

April 10, 2025
Downtown Development Authority
Village of Bellevue – Meeting Minutes

The meeting of the Bellevue Downtown Development Authority was called to order at 8:00 a.m. by Chairperson C. Carpenter.

Roll Call:

Present: M. Smith, N. Roberts, K. Sparks, C. Carpenter, M. L. Pfister, J. Whitcomb, M. Bartz

Absent: M. Pennington

N. Roberts moved to approve the minutes from the March 13, 2025, meeting, seconded by L. Pfister. Motion carried.

First on the agenda is the Main Street Flower Pots. The Lioness Club used to provide the flowers and upkeep for the flower pots, but they are no longer available. Joan Wilson reached out and volunteered to plant and maintain flowers this year if the DDA would purchase the flowers. The board agreed that this always makes Main Street nice. C. Carpenter moved to approve spending \$100 toward the flowers for the Main Street pots, seconded by M. Smith. Motion carried.

N. Roberts gave an update on the sound system. We have currently paid for ½ of the sound system. Although we do not have an installation date, we are on the books with Red Letter.

The Façade Grant advertisements have been posted on Facebook by C. Carpenter. Plans are to post last year's winners in the upcoming week to keep the advertisements fresh and updated.

The board reviewed that the term of N. Roberts' position is set to expire in May 2025. M. Bartz moved to approve renewing N. Roberts' position for another 2-year term, seconded by C. Carpenter. Motion carried. It was also noted that when H. McMillon resigned, we never filled the Vice Chair position. M. Bartz volunteered to step up to the Vice Chair position. N. Roberts moved to approve M. Bartz to take over Vice Chair, seconded by L. Pfister. Motion carried. C. Carpenter also mentioned that if anyone else was interested in being President, she was happy to step into another chair position. She was concerned because she no longer worked in the Bellevue Community, so others may think she was not a good fit for the position. The board all agreed that she was great for the position, and no one wanted to take over the President's position.

There was a Round Table discussion for the Village, Township, Fire Board, DDA, and school to exchange ideas about community events and the community in general. Some of the ideas that were brought up to the DDA from the Round Table discussion were: Community Events board, Turkey Dinner, and 4th of July Fireworks. The school linked the Village and Township websites to the school website for easier access to information. The board did discuss the community board. Where this board would be placed and who would maintain the information were the biggest topics. The board did not feel like it would be adequately maintained and would not be visible to all traffic to make it worth putting up. The idea of an electronic board placed around the main light would be a good spot for community advertisements. In the end, the board decided that it would be best for each event to hand out flyers for the local businesses to hang in their windows for advertisement. The subsequent Round Table meeting is June 18.

A big thank you was given to Jason Whitcomb and Baker for taking down the Christmas lights on the big tree in the park. J. Whitcomb volunteered the Baker facility to store all spools of Christmas Lights in the off-season. It was agreed that DDA will pay J. Whitcomb will rent a lift for installing and removing Christmas lights this coming season as well. Price will be approved at a later date.

N. Roberts moved to adjourn the meeting at 8:40 a.m., seconded by L. Pfister. Motion carried.