

HASTINGS DOWNTOWN DEVELOPMENT AUTHORITY

February 19, 2026, Meeting - Communication

To: DDA Members and Staff
From: Dan King
Date: February 11, 2026
Subject: Information Regarding February 19, 2026, Meeting of DDA

The next meeting of the Hastings DDA is scheduled for **8:00 a.m.** on **Thursday February 19th** in the Council Chambers, second floor of City Hall.

5. Financial Statement and Budget Review

Budget data has been updated through January 31, 2026.

6. Façade and BEIG Update

The façade grant spreadsheet has been updated through January 31, 2026.

8. Old Business:

Staff will provide an update on the strategic plan process. Discussion regarding snow removal, part time maintenance, Christmas decorations, and 2026 sculpture selection are also included on the agenda.

9. New Business

Thornapple Arts Council has submitted its annual funding request.

Both the Fiscal Year 26/27 budget and the Capital Improvement Plan are currently in development. The Capital Improvement Plan components specific to the DDA have been provided.

The small footprint of the parcel at 133 E. State Street has proven to be a hindrance for any developer interest. Staff are recommending the DDA consider low-cost options to activate the space. Ideas are welcomed!

See you next Thursday.

HASTINGS DOWNTOWN DEVELOPMENT AUTHORITY AGENDA

Meeting Thursday, February 19, 2026

MEETING AT CITY HALL

1. Call to Order/ Roll Call. (Meeting starts at 8:00 a.m.)
2. Pledge to the Flag
3. Approval/Additions/Deletions to Agenda
4. Approval of Minutes – Approve Minutes from the January 15, 2026, DDA Meeting
5. Receive Financial Statements & Budget Review
6. Façade Update
7. Open Public Discussion and Comments
8. Old Business
 - A. Strategic Plan Update.
 - B. Snow Removal Bid Discussion.
 - C. Draft Part Time Maintenance Job Description.
 - D. Christmas Decoration Purchase Discussion.
 - E. 2026 Sculpture Selection Discussion.
9. New Business
 - A. Thornapple Arts Council Annual Funding Request.
 - B. 133 E. State Street (former Vinnie’s site) Discussion
 - C. Capital Improvement Plan Information.
10. DDA member comments
11. Open Public Discussion and Comments
12. Adjourn

City of Hastings
Downtown Development Authority
DRAFT Meeting Minutes
January 15, 2026

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, Schantz, Tossava, Woods

Absent: Albrecht, Wiswell

City Staff and Appointees: DeVries, King, Ponsetto

Others Present: Patterson

2. Pledge to the Flag

3. Approval/Additions/Deletions to Agenda –

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

All ayes motion carried.

4. Approval of Minutes -

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

All ayes motion carried.

5. Financial Statements & Budget for Review –

King said the budget has been updated through December 31, 2025. He also answered budget questions from the board.

6. Façade and BEIG Update-

King said the façade grant and BEIG loan spreadsheets have been updated through December 31, 2025.

7. Open Public Comment and Discussion – None

8. Old Business-

A. Strategic Plan Update—

King gave the board an update on the strategic plan process and said the DDA's strategic planning retreat has been scheduled for Tuesday, January 20, 2026.

9. New Business

A. Snow Removal Discussion--

The board discussed current snow removal practices in the downtown business district and possible options for increased snow removal.

B. Holiday Decoration Discussion—

The board discussed changing the color of the bulbs on recently purchased Christmas decorations, so they match the decorations previously purchased. They also discussed purchasing additional decorations.

C. Part Time Labor for Core Downtown Maintenance—

The board discussed the possibility and options for hiring someone to do maintenance in the downtown business district including, but not limited to, weeding, picking up litter, and snow removal.

D. Annual Election of Officers—

Motion by Tossava, second by Peterson, to re-elect the current late of officers: Woods, chair; Hatfield, vice chair; and Button, secretary.

All ayes motion carried,

E. Façade Grant Reimbursement for 111 W. State Street--

The board was informed that the work was completed, approved by staff, and grant funds dispersed.

F. Façade Grant Reimbursement for 118 S. Jefferson Street--

The board was informed that the work was completed, approved by staff, and grant funds dispersed.

10. DDA Member Comment –

Woods read a letter from Carl Schoessel thanking the DDA for its support of the recent New Year's Eve ball drop and celebration.

The board also discussed that there are at least three downtown businesses that will soon be going out of business.

11. Open Public Comment and Discussion – None

12. Adjournment

Motion by Baker, second by Peterson, to adjourn

All ayes, motion carried

Meeting adjourned at 8:58 a.m.

