

HASTINGS DOWNTOWN DEVELOPMENT AUTHORITY

October 19, 2023 Meeting - Communication

To: DDA Members and Staff

From: Dan King

Date: October 13, 2023,

Subject: Information Regarding October 19, 2023 Meeting of DDA

The next meeting of the Hastings DDA is scheduled for **8:00 a.m.** on **Thursday October 19th** in the Council Chambers, second floor of City Hall.

5. Financial Statement and Budget Review

Budget data has been updated through September 30, 2023.

6. Façade and BEIG Update

The façade grant and BEIG spreadsheets have been updated through September 30, 2023.

8. Old Business

- A. Staff will provide a progress update on the streetscape project.
- B. Staff will provide an update on the RAP grant.
- C. Streetscape flower bid RFP submissions are due October 17th. Staff will provide a recommendation during the meeting.

9. New Business

- A. Brian Reynolds will discuss ideas to increase participation in the Common Areas of the Social District.
- B. The second and final PA 57 of 2018 meeting for 2023 will be held.
- C. Staff has included the Redevelopment Ready Communities/Tyden Lofts celebration invitation in the packet.

Please let us know if you are unable to attend the meeting. See you on the 19th!

HASTINGS DOWNTOWN DEVELOPMENT AUTHORITY AGENDA

Meeting Thursday October 19, 2023

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 – Review Minutes from the September 21, 2023 Meeting
5. Receive Financial Statements & Budget Review
6. Façade and BEIG update
7. Open Public Discussion and Comments
8. Old Business:
 - A. Streetscape Update
 - B. RAP Grant Update
 - C. Streetscape Flower Bid Update
9. New Business
 - A. Brian Reynolds Social District Event(s) Discussion
 - B. PA 57 of 2018 Second Informational Meeting
 - C. Redevelopment Ready/Tyden Lofts Celebration Invitation
10. DDA member comments
11. Open Public Discussion and Comments
12. Adjourn

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

DDA Budget 2023/2024 October 11, 2023 Update (thru 09.30.23)					
Account Number	Title	Budget	Year to Date	Projected	Budget 2024/2025
248.100.404.000	Tax Capture	\$ 682,240			
248.100.573.000	LCSA Appropriation	\$ 63,000			
248.100.642.000	Sculpture Sales	\$ 5,000			
248.100.642.010	Advertising Sales				
248.100.648.000	Application Fees	\$ 1,000			
248.100.654.000	Electrical Vehicle Station	\$ 250	\$ 71		
248.100.665.000	Interest Earned	\$ 12,000			
248.100.672.000	Other Revenue	\$2,700,000			
248.100.674.000	Private Contributions or Donations		\$ -	\$ -	
248.100.675.000	Sponsorships	\$ 500			
Total Revenue		\$3,463,990	\$ 71	\$ -	\$ -
248.728.756.000	Repair and Maintenance Supplies				
248.728.766.000	Disposable Technology				
248.728.772.000	Promotion Supplies	\$ 500			
248.728.803.000	Administrative Services	\$ 35,000			
248.728.806.000	Legal Services	\$ 500			
248.728.807.000	Planning Services	\$ 5,000			
248.728.861.000	Transportation (Milage)	\$ 100			
248.728.872.000	Parking SAD	\$ 15,962			
248.728.879.000	Website	\$ 500			
248.728.882.000	Advertising - Social Media	\$ 13,000	\$ 3,000		
248.728.883.000	Advertising - Print	\$ 5,000			
	Michigan Trails Magazine	\$ 736	\$ 812		
	Hastings Reminder - Holiday	\$ 2,000			
	Battle Creek Shopper - Holiday	\$ 750			
	Lowell's Buyers Guide - Holiday	\$ 130			
	J-Ad Summer Fun Guide	\$ 475			
248.728.884.000	Billboards	\$ 9,000	\$ 2,400		
248.728.885.000	Advertising-Radio	\$ 2,000	\$ 165	\$ 2,000	
248.728.886.000	Videography	\$ 2,000			
248.728.887.000	Speakers/Performers	\$ 1,000			
248.728.891.000	Licenses and Fees	\$ 250			
248.728.900.000	Printing and Publishing	\$ 6,000			
	J-Ad Dine and Shop Brochures	\$ 700			
	J-Ad (Event Schedules)	\$ 300			
	J-Ad (Roubaix Booklets)	\$ 2,700			
	J-Ad (Farmers Market Brochures)	\$ 1,300		\$ -	
	Progressive Graphics Mag. Calendar	\$ 650			
	Progressive Graphics Rack Cards	\$ 500			
	J-Ad (Downtown Parking Brochures)	\$ 250			
	J-Ad RFP-Snow, Bond, etc publishing				
248.728.906.000	Promotions/Marketing	\$ 1,000			
248.728.907.000	Sponsorship and Donations	\$ 14,500			
	Chamber of Commerce	\$ 2,000			
	Summerfest	\$ 1,000			
	Jingle and Mingle	\$ 2,900			
Account Number	Title	Budget	Year to Date	Projected	Budget 2024/2025

[illegible]

