

HASTINGS DOWNTOWN DEVELOPMENT AUTHORITY

September 16, 2026, Meeting - Communication

To: DDA Members and Staff

From: Dan King

Date: September 11, 2026

Subject: Information Regarding September 16, 2026, Meeting of DDA

The next meeting of the Hastings DDA is scheduled for **8:00 a.m.** on **Wednesday September 16th** in the Council Chambers, second floor of City Hall.

5. Financial Statement and Budget Review

Budget data has been updated through August 31, 2026.

6. Façade and BEIG Update

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

8. Old Business:

MCSA Group has been advised of the scope of work on Jefferson Street from Apple to Center.

The strategic plan identified six SMART goals (Specific, Measurable, Achievable, Relevant, and Time-Bound). We anticipate the various committees will provide progress updates.

9. New Business

The winter plantings RFP deadline is Monday September 14th at 10:00 AM.

Staff will update on the snow removal and streetscape plantings RFP progress.

HASTINGS DOWNTOWN DEVELOPMENT AUTHORITY AGENDA

Meeting Wednesday September 16, 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 August 20, 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 Update
 - B. Strategic Plan SMART Goals Update
9. New Business
 - A. Winter Planting RFP Results
 - B. Snow Removal and Streetscape Plantings RFP Updates
10. DDA member comments
11. Open Public Discussion and Comments
12. Adjourn

City of Hastings
Downtown Development Authority
DRAFT Meeting Minutes
August 20, 2026

1. Meeting Call to Order and Roll Call—

The meeting was called to order at 8:01 a.m. by Woods.

Roll Call –

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

Absent: Hatfield,

City Staff and Appointees: King, Jaquays, Ponsetto

Others Present: Rily Shultz, Nicole Lyke, BCCEDA

2. Pledge to the Flag

3. Approval/Additions/Deletions to Agenda –

Motion by Wiswell, second by Baker, to approve the agenda as presented.

All ayes motion carried.

4. Approval of Minutes –

Motion by Tossava, second by Peterson, to approve the minutes as presented.

All ayes motion carried.

5. Financial Statements & Budget for Review –

King said the budget data has been updated through July 31, 2026.

6. Façade and BEIG Update-

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

7. Open Public Comment and Discussion – None

8. Old Business-

A. Church/Jefferson Streetscape Plan

The board discussed which areas they would like to include in the next phase of the Streetscape. It was the consensus of the board to direct city staff to ask for a cost estimate for streetscaping to include Jefferson Street from Apple to Center Street with a fire pit near the southeast corner of S. Jefferson and E. Court Street.

B. Strategic Plan SMART Goals Member Assignments

Established the following DDA Strategic Plan Committees:

- Improve Downtown Access and Accessibility: Baker, Hatfield (chair), Peterson, Schantz
- Strengthen the Downtown Environment: Baker (chair), Button
- Elevate the Everyday Downtown Experience: Wiswell (chair), Woods
- Invest in Purpose-Driven Placemaking: Albrecht, Baker, Schantz (chair)
- Build DDA Clarity, Trust, and Transparency: Patterson (student representative), Schantz (chair), Woods
- Protect and Leverage Downtown's Identity: Albrecht, Hatfield, Peterson (chair), Patterson

9. New Business

A. Riley Schults, Intern, BCCEDA, Implementing Sustainable Energy Initiatives Information

Schultz gave a presentation on sustainable energy options that the City of Hastings could explore including solar and wind.

B. Jewelry by Bretta, 129 E. State St. Façade Grant Request

Motion by Tossava, second by Schantz, to approve the \$11,000 Façade grant request for 129 E. State St., Jewelry by Bretta, LLC.

Ayes: Albrecht, Baker, Button, Peterson, Schantz, Tossava, Wiswell, Woods

Nays:

Absent: Hatfield

All ayes motion carried.

C. Scott Schantz Event Proposal Discussion

Schantz presented his idea of hosting a monthly Thursday evening motorcyclist event on S. Jefferson St. on Thursdays, starting May 2027; with a "trial run" in September 2026.

