

**CITY OF FAIRVIEW HEIGHTS
BUSINESS ASSISTANCE PROGRAM
REVIEW COMMITTEE MEETING
THURSDAY, AUGUST 10, 2017 – 1:00 P.M.
MAYOR'S CONFERENCE ROOM
FAIRVIEW HEIGHTS CITY HALL
10025 BUNKUM ROAD**

AGENDA

1. CALL TO ORDER
2. CITIZENS' COMMENTS
3. APPROVAL OF DECEMBER 2, 2016 MINUTES
4. REVIEW AND DISCUSSION OF GRANT SCHOOL TIF APPLICATION
5. RECOMMENDATION OF REVIEW COMMITTEE ON GRANT SCHOOL TIF APPLICATION
6. ANY FURTHER DISCUSSION
7. ADJOURN

THE CITY OF FAIRVIEW HEIGHTS

BUSINESS ASSISTANCE PROGRAM REVIEW COMMITTEE

Friday, December 2, 2016 – 10:00 a.m.

Mayor's Conference Room

10025 Bunkum Road, Fairview Heights, IL

Committee Members in attendance – Director of Economic Development Mike Malloy, City Attorney Kevin Hoerner, Mayor Mark Kupsy, Director of Land Use and Development Tim Tolliver

Committee Members absent – Director of Finance Gina Rader

Other Aldermen and Elected Officials in attendance – Bill Poletti, Pat Baeske, Karen Kaufhold

Staff in attendance – Finance Department Representative Amber Reynolds

Recorder – Amanda Bushnell

Public Participation

None

Discussion of Kimco Realty Application

Mike Malloy introduced the Kimco Realty Business Assistance Program Application. Kimco is asking for financial participation from the City in backfilling the previous Sports Authority space. Kimco has a tenant, which they are required to announce as outlined in the Letter of Intent, prior to January 31, 2017. The new tenant is projected to do \$10 million in sales tax, which is approximately \$4.5 million greater than Sports Authority. There were no questions on the application.

Discussion of Proposed Letter of Intent With Kimco Realty

The Letter of Intent is an amendment to the major terms and conditions of an existing Development Agreement. The new tenant does qualify as a new tenant to the City, meaning they are not an existing, relocating business.

The responsibilities of the City will include:

1. Extending the date of the redevelopment agreement out 5 years to December 31, 2038, which takes it from a 20 year agreement to a 25 year agreement.
2. The maximum rebate, which is defined in the redevelopment agreement, will go up \$1.6 million to allow \$6.7 million to be rebated back to Kimco over the 25 year period.

Some responsibilities of the Developer include:

1. Developer will invest no less than \$3.1 million to renovate the former Sports Authority space.
2. Developer has agreed to have 100% Union labor affiliated with the Southwestern Illinois trade council.

3. Kimco will be rebated back 20% in calendar 2017, down from 37.5% due to lost revenue from Sports Authority. This will allow the City to realize approximately \$130,000 in lost sales.
4. Developer will provide temporary and permanent easements along the Lincoln Trail Streetscape at no cost to the City. Developer has also agreed to install sidewalks from Savers to Hobby Lobby, allowing for a completely connected sidewalk.
5. Developer agrees that the replacement tenant will have a 10 year lease with four 5 year options which will be in place on or before January 31, 2017.
6. Tenant's name will be announced prior to January 31, 2017 to allow the tenant name to be included in the new development agreement.
7. The space must be available for the new tenant as early as August 2017 and no later than December 31, 2017. However, Developer also agrees that replacement tenant will be open for at least 1 day on or before August 15, 2018.
8. Developer also agrees to contribute \$25,000 to the recreation center project.

Tim Tolliver asked about the possibility of setting precedence with future Developers with this agreement being on such a large scale. Mike Malloy stated that this is a project-driven agreement based on sales, so if the tenant does not perform as well as the Developer projects, they will not receive the full rebate. Tim also asked about the 5-year extension to the redevelopment agreement. Mike stated this extension is to parlay out the outlined percentages due to the existing agreement having a cap on it.

Tim also stated that there is one outstanding issue. The same developer (Kimco) did not properly finish the screened rooftops during the exterior renovation (Building Permit 12-2582) after multiple attempts to contact the contractor. Tim requested to add this requirement in under the Developer requirements as #13.

Motion was made by Mike Malloy to recommend approval with the addition of Item #13 to the next Administration/Finance Committee meeting in December. The motion was seconded by Tim Tolliver. The motion carried by voice vote and was unanimous.

Discussion of Fairview BP Application

Mike Malloy introduced the Fairview BP Application. Developer is asking for the City's financial assistance in two programs in the Business Assistance Program: The Enterprise Zone, and the Lincoln Trail TIF District. The Developer has already submitted their building permit application.

Discussion of Proposed Letter of Intent With Fairview BP

Developer is proposing to invest \$600,000 in improvements and expansion, and in turn, the City will rebate back \$27,500 for four years, starting one year after the operation of the expansion, which will total \$110,000. In addition, Developer will be given a Sales Tax Rebate, estimated to be \$23,056, which is an incentive in the Enterprise Zone.

Some responsibilities of the Developer will include:

1. Developer will invest no less than \$600,000 in the project.
2. Retain 6 full time jobs and create 6 more full time jobs on or before one year of operation.
3. Generate sales of \$1,250,000 in the first year of operation of the expansion. Developer is currently producing approximately \$800,000 in sales per year.
4. Developer shall provide \$13,000 to the City no later than December 31, 2018 for future sidewalk improvements on the Lincoln Trail side of the property.

