

HASTINGS DOWNTOWN DEVELOPMENT AUTHORITY

October 16, 2025, Meeting - Communication

To: DDA Members and Staff

From: Dan King

Date: October 13, 2025

Subject: Information Regarding October 16, 2025, Meeting of DDA

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

5. Financial Statement and Budget Review

Budget data has been updated through September 30, 2025.

6. Façade and BEIG Update

The façade grant and BEIG loan spreadsheets have been updated through September 30, 2025.

8. Old Business:

Staff will provide an update on the strategic plan process.

Staff will provide an update on the street light painting process.

Earlier this year, City Council approved an audit of street trees in the city. Besides the tree that was removed in front of the Full Moon Saloon, the tree on the southeast corner of State and Jefferson was deemed to be dead, diseased, or dying. All other trees in the vicinity were deemed to be in good health.

9. New Business

Staff are requesting the DDA board to schedule the second and final PA 57 of 2018 Informational meeting for the November 20, 2025, meeting.

Staff have processed a façade grant reimbursement for the Trumble Agency at 128 S. Jefferson Street.

See you next Thursday!

HASTINGS DOWNTOWN DEVELOPMENT AUTHORITY AGENDA

Meeting Thursday, October 16, 2025

MEETING AT CITY HALL

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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 September 18, 2025, DDA Meeting
 5. Receive Financial Statements & Budget Review
 6. Façade and BEIG update
 7. Open Public Discussion and Comments
 8. Old Business
 - A. Strategic Plan Update
 - B. Street Light Painting Update
 - C. Street Tree Replacement Update.
 9. New Business
 - A. Consider Scheduling Second PA 57 of 2018 Informational Meeting for November 20, 2025
 - B. Façade Grant Reimbursement Trumble Agency 128 S. Jefferson St.
 10. DDA member comments
 11. Open Public Discussion and Comments
 12. Adjourn

City of Hastings
Downtown Development Authority
DRAFT Meeting Minutes
September 18, 2025

1. Meeting Call to Order and Roll Call—

The meeting was called to order at 8:00 a.m. by Woods

Roll Call –

Present: Baker, Hatfield, Peterson, Schantz, Resseguie (mayor pro-tem), Wiswell, Woods

Absent: Albrecht, Button, Tossava

City Staff and Appointees: Hoke, King, Ponsetto

Others Present: Hatfield

2. Pledge to the Flag

3. Approval/Additions/Deletions to Agenda –

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

All ayes motion carried

4. Approval of Minutes –

Motion by Baker, second by Hatfield, to approve the minutes of the August 21, 2025, meeting.

All ayes motion carried

5. Financial Statements & Budget for Review –

King said the budget data has been updated through August 31, 2025.

6. Façade and BEIG Update-

King said the façade grant spreadsheet has been updated through August 31, 2025.

7. Open Public Comment and Discussion –

Dave Hatfield said, as a county commissioner, he is always available to answer questions about what is happening in the county.

8. Old Business-

Woods said that while it was not officially added to the agenda under old business, she would like to know what progress has been made on the strategic plan.

King said he received a summary of the kick-off meeting from Double Haul Solutions yesterday afternoon and would forward it to DDA board members this afternoon.

9. New Business

A. Façade Grant Application for 118 S. Jefferson Street-

Motion by Hatfield, second by Wiswell, to approve the \$10,000 grant request

Ayes: Baker, Hatfield, Schantz, Resseguie, Wiswell, Woods

Nays:

Abstain: Peterson

Absent: Albrecht, Button

All ayes, one abstaining, motion carried.

B. Jingle & Mingle Funding Request-

Hatfield, second by Peterson, to approve the Jingle & Mingle Committee's request for \$4,000 in support. After discussion Wiswell made a motion to amend the amount to \$5,500. The previous motion was amended, Resseguie seconded the new motion.

Ayes: Baker, Hatfield, Peterson, Schantz, Resseguie, Wiswell, Woods

Nays:

Absent: Albrecht, Button

All ayes motion carried.

C. Wayfinding Sign Repair Expenditure-

Motion by Hatfield, second by Baker to approve the expenditure of \$6,340 for the repair and reinstall

a damaged Wayfinding sign.

Ayes: Baker, Hatfield, Peterson, Schantz, Resseguie, Wiswell, Woods

Nays:

Absent: Albrecht, Button

All ayes motion carried.

D. Tree Replacement in front of 114 S. Jefferson Street-

Motion by Hatfield, second by Resseguie, to approve the expenditure of up to \$7,500 to replace multiple trees on S. Jefferson St.

