



City of *Hastings* Michigan

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

201 E. State Street 49058

Regular Council Meeting
November 12, 2024
Executive Summary

Item #	Summary
9A-9C	Description: Items for Action by Unanimous Consent Recommended Action: Motion to approve the consent agenda as presented.
10A	Description: Woodlawn Meadows PUD Modification Recommended Action: Motion to schedule a public hearing on December 9, 2024 to accept comment on the PUD modification and site plan approval for Woodlawn Meadows Retirement Village II.
10B	Description: Santa Paws and Resolution 2024-29 Recommended Action: Motion to approve, under direction of staff, Linda Robinson's, DVM, request to conduct the annual Santa Paws Event at Bob King Park on Saturday, December 7, 2024 from 10:00am to 1:00pm , and to adopt Resolution 2024-29 , staying Section 58-38 (g) (m) of the Municipal Code.
10C	Description: Repairs on Aerial Waterway Seals Recommended Action: Motion to approve, under direction of staff, Allied Fire Sales to make repairs on the aerial waterway seals, not to exceed \$7,487.89 .



City of *Hastings* Michigan

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201 E. State Street 49058

Item #	Summary
10D	<p>Description: Two 800 MHz Portable Radios</p> <p>Recommended Action: Motion to approve the purchase of two (2) 800 MHz portable radios from Crouch Communications for \$8,801.56.</p>
10E	<p>Description: Ordinance 626</p> <p>Recommended Action: Conduct the first reading of Ordinance 626 pertaining to the conditional rezoning of property located at 1220 West State Street from B-2 General Business District to D-2 Industrial District.</p>
10F	<p>Description: Airport Board Payment to Mead and Hunt</p> <p>Recommended Action: Motion to approve the Airport Board's payment of \$17,000.00 to Mead and Hunt for engineering related to the 2025 taxiway project.</p>

City of Hastings
COUNTY OF BARRY, STATE OF MICHIGAN

City Council Agenda
November 12, 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 October 28, 2024, regular meeting
- ✓ 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. Motion to re-appoint **Terry Stenzelbarton** to the position of **Second Ward Council Member** for a partial term ending **December 31, 2026**.

Oath of Office – Terry Stenzelbarton

- * B. Motion to appoint the following members to student positions for terms at the discretion of the Mayor:

Ava Peterson, Downtown Development Authority

Brooklyn Strickland, Library Board

Meredith Ansorge, Planning Commission

Oath of Office – Ava Peterson

Oath of Office – Brooklyn Strickland

Oath of Office – Meredith Ansorge

- * C. Consider a request from the Jingle & Mingle Committee to hold the annual **"Hastings Jingle & Mingle"** event in Downtown Hastings on the dates of **Friday, December 6, Saturday, December 7 and Sunday, December 8, 2024.**

- ✓ 10. Items of Business:
 - * A. Consider a request from the Planning Commission to set a **public hearing for the December 9, 2024 Council meeting** for approval of the **PUD modification and final site plan approval** for the development of 32 site condominium lots for detached single family home construction at 1813 N. East Street
 - * B. Consider a request for approval from Linda Robinson, DVM, to conduct the annual **Santa Paws Event** at Bob King Park on **Saturday, December 7, 2024** from **10:00 AM until 1:00 PM**, and to adopt **Resolution 2024-29**, staying Section 58-38 (g) (m) of the Municipal Code.
 - * C. Consider a motion to approve Allied Fire Sales to make repairs on the aerial waterway seals, of the 1999 ladder truck (836), not to exceed **\$7,487.89.**
 - * D. Consider for approval the purchase of two (2) 800 MHz portable radios from Crouch Communications, for the budgeted cost of **\$8,801.56.**
 - * E. Conduct the first reading of **Ordinance 626** pertaining to the conditional rezoning of property located at 1220 West State Street from B-2 General Business District to D-2 Industrial District.
 - * F. Motion to approve the Airport Board's payment of **\$17,000.00** to Mead and Hunt for engineering related to the 2025 taxiway project.
- 11. Staff Presentations and Policy Discussions (None)
- 12. City Manager Report:
 - * A. Public Services Director Tate Monthly Report
 - * B. Fire Chief Jordan Monthly Report
 - * C. Library Director Hemerling Monthly Report
- ✓ 13. Reports and Communications:
 - * A. Hastings City/Barry County Airport Commission Draft Meeting Minutes – October 23, 2024
 - * B. Draft DDA Special Meeting Minutes - October 29, 2024
 - * C. Hastings Public Library Board of Trustees Draft Meeting Minutes – November 4, 2024
 - * D. YMCA Updates for the City of Hastings – October 16, 2024
 - * E. November 2024 Events Calendar

14. Public Comment:
15. Mayor and Council comment:
16. Closed Session:
 - A. Enter into a Closed Session under Sec. 8. (a) of the Michigan Open Meetings Act for a Periodic Personnel Evaluation at the Request of the City Manager.
17. Return to Open Session
 - A. City Manager Compensation.
18. 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

City Council Minutes
October 28, 2024

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

2. Roll call

Councilmembers Present: Barlow, Bowers, Brehm, Jarvis, Nesbitt, Resseguie, Stenzelbarton, and Tossava.

City Staff and Appointees Present: Moyer-Cale, Jordan, Kelly, King, Neil, Perin, and Tate.

Motion by Barlow, with support from Jarvis, to excuse Councilmember McLean.
All ayes. Motion carried.

3. Pledge to the flag

4. Approval of the agenda

Motion by Jarvis, with support from Nesbitt, to approve the agenda as presented.
All ayes. Motion carried.

5. Approval of the minutes

- A. Approval of the corrected minutes of the September 9, 2024, regular meeting.

Motion by Nesbitt, with support from Resseguie, to approve the corrected minutes of the September 9, 2024 regular minutes.

Ayes: Barlow, Bowers, Brehm, Jarvis, Nesbitt, Resseguie, Stenzelbarton, and Tossava

Nays: None

Absent: McLean

Motion carried.

- B. Approval of the minutes of the October 14, 2024 workshop meeting.

Motion by Stenzelbarton, with support from Brehm, to approve the minutes of the October 14, 2024 workshop meeting.

Ayes: Barlow, Bowers, Brehm, Jarvis, Nesbitt, Resseguie, Stenzelbarton, and Tossava

Nays: None

Absent: McLean

Motion carried.

C. Approval of the minutes of the October 14, 2024 regular meeting.

Motion by Jarvis, with support from Barlow, to approve the minutes of the October 14, 2024 regular meeting.

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

6. Public Hearings: (None)

7. Public Comment: (None)

8. Formal Recognitions and Presentations:

A. Presentation from Dave Hatfield, Barry County Commissioner. (Absent)

9. Items for Action by Unanimous Consent:

A. Motion to reschedule the regular Council meeting from **Monday, December 23, 2024**, to **Wednesday, December 18, 2024**, and to close the office to the public on **Monday, December 23, 2024** and **Monday, December 30, 2024**.

Motion by Brehm, with support from Jarvis, to reschedule the regular Council meeting from **Monday, December 23, 2024**, to **Wednesday, December 18, 2024**, and to close the office to the public on **Monday, December 23, 2024** and **Monday, December 30, 2024**.

Discussion held.

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

B. Receive and place on file ten (10) invoices totaling **\$131,250.40** as detailed in attachments.

Motion by Barlow, with support from Stenzelbarton, to receive and place on file ten (10) invoices totaling **\$131,250.40** as detailed in attachments.

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

- C. Approval of request by **Lawrence J. Bauer Post 45** to schedule Veteran's Day ceremonies at Veteran's Plaza in Tyden Park on **Monday, November 11, 2024, at 11:00am**. Event will be anticipated to last 30 minutes, and it is requested that electricity be turned on at the Plaza.

Motion by Stenzelbarton, with support from Brehm, to approve the request by **Lawrence J. Bauer Post 45** to schedule Veteran's Day ceremonies at Veteran's Plaza in Tyden Park on **Monday, November 11, 2024, at 11:00am**.

Ayes: Barlow, Bowers, Brehm, Jarvis, Nesbitt, Resseguie, Stenzelbarton, and Tossava

Nays: None

Absent: McLean

Motion carried.

- D. Request for approval of membership of the TangleTown Steering Committee.

Motion by Jarvis, with support from Stenzelbarton, to approve membership of the TangleTown Steering Committee.

Ayes: Barlow, Bowers, Brehm, Jarvis, Nesbitt, Resseguie, Stenzelbarton, and Tossava

Nays: None

Absent: McLean

Motion carried.

10. Items of Business.

- A. Request for approval of the purchase of a SealMaster rubber crack sealing machine from PMG SM Holding LLC for the total cost of **\$53,697.00**.

Motion by Barlow, with support from Nesbitt, to approve the purchase of a SealMaster rubber crack sealing machine from PMG SM Holding LLC for the total cost of **\$53,697.00**.

Discussion held.

Ayes: Barlow, Bowers, Brehm, Jarvis, Nesbitt, Resseguie, Stenzelbarton, and Tossava

Nays: None

Absent: McLean

Motion carried.

11. Staff Presentations and Policy Discussions (None)

12. City Manager Report:

Discussion held.

- A. Deputy Police Chief Kelly Monthly Report.

Discussion held.

B. City Clerk/Treasurer Perin Monthly Financial Report.

C. Community Development Director King Monthly Report.

13. Reports and Communications:

A. Draft DDA Meeting Minutes, October 17, 2024

Motion by Stenzelbarton, with support from Nesbitt, to accept and place on file the Draft DDA Meeting Minutes, October 17, 2024

All ayes. Motion carried.

14. Public Comments:

Mark Jordan, Fire Chief of City of Hastings, mentioning that October 28, 2024 was National First Responders Day, and gave recognition to the Fire and Police Departments.

15. Mayor and Council comments:

Jarvis: Made mention of write-in candidate for his City Council seat for November 5, 2024 election.

Tossava: Discussed training for new and existing Council members

16. Adjourn:

Motion by Resseguie, with support from Barlow, to adjourn meeting at 7:44pm

Ayes: All

Nays: None

Absent: McLean

Motion carried.

Read and Approved:

David J. Tossava, Mayor

Linda Perin, City Clerk



Regular Council Agenda Item Memorandum

To: Hastings City Council

From: Sarah Moyer-Cale, City Manager

Subject: Reappointment of Terry Stenzelbarton to the Hastings City Council

Meeting Date: November 12, 2024

Recommended Action:

Motion to re-appoint Terry Stenzelbarton to the position of second ward Council member for a partial term ending December 31, 2026.

Background Information:

Mr. Stenzelbarton was appointed to the Council on July 8, 2024, which was beyond the deadline for submitting a petition to be on the November ballot. The City Charter requires that in such circumstances, the member be appointed again at the first regular meeting following the election. This motion complies with the Charter requirement.

Financial Implications:

None.

Attachments:

None.



Regular Council Agenda Item Memorandum

To: Hastings City Council

From: Sarah Moyer-Cale, City Manager

Subject: Appointment of Student Members

Meeting Date: November 12, 2024

Recommended Action:

Motion to appoint the following members to student positions for terms at the discretion of the Mayor:

- Ava Patterson, Downtown Development Authority Board
- Brooklyn Strickland, Library Board
- Meredith Ansorge, Planning Commission

Background Information:

One of Council's goals this year is to provide more opportunities for youth to learn about service and careers in local government. To assist with this, I have been working with a group called Government for Tomorrow which seeks to create student positions on local government boards. 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. It also helps with getting the youth voice represented in government. The student receives training and support through the Government for Tomorrow organization.

Earlier this year, the Council created a student position for the Library Board, Downtown Development Authority Board, and Library Board. Government for Tomorrow initiated the application and interview process through which these three students were recommended for appointments.

The students will be present at the meeting to introduce themselves to the council.

Financial Implications: None.

Attachments: None.



October 26, 2024

Honorable Dave Tossava and Hastings City Council

City of Hastings

201 E. State Street

Hastings, MI. 49058

Dear Mayor Tossava and City Council Members:

The Jingle & Mingle Committee, operating as a subcommittee under the Downtown Business Team would like permission to hold our annual Christmas Event, "Hastings Jingle & Mingle" on the dates of December 6th, 7th and 8th. The weekend will host many activities, including but not limited to The Manger Lighting, Mayor's Tree Lighting, Crowning of Princess and Prince, Carriage and Wagon Rides, 5k Santa Dash, no registration fee, bring a gift for the "United Way", Cookies with Santa, Letters to Santa, Santa's Workshop, Reindeer Petting Zoo, Breakfast with the Grinch, fire pits with hot dogs and marshmallows (last year we supplied over 50 pounds of hot dogs), the Hastings Christmas Parade, 2,200 candy canes have been ordered, along with 2,200 light up, blinky Christmas Tree Wands to be given out by the Downtown Merchants just before the parade.

New this year... Reindeer Games on Friday. Hasting 4 Theater will be showing 2 movies for free on all three days. Santa's Workshop will be open every day. Breakfast with Santa is now Breakfast with the Grinch (last year we fed over 330 people) the new location will be located inside The Jefferson; cooking will be outside on the sidewalk. The Barry County Serenity Club will be doing the Chili Cook Off.

"Sound Around Town". Gives us the ability to make Downtown more festive for the entire event. The sound system will supply not only music, but can be used for event announcements, advertising and will allow us to have a "live" Master of Ceremony for the Christmas Parade. Jon Anderson of PrimeNRG will provide the sound system this will require installing a 70v wired loudspeaker system around Downtown. This is the same system that was used last year. Coverage would span State Street from Church to Boltwood and go South one block on Church and Jefferson.

