

HASTINGS DOWNTOWN DEVELOPMENT AUTHORITY

August 20, 2026, Meeting - Communication

To: DDA Members and Staff
From: Dan King
Date: August 13, 2026
Subject: Information Regarding August 20, 2026, Meeting of DDA

The next meeting of the Hastings DDA is scheduled for **8:00 a.m.** on **Thursday August 20th** in the Council Chambers, second floor of City Hall.

5. Financial Statement and Budget Review

Budget data has been updated through July 31, 2026.

6. Façade and BEIG Update

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

8. Old Business:

MCSA Group has prepared an initial scope of work and preliminary design and construction estimates.

The strategic plan identified six SMART goals (Specific, Measurable, Achievable, Relevant, and Time-Bound). Staff developed and delivered a goal sign up survey. We anticipate the board will complete the committee assignments during the meeting.

9. New Business

Riley Shults, Intern for the BCCEDA will be in attendance to discuss sustainable energy initiatives information.

Jewelry by Bretta has submitted a façade grant application in the amount of \$10,000 with an additional architectural grant of \$1,000. MCSA Group has supplied an architectural rendering and payment for the rendering is in process. As a reminder, renderings completed for the DDA become property of the DDA.

Scott Schantz has an event proposal that he would like to discuss with the board.

Staff have processed façade grant reimbursements for both 144 and 148 E. State Street.

HASTINGS DOWNTOWN DEVELOPMENT AUTHORITY AGENDA

Meeting Thursday, August 20, 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 July 16, 2026, DDA Meeting
 5. Receive Financial Statements & Budget Review
 6. Façade and BEIG Update
 7. Open Public Discussion and Comments
 8. Old Business
 - A. Church/Jefferson Streetscape Plan
 - B. Strategic Plan SMART Goals Member Assignments
 9. New Business
 - A. Riley Shults, Intern, BCCEDA, Implementing Sustainable Energy Initiatives Information
 - B. Jewelry by Bretta, 129 E State St Façade Grant Request
 - C. Scott Schantz Event Proposal Discussion
 - D. Façade Grant Reimbursements for 144 and 148 E. State Street
 10. DDA member comments
 11. Open Public Discussion and Comments
 12. Adjourn

City of Hastings
Downtown Development Authority
DRAFT Meeting Minutes
July 16, 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, Wiswell

Absent: Albrecht

City Staff and Appointees: Jaquays, King, Ponsetto

Others Present: Patterson, student representative, Gettys, Barry Community Foundation

2. Pledge to the Flag

3. Approval/Additions/Deletions to Agenda –

Woods added Barry Community Foundation Funding Request for \$22,550 to partially fund Mill St. resurfacing a portion of E. Mill St. as C. under Old Business, and Parking Study Discussion as D. under Old Business.

Motion by Peterson, second by Baker, to approve the agenda as amended.

All ayes motion carried.

4. Approval of Minutes from the June 18, 2026, DDA Meeting—

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

All ayes motion carried.

5. Financial Statements & Budget for Review –

King said budget data has been updated through June 30, 2026.

6. Façade and BEIG Update-

King said the façade grant and BEIG spreadsheets have been updated through June 30, 2026.

7. Open Public Comment and Discussion – None

8. Old Business-

A. Church/Jefferson Streetscape Plan

The board discussed streetscape plans for Church and Jefferson streets.

B. Strategic Plan SMART Goals Implementation

Discussed establishing six committees or groups to focus on one of the six SMART Goals.

C. Barry Community Foundation Request for funds for E. Mill Street Resurfacing

Motion by Hatfield, second by Tossava, to approve the expenditure of up to \$40,000 to cover a portion of resurfacing E. Mill Street, contingent on the pavement depth be at least 3 inches.

D. Parking Study

Discussed the upcoming parking survey and Jaquays answered the board's questions about it.

9. New Business-

A. Marketing

1. Website Design and Maintenance

2. Christmas Decoration Order

3. Billboard—Static and Digital Content

The board discussed items 1 – 3 under Marketing

B. Maintenance-

1. Tree Stump Lot 3

2. Additional Light Pole Painting

3. Lot 8 Fence Repair

4. Riverwalk Wayfinding Sign Map

The board discussed items 1 -4 under Maintenance and directed staff to submit Department of Public Service contact reports for each.

Button left at 9:15 a.m.

10. DDA Member Comment –

Jaquays answered Wiswell's questions about the Green Street project

Peterson asked if there was any news about the former KFC building on W. State St.

Baker asked about sculpture maintenance.

Hatfield asked if it was possible to get a map of the sprinkler system for the planters in the downtown business district.

11. Open Public Comment and Discussion – None

12. Adjournment

Motion by Baker, second by Wiswell, to adjourn

All ayes motion carried

Meeting adjourned at 9:38 a.m.

