

# HASTINGS DOWNTOWN DEVELOPMENT AUTHORITY

*June 20, 2024, Meeting - Communication*

**To:** DDA Members and Staff  
**From:** Dan King  
**Date:** June 13, 2024  
**Subject:** Information Regarding June 20, 2024, Meeting of DDA

The next meeting of the Hastings DDA is scheduled for **8:00 a.m.** on **Thursday June 20th** in the Council Chambers, second floor of City Hall.

## 5. Financial Statement and Budget Review

Budget data has been updated through May 31, 2024.

## 6. Façade and BEIG Update

The façade grant spreadsheet has been updated through May 31, 2024. As requested from the May 16<sup>th</sup> meeting, staff has prepared a spreadsheet reflecting yearly façade expenditures dating to June 30, 2015. The spreadsheet indicates the aggregate amount of façade grant committed funds that were underspent since 2015. As with all line-item budget categories, budgeted dollars not spent in the fiscal year budgeted are added to the fund balance.

## 8. Old Business

Steve Arnest from OUTFRONT Media will be in attendance to answer questions regarding static billboard, digital billboard, and digital marketing. As a reminder, the annual agreement with OUTFRONT is set to expire on June 30, 2024. Depending upon the outcome of the presentation discussion, a motion may be required to enter into an agreement with OUTFRONT for the 2024/2025 Fiscal Year starting July 1, 2024.

Staff will provide an update on the streetscape project.

Per the request of the DDA board, the Street Banner Policy was distributed to the members after the May meeting. The Street Banner Policy has been included in the packet for further discussion.

## 9. New Business

Nichole Lyke has provided a registration listing for the 2<sup>nd</sup> segment of the Small Business Bootcamp series established by the BCC/EDA and has requested an additional \$250.00 sponsorship for the 3<sup>rd</sup> segment to be held on Wednesday July 10<sup>th</sup>.

Staff is requesting the DDA consider setting the first PA 57 of 2018 Information Meeting to be held at the July 18, 2024 meeting.

Please let us know if you are unable to attend the meeting.

# HASTINGS DOWNTOWN DEVELOPMENT AUTHORITY AGENDA

Meeting Thursday June 20, 2024

## MEETING AT CITY HALL

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1. Call to Order/ Roll Call. (Meeting starts at 8:00 a.m.)
2. Pledge to the Flag
3. Approval/Additions/Deletions to Agenda
4. Approval of Minutes – Review Minutes from the May 16, 2024 Meeting
5. Receive Financial Statements & Budget Review
6. Façade and BEIG update
7. Open Public Discussion and Comments
8. Old Business:
  - A. Billboard Marketing Presentation by Steve Arnest from OUTFRONT Media.
  - B. Streetscape Update
  - C. Street Banner Discussion
9. New Business
  - A. Barry County Chamber of Commerce and EDA Request of \$250.00 for Small Business Bootcamp Workshop Segment 3 Sponsorship.
  - B. Consider Conducting PA 57 of 2018 Informational Meeting at the July 18, 2024 Meeting.
10. DDA member comments
11. Open Public Discussion and Comments
12. Adjourn

**City of Hastings**  
**Downtown Development Authority**  
**DRAFT Meeting Minutes**

**May 16, 2024**

**1. Meeting Call to Order and Roll Call—**

The meeting was called to order at 8:01 a.m. by Woods.

**Roll Call –**

Present: Albrecht, Baker, Button, Hatfield, Peterson, Tossava, Ulberg, Wiswell, Woods

Absent:

City Staff and Appointees: Hoke, King, Ponsetto, Resseguie

Others Present:

**2. Pledge to the Flag**

**3. Approval/Additions/Deletions to Agenda –**

Woods added Discussion of Downtown Banner policy as Item B. and discussion of billboards as Item C. under Old Business.

Motion by Hatfield, second by Button to approve the agenda as amended.

All ayes, motion carried.

**4. Approval of Minutes –**

Motion by Hatfield, second by Peterson, to approve the April 18, 2024, Minutes, as presented.

All ayes, motion carried.

**5. Financial Statements & Budget for Review –**

King said the budget data had been updated through April 30 and the City Council had adopted the 2024/2025 fiscal year budget during its Monday, May 13 meeting. King answered questions about the Right Place grant and funds for updating the streetscape on Church and Jefferson Streets in 3 – 4 years.

