

City of Hastings
Downtown Development Authority
Meeting Minutes
January 18, 2024

1. Meeting Call to Order and Roll Call—

The meeting was called to order at 8:02 a.m. by Woods.

Roll Call –

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

Absent: Albrecht, Wiswell

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

Others Present: Jackie Elliott

2. Pledge to the Flag

3. Approval/Additions/Deletions to Agenda –

Woods added Discussion of Billboards as Item C. under Old Business

Motion by Hatfield, seconded by Ulberg, to approve the agenda as amended.

All ayes, motion carried.

4. Approval of Minutes –

Motion by Tossava, seconded by Baker, to approve the minutes of the November 16, 2023, DDA meeting as presented.

All ayes, motion carried.

5. Financial Statements & Budget for Review –

King said the DDA budget has been updated through December 31, 2023.

6. Façade and BEIG Update-

King said the BEIG and Façade Grant spreadsheets have been updated through December 31, 2024.

7. Open Public Comment and Discussion – None

8. Old Business-

A. Streetscape Update-

King gave the DDA a brief update on the streetscape project, which will resume in the spring.

B. Streetscape Flower Bid Update-

King said Cotant's Greenhouse is still working on their bid and he will reach out to them soon.

C. Billboard Discussion-

King answered DDA members questions about the timing and current placement of the billboards.

9. New Business

A. Annual Election of Officers—

Motion by Tossava, seconded by Baker, to approve the re-election of the board's current officers: Woods, chair; Hatfield, vice-chair; Button, secretary.

All ayes, motion carried.

B. Façade Grant Reimbursement for Norm and Carole Barlow 109/111 W. State Street—

King said the rear façade work for 109/111 W. State Street has been completed, approved by staff, and the reimbursement is complete.

C. Façade Grant Requests from Jackie Elliott for 325 and 329 N. Broadway—

Motion by Tossava, seconded by Baker, to approve the façade grant application for 325 N. Broadway, totaling \$6,170.

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

Nays:

Absent: Albrecht, Wiswell

All ayes, motion carried.

Motion by Button, seconded by Baker, to approve the façade grant application for 329 N. Broadway, totaling \$3910,00.

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

Nays:

Absent: Albrecht, Wiswell

All ayes, motion carried.

10. DDA Member Comment –

Woods brought up discussion of the City allowing a student from the Hastings High School Youth in Government program join the DDA or City Council as a non-voting member.

Button expressed her gratitude and appreciation for the way City DPS crews cleared the downtown business district after the recent winter storm.

Baker said that a record number of children participated in cookies with Santa this year despite the rain.

King said that CopperRock is moving forward with its plans to develop the lot across the river from the Thornapple Plaza and they are hoping to begin work on the 134-unit project in the spring or early summer.

Hatfield asked staff about the empty storefronts in the downtown business district. King gave a brief update on new businesses that are expected to be opening soon.

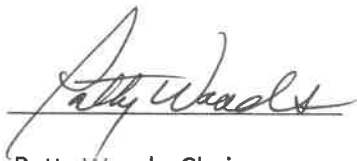
11. Open Public Comment and Discussion – None

12. Adjournment

Motion by Tossava, seconded by Baker, to adjourn.

All ayes, motion carried.

The meeting was adjourned at 8:47 a.m.



Patty Woods, Chair



Deb Button, Secretary

City of Hastings
Downtown Development Authority
Meeting Minutes
February 15, 2024

1. Meeting Call to Order and Roll Call—

The meeting was called to order at 8:04 a.m. by Hatfield.

Roll Call –

Present: Albrecht, Baker, Button, Hatfield, Tossava

Absent: Peterson, Ulberg, Wiswell. Woods

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

Others Present: Megan Lavell, Thornapple Arts Council

2. Pledge to the Flag

3. Approval/Additions/Deletions to Agenda –

Motion by Tossava, second, by Button, to approve the agenda as presented.

All ayes, motion carried.

4. Approval of Minutes -

Motion by Button, second by Tossava, to approve the minutes of the January 18, 2024, DDA meeting.

All ayes, motion carried.

5. Financial Statements & Budget for Review –

King said the budget data has been updated through January 31, 2024.

