



Regular Council Meeting
December 18, 2024
Executive Summary

Item #	Summary
9A-B	<p>Description: Items for Action by Unanimous Consent</p> <p>Recommended Action: Motion to approve the consent agenda as presented.</p>
10A	<p>Description: Hastings Public Library Story Walk</p> <p>Recommended Action: Motion to authorize the Hastings Public Library to install and maintain twenty-one signs for the storybook walk along the riverwalk trail under the direction and approval of city staff.</p>
10B	<p>Description: New Rotary Broom</p> <p>Recommended Action: Motion to approve the purchase of a new rotary broom from Greenmark Equipment for the sidewalk sweeper for a cost of \$5,500.00.</p>
10C	<p>Description: Asphalt Repairs</p> <p>Recommended Action: Motion to approve road repairs by Murray's Asphalt in the amount of \$5,900.00.</p>



City of *Hastings* Michigan

(269) 945-2468
FAX (269) 948-9544

201 E. State Street 49058

Item #	Summary
10D	<p>Description: New Humidifier</p> <p>Recommended Action: Motion to approve VanDyken Mechanical, Inc's proposal to furnish and install a new humidifier on the second floor of City Hall for a cost of \$6,655.00</p> <p>.</p>
10E	<p>Description: 2025 Tree Trimming, Removal and Stump Grinding Contract</p> <p>Recommended Action: Motion to approve Highpoint Tree Service LLC's bid for the 2025 Tree Trimming, Removal and Stump Grinding Contract at a cost of \$27,000.00.</p>

City Council Agenda
December 18, 2024

1. Regular meeting called to order at 7:00 PM
2. Roll call
3. Pledge to the flag
- √ 4. Approval of the agenda
- √ 5. Approval of the minutes of the December 9, 2024, regular meeting
 - A. Approval of the minutes of the November 12, 2024, Closed Session meeting
- √ 6. Public Hearings: (None)
7. Public Comment:
8. Formal Recognitions and Presentations:
 - A. Presentation from Dave Hatfield, Barry County Commissioner.
 - B. Presentation of draft annual financial audit for fiscal year ending June 30, 2024, by Joe Verlin of Gabridge and Company.
- √ 9. Items for Action by Unanimous Consent:
 - * A. Request from Gina McMahon, Outreach & Recreation Director of YMCA of Barry County, to use the Fish Hatchery Soccer Field, the Bob King Park Baseball Field, and a combination of the Bob King and Fish Hatchery Baseball Fields for events described in attachment.
 - * B. Request to schedule a workshop meeting on **Monday, January 27, 2025, at 6:00 PM** to interview for the Third Ward Councilmember position.
- √ 10. Items of Business:
 - * A. Request to authorize the Hastings Public Library to install and maintain twenty-one signs for the storybook walk along the riverwalk trail under the direction and approval of city staff.
 - * B. Request to approve the purchase of a replacement rotary broom from Greenmark Equipment for the sidewalk sweeper for the cost of **\$5,500**.
 - * C. Request to approve costs of repairs by Murray's Asphalt in the amount of **\$5,900**.

- * D. Request to approve VanDyken Mechanical, Inc. proposal to furnish and install a new humidifier in City Hall second floor for the cost of **\$6,655**.
 - * E. Request to approve Highpoint Tree Service LLC bid for the 2025 Tree Trimming, Removal, and Stump Grinding contract for the cost of **\$27,000**.
 - 11. Staff Presentations and Policy Discussions (None)
 - 12. City Manager Report:
 - * A. Police Chief Boulter Monthly Report
 - * B. City Clerk/Treasurer Perin Monthly Financial Reports
 - * C. Community Development Director King Monthly Report
 - * D. Assessor Rashid Monthly Report
 - √ 13. Reports and Communications:
 - * A. Capital Improvement Plan and Budget Calendar 2025-2026
 - * B. 2025 Observed City Holidays
 - * C. 2025 Payroll Calendar
 - * D. 2025 Airport Board Schedule
 - 14. Public Comment:
 - 15. Mayor and Council comment:
 - √ 16. Adjourn
- * Items with enclosures.
 √ Motion under agenda heading requires roll call vote.

Guidelines for Public Comment

Public Comment is welcomed and appreciated. Please follow these simple guidelines to ensure all have an opportunity to be heard.

All comments and questions will be made through the chair. All comments will be made in a courteous and civil manner; profanity and personal attacks will not be tolerated. Please limit the length of your comments to 3 minutes. If you are a member of a group, please appoint a spokesperson to speak on behalf of the group (those speaking on behalf of a group may be provided additional time). Please state your name before offering comment.

City of Hastings
COUNTY OF BARRY, STATE OF MICHIGAN

City Council Minutes
December 9, 2024

1. Regular meeting called to order at 7:00 PM
2. Roll call

Council members Present: Barlow, Brehm, Jarvis, McLean, Resseguie, Stenzelbarton and Tossava.

City Staff and Appointees Present: Moyer-Cale, Boulter, Hemerling, Jordan, King, Perin and Tate.

Motion by Brehm, with support from Jarvis, to excuse Councilmembers Bowers and Nesbitt.
All ayes. Motion carried.
3. Pledge to the flag
4. Approval of the agenda

Motion by Brehm, with support from Resseguie, to approve the agenda as presented.
All ayes. Motion carried.
5. Approval of the minutes of the November 25, 2024 regular meeting

Motion by Stenzelbarton, with support from Brehm, to approve the minutes of the November 25, 2024 regular meeting.

Ayes: Barlow, Brehm, Jarvis, McLean, Resseguie, Stenzelbarton and Tossava
Nays: None
Absent: Bowers and Nesbitt.
Motion carried.
6. Public Hearings:
 - A. Woodlawn Meadows PUD Hearing.

Opened Public Hearing at 7:05 PM.

Comments from Amanda Matson, resident of Briar Hill Dr., across from PUD. Opposes development, notes existing drainage issue with retention pond. Referred to letter sent to Council for other concerns.

Comments from Todd Shipley, resident of Briar Hill Dr. Shares concerns about pond drainage.

Closed Public Hearing at 7:11 PM

Comments from Todd Stuve, Civil Engineer from Exxel Engineering, in regards to specifics about the Woodlawn Meadows PUD housing plans, and next steps.

7. Public Comment:

Comments from Aaron Gross, citizen of Hastings, endorsing Charles Hertzler for 3rd Ward Councilmember seat. Offers thanks to the Police Department for timely responses to FOIA requests.

8. Formal Recognitions and Presentations:

A. Presentation from Dave Hatfield, Barry County Commissioner.

B. Presentation from Peggy Hemerling of the Jingle and Mingle Prince and Princess.

9. Items for Action by Unanimous Consent:

A. Request from Carl Schoessel to conduct the annual New Year's Eve Ball Drop, under the direction of staff, in downtown Hastings from 5:00 PM Tuesday, December 31, 2024, until 1:00 AM Wednesday, January 1, 2025.

Motion by Stenzelbarton, with support from Brehm, to approve Carl Schoessel's request to conduct the annual New Year's Eve Ball Drop, under the direction of staff, in downtown Hastings from 5:00 PM Tuesday, December 31, 2024, until 1:00 AM Wednesday, January 1, 2025.

Ayes: Barlow, Brehm, Jarvis, McLean, Resseguie, Stenzelbarton and Tossava

Nays: None

Absent: Bowers and Nesbitt

Motion carried.

B. Receive and place on file four (4) invoices totaling **\$62,508.16**.

Motion by Barlow, with support from Jarvis, to receive and place on file four (4) invoices totaling **\$62,508.16**.

Ayes: Barlow, Brehm, Jarvis, McLean, Resseguie, Stenzelbarton and Tossava

Nays: None

Absent: Bowers and Nesbitt

Motion carried.

10. Items of Business.

A. Request to approve the Woodlawn Meadows Planned Unit Development (PUD) modification and final site plan as recommended by the Planning Commission on November 4, 2024, and to adopt **Ordinance #627**.

