

February 1, 2024  
Downtown Development Authority  
Village of Bellevue - Meeting Minutes

The Bellevue Downtown Development Authority meeting was called to order at 2:01 p.m. by Chairperson Carpenter.

Roll Call:

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

Absent: K. Travis, N. Roberts, S. Denton, M. Bartzen

K. Sparks moved to approve the minutes from the January 4, 2024 meeting, seconded by M. Smith. Motion Carried.

S. Denton submitted her resignation to C. Carpenter in writing due to a job change and will no longer be on the board. M. Smith and H. McMillon have someone they will discuss the vacant position with and will report back at the March meeting.

We did a final review and follow-up of the Christmas Parade and Light up the Vue Contest. M. Smith got quotes on possible signs for advertising for both. An 18x24in full color, including the wire, is \$14. If we wanted a thicker stack, it would cost \$4 more. A 4x8ft single-sided sign would be \$239 and would last a few years. A 4x9ft aluminum/poly one-sided sign would cost \$610, and we would need to purchase a frame. This item will be placed on hold until the August meeting. The board agreed we should start with the small yard signs for both. It was also noted that we should investigate doing the small yard signs for our annual Halloween event. The last follow-up item discussed was having Santa delivered to the North End rather than Village Hall. Luke thought it would be fine, but he would double-check with Pastor for a final answer.

H. McMillon has agreed to help with the DDA Facebook page. C. Carpenter will make the page active and give H. McMillon access. We will start posting weekly business highlights on the page to make use of it. All board members are encouraged to like and share the DDA page to help grow knowledge about it.

Lastly, the Farmers Market was discussed. As a board, it was decided that the day and time should be the same: Thursdays from 4-7 pm. The first date will be May 2<sup>nd</sup> and go through Oct 24<sup>th</sup>. M. Pennington moved to keep the yearly rate at \$150 and reduce the weekly rate from \$20 to \$10, seconded by H. McMillon. Motion Carried. It was agreed that more advertising needed to take place. C. Carpenter will update the flyers and the application forms. H. McMillon will add the Farmer's Market flyer and sign-up forms to Facebook once they are updated. M. Pennington moved to have 4-yard advertising signs created for the farmers market at \$18 apiece, seconded by K. Sparks. Motion Carried. M. Smith will order the signs. H. McMillon will ask for suggestions on possible food trucks willing to participate to get more community members to attend. M. Pennington will send the flyer and applications to all Farmer's Market participants from last year.

H. McMillon moved to adjourn the meeting at 3:05 pm, seconded by M. Pennington. Motion Carried.