6. Façade and BEIG Update-

King said the façade grant spreadsheet has been updated through January 31, 2024. The BEIG spreadsheet is updated quarterly with the next update scheduled for the April meeting.

7. Open Public Comment and Discussion – None

8. Old Business-

A. Streetscape Flower Bid Update—

King said he had spoken with Bob Cotant, who said they plan on doing the work and have already ordered the material for the base of the hanging baskets.

9. New Business

A. Thornapple Arts Council Request—

Motion by Tossava, second by Button to approve the expenditure of \$5,925, for support of the Thornapple Arts Council in the 2024/2025 fiscal year.

Ayes: Albrecht, Baker, Button, Tossava

Nays: Hatfield

Absent: Peterson, Ulberg, Wiswell, Woods

Motion carried 4 to 1.

B. Sculpture Selection Timetable—

Hoke gave DDA members a brief synopsis of the timeline of the sculpture selection process for the 2024/2025 downtown sculpture exhibit.

C. Fair Booth Expenditure—

It was the consensus of the board to expend the \$147.00, which is one-third of the rental fee for a booth at the 2024 Barry County Fair. The fee and booth will be shared with Thornapple Township and the Village of Middleville.

10. DDA Member Comment –

Tossava said that he would like staff to contact Michigan Trails Magazine to ensure that the City receives several boxes of the magazine for local distribution in 2024.

Button said she would like the artwork on the City's upcoming billboard to be changed.

Albrecht said that some of the downtown merchants were holding a retirement party for their longtime UPS driver.

11. Open Public Comment and Discussion – None

12. Adjournment

Motion by Baker, second by Tossava, to adjourn.

All ayes, motion carried

The meeting adjourned at 8:38 a.m.

Handwritten signature of Deb Hatfield in cursive script, underlined.

Deb Hatfield, Acting Chair

Handwritten signature of Deb Button in cursive script, underlined.

Deb Button, Secretary

Prepared by: Sandra Ponsetto, City of Hastings

City of Hastings
Downtown Development Authority
Meeting Minutes
March 21, 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: Baker, Button, Hatfield, Peterson, Tossava, Wiswell, Woods

Absent: Albrecht, Ulberg,

City Staff and Appointees: Hoke, King, Resseguie

Others Present: None

2. Pledge to the Flag

3. Approval/Additions/Deletions to Agenda –

Button requests billboards be placed on the agenda as item 9A. Motion by Tossava, second, by Hatfield, to approve the agenda as amended.

All ayes, motion carried.

4. Approval of Minutes -

Motion by Hatfield, second by Tossava, to approve the minutes of the February 15, 2024, DDA meeting.

All ayes, motion carried.

5. Financial Statements & Budget for Review –

King said the budget data has been updated through February 29, 2024. The board discussed the 2024/2025 Fiscal Year budget. The board acknowledged that the reconstruction of Parking Lot 8 will occur in the 2024/2025 budget year.

6. Façade and BEIG Update-

King said the façade grant spreadsheet has been updated through February 29, 2024. The BEIG spreadsheet is updated quarterly with the next update scheduled for the April meeting.

7. Open Public Comment and Discussion – None

8. Old Business-

A. Streetscape Flower Quote—

Motion by Hatfield, second by Button to approve the streetscape flower quote from Cotant’s Farm Market in the amount of \$14,020.00.

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

Nays: None

Motion carried 7 to 0

9. New Business

A. Billboard Discussion—

Board discussed the billboard contract with Outfront Media. Board asked King when the next static board is scheduled. King said approximately May 11th. Board requested a review of the geofencing results during the April meeting.

B. Barry County Chamber of Commerce and EDA request—

King stated that the Barry County Chamber of Commerce and EDA will be hosting a Small Business Bootcamp series for four consecutive months starting in May. The Chamber and EDA have requested funding in the amount of \$250 for each segment or \$1,000 total.

Motion by Tossava, second by Wisell to approve the \$1,000 request.

Ayes: Baker, Tossava

Nays: Button, Hatfield, Peterson, Wiswell, Woods

Motion failed 5 to 2

Motion by Button, second by Hatfield to approve paying for the first segment in the amount of \$250

Ayes: Baker, Button, Hatfield, Peterson, Wiswell, Woods

Nays: Tossava

Motion carried 6 to 1

C. Nathan Winick Façade Grant Request for 150 E. State Street—

Nathan Winick has submitted a façade grant application in the amount of \$6,433.00 for the replacement of two exterior doors at 150 E. State Street.

