

HASTINGS DOWNTOWN DEVELOPMENT AUTHORITY

November 20, 2025, Meeting - Communication

To: DDA Members and Staff

From: Dan King

Date: November 14, 2025

Subject: Information Regarding November 20, 2025, Meeting of DDA

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

5. Financial Statement and Budget Review

Budget data has been updated through October 31, 2025.

6. Façade and BEIG Update

The façade grant and BEIG loan spreadsheets have been updated through October 31, 2025.

8. Old Business:

Staff will provide an update on the strategic plan process.

9. New Business

Carl Schoessel will attend the meeting to request funding for the New Year's Eve Ball Drop Event.

The second PA 57 of 2018 informational meeting will be conducted.

The DDA By-Laws require that a meeting schedule for the year is established.

Traditionally the DDA cancels the December regular meeting. Although the regular meeting may be cancelled with board action, this year there may be a special meeting requested to 'continue the strategic planning process.

See you next Thursday!

HASTINGS DOWNTOWN DEVELOPMENT AUTHORITY AGENDA

Meeting Thursday, November 20, 2025

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 October 16, 2025, DDA Meeting
5. Receive Financial Statements & Budget Review
6. Façade Update
7. Open Public Discussion and Comments
8. Old Business
 - A. Strategic Plan Update.
9. New Business
 - A. New Year's Eve Ball Drop Request.
 - B. Conduct Second PA 57 of 2018 Informational Meeting.
 - C. Establish Meeting Schedule for 2026.
 - D. Consider Cancelling December 18, 2025, Meeting.
10. DDA member comments
11. Open Public Discussion and Comments
12. Adjourn

City of Hastings
Downtown Development Authority
DRAFT Meeting Minutes
October 16, 2025

1. Meeting Call to Order and Roll Call—

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

Roll Call –

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

Absent: Albrecht, Hatfield

City Staff and Appointees: King, Ponsetto, Resseguie

Others Present: Hatfield, County Board of Commissioners; Ava Patterson, student representative

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 Peterson, second by Baker, to approve the minutes of the Sept. 18, 2025, DDA meeting.

All ayes motion carried.

5. Financial Statements & Budget for Review –

King said the budget data had been updated through Sept. 30, 2025, and answered questions from the board regarding streetscape funds.

6. Façade and BEIG Update-

King said the façade grant and BEIG loan spreadsheets have been updated through Sept. 30, 2025. He said approximately \$84,000 funds are available for BEIG loans.

7. Open Public Comment and Discussion –

Hatfield said the electric box on the northwest corner of the courthouse lawn has been replaced.

8. Old Business-

A. Strategic Plan Update--

King gave the board an update on the strategic plan and said they were planning to hold morning and evening community workshops on Thursday, Nov. 6, 2025.

B. Street Light Painting Update—

King said that painting companies are currently scheduling projects for next season and city staff would send out an RFP in the next week or two to get bids for painting the light poles and other streetscape components in the spring.

C. Street Tree Replacement Update

Motion by Wiswell, second by Tossava to replace the tree removed in front of Full Moon Saloon and the tree on the southeast corner of S. Jefferson St.

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

Nays:

Absent: Albrecht, Hatfield

All ayes, motion carried.

The board also discussed winter/holiday fill for the streetscape planters.

Motion by Wiswell, second by Schantz to approve the expenditure of up to \$15,000 for the holiday/winter fill for planters in the downtown business district.

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

Nays:

Absent: Albrecht, Baker

9. New Business

A. Consider Scheduling Second PA 57 Of 2018 Informational Meeting for Nov. 20, 2025

It was the consensus of the board to set Nov. 20, 2025, as the date for the second PA 57 of 2018 Informational Meeting.

B. Façade Grant Reimbursement Trumble Agency 128 S. Jefferson St.

King said staff have processed façade grant reimbursement for the Trumble Agency at 128 S. Jefferson St.

10. DDA Member Comment –

Woods said the DDA marketing committee would be meeting soon.

Patterson invited all board members to attend a concert this evening at the high school.

11. Open Public Comment and Discussion – none

12. Adjournment

Motion by Tossava, second by Button, to adjourn

All ayes, motion carried

Meeting adjourned at 8:46 a.m.

