

**HASTINGS LOCAL DEVELOPMENT FINANCE AUTHORITY  
BROWNFIELD REDEVELOPMENT AUTHORITY**

***April 27, 2023 Communication***

**To:** LDFA/BRA Members and Staff

**From:** Dan King – Community Development Director

**Date:** April 24, 2023

**Subject:** Information regarding the April 24, 2023 regular meeting

**Meeting will be held in the Council Chambers Second Floor of City Hall**

Staff is recommending the LDFA review and consider milling and resurfacing Enterprise Drive for an estimated cost of \$150,000. There is more than adequate fund balance for this project to be completed in the current fiscal year ending on June 30, 2023. If the project cannot be scheduled to completed by June 30, 2023, we would recommend this be added to the Fiscal year 2023/2024 budget.

Staff is also recommending the LDFA review and consider improvements to the semi-parking lot with an estimated cost of \$30,000. There is ample fund balance as well as adequate revenue to complete this project in either FY22/23 or FY23/24.

The City of Hastings/Barry County Central Dispatch (911) are proposing a communications tower to the north of the current semi-parking lot. The Hastings Planning Commission will hold a public hearing on Monday May 1, 2023 to consider site plan and special use approval of this project.

We look forward to seeing you all at the meeting this coming Thursday morning.

Respectfully,

Dan King

# **HASTINGS LOCAL DEVELOPMENT FINANCE AUTHORITY AND BROWNFIELD REDEVELOPMENT AUTHORITY**

## **AGENDA**

**Meeting Thursday April 27, 2023**

### **MEETING AT CITY HALL**

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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. Receive Notes: March 23, 2023, Meeting
5. Public Hearing: None
6. Receive Financial Statements:
7. Old Business:
  - A. Receive Update on 1500 Star School Road Listing Agreement
  - B. Review and Discuss Expenditure for Enterprise Drive Milling and Resurfacing Project
  - C. Review and Discuss Expenditure for Semi-Parking Lot Improvements
8. New Business:
  - A. Receive Public Hearing Information for 300' Communications Tower at Bliss Park Property
  - B. Accept Nominations and Elect a Secretary.
9. Public Comments and Communications Concerning Items Not on Agenda
10. LDFA/BRA Board comments
11. Adjourn

\* Denotes Attachment

***Local Development Finance Authority (LDFA)***  
**NOTES**  
**March 23, 2023**

Due to lack of quorum, the meeting was not called to order

**1. Roll Call- Observational**

Present: Cowan, Hatfield, Schneiderhan, Tossava

Absent: Davis, Neil, Krueger

Others Present: King, Nesbitt, Ponsetto

**2. Pledge of Allegiance**

**3. Approval of the Agenda**

Lack of quorum

**4. Approval of Minutes**

Lack of quorum

**5. Public Hearing-** None

**6. Receive Financial Statements –**

King said updated financial statements were include in the packet

**7. Old Business-** None

**8. New Business –**

**A. Review and Discuss Expenditure for Enterprise Drive Milling and Resurfacing Project-**

King said the City of Hastings Department of Public Works Director had received an estimate of \$140,000.00 for the milling and resurfacing of Enterprise Drive; the LDFA has a fund balance that is more than adequate to cover the cost of the project to be completed during the current 2022/2023 FY; if it cannot be completed before June 30, 2023, it could be added to the 2023/2024 FY budget

Tossava asked if staff could request bid(s) and present one to the LDFA with a recommendation for approval at its April meeting

**B. 1500 Star School Road Survey Information and Listing Agreement-**

King said a listing agreement with Miller Real Estate for the parcel, located at 1500 Star School Road as well as an agreement with Wightman for a survey of said parcel, was included in the packet

**9. Public Comments and Communications Concerning Items Not on the Agenda –**

None

**10. LDFA Members Comments –**

Tossava said that Monday, March 27, Hastings City Council was slated to approve his appointment of Brad Tolles to the LDFA board; he also said that he would also reach out to Hastings Area School System to request they appoint employee or staff member(s) to serve as representatives on the LDFA board

