

City of Hastings
Downtown Development Authority
DRAFT Meeting Minutes
August 17, 2023

1. Meeting Call to Order and Roll Call—

The meeting was called to order at 8:06 a.m. by Woods

Roll Call –

Present: Albrecht, Baker, Bolthouse, Button, Hatfield, Tossava, Wiswell, Woods

Absent: Ulberg

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

Others Present:

2. Pledge to the Flag

3. Approval/Additions/Deletions to Agenda –

Woods added power washing, painting, and sealing the Thornapple and Spray plazas as item B. under New Business

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

All ayes, motion carried

Woods later asked to add discussion about billboard designs as item C. under Old Business

Motion by Wiswell, second by Hatfield, to amend the agenda as requested

With Tossava dissenting, motion carried 7 to 1

4. Approval of Minutes of the July 20, 2023, DDA Meeting –

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

All ayes, motion carried

5. Financial Statements & Budget for Review –

King said budget data has been updated through July 31, 2023. Fiscal year 2022/2023 is in the process of being closed out. Historically, there is little financial activity in the month of July that is reflected in the July budget spreadsheet

6. Façade and BEIG Update-

King said the façade grant and BEIG loan spreadsheets have been updated through July 31, 2023; he also provided a brief update on potential façade grant requests

7. Open Public Comment and Discussion – None

8. Old Business-

A. Streetscape Update-

King and Moyer-Cale gave an update and answered questions from the board regarding the timeline for the streetscape project

B. Parking Lot 8 Update-

Tate said that the City received only two sealed bids for the project and even the lowest bid was over the projected/budgeted cost for the project; the board directed staff to contact the low bidder and negotiate a better price and perhaps delay the reconstruction until spring 2024

C. Billboards-

Woods introduced discussion about billboard designs, what they should be, marketing committee approval, and when they should run

9. New Business

A. Review Façade Grant Request from Norm and Carole Barlow, 109 & 111 W. State St.-

Motion Button, second by Hatfield, to waive the requirement for an architectural rendering, due to the limited architectural scope and cost associated with the project, and approve the grant request totaling \$2,100.00

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

Nays: None

Absent: Ulberg

Abstain: Wiswell

All ayes, motion carried

10. DDA Member Comment –

Albrecht said she would be hosting a two-day chalk painting convention in the spring of 2024; Woods asked if the architect charged for consulting on façade grants, or only if a drawing was rendered; King said they were charged only if there was a rendering; board also discussed issues with property maintenance and management at the apartment building on Michigan Ave.

11. Open Public Comment and Discussion – None

12. Adjournment

Motion by Button, second by Hatfield, to adjourn

All ayes, motion carried

Meeting adjourned at 9:19 a.m.

Patty Woods, Chair

Deb Button, Secretary

Prepared by: Sandra Ponsetto, City of Hastings