



Main Street Advisory Board
Agenda – May 5, 2022, 5:00 p.m.

Meeting to be held at Perry City Hall – Council Chambers
1211 Washington Street- Perry

1. Call to Order
2. Invocation
3. Guests/Speakers
4. Old Business
 - a. Alleyway project
 - i. Timeline from City
 - ii. Temporary Construction Easements
 - iii. Beautification costs and materials
5. New Business
 - a. Approve April 7, 2022, minutes
 - b. Approve April 2022 Financial Statements
 - c. Rescind façade grant at 1214 Washington Street
6. Chairman Items
7. Downtown Manager's Report
 - a. Downtown Projects update
8. Promotion Committee Report – Mr. Corey Jones
9. Update on Downtown Development Authority
10. Other
11. Adjourn

All meetings are open to the public unless otherwise posted

Main Street Advisory Board
Minutes - April 7, 2022

1. Call to Order: Chairman Cossart called the meeting to order at 5:07pm.

Roll: Chairman Cossart; Directors Lay, DeShazier, Presswood, and Gordon were present. Directors Loudermilk and Moore were absent.

Staff: Alicia Hartley – Downtown Manager and Christine Sewell – Recording Clerk

2. Invocation- was given by Chairman Cossart

3. Guests/Speakers – Mr. Corey Jones

4. Old Business

- a. Alleyway project – Ms. Hartley advised Administration has agreed to clearing out from Ball to Jernigan Street, extending the sidewalk from Morris Bank to Orleans on Carroll and will lay down gravel and/or river rock. The board will be responsible for the beautification aspects (lights, painting, benches, plants). Chairman Cossart suggested thought be given to tables and lighting. Ms. Hartley advised she has spoken with one property owner, and they are onboard and has reached out to the remaining owners with no response received, but will follow up; Chairman Cossart asked a waiver from the City Attorney be provided for the painting. Ms. Hartley will provide a timeline for the City's work. It was requested before the next meeting to have an action plan and material costs.

5. New Business

- a. Approve March 3, 2022, minutes

Director Lay motioned to approve as submitted; Director Presswood seconded; all in favor and was unanimously approved.

- b. Approve March 2022 Financial Statements

Director Presswood motioned to approve as submitted; Director Lay seconded; all in favor and was unanimously approved.

- c. Reimbursement of a façade grant – 1021 Ball Street

Director Lay motioned to approve reimbursement in the amount of \$500.00 to 1021 Ball Street; Director Presswood seconded; all in favor and was unanimously approved with Director Gordon abstaining.

- d. Carroll Street Tree Review

Chairman Cossart advised the City is beginning the conversation on replacing the trees as many are overgrown, the root systems are damaging the sidewalks. Ms. Ansley Fitzner provided some guidance and suggestions. It was Ms. Fitzner's recommendation to install raised planter areas for future tree plantings to provide adequate soil medium and minimize root obstructions and trip hazards, which was presented to Council and approved as part of the Main Street realignment project. The board reviewed the various

types of trees suggested. It was the consensus to have something that did not shed, and the board was in agreement to leave the species type selected to Ms. Fitzner.

6. Chairman Items – Chairman Cossart advised one of the farmer’s market vendors asked for a possible time change during the summer months and identifying items not from their farm for vendors. Ms. Hartley advised she has started to collect vendor fees and started an Instagram page. The market will be open during the Dogwood Festival.
7. Downtown Manager’s Report
 - a. Downtown Projects update – Ms. Hartley advised Oliver Perry’s has opened, along with Weatherly Grey, and Tenth Planet Jitsu. The realignment project for Main Street should be completed by May 1st and the old courthouse renovations will commence in July.
8. Promotion Committee Report – Mr. Corey Jones – advised ticket sales are going well with nearly 200 sold for the Wine & Food Festival. April 16th Sidewalk Sale, Story Walk in the Summer and working on plans for Harvest Dinner in the fall.
9. Update on Downtown Development Authority – Chairman Cossart advised the board will be releasing an RFP for the Ball/Main Street lot.
10. Other- None
11. Adjourn: there being no further business to come before the board the meeting was adjourned at 5:55pm.