Patty Woods, Chair

Deb Button, Secretary

Prepared by: Sandra Ponsetto, City of Hastings

DDA Budget 2025/2026 January 31, 2026 Update (thru 01.31.2026)					
Account Number	Title	Budget	Year to Date	Projected	Budget 2025/2026
248.100.404.000	Tax Capture	\$ 760,000	\$ 904,583	\$ 904,583	\$ 760,000
248.100.573.000	LCSA Appropriation	\$ 50,000	\$ 44,658	\$ 44,658	\$ 50,000
248.100.642.000	Sculpture Sales	\$ 5,000		\$ -	\$ 5,000
248.100.642.010	Advertising Sales				
248.100.648.000	Application Fees	\$ 500	\$ 100	\$ 500	\$ 500
248.100.654.000	Electrical Vehicle Station	\$ 300	\$ 92	\$ 300	\$ 300
248.100.665.000	Interest Earned	\$ 20,000	\$ 7,960	\$ 20,000	\$ 20,000
248.100.672.000	Other Revenue MEDC- Strat. Plan		\$ 242,680	\$ 250,000	
248.100.674.000	Private Contributions or Donations		\$ -	\$ -	
248.100.675.000	Sponsorships	\$ 500		\$ -	\$ 500
Total Revenue		\$836,300	\$ 1,200,073	\$ 1,220,041	\$ 836,300
248.728.756.000	Repair and Maintenance Supplies		\$ 88		
248.728.766.000	Disposable Technology				
248.728.772.000	Promotion Supplies				\$ -
248.728.801.000	Annual Streetscape Bonding Fee	\$ 500	\$ 500	\$ 500	\$ 500
248.728.803.000	Administrative Services	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000
248.728.807.000	Planning Services (Strategic Plan)	\$ 5,000	\$ 8,858	\$ 7,250	\$ 5,000
248.728.816.000	Security Services-Splash Pad	\$ 1,167	\$ 1,167	\$ 1,167	\$ 1,167
248.728.824.000	MSI-lease, install, repair sculptures	\$ 22,200		\$ 22,200	\$ 22,200
248.728.830.000	Other Contracted Services	\$ 67,000	\$ 5,800	\$ 67,000	\$ 67,000
248.728.861.000	Transportation (Milage)				
248.728.872.000	Parking SAD	\$ 15,962	\$ 15,962	\$ 15,962	\$ 15,962
248.728.879.000	Website	\$ 1,000			\$ 1,000
248.728.882.000	Advertising - Social Media	\$ 13,000	\$ 8,000	\$ 13,000	\$ 13,000
248.728.883.000	Advertising - Print	\$ 5,000			\$ 5,000
	Michigan Trails Magazine	\$ 812	\$ 812		
	Hastings Reminder - Holiday	\$ 2,000	\$ 3,332		
	Battle Creek Shopper - Holiday	\$ 750			
	Lowell's Buyers Guide - Holiday	\$ 130			
	J-Ad Summer Fun Guide	\$ 475			
	J-Ad Streetscape Construction				
248.728.884.000	Billboards	\$ 9,000	\$ 7,160	\$ 9,000	\$ 9,000
248.728.885.000	Advertising-Radio	\$ 2,000	\$ 1,800		\$ 2,000
248.728.886.000	Videography	\$ 4,000	\$ 2,100	\$ 4,000	\$ 4,000
248.728.887.000	Speakers/Performers	\$ 1,000			\$ 1,000
248.728.891.000	Licenses and Fees	\$ 250		\$ 250	\$ 250
248.728.900.000	Printing and Publishing	\$ 5,000			\$ 5,000
	J-Ad - Hastings Live	\$ 700	\$ 1,799		
	J-Ad (Event Schedules)	\$ 300			
	J-Ad (Roubaix Booklets)				
	J-Ad (Farmers Market Brochures)	\$ 1,300		\$ -	
	Progressive Graphics Mag. Calendar	\$ 850			
	Progressive Graphics Rack Cards	\$ 500			
	J-Ad (Downtown Parking Brochures)	\$ 250			
	Hastings Live Booklets				
	Progressive Graphics (Name Badges)				
	J-Ad - Hastings Live Rack Cards				
	J-Ad - Sculpture Tour Booklets				