Ayes: Baker, Hatfield, Peterson, Schantz, Resseguie, Wiswell, Woods

Nays:

Absent: Albrecht, Baker

All ayes motion carried

9. DDA Member Comment –

King spoke to the board about the Michigan Department of Transportation's plans to resurface W. State Street from Broadway to Cook Road in 2028 and the opportunity for the DDA and the City Council to split the costs of creating a plan to enhance the roadway. Resseguie concurred.

Hatfield asked about the feasibility of installing small sun sails, awnings or umbrellas at the Spray Plaza.

The board asked for and received an update on the Copper Rock project.

Hoke said he was working with Outfront Media on developing designs for digital billboards and asked if the DDA Marketing Committee would like to meet to provide some input on content.

11. Open Public Comment and Discussion – None

12. Adjournment

Motion by Hatfield, second by Baker to adjourn.

All ayes motion carried.

Meeting adjourned at 9:01 a.m.

Patty Woods, Chair

Deb Button, Secretary

Prepared by: Sandra Ponsetto, City of Hastings

DDA Budget 2025/2026 October 10, 2025 Update (thru 09.30.2025)					
Account Number	Title	Budget	Year to Date	Projected	Budget 2025/2026
248.100.404.000	Tax Capture	\$ 760,000	\$ 829,612	\$ 829,612	\$ 760,000
248.100.573.000	LCSA Appropriation	\$ 50,000		\$ 50,000	\$ 50,000
248.100.642.000	Sculpture Sales	\$ 5,000		\$ -	\$ 5,000
248.100.642.010	Advertising Sales				
248.100.648.000	Application Fees	\$ 500	\$ 100	\$ 500	\$ 500
248.100.654.000	Electrical Vehicle Station	\$ 300	\$ 92	\$ 300	\$ 300
248.100.665.000	Interest Earned	\$ 20,000	\$ 4,413	\$ 20,000	\$ 20,000
248.100.672.000	Other Revenue MEDC- Strat. Plan		\$ 5,430		
248.100.674.000	Private Contributions or Donations		\$ -	\$ -	
248.100.675.000	Sponsorships	\$ 500		\$ -	\$ 500
Total Revenue		\$836,300	\$ 839,647	\$ 900,412	\$ 836,300
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	\$ 500	\$ 500
248.728.803.000	Administrative Services	\$ 35,000		\$ 35,000	\$ 35,000
248.728.807.000	Planning Services (Strategic Plan)	\$ 5,000	\$ 2,896	\$ 7,250	\$ 5,000
248.728.816.000	Security Services-Splash Pad	\$ 1,167	\$ 1,167	\$ 1,167	\$ 1,167
248.728.824.000	MSI-lease, install, repair sculptures	\$ 22,200		\$ 22,200	\$ 22,200
248.728.830.000	Other Contracted Services	\$ 67,000	\$ 5,800	\$ 67,000	\$ 67,000
248.728.861.000	Transportation (Milage)				
248.728.872.000	Parking SAD	\$ 15,962		\$ 15,962	\$ 15,962
248.728.879.000	Website	\$ 1,000			\$ 1,000
248.728.882.000	Advertising - Social Media	\$ 13,000	\$ 3,000	\$ 13,000	\$ 13,000
248.728.883.000	Advertising - Print	\$ 5,000			\$ 5,000
	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	\$ 2,685	\$ 9,000	\$ 9,000
248.728.885.000	Advertising-Radio	\$ 2,000			\$ 2,000
248.728.886.000	Videography	\$ 4,000		\$ 4,000	\$ 4,000
248.728.887.000	Speakers/Performers	\$ 1,000			\$ 1,000
248.728.891.000	Licenses and Fees	\$ 250		\$ 250	\$ 250
248.728.900.000	Printing and Publishing	\$ 5,000			\$ 5,000
	J-Ad - Hastings Live	\$ 700	\$ 1,799		
	J-Ad (Event Schedules)	\$ 300			
	J-Ad (Roubaix Booklets)				
	J-Ad (Farmers Market Brochures)	\$ 1,300		\$ -	
	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				

