



**CITY OF BELLEVILLE, ILLINOIS**  
**DOWNTOWN BELLEVILLE**  
**DEVELOPMENT COMMISSION**  
**MEETING MINUTES**

**April 24, 2023, 4:00 PM**

**COMMISSION MEMBERS:**

Mayor Patty Gregory	Present
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	Excused
Amber Weiss	Present

**GUEST ALDERMAN/ELECTED OFFICIALS:**

None

**STAFF:**

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

**GUESTS:** Michael Hagberg, Courtney Adams, Teri Maddox, and Kathy Mordini

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 January 30, 2023, meeting minutes. No changes were made. A motion to approve the minutes was made by Jennaver Brown and was seconded by Steve Hemmer. The minutes were approved with all present members voting in the affirmative, by a vote of 6-0. (4:02 PM)

**PUBLIC PARTICIPATION:**

Michael Hagberg (4:02 PM)

**NEW BUSINESS:**

A. City Market Discussion:

Chairwoman Stiehl informed the Committee of a recent Belleville News Democrat article published regarding three (3) local woman-owned businesses and discussion occurred (4:05 PM).

Eric Schauster spoke regarding a Tourism and Attractions Grant from the Department of Commerce and Economic Opportunity; the City of Belleville was awarded for approximately four hundred and twenty-four

thousand dollars (\$424,000.00) for the City Market located in the building next to City Hall. The grant is a matching, reimbursed grant. The grant was applied for in December of 2022. The space will take over the Farmer's Market. Mr. Schauster discussed details of the hours of the City Market and how the location would be set up for vendors and customers. Discussion regarding the City Market occurred. Mr. Cross recognized Mr. Schauster's efforts in obtaining the grant. Discussion regarding the grant occurred. Mr. Schauster added, the City is still a few weeks away from the grant agreement with the State of Illinois. Mr. Cross mentioned, in regard to the Economic Development Strategic Plan, the City Market is one of many anchor locations to promote sustainable economic growth for education, training and a unique experience that can be added on to in the future. (4:10 PM)

Discussion regarding parking occurred. Discussion regarding management of the City Market occurred. Mention of the operational management of the Fairgrounds occurred and how the City Market and Fair Grounds would be tied into one another. (4:13 PM)

Discussion regarding marketing of the city occurred. (4:16 PM)

Discussion of the Commission's Treasurer's role, budget and set times for bonds and fiscal year occurred (undiscernible communication occurred). Mr. Cross reminded the Commission consideration of an annual plan needs to be thought of. Mr. Schauster explained, the budget may always be amended if the Commission were to decide differently and how it could be amended. Jennaver Brown, DBDC Treasurer, requested more information on how the Commission's budget works. Adding she would like to be reminded when the current bond expires. Mr. Cross explained that Finance Director Jamie Maitret would be the person to ask specific questions to. (4:22 PM)

Discussion of the parking repair costs occurred. Chairwoman, Alderwoman Stiehl commented, she spoke with Jason Poole. The cost of repairs is approximately half of a million dollars per half of a square mile (\$500,000.00). Discussion of how many blocks need to be repaired occurred and the amount was unknown. Discussion of alley usage was discussed for loading and unloading (Mayor Gregory arrived). (4:24 PM)

Mayor Gregory shared her excitement of receiving the Tourism Grant. Mayor Gregory mentioned that the City of Belleville received four hundred, twenty-four thousand, eight hundred-fifty and eighty cents (\$424,850.80). Mayor Gregory recognized Mr. Schauster for his efforts in obtaining the grant funds. Discussion of meeting with the Architects occurred. Discussion of the bid (RFQ) occurred. Mayor Gregory mentioned Gary Karasek did the renderings for the City Market (gratis work) before the grant was submitted which was approximately in December of 2022. Mayor Gregory mentioned that the discussion of the City Market occurred in September of 2022, just four months after Mayor Gregory went into office. Mayor Gregory further explained, Country-French Market décor will be the theme of the market. The interior is most likely going to be gutted to include a full-service kitchen and will be decorated with black and white stripes. Vendors will have to be approved to participate. Mayor Gregory shared her hope that customers would visit the City Market and then visit downtown restaurants and businesses. Discussion of the current Farmer's Market occurred, including parking considerations with the County and private parking lots. Mayor Gregory shared her excitement for the project. (4:33 PM)

Kathy Kaiser updated the marketing the for the City of Belleville. The current marketing campaign is wrapping up for the 2022-2023 year. Ms. Kaiser continued, discussions are occurring regarding keeping the current marketing strategy in place or making some changes. Ms. Kaiser requested some feedback from Commission Members. Ms. Kaiser added, her goal was for sales tax to reach ten percent (10%) from October to April. Only seven percent (7%) was reached. Seven percent will be taken and built upon this year. Ms. Kaiser mentioned, City Council has approved her department's budget for this year, which was the same as last year. (4:34 PM)

Brett Baltz asked if there were any items in the marketing plan to address why a business should be moved to Belleville. Mayor Gregory answered, approximately three to four weeks ago, was awarded The Southwestern Illinois Leadership Council for Economic Development, which is exciting for the City. Mayor Gregory

continued, we have done a great job of going out and looking for businesses to come to the City. Cliff and Eric have done a great job with that and continue to be proactive. (4:36 PM)

Mr. Cross addressed approved dispensaries within the City of Belleville. One dispensary was also approved for a Craft Grow License with the State of Illinois. (4:37 PM)

Further discussion of marketing occurred. Mr. Baltz requested information and discussion occurred regarding the KPI (Key Performance Indicator), sales tax and jobs. Mr. Cross mentioned strategy assists in developing the City of Belleville. (4:47 PM)

**OLD BUSINESS:**

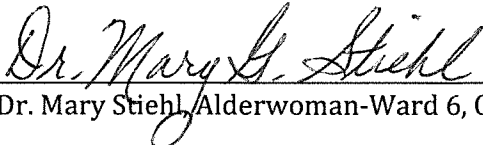
None

**ADJOURNMENT:**

**A motion to adjourn was made by Zach Bair. It was seconded by Bret Baltz. All present members voted in the affirmative by a vote of 6-0.**

Chairwoman Alderwoman Stiehl adjourned the meeting at 4:48 PM.

Respectfully Submitted,  
Penny Moore  
EDPZ Coordinator  
Economic Development, Planning, and Zoning

 5-22-23  
Dr. Mary Stiehl, Alderwoman-Ward 6, Chairwoman