King mentioned that next month the board will need to nominate and elect someone to serve as board secretary until the board elects its officers in July

**11. Adjournment-** Lack of quorum

Prepared by: Sandra Ponsetto, City of Hastings

<b>LDFA Budget 2022/2023</b>					
				7-1-22 - 03-31-23	
<b>Revenue</b>		<b>Budget</b>	<b>Previous Periods</b>	<b>Current Period</b>	<b>YTD</b>
250-100-404-000	Tax Capture	\$27,500.00	\$22,568.32		\$22,568.32
250-100-654-000	Electricity Use Fee	\$150.00			\$0.00
250-100-573-000	LCSA Share	\$12,000.00	\$39,363.15		\$39,363.15
250-100-667-000	Rentals	\$7,000.00	\$3,270.00	\$403.00	\$3,673.00
250-100-665-000	Investment/Interest	\$50.00	\$3,400.14		\$3,400.14
250-100-693-000	Sale of Capital Assets	\$0.00			\$0.00
<b>Total Revenues</b>		\$46,700.00	\$68,601.61	\$403.00	\$69,004.61
<b>Expenditures</b>					
250-728-751-000	Supplies	\$100.00			\$0.00
250-728-803-000	Administrative Services	\$3,000.00			\$0.00
250-728-806-000	Legal Services	\$2,000.00			\$0.00
250-728-807-000	Contractual Services	\$0.00			\$0.00
250-728-867-000	Title Fees/Insurance	\$1,500.00			\$0.00
250.728.869.000	Survey Services	\$2,000.00			\$0.00
250-728-879-020	Website	\$250.00			\$0.00
250-728-900-000	Printing and Publishing	\$0.00	\$16.50		\$16.50
250-728-915-000	Memberships	\$0.00			\$0.00
250-728-920-000	Electric	\$700.00	\$352.96	\$46.40	\$399.36
250-728-929-000	Grounds Repair/Maintenance	\$1,000.00			\$0.00
250-728-955-000	Promotions/Marketing	\$0.00			\$0.00
<b>Total Charges and Services</b>		\$10,550.00	\$369.46	\$46.40	\$415.86
<b>Capital Outlay</b>					
250-728-971-000	Land				\$0.00
<b>Total Exp. &amp; Cap Outlay</b>		\$10,550.00	\$369.46	\$46.40	\$415.86
<b>Net Increase (Decrease)</b>		36,150.00			68,588.75

## City of Hastings – Capital Improvement Plan Project Application Form



Project Title: Enterprise Drive - Mill & Resurface

Project ID #: \_\_\_\_\_

CIP ID #: LDFA-2

Department: \_\_\_\_\_

Anticipated Start Date: 07/2023

Date Prepared: 03/02/2023

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

4.5 inch mill and resurface Enterprise Drive using funds collected through the LDFA TIF

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

Current pavement is spalling in highly used areas and cracks have become more extensive. Resurfacing the road will prevent further surface deterioration before more significant improvements are needed.

**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: \$ 150,000.00

Potential Funding Sources:

LDFA Funds

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: Semi Parking Lot Mill and Reshape

Project ID #: \_\_\_\_\_

CIP ID #: LDFA-1

Department: LDFA

Anticipated Start Date: 07/2023

Date Prepared: 03/02/2023

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

Much of the asphalt has deteriorated leaving large areas of gravel. The City is working on transitioning the current zoning code regarding semi parking which could alleviate the need for this lot in the future.

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

Lot users are complaining that site deterioration is leading to low profile semis "bottoming out" in the parking lot.

