



CITY OF BELLEVILLE, ILLINOIS
DOWNTOWN BELLEVILLE
DEVELOPMENT COMMISSION
MEETING MINUTES

January 30, 2023, 4:00 PM

COMMISSION MEMBERS:

Mayor Patty Gregory	Excused
Dr. Mary Stiehl, Alderwoman-Ward 6, Chairwoman	Present
Steve Hemmer	Present
Chuck Blanquart	Excused
Brett Baltz	Present
Zach Bair	Present
Jennaver Brown	Present
Andria Powell	Present
Amber Weiss	Present

GUEST ALDERMAN/ELECTED OFFICIALS: Kara Osthoff, Alderwoman, Ward 8

STAFF:

Cliff Cross, Director, Economic Development, Planning & Zoning Department
Eric Schauster, Economic Development, Planning & Zoning Department Asst. Director
Jamie Maitret, Director of Finance
Kathy Kaiser, Director of Public Relations, Communications & Marketing
Penny Moore, Secretary, Economic Development, Planning & Zoning Department

GUESTS: Michael Hagberg, Barb Swanter and Jack LeChien

The meeting of the Downtown Belleville Development Commission (DBDC) held at Grimm & Gorly, located at 324 East Main Street, Belleville, IL, began as scheduled at 4:00 PM.

Alderwoman, Dr. Mary Stiehl, Chairwoman, called the meeting to order after declaring that there was a quorum. After introducing the members, staff, elected officials and guests present, emergency procedures were explained.

Chairwoman Stiehl asked if there were any corrections to be noted for the October 24, 2022, meeting minutes. No changes were made. A motion to approve the minutes was made by Steve Hemmer and was seconded by Zach Bair. The minutes were approved with all present members voting in the affirmative, by a vote of 7-0. (4:02 PM)

PUBLIC PARTICIPATION:

None

NEW BUSINESS:

A. Discussion and Possible Motion to Approve the 2023 Budget:

Chairwoman Stiehl informed the Committee, in the City Code of Ordinances in Chapter 32, under Title 3 Administration, explains the purpose of the Downtown Belleville Development Commission and recommended that all DBDC Members read the ordinance. Alderwoman Stiehl continued, she and Member Brett Baltz have

discussed creating a long-range plan, as this Commission is funded through the City of Belleville, therefore under the Ordinances associated with the Commission. (4:03 PM)

Chairwoman Stiehl introduced Director of Finance, Jamie Maitret to discuss the 2023 DBDC upcoming budget. Jamie Maitret explained that it is that time of year to prepare the DDRC budget. Ms. Maitret added that the budget for 2023 does not need to be approved at this meeting, but budget approval must be completed by the Commission's next meeting so it may go before City Council for approval. (4:03 PM)

Ms. Maitret reminded the Commission that in 2006 the DBDC agreed to put most dollars towards the City Streetscape bonds and the rest goes to this Commission to spend. Ms. Maitret added about \$100,000.00 goes towards the bond payments. Discretionary income is for the Commission to decide how to spend. Ms. Maitret continued, the DBDC budget is nearing the end of paying off said bonds, as they are set to mature in January of 2027, four (4) years away. But because of reserves required to keep funds on hand, the reserves will pay the two years of payments, leaving only one (1) year of payment due. At that time, the Commission will need to decide to keep the levy the same to allow future discretionary spending or to lower the taxes in the Special Service Area. Ms. Maitret concluded, soon, there will be much more money to utilize for special projects. (4:05 PM)

Ms. Maitret explained that DBDC will have a tax levy of \$38,500.00 and with cash on hand and with liquid investments, is approximately \$1,100.00. Therefore, there is just under \$40,000.00 to spend. A small portion of \$3,000.00 is taken is for city liability insurance. Utilities for some downtown parking lights is also an expense at \$15,000.00. Ms. Maitret mentioned she is working with Director of Public Works, Jason Poole, to minimize the lighting expense and will report back to the DBDC in the future as updates are clarified. The remaining balance of the funds, approximately \$21,550.00, needs to be discussed as to how the Commission wishes them to be allocated. Ms. Maitret continued that in the past, the Commission has given \$10,000.00 to the Belleville Police Department for additional event patrolling, \$1,500.00 toward marketing (trolley and Gingerbread Run) and \$10,000.00 to Belleville Main Street. (4:06 PM)

Chairman Alderwoman Stiehl asked if there was discussion regarding the budget and a motion to approve. Steve Hemmer mentioned if the expense allocations are to remain the same, he would be in favor of approval of the budget. Alderwoman Stiehl agreed. Further discussion occurred. (4:07 PM)

Discussion regarding the Economic Development Strategic Plan occurred Discussion regarding a long-term plan for the DBDC occurred. (4:12 PM)

A motion was made by Steve Hemmer to APPROVE the 2023-2024 Budget. It was seconded by Brett Baltz. Motion carried 7-0 with all members voting in the affirmative. (4:15 PM)

