



City of *Hastings* Michigan

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

201 E. State Street 49058

Regular Council Meeting  
February 26, 2024  
Executive Summary

Item #	Summary
9A	<b>Description:</b> Items for Action by Unanimous Consent  <b>Recommended Action:</b> Motion to approve the consent agenda as presented.
10A	<b>Description:</b> Property Sale  <b>Recommended Action:</b> Motion to authorize the City Manager to negotiate a purchase and development agreement for the property located on S. Orchard St. (parcel 55-240-105-00) with _____ and authorize the Mayor and Clerk to sign the agreement.
10B	<b>Description:</b> Sidewalk Sales  <b>Recommended Action:</b> Motion to approve, under direction of staff, the Downtown Business Team's request to hold Sidewalk Sales from 10:00 AM to 4:00 PM on Saturday April 20, 2024, and stay the necessary ordinances by adopting <b>Resolution 2024-03</b> .
10C	<b>Description:</b> Hammond Hill Events  <b>Recommended Action:</b> Motion to approve the events at Hammond Hill as presented.



City of *Hastings* Michigan

(269) 945-2468  
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201 E. State Street 49058

Item #	Summary
10D	<p><b>Description:</b> Modular Pedestrian Island</p> <p><b>Recommended Action:</b> Motion to approve the purchase of a modular pedestrian island from Professional Pavement Products for <b>\$6,707.43</b>.</p>
10E	<p><b>Description:</b> Copier Lease</p> <p><b>Recommended Action:</b> Motion to approve the 63-month equipment lease agreement with Noordyk Business Equipment for <b>\$1,072.38/month</b> and a maintenance agreement for <b>\$449.19/month</b>.</p>
10F	<p><b>Description:</b> Rifle Replacement - Police</p> <p><b>Recommended Action:</b> Motion to approve the purchase of six Colt SBR rifles from Ortwein International and trade in four existing Smith and Wesson rifles for a total cost of <b>\$10,878</b>.</p>
10G	<p><b>Description:</b> Non-Voting Student Board Positions</p> <p><b>Recommended Action:</b> Motion to create one non-voting student position for each of the following: the Downtown Development Authority Board, Planning Commission, and the Library Board to terms as determined by the Mayor.</p>

**City of Hastings**  
COUNTY OF BARRY, STATE OF MICHIGAN

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**City Council Agenda**  
**February 26, 2024**

1. Regular meeting called to order at 7:00 PM
2. Roll call
3. Pledge to the flag
- \* 4. Approval of the agenda
- \* 5. Approval of the minutes of the February 12, 2024, regular meeting and closed session.
- ✓ 6. Public Hearings: (None)
7. Public Comment:
8. Formal Recognitions and Presentations:
  - A. Presentation from Dave Hatfield, Barry County Commissioner.
- ✓ 9. Items for Action by Unanimous Consent:
  - \* A. Receive and place on file ten invoices totaling **\$243,302.67** as detailed in attachments.
- ✓ 10. Items of Business:
  - \* A. Compare developer proposals for City owned residential property acquisition and development and authorize the City Manager to negotiate a purchase and development agreement for the property for the Mayor and Clerk to sign.
  - \* B. Consider approval, under direction of staff, the Downtown Business Team's request to hold Sidewalk Sales from 10:00 AM to 4:00 PM on Saturday April 20, 2024, and stay the necessary ordinances by adopting **Resolution 2024-03**.
  - \* C. Consider approval of the events at Hammond Hill as presented.
  - \* D. Consider approval of the purchase of a modular pedestrian island from Professional Pavement Products for **\$6,707.43**.
  - \* E. Consider approval of the 63-month equipment lease agreement with Noordyk Business Equipment for **\$1,072.38/month** and a maintenance agreement for **\$449.19/month**.
  - \* F. Consider approval of the purchase of six Colt SBR rifles from Ortwein International and trade in four existing Smith and Wesson rifles for a total cost of **\$10,878**.

- \* G. Consider creating one non-voting student position for each of the following: the Downtown Development Authority Board, Planning Commission, and the Library Board to terms as determined by the Mayor.
- 11. Staff Presentations and Policy Discussions
- \* A. Public Engagement Guide
- B. City Council Paperless Agenda Policy
- 12. City Manager Report:
- \* A. Police Chief Boulter Monthly Report
- \* B. City Clerk/Treasurer Bever Monthly Financial Reports
- \* C. Community Development Director King Monthly Report
- ✓ 13. Reports and Communications:
- \* A. January 10, 2024, Riverside Cemetery Preservation Advisory Board Minutes
- \* B. February 15, 2024, Draft DDA Minutes
- 14. Public Comment:
- 15. Mayor and Council comment:
- 16. Adjourn
- \* Items with enclosures.
- ✓ Motion under agenda heading requires roll call vote.

#### Guidelines for Public Comment

Public Comment is welcomed and appreciated. Please follow these simple guidelines to ensure all have an opportunity to be heard.

All comments and questions will be made through the chair. All comments will be made in a courteous and civil manner; profanity and personal attacks will not be tolerated. Please limit the length of your comments to 3 minutes. If you are a member of a group, please appoint a spokesperson to speak on behalf of the group (those speaking on behalf of a group may be provided additional time). Please state your name before offering comment.

**City of Hastings**  
COUNTY OF BARRY, STATE OF MICHIGAN

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**City Council Minutes**  
**February 12, 2024**

1. Regular meeting called to order at 7:00 PM

2. Roll call

Present at roll call were Barlow, Brehm, Furrow, Jarvis, McLean, Nesbitt, Resseguie, and Tossava.

Motion by Barlow, with support from Resseguie, to excuse Councilmember Bowers.

Ayes: Barlow, Brehm, Jarvis, Resseguie, and Tossava.

Nays: Furrow, McLean, and Nesbitt.

Absent: Bowers.

Motion carried.

City staff and appointees present: Moyer-Cale, Bever, Boulter, Jordan, Hemerling, Tate, and King.

3. Pledge to the flag

4. Approval of the agenda

Motion by Jarvis, with support from McLean, to approve the agenda as presented.

All ayes. Motion carried.

5. Approval of the minutes of the January 22, 2024, workshop and regular meetings

Motion by Barlow, with support from Furrow, to approve the minutes of the January 22, 2024, workshop and regular meetings.

Ayes: Barlow, Brehm, Furrow, Jarvis, McLean, Nesbitt, Resseguie, and Tossava.

Nays: None.

Absent: Bowers.

Motion carried.

6. Public Hearings: (None)

7. Public Comment: (None)

8. Formal Recognitions and Presentations:

A. Presentation from Dave Hatfield, Barry County Commissioner.

9. Items for Action by Unanimous Consent:

- A. Accept and place on file the 2023 Planning Commission Annual Report.

Motion by McLean, with support from Jarvis, to accept and place on file the 2023 Planning Commission Annual Report.

Ayes: Barlow, Brehm, Furrow, Jarvis, McLean, Nesbitt, Resseguie, and Tossava.  
Nays: None.  
Absent: Bowers.  
Motion carried.

- B. Receive and place on file ten (10) invoices totaling **\$247,253.01** as detailed in attachments.

Motion by Resseguie, with support from Barlow, to receive and place on file ten (10) invoices totaling **\$247,253.01** as detailed in attachments.

Ayes: Barlow, Brehm, Furrow, Jarvis, McLean, Nesbitt, Resseguie, and Tossava.  
Nays: None.  
Absent: Bowers.  
Motion carried.

10. Items of Business:

- A. Approval of agreements from Hastings Rotary and Hastings Kiwanis Clubs to operate the concession stand and sell beer and wine at Thornapple Plaza from April 1, 2024, to April 1, 2025.

Dave Solmes, Hastings Rotary Club, addressed council.

Comments from Resseguie, Jarvis, Tossava, and Police Chief Boulter.

Motion by Nesbitt, with support from Brehm, to approve the agreements from Hastings Rotary and Hastings Kiwanis Clubs to operate the concession stand and sell beer and wine at Thornapple Plaza from April 1, 2024, to April 1, 2025.

Ayes: Barlow, Brehm, Furrow, Jarvis, McLean, Nesbitt, Resseguie, and Tossava.  
Nays: None.  
Absent: Bowers.  
Motion carried.

- B. Consider approval, under direction of staff, WBCH Radio to conduct the 18<sup>th</sup> annual St. Patrick's Day parade on Saturday, March 16, 2024, starting at 4:30 PM.

Sue Radant, WBCH Radio, addressed council.

Comments from McLean and Tossava.

Motion by McLean, with support from Nesbitt, to approve, under direction of staff, WBCH Radio to conduct the 18<sup>th</sup> annual St. Patrick's Day parade on Saturday, March 16, 2024, starting at 4:30 PM.

Ayes: Barlow, Brehm, Furrow, Jarvis, McLean, Nesbitt, Resseguie, and Tossava.

Nays: None.

Absent: Bowers.

Motion carried.

- C. Consider authorizing the Mayor and City Clerk to sign a listing agreement extension with Miller Real Estate from February 16, 2024, until August 16, 2024, for city-owned industrial property located at 1500 Star School Road.

Question from Jarvis.

Comment from City Manager Moyer-Cale.

Motion by Brehm, with support from Furrow, to authorize the Mayor and City Clerk to sign a listing agreement extension with Miller Real Estate from February 16, 2024, until August 16, 2024, for city-owned industrial property located at 1500 Star School Road.

Ayes: Barlow, Brehm, Furrow, Jarvis, McLean, Nesbitt, Resseguie, and Tossava.

Nays: None.

Absent: Bowers.

Motion carried.

- D. Consider adoption of the revised Title VI Plan as presented.

Questions from Jarvis and Tossava.

Comments from City Manager Moyer-Cale.

Motion by Nesbitt, with support from McLean, to adopt the revised Title VI Plan as presented.

Ayes: Barlow, Brehm, Furrow, Jarvis, McLean, Nesbitt, Resseguie, and Tossava.

Nays: None.

Absent: Bowers.

Motion carried.

- E. Consider approval for an increase in the contract amount for services associated with the DWAM grant performed by Prein and Newhof in the amount of **\$23,400.**

Questions from Jarvis, Furrow, Resseguie, and Tossava.

Comments from Public Services Director Tate and City Manager Moyer-Cale.

Motion by Brehm, with support from Resseguie, to approve an increase in the contract amount for services associated with the DWAM grant performed by Prein and Newhof in the amount of \$23,400.

Ayes: Barlow, Brehm, Jarvis, McLean, Nesbitt, Resseguie, and Tossava.

Nays: Furrow.

Absent: Bowers.

Motion carried.

11. Staff Presentations and Policy Discussions (None)

12. City Manager Report:

Questions from Furrow and Tossava.

Comments from City Manager Moyer-Cale and City Clerk/Treasurer Bever.

A. Public Services Director Tate presented his monthly report.

B. Fire Chief Jordan presented his monthly report.

Questions from Jarvis and Tossava.

Comments from Fire Chief Jordan.

C. Library Director Hemerling presented her monthly report.

Comments from Jarvis and Tossava.

Comments from Library Director Hemerling.

D. Assessor Rashid's monthly report was presented.

13. Reports and Communications:

A. Calendar Year 2024 Council Goals

B. DDA Draft Minutes from January 18, 2024

C. Riverside Cemetery Preservation Advisory Board Minutes from November 8, 2023

D. Library Board Minutes from February 5, 2024

E. February 2024 Calendar

Motion by McLean, with support from Jarvis, to accept and place on file items A-E.

All ayes. Motion carried.

14. Public Comment: (None)

15. Mayor and Council comment:

Comments from Tossava.



## 16. Closed Session

- A. Consider recessing to closed session at the conclusion of regular business as permitted by PA 267 of 1976, Section 15.268-8(h) to consider material exempt from disclosure by state or federal statute (to receive privileged attorney-client communication).

Motion by McLean, with support from Barlow, to recess to closed session at the conclusion of regular business as permitted by PA 267 of 1976, Section 15.268-8(h) to consider material exempt from disclosure by state or federal statute (to receive privileged attorney-client communication).

Ayes: Barlow, Brehm, Furrow, Jarvis, McLean, Nesbitt, Resseguie, and Tossava.

Nays: None.

Absent: Bowers.

Motion carried.

- B. Recess to closed session at 7:41 PM.

- C. Adjourn back to open session at 8:21 PM.

## 17. Adjourn

Motion by McLean, with support from Brehm, to adjourn at 8:24 PM.

All ayes. Motion carried.

Read and Approved:

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David J. Tossava, Mayor

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Christopher R. Bever, City Clerk

**Summary - City of Hastings Invoices**  
**City Council Meeting**  
**February 26, 2024**

9.A

<b>No.</b>	<b>Vendor</b>	<b>Amount</b>	<b>Description (with date paid)</b>
1	Battle Creek Glass	\$64,360.17	2/8/2024 Library Windows Project Billing #6
2	Katerberg Verhage, Inc.	\$49,500.00	2/8/2024 Streetscape Construction Billing #5
3	Moore+Bruggink Consulting Engineers	\$44,209.16	2/8/2024 Green St. and Market St. Improvements - Design and Field Work
4	Integrated Controls, Inc.	\$19,000.00	2/8/2024 Radio Upgrades - Water and Sewer Fund
5	Murray's Asphalt Maintenance	\$14,901.19	2/8/2024 Asphalt Patching S. Boltwood St. at State St. and Ending at Michigan Ave.
6	Infrastructure Alternatives, Inc.	\$13,882.12	2/8/2024 Wastewater Systems Service Monthly Contract
7	Geenen DeKock Group LLC	\$11,247.28	2/8/2024 2023-2024 Winter Tax Brownfield Cost Reimbursement
8	Murray's Asphalt Maintenance	\$10,200.00	2/8/2024 Asphalt Patching E. Mill St. and E. Thorn St.
9	Detroit Salt Company	\$9,848.66	2/8/2024 Rock Salt
10	Hastings Pro Auto Service, LLC	\$6,154.09	2/8/2024 Sterling Truck Fuel Injector Replacement
10	<b>Invoices</b>	<b>\$243,302.67</b>	



21472 Bedford Road N  
Battle Creek, MI 49017-8035

FISCAL

23-24-

YEAR

5432

# Invoice

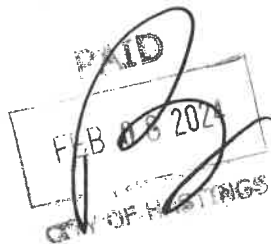
Date	Invoice #
1/31/2024	4169

Phone # 269-968-2791

Bill To  
Hastings Public Library  
227 E State Street  
Hastings, MI 49058

Ship To  
Job # 232773  
Hastings Public Library

P.O. No.		Terms	Due Date	Account #	Project
223019-18		Net 30	3/1/2024		232773 Hastings ...
Qty	Item	Description		Price Each	Amount
1	335	Billing #6 for Glass, Glazing & Aluminum Work per Our Contract Construction Sales Labor		16,435.17	16,435.17
1	335.1			47,925.00	47,925.00



A 3% FEE WILL BE ADDED FOR ALL CREDIT CARD PAYMENTS

Total	\$64,360.17
Payments/Credits	\$0.00
Balance Due	\$64,360.17

## APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

FISCAL

23 - 24

**TO OWNER:**  
THE CITY OF HASTINGS  
201 E. STATE ST  
HASTINGS, MI 49058

**PROJECT:**  
HASTINGS STREETSCAPE

**FROM CONTRACTOR:**  
KATERBERG VERHAGE, INC.  
3717 MICHIGAN ST NE  
GRAND RAPIDS, MI 49525

**VIA ARCH / ENG / CM:**  
MCSA GROUP  
529 GREENWOOD AVE  
E. GRAND RAPIDS, MI 49505

**CONTRACT NO.:** 5  
**PERIOD TO:** 1/31/2024  
**PROJECT NOS.:**  
**CONTRACT DATE:** 8/15/2023

**Distribution to:**  
OWNER  
CONSTRUCTION  
MANAGER  
ARCHITECT  
CONTRACTOR

**YEAR:**

## SITWORK/EXCAVATION

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.  
Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$	2,800,777.00
2. Net Change By Change Orders	\$	-
3. CONTRACT SUM TO DATE	\$	2,800,777.00
4. TOTAL COMPLETE & STORED TO DATE	\$	910,000.00
5. RETAINAGE:		
a. <u>10</u> % of completed work	\$	91,000.00
b. <u>10</u> % of stored material	\$	-
Total Retainage	\$	91,000.00
6. TOTAL EARNED LESS RETAINAGE	\$	819,000.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$	769,500.00
8. CURRENT PAYMENT DUE	\$	49,500.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$	1,981,777.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ -	\$ -
Total approved this month	\$ -	\$ -
TOTALS	\$ -	\$ -
NET CHANGES by Change Order	\$ -	\$ -

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

BY: KATERBERG VERHAGE, INC.

Date: 1/25/2024

State of: MICHIGAN

County of: KENT

Subscribed and sworn to before me this

25<sup>TH</sup>

day of January

Notary Public:

My Commission expires:

7-17-2025

## CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations & the data comprising this application, the Construction Manager & Architect certify to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED

\$

CONSTRUCTION MANAGER

By:

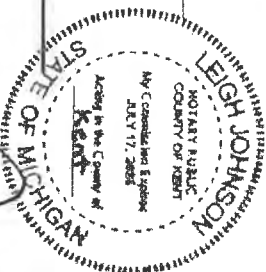
Date:

ARCHITECT:

By:

Date:

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.





# Moore+Bruggink

Consulting Engineers

2020 Monroe Avenue NW  
Grand Rapids MI 49505-6298  
P 616.363.9801 F 616.363.2480

FISCAL

**23 - 24 -**

YEAR

CITY OF HASTINGS  
TRAVIS TATE  
201 EAST STATE STREET  
HASTINGS, MI 49058

Invoice number 230232.1-1  
Date 01/05/2024

Project **230232.01 GREEN STREET AND  
MARKET STREET IMPROVEMENTS**

Invoice from November 28, 2023 through December 31, 2023

1. Attend kickoff meeting
2. Preliminary design coordination work.
3. Field topographic survey.
4. Begin drafting base topographic plans.

Description	Current Billed
<b>LABOR</b>	44,209.16
Total	44,209.16

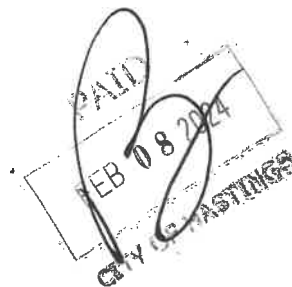
Invoice total **44,209.16**

## Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
230232.1-1	01/05/2024	44,209.16	44,209.16				
	Total	44,209.16	44,209.16	0.00	0.00	0.00	0.00

Please Mail remittance to:  
Moore & Bruggink, Inc., 2020 Monroe Avenue, N.W., Grand Rapids, MI 49505-6298

A service charge of one percent per month will be added to all accounts not paid within 30 days of invoice





INTEGRATED CONTROLS, INC.

930 Duell Road  
Traverse City, MI 49686

FISCAL

23 - 24

YEAR

# Invoice

Date	Invoice #
2/1/2024	24-2547

<b>Bill To</b>
City of Hastings Attn: Accounts Payables 201 East State Street Hastings, MI 49058

<b>Ship To</b>

P.O. No.	Terms	Due Date	Rep	Ship Date	Ship Via	FOB	Project
69599	Net 30		JN	2/1/2024			23-607 Hastings...
Item	Serviced	Description			Qty	Rate	Amount
Part	1/31/2024	Upgrade All Radios To New Series GE Radios - 8 Units			1	19,000.00	19,000.00



Thank you for your business.

**Subtotal** \$19,000.00

**Sales Tax (6.0%)** \$0.00

**Total** \$19,000.00

**Payments/Credits** \$0.00

**Balance Due** \$19,000.00

We accept  
MasterCard and Visa.

Phone #	Fax #	E-mail
231-941-1030	231-941-5380	teresa@iciprocess.com

All past due accounts are subject to a 1.5% per month finance charge.

Murray's Asphalt Maintenance LLC  
1727 Moore Rd  
Woodland, MI 48897  
+1 2699489369  
lisa@murraysasphalt.us

FISCAL  
**23 - 24 -**  
YEAR

**Murray's**  
**Asphalt Maintenance**  
**(269)948-9369**

## INVOICE

**BILL TO**

City of Hastings  
201 E. State Street  
Hastings,, MI 49058

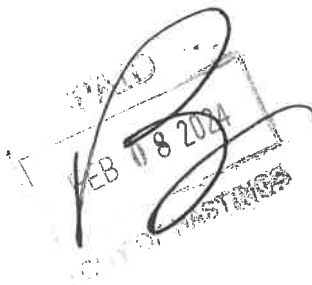
**SHIP TO**

City of Hastings  
S. Boltwood St.

**INVOICE # 3821****DATE** 11/16/2023**DUE DATE** 11/16/2023**TERMS** Due Upon  
Completion

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
08/11/2023	Patching	~5'x800' patch starting on S. Boltwood St. at State St. & ending at Michigan Ave.	1	14,900.00	14,900.00
	Late fee	0.008% - Applied on Dec 17, 2023			1.19

Thank you for doing business with Murrays!  
Cash, Checks, Money Orders & Credit Cards  
accepted.  
All Credit Card Transactions subject to a 3.5%  
fee.  
BALANCE IS DUE UPON COMPLETION. ALL  
OUTSTANDING BALANCES WILL INCRUE A  
10% ANNUAL SURCHARGE AFTER 30  
DAYS

**BALANCE DUE****\$14,901.19**

NOTE: If we are seal coating your driveway, please turn off all sprinklers the day before, day of  
and day after you are scheduled. Thank you!