Patty Woods, Chair

Deb Button, Secretary

Prepared by: Sandra Ponsetto, City of Hastings

DDA Budget 2026/2027 July 31, 2026 Update (thru 07.31.2026)					
Account Number	Title	Budget	Year to Date	Projected	Budget 2027/2028
248.100.404.000	Tax Capture	\$ 940,000			
248.100.573.000	LCSA Appropriation	\$ 45,000			
248.100.642.000	Sculpture Sales			\$ -	\$ -
248.100.569.000	SBTE TIF Loss				
248.100.648.000	Application Fees	\$ 500			
248.100.654.000	Electrical Vehicle Station	\$ 600	\$ 228		
248.100.665.000	Interest Earned	\$ 20,000			
248.100.672.000	Other Revenue				
248.100.674.000	Private Contributions or Donations		\$ -	\$ -	
248.100.675.000	Sponsorships	\$ 250			
Total Revenue		\$1,006,350	\$ 228	\$ -	\$ -
248.728.756.000	Repair and Maintenance Supplies		\$ -		
248.728.766.000	Disposable Technology				
248.728.772.000	Promotion Supplies				\$ -
248.728.801.000	Annual Streetscape Bonding Fee	\$ 500	\$ 500		
248.728.803.000	Administrative Services				
248.728.807.000	Planning Services				\$ -
248.728.816.000	Security Services-Splash Pad	\$ 1,167	\$ 1,214		
248.728.824.000	MSI-lease, install, repair sculptures	\$ 22,200			
248.728.830.000	Other Contracted Services	\$ 68,500			
248.728.861.000	Transportation (Milage)				
248.728.872.000	Parking SAD	\$ 15,962	\$ 44,795		
248.728.879.000	Website	\$ 5,000			
248.728.882.000	Advertising - Social Media	\$ 13,000	\$ 887		
248.728.883.000	Advertising - Print	\$ 6,000			
	Michigan Trails Magazine	\$ 812			
	Hastings Reminder - Holiday	\$ 2,000			
	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	\$ 1,000		
248.728.885.000	Advertising-Radio	\$ 2,500			
248.728.886.000	Videography	\$ 4,000			
248.728.887.000	Speakers/Performers	\$ 500			
248.728.891.000	Licenses and Fees	\$ 200			
248.728.900.000	Printing and Publishing	\$ 5,000			
	J-Ad - Hastings Live	\$ 700			
	J-Ad (Event Schedules)	\$ 300			
	J-Ad (Downtown Booklets)				
	J-Ad (Farmers Market Brochures)			\$ -	
	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	\$ 2,200			
	RFP and Misc. Printed Notices				

Account Number	Title	Budget	Year to Date	Projected	Budget 2027/2028
248.728.906.000	Promotions/Marketing (Holiday Decs)	\$ 50,000			
248.728.907.000	Sponsorship and Donations	\$ 19,925			
	Chamber of Commerce	\$ 5,000			
	Summerfest				
	Jingle and Mingle	\$ 5,500			
	Ball Drop	\$ 2,000			
	Farmer's Market	\$ 1,500			
	TAC Hastings Live Support	\$ 5,925			
248.728.911.000	Conferences/Trainings	\$ 1,000			
	MFEA				
	Boyne USA				
	Other Training				
248.728.912.000	Meetings	\$ 100			
248.728.915.000	Membership Dues	\$ 600			
	West Michigan Tourist Assoc.	\$ 284			
	MI Festivals and Events	\$ 250			
248.728.918.590	Sewer	\$ 11,000	\$ 744		
248.728.918.591	Water	\$ 7,500	\$ 531		
248.728.920.000	Electric	\$ 600	\$ 56		
248.728.921.000	Gas	\$ 373	\$ 40		
248.728.929.000	Gd. Repair/Maint. Winter Pot Décor.	\$ 37,000			
248.728.929.010	Snow Plowing and Removal	\$ 20,000			
248.728.930.000	Repair and Maintenance (Pole Paint)	\$ 31,000			
248.728.940.000	Equipment Fund Rental	\$ 3,000			
248.728.946.000	Engineering Services				
248.728.974.000	Land Improvements (Depreciable)	\$ 80,000			
	MC Smith Streetscape Design				
	Parking Lot 1 Pedestrian Island				
	Signage				
	Kendall Electric				
	Downtown Street Short Pole Globes				
	Street Light Painting				
	CopperRock T Plaza Handrails		\$ 14,843		
	Katerberg - Landscaping				
248-728-980-010	Street Furniture				
248.728.974.010	Land Improvements (Non-Dep)	\$ 1,300			
	Sculpture Bases				
	Consort				
	Light Pole Repair				
	Street Tree Replacement				
	Wayfinding Signs				
248.728.978.010	Technology - Non Depreciable				
248.728.991.000	Façade Improvement Grants	\$ 50,000			
248.728.992.000	Interest on Streetscape Debt	\$ 99,800			
248.728.993.000	Principal on Streetscape Debt	\$ 100,000			
Total Expenditures		\$ 666,727	\$ 64,610	\$ 666,727	\$ -

[illegible]