Patty Woods, Chair

Deb Button, Secretary

Prepared by: Sandra Ponsetto, City of Hastings

DDA Budget 2025/2026 November 14, 2025 Update (thru 10.31.2025)					
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	\$ 44,658	\$ 44,658	\$ 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	\$ 5,693	\$ 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	\$ 885,585	\$ 895,070	\$ 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	\$ 35,000
248.728.807.000	Planning Services (Strategic Plan)	\$ 5,000	\$ 5,792	\$ 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	\$ 15,962
248.728.879.000	Website	\$ 1,000			\$ 1,000
248.728.882.000	Advertising - Social Media	\$ 13,000	\$ 5,000	\$ 13,000	\$ 13,000
248.728.883.000	Advertising - Print	\$ 5,000			\$ 5,000
	Michigan Trails Magazine	\$ 812	\$ 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	\$ 4,475	\$ 9,000	\$ 9,000
248.728.885.000	Advertising-Radio	\$ 2,000			\$ 2,000
248.728.886.000	Videography	\$ 4,000	\$ 2,100	\$ 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	\$ 600
	West Michigan Tourist Assoc.	\$ 284	\$ 284		
	MI Festivals and Events	\$ 250			
248.728.918.000	Water/Sewer	\$ 10,000	\$ 9,104	\$ 10,000	\$ 10,000
248.728.920.000	Electric	\$ 2,500	\$ 205	\$ 2,500	\$ 2,500
248.728.921.000	Gas	\$ 700	\$ 107	\$ 700	\$ 700
248.728.929.000	Gd. Repair/Maint. Winter Pot Décor.	\$ 37,550	\$ 32	\$ 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		\$ 354		
	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	\$ 25,989	\$ 50,000	\$ 50,000
248.728.992.000	Interest on Streetscape Debt	\$ 103,700	\$ 52,800	\$ 103,700	\$ 103,700
248.728.993.000	Principal on Streetscape Debt	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000
Total Expenditures		\$ 589,229	\$ 275,493	\$ 529,779	\$ 589,229

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Façade Improvement Grant 2025/2026 Budget**\$50,000.00****October 13, 2025*****Paid FY 2025/26 To Date (10/31)***

112 E. Court Street - Donna and Dave Kensington - Razor's Edge	2/16/2023	\$10,000.00
128 S. Jefferson - Zach Santmier - Trumble Agency	9/19/2024	\$10,000.00
128 S. Jefferson - Zach Santmier - Trumble Agency	9/19/2024	\$1,000.00
128 W. Mill - Troy Dalman - Ayers Insurance Agency	6/19/2025	\$4,989.20

TOTAL DISBURSED

\$25,989.20***Façade Grants Pledged for the 2025/2026 FY Budget***

150 E. State Street - Nathan Winick	8/6/2024	\$6,433.00
111 W. State St. - Carole Barlow - Barlow Florist	6/19/2025	\$10,000.00
118 S. Jefferson St. - Emily Jasperse - The General Store	9/18/2025	\$10,000.00

TOTAL PLEDGED

\$26,433.00***Architectural Renderings Pledged for the 2025/2026 FY Budget***

111 W. State St. - Carole Barlow - Barlow Florist	6/19/2025	\$1,000.00
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TOTAL PLEDGED FOR ARCHITECTURAL

\$1,000.00**Total Approved 2025/2026 Budget****\$50,000.00****Total Approved and Disbursed 2025/2026 Projects****\$53,422.20**

Available

(\$3,422.20)



City of *Hastings* Michigan

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201 E. State Street 49058

CITY OF HASTINGS DOWNTOWN DEVELOPMENT AUTHORITY
ACCOMPLISHMENTS, PROJECTS, INVESTMENTS, AND AUTHORITY EVENTS
FOR FISCAL YEAR 2025-2026

July 2025— Approved expenditure of up to \$4,000 to hire Welton Media to create video and still content for the DDA website.

July 2025—Approved the expenditure of \$5,800 for a five-year cloud plan and maintenance agreement with Chargepoint.

July 2025—Approved \$5,000 per year payment to the Barry County Chamber of Commerce and Economic Development Alliance’s Level Up program for the next three years.

September 2025—Approved a faced grant application for 118 S. Jefferson Street totaling \$10,000.

September 2025—Approved the expenditure of \$5,500 to support the 2025 Jingle & Mingle event.

September 2025—Approved the expenditure of \$6,340 for the repair and reinstallation of a damaged wayfinding sign.

September 2025—Approved the expenditure of up to \$7,500 to replace street trees on S. Jefferson Street

October 2025—Approved a motion scheduling its second PA 57 Of 2018 Informational Meeting for Nov. 20, 2025.

October 2025—Approved a motion to replace two trees on the 100 block of S. Jefferson St.

October 2025—Approved the expenditure of up \$15,000 for winter/holiday fill for planters in the downtown business district.