**INFRASTRUCTURE  
ALTERNATIVES, INC.**

7888 Childsdale Ave. NE | Rockford, MI 49341  
Phone 616.866.1600 | Fax 616.866.1611

FISCAL

23 - 24 -

YEAR

**Invoice**

Date	Invoice #
2/1/2024	33356
Reference #	
P.O. Number:	

**CLEAN WATER SOLUTIONS**

**Bill To**

City of Hastings  
201 E. State Street  
Hastings, MI 49058

**HAS301-Hastings - MLS WW**

Description	Quantity	Amount
MONTHLY CONTRACT OPERATIONS PROVIDED FOR THE CITY OF HASTINGS WASTEWATER SYSTEMS FOR THE SERVICES PROVIDED IN THE MONTH OF: FEBRUARY 1, 2024	1	13,882.12
<p>PAID FEB 08 2024 CITY OF HASTINGS</p>		

Thank you for putting your trust in Infrastructure Alternatives, Inc.  
All invoices are due on receipt.  
All past due invoices are subject to a service charge of 1.5% per month or 18% annum.  
Invoices payable in US Currency only. FEIN: 38-3535922

Sales Tax (6.0%)	\$0.00
Total	\$13,882.12
Payments/Credits	\$0.00
<b>Invoice Total</b>	<b>\$13,882.12</b>



**23 - 24 -**



70309

**201 East State Street • Hastings, Michigan 49058**

**269.945.2468 • FAX 269.948.9544**

**FEIN 38-6004562**

# PURCHASE ORDER

02.01.2024

DATE \_\_\_\_\_

12 W. Eighth St.

### Ship To Address

Ste 250

Holland, MI 49423

**Vendor Number**

Item Description	Account Number	Price	Project Number	Received Y or N
2023/2024 Winter	243-000-202.000	11,247.28		
Brownfield Cost				
Reimbursement				
TOTAL		11,247.28		

### Special Instructions

\* Winter tax paid 02-05-2024

2/2/2024

Requested by \_\_\_\_\_

Department Head Approval

**City Manager Approval**

(IF OVER \$300)

22.24

DATE \_\_\_\_\_

## City Council Approval

**(IF OVER \$ 5000)**

MEETING DATE

DO 71322

Murray's Asphalt Maintenance LLC  
1727 Moore Rd  
Woodland, MI 48897  
+1 2699489369  
lisa@murraysasphalt.us

**Murray's**  
**Asphalt Maintenance**  
**(269)948-9369**

FISCAL

23 - 24 -

YEAR

# INVOICE

## BILL TO

City of Hastings  
201 E. State Street  
Hastings,, MI 49058

## SHIP TO

City of Hastings  
201 E. State Street  
Hastings,, MI 49058

INVOICE # 3840

DATE 12/21/2023

DUE DATE 12/21/2023

TERMS Due Upon  
Completion

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
12/20/2023	Patching	Patching on the 500,600 and 700 block of E mill and 500,600 block of E Thorn	1	10,200.00	10,200.00

Thank you for doing business with Murrays!  
Cash, Checks, Money Orders & Credit Cards  
accepted.

All Credit Card Transactions subject to a 3.5%  
fee.

BALANCE IS DUE UPON COMPLETION. ALL  
OUTSTANDING BALANCES WILL INCRUE A  
10% ANNUAL SURCHARGE AFTER 30  
DAYS

BALANCE DUE

**\$10,200.00**

PAID  
FEB 08 2024  
CITY OF HASTINGS

NOTE: If we are seal coating your driveway, please turn off all sprinklers the day before, day of  
and day after you are scheduled. Thank you!

FISCAL

23-24-

YEAR



12841 Sanders Street  
Detroit, MI 48217

Phone No. 313-841-5144

Fax No. 313-841-0466

ar@detroitssalt.com

**Sell-to**

HASTINGS CITY  
BETTY HARTMAN  
201 E STATE ST  
Hastings, MI 49058  
UNITED STATES

**Ship-to**

HASTINGS CITY  
HASTINGS  
301 E COURT ST  
HASTINGS, MI 49058

Invoice No. SI24-24482

Posting Date 01/26/24

Payment Terms NET 30

Due Date 02/25/24

P.O. 71308

Customer No. MIHAS02

Ticket No.	Date	Order	Location	Product	Qty	Rate	Amount	Tax Amount	Total
875070	01/26/24	SO24-13930	007	ROCK SALT	52.72	\$66.59	\$3,510.62		\$3,510.62
875192	01/26/24	SO24-13930	007	ROCK SALT	47.34	\$66.59	\$3,152.37		\$3,152.37
875196	01/26/24	SO24-13930	007	ROCK SALT	47.84	\$66.59	\$3,185.67		\$3,185.67
Invoice Total					147.90		\$9,848.66		\$9,848.66

Total Invoice

\$9,848.66



QUESTIONS? PLEASE CALL 313-841-5144

FEDERAL ID 38-3341484

PLEASE NOTE: OUR REMITTANCE ADDRESS HAS CHANGED

Please remit payment to: Detroit Salt Company, PO Box 874127 Kansas City, MO 64187-4127

FISCAL

**HASTINGS PRO AUTO SERVICE LLC**

229 N BROADWAY, LIC# F159329

HASTINGS, MI 49058

269-948-2121

28-24-

YEAR

1/26/2024 7:53:29 AM EST

Invoice #55879

Page:1

**CITY OF HASTINGS**

201 E. State Street

HASTINGS, MI 49058

Phone: 945-5083 garage

**Vehicle : 2008 Sterling Truck Bullet 45 6.7 L 408 CID L6 Cummins ISB-07 Diesel**

VIN : 3F6WJ66A48G351088

Fleet #/Driver:

Created : 12/22/2023 3:01:40 PM EST

Invoiced : 1/26/2024 7:53:22 AM EST

Odometer In : 71840

Odometer Out : 71840

**Labor/Notes**TechnicianDescriptionPrice

CR

DIAGNOSIS DIESEL MISFIRE

\$225.00

CODE P0300, MISFIRE ON CYLINDER #1. PERFORMED INJECTOR DISABLE TEST AND NO CHANGE ON #1. INJECTOR HAS FAILED INTERNALLY.

CR

FUEL INJECTOR R&amp;I

\$780.00

Includes testing.

CR

po#72144

**Parts**Qty CodeDescriptionConditionUnit PricePrice

5

INJECTOR, FUEL

\$926.00

\$4,630.00

5

Echlin Diesel Fuel Injector Sleeve

\$64.58

\$322.90

1

NAPA Gold Filters Fuel Filter

\$117.19

\$117.19

Labor

\$1,005.00

Parts

\$5,070.09

Shop Supplies

\$39.00

Hazardous Materials

\$40.00

**Total \$6,154.09****PAYMENT \$0.00****BALANCE DUE \$6,154.09**Technician CodeCertification #

CR

CHAD ROGERS M221355, MACS-824989

**Approvals**Date & TimeTotal AmountAuthorized ByMethodEmployee

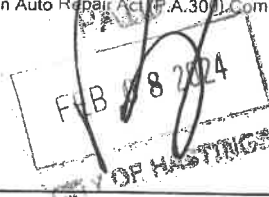
All parts are new unless otherwise stated. I hereby authorize the repair work herein set forth to be done along with the necessary material and agree that you are not responsible for loss or damage to vehicle or articles left in vehicle in case of fire, theft or any other cause beyond your control. I hereby grant you and/or your employees permission to operate the vehicle herein described on streets, highways or elsewhere for the purpose of testing and/or inspection. An express garagekeeper's lien is hereby acknowledged on above vehicle to secure the amount or repairs thereto. All Vehicles left over 48 hrs. after repairs are completed WILL INCUR A \$5.00 PER DAY STORAGE FEE. 12 Month or 12,000 Mile Warranty On Repairs.

Customer Signature

-----Certification-----

All repairs and parts listed were furnished in compliance with Michigan Auto Repair Act (P.A.300) Company Authorized Representative

(full signature required)





# Regular Council Agenda Item Memorandum

**To:** Mayor Tossava and City Council

**From:** Dan King

**Subject:** Developer Proposal Comparison for Parcel #08-55-240-105-00

**Meeting Date:** February 26, 2024

---

## Recommended Action:

Motion to authorize the City Manager to negotiate a purchase and development agreement for the property located on S. Orchard St. (parcel 55-240-105-00) with \_\_\_\_\_ and authorize the Mayor and Clerk to sign the agreement.

## Background Information:

City staff received an offer to purchase a 7.51-acre parcel of property zoned R-2 Single Family Residential at the south end of Hayes and Orchard Streets. Although the parcel of property had been available for sale for approximately 20 years, the property had never been officially listed for sale. Per the City's Asset Disposition Policy, the City prepared a notice advising the public the property is available for sale. During the advertisement period, a second developer voiced interest in the property. Both developers have interest in developing affordable housing for the site. Since both proposals submitted by the developers are for the construction of affordable residential housing, staff is requesting City Council to consider both proposals and select a developer and authorize the City Manager to negotiate the terms of the purchase and development agreement and authorize the sale.

## Financial Implications:

Sale of the parcel would create a non-recurring revenue source for the City.

## Attachments:

- GIS map of parcel
- Developer Proposals
- Developer Comparison Table



E SOUTH ST

S EAST ST

S ORCHARD ST

S MONTGOMERY ST

S DIBBLE ST

Elementary School

**55-240-105-00**

CITY OF HASTINGS VACANT  
S ORCHARD ST RD 1200 BLK, HAST  
Acreage (Assessor): 7.400  
Acreage (GIS): 7.51

E ENTERPRISE DR

BALSAM DR

INTERGREEN DR

TAR SCHOOL RD



January 12, 2024

To: Hastings City Council

Re: New Housing on parcel number 55-240-105-00

To the Hastings City Council:

Thank you for the opportunity to submit our interest and proposal for this parcel. Over the last 29 years, Allen Edwin Homes (AEH), a family-owned company, has grown into the largest home builder in Michigan and a top 100 builder nationally as measured by volume within the United States, while focused on Our Vision, "To build homes that enrich the lives of our customers and those who build them."

Led by a seasoned executive team and a core group of in-house professionals (see "Team" below), AEH has built over 10,000 single-family homes on hundreds of different sites at many different price points. AEH is on pace to start over 900 homes this year while maintaining a Better Business Bureau rating of A+ and having 9 out of 10 customers willing to recommend AEH to a close family member or friend.

About 6 years ago, AEH started adding hundreds of "build to lease" homes into our product mix, allowing those in the rental market the chance to live in a new, energy efficient, single-family home. Recently AEH created a Workforce Housing initiative to work directly with state and local governments to address the growing housing shortage and to build homes for Michigan families making under 120% of the AMI.

Recently, AEH was vetted and selected as a qualified development partner of the State Land Bank Authority. (See attached letter)

On the financial side, AEH has been very conservative in the deployment of capital, allowing developments to be funded with either cash on hand or existing credit facilities. AEH is also on the cutting edge of working with new state laws to deliver additional homes at the required price points.

AEH understands that upon selection of a qualified development team, the City will enter into, among others, a pre-development agreement including purchase price, incentives, due diligence period, and other terms.

Thank you again for your consideration,

Brian Farkas, Director of Workforce Housing, [bfarkas@allenedwin.com](mailto:bfarkas@allenedwin.com)





## **1) Team (Organizational Structure)**

*Brian Farkas, J.D.* (Director of Workforce Housing), Licensed Attorney, Former State Assistant Attorney General, Co-Founder Blight Authority, former Director of Special Projects, Detroit Demolition (Mayor's Office), 10+ years of experience in State and Local Govt and worked closely with Detroit Mayor Mike Duggan and the Detroit Land Bank Authority on the development and execution of the largest blight removal program in the United States. Together with his team, they successfully demolished over 25,000 blighted structures in Detroit, which resulted in a significant reduction in crime rates and fires, while also increasing property values. He is a requested presenter at government sector conferences like the Michigan Municipal Executive Conference and often quoted in news articles related to Workforce Housing in Michigan.

*Thomas Larabel, PE:* (VP of Land; Civil Engineering) Licensed Professional Engineer and Licensed Builder, Double Bachelors of Science in Civil Engineering and Mechanical Engineering. 26+ years of experience. Leads the team responsible for all aspects of the acquisition, due diligence, engineering, and development of single-family home sites.

*Mike West, AICP* (Land Planning Manager, Due Diligence & Entitlement): B.S. in Land Use Planning & Resource Management from Northern Michigan University; 30+ years of experience including former City/Township Planner (24 years) and Environmental Consultant (5 years). American Institute of Certified Planner (AICP) since 2001.

*Dan Larabel* (Land Development Manager) Construction Management bachelor's degree and MBA, 13+ years of experience in the construction industry. Comprehensive skills related to project management across all disciplines of the land development process including feasibility studies, due diligence, site design, municipal utilities, franchise utility management, estimating, budget management.

*Shad VanStedum* (Land Survey/Site Engineering/Concrete Construction), 25+ years of experience in the Construction field. Focused on residential homes site preparation and value engineering. Along with a vast knowledge of concrete foundations and structures to coincide with value engineering.





## **2) Vision, Concept Plans, Experience and Competency**

As stated above, AEH has built over 10,000 homes with extremely high customer satisfaction and has over 900 starts planned for this year. To demonstrate experience and competency in producing real estate development projects, AEH has chosen to highlight a few different projects, some of which are small and relied on local government cooperation geared towards Workforce Housing. Others are larger in scope to show AEH has the internal capacity to handle the largest of projects.

### **White Cloud**- 8 lots for Workforce Housing (PILOT) – under construction

- Worked directly with City Manager to pass the first in the state PILOT Ordinance for Workforce Housing under Senate Bill 432 and purchase 1 vacant lot from the city (former demolition site)
- Purchasing 7 lots from a stalled development.
- Leveraging foundation (Fremont Area Foundation) money to cover the cost of connecting 5 lots to aged infrastructure.
- Hired outside Counsel to assist MSHDA attorneys on drafting model ordinances.

### **Coldwater** – 100 lots for Workforce Housing and Market Rate (TIF) – in process

- Worked directly with City Manager and Mayor on identifying lots.
- Retained outside expert to draft and scope the TIF plan to allow for:
  - o infill on formerly vacant shopping center parking lot,
  - o infill on city owned demolition sites
  - o completion of stalled development,
  - o creation of a new subdivision

### **Three Rivers** – 12 units Garfield Ct. - Completed

- Market Rate rental
- Stalled office park for about 10 years
- City approached AEH for assistance.
- First unit completed July of 2022; final one completed five months later.

Other projects either approved or under construction:

**Alderwood** (City of Grandville) – PUD site condominium subdivision and traditional condominium with open space preservation design and natural walking trails; 80 total units/35 acres; mixture of single family detached homes and attached townhomes.

**Applegate Pointe** (Texas Township) – Site condominium subdivision; 120 total units/60 acres; single family detached homes.

**Bretonfield Preserve** (City of Kentwood) – PUD site condominium subdivision with open space preservation design and walking paths/park amenities; 309 units/102 acres; single family detached homes.

**Copperleaf** (City of Portage) – PUD site condominium subdivision with open space preservation design and walking paths/park amenities; 204 units/74 acres; single family detached homes.



**Silverwater** (Holland Township) – PUD site condominium subdivision with open space preservation design and walking paths; 213 units/83 acres; single family detached homes.

**White Pines Trails** (City of Cedar Springs) – PUD site condominium subdivision with open space preservation design and natural walking trails; 204 units/74 acres; single family detached homes.

**Other projects either partially approved or slated for 2024 construction.**

**Highland Reserve** (Hartland Township) – PUD site condominium subdivision with open space preservation design and walking paths/park amenities; 101 units/38 acres; single family detached homes.

**Thornapple Farms** (Gaines Township) – Platted subdivision with open space preservation design and walking paths/park amenities; 178 lots/96 acres; single family detached homes.

**Woodland Ridge** (Michigan City, IN) – Platted subdivision with open space preservation design and walking paths/park amenities; 112 lots/32 acres; single family detached homes

**3) Financial/Legal Information –**

- This information is available for review upon request and has been reviewed by the State Land Bank Authority.

**4) Business References**

- Joe Bippus, City Manager of Three Rivers, (269) 273-1075, ext 103, [jbippus@threeriversmi.org](mailto:jbippus@threeriversmi.org)
- David Mackie, City Manager of Hillsdale, (517) 437-6444, [dmackie@cityofhillsdale.org](mailto:dmackie@cityofhillsdale.org)
- April Storms, City Manager of White Cloud, (231) 689-1194 [citymanager@cityofwhitecloud.org](mailto:citymanager@cityofwhitecloud.org)

## integrity 1810

1,822 SF

4 bedrooms

2.5-3.5 bathrooms

2-3 car attached garage



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## integrity 2060

2,060 SF

3-4 bedrooms

2-2.5 bathrooms

2 car attached garage



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## integrity 1830

1,830 SF

4-5 bedrooms

2.5-3.5 bathrooms

2-3 car attached garage



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## integrity 1750

1,736 SF

3-4 bedrooms

2-2.5 bathrooms

2 car attached garage



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Elevation A1



Elevation A2



Elevation A3

Elevation A



Elevation B1



Elevation B2



Elevation B3

Elevation B



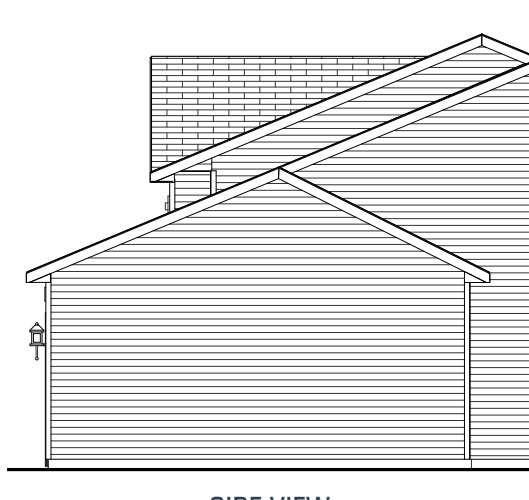


Elevation G1

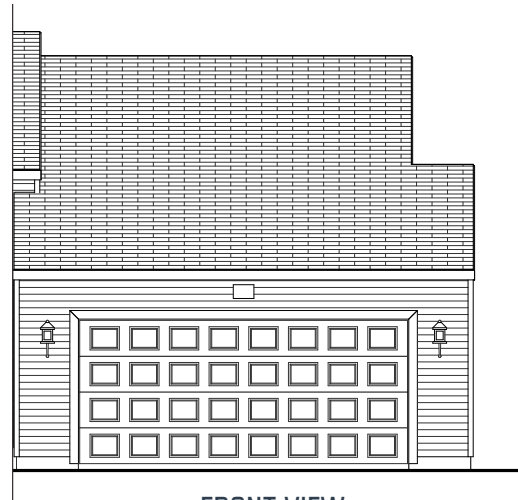


Elevation G2

Elevation G

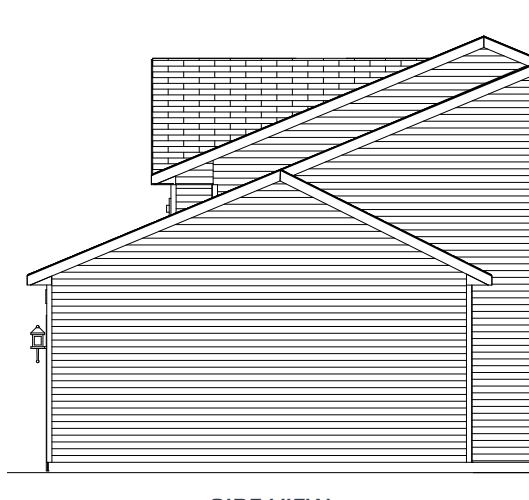
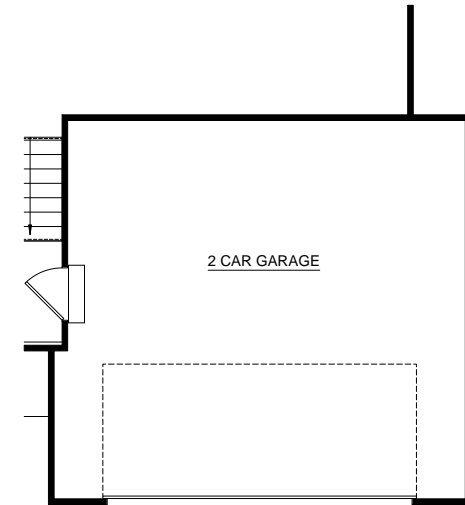


SIDE VIEW

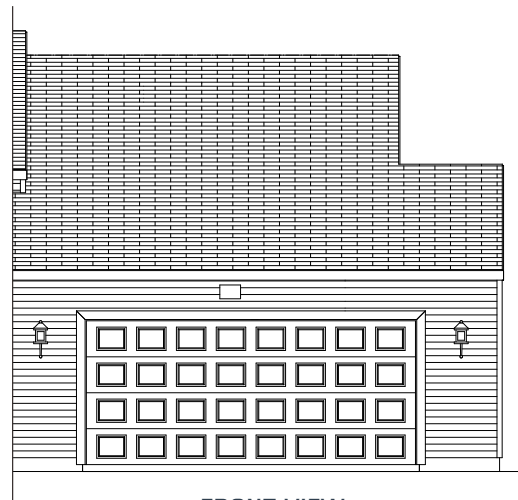


FRONT VIEW

22' X 20' GARAGE OPTION



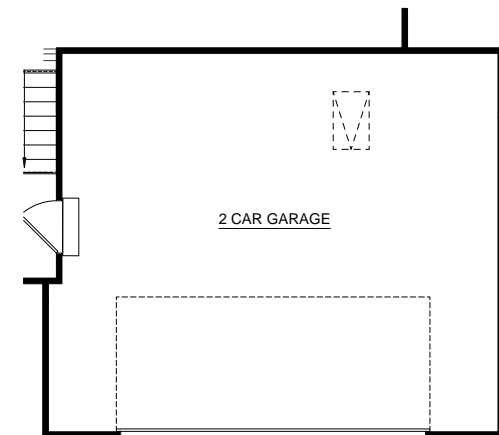
SIDE VIEW

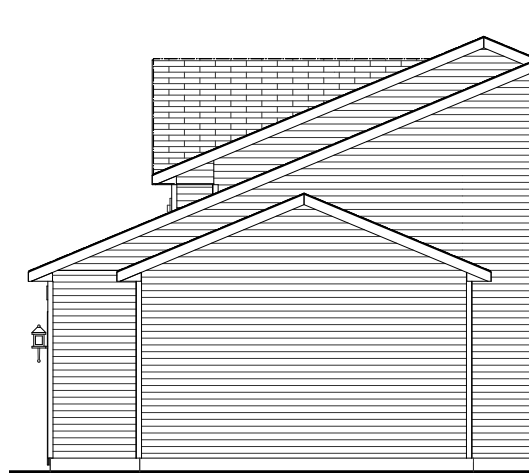


FRONT VIEW

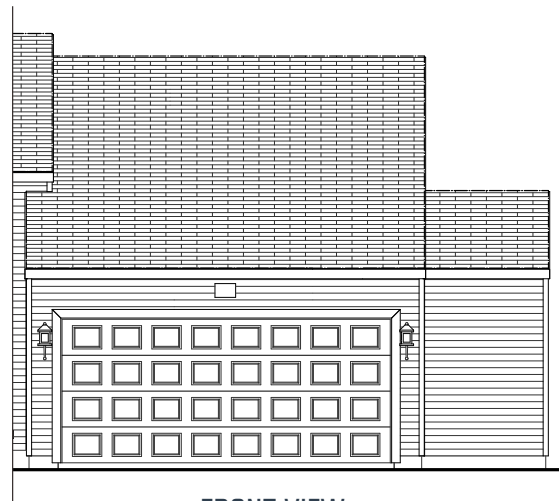
24' X 20' GARAGE OPTION

\*Based on Community Lot Fit Availability



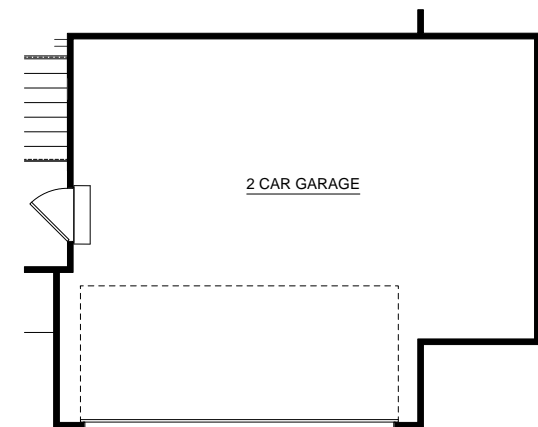


SIDE VIEW



FRONT VIEW

2 CAR FRONT LOAD GARAGE BUMP OPTION



2 CAR GARAGE

# Valorem Construction Group

...

