October 8, 2026
Downtown Development Authority
Village of Bellevue – Meeting Minutes

The Bellevue Downtown Development Authority meeting was called to order at 7:59 a.m. by Chairperson C. Carpenter.

Roll Call:
Present: C. Carpenter, M. Bartzen, L. Pfiester, M. Smith, M. Sparks, T. Angus, V. Madry
Absent: K. Sparks, N. Roberts

C. Carpenter moved to approve the minutes from the September 10, 2026, meeting, seconded by L. Pfiester. Motion carried.

First on the agenda was discussing the downtown flowerpots. Everyone is excited about the flowerpots. The mums look great! M. Smith has been watering them as needed. The board discussed decorations/plant options for the upcoming holiday season. It was mentioned that businesses could sponsor a pot and decorate for the winter season. There may not be enough time to get this idea going for this year, so this may be tabled until next year. In the meantime, Steve from the Free Store mentioned that he would love to help fill the pots with something if needed. Research on some artificial trees was done to see if that would be an option for this year once the mums need to be removed. This idea was tabled until the November meeting.

Façade grant was next on the agenda. Last year's winner, Mark Goodrich, needs to submit receipts for the work that was done on the old feed store before the DDA can present the façade grant check. The grant states he has 60 days to provide those receipts. As for this year's grant applicants, at the time of the meeting we did not have any complete applications. Two potential applicants were considering applying; the board decided to extend the deadline until Friday, October 9th to give them one last chance to submit the full application.

The board discussed plans for Halloween in the Park. C. Carpenter mentioned there was a question asked about whether someone could hand out candy and political flyers at the event. The board decided that Halloween in the Park was a kid event and that we wanted to keep politics out of the event. We welcome anyone to come and bring/run a game and support the community, but we don't want any campaigning. The board agreed that they wanted to make sure there were plenty of games for the kids to play at the event. C. Carpenter moved to approve spending $300 on games and candy/prizes for Halloween in the Park, seconded by M. Sparks. The board also agreed to be at the park at 1:00 to set up games and the registration table before the event.

The board continued discussing improvements to Washington Park. M. Bartzen went down and took measurements of the area the board is looking at. M. Bartzen will send these measurements to Playworld for estimates. The board also mentioned that we need to ensure the new equipment is ADA-compliant.

The Christmas Parade and Light Up the Vue were briefly discussed. The board would like to do the same prizes as last year for the winners of the Light Up the Vue. L. Pfiester moved to approve a $100 gift card for the Light Up the Vue business winner, seconded by M. Smith. Along with the gift card, the business winner will also get the traveling trophy. The residential winner will receive a local business gift basket. It was also mentioned

that there isn't currently a food truck confirmed for the Christmas Parade. L. Pfiester will talk with Cookin Beans to see if they are available.

Lastly, the agenda included the DDA's budget plans for council approval for 2027. We are proposing an additional $27,000 in spending beyond our normal expenses. This would cover the DDA's portion of the potential park upgrade and additional flowers/décor for the flowerpots.

M. Smith moved to adjourn the meeting at 9:28 a.m., seconded by M. Bartzen. Motion carried.