

Committee Members:

Charles Daily	Michael Hagen
Bill Poletti	Samantha Carter
Don Barkley	Richard Avdoian
Robert Triplett	Van Johnson
Charles Kassly	

**UPDATED
AGENDA**

**CITY OF FAIRVIEW HEIGHTS
BUSINESS ALLIANCE COMMISSION**

Tuesday, September 22, 2020 – 1:30 P.M.

Recreation Room at City Hall

**(Door entrance is on the south end of the City Hall Bldg.
Parking behind the Police Department)**

10025 Bunkum Road

Fairview Heights, IL 62208

or

via Webex or conference call

Phone Number: 1-650-215-5226 Access Code: 152 240 2321

1. CALL TO ORDER
2. CITIZENS' COMMENTS
3. APPROVAL OF MINUTES – [August 18, 2020](#)
4. REVIEW OF BUSINESS ASSISTANCE PROGRAM (BAP)
 - Proposal to Amend Procedures for Enterprise Zone Incentives
5. ECONOMIC DEVELOPMENT – [Director's Report](#)
6. MONTHLY INDICATORS REVIEW
 - [Development Dashboard](#)
7. LAND USE AND DEVELOPMENT – [Director's Report](#)
8. ROUND ROBIN REPORTS
 - Commission Members
9. SET NEXT MEETING – October 20, 2020, 1:30 p.m.
10. ADJOURN

**THE CITY OF FAIRVIEW HEIGHTS
BUSINESS ALLIANCE COMMISSION (BAC)
Tuesday, August 18, 2020 – 1:30 p.m.
Recreation Room at City Hall
10025 Bunkum Road
Fairview Heights, IL 62208
Also, Video/Tele Conference**

Committee Members in attendance – Chuck Daily, Bill Poletti, Michael Hagen, Don Barkley, & Van Johnson

Committee Members absent –Robert Triplett, Charlie Kassly, Samantha Carter & Richard Avdoian

Other Aldermen and Elected Officials in attendance – Pat Baeske

Staff in attendance – Paul Ellis and Andrea Riganti

Recorder – Kathy Frawley

Citizen’s Comments

None

Approval of Minutes

Bill Poletti made a motion to approve June 16, 2020 Business Alliance Commission minutes. Seconded by Michael Hagen. Roll call to approve the Business Alliance Commission minutes was unanimous. Motion carried.

Economic Development Director’s Report

Paul Ellis presented his report and touched base on the following items:

- Addressing Economic Distress
- Transitions
- Outreach
- Initiatives

Monthly Indicators Review

Director Paul Ellis introduced the Development Dashboard. Comments and discussion were discussed.

Land Use and Development Director’s Report

Director Andrea Riganti presented her report.

Major Department Activities:

- TIF Program
- Planning and Zoning
- Code Enforcement
- Census 2020

A flyer will be emailed out to the committee.

- Building Division

There was discussion about the interior condition of the Sears building, located at St. Clair Square. Andrea Riganti will follow up with the building division staff and report back to the committee.

The next meeting is scheduled for Tuesday, September 15, 2020 at 1:30 p.m.

Motion made by Don Barkley to adjourn. Seconded by Bill Poletti. Motion carried.

Meeting was adjourned at 2:35 p.m.

Submitted By:

Kathy Frawley, Recorder

MEMORANDUM

TO: Elected Officials

FROM: Paul A. Ellis, Director of Economic Development

DATE: September 11, 2020

SUBJECT: Economic Dev. Dept. - Director's Report

Addressing Economic Distress

1. With bars and restaurants restricted from offering indoor dining, the Director has worked with The Fource to promote outdoor seating to the customers reached by the "All In" campaign; a new pop up window lists businesses offering outside seating and also directs business owners and managers to the necessary permit application to allow same if they haven't set it up already.
2. CBL & Associates Properties, the publicly traded real estate investment trust that owns and operates St. Clair Square, has successfully negotiated an arrangement with creditors that will allow for survival and growth; Mayor Kupsy recently sent a letter to the trust's CEO (attached) in support of CBL's economic stabilization.
3. Businesses in Fairview Heights have been successful in accessing financing and technical support from a variety of state and federal programs, and some have been successful winning resources from select private sources that the Director, in several cases, has helped identify and secure.
4. The Director continues to orchestrate communications between agencies, local businesses, property owners, and other City departments so as to support recovery and long-term success for as many enterprises as possible.