Motion by Barlow, with support from McLean, to approve the Woodlawn Meadows Planned Unit Development (PUD) modification and final site plan as recommended by the Planning Commission on November 4, 2024, and to adopt **Ordinance #627**.

Discussion held.

Ayes: Barlow, Jarvis, McLean, Resseguie and Tossava
 Nays: Brehm and Stenzelbarton
 Absent: Bowers and Nesbitt
 Motion carried.

- B. Request to approve the Woodlawn Meadows PUD site condo plan.

Motion by Resseguie, with support from McLean, to approve the Woodlawn Meadows PUD site condo plan.

Ayes: Barlow, Jarvis, McLean, Resseguie and Tossava
 Nays: Brehm and Stenzelbarton
 Absent: Bowers and Nesbitt
 Motion carried.

- C. Request to adopt **Resolution 2024-30** to authorize the 2025 Community Forestry Grant Program Agreement.

Motion by McLean, with support from Brehm, to adopt **Resolution 2024-30** to authorize the 2025 Community Forestry Grant Program Agreement.

Ayes: Barlow, Brehm, Jarvis, McLean, Resseguie and Tossava
 Nays: Stenzelbarton
 Absent: Bowers and Nesbitt
 Motion carried.

- D. Request to approve the proposal by Wightman for GIS tree inventory and assessment services.

Motion by McLean, with support from Resseguie, to approve the proposal by Wightman for GIS tree inventory and assessment services.

Discussion held.

Ayes: Barlow, Brehm, Jarvis, McLean, Resseguie and Tossava
 Nays: Stenzelbarton
 Absent: Bowers and Nesbitt
 Motion carried.

- E. Request to approve **Resolution 2024-31** amending Resolution 2024-17: Fees for Various Services.

Motion by Resseguie, with support from McLean, to approve **Resolution 2024-31**

amending Resolution 2024-17: Fees for Various Services.
Discussion was held.

Ayes: Barlow, Brehm, Jarvis, McLean, Resseguie, Stenzelbarton and Tossava
Nays: None
Absent: Bowers and Nesbitt
Motion carried.

11. Staff Presentations and Policy Discussions:

A. Potential use agreement with Michigan Baseball Congress.

Discussion was held with the council expressing support for the idea. Stenzelbarton abstained from discussion due to financial interest in entity. Question about hospital parking.

12. City Manager Report:

A. Public Services Director Tate Monthly Report.

B. Fire Chief Jordan Monthly Report.

C. Library Director Hemerling introduced incoming Library Director David Edelman to the Council. Discussed their transition.

13. Reports and Communications:

A. YMCA Updates for the City of Hastings (November 20, 2024)

B. Downtown Development Authority DRAFT Meeting Minutes (November 21, 2024)

Motion by McLean, with support from Jarvis to accept and place on file items 13 A-B.

All ayes. Motion carried.

14. Public Comments:

Aaron Gross, citizen of Hastings, added comments on retention pond management at Woodlawn Meadows PUD. In favor of Michigan Baseball Congress. Asked about Barry County Transit offering shuttle services for parking.

15. Mayor and Council comments:

Comments on thanking Peggy Hemerling on her years of service, and welcoming David Edelman as new Library Director. Positive comments on Michigan Baseball Congress.

16. Adjourn:

Motion by McLean, with support from Resseguie, to adjourn meeting.

All ayes. Motion carried. Meeting adjourned at 8:15 PM.

Read and Approved:

David J. Tossava, Mayor

Linda Perin, City Clerk

DRAFT



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Dear Sarah Moyer-Cale,

The YMCA of Barry County is requesting to use the following fields for Spring 2025:

TBALL: APRIL 22 – May 22

*FISH HATCHERY SOCCER FIELD

Tuesday & Thursday

5:00pm-8:00pm

COACH PITCH: APRIL 16 – JUNE 4

*BOB KING PARK BASEBALL FIELD

Monday & Wednesday

5:00pm-8:00pm

CHURCH LEAGUE: MAY 27 – AUGUST 5 (Saturday Tournament on August 9)

*BOB KING AND FISH HATCHERY BASEBALL FIELD

Tuesday

5:00pm-8:00pm

Thank you for your time and consideration. I can keep you posted if these activities/sports do not take place at the above-mentioned locations, dates, and times.

Sincerely,

Gina McMahon
Outreach & Recreation Director
YMCA of Barry County
269-945-4574
December 4, 2024

YMCA OF BARRY COUNTY

P.O. Box 252

2055 Iroquois Tr.

Hastings, MI 49058

269-945-4574 office@ymcaofbarrycounty.org

www.ymcaofbarrycounty.org

LIVE UNITED



Barry County United Way
& Volunteer Center



Regular Council Agenda Item Memorandum

To: Hastings City Council

From: Sarah Moyer-Cale, City Manager

Subject: Schedule Workshop Meeting on January 27, 2025 UPDATED

Meeting Date: December 18, 2024

Recommended Action:

Motion to schedule a workshop meeting of the City Council for Monday, January 27, 2025, at 6:00 p.m. to interview for the third ward council member position.

Background Information:

The Council approved the recommendation to hold interviews for interested and qualified persons who submit a timely application to the Clerk's office. Approval of this item will schedule the workshop for interviews.

Two qualified persons have applied for the position at the time of this writing, and one is unable to attend on January 13th. Both are available for the January 27th meeting. I propose moving the workshop to select a new member for that date. We will then shift the schedule so that our goal-setting meeting will be held at the first meeting of February.

Financial Implications:

None.

Attachments:

None.



Regular Council Agenda Item Memorandum

To: Hastings City Council

From: Sarah Moyer-Cale, City Manager

Subject: Approval of Storybook Walk Installation on Riverwalk Trail

Meeting Date: December 18, 2024

Recommended Action:

Authorize the Hastings Public Library to install and maintain twenty-one signs for the storybook walk along the riverwalk trail under the direction and approval of city staff.

Background Information:

The Hastings Public Library would like to install a storybook walk adjacent to a portion of the Riverwalk Trail. The storybook walk would consist of approximately 21 signs along the trail, each containing a page of a picture book. The exact locations of the signs have yet to be determined, but the approximate area is every 50 feet on the trail north of the library going east. City and library staff will collaborate to establish the exact locations.

Please see the attached document for more information. Library staff will be present at the meeting to answer any questions that you may have.

Financial Implications:

The library will cover any costs associated with this project.

Attachments:

- Storybook Walk Proposal
- Ground sign specifications.

Storybook Walk Proposal

What? The Library received donations in memory of Jane Arnold, a local woman who dedicated her career to educating young children. A representative from the family came and spoke to Erin about enduring options for the donations and a storybook walk was the idea that immediately interested the family. A storybook walk is an outdoor display of children’s picture books, page by page along a walking path. A permanent installation includes signs that allow for the book to be changed regularly.

Why? Storybook walks allow families to experience the joy of reading together while being active and enjoying the outdoors. Not only does this encourage family bonding, literacy, and a healthy lifestyle, it also provides a cost-free, year-round outdoor activity for local families.

Design & Placement Proposal

- We are seeking permission to place twenty permanent signs along the River Walk starting across from the Library.
 - Exact spacing to be determined: close enough to see the next sign and encourage families to continue reading, but far enough apart to need to walk.



Questions

- What does the Library need to do to obtain permission for this installation?
- What details regarding an installation plan would be needed?
- Would any permits be required?
- If approved, would the City be able to perform the installation, including digging the holes, pouring needed concrete, and installing the mounting poles?
 - If yes, can a rough cost estimate be provided?