The board asked staff to provide an annual and running total of façade grants dispersed over the last ten years and a BEIG Loan year end synopsis. A board member suggested contacting the local newspaper to do a story about how the DDA Facade Grant and BEIG Loan programs are available to help business owners.

**6. Façade and BEIG Update-**

King said the Façade grant spreadsheet had been updated through April 30, 2024, and only \$2,100 had been dispersed during this fiscal year.

**7. Open Public Comment and Discussion – None**

**8. Old Business-**

**A. Streetscape Update—**

King gave an update on the streetscape and answered questions from the board. He said the contractors would close a portion of E. State St. next week to install a storm drain near the mid-block crossing. The board asked King to relay their concerns to the contractor about cracked concrete between the new streetscape and the businesses.

**B. Banner Policy**

The board discussed updating the policy and fee schedule for banners displayed on W. State Street. King said City staff has discussed charging a fee to cover the cost of putting up and taking down the banners starting July 1, 2024. Staff were asked to add further discussion of the policy to next month’s agenda and send DDA members the current policy for review. As a sidebar, a board member suggested an inventory of light pole banners and refreshing or replacing those that are damaged or worn.

**C. Billboards-**

The board discussed current billboard designs, whether they should continue with geofencing.

**9. New Business-**

**A. Marketing Request for Hastings Live Programming-**

**a. Full page ad in the Hastings Reminder \$686.40**

**b. 1300 rack cards for Hastings Area Schools and St. Rose \$300.**

Motion by Wiswell, second by Hatfield to approve the expenditure of up to \$1,500 to cover marketing expenses as outlined by Hoke.

Ayes: Albrecht, Baker, Button, Hatfield, Peterson, Tossava, Ulberg, Wiswell, Woods

Nays:

Absent:

All ayes, motion carried.

**B. Façade Reimbursement for Nathan Winick at 228 N. Jefferson St.in the amount of \$3,550.00-**

King said the work had been completed and approved by staff and a PO has been issued.

**C. Façade Reimbursement for Jackie Elliot at 327 N. Broadway in the amount of \$6,170.00-**

King said the work had been completed and approved by staff and a PO has been issued.

**D. Façade Reimbursement for Jackie Elliot at 329 N. Broadway in the amount of \$3,822.50-**

King said the work had been completed and approved by staff and a PO has been issued.

**10. DDA Member Comment –**

Wiswell suggested staff or volunteers attend the Very Barry event Saturday, June 8, 2024, to hand out Hastings Live rack cards and brochures. He asked when work was scheduled to begin on Parking Lot 8. King said work would start on the parking lot when the streetscape was complete.

King said that the LDFA had been dissolved because it had achieved most of its goals and the rest had become obsolete due to the lack of additional industrial property. He said the LDFA/BRA board would now serve as the BRA board.

**11. Open Public Comment and Discussion – None**

**12. Adjournment**

Motion by Tossava, second by Hatfield, to adjourn.

All ayes, motion carried

The meeting was adjourned at 9:25 a.m.