Motion by Hatfield, second by Button to approve the façade grant request in the amount of \$6,433.00.

Ayes: Baker, Button, Hatfield, Peterson, Tossava, Woods.

Nays: None

Abstain: Wiswell

Motion carried 6 to 0 with 1 abstention.

10. DDA Member Comment – None

11. Open Public Comment and Discussion – None

12. Adjournment


Motion by Tossava, second by Button, to adjourn.

All ayes, motion carried

The meeting adjourned at 9:20 a.m.



Patty Woods, Chair



Deb Button, Secretary

Prepared by: Dan King, City of Hastings

City of Hastings
Downtown Development Authority
Meeting Minutes
April 18, 2024

1. Meeting Call to Order and Roll Call—

The meeting was called to order at 8:05 a.m. by Woods.

Roll Call –

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

Absent: Ulberg, Wiswell

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

Others Present:

2. Pledge to the Flag

3. Approval/Additions/Deletions to Agenda –

Motion by Hatfield, second by Baker, to approve the agenda as presented.

All ayes, motion carried.

4. Approval of Minutes –

Motion by Hatfield, second by Baker, to approve the minutes of the March 15, 2024, DDA meeting as presented.

All ayes, motion carried.

5. Financial Statements & Budget for Review –

King presented the financial statement and DDA budget for review and answered questions from the DDA regarding the financial statement and budget formats.

6. Façade and BEIG Update-

King presented a summary of façade grant and BEIG Loan activities.

7. Open Public Comment and Discussion – None

8. Old Business-

A. Outfront geofencing information

King answered questions from DDA Board members about the City's contract with Outfront Media geofencing and billboard designs. The DDA board requested that a sales representative from Outfront Media attend the May 16, 2024, DDA Meeting.

9. New Business-- None

10. DDA Member Comment –

Board members briefly discussed the streetscape and Barry-Roubaix. King discussed the CopperRock project at the former Royal Coach site.

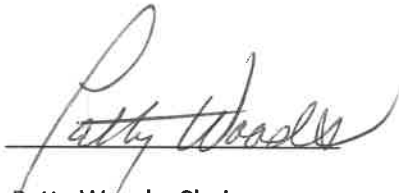
11. Open Public Comment and Discussion – None

12. Adjournment

Motion by Tossava, second by Hatfield, to adjourn.

All ayes, motion carried.

Meeting adjourned at 9:21 a.m.



Patty Woods, Chair



Deb Button, Secretary

Prepared by: Sandra Ponsetto, City of Hastings

City of Hastings
Downtown Development Authority

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

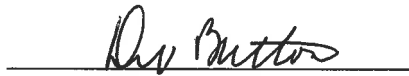
Motion by Tossava, second by Hatfield, to adjourn.

All ayes, motion carried

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



Patty Woods, Chair



Deb Button, Secretary

City of Hastings
Downtown Development Authority
Meeting Minutes
June 20, 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: Baker, Button, Hatfield, Peterson, Tossava, Wiswell, Woods

Absent: Albrecht, Ulberg

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

Others Present: Nichole Lyke (BCCEDA), Steve Arnest (Outfront Media)

2. Pledge to the Flag

3. Approval/Additions/Deletions to Agenda –

Wood suggested that Item 9A. be moved forward on the agenda, so Lyke could leave to attend another meeting

Motion by Wiswell, second, by Hatfield, to approve the agenda as modified

All ayes, motion carried

4. Approval of Minutes –

Motion by Wiswell, second by Tossava, to approve the minutes of the May 16, 2024, DDA meeting as presented.

All ayes, motion carried

5. Financial Statements & Budget for Review –

King said the budget information included in the DDA packet was updated through May 31, 2024. He also said that work would begin on Parking Lot 8 as soon as the streetscape project was completed in July.

6. Façade and BEIG Update-

King said the façade grant spreadsheet has been updated through May 31, 2024. As requested at the May 16th meeting, staff has prepared a spreadsheet reflecting yearly façade grant expenditures dating to June 30, 2015. He said the spreadsheet indicates the aggregate amount of the façade grant committed funds that underspent since 2015. And, as with all line-item budget categories, budgeted dollars not spent during the fiscal year budgeted are added to the fund balance.

