

October 24, 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: C. Carpenter, M. Pennington, K. Sparks, L. Pfister, N. Roberts, M. Smith, M. Bartz

Absent: J. Whitcomb (Phone)

C. Carpenter moved to approve the minutes from the October 9, 2025, meeting, seconded by K. Sparks. Motion carried.

First on the agenda was the façade grant. C. Carpenter contacted Mark Goodrich to discuss the documentation that is needed to move forward with the grant. The board has agreed to give Mark until the end of the day on November 30 to submit all requested documents.

The council approved adding Mindy Sparks to the DDA board to fill the current vacant seat.

The invoice for the painting in the park exceeded the previous approval. The board discussed and agreed to pay. L. Pfister motioned to approve the Bellevue Hardware invoice for paint supplies to paint the park equipment in the amount of \$237.07, seconded by K. Sparks.

The last topic that was discussed was the downtown speakers. M. Bartz spoke to one of the residents about her concerns. After speaking, the resident understood that the DDA is still in the testing phase and is looking into concerns about volume and music options. M. Bartz also reached out to the City of Marshall to get ideas on how they utilize their speakers. Marshall runs their speakers from 11 a.m. to 7 p.m. all week. Marshall mentioned that they do have an older system, so it does not work the way the newer systems do. They discussed turning off some speakers in certain areas. To create playlists for special events, a Spotify account must be opened. K. Sparks motioned to approve a Spotify account to be opened and pay for the \$99 yearly subscription with a Spotify gift card purchased with DDA funds, seconded by C. Carpenter. C. Carpenter and M. Bartz will meet the following week to get the account set up and make a Halloween playlist to play during Trick or Treating hours. There are two mics hooked up to the speakers. One that mutes music when talking and one that talks over music. Mics are not currently working at the park. Power needs to be run to the pole at the park. It was agreed that N. Roberts, C. Carpenter, and M. Bartz will work together on the training of the speaker system. M. Bartz will also hold the tablet for running the speaker at Spaulding Associates.

The next meeting will be held on November 13th due to scheduling conflicts.

M. Smith moved to adjourn the meeting at 1:54 p.m., seconded by K. Sparks. Motion carried.