Transitions

1. Raising Cane's Chicken Fingers, one of the top five sales tax producing chains in the nation, is seeking approval to establish a new location (replacing Ruby Tuesday) in Fairview City Centre.
2. CA Jones, Inc., one of the Metro East's largest homebuilders, has leased office space at 10890 Lincoln Trail (the former Cingular store) and proposes to consolidate three other locations into a design center; they have applied for Enterprise Zone incentives.
3. Two separate land use requests—one at the Exit 12 interchange and the other in Lincoln Place I—been submitted to lay groundwork for new construction serving retail uses; both projects are the result of outreach to property owners.
4. The Director is working with several entrepreneurs and has been assembling a support team of local investors to help leverage services that will soon be available through the Metro East Business Incubator (MEBI).

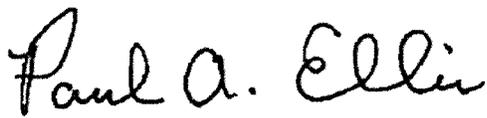
Outreach

1. The Director hosted a meeting this week for the newly formed Midwest Business Brokers Association (MBBA), which helped build Fairview Heights' visibility with brokers across the region.

2. Work is beginning with The Fource to craft a “microsite” telling the story of Fairview Heights’ redevelopment in the area around Exit 12, incorporating examples of Planet Fitness, Chase Bank and others to show why Fairview Heights is a compelling location and how supportive the City is for development.
3. Retail recruitment continues despite potential roadblocks, with some property owners and some retailers pursuing more aggressive strategies than others; the Director continues to offer encouragement to property owners and brokers in order to increase the confidence in this market needed to get deals done.

Initiatives

1. The Director is working with the Director of Land Use & Development to recommend uncoupling of the Enterprise Zone incentives (principally waiver of sales tax on building materials) from other aspects of the Business Assistance Program, which is currently (temporarily) under moratorium.
2. The Director continues working with Land Use & Development, community partners and ArtSculpt International to explore creation of an arts district on the west side of town.
3. The Metro East Business Incubator (MEBI) is preparing to serve entrepreneurs and small businesses immediately via a virtual platform, Startup Space. ♥
4. As a member of the Mid America Workforce Investment Board (MAWIB), the Director is involved in establishing a retail and hospitality training center in Fairview Heights; the program is awaiting state approval. ♥
5. A staff team is working with local and regional real estate brokers to pursue interest from a big box retailer in the 72 acres across from The Fountains. ♥
6. The Director has worked with other department heads and outside experts to craft the second edition of the Development Dashboard, which incorporates tweaks from Aldermen and other reviewers. ♥



Paul A. Ellis
Director of Economic Development

Attachments:

- a. Letter to CBL CEO Stephen Lebovitz
- b. Concept: Raising Cane’s Chicken Fingers
- c. Development Dashboard – September 2020



From the office of the Mayor
Mark T. Kupsky

10025 Bunkum Road ♦ Fairview Heights, Illinois 62208 ♦ Phone: (618) 489-2000 ♦ www.cofh.org

August 31, 2020

Stephen Lebovitz, CEO
CBL Properties
CBL Center, Suite 500
2030 Hamilton Place Blvd.
Chattanooga, TN 37421

Re: CBL Properties' Filing & Future Prospects

Mr. Lebovitz:

We have followed, with interest, CBL Properties' recent economic struggles culminating in the decision to file for reorganization under Chapter 11. As it would appear that this decision opens the way for your future stabilization and growth, we congratulate you on successfully negotiating a viable plan.

CBL's St. Clair Square, which dominates the retail market for the southern half of Illinois and is one of the top performing malls in the St. Louis region, is absolutely essential to our local economy. Shortly after the City of Fairview Heights was incorporated fifty years ago, leaders here determined that sales tax would be the linchpin of our revenue stream and, accordingly, we do not and never have collected a municipal property tax. The result is that our city's fortunes rise and fall with the success of your mall and of the other centers and individual shops in our 3.5 million square feet of retail development.

Looking to the future, we want you to know that St. Clair Square is and will continue to be our community's highest economic priority. Our full time economic developer, Paul Ellis, is focused on retail and enjoys a close working relationship with Michael Hagen, GM for St. Clair Square. We look forward to future redevelopment of the mall and stand ready with our staff and other resources to support your future redevelopment efforts.