## Who we are...

We are a minority owned business that started in 2010. Diego and Tammy Tiscareno, a husband and wife team, have managed a broad range of projects of all types and sizes. We have built homes in the metro Grand Rapids and Kalamazoo area. Our experience has also allowed our team to travel throughout the United States, working in the commercial hospitality industry.

# Why Valorem Construction Group

We are a business that is committed to quality and value. Valorem Construction Group would like to have this opportunity to build affordable homes in the City of Hastings. Our goal is to make home ownership a possibility for all and equip homeowners with affordable quality homes.

# Photos of homes we have built...

















## Hayes/Orchard Street Development

Allen Edwin Proposal	Valorem Construction Proposal
Purchase Price - \$102,200	Purchase Price - \$100,000
Requested Incentive: Brownfield TIF <i>or</i> SB 432 PILOT	Requested Incentive: TBD – evaluating costs and needs
Proposed Development: Up to 20 Single Family Homes 1736 – 2060 sqft Extend Hayes Street Install Water, Sewer, Storm	Proposed Development: Up to 20 Single Family Homes 900 -1100 sqft of living area Extend Hayes Street Install Water, Sewer, Storm
Proposed Timeframe: 12 Month Completion from Start	Proposed Timeframe: 12-15 Month Completion from Start



# Regular Council Agenda Item Memorandum

**To:** Mayor Tossava and City Council

**From:** Dan King

**Subject:** Sidewalk Sales

**Meeting Date:** February 26, 2024

---

## Recommended Action:

Motion to approve, under direction of staff, the Downtown Business Team's request to hold Sidewalk Sales from 10:00 AM to 4:00 PM on Saturday April 20, 2024, and stay the necessary ordinances by adopting Resolution 2024-03.

## Background Information:

The Hastings Downtown Business Team has been conducting Sidewalk Sales annually in downtown Hastings for decades. Historically sidewalk sales are conducted in July, but this year they would like to conduct the event on the day of the Barry Roubaix to capitalize on the extra foot traffic present during the event.

The ordinances referenced in the resolution are from the Hastings Municipal Code Article 22-I, Section 22-2 and address sidewalk displays in the City of Hastings.

## Financial Implications:

There are no financial implications for the City.

## Attachments:

- Request Letter
- Special Event Application
- Resolution 2024-03

## Downtown Business Team

107 E State St

Hastings, MI 49058

RE: Special Event Application 4/20/2024

Dear Mayor and City Council board members,

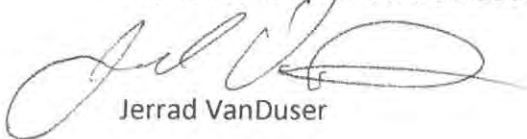
This letter is to ask permission for The Downtown Business Team, to allow the businesses to set up canopies, and outdoor displays on Sat, April 20<sup>th</sup>, 2024.

This would help the businesses, because the Barry Roubaix crowds will be walking around town and possibly shopping.

The downtown business team wants to make this event the sidewalk sales event for this year. The businesses would set up during the day from approximately 10am to 4pm.

During this time, each business will be responsible for their setup space in regards to safety, and garbage.

Thank You for your consideration

A handwritten signature in black ink, appearing to read "Jerrad VanDuser".

Jerrad VanDuser

2/18/2024

Abstract Glass



City of Hastings  
Special Event Application

The City of Hastings values the unique events and gatherings that make our community special. The City has created this application form to help organizations provide adequate information for their requests to be considered. Please contact the Community Development Department with any questions or concerns about this form.

**Section 1: Applicant/Organization Information**

Downtown Business Team / Abstract Glass 269-331-6600  
Applicant/Organization Name Phone

Jerrad VanDuser 616-477-3493 jerradahro@gmail.com  
Contact Name Phone Email

101 W State Hastings MI 49058  
Street City State Zip

Tracy Baker 269-217-2078  
Contact person on day of event (if different than above) Phone

**Section 2: Event Information**

Sidewalk Sales  
Name of Event

Sidewalk sales During Barry Robbair  
Description of Event

4/20/2024  
Event Dates Time (From/To)

None None  
Set up Date(s) and Time(s) Clean Up Date(s) and Time(s)



Side walks on State and Jefferson  
Location(s) of Event

Estimated number of volunteers

Estimated daily attendance (if known)

### Section 3: Event Details

Please indicate if any of the following will be a part of your event area:

- ☐ Road closure
  - ☐ If checked, please provide a proposed detour route.
- ☐ Closure of public parking area
- ☐ Use of park area
- ☐ Firepits/open flame
- ☐ Fireworks or pyrotechnics
  - ☐ If yes, provide a copy of liability insurance listing the City as an additional insured party.
- ☐ Food and/or non-alcoholic beverage service or sales (if yes, contact Barry County Health Department)
  - ☐ If yes, provide copy of Health Department Food Service License
- ☒ Temporary structures (including tents or pavilions)
- ☐ Music
  - ☐ If yes, what time will music begin and end? \_\_\_\_\_
  - ☐ If yes, what type of music is proposed? Live – Acoustic   Live - Amplification   Recorded  
Loudspeakers or public address system
- ☐ Parade
- ☐ Race (ex: 5K)
- ☒ Vendors/sale of goods
- ☐ Carnival rides
  - ☐ If yes, provide a copy of liability insurance listing the City as an additional insured party.
- ☐ Signs or banners
- ☐ Animals/petting zoo
- ☐ Portable restroom facilities
- ☐ Donation collection/free will offering
- ☐ Other \_\_\_\_\_
- ☐ Alcohol
  - ☐ If yes, provide copy of liquor liability insurance with the City listed as an additional insured.
  - ☐ If yes, provide a copy of Michigan Liquor Control License Application.
  - ☐ If yes, describe measures to be taken to prohibit the sale of alcohol to minors (use separate pages if necessary).
  - ☐ If the alcohol is being served in the Social District, a Council Resolution suspending the district is required.

Please describe how garbage will be managed?

By each Business that Sets up

---

#### Section 4: Site & Event Plan

Please prepare a site plan that includes the following information:

Location of all temporary structures, food/concessions, booths, portable restrooms, road closures, barricades, music, event signage, garbage cans, and other event locations. Include location of exit pathways.

## Section 5: Acknowledgements and Hold Harmless Agreement

The Applicant understands and agrees to the following:

1. This application is subject to review by various city departments and must be approved by the City Council. Failure to submit this application in a timely manner may delay approval or result in the denial of the application. Submission of the application does not guarantee an approval. The City may require conditions on the approval of any application.
2. The applicant must comply with all local and applicable state laws and policies. The Applicant acknowledges that approval of the special event does not relieve the applicant from meeting any requirements of law or those of other bodies or agencies applicable to the event.
3. The Applicant agrees to clean up and restore the area in the condition it was found prior to the event. The City is not responsible for equipment or personal items left on public property.
4. The Applicant acknowledges that they shall not discriminate against any employee or applicant for employment because race, color, religion, sex, national origin, age, disability, or any other applicable status protected by federal, state, or local law. The Applicant further agrees that it will comply with the Civil Rights Act of 1973, as amended, and the Michigan Civil Rights Act of 1976 (78. Stat 252 and 1976 PA 453) and will require the same of any consultant or sub-contractor involved in hosting the event.
5. Upon approval of the event, the Applicant agrees to fully defend, indemnify and hold harmless the City, its City Council, its officers, employees, agents, volunteers, and contractors from any and all claims, demands, losses, obligations, costs, expenses, verdicts, and settlements (including but not limited to attorney fees and interest) resulting from any act or omission by the applicant, its agents, employees, contractors, and volunteers, and violation of state or federal law, and any other acts of the applicant or attendees causing personal injury or property damages in connection with this event.
6. A breach in any of the above may result in the denial of the application or revocation of an approval by the City.

Jerrad Van Duser / Downtown Business Team

Printed Name of Applicant & Name of Organization

Signature

Date

**Section 6: City Review – For Office Use Only**

**A. Police Department Review:**

Will this event require additional officers and/or equipment? If yes, please describe:

---

Other Comments:

**B. Public Services Director Review**

Will this event require the use of any of the following municipal equipment?

☐ Trash receptacles    ☐ Barricades    ☐ Traffic cones    ☐ Restroom Cleaning  
☐ Fencing    ☐ Water or Electric    ☐ Other

Will this event require additional staff? If yes, please describe:

---

Other Comments:

**C. Fire Chief Review**

Comments:

**D. Community Development Department Review**

Comments:

Date of Meeting for Council Approval \_\_\_\_\_ Approved? ☐ Yes ☐ No

**City Of Hastings**  
COUNTY OF BARRY, STATE OF MICHIGAN

---

**RESOLUTION 2024-03**

**TO STAY THE NECESSARY ORDINANCES FOR SIDEWALK SALES IN DOWNTOWN  
HASTINGS APRIL 20, 2024**

WHEREAS, the Hastings Downtown Business Team, by way of correspondence, has requested permission to conduct Sidewalk Sales in downtown Hastings; and

WHEREAS, the Hastings Downtown Business Team requests a stay under Section 22-2 of Hastings Ordinances from 10:00 AM to 4:00 PM on Saturday April 20, 2024; and

WHEREAS, the Hastings Downtown Business Team wants to ensure that said Sidewalk Sales is conducted in good taste and in accordance with all laws and regulations; and

WHEREAS, the City Council of the City of Hastings desires to support and encourage the businesses in downtown Hastings; now

THEREFORE, BE IT RESOLVED that the City of Hastings hereby stays for the purpose of said Sidewalk Sales from 10:00 AM to 4:00 PM on Saturday April 20, 2024 in Article 22-I of the Hastings City Code, the following Ordinance:

Section 22-2

A motion to adopt the foregoing resolution being offered by Member, with support by Member:

YEAS:

NAYS:

ABSENT:

MOTION DECLARED \_\_\_\_\_.

I hereby certify that the foregoing resolution was adopted at a duly held and attended regular meeting the 26th day of February 2024 by the City Council of the City of Hastings, by a vote of \_\_\_\_ members voting in favor thereof and \_\_\_\_ members voting against, and \_\_\_\_ members absent.

---

Christopher R. Bever, City Clerk



# Regular Council Agenda Item Memorandum

**To: Hastings City Council**

**From: Sarah Moyer-Cale, City Manager**

**Subject: Hammond Hill Events Approval**

**Meeting Date: February 26, 2024**

---

**Recommended Action:**

Motion to approve the events at Hammond Hill as presented.

**Background Information:**

Annually, a request is submitted for various disc golf tournaments at Hammond Hill. That list is enclosed for 2024. Justin Smith will be present to answer any questions and to provide an update on the recent improvements made to the course.

**Financial Implications:**

None.

**Attachments:**

- 2024 Event List

# Hammond Tentative Event List

- Jan 14-Mar 24 -H.H. Winter Leage
- March 12th - Doubles Starts
- March 17 or 24th - MSW Fundraiser
- March 30th - Battle at Hammond
- April 20th - April Anhyzer
- May 1 - Hammond Hill Matchplay
- May 4th - Home Team Side Game Showcase
- May 25th - Club Dead Match Play
- June 1st/2nd - Grand Prix
- June 8th or 9th - Trilogy Challenge
- June 15/16 - RCO
- June 16? Father/Mother Event
- June 22nd - MVP Circuit
- July 13 - NADGT Exclusive
- July 20 - MSW
- August 4th - Dubs for Life
- September 14 - Tough Man Challenge
- Sept 20/22 - COG
- October 5 - Fall Classic
- Oct 26th or Nov 2nd - Haunted Hyzer
- Nov 2nd or 9th - MVP Space Race
- West Michigan Championship?





# Regular Council Agenda Item Memorandum

**To: Hastings City Council**

**From: Sarah Moyer-Cale, City Manager**

**Subject: Purchase of Modular Pedestrian Island**

**Meeting Date: February 26, 2024**

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## Recommended Action:

Motion to approve the purchase of a modular pedestrian island from Professional Pavement Products for \$6,707.43.

## Background Information:

The City has been working with Blue Zones and MDOT to try out ways to improve safety at the crosswalk where the Riverwalk Trail crosses M-43 at Tyden Park. Although traffic can slow in either direction, there is not a safe place to wait in the middle of the street for traffic to clear in the other direction. A pedestrian island at this intersection would allow for safer crossing, reduce risky crossing behavior, and lower vehicle travel speeds in this area.

A summary of information gathered about this option is attached along with a quote from PPP. MDOT has agreed to allow the crossing on a trial basis for a couple of months this summer. If the pilot is successful, we would like to have it installed during the warmer months and remove it for the winter on an annual basis. In the event MDOT determines after the pilot project that they do not want to grant further approval of the crossing, there is at least one other location in the city that we could use this same modular crossing (State St & Center). That location has no left turn options and would create a crossing from the neighborhood to the trail where there presently are no crossings.

Rob Neil has been learning about DPS can prepare for the installation. We'll start with one and see how it goes. We can decide from there if and where we may consider installing others.





# Regular Council Agenda Item Memorandum

## Financial Implications:

This item was a budgeted expense for the council-initiated goal to improve pedestrian crossings in the City.

## Attachments:

- M43 Presentation
- PPP Modular Island Quote

# Conditions for Possible Quick-Build Median Island, Hastings M-43



M-43 crossing at Tyden Park - potential  
“Complete Street” quick-build location.



Mark Fenton  
Tufts University  
rmfenton777@gmail.com



# Area map: M-43 crossing of Hastings Riverwalk





## Inclusive Interdisciplinary Walk/Move Audit

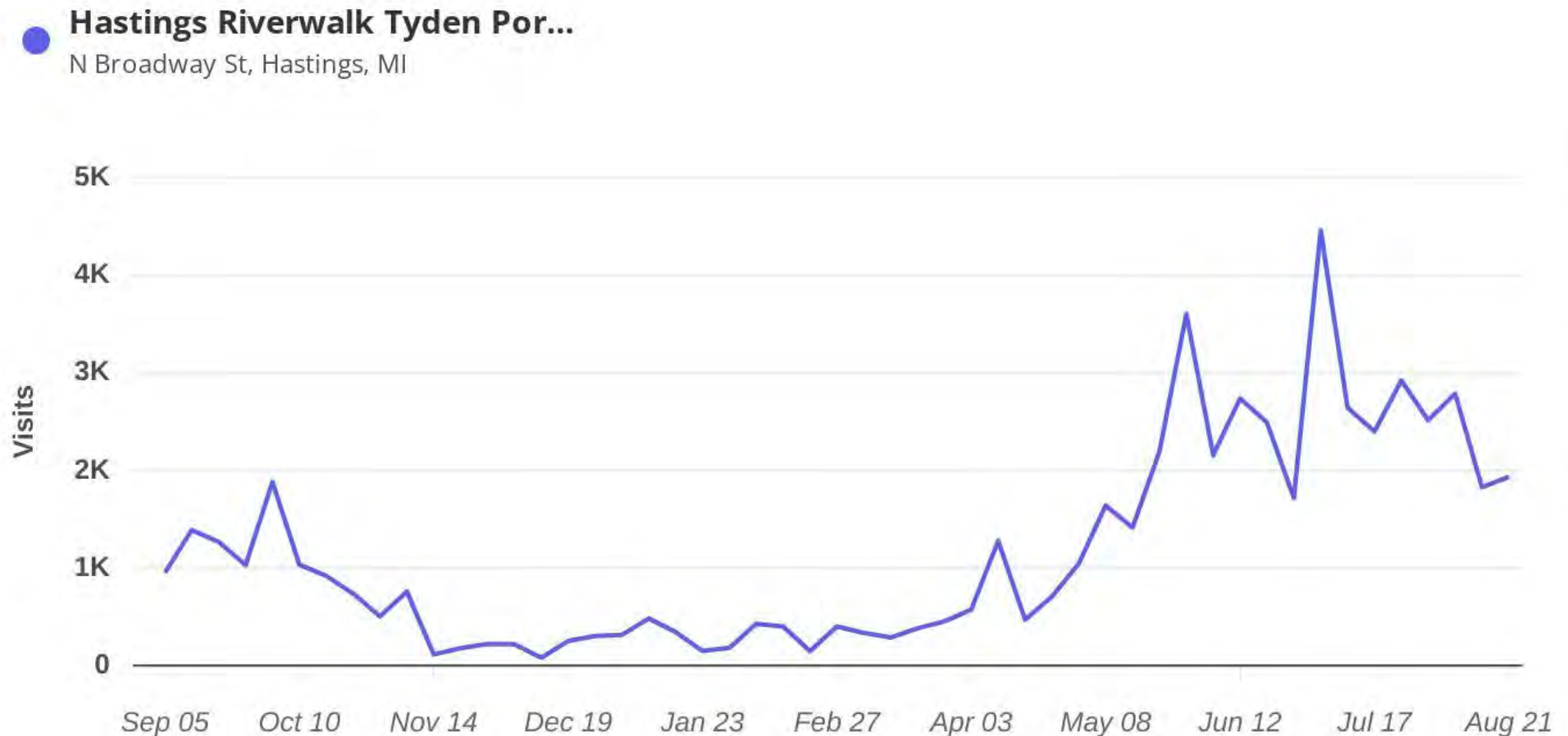
- June 2021: Group walk to the site w/ stakeholders.
- Group concerns: vehicle speeds; lack of vehicle yielding at the crossing even for peds *in crosswalk*; long pedestrian wait for break in two directions; difficulty of long crossing distance for pedestrians of varied ages, abilities.



