



City of Hartford
County of Van Buren, State of Michigan

Downtown Development Authority Business Meeting Agenda

Tuesday, April 21, 2026 at 10:00 AM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

GUESTS

1. Jeremiah Smith, Allegiant Laundry, 202 W Main St

PUBLIC COMMENT

APPROVAL OF COMMISSION MINUTES

2. Discuss & Consider - March 17, 2026 Minutes

APPROVAL OF REPORTS

GOALS/OBJECTIVES

OLD BUSINESS

NEW BUSINESS

3. Discuss & Consider - 2026/2027 Budget
4. Discuss & Consider - Strawberry Run Sponsorship
5. Discuss & Consider - Hartford Chamber Strawberry Festival Sponsorship

ADJOURNMENT



City of Hartford
County of Van Buren, State of Michigan
DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING
Tuesday, March 17, 2026 10:00am
PROPOSED MINUTES

Members Present: Shayne Darling, Brian Garland, Mark Kellogg, Pete Sinclair, Gurnamaskar Singh, Rick Stevens,

Members Absent: Manuela Blaylock-Villota, Sandra Banda-Tavarez,

Staff Present: Nicol Pulluam, Manager; RoxAnn Rodney-Isbrecht, Clerk

President Brian Garland, called the DDA meeting to order at 10:00am.

Pledge of allegiance was said.

Approval of the Agenda:

Motion by Darling, supported by Singh, to approve the agenda.

Motion Carries 6 – 0

Public Comment:

- Mickey Bittner and Paul Harvey, Wightman's, gave an update on the 2026 Construction Projects along West Main Street to the City Limits & the Center & Main Street Intersection.

Approval of the Minutes:

Motion by Darling, supported by Singh, to accept the January 20 & February 17, 2026 minutes.

Motion carried 6 – 0

Acceptance of the Finance Report:

Motion by Kellogg, supported by Singh, to accept the February 2026 financials.

Motion carried 6 – 0

Goals/Objectives: None Discussed

Old Business: None Discussed

New Business:

- Discuss & Consider – 2026/2027 Budget Planning
Discussion: Consider goals where to allocate resources. The board would like to budget for façade program, contractual services to develop the program, community partnerships, banners, blight cleanup and signage. The budget needs to follow the DDA plan's priorities.
- Darling left the meeting at 10:27am
- Discuss & Consider – Banner Purchase

Discussion: Concerns about spending money for 250-year anniversary banners that will be used one year and for this summer while construction is going on.

Motion by Kellogg, supported by Stevens, approved up to \$2,000 to purchase banners.

Motion carried 5 – 0

Adjournment

Motion by Garland, to adjourn the meeting at 10:58am

Motion carried

Next Meeting is April 21, 2026 at 10am

Respectively submitted by,

Shayne Darling, DDA Secretary

BUDGET REPORT FOR CITY OF HARTFORD
Calculations As of 06/30/2027

Item 3.

GL Number	Description	25-26 Amended Budget	25-26 Activity	25-26 Projected	26-27 Requested	26-27 Recommended	26-27 Approved	26-27 Amended Budget
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY								
Account Category: Appropriations								
248-729-729.000	POSTAGE	250.00	0.00	0.00	250.00	0.00	0.00	0.00
248-729-730.000	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
248-729-810.000	ADMINISTRATION FEE	2,400.00	1,600.00	0.00	2,400.00	0.00	0.00	0.00
248-729-818.000	CONTRACTUAL SERVICES	13,500.00	14,150.00	0.00	14,877.00	0.00	0.00	0.00
	WAY-FINDING SIGNAGE			0.00	5,000.00	0.00	0.00	
	MURAL ON BUILDING			0.00	1,000.00	0.00	0.00	
	CHRISTMAS DECORATION ELY PARK			0.00	3,377.00	0.00	0.00	
	BANNERS			0.00	4,000.00	0.00	0.00	
	MC KENNA - DEVELOPMENT OF PROGRAM TO GRANT/LOAN			0.00	1,500.00	0.00	0.00	
248-729-826.000	LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
248-729-890.000	FACADE IMPROVEMENTS	0.00	0.00	0.00	2,500.00	0.00	0.00	0.00
	FACADE IMPROVEMENT GRANT			0.00	2,500.00	0.00	0.00	
248-729-956.000	MISCELLANEOUS	0.00	0.00	0.00	2,500.00	0.00	0.00	0.00
	STRAWBERRY FESTIVAL			0.00	1,500.00	0.00	0.00	
	CONCERTS IN THE PARK			0.00	500.00	0.00	0.00	
	HISPANIC FESTIVAL			0.00	500.00	0.00	0.00	
	Appropriations	16,150.00	15,750.00	0.00	22,527.00	0.00	0.00	0.00
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:								
	TOTAL APPROPRIATIONS	16,150.00	15,750.00	0.00	22,527.00	0.00	0.00	0.00

Hartford Strawberry 5K Run Sponsorship Opportunities

RECEIVED
APR 13 2026
CITY OF HARTFORD

Event Date: June 13, 2026

The Hartford Strawberry 5K Run is a community tradition that brings together runners, families, and local businesses for a fun and active celebration. This year, Hartford XC and Track and Field, with the help of Hartford Athletics, is taking over! Your sponsorship helps keep this event going strong while showcasing your business to participants and spectators. Proceeds will benefit local athletes and ensure that the Strawberry Run continues and expands!