CITY OF HASTINGS
 DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2026

FUND 248 - DOWNTOWN DEVELOPMENT AUTHORITY

	THIS MONTH ACTUAL 31-JUL-26	THIS YEAR FISCAL YTD 31-JUL-26	REVISED BUDGET 2026-2027	THIS YEAR YTD % OF BUDGET	LAST YEAR FISCAL YTD 31-JUL-25	REVISED BUDGET 2025-2026	LAST YEAR YTD % OF BUDGET	LAST YEAR FULL YEAR ACTUAL
REVENUES								
248-100-404-000 CURRENT PROPERTY TAXES - CAPTR	.00	.00	940,000	0%	.00	760,000	0%	904,583.11
248-100-569-000 STATE GRANTS-OTHER	.00	.00	0	0%	.00	0	0%	3,707.42
248-100-573-000 LOCAL COMM STABILIZATION SHARE	.00	.00	45,000	0%	.00	50,000	0%	44,658.30
248-100-642-000 SCULPTURE SALES	.00	.00	0	0%	.00	5,000	0%	.00
248-100-648-000 APPLICATION FEES	.00	.00	500	0%	.00	500	0%	500.00
248-100-654-000 ELECTRICITY USE FEE	228.17	228.17	600	38%	24.62	300	8%	1,427.63
248-100-665-000 INTEREST EARNED ON DEP & INVST	1,174.95	1,174.95	20,000	6%	2,138.88	20,000	11%	14,745.82
248-100-672-000 OTHER REVENUE	.00	.00	0	0%	.00	0	0%	258,970.00
248-100-675-000 SPONSORSHIPS	.00	.00	250	0%	.00	500	0%	50.00
TOTAL REVENUES	1,403.12	1,403.12	1,006,350	0%	2,163.50	836,300	0%	1,228,642.28
TOTAL REVENUE & INCOMING TRANSFERS	1,403.12	1,403.12	1,006,350	0%	2,163.50	836,300	0%	1,228,642.28

CITY OF HASTINGS
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248-728-756-000 REPAIR & MAINTENANCE SUPPLIES	.00	.00	0	0%	.00	0	0%	146.25
248-728-801-000 PROFESSIONAL SERVICES	500.00	500.00	500	100%	500.00	500	100%	500.00
248-728-803-000 ADMINISTRATIVE SERVICES	.00	.00	0	0%	.00	35,000	0%	35,000.00
248-728-807-000 PLANNING SERVICES	.00	.00	0	0%	.00	5,000	0%	28,960.00
248-728-816-000 SECURITY SERVICES	1,213.68	1,213.68	1,167	104%	1,167.00	1,167	100%	1,167.00
248-728-824-000 OTHER PROFESSIONAL SERVICES	.00	.00	22,200	0%	.00	22,200	0%	17,450.00
248-728-830-000 OTHER CONTRACTED SERVICES	.00	.00	68,500	0%	.00	67,000	0%	33,238.00
248-728-872-000 SPECIAL ASSESSMENT - PARKING	44,795.00	44,795.00	15,962	281%	.00	15,962	0%	15,962.00
248-728-879-000 WEBSITE	.00	.00	5,000	0%	.00	1,000	0%	965.00
248-728-882-000 ADVERTISING - SOCIAL MEDIA	887.00	887.00	13,000	7%	2,000.00	13,000	15%	13,000.00
248-728-883-000 ADVERTISING - PRINT	.00	.00	6,000	0%	.00	5,000	0%	4,144.25
248-728-884-000 ADVERTISING - BILLBOARDS	1,000.00	1,000.00	9,000	11%	1,790.00	9,000	20%	11,760.00
248-728-885-000 ADVERTISING - RADIO	.00	.00	2,500	0%	.00	2,000	0%	1,800.00
248-728-886-000 PHOTOGRAPHY/VIDEOGRAPHY	.00	.00	4,000	0%	.00	4,000	0%	2,100.00
248-728-887-000 SPEAKERS/PERFORMERS	.00	.00	500	0%	.00	1,000	0%	.00
248-728-891-000 LICENSES AND FEES	.00	.00	200	0%	.00	250	0%	.00
248-728-900-000 PRINTING AND PUBLISHING	.00	.00	5,000	0%	.00	5,000	0%	5,126.00
248-728-905-000 CONTRIBUTIONS TO OTHER GVRNMNT	241,106.37	241,106.37	241,106	100%	241,519.92	200,000	121%	241,519.92
248-728-906-000 PROMOTIONS/MARKETING	.00	.00	50,000	0%	.00	50,000	0%	9,215.51
248-728-907-000 SPONSORSHIPS/DONATIONS	.00	.00	19,925	0%	.00	17,000	0%	19,925.00
248-728-911-000 CONFERENCES	.00	.00	1,000	0%	.00	1,000	0%	.00
248-728-912-000 MEETINGS	.00	.00	100	0%	.00	100	0%	.00
248-728-915-000 MEMBERSHIPS	.00	.00	600	0%	.00	600	0%	283.50
248-728-918-000 WATER/SEWER	.00	.00	0	0%	844.35	10,000	8%	.00
248-728-918-590 SEWER	743.95	743.95	11,000	7%	.00	0	0%	7,549.44
248-728-918-591 WATER	530.72	530.72	7,500	7%	.00	0	0%	3,738.18
248-728-920-000 ELECTRIC	119.43	119.43	600	20%	51.16	2,500	2%	560.34
248-728-921-000 NATURAL GAS	39.54	39.54	373	11%	22.90	700	3%	420.11
248-728-929-000 GROUNDS REPAIR AND MAINTENANCE	.00	.00	37,000	0%	.00	37,550	0%	39,954.71
248-728-929-010 SNOWPLOWING/SNOW REMOVAL	.00	.00	20,000	0%	.00	5,000	0%	1,900.68
248-728-930-000 REPAIR & MAINTENANCE	.00	.00	31,000	0%	.00	1,000	0%	143.92
248-728-940-000 EQUIPMENT FUND RENTALS	.00	.00	3,000	0%	23.90	0	0%	1,883.73
248-728-974-000 LAND IMPROVEMENTS - DEPRECIABL	14,843.45	14,843.45	80,000	19%	.00	20,000	0%	8,512.00
248-728-974-010 LAND IMPROVEMENTS - NON-DEPREC	.00	.00	1,300	0%	.00	8,000	0%	11,348.49
248-728-991-000 FACADE GRANTS DISBURSEMENTS	.00	.00	50,000	0%	.00	50,000	0%	45,989.20
248-728-992-000 INTEREST PAYMENT	.00	.00	99,800	0%	.00	103,700	0%	103,700.00

