



City of *Hastings* Michigan

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

201 E. State Street 49058

Regular Council Meeting
January 12, 2026
Executive Summary

Item #	Summary
11A-E	Description: Items for Action by Unanimous Consent Recommended Action: Motion to approve the consent agenda as presented.
12A	Description: Second Reading of Ordinance 635 - Hastings-Rutland Joint Planning Commission Zoning Ordinance Recommended Action: Motion to adopt Ordinance 635 to amend Hastings-Rutland Joint Planning Commission Zoning Ordinance as presented.
12B	Description: First Reading of Ordinance 636 – North Ridge Estates Condominiums Planned Unit Development and Final Development Plan Review Public Hearing Recommended Action: None, first reading only.
12C	Description: Trojan Technologies UV Lamp Replacement Recommended Action: Motion to approve the purchase of new lamps for the wastewater UV system from Trojan in the amount of \$10,556.02 .



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Item #	Summary
12D	<p>Description: Halogen Safety System for Chlorine</p> <p>Recommended Action: Motion to approve the proposal from RS Technical Services Inc. for purchase, installation and set-up of a Halogen Valve Systems Terminator Actuator with Gemini Controller Emergency Valve Shutoff System for \$14,287.</p>
12E	<p>Description: Water and Wastewater VTSCADA System Upgrade</p> <p>Recommended Action: Motion to approve Integrated Controls Inc. (ICI) to update logic and add standalone local runtimes for both facilities for \$44,381.33.</p>
12F	<p>Description: Investment Policy</p> <p>Recommended Action: Motion to adopt the revised investment policy as presented.</p>
12G	<p>Description: Resolution 2026-01 – Fund Depositories</p> <p>Recommended Action: Motion to approve Resolution 2026-01 to approve depositories for funds of the City of Hastings.</p>

City of Hastings
COUNTY OF BARRY, STATE OF MICHIGAN

City Council Agenda
January 12, 2026

1. Regular meeting called to order at 7:00 PM
2. Roll call
3. Pledge to the flag
- √ 4. Approval of the agenda
5. Mayor's Address
6. Elect Mayor Pro-Tem
- √ 7. Approval of the minutes of the December 22, 2025, regular meeting
- √ 8. Public Hearings:
 - * A. North Ridge Estates Condominiums Planned Unit Development and Final Site Plan Approval
9. Public Comment:
10. Formal Recognitions and Presentations: (None)
- √ 11. Items for Action by Unanimous Consent:
 - * A. Consider approving the Board and Commission Appointments for 2026 as presented.
 - * B. Consider adopting the Council Rules of Procedure 2026 as presented.
 - * C. Consider approving the City Attorney Appointments for 2026 as presented.
 - * D. Consider approving the Meeting Dates for 2026 as presented.
 - * E. Consider approving, under the direction of staff, the request from the Barry Roubaix to conduct the 17th annual gravel road race on **Saturday, April 18, 2026**, commencing and finishing in the City of Hastings. The event includes a pre-party to be held on **Friday, April 17, 2026**.
- √ 12. Items of Business:
 - * A. Consider adopting **Ordinance 635** to amend Hastings-Rutland Joint Planning Commission Zoning Ordinance as presented.

- * B. Conduct first reading of **Ordinance 636** to schedule a public hearing for the final North Ridge Estate Condominiums PUD and development plan approval.
- * C. Consider approving the purchase of new lamps for the wastewater UV system from Trojan in the amount of **\$10,556.02.**
- * D. Consider approving the proposal from RS Technical Services Inc. for purchase, installation and set-up of a Halogen Valve Systems Terminator Actuator with Gemini Controller Emergency Valve Shutoff System for **\$14,287.**
- * E. Consider approving Integrated Controls Inc. (ICI) to update logic and add standalone local runtimes for both facilities for **\$44,381.33.**
- * F. Consider adopting the revised investment policy as presented.
- * G. Consider approving **Resolution 2026-01** to approve depositories for funds of the City of Hastings.

13. Staff Presentations and Policy Discussions:

- A. Compensation Method for Council Members

14. City Manager Report:

- * A. Fire Chief Jordan Monthly Report
- * B. Library Director Edelman Monthly Report
- * C. Utilities Superintendent Robins Monthly Report

✓ 15. Reports and Communications:

- * A. 2025 City Council Significant Actions
- * B. 2025 DPS Street Department Yearly Report
- * C. Hastings Public Library Board of Trustees DRAFT Minutes – January 5, 2026

16. Public Comment:

17. Mayor and Council comment:

✓ 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 Meeting Minutes
December 22, 2025**

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

Councilmembers Present: Bergeron, Brehm, Devroy, McLean, Resseguie, Rocha, Stenzelbarton and Tossava

City Staff and Appointees Present: Moyer-Cale, Boulter, Jaquays, Jordan, Neil and Perin
3. Pledge to the flag
4. Approval of the agenda

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

All ayes. Motion carried.
5. Approval of the minutes:
 - A. Consider approval of the minutes of the December 8, 2025, regular meeting.

Motion by Rocha, with support from McLean, to approve the minutes of the December 8, 2025, regular meeting.

All ayes. Motion carried
6. Public Hearings: (None)
7. Public Comment:

Comments from David Hatfield, Barry County Commissioner for the City of Hastings, addressing funding cuts at the Barry-Eaton District Health Department. Work continues on the jail project and the Commission on Aging project, which is on budget and on schedule.
8. Formal Recognitions and Presentations:
 - A. Presentation from Peggy Hemerling of the Jingle & Mingle Princess

Princess was not present.

- B. Presentation of final Annual Financial Audit for Fiscal Year ending June 30, 2025 by Ian Rees of Gabridge and Company

9. Items for Action by Unanimous Consent:

- A. Consider the reappointment of Chelsey Foster and David Hatfield to the Planning Commission for a three-year term expiring **December 31, 2028**, and Jacquie McLean, Sarah Moyer-Cale and David J. Tossava for a one-year term expiring **December 31, 2026**.

Motion by Stenzelbarton, with support from Devroy, to reappoint Chelsey Foster and David Hatfield to the Planning Commission for a three-year term expiring **December 31, 2028**, and Jacquie McLean, Sarah Moyer-Cale and David J. Tossava for one-year terms expiring **December 31, 2026**.

Ayes: Bergeron, Brehm, Devroy, McLean, Resseguie, Rocha, Stenzelbarton and Tossava

Nays: None

Absent: Barlow

Motion carried.

- B. Consider accepting and placing on file the City of Hastings Annual Financial Audit for the fiscal year ending June 30, 2025 as presented.

Motion by Rocha, with support from McLean, to accept and put on file the City of Hastings Annual Financial Audit for the fiscal year ending June 30, 2025 as presented.

Ayes: Bergeron, Brehm, Devroy, McLean, Resseguie, Rocha, Stenzelbarton and Tossava

Nays: None

Absent: Barlow

Motion carried.

10. Items of Business:

- A. Consider adopting **Resolution 2025-30** delegating the authority to conduct a public hearing to the Brownfield Redevelopment Authority.

Motion by McLean, with support from Devroy, to adopt **Resolution 2025-30** delegating the authority to conduct a public hearing to the Brownfield Redevelopment Authority.

Ayes: Bergeron, Brehm, Devroy, McLean, Resseguie, Rocha, Stenzelbarton and Tossava

Nays: None

Absent: Barlow

Motion carried.

- B. Consider approving the Bylaws and Rules of Procedure adopted by the Hastings Brownfield Redevelopment Authority (BRA) during their special meeting held on December 11, 2025.

Motion by McLean, with support from Rocha, to approve the Bylaws and Rules of Procedure adopted by the Hastings Brownfield Redevelopment Authority (BRA) during their special meeting held on December 11, 2025.

Ayes: Bergeron, Brehm, Devroy, McLean, Resseguie, Rocha, Stenzelbarton and Tossava

Nays: None

Absent: Barlow

Motion carried.

- C. Consider approving the Brownfield Incentive Policy as presented.

Motion by McLean, with support from Devroy, to approve the Brownfield Incentive Policy as presented.

Ayes: Bergeron, Brehm, Devroy, McLean, Resseguie, Rocha, Stenzelbarton and Tossava

Nays: None

Absent: Barlow

Motion carried.

- D. Consider scheduling a workshop meeting of the City Council for **Monday, January 26, 2026, at 6:00 PM** to discuss goals for Fiscal Year 2026-2027.

Motion by Rocha, with support from McLean, to schedule a workshop meeting of the City Council for **Monday, January 26, 2026, at 6:00 PM** to discuss goals for Fiscal Year 2026-2027.

Discussion held.

Ayes: Bergeron, Brehm, Devroy, McLean, Resseguie, Rocha, Stenzelbarton and Tossava

Nays: None

Absent: Barlow

Motion carried.

- E. Consider approving the purchase of three fire hydrants from East Jordan Iron Works in the amount of **\$8,896.95**.

Motion by McLean, with support from Stenzelbarton, to approve the purchase of three fire hydrants from East Jordan Iron Works in the amount of **\$8,896.95**.

Ayes: Bergeron, Brehm, Devroy, McLean, Resseguie, Rocha, Stenzelbarton and Tossava
 Nays: None
 Absent: Barlow
 Motion carried.

- F. Consider approving the High Pointe Tree Service LLC bid for the 2026 Tree Trimming, Removal, and Stump Grinding contract in the amount of **\$34,400.**

Motion by Brehm, with support from Rocha, to approve the High Pointe Tree Service LLC bid for the 2026 Tree Trimming, Removal, and Stump Grinding contract in the amount of **\$34,400.**

Discussion was held.

Ayes: Bergeron, Brehm, Devroy, McLean, Resseguie, Rocha, Stenzelbarton and Tossava
 Nays: None
 Absent: Barlow
 Motion carried.

11. Staff Presentations and Policy Discussions: (None)

12. City Manager Report:

Questioned if sports facility reservations need to come to the Council for approval. Historically, this has been done, but there is no requirement to have Council approval. It was the consensus of council that sports facility reservations do not need council approval.

Provided a reminder that the City Hall is closed on Wednesday and Thursday, December 24 and 25, but will be open for regular business hours on Friday, December 26.

Pointed out that the emergency truck repair is included as a report under item 13D.

- A. Police Chief Boulter Monthly Report
- B. City Clerk/Treasurer Perin Monthly Financial Reports
- C. Community Development Director King Monthly Report

13. Reports and Communications:

- A. Brownfield Redevelopment Authority DRAFT Meeting Minutes – December 11, 2025
- B. Pay Calendar 2026
- C. Holiday Calendar 2026
- D. Truck #90 Repair Information

Motion by Stenzelbarton, with support from Resseguie, to accept and place on file items A-D.
 All ayes. Motion carried.

14. Public Comment: (None)

15. Mayor and Council comment:

Comments from the Mayor, reminding Council members to attend the New Year's Eve Ball Drop event in downtown Hastings.

Comments from all Council members wishing people Happy Holidays.

16. Adjourn:

Motion by McLean, with support from Rocha, to adjourn.
All ayes. Motion carried. Meeting adjourned at 7:39 PM.

Read and Approved:

David J. Tossava, Mayor

Linda Perin, City Clerk

City of Hastings
COUNTY OF BARRY, STATE OF MICHIGAN

Boards and Commissions Appointments January 12, 2026

Planning Commission

David J. Tossava	1-year term expiring December 31, 2026
Sarah Moyer-Cale	1-year term expiring December 31, 2026
Jacquie McLean	1-year term expiring December 31, 2026
Chelsey Foster	3-year term expiring December 31, 2028
David Hatfield – Chair	3-year term expiring December 31, 2028

Downtown Development Authority

David J. Tossava	1-year term expiring December 31, 2026
Patty Woods	4-year term expiring December 31, 2029
Scott Schantz	4-year term expiring December 31, 2029

Brownfield Redevelopment Authority

David J. Tossava	3-year term expiring December 31, 2026
Clint Neil	3-year term expiring December 31, 2026
Carole Davis	3-year term expiring December 31, 2026
S. Brent Cowan	3-year term expiring December 31, 2027
Brad Tolles	3-year term expiring December 31, 2027
David Hatfield	3-year term expiring December 31, 2028
Mike Schneiderhan	3-year term expiring December 31, 2028

Zoning Board of Appeals

William Mattson	3-year term expiring December 31, 2028
John Hook	3-year term expiring December 31, 2028

Hastings City / Barry County Airport Commission

John Resseguie	2-year term expiring December 31, 2027
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Nature Area Board

Shannon Thornton- Community	3-year term expiring December 31, 2028
Jennifer Johnson-Haywood	3-year term expiring December 31, 2028
Erin Slaughter	3-year term expiring December 31, 2028

Hastings Parks Committee

Jon Rocha	1-year term expiring December 31, 2026
Sarah Moyer-Cale	3-year term expiring December 31, 2028
Brandy Noftz	3-year term expiring December 31, 2028
Jon Hook	3-year term expiring December 31, 2028
Chuck Tefft	3-year term expiring December 31, 2028
Scott Allarding	3-year term expiring December 31, 2028

Joint Planning Alliance

Sarah Moyer-Cale	1-year term expiring December 31, 2026
David J. Tossava	1-year term expiring December 31, 2026

Joint Planning Commission

Tom Wiswell

3-year term expiring December 31, 2028

Riverside Cemetery Preservation Advisory Board

Linda Watson

4-year term expiring December 31, 2029

YMCA Board of Directors

Nichole Lyke

4-year term expiring December 31, 2029

TangleTown Steering Committee

Scott Allerdine

1-year term expiring December 31, 2026

Dan Carpenter

1-year term expiring December 31, 2026

Rita Kubek

1-year term expiring December 31, 2026

Ashley Litchfield

1-year term expiring December 31, 2026

Jay Logson

1-year term expiring December 31, 2026

Sarah Moyer-Cale

1-year term expiring December 31, 2026



Regular Council Agenda Item Memorandum

To: Hastings City Council

From: Sarah Moyer-Cale, City Manager

Subject: Rules of Procedure

Meeting Date: January 12, 2026

Recommended Action:

Motion to adopt the Council Rules of Procedure for 2026 as presented.

Background Information:

The City Charter requires the Council to adopt rules of procedure annually. One proposed change is to adopt a process for absence notifications and the excusing of council members. This can be found in section 2.8.

Financial Implications:

None.

Attachments:

- 2026 Proposed Rules of Procedure

Hastings City Council Rules of Procedure

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Hastings City Council Rules of Procedure

1. Authority. These rules were adopted under the authority of the Hastings City Charter and shall be reviewed and adopted annually as required by Section 5.9 of the Charter. None of the rules herein stated may supersede City Ordinances or Laws of the State of Michigan. This policy is intended to revoke and replace any other council policy related to procedural rules previously adopted.

2. City Council Meetings.

2.1 Regular Meetings. The regular meetings of the City Council shall be held on the second and fourth Monday of the month unless otherwise determined by the Council. The Council will approve by resolution the regular meeting schedules for each calendar year and establish the meeting location.

2.2 Special Meetings. Special meetings of the Council shall be called by the City Clerk upon the request of the Mayor, City Manager, or two (2) or more Council members. Notice of a special meeting shall be given to each member of the Council at least 18 hours in advance of the meeting. Notice shall include the time and purpose of the meeting. Such notice shall be emailed to each Council member and a phone call to each member shall be attempted if the meeting is called outside of a Regular Meeting. Official notice of the meeting shall be posted in accordance with the Open Meetings Act.

2.3 Workshop/Study Session Meetings. The Council may convene a work session meeting devoted exclusively to the exchange of information relating to municipal affairs. No votes shall be taken on any matters under discussion nor shall any council member enter into a formal commitment with another member regarding a vote to be subsequently taken.

2.4 Emergency Meetings. No public notice is required for a meeting of the Council in emergency session in the event of a severe and imminent threat to the health, safety or welfare of the public when two-thirds of the members of the council determine that delay would be detrimental to the City's efforts in responding to the threat. Notice to council members will be given in the same manner as in 2.2 above.

2.5 Place of Meetings. Regular and special meetings of the Council will be held in the Council Chambers on the second floor of City Hall unless otherwise determined by the Council. An alternative meeting location may be chosen if meeting in the chambers is not possible or practical given the time and reason for the meeting. A notice of such change shall be prominently posted at City Hall. If time permits, the City Clerk may also publish notice of the change in meeting place in the Hastings Banner.

2.6 Time of Meetings. Regular meetings of the Council will begin at 7:00 P.M., unless otherwise determined by the Council. Work sessions will begin at 6:00 P.M. unless otherwise determined by the Council. Special meetings may be scheduled at other times provided the meeting time

and location is included in the meeting notice. Meetings will not be scheduled at times which would discourage public attendance.

2.7 Changes in Meeting Schedule. Changes in the meeting schedule may be made upon the approval of a majority of the City Council members during a regular or special meeting. When time permits, the City Clerk will publish notice of such change in the Hastings Banner.

2.8 Attendance at Council Meetings. Attendance at Council meetings is critical to fulfilling the duty of a member. The Council may excuse absences for cause. If a council member has more than two unexcused successive absences for regular Council meetings, the Council may enact a resolution of reprimand. In the event the member's absences continue for two additional successive regular meetings of the Council (four total unexcused absences), the Council shall notify the council member that they have seven calendar days to provide council with an explanation and to appeal the absences not excused. Should such an appeal not be made or, after a hearing, council determines that the member's absences are still not excused, the Council shall enact a resolution removing the Council Member from membership and declaring a vacancy in accordance with Section 4.9 of the City Charter. If a Council Member has unexcused absences from 25% of the regular council meetings in any given year, the City Council shall enact a resolution removing the Council Member from membership and declaring a vacancy in accordance with Section 4.9 of the City Charter. Council is empowered to adjourn a meeting if a quorum is not present and compel attendance in a manner prescribed by its ordinance.

Council members who are unable to attend a Council meeting and desire an excused absence shall notify the City Clerk of their absence in writing prior to the meeting and indicate the reason for the absence. The reason shall be entered into the proceedings of the Council at the time of each absence. The City Council will vote on whether to excuse or not excuse the member's absence.

2.9 Recording of Meetings. The City may record any meeting of the City Council using an approved electronic device. Such recordings may be posted or distributed as previously approved by the City Council or in consultation with the FOIA coordinator. A member of the public may record any meeting through the use of an electronic device provided that the action of recording is not done in a way that is distracting or disruptive to the Council's business such as flash photography, use of artificial lighting, or equipment that blocks the view of other members of the public attending the meeting or negatively impacts the safety of those in attendance.

3. Public Notice of Meetings. The City Clerk shall be responsible for providing the proper notice of all meetings of the Council.

3.1 Regular Meeting Schedule. The City Clerk shall post a notice of the regular meeting schedule for the next calendar year at City Hall and publish said notice in the Hastings Banner, following the first council meeting each calendar year. Said notice shall indicate the dates, times and locations of the scheduled meetings.

3.2 Schedule Change. Whenever the Council changes its meeting date, the City Clerk shall post a notice of the change within three (3) days following the meeting in which the change was made. When time permits, the City Clerk will publish notice of such change in the Hastings Banner.

3.3 Special Meetings. If a special Council meeting is called pursuant to Section 2.2 above, the City Clerk shall post notice of such meeting as soon as possible. No meeting may be held until such notice has been publicly posted at least 18 hours in accordance with the Open Meetings Act.

4. Quorum. Five (5) City Council members shall constitute a quorum for the transaction of business at all City Council meetings. A member of the Council who is disqualified due to a conflict of interest may not be counted to establish a quorum to consider that matter.