7. Open Public Comment and Discussion – None

9. New Business

A. Barry County Chamber of Commerce and EDA Request of \$250.00 for Small Business Bootcamp Workshop Segment 3 Sponsorship-

Motion by Tossava, second by Hatfield, to approve the expenditure of \$250.00 to sponsor Segment 3 of the Small Business Bootcamp Workshop.

Ayes: Baker, Button, Hatfield, Peterson, Tossava, Woods

Nays: Wiswell

Absent: Albrecht, Ulberg

6 in favor, 1 against, motion carried

8. Old Business-

A. Billboard Marketing Presentation by Steve Arnest from Outfront Media-

Arnest answered questions from the DDA board about the DDA's current contract and a potential contract for 2024-2025.

Motion by Wiswell, second by Hatfield, to approve the expenditure of \$24,050.00 for static and digital billboard and mobile advertising for the 2024- 2025 fiscal year.

Ayes: Beker, Button, Hatfield, Peterson, Wiswell, Woods

Nays: Tossava

Absent: Albrecht, Ulberg

6 in favor, 1 against, motion carried

B. Streetscape Update-

King gave an update and answered questions about the streetscape project.

C. Street Banner Discussion-

The board discussed the City's current street banner policy and the possibility of making changes to that policy.

Button left the meeting at 9:17 a.m.

Hatfield left the meeting at 9:21 a.m.

9. New Business-

B. Consider conducting PA 57 of 2018 Informational Meeting at the July 18, 2024, DDA Meeting.

It was the consensus of the board to conduct PA 57 of 2018 Informational Meeting during the July 18, 2024 meeting

10. DDA Member Comment – None

11. Open Public Comment and Discussion – None

12. Adjournment


Motion by Tossava, second by Baker, to adjourn.

All ayes, motion carried.

Meeting adjourned at 9:25 a.m.



Patty Woods, Chair



Deb Button, Secretary

City of Hastings
Downtown Development Authority
Meeting Minutes
August 15, 2024

1. Meeting Call to Order and Roll Call—

The meeting was called to order at 8:00 a.m. by Woods

Roll Call –

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

Absent: Wiswell

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

Others Present: Brian Reynolds

2. Pledge to the Flag

3. Approval/Additions/Deletions to Agenda –

Woods added request from the Downtown Business Team for financial support in the amount of \$1,800.00 under New Business line-item E.

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

All ayes, motion carried.

4. Approval of Minutes

Motion by Hatfield, second by Buton, to approve the minutes of the July 18, 2024, DDA meeting as presented.

All ayes, motion carried.

5. Financial Statements & Budget for Review –

King said the financial information provided in the packet has been updated through July 31, 2024.

6. Façade and BEIG Update-

King said the façade grant information in the packet is updated through July 31, 2024.

7. Open Public Comment and Discussion -

Brian Reynolds gave a recap of the three street dances that were held this summer. Brian reported that the street dances were a success, and the intention is to hold street dances in 2025 from May through August. He said work will begin soon for the planning of 2025 events.

8. Old Business-

A. Streetscape Update-

King gave an update on the streetscape project. King reported that besides project related punch list items, the seal coating of the State/Michigan intersection is the final task that requires completion. The board also discussed holding a ribbon cutting of the streetscape on August 27th starting at 9:30 am at the intersection of State and Jefferson. Boulter stated the Police Department will assist.

9. New Business

A. Downtown Parking Discussion

Chief Boulter was present to inform the board that nothing has changed regarding parking enforcement in the core downtown. The Supreme Court has ruled that chalking of tires is illegal. Without expensive equipment, parking violations pertaining to time is difficult to enforce. Self-enforcement of parking by downtown merchants appears to be the most logical and cost-effective means of enforcing parking in the core downtown. Chief Boulter also discussed one-way parking on Jefferson and Church Streets. He stated that prior to any decision, a parking study should be completed to analyze the effects of converting those two streets to one-way parking.

Button and Hatfield exited the meeting at 9:15 AM

B. Jingle and Mingle Funding Request

The organizers of the Jingle and Mingle event have requested \$4,000.00 in financial support.

