

City of Hastings
Downtown Development Authority
DRAFT Meeting Minutes
May 18, 2023

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, Bolthouse, Button, Hatfield, Tossava, Ulberg, Wiswell, Woods

Absent: Albrecht

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

Others Present:

2. Pledge to the Flag

3. Approval/Additions/Deletions to Agenda –

Woods added Parking Lot Assessment as item B. 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 Hatfield, second by Baker to approve the minutes from the April 20, 2023, meeting

All ayes, motion carried

5. Financial Statements & Budget for Review –

King said the budget has been updated through April 30, 2023, and the budget line-item totals were approved by the City Council May 8th; \$2,700,000 has been added to fiscal year 23/24 as other income to reflect the anticipated bond proceeds; capital improvements reflected in the budget total \$3,000,000; large improvements include the streetscape project as well as the redesign and construction of Lot 8

Façade and BEIG Update-

King said the façade grant spread sheet included in the board's packet has been updated through March 31, 2023

7. Open Public Comment and Discussion – None

8. Old Business-

A. Receive Progress Update on Streetscape Project-

King and Moyer-Cale gave the board a brief update on the streetscape project and answered questions about the streetscape project. The board set 8 a.m. Tuesday, June 6, as a special meeting to discuss the streetscape

B. Parking Assessment-

The board discussed and asked City staff questions about the formula used to determine assessments; King said he would send board members the formula used to determine the amount assessed to property owners in the special assessment district

9. New Business

A. Consider Setting First PA 57 of 2018 Informational Meeting for June 15, 2023-

Motion by Woods, second by Hatfield, to set the first PA 57 of 2018 informational meeting for June 15, 2023

All ayes, motion carried

B. Review and Consider Billboard and Digital marketing for Fiscal Year 2023/2024-

King said that the DDA had received to bids in response to its billboard and digital marketing RFP and Outfront Media submitted the lowest bid; the board discussed the current contract with Outfront and asked staff to invite someone from Outfront to attend the June 15 meeting of the DDA

10. DDA Member Comment –

Board discussed businesses that have are opening and others that are closing

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 a.m.

Patty Woods, Chair

Deb Button, Secretary

Prepared by: Sandra Ponsetto, City of Hastings