**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:** \$ 30,000.00

**Potential Funding Sources:**

LDFA Funds

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

## NOTICE OF PUBLIC HEARING ON THE SPECIAL USE PERMIT FOR 1037 EAST STATE STREET

The Planning Commission for the City of Hastings will hold a Public Hearing for the purpose of hearing written and/or oral comments from the public regarding the request from City of Hastings/ Barry County Central Dispatch for a Special Use Permit and Site Plan Review for construction of a 300' Communications Tower located at 1037 E. State Street, Hastings, Michigan 49058. The public hearing will be held at 7:00 PM on Monday May 1, 2023 in the Council Chambers, second floor of City Hall, 201 East State Street, Hastings, MI 49058. Please check the City of Hastings website at [www.hastingsmi.org](http://www.hastingsmi.org) or contact City Hall at 269-945-2468 for details.



All interested citizens are encouraged to attend and to submit comments.

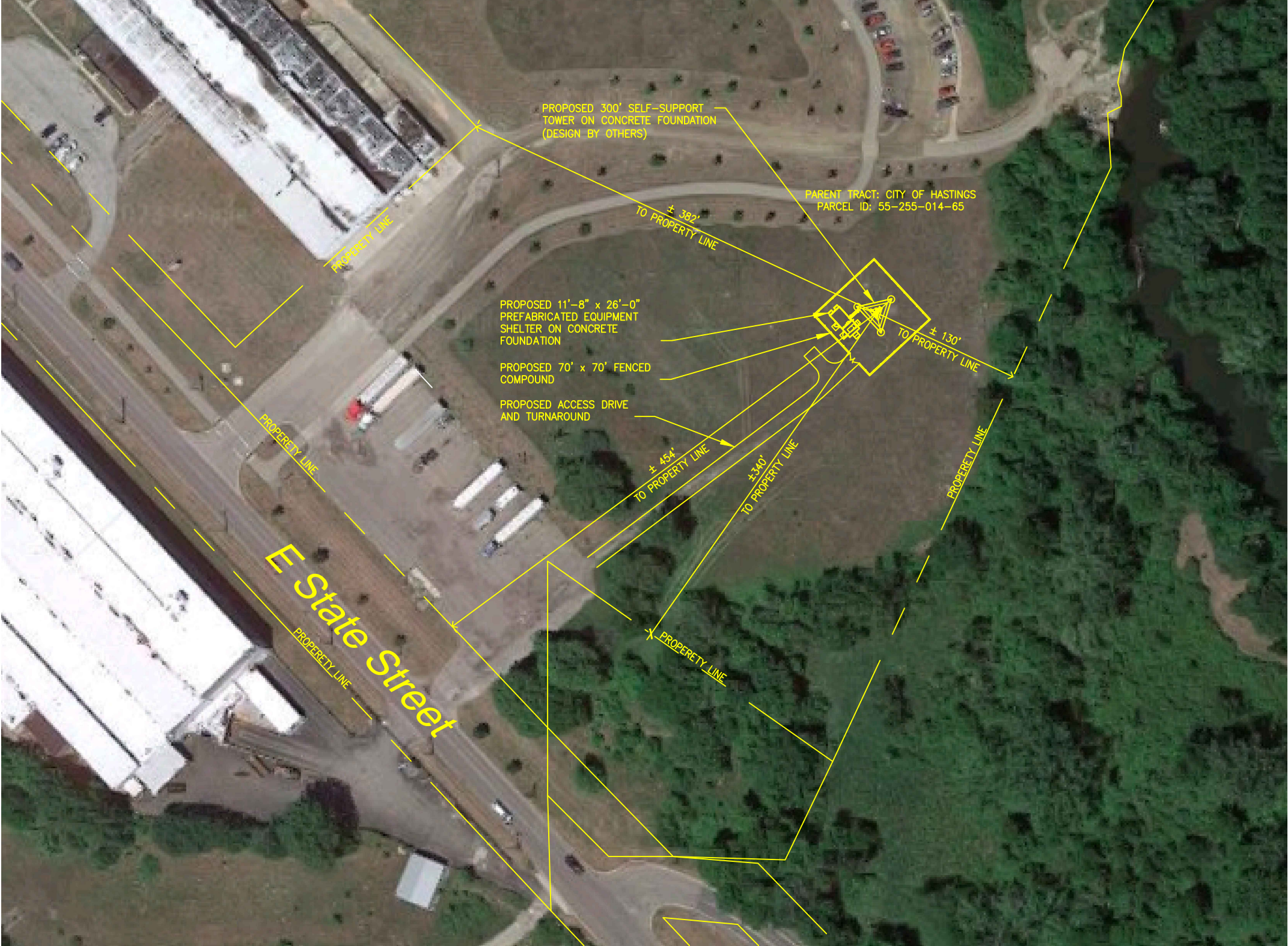
A copy of the plans and additional background materials are available for public inspection from 9:00 AM to 4:00 PM Monday through Friday at the Office of the Community Development Director, 201 E. State Street, Hastings, MI 49058. Questions or comments can be directed to Dan King, Community Development Director at 269-945-2468 or [dking@hastingsmi.org](mailto:dking@hastingsmi.org).