70th Annual Christmas Parade. We would like to continue building upon the success of last year's 80+ entries. The evening Christmas Parade starts at 5:30 p.m. on Saturday, December 7th. The intention is to provide a lit parade and continue a tradition of visitors arriving early in the day to enjoy various events and shopping that will lead up to the parade. The restaurants will have a "Drink and be Merry" specials for after the parade. I have commitments from Kloosterman's and Waldorff for drink and food specials. Quick reminder, the parade route will be the same as Summerfest Route, with the exception, no State Highway, route will run up Church, then back down State.

5K Santa Dash. Start your weekend running around town, using our original Santa Dash route, along the beautiful river walk trail, to Bliss Park, back to Thornapple Plaza. This event takes place on December 7th, at 10:00 a.m. Instead of a \$25.00 entry fee, we will be accepting donations for the United Way.

Santa... On Sunday December 8th, we will again concentrate activities downtown by closing off State Street at Jefferson, Michigan and Church Street. This would allow us to hold several activities that would draw families to the center of downtown. Additionally, in and about the enclosed area we will have a reindeer petting zoo, Santa with a fire truck, the Holly Trolley, wagon and carriage rides and other activities! The December 8th, event will run from 11-3p.m. so, the closure of the intersection is anticipated to be several hours prior to and after the event. In closing, we would like to have the City Council review and approve these plans so that we may make public announcements as soon as possible. If you have any questions or need further information, please let us know.

The budget for this three-day event is now over \$26,000, while everything is free to the public. A special shout out the Jingle & Mingle Committee, The Hastings Downtown Development Authority for contributing \$4,000, along with local merchants, family and friends to make this all happen. Thank you for considering this event.

Sincerely,

Tracy Baker

Chair of the Hastings Jingle & Mingle Committee

Tracy@Athomerealestate.org (269) 217-2078



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

<u>Hastings Jingle & Mingle</u>	<u>269.217.2078</u>
Applicant/Organization Name	Phone
<u>Tracy Baker</u>	<u>269.217.2078</u>
Contact Name	Phone
<u>Tracy@Athomerealestate.org</u>	<u>Tracy@Athomerealestate.org</u>
Contact Name	Email
<u>107 E. State Street</u>	<u>49058</u>
Street	Zip
<u>Hastings</u>	<u>MI</u>
City	State
<u>Contact person on day of event (if different than above)</u>	<u>Phone</u>

Section 2: Event Information

<u>Hastings jingle & Mingle</u>
Name of Event
<u>Three Days Of Holiday Fun, Including Santa, Reindeer, Wagon And Carriage Rides. All Events Are Free</u>
Description of Event
<u>Friday December 6th, Saturday December 7th and Sunday December 8th, 2024 10:00 - 9:00 p.m.</u>
Event Dates
<u>Friday, December 6th - 12:00 p.m.</u>
Set up Date(s) and Time(s)
<u>Sunday, December 8th - 3:00 p.m.</u>
Clean Up Date(s) and Time(s)

Downtown Hastings

Location(s) of Event

50 Volunteers

500+ a day

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? 10:00 a.m. - 6:00 p.m.
 - ☐ 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?

Hastings DPS usually comes through town once a day to empty trash. I provide additional trash containers of

my own, along with city provided barrels. The cans and barrels are emptied into my personal trash dumpster.

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.

Tracy Baker, Hastings Jingle & Mingle

Printed Name of Applicant & Name of Organization

Tracy Baker

dotloop verified
10/26/24 12:10 PM EDT
U7CK-KFLQ-EI6L-SNOO

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:

Yes, lead the Santa Dash to the path. Secure parade route, lead the parade. Crowd control during the parade.

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:

Yes, place fire pits, turn on power to the poles, place heavy equipment at intersections during the parade

Other Comments:

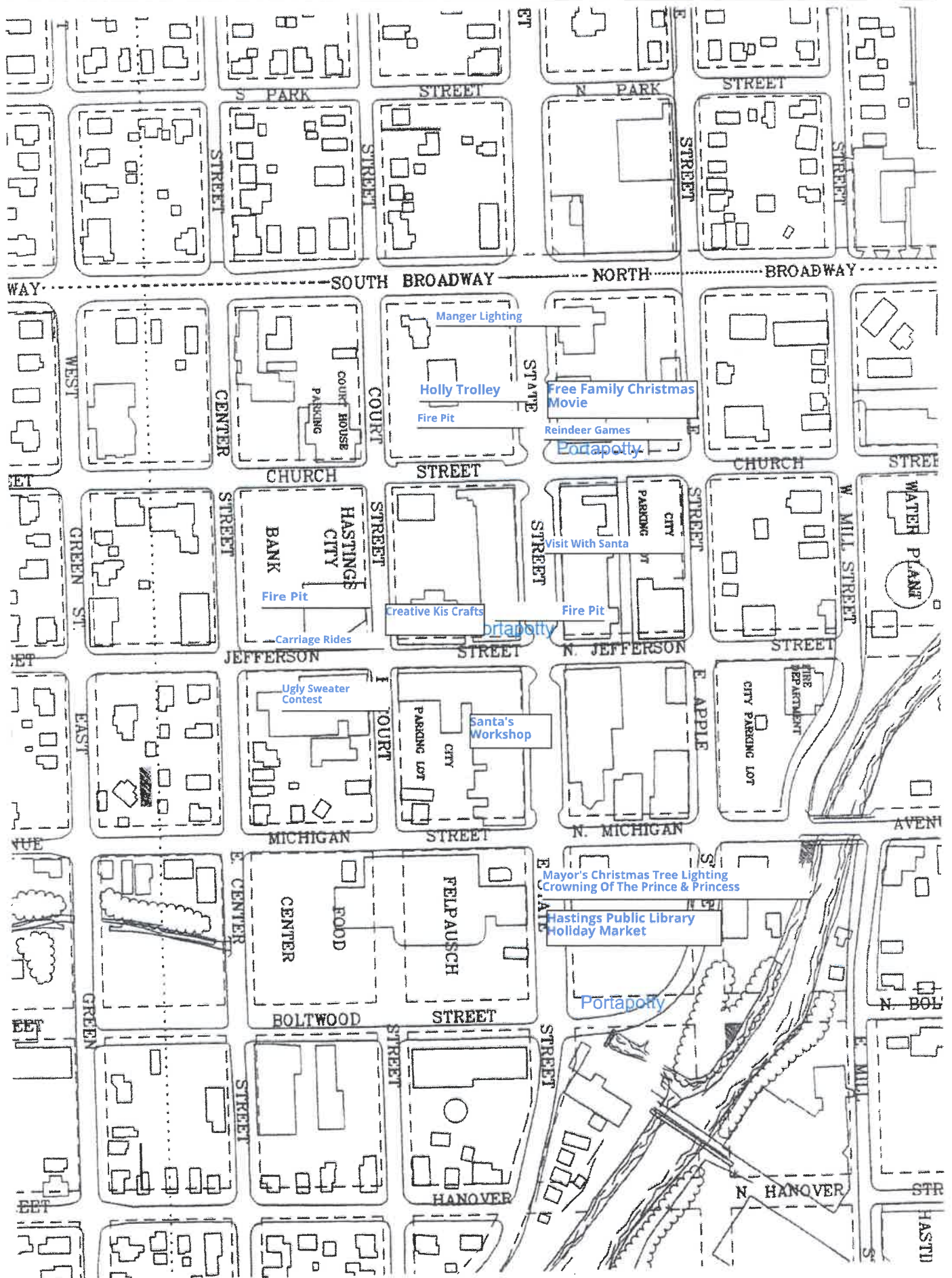
C. Fire Chief Review

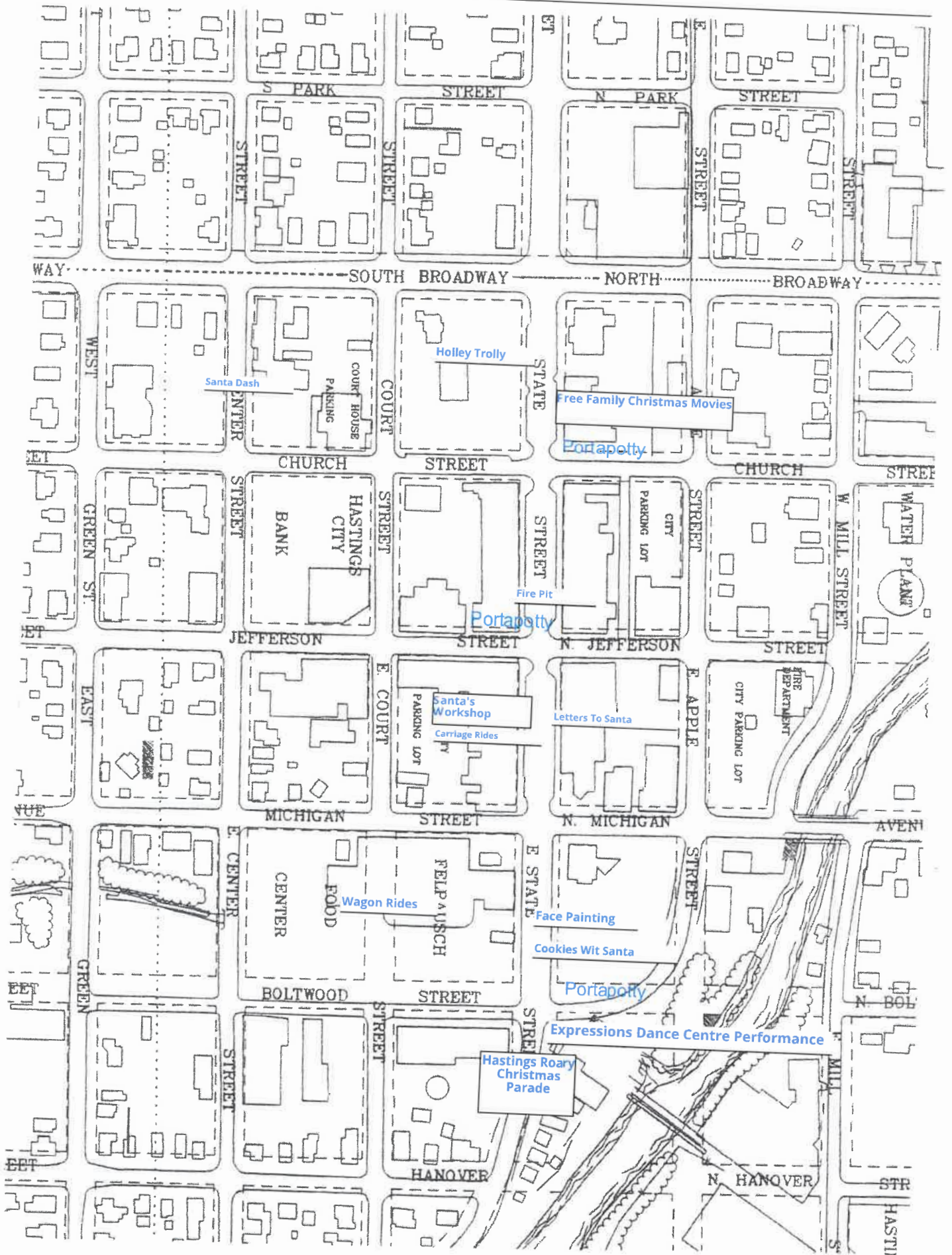
Comments:

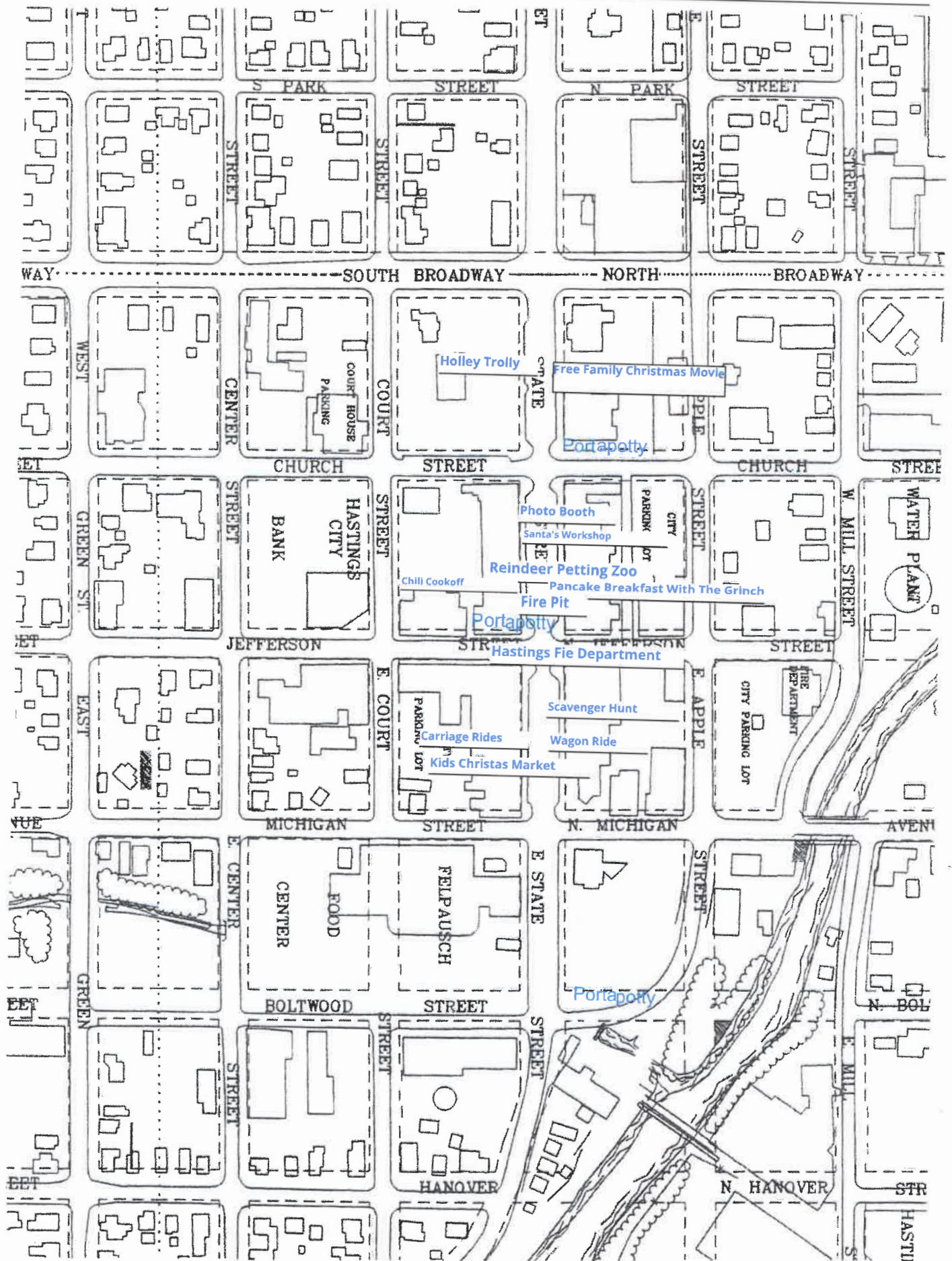
D. Community Development Department Review

Comments:

Date of Meeting for Council Approval _____ Approved? ☐ Yes ☐ No









Regular Council Agenda Item Memorandum

To: Mayor Tossava and City Council

From: Dan King

Subject: Schedule Woodlawn Meadows PUD Modification and Final Site Plan Review Public Hearing

Meeting Date: November 12, 2024

Recommended Action:

Motion to schedule a public hearing on December 9, 2024 to accept comment on the PUD modification and site plan approval for Woodlawn Meadows Retirement Village II.