D. Façade Grant Reimbursements for 144 and 148 E. State Street

King said staff has processed the façade grant reimbursements for both 144 and 148 E. State St.

9. DDA Member Comment –

Wiswell and Button requested staff resend information from the DDA Training Session presented by the BCCEDA last month.

Peterson asked for an update on E. Mill Street repaving. Jaquays said there is no updated information at this time.

Woods said the streetscape concrete is spalling on the south side of State Street and requested that extra street banners be ordered.

Jaquays said that the city received five bids on the RFP for a parking study, the lowest being from Fishbeck; which she recommends approving. She also said the city is issuing an RFP for holiday décor and another for snow removal. She also said the intersection of W. Green Street and Market is now open.

11. Open Public Comment and Discussion – None

12. Adjournment

Motion by Wiswell, second by Schantz, to adjourn

All ayes motion carried

Meeting adjourned at 9:23 a.m.

Patty Woods, Chair

Deb Button, Secretary

Prepared by: Sandra Ponsetto, City of Hastings

DDA Budget 2026/2027 August 31, 2026 Update (thru 08.31.2026)					
Account Number	Title	Budget	Year to Date	Projected	Budget 2027/2028
248.100.404.000	Tax Capture	\$ 940,000	\$ 425,522	\$ 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	\$ 746	\$ 1,000	
248.100.665.000	Interest Earned	\$ 20,000	\$ 2,121		
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	\$ 428,389	\$ 941,000	\$ -
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	\$ 23		
248.728.882.000	Advertising - Social Media	\$ 13,000	\$ 2,887		
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	\$ 2,774		
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	\$ 900	\$ 900	
248.728.915.000	Membership Dues	\$ 600			
	West Michigan Tourist Assoc.	\$ 284	\$ 315	\$ 315	
	MI Festivals and Events	\$ 250			
248.728.918.590	Sewer	\$ 11,000	\$ 2,771		
248.728.918.591	Water	\$ 7,500	\$ 2,075		
248.728.920.000	Electric	\$ 600	\$ 182		
248.728.921.000	Gas	\$ 373	\$ 61		
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	\$ 10		
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	\$ 19,350		
248.728.992.000	Interest on Streetscape Debt	\$ 99,800			
248.728.993.000	Principal on Streetscape Debt	\$ 100,000			
Total Expenditures		\$ 666,727	\$ 92,700	\$ 666,727	\$ -

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CITY OF HASTINGS
 DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 2 MONTHS ENDING AUGUST 31, 2026

FUND 248 - DOWNTOWN DEVELOPMENT AUTHORITY

	THIS MONTH ACTUAL 31-AUG-26	THIS YEAR FISCAL YTD 31-AUG-26	REVISED BUDGET 2026-2027	THIS YEAR YTD % OF BUDGET	LAST YEAR FISCAL YTD 31-AUG-25	REVISED BUDGET 2025-2026	LAST YEAR YTD % OF BUDGET	LAST YEAR FULL YEAR ACTUAL
REVENUES								
248-100-404-000 CURRENT PROPERTY TAXES - CAPTR	425,521.77	425,521.77	940,000	45%	.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	517.64	745.81	600	124%	92.32	300	31%	1,427.63
248-100-665-000 INTEREST EARNED ON DEP & INVST	946.43	2,121.38	20,000	11%	3,593.25	20,000	18%	14,745.82
248-100-672-000 OTHER REVENUE	.00	.00	0	0%	5,430.00	0	0%	258,970.00
248-100-675-000 SPONSORSHIPS	.00	.00	250	0%	.00	500	0%	50.00
TOTAL REVENUES	426,985.84	428,388.96	1,006,350	43%	9,115.57	836,300	1%	1,228,642.28
TOTAL REVENUE & INCOMING TRANSFERS	426,985.84	428,388.96	1,006,350	43%	9,115.57	836,300	1%	1,228,642.28

CITY OF HASTINGS

DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET FOR THE 2 MONTHS ENDING AUGUST 31, 2026