The City will provide necessary reasonable aids and services upon five days' notice to the City Clerk at 269.945.2468 or TDD call relay services 800.649.3777.

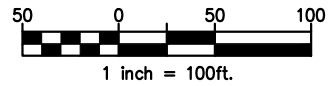
Christopher R. Bever  
City Clerk



Please publish in the April 13, 2023 edition of the Hastings  
Banner.



Site Location Plan



- GENERAL NOTES:**
1. PROPERTY OFFSETS ARE APPROXIMATE. FINAL LOCATION OF COMPOUND TO BE DEVELOPED FROM TOWER ☺
  2. THE LOCATION, SIZE & TYPE OF MATERIAL OF EXISTING UTILITIES INDICATED ON THE PLANS IS NOT REPRESENTED AS BEING ACCURATE, SUFFICIENT OR COMPLETE. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THE ACTUAL LOCATION OF ALL SUCH FACILITIES, INCLUDING THE SERVICE CONNECTIONS TO UNDERGROUND UTILITIES. PRIOR TO CONSTRUCTION THE CONTRACTOR SHALL NOTIFY THE UTILITY COMPANIES OF HIS OPERATIONAL PLANS & SHALL OBTAIN FROM THE RESPECTIVE UTILITY COMPANIES DETAILED INFORMATION & ASSISTANCE RELATIVE TO THE LOCATION OF THEIR FACILITIES & THE WORKING SCHEDULE OF THE COMPANIES FOR REMOVAL OR ADJUSTMENT WHERE REQUIRED. IN THE EVENT AN UNEXPECTED UTILITY INTERFERENCE IS ENCOUNTERED DURING CONSTRUCTION, THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE UTILITY COMPANY OF JURISDICTION. THE ENGINEER SHALL ALSO BE IMMEDIATELY NOTIFIED. ANY SUCH MAINS & SERVICES SHALL BE RESTORED TO SERVICE AT ONCE & PAID FOR BY THE CONTRACTOR AT NO ADDITIONAL COST TO THE CONTRACT.
  3. ALL PROPOSED CONSTRUCTION ACTIVITIES & MODIFICATIONS SHALL COMPLY WITH MOTOROLA R-56 STANDARDS, REV 2017.
  4. ANY DISCREPANCIES BETWEEN THIS DRAWING PACKAGE AND EXISTING FIELD CONDITIONS MUST BE REPORTED TO THE ENGINEER OF RECORD PRIOR TO THE COMMENCEMENT OF CONSTRUCTION.