CITY OF HASTINGS
 DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET
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FUND 248 - DOWNTOWN DEVELOPMENT AUTHORITY

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248-728-993-000 PRINCIPAL EXPENSE ON BONDS	.00	.00	100,000	0%	.00	95,000	0%	95,000.00
TOTAL D D A	305,779.14	305,779.14	907,833	34%	247,919.23	789,229	31%	762,963.23
TOTAL EXPENDITURES & OUT TRANSFERS	305,779.14	305,779.14	907,833	34%	247,919.23	789,229	31%	762,963.23
NET REVENUES OVER EXPENDITURES	(304,376.02)	(304,376.02)	98,517		(245,755.73)	47,071		465,679.05

Façade Improvement Grant 2026/2027 Budget**\$50,000.00****August 6, 2026*****Paid FY 2026/27 To Date (07/31)*****TOTAL DISBURSED \$0.00*****Façade Grants Pledged for the 2026/2027 FY Budget***

144 E. State - Kevin Anderson	3/19/2026	\$10,000.00
148 E. State - Kevin Anderson	4/16/2026	\$6,350.00
139 E. Court - Tomy Cordova and Stephanie Fekkes	5/21/2026	\$10,000.00

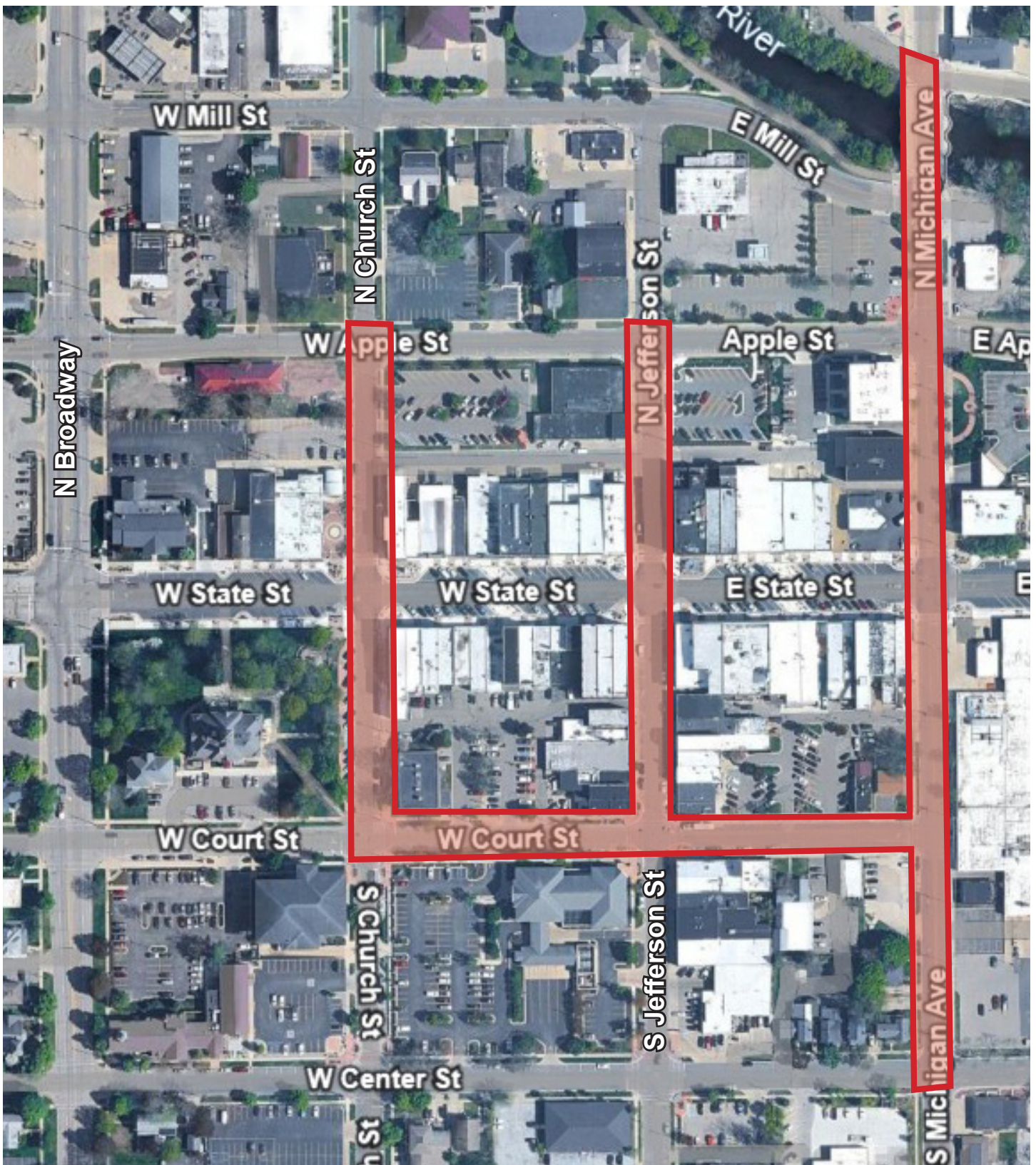
TOTAL PLEDGED \$26,350.00***Architectural Renderings Pledged for the 2026/2027 FY Budget***