5. Agendas.

5.1 Regular Meeting Agendas. The City Manager is responsible for preparation of the agenda of business for all regular meetings, with the advice and input of the Mayor. The City Manager will distribute copies of the agendas to the Council members no later than the Friday preceding each regular meeting. The agenda packet will be posted on the City's website, www.hastingsmi.gov. After the meeting is called to order, the Council will vote to approve the agenda with or without amendments of any items presented to the City Manager after the agenda was distributed to Council. A majority vote of the Council members present is required to approve the agenda and to add any additional items.

5.2 Special Meeting Agendas. The City Manager is responsible for preparation of the agenda of business for all special Council meetings. The agenda will consist only of the matters so stated in the notice of the meeting.

5.3 Order of Business. The order of business for the meeting will follow that described herein. The Chairperson, upon hearing no objection, may change the order of business. Should an objection be made, such proposed change shall be approved by a majority vote of the members present.

1. Call to Order
2. Roll Call
3. Pledge to the Flag
4. Approval of the Agenda
5. Approval of the Minutes of the Preceding Meeting(s)
6. Public Hearings
7. Public Comments
8. Formal Recognition and Presentations
9. Approval of Items by Unanimous Consent
10. Items of Business
11. Staff Presentations and Policy Discussion
12. City Manager Report
13. Reports and Communications
14. Public Comment
15. Mayor and Council Comment
16. Adjournment

5.4 Paperless Agendas. The City of Hastings seeks to be “paperless” and use electronic documents to the greatest extent possible. This includes documents for council such as agenda packets and corresponding documents. iPads have been provided to all council members which may be used to access these documents during council meetings and for official city emails.

6. Conduct of Meetings.

6.1 Chair. The Mayor shall moderate and chair all meetings of the Council and be responsible for enforcing these rules of procedure and orderly conduct at meetings. In the absence of the Mayor, the Mayor Pro Tempore shall assume the duties of the Chair. If neither person is present at the meeting, the Council shall select one of its members to preside until the Mayor or Mayor Pro Tem is present.

6.2 Members of the Public. Members of the public in attendance at a Council meeting shall not speak unless recognized by the Chair. Members of the public shall be limited to speaking for a maximum of three minutes during any public hearing or public comment. The Chairperson will maintain the official time and notify the speakers when their time is up. Prior to addressing the Council, members of the public will be asked by the Chairperson to identify themselves by stating their name and if they are a resident of the City of Hastings. However, no person shall be required to register or provide any information as a condition of *attending* a meeting.

Any person shall be permitted to address the Council during the period set for public comment. Questions or follow up to a citizen’s comments may be referred to the City Manager or placed on the agenda for a future meeting if appropriate. Council members will not directly address members of the public during the meeting.

Agendas shall contain the following notice to the public:

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.

6.3 Hearings. Hearings shall be scheduled and due notice given in accordance with all applicable laws and ordinances. Public hearings shall be conducted by the Council in an orderly and timely fashion. This shall be accomplished by the following procedure:

- A. The Chair shall recognize each person before they may speak.
- B. When recognized by the Chair, the person must state their name and indicate whether or not they are a resident of the City of Hastings prior to speaking.

- C. All comments must be addressed directly to City Council.
- D. No person will be allowed to speak for more than three minutes.
- E. The Chair may limit to one the number of times a person will be recognized to speak during each public hearing.
- F. Speakers shall be courteous of all persons in attendance and the Council Members.
- G. Communications from anonymous persons are not to be presented or entered into the record.

6.4 Disorderly Conduct at Meetings. The Chair may call to order any person who is being disorderly by speaking when not recognized by the Chair or by speaking for more than the allotted time or by otherwise disrupting the proceedings. Such person shall thereupon be seated until the Chair has determined whether the person is in order. If a person so engaged in presentation is called out of order, he or she shall not be permitted to speak at the same meeting, except upon special permission of the City Council. If the person continues to be disorderly or disrupts the meeting, the Chair may order the removal of the person from the meeting. No person will be removed from a City Council meeting except for an actual breach of the peace committed at that meeting.

6.5 Absence of a Member for Military Duty. Any member of the council who is on military duty may continue to participate as an active member of the City Council. "Military Duty" means (a) training and service performed by an inductee, enlistee or reservist, or any entrant into a temporary component, of the armed forces of the United States, and (b) time spent in reporting for and returning from such training and service, or if rejection occurs, from the place of reporting, pursuant to a lawful order.

A member of the military who will be physically absent from a meeting due to military duty shall notify the City Manager of the intended absence as soon as possible. The member shall be permitted to participate in, and vote on, business before the body in a manner predetermined and approved to ensure 2-way communication wherever feasible, ideally utilizing a form of teleconferencing whenever possible.

A member of the council who will be physically absent from a public meeting due to military duty shall be considered to be present at the public meeting when that member has participated in the meeting as described above.

6.6 Proper Attire. Members of the Council should take into consideration their position and dress appropriately. Business casual attire is recommended.

7. Council Vacancy Voting Procedure

When a vacancy on the Council occurs, an official notice shall be published indicating that the City is accepting letters of interest from registered voters in the affected ward who are interested in being appointed to fill the vacancy. The Council shall hold a meeting to hear from prospective appointees and appoint an eligible person.

Voting on candidates shall be by signed paper ballot vote with each Council Member naming the candidate of his or her choice. In the event no candidate receives five votes on the first ballot,

candidates receiving no votes or a number of votes less than the candidate receiving the second highest number of votes shall be eliminated. If the two top candidates are tied, those with a fewer number of votes shall be eliminated. Candidates tied for second place shall remain in the running and voting shall continue until a candidate receives five votes.

Should all candidates be tied for first place, voting shall continue until the tie is broken and the process outlined in the preceding paragraph shall be followed.

The candidate appointed shall take the oath of office at the next regularly scheduled Council meeting.

8. Record of Meetings.

8.1 Meeting Records. The City Clerk shall be responsible for the maintenance of the official record and minutes of each meeting of the Council. The minutes shall include all actions of the Council with respect to motions, including the name of the person who made the motion and the name of the person who seconded it. If the vote is by roll call, the minutes shall indicate who voted, "Yes", "No" or "Abstained". The number of "Yes", "No" and/or "Abstained" votes shall be recorded for all ordinances and resolutions. The City Clerk shall also maintain a file of all resolutions and ordinances acted upon by the Council.

8.2 Public Access to Meeting Records. The City Clerk shall make available to members of the public the minutes of all open meetings of the Council. Proposed minutes prepared by the City Clerk, but not yet approved by the Council, shall be available for public inspection not more than eight (8) business days following the meeting. Minutes approved by the Council shall be available within five (5) business days of the meeting at which they were approved. Minutes should be regularly uploaded to the City of Hastings website.

9. Closed Meetings

9.1 Purpose and Procedure. Upon a 2/3 majority roll call vote of the total number of members of the Council, the City Council may go into a closed meeting for any of the following reasons in accordance with the provisions contained within the Open Meetings Act, as amended:

- A. Purchase of Real Property. To consider the purchase or lease of real property up to the time an option to purchase said real property is obtained.
- B. Pending Litigation. To consult with its attorney(s) regarding trial or settlement strategy in connection with specific pending litigation, but only if an open meeting would have a detrimental financial effect on the litigation or settlement position of the City.
- C. Applicant Information. To review specific contents of an application for employment or appointment to a public office, but only when the candidate requests confidentiality. However, all interviews by the Council shall be conducted in an open meeting.
- D. Materials Exempt by Statute. To consider materials specifically exempt from discussion or disclosure by state or federal statute.

Upon a simple majority roll call vote of the total number of Council members the City Council may go into a closed meeting for the following reasons:

- A. Complaints and Evaluations. To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent, if the named individual requests a closed hearing. An individual requesting a closed hearing may rescind the request at any time, in which case the matter at issue must be considered after the rescission only in open sessions.
- B. Union Contract Negotiations. For strategy and negotiation discussions connected with the negotiation of a collective bargaining agreement.

The roll call vote to go into a closed meeting must be recorded in the minutes of the open meeting. Upon ending a closed meeting, the Council must reconvene the open meeting in order to take action on any items discussed in the closed session meeting.

A City Council member shall not divulge to any unauthorized person confidential information discussed in a closed session. Council members shall honor the confidentiality of the debate, discussion, and preliminary action taken in closed session; and be aware of the potential of both criminal prosecution and civil penalties under Open Meeting Act along with harm to the reputation of the City of Hastings by disclosure. A violation of confidentiality shall be construed as misconduct in office.

9.2 Participation in a Closed Meeting. Participants in a closed session meeting of the Council are limited to the Council Members, the City Attorney, the City Manager, and staff members approved to attend by the City Manager as necessary and appropriate.

9.3. Minutes of Closed Meetings. Minutes of closed meetings must be kept and must be approved along with the open meeting minutes by the Council. Minutes of closed meetings shall include the date, time, place, members present and absent, and the purpose of the closed meeting. However, the minutes of closed meetings are not to be made available to the public, unless required by a court order. Minutes of closed meetings shall be retained only by the City Clerk and shall be destroyed one year and one day after approval of the minutes of the open meeting at which the closed meeting was approved.

10. Parliamentary Procedure.

10.1. Rules. The rules of Parliamentary Procedure as contained in Robert's Rules of Order most recent edition, shall govern the City Council in all cases to which they are applicable, unless they are in conflict with these rules, City Ordinance, or the laws of the State of Michigan. The Chair may appoint a parliamentarian. The Chair shall preserve order and decorum and may speak to points of order in preference to other Council Members. The Chair shall decide all questions arising under this parliamentary authority, subject to appeal and reversal by the majority of the Council Members present.

10.2 Appeals. Any member may appeal to the Council a ruling of the Chair. If the appeal is seconded, the member making the appeal may briefly state the reason for the appeal and the presiding officer may briefly state the ruling. There shall be no debate on the appeal and no other member shall participate in the discussion. The questions shall be, "Shall the decision of the chair

be sustained?" If the majority of the members present vote "yes," the ruling of the chair is sustained; otherwise, it is overruled.

11. Conduct of Discussion

11.1 General Discussion. During the Council discussion and debate, members shall confine discussion to the question at hand and to its merits and shall not be interrupted except by a point of order or privilege raised by another member. Speakers should address their remarks to the Chair, maintain a courteous tone, and avoid interjecting a personal note into debate. Council members should review all meeting materials provided for them in advance of the meeting and ask the City Manager for any clarifications prior to the meeting if possible. This will enable better discussion and decision making.

11.2 Speakers. No member shall speak more than once on the same question unless every member desiring to speak to that question has had the opportunity to do so. The Chair, at his or her discretion, and subject to the appeal process mentioned in section 9.2, may permit any person to address the Council during its deliberations.

12. Voting

12.1 Duty to Vote. An affirmative vote of the majority of the Council shall be required for the approval of any proposed action or motion placed before the Council. Voting shall ordinarily be by voice vote, with the exception of roll call votes as specified in sub-section 11.3. Whenever a proposed action or motion is placed before the Council, all Council members present including the Chair shall vote. No Council member present shall abstain from voting unless that member states a conflict of interest. Conflict of interest shall be the sole reason for a request to abstain from voting. If a question of conflict of interest arises, the Council shall by simple majority vote of the remaining members determine whether a conflict exists. An abstention is a refusal to vote. Any member abstaining from a vote shall not participate in the discussion of that item.

12.2 Statement of the Motion. No motion, resolution, or ordinance shall be adopted until it has been restated by the Chair. The Chair may ask the City Clerk for clarification in these matters.

12.3 Roll Call Votes. Roll call votes shall be taken when required by law, for all resolutions and ordinances, or at the request of any Council member, or when the Chair cannot determine the results of a voice vote. In all roll call votes, the names of the members of the Council shall be called by the City Clerk in any order that he or she may choose.

12.4 Results of Vote. In all cases where a vote is taken, the Clerk shall declare the result.

13. Appointments to Boards and Commissions. Where no appointment procedure is defined by law or ordinance, appointments will be made by the Mayor and be subject to the approval of a majority of the Council. Boards and Commissions operating under the jurisdiction of the City Council may make recommendations to the Council regarding appointments, but the Mayor and Council shall not be bound by such recommendations.

14. Council Member Communications. All communications are subject to the requirements of the Michigan Open Meetings Act which restricts the use of electronic devices during council meetings. No Council Member shall engage in any form of electronic communications with any other council members or members of the public during Council meetings. Council Members must not participate in any emails, texts, and other communication with each other that include a quorum of members of the council. Cell phones should not be used during the meeting and should be turned to silent mode to avoid disruptions.

15. Council Member Use of Social Media. Council members shall be mindful of their position and responsibilities to the City of Hastings when using social media. Members should strive to be courteous and fair in their postings. Personal social media accounts should not be used for any official City purposes. If posting content related to the City of Hastings, Council Members should not represent themselves as a spokesperson for the City and should express only their personal views as an individual. Members who post about the City of Hastings are encouraged to add a clarifying comment to their posts such as: "The postings on this site are my own and do not necessarily reflect the views of the City of Hastings". Members shall refrain from the use of any City logo, patch, badge, or sign on their social media without the express permission of the City Council. Members shall not use social media or any other means of communication to disclose any City material that has not already been made readily available to the public.

16. Freedom of Information. Records, files, publications, correspondence and other materials are available to the public for reading, copying and other purposes as required pursuant to the Michigan Freedom of Information Act. Requests for information are handled by the FOIA Coordinator.

17. Council Member Training. All new members of the City Council will be offered orientation and training. The City Council will annually budget for training its officials. If a Council Member registers for a training or conference and does not attend, they will repay the City for any costs that cannot be refunded. This section does not apply if the council member is involved in an emergency or other unavoidable circumstance that causes their absence.

18. Amendments. These rules of procedure may be amended by the City Council by a simple majority vote pursuant to Section 11 above during any open meeting, provided that all members have received a copy of the proposed amendments at least three (3) days prior to the meeting at which such amendments are to be considered.

19. Suspend Rules. The Rules of Procedure may be suspended for a specified portion of a meeting by an affirmative vote of two-thirds of the members present except that Council actions shall conform to state statutes and applicable laws.

20. Certification. I hereby certify that these Rules of Procedure were adopted by the City Council of the City of Hastings, County of Barry, State of Michigan, at a regular meeting held on January 13, 2025, by a vote of 7 member(s) voting in favor thereof and 1 member(s) voting against, and 0 member(s) absent, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and have been made available as required by said Act.

Linda Perin, City Clerk

City of Hastings
COUNTY OF BARRY, STATE OF MICHIGAN

City Attorney Appointments January 12, 2026

- **Jessica Wood** (Dickinson Wright)
- **Toby Koenig** (Bloom Sluggett)
- **Ashleigh Russett** (Bloom Sluggett)
- **Supporting Attorneys at the firms of Dickinson Wright and Bloom Sluggett**

PUBLIC NOTICE 2026

Notice is hereby given of the regular meetings scheduled for calendar year **2026** for the City Council and other Boards and Commissions of the City of Hastings. The City of Hastings will provide necessary reasonable aids and services for individuals with disabilities upon five days' notice to the City Clerk. Individuals requiring auxiliary aids or services should contact the City Clerk of the City of Hastings at (269) 945-2468 or by visiting City Hall at 201 East State Street, Hastings.

The **HASTINGS CITY COUNCIL** will meet on the **second** and **fourth Monday** of each month at **7:00 PM** in the City Council Chambers located on the 2nd Floor of City Hall. When any of these meetings fall on a recognized holiday, Council will meet on the following Tuesday. Council may also meet in properly called and noticed special sessions. For 2026, the dates of regular Council meetings are:

January	12 and 26	May	11 and 26 (Tue.)	September	14 and 28
February	09 and 23	June	08 and 22	October	12 and 26
March	09 and 23	July	13 and 27	November	09 and 23
April	13 and 27	August	10 and 24	December	14 and 28
				January	11, 2027

The **PLANNING COMMISSION (PC)** will meet on the **first Monday** of each month at **7:00 PM** in the City Council Chambers on the 2nd Floor of City Hall. **Exceptions for 2026 are: September's meeting will be on Tuesday, September 8, 2026 (due to the observance of Labor Day).**

The **ZONING BOARD OF APPEALS (ZBA)** will meet on the **third Tuesday** of each month at **7:00 PM** in the City Council Chambers on the 2nd Floor of City Hall.

The **DOWNTOWN DEVELOPMENT AUTHORITY (DDA)** will meet on the **third Thursday** of each month at **8:00 AM** in the Council Chambers on the 2nd Floor of City Hall.

The **BROWNFIELD REDEVELOPMENT AUTHORITY (BRA)** will meet on the **fourth Thursday** of each month at **8:00 AM** in the Council Chambers on the 2nd Floor of City Hall. **Exceptions for 2026 are November 26, 2026 (due to Thanksgiving), and December 24, 2026 (due to Christmas Eve); alternate dates to be determined.**

The **HASTINGS PUBLIC LIBRARY BOARD** will meet on the **first Monday** of each month at **4:30 PM** at the Library, 227 E. State Street, Hastings. **Exceptions for 2026 are: September's meeting will be on Monday, September 15, 2026 (due to observance of Labor Day).**

The **RIVERSIDE CEMETERY PRESERVATION ADVISORY BOARD** will meet on the **second Wednesday of March, July, and October** at **3:00 PM** in the Council Chambers on the 2nd Floor of City Hall.

The **HASTINGS CITY/BARRY COUNTY AIRPORT COMMISSION** will meet on the **fourth Wednesday** of each month at **4:30 PM** at the Hastings Airport located at 2505 Murphy Dr.

The **OUTDOOR NATURE AREA BOARD** will meet **quarterly in January, April, July and October** on the **third Wednesday** at **4:00 PM** at Sweezy's Pond in the parking lot off Clinton adjacent to the practice field.

The **HASTINGS/RUTLAND JOINT PLANNING ALLIANCE (JPA)** will meet on the **third Monday of April, June, August, October, and December** at **5:30 PM** at the Rutland Township Hall at 2461 Heath Rd.

The **HASTINGS/RUTLAND JOINT PLANNING COMMISSION (JPC)** will meet on the **third Wednesday** of each month at **5:30 PM** at the Rutland Township Hall at 2461 Heath Rd.

Linda Perin, City Clerk



Regular Council Agenda Item Memorandum

To: Mayor Tossava and City Council

From: Dan King

Subject: Barry Roubaix 2026 Request

Meeting Date: January 12, 2026

Recommended Action:

Motion to approve, under the direction of staff, the request from the Barry Roubaix to conduct the 17th annual gravel road race on **Saturday, April 18, 2026**, commencing and finishing in the City of Hastings. The event includes a pre-event party to be held on **Friday, April 17, 2026**.

Background Information:

2026 will mark the 17th annual Barry Roubaix Killer Gravel Road Race. There were over 5,400 registrants for the 2025 race. The Hastings Rotary Club will once again secure the liquor license, and Rotary volunteers will serve refreshments both on race day, Saturday, April 18, as well as the *B4 Barry-Roubaix Kick-off Party* on the evening of Friday, April 17.

The event organizers do an excellent job planning for the event.

Financial Implications:

Pavement Ends, Inc/Barry Roubaix are billed for direct expenses incurred by the City of Hastings.

Attachments:

- Barry Roubaix Request Letter
- Special Event Application



October 14, 2025

Mayor David Tossava
City Council Members
201 E. State Street
Hastings, MI 49508

Re: 2026 Blackrocks Brewery Barry-Roubaix Bike Race and Street Party

Dear Mayor and Council Members:

We are writing to you on behalf of Pavement Ends Inc. requesting permission to hold the 17th edition of Barry-Roubaix bike race in the City of Hastings on April 18, 2026.

