

October 2, 2024
Downtown Development Authority
Village of Bellevue – Meeting Minutes

The Bellevue Downtown Development Authority meeting was called to order at 8:02 a.m. by Chairperson C. Carpenter.

Roll Call:

Present: M. Pennington, M. Smith, N. Roberts (left at 8:40), K. Sparks, C. Carpenter

Absent: M. Bartzen, L. Pfister

C. Carpenter moved to approve the minutes from the September 4, 2024, meeting seconded by K. Sparks. Motion carried.

The board reviewed sending someone to the Statewide MDA Conference. After reviewing the dates and everyone's schedule, it was decided not to send anyone this year and, going forward, to send someone every other year.

The board then further discussed the Farmer's Market. The holders for the flags are done. M. Pennington has volunteered to put them out on Thursday mornings for advertisement, and the assigned closing person will remove them and put them in storage. We have not had any vendors for the whole month of September. We will continue to move forward with the remaining dates for the Farmer's Market until the end of October. In the meantime, N. Roberts will reach out to Battle Creek Farmer's Market to see how they reach out to vendors and C. Carpenter will reach out to Courtney for input in her area. It was also agreed the flags will only go up if we know we have vendors coming to the market. All other items for this will be tabled until the first of the year.

We currently still have two vacant seats. Although there has been some interest in the past, no one has moved forward with asking to join. The board will continue to ask people who may be interested.

We had 3 Façade Grant applications submitted. 1 application did not meet the requirements and was rejected. The other 2 application amounts totaled less than the \$5,000 budgeted. M. Smith motioned to approve both Mary Otto of JP's Hair Gallery and Teresa Koch DDS Façade Grant applications, seconded by N. Roberts. Motioned carried. M. Smith will reach out to both applicants to let them know. Final payment will not be made until receipts and photos are submitted.

Halloween in the Park items were finalized. Yard signs are made and will be put around town by M. Smith and K. Sparks over the next few weeks. M. Bartzen and Barnes Insurance Agency will donate bike giveaways. C. Carpenter will make signs for the bikes and get the raffle tickets. Boondocks has kindly agreed to sell us pizza at concession pricing so we can have it available at Halloween in the Park for \$1 a slice. M. Bartzen has found us 4 volunteers to help with pizza concessions. Independent Bank and C. Carpenter will donate plates, and the Village of Bellevue will donate napkins. Dan Dan the Ice Cream Man will give away ice cream for free. A donation to give to Danny for his ice cream will be discussed at the November meeting. We have confirmed 2 Face Painters, and Fun Services said they would help with the Face Painting kits.

Another event to discuss was the Santa Parade. Lucas Harp has been scheduled to DJ/MC the parade this year. K. Sparks motion to pay Lucas \$150 for his services, seconded by C. Carpenter. Motioned carried. C.

Carpenter will work on flyers to advertise this event. We are still looking for a large spool to wrap Christmas lights around for storage. K. Sparks will contact Jason from Baker Construction regarding the best time to decorate the tree. K. Sparks and M. Smith will work on the parade lineup as participants are confirmed.

K. Sparks moved to adjourn the meeting at 9:40 a.m., seconded by M. Pennington. Motion carried.