144 E. State - Kevin Anderson	3/19/2026	\$1,000.00
148 E State - Kevin Anderson	4/16/2026	\$1,000.00
139 E. Court - Tomy Cordova and Stephanie Fekkes	5/21/2026	\$1,000.00

TOTAL PLEDGED FOR ARCHITECTURAL \$3,000.00**Total Approved 2026/2027 Budget \$50,000.00****Total Approved and Disbursed 2026/2027 Projects \$29,350.00****Available \$20,650.00**

Hastings Streetscape Improvements 2026

Scope of Work





Landscape Architecture
Park & Recreation Planning
Architecture • Urban Design
Sports Facility Planning

July 23, 2026

Sarah Moyer-Cale
City of Hastings
201 E. State Street
Hastings, MI 49058

RE: Proposal for Professional Services – Phase Two Downtown Streetscape Improvements

Dear Sarah,

MCSA Group, Inc. is pleased to submit this proposal to provide professional landscape architecture, engineering coordination, bidding assistance, and construction administration services for the **Phase Two Downtown Streetscape Improvements** for the City of Hastings.

MCSA Group had the privilege of designing and administering the original Downtown Hastings Streetscape Improvements completed in 2022. Building upon the success of that project, this phase is intended to extend the character and quality of downtown while focusing on targeted enhancements within the project area shown on the attached exhibit. Our familiarity with the existing infrastructure, materials, utilities, and design character will allow the project to move efficiently through design while maintaining a cohesive appearance throughout downtown.

As discussed, the improvements for this phase will be more limited in scope than the original project and are anticipated to include:

- Decorative tree grates
- Hanging basket and floral containers
- Public art pedestals
- Associated landscape and streetscape improvements

See attached for scope. Note that this scope includes 10 City blocks. The scope area for each block is from the face of building to the back of curb. This phase **does not** include mid-block crossings or improvements to existing streets and crosswalks.

To complete this project, MCSA Group will work with the following consulting team:

- **Land & Resource Engineering (LRE)** – Topographic Survey and Civil Engineering
- **Milles Engineering Group** – Electrical Engineering

Sarah Moyer-Cale
City of Hastings
July 23, 2026
Page 2

- Note that we will utilize the existing geotechnical investigation from the 2022 improvements as the soils are generally the same throughout. We may employ Soils and Structures should a geotechnical issue arise during construction.

Our services will include **Design Development, Construction Documents, Bidding Assistance, and Construction Administration**. Based on our discussions, the project will generally include the following work tasks.

A. Design Development

- Perform a topographic survey of the project area as identified on the attached exhibit.
- Review the 2022 Streetscape Improvements to maintain continuity of design and construction.
- Prepare a Design Development Plan and as for the Phase Two improvements.
- Prepare an Order of Magnitude Cost Estimate, broken down by individual block to assist with project prioritization.
- Meet with City staff to review the Design Development Plan and cost estimate.
- Refine the project limits in coordination with the City and DDA to determine which downtown blocks will be included in the Phase Two construction project. Design services will be completed for all identified project blocks; however, the final construction limits for the 2027 implementation will be established based on the available City and DDA funding.
- Attend a merchant meeting to present the proposed improvements and receive stakeholder input.