The 2025 event was another huge success in all respects. The event sold out in just over 1 day with over 5,400 registered racers. We had spectacular race day weather, leading to record race day participants and spectators (estimated at over 7,000).

We need to thank the City of Hastings for the continued support of the Barry-Roubaix event and the cycling community. The city officials, city DPS team and law enforcement continue to go above and beyond, meeting with our team each year to plan and discuss event improvements and ideas. Their involvement in planning and execution shows their pride in showcasing the city and helping us put on a top-level event. Thank you!

We've also forged some special relationships and friendships with numerous organizations in Barry County. We have over 35 organizations involved with 350 paid volunteers helping us put on the event. In return for the support the event contributes over \$40,000 annually to these groups. From rider check in and corner marshals to aid station helpers, beer servers and racer SAG support, we are so thankful for the ongoing help and the wonderful partnerships we've developed.

We continue to be committed to growing the event at a manageable rate that does not compromise the racer's safety / experience or have any negative impact on the City of Hastings. With that said, we have increased the 2026 race capacity, modestly to 5,500 (+100) which is a 2% increase over 2025.

We made modest changes to the 2025 event that proved beneficial to the overall experience for our participants and the community. For 2026, we will make some additional "tweaks" with one possibility being moving up the 36-mile race from a 10 am start to 9 am and the 62 & 18 miles starting at 10 versus the current 11.

As with every year, our top priority remains the safety of our participants, volunteers, spectators and the general public. We continue to work closely with City officials, Police, DPS, along with Barry County Emergency dispatch and the Barry County Road Commission and Corewell Health hospital to make the event as safe as possible for participants and local residents.

We have been informed that Green Street will have construction in the Spring and possibly affect the start / finish route. We will have a backup plan (option 2) in place that is agreed upon by City officials that will allow the event to continue no matter the extent of construction. In the meantime, we will work off the 2025 city street closures and soft closed barricades plan (option 1) until we have a better understanding of the scope and impact of the Green St. project. Once we know the impact of the Green Street project, we'll present our option 2 plan for the race start / finish and any updates to the road closures.

We have included with our request the proposed citywide (hard and soft) road closings for race day (appendix option 1). The M37 detour and street closing barricades will be put in place starting at 6:00 AM on race day. Our goal is to have the detour and street closings all re-opened by 5:30 with the exception of the finish and after party area around Church ST., Center and Court Streets which will remain closed until 8 pm. We will once again work closely with the city to determine the appropriate street closings and course intersection control, paying close attention to traffic flow and bike / auto interaction.

As with previous events, The Barry-Roubaix race organizers are seeking assistance from the City DPS team with the placement of City owned road closing barricades and the task of closing streets and the MDOT highway re-route, along with; traffic cones, trash barrels, picnic tables and the street party bonfire rings. We also request assistance from City Police on race day with road closures and traffic management around the city, as well as general presence around the after-party area.

We will ensure the proper number of portable toilets to be rented and strategically placed to support packet pick up, parking around the city, race start and awards area (usually 1 per 75 people attending). This will include handicap accessible portable toilets and several hand washing stations. We will stage approximately 20 trash barrels provided by the city throughout the race start and finish area and empty throughout the day as necessary. A larger dumpster will be rented and located near the event to serve as an overflow for trash removal.

We will clean up the event area and streets of trash and restore the area to its original condition upon completion of the event.

Please note that the City of Hastings will be named as an additional insured for the event in its entirety.

Thank you for continuing to partner with us for the Barry-Roubaix. Should you have any questions regarding this event please contact us at any time.

Best regards,

Scott TenCate - Co-Race Director, Barry Roubaix / Owner, Pavement Ends Inc.

Matt Acker – Co-Race Director Barry Roubaix / Owner, Pavement Ends Inc.



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

Pavement Ends Inc. / Barry Roubaix

Applicant/Organization Name

Phone

Scott TenCate

Contact Name

Phone

Email

[REDACTED]

Ada

MI

49301

Street

City

State

Zip

Scott TenCate

Contact person on day of event (if different than above)

Phone

Section 2: Event Information

Barry Roubaix

Name of Event

Gravel road race

Description of Event

4/17/2026

8 am - 8 pm

Event Dates

Time (From/To)

4/17/2026 8 am

4/19 3 pm

Set up Date(s) and Time(s)

Clean Up Date(s) and Time(s)

Downtown Hastings

Location(s) of Event

300

7000

Estimated number of volunteers

Estimated daily attendance (if known)

Section 3: Event Details

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

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

20 garbage barrels placed around event area. rented 40 yard dumpster will hold all refuse

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.

scott tencate

Printed Name of Applicant & Name of Organization

Scott TenCate

Signature

Date

Section 6: City Review – For Office Use Only

A. Police Department Review:

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

Other Comments:

B. Public Services Director Review

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

☐ Trash receptacles ☐ Barricades ☐ Traffic cones ☐ Restroom Cleaning

☐ Fencing ☐ Water or Electric ☐ Other

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

Other Comments:

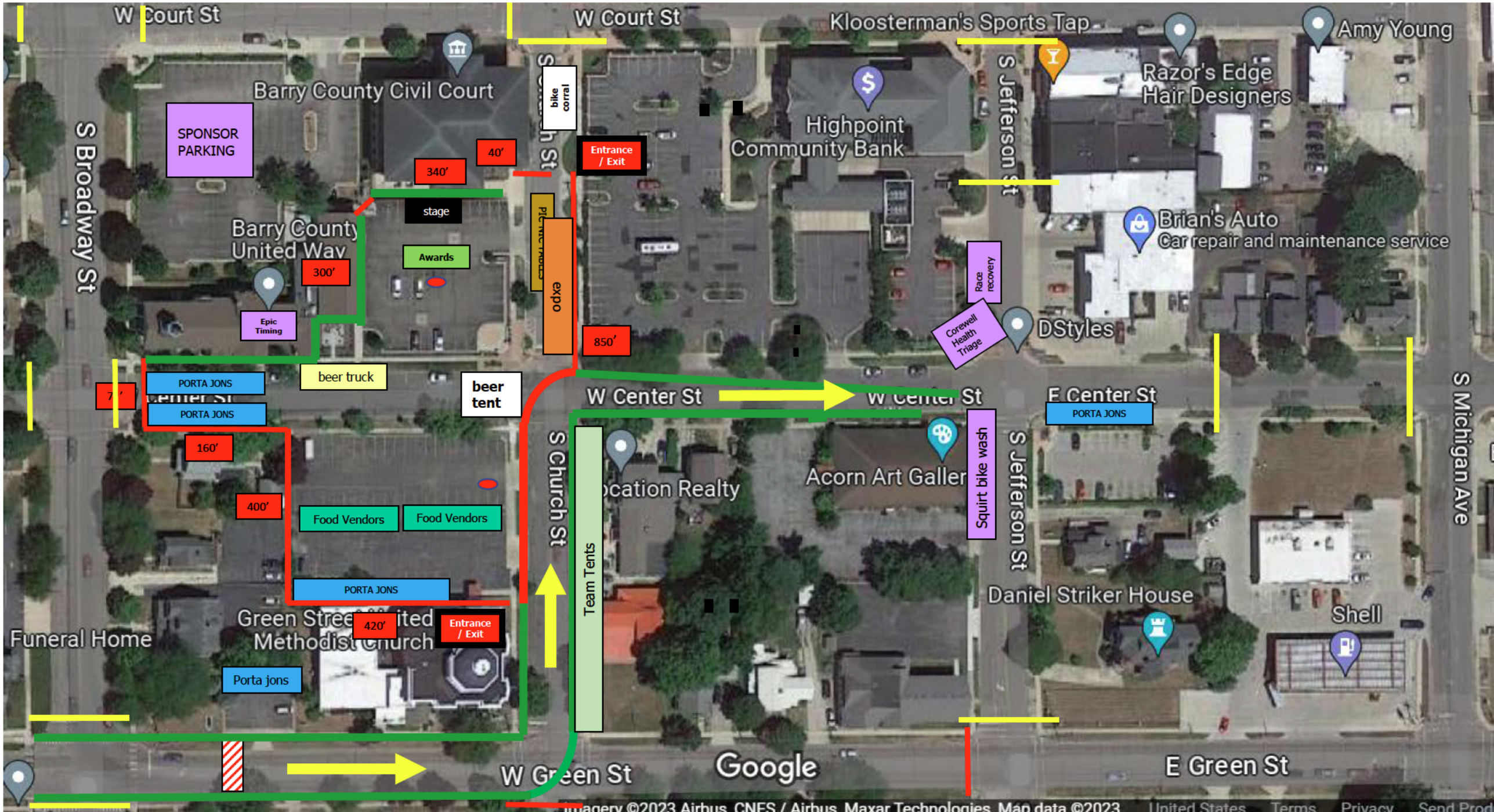
C. Fire Chief Review

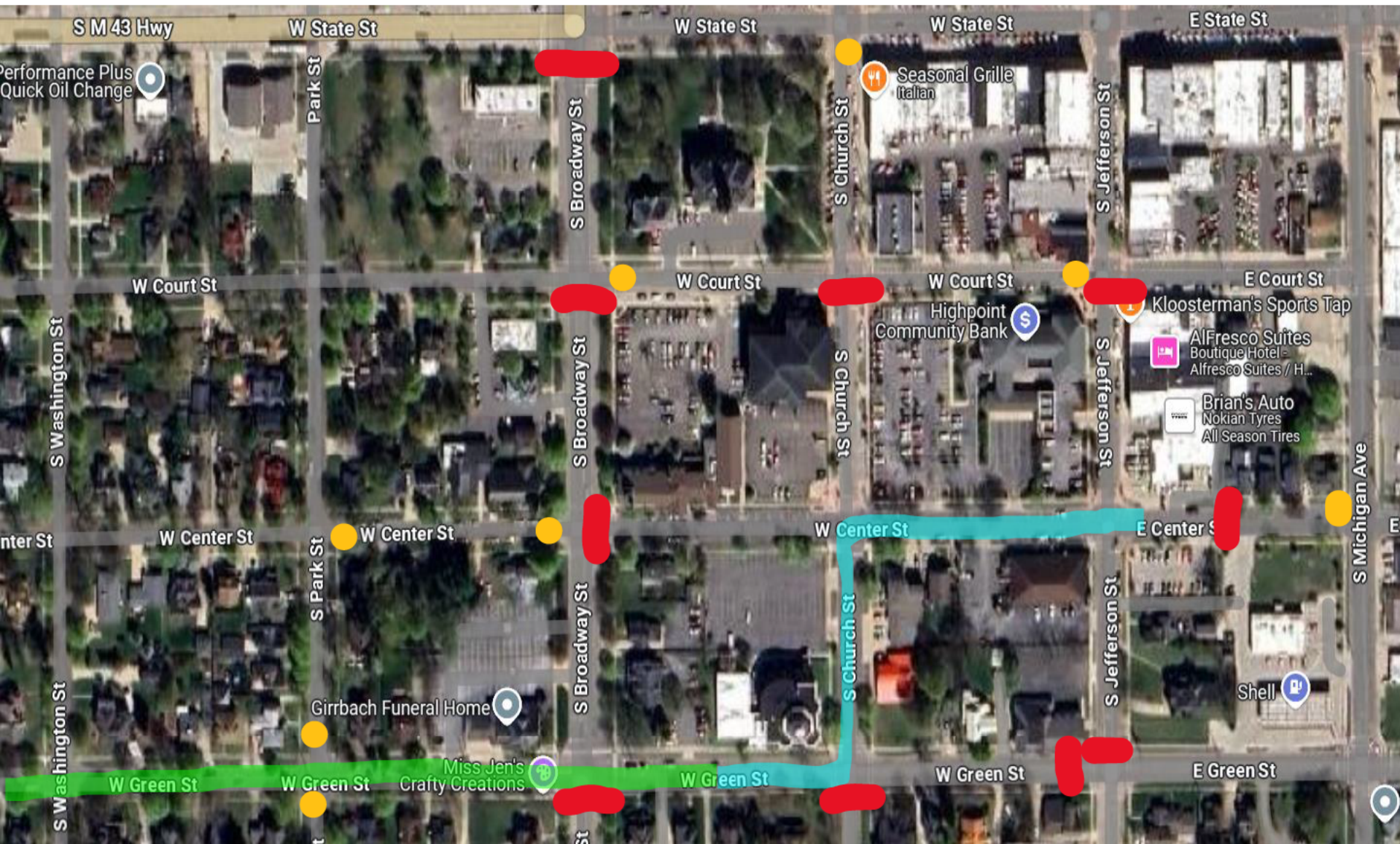
Comments:

D. Community Development Department Review

Comments:

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





Hard close barricades



Soft close barricades
and / or corner marshals



Start / Finish route



Finish chute



Regular Council Agenda Item Memorandum

To: Hastings City Council

From: Sarah Moyer-Cale, City Manager

Subject: Second Reading and Adoption of Ordinance 635

Meeting Date: January 12, 2026

Recommended Action:

Motion to adopt **Ordinance 635** to amend Hastings-Rutland Joint Planning Commission Zoning Ordinance as presented.

Background Information:

On November 19th, the Joint Planning Commission met and approved recommending to the city council and township board that they approve the proposed text amendments to the Mixed-Use District in the JPC area. The ordinance must be approved by both boards in order to go into effect.

The ordinance has not been updated since 2016, so several updates were needed. These include amendments to lighting, screening, landscaping, lot coverage, and signs.

Financial Implications:

None.

Attachments:

- Ordinance 635

Format note---this proposed ordinance is prepared in "legislative format": new verbiage proposed to be added is shown in bold type; any existing verbiage proposed to be deleted is shown lined-through.

CITY OF HASTINGS & CHARTER TOWNSHIP OF RUTLAND

BARRY COUNTY, STATE OF MICHIGAN

RUTLAND CHARTER TOWNSHIP ORDINANCE NO. 2026-199

ADOPTED BY TOWNSHIP BOARD:

EFFECTIVE DATE: _____ (or as otherwise provided by law)

CITY OF HASTINGS ORDINANCE NO. 635

ADOPTED BY CITY COUNCIL:

EFFECTIVE DATE: _____ (or as otherwise provided by law)

**JOINT ORDINANCE TO AMEND HASTINGS-RUTLAND JOINT PLANNING
COMMISSION ZONING ORDINANCE**

An Ordinance to amend Sections 5.05, 5.06, 6.05, 12.09 and 13.05 of the Zoning Ordinance of the Hastings-Rutland Joint Planning Commission (Rutland Charter Township Ordinance No. 2016-156, as amended/City of Hastings Ordinance No. 532, as amended) pertaining to, respectively, general lighting requirements, general screening requirements, lot coverage in MU Mixed Use District, screening and landscaping of off-street parking spaces, and signs permitted in the MU Mixed Use District and LI Light Industrial District.

THE CITY OF HASTINGS & THE CHARTER TOWNSHIP OF RUTLAND

BARRY COUNTY, MICHIGAN

ORDAIN:

SECTION 1

**PROPOSED AMENDMENT OF SECTION 5.05 PERTAINING TO GENERAL
LIGHTING REQUIREMENTS**

Section 5.05, subsection A.4. of the Zoning Ordinance of the Hastings-Rutland Joint Planning Commission, pertaining to general lighting requirements, is amended to read as follows:

“4. Lighting fixtures shall have 100% cut-off above the horizontal plane at the lowest part of the point light source and light rays shall not be emitted by the installed fixture at angles above the horizontal plane. No light fixture shall be mounted higher than ~~20~~ **33** feet above the ~~average grade of the site~~ **grade at the pole**, or ~~45~~ **23** feet when the subject site abuts a residential district.”

SECTION 2

PROPOSED AMENDMENT OF SECTION 5.06 PERTAINING TO GENERAL SCREENING REQUIREMENTS

Section 5.06, subsection C.7. of the Zoning Ordinance of the Hastings-Rutland Joint Planning Commission, pertaining to general screening requirements, is amended to add a new sub-part c reading as follows (introductory paragraph is included for context, but existing sub-parts a and b are not included in this tentative text because they are not proposed to be amended):

“7. Screening. Except as otherwise provided in this Ordinance, all premises used for commercial or industrial purposes shall be screened from adjoining premises located in any adjoining residential district by either of the following:

c. **The Planning Commission shall have the authority to modify the preceding requirements for screening when the public benefit could still be achieved with a plan that varies from the above.”**

SECTION 3

PROPOSED AMENDMENT OF SECTION 6.05 PERTAINING TO LOT COVERAGE IN MU MIXED USE DISTRICT

Section 6.05, subsection A. and sub-part 2 therein of the Zoning Ordinance of the Hastings-Rutland Joint Planning Commission, pertaining to lot coverage in MU Mixed Use District, is amended to read as follows (the other existing sub-parts are not included in this tentative text because they are not proposed to be amended):

“A. Lot coverage shall be limited to a maximum of ~~50%~~ **70%**. The ~~50%~~ **70%** maximum may be increased with approval from the Planning Commission by 5% for each of the following completed items:

2. Areas of slopes greater than ~~20%~~ **50%** will not be developed or graded. (Note: A ~~twenty~~ **fifty**-percent slope equals one foot rise over ~~five~~ **two** feet of run).”

SECTION 4

PROPOSED AMENDMENT OF SECTION 12.09 PERTAINING TO SCREENING AND LANDSCAPING OF OFF-STREET PARKING SPACES

Section 12.09, subsection C.1. of the Zoning Ordinance of the Hastings-Rutland Joint Planning Commission, pertaining to screening and landscaping of off-street parking areas, is amended to read as follows:

- C. In addition to required screening around off-street parking and loading areas, all off-street parking areas containing more than 10 parking spaces shall provide the following landscaping within the parking lot envelope, described as the area including the parking lot surface and extending 18 feet from the edge of the parking lot:
 - “1. ~~Two canopy trees shall be required for each 90 square feet of total of the paved driveway and parking lot surface, provided that in no case less than two trees shall be provided. A~~ **minimum of 2 canopy trees are required for an off- street parking area with 11-20 parking spaces, and one additional canopy tree is required for every 20 parking spaces or increment thereof for an off-street parking area with more than 20 parking spaces.** Utilizing landscape islands in the interior of the parking lot for tree plantings shall be encouraged, but not required.”

SECTION 5

PROPOSED AMENDMENT OF SECTION 13.05 PERTAINING TO PERMITTED SIGNS IN THE MU MIXED USE DISTRICT AND LI LIGHT INDUSTRIAL DISTRICT

Section 13.05, subsections B and C, of the Zoning Ordinance of the Hastings-Rutland Joint Planning Commission, pertaining to permitted signs in the MU Mixed Use District and LI Light Industrial District, are amended to read as follows:

- “B. Wall signs on building walls facing a public right-of-way or parking area, with a sign area not exceeding 20% of the building wall area upon which affixed, or 90% of the width of the wall, but subject to a total area limit of 200 square feet; except for buildings over 150,000 square feet in area the total area limit is ~~550~~ **800** square feet. **Wayfinding and or informational signage shall not be included in the above stated standards.**
- C. One pole sign or one ground-mounted sign in accordance with Option 1 or Option 2 in the table below; provided a permissible business use on a corner lot shall be permitted one ~~ground~~

mounted sign on each street frontage in accordance with Option 1 or Option 2 in the table below:

Minimum Setback (feet)	Sign Type	Area (square feet)	Height (feet, including any base)
Option 1 10	Pole	32	10
OR			
	Ground-mounted	50	6
Option 2 20	Pole	75 100	20
OR			
	Ground-mounted	100	6 14

SECTION 6

EFFECTIVE DATE/REPEAL

This Ordinance shall take effect on the latter of: (1) 15 days after enactment by both the City and Township, or (2) the eighth day after publication of a notice of adoption of this Ordinance as required by law; provided, however, if a notice of intent to file a petition under *MCL 125.3402* is timely filed with respect to this Ordinance and/or if the right of referendum under applicable provisions of the charter of the City of Hastings is timely initiated, this Ordinance shall then only take effect as provided by applicable provisions of *MCL 125.3402* and/or the City charter, or as otherwise provided by law.