Account Number	Title	Budget	Year to Date	Projected	Budget 2025/2026
248.728.906.000	Promotions/Marketing (Holiday Decs)	\$ 50,000	\$ 166	\$ 50,000	\$ 50,000
248.728.907.000	Sponsorship and Donations	\$ 17,000			\$ 17,000
	Chamber of Commerce	\$ 2,000	\$ 5,000	\$ 5,000	
	Summerfest	\$ 1,000			
	Jingle and Mingle	\$ 2,900			
	Ball Drop	\$ 2,000			
	Farmer's Market	\$ 1,500			
	TAC Hastings Live Support	\$ 5,925			
248.728.911.000	Conferences/Trainings	\$ 1,000			\$ 1,000
	MFEA	\$ 295			
	Boyne USA	\$ 333			
	Other Training	\$ 800			
248.728.912.000	Meetings	\$ 100			\$ 100
248.728.915.000	Membership Dues	\$ 600		\$ 600	\$ 600
	West Michigan Tourist Assoc.	\$ 284	\$ 284		
	MI Festivals and Events	\$ 250			
248.728.918.000	Water/Sewer	\$ 10,000	\$ 10,081	\$ 10,000	\$ 10,000
248.728.920.000	Electric	\$ 2,500	\$ 338	\$ 2,500	\$ 2,500
248.728.921.000	Gas	\$ 700	\$ 211	\$ 700	\$ 700
248.728.929.000	Gd. Repair/Maint. Winter Pot Décor.	\$ 37,550	\$ 8,420	\$ 37,550	\$ 37,550
248.728.929.010	Snow Plowing and Removal	\$ 5,000			\$ 5,000
248.728.930.000	Repair and Maintenance	\$ 1,000			\$ 1,000
248.728.940.000	Equipment Fund Rental		\$ 129		
248.728.946.000	Engineering Services				
248.728.974.000	Land Improvements (Depreciable)	\$ 20,000			\$ 20,000
	MC Smith Streetscape Design		\$ 354		
	Streetscape Project				
	Signage				
	Kendall Electric		\$ 158		
	Downtown Street Short Pole Globes				
	Street Light Painting				
	Consort Banner Flags				
	Katerberg - Landscaping		\$ 8,000		
248-728-980-010	Street Furniture				
248.728.974.010	Land Improvements (Non-Dep)	\$ 8,000			\$ 8,000
	Sculpture Bases				
	Consort		\$ 468		
	Sculpture Purchase				
	Spray Plaza Maintenance				
	Wayfinding Signs		\$ 6,340		
248.728.978.010	Technology - Non Depreciable				
248.728.991.000	Façade Improvement Grants	\$ 50,000	\$ 45,989	\$ 50,000	\$ 50,000
248.728.992.000	Interest on Streetscape Debt	\$ 103,700	\$ 52,800	\$ 103,700	\$ 103,700
248.728.993.000	Principal on Streetscape Debt	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000
Total Expenditures		\$ 589,229	\$ 326,116	\$ 529,779	\$ 589,229

Façade Improvement Grant 2025/2026 Budget**\$50,000.00****February 10, 2026*****Paid FY 2025/26 To Date (01/31)***

112 E. Court Street - Donna and Dave Kensington - Razor's Edge	2/16/2023	\$10,000.00
128 S. Jefferson - Zach Santmier - Trumble Agency	9/19/2024	\$10,000.00
128 S. Jefferson - Zach Santmier - Trumble Agency	9/19/2024	\$1,000.00
128 W. Mill - Troy Dalman - Ayers Insurance Agency	6/19/2025	\$4,989.20
111 W. State St. - Carole Barlow - Barlow Florist	6/19/2025	\$10,000.00
118 S. Jefferson St. - Emily Jasperse - The General Store	9/18/2025	\$10,000.00

TOTAL DISBURSED

\$45,989.20***Façade Grants Pledged for the 2025/2026 FY Budget***

TOTAL PLEDGED

\$0.00***Architectural Renderings Pledged for the 2025/2026 FY Budget***

TOTAL PLEDGED FOR ARCHITECTURAL

\$0.00**Total Approved 2025/2026 Budget****\$50,000.00****Total Approved and Disbursed 2025/2026 Projects****\$45,989.20**

Available

\$4,010.80

Draft Mission and Vision Statements

*The provided draft **mission statements** below echo to the sentiments gathered by DDA board members at the January workshop. They are focused on the various subject areas discussed and consolidated into a combination statement touching on all of these subject areas.*