Sponsorship Levels

Gold Sponsor — \$1,000

- Large logo placement on race shirt
- Two-course signs (One at the start/finish line and one along the route)
- Recognition on social media
- Opportunity to set up a booth/table at the event

Silver Sponsor — \$500

- Small logo on race shirt
- Two-course signs (One at the start/finish line and one along the route)
- Recognition on social media

Bronze Sponsor — \$250

- Company name on race shirt
- Two-course signs (One at the start/finish line and one along the route)

Course Sign Sponsor — \$150

- Two-course signs
- One placed at the beginning of the course, and one throughout the race route

Sign Sponsor — \$50

- One yard sign placed at the start/finish line.
 - Great way to show community support
-

Business Information

Business Name: _____

Contact Name: _____

Phone: _____

Email: _____

Sponsor Amount:

- Gold Sponsor \$1000**

 Silver Sponsor \$500

 Bronze Sponsor \$250
 Course Sign Sponsor \$150

 Sign Sponsor \$50

 Other _____

Logo & Materials

- I will email my logo to mannings@hpsmi.org
 I need assistance creating a logo/sign

Payment Information

- Check enclosed (payable to: Hartford Public Schools attn: Hartford XC/T&F)
 Please send an invoice
 Other: _____

Important Deadlines

Sponsorship Commitment Deadline: May 22, 2026

Logo Submission Deadline: May 29, 2026

Thank You!

Thank you for supporting the Hartford Strawberry 5K Run and helping us continue a great local tradition! For questions, please contact:

Sarah Manning

Teacher/Coach

Hartford Public Schools

269-621-7109

mannings@hpsmi.org



2026 Hartford Strawberry Festival Sponsorship Form

Yes, I would like to sponsor the Hartford Strawberry Festival to promote local businesses and community.

Company Name: _____

Contact Name: _____

Company Address: _____

Phone #: _____ Email: _____

If eligible for T-shirts, what sizes would you like: _____

Choose a level:

___ Patron Level \$50

___ Bronze Level \$100

___ Silver Level \$250

___ Gold Level \$500 (Please email us your logo in vector form)

___ Platinum Level \$750 (Please email us your logo in vector form)

___ Diamond Level \$1,000+ (Please email us your logo in vector form)

___ Please send me information about being a member of the Hartford Area Chamber of Commerce

Please contact Judy Phillips (269)674-1335 if you would like to sponsor a specific part of the festival.

Deadline for sponsorship is May 1st.

Please make checks payable to: Greater Hartford Area Chamber of Commerce

Mail to:

Greater Hartford Area Chamber of Commerce
P.O. Box 283
Hartford, MI 49057



Or to pay by Credit Card:

Credit Card #: _____

Name on Card: _____

Exp. Date: _____ Total: _____ CVV: _____ Zip Code: _____

Signature: _____

Or pay online at hartfordmichamber.org. Hover over Strawberry Festival tab and click on sponsorship.

If you have any question, please contact Patty Schroeder at (269)588-5103 ex. 2
or email: hartfordmichamber@gmail.com

Thank you for helping make Hartford a better community!

Dear Potential Sponsor,

The Strawberry Festival is a long-standing tradition in Hartford, Michigan, dating back to 1989. As one of the first festivals of the season, it offers our community a fun, family-friendly event that brings people together and highlights all that Hartford has to offer. The Strawberry Festival provides entertainment, food, rides, parades, and much more for residents and visitors from surrounding communities to enjoy.

This year's festival will be a two-day event on **June 12 & 13, 2026** which will be held on the grounds of the Hartford Public Library 12 Church St. and as our event continues to grow, we hope you will consider being part of this cherished community celebration.

The Hartford Strawberry Festival is proudly hosted by the **Greater Hartford Area Chamber of Commerce**, which is dedicated to promoting the general welfare and prosperity of Hartford's businesses and community. We are also pleased to share that the Greater Hartford Area Chamber of Commerce is now recognized as a **501(c)(3)** organization. This means your sponsorship may be considered a **charitable contribution** for tax purposes.

Areas Covered by Sponsorship Include:

- Main Stage entertainment for Friday and Saturday
- General expenses (advertising, brochure and poster printing, portable restrooms, security personnel, trash pickup and disposal, after-festival cleanup, and other festival costs)
- Rides and attractions

Each year, local companies choose to sponsor the Hartford Strawberry Festival to help promote our community and strengthen local business connections. Your support helps us continue this beloved tradition while showcasing the spirit of Hartford.

We invite you to become a sponsor of the 2026 Hartford Strawberry Festival. Enclosed you'll find sponsorship levels and benefits for your consideration. If you have any questions or would like to discuss customized sponsorship opportunities, please contact us at (269)588-5103 ex2 or hartfordmichamber@gmail.com.

Thank you for considering this opportunity to support our community and celebrate the sweetness of summer with us!

What you get!	Diamond	Platinum	Gold	Silver	Bronze	Patron
	\$1,000+	\$750	\$500	\$250	\$100	\$50
Recognition on promotional poster during festival	✓	✓	✓	✓	✓	✓
Recognition on website	✓	✓	✓	✓	✓	✓
Recognition in festival brochure	✓	✓	✓	✓	✓	
Recognition in HACOC E-Newsletter in July	✓	✓	✓	✓	✓	
Logo on promotional poster during festival	✓	✓	✓	✓		
Logo on website and festival brochure	✓	✓	✓	✓		
Public announcement recognition during the festival	✓	✓	✓	✓	✓	
Two Strawberry Festival Shirts with your logo on them	✓	✓	✓			
18" x 24" Sign with Business name and Logo displayed in Ely Park during Festival	✓	✓	✓			
Four two-day all you can ride wristbands	✓	✓				
12' x 12' Display space at festival – Sponsor supplies tent and tables	✓					

Please turn page over for more information