Motion by Tossava, second by Peterson to approve the \$4,000.00 sponsorship support for the request.

Ayes: Albrecht, Baker, Peterson, Tossava, Ulberg, Woods

Nays: None

Absent: Button, Hatfield, Wiswell

Motion carried 6 – 0

C. Christmas Decoration Budget

Woods reports the Marketing Committee has been working on decoration selection and pricing. Since no specific budgeted line item has been created for this expenditure Woods entertained a motion to establish a budget.

Motion by Tossava, second by Peterson to establish a line-item budget of \$50,000.00 for Christmas decorations.

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

Nays: None

Absent: Button, Hatfield, Wiswell

Motion carried 6 – 0

D. Façade Grant Reimbursement for Nathan Winick at 150 E. State Street

King reported the façade work has been completed and the grant has been reimbursed.

E. Downtown Business Team Request for Website Design Update Support

The Downtown Business Team has requested financial support in the amount of \$1,800.00 for the purposes of updating their website.

Motion by Tossava, second by Peterson to approve the expenditure in the amount of \$1,800.00.

Ayes: Albrecht, Baker, Peterson, Tossava, Ulberg, Woods

Nays: None

Absent: Button, Hatfield, Wiswell

Motion carried 6 - 0

10. DDA Member Comment –

Albrecht inquired if the windows on the east side of the Razor's Edge building were approved to be reduced in area.

11. Open Public Comment and Discussion – None

12. Adjournment

Motion by Peterson, second by Tossava, to adjourn

All ayes, motion carried

Meeting adjourned at 9:52 a.m.



Patty Woods, Chair



Deb Button, Secretary

Prepared by: Dan King, City of Hastings

City of Hastings
Downtown Development Authority
Meeting Minutes
September 19, 2024

1. Meeting Call to Order and Roll Call—

The meeting was called to order at 8:00 a.m. by Hatfield

Roll Call –

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

Absent: Peterson and Woods

City Staff and Appointees: King, Resseguie

Others Present: None

2. Pledge to the Flag

3. Approval/Additions/Deletions to Agenda –

Motion by Wiswell, second by Button, to approve the agenda.

All ayes, motion carried.

4. Approval of Minutes

Motion by Tossava, second by Baker, to approve the minutes of the August 15, 2024, DDA meeting as presented.

All ayes, motion carried.

5. Financial Statements & Budget for Review –

King said the financial information provided in the packet has been updated through August 2024.

6. Façade and BEIG Update-

King said the façade grant information in the packet is updated through August 31, 2024.

7. Open Public Comment and Discussion - None

8. Old Business-

A. Holiday Decoration Update-

Baker stated the holiday decorations have arrived and brought one of the snowflake light pole decorations to display. King stated the street banners will be ordered upon confirmation of the number of banners to order.

9. New Business

A. Façade Grant Request from the Trumble Agency for property located at 128 S. Jefferson St.

Trumble Agency submitted a façade grant application in the amount of \$10,000.00 and an additional \$1,000.00 for an architectural rendering.

Motion by Tossava, second by Baker to approve the grant request in the amount of \$10,000.00 for façade and \$1,000.00 for an architectural rendering.

Ayes: Albrecht, Baker, Button, Hatfield, Tossava, Ulberg

Nays: None

Abstain: Wiswell

Absent Peterson and Woods

Motion carried 6-0 with one abstention

B. Façade Grant Reimbursement for Deb Button at 122 W. State St.

King state the façade grant for Deb Button at 122 W. State St., was reimbursed. Tossava inquired as to whether the DDA should receive multiple bids for façade grant activities. King stated the grant reimbursement was less than approved due to the scope of work completed being of a smaller scope than projected.

C. Harder & Warner Expenditure Discussion for 2 x 6 Planter Boxes

Board discussed receiving a second quote for the 2' x 6' planter boxes and (58) 3' diameter pots pertaining to holiday greenery. Albrecht stated that Dan from Hunt and Gather would be willing to supply a quote for the project.

10. DDA Member Comment – None

11. Open Public Comment and Discussion – None

12. Adjournment

Motion by Tossava, second by Baker, to adjourn

All ayes, motion carried

Meeting adjourned at 9:02 a.m.



