

**CITY OF BELLEVILLE, ILLINOIS**  
**DOWNTOWN DEVELOPMENT/REDEVELOPMENT COMMISSION**  
**(DDRC) MEETING MINUTES**  
**March 11, 2019 4:00 p.m.**

**COMMISSION MEMBERS:**

Mayor Mark Eckert	Excused
Ken Kinsella, Alderman-Ward 1, Chairman	Present
Jeff Renner	Excused
Geri Boyer	Excused
Michael Nester	Present
Steve Hemmer	Excused
Chuck Blanquart	Present
Amanda Schlecht	Present
Brett Baltz	Present

**STAFF:**

Eric Schauster, Economic Development, Planning & Zoning Department Asst. Director  
Amy Toenjes, Economic Development Planning and Zoning Department Secretary  
Jamie Maitret, Finance Director

**GUESTS:** Alicia Slocomb, Belleville Main Street, Michael Hagberg, Karen Elkott, Andria Powell, William & Conni Tilley, Steve McGuire

The meeting of the Downtown Development/Redevelopment Commission (DDRC) met as scheduled at 4:00 p.m. in the 2nd Floor Conference Room of City Hall, 101 S. Illinois Street.

Ken Kinsella, Chairman called the meeting in order after declaring that there was a quorum. After introducing the members present, Chairman Kinsella explained the emergency procedures.

Chairman Kinsella asked if there were any corrections to be noted for the January 28, 2019 meeting minutes. No changes were made. A motion was made by Amanda Schlecht and Seconded by Chuck Blanquart hence the minutes were approved.

**PUBLIC PARTICIPATION:**

**New Business:**

**1. Approval of FY 2019-2020 budget**

Jamie Maitret, Finance Director explained the budget. Chairman Kinsella recommended that \$50,000 be allocated to the Business Assistance Program.

**A motion to accept was made by Chuck Blanquart. It was seconded by Amanda Schlecht. With all present members voting in the affirmative. Motion carried. 5-0.**

**2. Discussion on Downtown Special Services Area:**

Chairman Kinsella began the discussion by stating this is a new program and direction is needed as to what parameters to use. Eric Schauster, Economic Development, Planning & Zoning Department Asst. Director added he would like to see a clear direction from the committee where the program is going and how they would like to utilize the funds. Mr. Schauster added he can modify the program application to

include what projects are defined as to have a better understanding how to market. Chairman Kinsella stated he believes any façade or bringing a building up to code should be included in considered requests. Amanda Schlecht felt that cosmetic improvements for interiors should not be funded or considered. Brett Baltz stated he felt like there was more flexibility if the business was new to town or the building was empty as to how the committee would look at interior investments. Michael Nester stated he would be less likely to consider cosmetic requests but something permanent and substantive. A discussion was had regarding establishing a two-person subcommittee to review applications and give a recommendation to the full committee prior to the monthly meeting. Chairman Kinsella stated he would like to follow what had been discussed that all requests follow the façade program, permanent and substantive and only if making a major improvement.

### **3. Downtown Special Services Area Assistance Applications:**

#### **A) Sal and Smiley Inc.**

Eric Schauster explained this was tabled from the January meeting and supplemental information has been sent for review. Karen Elkott explained she is applying for both façade improvement and a capital improvement of the HVAC system being updated. This will increase the efficiency of the building and the emissions. Painting will also be included in the public areas of the building. Façade improvements will include tile work in the entryway and replacement of window blinds. Sam and Smiley has previously invested in the building by adding an alarm and security entry system, a new programable lighting and thermostat system, and new entry doors on the front and back of the building. Mrs. Elkott stated they have a total of seven tenants. A discussion on what Mrs. Elkott's improvements were fundable followed.

**A motion to accept was made for the façade improvement not to exceed \$1900 by Amanda Schlect. It was seconded by Chuck Blanquart. Chairman Kinsella, Amanda Schlecht and Chuck Blanquart voted aye and Mike Nester and Brett Baltz voted nay. Motion carried 3-2.**

#### **B) Steven Maguire**

Steve McGuire, recently purchased 120 West Main and is applying for assistance to replace all common area carpeting, painting, new landscape, cement work and new thermostats. Amanda Schlecht inquired if any of these items where code violations and Mr. Maguire confirmed it had failed to meet code compliance and the carpet was the item in violation. A discussion occurred if carpet was eligible for the program.

**A motion to deny was made by Amanda Schecht. It was seconded by Chuck Blanquart. With all present members voting in the affirmative. Motion carried. 5-0.**

#### **C) Circa Boutique**

Andria Powell building owner of 128 E. Main Street is asking for assistance to remove existing concrete façade to reveal original brick, re-install windows on second floor, remove damaged trim and windows at store front level and replace with display window and front door to be flush with sidewalk.

**A motion to approve up to \$20,000 was made by Chuck Blanquart. It was seconded by Brett Baltz. With all present members voting in the affirmative. Motion carried. 5-0.**

**D) Old Towne Mall, LLC**

Tim Faltus owner of Old Town Mall, 310 East Main is asking for assistance to purchase and install new entry door on Washington Street side of Old Town Mall. Chairman Kinsella asked for clarification as to which door and how many will be replaced. Mr. Faltus stated it is a double door on what would be considered the rear of the building which faces Washington Street. Chairman Kinsella asked for clarification if this is considered façade. Eric Schauster confirmed it was on the list.

**A motion to approve up to \$3455 was made by Chuck Blanquart. It was seconded by Amanda Schlecht. Chairman Kinsella, Mike Nester, Amanda Schlecht and Chuck Blanquart voted aye and Brett Baltz voted nay. Motion carried. 4-1.**

**E) William and Conni Tilley**

Conni Tilley explained they are asking for assistance for exterior tuck pointing, cornice painting and repair, rails for the entry stairs leading to the second floor Airbnb. In addition to the exterior assistance they are requesting interior assistance to renovate and bring the restroom in their Rising Star Business up to code.

**A motion to approve up to \$9100 for façade improvements only was made by Brett Baltz. It was seconded by Amanda Schlecht. With all present members voting in the affirmative. Motion carried. 5-0.**

**OLD BUSINESS:**

**ADJOURNMENT:**

With no other business to discuss, Chairman Kinsella asked for a motion to adjourn.

**A motion to adjourn was made by Amanda Schlecht. It was seconded by Brett Baltz. With all present members voting in the affirmative. Motion carried. 5-0.**

Chairman Kinsella adjourned the meeting at 5:56p.m.

Respectfully Submitted,  
Amy Toenjes, Secretary  
Economic Development, Planning, & Zoning Department

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Ken Kinsella, Alderman Ward 1, Chairman

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