B. Discussion regarding the Koerner House:

Jack LeChien discussed a proposal from the Historic Preservation Commission (HPC) for a park near the Richland Creek clean-up site, which is an open space, in between the City of Belleville Police Department and the City of Belleville building located at 510 West Main Street, at 9th Street and West Main Street. Mr. LeChien continued; the park would re-erect four (4) columns from the original 1814 Courthouse. There are twenty-four (24) column segments in total still saved from the original courthouse that are proposed to be used at the park. The columns were acquired by the HPC in 2000. Mr. LeChien shared a rendering drawn by Gary Karasek. The park would have a walking path with signs and placards to share the history of the founding of the City of Belleville. Mr. LeChien requested funding from the DBDC Commission to create the foundation. Mr. LeChien shared that Ameren has provided money for the project through the Richland Creek clean up effort. However, the funding falls far short, therefore fundraising will be needed. Mr. LeChien explained that site plans were not ready yet but being prepared. Discussion regarding grant funds occurred. (4:20 PM)

Mr. LeChien spoke of the Koerner House and explained there this a grant submitted in 2021. Mr. Schauster, Liaison to the Historical Preservation Committee, added that the grant was to be sent for bonding authority

one week ago to get the grant agreement of approximately \$150,000.00 for Koerner House improvements. (4:25 PM)

C. Discussion and Possible Selection of a Downtown Belleville Development Commission Treasurer:

Chairwoman Alderwoman Dr. Mary Stiehl explained, in the past there was a Treasurer on this Committee, however that member is longer on the Committee. Dr. Stiehl explained the position's requirements and responsibilities, by presenting any budget updates at each meeting. The person could provide a report to the DBDC Commission and staff outlining any income and expenditures and would work directly with the Director of Finance, Jamie Maitret, for the accounting of those budget numbers. (4:25 PM)

Jennaver Brown volunteered for the position. (4:26 PM)

A motion was made by Zach Bair to APPROVE Jennaver Brown to hold the office of Treasurer for the Downtown Belleville Development Commission. It was seconded by Steve Hemmer. With all present members voting in the affirmative. Motion carried 7-0. (4:26 PM)

D. Mayor's Report:

Cliff Cross spoke on behalf of the Mayor to explain current developments within the City of Belleville. Mr. Cross shared the Executive Inn is in the midst of being demolished. Mr. Cross added, the department is working on other projects with the sight that will possibly go out for RFP (Request for Proposals). Mr. Cross also addressed the Economic Development Strategy with the coordination of stakeholder selection. Mr. Cross also discussed vacancies within the Area of Special Control. Mr. Cross explained there are prospective developers that the department is in discussion with for redevelopment projects. Mr. Cross continued, the partnership with St. Clair County in the purchase of the fairgrounds may prove lucrative to both the city and county. Discussion of Downtown business façade programs occurred. Discussion of roof-leaks occurred. Discussion of the utilization of TIF fund allocation occurred in regard to downtown business roof repairs rather than spending TIF funds on smaller projects and getting more out of the TIF investment. Discussion of zoning code amendments occurred. (4:33 PM)

Discussion regarding the maintenance of roll-off dumpsters on Main Street occurred regarding dumpsters on Main Street sitting longer than the thirty (30) days allowed per ordinance. Additionally, the street being damaged by the dumpster deliverer is an expense that the City of Belleville ends up having to pay. Added was the loss of parking spaces for adjacent businesses when a dumpster is present longer than thirty (30) days. Discussion regarding that some businesses do not have space behind their building on Main Street to have a dumpster occurred. (4:37 PM)

Per the prior TIF discussion, Steve Hemmer recommended an idea possible program, similar to the sidewalk 50/50 for Downtown Business Owners and the City (TIF funds) to split the cost of roof repairs. Whereby protecting the building from leaking, which Mr. Hemmer stated would be much more costly than roof repair. Discussion of holding landlords accountable for building maintenance and improvements occurred. (4:40 PM)

Discussion and questions of the newly increased power, water and sewer bills occurred. Ms. Maitret interjected, mentioning the City of Belleville went to bid with thirteen (13) other municipalities in our area. The 12.1 cents per kilowatt hour was what was received from the bid, which is now the market rate. Complaints of overhead cost occurred, which requires the business owners to raise cost. (4:46 PM)

Discussion of weekday hours occurred, including customers asking where to go on Monday and Tuesdays when the restaurants are closed occurred. Discussion of another option for TIF fund usage for energy efficiency to help downtown businesses occurred. (4:47 PM)

Discussion of contractors occurred. (4:49 PM)

Cliff Cross discussed restructuring of the Economic Development, Planning and Zoning Department is occurring which will allow communication, guidance, and ideas from our department to downtown businesses during these hard times. Mr. Cross discussed how the Economic Development Strategy could assist with the shared concerns. Discussion of Downtown development ideas occurred. (4:57 PM)

OLD BUSINESS:

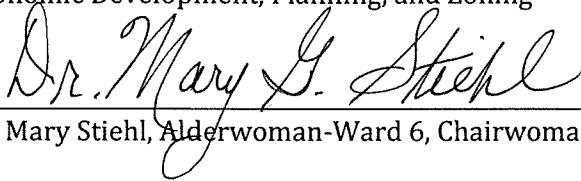
None

Adjournment:

A motion to adjourn was made by Brett Baltz. It was seconded by Amber Weiss With all present members voting in the affirmative. Motion carried. 7-0. (4:58 PM)

Chairwoman Alderwoman Stiehl adjourned the meeting at 4:58 PM.

Respectfully Submitted,
Penny Moore
Secretary
Economic Development, Planning, and Zoning



Dr. Mary Stiehl, Alderwoman-Ward 6, Chairwoman