1-800-482-7171  
CALL TOLL FREE

PRELIMINARY  
NOT FOR  
CONSTRUCTION

A	03-14-23	LEASE EXHIBIT	JRF	MJA	
NO.	DATE	REVISIONS	BY	CHK	APP'D

  
**MISSION 1**  
COMMUNICATIONS  
6202 Constitution Drive, Suite C  
Fort Wayne, IN 46804





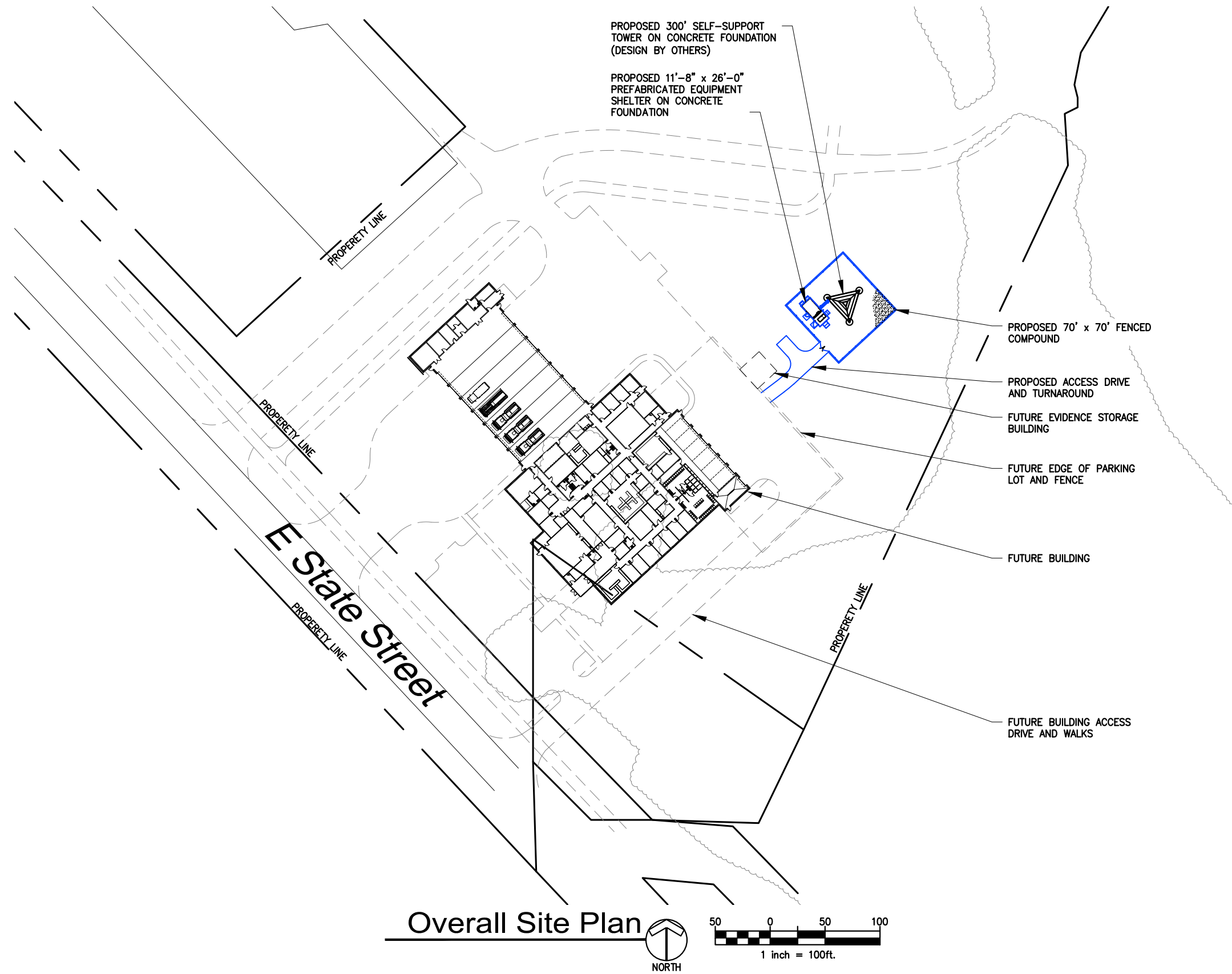


SITE LOCATION PLAN		C-1
STATE ST E STATE ST HASTINGS, MI 49058		

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IT IS A VIOLATION OF LAW FOR ANY PERSON, UNLESS THEY ARE ACTING UNDER THE DIRECTION OF A LICENSED PROFESSIONAL ENGINEER, TO ALTER THIS DOCUMENT.