Sincerely,

Mark Kupsky, Mayor

cc: Michael Hagen, St. Clair Square
David Neuhoff, CBL Properties
Paul Ellis



ORDER NOW



OUR CONCEPT



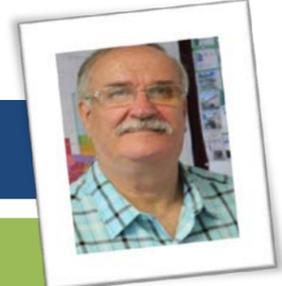
Our concept is simple and unique... we only have ONE LOVE – quality chicken finger meals! At Raising Cane's® you get an exceptionally high quality product served quickly and conveniently. We can do this because we offer a limited menu. The specialized systems developed by Raising Cane's® allow us to maintain a level of quality unmatched in the industry. Our commitment to this concept will not allow us to compromise our quality, cut corners or clutter our menu with new products that do not fit our core menu offering.



The Vision

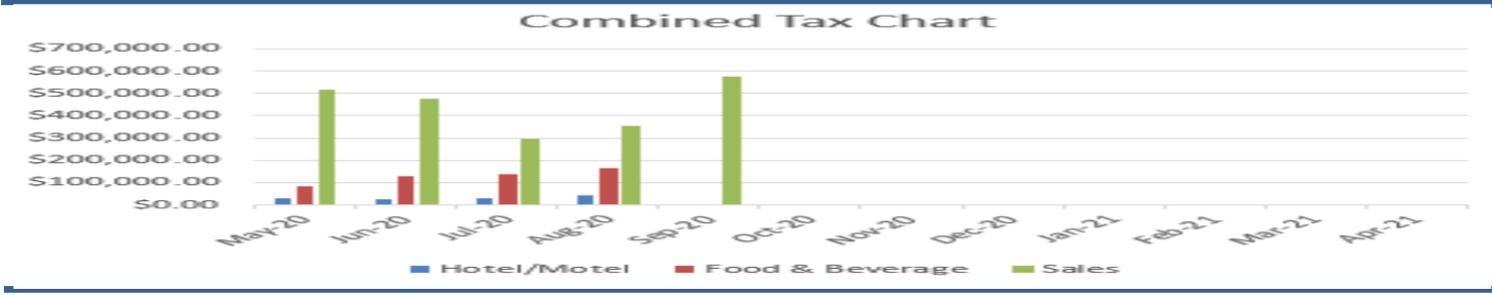
To grow restaurants all over the world and be the brand for quality chicken finger meals, a great crew, cool culture, and active community involvement.

DEVELOPMENT DASHBOARD



Paul Ellis,
Director

Municipal Revenues + 24% m / - 6% y	Adv. Job Openings + 9%	Commercial Vacancies + 2%	New Businesses 42%	Online Activity + 43%	Hotel Occupancy Reporting Begins Soon
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Karen Kaufhold,
City Clerk



Top Hiring Employers This Month^a



Vicki Niederhofer,

OFFICE 13%

RETAIL 11%

COMING SOON
Raising Cane's
CHICKEN FINGERS



Mike Durbin,
BARBERMurphy Group



Permanent businesses licensed in August:

- Heavenly Hair Ever After - 10880 Lincoln Trail
- Midwest Twisters - 6104 N. Illinois St.
- Salon & Spa Sanctuary - 4535 N. Illinois St.




Andrea Riganti,
Director of Land Use & Dev.

all in
FAIRVIEW HEIGHTS

2,622 Website Visits (last month: 1,688)

Users (on average) spent 3 min. 55 sec and visited 2.31 pages per visit

1,311 App Downloads



Tom Faulkner,
The Fource



Christine Orr,
Tourism Bureau IllinoisOUTH

New Project

Arts District - West side
Staff is working with Smart Controls, Midwest Salute to the Arts, and ArtSculpt International, LLC to develop programs and properties that will support an arts district



DEPARTMENT OF LAND USE AND DEVELOPMENT

INTEROFFICE MEMORANDUM

To: City Council
From: Andrea Riganti, Land Use and Development Director
Subject: Director's Report
Date: September 12, 2020

Major Department Activities.

Planning and Zoning

- The Planning Commission met in September to consider two matters:
 1. PC 03-20 Final Plat of Drury Subdivision: A Minor Subdivision at 6900 N. Illinois. This application involved the division of one parcel into two lots. The submittal meets all of the technical requirements of the Development Code and was recommended for approval. The application will be forwarded to the Community Committee in October, after an additional document relating to the plat is prepared.
 2. PC 04-20 Special Use Permit with Site Development Plan to allow the construction of a restaurant with drive-thru at 6565 N. Illinois Avenue. Planning Commission recommended approval, and the application will be forwarded to Community Committee for the September 16 meeting.
- There was no Zoning Board of Appeals meeting in September.
- Following the Governor's recent announcement of new restrictions on restaurants, staff has been working with restaurants to accommodate outdoor dining. A temporary outdoor dining permit is required, and ensures that outdoor seating is properly barricaded from vehicle traffic, tents are properly anchored, and safe traffic circulation is provided.
- Staff is working with the Chick Fil A on N. Illinois to address traffic queuing concerns. An operational plan re-routing drive-thru traffic has been in place for several months, providing temporary relief. A long term solution has been proposed by the corporate real estate team. This plan is currently being reviewed by Lowe's. It will be presented to City staff for review once deemed acceptable to the impacted businesses. Staff is aware of similar drive-thru stacking issues at the Popeye's on N. Illinois and has been discussing options. A feasible plan has not yet been developed.
- Staff is working on the Bunkum Road TIF to hold the developer accountable for maintaining the streets and other developer owned properties (berm, guardshack). An agreement regarding potential acquisition of these properties has not been reached.
- Staff continues to provide planning and zoning assistance to realtors, residents, businesses and potential developers. This technical assistance includes preparing zoning verification letters, developing maps, analyzing the zoning code for concept feedback, reviewing permits for development code conformance, ensuring development adheres to Special Use Permit/entitlement

approvals, providing guidance on Planning Commission and Zoning Board of Adjustment applications and processes, and investigating zoning code violations.

- Staff is working with the economic development department to revise the Business Assistance Program, review the enterprise zone process, meeting with developers, and exploring the creation of an arts district.

Code Enforcement

- The Code Enforcement Division helps to ensure the preservation, maintenance and improvement of buildings and properties through the enforcement of the International Property Maintenance Code and other municipal ordinances. There are three code enforcement officers, one of whom also responds to animal control issues. Code violations are identified through complaints and proactive inspections.

Recent activity prompted the division to refine its approach and focus on proactive inspections. Proactive inspections are divided into three categories:

	DEFINITION	PRIORITY	APPROACH
Hot Spots	Properties or areas identified as having frequent violations and history of non-compliance, are highly visible, pose a threat to public health/life safety.	High	Weekly inspections of each property Progress monitored and tracked on “hot spot” list. No property is removed from the list unless there is sustained improvement. If a violation is detected, notice is posted on the property and short-term abatement is required.
Problem Properties	Properties with four valid complaints/violations within a 12-month timeframe. Properties in this category do not have severe code issues that requiring immediate abatement, but are persistent nuisances. Examples include consistent grass violations, vacant properties.	High	Monthly inspection Progress monitored and tracked on “problem property” list. A property may be elevated to a “hot spot” if merited. Problem properties remain on the list until there is sustained improvement. If a violation is detected, notice is mailed to the owner with short-term abatement required.
District Sweeps	Inspections of a compact area within a district for potential code enforcement issues. This approach ensures no area of a district is overlooked and all properties are inspected.	Medium	Weekly If a violation is detected, notice is mailed to the owner with appropriate abatement timeframe required.

Attached is the “Hot Spot” list.

When staff determines that there has been a violation of a code, the due process shall be followed in the manner prescribed by municipal ordinances and state statute. The process, in brief is:

1. Issue written notice (a courtesy letter preceding citation) describing the real estate, providing a statement of the violation, and including a correction order allowing a reasonable time to make repairs and improvements to bring the structure into compliance. The “reasonable time” is determined by nature of issue. The notice must also inform the property owner of the right to appeal. Methods of service are prescribed by code and include personal delivery or by first class mail.
2. Any person failing to comply with a notice of violation will be cited and ordered to appear in municipal court. The court dockets are usually set three to four weeks out.
3. The court judge will hear the case, following procedural due process, and may continue the case, impose penalties or dismiss the case. It is important to note that a case can only be heard by the judge if the defendant is present. Otherwise the case will be continued until such time that a warrant to appear in municipal court is issued.

The court is independent of the City. Though staff make recommendations for penalties to the court, decisions are at the discretion of the judge.

- Staff continues to work with the Public Works Department on nuisance abatement matters.
- Staff began larvaciding of drainage ditches and ponding areas.
- Staff continues to respond to animal control calls. In August there were five dogs captured.

Building Division

- Staff continues to perform plan review and building related inspections.
- Major construction projects underway include site grading work at the Fountains subdivision, construction of storage units, site work at MotoMart on Lincoln Highway/Old Collinsville Road.
- There were 134 permits issued by the Department in August. These include residential occupancy permits, building permits, commercial occupancy permits, and special event permits.

AUGUST DEPARTMENT ACTIVITY	
Residential Occupancy Permits Issued	91
Building Permits Issued	39
Commercial Occupancy Permits Issued	2
Special Event Permit	2

- There are 23 buildings on the unsafe structure list. These buildings are structurally compromised and found to be dangerous to the life, health, property or safety of the public or occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because such structure contains unsafe equipment or is so damaged, dilapidated, structurally unsafe or unstable. These structures are monitored by the Building Division on a monthly basis. All of the properties have been issued citations but are non-compliant. When appropriate, the City files a case with the Circuit

Court for demolition. This is a lengthy and costly process, with delays often caused by property owner appeals. If a judge issues a demolition order, the city will take action to have the property demolished and place a lien on the property.

Unsafe structures are regularly monitored, the frequency of which is determined by the condition of the structure.

UNSAFE STRUCTURES AS OF SEPTEMBER 4, 2020

TOP PRIORITY (In the demolition process)					
ADDRESS	OWNER	DESCRIPTION	DATE CONDEMNED	RECOMMENDATION (REPAIR/DEMOLISH)	STATUS
9716 Ridge heights	William & Nancy Scofield	Single Family Dwelling	3/14/2014	Demolition	Demolition order approved
9755 Greenridge Hgts	DIAMANTE CAPITAL	Single Family Dwelling	5/21/2013	Demolition or Repair	in court
25&27 Sharilane Drive	St Clair Count Trustee	Duplex	6/6/2016	Demolition or repair	citations issued

OTHER UNSAFE STRUCTURES					
ADDRESS	OWNER	DESCRIPTION	DATE CONDEMNED	RECOMMENDATION (REPAIR/DEMOLISH)	STATUS
9608 Old Lincoln Trail	AAFAB	Single Family	8/30/2013	Demo Or Repair	
10319 Lincoln Trail	Vista Securities	Commercial	2/18/2014	Demo or Repair	
208 Elvira Dr	Christopher King & A. Butler	Single Family	5/13/2020	Demo	Fire Damage
34 Pine Trail	Keith & Linda Santamour	Single Family	4/20/2016	Demo Or Repair	
9210 Highland Park Rd	Richard Egbert	Single family	4/26/2017	Repair	
72 Bayberry Drive	DIAMANTE CAPITAL	Single Family	8/16/2012	Repair	
8921 Old Bunkum Rd REAR	1rst Alliance Real Estate Inc.	Mobile Home	1/30/2017	Demo or Repair	
8921 Old Bunkum Road	1rst Alliance Real Estate Inc.	Single Family	1/30/2017	Demo or Repair	
8921 1/2 Old Bunkum Road	1rst Alliance Real Estate Inc.	Single Family	1/30/2017	Demo Or Repair	
1703 Pontiac Road	Shane Hale	Mobile Home & Access	10/27/2017	Demolition	
1435 Magdalena Ave	Kristina Johnson	Single Family	12/13/2017	Demo Or Repair	
66 Montclair	Jesse Henley	Single Family	3/28/2018	Repair	
9622 Old Lincoln Trail	Dwayne & Pamela Estes	Single Family	4/6/2018	Repair	
8923 Old Bunkum Road	Dale & Nicole Cochran	Single Family	6/5/2018	Demo Or Repair	
9733 Old Lincoln	Frank Degenhardt	Single Family	6/11/2018	Repair	
8923 Bunkum Road	Gerald Stickland	Single Family	10/29/2018	Repair	
1513 Pleasant View Drive	Leo Fischer	Single Family	5/16/2019	Demolition	
205 Ashland	Patrick Wongler	Mobile Home & Access	9/11/2019	Demo Or Repair	
29 Lexington	Steven Atkinson	Single Family	12/3/2019	Repair	
9122 Summit	Steven Galvez & Brittany farris	Single Family	1/29/2020	Repair	

Please let me know if there are questions or comments.



Weekly Patrol Hot Spots

Week of Sept. 8 - 11

Not Started	Citations Sent			Compliance	Severe	Abatement Period
OFF	ON			ON	ON	ON

Task	Status	Owner	Assigned to	Letter sent	Citation Sent	Court Date	Checked this week	Bills/Liens	Additional Notes
Americana Circle Vacant Lots	Compliance	en Custom Home	Felicia W.						
405 Anita Drive	Compliance	& VIVIAN L ENZ	Felicia W				9/10/2020		in compliance 9-10-20
213 Candlelight Drive	Compliance	CANDLELIGHT DR	Ed. F	7/29/2020			9/10/2020		In compliance 9/10/2020
233 Candlelight Drive	Compliance	GARY E ADAMS	Ed. F				9/10/2020		In compliance 9/10/2020
*** Chateau Plaza	Severe	CHATEAU PLAZA II	Justin W.	8/12/2020	No	No	9/1/2020		
*** 95 Circle Drive	In Progress	Evelyn Bilyeu	Justin W.	Yes	Yes	9/10/2020	9/8/2020		No show on 9-10 Issued Ex Parte convic. of \$600.00 total
*** 101 Circle Drive	Abatement Period	Scott May	Justin W.	Yes	No	N/A	9/8/2020		Prior conviction of \$200.00
66 Concord Drive	Compliance	ELENA LEHR	Ed. F	No	No	N/A	9/10/2020		Extra full trash can curbside for pick-up. Will attempt to check tomorrow
Crossroad Centre	Compliance	EAST CAPITAL C	Justin W.	No	No	N/A	9/8/2020		In compliance 9/8/2020
408 David Drive	In Progress	James Turns	Felicia W	Yes	Pending	Pending	9/10/2020		Citations to be issued for brush piles
*** 208 Elvira Drive	Severe	Sean King	Felicia W	Yes	Yes	9/17/2020	9/8/2020		Dumpster gone, junk still remains
*** 60 Hollandia Dr. (Dumpsters)	Severe	L S RENTAL PROPERTY INC	Ed. F	Yes	Yes	9/24/2020	9/10/2020		Minimal trash inside enclosure will keep monitoring
*** Huntleigh Drive (Berm) & Guard Shack	Severe	Rich Shelton	Justin W.	Yes	Yes	9/24/2020	Roof in repair		Roof repaired
417 Kim Drive	Compliance	HISHA R LETTIE	Felicia W	No	No	N/A	9/10/2020		Have active building permit
29 Lexington Dr.	In Progress	EVEN K ATKINS	Felicia W	Yes	Pending	Pending	9/10/2020		Ready for citations as of 9-10-20
*** 10319 Lincoln Trail	Severe	Vista Securit	Justin W.	Yes	Yes		9/2/2020		No change BT set. Will give dail citations
Lowe's	Compliance	DEPT LOWES H	Ed. F	No			9/10/2020		Compliance as of 9/10/20
208 Oulvey Drive		MARTIN P SCHAEFER	Tom/Felicia						
8 Pine Trail	compliance		Ed. F	No	No	N/A	9/10/2020		In compliance as of 9/10/2020

Task	Status	Owner	Assigned to	Letter sent	Citation Sent	Court Date	Checked this week	Bills/Liens	Additional Notes
45 Potomac Drive	In Progress	ANCHOR FUND LLC	Ed. F	No	No	N/A			Grass 6-7 inches will have cut next week by way of PW
54 Potomac Drive	Compliance		Ed. F	No	No	N/A	9/10/2020		Vacant no change 9/10/20
*** Smokey Bones	Severe	JENNIFER M SPIRIT MASTER FINDING VII	Felicia W			10/1/2020	9/10/2020	No change	Letter sent for grass
9951 South Road	In Progress	Dorian Bauer	Justin W.	Yes	Yes	10/8/2020	9/8/2020		No change vehicles remain with junk too
9964/66 South Road	Compliance	Jeff Stratmar	Justin W.		No	No	9/2/2020		In compliance 9/2/2020
St. Clair Square	Abatement Period	ASSOCIATES PF	Ed. F	No	No	N/A	9/10/2020		Work in progress with property management
9125 Summit Drive	Compliance	DSV SPV2 LLC	Justin W.	No	No	No	9/8/2020		In compliance 9/10/2020
1415 Magdalena Ave.	In Progress		Justin W.	Yes	Yes	9/24/2020	9/10/2020		Will call health department 9/11 for continuous trash issues