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Patty Woods, Chair

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Deb Button, Secretary

DDA Budget 2023/2024 June 11, 2024 Update (thru 05.31.24)					
Account Number	Title	Budget	Year to Date	Projected	Budget 2024/2025
248.100.404.000	Tax Capture	\$ 682,240	\$ 695,713	\$ 695,713	\$ 725,000
248.100.573.000	LCSA Appropriation	\$ 63,000			\$ 60,000
248.100.642.000	Sculpture Sales	\$ 5,000		\$ -	\$ 5,000
248.100.642.010	Advertising Sales				
248.100.648.000	Application Fees	\$ 1,000	\$ 300	\$ 600	\$ 1,000
248.100.654.000	Electrical Vehicle Station	\$ 250	\$ 245	\$ 250	\$ 250
248.100.665.000	Interest Earned	\$ 12,000	\$ 72,211	\$ 72,211	\$ 16,000
248.100.672.000	Other Revenue	\$2,700,000	\$ 2,768,604	\$ 2,768,604	
248.100.674.000	Private Contributions or Donations		\$ -	\$ -	
248.100.675.000	Sponsorships	\$ 500	\$ 1,050	\$ 1,150	\$ 700
<b>Total Revenue</b>		<b>\$3,463,990</b>	<b>\$ 3,538,123</b>	<b>\$ 3,538,528</b>	<b>\$ 807,950</b>
248.728.756.000	Repair and Maintenance Supplies				
248.728.766.000	Disposable Technology				
248.728.772.000	Promotion Supplies	\$ 500			\$ 500
248.728.803.000	Administrative Services	\$ 35,000		\$ 35,000	\$ 35,000
248.728.806.000	Legal Services - Streetscape Bonding	\$ 500	\$ 26,182	\$ 26,182	\$ 500
248.728.807.000	Planning Services	\$ 5,000			\$ 2,000
248.728.861.000	Transportation (Milage)	\$ 100			\$ 100
248.728.872.000	Parking SAD	\$ 15,962		\$ 15,962	\$ 15,962
248.728.879.000	Website	\$ 500	\$ 965	\$ 500	\$ 650
248.728.882.000	Advertising - Social Media	\$ 13,000	\$ 10,700	\$ 13,000	\$ 13,000
248.728.883.000	Advertising - Print	\$ 5,000		\$ 5,000	\$ 5,000
	Michigan Trails Magazine	\$ 736	\$ 812		
	Hastings Reminder - Holiday	\$ 2,000			
	Battle Creek Shopper - Holiday	\$ 750	\$ 637		
	Lowell's Buyers Guide - Holiday	\$ 130	\$ 110		
	J-Ad Summer Fun Guide	\$ 475			
248.728.884.000	Billboards	\$ 9,000	\$ 11,500	\$ 9,000	\$ 9,000
248.728.885.000	Advertising-Radio	\$ 2,000	\$ 1,453	\$ 2,000	\$ 2,000
248.728.886.000	Videography	\$ 2,000			\$ 4,000
248.728.887.000	Speakers/Performers	\$ 1,000			\$ 1,000
248.728.891.000	Licenses and Fees	\$ 250			\$ 250
248.728.900.000	Printing and Publishing	\$ 6,000		\$ 6,000	\$ 8,000
	J-Ad Dine and Shop Brochures	\$ 700			
	J-Ad (Event Schedules)	\$ 300	\$ 673	\$ 673	
	J-Ad (Roubaix Booklets)	\$ 2,700			
	J-Ad (Farmers Market Brochures)	\$ 1,300		\$ -	
	Progressive Graphics Mag. Calendar	\$ 650	\$ 850		
	Progressive Graphics Rack Cards	\$ 500			
	J-Ad (Downtown Parking Brochures)	\$ 250			
	J-Ad RFP Lot 8		\$ 75		
	Progressive Graphics (Name Badges)		\$ 196		
248.728.906.000	Promotions/Marketing	\$ 1,000	\$ 247	\$ 147	\$ 500
248.728.907.000	Sponsorship and Donations	\$ 14,500		\$ 5,900	\$ 14,000
	Chamber of Commerce	\$ 2,000			
	Summerfest	\$ 1,000			
	Jingle and Mingle	\$ 2,900	\$ 2,900	\$ 2,900	

