses	\$18.9
Rental Income		\$0.0 Debt - Residence	\$0.0
Business Distributions		\$0.0 Debt - Rental/Investment Property	\$0.0
		Debt - Other existing obligations	\$11.8
		Debt - Proposed new personal debt to be incurred in connection with this project (i.e.. Home equity loan)	\$0.0
Other (see Comments)		\$0.0 Other (see Comments)	\$0.0
<b>Total Income</b>		<b>\$50.4 Total Expenses</b>	<b>\$34.5</b>
<b>Net Personal Discretionary Income</b>			<b>\$15.8</b>
<b>Comments:</b>			

<b>Name:</b>	Bhupendrakumar Patel	<b>Tax ID</b>	***
<b>SSN:</b>	***	<b>Tax Return</b>	12/31/2022
<b>Income:</b>		<b>\$ Expenses:</b>	<b>\$</b>
Salary/Wage	\$54.3	Taxes	\$4.1
Interest/Dividends	\$0.0	Living Expenses	\$18.0
Rental Income	\$0.0	Debt - Residence	\$0.0
Business Distributions	\$0.0	Debt - Rental/Investment Property	\$0.0
		Debt - Other existing obligations	\$0.0
		Debt - Proposed new personal debt to be incurred in connection with this project (i.e.. Home equity loan)	\$0.0
Other (see Comments)	\$0.0	Other (see Comments)	\$0.0
<b>Total Income</b>	<b>\$54.4</b>	<b>Total Expenses</b>	<b>\$22.1</b>
<b>Net Personal Discretionary Income</b>			<b>\$32.2</b>
<b>Comments:</b>			

## 8. Conclusions/Recommendations

### Key Risks

2020 and 2021 tax returns do not reflect sufficient cash flow to service debt

### Key Strengths

This project meets the criteria listed in the RLF Loan Policy:

- Creates/retains permanent, full-time jobs or part-time jobs converted to full-time equivalent;
- Prevents or eliminates slums and blight;
- Meets urgent needs;
- Creates, retains or expands businesses owned by community residents; or
- Assists businesses that provide goods or services needed by residents.

**Recommend Approval As Presented**



**HINESVILLE**  
DOWNTOWN DEVELOPMENT AUTHORITY



# HDDA Program Reports and Updates

# Main Street Report - June 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							
Did you or any board members participate in training?	YES	YES	YES	YES	YES	YES							
Program income	\$705	\$1,920	\$22,460	\$5,108.00	\$8,683	\$17,750							\$56,626
Program expenses	\$5,931	\$6,538	\$3,137	\$4,971.00	\$6,566	\$7,450							\$34,593
Downtown events	46	47	56	55	60	61							\$325
Event attendance	15,767	581	2,067	9,386	3,082	3,188							\$34,071
Volunteer hours	73	58	74	80	113	112							\$510
New business openings	4	5	4	7	6	2							\$28
Jobs from new business openings	13	7	24	12	11	8							\$75
Business closings	3	3	4	11	1	0							\$22
Jobs lost from business closings	6	7	34	31	1	0							\$79
Business expansions or relocations	0	0	0	0	0	0							\$0
Jobs resulting from expansions or relocations	0	0	0	0	0	0							\$0
Total property sales (Commercial) (#/1-10)	0	0	0	0	1	0							\$1
Private investment (Commercial) \$/value	\$0	\$0	\$0	0	\$399,000	\$0							\$399,000
Total property sales (Residential) (#/1-10)	0	0	1	0	0	0							1
Private investment (Residential) \$/value	\$0	\$0	\$208,450.00	\$0.00	\$0	\$0							\$208,450
New single-family units	0	0	0	0	1	0							1
Value of new single-family units	\$0	\$0	\$0	0	\$303,882	\$0							\$0
New multi-family units	0	0	0	0	0	0							0
Value of new multi-family units	0	0	0	0	\$0	\$0							\$0
New townhomes	0	0	0	0	0	0							0
New condos/lofts	0	0	0	0	\$0	\$0							\$0
New commercial buildings	0	0	0	0	0	0							0
Value of new construction	\$0	0	0	\$0.00	\$0	\$0							\$0
Private rehab projects	3	5	2	5	1	2							18
Total value of rehabs	\$153,640	\$65,150	\$63,360	\$267,461.00	\$30,000	\$32,740							\$612,351
Public improvement projects (DT City/County)	0	0	0	0	2	1							3
Total value of public improvements	\$0.00	\$0	\$0.00	\$0.00	\$966,120	\$462,600							\$1,428,720