B. Construction Documents

Construction Plans

- Existing Conditions and Removal Plans
- Site Layout Plans
 - Paving Layout Plans
 - Intersection Layout Enlargements, as required

Grading and Drainage

- General Grading and Drainage Plans
- Drainage modifications associated with proposed improvements

Utilities

- Electrical Plans and Details
- Replacement of existing pedestrian lighting with new LED fixtures
- Connections to existing lighting systems
- Irrigation Plans and Details
- Hanging basket irrigation and planter infrastructure

Signage

- Signage Plans and Details, as required

Landscape Improvements

- Tree locations and species selection
- Tree grate details
- Landscape planting plans
- Planter details

Streetscape Details

- Decorative paving details
- Planter details
- Brick accent wall details
- Site furnishings including benches, tables, bollards, and waste receptacles
- Public art pedestal details
- Gateway feature details (if desired by the City)

Bid Documents

- Invitation to Bid
- Instructions to Bidders
- General Conditions
- Technical Specifications
- Contractor Qualification Forms
- Bid Proposal Forms
- City-required bidding documents

City of Hastings
July 23, 2026
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Project Review Meetings

- 30% Construction Document Review
- 60% Construction Document Review
- 90% Construction Document Review
- Additional coordination meetings as required throughout the project

C. Bidding and Construction Administration

When we have determined which blocks will be constructed in 2027, we will provide a cost for construction administration.

Professional Fees

Our lump sum fee for **Professional Design Services**, including all consultant services, shall be:

\$229,970

This fee includes all subconsultant costs for:

- Topographic Survey
- Civil Engineering
- Electrical Engineering

Project Schedule

Upon authorization to proceed, MCSA Group will prepare a detailed project schedule identifying major milestones for design, bidding, and construction.

We would welcome the opportunity to begin work upon your authorization. Should you have any questions or require additional information, please feel free to contact me at any time.

Sincerely,



MCSA Group, Inc.
Tiffany Smith, President

MCSA EMAIL CORRESPONDENCE

July 24, 2026

Some of my initial analysis related to the overall construction cost:

Phase One - 8 Blocks

Cost per Block - \$372,829

Actual Construction Cost \$2,982,632.75

Phase Two - 20 Blocks

Cost per Block - 75% of \$372,892 = \$279,621.75

Total Estimated Construction Cost \$2,796,217.50

Finally, note that I have not included bidding and construction administration as we do not yet know which blocks will be built.

Additionally, I am using the same electrical engineer, he has just moved firms.

If you have any questions, please feel free to give me a call.

Thank you for this opportunity.



Tiffany Smith, RLA

President

MCSA Group, Inc.

www.mcsagroup.com

616.451.3346



DDA STRATEGIC PLAN SMART GOALS COMMITTEE INTEREST

- 1. Improve Downtown Access & Accessibility: Parking, walkability, wayfinding, ease of seasonal access with improved ADA and winter maintenance**

Baker
Hatfield
Peterson
Schantz

- 2. Strengthen the Downtown Business Environment: Retention, recruitment, financial tools, succession**

Baker

- 3. Elevate the Everyday Downtown Experience: Programming, activation, amenities, family access**

Wiswell

- 4. Invest in Purpose-Driven Placemaking: Infrastructure, design, maintenance, connectivity**

Albrecht
Baker
Schantz

- 5. Build DDA Clarity, Trust & Transparency: Communications, education, engagement, governance**

Schantz
Patterson
Woods

- 6. Protect & Leverage Downtown's Identity: Heritage, authenticity, branding, character preservation**

Albrecht
Hatfield
Peterson
Patterson

Façade Improvement Grant Request

Date: August 7, 2026

Business: Jewelry by Bretta LLC

Property Owner: Bretta Lemos

Address: 129 E. State St.

Request \$11,000.00

The applicant Bretta Lemos is requesting a \$11,000.00 façade grant for masonry replacement and repair on the exposed east side of the building. Staff recommends approval of this request.





City of Hastings

DOWNTOWN DEVELOPMENT AUTHORITY

FAÇADE & FENCING/SCREENING IMPROVEMENT GRANT APPLICATION

APPLICANT INFORMATION

1. Property/Business Owner

Name: Bretta Lemos

2. Business

Name: Jewelry by Bretta LLC

3. Property

Address: 129 E. State Street Hastings, MI 49058

4. Phone Numbers:

Home: 989-494-9201

Work: 269-804-5995

Email: bretta@jewelrybybretta.com

5. Is the building/property owned by the applicant?

YES

NO

If No, please attach a signed letter from the property owner expressing approval of the proposed project.

6. Is this the first time applying for a façade grant?

YES

NO

7. Is this project on a corner lot?

YES

NO

PROJECT INFORMATION

On separate sheets of paper, please describe your project in detail. Tell:

- a) What it is you want to accomplish - drawings are required.
- b) How this project meets the Purpose and Priorities of the DDA Façade Improvement Program as listed in the Guidelines.
- c) Who you have identified to do the work and the reason(s) for your selection, and
- d) What is the preliminary timetable for accomplishing the work? Also enclose a detailed expense budget/estimate for this project.