Account Number	Title	Budget	Year to Date	Projected	Budget 2024/2025
	Ball Drop	\$ 2,000	\$ 2,000	\$ 2,000	
	Farmer's Market	\$ 1,500			
	Barry Roubaix	\$ 2,000			
	Barry Community Foundation	\$ 3,000			
<b>248.728.911.000</b>	<b>Conferences/Trainings</b>	<b>\$ 1,000</b>		\$ 500	<b>\$ 1,000</b>
	MFEA	\$ 295			
	Boyne USA	\$ 333			
	Other Training	\$ 800			
<b>248.728.912.000</b>	<b>Meetings</b>	<b>\$ 100</b>			<b>\$ 100</b>
<b>248.728.915.000</b>	<b>Membership Dues</b>	<b>\$ 600</b>		\$ 284	<b>\$ 600</b>
	West Michigan Tourist Assoc.	\$ 270	\$ 284		
	MI Festivals and Events	\$ 250			
<b>248.728.918.000</b>	<b>Water/Sewer</b>				
<b>248.728.920.000</b>	<b>Electric</b>		\$ 550	\$ 600	
<b>248.728.921.000</b>	<b>Gas</b>		\$ 91	\$ 300	
<b>248.728.926.000</b>	<b>Property Taxes</b>	\$ -			
<b>248.728.929.000</b>	<b>Ground Repair and Maintenance</b>				
<b>248.728.929.010</b>	<b>Snow Plowing and Removal</b>	<b>\$ 5,000</b>		\$ -	<b>\$ 5,000</b>
<b>248.728.930.000</b>	<b>Repair and Maintenance</b>	<b>\$ 100</b>	\$ 1,689	\$ 1,689	<b>\$ 100</b>
<b>248.728.940.000</b>	<b>Equipment Fund Rental</b>	<b>\$ 15,000</b>	\$ 421	\$ 421	<b>\$ 5,000</b>
<b>248.728.946.000</b>	<b>Engineering (SME) Light Pole Inspect.</b>				
<b>248.728.974.000</b>	<b>Land Improvements (Depreciable)</b>	<b>\$3,000,000</b>		<b>\$ 3,000,000</b>	
	Plaza(s) Painting		\$ 14,560		
	Parking Lot Imp/Paving Lot 8	\$ 235,000		\$ -	
	Fencing/Screening				
	MC Smith Streetscape Design	\$ 67,137	\$ 33,191	\$ 67,137	
	Streetscape Project		\$ 1,451,925		
248-728-801-000	Streetscape Bonding Services		\$ 41,100	\$ 41,100	
248-728-980-010	Furniture		\$ 55,870	\$ 55,870	
	Kendall Electric		\$ 178,711		
	Downtown Street Short Pole Globes				
	Street Light Painting				
	Consort Banner Flags		\$ 138		
	Water/Sewer Improvement/Scape		\$ 2,583		
<b>248.728.974.010</b>	<b>Land Improvements (Non-Dep)</b>			<b>\$ 720</b>	<b>\$ 14,500</b>
	Consumers Energy		\$ 200	\$ 200	
	Consort		\$ 520	\$ 520	
	Sculpture Purchase				
	Spray Plaza Maintenance				
<b>248.728.978.010</b>	<b>Technology - Non Depreciable</b>		\$ 3,451		
<b>248.728.986.000</b>	<b>Sculpture Rehab</b>				
<b>248.728.991.000</b>	<b>Façade Improvement Grants</b>	<b>\$ 50,000</b>	\$ 15,642	\$ 25,000	<b>\$ 50,000</b>
<b>248.728.992.000</b>	<b>Annual Streetscape Debt Service</b>	<b>\$ 110,000</b>	\$ 73,407	\$ 73,407	<b>\$ 197,400</b>
<b>Total Expenditures</b>		<b>\$3,293,112</b>	<b>\$ 1,933,633</b>	<b>\$ 3,221,612</b>	<b>\$ 385,162</b>



<b>248.728.905.000</b>	<b>Transfer to Other Governments</b>	<b>\$ 452,095</b>			<b>\$ 498,229</b>
	Administration	\$ 197,225		\$ 197,225	
	Spray Plaza Security (EPS)	\$ 1,400		\$ 1,104	
	MSI - Sculpture Rental	\$ 10,600	\$ 10,600	\$ 10,600	
	MSI - Sculpture Installation	\$ 7,100		\$ 7,100	
	MSI-Flatlanders - Sculpture Repair	\$ 3,900		\$ 3,900	
	Speakers and Performers (Buskers)	\$ 1,000			
	J-Ad - Hastings Live Booklets	\$ 5,000		\$ 2,400	
	J-Ad - Sculpture Tour Booklets	\$ 1,500		\$ 1,500	
	Progressive Graphics-Hastings Live	\$ 700		\$ 600	
	TAC Sponsorship	\$ 5,925	\$ 5,925	\$ 5,925	
	Water and Sewer - Spray Plaza	\$ 9,900	\$ 7,873	\$ 9,900	
	Parking Lot 8			\$ 235,000	
<b>Total Transfers</b>		<b>\$ 452,095</b>	<b>\$ 24,398</b>	<b>\$ 475,254</b>	<b>\$ 498,229</b>
<b>Account Number</b>	<b>Title</b>	<b>Budget</b>	<b>Year to Date</b>	<b>Projected</b>	<b>Budget 2024/2025</b>
<b>Total</b>	<b>Expenditures and Transfers</b>	<b>\$3,745,207</b>	<b>\$ 1,958,031</b>	<b>\$ 3,696,866</b>	<b>\$ 883,391</b>
<b>Total Revenue</b>		<b>\$3,463,990</b>	<b>\$ 3,538,123</b>	<b>\$ 3,538,528</b>	<b>\$ 807,950</b>
<b>Total Expenditure and Transfers</b>		<b>\$3,745,207</b>	<b>\$ 1,958,031</b>	<b>\$ 3,696,866</b>	<b>\$ 883,391</b>
<b>Total Net Position</b>		<b>(\$281,217)</b>	<b>\$1,580,092</b>	<b>\$ (158,338)</b>	<b>\$ (75,441)</b>
<b>Beginning Fund Balance</b>		<b>\$ 654,056</b>	<b>\$ 654,056</b>	<b>\$ 654,056</b>	<b>\$ 495,718</b>
<b>Ending Fund Balance</b>		<b>\$ 372,839</b>	<b>\$2,234,148</b>	<b>\$ 495,718</b>	<b>\$ 420,277</b>