## MAIN STREET REPORT

• **Downtown Events:** Bryant Commons Events (12-1,610), Old Jail (13-60), ITPA (18-70), Hinesville Farmers & Makers Market (4-600), June Block Party (550), June HDDA Board Meeting (1-8), City Council (2-40), Ribbon Cutting: HFD Admin Bldg (85), Hinesville Area Arts Council - Bob Ross Oil Painting (~12), Hinesville Area Arts Council - kids of the ROC Exhibit Opening (~30), BIG Cafe @ GSU (~10), Kids Art Workshop (3-75), City Hall Fitness Class with Kat Forbes (10), Social Media in 2024 Workshop (~20), City Hall Wellness Program Ceremony (8)

• **New Downtown Businesses Opened:** Tasty Wings and Seafood, 237 W. General Screven Way (4), Ire Nyamminz Bar & Grill, 103 W. General Screven Way, Suite F (4)

• **Business Closings Downtown:** NONE

• **Business Relocations & Expansions:** NONE

• **Private Rehab Projects:** Won Ton - HVAC Changeout, 117 W Hendry Street, Suite 131 \$12,500, Ameris Bank - Commercial Re-Roof, 101 W Hendry Street \$20,240

• **Public Improvement Projects:** Bradwell Institute - Field Ballfield Repairs & Additions, 100 Pafford Street \$462,600

• **Training:** Kenya Romero - Grant Seeking Essentials 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	3	30	11	1	10	2311			2311
Feb-April	7	28	23	2	21	3281			3281
May - July	3	30	21	2	17	3,863	80		3,943
Aug.-Oct.			3			35			38
<b>Totals</b>	<b>13</b>	<b>88</b>	<b>58</b>	<b>5</b>	<b>48</b>	<b>9,490</b>	<b>80</b>		<b>9,573</b>
Date	Name of Event				Attendance	Venue Used	Staff Time	Hours in Use	Revenue
8/17/2024	Kings of the South				150	STA		4	\$ 720.00
8/3/2024	1st Birthday				35	AWN, FPA		4	\$ 300.00
8/2/2024	Bash to School Bash				150	AWN		3	
7/20/2024	Bacon Family Reunion				70	AWN		3	\$ 210.00
7/6/2024	The 912 Southern Blues Festival				2000	STA, FPA		6	\$ 2,500.00
6/30/2024	Chick Fil A Team Family Day				100	AWN, VEH		2	\$ 275.00
6/29/2024	5K Run/Walk				75	STA,FPA,AWN, WTL		3	
6/22/2024	Wedding				10	WTL		0.5	
6/22/2024	CAR SHOW				100	STA,VEH,FPA		4	
6/22/2024	Birthday Party				20	AWN		4	\$ 150.00
6/16/2024	Prayer Service Bruch				60	BLA		2	\$ 45.00
6/15-6/16	Juneteenth Celebration Festival				500	STA,VEH,FPA,BPG, WTL,BLA	1	5	\$ 225.00
6/9/2024	Emerald Cove's Midreign and Daybatttle				80	AWN, FPA		8	\$ 240.00
6/2/2024	Baby Shower				60	VEH, FPA		3	\$ 240.00
6/1/2024	Baby Shower				20	CAM		2	\$ 90.00
6/1/2024	Yard Sale				550	AWN		5	
6/1/2024	Welcome Home Party				35	VEH, FPA, AWN, BPG		5	\$ 100.00
5/29/2024	Memorial for Dr. Mark Mudd				150	CPA		1	
5/25/2024	May Mayhem				100	VEH, FPA		4	
5/25/2024	Wedding				8	OAG		0.5	
5/19/2024	Graduation Party				20	AWN			
5/19/2024	Sleep in Heavenly Peace/Bed build				30	AWN, FPA		3	
5/18/2024	Community Cleanup/Litter Pickup				30	STA,VEH,FPA,BPG, WTL,BLA		3	
5/18/2024	Birthday Party				45	AWN, FPA		2	\$ 90.00
5/10/2024	Graduation Party				30	AWN			
4/27/2024	Jessica's Baby Gender Reveal				12	OAG		6	\$ 25.00
4/27/2024	2nd Pastoral Anniversay Celebration				500	STA,VEH,FPA,BPG, AWN		6	\$ 240.00
4/19/2024	Earth Day Celebration				1000	STA,VEH,FPA,BPG, WTL,BLA	2	6	
4/18/2024	Gender Reveal				50	VEH,FPA		3	\$ 240.00
4/13/2024	Birthday Party				20	AWN		2	\$ 60.00
4/9/2024	Lewis & Clark Circus				412	VEH,FPA	0.5	12	
4/8/2024	Lewis & Clark Circus				412	VEH, FPA	0.5	12	\$ 500.00
3/30/2024	Birthday Party				30	AWN		1	\$ 30.00
3/29/2024	Recognition Ceremony				45	AWN	0.5	2	