Background Information:

The Planning Commission has reviewed the Planned Unit Development (PUD) modification and site plan application for Woodlawn Meadows Retirement Village II and has recommended the City Council set a public hearing for the December 9, 2024 Council meeting for approval of the PUD modification and final site plan approval for the development of 32 site condominium lots for detached single family home construction at 1813 N. East Street.

Ordinance #337 adopted June 25, 2001 established the applicable provisions for the permitted uses and development requirements for the Woodlawn Meadows PUD. Woodlawn Meadows Retirement Village II applied to the Planning Commission for PUD modification and site plan review for the development of 32 site condominium lots for single family home construction. The site plan includes the extension of the private road portion of N. East Street to serve as the access to the 32 sites. Municipal water and sewer will be extended to the parcels with the private road being constructed to City of Hastings standards. The permitted uses established via ordinance in 2001 included one, 24-unit two-story independent apartment building and twelve (12) single-family condominiums consisting of three (3) buildings with four (4) units each. Per Section 90-674 (b) of the Code, the addition of uses not authorized in the original PUD approval constitute a major change and shall comply with the filing procedures for a PUD. Per Section 90-670 (a) of the Code, after receiving a recommendation from the Planning Commission, Council shall hold a public hearing in accordance with Section 90-47 Public Notice Requirements.



Regular Council Agenda Item Memorandum

Financial Implications: There are no direct financial implications from this request.

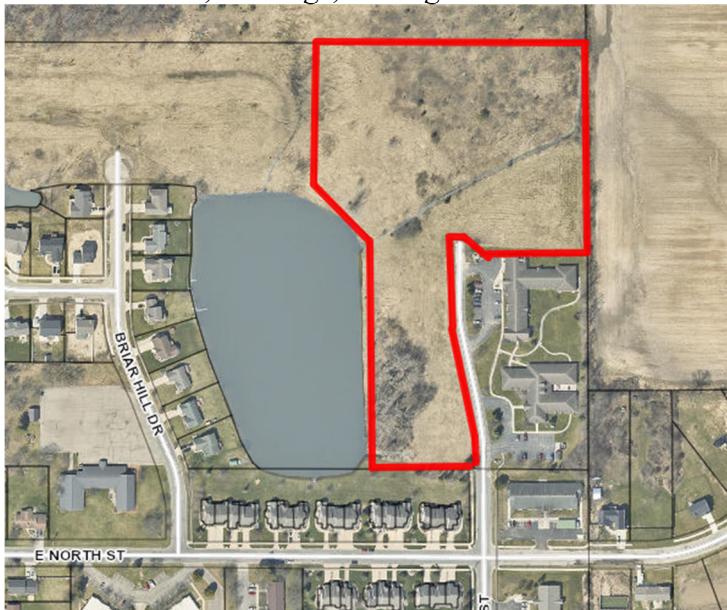
Attachments:

- Public hearing notice

City of Hastings

NOTICE OF PUBLIC HEARING REGARDING WOODLAWN MEADOWS PLANNED UNIT DEVELOPMENT MODIFICATION AND FINAL SITE PLAN APPROVAL

The City Council for the City of Hastings will hold a Public Hearing for the purpose of hearing written and/or oral comments from the public concerning Woodlawn Meadows Planned Unit Development modification and final site plan approval for Woodlawn Meadows Retirement Village II property located at 1813 N. East Street parcel #08-55-155-102-00. The City Council will review and consider final site plan approval for the development of 32 site condominium parcels for detached single-family home construction. The public hearing will be held at 7:00 PM on Monday December 9, 2024 in the City Council Chambers on the second floor of City Hall, 201 East State Street, Hastings, Michigan 49058.



A copy of the proposed site plan and map are available for public inspection from 9:00 AM to 4:00 PM Monday through Friday at the Office of the Community Development Director, 201 East State Street, Hastings, Michigan 49058. Questions or comments can be directed to Dan King, Community Development Director, at 269.945.2468 or dking@hastingsmi.gov

The City will provide necessary reasonable aids and services upon five days' notice to the City Clerk at 269.945.2468 or TDD call relay services 800.649.3777.

Linda Perin
City Clerk



Regular Council Agenda Item Memorandum

To: Mayor Tossava and City Council

From: Dan King

Subject: Linda Robinson, DVM/Santa Paws Event

Meeting Date: November 12, 2024

Recommended Action:

Motion to approve, under the direction of staff, Linda Robinson, DVM to conduct an annual Santa Paws event at Bob King Park from 10:00 AM until 1:00 PM on Saturday, December 7, 2024 or Saturday, December 14, 2024 from 10:00 AM until 1:00 PM and adopt Resolution 2024-29 staying Section 58-38 (g) (m) of the Municipal Code.

Background Information:

Last year, Linda Robinson, DVM conducted the third annual Santa Paws fundraising event in Bob King Park. The event centers around pet owners bringing pets to Bob King Park for pet pictures with Santa Paws. Last year the event raised \$1,500 for an area non-profit agency. Again, this year proceeds will be donated to charity.

For Council's information, these are the sections of the code proposed to be stayed:

Section 58-38 (g) no person shall advertise any placard or advertisement of any kind in the park, nor shall any person distribute in any manner, nor place any handbill, pamphlet, circular, etc., nor post, stencil, or otherwise affix any notice or bills, advertisement or other papers upon any structure or thing in or about the park.

Section 58-38 (m) No person shall bring any animal, whether domestic pet or otherwise, into any city park; however, the council may by resolution provide for exceptions to this rule for a special event or special situation and may allow household pets as described in section 90-835 into certain city parks or public lands under specific conditions.

Financial Implications:

There are no financial implications for the City.



Regular Council Agenda Item Memorandum

Attachments:

- *Linda Robinson, DVM Request Letter and Special Event Application*
- *Resolution 2024-29*

October 22, 2024

Honorable David J. Tossava and Hastings City Council
City of Hastings
201 E. State Street
Hastings, Michigan 49058

Dear Mayor Tossava and City Council Members:

The past three years, the city has been gracious enough to allow leashed pets to enter the Bob King Park pavillion. Pets have their pictures taken with Santa Paws as a fundraiser for various 501(c)(3) organizations benefiting Barry County, and these pets have helped to raise over \$1500 each year.

Santa Paws and the Elf Team would like to come to town again this year, and we are requesting for the city allow pets to enter the Bob King Park pavillion again, on Saturday, December 7th from 10 am until 1 pm for pictures and wag bags. (Would also like to request permission for December 14th in the event that the December 7th event is canceled due to adverse weather.) All proceeds from this event will again be donated to charity. The pets always rise to the occasion and are extremely well behaved. (And very well dressed!)

Respectfully submitted,

Linda K. Robinson

Linda K. Robinson, DVM



"There's room for everyone on the Nice List!" Santa Claus



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

Linda K. Robinson			616765-9901
Applicant/Organization Name			Phone
Linda K. Robinson	616 765-9901		jarts@triton.net
Contact Name	Phone		Email
377 Cherry Street	Freeport,	MI	49325
Street	City	State	Zip
			269 637-2757
Contact person on day of event (if different than above)			Phone

Section 2: Event Information

Santa Paws	
Name of Event	
Pets have photos taken with Santa Paws. All proceeds to 501(c)(3) Charities benefiting Barry County	
Description of Event	
Saturday, December 7, 2024	10 am - 1 pm
Event Dates	Time (From/To)
Saturday, December 7, 2024, 8 am	Saturday, December 7, 2024, 1 pm
Set up Date(s) and Time(s)	Clean Up Date(s) and Time(s)

Location(s) of Event

7

90

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? 10 am - 1 pm
 - ☐ If yes, what type of music is proposed? ☐ Live – Acoustic ☐ Live - Amplification ☐ Recorded Loudspeakers or public address system ☐ Recorded Christmas music
- ☐ 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 ☐ Well behaved leashed dogs wearing Christmas sweaters.
- ☐ 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.
 - ☐ 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?

There should be no garbage

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.

Linda K. Robinson

Printed Name of Applicant & Name of Organization

Linda K. Robinson

Signature

10/22/2024

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 2024-29

**TO STAY THE NECESSARY ORDINANCES FOR SANTA PAWS FUNDRAISING EVENT
IN BOB KING PARK ON DECEMBER 7, 2024 FROM 10:00 AM UNTIL 1:00 PM OR
DECEMBER 14, 2024 FROM 10:00 AM UNTIL 1:00 pm**

WHEREAS, Linda K. Robinson, DVM, by way of correspondence, has requested permission to conduct a Santa Paws fundraising event in Bob King Park on December 7, 2024 from 10:00 am until 1:00 pm, or December 14, 2024 from 10:00 am until 1:00 pm; and

WHEREAS, Linda K. Robinson, DVM requests a stay under Section 58-38 (g) (m) of Hastings Code of Ordinances for December 7, 2024 from 10:00 am until 1:00 pm, or December 14, 2024 from 10:00 am until 1:00 pm; and

WHEREAS, Linda K. Robinson, DVM wants to ensure that said fundraising event 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 this event; now

THEREFORE, BE IT RESOLVED that the City of Hastings hereby stays for the purpose of said fundraising event on December 7, 2024 from 10:00 am until 1:00 pm, or December 14, 2024 from 10:00 am until 1:00 pm in Article 58-II of the Hastings City Code, the following Ordinance:

Section 58-38 (g) (m)

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

YEAS:

NAYS:

ABSENT:

MOTION DECLARED ADOPTED

I hereby certify that the foregoing resolution was adopted at a duly held and attended regular meeting the 12th day of November 2024, by the City Council of the City of Hastings, by a vote of members voting in favor thereof, members being absent, and members voting against.

Linda Perin, City Clerk



Regular Council Agenda Item Memorandum

To: City Council

From: Fire Chief Mark Jordan

Subject: Repairs to 1999 Ladder truck (836)

Meeting Date: November 12, 2024

Recommended Action:

Motion to approve Allied Fire Sales to make repairs on the aerial waterway seals of the 1999 Ladder truck (836) in the amount of \$7,487.89.

Background Information:

The truck is a 1999 Sutphen 100ft Aerial platform with 9,900 miles and 2000 hours. During normal operation, the aerial water way that supplies water to the top of the platform began to leak. After much diagnostics and an attempt to reseal without taking the water way apart, we have determined the only way to correct this leak is to dismantle the water way and replace all 5 seals.

The body of the truck is in good condition and while it is approaching the 25-year point. Spending this money will give us time to evaluate future needs of the city when it comes to an aerial apparatus.

Financial Implications:

The total cost of the project is budgeted in the department's vehicle repairs/maintenance category.

Attachments: Quote

- *Quote and Contract*



Regular Council Agenda Item Memorandum



Estimate

10/29/2024

Estimate #:

51217

Allied Fire Sales & Service LLC

16194 144th Ave.
Spring Lake, MI 49456

Phone 616-318-6443

Email jmausolf@alliedfiresales.com

Web

Fax

Hastings Fire Department
110 E. Mill St

Hastings, MI 49058

269-945-5384

Truck 836
Make sutphen
Model ladder
Color RED
Odometer 0
VIN 1S9A3JLE7Y1003048
Next Srvc 01/02/2025

Fleet Code 836

Item	Description	Quantity	Unit Price	Tax	Total
Labor					
LAB	Labor	40.00	\$125.00	\$0.00	\$5000.00
10040373	Water Seals	1.00	\$2052.68	\$0.00	\$2052.68
Transportation Labor					
LABOR -	Labor	4.00	\$72.00	\$0.00	\$288.00
TRANSPORTATION					
SS	Shop Supplies	1.00	\$146.81	\$0.00	\$146.81
				Subtotal	\$7487.49
				Total	\$7487.49

Payment Terms: 30DAYS

Invoice Notes

Estimate is to replace the seals in the ladder that are leaking. Due to the location of the seal that is leaking, all three seals will need to be replaced at the same time. Freight will be added to the final invoice.