Robin Hawthorne, Clerk
Charter Township of Rutland

Linda Perin, Clerk
City of Hastings



Regular Council Agenda Item Memorandum

To: Mayor Tossava and City Council

From: Dan King

Subject: North Ridge Estates Condominiums Planned Unit Development and Final Development Plan Review Public Hearing – First Reading of Ordinance 636

Meeting Date: January 12, 2026

Recommended Action:

None, first reading only.

Background Information:

The Hastings Planning Commission held a public hearing on Monday, December 1, 2025, to consider the North Ridge Estates Condominiums Planned Unit Development (PUD) and the final development plan. The Planning Commission approved the PUD and final development plan with minor revisions and, in accordance with Section 90-668 *Standards for Approval*, is recommending the PUD and final development plan to City Council for approval. In accordance with Section 90-670, the City Council shall conduct a public hearing for final PUD and development plan approval.

Financial Implications:

There are no direct financial implications from this request.

Attachments:

- Ordinance # 636

City of Hastings
COUNTY OF BARRY, STATE OF MICHIGAN

ORDINANCE NO. 636

AN ORDINANCE TO AMEND CHAPTER 90 OF THE HASTINGS CODE OF 1970, AS AMENDED, BY ADDING THE FOLLOWING: ARTICLE 90-VII-D – NORTH RIDGE ESTATES CONDOMINIUMS PLANNED UNIT DEVELOPMENT, SECTIONS 90-730.19 TO 90-730.23

THE CITY OF HASTINGS ORDAINS:

SECTION I.

Chapter 90 is hereby amended by adding Article 90-VII-D North Ridge Estates Condominiums Planned Unit Development, Sections 90-730.19 TO 90-730.23.

Sec 90-730.19 Amendment of Zoning Map

The zoning ordinance of the City of Hastings is hereby amended by rezoning the following described lands from the R-1 One Family Residential District to PUD Planned Unit Development District, in accordance with the final development plan of the North Ridge Estates Condominiums Planned Unit Development, subject to all of the terms and conditions of this division:

COM N 1/4 POST SEC 8 T3N R8W, TH S0°54'41"W 1509.27FT, TH N88°30'W 514FT TO POB; TH N88°30'W 434.25FT, TH 53.93FT ON LEFT CURVE RADIUS 354.46FT CHORD N17°38'29"W 53.88FT, TH N22°W 145.9FT, TH S68°W 66FT, TH N22°W 97.52FT, TH N88°30'W 480.78FT, TH N01°30'E 478.19FT, TH N88°59'33"W 43.07FT, TH N01°00'27"E 133.45FT, TH N13°17'15"W 68.11FT, TH N01°00'27"E 136.09FT, TH S88°46'18"E 1012.5FT, TH S0°54'41"W 340FT, TH S44°57'22"E 168.81FT, TH S0°54'41"W 550FT, TO POB. EX NORTH RIDGE ESTATES #3. 13.99 ACRES +/-.

General Location: Located along the east side of Calgary Drive and the north side of Briar Hill Drive and addressed as 1700 N. Jefferson Street Block. This parcel contains approximately 13.99 acres.

Sec 90-730.20 Development Plan

The rezoning of the above-described lands to the PUD Planned Unit Development District, in accordance with the final development plan of the North Ridge Estates Condominium Planned Unit Development ("the development"), is expressly subject to all the following terms and conditions:

1. Development plan. The North Ridge Estates Condominiums Planned Unit Development shall comply in all respects with the final PUD plan of the development. The final

development plan has a last revision date of November 12, 2025, as prepared by Pathfinder Engineering, Inc., and also includes the landscaping plan dated November 14, 2025, the application for planned unit development rezoning; the October 16, 2025, project summary narrative; and all other materials submitted with the application, except to the extent that any such materials may be inconsistent with this ordinance.

2. The final PUD plan of the development includes the conditionally approved preliminary site condominium plan.

Sec 90-730.21 Permitted Uses

1. The North Ridge Estates Condominiums PUD is approved for use as (8) 3-unit single family residential condominiums, (3) 4-unit single family residential condominiums, and (1) 2-unit single family residential condominium with a total unit count of 38.

Sec 90-730.22 Development Requirements

1. Setbacks will conform to R-2 Single Family Residential District standards.
2. Unit sizes will range from 1,100 to 2,000 square feet.
3. Building width will range from 68 feet to 136 feet.
4. Calgary Drive will be extended from the west and Briar Hill Drive will be extended from the south and will be subject to city public road construction standards. Sidewalks will be constructed on both sides of the Calgary and Briar Hill public road extensions subject to city sidewalk construction standards.
5. The stormwater management plan and utility system (sewer/water) proposal shall be subject to City review/approval, per the approval of the Planning Commission on December 1, 2025.
6. The location, description, use/occupancy and maintenance provisions for all general and limited common elements shall be provided in the master deed for the project and shall be subject to City review/approval.
7. The development will adhere to the 10% Open Space minimum requirement.

Sec 90-730.23 Findings

The city council hereby determines that the development complies with the provisions of the city zoning ordinance and promotes its intent and purpose. The council further finds that the development, upon construction and use in full compliance with all of the terms and provisions of this division and the city zoning ordinance, will be compatible with city master plan, adjacent uses of lands, the natural environment and the capacities of public services and facilities affected by the department. the city council further determines that the development will not have unreasonable economic impact on adjacent lands and will not change the essential character of the area.

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 , with support by , that Ordinance No. be adopted as read.

YEAS:

NAYS:

ABSENT:

Adoption Date:

Effective Date:

First Reading: January 12, 2026

Second Reading: January 26, 2026

CITY OF HASTINGS

By: Linda Perin
Hastings 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 th day of 2026, 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.

Dated: , 2025

Linda Perin
City Clerk



Regular Council Agenda Item Memorandum

To: City Council

From: Verne Robins, Utilities Superintendent

Subject: Trojan Technologies UV Lamp Replacement

Meeting Date: 1/12/2026

Recommended Action:

Motion to approve the purchase of new lamps for the wastewater UV system from Trojan in the amount of **\$10,556.02**.

Background Information:

We have two banks of UV lamps with 24 bulbs in each bank. The UV system lamps are recommended to be changed at 10,000-12,000 hours. We have exceeded the useful life of this bank. We have close to 40,000 hours on this bank of lamps.

We replaced the other bank a year ago. Both banks were installed at the same time, and we wanted to separate the replacement dates. This allows us greater flexibility when repairs or cleaning are necessary. Trojan, the manufacturer of our equipment, has their lamps specific to their system. These lamps must be of a certain wavelength and require a specific wattage to not damage the control system. The lamps also have a proprietary connection that is patented by Trojan Technologies. We are unable to get alternate quotes because of this.

Financial Implications:

This item was budgeted for in equipment repair and maintenance funds for this fiscal year.

The cost will increase if we do not order by February 1st.

Attachments:

- Quote from Trojan Technologies



QUOTATION

QM0004930

BRANDS INCLUDE: ARIA FILTRA™, AQUAFINE®, TROJANUV®, VIQUA®
TROJAN TECHNOLOGIES CORP
4310 44th St SE
Kentwood, MI 49512
USA
T: 1-866-388-0488
www.trojantechnologies.com

Sold to
CITY OF HASTINGS
201 E State St
Hastings MI 49058-1954
UNITED STATES

Ship to
CITY OF HASTINGS
825 W Apple St
Hastings MI 49058-9625
UNITED STATES

Customer Service Contact : tuvcustomerservice@trojantechnologies.com
Payment Terms : 0% / 00 / 30 net
Delivery Terms :
Carrier/LSP :

Internal Sales Rep : Austin Folck
Customer No. : 100005185
Reference :
Quote Date : 01-02-2026
Quote Expiry Date : 02-01-2026

Line	Project Item Description	Quantity	Price Discount %	Unit Net Price Net Amount	Tax Rate Tax Amount	Amount
10	794447-ORDP LAMP P, GA64T6HE ANGLE BA 25PK	1.00	9,602.88/ EA	9,602.88 9,602.88	0.00% 0.00	9,602.88
Components of 794447-ORDP		Component Description		Quantity		
794447-ORD		LAMP P, GA64T6HE ANGLE BASE		25.0000 EA		
20	SURCHARGE SURCHARGE	1.00	480.14/ EA	480.14 480.14	0.00% 0.00	480.14
30	FREIGHT FREIGHT & HANDLING	1.00	473.00/ EA	473.00 473.00	0.00% 0.00	473.00
		Goods	9,602.88	Discount	0.00 Tax Amount	Total USD
		Costs	953.14	Subtotal	10,556.02 0.00	10,556.02

We are applying a TEMPORARY SURCHARGE due to the increasing costs caused by the uncertainty in the global economy



QUOTATION
QM0004930

BRANDS INCLUDE: ARIA FILTRA™, AQUAFINE®, TROJANUV®, VIQUA®
TROJAN TECHNOLOGIES CORP
4310 44th St SE
Kentwood, MI 49512
USA
T: 1-866-388-0488
www.trojantechnologies.com

Terms and Conditions

All purchases of Trojan products and/or services are expressly and without limitation subject to Trojan's Terms and Conditions of Sale ("Trojan" or "SELLER"), incorporated herein by reference and published on Trojan's website <https://www.trojantechnologies.com/sales-terms-conditions/>

Trojan TCS are incorporated by reference into each of Trojan's offers or quotations, order acknowledgments, and invoice and shipping documents. The first of the following acts shall constitute an acceptance of Trojan's offer and not a counteroffer and shall create a contract of sale ("Contract") in accordance with the Trojan TCS, subject to Trojan's final credit approval: (i) Buyer's issuance of a purchase order document against Trojan's offer or quotation; (ii) Trojan's acknowledgement of Buyer's order; or (iii) commencement of any performance by Trojan in response to Buyer's order. Provisions contained in Buyer's purchase documents that materially alter, add to or subtract from the provisions of the Trojan's TCS shall be null and void and not considered part of the Contract.

www.trojantechnologies.com/sales-terms-conditions





Regular Council Agenda Item Memorandum

To: City Council

From: Verne Robins, Utilities Superintendent

Subject: Halogen Safety System for Chlorine

Meeting Date: January 12, 2026

Recommended Action:

Motion to approve the proposal from RS Technical Services Inc. for purchase, installation and set-up of a Halogen Valve Systems Terminator Actuator with Gemini Controller Emergency Valve Shutoff System for **\$14,287**.

Background Information:

We have a gas chlorine feed system provided by RS Technical Inc. We would like to update the safety features by installing an automatic emergency shut-off system.

Our dual-tank system always has both chlorine tanks in service. That means the tanks are hooked up and the valves are open at all times. When one tank runs low, the control valve will automatically switch to the full tank. We do not have an auto shut-off system for these tanks. If there is a leak, an alarm system will alert us and show a chlorine level, one in the chlorine room and the other in the building basement. We would call our supplier to notify them of the leak, and they would respond to this leak, which could take several hours for their crew to arrive, and the entire tank could empty into the room or into the building.

This proposed termination system, in the event of a leak, would close the valves automatically on both cylinders to stop buildup of chlorine in our facility. This safety feature would lower the risk to our staff and our community.

RS Technical Services is our proprietary provider for all our chlorine system services; no additional quotes could be provided. This system is highly recommended by RS Technical Services for its reliability and simplicity. RS Technical Services Inc. has been servicing our equipment for 30 years. They are in Lowell, Michigan.



Regular Council Agenda Item Memorandum

Financial Implications:

This item was not budgeted for this fiscal year, but delays in the clarifier two project have enabled more than adequate funding for this year.

Attachments:

- Quotation from RS Technical Services Inc.
- Halogen Valve Systems – Terminator Actuator with Gemini Controller emergency valve shutoff system information packet.

QUOTATION

RS Technical Services, Inc.

695 Lincoln Lake Ave.
Lowell, Michigan 49331
(616)-897-7041 Fax (616)-897-3015

Quote #: **CO- 20998**

Date: 12/3/2025

Job No:

To: **HASTINGS WTP (Ship to City Hall)**

Ship To: same

101 MILL STREET

HASTINGS MI 49058

Attn ecurrier@hastingsmi.gov

Attn:

Phone: (269) 945-2331 Fax: (269) 948-3876

Shipping Details:

☐ No Partials ☐ Partials ☐ F.O.B. Dest ☐ F.O.B. Ship Point

Item#	Qty	Part Number	Description	Unit Price	Amount
0	1	NOTE	HALOGEN SAFETY SYSTEM FOR YOUR CHLORINE SYSTEM. AUTOMATIC SHUTOFF SYSTEM IF A LEAK WERE TO OCCUR.	0.00	0.00
1	1	8002.14	Gemini Control Panel w/ (2) Gravity Mount Terminator Actuators with 6 ft. Cables. Also includes (2) wall mount storage brackets, (1) remote emergency shutoff switch (panic button), and (1) Operation & Maintenance Manual.	11590.00	11590.00
2	1	4100.00	Replacement Battery - HR9-12, 8.5Ah High Rate, UL/CE (12V, 36WPC/15Min.), HALOGEN	92.00	92.00
3	1	4500.05	OPTIONAL - Relay Interface Module, (3) Dry Contact Alarm Relays. Factory installed in Gemini Control Panel.	915.00	915.00
4	1	FSD	FIELD SERVICE DAYS, DAILY RATE INCLUDES TRAVEL TIME AND MILEAGE.	1690.00	1690.00
5	1	NOTE	RS TECHNICAL SERVICES WILL USE THE FIELD SERVICE DAY FOR TRAINING OPERATORS. HASTINGS WILL NEED TO PROVIDE INSTALLATION , RS TECH WILL DO START UP.	0.00	0.00

TERMS - NET 30 DAYS F.O.B. - SHIPPING POINT

Subtotal: \$14,287.00

Estimated Shipping Charges \$0.00

Salestax: \$0.00

**** Please sign and return so that we can proceed with your order. ****

Net 30 Day Total: \$14,287.00

Net 31 - 60 Day Total: \$14,501.31

Net 61 - 90 Day Total: \$14,718.82

PLEASE REFERENCE THIS CO NUMBER WHEN PLACING ORDER - MINIMUM ORDER \$25.00 - EXCLUDING SHIPPING

This quotation is valid for 30 days and subject to the attached terms and conditions. Thereafter it is subject to change without notice. Quoted pricing and discounts are predicated on receiving a single order for the quantities as listed. Order deviations may result in price or discount changes. All freight is prepaid and added to invoices. "Destination" customers: add freight charge to any parts price before issuing your purchase order. All returns subject to restocking fee. Credit Card Order minimum is \$100.00. Thank you for this opportunity to quote.

The above prices, specifications and conditions are satisfactory and are hereby accepted.

Authorized

Signature: _____

Date: _____

Quoted By: _____

QUOTATION

RS Technical Services, Inc.

695 Lincoln Lake Ave.
Lowell, Michigan 49331
(616)-897-7041 Fax (616)-897-3015

Quote #: **CO- 20998**

Date: **12/3/2025**

Job No:

To: **HASTINGS WTP (Ship to City Hall)**

Ship To: **same**

101 MILL STREET

HASTINGS MI 49058

Attn: **ecurrier@hastingsmi.gov**

Attn:

Phone: (269) 945-2331 Fax: (269) 948-3876

Shipping Details:

☐ No Partial ☐ Partial ☐ F.O.B. Dest ☐ F.O.B. Ship Point

Item#	Qty	Part Number	Description	Unit Price	Amount
6	1	SH	UPS GROUND SHIPPING CHARGES--PREPAY & ADDED--EXACT AMOUNT WILL BE ADDED AT TIME OF INVOICE	0.00	0.00

TERMS - NET 30 DAYS F.O.B. - SHIPPING POINT

Subtotal: \$14,287.00

Estimated Shipping Charges \$0.00

Salestax: \$0.00

**** Please sign and return so that we can proceed with your order. ****

Net 30 Day Total: \$14,287.00

Net 31 - 60 Day Total: \$14,501.31

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The above prices, specifications and conditions are satisfactory and are hereby accepted.

Authorized
Signature: _____

Date: _____

Quoted By: **Jared Roberts**



Your Partner in Safety

Emergency Chlorine

Cylinder Valve Shutoff System

TERMINATOR™ CHLORINE VALVE ACTUATOR

Bulletin: 702



Features

- Economical, low cost solution
- Protects personnel and community by quickly and automatically stopping a gas leak
- Easy-to-use gravity mount design for 150 lb (68 kg) cylinders
- Battery powered system – continues to protect for more than 24 hours if AC power lost
- Fire code approved for many applications as scrubber alternative
- Helps comply with RMP gas leak mitigation requirement
- Compatible with all cylinder mounted vacuum regulators
- Actuator retention pin for added security

The Terminator valve actuator with Gemini controller is an economical emergency shutoff system designed for use on 150 lb (68 kg) type chlorine and sulfur dioxide cylinders commonly used at water and wastewater treatment plants. The system is DC electric powered with AC only used for keeping battery optimally charged at all times. In the event of a loss of AC power, the system continues to protect for more than 24 hours. If AC power remains off for an extended period of time, the system will auto-initiate emergency close while sufficient battery power remains.

The Terminator is compatible with standard valves meeting Chlorine Institute specifications and requires no tools or adapters for installation. The Terminator is simply placed on the cylinder valve after process connections are made, leak tested, and the valve opened. Being a safety device, the Terminator is only powered in the closing direction.

When the Gemini controller receives an emergency close signal from a gas detector, emergency shutoff switch, or other input, the Terminator is activated and the cylinder valve is rapidly closed. One or two Terminator actuators can be controlled by the Gemini making this the perfect safety solution for both single and dual cylinder applications. The Gemini includes a normally open, low voltage, momentary contact relay output for remote indication of emergency close activation. An optional Relay Interface Module (RIM) adds three dry contact relay outputs rated for 5 A @ 250 V with N.O./N.C. and latching capability for additional remote monitoring.

Halogen Valve Systems, Inc.

1342 Bell Avenue,
Suite 3C
Tustin, CA 92780 USA

Tel: +1 949-261-5030
Fax: +1 949-261-5033
Toll Free (877) 476-4222

www.halogenvalve.com

REV 3, 7/19



Your Partner in Safety

Emergency Chlorine Cylinder Valve Shutoff System

TERMINATOR™ CHLORINE VALVE ACTUATOR

Bulletin: 702

Specifications

Enclosure:	XENOY™, NEMA 4X
Drive Shaft:	440C Stainless Steel
Drive Bushing:	XYLAN® Aluminum-Silicon Bronze
Cable:	7 ft (2.14m), 2 Wire
Closing Torque:	30 - 40 ft-lb
Charging Current @110/220 VAC:	0.9A MAX
Charging Current @12VDC (Solar):	0.34A MAX
Battery Type:	12VDC, 8.0 Amp-Hour, High Rate
Standby/Backup Time:	> 24 Hours
Standard Compatibility:	Chlorine Institute DWG's 110, 113
Yoke Compatibility:	Chlorine Institute DWG's 189, 131

Terminator actuators require the Gemini controller for a complete emergency valve shutoff system. Actuators cannot operate stand alone.



