



DISCOVER BELLA VISTA A&P COMMISSION MEETING MINUTES

DATE: 11-21-24		TIME: 2:30 pm	LOCATION: POA Board Room		
Chair: Doug Fowler		MEETING PURPOSE: REGULAR COMMISSION MEETING			
Commissioners Present: Doug Fowler, Ben Biesenthal, Tom Judson, Jayne Lowe, Wendy Hughes, Muriel Garza Discover Bella Vista Present: Brandon Kelley, Sandy Martin					
Absent: Melissa Wells					
All commission meetings are recorded and available upon request.					
AGENDA					
AGENDA #	TOPIC	PRESENTER	HIGHLIGHTS	MOTION/SECOND	PASSED
1	Call to Order & Public Comments	Fowler	2:34pm No public comments. Mayor Flynn attended.		
2	Approval of Prior Meeting Minutes	Fowler	August 2024	Lowe/Judson	Yes
3	Financials & Budget Report	Martin/Kelley	2024 through October; 2023 comps	Judson/Garza	Yes
4	Reports	Kelley/Martin	Compliance: 611 Certificates issued to date/598 active against 415 city issued permits Legal: Attorney pursuing claim against one collector		
5	Marketing & Creative Report	Kelley	Deferred to Zoom meeting w/o 12/2		
6	Old Business	Martin	A&P Handbook complete; approval on Zoom meeting w/o 12/2 Audit: Complete management meet with auditor 12-22-24; auditor update on Zoom meeting w/o 12/2		



7	New Business – 2025 Projects: American Junior Golf Tournament	Darryl Muldoon	2025 dates to be determined 5-Star event; 88 kids & families/270+ volunteers; Overnight stays in Bella Vista up to 2 weeks. Tournament at the Highlands	Biesenthal/Gaza	Yes: 4 yes, 1recuse Amount included in budget
	New Business – 2025 Projects: Bike-A-Palooza and festival	Bret McCormick	3 rd weekend in Sept. Totally grassroots and volunteer driven. Proceeds go to charity. 2023 brought in riders from 9 states.	Judson/Garza	Yes Amount included in budget
8	New Business – 1. 2025 Budget 2. Vello Media 2025/06Contract	Kelley	1. Full budget as presented 2. Same as 2024	Judson/Garza Judson/Lowe	Yes Yes
9	Next Meeting	Fowler			
10	Adjourn	Fowler	Meeting adjourned at 3:42pm	Garza/Judson	Yes

ACTION ITEMS

ITEM #	ACTION ITEMS	OWNER	TARGET DATE
1	Set up Zoom meeting week/of 12-2-24	Kelley	12-2-24
2	Items on agenda for Zoom: <ul style="list-style-type: none"> A&P P&P Handbook approval Auditor's Report – Marc Lux, Przybysz Elections of 2025 officers Approval of Resolution #0001-2024 Approval of Market Fund Policy Marketing and Creative presentation 	Kelley/Martin Handbook has been distributed; auditor's report, resolution and policy will be distributed prior to meeting.	Zoom meeting