Please note this Estimate is valid for 30 days.
Prices may be subject to change without notice.
All parts are new unless otherwise stated.

Repair Facility # - F169737

I hereby authorize Allied Fire Sales & Service to complete the work as quoted.

Customer Signature: _____ Date: ____/____/____



Regular Council Agenda Item Memorandum

To: City Council

From: Fire Chief Mark Jordan

Subject: Radio replacement

Meeting Date: November 12th

Recommended Action:

Motion to approve the purchase of two (2) 800 MHz portable radios from Crouch Communications in the amount of \$8,801.56.

Background Information:

The department has been upgrading radios over the last year. This is an ongoing annual project to replace 2-3 radios each year. This allows us to stay on top of changing technology and allows us to spread the cost into increments and not have a large, unexpected cost as radios become obsolete. The cost of the radio does include a 3-year maintenance and replacement plan for each radio.

Financial Implications:

The total cost of the project \$8,801.56 this is a budgeted item in the 2024-25 budget cycle.

Attachments: Quote

- *Quote and Contract*

10/29/2024

HASTINGS FIRE DEPT
110 E MILL ST
HASTINGS, MI 49058

RE: Motorola Quote for One APX N30 Portable Radio

Dear Mark Jordan,

Motorola Solutions is pleased to present HASTINGS FIRE DEPT with this quote for quality communications equipment and services. The development of this quote provided us the opportunity to evaluate your requirements and propose a solution to best fulfill your communications needs.

This information is provided to assist you in your evaluation process. Our goal is to provide HASTINGS FIRE DEPT with the best products and services available in the communications industry. Please direct any questions to Kevin Courtnay at kevinc@chrouch.com.

We thank you for the opportunity to provide you with premier communications and look forward to your review and feedback regarding this quote.

Sincerely,

Kevin Courtnay
Chrouch Communications, Inc.

Motorola Solutions Manufacturer's Representative

Billing Address:
HASTINGS FIRE DEPT
110 E MILL ST
HASTINGS, MI 49058
US

Quote Date:10/29/2024
Expiration Date:12/27/2024
Quote Created By:
Kevin Courtney
Chrouch Communications, Inc.
kevinc@chrouch.com
(616) 642-3881

End Customer:
HASTINGS FIRE DEPT
Mark Jordan

Contract: 35115 - STATE OF MICHIGAN,
MA# 190000001544

Summary:

Any sales transaction resulting from Motorola's quote is based on and subject to the applicable Motorola Standard Terms and Conditions, notwithstanding terms and conditions on purchase orders or other Customer ordering documents. Motorola Standard Terms and Conditions are found at www.motorolasolutions.com/product-terms.

Line #	Item Number	Description	Qty	Term	List Price	Sale Price	Ext. Sale Price
	APX™ N30	APX N30					
1	H15UCF9PW6AN	APX N30 7/800 MODEL 2 PORTABLE	2		\$4,355.00	\$3,048.50	\$6,097.00
1a	QA08853AA	ADD: CPS ENABLEMENT	2				
1b	QA08781AA	ADD:SINGLE UNIT PACKAGING	2				
1c	QA09006AA	ADD: ADAPTIVE NOISE SUPPRESSION	2				
1d	Q667BB	ADD: ADP ONLY (NON-P25 CAP COMPLIANT) (US ONLY)	2				
1e	QA09113AA	ADD: BASELINE RELEASE SW	2				
1f	QA02756AB	ENH: 3600 OR 9600 TRUNKING BAUD SINGLE SYSTEM	2				
2	LSV01S03084A	APX N50/30 DMS ESSENTIAL	2	3 YEARS	\$158.40	\$158.40	\$316.80
3	PSV01S03059A	APX NEXT PROVISIONING WITH CPS	1		\$0.00	\$0.00	\$0.00



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products. Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800



Line #	Item Number	Description	Qty	Term	List Price	Sale Price	Ext. Sale Price
4	PMPN4820A	CHGR DESKTOP SINGLE UNIT IMPRES 2 EXT PS US	2		\$85.71	\$64.28	\$128.56
5	PMMN4128A	RM780 IMPRES WINDPORTING REMOTE SPEAKER MICROPHONE, LARGE (IP68)	2		\$172.80	\$129.60	\$259.20

Grand Total**\$6,801.56(USD)**

Pricing Summary

		Payment Term	Upfront Sale Price	
Upfront Costs*				
				\$6,484.76
Upfront Subscription Fee				
	APX™ N30	Annually		\$105.60
Sub Total:				\$6,590.36
		Payment Term	Sale Price	Annual Sale Price
Year 2 Subscription Fee				
	APX™ N30	Annually	\$105.60	\$105.60
Year 3 Subscription Fee				
	APX™ N30	Annually	\$105.60	\$105.60
Sub Total:				\$211.20
Grand Total System Price (Inclusive of Upfront and Annual Costs)				\$6,801.56

*Upfront costs include the cost of Hardware, Accessories and Implementation, where applicable.

Notes:

- The Pricing Summary is a breakdown of costs and does not reflect the frequency at which you will be invoiced.

Motorola's quote (Quote Number: _____ Dated: _____) is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then the following Motorola's Standard Terms of use and Purchase Terms and Conditions govern the purchase of the Products which is found at <http://www.motorolasolutions.com/product-terms>.

The Parties hereby enter into this Agreement as of the Effective Date.

Motorola Solutions, Inc.

Customer

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____





- Customer is responsible for the \$250.00 per unit MPSCS activation fee.
- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.



APX N30 PORTABLE RADIO SOLUTION DESCRIPTION

OVERVIEW

The APX N30 offers affordable, next generation communications without compromising P25 interoperability or voice and data quality. It has a durable design with “pick-up-and-go” functionality, optimizing ease-of-use and focused communications in almost all environments.

DURABLE AND EASY TO USE

The APX N30 enhances operations with a front display with an upgraded user interface for better readability and loud and clear audio for reliable, everyday use. Additionally, the N30 offers extended battery life, a shorter antenna, and Bluetooth compatibility with audio accessories, promoting efficient communications between first responders.

ViQi Voice Command

To prevent first responders from losing focus while events unfold, ViQi Voice Control allows users to operate their device with customized voice commands. First responders can switch between preset channels and zones, adjust volume, and change audio profiles by pressing the preprogrammed ViQi button and speaking into the microphone.

ESSENTIAL AND SECURE P25 COMMUNICATIONS

The APX N30 is certified compliant with P25 standards and supports digital and analog trunking, FDMA and TDMA, and Integrated Voice and Data. All P25 communications over the N30 are safe and secure—it offers software encryption, single- and multi key encryption, and P25 Authentication, protecting communications during daily operations.

RELIABLE CONNECTIVITY

Using the APX N30 lets first responders stay connected across disparate networks. It can be equipped with Wi-Fi®, Bluetooth®, GPS, and Geofence features, bringing future-ready applications, services, and best-in-class connectivity to everyday use. APX N30 radios support 7/800 MHz frequency bands across radio systems, with minimal intervention by the radio user.



MANAGING AND PROVISIONING DEVICES

APX N30 can be programmed in two ways: one-at-a-time through Customer Programming Service (“CPS”) or through a combination of CPS and batch programming over Wi-Fi available with the radio management (“RM”) software.

CPS is a proprietary, Windows-based application, used to configure APX subscriber radios in offline situations that include provisioning, networking, and monitoring tools that provide greater awareness and faster radio management. The CPS application offers drag-and-drop, clone-wizard, and basic import/export functions that allow the addition of new software and feature enhancements. APX N radios can be programmed one-at-a-time on a local PC, via secure USB port connection, with TLS-PSK based encryption. Once loaded, subscriber radios are read and edited, and codeplugs and templates can be saved and duplicated to program other fleet radios.



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Batch Programming is available through the RM software for simultaneous programming and upgrading throughout the radio fleet. With Batch Programming, up to 16 radios can be programmed at once over a Wi-Fi connection. This reduces programming time and ensures that the radio fleet is always up-to-date and ready-to-use in the field.

Device Management Services

Device Management Services ("DMS") packages provide programming, management, and maintenance services to maximize the effectiveness of this APX N50 solution, while reducing maintenance risk, workload, and total cost of ownership. DMS tackles a range of customer needs, whether the solution is self-maintained or managed by Motorola Solutions.



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APX N-SERIES DEVICE MANAGEMENT SERVICES - ESSENTIAL STATEMENT OF WORK

OVERVIEW

Device Management Services ("DMS") efficiently maintains the Customer's device fleet while helping to keep devices up-to-date and fully operational in the field.

DMS Essential services provide basic hardware and software support.

This Statement of Work ("SOW"), including all of its subsections and attachments is an integral part of the applicable agreement ("Agreement") between Motorola Solutions, Inc. ("Motorola Solutions") and Customer ("Customer").

In the event of a conflict between the terms and conditions of the Agreement and the terms and conditions of this SOW, this SOW will control as to the inconsistency only. The SOW applies to the device specifically named in the Agreement.

HARDWARE REPAIR

Hardware Repair provides repair coverage for internal and external device components that do not work in accordance with published specifications. Repair services are performed at a Motorola Solutions-operated or supervised facility. The device will be repaired to bring it to compliance with its specifications, as published by Motorola Solutions at the time of delivery of the original device.

For malfunctioning devices that must be replaced, Motorola Solutions will attempt to read the codeplugs from those devices. If successful, Motorola Solutions will load the codeplug to any replacement devices. If not, Motorola Solutions will load a factory codeplug, and the Customer will need to load the previous codeplug.

Motorola Solutions will load factory available firmware to any replacement devices, which may not match the Customer's firmware version.

MOTOROLA SOLUTIONS RESPONSIBILITIES

- Repair or replace malfunctioning device, as determined by Motorola Solutions.
- Complete repair or replacement with a turnaround time of five business days in-house, provided the device is delivered to the repair center by 9:00 a.m. (local repair center time). Turnaround time represents the time a product spends in the repair process, and does not include time in transit to and from the Customer's site. Business days do not include US holidays or weekends.
- If applicable, apply periodically-released device updates, in accordance with an Engineering Change Notice.
- Provide two-way air shipping when a supported Motorola Solutions electronic system, such as MyView Portal, is used to initiate a repair. A shipping label will be generated via the electronic system.

CUSTOMER RESPONSIBILITIES

- For non-contiguous renewals, Customer must provide a complete list, preferably in electronic format, of all hardware serial numbers to be covered under the Agreement to Motorola Solutions.
- Initiate device repairs, as needed.
 - When initiating a repair via a supported Motorola Solutions electronic system, label each package correctly with the shipping label and Return Material Authorization ("RMA") number generated by the electronic system.
 - When initiating a repair via paper Return Material Form ("RMF"), the RMF must be completed for each device, included in the package with the device, and shipped to the Motorola Solutions depot specified on the RMF.



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- Remove any data or other information from the device that the Customer wishes to destroy or retain prior to sending the device for repair.
- If a malfunctioning device must be replaced and the Customer has loaded information for that device to Motorola Solutions' cloud environment, the Customer will need to remove the information for the malfunctioning device and add information for the replacement device to the applicable cloud environment.

LIMITATIONS AND EXCLUSIONS

The Customer will incur additional charges at the prevailing rates for any activities that are not included or are specifically excluded from this service scope, as described below. Motorola Solutions will notify the Customer and provide a quotation of any incremental charges related to such exclusions prior to completing the repair and said repair will be subject to Customer's acceptance of the quotation.

- Replacement of consumable parts or accessories, as defined by product, including but not limited to batteries, cables, and carrying cases.
- Repair of problems caused by:
 - Natural or manmade disasters, including but not limited to internal or external damage resulting from fire, theft, and floods.
 - Third-party software, accessories, or peripherals not approved in writing by Motorola Solutions for use with the device.
 - Using the device outside of the product's operational and environmental specifications, including improper handling, carelessness, or reckless use.
 - Unauthorized alterations or attempted repair, or repair by a third party.
- Non-remedial work, including but not limited to administration and operator procedures, reprogramming, and operator or user training.
- Problem determination and/or work performed to repair or resolve issues with non-covered products. For example, any hardware or software products not specifically listed on the service order form are excluded from service.
- File backup or restoration.
- Completion and test of incomplete application programming or system integration if not performed by Motorola Solutions and specifically listed as covered.
- Accidental damage, chemical or liquid damage, or other damage caused outside of normal device operating specifications, except if optional Accidental Damage Coverage was purchased.
- Cosmetic imperfections that do not affect the functionality of the device.
- Software support for unauthorized modifications or other misuse of the device software is not covered.

Motorola Solutions is not obligated to provide support for any device that has been subject to the following:

- Repaired, tampered with, altered or modified (including the unauthorized installation of any software) — except by Motorola Solutions authorized service personnel.
- Subjected to unusual physical or electrical stress, abuse, or forces or exposure beyond normal use within the specified operational and environmental parameters set forth in the applicable product specification.
- If the Customer fails to comply with the obligations contained in the Agreement, the applicable software license agreement, and Motorola Solutions terms and conditions of service.

DEVICETECHNICALSUPPORT

Motorola Solutions' Device Technical Support service provides telephone consultation for device and accessory issues. Support is delivered through the Motorola Solutions Centralized Managed Support Operations ("CMSO") organization by a staff of technical support specialists.

For Device Technical Support, Motorola Solutions will respond to calls within two (2) hours during the support days. Support hours are 7 a.m. to 7 p.m. CST Monday through Friday, excluding US holidays. In addition, Customers may



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contact the Call Management Center (800-MSI-HELP) at any time (24 hours a day, seven days a week) and a Motorola Solutions representative will log a technical request in Motorola Solutions Case Management System on the Customer's behalf.