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THIS MONTH ACTUAL 31-AUG-26	THIS YEAR FISCAL YTD 31-AUG-26	REVISED BUDGET 2026-2027	THIS YEAR YTD % OF BUDGET	LAST YEAR FISCAL YTD 31-AUG-25	REVISED BUDGET 2025-2026	LAST YEAR YTD % OF BUDGET	LAST YEAR FULL YEAR ACTUAL
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DDA

248-728-756-000	REPAIR & MAINTENANCE SUPPLIES	.00	.00	0	0%	.00	0	0%	146.25
248-728-801-000	PROFESSIONAL SERVICES	.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%	2,896.00	5,000	58%	28,960.00
248-728-816-000	SECURITY SERVICES	.00	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%	5,800.00	67,000	9%	33,238.00
248-728-872-000	SPECIAL ASSESSMENT - PARKING	.00	44,795.00	15,962	281%	.00	15,962	0%	15,962.00
248-728-879-000	WEBSITE	23.19	23.19	5,000	0%	.00	1,000	0%	965.00
248-728-882-000	ADVERTISING - SOCIAL MEDIA	2,000.00	2,887.00	13,000	22%	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	1,774.00	2,774.00	9,000	31%	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%	2,152.00	5,000	43%	5,126.00
248-728-905-000	CONTRIBUTIONS TO OTHER GVRNMNT	.00	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%	5,000.00	17,000	29%	19,925.00
248-728-911-000	CONFERENCES	.00	.00	1,000	0%	.00	1,000	0%	.00
248-728-912-000	MEETINGS	900.00	900.00	100	900%	.00	100	0%	.00
248-728-915-000	MEMBERSHIPS	315.00	315.00	600	53%	.00	600	0%	283.50
248-728-918-000	WATER/SEWER	.00	.00	0	0%	4,014.69	10,000	40%	.00
248-728-918-590	SEWER	2,027.47	2,771.42	11,000	25%	.00	0	0%	7,549.44
248-728-918-591	WATER	1,544.72	2,075.44	7,500	28%	.00	0	0%	3,738.18
248-728-920-000	ELECTRIC	62.87	182.30	600	30%	104.19	2,500	4%	560.34
248-728-921-000	NATURAL GAS	21.00	60.54	373	16%	44.79	700	6%	420.11
248-728-929-000	GROUPS 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	10.30	10.30	3,000	0%	52.58	0	0%	1,883.73
248-728-974-000	LAND IMPROVEMENTS - DEPRECIABL	.00	14,843.45	80,000	19%	8,000.00	20,000	40%	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	19,350.00	19,350.00	50,000	39%	10,000.00	50,000	20%	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
FOR THE 2 MONTHS ENDING AUGUST 31, 2026

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	28,028.55	333,807.69	907,833	37%	285,041.17	789,229	36%	762,963.23
TOTAL EXPENDITURES & OUT TRANSFERS	28,028.55	333,807.69	907,833	37%	285,041.17	789,229	36%	762,963.23
NET REVENUES OVER EXPENDITURES	398,957.29	94,581.27	98,517		(275,925.60)	47,071		465,679.05

Façade Improvement Grant 2026/2027 Budget**\$50,000.00****September 11, 2026*****Paid FY 2026/27 To Date (08/31)***

144 E. State - Kevin Anderson	3/19/2026	\$11,000.00
148 E. State - Kevin Anderson	4/16/2026	\$7,350.00
129 E State - Bretta Lemos (MCSA Rendering)	8/20/2026	\$1,000.00

TOTAL DISBURSED

\$19,350.00***Façade Grants Pledged for the 2026/2027 FY Budget***

139 E. Court - Tomy Cordova and Stephanie Fekkes	5/21/2026	\$10,000.00
129 E. State - Bretta Lemos	8/20/2026	\$10,000.00

TOTAL PLEDGED

\$20,000.00***Architectural Renderings Pledged for the 2026/2027 FY Budget***

139 E. Court - Tomy Cordova and Stephanie Fekkes	5/21/2026	\$1,000.00
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TOTAL PLEDGED FOR ARCHITECTURAL

\$1,000.00**Total Approved 2026/2027 Budget****\$50,000.00****Total Approved and Disbursed 2026/2027 Projects****\$40,350.00**

Available

\$9,650.00