8. The project will involve (please check all that apply):

- ☐ Repairs or replacement of windows, doors, walls, or other appropriate architectural elements
- ☐ Exterior painting (Non-Maintenance)
- ☐ Awnings (Historic in appearance or reflects the character of the Downtown)
- ☐ Exterior Lighting
- ☒ Masonry repair or restoration
- ☐ Restoration of vintage elements, for example:
 - ☐ Removal of historically unsuitable façade treatments
 - ☐ Removal/replacement of historically unsuitable signs and/or lighting (new signs/lights must be compatible with existing architecture and the character of the Downtown)
 - ☐ Repair or restoration of original brick and woodwork
- ☐ Fencing/Screening
- ☐ Conversion to retail or entertainment storefront

9. Additional grant up to \$1,000 for architectural rendering.

_____ Name of architectural firm: _____

10. Total Project Budget \$ 25,000⁰⁰

11. Grant Request (Not to exceed 50% of project budget and not to exceed \$10,000 plus #9 for maximum of \$11,000 \$ 10,000

12. Proposed Starting Date: 8-1-26

13. Proposed Completion Date: 11-1-26

14. What is (are) the existing use(s) of the building/property:

Jewelry - Retail

15. Will the proposed project result in a change in the use(s) of the building/property:

Yes

No

If yes, please explain:

NOTE: There is a \$100 non-refundable application fee due at the time this application is submitted.

THE UNDERSIGNED APPLICANT(S) AFFIRMS THAT:

☒ The information submitted herein is true and accurate to the best of my (our) knowledge.

☒ The property contained in the application is in the Hastings DDA District.

☒ I (we) have read and understand the conditions of the Downtown Development Authority's Façade Improvement Program and agree to abide by its conditions and guidelines.

☒ If I (we) do not implement improvements submitted by me (us) on a plan approved by the Façade Improvement Program I will not be eligible for reimbursement of any costs associated with said improvements.

☒ I (we) understand that if I (we) are found to be non-compliant with the conditions of this program, the DDA may nullify the grant award and that I (we) may not apply to this program again for a period of one (1) year following the DDA's decision.

Signature of Applicant(s):



I.D.#: _____

I.D.#: _____

Date: _____

Date: _____

Federal Business Tax ID#: _____

If a tenant, signature of property owner(s):

I.D.#: _____

Date: 5-12-26

Staff Use Only

Scoring: 12 Points Available

3 New Projects (1st time applicant) [3pts]

____ Projects Identified on Corner Lots [1pt]

1 Projects in which the Building is Owner Occupied [1pt]

1 Projects Containing a High Ratio of Private to Public Dollars 51-75% [1pt]
> 76% [2pts]

2 Project designed to resolve deteriorated/inappropriate/ unsightly conditions that
have existed for many years (boarded windows, deteriorated electrical fixtures,
etc.) [1-3 pts]

____ Project enhances pedestrian movement from the rear to the front of buildings [1pt]

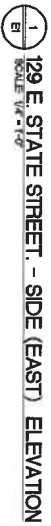
____ Project will complete the improvement of a block or portion of a block (ex.
replacement of an inappropriate facade that exists on a block containing many
appropriate, well-preserved, or improved facades) [1pt]

7 **Total Points Awarded**

Amended July 21, 2022



TYPICAL NEW BUILT FACE
CONCRETE MASONRY BLOCK,
COLOR: NATURAL



CITY OF HASTINGS
201 E STATE STREET
HASTINGS MI 49058-1954

269-945-2468

Receipt No: 1.000163138

May 12, 2026

BRETTA LEMOS

CHARGES FOR SERVICES - FACADE APPLICATION	100.00
BRETTA LEMOS JEWELRY BY BRETTA	
248-100-648-000 Application Fees	

Total:	100.00
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CREDIT/DEBIT CARD	100.00
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Payor: BRETTA LEMOS

Total Applied:	100.00
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Change Tendered:	.00
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Duplicate Copy

05/12/2026 1:54 PM

PROPOSAL

**Cabral Construction
445 Stauffer Dr.
Hastings, MI 49058**

To: JEWELRY BY BRETТА LLC

Date: 4/27/2026

WORK PERFORMED .

JOB ADDRESS , 129 ESTATE HASTINGS MICH. 49058.

- **WORK WILL BE PERFORMED ON ~~WEST~~ WALL OF BUILDING.**
- **REMOVE OUTSIDE BRICK FROM ROOF LINE TO GRADE , FRONT TO BACK.**
- **INSTALL NEW BRICK WHERE OLD BRICK WAS REMOVED.**
- **BUILD NEW MASONRY PARAPET WALL.**
- **INSTALL NEW FLASHING AT ROOF LINE .**
- **INSTALL NEW ROOF FLASHING TO PARAPET WALL.**
- **CLEAN UP MESS COMPLETE.**

TOTAL ON LABOR AND MATERIALS \$25,000.00

OFFICE PHONE # 1-269-945-3749

CELL PHONE # 1-269-838-6081

We propose hereby to furnish material and labor – complete in accordance with the above specifications, for the sum of: \$.
Money will need to be paid in full once job is complete.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon accidents or delays beyond our control.

Acceptance of proposal – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: _____

Signature: _____

Jim Cabral

Licensed and Insured

I am insured with TRUMBULL INSURANCE AGENCY MIDDLEVILLE MICHIGAN, CONTACT
NUMBER (269-795-3302) BONNIE



**MCSA
GROUP, INC.**

Architecture
Landscape Architecture
Park & Recreation Planning
Urban Design
Sports Facility Planning

August 6, 2026

Mr. Dan King
Community Development Director
City of Hastings
201 E. Street
Hastings, MI 49058

RE: Invoice No.2 for DDA Façade Improvement Grant Illustrations provided for individual applicants.