Model Information

Image	Model	Description
	8001.14	Gemini Controller with: (1) Terminator Actuator, (1) Storage Bracket, (1) Emergency Shutoff Switch
	8002.14	Gemini Controller with: (2) Terminator Actuators, (2) Storage Brackets, (1) Emergency Shutoff Switch

Options/Accessories

Part No.	Description
4500.05	Relay Interface Module (RIM) — (3) 5A, 250VAC Dry Contacts. Alarm Conditions: Emergency Shutoff Activated, Low Battery, System NOT Armed & Ready
5151.00	Open Style Yoke
6888.00	Yoke to Pigtail Adapter
2202.00	Auxiliary Valve Adapter
6430.00	Additional Emergency Close Switch



Regular Council Agenda Item Memorandum

To: City Council

From: Verne Robins, Utilities Superintendent

Subject: Water and Wastewater VTSCADA System Upgrade

Meeting Date: January 12, 2026

Recommended Action:

Motion to approve Integrated Controls Inc. (ICI) to update logic and add standalone local runtimes for both facilities for **\$44,381.33**.

Background Information:

The Problem: Recent internet outages have caused total communication loss with our facilities, creating significant operational risks and preventing the use of our new equipment.

The Solution: This quote provides the software upgrades and licensing required to build a localized, "offline-capable" control system.

The Result:

- **Zero Downtime:** Facilities will stay running during internet failures.
- **Full Integration:** New DO probes, meters, and VFDs will be fully mapped into our control logic.
- **Enhanced Security:** Localized runtimes provide a more secure, direct method of plant operation that is insulated from external network issues.

Financial Implications:

This item was budgeted for and will cost \$15,410.43 for water and \$28,970.90 for wastewater.

Attachments:

Quote # HAST-42425 Integrated Controls Inc.



QUOTATION

930 Duell Road
Traverse City MI 49686
Ph 231-941-1030
Fx 231-941-5380

Municipal & Industrial Automated Design Build Services

Date 12/18/2025

QUOTE # HAST-42425

Attn: Verne Robins : Water Superintendent

Re: Fresh Water and Waste Water Functional and SCADA Software Updates Per Requested Scope

QUOTE GOOD FOR: 6 Months

ITEM	REF	QTY	DESCRIPTION	UNIT	EXT
1	T	1	FWTP HSP FLOW CONTROL LOGIC UPDATE <ul style="list-style-type: none"> Adjust PHSP logic to run two pumps under PID logic not to exceed 2MGD Allow RHSP to run two pumps as needed without flow restriction Maintain restricted PHSP and RHSP to (1) pump during standby power condition. Additional modifications to exact flow control of HSPs may be included but not described 	\$ 5,629.10	\$ 5,629.10
2	N	1	FWTP SCADA Local Run Time on SCADA Network <ul style="list-style-type: none"> Provide a stand alone licensed copy of VTScada to run on FWTP local PC (existing PC) 1K tag license Install software on local PC and configure to run on secure ICI_SCADA network inside of VPN W/ Direct Local Connection to Local Plant Offsite configure plant server on SCADA secure network with ICI cloud servers as a third redundant plant interface for local operations and to be active and functional during a critical catastrophic data link loss. Monthly upcharge for soft support and licensing: \$161.00/month 	\$ 9,781.33	\$ 9,781.33
3	N	1	WWTP SCADA Local Run Time on SCADA Network <ul style="list-style-type: none"> Provide a stand alone licensed copy of VTScada to run on FWTP local PC 5K license Provide a stand alone dedicated industrial PC, Windows 11 Pro. No Web Access OnSite Install software on local PC and configure to run on secure ICI_SCADA network inside of VPN W/ Direct Local Connection to Local Plant Offsite configure plant server on SCADA secure network with ICI cloud servers as a third redundant plant interface for local operations and to be active and functional during a critical catastrophic data link loss. Monthly upcharge for soft support and licensing: \$165.00/month 	\$14,059.21	\$ 14,059.21
4	N	1	WWTP Plant Logic and SCADA Screen Updates <ul style="list-style-type: none"> Update Headworks logic for flow pacing (PID level control) Add Headworks HMI screens to VTScada Add UV HMI screens to VTScada (some data may not be accessible to VTScada due to UV OEM licensing and available support) 	\$14,911.69	\$ 14,911.69
5		1	Shipping To Job Site in Hastings, MI	\$ -	\$ -
6		1	12 Month Warranty		
7		1	SUBMITTALS & O&M PROVIDED PER BID SPEC Additional copies of electronic files at no additional cost		
8		1	TO BE SUPPLIED BY OTHERS NOT INCLUDED IN THIS QUOTE: • All Inclusive		
9		1	RECEIVED: ADDENDUM n/a		

ITEM	REF	QTY	DESCRIPTION	UNIT	EXT
			SUB TOTAL		\$44,381.33
			TAX NOT INCLUDED	0% \$	-
			TOTAL		\$44,381.33

Normal terms are Net 30 and subject to purchase agreement of Integrated Controls Inc. sales contract.
 Delivery time dependent on availability of components. Delivery time to be a minimum of 6 weeks from the date of receipt of approved Submittals by Integrated Controls Inc. All parts and orders up to \$10,000.00 are subject to a potential minimum 25% deposit, and the remainder due on date of delivery of goods and services sold.
 Projects over \$10,000.00, may be billed on a progressive monthly cycle based on % complete, where a minimum of 30% is due with approved submittals, 65% Due before delivery and final 5% due at start up.
 All parts subject to the limitations of the manufactures warranty, with a standard 1 year from the date of purchase. All labor is warranted for 1 year from the date delivery.
 This quote is good for 30 days unless noted otherwise.



Regular Council Agenda Item Memorandum

To: Hastings City Council

From: Sarah Moyer-Cale, City Manager

Subject: Investment Policy

Meeting Date: January 12, 2025

Recommended Action:

Motion to adopt the revised investment policy as presented.

Background Information:

We have been reviewing our policy for investing the city's surplus funds. We are required to have a policy by state statute. Our current policy has not been updated since 2011. The revised policy includes all investment options currently allowed by state law.

We are undertaking a project in which we are developing an improved strategy for investing surplus funds. We have contacted Rehmann to assist us in this task. The revised investment policy will provide more flexible options that still provide security and safe growth for our funds. The strategy will be based on the objectives defined in the policy as well as a review of our cash flow and planned future expenses. All financial institutions and brokers must receive approval by the city council. The status of our current investment accounts are reported to council monthly.

This investment policy update is the first step toward revising our procedures and strategy related to surplus funds.

Financial Implications:

None at this time.

Attachments:

- Proposed revisions to the investment policy

City of Hastings
COUNTY OF BARRY, STATE OF MICHIGAN

Investment Policy

To Comply with Public Act 20 of 1943, As Amended
Effective December 31, 1998,

Revised: January 1, 2006, October 1, 2007, February 28, 2011,

Purpose

It is the policy of the City of Hastings to invest its funds in a manner which will provide the highest investment return consistent with optimal security while meeting the daily cash flow needs of the City and complying with all state statutes and the requirements of this policy governing the investment of public funds while conforming to Michigan Public Act 20 of 1943.

Scope

This investment policy applies to ~~all~~ financial assets of the City of Hastings. ~~These assets are accounted for~~ in the various funds of the City of Hastings and include the general fund, special revenue funds, debt service funds, component unit funds, enterprise funds, internal service funds, trust and agency funds, and any new fund established by the Hastings City Council.

Assets contained in the retiree health and pension funds are not included in this policy. The City's pension funds are invested with the Michigan Municipal Employees Retirement System. Their Pension Investment Policy may be reviewed on their website at www.mersofmich.com. The City's retiree health care funds are invested with the Michigan Municipal Employees Retirement System's Health Care Funding Vehicle, and investments may be made in conformance with the Uniform Resolution establishing the retiree health care fund.

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Delegation of Authority to Make Investments

In accord with Section 8.10 of the Hastings City Charter, the Clerk/Treasurer, under the direction of the City Manager, is designated as the investment officer of the City and is responsible for depositing City funds and carrying out investment decisions and activities. The Clerk/Treasurer, under the direction of the City Manager, will develop and maintain written administrative procedures for the operation of the investment program, consistent with these policies. In the absence of the Clerk/Treasurer, all duties will be performed by the City Manager.

The Investment Officer may delegate the authority to conduct investment transactions and to manage the operation of the investment portfolio to other specifically authorized persons. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Investment Officer. In the event that investment activities are delegated by the Investment Officer to other employees, ultimate responsibility for the transactions shall remain with the Investment Officer. The City may engage the support services of outside professionals in regard to its financial program, so long as it can be

demonstrated that these services produce a net financial advantage or necessary financial protection of the City's resources. Such services may include engagement of investment advisors in conjunction with debt issuance, portfolio management, special legal representation, third party custodial services, and appraisals by independent rating services. Investment advisors must be registered with the SEC

Objectives

The primary objectives, in priority order, of the City Clerk/Treasurer's investment activities will be:

- 1) **Safety:** Safety of principal is the foremost objective of the investment program. Investments will be undertaken in a manner that seeks to avoid losses of capital in the overall portfolio, whether from securities defaults or erosion of market value. To attain this objective, investments will be diversified to the extent practicable to control the risk of loss resulting from over concentration of assets in a specific maturity, issuer, instrument, dealer, or financial institution in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio. The objective will be to minimize credit risk and interest rate risk.

- a. Credit Risk (Custodial Credit Risk and Concentration Credit Risk)

The City will minimize Custodial Credit Risk, which is the risk of loss due to the failure of the security issuer or backer, by limiting investments to the types of securities listed in this Investment Policy; and pre-qualifying the financial institutions, broker/dealers, intermediaries and advisors with which the City will do business in accord with this Investment Policy.

The City will minimize Concentration of Credit Risk, which is the risk of loss attributed to the magnitude of the City's investment in a single issuer, by diversifying the investment portfolio so that the impact of potential losses from any one type of security or issuer will be minimized.

- b. Investment Rate Risk

The City will minimize Interest Rate Risk, which is the risk that the market value of securities in the portfolio will fall due to changes in market interest rates, by: a) structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities in the open market; and, b) investing operating funds primarily in shorter-term securities, liquid asset funds, money market mutual funds, or similar investment pools and limiting the average maturity in accordance with the City's cash requirements and the specific limits of this policy.

- c. Foreign Currency Risk

The City is not authorized to invest in investments which have this type of risk.

From time to time, securities may be traded for other similar securities to improve yields, adjust maturity or reduce risk. For these transactions, a loss may be incurred for accounting purposes, provided any of the following occurs with respect to the replacement security:

- i. The net projected yield has been increased;
- ii. Maturity has been favorably adjusted, or
- iii. Quality of the investment has been improved.

- 2) Liquidity: The investment portfolio will remain sufficiently liquid to meet all operating requirements that can be reasonably anticipated. This is accomplished by structuring the portfolio so that maturities are concurrent with anticipated cash flow demands. A portion of the portfolio may be placed in money market mutual funds or local government investment pools which offer same-day liquidity for short-term funds
- 3) Return on Investment: -The investment portfolio will be designed with the objective of obtaining a positive rate of return throughout the budgetary and economic cycles, taking into account the investment risk constraints and the cash flow characteristics of the portfolio.

Prudence

The standard of prudence to be applied by an investment officer who is an employee or official of the City will be the "prudent investor" rule, which states:

"Investments will be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

The investment officer acting in accordance with written procedures and exercising due diligence will be relieved of personal responsibility for an individual security's performance, provided that deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

Any person or firm hired or retained to invest, monitor, or advise concerning these assets will be held to the higher standard of "Prudent Expert." This is a revised version of the Prudent Person standard required by ERISA to guide managers of pension and profit sharing portfolios. The main addition is that the manager must act as someone with familiarity with matters relating to the management of money, not just prudence. The standard is that:

". . . in investing and reinvesting moneys and in acquiring, retaining, managing, and disposing of investments of these funds, the person or firm will exercise the judgment, care, skill, prudence, and diligence under the circumstances then prevailing, which persons of prudence, discretion, and intelligence, acting in a like capacity and familiar with such matters would use in the conduct of an

enterprise of like character and with like aims by diversifying the investments of the funds, so as to minimize the risk, considering the probable income as well as the probable safety of their capital."

Ethics

The investment officer, Members of the City Council, and the City Manager, will refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. The investment officer will disclose to the public any material financial interest in financial institutions that conduct business within the City, and they will further disclose any large personal financial/investment positions that could be related to the performance of the City's portfolio. The investment officer will subordinate their personal investment transactions to those of the City, particularly with regard to the timing of purchases and sales.

Monitoring and Adjusting the Portfolio

The investment officer will routinely monitor the contents of the portfolio, the available markets and the relative values of competing instruments, and will adjust the portfolio accordingly.

Arbitrage

The Tax Reform Act of 1986 provides limitations on the City's yield from investing the proceeds of tax-exempt General Obligation and Utility bond and debt service funds. These restrictions require extreme precision in the monitoring and record keeping of investments, particularly in computing yields to ensure compliance. The investment officer will take all necessary action to comply with these requirements.

The City's policy relative to arbitrage restrictions is to continue pursuing the maximum yield on applicable investments while ensuring the safety of capital and liquidity. It is a fiscally sound position to continue maximization of yield and to rebate excess earnings if necessary.

Internal Controls

The investment officer will propose to City Council a system of written internal controls and administrative procedures covering investment activity and transactions for their approval. These controls and procedures will be reviewed annually by the independent auditors. The controls will be designed to prevent loss of public funds due to fraud, error, misrepresentation, unanticipated market changes or imprudent actions.

Instruments

~~The investment officer will invest surplus funds of the City in the following instruments only, subject to the concentration limits specified:~~

All investments for the City shall be made in accordance with Michigan State statutes: Act 20 of 1943 as amended, M.C.L. 129.91-129.96, Investment of Surplus Funds of Political Subdivisions, and Act 40 of 1932 as amended, M.C.L. 129.12, Depositories for Public Moneys.

It is the intent of the City that this list of authorized securities be strictly interpreted. Securities that have been downgraded to a level that is below the minimum ratings described herein may be sold or held at the City's discretion. The portfolio will be brought back into compliance with Investment Policy guidelines as soon as is practical.

(a) Types of Securities

The City following types of securities and transactions are eligible for use by the City pursuant to Public Act 20 MCL 129.91:

- Bonds, securities, and other obligations of the United States or an agency or instrumentality of the United States.
- Certificates of deposit, savings accounts, or depository receipts of a financial institution, but only if the financial institution complies with MCL 129.91 subsection (2); certificates of deposit obtained through a financial institution as provided in MCL 129.91 subsection (5); or deposit accounts of a financial institution as provided in MCL 129.91 subsection (6).
- Commercial paper rated at the time of purchase within the 2 highest classifications established by not less than 2 standard rating services and that matures not more than 270 days after the date of purchase.
- Repurchase agreements consisting of instruments listed in MCL 129.91 subdivision (a); specifically bonds, securities, and other obligations of the United States or an agency or instrumentality of the United States.
- Bankers' acceptances of United States Banks
- Obligations of this state or any of its political subdivisions that at the time of purchase are rated as investment grade by not less than 1 standard rating service.
- Mutual funds registered under the investment company act of 1940, 15 USC 80a-1 to 80a-64, with authority to purchase only investment vehicles that are legal for direct investment by a public corporation. However, a mutual fund is not disqualified as a permissible investment solely by reason of any of the following:
 - The purchase of securities on a when-issued or delayed delivery basis.
 - The ability to lend portfolio securities as long as the mutual fund receives collateral at all times equal to at least 100% of the value of the securities loaned.
 - The limited ability to borrow and pledge a like portion of the portfolio's assets for temporary or emergency purposes.
- Obligations described in MCL 129.91 subdivisions (a) through (g) if purchased through an interlocal agreement under the urban cooperation act of 1967, 1967 (Ex Sess) PA 7, MCL 124.501 to 124.512.
- Investment pools organized under the surplus funds investment pool act, 1982 PA 367, MCL 129.111 to 129.118.
- The investment pools organized under the local government investment pool act, 1985 PA 121, MCL 129.141 to 129.150.

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~~(a) Certificates of deposit, savings accounts, and deposit accounts of a bank which is a member of the Federal Deposit Insurance Corporation and which is also eligible to be a depository of surplus funds belonging to the state under section 6 of Act No. 105 of the Public Acts of 1855, as amended, being section 21.146 of the Michigan Compiled Laws. No maturity will extend beyond five years.~~

~~No individual banking institution will hold more than \$1,500,000 or 25% of the total volume invested in certificates of deposit (whichever is less).~~

~~No individual banking institution for which the average of the ratings of Bauer Financial Services and bankRate.com is less than or equal to 2.0 will hold more than \$500,000 or 10% of the total volume invested in certificates of deposit (whichever is less).~~

~~No individual banking institution will hold more than \$750,000 in savings or money market type deposit accounts. Savings or money market type deposits will not be placed in banking institutions for which the average of the ratings of Bauer Financial Services and bankRate.com is less than or equal to 2.0.~~

~~Excepting amounts in the Tax Collection restricted account, no individual banking institution will hold more than \$1,500,000 in cash equivalent accounts. Cash equivalent deposits will not be placed in banking institutions for which the average of the ratings of Bauer Financial Services and bankRate.com is less than or equal to 2.0.~~

~~The combined total of all deposits in any individual banking institution (including cash equivalents, savings or money market type accounts, and certificates of deposits) will not exceed \$2,500,000.~~

~~(b) Bonds, securities, and other obligations of the United States or an agency or instrumentality of the United States which will have remaining maturities of two years or less on the date of purchase. Total investment in such instruments, taken collectively, will not exceed 30% of the City's portfolio.~~

~~(c) Investment pools composed of investment vehicles which are legal for direct investment by local units of government in Michigan organized in accordance with Act No. 367 of the Public Acts of 1982. Total investment in such pools, taken collectively, will not exceed 60% of the City's portfolio.~~

~~(d) *Investment vehicles which are legal for direct investment by local units of government in Michigan purchased through an interlocal agreement under the Urban Cooperation Act of 1967, 1967 (Ex Sess) PA 7, MCL 124.501 to 124.512. Total investment in such pools, taken collectively, will not exceed 60% of the City's portfolio.*~~

~~(e) Commercial paper rated at the time of purchase within the 2 highest classifications established by not less than 2 standard rating services and that matures not more than 270 days after the date of purchase. Total investment in such instruments, taken collectively, will not exceed 30% of the City's portfolio.~~

~~The City will not invest more than \$500,000 in the offerings of any individual issuing entity.~~

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Diversification

Whenever possible, the investment officer will diversify use of investment instruments to avoid incurring unreasonable risks inherent in over-investing in specific instruments, individual financial institutions, or maturities.

Investments shall be diversified by:

- Avoiding over concentration in any one financial institution, broker/dealer, or specific security issuer (excluding U.S. Treasury securities);
- Limiting investments that have higher credit risks;
- Varying investment maturities; and
- Continuously investing a portion of the portfolio in readily available funds such as local government investment pools, money market funds or other approved short-term funding vehicles to ensure that appropriate liquidity is maintained.

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Maturity Scheduling

Investment maturities will be scheduled to coincide with projected cash flow needs, taking into account large routine expenditures, as well as considering sizeable blocks of anticipated revenue. Unless matched to a specific cash flow liability and approved by the Investment Officer in writing the City will not invest in securities maturing more than five years from the date of trade settlement, and the weighted average final maturity of the portfolio should average three years.

Qualified Institutions

The City will maintain a list of financial institutions which are approved for investment purposes. In addition, a list of approved security broker/dealers selected by creditworthiness will also be maintained. All financial institutions who desire to become qualified for investment must supply the following as appropriate:

- Audited financial statements
- Proof of state registration
- Completed broker/dealer questionnaire
- Certification of having read and understood and agreeing to comply with the City's investment policy.
to comply with the City's investment policy.