# GENERAL NOTES:

1. PROPERTY OFFSETS ARE APPROXIMATE. FINAL LOCATION OF COMPOUND TO BE DEVELOPED FROM TOWER &
2. THE LOCATION, SIZE & TYPE OF MATERIAL OF EXISTING UTILITIES INDICATED ON THE PLANS IS NOT REPRESENTED AS BEING ACCURATE, SUFFICIENT OR COMPLETE. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THE ACTUAL LOCATION OF ALL SUCH FACILITIES, INCLUDING THE SERVICE CONNECTIONS TO UNDERGROUND UTILITIES. PRIOR TO CONSTRUCTION THE CONTRACTOR SHALL NOTIFY THE UTILITY COMPANIES OF HIS OPERATIONAL PLANS & SHALL OBTAIN FROM THE RESPECTIVE UTILITY COMPANIES DETAILED INFORMATION & ASSISTANCE RELATIVE TO THE LOCATION OF THEIR FACILITIES & THE WORKING SCHEDULE OF THE COMPANIES FOR REMOVAL OR ADJUSTMENT WHERE REQUIRED. IN THE EVENT AN UNEXPECTED UTILITY INTERFERENCE IS ENCOUNTERED DURING CONSTRUCTION, THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE UTILITY COMPANY OF JURISDICTION. THE ENGINEER SHALL ALSO BE IMMEDIATELY NOTIFIED. ANY SUCH MAINS & SERVICES SHALL BE RESTORED TO SERVICE AT ONCE & PAID FOR BY THE CONTRACTOR AT NO ADDITIONAL COST TO THE CONTRACT.
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Know what's below.  
Call before you dig.  
1-800-482-7171  
CALL TOLL FREE