Main Street Advisory Board Restricted Fund
GL Account 100.00000.13.4208

Unrestricted

July 1, 2021 Beginning Balance **19,157.24**

July Deposits 1,200.00

August Deposits -

September Deposits -

October Deposits -

November Deposits -

December Deposits -

April Deposits 600.00

Expenditures

July 2021 Expenditures -

August 2021 Expenditures -

September 2021 Expenditures -

October Expenditures -

November Expenditures -

December Expenditures (3,160.76)

January Expenditures (813.26)

February Expenditures (241.49)

March Expenditures (500.00)

April Expenditures (6,401.50)

Available Funds as of 4/30/2022 **9,840.23**

CITY OF PERRY
EXPENDITURES REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2022

100-GENERAL FUND
ECONOMIC DEVELOPMENT
MAIN ST ADVISORY BD REST

% OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
PERSONAL SERVICES							
100-75510.51.1100 REGULAR EMPLOYEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-75510.51.1300 OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-75510.51.2100 EMPLOYEE LIFE INSURA	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-75510.51.2120 EMPLOYEE HEALTH INSU	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-75510.51.2130 EMPLOYEE DENTAL INSU	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-75510.51.2200 FICA	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-75510.51.2401 RETIREMENT CONTRIBUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-75510.51.2700 WORKER'S COMPENSATIO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASED/CONTRACTS							
100-75510.52.1312 ARTIST FEES	1,400.00	0.00	0.00	2,500.00	0.00	1,100.00	178.57
100-75510.52.2300 RENTAL	0.00	540.00	0.00	770.00	0.00	770.00	0.00
100-75510.52.3300 ADVERTISING	0.00	1,000.00	0.00	1,111.49	0.00	1,111.49	0.00
100-75510.52.3500 TRAVEL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-75510.52.3600 DUES & FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-75510.52.3850 CONTRACT LABOR	0.00	0.00	0.00	750.00	0.00	750.00	0.00
100-75510.52.3930 MEETINGS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL PURCHASED/CONTRACTS	1,400.00	1,540.00	0.00	5,131.49	0.00	3,731.49	366.54
SUPPLIES							
100-75510.53.1100 OPERATING SUPPLIES	0.00	4,861.50	0.00	5,985.52	0.00	5,985.52	0.00
100-75510.53.1660 AWARDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SUPPLIES	0.00	4,861.50	0.00	5,985.52	0.00	5,985.52	0.00
OTHER COSTS							
100-75510.57.3001 FACADE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-75510.57.3002 MATCHING MEDIA GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-75510.57.3003 RESILIENCY GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-75510.57.7000 APPROPRIATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER COSTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MAIN ST ADVISORY BD REST	1,400.00	6,401.50	0.00	11,117.01	0.00	9,717.01	794.07

CITY OF PERRY
EXPENDITURES REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2022

275-HOTEL/MOTEL TAX FUND
ECONOMIC DEVELOPMENT
MAIN ST ADVISORY BD CITY

% OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
PURCHASED/CONTRACTS							
275-75511.52.1200 PROFESSIONAL SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
275-75511.52.2302 FEE WAIVER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
275-75511.52.3300 ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
275-75511.52.3600 DUES & FEES	400.00	0.00	0.00	375.00	0.00	25.00	93.75
275-75511.52.3701 MANDATORY TRAINING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
275-75511.52.3702 VOLUNTARY TRAINING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
275-75511.52.3850 CONTRACT LABOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
275-75511.52.3930 MEETINGS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL PURCHASED/CONTRACTS	400.00	0.00	0.00	375.00	0.00	25.00	93.75
SUPPLIES							
275-75511.53.1100 OPERATING SUPPLIES	0.00	0.00	0.00	799.20	0.00	799.20	0.00
275-75511.53.3701 MANDATORY TRAINING	500.00	0.00	0.00	0.00	0.00	500.00	0.00
TOTAL SUPPLIES	500.00	0.00	0.00	799.20	0.00	299.20	159.84
OTHER COSTS							
275-75511.57.3001 FACADE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
275-75511.57.7000 APPROPRIATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER COSTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MAIN ST ADVISORY BD CITY	900.00	0.00	0.00	1,174.20	0.00	274.20	130.47

5-02-2022 11:02 AM
 FUND : 100-GENERAL FUND
 DEPT : 75
 POST DATE TRAN # REFERENCE PACKET=====DESCRIPTION===== VEND INV/PO/JE # NOTE =====AMOUNT=====