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An annual review of the financial condition and registration of qualified financial institutions and broker/dealers will be conducted by the investment officer.

All qualified institutions will be approved ~~annually~~ by the City Council.

Safekeeping and Custody

Securities will be in the custody of the investment officer and placed in a locked safe located with the main vault of City Hall or held in safekeeping by the financial institution.

Performance Evaluation and Reporting

The Clerk/Treasurer will produce monthly reports for the City Council listing each investment by fund. The report will show the amount of investment, the institution, maturity date, and interest rate. A summary of all investments will be shown at the end of each report, listed by institution and type of investment. The monthly report will comply with the requirements of the quarterly report specified by law. An annual summary of investment activity and performance will be prepared and presented after the completion of the annual independent audit.

Policy Considerations

Any investment currently held that does not meet the guidelines of this policy shall be exempted from the requirements of this policy. At maturity or liquidation, such monies shall be reinvested only as provided by this policy.

This policy is to be adopted by resolution of the Hastings City Council. The Investment Officer shall review this Investment Policy annually and recommend any necessary amendments to the City Council.

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Regular Council Agenda Item Memorandum

To: Hastings City Council

From: Sarah Moyer-Cale, City Manager

Subject: Resolution 2026-01 to approve depositories for funds

Meeting Date: January 12, 2026

Recommended Action:

Motion to approve **Resolution 2026-01** to approve depositories for funds of the City of Hastings.

Background Information:

The Hastings Fire Department is a beneficiary of the Elsie Sage Trust. The executor of the estate is coordinating with Edward Jones (where the funds currently reside) to administer the funds. We attempted to set up an Edward Jones account to receive the funds directly, however we have learned that they are not a qualified institution for municipalities to use in Michigan.

We received the recommendation to work with Huntington to set up a brokerage account and transfer the funds there. They are a compliant institution and have wide experience managing securities for municipalities. Once approved, we should be able to have the funds transferred to us within the week.

Financial Implications:

None.

Attachments:

- Resolution 2026-01

City of Hastings
COUNTY OF BARRY, STATE OF MICHIGAN

Resolution 2026-01

TO APPROVE DEPOSITORIES FOR FUNDS OF THE CITY OF HASTINGS

WHEREAS, PA 20 of 1943, as amended, and the City of Hastings Investment Policy specify that depositories for City funds shall be designated and approved by the City Council; and

WHEREAS, the City Clerk/Treasurer has conducted a review of the financial capacity, security, and returns available from several depositories and made recommendations to the City Council of the City of Hastings of institutions deemed eligible for such designation; now

THEREFORE, BE IT RESOLVED, that the City Council for the City of Hastings does hereby designate the following institutions to be eligible depositories of funds belonging to the City:

Flagstar Bank Troy, Michigan
Highpoint Community Bank (HCB), Hastings, Michigan
Huntington National Bank, Columbus, OH

and BE IT FURTHER RESOLVED, that the *Michigan CLASS Investment Pool*, Grand Haven, Michigan, and *Michigan Insured Cash Holdings (M.I.C.H)*, Grosse Pointe Farms, Michigan, are hereby designated an approved depository as an intergovernmental pool as permitted by statute and local policy; and

BE IT FURTHER RESOLVED, that the following are approved as security broker/dealers to advise and assist the City's investment officer:

Robinson Capital Management, LLC, Grosse Pointe, Michigan
Huntington National Bank, Columbus, Ohio

and BE IT FURTHER RESOLVED, that the City Clerk/Treasurer is authorized and directed to deposit or invest the funds of the City of Hastings in such of these approved depositories as they determine best meets the objectives of the City, specifically including safety of principal, liquidity to meet the cash needs of the City, and a rate of return appropriate in the circumstances, subject to all requirements of the Investment Policy of the City of Hastings and relevant State statutes and regulations; and

BE IT FURTHER RESOLVED, that the City Clerk/Treasurer and/or the Deputy City Treasurer are authorized to open accounts of the form and number in said institutions as may be expedient to meet the City's objectives and facilitate the processing of the City's financial transactions and the same are also authorized to execute any necessary agreement or other document and to give necessary direction to implement this resolution; and

FINALLY, BE IT RESOLVED, that this Resolution shall supersede and replace any prior Resolution on the subject and that the designations and authorizations herein shall continue in effect until modified by the City Council of the City of Hastings.

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

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 January 2026, by the City Council of the City of Hastings, County of Barry, State of Michigan, by a vote of ___ members voting in favor thereof and ___ members voting against with ___ members absent.

Linda Perin
City Clerk



Regular Council Agenda Item Memorandum

To: Hastings City Council

From: Sarah Moyer-Cale, City Manager

Subject: Compensation Method for Council Members

Meeting Date: January 12, 2026

Recommended Action:

None requested, for information purposes only.

Background Information:

I understand that the council may wish to discuss potential changes to the method in which its members are compensated. The city council is allowed any means allowed by law to determine its compensation. Historically, the council has approved its own compensation by vote at a regular meeting. Compensation for elected officials was most recently approved in January 2022 and is as follows:

Mayor	\$8,100 (paid in monthly installments)
Mayor Pro Tem	\$2,600 (paid in quarterly installments)
Council Members	\$2,500 (paid in quarterly installments)
Board of Review	\$115 per meeting attended

There are various ways to determine compensation. Currently, members receive a flat compensation amount for serving on the council. It is not tied to attendance at council meetings or any other meetings of committees or boards on which they serve.

Another option is to pay council members based on the number of meetings they attend. Some view this as fairer because members are paid only when they attend meetings, and those who do not attend are not paid. However, there are responsibilities that come with being a council member that extend beyond meeting attendance, and this method would not compensate for such.

Some communities have adopted a hybrid approach in which members receive a stipend for membership and receive an additional amount for each council meeting attended. For example,



Regular Council Agenda Item Memorandum

council members receive \$1,600 for being on the council and an additional \$50 per regular meeting attended in the City of St. Johns.

For those who compensate by meeting attendance, it varies whether or not they are paid for special meetings. Some communities also have caps on the total compensation allowed for the year.

This information is for discussion purposes. If you are interested in reviewing any of these options in greater detail, I can put together more detailed information about the option you are most interested in.

Financial Implications:

None at this time.

Attachments:

None.



City of *Hastings* Michigan

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

201 E. State Street 49058

Fire Department Council Report December 2025

The department responded to 119 calls for service: 41 in the city, 74 in the townships, and four mutual aid requests. Our members spent a total of 213 hours responding to calls. We finished the year with a record total of 1180 calls for service. YTD, issuing 799 burn permits in the townships.

Public safety

We finished the year installing 218 smoke and carbon monoxide detectors in 85 homes. We continue to publicize the state-run installation program. We are planning to collaborate with a local news outlet to do a segment on home fire safety and the MI Prevention Safety Program.

Training

In December, we made some changes to our training schedule. We have three members still in an EMT class, two members in the fire academy, and one officer taking his Fire Officer 1 class. It makes it hard to host meetings so everyone can be in a single class. We are temporarily moving meetings to Saturday morning while many members are out at long-term training classes. This strains the time requirements for our paid on-call members, who must dedicate more time to the department.

Department activities

In December, we saw an increase in calls for service. With 119 calls for service, an 85.6% increase over December 2024 and a 51.2% increase over 2025. We saw a decrease in numbers in October and November, but it was short-lived. With a rise in December, we saw a sudden increase in calls for service. Many of these calls were low-acuity, high-risk calls. The high number of house fires in December caught the attention of local news outlets. With five structure fires in 10 days in December, many small departments don't see any structure fires in an entire year.

Chief's Comments

As 2025 draws to a close, our department continues to grow rapidly, with additional demands from residents for services and responsibilities that have increased throughout the year. Our business and apartments' safety inspections continue to be a big part of our day-to-day responsibilities. With over 200 new apartments under construction, we interface weekly with the contractors to stay on top of the inspection process. We are working with a news outlet to conduct a piece on home fire safety and highlight the fire/CO alarm program we participate in.

The department is fortunate to have many dedicated members, both full-time and on call, who drop what they are doing at any time of the day or night to respond when the calls come in. With such a high number of calls, this can be wearing on members who are continually called to assist residents.

Respectfully, Mark Jordan, Fire Chief

Chief Mark Jordan



City of Hastings Fire Department

Incident Analysis

12/1/2025 - 12/31/2025

INCIDENT TYPE CATEGORY BREAKDOWN AND COMPARISON

Code	Incident Type Series	12/1/2025 - 12/31/2025		12/1/2024 - 12/31/2024
		Occurrences	Percentage	Occurrences
100-199	Fire/Explosion	9	7.6%	3
200-299	Overpressure Rupture	0	0.0%	0
300-399	Rescue Call	58	48.7%	27
400-499	Hazardous Condition	17	14.3%	10
500-599	Service Call	1	0.8%	3
600-699	Good Intent Call	27	22.7%	15
700-799	False Call	7	5.9%	7
800-899	Severe Weather/Natural Disaster	0	0.0%	0
900-999	Special Type/Complaint	0	0.0%	0
	Undetermined Incident Series	0	0.0%	0
	Total	119	100.0%	65

MUTUAL AID DISTRICT BREAKDOWN

District	Fire	EMS	Other	Total	Percentage
Mutual Aid	2	0	2	4	3.4%
Total	2	0	2	4	3.4%

FIRE DISTRICT BREAKDOWN

District	Occurrences	Percentage
Baltimore Twp	4	3.4%
Carlton Twp	10	8.4%
Hastings Twp	11	9.2%
Irving Twp	4	3.4%
Rutland Twp	45	37.8%
Ward 1	11	9.2%
Ward 2	9	7.6%
Ward 3	12	10.1%
Ward 4	9	7.6%
Total	115	96.6%



City of Hastings Fire Department

NFIRS Reports Analysis

12/1/2025 - 12/31/2025

INCIDENT TYPE CATEGORY BREAKDOWN

Code	Incident Type Series	Occurrences	Percentage
100-199	Fire/Explosion	9	7.6%
200-299	Overpressure Rupture	0	0.0%
300-399	Rescue Call	58	48.7%
400-499	Hazardous Condition	17	14.3%
500-599	Service Call	1	0.8%
600-699	Good Intent Call	27	22.7%
700-799	False Call	7	5.9%
800-899	Severe Weather/Natural Disaster	0	0.0%
900-999	Special Type/Complaint	0	0.0%
Total		119	100.0%

FIRE DISTRICT BREAKDOWN

District	Fire	EMS	Other	Total	Percentage
BALTIMORE TWP	1	2	1	4	3.4%
CARLTON TWP	1	7	2	10	8.4%
HASTINGS TWP	3	7	1	11	9.2%
IRVING TWP	2	1	1	4	3.4%
RUTLAND TWP	4	24	17	45	37.8%
WARD 1	2	4	5	11	9.2%
WARD 2	2	6	1	9	7.6%
WARD 3	5	5	2	12	10.1%
WARD 4	4	2	3	9	7.6%
Total	24	58	33	115	96.6%

MUTUAL AID DISTRICT BREAKDOWN

District	Fire	EMS	Other	Total	Percentage
MUTUAL AID	2	0	2	4	3.4%
Total	2	0	2	4	3.4%



City of Hastings Fire Department

Apparatus Summary

12/1/2025 - 12/31/2025

Total Runs for Date Range: 119

RESPONSE TOTALS PER APPARATUS

APPARATUS NAME	TOTAL	%
831	31	26.1 %
832	19	16 %
833	0	0 %
834	5	4.2 %
835	39	32.8 %
836	18 %
837	46	38.7 %
838	15	12.6 %
839	4	3.4 %
POV	13	10.9 %



City of *Hastings* Michigan

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201 E. State Street 49058



HAAS ALERT

December 1 - December 31, 2025

YTD January 1 - December 31

Lifetime Since January 2024

MI - Hastings Fire Department
Safety Cloud® Report

Alert Totals

Drivers Alerted

1,326

YTD 10,962
Lifetime 18,876

R2R Alerts sent

0

YTD 0
Lifetime 0

R2R Alerts Received

0

YTD 0
Lifetime 0

Incident Totals

Total Incidents

74

YTD 751
Lifetime 1,297

Average Time On-Scene

24.1 min

YTD 21.0 min
Lifetime 21.7 min

Run Totals

Total Runs

76

YTD 835
Lifetime 1,430

Total Responding Time

391 min

YTD 3,960 min
Lifetime 6,911 min

Average Time-to-Scene

5.1 min

YTD 4.7 min
Lifetime 4.8 min

Drivers Alerted

Total drivers alerted; based on HAAS Alert enabled applications.

Average Time On-Scene

Average time duration per incident.

R2R Alerts Sent

Total number of Responder-to-Responder Alerts sent to nearby emergency vehicles.

Total Runs

Total times a vehicle was dispatched to an incident with lights engaged for at least 1+ minute.

R2R Alerts Received

Total number of Responder-to-Responder Alerts received by your emergency vehicles.

Total Responding Time

Total time vehicles/apparatus spent traveling to dispatched calls with lights engaged.

Total Incidents

Total number of times at least one vehicle arrived on-scene with lights engaged for 2+ minutes.

Average Time-to-Scene

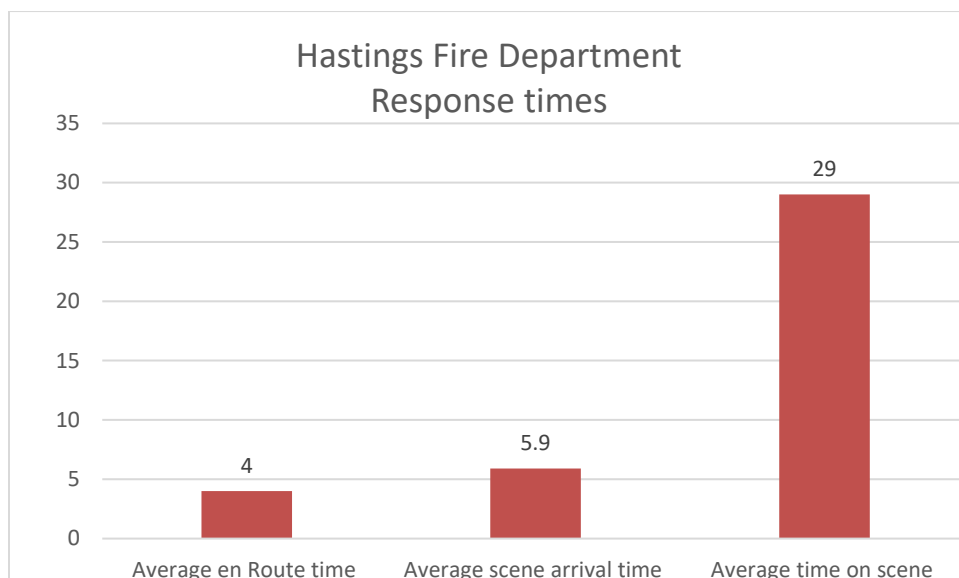
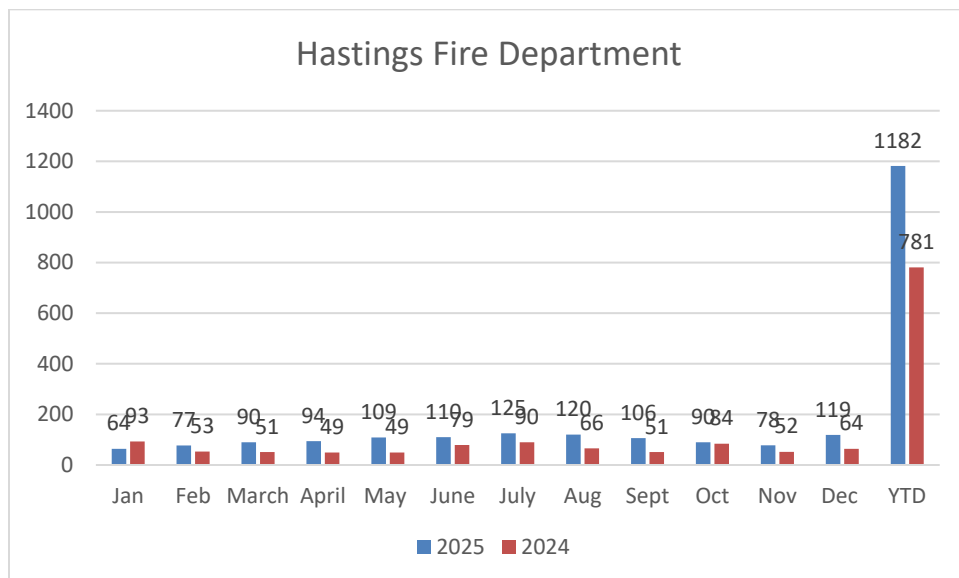
Average time it took for dispatched vehicle to arrive on-scene.

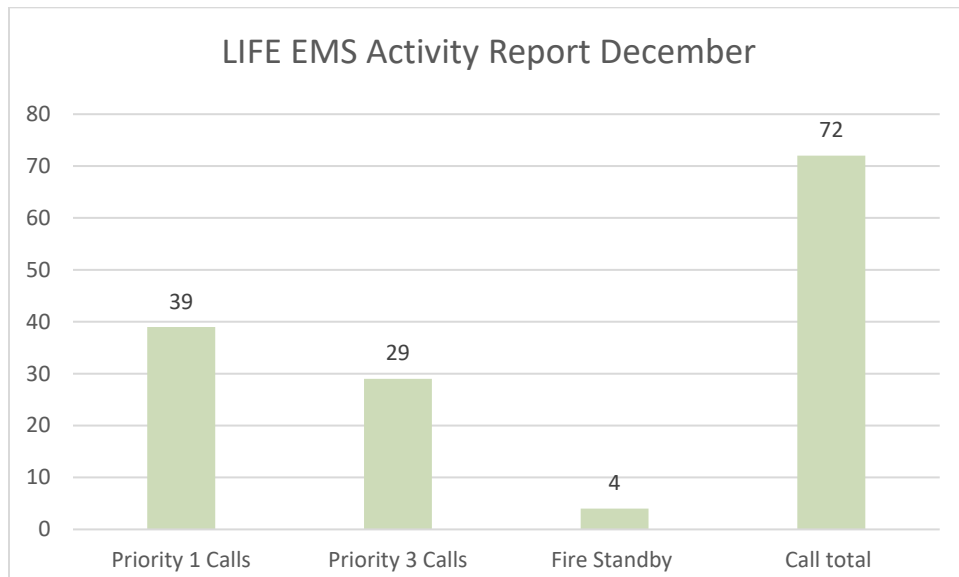


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City of Hastings Fire Department NFIRS Reports Analysis

1/1/2025 - 12/31/2025

INCIDENT TYPE CATEGORY BREAKDOWN

Code	Incident Type Series	Occurrences	Percentage
100-199	Fire/Explosion	85	7.2%
200-299	Overpressure Rupture	1	0.1%
300-399	Rescue Call	500	42.4%
400-499	Hazardous Condition	211	17.9%
500-599	Service Call	33	2.8%
600-699	Good Intent Call	263	22.3%
700-799	False Call	83	7.0%
800-899	Severe Weather/Natural Disaster	1	0.1%
900-999	Special Type/Complaint	2	0.2%
Total		1179	100.0%

FIRE DISTRICT BREAKDOWN

District	Fire	EMS	Other	Total	Percentage
BALTIMORE TWP	33	26	23	82	7%
CARLTON TWP	18	30	14	62	5.3%
HASTINGS TWP	49	65	45	159	13.5%
IRVING TWP	11	7	10	28	2.4%
RUTLAND TWP	70	145	134	349	29.6%
WARD 1	12	51	23	86	7.3%
WARD 2	26	50	28	104	8.8%
WARD 3	36	46	37	119	10.1%
WARD 4	27	69	47	143	12.1%
Total	282	489	361	1132	96.0%

MUTUAL AID DISTRICT BREAKDOWN

District	Fire	EMS	Other	Total	Percentage
MUTUAL AID	16	11	20	47	4%
Total	16	11	20	47	4.0%



City of Hastings Fire Department

Apparatus Summary

1/1/2025 - 12/31/2025

Total Runs for Date Range: 1179

RESPONSE TOTALS PER APPARATUS		
APPARATUS NAME	TOTAL	%
831	324	27.5 %
832	152	12.9 %
833	91	7.7 %
834	63	5.3 %
835	477	40.5 %
836	21	1.8 %
837	464	39.4 %
838	89	7.5 %
839	12	1 %
POV	119	10.1 %
8331	25	2.1 %

Library Director's Report - December 2025 January 5, 2026 Board Meeting

Highlights

December started with lots of excitement at the Holiday Market on December 5. Tess's report has more detail, but we were very busy with over 950 people coming through the doors that night to shop and be entertained with live Christmas music. The gingerbread contest entry voting was also very popular that night.