MOTOROLA SOLUTIONS RESPONSIBILITIES

- Provide technical support for devices, assessing and troubleshooting reported issues.
- Receive and log Customer support requests, and assign a technical representative to respond to a Customer incident per the defined timeframes.

CUSTOMER RESPONSIBILITIES

- Use the provided methods to contact Motorola Solutions technical support.
- Provide sufficient information to allow Motorola Solutions technical support agents to diagnose and resolve Customer issues.
- Provide contact information for field service technicians in the event that Motorola Solutions has to follow up.

LIMITATIONS AND EXCLUSIONS

- Device support does not include Land Mobile Radio ("LMR") network, Wi-Fi, and LTE network troubleshooting.

Software Maintenance

Motorola Solutions is continually developing new features and functionality for our portfolio of public-safety-grade radios. By purchasing software maintenance, the Customer can take advantage of these firmware releases and future-proof their communications investment.

MOTOROLA SOLUTIONS RESPONSIBILITIES

- Test all firmware releases to minimize software defects.
- Announce new firmware releases and post release notes in a timely manner via MyView Portal.
- Provide firmware updates. Motorola Solutions makes no guarantees as to the frequency or timing of firmware updates.
- Provide upgrade capability through supported Programming Tools.
- Provide programming and service tools and technical support through the firmware support window.
- Provide documentation via MyView Portal with each release detailing new features, bug fixes, and any known issues.

CUSTOMER RESPONSIBILITIES

- Periodically check MyView Portal for firmware update announcements.
- Keep the radio fleet updated with firmware versions within the support window.

MyView Portal Access

MyView Portal is the single location to track the status of subscriptions and service contracts, including start and end dates. This portal includes order, RMA, and technical support ticket status, as well as a consolidated download site for software and documentation.

Outside of pre-announced maintenance periods, MyView Portal will be available on a best effort 24/7 basis. Motorola Solutions cannot guarantee the availability of Internet networks outside of our control.



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MOTOROLA SOLUTIONS RESPONSIBILITIES

- Provide a web accessible, secure portal to view the Customer's data.
- Provide the Customer with login credentials for the site.
- Provide end-user training for the site.
- Provide technical support to answer end user questions between the hours of 8 a.m. to 5 p.m. CST Monday through Friday, excluding US holidays.
- Keep the site updated with the latest Customer information.

CUSTOMER RESPONSIBILITIES

- Provide Motorola Solutions with contact information for administrative users.
- Administer user access.
- Provide Internet access for users to access the site.
- Attend available MyView Portal training.
- Protect login information against unauthorized use.
- Provide Motorola Solutions with updated equipment information, as needed.



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

Purchase Order Checklist

Marked as PO/ Contract/ Notice to Proceed on Company Letterhead
(PO will not be processed without this)

PO Number/ Contract Number

PO Date

Vendor = Motorola Solutions, Inc.

Payment (Billing) Terms/ State Contract Number

Bill-To Name on PO must be equal to the *Legal* Bill-To Name

Bill-To Address

Ship-To Address (If we are shipping to a MR location, it must be documented on PO)

Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO)

PO Amount must be equal to or greater than Order Total

Non-Editable Format (Word/ Excel templates cannot be accepted)

Bill To Contact Name & Phone # and EMAIL for customer accounts payable dept

Ship To Contact Name & Phone #

Tax Exemption Status

Signatures (As required)



Regular Council Agenda Item Memorandum

To: Mayor Tossava and City Council

From: Dan King

Subject: Ordinance 626

Meeting Date: November 12, 2024

Recommended Action:

Conduct first reading of Ordinance 626 pertaining to the conditional rezoning of property located at 1220 West State Street from B-2 General Business District to D-2 Industrial District.

Background Information:

GSDQ Property, LLC is a real estate holding company for Flexfab, LLC. GSDQ Property currently has property located at 1220 W. State Street under contract with Corewell Health Pennox Hospital. GSDQ Property intends to lease the building to Flexfab, LLC for general manufacturing, fabrication, assembly operations, as well as ancillary uses such as office, storage/warehouse.

The conditions GSDQ Property have presented include the only D-2 industrial use permitted on the property will be general manufacturing, fabrication, assembly operations, as well as ancillary uses such as office, storage/warehouse. GSDQ Property will not increase or expand the existing footprint of the building or property, no outside storage will be permitted on the property, and the conditional rezoning will not be effective unless and until GSDQ Property, LLC closes on the purchase of the property from Corewell Health. Planning Commission approved recommending the conditional rezoning to Council.

Financial Implications:

There are no financial implications resulting from this request.

Attachments:

- Ordinance 626
- Application with Conditions and Site Layout
- Planning Consultant Staff Report



Application for Planning Commission

City of Hastings
Hastings, MI 49058
269-945-2468



Date: 10.14.24

Applicant Name: GSDQ Property, LLC
(Last) (First) (M.I.)
Address: 102 Cook Road Hastings, Michigan 49058
(Street) (City, State, Zip)
Telephone: 989 884 1669; 616-336-6232
(Business) (Cellular)
Email: keith.foster@flexfab.com; dtcaldon@varnumlaw.com

Applicants Interest in Property: Prospective Purchaser. See Varnum Cover Letter Attached.

Owners Name (If Different From Above): Pennock Hospital d/b/a Corewell Health Pennock Hospital

Request:

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Rezoning | <input type="checkbox"/> Special Use Permit | <input type="checkbox"/> Plat or Condo |
| <input type="checkbox"/> Site Plan Review | <input type="checkbox"/> PUD | <input type="checkbox"/> PUD Phase Approval |
| <input type="checkbox"/> Other: _____ | | |

Address of Property: 1220 W. State Street, Hastings, Michigan 49058

Legal Description:

PPN: 55-140-018-00

Current Zoning: General Business District (B-2) **Proposed Zoning:** Industrial District (D-2)

Applicable Fees: \$350

Applicants Signature: [Signature]

Director of Facilities, Flexfab, LLC
(Title)

Staff Signature: [Signature]

CDD/ZA
(Title)

Office Use Only

Application Number: _____	Date Advertised: <u>10.17.24</u>
Filing Date: <u>10.14.24</u>	Date of Meeting: <u>11.9.24</u>
Fees Paid: <u>\$350.00</u>	Board Action: _____
To Clerks Office On: <u>10.14.24</u>	Effective Date: _____



Bridgewater Place | Post Office Box 352
Grand Rapids, Michigan 49501-0352

Telephone 616 / 336-6000 | Fax 616 / 336-7000 | www.varnumlaw.com

David T. Caldon

Direct: 616 / 336-6232
dtealdon@varnumlaw.com

October 11, 2024

VIA EMAIL AND UPS OVERNIGHT:

dtealdon@hastingsmi.gov

City of Hastings
Planning Commission
c/o Dan King, Zoning Administrator
201 E. State Street
Hastings, Michigan 49058

Re: Conditional Rezoning of 1220 W. State Street to D-2 Industrial District

Dear Planning Commissioners:

We represent GSDQ Property, LLC ("GSDQ") regarding a proposed conditional rezoning of the real property located at 1220 W. State Street, Hastings, Michigan 49058 (the "Property"). As you may be aware, this Property is currently owned by Pennock Hospital d/b/a Corewell Health Pennock Hospital ("Corewell") and is currently zoned B-2 General Business District ("B-2"). As explained in more detail below, GSDQ is requesting that the City of Hastings ("City") conditionally rezone the Property from B-2 to D-2 Industrial District ("D-2") for the purpose of a light industrial manufacturing facility (the "Conditional Rezone").

A. Project Description & Rezone Request

GSDQ requests the Conditional Rezone for the purpose of using the Property for a light industrial manufacturing facility. More specifically, GSDQ envisions a facility engaged in light manufacturing, such as injection molding and custom machining. GSDQ has no plans to expand the existing building's footprint on the Property. Importantly, the proposed light manufacturing use at the Property will not materially increase noise, vibration, odor, or traffic beyond that of any other typical commercial/business use that the property is currently zoned for — Flexfab, LLC currently leases the back half of the facility for warehouse use, which also incorporates light industrial machinery, such as forklifts, circular saws, and other power tools. Additionally, the proposed use will be consistent with existing adjacent commercial/business uses east and west of the Property, as well as the industrial uses just north of the Property.

B. Master Plan Compliance

GSDQ's proposed Conditional Rezone to D-2 also complies with the City's Master Plan. For instance, GSDQ's proposed Conditional Rezone to D-2 would support the following Master Plan goals:

- Supporting growth of the Industrial Sector: The Master Plan contemplates the redevelopment/expansion of existing facilities, as well as zoning for the adequacy and availability of well-suited lands for industrial expansion. See Master Plan at page 37; see also below:

OBJECTIVE:

Support growth of the industrial sector of the community.

- » Review zoning and land patterns in existing industrial areas within the community and adjacent townships to ensure the adequacy and availability of well-suited lands for industrial expansion.
- » Work together with local industrial businesses and adjacent townships in identifying "big picture" infrastructure, housing, and education needs.
- » Adopt flexible zoning tools that allow redevelopment and expansion of existing facilities.
- » Implement programs that maintain housing stock and policies that strengthen connections between neighborhoods and employment centers to increase workforce housing options. (See *Housing*)

The proposed Conditional Rezone will meet this goal by providing another industrial/manufacturing use that contributes to the City's industrial sector.

- As the Master Plan notes: "Manufacturing is the largest employment sector, employing 25.6% of the City residents." Page 65. "Historically, Hastings has been a significant manufacturing center and it is important to note that, contrary to national trends, City residents are still employed in the manufacturing sector." *Id.* The proposed Conditional Rezone aligns with the City's manufacturing identity.
- Growing the Economy: The Master Plan seeks to support existing business and to help create and attract sustainable jobs. Master Plan at page 36. GSDQ's proposed use is estimated to bring 8-10 new jobs to the City. Obviously, this job creation will have a positive impact on the City's local economy.
- The Master Plan acknowledges that Hastings has a strong history as an industrial center in Barry County." Page 53. Specifically, industrial areas (which are to remain that way under the Master Plan's Future Land Use Map) include the area near where the Property is located — the City's west side along Industrial Park Drive. The Property is just south of the City's Industrial Park (and is already surrounded by commercial uses). See below. Thus, the

proposed Conditional Rezone from B-2 to D-2 is not a significant change, with virtually no impact to adjacent properties.



- In addition, the Conditional Rezone satisfies another Master Plan goal — implementing planning and zoning policies that encourage business development. See below:

OBJECTIVE:

Consider planning and zoning policies that encourage business development.

- » Allow for home occupations or cottage industries by right.
- » Consider zoning changes that promote the reuse of existing commercial or industrial buildings to accommodate business with low-impact, innovative, or entrepreneurial activities.

The Master Plan calls for "zoning changes that promote the reuse of existing commercial and industrial buildings to accommodate business with low-impact." That is precisely what the Conditional Rezone aims to do — use a zoning change for reuse of the commercial building on the Property to accommodate a low-impact business.

Given that the Conditional Rezone aligns with many key goals in the Township's Master Plan, and GSDQ's proposed use will not include noise, vibration, odor, or traffic inconsistent with existing adjacent commercial uses, the Conditional Rezone complies with the Township's Master Plan. As a result, we respectfully request the Planning Commission recommend granting the Conditional Rezone.

3. Proposed Conditions of the Rezoning

In connection with the proposed Conditional Rezone of the Property, GSDQ is prepared to offer conditions that would bind the Property and its future use to ensure that the benefits outlined above are ultimately realized. GSDQ offers the following conditions (and remains open to discussions with City's Staff to refine the same to ensure that the proposed benefits are achieved):

1. The only D-2 Industrial District use permitted on the Property will be general manufacturing, fabrication, and assembly operations, as well as associated ancillary uses, such as office and storage/warehouse use.
2. GSDQ will not increase or expand the existing footprint of the building on the Property.
3. No outdoor storage on the Property will be permitted.
4. The conditional rezoning will not be effective unless and until GSDQ closes on the purchase of the Property from Corewell.

To summarize, the proposed Conditional Rezone will: (i) allow a use of the Property that is substantially similar to the current use and will not change the existing character of the surrounding commercial area — including no material increase in noise, vibration, odor, or traffic; and (ii) meet the goals of the City's Master Plan, including supporting the industrial sector of the community, growing the economy, maintaining the commercial character of the area, and using zoning changes to promote the reuse of existing commercial and industrial buildings for low-impact business. For all of these reasons, we request the Planning Commission recommend that the City Council grant the Conditional Rezone of the Property to D-2.

GSDQ looks forward to meeting with the Planning Commission to present its Conditional Rezone application and to answer any further questions that the Planning Commission may have.

Very truly yours,

VARNUM



David T. Caldon

CITY OF HASTINGS
201 E STATE STREET
HASTINGS MI 49058-1954

Receipt No: 1.150952

Oct 14, 2024

GSDQ PROPERTY LLC

CHARGES FOR SERVICES - APPLICATION FEE	350.00
APPLICATION FOR PLANNING COMMISSION GSQD	
PROPERTY LLC 102 COOK RD	
101-100-648-000 Application Fees	

Total:	350.00
--------	--------

CHECK	Check No: 640256	350.00
Payor: GSDQ PROPERTY LLC		

Total Applied:	350.00
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Change Tendered:	.00
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Duplicate Copy

10/14/2024 12:38 PM

City of Hastings
COUNTY OF BARRY, STATE OF MICHIGAN

ORDINANCE NO. 626

TO AMEND CHAPTER 90 OF THE HASTINGS CODE OF 1970, AS AMENDED,
TO AMEND THE ZONING MAP OF THE CITY LIMITS

AS RECOMMENDED BY THE PLANNING COMMISSION ON NOVEMBER 4, 2024

THE CITY OF HASTINGS ORDAINS:

Section I

Chapter 90 of the Hastings Code of 1970, as amended, is hereby amended to amend the Zoning Map to conditionally change the zoning of the listed parcel currently zoned B-2 (General Business Zoning District) from B-2 to D-2 (Industrial Zoning District) subject to the following conditions:

- 1) The only D-2 Industrial District use permitted on the parcel will be general manufacturing, fabrication, and assembly operations, as well as associated ancillary uses, such as office, and storage/warehouse use.
- 2) The footprint of the existing building will not be increased in size.
- 3) No outside storage of any type will be permitted.
- 4) The conditional rezoning of the parcel will not be effective unless and until the parcel transfers to the applicant.