248.728.905.000	Transfer to Other Governments	\$ 452,095			
	Administration	\$ 197,225			
	Spray Plaza Security (EPS)	\$ 1,400			
	MSI	\$ 21,600			
	Speakers and Performers (Buskers)	\$ 1,000			
	J-Ad - Hastings Live	\$ 5,000			
	J-Ad - Sculpture Tour Booklets	\$ 1,500			
	J-Ad Park Booklets	\$ 700			
	TAC Sponsorship	\$ 5,925			
	Water and Sewer - Spray Plaza	\$ 9,900	\$ 3,003		
Total Transfers		\$ 452,095	\$ 3,003	\$ -	\$ -
Account Number	Title	Budget	Year to Date	Projected	Budget 2024/2025
Total	Expenditures and Transfers	\$3,745,207	\$ 120,230	\$ 304,137	\$ -
Total Revenue		\$3,463,990	\$ 71	\$ -	\$ -
Total Expenditure and Transfers		\$3,745,207	\$ 120,230	\$ 304,137	\$ -
Total Net Position		(\$281,217)	(\$120,159)	\$ (304,137)	\$ -
Beginning Fund Balance		\$ 760,986	\$ 760,986	\$ 760,986	
Ending Fund Balance		\$ 479,769	\$640,827	\$ 456,849	\$ -

Façade Improvement Grant 2023/2024 Budget**\$50,000.00**

October 12, 2023

Paid FY 2023/24 To Date (09/30)**TOTAL DISBURSED \$0.00*****Façade Grants Pledged for the 2023/2024 FY Budget***

150/152 W. State Street (Phase II) - Seasonal Grille	1/20/2022	\$4,500.00
112 E. Court Street - Donna and Dave Kensington - Razor's Edge	2/16/2023	\$10,000.00
144 E. State Street - Kevin Anderson	4/20/2023	\$10,000.00
148 E. State Street - Kevin Anderson	4/20/2023	\$10,000.00
109/111 W. State Street - Norm and Carole Barlow - Barlow Florists	8/17/2023	\$2,100.00

TOTAL PLEDGED \$36,600.00***Architectural Renderings Pledged for the 2023/2024 FY Budget*****TOTAL PLEDGED FOR ARCHITECTURAL \$0.00****Total Approved 2023/2024 Budget \$50,000.00****Total Approved and Disbursed 2023/2024 Projects \$36,600.00****Available \$13,400.00**

BEIG LOAN TOTAL BUDGET	\$100,000.00
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109 and 111 E. State Street - Barlow Florist #1	\$1,071.00
109 and 111 E. State Street - Barlow Florist #2	\$4,911.00
125 S. Jefferson Street - Jacinto	\$6,309.45

<i>Total BEIG Loans Outstanding as of September 30, 2023</i>	\$12,291.45
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BEIG Loans Committed and Not Funded

TOTAL	\$0.00
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Total Approved 2023/2024 Budget	\$100,000.00
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Total Outstanding and Approved Projects 2023/2024 Budget	\$12,291.45
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Available for Loan Commitments	\$87,708.55
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Put on your dancing shoes
and join the party when the

Hastings Downtown Social District

presents the summertime

"Second Saturday" series of Street Dances

Saturday, June 8, July 13, August 10 and
September 14, 2024 from 5 PM until 10 PM

Dance music will be provided by a DJ from 5 until 8 PM.

Live music will be provided by a hopping dance band from 8 until 10 PM.

Jefferson Street just south of State Street

Yes, you are always welcome to bring your own food and/or soft drink beverages from home to enjoy at the picnic tables. But why would you do that, when there are so many nearby restaurants with great food-to-go options?

No, you may not bring your own adult beverages, but you can get your beer, wine or mixed drinks-to-go from any one of three fine nearby restaurants. Feel free to mix and match, food from one place, drinks from another. Pizza and beer? Or maybe Mexican and Margaritas? Wow! So many possibilities!!

FOOD AND ADULT BEVERAGES ARE AVAILABLE FROM: FOOD AND SOFT DRINKS ARE AVAILABLE FROM:

Kloosterman's Sports Tap 269-945-9940
Seasonal Grille 269-948-9222
Walldorff Brewpub 269-945-9400

Hungry Howie's Pizza 269-945-5500
Mexican Connexion 269-945-4403
Old Town Tavern 296-948-8531
Richie's Koffee Shop 269-945-4327

Call and order ahead; your meal will be waiting for you.



City of *Hastings* Michigan

(269) 945-2468
FAX (269) 948-9544

201 E. State Street 49058

CITY OF HASTINGS DOWNTOWN DEVELOPMENT AUTHORITY
ACCOMPLISHMENTS, PROJECTS, INVESTMENTS, AND AUTHORITY EVENTS
FOR FISCAL YEAR 2023-2024

July 2023-- Approved a bid and financing for the streetscape project contingent upon City Council acceptance of the same

August 2023—Reviewed and approved a façade grant request from Norm and Carole Barlow at 109/111 W. State St. in the amount of \$2,100; waiving the requirement for an architectural rendering due to the limited architectural improvement and cost

August 2023—Approved the expenditure of \$14,560 for power washing, cleaning and painting elements of the Thornapple and Spray plazas

September 2023—Approve the expenditure of \$1,288 for holiday advertising with WBCH and \$3,300 for holiday advertising with J-Ad Graphics.

September 2023—Approved the expenditure of up to \$235,000 for Parking Lot 8 renovations

Join us to celebrate **City of Hastings' RRC Certification**

Join Michigan Economic Development Corporation (MEDC) in acknowledging City of Hastings' accomplishment as the 70th community to be certified under the statewide Redevelopment Ready Communities® (RRC) program.

**Friday, October 27
3:30–4:30 p.m.**

at Tyden Lofts, 327 West Court Street, Hastings

RRC is a voluntary, no-cost program through MEDC that assists local municipalities in establishing a sound foundation for redevelopment and investment to occur in their communities. Certification is a formal recognition that a community has removed barriers and streamlined processes to be more competitive in today's economy.

After working toward RRC certification for over three years, City of Hastings has succeeded in accomplishing the

requirements as laid out in the RRC Best Practices. Join us to recognize the hard work of a community dedicated to having a vision for the future and the fundamental practices in place to get there.



**MICHIGAN ECONOMIC
DEVELOPMENT CORPORATION**