The next day saw our annual Cookies with Santa and face-painting. He seemed especially jolly this year and the kids all enjoyed their free cookie provided by the Friends of HPL.

On the Strategic Planning front, we are getting ready to formally publish the new 2026-2029 Plan on the website, in the building, and on social media in early January. The team is hard at work on action plan items and will provide our first quarterly update in April 2026.

Personally, I am happy to say that I completed my Master in Library and Information Science degree and graduated from Wayne State University in December 2025.

I am sad to announce that our long-time cleaner, Reg, has decided to retire. He has been here for about the last 8 years and will be missed. For now, we have contracted Key Cleaning to clean the building and will evaluate whether or not to hire again internally.

Finally, I am very excited that Chloe is returning from maternity leave in January, bringing the staff back up to full strength. I am very proud and thankful for everyone on the team who stepped up to fill in her shifts and helped cover some of her tasks for the last two months.

Project Updates

Automatic Bathroom Doors: One minor teak remains to be resolved for the family bathroom, but all three downstairs bathrooms' openers are fully functional and being used.

Study Rooms: Feedback during Strategic Planning indicated interest in additional study room space. We have engaged an architect to provide a rough idea on the cost to repurpose some existing space for 1-2 study rooms, as well as to provide a rough estimate on costs to create a dedicated makerspace. A focus on makerspace and innovation is also part of the new Strategic Plan, so this is an initial step as we explore how to move forward and build an implementation timeline.

Training

Here is what the staff did in December:

- **Naturalist in Residence:** David watched this webinar from the Sustainable Libraries Initiative that we recently joined. It's a fascinating idea on how to better connect people to nature, and given our location in Barry County, I think it's a program we will explore for future implementation. Essentially, it is an in-depth program for only a few months led by an "expert" to educate participants on a topic, such as birding, hiking, outdoor survival, water conservation, etc. The point is to connect people to nature.

Assistant Director Tess Allarding's Report

December started off with a bang! We hosted our annual Holiday Market on Friday, December 5th. I think we had a record number of 45 booths with 34 unique vendors selling their wares! There was a nearly 50/50 split of returning and new vendors this year, and many of the new vendors expressed interest in returning next year. We had about 12 Friends members helping throughout the night with setup and teardown, and our door counters recorded 1,416 visits throughout the day! For last year's Holiday Market, we recorded 926 visits the day of the event, so we definitely saw more traffic this year! I received a lot of positive feedback from vendors throughout the evening. To try to increase traffic to the vendors upstairs, which has been a challenge in the past, I printed off maps listing where each vendor was located for shoppers to use. We also incorporated signage on our display TVs and computers encouraging shoppers to check out the vendors on the second floor. I do think this was helpful, and I plan to utilize these tools again for the 2026 Holiday Market.

I completed the collection development training I enrolled in this month, and I am really excited about the ideas that were presented in it. One of the requirements from the Library of Michigan, who provided funding for me to attend the training, is to create a summary report of what I learned. I am hoping to use my summary as a guidebook moving forward on growing and weeding the various parts of the collection. I am hoping to dive into our collection more in the new year, specifically the nonfiction section, to see which areas may be lacking and can be added to. We

received patron feedback during our Strategic Planning surveys and focus groups that patrons want more variety in our nonfiction collection, so I'm looking forward to growing the collection!

I submitted our application for the Libraries Transforming Communities grant through the American Library Association this month. As I mentioned in a previous report, libraries awarded the grant will be given either \$10,000 or \$20,000 to fund projects to increase accessibility. Should we be awarded the \$10,000 grant, we plan to install an adult-size changing table in our family restroom on the first floor. If we are awarded the \$20,000 grant, we plan to create two handicap-accessible parking spaces and put a ramp in the sidewalk at the south entrance. We received letters of support from both The Ability Collective of Barry County and the Barry ISD. We should hear back by March if we have been awarded the grant. Keep your fingers crossed!!

Youth Librarian Erin Quada's Report

December is a busy month for everyone and Youth Services is no exception. While we didn't host a lot of programs, Lake and I worked on preparing for our winter programs, planned for the upcoming Summer Library Program, and continued to work on ongoing projects.

Programs were hit and miss over the month. We had fluctuating attendance at storytimes and varying attendance at our other events. We hosted our first Build Bash for youth and families and it seemed to be a hit. We had lots of interest on social media and requests to make it a regular thing. Though we don't currently have any more scheduled, we will consider adding some down the road. We hosted a Half Day Movie on the last day of school before the winter break. Though the program was aimed at teens and none attended, a couple families asked if they could watch and I agreed. They were appreciative of the activity. Canvases for our annual Tiny Art Show became available on December 15 and will be on display mid-January through the end of the month. We had a generous patron donate an addition 14 canvases and easels to be handed out for people to participate. So far, 46 people have signed up. Completed works are due back by January 9.

While we don't offer youth programs over the school winter break, we participated as a pick-up location for winter break kits. This program had been spearheaded by Great Start Collaborative in the past, but with their dissolution, Pierce Cedar Creek Institute took it on this year. Patrons are always eager to pick up their kits and Sara Syswerda from PCCI is wonderful about keeping us stocked for all of the age groups. I also provided outreach at Y Time at their new facility for both preschool and school-aged kids. This is a great time to interact with kids from the community and expose many of them to Library activities for the first time.



Marketing and Programming Coordinator Barbara Haywood's Report Events Summary

MI Michigan Story – Dec 9: Seventeen participants took part in an evening of live storytelling, with four individuals interviewed or sharing their personal Michigan stories. Many of these stories will be featured in upcoming episodes of the MI Michigan Story Podcast. This event celebrated real stories told by the people who lived them. MI Michigan Story is a radio show, podcast, and live storytelling series dedicated to showcasing authentic, personal narratives from across the state. The focus is on the stories themselves—not true crime or formal history lessons, but heartfelt, funny, moving, and unforgettable moments from everyday Michiganders.



Visual Storying Telling and Tiny Art – Dec 29: Eight participants took part in Mini Masterpieces: Visual Storytelling in Tiny Spaces, an evening of creativity and inspiration focused on the art of visual storytelling on a miniature canvas. Led by artist Rue Sparks, this interactive workshop guided participants through techniques for creating meaningful artwork in small formats.

Marketing Summary

January is a quarterly calendar cycle, which includes:

- A quarterly events calendar distributed with the city water bill and included in the city's online newsletter.
- A quarterly printed flyer highlighting Library programs and events.

The Library's Strategic Plan marketing initiatives are currently under review to ensure alignment with long-term goals and community engagement priorities.

Marketing efforts for to patrons have expanded with the launch of two special interest newsletters designed to reach specific user groups while increasing awareness of Library programs, services, and resources:

- Winter Makerspace Events at HPL, highlighting upcoming art, craft, and cooking programs
- Digitarians Newsletter 2025, featuring information about the new Libby reciprocal lending library and other digital resource updates

Circulation Supervisor Chloe Lewis' Report

Chloe is out on Maternity Leave.

Upcoming Programs and Events – January 2026

As we've done for many years, the library will be a remote viewing location for Calvin University's January Series. Anyone is welcome to come here to watch any of the sessions broadcast the last two weeks of January at 12:30pm, Monday – Friday. Check out the schedule of speakers at <https://calvin.edu/january-series/january-speakers>.



Other events include:

- 7, Wednesday, 2pm: Podcasts, Find Your Next Favorite Listen – Digital Literacy
- 7, Wednesday, 4pm: STEAM at the Library
- 8, Thursday, 3:30pm: Sew Much Fun Youth Sewing Workshop
- 10, Saturday, 1pm: Rustic Bread & Rolls
- 15, Thursday, 3:30pm: Sew Much Fun Youth Sewing Workshop
- 16, Friday, 3:30pm: Teen Video Game Tournament
- 17, Saturday, 9am-7pm: Gamequest – 10 Hours of Gaming
- 19-23, Monday-Friday, 12:30pm: January Series
- 19, Monday, 6pm: Beginning Stitches Embroidery Workshop
- 20, Tuesday, 10am: Tea & Treats (with Peggy!)
- 21, Wednesday, 6pm: MI Michigan Story Open Mic Night
- 22, Thursday, 3:30pm: Sew Much Fun Youth Sewing Workshop
- 26-30, Monday-Friday, 12:30pm: January Series
- 26, Monday, 6pm: Craft & Laugh Night
- 27, Tuesday, 3:30pm: Youth Board Game Play
- 28, Wednesday, 2pm: Walk-in Tech Help
- 29, Thursday, 3:30pm: Sew Much Fun Youth Sewing Workshop
- 30, Friday, 6pm: Teen Mini-Golf

Monthly Statistics - November 2025

Net Promoter Score*: 79



Physical Library Visits

LY Month	2,718
TY Month	5,273
YTD	29,998



Library Card Holders

	City	Hastings Twp	Rutland Twp	Non-Resident
Total	2,834	850	1,097	93
New	14	9	5	2



Volunteer Hours

LY Month	127
TY Month	78
YTD	782



Item Circulation

	Children's	Non-Children's	Mobile	Total
LY Month	2,280	2,222	-	4,502
TY Month	2,207	2,269	-	4,476
YTD	13,078	12,666	377	26,121



Wireless Sessions

LY Month	652
TY Month	842
YTD	4,964



Inter-Library Loans

	To HPL	From HPL	Total
LY Month	401	316	717
TY Month	424	330	754
YTD	2,248	2,157	4,405



Library of Things Circs

	TY Month	YTD
LoT	28	238
Hotspots	22	127
Museums	0	2



Programs

	Youth		Adult & General	
	Offered	Attendance	Offered	Attendance
TY Month	23	341	12	149
YTD	97	1,752	62	997



Digital Downloads

LY Month	2,340
TY Month	2,612
YTD	14,156



Computer Sessions

	Adult	Kids	Teen	MI Room
LY Month	275	113	90	3
TY Month	317	75	43	1
YTD	2,046	854	303	10

Miscellaneous

	TY Month	YTD
Princh Documents	195	1,416
Study Room Usage	40	243
Non-HPL Community Room Usage	31	121



Websites

		Sessions	Users	Page Views
HPL	LY Month	2,277	1,669	3,413
	TY Month	4,609	4,187	5,657
	YTD	16,369	13,211	23,165
BCHP	TY Month	1,035	946	3,864
	YTD	1,957	1,669	7,973

HASTINGS PUBLIC LIBRARY
 DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 5 MONTHS ENDING NOVEMBER 30, 2025
 42 % OF THE FISCAL YEAR HAS ELAPSED

FUND 271 - LIBRARY FUND

OPERATING REVENUES	Fund	THIS MONTH ACTUAL 30-Nov-25	THIS YEAR FISCAL YTD 30-Nov-25	REVISED BUDGET 2025-2026	THIS YEAR YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-Nov-24	REVISED BUDGET 2024-2025	LAST YEAR YTD % OF BUDGET	LAST YEAR FULL YEAR ACTUAL
271-100-502-000	UNIVERSAL SERVICE FUND - ERATE	-	9,548	16,367	58%	12,832	16,320	79%	21,629
271-100-540-000	STATE AID	-	7,435	13,500	55%	6,988	12,750	55%	14,235
271-100-583-000	CONTRIBUTIONS FROM OTHR TWNSHP	-	74,540	435,000	17%	(637)	400,000	0%	423,095
271-100-649-000	PRINTING/FAX FEES	1,472	4,778	8,100	59%	3,841	8,100	47%	9,460
271-100-651-000	NON-RESIDENT FEES	75	250	850	29%	700	850	82%	1,900
271-100-658-000	PENAL FINES	-	7,236	7,600	95%	7,674	13,000	59%	7,674
271-100-659-000	OVERDUE FINES	102	844	1,200	70%	643	1,200	54%	1,491
271-100-665-000	INTEREST EARNED ON DEP & INVST	3,250	13,248	10,000	132%	9,890	12,000	82%	22,432
271-100-667-000	FACILITY RENTALS	10	470	1,200	39%	735	1,100	67%	1,475
271-100-672-000	OTHER REVENUE	290	2,141	2,000	107%	859	4,000	21%	3,149
271-100-674-000	PRIVATE CONTRIBTNS & DONATIONS	3,300	10,917	18,000	61%	7,899	15,000	53%	43,988
271-100-674-010	BCF CONTRIBUTIONS	-	-	16,000	0%	-	16,000	0%	17,074
271-100-677-000	INSURANCE CLAIMS/REIMBURSEMENT	-	-	-	0%	-	-	0%	53,327
271-100-699-101	TRANSFERS IN - GENERAL FUND	-	180,124	180,124	100%	-	173,196	0%	173,196
TOTAL OPERATING REVENUES		8,500	311,530	709,941	44%	51,423	673,516	8%	794,126

LIBRARY OPERATIONS	Fund	THIS MONTH ACTUAL 30-Nov-25	THIS YEAR FISCAL YTD 30-Nov-25	REVISED BUDGET 2025-2026	THIS YEAR YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-Nov-24	REVISED BUDGET 2024-2025	LAST YEAR YTD % OF BUDGET	LAST YEAR FULL YEAR ACTUAL
271-790-702-000	FULL-TIME WAGES	8,760	45,755	113,880	40%	42,709	111,059	38%	109,815
271-790-703-000	ADMINISTRATR/SUPERVSR SALARIES	3,846	21,155	50,003	42%	24,224	74,913	32%	75,534
271-790-704-000	PART-TIME WAGES	9,384	45,923	114,977	40%	39,685	102,271	39%	113,623
271-790-704-010	PART-TIME WAGES- LIBRARY MAINT	1,187	5,079	7,560	67%	6,160	16,119	38%	11,844
271-790-709-000	SOCIAL SECURITY TAXES	1,797	9,151	21,910	42%	8,635	23,471	37%	23,891
271-790-712-000	CASH IN LIEU OF BENEFITS	369	2,031	2,400	85%	1,015	2,400	42%	3,507
271-790-713-000	OVERTIME	13	52	50	104%	24	50	48%	133
271-790-716-000	MERS DEFINED CONTRIBUTIONS	530	2,941	6,277	47%	2,072	4,997	41%	5,914
271-790-717-000	MERS DEFINED BENEFIT PLAN	-	-	-	0%	24,122	60,505	40%	46,464
271-790-717-010	MERS DEFINED BENEFIT HYBRID PLN	769	4,226	10,111	42%	2,717	6,108	44%	7,511
271-790-718-000	HEALTH INSURANCE - PREMIUMS	2,645	11,759	53,976	22%	21,138	55,340	38%	42,702
271-790-718-010	HEALTH INSURANCE - HSA	171	856	2,054	42%	1,434	-	0%	2,700
271-790-719-000	DENTAL INSURANCE PREMIUM	242	1,212	3,571	34%	1,438	3,503	41%	3,180
271-790-724-000	LIFE INSURANCE	38	188	510	37%	200	485	41%	465
271-790-751-000	PROCESSING SUPPLIES	158	1,067	1,400	76%	448	1,400	32%	938
271-790-756-000	REPAIR & MAINTENANCE SUPPLIES	7	20	350	6%	74	350	21%	119
271-790-760-000	MAINTENANCE SUPPLS - CUSTODIAL	325	483	438	110%	368	350	105%	706
271-790-761-000	BUILDING SUPPLIES	280	707	1,650	43%	967	1,500	64%	2,497
271-790-762-000	WELLNESS/MEDICAL SUPPLIES	-	7	275	3%	349	225	155%	357
271-790-765-000	SMALL TOOLS	-	43	-	0%	-	-	0%	26
271-790-766-000	DISPOSABLE TECHNOLOGY	21	476	1,750	27%	468	1,300	36%	1,800
271-790-767-000	CLOTHING	-	(84)	400	-21%	43	175	25%	888

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271-790-770-000	PROGRAMMING SUPPLIES	541	1,473	3,250	45%	1,590	2,750	58%	3,969
271-790-772-000	PROMOTIONS SUPPLIES	-	-	300	0%	-	300	0%	302
271-790-777-000	OFFICE SUPPLIES	17	211	850	25%	343	1,350	25%	1,091
271-790-778-000	PAPER	47	134	580	23%	311	400	78%	570
271-790-791-000	SUBSCRIPTIONS AND PUBLICATIONS	115	1,276	2,048	62%	1,317	1,900	69%	1,686
271-790-792-000	SOFTWARE SUBSCRIPTIONS	30	2,150	7,788	28%	2,000	7,245	28%	6,199
271-790-793-000	OVERDRIVE	-	9,002	9,002	100%	9,144	8,961	102%	9,144
271-790-802-000	PROFESSIONAL SERVICES	-	-	1,500	0%	65	1,200	5%	686
271-790-806-000	LEGAL SERVICES	4,248	4,248	500	850%	-	500	0%	9,758
271-790-809-000	CONTRACTED IT SERVICES	1,200	4,800	14,400	33%	3,600	14,400	25%	14,400
271-790-812-000	PRE-EMPLOYMENT SCREENINGS	-	-	350	0%	151	350	43%	867
271-790-813-000	DELIVERY SERVICES	-	1,498	2,700	55%	1,363	2,800	49%	2,807
271-790-816-000	SECURITY SERVICES	-	300	325	92%	300	325	92%	300
271-790-817-000	LAKELAND LIBRARY CO-OP SERVICE	-	1,426	2,900	49%	1,342	2,900	46%	2,623
271-790-818-000	MAINTENANCE CONTRACTS	1,413	2,827	8,603	33%	2,827	7,953	36%	8,599
271-790-823-000	OTHER CONSULTING SERVICES	8,233	8,583	1,750	490%	350	350	100%	2,118
271-790-825-000	LATE/SERVICE FEES	-	11	-	0%	-	25	0%	-
271-790-829-000	CUSTODIAL/CLEANING SERVICES	-	933	10,920	9%	-	-	0%	2,962
271-790-850-000	TELEPHONE	617	2,475	5,540	45%	2,434	5,485	44%	6,023
271-790-851-000	MAIL/POSTAGE	-	78	250	31%	472	225	210%	472
271-790-852-000	INTERNET/TELECOMM SERVICES	178	1,693	7,019	24%	2,525	7,020	36%	7,019
271-790-861-000	TRANSPORTATION - MILEAGE REIMB	450	883	940	94%	-	750	0%	175
271-790-879-000	WEBSITE	-	123	1,113	11%	838	935	90%	838
271-790-881-000	ADVERTISING	-	36	1,058	3%	125	1,145	11%	405
271-790-887-000	SPEAKERS/PERFORMERS	-	200	2,000	10%	435	2,500	17%	885
271-790-890-000	ILS FEES	-	6,099	14,180	43%	3,011	14,080	21%	11,855
271-790-891-000	LICENSES AND FEES	-	886	860	103%	510	1,905	27%	510
271-790-892-000	SOFTWARE LICENSES	-	-	1,905	0%	644	680	95%	1,922
271-790-900-000	PRINTING AND PUBLISHING	-	84	730	12%	40	220	18%	397
271-790-906-000	PROMOTIONS/MARKETING	-	54	500	11%	-	100	0%	900
271-790-909-000	TRAINING	-	-	600	0%	133	550	24%	204
271-790-910-000	PROFESSIONAL DEVELOPMENT	-	404	300	135%	-	300	0%	-
271-790-911-000	CONFERENCES	30	1,130	2,850	40%	2,586	2,200	118%	3,301
271-790-912-000	MEETINGS	120	258	400	65%	-	75	0%	24
271-790-915-000	MEMBERSHIPS	-	295	1,529	19%	210	1,714	12%	1,558
271-790-916-000	DUES AND FEES	-	805	1,435	56%	-	1,435	0%	151
271-790-918-000	WATER/SEWER	531	2,551	5,500	46%	2,466	5,000	49%	5,389
271-790-919-000	WASTE DISPOSAL	50	233	602	39%	250	350	72%	601
271-790-920-000	ELECTRIC	2,102	12,812	28,035	46%	13,597	26,700	51%	26,927
271-790-921-000	NATURAL GAS	296	689	5,500	13%	939	3,000	31%	6,570
271-790-929-000	GROUNDS REPAIR AND MAINTENANCE	1,375	1,587	4,500	35%	130	1,800	7%	5,210