Parcel No. 08-55-140-018-00..... 1220 W. State Street

W 398 FT OF S 26.50 ACRES OF E 1/2 NW 1/4 SEC 18 T3N R8W, 8.2 ACRES, EX COM SW COR E 1/2 NW 1/4 SEC 18, N 875 FT TO CEN W STATE ST, E ALONG CENT SD ST 233 FT, TH S 875 FT, TH W 233 FT TO BEG. EX N 50 FT. TO THE CITY OF HASTINGS.

Section II

If any article, section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

SECTION III.

This ordinance shall become effective upon its adoption and publication as provided by City Charter.

Moved by Member , with support by Member , that **Ordinance No. 626** be adopted as read.

YEAS:

NAYS:

ABSENT:

ABSTAIN:

CITY OF HASTINGS

Adoption Date:

Effective Date:

First Reading:

Second Reading:

By: Linda Perin
City Clerk

CERTIFICATE

The undersigned, being the duly qualified and acting Clerk of the City of Hastings, Michigan, does hereby certify that the foregoing is a true and complete copy of an Ordinance adopted by the City Council of the City of Hastings, at a regular meeting of the City Council on the day of at which meeting a quorum was present and remained throughout, and that the original of said Ordinance is on file in the records of the City of Hastings. I further certify that the meeting was conducted, and public notice was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan of 1976, as amended, and that minutes were kept and will be or have been made available as required thereby.

Linda Perin
City Clerk



November 4, 2024

Planning Commission
City of Hastings
201 East State Street
Hastings, MI 49058

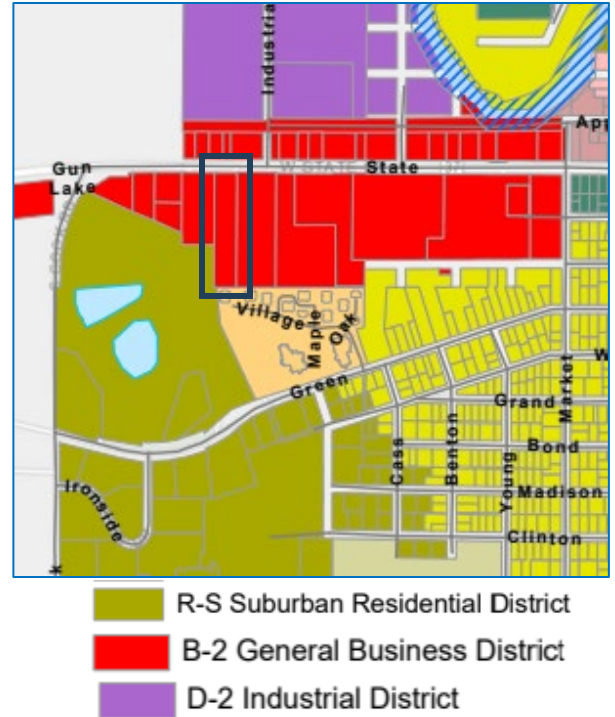
Applicant: GSDQ Property, LLC

Subject Property: 1220 W. State Street
(Parcel #08-55-140-018-00)

Zoning: B-2 General Business District

Request: *Rezoning* – the conditional rezoning of the subject property from the B-2 District to the D-2 District

Zoning Map



Application Overview:

- The subject site is approximately 3 acres in area and is provided 175 ft of frontage on W. State Street. The subject property is a lawful conforming site.
- The subject site is currently occupied by a 36,000 sq ft commercial/industrial building and related site improvements.



- Applicant requests rezoning of the subject property from the B-2 District to the D-2 District, with the following offer of conditions:
 1. The only D-2 Industrial District use permitted on the property will be general manufacturing, fabrication, and assembly operations, as well as associated ancillary uses, such as office and storage/warehouse use.
 2. GSDQ will not increase or expand the existing footprint of the building on the property.
 3. No outdoor storage on the property will be permitted.
 4. The conditional rezoning will not be effective unless and until GSDQ closes on the purchase of the property from Corewell.

□ Rezoning Request Analysis

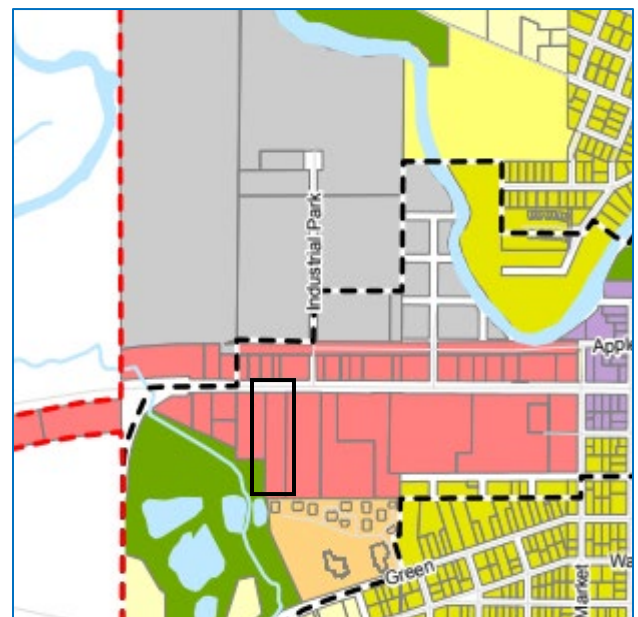
Section 90.5 – Amendments

- **Is the requested rezoning consistent with the policies and uses proposed for that area in the City of Hastings Master Plan?**

- The City of Hastings Future Land Use Map classifies the subject property and surrounding area along W. State Street as *Gateway Commercial*; a classification characterized by *'sites intended for large scale retail and other commercial uses . . . located near/serving travelers along the highways.'* The *Gateway Commercial* design guidelines suggest shared/cross access; attention to façade transparency; lawn/greenscape, and landscaped parking.

The City of Hastings Zoning Plan set forth in the Master Plan identifies the B-2, B-4, B-6 and O Districts as appropriate to implement

Future Land Use Map






the vision of the *Gateway Commercial* classification.

- The area to the north of the commercial corridor, and opposite the subject site, is classified as *Business and Industry*; a classification intended for ‘office, manufacturing, warehousing . . . uses . . . designed and operated respectful of the surroundings.’

The City of Hastings Zoning Plan set forth in the Master Plan identifies the D-1, D-2 and O Districts as appropriate to implement the vision of the *Business and Industry* classification.

- The offer of conditions to limit use of the property; not enlarge or modify the existing building footprint; and prohibit outdoor storage can be considered in determining if the requested conditional rezoning to the D-2 District is generally consistent with the Master Plan’s ‘commercial’ vision (land use objectives) for the area.
- **Will use of the property allowed under the conditional rezoning to the D-2 District significantly adversely impact public services and facilities?**
 - The subject property is currently occupied by a commercial/industrial building and already served by public infrastructure.
 - The requested rezoning, as conditioned, will not introduce a use scenario on the site that is significantly different in intensity or operation than currently exists or allow a physical change of conditions on the site that is impactful to public services/facilities.
 - **Will the requested D-2 District be compatible with the zoning/land use in the surrounding area?**
 - The subject property is largely surrounded by commercial and industrial zoning/land use, with the exception of the multi-family zoning/land use adjacent to the south.
 - The requested conditional rezoning of the subject 3-acre site will essentially allow for continued use of the property as currently improved and in a manner compatible with the surrounding area regarding building size, site design, and operations.



- 
- **Will the uses allowed under the requested D-2 District be equally or better suited to the area than uses allowed under the current zoning of the land?**
 - The requested D-2 District, as conditioned, will introduce a limited industrial use option on the property . . well suited to the existing built environment of the site.
 - However, through the conditions offered that will limit changes to existing conditions and constrain operations, the integrity of the B-2 District present along the corridor can be maintained.
 - Further, a conditional rezoning of the property will not supersede any applicable special land use permit or site plan review requirement established by the Zoning Ordinance.





Regular Council Agenda Item Memorandum

To: Hastings City Council

From: Sarah Moyer-Cale, City Manager

Subject: Approval of Airport Payment to Mead and Hunt for Runway Engineering

Meeting Date: November 12, 2024

Recommended Action:

Motion to approve the Airport Board's payment of \$17,000 to Mead and Hunt for engineering related to the 2025 taxiway project.

Background Information:

The airport is receiving a grant for taxiway improvements, but Mead and Hunt requires up front payment of \$17,000. When the grant is received, this money will be paid back to the airport. Purchases over \$5,000 must be approved by both the City Council and Board of Commissioners.

Financial Implications:

None.

Attachments:

None.



2024 November Council Report

To: The City Council

From: Travis J. Tate, P.E., Director of Public Services

Subject: DPS Monthly Council Report

Meeting Date: November 12, 2024

New DPS Staff at WWTP

Robert Huver begins as an employee of the city on November 6, 2024. He is starting as an Operator 2. Adam Hodges will also begin as a Utility Technician at the WWTP on December 2, 2024. We are pleased to have two individuals with excellent skills, knowledge and experience. Please welcome Robert and Adam.

Fish Hatchery Park New Restroom

After some delay, construction has begun with the placing of footings and foundation walls see below:





2024 November Council Report

Demo at 133 E. State Street (Old Vinnies Site)

Demo is nearly complete at the old Vinnies site, only topsoil restoration is left:





2024 November Council Report

Final Clarifier #2 Improvements – Preliminary Design:

The city has received the preliminary plans and specifications from Moore & Bruggink for the Final Clarifier #2 Improvement. The majority of the cost is to remove and replace the mechanical equipment (see attached M&B memorandum):





2024 November Council Report

Small Urban Project – East State Street

Moore & Bruggink Final plans and specifications will be submitted to on or before November 15 in order for the project to be bid let by February 2025.

Green & Market Street Improvements

Design plans and specifications are under review to EGLE for water and sanitary sewer permits. Once EGLE revisions are complete, then we can bid the project to begin construction next spring.

Upcoming Winter Projects:

- **City Hall Improvements (Police Area Renovation, Breakroom Renovation, ect.)**
- **USDA Water/Sewer Project Loan Determination**
- **Water Asset Management Plan (WAMP)**
- **Michigan Avenue Bridge Maintenance**
- **WTP Generator Wall**
- **Tree Removal RFP**

I will gladly answer any questions that Council members have at the meeting.

Respectfully,

Travis Tate, P.E.

DPS Director



PRELIMINARY DESIGN MEMORANDUM

TO: Travis Tate, Director of Public Services
Verne Robins, Utilities Superintendent
Ford Hamman, IAI WWTP Manager

FROM: Brad W. Lyons, P.E.

DATE: October 22, 2024

SUBJECT: City of Hastings WWTP Improvements Final Clarifier #2

Attached are our Preliminary Design drawings for your review.

BACKGROUND

The existing Final Clarifiers Nos. 1 and 2 were originally constructed under the 1970 Contract 12 Wastewater Treatment Plant construction project and had provided reliable service for more than 50 years. However, in February 2024 the scum collector arm for Final Clarifier No. 2 failed under over-torque conditions and required emergency repairs. Subsequent evaluations identified several additional problems, including the following:

- Over-torque/overload safety features were no longer functioning.
- Deck plate on the walkway was dangerously deteriorated and a safety concern.
- Structural concrete supports have deteriorated and anchor bolts are exposed.

Moore+Bruggink, Inc. (M+B) was authorized to evaluate options for equipment replacement and prepare design documents for clarifier improvements. This memo is intended to summarize our preliminary evaluations, findings, and recommendations.

DESIGN CAPACITY

The recently completed 2020 Wastewater Treatment Plant Improvements project identified design flows as 2.0 MGD Average and 4.6 MGD Peak Hour. Current flow rates to the Hastings WWTP are well-below design capacities with the 3-month average for July-September 2024 of 0.70 mgd, or roughly 35% of the design average flow.

In many activated sludge WWTP's, the peak hour flow rate is limited to final clarifier capacity. The Hastings WWTP has four (4) final clarifiers. As previously noted, the two original clarifiers were constructed under the 1970 project. The second pair of clarifiers were added under a 1996 WWTP Improvements project.



Following is a summary of the calculations for peak hour flow capacity for the four existing final clarifiers.

Parameter	Final Clarifiers #1 and 2 (each)	Final Clarifiers #3 and 4 (each)
Year Constructed	1970	1996
Inside Diameter	35 feet	40 feet
Sludge Blanket Surface Area ⁽¹⁾	962 sf	1,260 sf
Maximum Surface Overflow Rate ⁽²⁾⁽³⁾	1,000 gpd/sf	1,000 gpd/sf
Calculated Peak Hour Flow Rates	0.962 mgd	1.260 mgd
Design Peak Hour Flow Rates	1.0 mgd	1.3 mgd
Combined Peak Hour Flow Capacity	4.6 mgd	

⁽¹⁾ “Surface area” is calculated at top of sludge blanket and represents the transition zone from settled solids to clear supernatant.

⁽²⁾ Surface Overflow Rate at Design Peak Hourly Flow per Ten State Standards for Extended Aeration Single Stage Nitrification treatment process.

