

June 5, 2024
Downtown Development Authority
Village of Bellevue – Meeting Minutes

The Bellevue Downtown Development Authority meeting was called to order at 8:01 a.m. by Chairperson Carpenter.

Roll Call:

Present: C. Carpenter, K. Sparks, M. Pennington, H. McMillion, M. Smith

Absent: N. Roberts, M. Bartzen, L. Pfister

M. Pennington moved to approve the minutes from the April 4, 2024, meeting seconded by M. Smith. Motion carried.

K. Sparks moved to approve the minutes from the May 9, 2024, meeting seconded by M. Smith. Motion carried.

The board further discussed the Farmer's Market. It was suggested that more advertising would help promote the Farmer's Market. K. Sparks suggested purchasing large flag-type banners to place out during the Farmer's Market hours. M. Smith moved to purchase these advertising flags, with the hardware, at a price under \$120, seconded by H. McMillion. Motion carried. Some other suggestions include doing a special once-a-month event hosted by the DDA, possibly grilling hotdogs. Also, finding a food truck to hang out at during those times was mentioned. We are still getting some pushback on the pricing; it was decided to leave it as is for the rest of the season but discuss it again next year. The item will be placed on the agenda next January. There was also a mention of possibly giving the first week free for all new vendors and getting people to try it out.

We currently still have a vacant seat. There has been some interest in the past, but no one has moved forward with asking to join. The board will continue to ask people interested in joining, but at this point, it is not an urgent matter as we have eight committed board members.

M. Bartzen took her seat at 8:22a.m.

It was noted that C. Carpenter's 4-year term expired in May of 2024. K. Sparks moved to re-elect C. Carpenter to another 4-year term, keeping her as Chairperson, seconded by H. McMillion. Motion carried. With new members added within the last year, the board also decided it was time to discuss the other board positions. C. Carpenter moved to appoint M. Smith as secretary, seconded by K. Sparks. Motion carried. C. Carpenter also moved to appoint M. Pennington as Treasurer, seconded by K. Sparks. Motion carried. M. Pennington moved to appoint H. McMillion as Vice Chairperson, seconded by M. Smith. Motion carried. All positions will take effect for the July meeting.

With new board members joining recently, the board decided to look at new days/times to have the monthly meeting. After doing an online survey, it was noted that Wednesday or Thursday mornings worked best for the majority of the board. With that information in mind, M. Smith moved to change the monthly DDA meetings to the first Wednesday of the month at 8 a.m., seconded by M. Pennington. The motion carried.

There was a discussion about the community being a bit confused about the DDA and how it operates. H. McMillion will make a Facebook post explaining more details about who we are, what we do, and that we are a separate organization from the Village of Bellevue.

The last item on the agenda was the Façade Grant. The current winner updated the board, stating they are on track to finish the updates by the end of August. A review will occur, and funds will be given out upon approval. It was also discussed that this year's application deadline is fast approaching, so the board will start promoting this to get as many applicants as possible between now and August.

M. Pennington moved to adjourn the meeting at 8:49 a.m., seconded by M. Smith. Motion carried.