3/27/2024	Birthday Party	20	AWN		2	\$ 60.00	
3/19/2024	Wedding	8	VEH, AWN, VMW		1	\$ 30.00	
3/16/2024	Client Appreciaion	250	BLA		4	\$ 360.00	
3/14/2024	RTS Homes Field Day	20	AWN, VEH		6	\$ 135.00	
3/16/2024	CAR SHOW	300	STA, AWN, VEH, FPA	1	7	\$ 200.00	
3/9/2024	Birthday Party	30	AWN		2	\$ 60.00	
3/2/2024	Cars for CASA	100	AWN,VMW	1	5	\$ 250.00	
3/2/2024	Promotion Ceremony	30	AWN,VMW		3		
2/22/2024	Latino Cardio Dance Training	20	AWN		1	\$ 30.00	
2/18/2024	Baby Shower		AWN				
2/4/2024	Drive in Movie		STA				
2/3/2024	Sleep in Heavenly Peace/Bed build	30	AWN, FPA		3		
1/6/2024	Org Day	49	AWN		3	\$ 25.00	
1/5/2024	Org Day PT	40	VEH		2		
12/12/2023	Sleep in Heavenly Peace/Bed build	15	AWN		2		
11/19/2023	Birthday Party		AWN				
11/18/2023	Fall in the Park	1000	STA,VEH,FPA,BPG, WTL,BLA	4	8		
11/18/2023	Wellness Challenge	35	FPA	0.5	3		
11/17/2023	BCO Thanksgiving Luncheon	150	AWN	2	3	\$ 75.00	
11/12/2023	Life Veterans Day Recognition	130	STA,BPG,AWN,PON	0.5	4	\$ 150.00	
11/8/2023	Org Day	47	AWN,BPG	0.5	5	\$ 25.00	
11/4/2023	Veteran Memorial Yard Sale	300	AWN	2	4		
11/4/2023	Battle of the Bands	525	STA,VEH,FPA	4	4	\$ 250.00	
<b>TOTALS</b>		<b>9588</b>			<b>19</b>	<b>189</b>	<b>\$7,025.00</b>
<b>Previous Total</b>							
<b>2023</b>	<b>10,712</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 - Calmellia</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>			