# Tyden Park visitation data

(Sep. 2022-Aug. 2023;  
Placer.ai data)

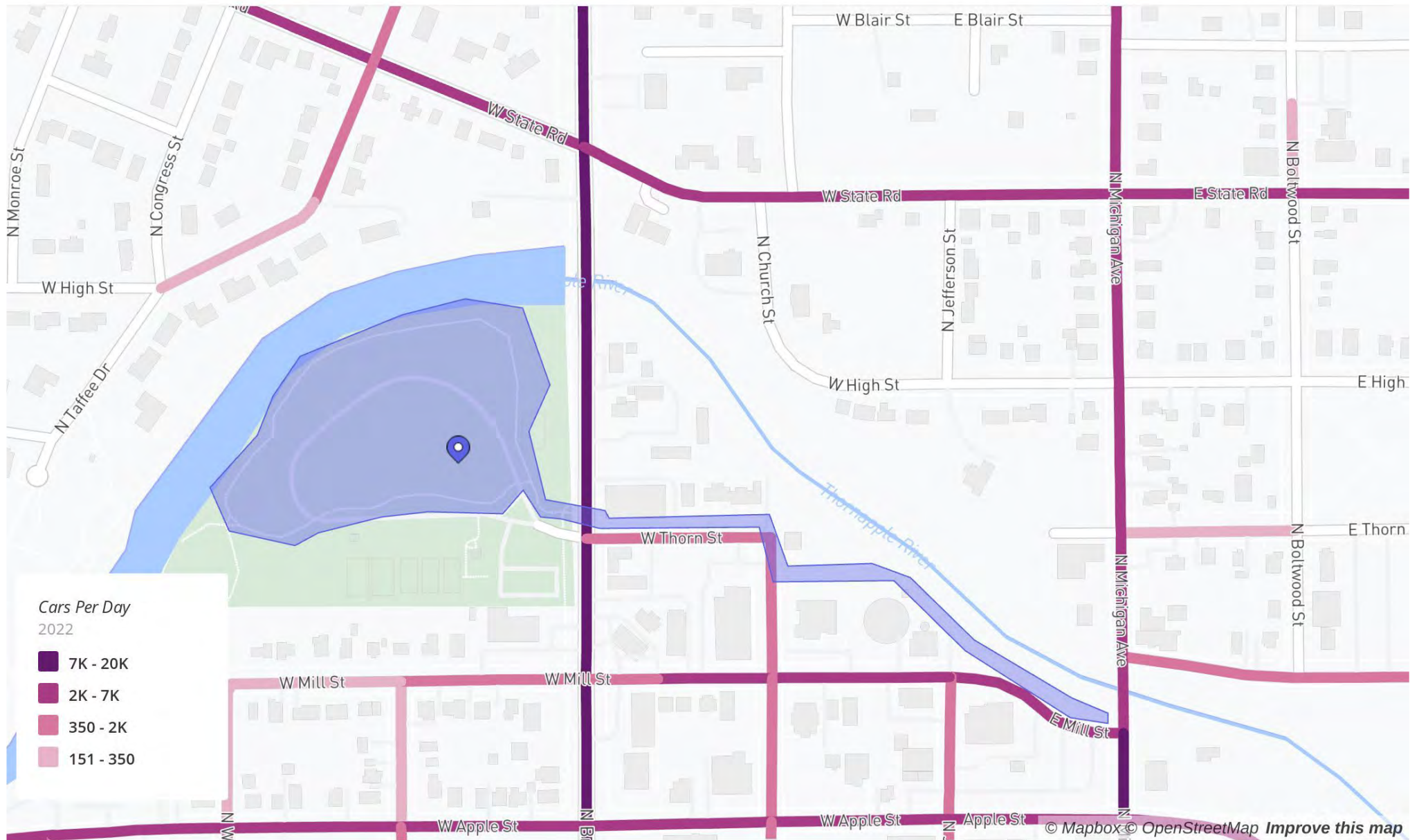
- 60,000 visits/year; heaviest May-Oct.
- Avg. dwell time: 53 minutes





# Vehicles per day

## Market Landscape

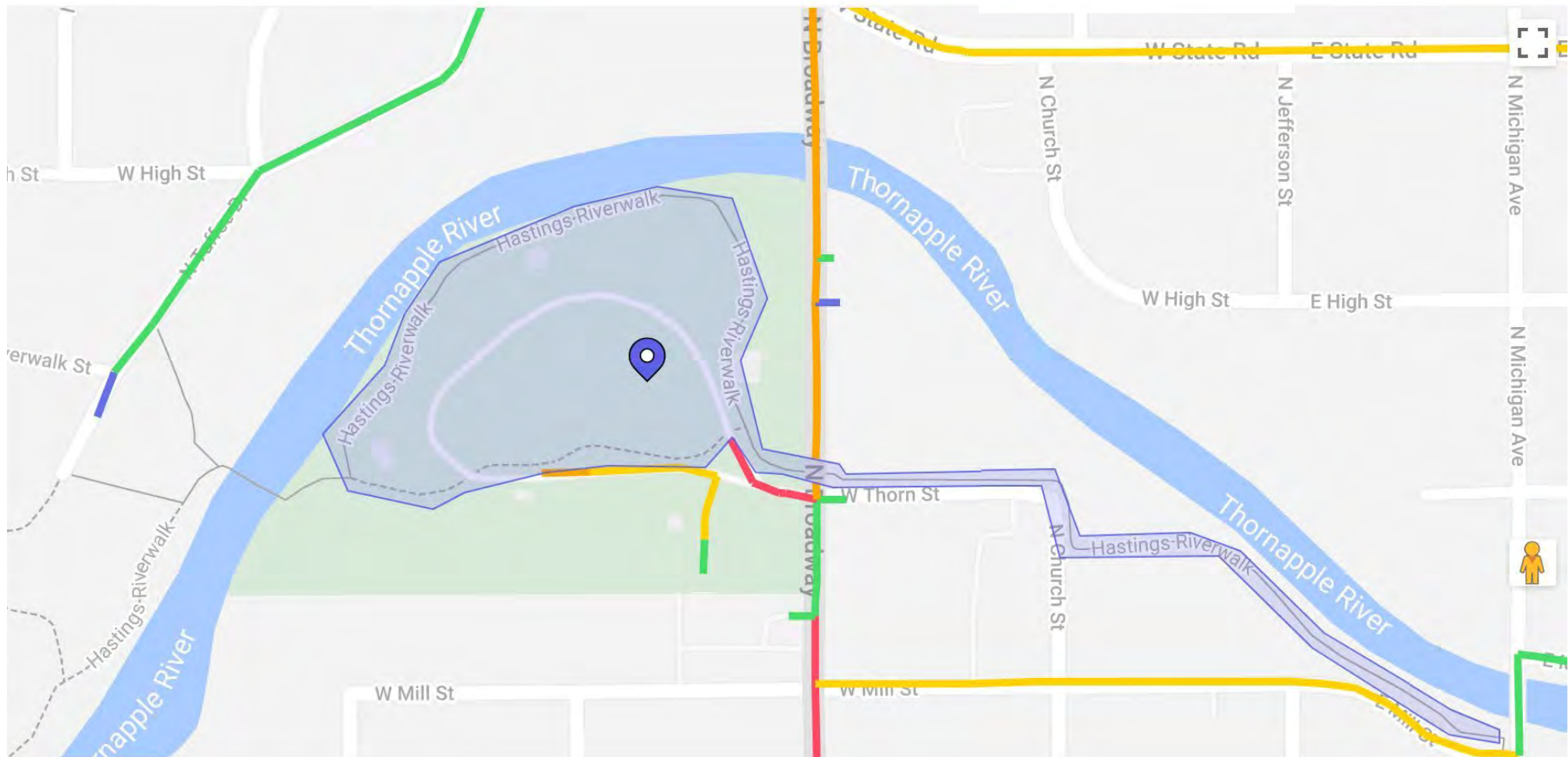


# Visitor routes to the park.

## Routes

### Visits

- 21.8K - 48.1K
- 8.3K - 21.8K
- 2.6K - 8.3K
- 664.5 - 2.6K
- < 664.5





## E.g. 2021 Workshop Recommendation: Improved Riverwalk Trail crossing at Broadway (M-43)





## E.g. 2021 Workshop Recommendation: Photo-rendering of “conceptual” median island.



# FHWA guidance: Rural Multimodal Network guide.

<https://ruraldesignguide.com/physically-separated/shared-use-paths>

## Shared Use Path

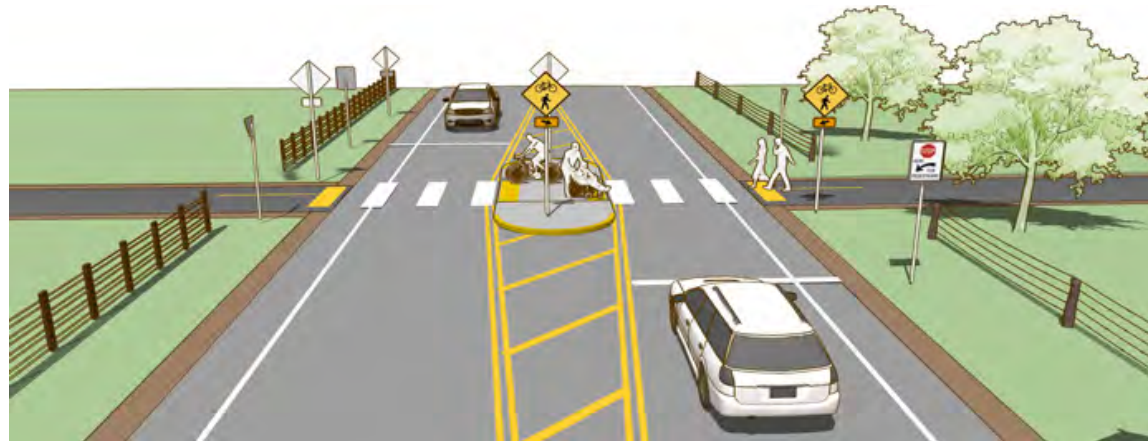
### INTERSECTIONS

#### MEDIAN ENHANCED CROSSWALKS

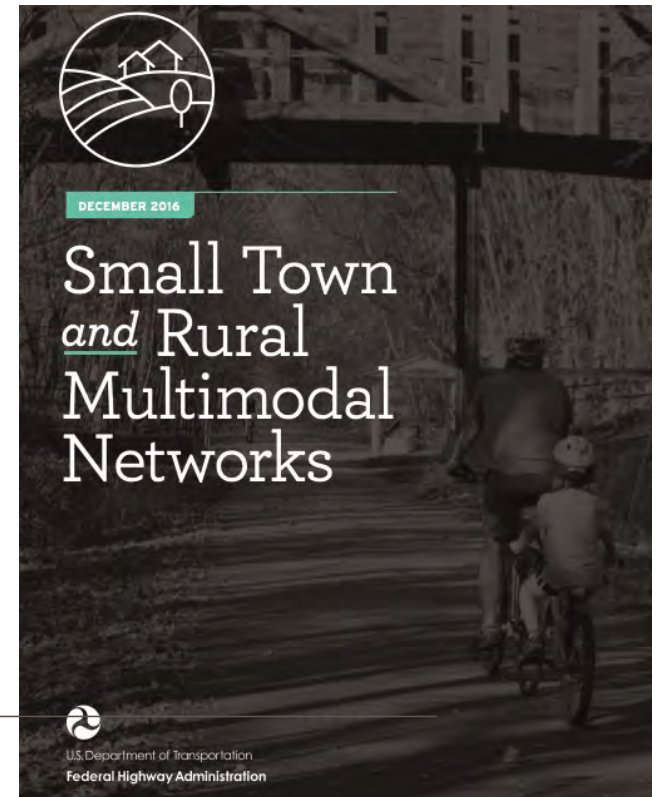
Median islands are beneficial on roadways with high volumes and/or high speeds, and on roadways with three or more travel lanes. Median islands particularly benefit people who may travel slower, such as children, older adults, and people with disabilities.

Median islands are an FHWA Proven Safety Countermeasure.

#### ACTIVE ENHANCED CROSSWALKS



**Figure 4-5.** A median safety island should allow path users to cross one lane of traffic at a time. The bicycle waiting area should be at least 8 ft deep to allow for a variety of bicycle types. To promote yielding to bicyclists the median safety island should be designed to require horizontal deflection of the motor vehicle travel lanes.







**Figure 4-3.** Conditions unsuitable for a marked crosswalk alone are candidates for additional enhancements such as curb extensions, median islands and/or active warning beacons. Chart adapted from **FHWA Safety Effects of Marked Crosswalks at Uncontrolled Locations 2005** Table 2-11 (data for two-lane roadway at non school crossings).

# FHWA guidance: Proven Safety Countermeasure.

## Pedestrian Refuge Island

### SAFE TRANSPORTATION FOR EVERY PEDESTRIAN

#### COUNTERMEASURE TECH SHEET



A pedestrian refuge island is a median with a refuge area that is intended to help protect pedestrians who are crossing a multilane road. This countermeasure is sometimes referred to as a crossing island, refuge island, or pedestrian island. The presence of a pedestrian refuge island at a midblock location or intersection allows pedestrians to focus on one direction of traffic at a time as they cross, and gives them a place to wait for an adequate gap in oncoming traffic before finishing the second phase of a crossing.

Refuge islands are highly desirable for midblock pedestrian crossings on roads with four or more travel lanes, especially where speed limits are 35 mph or greater and/or where annual average daily traffic (AADT) is 9,000 or higher. They are also a candidate treatment option for uncontrolled pedestrian crossings on 3-lane or 2-lane roads that have high vehicle speeds or volumes. When installed at a midblock crossing, the island should be supplemented with a marked high-visibility crosswalk.



The combination of a long crossing distance and multiple lanes of oncoming traffic can create an unsafe pedestrian environment.

A pedestrian refuge island can improve safety and comfort by providing pedestrians with the option of waiting in the median area before beginning the next stage of the crossing.

Pedestrian refuge islands can reduce pedestrian crashes by

**32%**



#### FEATURES:

- Median can enhance visibility of the crossing and reduce speed of approaching vehicles.
- Refuge area provides a place to rest and reduces the amount of time a pedestrian is in the roadway

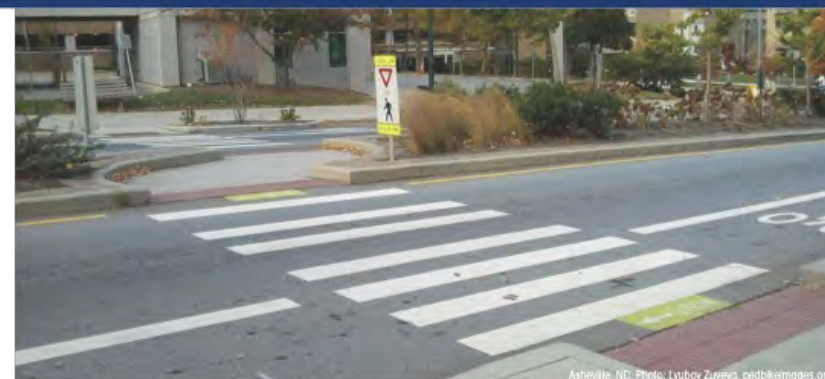
#### OFTEN USED WITH:

- Crosswalk visibility enhancements
- Curb extensions (where road width allows)

June 2018, Updated | FHWA-SA-18-062

## Pedestrian Refuge Island

EDC-4 STEP: [https://www.fhwa.dot.gov/innovation/everydaycounts/edc\\_4/step.cfm](https://www.fhwa.dot.gov/innovation/everydaycounts/edc_4/step.cfm)



Asheville, NC. Photo: Lyubov Zuyeva, pedbikesafe.org

### CONSIDERATIONS

The design must accommodate pedestrians with disabilities. Islands should be at least 4 feet wide (preferably 8 feet) and of adequate length to allow the anticipated number of pedestrians to stand and wait for gaps in traffic before crossing. The cut-through must include detectable warnings if island width is at least 6 feet.

Islands should be illuminated or highlighted with street lights, signs, and/or reflectors to ensure that they are visible to motorists. They can be constructed so that crossing pedestrians are directed to the right, so they can more easily view oncoming traffic after they are halfway through the crossing. If applicable, evaluate the impact of the island on bicycle facility design.

### COST

The cost of a median island depends on its size and construction materials. The costs range from \$2,140 to \$41,170 per island, depending on the length of the island, with an average cost of \$13,520. The average cost per square foot is approximately \$10. Costs will be higher for concrete islands versus asphalt islands, though the lifespan of concrete is longer compared to the lifespan of asphalt. Cost reductions may be realized if the refuge island can be incorporated into planned roadway improvements or utility work.

### References

- Zegher, C., R. Srinivasan, B. Lan, D. Carter, S. Smith, C. Sundstrom, N.J. Thirk, J. Zegher, C. Lyon, E. Ferguson, and R. Van Houten. (2017). NCHRP Report 841: Development of Crash Modification Factors for Uncontrolled Pedestrian Crossing Treatments. Transportation Research Board, Washington, D.C.
- Federal Highway Administration. (2013). "Crossing Islands" in PEDSAFE: Pedestrian Safety Guide and Countermeasure Selection System. Available: [http://www.pedbikesafe.org/PEDSAFE/countermeasures\\_detail.cfm?CM\\_NUM=6](http://www.pedbikesafe.org/PEDSAFE/countermeasures_detail.cfm?CM_NUM=6)
- Federal Highway Administration. "Medians and Pedestrian Crossing Islands in Urban and Suburban Areas." Proven Safety Countermeasures. Available: [https://safety.fhwa.dot.gov/provencountermeasures/fhwa\\_sa\\_12\\_011.cfm](https://safety.fhwa.dot.gov/provencountermeasures/fhwa_sa_12_011.cfm)
- Bushell, M., Paola, B., Zegher, C., & Rodriguez, D. (2013). Costs for Pedestrian and Bicyclist Infrastructure Improvements: A Resource for Researchers, Engineers, Planners, and the General Public. Pedestrian and Bicycle Information Center.





Very simplified rendering of possible offset crosswalk if median is found feasible, due to angled crosswalk & existing trail detectable warning locations.



## Possible quick-build treatments:



Somerville MA









Traverse City MI (M-22)

# Data sheets for citizen data-collectors:

Observers: \_\_\_\_\_ Date: \_\_\_\_\_  
 Weather: \_\_\_\_\_ Times of observation: \_\_\_\_\_

**Vehicle Counts – Broadway & Thorn, Hastings MI**

	All Vehicles except . . .	Tractor Trailer Trucks
Northbound Broadway thru intersection 		
Southbound Broadway, thru intersection 		
Southbound Broadway, right turn to Tyden Park 		
Southbound Broadway, Left turn onto <u>Thorn</u> 		
Westbound Thorn, right turn onto North Broadway 		



Observers: \_\_\_\_\_ Date: \_\_\_\_\_  
 Weather: \_\_\_\_\_ Times of observation: \_\_\_\_\_

**Vehicle Speed – Northbound N. Broadway, Hastings MI**

Speed mph	All vehicles, except . . .		Tractor Trailers	
	Record (tick mark for each)	Total	Record (tick mark for each)	Total
15				
16				
17				
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23				
24				
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Observers: Jennifer Andel Heath Hays Date: 11/13/23  
Weather: Sunny 54° Times of observation: 4:25 - 4:55

**Vehicle Speed – Southbound N. Broadway, Hastings MI**

Speed	All vehicles, except ...	Tractor Trailers		
mph	Record (tick mark for each)	Total	Record (tick mark for each)	Total
15		1		1
16				
17				
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## Observational data.

- How many pedestrians?
- How many bicycles?
- Any other notable activity?







Nov 13, 15,& 18; 2023:


Mon & Wed.: 7:30-9:30 am  
4:30-6:30 pm

Sat: 12:00 noon-2:00 pm

Observers: \_\_\_\_\_ Date: \_\_\_\_\_  
Weather: \_\_\_\_\_ Times of observation: \_\_\_\_\_

**Pedestrian & Bicycle Counts – Broadway & Thorn, Hastings MI**

	Pedestrians	Bicycles
Crossing Broadway, West to East 	23	4
Crossing Broadway, East to West 	15	1
Tyden Park Riverwalk to North Broadway (either direction) 		
Thorn St. Riverwalk to North Broadway (either direction) 		
Crossing park entry road (north to south) 	2	0
Crossing park entry road (south to north) 	2	0
Others (describe)		








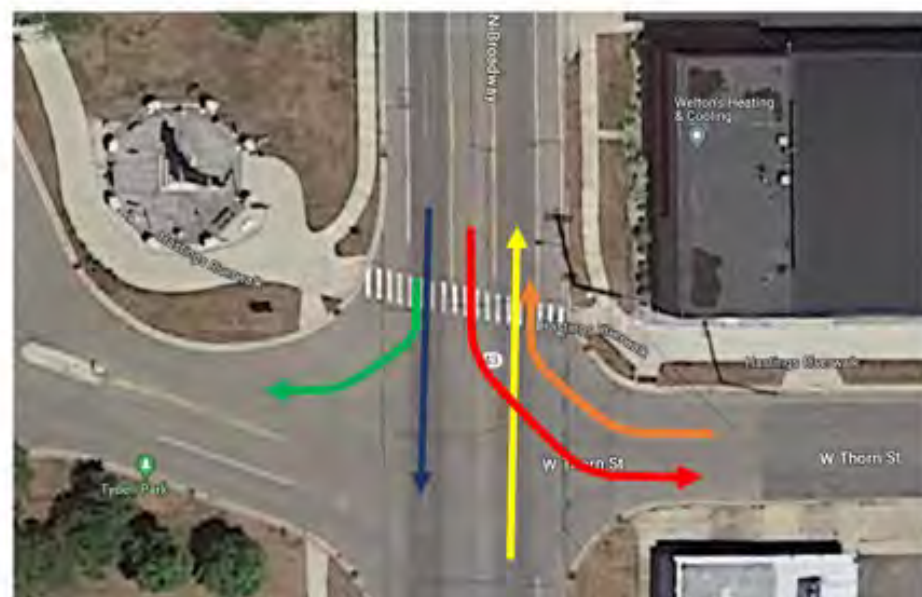
## Observational data.

- How many vehicles?
- How many large tractor trailers?
- How many turns from southbnd Broadway onto Thorn St.?
- How many turns from Thorn St. onto northbnd Broadway?