Deb Hatfield, Vice- Chair



Deb Button, Secretary

Prepared by: Dan King, City of Hastings

City of Hastings
Downtown Development Authority
Meeting Minutes
October 17, 2024

1. Meeting Call to Order and Roll Call—

The meeting was called to order at 8:02 a.m. by Woods.

Roll Call –

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

Absent: Ulberg, Wiswell

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

Others Present: None

2. Pledge to the Flag

3. Approval/Additions/Deletions to Agenda –

Woods added Discussion of house located at 109 E. Apple Street as Item D. under New Business.

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

All ayes, motion carried.

4. Approval of Minutes -

Motion by Hatfield, second by Tossava, to approve the minutes as presented.

All ayes, motion carried.

5. Financial Statements & Budget for Review –

King said the budget data has been updated through September 30, 2024.

6. Façade and BEIG Update-

King said the Façade and BEIG spreadsheets had been updated through September 30, 2024. He said Barlow Florist has paid off the first of its BEIG loans and gave a brief update of other loans.

The board discussed the restoration of the former site of Vinnie's Woodfired Pizza.

7. Open Public Comment and Discussion – None

8. Old Business-

A. Review Holiday Planting Proposals from Harder & Warner and Hunt + Gather

Motion by Hatfield, second by Baker, to approve the expenditure of \$8,530.00 for the materials, installation, and spring removal of downtown holiday planters for the 2024 holiday season.

Ayes: Albrecht, Baker, Button, Hatfield, Peterson, Woods

Nays: Tossava

Absent: Ulberg, Wiswell

Motion carried by a 6 – 1 vote.

9. New Business

A. Review for Approval Interlocal Agreement with the Brownfield Redevelopment Authority for Development Project at 328 E Mill and 420 E. Mill Street

Motion by Hatfield, second by Baker, to approve the agreement and authorize Woods to sign it.

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

Nays:

Absent: Ulberg, Wiswell

All ayes, motion carried.

B. Review Parking Lot 8 Sign Proposals from Postema Signs and Valley City Signs

Motion by Hatfield, second by Button, to authorize payment of \$7,074.00 to Valley City Signs for a sign for Parking Lot 8.

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

Nays:

Absent: Ulberg, Wiswell

All ayes, motion carried.

C. Consider Scheduling Second PA 57 of 2018 Informational Meeting for Thursday, November 21, 2024

It was the consensus of the board to set 8 a.m. Thursday, Nov. 21, 2024, as the date of the second informational meeting of 2024.

D. Discuss house located at 109 E. Apple Street

The board discussed what could be done about the house, which has become a blight. No action was taken.

10. DDA Member Comment – None

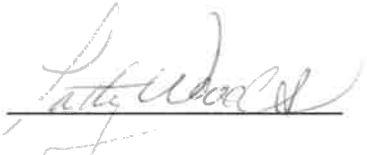
11. Open Public Comment and Discussion – None

12. Adjournment


Motion by Tossava, second by Hatfield, to adjourn.

All ayes, motion carried

Meeting adjourned at 9:00 a.m.



Patty Woods, Chair



Deb Button, Secretary

Prepared by: Sandra Ponsetto, City of Hastings

City of Hastings
Downtown Development Authority
Special Meeting Minutes

October 29, 2024

1. Meeting Call to Order and Roll Call—

The meeting was called to order at 8:57 a.m. by Woods

Roll Call –

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

Absent: Button, Hatfield

City Staff and Appointees: King, Ponsetto, Resseguie

Others Present:

2. Pledge to the Flag

3. Approval/Additions/Deletions to Agenda –

Motion by Wiswell, second by Baker to approve the agenda as presented.

All ayes, motion carried.

7. Open Public Comment and Discussion – None

8. Old Business- None

9. New Business

A. Façade Grant Application for Ortwein International, located at 135 E. State St.

Motion by Wiswell, second by Tossava, to approve the façade grant application for a total of \$4,252.50 from Ortwein International, and waive the \$100 application fee.

Ayes: Baker, Peterson, Tossava, Ulberg, Wiswell, Woods

Nays: Albrecht

Absent: Button, Hatfield

Abstain: Wiswell

Motion carried 5 – 1.

10. DDA Member Comment –

Baker asked if a hanging sign, installed by a new business, was allowed in the downtown business district.

King said he believed it is compliant with code, but he would investigate it.