⁽³⁾ Ten State Standards further recommends that design SOR be reduced to 900 gpd/sf for Activated Sludge with Chemical Addition to Mixed Liquor for Phosphorus Removal.

ENERGY DISSIPATION AT INLET STILLING WELLS

In a typical center feed clarifier, activated sludge from the aeration basins flows through influent piping to a “stilling” well, which is intended to dissipate hydraulic energy and create a balanced distribution of the mixed liquor. If influent velocities are too high or if the stilling well is ineffective in flow distribution, downward currents can disrupt the sludge blanket and increase suspended solids in the final effluent.

In the past, standards for design of final clarifiers were relatively loose and relied heavily on the experience and expertise of equipment manufacturers. For example, Ten State Standards (Section 72.3), provides the following recommendations for Inlet Structures, *“Inlets and baffling shall be designed to dissipate the inlet velocity, to distribute the flow equally, both horizontally and vertically, and to prevent short circuiting.”* In applications with smaller diameter clarifiers, such as the Hastings WWTP, “rules-of-thumb” were often applied to clarifier design based on past experience and performance at similar facilities.



UPDATED OPINION OF PROBABLE CONSTRUCTION COSTS (OPCC)

Following is our updated OPCC for this preliminary design phase.

OPINION OF PROBABLE CONSTRUCTION COSTS (OPCC)		
Scope of Construction Efforts, Specified Mechanical System Replacement		
1	Mobilization, General Contractor	\$ 17,500
2	Demolition: Hauling, No Salvage	\$ 25,000
3	Structural Concrete, Saw Cut and Bridge Supports	\$ 5,000
4	Clarifier Equipment, Includes Contractor OH&P	\$ 240,000
5	Clarifier Equipment, Installation	\$ 50,000
6	V-Notch Weir/Scum Baffle, Retain Existing	\$ -
7	Scum Trough Mods, Auto Flush (included w/ clarifier equip.)	\$ -
8	Pipe Support Beam: Remove, Repaint, & Reinstall	\$ 8,500
9	Interior Piping: Remove, Clean, Prime, Reinstall	\$ 6,500
10	Field Painting, Structural Steel	\$ 12,250
11	Electrical: New Conduit, Wire, Terminations	\$ 15,000
12	Site Clean-Up/Restoration	\$ 3,750
	Subtotal, Specified Scope of Work Costs	\$ 383,500
Scope of Construction Effort, Additional Related Work		
13	Tank Cleaning, Pressure Wash	\$ 3,750
14	Clarifier Base, Screed Fresh Leveling Grout	\$ -
15	Tank Wall Coating/Waterproofing, to 6-foot height	\$ 7,500
	Subtotal, Additional Related Work	\$ 11,300
Contingencies, Recommended Budget		
16	Contingencies, 10%	\$ 39,500
	OPCC, Total Opinion of Probable Construction Costs	\$ 423,000
Optional Work Items:		
17	Scum Spray Wash, Automatic, PEW Plumbing	\$ 5,000
18	Ford Hall Brush System, Includes Contractor OH&P	\$ 42,000
19	Ford Hall Brush System, Installation and Adjustments	\$ 8,750
	Subtotal, Ford Hall Brush System	\$ 50,750
20	Energy Dissipating Inlet Well, Includes Contractor OH&P	\$ 3,600
21	Energy Dissipating Inlet Well, Additional Installation	\$ 1,500
	Subtotal, Energy Dissipating Inlet (EDI) Well	\$ 5,100
22	Density Current Baffle System, Includes Contractor OH&P	\$ 48,000
23	Density Current Baffle System, Installation	\$ 10,000
	Subtotal, Density Current Baffle System	\$ 58,000



City of *Hastings* Michigan

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

201 E. State Street 49058

Fire Department Council Report October 2024

The department responded to 84 calls for service: 36 in the city, 47 in the townships and 1 mutual aid. Our members spent a total of 254 hours responding to calls for service. Total calls for service are 647 YTD. We have issued 565 burn permits in the townships.

Training

Our members trained a total of 47 hours for the month of October. We focused on SCBA use, correct mask fitting, air management and medical protocols.

Smoke/ CO detector installations

We installed 16 smoke detectors and 8 carbon monoxide detectors in October.

Department activities

The department spent a great deal of time wrapping up our annual Knox box inspections and pre-planning some of our larger businesses. Overall, this month was one of our busiest this year, with a total of 81 calls, 7 of which were structure fires and larger vehicle incidents. Many of the calls were more complex in nature.

October was fire prevention month, we spent time at our local schools and daycares educating our future fire fighters in the importance of fire safety. We participated in the annual Halloween on green street and stopped by the airport for their haunted hangers.

Chief's comments

We lost a couple of paid-on-call staff in October due to not having the time to commit to the department. We were able to bring one new member on board. Caleb Drake started with us on November the 1st. We are continuing to firm up our testing and maintenance schedules. Our new software is working very well; we are tracking all maintenance, inspections, and burn permitting all through one platform. Our knox box program is growing every month. We have doubled the amount of knox boxes in the district over the last 12 months. We have a total of 68 working knox boxes to gain access to businesses after normal hours.

Respectfully,

Chief Mark Jordan



City of Hastings Fire Department

Incident Analysis

10/1/2024 - 10/31/2024

INCIDENT TYPE CATEGORY BREAKDOWN AND COMPARISON

10/1/2024 - 10/31/2024

Code	Incident Type Series	Occurrences	Percentage
100-199	Fire/Explosion	19	22.6%
200-299	Overpressure Rupture	0	0.0%
300-399	Rescue Call	12	14.3%
400-499	Hazardous Condition	20	23.8%
500-599	Service Call	9	10.7%
600-699	Good Intent Call	19	22.6%
700-799	False Call	5	6.0%
800-899	Severe Weather/Natural Disaster	0	0.0%
900-999	Special Type/Complaint	0	0.0%
	Undetermined Incident Series	0	0.0%
	Total	84	100.0%

MUTUAL AID DISTRICT BREAKDOWN

District	Fire	EMS	Other	Total	Percentage
Mutual Aid	1	0	0	1	1.2%
Total	1	0	0	1	1.2%

FIRE DISTRICT BREAKDOWN

District	Occurrences	Percentage
Baltimore Twp	8	9.5%
Carlton Twp	5	6.0%
Hastings Twp	16	19.0%
Irving Twp	4	4.8%
Rutland Twp	14	16.7%
Ward 1	8	9.5%
Ward 2	5	6.0%
Ward 3	11	13.1%
Ward 4	12	14.3%
Total	83	98.8%



City of Hastings Fire Department

Apparatus Summary

10/1/2024 - 10/31/2024

Total Runs for Date Range: 84

RESPONSE TOTALS PER APPARATUS		
APPARATUS NAME	TOTAL	%
831	40	47.6 %
832	3	3.6 %
833	18	21.4 %
8331	0	0 %
834	13	15.5 %
835	53	63.1 %
836	13	15.5 %
837	27	32.1 %
Air Trailer	0	0 %
EM82	0	0 %
Haz1	0	0 %
LT1	0	0 %
POV	12	14.3 %



HASTINGS PUBLIC LIBRARY

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Library Director's Report for the November 4, 2024 Board Meeting

It seemed like October rushed by even faster than previous years. Part of it was because we had so much going on over the month. If you looked at our calendar you would find the community room and both study rooms were in use more often than not. This included Library events and well as use by community groups. We love being a resource for the community!

Speaking of the study rooms, we made a good decision opening the literacy office for public use. It is in use many of the days we're open. In fact, both rooms are. We were open twenty-seven days during October. The study room on the main floor was used fifteen days and during those it was used twenty-four sessions. The second-floor room had people in it sixteen days over the month with twenty-two sessions. There is obviously a need for this kind of space.

Along with our regular programs and events we had five new ones in October: Teen Cuisine, Teen Advisory Board, Zombie Barbies, Speed Friending and Murder Mystery Night. Barbara and Erin will tell you more about them.

As I informed you, we were closed until 2:30pm on Monday, October 21 due to a problem with the plumbing. It started on Saturday, October 19 when a patron informed us sewage was backing up out of the floor drain when she flushed the toilet. We soon discovered it was happening with all the toilet in the building. Luckily, it was right before we closed for the day. The plumber came at 8:00am on Monday and had the repair completed by 12:30pm. The he found the main sewage line completely blocked. Hopefully, that won't happen again.

We have an ATM from the Thornapple Credit Union in our north vestibule to help them provide 24-hour access to their members. It's been there for about three years. Occasionally, homeless people and others have used it as a shelter/gathering place when we're not open. When we've found people there we've either asked them to leave or called the police to confront them. This fall we've had more people using the space. People have been sleeping in there over night and some teens have been using it on weekend and evenings as a hangout. Having the police speak with them hasn't solved the problem. We made the decision to lock the vestibule when we close starting on October 23. This for two weeks period. During that time, we hope they'll find somewhere else to hang out. If this takes care of the problem we'll go back to having the vestibule open 24/7. If it doesn't, we'll make just being open during our business hours permanent.

Here is an update on the windows. Battle Creek Glass (BCG) had been unresponsive to my questions about when they would come and replace the gaskets on a test section of the windows. I've emailed their project manager several time and again on October 15. I copied the City Manager and City Attorney on it. I still didn't get a response, which I concluded to mean they had no intention of making the repairs. We got a response, but no information. David and I met with the City Attorneys on October 25, then sent them more documentation the following Monday. They are drafting a letter to address the issue with BCG.

BCG finally let me know they plan to come on November 1 to do some test caulking to try to determine if their solution to the problem will work. We have been emailing back and forth

debating if our understanding of the solution is the same as theirs. It is yet to be determined. I will let you know when the fix finally gets started.

On a happier note, David and Tess spent October 16-18 at the Michigan Library Association's annual conference. They attended different breakout sessions and came back with information to share. They will tell you more in their reports.

Assistant Director, David Edelman's report:

Spooky season is upon us, though it will likely be over by the time you read this. Oh well, Happy Halloween! October was busy with lots of small projects, seminars and trainings. Here are a few highlights:

- I attended the Michigan Library Association conference in Traverse City Oct. 16-18, along with Tess, the Circulation Supervisor. Between us we hit more than 15 breakout sessions and brought back a number of thoughts and ideas on new things to try with staff and patrons. Some highlights for me included the idea of the "Stay Interview" to learn what concerns staff have before they decide to leave; the exit interview is too late. I also learned some good tips on project management in a small library setting, learned that we are ahead of the curve on AI, and brought back lots of fun ideas for adult programming.
- I covered AI basics with staff at the October 15 training day. Along with an introduction, we talked through the new policy and approved tools.
- Oct. 1, I attended a half-day online min-conference about the future of libraries. Honestly, I didn't take too much away, but gleaned a few interesting bits that might help with strategic planning in 2025.
- Oct. 22, I attended an online mini-conference from our CRM software company and learned some new ways we can leverage reporting.

Circulation Supervisor, Tess Allarding's report:

We had our staff training day on October 15, and I presented to the team about libraries as third spaces – spaces outside of work and home where folks choose to spend time and connect with others. It sparked some good conversations on how we can make the library more open and welcoming to encourage people to use it as a third space. I would like to continue those conversations with staff.

I attended the MLA Annual Conference in Traverse City October 16-18, and attended some great breakout sessions on empathic leadership, interviewing techniques, and making the library more accessible through dyslexic-friendly materials. I'm hoping to begin implementing the ideas I picked up at the conference over the next few months.

Planning for the 2024 Holiday Market as part of Jingle & Mingle weekend is well under way! We have a full roster of over 40 vendor booths, and item donations have already started coming in!

Marketing & Adult Services, Barbara Haywood's report:

Programs

- Does Hearing Loss Cause Dementia? – A fruitful discussion on hearing loss and brain activity was attended by eight participants.
- Lift Every Voice Book Club – eight attendees discussed Jamie Ford's novel, Hotel on the Corner of Bitter and Sweet, about being oriental in America during WWII

- **Lift Every Voice: Judges' Life Stories** – The Lift Every Voice committee and Hastings Public Library hosted this insightful event attended by fifty-three people. Judges Michael Schipper and Brigitte Officer Holley shared their perspectives on community life, drawing from their experiences in Highland Park and Hastings, MI. The discussion explored the impact of growing up in African American communities and included personal stories from the judges' benches. This event celebrated diverse cultures and aimed to foster a more inclusive community by highlighting the rich perspectives that contribute to Hastings' vibrancy.
- The recent Speed Friending event drew nineteen participants for a night of socializing and connection-building. With four rounds of table hopping on different topics, connections flourished, resulting in a streamlined final round with three tables. Highlights included three attendees planning game nights, one finding a sewing mentor, and a group of five exchanging contact info for future activities. Overall, the event successfully fostered new friendships, with attendees eager for more Friending events in the future.
- Hastings Public Library hosted twelve enthusiastic detectives for an engaging evening of Deadbolt Mystery Society boxes. Participants enjoyed a non-competitive Murder Mystery Night, with one table of four completing the mystery in 2.5 hours and another group nearly finishing. Attendees expressed gratitude to the library for this fun and interactive event, which fostered creativity, teamwork, and showcased the library's commitment to providing unique experiences for the community.

Youth Services Librarian, Erin Quada's report:

October was a very fun and busy month in youth services! We were in full swing for fall programming and outreach in the community and schools. The Spanish collections became available in both the Children's and Teen rooms, too! I also attended the Lakeland Youth Services Committee meeting in Saranac where we fully came under the Lakeland umbrella and elected new leadership.