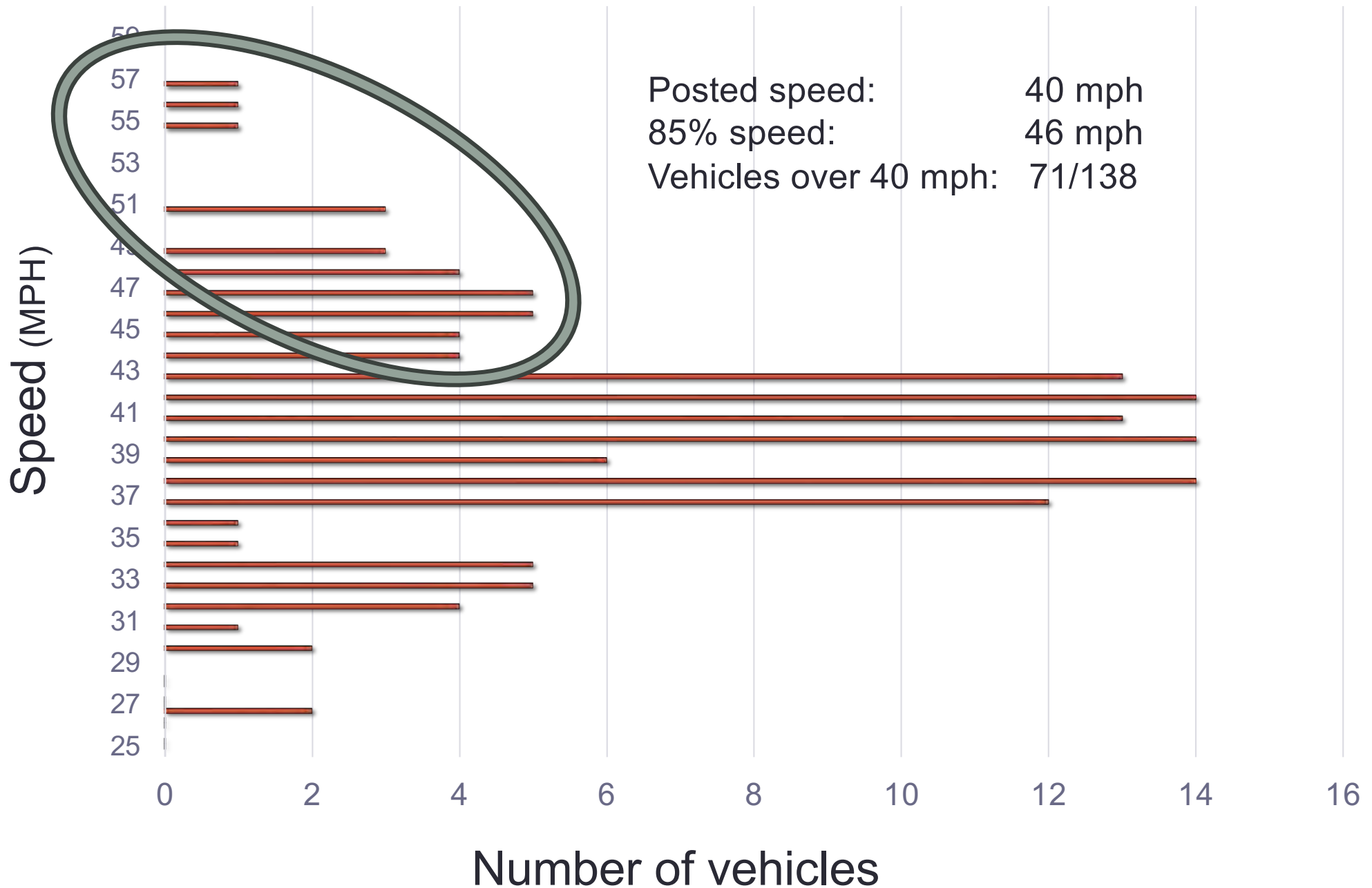
Observers: \_\_\_\_\_ Date: \_\_\_\_\_  
 Weather: \_\_\_\_\_ Times of observation: \_\_\_\_\_

**Vehicle Counts – Broadway & Thorn, Hastings MI**

	All Vehicles except . . .	Tractor Trailer Trucks
Northbound Broadway thru intersection 	2,431	55
Southbound Broadway, thru intersection 	2,424	46
Southbound Broadway, right turn to Tyden Park 	22	3
Southbound Broadway, Left turn onto <u>Thorn</u> 	41	7
Westbound Thorn, right turn onto North Broadway 	34	1



## Vehicle speed histogram (Mon. 11/13, 7:30-8:30 am)



**PROFESSIONAL PAVEMENT PRODUCTS****INC.**4486 INDUSTRIAL PARK RD  
GREEN COVE SPRINGS, FL 32043

US

(904) 448-4074

PPPCatalog.com

**ADDRESS**City of Hastings  
201 E State St  
Hastings, Michigan 49058  
United States**SHIP TO**City of Hastings  
Sarah Moyer-Cale  
201 E State St  
Hastings, Michigan 49058  
United States**Quote 3039****DATE** 02/15/2024**EXPIRATION DATE** 03/15/2024**SHIP VIA**

RL#6465784#2250

**SALES REP**

Greg Driskell

DATE	DESCRIPTION	QTY	RATE	AMOUNT
I2-8-12-CMP-Y-2.5x3mtr	Modular Median Complete 2.5x3mtr w Yellow Markings	1	3,906.60	3,906.60
I2-8-12-RPI-EDG-Y	RediPave Modular Median Module - EDGE, YELLOW MARKING 125mm H x 500mm L x 500mm W	14	96.00	
I2-8-12-RPI-R-Y	RediPave Modular Median Module - RADIUS 45, YELLOW MARKING 125mm H x 500mm L x 500mm W	2	81.35	
I2-8-12-RPI-CO-Y	RediPave Modular Median Module - CORNER 90, YELLOW MARKING 125mm H x 500mm L x 500mm W	2	97.65	
I2-8-12-RPI-C	RediPave Modular Median Module - CENTER 125mm H x 500mm L x 500mm W	12	94.35	
I2-8-15-RP-IH-AB	RediPave Modular Med Anchor Block 150mm L x 50mm W x 30mm H Nylon Anchor Block, Black.	50	5.15	
I2-8-15-RP-IH-TS	RediPave Modular Med Torx Head Lag Bolt M10 x 240 CSK Torx Stainless Steel.	68	6.10	
I2-8-15-RP-IH-BW	RediPave Modular Med Nylon Washer 30mm Dia w/ 11mm hole Nylon Washer, Black.	19	0.25	
I2-8-15-5RP	SaferRoads REDI PLUG for installation of all SaferRoads Modules	68	0.60	
I2-8-15-5RGFIS	SaferRoads FIS RESIN GUN for installation of all SaferRoads Modules	7	50.65	

\*\*PLEASE NOTE NEW ADDRESS ABOVE\*\*

DATE	DESCRIPTION	QTY	RATE	AMOUNT
I2-8-15-Y-CMP-1.5x2.5mtr	Modular Median Complete 2.5x1.5m with Yellow Markings	1	1,853.53	1,853.53
I2-8-12-RPI-EDG-Y	RediPave Modular Median Module - EDGE, YELLOW MARKING 125mm H x 500mm L x 500mm W	8	96.00	
I2-8-12-RPI-R-Y	RediPave Modular Median Module - RADIUS 45, YELLOW MARKING 125mm H x 500mm L x 500mm W	2	88.89	
I2-8-12-RPI-CO-Y	RediPave Modular Median Module - CORNER 90, YELLOW MARKING 125mm H x 500mm L x 500mm W	2	97.65	
I2-8-12-RPI-C	RediPave Modular Median Module - CENTER 125mm H x 500mm L x 500mm W	3	94.35	
I2-8-15-RP-IH-AB	RediPave Modular Med Anchor Block 150mm L x 50mm W x 30mm H Nylon Anchor Block, Black.	23	5.15	
I2-8-15-RP-IH-TS	RediPave Modular Med Torx Head Lag Bolt M10 x 240 CSK Torx Stainless Steel.	35	6.10	
I2-8-15-RP-IH-BW	RediPave Modular Med Nylon Washer 30mm Dia w/ 11mm hole Nylon Washer, Black.	13	0.25	
I2-8-15-5RP	SaferRoads REDI PLUG for installation of all SaferRoads Modules	35	0.60	
I2-8-15-6RTFIS	SaferRoads 12.2 OZ 2-Part Polyester Resin with Nozzle for installation of all SaferRoads Modules. Approximate 11 Anchors Ea	4	18.30	
I2-8-15-MM-TOOLKIT	Modular Median and Splitter Installation Starter Tool Kit	1	200.70	200.70
I2-8-15-RP-AG	Safer Roads 12-IN Air Nozzle with deflection disk (For blowing out drilled holes) for installation of all SaferRoads Modules.	1	70.10	
I2-8-15-SK-DB	SaferRoads 9/16in x 10in x 12in Rock Carbide SDS Plus Hammer Drill Bit (For drilling holes)	1	67.70	
I2-8-15-5TB	SaferRoads TORX BIT T40 x 1/2in Drive Black Oxide Torx Bit Socket for installation of the Traficop/Modular Median modules.	1	12.25	
I2-8-15-5RGFIS	SaferRoads FIS RESIN GUN for installation of all SaferRoads Modules	1	50.65	
I2-8-13-3-OPC-Y	ORCA Lane Separator Flexible Delineator, 80cm height, Black, 3 Yellow reflective tapes (5cm), Glass reflectors on the base and Ground Anchor & Sleeve (22mmx116 mm) **PLEASE NOTE NEW ADDRESS ABOVE**	4	92.90	371.60

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	<b>FREIGHT-SALES</b>			
	This Charge is for Shipping and Handling of goods to customer.	1	375.00	375.00

Note that product order values are discounted at the \$5000 and \$10,000 levels. Price reflects \$5,000 discounted rates.

Revised 021524

TOTAL	\$6,707.43
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Accepted By

Accepted Date



# Regular Council Agenda Item Memorandum

**To: Hastings City Council**

**From: Sarah Moyer-Cale, City Manager**

**Subject: Noordyk Business Equipment Lease Agreement**

**Meeting Date: February 26, 2024**

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## Recommended Action:

Motion to approve the 63-month equipment lease agreement with Noordyk Business Equipment for \$1,072.38/month and a maintenance agreement for \$449.19/month.

## Background Information:

The City currently leases printers and copy machines through Noordyk Business Equipment. The equipment is on various contracts which are being consolidated with this updated agreement. Most of the equipment is included in a contract ending in the next few months. The new contract better accommodates how much we print which has been reduced since the last time the contract was updated. We are adding and removing printers to the network in a way that best accommodates each department's needs. Some functionality of the equipment is also being adjusted. New equipment is less expensive to maintain and uses less toner, leading to an overall reduction in our costs. The new agreement will save us an average of \$163.95 per month.

The Konica i series is very dependable and highly secure. They warranty new machines for 5 years.

## Financial Implications:

Small reduction in cost; insignificant to overall budget.

## Attachments:

- Equipment sheet and lease agreement



Providing customers with incomparable  
solutions for their office equipment needs.



Prepared by: Aimee Paulson

Pricing expires 30 days after February 15, 2024

Noordyk Business Equipment  
3606 Remembrance Rd. NW GR MI 49534  
[www.noordyk.com](http://www.noordyk.com)



## i-Series Features

1. Winner of **BLI 2021 A3 Line of the Year** award for ratings in reliability, value, image quality, usability, and speed.
2. Winner of **BLI 2021 – 2023 Most Color Consistent A3 Brand** (i-Series and past 5 years).
3. New tablet style user interface with 90-degree tilt screen and vibration feedback. Received **2020-2021 BLI Pacesetter Ease of Use – Enterprise Devices** award. All recommended models share the same interface and print drivers.
4. Konica Minolta is 100% **vertically integrated**: Konica Minolta writes all our own code while our competitors outsource theirs.
  - a. Konica Minolta makes their own Print Drivers, Video Interface Software, and Network Interface Software.
  - b. Konica Minolta machines have **never been hacked**.
5. **Konica Minolta Customer One Guarantee** warranties new machines for 5 years.
6. Increased mobile connectivity: Able to print & scan to/from mobile devices.
7. Standard 8 GB RAM, 250 GB SSD, and quad core chip means faster processing of print jobs, better time in between calls, and faster warmup/first copy out time.
8. Konica Minolta i-series has no code stored on SSD; all code is stored on a chip (SOC)
  - a. No print job information is stored on the SOC's.
  - b. Konica Minolta spools jobs to RAM, not SSD
9. Dual scan document feeder scans up to 280 images per minute with auto de-skew functions.
10. Able to access machine UI from mobile or desktop for easier adjustments and service call efficacy.


## Noordyk's Replacement Option

	Konica Minolta bizhub c450i	
	Recommended Monthly Volume	Up to 40,000 Pages
	Maximum Paper Size	12x18
	Print Speed	Up to 44 ppm
	Envelope Options	Top Drawer & Bypass Tray
	System Memory	8 GB
	Toner Lifetime	28,000 Pages
	Document Feeder Capacity	300 Pages
	Scan Speed	280 Images/Min Duplex
	Paper Capacity	2,150 Pages
	Max Paper Weight	300 GSM
	Finishing Options	Duplex, Sort, Staple

	Konica Minolta bizhub c3350i	
	Recommended Monthly Volume	Up to 5,000 Pages
	Maximum Paper Size	8.5x14
	Print Speed	Up to 35 ppm
	Envelope Options	Bypass Tray
	System Memory	5 GB
	Toner Lifetime	13,000 Black Pages 9,000 Color Pages
	Document Feeder Capacity	80 Pages
	Scan Speed	90 Images/Min Duplex
	Paper Capacity	600 Pages
	Max Paper Weight	210 GSM
	Finishing Options	Duplex, Sort

## Noordyk's Replacement Options, Cont.

	Konica Minolta bizhub 4050i	
	Recommended Monthly Volume	Up to 5,000 Pages
	Maximum Paper Size	8.5 x 14
	Print Speed	Up to 42 ppm
	Envelope Options	Bypass Tray
	System Memory	5 GB
	Toner Lifetime	20,000 Pages
	Document Feeder Capacity	80 Pages
	Scan Speed	90 Images/Min Duplex
	Paper Capacity	600 Pages
	Max Paper Weight	210 GSM
	Finishing Options	Duplex, Sort

	Konica Minolta bizhub 4700i	
	Recommended Monthly Volume	Up to 8,000 Pages
	Maximum Paper Size	8.5x14
	Print Speed	Up to 50 ppm
	Envelope Options	Bypass Tray
	System Memory	4 GB
	Toner Lifetime	20,000 Pages
	Paper Capacity	600 Pages
	Max Paper Weight	210 GSM
	Finishing Options	Duplex, Sort




## Noordyk's Replacement Options, Cont.




### Konica Minolta bizhub 5000i

Recommended Monthly Volume	Up to 4,000 Pages
Maximum Paper Size	8.5x14
Print Speed	Up to 52 ppm
Envelope Options	Bypass Tray
System Memory	512 MB
Toner Lifetime	20,000 Pages
Paper Capacity	570 Pages
Max Paper Weight	200 GSM
Finishing Options	Duplex

## Noordyk's Replacement Strategy

Location	Current Equipment	Replacement Type	Replacement Strategy
Fire Chief Assistant Fire Chief	Brother MFC-L6750dw Brother MFC-L9310	Mid-size, color 35 ppm multi-function printer.  Copy, Scan, & Print	Konica Minolta bizhub C3350i    ( 1 Unit )
Fire Department Alarm Room	Brother HL-L9310cdw	50 ppm mono desktop printer	Konica Minolta bizhub 4700i  
Police Department (Upstairs)	Konica Minolta bizhub c458	Full-size, color 45 ppm multi-function copier.  Copy, Print, Scan & Fax  Stapling & 4 drawers	Konica Minolta bizhub c450i w/ Fax  

<b>Police Chief</b>	HP Color LaserJet m452dw	Mid-size, mono 42 ppm multi-function printer.  Copy, Scan, & Print	<b>Konica Minolta bizhub 4050i</b>  
<b>Assessor's Office</b>	HP Color LaserJet m452dw	50 ppm mono desktop printer	<b>Konica Minolta bizhub 4700i</b>  
<b>Main Office</b>	Konica Minolta bizhub c458	Full-size, color 45 ppm multi-function copier.  Copy, Print, Scan & Fax  Stapling & 4 drawers	<b>Konica Minolta bizhub c450i w/ Fax</b>  



Back Counter	HP LaserJet m601	50 ppm mono desktop printer	<b>Konica Minolta bizhub 4700i</b> 
Mayor	Lexmark CS410dn	Mid-size, color 35 ppm multi-function printer.  Copy, Scan, & Print	<b>Konica Minolta bizhub c3350i</b> 
Superintendent Office "Garage" /JR's Office	Brother MFC-L9570cdw Brother MFC-L6750dw	Mid-size, color 35 ppm multi-function printer.  Copy, Scan, & Print	<b>Konica Minolta bizhub c3350i</b>   ( 1 Unit )
Code Enforcement Clerk's Office Marie	Brother MFC-L9570cdw Brother MFC-L9570cdw Brother MFC-L9570cdw	Mid-size, color 35 ppm multi-function printer.  Copy, Scan, & Print	<b>Konica Minolta bizhub c3350i</b>   ( 3 Units )

Amy Hubbell	HP LaserJet P2035	Mid-size, mono 42 ppm multi-function printer.  Copy, Scan, & Print	Konica Minolta bizhub 4050i  
Deputy Clerk (Allison)	HP LaserJet P2035	52 ppm Mono desktop printer	Konica Minolta bizhub 5000i  
Fresh Water Office  Waste Water Treatment Plant	Brother MFC-L9570cdw  Brother MFC-L9570cdw	Mid-size, color 35 ppm multi-function printer.  Copy, Scan, & Print	Konica Minolta bizhub c3350i    ( 2 Units )

## Cost Comparison (based on Average Monthly Volume)

Current Situation		New Equipment	
Black/White Volume:	16,543	Black/White Volume:	16,543
Effective Black Rate:	\$0.0325	Effective Black Rate:	\$0.0116
Color Volume:	5,818	Color Volume:	5,818
Effective Color Rate:	\$0.1080	Effective Color Rate:	\$0.0655
Service Total:	\$1,165.99	Service Total:	\$572.98
Lease Payment:	\$643.32	Lease Payment:	\$1,072.38
Total Monthly Cost:	\$1,809.31	Total Monthly Cost:	\$1,645.36

## Comparison:

Monthly Savings:	\$163.95
Percent Savings:	9%

City of Hastings  
201 E State St.  
Hastings, MI 49058

February 15, 2024

Dear Sarah Moyer-Cale,

I appreciate the opportunity to offer the following Sourcewell Contract #030321-KON proposal for your consideration:

<b>3</b>	<b>Black &amp; White Printer Konica Minolta bizhub 4700i</b>	<b>2</b>	<b>Konica Minolta bizhub C450i Color MFP (NJPA)</b>
3	Single Outlet Power Filter 120V/15A	2	FK-514 Fax Kit
<b>2</b>	<b>NJPA Konica Minolta bizhub 4050i 42 ppm A4 MFP</b>	2	FS-539 Finisher (50 Sheets) plus manual stapler
2	Single Outlet Power Filter 120V/15A	2	RU-513 Relay Unit (required for the FS-536/SD-FS-537/SD)
<b>1</b>	<b>NJPA Konica Minolta bizhub 5000i Mono SFP</b>	2	PC-417 Paper Feed Cabinet
1	Single Outlet Power Filter 120V/15A	2	Power Filter with Noise & Surge Protect 120V/15A
<b>8</b>	<b>NJPA Konica Minolta bizhub C3350i A4 Copier/Printer</b>		
8	Single Outlet Power Filter 120V/15A		

**Total Lease Option** **\$1,072.38/month**  
63 Month, CPI FMV Buyout

**NBE Combined Maintenance Agreement** **\$449.19/month**

**INSIGHT PRINT MPS Agreement (Desktops)**

Includes: 4,470 black images	Includes: 2,092 color images
Black images billed at \$0.0165	Color Images billed at \$0.085

**NBE Maintenance Agreement (c450i's)**

Includes: 8,477 black images	Includes: 2,476 color images
Black images billed at \$0.009	Color Images billed at \$0.049

**Lease Buyout**

NBE has included up to \$2,950.52 to put towards the estimated lease buyout. **Not to deliver before May 15, 2024.**  
NBE is not responsible for any amount beyond this sum total payment.  
The lease return equipment is to remain on City of Hastings's property until the RA is received.  
Once RA is received, NBE will make arrangements to return the equipment to the designated location.

**Professional Services**

De-install, remove, package for freight, and shipping return to leasing company.  
Preprogramming, networking, delivery of new equipment and up to 1 day of connectivity and training.  
Customization of new equipment including: security configuration, secure print setup, driver install, network scanning configuration, home screen customization and shortcut configuration.

Aimee Paulson  
Account Representative  
Noordyk Business Equipment  
616.459.4101

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

\*The contents of this proposal are confidential trade information and intended for the use of City of Hastings only. The contents herein may not be reproduced without the specific written permission of Noordyk Business Equipment. This is a proposal only and informative in nature. Lease payment dependent upon approval. Lease payments are calculated based on **today's** rates provided by the Leasing Company. Due to fluctuating interest rates, rates may be different at the time of install, and will be subject to change. Actual contract terms and conditions, as well as final pricing, may change, and will be submitted upon your request.

Noordyk Business Equipment  
3606 Remembrance Rd. NW GR MI 49534  
www.noordyk.com

## Suggested Implementation Plan

1.	Demo	TBD if necessary
2.	Signed Proposal	Today
3.	Network Survey	1-2 weeks after signed proposal
4.	Install Equipment	3-6 weeks after signed proposal (Not before May 15, 2024)
5.	Connection & Training	Day of installation
6.	30 Day Review of First Bill	1 month after install
7.	Initial Quarterly Review	3 months after install



## Noordyk Maintenance Agreement T/C's

**Noordyk Business Equipment (NBE)**, in consideration of the sum determined herein agrees to provide ordinary mechanical and electrical repair as may be necessary on the equipment listed below. This agreement is made with the understanding that the equipment is in good operating condition at the date of inception and any repairs or adjustments made by any person not authorized by NBE will automatically cancel this agreement.

