

City of Hastings
Downtown Development Authority
DRAFT Meeting Minutes
January 19, 2023

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, Tossava, Wiswell, Woods

Absent: Bolthouse

City Staff and Appointees: King, Merrick, Moyer-Cale, Tate

Others Present: None

2. Pledge to the Flag

3. Approval/Additions/Deletions to Agenda –

Hatfield requested to have streetscape discussion added to Old Business as agenda item 8. A., billboards as agenda item 8. B., and sculpture selection as agenda item 8. C. Motion by Tossava, second by Button to approve the agenda as amended.

All ayes, motion carried

4. Approval of Minutes –

Motion by Wiswell, second by Hatfield, to approve the minutes of the November 17, 2022, as presented

All ayes, motion carried

5. Financial Statements & Budget for Review –

King said the budget data has been updated through December 31, 2022. King stated the approved expenditure for parking lot improvements is included in the budget update. Button asked if the asphalt company will be returning in the spring to repair uneven areas. Tate answered in the affirmative. Wiswell inquired if the streetscape budget will be included. King stated the CIP plan is under construction and that the line item budget for the streetscape will be included.

6. Façade and BEIG Update-

King said the façade grant and BEIG spreadsheets have been updated through December 31, 2022.

7. Open Public Comment and Discussion – None

8. Old Business-

A. Streetscape

Moyer-Cale stated that MCSA will be developing a project schedule for streetscape design implementation. The DDA members were asked to review the draft development plan and submit comments to King no later than February 10th. Staff will be submitting proposed amendments to City Council at the February 27th City Council meeting.

B. Billboard

Hatfield stated the marketing committee has met to discuss content for the different platforms through the end of the calendar year.

C. Sculpture Selection

Merrick stated that she has contacted Ken Thompson at MSI regarding a sculpture selection date. The plan is to conduct the sculpture selection similar to the process from 2022.

9. New Business

A. Annual Election of Officers

Motion by Tossava, second by Wiswell to elect Woods as Chair, Hatfield as Vice-Chair, and Button as Secretary as officer of the DDA for 2023.

All ayes, motion carried

B. Review DDA Development and TIF Plan Amendments

King stated the draft plan amendment was included in the packet. Moyer-Cale requested the members review the draft plan amendment and send edits to King before February 10th. Moyer-Cale informed the DDA the goal is to have the draft plan amendment to City Council for their February 27th meeting.

C. Review and Consider Publication Expenditures

Merrick prepared a memo regarding publication expenditures as follows: 2023 event schedules for \$248.00, Barry Roubaix for \$2,749.00, and Shop and Dine brochures for \$729.00.

Roll Call

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

Nays: None

Absent: Bolthouse

D. Façade Grant Reimbursement for 760 W. State St./B2 Outlets

King informed the group the façade grant in the total amount of \$11,000 for B2 Outlets at 760 W. State Street was reimbursed.

No action required

9. DDA Member Comment – None

11. Open Public Comment and Discussion – None

12. Adjournment

Motion by Wiswell, second by Button, to adjourn

All ayes, motion carried

Meeting adjourned at 9:16 a.m.

Patty Woods, Chair

Deb Button, Secretary

Prepared by: Dan King, City of Hastings