Dear Dan,

I have completed to the illustrative for following properties:

1. 129 E. State Street. Jewelry by Bretta building. Completed 8-1-2026.
Masonry contractor: Jim Cabral.

Our agreed professional services fee is \$1,000.00 per property/ address.

This Invoice No. 2 is for a total amount of \$1,000.00.

Thank you for the opportunity to continue collaborating with you and the City of Hastings.

Sincerely,

MCSA Group, Inc.

Jolanta Stecka, R.A./

Vice President

jstecka@mcsagroup.com

dir.: 616-916-2417

(1) illustrative attachment emailed to the addressee on 8-5-2026

Façade Improvement Grant Reimbursement Request Synopsis

Date: July 30, 2026

Business: Arris Matrix

Property Owner: Kevin Anderson

Address: 144 E. State St.

Conclusion:

The property owner has completed the proposed work and has submitted the related invoice. City Staff has provided a photo of the completed project and approves the completed work.

The applicant is requesting reimbursement in the amount of \$11,000.00, which is the amount approved by the DDA on March 19, 2026.



X _____

Staff Approval by: Dan King, Community Development Director

Date: May 10, 2024

Invoice

**Cabral Construction
445 Stauffer Dr.
Hastings, MI 49058
(269) 945-3749**

Date: 2/23/2026

To: KEVIN ANDERSON.

THIS IS A DEPOSIT INVOICE FOR WORK TO BE DONE AT ARRIS BUILDING AND OUTLAW BUILDING.

TOTAL DUE FOR DEPOSIT . \$19,000.00

OFFICE PHONE 1- 269- 945-3749

CELL PHONE 1-269-838-6081

Please make checks payable to Jim Cabral.

Licensed and Insured

I am insured with the TRUMBLE AGENCY MIDDLETOWN MICHIGAN If you have questions regarding my insurance, please contact BONNIE 1-269-795-3302

Invoice

**Cabral Construction
445 Stauffer Dr.
Hastings, MI 49058
(269) 945-3749**

Date: 7/19/2026

To: KEVIN.

PROJECT AT OUTLAW AND MATRIX IS COMPLETE.

TOTAL OWED FROM ORIGINAL PRICE IS \$19,500.00.

EXTRAS.

**HAD TO MAKE WALL A 3 BRICK WIDE WALL SO I LAYED A EXTRA BRICK WIDE ON WALL FROM
BOTTOM TO TOP.**

- 1800 EXTRA BRICK.
- 8 YARDS EXTRA ON SAND.
- 35 EXTRA BAGS OF MOTOR.
- 350 EXTRA GALLONS OF WATER.
- AND LABOR TO INSTALL.

TOTAL ON EXTRAS IS \$12,500.00

TOTAL DUE AT THIS TIME. \$32,000.00

OFFICE PHONE 1- 269- 945-3749

CELL PHONE 1-269-838-6081

Please make checks payable to Jim Cabral.

Licensed and Insured

**I am insured with the TRUMBLE AGENCY MIDDILEVILLE MICHIGAN If you have questions
regarding my insurance, please contact BONNIE 1-269-795-3302**

Invoice

**Cabral Construction
445 Stauffer Dr.
Hastings, MI 49058
(269) 945-3749**

Date: 7/27/2026

**To: DAN KING .
THE FAÇADE PROJECT FOR KEVIN ANDERSON IS COMPLETE AND PAID INFULL.
ADRESSES 144 AND 148 EAST STATE ST .
HASTINGS MICHIGAN 49058.**

OFFICE PHONE 1- 269- 945-3749

CELL PHONE 1-269-838-6081

Please make checks payable to Jim Cabral.

Licensed and Insured

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Façade Improvement Grant Reimbursement Request Synopsis

Date: July 30, 2026

Business: Outlaw Tattoo

Property Owner: Kevin Anderson

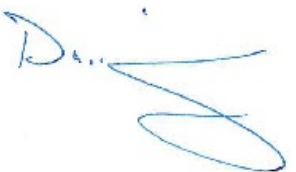
Address: 148 E. State St.

Conclusion:

The property owner has completed the proposed work and has submitted the related invoice. City Staff has provided a photo of the completed project and approves the completed work.

The applicant is requesting reimbursement in the amount of \$7,350.00, which is the amount approved by the DDA on March 19, 2026.



X _____


Staff Approval by: Dan King, Community Development Director

Date: May 10, 2024

Invoice

**Cabral Construction
445 Stauffer Dr.
Hastings, MI 49058
(269) 945-3749**

Date: 2/23/2026

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Invoice

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445 Stauffer Dr.
Hastings, MI 49058
(269) 945-3749**

Date: 7/19/2026

To: KEVIN.

PROJECT AT OUTLAW AND MATRIX IS COMPLETE.

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Invoice

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445 Stauffer Dr.
Hastings, MI 49058
(269) 945-3749**

Date: 7/27/2026

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HASTINGS MICHIGAN 49058.**

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