**Façade Improvement Grant 2023/2024 Budget****\$50,000.00****June 11, 2024*****Paid FY 2023/24 To Date (05/31)***

109/111 W. State Street - Norm and Carole Barlow - Barlow Florists	12/21/2023	<b>\$2,100.00</b>
228 N. Jefferson - Nathan Winick - River Walk Café	11/16/2023	<b>\$3,550.00</b>
327 N. Broadway - Jackie Elliott- Rental Space	1/18/2024	<b>\$6,170.00</b>
329 N. Broadway - Jackie Elliott - Frozen Spoon	1/18/2024	<b>\$3,822.50</b>

TOTAL DISBURSED

**\$15,642.50*****Façade Grants Pledged for the 2023/2024 FY Budget***

112 E. Court Street - Donna and Dave Kensington - Razor's Edge	2/16/2023	<b>\$10,000.00</b>
144 E. State Street - Kevin Anderson	4/20/2023	<b>\$10,000.00</b>
148 E. State Street - Kevin Anderson	4/20/2023	<b>\$10,000.00</b>
150 E. State Street - Nathan Winick	3/21/2024	<b>\$6,433.00</b>

TOTAL PLEDGED

**\$36,433.00*****Architectural Renderings Pledged for the 2023/2024 FY Budget***

TOTAL PLEDGED FOR ARCHITECTURAL

**\$0.00****Total Approved 2023/2024 Budget****\$50,000.00****Total Approved and Disbursed 2023/2024 Projects****\$52,075.50**

Available

**(\$2,075.50)**

<b>FISCAL YEAR</b>	<b>ANNUAL FAÇADE GRANT</b>	
	<b>EXPENDITURE</b>	<b>AMOUNT UNDER BUDGET</b>
June 30, 2015	\$30,421.62	\$19,578.38
June 30, 2016	\$27,288.53	\$22,711.47
June 30, 2017	\$40,151.21	\$9,848.79
June 30, 2018	\$16,100.00	\$33,900.00
June 30, 2019	\$1,075.00	\$48,925.00
June 30, 2020	\$38,657.50	\$11,342.50
June 30, 2021	\$28,987.92	\$21,012.08
June 30, 2022	\$25,700.00	\$24,300.00
June 30, 2023	\$33,934.81	\$16,065.19
	<b>TOTAL AGGREGATE UNDER BUDGET</b>	<b>\$207,683.41</b>

Prepared by Dan King June 11, 2024

Campaign Name	Product	Zip	Impressions	Clicks	CTR
Outfront-MI_Grand Rapids_C	Geotargeting	49341 Rockford Area	312,964	1,228	0.39%
Outfront-MI_Grand Rapids_C	Geotargeting	49503 GR/Wyoming	282,262	1,111	0.39%
Outfront-MI_Grand Rapids_C	Geotargeting	49506 East GR	248,947	934	0.38%
Outfront-MI_Grand Rapids_C	Geotargeting	49316 Caledonia	195,236	756	0.39%
Outfront-MI_Grand Rapids_C	Geotargeting	49546 Kentwood/Ada	150,313	668	0.44%
Outfront-MI_Grand Rapids_C	Geotargeting	49037 Big Rapids	100,654	441	0.44%
Outfront-MI_Grand Rapids_C	Geotargeting	49078 Otsego	47,446	189	0.40%
Outfront-MI_Grand Rapids_C	Geotargeting	49348 Wayland	42,985	128	0.30%
Outfront-MI_Grand Rapids_C	Geotargeting	49333 Middleville	42,066	164	0.39%
Outfront-MI_Grand Rapids_C	Geotargeting	49046 Delton	40,352	191	0.47%
Outfront-MI_Grand Rapids_C	Geotargeting	49017 BC/Pennfield	38,580	200	0.52%
Outfront-MI_Grand Rapids_C	Geotargeting	49331 Lowell	30,500	89	0.29%
Outfront-MI_Grand Rapids_C	Geotargeting	49330 Kent City	7,056	26	0.37%
Outfront-MI_Grand Rapids_C	Geotargeting	49344 Shelbyville	4,916	27	0.55%