This agreement includes all regular maintenance, parts, labor, consumable supply items, (everything except paper and staples), and labor fees at one fixed cost per copy. Monthly meter readings will be requested from the customer and an invoice will be sent based on that reading. Should a meter reading not be reported by the date indicated on your invoice, NBE will send an estimated invoice based upon prior usage. The minimum number of images/base rate referenced below will apply.

**NBE** may choose to install a data collection agent on the equipment referenced below. The signature below authorizes the installation for the purpose of collecting data pertinent to the maintenance agreement.

This agreement **DOES NOT** include the following supply items: paper, staples. This agreement **DOES NOT** cover support services pertaining to system software upgrades, driver updates, application concerns/questions, and overall support relative to the copier/printer functions or network connectivity.

Repairs made necessary by damage due to water, fire, storm, burglary, accident, misuse or abuse, use of unapproved supplies or electrical load variations are also not covered under this maintenance agreement. At any time, should the equipment require replacement parts which costs exceed the current fair market value of the equipment, NBE may opt out of making said repairs, and provide customer with a rental machine giving 30 days written notice to cancel this maintenance agreement. If any necessary parts are no longer available from the manufacturer, the contract will be terminated immediately. NBE will provide a rental for up to 30 days in this instance.

Upon completion of the initial contract term, the contract is automatically renewed for 12 month terms unless cancelled by either party with 30 days written notice prior to the end of the current term. Pricing will change at each annual billing cycle (12 months) not to exceed 10% for new equipment and 14% for refurbished equipment. Transfer of the equipment to another location may exclude it from coverage or change the price of the coverage.

The customer agrees to pay the charges as indicated on this form for the services provided with payment terms of Net 10 days. Interest of 12% per annum (1.0% per month) may be incurred to all invoices 5 days past due. A late fee of \$25.00 may be incurred on all invoices 20 days past due. Failure of payment within Net 30 days may result in the cancellation of this agreement.

# GreatAmerica Lease Agreement

**THIS AGREEMENT IS NON-CANCELABLE AND IRREVOCABLE. IT CANNOT BE TERMINATED. PLEASE REED CAREFULLY BEFORE SIGNING. THIS AGREEMENT AND ANY CLAIM RELATED TO THIS AGREEMENT SHALL BE GOVERNED BY THE LAWS OF THE STATE OF IOWA. ANY DISPUTE WILL BE ADJUDICATED IN A FEDERAL OR STATE COURT IN LINN COUNTY, IOWE. YOU HEREBY CONSENT TO PERSONAL JURISDICTION AND VENUE IN SUCH COURTS AND WAIVE TRANSFER OF VENUE. EACH PARTY WAIVES ANY RIGHT TO A JURY TRIAL.**

**AGREEMENT.** You want us to pay your Vendor for the equipment referenced herein ("Equipment") and you agree to pay us the amounts payable under the terms of this agreement ("Agreement") each period by the due date. This Agreement will begin on the date the Equipment is delivered to you or any later date we designate. We may charge you a reasonable fee to cover documentation and investigation costs. If any amount payable to us is not paid when due, you will pay a late charge equal to: 1) the greater of ten (10) cents for each dollar overdue or twenty-six dollars (\$26.00); or 2) the highest lawful charge, if less. Any security deposit will be commingled with our assets, will not earn interest, and will be returned at the end of the term, provided you are not in default.

**NET AGREEMENT. THIS AGREEMENT IS NON-CANCELABLE FOR THE ENTIRE AGREEMENT TERM. YOU UNDERSTAND WE ARE PAYING FOR THE EQUIPMENT BASED ON YOUR UNCONDITIONAL ACCEPTANCE OF IT AND YOUR PROMISE TO PAY US UNDER THE TERMS OF THIS AGREEMENT, WITHOUT SET-OFFS FOR ANY REASON, EVEN IF THE EQUIPMENT DOES NOT WORK OR IS DAMAGED, EVEN IF IT IS NOT YOUR FAULT.**

**EQUIPMENT USE.** You will keep the Equipment in good working order, use it for business purposes only, not modify or move it from its initial location, without our consent, and bear the risk of its non-compliance with applicable laws. You agree that you will not take the Equipment out of service and have a third party pay (or provide funds to pay\_ the amounts due hereunder. You must resolve any dispute you may have concerning the Equipment with the manufacturer or Vendor. You will comply with all laws, ordinances, regulations, requirements and rules relating to the use and operation of the Equipment.

**VENDOR SERVICES.** Payments under this Agreement may include amounts you owe your Vendor under a separate arrangement (for maintenance, service, supplies, etc.) which amounts may be invoiced by us on your Vendor's behalf for your convenience. You will look solely to your Vendor for performance under any such arrangement or to address any disputes arising thereunder.

**SOFTWARE/DATA.** Except as provided in this paragraph, references to "Equipment" includes any software referenced above or installed on the Equipment. We do not own the software and cannot transfer any interest in it to you. We are not responsible for the software or the obligations of you or the licensor under any license agreement. You are solely responsible for protecting and removing any confidential data/images stores on the Equipment prior to its return for any reason.

**NO WARRANTY. WE MAKE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. YOU HAVE ACCEPTED THE EQUIPMENT "AS-IS". YOU CHOSE THE EQUIPMENT, THE VENDOR AND ANY/ALL SERVICE PROVIDER(S) BASED ON YOUR JUDGEMENT. YOU MAY CONTACT YOUR VENDOR FOR A STATEMENT OF THE WARRANTIES, IF ANY, THAT THE MANUFACTURER OR VENDOR IS PROVIDING. WE ASSIGN TO YOU ANY WARRANTIES GIVEN TO US.**

**ASSIGNMENT.** You may not sell, assign or sublease the Equipment or this Agreement without our written consent. We may sell or assign this Agreement or our rights in the Equipment, in whole or in part, to a third party without notice to you. You agree that if we do so, the assignee will have our rights but will not be subject to any claim, defense, or set-off assertable against us or anyone else.

**LOSS OR DAMAGE.** You are responsible for any damage to or loss of the Equipment. No such loss or damage will relieve you from your payment obligations hereunder. We are not responsible for, and you will indemnify us against, any claims, losses or damages, including attorney fees, in any way relating to the Equipment. In no event will we be liable for any consequential or indirect damages.

**INSURANCE.** You agree to maintain comprehensive liability insurance acceptable to us. You also agree to: 1) keep the Equipment fully insured against loss at its replacement cost, with us named as loss payee; and 2) provide proof of insurance satisfactory to us no later than 30 days following the commencement of this Agreement, and thereafter upon our written request. If you fail to maintain property loss insurance satisfactory to us and/or you fail to timely provide proof of such insurance, we have the option, but not the obligation, to secure property loss insurance on the Equipment from a carrier or our choosing in such forms and amounts as we deem reasonable to protect our interests. If we secure insurance on the Equipment, we will not name you as an insured party, your interests may not be fully protected, and you will reimburse us the premium which may be higher than the premium you would pay if you obtained insurance, and which may result in a profit to us through an investment in reinsurance. If you are current in all of your obligations under the Agreement at the time of loss, any insurance proceeds received will be applied, at our option, to repair or replace the Equipment, or to pay us the remaining payments due or to become due under this Agreement, plus our booked residual, both discounted at 3% per annum.

**TAXES.** We own the Equipment. You will pay when due, either directly or by reimbursing us, all taxes and fees relating to the Equipment and this Agreement. Sales or use tax due upfront will be payable over the term with a finance charge.

**END OF TERM.** At the end of the term of this Agreement (or any renewal term) (the "End Date"), this Agreement will renew month to month unless a) you provide us written notice, at least 60 days prior to the End Date, or your intent to return the Equipment, and b) you timely return the Equipment to the location designated by us, at your expense. If a Purchase Option is indicated above and you are not in default on the End Date, you may purchase the Equipment from us "AS IS" for the Purchase Option price. If the returned Equipment is not immediately available for use by another without need of repair, you will reimburse us for all repair costs. You cannot pay off this Agreement or return the Equipment prior to the End Date without our consent. If we consent, you may charge you, in addition to other amounts owed, an early termination fee equal to 5% of the amount we paid for the Equipment.

**DEFAULT AND REMEDIES.** If you do not pay any sum within 10 days after its due date, or if you breach any other term of this Agreement or any other agreement with us, you will be in default, and we may require that you return the Equipment to us at your expense and pay us: 1) all past due amounts and 2) all remaining payments for the unexpired term, plus our booked residual, both discounted at 4% per annum. We may also use all other legal remedies available to us, including disabling or repossessing the Equipment. You agree to pay all our costs and expenses, including reasonable attorney fees, incurred in enforcing this Agreement. You also agree to pay interest on all past due amounts, from the due date, at 1.5% per month.

**UCC.** You agree that this Agreement (and/or shall be treated as) a "Finance Lease" as that term is defined in Article 2A of the Uniform Commercial Code ("UCC"). You agree to forgo the rights and remedies provided under sections 507-522 of Article 2A of the UCC.

**MISCELLANEOUS.** This Agreement is the entire agreement between you and us and supersedes any prior representations or agreements, including any purchase orders. Amounts payable under this Agreement may include a profit to us. The original of this Agreement shall be that copy which bears your facsimile or original signature, and which bears our original signature. If a court finds any provision of this Agreement unenforceable, the remaining terms of this Agreement shall remain in effect. You authorize us to either insert or correct the Agreement number, serial numbers, model numbers, beginning date, and signature date. All other modifications to the Agreement must be in writing signed by each party.



# Regular Council Agenda Item Memorandum

**To: Honorable Mayor and City Council**

**From: Chief Dale Boulter**

**Subject: Purchase of Colt SBR rifles**

**Meeting Date: February 26<sup>th</sup>, 2024**

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## Recommended Action:

Motion to approve the purchase of six Colt SBR rifles from Ortwein International and trade in four existing Smith and Wesson rifles for a total cost of \$10,878.

## Background Information:

Currently the Hastings Police Department (HPD) owns four patrol rifles, purchased in 2005-2006. The rifles have been in service for approximately 17 years and need to be replaced. Over the course of 17 years the rifles have performed well, and thousands of rounds of ammunition have been fired through them. The rifles are carried in each patrol car and is one of the primary defense weapons utilized by officers in time of need. We currently have four rifles, and I am requesting to increase the number to six. The addition of two more rifles gives us the ability to have back up weapons in the event one is removed from service for various reasons, along with other vehicles/officers having access to a rifle if needed.

Technology, modernization, and things learned from significant events occurring throughout the world is another factor in keeping these weapons on a normal purchasing rotation. Styles and platforms available now versus those available in 2005-2006 bring versatility and field operations to a higher level.

We have looked at no less than three different styles and manufacturers of rifles and have made the decision to request the purchase of the Colt rifles. The quote supplied is from Ortwein International, Law Enforcement Solutions, a Hastings brick and mortar business. The rifles would be shipped directly to HPD, and assembly of lights, sights, and other gear will be completed by Ortwein International here at our location. I have also been informed the Colt rifles are in stock and available for immediate shipment upon authorization. The fact the rifles are in stock means we could have officers trained with them and in service during our spring qualifications.



# Regular Council Agenda Item Memorandum

## Financial Implications:

The purchase of six Colt 6933 EPR/SBR fully outfitted rifles totals \$10,878, which is the total cost after a \$1,230 credit is applied for the trade in of four existing Smith and Wesson rifles.

The request for the purchase of the rifles is being expedited due to the condition of the weapons and availability of the new rifles. The original request for the new rifles would have been proposed as part of the fiscal year 2024-2025 budget; however, due to the rifles being in stock presently, the request is being moved up to the current fiscal year. Approval of this request will allow us to upgrade our weapons, train with them, and place them into service now. The unpredictability of rifle production and availability will be avoided with this opportunity.

Funds to cover this purchase will come from personnel savings (salary and benefits) associated with patrol officers in the current fiscal year HPD budget. Currently, the HPD has two vacant positions due to the resignation of two officers during the current fiscal year.

## Attachments:

- Quote from Ortwein International



# Ortwein International

## Law Enforcement Solutions

135 E State St Hastings, MI 49058

Date: February 14, 2024  
Agency: Hastings Police Department  
Telephone: 269-945-5744

Good day,

6- Colt 6933 EPR \$1,359ea.....	\$8,154
6- EoTech XPS2-0 \$511ea.....	\$3,294
6- Streamlight ProTac 88058 Weapon lights \$110ea.....	\$660

Subtotal .....	\$12,108
Trade-in used duty rifles...4X\$307.50.....	(\$1,230)

Total for 6 rifles with lights and EoTech XPS after trade in.....\$10,878

We will also come to HPD to assemble the optics and lights to the rifles when they are delivered.

\*Note, trade in rifles are normally not re-sold inside the state that they are acquired.

We appreciate your business.

This estimate is good for 60 days

Sincerely,



Andrew Ortwein  
Cell: 503-313-0514  
Andrew@Ortweinintl.com



# Regular Council Agenda Item Memorandum

**To: Hastings City Council**

**From: Sarah Moyer-Cale, City Manager**

**Subject: Creation of Non-Voting Student Positions**

**Meeting Date: February 26, 2024**

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## Recommended Action:

Motion to create one non-voting student position for each of the following: the Downtown Development Authority Board, Planning Commission, and the Library Board to terms as determined by the Mayor.

## Background Information:

In January, you heard a presentation by Liam Dreyer about Government for Tomorrow which seeks to encourage youth action in government by supporting student positions on local boards and commissions. The student position has no vote, but they are to review the meeting packet, attend meetings, and participate in discussion like a regular board member. The student receives training and support through the Government for Tomorrow organization.

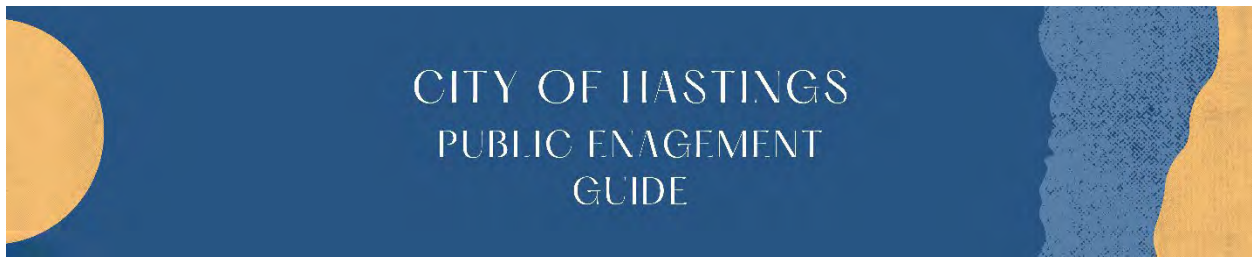
The recommended motion will create the student positions. Once that is accomplished, Government for Tomorrow will begin to plan school presentations.

## Financial Implications:

None.

## Attachments:

None.



The City of Hastings is intent on increasing the awareness of policies and programs of the City and generating enhanced engagement of constituents in the governing process. The goal of this public engagement guide is to identify opportunities to share the City's message and streamline the methods by which those messages are shared, while conducting the business of the City in an open and transparent manner.

The City of Hastings values the involvement and engagement of its citizens, business owners, and guests. An active public engagement guide serves as a tool for ensuring meaningful public engagement throughout the project planning and implementation processes. Public engagement, particularly early in the process, has numerous benefits including:

- Helps citizens become aware of planning processes in which they can take part
- Increases accountability and transparency
- Builds trust and mutual understanding
- Reduces the spread of misinformation
- Promotes efficiency in decision making
- Identifies solutions which may otherwise not be discovered
- Greater acceptance and support of the final result

#### Purpose of this Guide

Public engagement plans should be created whenever a significant project, plan, or impactful action is being taken by the City. The purpose of this guide is to layout a comprehensive means by which public engagement plans are to be created. The guide includes how to determine the appropriate level of public engagement, how to determine the stakeholders, appropriate means of outreach, development and implementation of timelines, determine appropriate tools and resources, and develop metrics or performance measures.

#### Principles of Public Engagement

1. Careful planning and preparation. Public engagement is not a last-minute add-on or passing consideration. Appropriate public engagement may be simple or it may take a lot of time. It is critical to consider this early in the process so that you can plan carefully and effectively.
2. Include a wide range of stakeholders. Don't preach to the choir and don't include only the same people who participated last time or who you know will be supportive. Incorporate a diverse range of people, ideas, and interests to create quality outcomes.

3. Embrace a shared purpose. Support the participants who have made their voices heard and work to advance the common good. Listen to one another and consider how the information gleaned can be applied.
4. Transparency and trust are vital. People will not participate if they feel you've already made up your mind or that their thoughts will be disregarded.

Things to Remember About Public Engagement:

- The public engagement strategy must be considered at the start of project planning.
- It is not suitable for each and every situation
- Using it incorrectly or at inappropriate times can cause more harm than good. Be mindful and efficient so as to avoid "community engagement fatigue".
- It is a dialogue, not a presentation
- Once feedback is received, follow through or participants will feel their contributions were ignored. If the feedback isn't being automatically implemented, share why.
- Input should be sought during the planning stages to allow the chance to inform and influence decisions.
- The expectations of your audience need to be managed.

## Steps to Creating a Public Engagement Plan

1. Define the project and create a timeline. How soon is this project taking place and how long do you have to solicit feedback in the planning process? Define what successful public engagement for this project means.
2. Determine the appropriate level of public engagement. Use the table below and Appendix A to help determine what will work best. What legal requirements for public engagement need to be included?

### **How do I Engage?**

	<b>Inform and Consult</b>	<b>Involve</b>	<b>Collaborate</b>
Consider this option when...	<ul style="list-style-type: none"> <li>• routine matter</li> <li>• time and/or budget constraints</li> <li>• clear legal process</li> <li>• simple set of interests</li> <li>• most issues have been heard and addressed through earlier processes</li> </ul>	<ul style="list-style-type: none"> <li>• active &amp; mobilized groups with competing views</li> <li>• need for dialogue</li> <li>• fair amount of controversy</li> <li>• issues are complex</li> </ul>	<ul style="list-style-type: none"> <li>• Intense controversy</li> <li>• need for buy in by key constituencies</li> <li>• long term, far reaching effects</li> <li>• multiple jurisdictions</li> <li>• parties are willing to meet</li> <li>• recommendation likely to be followed by decision makers</li> </ul>
It may not be the best option when...	<ul style="list-style-type: none"> <li>• Unclear or competing jurisdictions</li> <li>• policy matters with unclear effects</li> <li>• strong controversy</li> <li>• polarized parties</li> <li>• need for two-way dialogue</li> </ul>	<ul style="list-style-type: none"> <li>• intensive input will not satisfy need of the public to influence the decision</li> <li>• time and/or budget constraints</li> </ul>	<ul style="list-style-type: none"> <li>• level of controversy makes the investment in the process too expensive</li> <li>• no room to negotiate</li> <li>• other groups may intercede and invalidate forthcoming proposals</li> <li>• key parties unwilling to meet</li> </ul>
Potential tools & techniques	<ul style="list-style-type: none"> <li>• fact sheets &amp; FAQs</li> <li>• public comment</li> <li>• newsletter</li> <li>• media releases</li> <li>• social media</li> <li>• presentations</li> </ul>	<ul style="list-style-type: none"> <li>• workshops</li> <li>• charrettes</li> <li>• stakeholder meetings</li> <li>• focus groups</li> </ul>	<ul style="list-style-type: none"> <li>• citizen advisory committee</li> <li>• participatory decision making</li> <li>• consensus building</li> </ul>
Citizen role	Residents engage to be informed and influence	Residents engage to advocate and help frame issues	Residents are collaborators and engage to make informed decisions and forge effective compromises



3. Identify stakeholders. List the people, organizations, groups, governments, and anyone else who may be impacted by the decision. Also list those who may not be directly involved, but who have relationships and access to those who do. Stakeholders' time is precious. Use it wisely & don't waste it! If you do, they will not respond next time and you will lose credibility.

#### **How to Create a List of Stakeholders**

Who will be impacted positively or negatively? Consider who lives, works, or plays nearby.

Who needs to know about this? Is there a legal requirement for notification? Is there a group with imperative interest?

Who can contribute to the conversation? Who are the experts? Where are outside sources that discuss the same topic?

Who or what is missing? Consider hard to reach populations.

Who could stop or disrupt this project? Is there anyone who will dislike this idea or be impacted to an extreme extent?

Whose life or schedule stands to be altered by an aspect of this project?

Another way of categorizing our stakeholders is through their level of engagement. The different levels are as follows:

- Engaged (Ambassadors/Watchdogs)
- Interested (Aware or Impacted)
- Passive
- Disinterested (Actively avoiding/Complacent)

The most engaged audience is largely made up of two distinct groups: residents who participate in the governing process either as volunteers or through participation in specific boards and authorities as members, and those that monitor government actions to ensure they are appropriate, ethical, and legal (watchdogs). These groups will likely bring different energies and expectations to a public engagement process. It is also possible that passive or disinterested audience members shift suddenly to interested or engaged when City policies or programs impact them directly.

Some groups face barriers that can make establishing relationships or communicating with them more difficult. Additional consideration may be needed to ensure equal access to information and participation for all citizens. Consider "hard-to-reach" groups such as youth, low English proficiency speakers, low income, people with disabilities, and the elderly who may require specific outreach approaches. Remember that about half of American adults read below an 8<sup>th</sup> grade reading level. Keep messages simple and direct to be most effective and beware of using acronyms.

4. Determine what tools and resources you will use to engage with the public. The tools you choose will depend on the level of participation selected and the groups you would like to engage. The list below is a helpful guide, but don't be afraid to be creative or innovative.