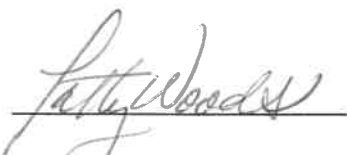
11. Open Public Comment and Discussion – None

12. Adjournment

Motion by Wiswell, second by Ulberg, to adjourn

All ayes, motion carried

Meeting adjourned at 9:10 a.m.



Patty Woods, Chair



Sandy Ponsetto, Acting Recording Secretary

City of Hastings
Downtown Development Authority
Meeting Minutes
Nov. 21, 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, Ava Patterson (Student Member)

Absent:

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

Others Present: Carl Schoessel

Woods introduced the DDA's new student member, Ava Patterson.

2. Pledge to the Flag

3. Approval/Additions/Deletions to Agenda –

Woods added a request of \$2,000.00 in support for the Hastings New Year's Eve Ball Drop from organizer Carl Schoessel as item D. under New Business; a façade grant application in the amount of \$5,266.00 for 228 N. Jefferson Street, as item E. under New Business, and a façade grant request in the amount of \$5,560, for 502 W. State as item F., under New Business.

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

All ayes, motion carried.

4. Approval of Minutes –

Motion by Tossava, second by Baker, to approve the minutes of the October 17, 2024, regular meeting and October 29, 2024, special meeting, as presented.

All ayes, motion carried.

5. Financial Statements & Budget for Review –

King said the financial statement and budget review had been updated through October 31, 2024, and Local Community Stabilization Authority funds have been received.

6. Façade and BEIG Update-

King said the façade grant spreadsheet has been updated through October 31, 2024; and gave a brief update on the status of current façade grants.

7. Open Public Comment and Discussion – None

8. Old Business- None

9. New Business

A. Conduct Second PA 57 of 2018 Informational Meeting-

King said the informational meeting had been duly noticed and held and gave a brief explanation of why the biannual meeting is required.

B. Consider Cancelling the Dec. 19, 2024, Meeting—

Motion by Wiswell, second by Baker, to cancel the December 19, 2024, meeting of the DDA unless there is pressing business.

All ayes, motion carried.

C. Establish the Meeting Schedule for 2025—

Motion by Hatfield, second by Baker, to set 8 a.m. on the third Thursday of each month as the regular meeting time and date for the DDA in 2025.

All ayes, motion carried.

D. Request for Support for 2024 New Year Year's Eve Ball Drop—

Motion by Tossava, second by Baker, to approve a request from Carl Schoessel for \$2,000.00 support for the annual New Year's Eve Ball Drop in downtown Hastings.

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

Nays:

Absent:

All ayes, motion carried.

E. Façade Grant Application for 228 N. Jefferson Street, Riverwalk Café—

Motion by Tossava, second by Baker, to approve a façade grant application in the amount of \$5,266.00 for 228 N. Jefferson Street.

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

Nays: Button

Absent:

Vote 8 to 1, motion carried

F. Façade Grant Application for 502 W. State Street--

Motion by Wiswell, second by Hatfield, to table consideration of the application until the January 16, 2025, DDA meeting to allow staff to investigate whether short term rentals are allowed in the DDA district.

All ayes, motion carried.

10. DDA Member Comment –

Woods introduced discussion about Christmas planters in the Downtown Business District and asked about the type of salt business owners needed to use to preserve the new streetscape sidewalks.

Motion by Wiswell, second by Baker, to approve up to \$300 for staff to purchase and distribute bags of approved salt to downtown business owners.

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

Nays:

Abstain: Button

Absent:

All ayes, motion carried.

Button said the seasonal digital billboard is beautiful

Board members discussed, and directed staff to investigate, one-way traffic on S. Jefferson St. and pricing for replacing streetlights on S. Jefferson Street

11. Open Public Comment and Discussion – None

12. Adjournment

Motion by Hatfield, second by Wiswell, to adjourn

All ayes, motion carried

Meeting adjourned at 9:16 a.m.

A handwritten signature in cursive script, reading "Patty Woods", written over a horizontal line.

Patty Woods, Chair

A handwritten signature in cursive script, reading "Deb Button", written over a horizontal line.

Deb Button, Secretary

Prepared by: Sandra Ponsetto, City of Hastings