

June 16, 2026
Downtown Development Authority
Village of Bellevue – Meeting Minutes

The meeting of the Bellevue Downtown Development Authority was called to order at 8:04 a.m. by Chairperson C. Carpenter.

Roll Call:

Present: C. Carpenter, K. Sparks, M. Bartzen, L. Pfiester

Absent: N. Roberts, M. Smith, J. Whitcomb, M. Sparks

K. Sparks moved to approve the minutes from the May 14, 2026, meeting, seconded by C. Carpenter. Motion carried.

N. Roberts took her seat at 8:10 a.m.

First on the agenda was a discussion of the downtown speaker system. The DDA was approached by the Bellevue Athletic Boosters asking if the downtown speaker system could be used for their Car Show event. Before purchasing the speakers, the board agreed that this was one of the types of events we would love the system to be used for. The board has already been reviewing a Third-Party Agreement for these situations. The board has made suggestions on updates to the agreement, and C. Carpenter will make those changes and send them back to the board for review. C. Carpenter will also get back with the Athletic Boosters on details of usage and signing the agreement once it is finalized. N. Roberts noted that the mics for the system were different but couldn't remember what the difference was. C. Carpenter will reach out to Red Letter to get that clarified, along with asking them to see if they were free to be at the event in case of issues.

Downtown flowerpots were again discussed. Jake is out of town but thought the pots would come in while he was gone. K. Sparks will get with him the week of June 15th to see if they have arrived.

As discussed at the last meeting, we have a very generous community member who would like to make a sizable donation to improve Washington Park. While the donation itself, along with some DDA funds, would be enough to make some very nice changes, we agreed as a board to look into Eaton County Park Grants to see if we can even increase that funding more. N. Roberts will further research when applications need to be submitted and when recipients are announced. The DDA will work together to figure out and draw up a plan of what we think would work. The board is tentatively planning to have the August meeting at the park to help review current equipment and space.

Due to vacations and scheduling conflicts, the July DDA meeting will be canceled. The next meeting will be held in August at Washington Park.

We currently have a vacant DDA board position. C. Carpenter did make a Facebook post informing the community of this, which received lots of responses. N. Roberts will forward the vacant seat application, and C. Carpenter will respond to all those interested, asking them to fill out the application.

L. Pfiester moved to adjourn the meeting at 9:02 a.m., seconded by N. Roberts. Motion carried.