Surveys	Newsletters	Expert Panels	Sidewalk Chalk
Press Releases	Comment boxes	Online Meetings	Radio
Educational Resource	Public Forums	Focus Groups	Neighborhood Meetings
Print Materials	Interviews	Advisory Committees	Temporary Signs
Advertising	Video	Tours	Direct Mail
Social Media	Charrettes		

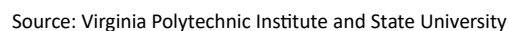
5. Notify those involved about your project and how they can engage. Sufficient notification requires getting the word out early and to as many stakeholders as possible. Consider the means of communication that your target audience uses.
6. Educate & Listen. Using the tool(s) from Step 4, share information with the public and listen to their feedback. Try to meet people where they are. Consider if you can piggyback benefit off on an event or communication that is already happening. Consider what types of questions you will ask the public in order to get meaningful feedback. Decide in advance where to store public input and how to organize it. Also determine how verbal input will be recorded.
7. Organize the information that was received. Quantify or evaluate the results. Determine if and to what extent the feedback received can be used to plan the project or next steps.
8. Feedback should be looped. Display the results to the public. Show the survey results, make a summary of comments publicly accessible, or send thank you notes. This demonstrates gratitude for the feedback, makes people feel heard, and makes them more likely to participate again in the future.

When sharing the final results, summarize the rationale for decisions in light of all of the facts, including public opinion. Document the rationale and make it available to the public. If possible, provide rationale for why one alternative was chosen over others and why decisions were made to move forward in light of opposition, if there was any.

#### What about those sticky situations?

Some projects will have many competing ideas and opinions. High visibility projects or projects that impact a wide range of people are going to be impossible to get everyone, or even a majority, to agree on. In these instances, it is better to ***lead by consent rather than by consensus***.

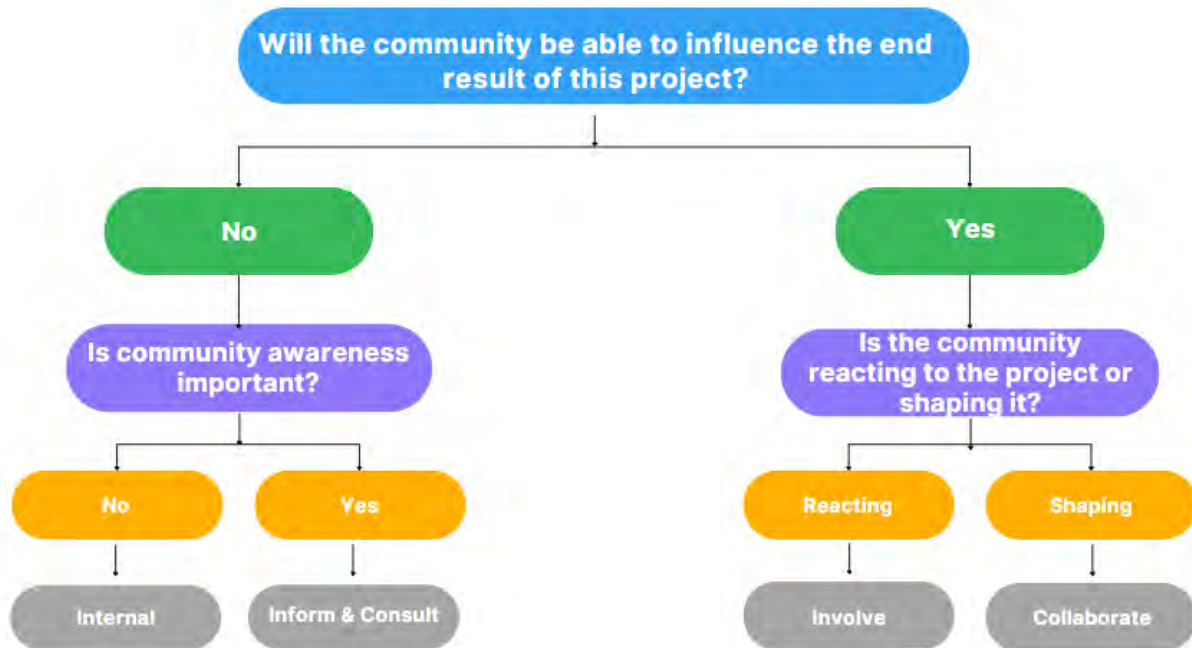
Alternatively, you can choose to seek consent for a path forward. Participants may not agree that a certain option is the best way to go, but they can align on the main points or tolerate the final conclusion. Decision making by consent means that few are actively against the decision.



This guide serves to provide a means by which we can increase awareness of our programs and policies and to generate heightened engagement of our community members. This process is meant to be fluid; to grow and change along with technology and social structures.

Engaging with the public is often not an easy process. Attempting to communicate even simple messages can feel defeating at times. Fortunately, as the public learns over time that the City takes engaging with them seriously and trust is built, the engagement process improves.

## Determine Level of Engagement



## Appendix B

### Public Participation Planning Cheat Sheet

Project Definition & Timeline	<ul style="list-style-type: none"><li>• What is the project?</li><li>• How soon is this project taking place?</li><li>• How long do you have to solicit feedback in the planning process?</li></ul>
Level of Engagement	<ul style="list-style-type: none"><li>• See Appendix A</li><li>• What legal requirements exist? (i.e. required hearings, notices, etc)</li></ul>
Stakeholders	<ul style="list-style-type: none"><li>• Create a list of stakeholders (see table in step 3)</li><li>• Notate the stakeholders that may be difficult to reach and plan how to include them</li></ul>
Resources	<ul style="list-style-type: none"><li>• Select the appropriate tools and resources</li></ul>
Notification	<ul style="list-style-type: none"><li>• Use the selected resources to notify stakeholders about the project. Consider various means of communication.</li></ul>
Educate & Listen	<ul style="list-style-type: none"><li>• Prepare a list of questions ahead of time that you will ask the public to get meaningful feedback.</li><li>• Decide in advance where to store public input and how to organize it.</li><li>• Determine how verbal input will be recorded.</li></ul>
Evaluate and Quantify	<ul style="list-style-type: none"><li>• Organize the information that was received and summarize the results.</li><li>• Does/how can the feedback received can be used to plan the project or next steps?</li></ul>
Feedback	<ul style="list-style-type: none"><li>• How will the participants know that their input was heard/used?</li><li>• Evaluate your process to determine what may work better next time.</li></ul>



## Appendix C

### Social Media and Local/Regional Media Outlets

Facebook – City of Hastings, Hastings/BIRCH Fire Department, Hastings Police Department

Linkedin – City of Hastings, MI

Instagram – City of Hastings

[www.hastingsmi.gov](http://www.hastingsmi.gov)

Radio	WBCH Radio	wbch@wbch.com	
TV News	Fox 17	news@fox17online.com	
	Fox 47	47today@fox47news.com	
	Wood Channel 8	newsroom@woodtv.com	
	WWMT Channel 3	desk@wwmt.com	
	Hastings Cable Access	dlaclair@hastingsmi.gov	
Print	Allegan County News	wilcoxnewspapers@gmail.com	info@allegannews.com
	Battle Creek Shopper	shopper@j-adgraphics.com	
	Eaton County Journal	newsatcounty-journal.com	
	J-Ad Graphics	news@j-adgraphics.com	



## CITY OF HASTINGS

### PROJECT, TIMELINE & LEVEL OF ENGAGEMENT

#### PROJECT INFORMATION

**Location:** Specific address/neighborhood/city-wide

**Parameters:** Deadline/budget/decisions that have already been made

**Project Team:** List Names and Titles


**Description:** Overview of the project/What decisions will be made?

#### TIMELINE

**Start Month/Year:** \_\_\_\_\_ **End Month/Year:** \_\_\_\_\_

#### LEVEL OF ENGAGEMENT

**Engagement Level:** Please mark which type(s) of engagement are involved.

☐ Inform ☐ Involve ☐ Collaborate

**Plan Alignment:** Was this project listed in an existing plan?

☐ Master Plan ☐ CIP/Budget  
☐ Annual City Council Goals ☐ Parks and Recreation Plan  
☐ Bike Plan  
☐ Other (Please Identify):

**List Related Plan Actions or Goals:**



## CITY OF HASTINGS

### CREATE AN ENGAGEMENT STRATEGY

ENGAGEMENT ACTIVITY List the engagement activity and a brief description	WHEN Specific date or months	WHERE Location/city-wide/ online/in-person	WHO Stakeholder groups to be engaged	PROMOTION Social media, website, press release, flyer, etc.



# CITY OF HASTINGS

## IDENTIFY STAKEHOLDERS AND IMPACT

### PROJECT IMPACT

**Places that will be impacted:** Ex: Neighborhood, streets, natural features, access to water?

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**People that will be impacted:** Ex: Businesses, homeowners, renters, citizens' rights, or liberties?

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### PROJECT PARTNERS

**Are there other groups or organizations that will be helping carry out the project?**

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## CITY OF HASTINGS

### ORGANIZE INFORMATION AND COMMUNICATE RESULTS

#### ORGANIZE INFORMATION

**Community Input** (What we heard):

**Project Outcomes** (What we are doing):

#### COMMUNICATE RESULTS

**How will you communicate with stakeholders and keep them up to date on the project?**



# Hastings City Police

201 E. State St.  
Hastings, MI 49058  
(269) 948-4800 Dispatch  
(269) 945-5744 Office  
(269) 945-4358 Fax



12.A

Dale Boulter  
Chief of Police

Julissa Kelly  
Deputy Chief

## **Hastings Police Department Council report for month of January 2024**

### **STAFFING**

Ofc. Bailey has entered her sixth week of the field training program and progressing well as anticipated. Ofc. Bailey has been moved to Field Training Officer, Sgt. Pickett and will remain there for step 3 of the training program. Other staffing has remained unchanged since my last report.

### **STATS**

The past month officers responded to **414** calls for service, with a total of 18 arrests, 12 traffic accidents 2 non-traffic accidents. Officers issued a total of 26 citations, 16 being moving violations, 10 being Non-moving violations. Officers conducted a total of 119 traffic contacts for the month of January.

### **RESERVE OFFICERS**

The Reserve Department contributed 25 hours for the month of January.

### **TRAINING**

A total of five officers attended Implicit Bias Training in Kalamazoo instructed by Danny Rosa of MCOLES.

### **2:00 AM – 6:00 AM WINTER PARKING ON STREETS**

Reminder to all, 2:00 AM – 6:00 AM parking enforcement is in effect. Please contact the police department if you have any questions regarding information or a parking citation.

### **CAR 43 Update**

Car 43 has been upfitted and is on the road.



### **FIRST RESPONDERS v TEACHERS BASKETBALL GAME**

The basketball game took place on February 5<sup>th</sup> with the outcome of the contest being a huge success. The community rallied together and raised over \$7,000 during the nights event for Noah Hall and his family. The members of the Hastings High School Student Council put together a series of events to help raise money for Noah and his family. The Student council worked hard and fast in order to plan the basketball game, volleyball game, bake sale during the cheerleading competition, along with several other events throughout the week of Winterfest activities. The total amount raised during the week comes out to \$12,335 that were donated in support of Noah and his family. On behalf of the officers of the Hastings Police Department, I would like to extend our thank you for supporting a member of our community. I am proud of the Students and our community for the gracious giving to a member of our community.

### **Code Compliance report**

Code enforcement took a total of 81 complaints for the month of January.

Report attached

Respectfully submitted,

Dale Boulter

Chief of Police

# **HASTINGS CITY COUNCIL MONTHLY REPORT MONTH OF January 2024**

**From Hastings Police Department**

**Chief Dale Boulter**

**Total Complaints: 414**

**Total Arrests: 18**

**Adults: 10** OUI Alc.-1, A&B-4, Weapons off.-1, Alc. Violations-2, Dangerous drugs-1, DWLS-1.

**Juveniles: 0**

**Arrests Warrants for other Departments: 8** Obstructing justice-8.

**Traffic Summary:**

**Traffic Accidents: 12**

Property Damage: 11

Injuries: 1

Fatal: 0

Non-Traffic: 2

**Tickets Issued: 26**

Moving Violations Issued: 16

Non-Moving Violations: 10

## POLICE VEHICLES

TOTAL MILES: **7,205**

TOTAL GALLONS OF FUEL USED: **649.8**

<u>VEHICLE</u>	<u>MILAGE</u>	<u>VEHICLE</u>	<u>MILAGE</u>
41/2020 FORD	47,423	45/2022 FORD	2,094
42/2021 FORD	42,371	46/2015 FORD	55,397
43/2020 FORD	252	47/2023 FORD	9,967
44/2018 FORD	40,380	48/2016 FORD	92,477
		49/2010 DODGE	63,659

### ADDITIONAL INFORMATION:

The Hastings Police Reserve officers worked a total of **25** hours for the month.

<u>CLASSIFICATION</u>	<u>CURRENT MONTH</u>	<u>PREVIOUS YEAR</u>	<u>YTD CURRENT</u>	<u>YTD PREVIOUS</u>	<u>YTD COMPARED</u>
FATAL ACCIDENTS	0	0	0	0	0
INJURY ACCIDENTS	1	0	1	0	+1
P D ACCIDENTS	11	6	11	6	+5
NON-TRAFFIC	2	5	2	5	-3
SPEEDING	3	1	3	1	+2
OTHER HAZARDOUS	10	4	10	4	+6
NON-HAZARDOUS	13	14	13	14	-1
PARKING	56	30	56	30	+26
<u>TOTAL</u>	96	60	96	60	+36

City of Hastings  
Code Compliance Officer  
January 2024 Activity Report



QUANTITY	COMPLAINT
0	Animal related (90-835)
0	Grass and weeds more than 8" tall (38-105)
2	Compostable yard debris and refuse in right-of-way, snow piles (74-39, 74-71, 74-72)
13	Garbage Code Violations (66-88/89/90/93/94)
1	Vehicles parked on unapproved surfaces – residential zones (90-929)
15	Unlicensed/Inoperable vehicles, parts, or tire storage (38-76, 77, 78)
14	Refuse and debris in unscreened area of yard (90-881, 90-882)
2	Rental Unit complaints
12	Signage issues/ Signs in Right-Of-Way
0	Sign Permits Issued
3	Fencing Issues
1	Fence Permits Issued
4	Structure & Building Maintenance Issues
0	Recreational Vehicle Issues
0	Abandoned refrigerator w/door attached (54-61)
6	Sidewalk parking/right-of-way obstructions (74-71)
8	Miscellaneous Issues & Complaints
<b>81</b>	<b>Total Violations/Complaints Handled</b>
13	Letters sent
0	Citations issued
84	Follow Ups
<b>NOTES:</b>	<b>Miscellaneous Issues/ Complaints details</b>





# City of Hastings

## Investments & Deposits Status Report as of January 31, 2024

12.B

<u>Institution</u>	<u>Account Description</u>	<u>1/31/2024 Balance</u>	<u>Interest Rate</u>
Flagstar	Common Cash (Primary Checking)	\$ 713,804.74	1.05%
	Payroll	\$ 139,507.93	1.05%
	*Savings	\$ 4,533,164.08	4.22%
	**Tax Collection	\$ 1,216,136.74	1.05%
	<b>Total</b>	<b>\$ 6,602,613.49</b>	
<i>*Includes proceeds from DDA/Streetscape Bonds</i>			
<i>** Includes funds collected on behalf of other governmental agencies</i>			
Highpoint	Common Cash	\$ 25,972.45	N/A
	Drug Enforcement	\$ 18,211.94	N/A
	Library PayPal	\$ 500.00	N/A
	*Tax Collection	\$ 20,383.84	N/A
	<b>Total</b>	<b>\$ 65,068.23</b>	
<i>* Includes funds collected on behalf of other governmental agencies</i>			
Michigan CLASS	General Fund (Pooled)	\$ 6,020,619.19	5.5361%
	Water & Sewer	\$ 566,451.52	5.5361%
	Equipment Fund	\$ 287,706.69	5.5361%
	LDFA	\$ 143,853.99	5.5361%
	<b>Total</b>	<b>\$ 7,018,631.39</b>	
American Dep Mgmt Co	Money Market Account	\$ 3,744,374.88	5.30%
	3-Month Certificates of Deposit	\$ -	N/A
	6-Month Certificates of Deposit	\$ -	N/A
	<b>Total</b>	<b>\$ 3,744,374.88</b>	
<b>Total, All Investments &amp; Deposits</b>		<b>\$ 17,430,687.99</b>	

<u>Institution</u>	<u>1/31/2024 Balance</u>	<u>% of Total</u>
Flagstar	\$ 6,602,613.49	37.9%
Highpoint	\$ 65,068.23	0.4%
Michigan CLASS	\$ 7,018,631.39	40.3%
American Dep Mgmt Co	\$ 3,744,374.88	21.5%
<b>Total</b>	<b>\$ 17,430,687.99</b>	

<u>Type of Investment or Deposit</u>	<u>1/31/2024 Balance</u>	<u>% of Total</u>
Interest	\$ 17,365,619.76	99.6%
Non-Interest	\$ 65,068.23	0.4%
<b>Total</b>	<b>\$ 17,430,687.99</b>	

# CITY OF HASTINGS

## SUMMARY REVENUES AND EXPENDITURES COMPARED TO BUDGET FOR THE 7 MONTHS ENDING JANUARY 31, 2024

THIS YEAR FISCAL YTD 31-JAN-24	REVISED BUDGET 2023-2024	FISCAL YTD % OF BUDGET	LAST YEAR FISCAL YTD 31-JAN-23	REVISED BUDGET 2022-2023	FISCAL YTD % OF BUDGET
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### FUND 101 - GENERAL FUND

#### REVENUE

TAXES	3,313,531.31	3,463,000	96.00%	3,182,684.92	3,362,500	95.00%
SPECIAL ASSESSMENTS	25,997.45	43,650	60.00%	.00	56,750	0.00%
LICENSES & PERMITS	16,449.68	21,175	78.00%	21,463.40	26,525	81.00%
FEDERAL REVENUES	535,133.00	768,199	70.00%	17,850.00	365,000	5.00%
STATE SHARED REVENUES	597,764.80	1,398,813	43.00%	611,566.70	1,273,000	48.00%
INTERGOVERNMENTAL REVENUES	23,264.15	868,416	3.00%	.00	590,320	0.00%
CHARGES FOR SERVICES	6,769.02	614,950	1.00%	12,916.67	599,950	2.00%
FINES & FORFEITURES	7,033.10	6,500	108.00%	4,122.50	6,500	63.00%
INTEREST AND RENTALS	248,143.95	209,000	119.00%	176,983.54	113,000	157.00%
OTHER REVENUE	270,457.63	30,500	887.00%	242,310.40	16,500	1469.00%
INCOMING TRANSFERS	.00	0	0.00%	.00	0	0.00%
TOTAL REVENUE & INCOMING TRANSFERS	5,044,544.09	7,424,203	68.00%	4,269,898.13	6,410,045	67.00%

#### EXPENDITURES

CITY COUNCIL	44,869.92	74,001	61.00%	41,751.65	68,604	61.00%
MAYOR	9,372.75	14,752	64.00%	7,943.02	13,347	60.00%
CITY MANAGER	106,565.33	183,080	58.00%	101,257.31	181,323	56.00%
FINANCE DEPARTMENT	222,774.98	313,745	71.00%	165,463.83	328,063	50.00%
CLERK	59,644.02	118,397	50.00%	65,590.56	146,355	45.00%
INFORMATION TECHNOLOGY	136,601.20	244,000	56.00%	118,664.70	223,000	53.00%
BOARD OF REVIEW	628.39	2,862	22.00%	710.71	2,392	30.00%
TREASURER	41,411.87	78,808	53.00%	40,101.02	75,496	53.00%
ASSESSOR	77,595.83	162,581	48.00%	73,860.98	122,169	60.00%
ELECTIONS	14,359.94	64,277	22.00%	32,965.78	38,970	85.00%
CITY HALL & GROUNDS	65,339.29	187,500	35.00%	57,525.95	175,945	33.00%
LEGAL AND AUDIT	35,583.00	70,000	51.00%	34,251.30	78,000	44.00%
OTHER GENERAL GOVERNMENT	250,437.77	753,387	33.00%	370,172.13	764,675	48.00%
POLICE	1,055,711.11	2,005,929	53.00%	920,046.29	2,026,807	45.00%
CODE COMPLIANCE	21,222.09	50,171	42.00%	29,123.79	47,690	61.00%
FIRE DEPARTMENT	930,311.91	1,057,797	88.00%	267,011.06	526,004	51.00%
INSPECTIONS	89,842.00	55,000	163.00%	24,334.00	40,000	61.00%
DEPT OF PUBLIC SERVICE ADMIN	91,226.50	182,683	50.00%	94,998.82	173,662	55.00%
PARKING LOTS - NON SAD	5,363.55	19,750	27.00%	8,670.45	59,500	15.00%
PARKING LOTS - SAD	13,302.31	234,000	6.00%	96,235.24	80,850	119.00%
STREET LIGHTING	54,697.32	102,500	53.00%	48,934.45	94,500	52.00%
COMMUNITY SERVICES	81,365.82	162,085	50.00%	69,582.82	114,022	61.00%
BROWNFIELD GRANT	.00	0	0.00%	.00	0	0.00%
PLANNING AND ZONING	2,413.65	18,285	13.00%	4,180.28	21,570	19.00%
JOINT PLANNING & ZONING	77.50	550	14.00%	650.00	600	108.00%
COMMUNITY & ECONOMIC DEVELOPMNT	72,528.21	141,500	51.00%	86,756.08	137,886	63.00%