PRELIMINARY  
NOT FOR  
CONSTRUCTION

A	03-14-23	LEASE EXHIBIT	JRF	MJA	
NO.	DATE	REVISIONS	BY	CHK	APP'D

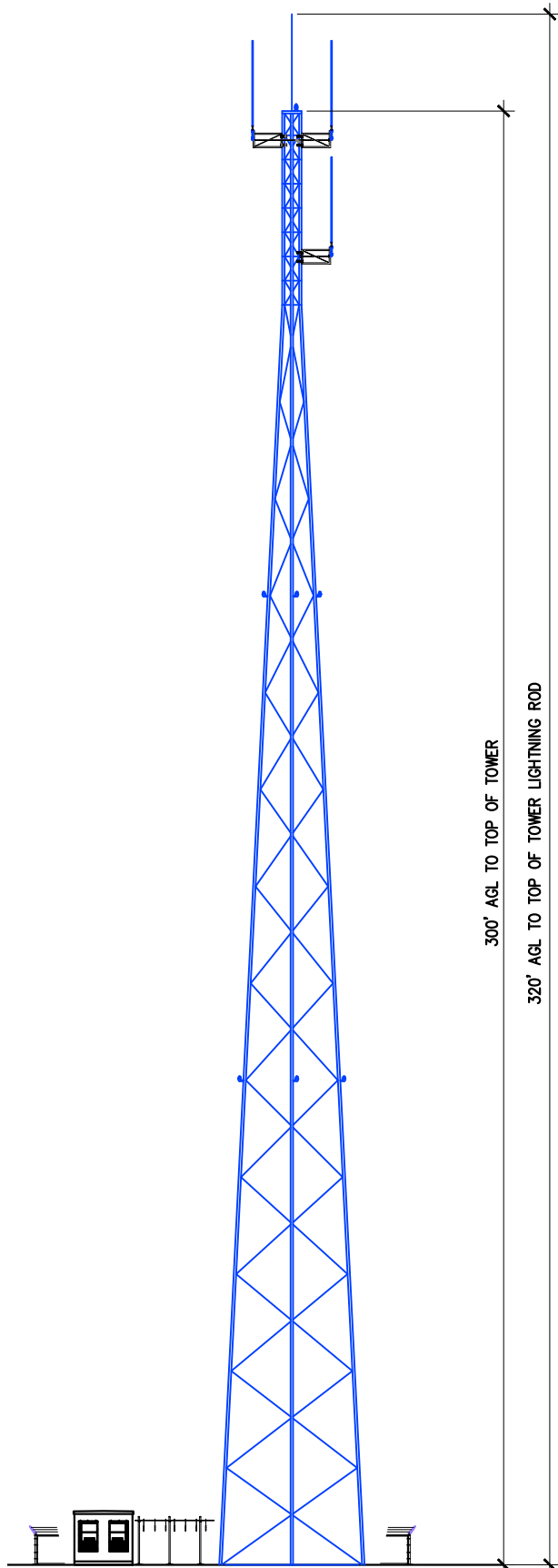


OVERALL SITE PLAN		C-1.1
STATE ST E STATE ST HASTINGS, MI 49058		

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ANTENNA AND FEEDLINE NOTES:

1 XXXXX

GENERAL NOTES:

- MISSION 1 COMMUNICATIONS HAS NOT COMPLETED A STRUCTURAL ANALYSIS FOR THE EXISTING OR PROPOSED LOADING OF ANY STRUCTURES AT THIS TIME. FINAL STRUCTURAL ANALYSIS TO BE COMPLETED BY OTHERS PRIOR TO CONSTRUCTION ACTIVITIES COMMENCE.
- ALL VERTICAL TRANSMISSION LINE RUNS FROM THE ANTENNAS SHALL BE GROUNDED NEAR THE TOP & BOTTOM OF THE TOWER (BEFORE THE CABLE MAKES HORIZONTAL TRANSITION & NEAR ENTRY PORT ON THE SHELTER). ADDITIONAL TRANSMISSION LINE GROUND KITS SHALL BE INSTALLED AS NEEDED TO LIMIT THE DISTANCE BETWEEN GROUND KITS TO 75 FEET.
- THE CONTRACTOR SHALL CONDUCT A SWEEP TEST FOLLOWING MOTOROLA'S ANTENNA COMMISSIONING MOP ON ALL THE NEWLY INSTALLED TRANSMISSION LINES TO DETERMINE THE CABLE CONDUCTOR RESISTANCE, CABLE INSERTION LOSS, REFLECTION & STIMULUS RESPONSE MEASUREMENTS. RESULTS TO BE SUBMITTED TO MOTOROLA.
- DRIP LOOPS SHALL BE INCORPORATED IN CABLE RUNS TO PREVENT WATER FROM TRICKLING DOWN THE LINES INTO THE SHELTER.
- ALL TRANSMISSION LINES SHALL BE MARKED WITH APPROPRIATE COLOR TAPE BANDS (ONE INCH WIDE COLOR TAPE) FOR IDENTIFICATION NEAR THE ANTENNA. JUST BEFORE ENTERING THE SHELTER AS WELL AS INSIDE THE SHELTER, BEFORE CONNECTING TO THE SURGE SUPPRESSORS. SEE EQUIPMENT & COAXIAL CABLE SCHEDULE FOR COLOR CODING SCHEME.

PRELIMINARY  
NOT FOR  
CONSTRUCTION

1 Proposed Tower Elevation  
NOT TO SCALE

A	03-14-23	LEASE EXHIBIT	JRF	MJA	
NO.	DATE	REVISIONS	BY	CHK	APP'D



PROPOSED TOWER ELEVATION AND ANTENNA LOADING INFORMATION	
STATE ST E STATE ST HASTINGS, MI 49058	

C-3

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