

October 5, 2023
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, N. Roberts, M. Pennington, M. Bartzen

Absent: H. McMillon, K. Travis, S. Denton,

N. Roberts moved to approve the minutes from the September 7, 2023 meeting, seconded by M. Pennington. Motion Carried.

C. Carpenter moved to approve the use of DDA funds to send Michelle Pennington to the MDA conference, whether virtual or in-person, seconded by N. Roberts. Motion Carried.

Halloween & Pet's in the Park will occur on October 28, 2023. Spaulding and Associates will donate one boy bike this year, and the board will ask Jaime at Boondocks' regarding the girl's bike. K. Sparks and N. Roberts will work to ensure we have roughly 200 hotdogs. M. Pennington will grab an additional 100 hot dog buns. C. Carpenter will bring the speaker, mic, and tickets. N. Roberts will ensure the bucket truck is ready for the pumpkin drop. All board members should continue to work on getting businesses to bring games to the event.

The Christmas Parade & Santa Night will take place on December 2, 2023. K. Sparks and Mandy Smith will continue to work on parade sign-up. We do need to make sure a Santa is available.

Along with Santa Night, the Light up the Vue Contest will kick off on December 2nd. We must ensure signup sheets are put out at local businesses in preparation. C. Carpenter will make sure the survey link is ready to go. All board members should continue to ask for business donations for the residential Light up the Vue prize basket.

It has been mentioned that the downtown snowflakes need an update. N. Roberts researched it and found it would cost the DDA \$1,575.25 to replace all the blubs. C. Carpenter motioned for the DDA to pay to replace the lights for \$1,575.25, seconded by M. Pennington. Motion Carried.

M. Bartzen left the meeting at 2:54 p.m.

The Facade Grant program was discussed. The board approved the award of the grant to Mary Bartzen in the total amount of \$5,000, subject to all documents being accurate and turned in at the end of the project. C. Carpenter will email Mary to tell her of the approval. N. Roberts moved to approve an update to the facade guidelines to include a more detailed building plan design within the application to show what updates will look like once finished, seconded by K. Sparks. Motion Carried.

M. Pennington moved to adjourn the meeting at 3:04 pm, seconded by N. Roberts. Motion Carried.