Account Number	Title	Budget	Year to Date	Projected	Budget 2025/2026
248.728.906.000	Promotions/Marketing (Holiday Decs)	\$ 50,000		\$ 50,000	\$ 50,000
248.728.907.000	Sponsorship and Donations	\$ 17,000			\$ 17,000
	Chamber of Commerce	\$ 2,000	\$ 5,000	\$ 5,000	
	Summerfest	\$ 1,000			
	Jingle and Mingle	\$ 2,900			
	Ball Drop	\$ 2,000			
	Farmer's Market	\$ 1,500			
	TAC Hastings Live Support	\$ 5,925			
248.728.911.000	Conferences/Trainings	\$ 1,000			\$ 1,000
	MFEA	\$ 295			
	Boyne USA	\$ 333			
	Other Training	\$ 800			
248.728.912.000	Meetings	\$ 100			\$ 100
248.728.915.000	Membership Dues	\$ 600			\$ 600
	West Michigan Tourist Assoc.	\$ 284			
	MI Festivals and Events	\$ 250			
248.728.918.000	Water/Sewer	\$ 10,000	\$ 6,777	\$ 10,000	\$ 10,000
248.728.920.000	Electric	\$ 2,500	\$ 158	\$ 2,500	\$ 2,500
248.728.921.000	Gas	\$ 700	\$ 72	\$ 700	\$ 700
248.728.929.000	Gd. Repair/Maint. Winter Pot Décor.	\$ 37,550			\$ 37,550
248.728.929.010	Snow Plowing and Removal	\$ 5,000			\$ 5,000
248.728.930.000	Repair and Maintenance	\$ 1,000			\$ 1,000
248.728.940.000	Equipment Fund Rental		\$ 53		
248.728.946.000	Engineering Services				
248.728.974.000	Land Improvements (Depreciable)	\$ 20,000			\$ 20,000
	MC Smith Streetscape Design				
	Streetscape Project				
	Signage				
	Kendall Electric		\$ 158		
	Downtown Street Short Pole Globes				
	Street Light Painting				
	Consort Banner Flags				
	Katerberg - Landscaping		\$ 8,000		
248-728-980-010	Street Furniture				
248.728.974.010	Land Improvements (Non-Dep)	\$ 8,000			\$ 8,000
	Sculpture Bases				
	Consort				
	Sculpture Purchase				
	Spray Plaza Maintenance				
	Landscaping				
248.728.978.010	Technology - Non Depreciable				
248.728.991.000	Façade Improvement Grants	\$ 50,000	\$ 10,000		\$ 50,000
248.728.992.000	Interest on Streetscape Debt	\$ 103,700		\$ 103,700	\$ 103,700
248.728.993.000	Principal on Streetscape Debt	\$ 95,000		\$ 95,000	\$ 95,000
Total Expenditures		\$ 589,229	\$ 48,065	\$ 442,229	\$ 589,229

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BEIG LOAN TOTAL BUDGET	\$100,000.00
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109 and 111 W. State Street - Barlow Florist #2	\$2,767.63
125 S. Jefferson Street - Jacinto Currently 3 payments past due \$357.15	\$3,333.20

<i>Total BEIG Loans Outstanding as of October 1, 2025</i>	\$6,100.83
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111 W. State Street - Carole Barlow - Barlow Florist	\$10,000.00
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TOTAL	\$10,000.00
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Total Approved 2025/2026 Budget	\$100,000.00
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Total Outstanding and Approved Projects 2025/2026 Budget	\$16,100.83
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Available for Loan Commitments	\$83,899.17
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Façade Improvement Grant 2025/2026 Budget**\$50,000.00****October 13, 2025*****Paid FY 2025/26 To Date (08/31)***

112 E. Court Street - Donna and Dave Kensington - Razor's Edge	2/16/2023	\$10,000.00
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TOTAL DISBURSED

\$10,000.00***Façade Grants Pledged for the 2025/2026 FY Budget***

128 S. Jefferson - Zach Santmier - Trumble Agency	9/19/2024	\$10,000.00
135 E. State Street - Ortwein International	10/29/2024	\$4,252.50
150 E. State Street - Nathan Winick	8/6/2024	\$6,433.00
329 N. Broadway - Jackie Elliot - Frozen Spoons	3/20/2025	\$1,785.94
128 W. Mill - Troy Dalman - Ayers Insurance Agency	6/19/2025	\$4,989.20
111 W. State St. - Carole Barlow - Barlow Florist	6/19/2025	\$10,000.00
118 S. Jeffersona St. - Emily Jasperse - The General Store	9/18/2025	\$10,000.00

TOTAL PLEDGED

\$47,460.64***Architectural Renderings Pledged for the 2025/2026 FY Budget***

128 S. Jefferson - Zach Santmier - Trumble Agency	9/19/2024	\$1,000.00
111 W. State St. - Carole Barlow - Barlow Florist	6/19/2025	\$1,000.00

TOTAL PLEDGED FOR ARCHITECTURAL

\$2,000.00**Total Approved 2025/2026 Budget****\$50,000.00****Total Approved and Disbursed 2025/2026 Projects****\$59,460.64**

Available

(\$9,460.64)

Façade Improvement Grant Reimbursement Request Synopsis

Date: October 1, 2025

Business: Trumble Agency, Inc.

Property Owner: Santmier Properties, LLC

Address: 128 S. Jefferson Street

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, which is the amount approved by the DDA on September 19, 2024.



A handwritten signature in blue ink, appearing to read 'Dan King', is positioned above a horizontal line.

Staff Approval by: Dan King, Community Development Director

Date: October 2, 2024