ANGLED STORYWALK FRAME WITH ALUMINUM POST FOR IN GROUND INSTALLATION

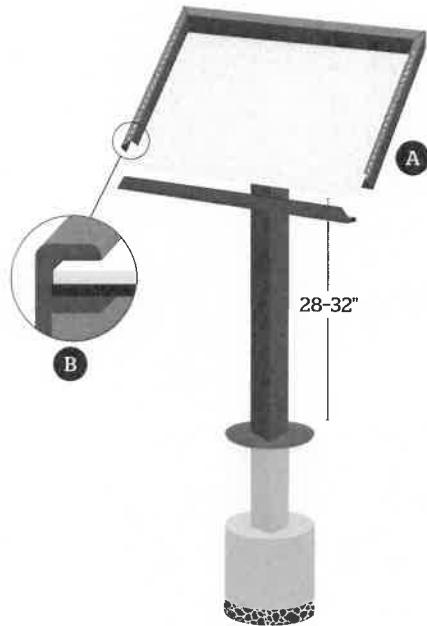


Fig. 1

SPECIFICATIONS

A Removable bottom rail for sign panel (or book material) insertion. Panel slides into exposed channel at bottom of frame.

B Frame rail with frame gap for up to 1/4" thick book page or display materials.

For use with a 18" high x 24" wide sign panel (or book page materials), providing a viewable area of 16.75" high x 22.75" wide.

45 degree display angle.

Standard post length is 60".

3 Year warranty on powder-coated aluminum frame.

Includes two clear acrylic sheets.

ADDITIONAL INFORMATION

Our Storywalk frames are intended for the display of an outdoor durable sign panel or the temporary display of laminated book page materials. Bare in mind that inks used in book pages have little UV resistance and by their nature, are not well suited for outdoor display. For best results, use a 10 mil hot laminate with a sealed border to help protect book page materials. The use of the provided clear acrylic sheets will provide some additional protection, but will NOT result in a waterproof display or provide any UV resistance.

CLEANING INSTRUCTIONS

Use a soft cloth and a diluted soap & water solution to wash the display.

Dry the display with a soft cloth.

DO NOT USE ammonia cleaners (Windex) or paper towels as they may damaged the display.

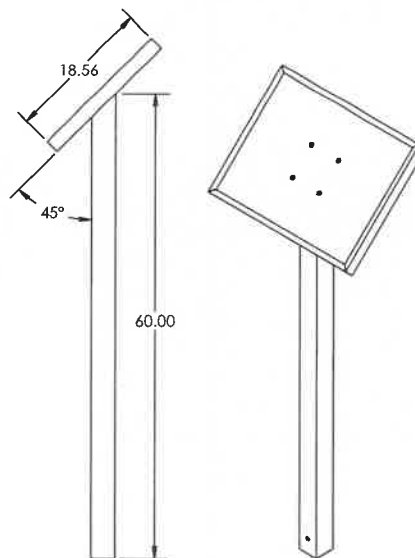


Fig. 2

ANGLED STORYWALK FRAME ASSEMBLY AND INSTALLATION (IN GROUND)

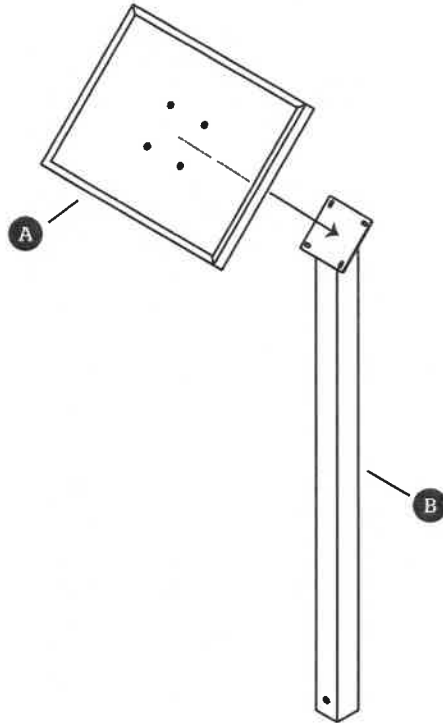


Fig. 1

TOOLS REQUIRED

- 5/32" Allen driver
- 7/16" socket or wrench

PARTS INCLUDED

- A Sign frame with removable bottom rail (x1)
- B Post with welded 6"x6" plate (x1)
- C 1/4"x20 flat head screws (x4)

ASSEMBLY DIRECTIONS

1. Unpack all parts and inspect for damaged or missing items.
2. Arrange all items for assembly using corrugated packaging to protect items from damage.
3. Verify that removable rail is in bottom position.
4. Attach the frame to the post plate using the provided hardware (C) and a 5/32" allen driver and 7/16" socket or wrench.

IN GROUND INSTALLATION

TOOLS REQUIRED

- 5/32" Allen driver
- 7/16" socket
- Post hole digger
- Shovel
- Hammer
- Level
- Tape Measure
- Tamping stick for gravel
- Kraft paper or plastic sheet
- Wood braces and clamps

MATERIALS NEEDED

- Concrete and/or class 5 gravel
- 6-8" Length of rebar (if desired)

ASSEMBLY DIRECTIONS

1. Insert rebar through hole on post end (if desired) to form "T". Dig 8"-10" diameter hole to a depth of about 6" below the frost line. Add several inches of tamped gravel to serve as footing base. Verify installation height—bottom of frame should mount 28'-32" from grade. For a 18"H frame, a 30" mount height from grade allows for about 23" post burial.
2. Protect post with wrapped kraft paper or plastic sheet. Verify level, plumb and installation height. Stabilize post in hole with wood braces and camps. Backfill with additional tamped class 5 and/or prepared concrete.
3. After concrete has set (if used), remove braces and plastic sheeting. Backfill as desired.
4. Remove bottom rail, insert sign panel or book material and secure top rail back in place.

Fig. 2



Footing specifications should be based on soil conditions and frost depths in your geographic area.



Regular Council Agenda Item Memorandum

To: City Council

From: Travis J. Tate, P.E., Director of Public Services and

Sarah Moyer-Cale, City Manager

Subject: New Rotary Broom for Sidewalk Sweeper

Meeting Date: December 18, 2024

Recommended Action:

Approve the purchase of new rotary broom from Greenmark Equipment for the sidewalk sweeper for a cost of **\$5,500**.

Background Information:

The sidewalk sweeper is comprised of a John Deere tractor with a rotary broom attachment. The sidewalk sweeper is used for snow removal on the downtown sidewalks and for the Riverwalk Trail. The current broom has problems with the drive shaft that would be as expensive to repair as to replace. The malfunctioning broom is causing a lot of vibration on the tractor and noise.

Financial Implications:

This purchase would use more of our equipment repair budget line than I am comfortable with at this point in the year given that our 661 budget runs pretty tight. As this item is used almost exclusively in the DDA District and this is not a service we generally offer in the city, I recommend that the DDA Board fund this replacement. The DDA does not meet again until mid-January and this needs to be ordered more quickly than that. I recommend that the city purchase this now and approach the DDA for reimbursement in January.

Attachments:

- Greenmark Equipment Quote



Quote Summary

Prepared For:

HASTINGS CITY GARAGE
201 E STATE ST
HASTINGS, MI 49058
Business: 269-945-5083
Mobile: 269-838-6556
JARGO@HASTINGSMI.GOV

Prepared By:

Jon Ackels
GreenMark Equipment, LLC
2900 N M 43 Hwy
Hastings, MI 49058
Phone: 269-945-9526
jackels@greenmarkequipment.com

Certificate Under Agricultural Producing Exemption

Quote Id: 32077944

Created On: 09 December 2024

Last Modified On: 09 December 2024

Expiration Date: 31 December 2024

By Writing Ag Exempt adjacent to the Purchasers signature, the undersigned hereby certifies that all items, except as indicated hereon, are purchased for use or consumption in connection with the production of horticultural or agricultural products as a business enterprise, and agrees to reimburse the seller the sales tax if used or consumed otherwise.