1. **Clear, Friendly:** The Hastings Downtown Development Authority strengthens downtown by investing in infrastructure, supporting local businesses, and fostering partnerships that improve access, functionality, and the overall downtown experience.
2. **Action Orientated:** The Hastings DDA works to enhance downtown Hastings through strategic infrastructure investments, business support and recruitment, effective funding tools, and strong relationships that make downtown more accessible, vibrant, and sustainable.
3. **Partnership and Systems:** The Hastings DDA coordinates people, resources, and investments to support downtown businesses, improve public spaces and infrastructure, and promote thoughtful development that benefits the entire community.
4. **Experience and Place-based:** The Hastings DDA advances a thriving downtown by improving infrastructure, strengthening the business environment, and promoting arts, entertainment, and development that enhance how people experience downtown Hastings every day.
5. **Identity Forward:** The Hastings Downtown Development Authority supports a healthy and resilient downtown by investing in infrastructure, leveraging funding tools, building strong partnerships, and helping businesses succeed while protecting the unique character of downtown.
6. **Combination:** The Hastings Downtown Development Authority bolsters downtown by investing in infrastructure, supporting and attracting businesses, leveraging funding tools, and building strong partnerships to improve access, functionality, and the everyday downtown experience while protecting Hastings's unique character.

*The provided draft **vision statements** below echo to the sentiments gathered by DDA board members at the January workshop. They are focused on the various subject areas discussed and consolidated into a combination statement touching on all of these subject areas.*

1. **Sensory:** Downtown Hastings is a welcoming, walkable, and recognizable place that is safe, clean, and well cared for, where people feel at home, businesses thrive, and investment is visible year-round.
2. **Livability and Economic Sustainability:** Downtown Hastings is a vibrant and livable hub that supports a diverse local economy, attracts investment, and offers a high-quality experience for residents, visitors, and businesses alike.
3. **Small-town Momentum:** Downtown Hastings is a cohesive and active destination that reflects the community's small-town character while continuing to grow through thoughtful development, strong businesses, and inviting public spaces.
4. **Experience-driven and People-centered:** Downtown Hastings is a place where people want to be. A place easy to access that is enjoyable to explore and full of life that offers safe streets, engaging public spaces, and experiences for all ages.
5. **Long-term Stewardship:** Downtown Hastings is a healthy, connected, and resilient district valued by the community, supported by strong infrastructure, and sustained by businesses and partnerships that prevent deterioration and encourage long-term investment.
6. **Combination:** Downtown Hastings is a welcoming, walkable, and vibrant destination that is safe, clean, and well cared for, where businesses thrive, public spaces invite people of all ages, investment is visible year-round, and the community's small-town character is preserved and celebrated.



Thornapple Arts Council

January 21, 2026

Patty Woods
Hastings Downtown Development Authority
201 E. State Street
Hastings, MI 49058

Dear Chairperson Woods,

The Thornapple Arts Council is planning several great events with the City of Hastings in fiscal year 2026/2027, and I hope the Hastings Downtown Development Authority continues to find value in supporting our programming.

The Thornapple Arts Council staff and volunteers continue to work closely with the City of Hastings and the Community Development to design, implement and promote successful and valuable programs in Hastings. We have worked, with the help of the city’s Community Development staff, to diversify funding for our programs. I have included below our annual support request:

Jazz Festival	\$3,000
Hastings Live	\$2,925
TOTAL	\$5,925

The amounts reflected cover portions of the programs for expenses such as advertising, direct mailing, printing, artist expense and music. The Thornapple Arts Council covers the administrative costs to bring these programs to fruition in downtown Hastings. **I would like to extend this invitation to you to start a conversation about the possibility of a new public art piece – it has been several years since we had one, and it is a partnership project with the DDA that we would certainly value!**

Your financial support has truly made this possible for much of the cultural programming in downtown Hastings. Please let me know if I can provide any support materials. Thank you in advance for your time and consideration.

Sincerely,

Megan Lavell
Executive Director
Thornapple Arts Council

City of Hastings – Capital Improvement Plan Project Application Form



Project Title: Street Light Pole Painting

Project ID #: _____ CIP ID #: DDA 4

Department: DDA Anticipated Start Date: 04/2026

Date Prepared: 01/30/2026

Project Description: Provide a brief physical description of the project. Please be specific.

The project area includes Apple Street to Center Street and Church Street to Michigan Ave. There are approximately 61 14' light poles and 10 25' light poles. At this time the project does not include light poles in the SAD and non-SAD parking lots. Parking lots will be considered depending on the estimated cost per pole.

Project Need: Provide a brief explanation of why the project is necessary.

Street light pole painting has not been performed on the subject poles for many years. The DDA parking committee observed poles requiring rust removal, priming, and painting. King gave the DDA an update during the October 16, 2026, meeting that a commercial painting contractor has been identified to include in an RFP. Project has been identified as a spring of 2026 priority.

Planning: Is the project included in a prior program, plan, or policy? If so, identify the plan here:

No.