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DOWNTOWN DEVELOPMENT AUTHORITY



# Director's Report

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



### Economic Restructuring/Development

- Met with the attorney to draft closing documents for our local RFL program, as well as negotiated a low closing fee.
- Working with two downtown businesses on applications for low-interest loans.  
Stayed in communication with loan partners: the Georgia Cities Foundation and CADDA
- Staff is working on letters to those who own vacant parcels and/or buildings ripe for redevelopment in downtown to ask about their intentions for this prime space. This is an objective for August.
- Working on a sponsorship for the portion the orchard.

### Design/Historic Preservation

- Fence repairs are nearly complete for the wooden fence at Bryant Commons.
- 250 Project: Working with a cross section of the community to plan the semiquincentennial celebration.
- 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. We are waiting to hear back from this unit.

### Organization/Management

- The staff mentored two young men as part of the Hinesville Summer Youth Enhancement Program. Fifteen-year-old Alyssa will be joining our staff one afternoon a week as an intern.
- All Main Street Board members are required to have 2 hours of training on annual basis.
  - Georgia Downtown Association Conference will be in Thomasville, August 26-28
  - The Countywide Workshop will be in St. Simons Island, September 26-27
- Michelle the initial numbers for the FY25 budget have been submitted.
- Kenya Romero is transferring to the Hinesville Fire Department in August. She has put a lot of energy into the Main Street position during the past 14 months. We wish her well in her new role. She will be missed.

### Promotions

- 10<sup>th</sup> Annual Peanut Butter and Jelly Collection: 2,558 jars → 25,200 jars
- Worked with promoter and City staff regarding logistics for The 912 Southern Blues Festival (July 6)
- Night with the Sigmas: August 10, 6 to 9 pm
- Scarecrow Stroll information is on the street. Sponsors and vendors are already signing up.
- Plans for Sensory Central are strong.
- Billboard Campaign: July: FM, Free Fare Transit  
Aug: FM, Sept Block Party, Art in the Park  
Sept: FM, Hispanic Heritage Festival, Scarecrow Stroll  
Additional Brd: Scarecrow Stroll

#### 2024 HDDA/MS Board Meetings: (4<sup>th</sup> Wednesday of each month)

@4p.m.: Aug28, ?Sept25, Dec4, countywide workshop Sept 26-27

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

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

Jan24, Apr24, July24, Oct23, Nov2 social

### 2024 events:

Mar-Oct: Farmers & Makers Market Opens, 3-7pm

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

Oct.25: Scarecrow Stroll, 6-9pm

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

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

# HDDA Goal Tracker: 2024 July

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

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

DDA & City pitch to County leadership, then decide HDDA & City level of investment

Define relationship through an MOU

Conduct cost analysis: Decide to build to suit or white box

Conduct cost analysis: Evaluate lease, landlord, or sell it

Develop a pitch for project

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

RFP for the buildout

## **Priority #2: Business Activation & Development**

- ✓ Develop an incentive package highlighting financial resources – new brochures
- ✓ Create a working inventory of downtown properties
- ✓ Revised façade brochure
- ✓ Working with local businesses on RLF applications

Attract more restaurants & activity after 5pm

Encourage minority and women-owned businesses

Develop a program to help businesses recruit and retain staff

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

Develop new incentives for business owners and property owners

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

## **Priority #3: Redevelopment of Bryant Commons Amphitheater**

- ✓ Identify funding, \$1M in SPLOST
- ✓ Committee met to discuss desired look and features

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

Architect Rendering & Cost analysis

RFP for the buildout

## **Priority #4: Way Finding**

- ✓ Developed concept for the signage
- ✓ Inventory of current signage was done
- ✓ Received quotes for the purchase new signs – in the works
  - Identified \$3,000 place making grant & write the grant application – in the works

Create templates for the new signs and get approval from the HDDA and City Council