WARRANTY PROVISIONS (IF APPLICABLE):

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE 60 Heavy-Duty Rotary Broom (For 1500 TerrainCut, 1400/1500 Series II and Non- Series II Front Mowers)	\$ 6,641.00	\$ 5,500.00 X	1 =	\$ 5,500.00

Equipment Total **\$ 5,500.00**

Quote Summary

Equipment Total	\$ 5,500.00
SubTotal	\$ 5,500.00
Est. Service Agreement Tax	\$ 0.00
Total	\$ 5,500.00
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 5,500.00

Salesperson : X _____

Accepted By : X _____



Selling Equipment

Quote Id: 32077944

Customer: HASTINGS CITY GARAGE

JOHN DEERE 60 Heavy-Duty Rotary Broom (For 1500 TerrainCut, 1400/1500 Series II and Non- Series II Front Mowers)

Hours:

Stock Number:

Suggested List

\$ 6,641.00

Selling Price

\$ 5,500.00

Code	Description	Qty	Unit	Extended
0501TC	60 Heavy-Duty Rotary Broom (For 1500 TerrainCut, 1400/1500 Series II and Non- Series II Front Mowers)	1	\$ 4,639.00	\$ 4,639.00

Standard Options - Per Unit

001A	United States and Canada	1	\$ 0.00	\$ 0.00
1000	Lift Arms, Cylinders, Drive Shaft and Hardware	1	\$ 2,002.00	\$ 2,002.00
Standard Options Total				\$ 2,002.00

Suggested Price \$ 6,641.00

Customer Discounts

Customer Discounts Total \$ -1,141.00 \$ -1,141.00

Total Selling Price \$ 5,500.00



www.purplewave.com



www.purplewave.com



Regular Council Agenda Item Memorandum

To: The Honorable Mayor, City Council Members, and Sarah Moyer-Cale

From: Rob Neil Superintendent of Streets and

Travis Tate, DPS Director

Subject: Asphalt patching (100 Blk E. Mill St, 100 Blk E. State Rd)

Meeting Date: Wednesday, Dec. 18, 2024

Recommended Action:

Approve road repairs by Murrays Asphalt in the amount of **\$5,900**.

Background Information:

This is for repairing asphalt for lead services located in a couple different locations including 100 Blk E. Mill St, 100 Blk of E. State Rd. There were older patches from water main breaks that needed to be repaved. These patches were very rough and full of existing potholes.

This project was recently completed. Staff anticipated this cost to be below \$5,000, but the cost was higher due to weather conditions.

Financial Implications:

This is within the current year's approved budget.



City of Hastings

73441

201 East State Street • Hastings, Michigan 49058

269.945.2468 • FAX 269.948.9544

FEIN 38-6004562

PURCHASE ORDER

12-11-2024

DATE

Vendor Name Murrays

Department DPS

Ship To Address

Vendor Number _____

Item Description	Account Number	Price	Project Number	Received Y or N
Asphalt repair	592-547-929-000	\$5900.00		
TOTAL		\$5900.00		

Special Instructions

Asphalt repair patches from previous water main breaks that were deteriorating

Requested by Robert Neil

Department Head Approval _____

City Manager Approval _____

(IF OVER \$300)

DATE

City Council Approval _____

(IF OVER \$ 5000)

MEETING DATE

INVOICE

Murray's Asphalt
1727 Moore Rd
Woodland, MI 48897

office@murraysasphalt.us
+1 (269) 948-9369
www.murraysasphalt.com



Bill to

City of Hastings
201 E. State Street
Hastings,, MI 49058

Ship to

City of Hastings
201 E. State Street
Hastings,, MI 49058

Invoice details

Invoice no.: 4529

Terms: 50% Down Payment as a Retainer,
Balance Due Upon Completion

Invoice date: 12/10/2024

Due date: 12/13/2024

#	Date	Product or service	Description	Qty	Rate	Amount
1.	12/10/2024	Patching	State and Jefferson- 12' X 32'- 384 Sq. Feet Mill & Jefferson- 22' X 26'- 572 Sq. Feet	1	\$5,900.00	\$5,900.00

Total

\$5,900.00

Please let us know if you would like to pay with card or bank transfer.
We will have to add the fee and turn on the option.

Note to customer

Thank you for doing business with Murray's!
We accept: Cash, Checks, Money Orders, Credit Cards (3.5% Fee added/transaction), Bank Transfer (1%, max \$15 added/transaction)
OUTSTANDING BALANCES WILL ACCRUE A 10% ANNUAL SURCHARGE AFTER 30 DAYS



Regular Council Agenda Item Memorandum

To: City Council

From: Travis J. Tate, P.E., Director of Public Services

Subject: City Hall Humidifier Repair

Meeting Date: December 18, 2024

Recommended Action:

Approve VanDyken Mechanical, Inc's proposal to furnish & install a new humidifier on the second floor of City Hall for a cost of **\$6,655**.

Background Information:

The existing humidifier no longer works, it is over 10 years old, and some parts are no longer available. The only option is to remove the broken humidifier and replace it with a new Carel Humidifier. Allied Mechanical Services also provided a proposal for cost of \$8,200.

Financial Implications:

Building Repair & Maintenance fund for City Hall & Grounds has \$20,000 budgeted for the year. Yield to date for this budget item is \$7,782.50, leaving \$12,217.50 available for this repair.

Attachments:

- VanDyken Mechanical Proposal
- Allied Mechanical Proposal



Quote # FT24251 R1

12/6/2024

To: Hastings City Hall
201 E State St.
Hastings, MI 49058
Attn: Travis Tate

For: Carel Humidifier Replacement

The following is the scope of work and price to furnish and install 1 new Carel humidifier (M#UR006HU1U4).

Scope of Work:

- Disconnect, remove and dispose of existing humidifier
- Furnish and install new Carel humidifier in its place
- Replace steam hose
- Re work condensate drain to fit new unit
- Line voltage electrical included (rework wiring and conduits to fit new unit)
- Re connect to existing controls (high limits, humidistats, etc)
- Perform start up and check out, one year VDM warranty included

The cost for the **proposed work** as outlined above is: **\$6,655.00**

Labor and materials are included and is priced for normal business hours (M-F 7-4:30).

Pricing is valid for 30 days from the date of the proposal.

Exclusions: Ventilation code updates, duct smoke detector updates, roof hatches, guard rails or level working surfaces if required by mechanical codes. Unless noted above prices do not include or are we responsible to identify, investigate or remediate hazardous materials including asbestos, lead related substances or mold.

Thank you for the opportunity to be your HVAC service provider. Please feel free to contact me with any questions.

Best Regards,

Bryan Schut
Fastrack Project Sales
bschut@vdminc.com
Van Dyken Mechanical Inc.
616-292-5505

Acceptance of Proposal

Signature: _____

Date: _____

PO# _____



ALLIED MECHANICAL SERVICES, INC.

December 3, 2024

City of Hastings
201 E State St.
Hastings, MI 49058
Attn: Travis Tate

Email: ttate@hastingsmi.org

Dear Travis,

Allied Mechanical Services, is pleased to quote to you the following:

Scope of work:

- Pickup and install (1) new Carel humidifier located on 2nd floor of City Hall.
- All miscellaneous materials required for installation.
- Startup and check operation.
- All labor, material, taxes & shipping fees.

Price for scope of work outlined above: \$8,200.00

Price valid for 10 days.

Any work outside the scope of this project will be billed at our standard time and material rates only upon your approval.

Signatures:

Contractor

Allied Mechanical Services, Inc.