Does the project share space or overlap with other CIP projects? Please describe.

No.

Project Cost: \$ 44,600.00

Potential Funding Sources:

DDA Fund Balance

Please check one of the following for cost basis:

- Cost of comparable facility/equipment
- Cost estimate from engineer/architect
- Rule of thumb indicator/unit cost
- Preliminary estimate
- Ballpark "guesstimate"

List of Attachments (quotes, photos, etc.):

Cost per 14' pole = \$600
Cost per 25' pole = \$800
Cost includes sanding, priming, and painting.

City of Hastings – Capital Improvement Plan Project Application Form



Project Title: Parking Lot #1 Sidewalk Boulevard Reconstruction

Project ID #: _____ CIP ID #: DDA-3

Department: DDA Anticipated Start Date: 07/2026

Date Prepared: 01/23/2026

Project Description: Provide a brief physical description of the project. Please be specific.

Reconstruct Parking Lot #1 Sidewalk Boulevard.

Project Need: Provide a brief explanation of why the project is necessary.

Concrete of current sidewalk boulevard is heaving and cracking due to tree roots. Curbing is crumbling due to age. Trees have exceeded their useful life with tree roots heaving the sidewalk creating hazardous walking conditions. Curbing is cracking and crumbling.

Planning: Is the project included in a prior program, plan, or policy? If so, identify the plan here:

Yes. 2025 CIP

Does the project share space or overlap with other CIP projects? Please describe.

No.

Project Cost: \$ 32,600.00

Potential Funding Sources:

DDA Fund

Please check one of the following for cost basis:

- Cost of comparable facility/equipment
- Cost estimate from engineer/architect
- Rule of thumb indicator/unit cost
- Preliminary estimate
- Ballpark "guesstimate"

List of Attachments (quotes, photos, etc.):

Approximately 1,160 sq.ft concrete at \$15/sq ft. Approximately 280 linear feet of curb at \$40 lin/ ft. 2 tree grate at \$1,200 ea. 2 street trees at \$800 ea. Trees not recommended. Decorative



City of Hastings – Capital Improvement Plan Project Application Form



Project Title: Downtown Sidewalk Improvements

Project ID #: _____ CIP ID #: DDA-2

Department: DDA Anticipated Start Date: 07/2028

Date Prepared: 01/29/2026

Project Description: Provide a brief physical description of the project. Please be specific.

Replace portions of sidewalk where needed on S. Jefferson, Church, and elsewhere in core downtown.

Project Need: Provide a brief explanation of why the project is necessary.

The completed streetscape project included new sidewalks on State Street from Broadway to Boltwood. Jefferson and Church Street sidewalks in the core downtown are deteriorating and in need of rehabilitation or replacement.

Planning: Is the project included in a prior program, plan, or policy? If so, identify the plan here:

Yes. 2025 CIP

Does the project share space or overlap with other CIP projects? Please describe.

Yes. Downtown street light replacement in the same Jefferson/Church street area.

Project Cost: \$ 200,000.00

Potential Funding Sources:

DDA Fund -

Please check one of the following for cost basis:

- Cost of comparable facility/equipment
- Cost estimate from engineer/architect
- Rule of thumb indicator/unit cost
- Preliminary estimate
- Ballpark "guesstimate"

List of Attachments (quotes, photos, etc.):

City of Hastings – Capital Improvement Plan Project Application Form



Project Title: Downtown Streetlight Replacement

Project ID #: _____ CIP ID #: DDA-1

Department: DDA Anticipated Start Date: 07/2028

Date Prepared: 01/29/2026

Project Description: Provide a brief physical description of the project. Please be specific.

Replace remaining streetlights in core downtown area, exclusive of parking lots. Cost includes installation estimate.

Project Need: Provide a brief explanation of why the project is necessary.

Lights are aging and rusting. New lights would match the lights on State Street and unify the downtown theme.

Planning: Is the project included in a prior program, plan, or policy? If so, identify the plan here:

Yes. 2025 CIP

Does the project share space or overlap with other CIP projects? Please describe.

Yes. Downtown Sidewalk Rehab/Replacement

Project Cost: \$ 425,000.00

Potential Funding Sources:

DDA Fund

Please check one of the following for cost basis:

- Cost of comparable facility/equipment
- Cost estimate from engineer/architect
- Rule of thumb indicator/unit cost
- Preliminary estimate
- Ballpark "guesstimate"

List of Attachments (quotes, photos, etc.):

Approximately 56 14' poles at \$5,127
Approximately 14 20' poles at \$9,725