# CITY OF HASTINGS

## SUMMARY REVENUES AND EXPENDITURES COMPARED TO BUDGET FOR THE 7 MONTHS ENDING JANUARY 31, 2024

THIS YEAR FISCAL YTD YTD ACTUAL	REVISED BUDGET BUDGET	FISCAL YTD % OF BUDGET	LAST YEAR FISCAL YTD 31-JAN-23	REVISED BUDGET BUDGET	FISCAL YTD % OF BUDGET
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### *FUND 101 - GENERAL FUND*

COMMUNITY DEVELOPMENT GRANTS	71,197.00	75,100	95.00%	70,593.09	75,000	94.00%
CABLE ACCESS	4,879.44	13,457	36.00%	6,083.94	23,757	26.00%
PARKS AND RECREATION	103,298.41	977,657	11.00%	113,412.29	714,164	16.00%
ARTS AND CULTURAL ACTIVITIES	64,894.38	80,400	81.00%	30,884.86	57,775	53.00%
OTHER FINANCING USES	.00	316,449	0.00%	.00	160,105	0.00%
TOTAL EXPENDITURES & OUTGOING TRANSFERS	3,727,515.49	7,760,703	48.00%	2,981,756.40	6,572,231	45.00%
NET REVENUE OVER EXPENDITURES	1,317,028.60	( 336,500)		1,288,141.73	( 162,186)	

# CITY OF HASTINGS

## SUMMARY REVENUES AND EXPENDITURES COMPARED TO BUDGET FOR THE 7 MONTHS ENDING JANUARY 31, 2024

THIS YEAR FISCAL YTD 31-JAN-24	REVISED BUDGET 2023-2024	FISCAL YTD % OF BUDGET	LAST YEAR FISCAL YTD 31-JAN-23	REVISED BUDGET 2022-2023	FISCAL YTD % OF BUDGET
--------------------------------------	--------------------------------	------------------------------	--------------------------------------	--------------------------------	------------------------------

### FUND 202 - MAJOR STREETS

REVENUES	458,613.36	1,045,218	44.00%	776,778.89	942,650	82.00%
INCOMING TRANSFERS	.00	0	0.00%	.00	0	0.00%
TOTAL REVENUE & INCOMING TRANSFERS	458,613.36	1,045,218	44.00%	776,778.89	942,650	82.00%
EXPENDITURES	209,510.44	1,097,335	19.00%	508,193.78	944,877	54.00%
OUTGOING TRANSFERS	.00	150,000	0.00%	.00	150,000	0.00%
TOTAL EXPENDITURES & OUTGOING TRANSFERS	209,510.44	1,247,335	17.00%	508,193.78	1,094,877	46.00%
NET REVENUE OVER EXPENDITURES	249,102.92	( 202,117)		268,585.11	( 152,227)	

### FUND 203 - LOCAL STREETS

REVENUES	183,737.41	351,008	52.00%	172,880.23	320,075	54.00%
INCOMING TRANSFERS	.00	300,000	0.00%	.00	150,000	0.00%
TOTAL REVENUE & INCOMING TRANSFERS	183,737.41	651,008	28.00%	172,880.23	470,075	37.00%
EXPENDITURES	199,110.46	733,661	27.00%	261,721.50	730,651	36.00%
OUTGOING TRANSFERS						
TOTAL EXPENDITURES & OUTGOING TRANSFERS	199,110.46	733,661	27.00%	261,721.50	730,651	36.00%
NET REVENUE OVER EXPENDITURES	( 15,373.05)	( 82,653)		( 88,841.27)	( 260,576)	

# CITY OF HASTINGS

## SUMMARY REVENUES AND EXPENDITURES COMPARED TO BUDGET FOR THE 7 MONTHS ENDING JANUARY 31, 2024

	THIS YEAR FISCAL YTD 31-JAN-24	REVISED BUDGET 2023-2024	FISCAL YTD % OF BUDGET	LAST YEAR FISCAL YTD 31-JAN-23	REVISED BUDGET 2022-2023	FISCAL YTD % OF BUDGET
<i>FUND 209 - CEMETERY FUND</i>						
REVENUES	224,472.10	244,780	92.00%	432,108.44	426,800	101.00%
INCOMING TRANSFERS						
TOTAL REVENUE & INCOMING TRANSFERS	224,472.10	244,780	92.00%	432,108.44	426,800	101.00%
EXPENDITURES	111,526.91	279,100	40.00%	298,877.83	400,499	75.00%
OUTGOING TRANSFERS						
TOTAL EXPENDITURES & OUTGOING TRANSFERS	111,526.91	279,100	40.00%	298,877.83	400,499	75.00%
NET REVENUE OVER EXPENDITURES	112,945.19	( 34,320)		133,230.61	26,301	

# CITY OF HASTINGS

## SUMMARY REVENUES AND EXPENDITURES COMPARED TO BUDGET FOR THE 7 MONTHS ENDING JANUARY 31, 2024

THIS YEAR FISCAL YTD 31-JAN-24	REVISED BUDGET 2023-2024	FISCAL YTD % OF BUDGET	LAST YEAR FISCAL YTD 31-JAN-23	REVISED BUDGET 2022-2023	FISCAL YTD % OF BUDGET
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### FUND 248 - DOWNTOWN DEVELOPMENT AUTHORITY

REVENUES	3,500,649.25	3,463,990	101.00%	582,777.05	703,200	83.00%
INCOMING TRANSFERS						
TOTAL REVENUE & INCOMING TRANSFERS	3,500,649.25	3,463,990	101.00%	582,777.05	703,200	83.00%
EXPENDITURES	1,091,160.96	3,745,207	29.00%	136,085.62	535,357	25.00%
OUTGOING TRANSFERS						
TOTAL EXPENDITURES & OUTGOING TRANSFERS	1,091,160.96	3,745,207	29.00%	136,085.62	535,357	25.00%
NET REVENUE OVER EXPENDITURES	2,409,488.29	( 281,217)		446,691.43	167,843	

### FUND 250 - LCL DVLPMNT FINANCE AUTHORITY

REVENUES	60,635.21	81,500	74.00%	65,999.35	46,700	141.00%
INCOMING TRANSFERS						
TOTAL REVENUE & INCOMING TRANSFERS	60,635.21	81,500	74.00%	65,999.35	46,700	141.00%
EXPENDITURES	135,786.52	187,800	72.00%	323.69	10,550	3.00%
OUTGOING TRANSFERS						
TOTAL EXPENDITURES & OUTGOING TRANSFERS	135,786.52	187,800	72.00%	323.69	10,550	3.00%
NET REVENUE OVER EXPENDITURES	( 75,151.31)	( 106,300)		65,675.66	36,150	



# CITY OF HASTINGS

## SUMMARY REVENUES AND EXPENDITURES COMPARED TO BUDGET FOR THE 7 MONTHS ENDING JANUARY 31, 2024

THIS YEAR FISCAL YTD 31-JAN-24	REVISED BUDGET 2023-2024	FISCAL YTD % OF BUDGET	LAST YEAR FISCAL YTD 31-JAN-23	REVISED BUDGET 2022-2023	FISCAL YTD % OF BUDGET
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### FUND 265 - DRUG ENFORCEMENT

REVENUES	115.00	2,800	4.00%	.00	3,500	0.00%
INCOMING TRANSFERS						
TOTAL REVENUE & INCOMING TRANSFERS	115.00	2,800	4.00%	.00	3,500	0.00%
EXPENDITURES	.00	5,600	0.00%	.00	5,600	0.00%
OUTGOING TRANSFERS						
TOTAL EXPENDITURES & OUTGOING TRANSFERS	.00	5,600	0.00%	.00	5,600	0.00%
NET REVENUE OVER EXPENDITURES	115.00	( 2,800)		.00	( 2,100)	

### FUND 266 - POLICE TRAINING

REVENUES	119.25	2,950	4.00%	1,191.35	2,901	41.00%
INCOMING TRANSFERS						
TOTAL REVENUE & INCOMING TRANSFERS	119.25	2,950	4.00%	1,191.35	2,901	41.00%
EXPENDITURES	664.86	4,600	14.00%	506.69	4,600	11.00%
OUTGOING TRANSFERS						
TOTAL EXPENDITURES & OUTGOING TRANSFERS	664.86	4,600	14.00%	506.69	4,600	11.00%
NET REVENUE OVER EXPENDITURES	( 545.61)	( 1,650)		684.66	( 1,699)	

# CITY OF HASTINGS

## SUMMARY REVENUES AND EXPENDITURES COMPARED TO BUDGET FOR THE 7 MONTHS ENDING JANUARY 31, 2024

	THIS YEAR FISCAL YTD 31-JAN-24	REVISED BUDGET 2023-2024	FISCAL YTD % OF BUDGET	LAST YEAR FISCAL YTD 31-JAN-23	REVISED BUDGET 2022-2023	FISCAL YTD % OF BUDGET
<b>FUND 271 - LIBRARY FUND</b>						
<b>OPERATIONS</b>						
OPERATING REVENUES	681,654.26	1,373,449	50.00%	174,737.55	1,331,794	13.00%
OPERATING INCOMING TRANSFERS						
TOTAL OPERATING REV & IN TRNSFRS	681,654.26	1,373,449	50.00%	174,737.55	1,331,794	13.00%
OPERATING EXPENDITURES	877,544.28	1,708,154	51.00%	370,940.56	1,737,347	21.00%
OPERATING OUTGOING TRANSFERS						
TOTAL OPERATING EXP & OUT TRNSFRS	877,544.28	1,708,154	51.00%	370,940.56	1,737,347	21.00%
NET OPERATING REV OVER EXP	( 195,890.02)	( 334,705)		( 196,203.01)	( 405,553)	
<b>CAPITAL IMPROVEMENTS</b>						
CAP IMPRVMT EXPENDITURES	.00	0	0.00%	.00	0	0.00%
CAP IMPRVMT OUTGOING TRANSFERS						
TOTAL CAP IMPRVMT EXP & OUT TRNSFRS	.00	0	0.00%	.00	0	0.00%
NET CAP IMPRVMT REV OVER EXP	.00	0		.00	0	

# CITY OF HASTINGS

## SUMMARY REVENUES AND EXPENDITURES COMPARED TO BUDGET FOR THE 7 MONTHS ENDING JANUARY 31, 2024

	THIS YEAR FISCAL YTD 31-JAN-24	REVISED BUDGET 2023-2024	FISCAL YTD % OF BUDGET	LAST YEAR FISCAL YTD 31-JAN-23	REVISED BUDGET 2022-2023	FISCAL YTD % OF BUDGET
<i>FUND 592 - WATER &amp; SEWER FUND</i>						
REVENUES	2,771,519.80	4,347,620	64.00%	2,196,666.34	3,512,690	63.00%
INCOMING TRANSFERS						
TOTAL REVENUE & INCOMING TRANSFERS	2,771,519.80	4,347,620	64.00%	2,196,666.34	3,512,690	63.00%
EXPENDITURES	1,723,606.32	4,106,072	42.00%	1,365,792.44	3,544,182	39.00%
OUTGOING TRANSFERS	.00	0	0.00%	.00	0	0.00%
TOTAL EXPENDITURES & OUTGOING TRANSFERS	1,723,606.32	4,106,072	42.00%	1,365,792.44	3,544,182	39.00%
NET REVENUE OVER EXPENDITURES	1,047,913.48	241,548		830,873.90	( 31,492)	

# CITY OF HASTINGS

## SUMMARY REVENUES AND EXPENDITURES COMPARED TO BUDGET FOR THE 7 MONTHS ENDING JANUARY 31, 2024

	THIS YEAR FISCAL YTD 31-JAN-24	REVISED BUDGET 2023-2024	FISCAL YTD % OF BUDGET	LAST YEAR FISCAL YTD 31-JAN-23	REVISED BUDGET 2022-2023	FISCAL YTD % OF BUDGET
<i>FUND 661 - EQUIPMENT REVOLVING FUND</i>						
REVENUES	148,198.48	939,500	16.00%	285,724.40	913,750	31.00%
INCOMING TRANSFERS						
TOTAL REVENUE & INCOMING TRANSFERS	148,198.48	939,500	16.00%	285,724.40	913,750	31.00%
EXPENDITURES	231,688.12	510,592	45.00%	274,677.83	487,225	56.00%
OUTGOING TRANSFERS						
TOTAL EXPENDITURES & OUTGOING TRANSFERS	231,688.12	510,592	45.00%	274,677.83	487,225	56.00%
NET REVENUE OVER EXPENDITURES	( 83,489.64)	428,908		11,046.57	426,525	



# Hastings City Council Memorandum

**Date:** February 21, 2024  
**To:** Honorable Mayor Tossava & Members of the Hastings City Council  
**From:** Dan King, Community Development Director  
**Subject:** February Community Development Department Report

A summary of the current activities in the Community Development Department includes:

## Streetscape

The streetscape entry way features have been designed. These features will be added to the south and north side of State Street near the Broadway and Boltwood intersections.



### **Michigan Sculpture Initiative (MSI) Selection Process**

MSI has informed the Community Development Department that the slate of sculptures available for lease for 2024 will be available for review on Monday March 11<sup>th</sup>. Similar to the last four years, staff, DDA, and the general public will have the opportunity to participate in the selection process.



### **Meadowstone Apartments**

CD Barnes has been selected to construct the five (5) additional buildings housing 92 one-bedroom units. Bids for the project are currently being accepted with a construction start within the coming few months.





## **Tyden Lofts**

The 60-unit affordable housing development is taking shape quickly. Projections are for the project to be completed by September. A leasing agent has been identified and interested parties can enter the following link for more information. <https://www.tydenlofts.com/contact>



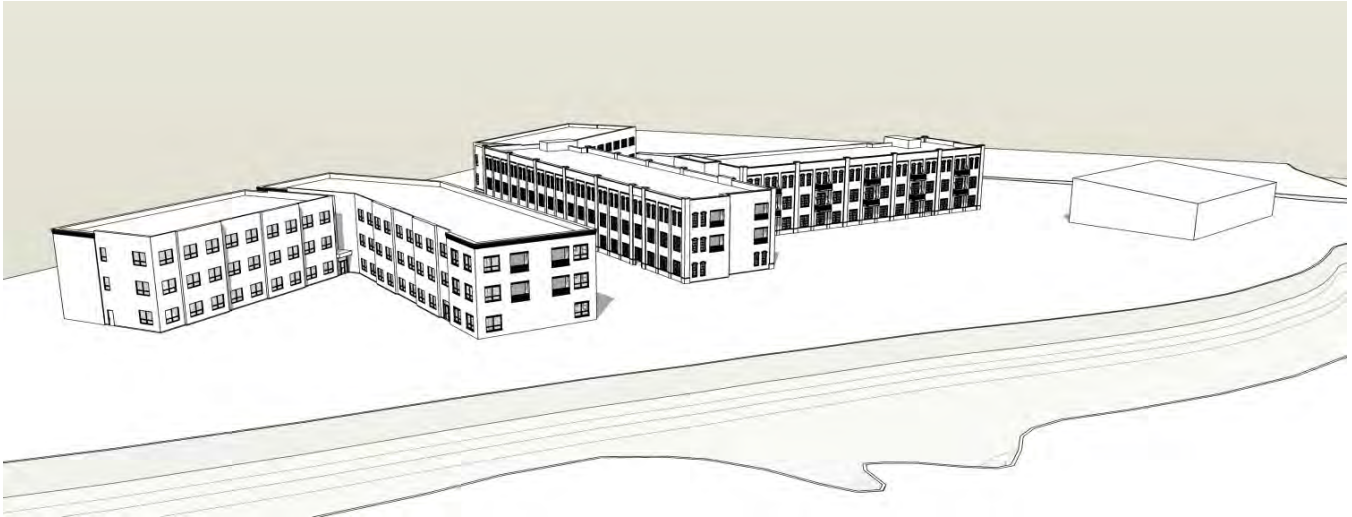
## **18<sup>th</sup> Annual St. Patrick's Day Parade**

Please circle your calendars for the 18<sup>th</sup> annual St. Patrick's Day parade scheduled to step off at 4:30 PM on Saturday March 16<sup>th</sup>. Deck yourself in your green apparel and come join the fun!



## **Hastings Riverview Lofts**

CopperRock has submitted a funding request to the Michigan Economic Development Corporation (MEDC) in the form of a low interest loan which will fill in the final layer of funding for the \$32,000,000 development. CopperRock continues to work on the Brownfield Plan for the project and will be working closely with the MEDC to provide information they may need to consider the loan request.



## **Upcoming Events**

St. Patrick's Day Parade – March 16

Barry Roubaix – April 20

Thornapple Jazz Festival – April 25, 26, 27

If you have any questions, concerns, or ideas please feel free to contact Sandy, Steve, or me at [sponsetto@hastingsmi.gov](mailto:sponsetto@hastingsmi.gov) [shoke@hastingsmi.gov](mailto:shoke@hastingsmi.gov) [dking@hastingsmi.gov](mailto:dking@hastingsmi.gov)



**City of Hastings**  
COUNTY OF BARRY, STATE OF MICHIGAN

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**Riverside Cemetery Preservation Advisory Board Meeting Agenda  
January 10, 2024**

1. Call to Order by Chair Huntley at 3:00 PM in the City Hall Council Chambers.

2. Roll Call: Present; Buehl, Huntley, Hubbell, Tossava and Tate. Absent; Coleman, Watson and Bever. Guests: John Resseguie and Josh Wickham.

3. Pledge of Allegiance

4. Approval of Agenda

Motion by Mayor Tossava and supported by Buehl to approve the agenda as presented. All ayes, motion carried.

5. Election of Officers

Motion by Mayor Tossava to keep the Officers as is. Supported by Tate. Chair Huntley, Vice Chair Coleman, and Secretary Buehl. All ayes, motion carried.

6. Approval of the Minutes of the Meeting of November 8, 2023

Motion by Mayor Tossava and supported by Buehl to approve the minutes of the November 8, 2023 Riverside Cemetery Preservation Advisory Board meeting. All ayes, motion carried.

7. Public Comment and Communications

None

8. Sexton Update

Josh Wickham gave an update of maintenance and condition of Riverside Cemetery.

9. Unfinished Business

A. Cemetery Memorial Design (Tate)

Tate gave an overview of the next steps to be taken in the memorial project. He will provide an update at the next meeting on the progress of those steps.

B. Cemetery Fencing (Hubbell)

Hubbell gave an update of the fencing, will update again at the next meeting on the progress.

C. Cemetery Chapel (Huntley)

Discussion on what to do with the chapel. Research on the history will be presented at the next meeting.

10. New Business

- A. Barry Community Foundation (BCF) Funds Reports for November 2023 and December 2023
- B. Fiscal Year 2024 Revenues and Expenditures through November 30, 2023
- C. Memorial Project Accounting as of January 8, 2024

Hubbell presented the documents and answered questions.

11. Board Member Comments

None

11. Public Comment

None

12. Adjourn

Motion by Mayor Tossava and supported by Buehl to adjourn at 3:37 PM. All ayes, motion carried. Next meeting is Wednesday February 14, 2024 in City Hall.

**City of Hastings**  
**Downtown Development Authority**  
**DRAFT Meeting Minutes**  
**February 15, 2024**

**1. Meeting Call to Order and Roll Call—**

The meeting was called to order at 8:04 a.m. by Hatfield.

**Roll Call –**

Present: Albrecht, Baker, Button, Hatfield, Tossava

Absent: Peterson, Ulberg, Wiswell. Woods

City Staff and Appointees: King, Hoke, Ponsetto, Resseguie

Others Present: Megan Lavell, Thornapple Arts Council

**2. Pledge to the Flag**

**3. Approval/Additions/Deletions to Agenda –**

Motion by Tossava, second, by Button, to approve the agenda as presented.

All ayes, motion carried.

**4. Approval of Minutes -**

Motion by Button, second by Tossava, to approve the minutes of the January 18, 2024, DDA meeting.

All ayes, motion carried.

**5. Financial Statements & Budget for Review –**

King said the budget data has been updated through January 31, 2024.

**6. Façade and BEIG Update-**

King said the façade grant spreadsheet has been updated through January 31, 2024. The BEIG spreadsheet is updated quarterly with the next update scheduled for the April meeting.

**7. Open Public Comment and Discussion – None**

## **8. Old Business-**

### **A. Streetscape Flower Bid Update—**

King said he had spoken with Bob Cotant, who said they plan on doing the work and have already ordered the material for the base of the hanging baskets.

## **9. New Business**

### **A. Thornapple Arts Council Request—**

Motion by Tossava, second by Button to approve the expenditure of \$5,925, for support of the Thornapple Arts Council in the 2024/2025 fiscal year.

Ayes: Albrecht, Baker, Button, Tossava

Nays: Hatfield

Absent: Peterson, Ulberg, Wiswell, Woods

Motion carried 4 to 1.

### **B. Sculpture Selection Timetable—**

Hoke gave DDA members a brief synopsis of the timeline of the sculpture selection process for the 2024/2025 downtown sculpture exhibit.

### **C. Fair Booth Expenditure—**

It was the consensus of the board to expend the \$147.00, which is one-third of the rental fee for a booth at the 2024 Barry County Fair. The fee and booth will be shared with Thornapple Township and the Village of Middleville.

## **10. DDA Member Comment –**

Tossava said that he would like staff to contact Michigan Trails Magazine to ensure that the City receives several boxes of the magazine for local distribution in 2024.

Button said she would like the artwork on the City's upcoming billboard to be changed.

Albrecht said that some of the downtown merchants were holding a retirement party for their longtime UPS driver.

## **11. Open Public Comment and Discussion – None**

## **12. Adjournment**

Motion by Baker, second by Tossava, to adjourn.

All ayes, motion carried



The meeting adjourned at 8:38 a.m.

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Deb Hatfield, Acting Chair

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Deb Button, Secretary

Prepared by: Sandra Ponsetto, City of Hastings