

City of Hastings
Downtown Development Authority

DRAFT Meeting Minutes

September 21, 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: Baker, Button, Hatfield, Tossava, Wiswell, Woods

Absent: Albrecht, Bolthouse, Ulberg

City Staff and Appointees: King, Merrick, Ponsetto

Others Present:

2. Pledge to the Flag

3. Approval/Additions/Deletions to Agenda –

Woods added a request for the DDA to increase its expenditure for Lot 8 renovations by \$35,000 for a total expenditure of \$235,000, as item C. under Old Business

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

All ayes, motion carried

4. Approval of Minutes from the August 17, 2023, meeting

Motion to approve the minutes as presented

All ayes, motion carried

5. Financial Statements & Budget for Review –

King said the budget data had been updated through August 31, 2023, and fiscal year 2023 - 2024 is in the process of being closed out

6. Façade and BEIG Update-

King said the BEIG and façade grant spreadsheets were updated through August 31, 2023, and gave a brief update on two façade grants that are still in progress, Seasonal Grille and Razor's Edge.

7. Open Public Comment and Discussion – None

8. Old Business-

A. Holiday Marketing Quotes from J-Ad Graphics and WBCH Radio-

Motion Button, second by Tossava, to approve the expenditure of \$1,288 for holiday advertising with WBCH Radio and \$3,300 for holiday advertising with J-Ad Graphics, for a total of \$4,588

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

Nays:

Absent: Albrecht, Bolthouse, Ulberg

All ayes, motion carried

B. Streetscape Update-

King gave the board a brief update and answered board questions on the progress of the downtown streetscape project which began on the north side of the 100 block of E. State St. on Monday, September 11, 2023

C. Request for increase of \$35,000 for Parking Lot 8 Renovation-

Motion by Tossava, second by Wiswell, to increase the expenditure for Parking Lot 8 renovations by \$35,000 for a total expenditure of up to \$235,000

Ayes: Baker, Button, Tossava, Wiswell, Woods

Nays: Hatfield

Absent: Albrecht, Bolthouse, Ulberg

9. New Business

A. 2024 – 2026 Flower Bid Specifications RFP—

King answered questions and the board discussed the RFP specification for flower bids for 2024 - 2026

10. DDA Member Comment –

Board discussed the empty lot where Vinnie's Wood Fired Pizza stood, what business was moving into the old Short Stop building; and the need to make sure Michigan Trails magazine provides the City of Hastings with copies of the publication if the DDA continues to purchase an ad in it

11. Open Public Comment and Discussion – None

12. Adjournment

Motion by Tossava, second by Wiswell, to adjourn

All ayes, motion carried

Meeting adjourned at 9:10 a.m.

Patty Woods, Chair

Deb Button, Secretary

Prepared by: Sandra Ponsetto, City of Hastings