BY _____
Logan Vreeman
Service Technician

12/3/24
(date)

Customer

City of Hastings

BY _____
Authorized Customer Representative

Name (Print)_____

Title_____ Date_____

PO#_____



Regular Council Agenda Item Memorandum

To: City Council

From: Travis J. Tate, P.E., Director of Public Services

Subject: 2025 Tree Removal Contract

Meeting Date: December 18, 2024

Recommended Action:

*Approve Highpoint Tree Service LLC's bid for the 2025 Tree Trimming, Removal, and Stump Grinding contract at a cost of **\$27,000.00**.*

Background Information:

There were 9 contractors that submitted bids on or before 10 AM, December 5, 2024. Bids ranged from \$27,000 to \$114,125. The average bid price was \$51,341.98 and the second and third lowest bids were both in the mid-thirty thousand dollars. Highpoint Tree Service has been the contractor for the city tree removal for the past two years with good results from DPS. I recommend that they be awarded the contract.

Financial Implications:

This is under budget for Contracted Tree Trims/Removals.

Attachments:

- Bid Opening Result Form

City of Hastings
COUNTY OF BARRY, STATE OF MICHIGAN

Sealed Bid Opening Results

Procurement Number: _____ [Assigned by Clerk's Office]
Bid Name: _____
Opening Date & Time: _____

Vender Bids:

Name: _____	Amount: _____
Name: _____	Amount: _____
Name: _____	Amount: _____
Name: _____	Amount: _____
Name: _____	Amount: _____
Name: _____	Amount: _____
Name: _____	Amount: _____
Name: _____	Amount: _____
Name: _____	Amount: _____

Present at
Opening: _____

Bid Granted to: _____

PO #: _____	ISSUED TO: _____	ON: _____
	APPROVED VENDOR	DATE

Process Final Sign Off By: _____ **ON:** _____
CLERK'S REPRESENTATIVE DATE

**HASTINGS CITY COUNCIL
MONTHLY REPORT
MONTH OF November 2024
From Hastings Police Department**

Chief Dale Boulter

Total Complaints: 369

Total Arrests: 14

Adults: 6 A&B-2, OWI Drugs-2, OWI Alc.-1, Joy riding-1.

Juveniles: 1 MIP tobacco-1.

Arrests Warrants for other Departments: 7 Obstructing justice-7.

Traffic Summary:

Traffic Accidents: 13

Property Damage: **12** Injuries: **1** Fatal: **0** Non-Traffic: **6**

Tickets Issued: 36

Moving Violations Issued: **14**

Non-Moving Violations: **22**

POLICE VEHICLES

TOTAL MILES: **4,628**

TOTAL GALLONS OF FUEL USED: **507.9**

<u>VEHICLE</u>	<u>MILAGE</u>	<u>VEHICLE</u>	<u>MILAGE</u>
<u>41/2020 FORD</u>	<u>60,001</u>	<u>45/2022 FORD</u>	<u>45,176</u>
<u>42/2021 FORD</u>	<u>56,207</u>	<u>46/2015 FORD</u>	<u>58,582</u>
<u>43/2020 FORD</u>	<u>11,293</u>	<u>47/2023 FORD</u>	<u>18,880</u>
<u>44/2018 FORD</u>	<u>59,539</u>	<u>48/2016 FORD</u>	<u>93,697</u>

ADDITIONAL INFORMATION:

The Hastings Police Reserve officers worked a total of 46.25 hours for the month.

<u>CLASSIFICATION</u>	<u>CURRENT MONTH</u>	<u>PREVIOUS YEAR</u>	<u>YTD CURRENT</u>	<u>YTD PREVIOUS</u>	<u>YTD COMPARED</u>
FATAL ACCIDENTS	0	0	0	0	0
INJURY ACCIDENTS	1	3	27	35	-8
P D ACCIDENTS	12	13	110	105	+5
NON-TRAFFIC	6	3	99	56	+43
SPEEDING	9	2	62	10	+52
OTHER HAZARDOUS	5	10	95	131	-36
NON-HAZARDOUS	22	20	175	271	-96
PARKING	123	215	230	471	-241
<u>TOTAL</u>	178	266	748	783	-35

City of Hastings
Code Compliance Officer
November 2024 Activity
Report



QUANTITY	COMPLAINT
4	Animal related (90-835)
0	Grass and weeds more than 8" tall (38-105)
0	Compostable yard debris and refuse in right-of-way, snow piles (74-39, 74-71, 74-72)
2	Garbage Code Violations (66-88/89/90/93/94)
11	Vehicles parked on unapproved surfaces – residential zones (90-929)
12	Unlicensed/Inoperable vehicles, parts, or tire storage (38-76, 77, 78)
17	Refuse and debris in unscreened area of yard (90-881, 90-882)
5	Rental Unit complaints
6	Signage issues/ Signs in Right-Of-Way
0	Sign Permits Issued
0	Fencing Issues
0	Fence Permits Issued
3	Structure & Building Maintenance Issues
2	Recreational Vehicle Issues
0	Abandoned refrigerator w/door attached (54-61)
2	Sidewalk parking/right-of-way obstructions (74-71)
6	Miscellaneous Issues & Complaints
70	Total Violations/Complaints Handled
26	Letters sent
5	Citations issued
102	Follow Ups
NOTES:	Miscellaneous Issues/ Complaints details

QUANTITY COMPLAINT

- All misc. issues were related to questions about ordinances or for contact information.

BY: Frank Jesensek

DATE: 12/2/24

Investments & Deposits Status Report as of November 30, 2024

Institution	Account Description	Balance	Interest Rate
Flagstar	Common Cash (Primary Checking)	\$ 1,214,630.62	0.47%
	Payroll	\$ 18,136.88	0.48%
	*Savings	\$ 2,817,862.89	3.65%
	**Tax Collection	\$ 51,727.44	N/A
	Total	\$ 4,102,357.83	
	<i>*Includes proceeds from DDA/Streetscape Bonds</i>		
	<i>** Includes funds collected on behalf of other governmental agencies</i>		
Highpoint	Common Cash	\$ 45,176.25	N/A
	Drug Enforcement	\$ 18,211.94	N/A
	Library PayPal	\$ 500.00	N/A
	*Tax Collection	\$ 12,321.29	N/A
	Total	\$ 76,209.48	
	<i>* Includes funds collected on behalf of other governmental agencies</i>		
Michigan CLASS	General Fund (Pooled)	\$ 6,290,637.26	4.8259%
	Water & Sewer	\$ 591,856.26	4.8259%
	Equipment Fund	\$ 300,610.04	4.8259%
	LDFA	\$ 150,305.71	4.8259%
	Total	\$ 7,333,409.27	
American Dep Mgmt Co	Money Market Account	\$ 3,890,997.97	4.61%
	3-Month Certificates of Deposit	\$ -	N/A
	6-Month Certificates of Deposit	\$ -	N/A
	Total	\$ 3,890,997.97	
Total, All Investments & Deposits		\$ 15,402,974.55	

Institution	Balance	% of Total
Flagstar	\$ 4,102,357.83	26.6%
Highpoint	\$ 76,209.48	0.5%
Michigan CLASS	\$ 7,333,409.27	47.6%
American Dep Mgmt Co	\$ 3,890,997.97	25.3%
Total	\$ 15,402,974.55	

Type of Investment or Deposit	Balance	% of Total
Interest	\$ 15,275,037.63	99.2%
Non-Interest	\$ 127,936.92	0.8%
Total	\$ 15,402,974.55	

CITY OF HASTINGS

SUMMARY REVENUES AND EXPENDITURES COMPARED TO BUDGET FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

THIS YEAR FISCAL YTD 30-NOV-24	REVISED BUDGET 2024-2025	FISCAL YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-NOV-23	REVISED BUDGET 2023-2024	FISCAL YTD % OF BUDGET
--------------------------------------	--------------------------------	------------------------------	--------------------------------------	--------------------------------	------------------------------