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FUND 271 - LIBRARY FUND

LIBRARY OPERATIONS	Fund	THIS MONTH ACTUAL 30-Nov-25	THIS YEAR FISCAL YTD 30-Nov-25	REVISED BUDGET 2025-2026	THIS YEAR YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-Nov-24	REVISED BUDGET 2024-2025	LAST YEAR YTD % OF BUDGET	LAST YEAR FULL YEAR ACTUAL
271-790-929-010	SNOWPLOWING/SNOW REMOVAL	-	-	900	0%	-	1,500	0%	450
271-790-930-000	BUILDING REPAIR & MAINTENANCE	3,290	9,545	6,150	155%	2,486	1,950	128%	49,254
271-790-931-000	EQUIPMENT REPAIR & MAINTENANCE	-	57	1,200	5%	918	2,300	40%	1,043
271-790-933-000	SOFTWARE MAINTENANCE AGREEMNTS	-	521	-	0%	-	-	0%	-
271-790-935-000	PROPERTY LIABILITY INSURANCE	-	7,782	14,400	54%	13,792	12,000	115%	13,792
271-790-939-000	WORKERS COMPENSATION INSURANCE	-	213	735	29%	358	1,100	33%	717
271-790-941-000	PRINTER/COPIER LEASE/MAINT	-	1,020	4,100	25%	1,020	4,100	25%	4,081
271-790-944-000	INSPECTION SERVICES	-	420	680	62%	530	960	55%	1,409
271-790-950-000	COLLECTION SERVICES	-	30	300	10%	89	340	26%	286
271-790-955-000	MISCELLANEOUS	-	120	-	0%	-	-	0%	-
271-790-962-000	LOST/DAMAGED MATERIALS FEES	81	114	100	114%	51	100	51%	128
271-790-965-000	PROPERTY TAX REIMBURSEMENT	-	-	100	0%	114	100	114%	114
271-790-975-000	BLDNGS AND BUILDING IMP - DEPR	-	39,520	110,000	36%	-	11,000	0%	-
271-790-975-010	BLDG & BLDG IMP - NON-DEPRECBL	-	2,026	-	0%	-	-	0%	-
271-790-978-000	TECHNOLOGY - DEPRECIABLE	-	-	-	0%	461	-	0%	-
271-790-978-010	TECHNOLOGY - NON-DEPRECIABLE	-	19	3,000	1%	2,396	2,000	120%	5,650
271-790-980-000	EQUIPMENT/FURNITURE - DEPREC	-	5,455	-	0%	2,823	-	0%	-
271-790-980-010	EQUIPMENT/FURNITURE - NON-DEPR	645	5,362	3,400	158%	111	450	25%	8,794
271-790-982-000	COLLECTION MATERIALS - BOOKS	1,828	8,617	17,000	51%	5,479	17,000	32%	21,028
271-790-982-010	COLLECTION MATERIALS - A/V	286	1,112	2,250	49%	433	2,250	19%	1,032
271-790-982-020	COLLECTION MATS - BEYOND BOOKS	-	620	1,000	62%	174	1,250	14%	1,146
TOTAL LIBRARY OPERATIONS		58,266	307,844	713,969	43%	265,571	656,799	40%	712,956
TOTAL REVENUE & INCOMING TRANSFERS		8,500	311,530	709,941	44%	51,423	673,516	8%	794,126
TOTAL EXPENDITURES & OUT TRANSFERS		58,266	307,844	713,969	43%	265,571	656,799	40%	712,956
NET REVENUES OVER EXPENDITURES		(49,766)	3,686	(4,028)		(214,148)	16,717		81,169

November 2025 R&E Notes

		THIS MONTH ACTUAL	THIS YEAR FISCAL YTD 31-Oct-25	REVISED BUDGET 2025-2026	THIS YEAR YTD % OF BUDGET	Notes
OPERATING REVENUES	Fund					
271-100-665-000	INTEREST EARNED ON DEP & INVST	3,250	13,248	10,000	132%	continues to grow providing unplanned income

		THIS MONTH ACTUAL	THIS YEAR FISCAL YTD 31-Oct-25	REVISED BUDGET 2025-2026	THIS YEAR YTD % OF BUDGET	Notes
LIBRARY OPERATIONS	Fund					
271-790-806-000	LEGAL SERVICES	4,248	4,248	500	850%	still tracking to seek some reimbursement once windows are resolved
271-790-823-000	OTHER CONSULTING SERVICES	8,233	8,583	1,750	490%	still tracking to seek some reimbursement once windows are resolved
271-790-930-000	BUILDING REPAIR & MAINTENANCE	3,290	9,545	6,150	155%	\$3,100 moisture survey was budgeted but overall we're seeing more unexpected expenses and are over-budget TY
271-790-980-010	EQUIPMENT/FURNITURE - NON-DEPR	645	5,362	3,400	158%	will be over budget TY but a patron donation is offsetting \$1K of it; purchased phone chargers this month

HASTINGS PUBLIC LIBRARY
Invoices for November 2025
Prepared for the January 5, 2025 Board Meeting

Account Name	Vendor	Amount	Total	Notes
Salaries & Wages			\$ 23,558.73	
Social Security Taxes			\$ 1,797.06	
Fringe Benefits			\$ 4,394.63	
Total Wages and Benefits:			\$ 29,750.42	
Supplies			\$ 1,375.06	
	Processing	\$ 157.67		
	Building/Repair/Maint	\$ 611.77		
	Programming	\$ 541.16		
	Office	\$ 17.47		
	Paper	\$ 46.99		
Collection Materials - Books			\$ 1,828.43	
	ALA	\$ 62.52		
	Brodart	\$ 536.44		
	Amazon	\$ 413.05		
	Junior Library Guild	\$ 756.45		\$696.45 annual standing order renewal
	Cengage Large Print	\$ 59.97		
Collection Materials - AV			\$ 285.75	
Utilities & Services			\$ 3,775.51	
	City - water & sewer	\$ 531.28		
	Consumers - electric	\$ 2,102.26		
	Consumers - natural gas	\$ 296.40		
	MEI Internet	\$ 58.42		
	MEI Phones	\$ 313.50		
	Fusion Land Lines	\$ 303.59		
	Mobile Beacon (Hotspots)	\$ 120.00		
	Granger Waste Services	\$ 50.06		recycling
Contracted IT Services			\$ 1,200.00	monthly IT
Building Repair & Maintenance			\$ 3,290.21	
	DHE	\$ 156.36		Energy Recovery Wheel semi-annual maintenance
	Weatherproofing Technologies	\$ 3,133.85		roof thermal scan
Legal Services			\$ 4,248.00	
Subscriptions & Publications			\$ 114.99	
	The Atlantic	\$ 114.99		Annual renewal; offset by patron donation
Disposable Technology			\$ 21.09	
Maintenance Contracts			\$ 1,413.25	
	DHE Plumbing & Mechanical	\$ 1,413.25		quarterly maintenance
Consulting Services			\$ 8,232.50	
	dbHMS	\$ 8,232.50		window consultant
Transportation - mileage reimburs.			\$ 450.10	mileage and parking for MLA in October
Conf/wkshop, Profess. Dev, Training			\$ 30.00	
	MLA	\$ 30.00		misc costs at MLA in October
Meetings			\$ 120.20	food for staff training day in October
Grounds Repair and Maintenance			\$ 1,375.00	
	Kenowa Companies	\$ 175.00		irrigation system winter prep
	Harder & Warner	\$ 1,200.00		winter landscaping prep
Software Subscriptions			\$ 30.00	Monthly Duo 2-factor authentication for VPN (2FA)
Lost/Damaged Materials Fees			\$ 81.34	patron refunds
Equipment/Furniture - non-depreciable			\$ 644.61	phone chargers (\$519.27) offset by patron donation
Total Invoices (without wages & benefits):			\$ 28,516.04	

CITY OF HASTINGS

BALANCE SHEET
AS OF NOVEMBER 30, 2025

FUND 271 - LIBRARY FUND

		FISCAL YTD 30-NOV-25	FISCAL YTD 30-NOV-24
ASSETS			
271-000-001-001	CHECKING ACCOUNT - COMMON CASH	(811.09)	(274,523.19)
271-000-001-002	CHECKING ACCOUNT - PAYPAL CONT	.00	500.00
271-000-004-000	PETTY CASH	468.00	468.00
271-000-017-000	INVESTMENTS - AMERICN DEP MGMT	63,108.23	60,889.28
271-000-017-050	INVESTMENTS - MI CLASS POOLED	535,082.32	511,510.00
TOTAL ASSETS		597,847.46	298,844.09
LIABILITIES AND FUND BALANCE			
FUND BALANCE			
271-000-375-000	FUND BALANCE - RESTRICTED	294,161.39	212,992.24
271-000-380-000	COMMITTED FUND BALANCE	300,000.00	300,000.00
	REVENUE OVER EXPENDITURES - YTD	3,686.07	(214,148.15)
TOTAL FUND BALANCE		597,847.46	298,844.09
TOTAL LIABILITIES AND FUND BALANCE		597,847.46	298,844.09



2026 January Council Report

To: The City Council

From: Verne Robins, Utilities Superintendent

Subject: Utilities Monthly Council Report

Meeting Date: January 12, 2026

Staffing

- 4 of 7 staff members increased their Michigan drinking water classifications.
- We have 2 new members at wastewater that will be taking tests this spring.

Projects at Wastewater

Final Clarifier #2 -The final plans have been reviewed and agreements have been signed.



- Alum day tank project is receiving the final touches. Heater skid and pump were received and have been installed. We are just cleaning up the area and touching things up after the installation.
- Polymer day tank and chemical storage are being relocated to improve function and consistency.

Projects at Water

- Plant maintenance is taking place with painting and repairs being made throughout the facility.
- Old air compressor failed and was replaced with a newer model.

2025 CITY COUNCIL SIGNIFICANT ACTIONS

- Approval of Woodlawn Meadows Planned Unit Development
- Sale of city-owned property at Hayes/Orchard for residential development
- Police Employed Recruit academy sponsorship
- Engineering and grant application for Michigan Avenue Bridge Repair project
- Updated software and training for the Finance Department
- Approval of MDNR grant submission for 2025 volunteer fire capacity grant to purchase eleven sets of wildland protective clothing.
- Sale of easement for ATT communications equipment on the north water tower
- Appointment of Ann Devroy to the City Council to represent the third ward.
- East State Street mill and resurface project
- Amendment to purchasing ordinance
- Acceptance of \$5,000 MIOSHA grant for fire department
- Amend the ordinance regarding residential driveways
- Approval of the 2025 capital improvement plan
- Purchase of new tow behind air compressor
- Approved updates to the employee personnel policy
- Installed flow meters on city wells
- Replaced various security doors on city buildings
- Upgraded UV system at the wastewater treatment facility
- Various repairs to the fuel island and fuel system
- Root control for over 10,000 feet of sewer main in various locations in the city
- Upgrades to the Alum system at the wastewater treatment facility
- Milling and patching W. Woodlawn Ave
- Purchase of 2024 Ford F250 pickup
- Merger of two MERS pension divisions related to the fire department
- Approval of the PUD and Final Site Plan for Bachman Fields site condominium project
- Approval of ambulance subsidy and transition to Life EMS for service
- Approval of EMS assessment by McGrath Consulting
- Approve the development of construction documents and bidding for the police department renovation
- Appointment of Mike Bergeron to the City Council to represent the first ward.
- Creation of an Industrial Development District for vacant property in the industrial park
- Application to the Source Water Protection Grant
- Creation of a temporary special projects manager position
- Approval of Green and Market Street improvements and related bonds to support the project
- Tentative approval of an “island” 425 agreement with Rutland Township
- Approval of replacement salt barn
- Creation of new full-time firefighter position
- Exercised the first right of refusal to acquire foreclosed property at 133 E State Street
- Replaced dissolved oxygen probes at the wastewater treatment plant facility

- Mayor Exchange with the City of Lowell
- Modification of downtown sidewalk ordinance provisions
- Purchase of extrication equipment and AEDs for fire department
- Purchase of 2025 Caterpillar Wheel Loader
- Purchase of 2026 Ford F250 pickup
- Resurface of tennis court at Bob King Park for use as pickleball court
- Update of poverty tax reduction guidelines
- Replacement of six voting tabulators
- Purchase of two new 800 MHz radios
- Purchase of new dump body on the 2014 Dodge 5500
- Purchase of utility cart for the wastewater treatment facility
- Purchase of two new salt spreaders
- Purchase of new 2026 International HV607 tandem axle cab and chassis
- Purchase of replacement monitors for workstations
- Chip sealing repairs on multiple major streets
- Lead service line replacements
- Renovation of fire department restrooms
- Purchase of new 2026 International HV507 single axle cab and chassis
- Creation of the assistant city manager position and dissolution of the office of the director of public services
- Replacement of S. Boltwood storm sewer
- Purchase of new radar sign & trailer
- Replacement of TASERS for the police department
- Approval to work with Progressive Companies for the W. State Street Corridor plan
- Progress on the pedestrian island at Tyden Park & Thorn
- Execution of interlocal agreement with Hastings Area School System
- Approval of Ordinance to create the 3-4 Family Overlay District
- Approval of Allied Mechanical Service for improvements to the Final Clarifier #2
- Development of a brownfield incentive policy
- Commenced an agreement with EMS Management and Consultants to start billing for ambulance services
- Agreement with the YMCA for disc golf course event management
- Approved dividing the Deputy Treasurer and Utility Billing Clerk roles
- Entered into an MOU for the Thornapple River Water Trail
- Approved tree trimming and removal in the city
- Adopted the brownfield incentive policy

2025 DPS Street Department Yearly Report

Robert Neil-Street Superintendent
CITY OF HASTINGS

To: Hastings City Council and Sarah Moyer-Cale
From Robert Neil- Street Superintendent
Subject: 2025 Year-end review

Overview

As we conclude another productive year, the Streets Department remains dedicated to maintaining a safe, efficient, and resilient transportation network for all residents. In 2025, our focus centered on extending the life of our existing assets through proactive maintenance while preparing and planning for 2026.

2025 Key accomplishments:

Preventive Maintenance: The city has 14.81 miles of Major Street and 32.4 Miles of Local Streets to maintain. We successfully completed chip sealing on 1.25 miles of Major and Local Streets and completed 2300 lbs. of rubber crack seal on approximately 1.15 miles of street. This process prevents moisture penetration, which significantly reduces the need for costly full reconstructions in the future.

Spring/Summer/Fall Operations

- Spring cleanup - 200 yards composted /327 staff hours
- Fall cleanup - 356 loads /2,236 yards and approx. 1,100 miles driven by dump trucks with debris. On average, this is approx. 200 miles per truck
- 1,123 combined staff hours
- 852 equipment hours combined cleanups

Infrastructure: Our teams continue to maintain critical infrastructure, which includes water main break repairs, lead service line replacements, road repairs, manhole & storm drain repairs, sanitary sewer maintenance, fire hydrant flushing, road maintenance and clearing, as well as sidewalk infrastructure.

Sewer calls - 50

Sidewalk replacement - 14 yards of concrete placed by DPS

Fire hydrants replaced - 7

Lead service lines replaced 104 - in calendar year 2025

Storm Drain Repair - 19

W Woodlawn Ave repaving

Hot Asphalt 60 tons applied just by DPS

Cold patch 10 tons

8-Water main Breaks

Manholes -5

Salt storage building - completed in October

Winter Operations:

Despite unpredictable weather patterns, we successfully managed snow and ice clearance for all major arteries and local routes. Our winter budget ensures we remain "plow-ready" for any remaining inclement weather this season.

Overview

As we conclude another productive year, the DPS remains dedicated to maintaining a safe, efficient, and resilient transportation and infrastructure network for all residents. Our focus centered on extending the life of our existing assets through proactive maintenance while preparing for 2026.

Hastings Public Library Board of Trustees
DRAFT Minutes
Date: January 5, 2026 - 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 Kelli Newberry at 4:30 p.m.

- Board members present: Jane Cybulski, Kelli Newberry, Sam Cale, Amanda Mattson, Ann Devroy, Ellyn Main, Rebecca Lectka, and Cloe Oliver. Not present was Carol Dwyer.
- Also present was David Edelman and Tess Allerding.

2. AGENDA:

3. MINUTES: Ann Devroy motioned to approve the December 1, 2025, minutes, seconded by Cloe Oliver. Motion approved.

4. FINANCIALS

- a. November invoices and Budget Report: Cloe Oliver motioned to approve the financials, seconded by Rebecca Lectka. Motion approved.

5. LIBRARY DIRECTOR REPORTS

- a. December 2025
- b. December 2025 Infographic

6. COMMITTEES

- a. Budget and Finance –
- b. Building and Grounds -
- c. Personnel –
- d. Policy-
- e. Marketing-

7. UNFINISHED BUSINESS: None

8. NEW BUSINESS:

- a. 2026 Board Officer Elections: Ann Devroy made a motion that Kelli Newberry remain as President, seconded by Sam Cale. Motion approved. Ellyn Main motioned that Cloe Oliver remain Vice-President, seconded by Ann Devroy. Motion approved. Sam Cale motioned that we override the bylaws to allow Jane Cybulski to serve one more term as Secretary, Ann Devroy seconded. Motion approved.
- b. BCF and the Library's Endowment with Bonnie Gettys. Presentation of how the Barry County Foundation began and continues to thrive in our community, benefiting many organizations including our library.
- c. ReciteMe Web Browser Accessibility Toolbar – reviewed.
- d. Window update – remediation is complete in children's, awaiting further testing.

- e. Year End Solicitation Update – Already received \$6,000 and ordered the light table. Waiting for quotes on the water bottle refiller.

9. PUBLIC COMMENTS

10. BOARD MEMBER COMMENTS

11. NEXT MEETING

- Next board meeting on Monday, February 2, 2026, at 4:30 p.m.

12.ADJOURNMENT: Meeting was adjourned at 5:43 p.m.