DETAIL LISTING

PAGE: 1

PERIOD TO USE: Apr-2022 THRU Apr-2022
 ACCOUNTS: 75510.00.0000 THRU 75510.99.9999

75510.51.1100 REGULAR EMPLOYEES
 BEGINNING BALANCE 0.00

75510.51.1300 OVERTIME
 BEGINNING BALANCE 0.00

75510.51.2100 EMPLOYEE LIFE INSURANCE
 BEGINNING BALANCE 0.00

75510.51.2120 EMPLOYEE HEALTH INSURANCE
 BEGINNING BALANCE 0.00

75510.51.2130 EMPLOYEE DENTAL INSURANCE
 BEGINNING BALANCE 0.00

75510.51.2200 FICA
 BEGINNING BALANCE 0.00

75510.51.2401 RETIREMENT CONTRIBUT- ICMA
 BEGINNING BALANCE 0.00

75510.51.2700 WORKER'S COMPENSATION
 BEGINNING BALANCE 0.00

75510.52.1312 ARTIST FEES
 BEGINNING BALANCE 2,500.00

75510.52.2300 RENTAL
 BEGINNING BALANCE 230.00

4/20/22 4/20 A30649 DFT: 000664 03152 WINE EVENT RESTROOMS 3439 540.00 770.00
 SYNOPSIS CARD SERVICES INV# 0357: K&H ENVIRO /PO# EXEMPT
 4/20/22 4/20 A31081 CHK: 112251 03168 EVENT TOILETS 3550 190.00 960.00
 A-OK PORTABLE SERVICES INV# 10131 /PO# EXEMPT
 4/28/22 4/28 A31447 VOID: 112251 03188 REVERSE VOIDED CHECK 3550 190.00CR 770.00
 A-OK PORTABLE SERVICES INV# 10131 /PO# EXEMPT

5-02-2022 11:02 AM
 FUND : 100-GENERAL FUND
 DEPT : 75
 DATE TRAN # REFERENCE PACKET=====DESCRIPTION===== VENDOR INVOICE # PERIOD TO USE: APR-2022 THRU APR-2022
 ECONOMIC DEVELOPMENT
 DESCRIPTION===== VENDOR INVOICE # PERIOD TO USE: APR-2022 THRU APR-2022
 ACCOUNTS: 75510.00.0000 THRU 75510.99.9999
 PAGE: 2
 NOTE =====AMOUNT===== BALANCE=====

75510.52.3300 ADVERTISING BEGINNING BALANCE 111.49

4/06/22 4/06 A30227 CHK: 112132 03151 PBR SPONSORSHIP INV# 3642 /PO# EXEMPT 500.00 611.49
 4/20/22 4/20 A31055 CHK: 112310 JUBILEE FARMS INV# 3/31/2022 /PO# EXEMPT 500.00 1,111.49
 03168 WINE EVENT ADVERTISING 2171
 WMAZ-TV TEGNA INC INV# 2462898 /PO# EXEMPT

75510.52.3500 TRAVEL BEGINNING BALANCE 0.00

75510.52.3600 DUES & FEES BEGINNING BALANCE 0.00

75510.52.3850 CONTRACT LABOR BEGINNING BALANCE 750.00

75510.52.3930 MEETINGS BEGINNING BALANCE 0.00

75510.53.1100 OPERATING SUPPLIES BEGINNING BALANCE 1,124.02

4/06/22 4/06 A30229 CHK: 112108 03151 WINE SUPPLY FOR TASTING 3644 /PO# EXEMPT 3,298.68 4,422.70
 4/20/22 4/20 A30650 DFT: 000664 CLOVER WINE MERCHANT INV# 4/2022 /PO# EXEMPT 49.50 4,472.20
 4/20/22 4/20 A30652 DFT: 000664 SYNOPSIS CARD SERVICES INV# 0357: LQ DESKTOP /PO# EXEMPT 151.62 4,623.82
 4/20/22 4/20 A30701 DFT: 000664 SYNOPSIS CARD SERVICES INV# 0357: VISTAPR 3/28/PO# EXEMPT 10.70 4,634.52
 4/20/22 4/20 A30702 DFT: 000664 SYNOPSIS CARD SERVICES INV# 3864: DISC MUGS /PO# EXEMPT 1,351.00 5,985.52
 SYNOPSIS CARD SERVICES INV# 3864: DISCOUNT M /PO# EXEMPT

75510.53.1660 AWARDS BEGINNING BALANCE 0.00

75510.57.3001 FACADE GRANT BEGINNING BALANCE 0.00

75510.57.3002 MATCHING MEDIA GRANT
 BEGINNING BALANCE 0.00

75510.57.3003 RESILIENCY GRANT
 BEGINNING BALANCE 0.00

75510.57.7000 APPROPRIATIONS
 BEGINNING BALANCE 0.00

 000 ERRORS IN THIS REPORT!

** REPORT TOTALS **
 BEGINNING BALANCES: 4,715.51
 REPORTED ACTIVITY: 6,591.50
 ENDING BALANCES: 11,307.01
 TOTAL FUND ENDING BALANCE: 11,117.01

--- DEBITS ---
 --- CREDITS ---
 0.00
 190.00CR
 190.00CR

100-GENERAL FUND
ECONOMIC DEVELOPMENT
MAIN ST ADVISORY BD-CITY

DEPARTMENTAL EXPENDITURES

% OF YEAR COMPLETED: 83 33

[illegible]