Programming

- Teen Cuisine is a joint effort between MSU Extension and the Library to provide teens with information on healthy living through cooking. This 6-week series focuses on cooking skills while learning about nutrition, food safety, and physical activity. We had 11 people register for the program and participants have greatly enjoyed the program, especially the dishes they create each week!
- We held our first Teen Advisory Board (TAB) meeting. The members were eager to help the Library through planning programs for younger kids, making suggestions for teen programming, recommending items for the collection, and helping in other ways to earn volunteer hours.
- We had the first Stories and Snacks, a book club for middle schoolers that allows them to read and talk about any book. One of the participants was so excited he set alerts for the next two dates!
- We got in the fall spirit with our mini pumpkin painting program for middle schoolers and zombie barbies for high schoolers. Everyone was enthusiastic and walked away with their creations.
- Rockin' Tots, my music and movement program for birth through 5, grew this month! We even had some kids over the recommended age that came, danced their heart out, and set a wonderful example for the littles.

- Pictures from our Halloween Itsy Bitsy Book Club:



Listening to a story



Doing a craft and playing

Outreach

- A few volunteers and I made Reading Is Fundamental (RIF) visits on three dates in October. We visited all of the seven Great Start Readiness Program (GSRP) classrooms as well as all six classes in the Community Action Head Start. My generous volunteers

gave a total of 22 hours of volunteer time and we handed out a total of 150 books for children to take home!

- Reach Out And Read (ROAR) is up and going. My volunteers are so enthusiastic about this program that the staff at the schools marvel at their commitment every time I visit. This year there are nine young fives and kindergarten classes participating in the program.
- I attended Noah's Ark Preschool Family Night where the theme was all things fall. I chatted with more than 70 people, sharing information about the library, early literacy opportunities, and programs. I also offered coloring pages, bookmarks and temporary tattoos throughout the event.
- Trick or Treat on the Trails at Pierce Cedar Creek was my final outreach event this month. Peggy helped me host a station offering either food or non-food items to the over 400 participants. It was a gorgeous, if chilly, evening and seeing the variety of costumes on kids and adults alike made it so much fun!

November's New Programs and Special Activities:

- 2nd – The Art of Falconry, 10:00am-12:00pm.
- 4th – Meat & More: Pressure Canning Basics, 6:00pm
- 6th – National Saxophone Day with Bob Hartig, 6:00pm
- 6th – Cybersecurity, 6:00pm
- 9th – Youth Book Exchange, 11:00am
- 18th – Holidays, Hearing Loss & Mental Health, 6:00pm
- 21st – Make Your Own Stress Ball for teens, 3:30pm
- 28th-30th – Library closed for Thanksgiving Holiday



HASTINGS PUBLIC LIBRARY
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Monthly Statistics - September 2024

Net Promoter Score*: 100



Physical Library Visits

LY Month	3,947
TY Month	7,069
YTD	22,505



Library Card Holders[^]

	City	Hastings Twp	Rutland Twp	Non-Resident
Total	2,752	780	1,022	91
New	36	11	7	1



Volunteer Hours

LY Month	103
TY Month	89
YTD	484



Item Circulation

	Children's	Non-Children's	Mobile	Total
LY Month	3,124	3,001	500	6,625
TY Month	2,388	2,615	-	5,003
YTD	8,141	8,108	-	16,249



Wireless Sessions

LY Month	1,157
TY Month	1,262
YTD	3,717



Inter-Library Loans

	To HPL	From HPL	Total
LY Month	319	305	624
TY Month	391	395	786
YTD	1,240	1,315	2,555



Library of Things Circs

	TY Month	YTD
LoT	43	126
Hotspots	22	71
Museums	0	5



Programs

	Youth		Adult & General	
	Offered	Attendance	Offered	Attendance
TY Month	14	230	12	137
YTD	33	629	28	392



Digital Downloads

LY Month	2,166
TY Month	1,887
YTD	5,580



Computer Sessions

	Adult	Kids	Teen	MI Room
LY Month	436	63	132	10
TY Month	395	122	136	-
YTD	1,303	592	480	1

Miscellaneous

	TY Month	YTD
Princh Documents	142	714
Study Room Usage	41	72
Non-HPL Community Room Usage	24	74



Websites

		Sessions	Users	Page Views
HPL	LY Month	2,394	1,572	4,094
	TY Month	2,208	1,600	3,398
	YTD	6,996	4,917	11,281
BCHP	TY Month	328	175	2,461
	YTD	1,467	627	9,602

[^] Library card holders counts dropped from July to August 2024 because LLC purged 3-year inactive accounts at the end of August; HPL reduced by 956.

* Net Promoter Score based on patron feedback on weekly email survey (started week of 8/15/21); 80+ = world class, 50-79 = excellent, 20-49 = favorable, 0-19 = good

Hastings City/Barry County Airport Commission
Draft Meeting Minutes
October 23, 2024

Call to Order. The meeting was called to order by Vice-chairperson Teunessen at 4:30 p.m.

Pledge of Allegiance. Teunessen led the Pledge of Allegiance.

Roll Call. Roll was taken. Members Present: Resseguie, Smelker, Teunessen, Tossava, and Shaw.

Member Absent: None.

Approval of Agenda. Tossava requested that the following item be added to the agenda as items d under new business: d. Election of Officers

Motion by Tossava, second by Smelker to approve the amended agenda for the October 23, 2024 meeting. All members present voting yes; motion carried.

Limited Public Comment. None.

Approval of Minutes. There were no modifications proposed for the draft minutes of the September 25, 2024 regular meeting.

Motion by Tossava, Second by Resseguie to approve the minutes from the September 25, 2024 regular meeting of the Airport Commission as presented. Shaw abstained from the vote as he was not on the board last month, the remaining members present voting yes; motion carried.

Financial Reports.

Motion by Tossava, second by Resseguie to accept and place on file the financial report for September 2024. All members present voting yes; motion carried.

Old Business. None

New Business.

2025 Taxiway Project: Lucci presented a request to pay \$17,000 towards the 2025 Taxiway project. These funds would be reimbursed through future Airport allocations from the State and Federal governments. Motion by Tossava, second by Smelker to approve the \$17,000 expense for the Taxiway Project and request approval from the City Council and Board of Commissioners for the expense as required by the operating agreement. Roll Call Vote: Resseguie- yes, Shaw- yes, Tossava- yes, Smelker- yes, Teunessen- yes. Motion Carried.

Airport Attorney Discussion: Lucci requested the ability to contract with an attorney for airport business. After discussion, it was the consensus of the board to use either the City or County

Attorney for any legal issues at the Airport. Lucci will work with the City Manager or County Administrator to access the Attorney as needed.

Reimbursement of MAAE Conference Expenses: Lucci attended the recent MAAE Conference and requested reimbursement for hotel expenses in the amount of \$564.72. As Lucci is a contract employee there is no planned reimbursement of these expenses and any reimbursement will be added to the 1099 issued at the end of the year. The board directed Lucci to request any reimbursements in advance in the future. Motion by Tossava, with support by Resseguie to approve the reimbursement of \$564.72 to Lucci. All members present voting yes; motion carried.

Election of Officers: Nominations were made for Teunessen and Chair and Resseguie as Vice-Chair. With no further nominations, motion by Tossava, with support by Smelker to elect Teunessen as Chair and Resseguie as Vice-Chair. All members present voting yes, motion carried.

Airport Manager's Report. Lucci provided comments on his written report.

Hastings Flying Association Report. Ross De Maagd presented a report from the Hastings Flying Association.

Board Comments. Smelker asked if the Airport has a credit card. Shaw announced that he would be attending Airports 101 Training this weekend recommended by Lucci. October 30th there will be an Airport Exchange with Kalamazoo. Teunessen commented on the political sign that was placed on Airport property and was removed quickly. This was not authorized by anyone at the airport.

Limited Public Comment. None.

Adjournment.

Motion by Tossava, second by Resseguie to adjourn the meeting. All members present voting yes; motion carried. Meeting adjourned at 5:04 p.m.

City of Hastings
Downtown Development Authority
DRAFT Special Meeting Minutes
October 29, 2024

1. Meeting Call to Order and Roll Call—

The meeting was called to order at 8:57 a.m. by Woods

Roll Call –

Present: Albrecht, Baker, Peterson, Tossava, Ulberg, Wiswell, Woods

Absent: Button, Hatfield

City Staff and Appointees: King, Ponsetto, Resseguie

Others Present:

2. Pledge to the Flag

3. Approval/Additions/Deletions to Agenda –

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

All ayes, motion carried.

7. Open Public Comment and Discussion – None

8. Old Business- None

9. New Business

A. Façade Grant Application for Ortwein International, located at 135 E. State St.

Motion by Wiswell, second by Tossava, to approve the façade grant application for a total of \$4,252.50 from Ortwein International, and waive the \$100 application fee.

Ayes: Baker, Peterson, Tossava, Ulberg, Wiswell, Woods

Nays: Albrecht

Absent: Button, Hatfield

Abstain: Wiswell

Motion carried 5 – 1.

10. DDA Member Comment –

Baker asked if a hanging sign, installed by a new business, was allowed in the downtown business district.

King said he believed it is compliant with code, but he would investigate it.

11. Open Public Comment and Discussion – None

12. Adjournment

Motion by Wiswell, second by Ulberg, to adjourn

All ayes, motion carried

Meeting adjourned at 9:10 a.m.

Patty Woods, Chair

Sandy Ponsetto, Acting Recording Secretary

Hastings Public Library Board of Trustees

Draft Minutes

Date: November 4, 2024 - 4:30PM

**Location: Hastings Public Library, 227 E. State St., Hastings, MI 49058
Community Room**

1. CALL TO ORDER

The Meeting was called to order by Chloe Kelly at 4:30 p.m.

- Board members present: Jane Cybulski, Chloe Kelly, Brenda Johnson, Kelli Newberry, Rebecca Lectka, Sam Cale and Carol Dwyer. Not present were Norm Barlow and Cloe Oliver.
- Also present were Peggy Hemerling and David Edelman.

2. AGENDA: No changes.

3. CORRESPONDENCE: Two messages were received complimenting specific staff members. One was left in Library's suggestion box and the other was an email.

4. MINUTES: Dwyer motioned to approve the October 1, 2024, minutes, seconded by Newberry. Motion approved.

5. FINANCIALS:

- a. September 2024 Invoices and Budget Report: Newberry motioned to approve the financials, seconded by Johnson. Motion approved.

6. LIBRARY DIRECTOR REPORTS: October 2024

7. COMMITTEES

- a. Budget and Finance – Set meeting to discuss new minimum wage law on November 18, 2024 at 6:30 p.m. via zoom.
- b. Building and Grounds -
- c. Personnel -
- d. Policy-
- e. Marketing-

9. NEW BUSINESS

- a. Newberry motioned to approve acceptance of Peggy Hemerling's letter of retirement, seconded by Johnson. Motion approved.
- b. Discussed Strategic Plan process for 2025. Carol Dawe, Lakeland Library Cooperative Director, will present the process to the Board at the December, 2024 meeting.

10. BOARD MEMBER COMMENT: Newberry talked about the Board providing a thank you lunch for the staff on December 30 at noon. The group agreed to move forward with it.

8. NEXT MEETING DATE

- a. Next board meeting on Monday, December 2, 2024, at 4:30 p.m.

9. ADJOURNMENT: Meeting was adjourned at 5:32 p.m.

October 16, 2024
YMCA Updates for the City of Hastings

Camp Updates:

- The Board has completed Jon's CEO evaluation; all goals have been met or exceeded expectations.
- YAC Advisory member: Micah Johnson is a senior at Hastings High School and is the Vice-president of the Youth Advisory Council. We look forward to his participation on the board!
- Capital Campaign and building update
 - On target with capital campaign
 - Construction is ongoing and great progress is being made at the new facility

Y-Time Updates (Staff Lead: Shay Payne)

- Programs include Y-Childcare, Summer program, preschool, before + after school programming, and the Center Together
- Y-time:
 - Program capacity is up to 50 kids
- 2024 Tiny Tots program:
 - 55 returning kids
 - 68 total spots available
 - Tiny Tots: Thursday's at camp
- Summer program
 - Kids aged YK-5
 - Partnerships: MSUE, HPL, Thornapple Plaza, MILEAP
 - Grant requires 90 mins of educational work that is provided during the summer program
- Preschool:
 - Kids aged 2.5 years and up
 - Wrap-around childcare services provided
 - M-F; 6:30-6:00
 - Fun-shine curriculum utilized
 - field trips are key part of program; upcoming trip to Country Mill Farms planned
- Catch programs
 - Before + After school program
 - Mizzen, 2nd Step
 - MILEAP edu regs.
- National event participation: Lights on Afterschool "Piper Chen Sings" Together
 - Readings scheduled at our Center
- combined programming includes joint field trips, program overlaps at various locations/Y-facilities to create connections + build relationships w/staff + students + various y-program participants
- staff: 9 total; childcare is fully staffed

Respectfully submitted,
Jon Sporer, CEO
Nichole Lyke, YMCA Board Secretary



NOVEMBER

13E
2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28 7:00 PM Council	29	30	31	01	02
03	04 7:00 PM PC 4:30 PM Library Board	05	06	07	08	09
10	11 City Hall Closed Veteran's Day	12 7:00 PM Council	13	14	15	16
17	18	19 7:00 PM ZBA	20 3:00 PM Cemetery Action Meeting	21 8:00 AM DDA	22	23
24	25 7:00 PM Council	26	4:30 PM Airport	City Hall Closed Thanksgiving BRA date TBD	City Hall Closed Thanksgiving	
01	02	03	04	05 PC (Planning Commission) ZBA (Zoning Board of Appeals) DDA (Downtown Development Authority) BRA (Brownfield Redevelopment Authority) JPA (Hastings/Rutland Joint Planning Alliance) JPC (Hastings/Rutland Joint Planning Commission)	06	07