

**City of Hastings**  
**Downtown Development Authority**

**DRAFT Meeting Minutes**

**April 16, 2026**

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

The meeting was called to order at 8:03 a.m. by Woods.

**Roll Call –**

Present: Baker, Button, Hatfield, Peterson, Schantz, Tossava, Wiswell, Woods

Absent: Albrecht, Patterson (student representative)

City Staff and Appointees: DeVries, Jaquays, King, Ponsetto, Resseguie

Others Present:

**2. Pledge to the Flag**

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

Woods added discussion of DDA Transfer of Funds to the City as item D. under Old Business.

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

All ayes motion carried.

**4. Approval of Minutes –**

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

All ayes motion carried.

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

King gave the DDA an update and answered questions about the current budget and the draft Fiscal Year 2026/2027 budget.

**6. Façade and BEIG Update-**

King said the façade grant spreadsheet has been updated through March 31, 2026.

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

**8. Old Business-**

**A. Review and Consider Façade Grant Application from Kevin Anderson for the Rear Façade of 148 E. State St.-**

Motion by Tossava, second by Hatfield, to approve the façade grant application for 148 E. State St. totaling \$7,350.

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

Nays: Wiswell

Absent: Albrecht

Motion carried 7 – 1.

**B. 133 E. State Street Open Space Design Discussion-**

Discussed DeVries' design and other potential options for the space to make it more attractive and functional. The board asked staff to research possible grant funding for the project. Staff were asked to coordinate with the Department of Public Service to have the area graded and seeded.

Schantz left the meeting at 8:57 a.m.

**C. Revisit \$40,000 Expenditure for Replacement of Fencing/Landscape Screen at Tyden Park Parking Lot-**

Motion by Peterson, second by Hatfield, to approve the expenditure of up to \$40,000 for the replacement of fencing and landscape screen at the Tyden Park parking lot.

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

Nays:

Absent: Albrecht, Schantz

All ayes motion carried.

**D. Discuss Transfer of Funds from DDA to the City of Hastings-**

Discussed earlier in the meeting during the Financial Statement and Budget Review.

**9. New Business**

**A. Review and Consider Assistant City Manager Jaquays' Recommendation to Approve Street Light Pole Painting Bid from Muscat Painting n the Amount of \$27,438.00-**

Motion by Button, second by Baker to approve the streetlight pole painting bid from Muscat Painting in the amount of \$27,438.

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

Nays:

Absent: Albrecht, Schantz

All ayes motion carried

Button left meeting at 9:20 a.m.

#### **B. Billboard and Mobile Planning 2026 – 2027-**

Motion by Hatfield, second by Wiswell, to continue the current billboard and mobile contract for 2026-2027 at the cost of \$24,534.25.

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

Nays:

Absent: Albrecht, Button

All ayes motion carried.

#### **C. Website Discussion Regarding Mandatory ADA Compliance-**

Discussed the need to update the DDA's website to be ADA compliant by April 2027. The board directed staff to issue an RFP for building a new ADA compliant website.

#### **E. Scope of Work Discussion for Additional Streetscape Improvements-**

Briefly discussed Streetscape for Church and Jefferson streets. Directed staff to add further discussion to the next couple DDA agendas.

#### **9. DDA Member Comment –**

Woods asked how many applications had been received for the downtown maintenance position. Jaquays said she had received one application.

Peterson asked about hiring a Downtown Manager. Woods said she thought that would be included in the strategic plan.

Baker said the streetscape concrete is pitted and crumbling and several of the fiberglass planters are cracked.

Tossava introduced discussion about sun sails or large umbrellas for the spray plaza. The board directed staff to purchase umbrellas or sun sails.

Tossava also asked staff to research the possibility of adding handrails to the center steps at the Thornapple Plaza.

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

**12. Adjournment**

Motion by Hatfield, second by Baker, to adjourn

All ayes motion carried

Meeting adjourned at 9:53 a.m.

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Patty Woods, Chair

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Deb Button, Secretary

Prepared by: Sandra Ponsetto, City of Hastings