FUND 101 - GENERAL FUND

REVENUE

TAXES	3,513,247.98	3,638,300	97.00%	3,797,614.77	3,463,000	110.00%
SPECIAL ASSESSMENTS	26,213.32	32,500	81.00%	25,570.85	43,650	59.00%
LICENSES & PERMITS	9,347.92	19,250	49.00%	15,362.63	21,175	73.00%
FEDERAL REVENUES	.00	236,216	0.00%	.00	268,199	0.00%
STATE SHARED REVENUES	468,618.26	1,139,391	41.00%	361,739.00	1,398,813	26.00%
INTERGOVERNMENTAL REVENUES	18,174.28	923,228	2.00%	5,703.51	868,416	1.00%
CHARGES FOR SERVICES	15,269.24	668,100	2.00%	7,991.23	615,950	1.00%
FINES & FORFEITURES	2,465.50	8,500	29.00%	3,121.80	7,000	45.00%
INTEREST AND RENTALS	103,664.60	335,400	31.00%	195,962.99	209,000	94.00%
OTHER REVENUE	124,094.31	451,300	27.00%	179,980.97	30,500	590.00%
INCOMING TRANSFERS	.00	0	0.00%	.00	0	0.00%
TOTAL REVENUE & INCOMING TRANSFERS	4,281,095.41	7,452,185	57.00%	4,593,047.75	6,925,703	66.00%

EXPENDITURES

CITY COUNCIL	44,000.17	82,326	53.00%	38,768.01	74,001	52.00%
MAYOR	7,626.72	14,811	51.00%	7,470.81	14,752	51.00%
CITY MANAGER	79,636.08	192,810	41.00%	77,473.02	183,080	42.00%
FINANCE DEPARTMENT	129,679.67	396,945	33.00%	163,250.34	313,745	52.00%
CLERK	48,500.65	117,396	41.00%	43,778.75	118,397	37.00%
INFORMATION TECHNOLOGY	106,198.71	244,000	44.00%	102,058.19	244,000	42.00%
BOARD OF REVIEW	250.12	2,512	10.00%	248.76	2,862	9.00%
TREASURER	31,254.54	83,928	37.00%	28,152.29	78,808	36.00%
ASSESSOR	57,794.68	171,282	34.00%	51,173.14	162,581	31.00%
ELECTIONS	24,587.10	56,368	44.00%	6,027.91	64,277	9.00%
CITY HALL & GROUNDS	56,441.53	158,950	36.00%	33,865.02	187,500	18.00%
LEGAL AND AUDIT	7,644.00	70,000	11.00%	4,993.00	70,000	7.00%
OTHER GENERAL GOVERNMENT	374,147.05	588,415	64.00%	64,190.98	753,387	9.00%
POLICE	790,097.60	2,099,689	38.00%	720,393.68	2,005,929	36.00%
CODE COMPLIANCE	16,993.07	50,962	33.00%	15,586.83	50,171	31.00%
FIRE DEPARTMENT	185,573.60	524,545	35.00%	291,849.00	525,814	56.00%
INSPECTIONS	37,393.00	100,000	37.00%	71,041.00	55,000	129.00%
DEPT OF PUBLIC SERVICE ADMIN	56,862.12	159,240	36.00%	68,024.14	182,683	37.00%
PARKING LOTS - NON SAD	5,342.49	23,000	23.00%	4,674.25	19,750	24.00%
PARKING LOTS - SAD	203,659.22	267,500	76.00%	13,561.66	234,000	6.00%
STREET LIGHTING	37,450.20	99,500	38.00%	37,008.26	102,500	36.00%
COMMUNITY SERVICES	102,354.85	300,355	34.00%	98,306.35	162,085	61.00%
BROWNFIELD GRANT	.00	0	0.00%	.00	0	0.00%
PLANNING AND ZONING	4,169.65	18,685	22.00%	1,714.62	18,285	9.00%
JOINT PLANNING & ZONING	37.50	400	9.00%	55.00	550	10.00%
COMMUNITY & ECONOMIC DEVELOPMNT	62,545.06	143,143	44.00%	52,610.73	141,500	37.00%

CITY OF HASTINGS

SUMMARY REVENUES AND EXPENDITURES COMPARED TO BUDGET FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

THIS YEAR FISCAL YTD YTD ACTUAL	REVISED BUDGET BUDGET	FISCAL YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-NOV-23	REVISED BUDGET BUDGET	FISCAL YTD % OF BUDGET
---------------------------------------	-----------------------------	------------------------------	--------------------------------------	-----------------------------	------------------------------

FUND 101 - GENERAL FUND

COMMUNITY DEVELOPMENT GRANTS	61,536.50	65,100	95.00%	37,433.00	75,100	50.00%
CABLE ACCESS	4,561.26	13,776	33.00%	3,496.78	13,457	26.00%
PARKS AND RECREATION	116,506.94	1,344,325	9.00%	97,498.51	1,009,640	10.00%
ARTS AND CULTURAL ACTIVITIES	51,905.19	81,526	64.00%	64,606.46	80,400	80.00%
OTHER FINANCING USES	.00	549,696	0.00%	.00	316,449	0.00%
TOTAL EXPENDITURES & OUTGOING TRANSFERS	2,704,749.27	8,021,185	34.00%	2,199,310.49	7,260,703	30.00%
 NET REVENUE OVER EXPENDITURES	 1,576,346.14	 (569,000)		 2,393,737.26	 (335,000)	

CITY OF HASTINGS

SUMMARY REVENUES AND EXPENDITURES COMPARED TO BUDGET FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

	THIS YEAR FISCAL YTD 30-NOV-24	REVISED BUDGET 2024-2025	FISCAL YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-NOV-23	REVISED BUDGET 2023-2024	FISCAL YTD % OF BUDGET
FUND 202 - MAJOR STREETS						
REVENUES	333,725.28	1,235,556	27.00%	333,730.97	1,045,218	32.00%
INCOMING TRANSFERS	.00	225,000	0.00%	.00	0	0.00%
TOTAL REVENUE & INCOMING TRANSFERS	333,725.28	1,460,556	23.00%	333,730.97	1,045,218	32.00%
EXPENDITURES	196,838.62	1,593,169	12.00%	151,087.40	1,097,335	14.00%
OUTGOING TRANSFERS	.00	150,000	0.00%	.00	150,000	0.00%
TOTAL EXPENDITURES & OUTGOING TRANSFERS	196,838.62	1,743,169	11.00%	151,087.40	1,247,335	12.00%
NET REVENUE OVER EXPENDITURES	136,886.66	(282,613)		182,643.57	(202,117)	
FUND 203 - LOCAL STREETS						
REVENUES	135,380.78	373,772	36.00%	133,470.13	351,008	38.00%
INCOMING TRANSFERS	.00	300,000	0.00%	.00	300,000	0.00%
TOTAL REVENUE & INCOMING TRANSFERS	135,380.78	673,772	20.00%	133,470.13	651,008	21.00%
EXPENDITURES	230,594.25	721,691	32.00%	180,244.02	733,661	25.00%
OUTGOING TRANSFERS						
TOTAL EXPENDITURES & OUTGOING TRANSFERS	230,594.25	721,691	32.00%	180,244.02	733,661	25.00%
NET REVENUE OVER EXPENDITURES	(95,213.47)	(47,919)		(46,773.89)	(82,653)	

CITY OF HASTINGS

SUMMARY REVENUES AND EXPENDITURES COMPARED TO BUDGET FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

	THIS YEAR FISCAL YTD 30-NOV-24	REVISED BUDGET 2024-2025	FISCAL YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-NOV-23	REVISED BUDGET 2023-2024	FISCAL YTD % OF BUDGET
<i>FUND 209 - CEMETERY FUND</i>						
REVENUES	210,580.61	273,779	77.00%	251,757.02	244,780	103.00%
INCOMING TRANSFERS						
TOTAL REVENUE & INCOMING TRANSFERS	210,580.61	273,779	77.00%	251,757.02	244,780	103.00%
EXPENDITURES	161,023.00	312,362	52.00%	74,132.06	279,100	27.00%
OUTGOING TRANSFERS						
TOTAL EXPENDITURES & OUTGOING TRANSFERS	161,023.00	312,362	52.00%	74,132.06	279,100	27.00%
 NET REVENUE OVER EXPENDITURES	 49,557.61	 (38,583)		 177,624.96	 (34,320)	