## **Street Banners Policy**

*Effective January 14, 2008*

*Revised November 5, 2018*

### **Purpose**

The City of Hastings Street Banner Program allows the placement of banners on certain street poles by local organizations for the limited purpose of encouraging and promoting community identity, community organizations, community activities, and events.

### **Eligible Participants**

The City will only accept applications for a permit to display street banners from community groups, not-for-profit organizations, or governmental agencies within a five (5) mile radius of the City limits.

### **Approved Display Area**

This policy applies to street banners to be placed on sign poles located on West State Street east of Broadway for banners provided by agencies to be installed by City workers.

### **Allowable Display**

Non-commercial messages of general interest to the public at large are allowed. Examples include:

- Advertisement or promotions of community organizations or community events
- Advertisement or promotions of activities sponsored by the City of Hastings
- Accolades or acknowledgement of achievement by eligible participant.
- Neighborhood or area based promotional messages.
- Regional public events (Charlton Park, Barry County Fairground etc.)

### **Prohibited Display**

The following displays are not permitted on street banners:

- Personal messages
- Promotion of a commercial for-profit enterprise
- Political messages

### **Application for Permit**

Applications are available at Hastings City Hall located at 201 E. State Street, Hastings MI 49058. A completed application along with a sketch or copy of banner, including color and language, must be submitted to the City Clerk not more than two (2) months or less than fifteen (15) days before the first date the street banner is proposed to be displayed.

## **Street Banner Standards**

The banner size is to be 25 feet long and 4 feet in height. Grommets are to be placed along the top and bottom of banner. Grommets are to be spaced a maximum of 2 feet apart. The outside border around the grommets is to be reinforced. Banner is to be made of a mesh material to allow the free flow of air through the banner. Banners which are torn, or are otherwise in disrepair, are not permitted.

## **Duration of Display**

The street banner may be displayed for a period of at least seven days but not more than fifteen days. As long as no other applicant has applied for permission to place street banners in the same location, that initial fifteen day maximum period may be extended for additional periods of seven days.

Banners will be removed within three business days after the conclusion of the event or promotion. The City will coordinate the installation of all banners to allow maximum display time for all parties. If the request cannot be honored, the City will notify applicant as soon as possible. Each request will be handled on a first come, first served basis.

## **Installation, Maintenance and Removal**

Street banners and related display hardware will be installed exclusively by the City or City contractor. The City is not responsible for any damage that may occur to the street banners while the banners are being installed, displayed, or removed. It is the responsibility of the applicant to pick up the banner from the City within a week of removal from the sign poles.

# Event F

BCCEDA Small Business Boot Camp Wo  
Wednesday, June 05, 2024 - Wednesday, J

<input type="checkbox"/>	Baker, Melissa Company: Sweet Melissa's Pantry Notes:	Fee Amount: Amount Paid:
<input type="checkbox"/>	Carrier, Katey Company: Root and Bloom Arts Camp Notes:	Fee Amount: Amount Paid:
<input type="checkbox"/>	DeKoning, Lillian Company: Tilly's sweets Notes:	Fee Amount: Amount Paid:
<input type="checkbox"/>	Foster, Carol Company: Foster Up! Notes:	Fee Amount: Amount Paid:
<input type="checkbox"/>	Frie, Charity Company: FRIE, LLC Notes:	Fee Amount: Amount Paid:
<input type="checkbox"/>	Hester, Stephanie Company: N/A Notes:	Fee Amount: Amount Paid:
<input type="checkbox"/>	Hester, Steve Company: Flexfab Notes:	Fee Amount: Amount Paid:
<input type="checkbox"/>	Kisner, Mike Company: Root and Bloom Arts Camp Notes:	Fee Amount: Amount Paid:
<input type="checkbox"/>	Otto, Sue Company: Previously Pink Boutique Notes: Thank you for the opportunity.	Fee Amount: Amount Paid:
		Total Amount Paid:
		Total Amount Due: