

**CITY OF BELLEVILLE, ILLINOIS**  
**DOWNTOWN DEVELOPMENT/REDEVELOPMENT COMMITTEE**  
**(DDRC) MEETING MINUTES**  
**April 25, 2016 4:00 p.m.**

**COMMITTEE MEMBERS:**

Mayor Mark Eckert	Present
Alderman Ken Kinsella, Chairman	Present
Jeff Renner	Present
Geri Boyer	Present
Michael Nester	Present
Steve Hemmer	Present
John Lengerman	Excused
Chuck Blanquart	Present
John Conkright	Present

**STAFF:**

Annissa McCaskill, Director of Economic Development, Planning & Zoning Department  
Eric Schauster, Assistant Director of Economic Development, Planning & Zoning Department

**GUESTS:**

Michael Hagberg, Scott Schmelzel

The meeting of the Downtown Development/Redevelopment Committee (DDRC) was held at 4:00 p.m. in the Conference Room of City Hall.

Chairman Kinsella called the meeting to order at 4:00 p.m. and explained the emergency procedures.

Chairman Kinsella asked if there were any corrections to be noted for the March 28, 2016 meeting minutes. No corrections were made hence the minutes were approved by the Committee.

**PUBLIC PARTICIPATION:**

None

**NEW BUSINESS:**

1. Discussion on incentives.

As requested, Mr. Schauster presented the properties that are in the Special Service District but not within a TIF district. Mr. Schauster noted that the Committee currently picks and chooses who or what event will receive their donations and these are mostly one-time events; he stated that this program allows for commercial property owners to make permanent improvements to the properties. He also reminded the Committee that this program is a reimbursement program; the applicant must complete the proposed work before any reimbursements are given.

2. Consider approval of a façade improvement reimbursement for Norcom 2000, Inc. for façade improvements at 105-107 W. Washington St.-This request was TABLED at the March 2016 meeting.

There was a discussion on past reimbursements, reimbursement limitations, and possible budget cap for future budgets.

**A motion was made to APPROVE the request with the reimbursement be no more than 20% or \$5000.00 on the façade improvement upon the receipts of the expenditures by Steve Hemmer. It was seconded by Geri Boyer. With all present members voting in the affirmative. Motion carried. 8-0.**

A discussion was held on possible requests for reimbursement in the future.

**OLD BUSINESS:**

1. Amend previous minutes to read: A motion was made by John Conkright to *approve the budget with expenditures to include* \$2,800.00 for the 2016 Marketing budget and \$1,000.00 for the Belleville Philharmonic.

**A motion was made by Steve Hemmer to amend the minutes. It was seconded by Michael Nester. With all present members voting in the affirmative. Motion carried 8-0.**

**OTHER BUSINESS:**

1. John Conkright stated that two of his patrons complained that there isn't handicapped parking on West Main St. in front of Ben's.
2. John Conkright stated that the outside tables may not be handicapped accessible to easily maneuver around them. Mayor Eckert stated the requirements of the Americans with Disabilities Act and said City staff has mailed reminder letters to business owners.
3. John Conkright voiced his concerns with the excessive amount of sandwich board signage on the sidewalks. Mayor Eckert said that a discussion needs to be had on restrictions and requirements with several city codes. He stated that he would take the issue to the Recodification review to have changes made.
4. John Conkright asked about the Commercial Occupancy process and why some businesses are opening without a permit or license. Mr. Conkright also asked for clarification on what sort of businesses need a Business License through the City of Belleville. Ms. McCaskill explained the process.
5. Mr. Conkright voiced his concerns with stores that are considering themselves "Antique Dealers" and the City not defining the word "Antique."
6. Mr. Conkright voiced his concerns with "Billiard Halls," "Installment Loan" businesses, "Tattoo Parlors" and churches. Mayor Eckert stated that he will speak to the City attorney for advisement and he will come back to the Committee with more answers soon.

**ADJOURNMENT:**

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

**A motion to adjourn was made by Jeff Renner. It was seconded by Michael Nester. With all present members voting in the affirmative. Motion carried. 8-0.**

Chairman Kinsella adjourned the meeting at 4:55 p.m.

Respectfully Submitted,  
Kari L. Tutza  
Economic Development, Planning & Zoning Department