CITY OF HASTINGS

SUMMARY REVENUES AND EXPENDITURES COMPARED TO BUDGET FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

	THIS YEAR FISCAL YTD 30-NOV-24	REVISED BUDGET 2024-2025	FISCAL YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-NOV-23	REVISED BUDGET 2023-2024	FISCAL YTD % OF BUDGET
<i>FUND 248 - DOWNTOWN DEVELOPMENT AUTHORITY</i>						
REVENUES INCOMING TRANSFERS	766,632.82	807,950	95.00%	2,797,012.91	3,463,990	81.00%
TOTAL REVENUE & INCOMING TRANSFERS	766,632.82	807,950	95.00%	2,797,012.91	3,463,990	81.00%
EXPENDITURES OUTGOING TRANSFERS	702,121.01	883,391	79.00%	500,671.40	3,745,207	13.00%
TOTAL EXPENDITURES & OUTGOING TRANSFERS	702,121.01	883,391	79.00%	500,671.40	3,745,207	13.00%
NET REVENUE OVER EXPENDITURES	64,511.81	(75,441)		2,296,341.51	(281,217)	

<i>FUND 250 - LCL DVLPMT FINANCE AUTHORITY</i>						
REVENUES INCOMING TRANSFERS	.00	0	0.00%	9,606.88	81,500	12.00%
TOTAL REVENUE & INCOMING TRANSFERS	.00	0	0.00%	9,606.88	81,500	12.00%
EXPENDITURES OUTGOING TRANSFERS	.00	0	0.00%	135,694.48	187,800	72.00%
TOTAL EXPENDITURES & OUTGOING TRANSFERS	.00	0	0.00%	135,694.48	187,800	72.00%
NET REVENUE OVER EXPENDITURES	.00	0		(126,087.60)	(106,300)	

CITY OF HASTINGS

SUMMARY REVENUES AND EXPENDITURES COMPARED TO BUDGET FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

	THIS YEAR FISCAL YTD 30-NOV-24	REVISED BUDGET 2024-2025	FISCAL YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-NOV-23	REVISED BUDGET 2023-2024	FISCAL YTD % OF BUDGET
--	--------------------------------------	--------------------------------	------------------------------	--------------------------------------	--------------------------------	------------------------------

FUND 265 - DRUG ENFORCEMENT

REVENUES	25.00	2,500	1.00%	75.00	2,800	3.00%
INCOMING TRANSFERS						
<hr/>						
TOTAL REVENUE & INCOMING TRANSFERS	25.00	2,500	1.00%	75.00	2,800	3.00%
<hr/>						
EXPENDITURES	(480.00)	5,600	(9.00%)	.00	5,600	0.00%
OUTGOING TRANSFERS						
<hr/>						
TOTAL EXPENDITURES & OUTGOING TRANSFERS	(480.00)	5,600	(9.00%)	.00	5,600	0.00%
<hr/>						
NET REVENUE OVER EXPENDITURES	505.00	(3,100)		75.00	(2,800)	

FUND 266 - POLICE TRAINING

REVENUES	34.09	3,400	1.00%	101.39	2,950	3.00%
INCOMING TRANSFERS						
<hr/>						
TOTAL REVENUE & INCOMING TRANSFERS	34.09	3,400	1.00%	101.39	2,950	3.00%
<hr/>						
EXPENDITURES	1,537.11	4,900	31.00%	664.86	4,600	14.00%
OUTGOING TRANSFERS						
<hr/>						
TOTAL EXPENDITURES & OUTGOING TRANSFERS	1,537.11	4,900	31.00%	664.86	4,600	14.00%
<hr/>						
NET REVENUE OVER EXPENDITURES	(1,503.02)	(1,500)		(563.47)	(1,650)	

CITY OF HASTINGS

SUMMARY REVENUES AND EXPENDITURES COMPARED TO BUDGET FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

	THIS YEAR FISCAL YTD 30-NOV-24	REVISED BUDGET 2024-2025	FISCAL YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-NOV-23	REVISED BUDGET 2023-2024	FISCAL YTD % OF BUDGET
--	--------------------------------------	--------------------------------	------------------------------	--------------------------------------	--------------------------------	------------------------------

FUND 271 - LIBRARY FUND

OPERATIONS

OPERATING REVENUES	46,199.95	673,516	7.00%	241,279.82	1,373,449	18.00%
OPERATING INCOMING TRANSFERS						
TOTAL OPERATING REV & IN TRNSFRS	46,199.95	673,516	7.00%	241,279.82	1,373,449	18.00%
OPERATING EXPENDITURES	271,887.37	656,799	41.00%	521,763.11	1,708,154	31.00%
OPERATING OUTGOING TRANSFERS						
TOTAL OPERATING EXP & OUT TRNSFRS	271,887.37	656,799	41.00%	521,763.11	1,708,154	31.00%
NET OPERATING REV OVER EXP	(225,687.42)	16,717		(280,483.29)	(334,705)	

CAPITAL IMPROVEMENTS

CAP IMPRVMT EXPENDITURES	.00	0	0.00%	.00	0	0.00%
CAP IMPRVMT OUTGOING TRANSFERS						
TOTAL CAP IMPRVMT EXP & OUT TRNSFRS	.00	0	0.00%	.00	0	0.00%
NET CAP IMPRVMT REV OVER EXP	.00	0		.00	0	

CITY OF HASTINGS

SUMMARY REVENUES AND EXPENDITURES COMPARED TO BUDGET FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

	THIS YEAR FISCAL YTD 30-NOV-24	REVISED BUDGET 2024-2025	FISCAL YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-NOV-23	REVISED BUDGET 2023-2024	FISCAL YTD % OF BUDGET
<i>FUND 592 - WATER & SEWER FUND</i>						
REVENUES	2,098,148.83	4,900,690	43.00%	2,088,450.06	4,347,620	48.00%
INCOMING TRANSFERS						
TOTAL REVENUE & INCOMING TRANSFERS	2,098,148.83	4,900,690	43.00%	2,088,450.06	4,347,620	48.00%
EXPENDITURES	1,332,857.02	4,632,941	29.00%	1,362,553.01	4,106,072	33.00%
OUTGOING TRANSFERS	.00	0	0.00%	.00	0	0.00%
TOTAL EXPENDITURES & OUTGOING TRANSFERS	1,332,857.02	4,632,941	29.00%	1,362,553.01	4,106,072	33.00%
NET REVENUE OVER EXPENDITURES	765,291.81	267,749		725,897.05	241,548	

CITY OF HASTINGS

SUMMARY REVENUES AND EXPENDITURES COMPARED TO BUDGET FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

	THIS YEAR FISCAL YTD 30-NOV-24	REVISED BUDGET 2024-2025	FISCAL YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-NOV-23	REVISED BUDGET 2023-2024	FISCAL YTD % OF BUDGET
FUND 661 - EQUIPMENT REVOLVING FUND						
REVENUES INCOMING TRANSFERS	344,736.26	908,000	38.00%	277,080.34	939,500	29.00%
TOTAL REVENUE & INCOMING TRANSFERS	344,736.26	908,000	38.00%	277,080.34	939,500	29.00%
EXPENDITURES OUTGOING TRANSFERS	203,576.09	626,963	32.00%	166,973.45	510,592	33.00%
TOTAL EXPENDITURES & OUTGOING TRANSFERS	203,576.09	626,963	32.00%	166,973.45	510,592	33.00%
NET REVENUE OVER EXPENDITURES	141,160.17	281,037		110,106.89	428,908	

FUND 642 - ADMINISTRATIVE SERVICES FUND

REVENUES INCOMING TRANSFERS	.00	0	0.00%	.00	0	0.00%
TOTAL REVENUE & INCOMING TRANSFERS	.00	0	0.00%	.00	0	0.00%
EXPENDITURES OUTGOING TRANSFERS	.00	0	0.00%	.00	0	0.00%
TOTAL EXPENDITURES & OUTGOING TRANSFERS	.00	0	0.00%	.00	0	0.00%
NET REVENUE OVER EXPENDITURES	.00	0		.00	0	



Hastings City Council Memorandum

Date: December 12, 2024
To: Honorable Mayor Tossava & Members of the Hastings City Council
From: Dan King, Community Development Director
Subject: December Community Development Department Report

A summary of the current activities in the Community Development Department includes:

Jingle and Mingle 2024

The annual Jingle and Mingle holiday event was a rousing success. All events were well attended, and the annual Christmas parade was one of the best in years. There were even visits by special dignitaries!



Neighborhood Enhancement Grant Round 9

Staff is in the process of closing out the grant and has submitted reimbursement to the Michigan State Housing Development Authority (MSHDA) in the total amount of \$55,074.00. As mentioned previously, MSHDA has discontinued the NEP program and will be transitioning to the MI Neighborhood Program. MSHDA will be conducting training and webinars regarding the MI Neighborhood Program that staff will be participating in.

DDA Façade Grant Program

Two recently completed façade grant projects include both 144 and 148 E. State Street. As a reminder, the grant program is administered by the Downtown Development Authority. The grant provides funding for exterior façade improvements to buildings in the DDA district. The grant is structured as a 50/50 match with the property owner with a maximum grant amount of \$10,000.00. Architectural renderings of façade projects more than \$2,500.00 are required with the cost of the rendering up to \$1,000.00 covered by additional grant funding.



New Year's Eve Celebration

Do not forget to mark your calendars for the annual New Year's Eve Celebration in downtown Hastings on Tuesday December 31st. The festivities include the ball drop at midnight.



Upcoming Events

New Year's Eve Ball Drop December 31st

If you have any questions, concerns, or ideas please feel free to contact Sandy, Steve, or me at sponsetto@hastingsmi.gov shoke@hastingsmi.gov dking@hastingsmi.gov





Regular Council Agenda Item Memorandum

To: City Council
From: Assessing Department
Subject: Assessing Report
Meeting Date: December 2024

Background Information:

Over the last month we have been busy. Here are several highlights of what we have been working on.

- December Board of Review will be held on December 12th at 10:00 AM
- Disabled Veteran's Exemption applications have been compiled and will be mailed after the first of the year starting 2026 veterans will no longer be required to file yearly
- We have conducted the personal property canvass and mailed statements last week
- All open building permits are being visited throughout December in preparation for Tax Day on December 31. So far for 2025 we are at 106 permits as of 12/10/2024
- Marie has been in the Assessing Office for 6 months now part-time
She is doing a wonderful job

If you have any questions, please feel free to contact us.

Respectfully submitted,

Debbie Rashid

CAPITAL IMPROVEMENT PLAN

BUDGET FY 2026

DECEMBER 10

CIP forms and instructions available to department heads.

JANUARY 27

Council holds workshop to discuss goals, future and past practices, and policy issues to be considered in the budget preparation process

FEBRUARY 17

CIP Forms and documents submitted to city manager.

FEBRUARY 14

Department heads submit preliminary budget requests to city manager.

FEBRUARY 18-21

City manager meets with Department heads regarding CIP, if necessary.

MARCH 3

CIP Presented to Planning Commission.

MARCH 10

CIP reviewed by City Council.

MARCH 21

Final itemized estimates from Department Heads sent to city manager.

MARCH 24-28

City manager and finance director meet with department heads to discuss their requests and consider changes as necessary.

APRIL 14

City manager submits budget proposals to city council. Copies provided for public review.

APRIL 28

City council holds public workshop to discuss the proposed budget. (Schedule on April 14th meeting).

MAY 12

Budget hearing, Truth in Taxation hearing, and Budget Adoption by the city council.

JUNE 13

Work plans due to city manager.

JULY 1

Budget goes into effect.



2025 Observed City Holidays

<u>Holiday</u>	<u>Date</u>
Good Friday	Friday, April 18, 2025
Memorial Day	Monday, May 26, 2025
Fourth of July	Friday, July 4, 2025
Labor Day	Monday, September 1, 2025
Veteran's Day	Tuesday, November 11, 2025
Thanksgiving Day	Thursday, November 27, 2025
Day after Thanksgiving	Friday, November 28, 2023
Christmas Eve	Wednesday, December 24, 2025
Christmas Day	Thursday, December 25, 2025
New Year's Eve	Wednesday, December 31, 2025
New Year's Day	Thursday, January 1, 2026

2025 Payroll Calendar

	Pay Period	Check Date
0	12/15 – 12/28/24	Jan 3, 2025
1	12/29/24 – 1/11	Jan 17, 2025
2	1/12 – 1/25	Jan 31, 2025
3	1/26 – 2/8	Feb 14, 2025
4	2/9 – 2/22	Feb 28, 2025
5	2/23 – 3/8	March 14, 2025
6	3/9 – 3/22	March 28, 2025
7	3/23 – 4/5	April 11, 2025
8	4/6 – 4/19	April 25, 2025
9	4/20 – 5/3	May 9, 2025
10	5/4 – 5/17	May 23, 2025
11	5/18 – 5/31	June 6, 2025
12	6/1 – 6/14	June 20, 2025
13	6/15 – 6/28	July 3, 2025*
14	6/29 – 7/12	July 18, 2025
15	7/13 – 7/26	Aug 1, 2025
16	7/27 – 8/9	Aug 15, 2025
17	8/10 – 8/23	Aug 29, 2025
18	8/24 – 9/6	Sep 12, 2025
19	9/7 – 9/20	Sep 26, 2025
20	9/21 – 10/4	Oct 10, 2025
21	10/5 – 10/18	Oct 24, 2025
22	10/19 – 11/1	Nov 7, 2025
23	11/2 – 11/15	Nov 21, 2025
24	11/16 – 11/29	Dec 5, 2025
25	11/30 – 12/13	Dec 19, 2025
26	12/14 – 12/27	Jan 2, 2026

*change due to holiday

Council/Planning Commission pay date

2025 – Hasting City/Barry County Airport Commission

13.D

Meeting Schedule

January 22, 2025	4:30 pm
February 26, 2025	4:30 pm
March 26, 2025	4:30 pm
April 23, 2025	4:30 pm
May 28, 2025	4:30 pm
June 25, 2025	4:30 pm
July 23, 2025	4:30 pm
August 27, 2025	4:30 pm
September 24, 2025	4:30 pm
October 22, 2025	4:30 pm
November 26, 2025	4:30 pm
December 24, 2025	No meeting

Unless otherwise posted in accordance with the Open Meetings Act, Hastings City / Barry County Airport Commission meetings are held at the Hastings City / Barry County Airport Terminal building, 2505 Murphy Drive, Hastings, MI 49058. Questions regarding the meeting may be addressed to the Hastings City / Barry County Airport Commission c/o: Eric Zuzga, Barry County Administrator, Barry County Courthouse, 220 W. State St., Hastings, MI 49058; (269) 945-1284; ezuzga@barrycounty.org.

Meetings of the Hastings City / Barry County Airport Commission are open to all without regard to race, sex, color, age, national origin, religion, height, weight, marital status, political affiliation, sexual orientation, gender identity or disability. The Hastings City / Barry County Airport Commission will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting/hearing, to individuals with disabilities at the meeting/hearing upon four (4) business days notice to the Hastings City / Barry County Airport Commission. Individuals with disabilities requiring auxiliary aids or services should contact the Hastings City / Barry County Airport Commission by writing or calling: Eric Zuzga, Barry County Administrator, Barry County Courthouse, 220 W. State St., Hastings, MI 49058; 269-945-1284; ezuzga@barrycounty.org.

Approved by Commission ??