Tim asked about if this Developer is qualified to apply for the Lincoln Trail TIF Business Assistance Program due to not meeting development standards of the Lincoln Trail TIF Facade and Site Improvement Program. He stated that this agreement is mainly based on jobs and sales, as opposed to other recent agreements that incorporate the development standards. Mike Malloy stated that these are two different Business Assistance Programs, and that applicants have the choice to choose which program they want to apply for. He also stated that it would be extremely difficult for Fairview BP to comply with most of the development standards to get the full amount, so it would make more sense that they apply for the Lincoln Trail TIF program as opposed to the recent businesses who have applied to the Facade and Site Improvement Program due to their new buildings and/or expansions.

Mike Malloy proposed to change some of the dollar amounts in the Letter of Intent to total \$75,000 to align and be more consistent with other projects that have been accepted into the Business Assistance Programs. The new proposal would be that Fairview BP must generate annually \$1,250,000 in sales to receive \$25,000 per year, starting the first year of operation, for a total of \$75,000, however, the Committee agreed that first, it would be best to see what Fairview BP can actually comply with in terms of the development standards. After the development standards have been evaluated, the Letter of Intent will be re-written.

Motion was made by Tim Tolliver to have the applicant's engineer review the expansion in relation to compliance with the Lincoln Trail development standards. The motion was seconded by Bill Poletti. The motion carried by voice vote and was unanimous.

Next meeting is pending on outcome of review of the compliance with the development standards.

Adjournment: 11:24 a.m.

Submitted By:

Recorder



7/31/2017

To: City of Fairview Heights TIF Committee
Mike Malloy, Economic Development

District Office
10110 Old Lincoln Trail
Fairview Heights, Illinois 62208
T 618.398.5577
F 618.398.5578
Matthew A. Stines
Superintendent
stines.m@dist110.com

Fr: Matt Stines, Superintendent Grant CCSD #110

Re: TIF Application for Project

Dear City Officials,

Grant Middle School
T 618.397.2764
F 618.397.7809
Carla Lasley, Principal
lasley.c@dist110.com

Grant District #110 is planning improvement projects at Grant Middle School. Our Middle School falls within the boundaries of the Lincoln Trail TIF District, and as such, we are requesting TIF dollars under the program.

Illini Elementary School
T 618.398.5552
F 618.394.9801
Travis Klein, Principal
klein.t@dist110.com

We are excited about the enhancements our project will make to the appearance and use of Grant Middle School, as well as the improved aesthetics it will provide for anyone traveling down Old Lincoln Trail. The project involves the demolition of the existing parking lot area, including all of the landscaping and signage in front of the building. We will be improving the drainage of the parking area, adding curbing for additional water flow and safety, installing additional sidewalks to separate pedestrian and vehicle traffic, and adding some additional parking. In addition, school personnel will be adding new landscaping to the front of the building and within the parking lots, adding additional signage for traffic flow, adding a new digital marquee to improve appearance and enhance communication, and adding a more appealing central terrace area with new flagpoles, planters, and a possible sculpture or seating area. We will also be refurbishing the front of the building and adding signage to make the school more identifiable.

Board of Education
Jen Knepper, President
Karen Meirink, Vice President
Beth Millas, Secretary
Tiffany Baldwin
Jason Lane
Carla Randolph
David Pardue

We plan to begin the work in the early fall, contingent upon our contractors schedule. All of the contract work, along with school personnel, work in accordance with the prevailing wage act in Illinois and is subject to bid/ spec or performance contracting rules.

The board and I would like to thank you in advance for your consideration and support of this project.

Respectfully Submitted,

Matthew Stines
Superintendent

Matt Stines 1/3/17

APPENDIX 1

Application #: _____

Business Assistance Program Application

Applicant Information

- 1. Name of Person Completing Application: Matt Stines, Superintendent Grant 110
- 2. Address: 10110 Old Lincoln Trail
- 3. Phone Number: 398-5577
- 4. Fax Number: 398-5578
- 5. Email: stines.m @ dist110.com

Business Information

- 1. Business Name: Grant Middle School
- 2. Owner: Grant District 110
 - a. Representative of owner: Matt Stines
 - b. Does Representative have a financial interest in the project? Yes No
 - c. If yes, what is the percentage level of participation? _____ %
- 3. State of Organization: IL
- 4. Address: 10110 Old Lincoln Trail
- 5. Phone Number: 398-5577
- 6. Fax Number: 398-5578
- 7. Email: stines.m @ dist110.com
- 8. Type of Business Entity: School

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Project Information

Provide the Street Address of the project: _____

1. Is project located in
- Lincoln Trail Tax Increment Finance District (See Map Exhibit A)
 - Fairview Heights Tax Increment Finance District (See Map Exhibit B)
 - St. Clair Square Shoppes Tax Increment Finance (See Map Exhibit C)
 - St. Clair Square Shoppes Business District (See Map Exhibit C)
 - City of Fairview Heights (See Map Exhibit D)
 - Lincoln Trail TIF Façade and Site Improvement Program (see Map Exhibit E)
 - Fairview Heights TIF #4 (See Map Exhibit F)
 - Ludwig Drive TIF (See Map Exhibit G)
 - State Route 159 North TIF (See Map Exhibit H)
 - Enterprise Zone (See Map Exhibit I)

2. Have you completed an application for Site Plan Review (Appendix 2)?

YES NO

If Yes, attach a copy of your completed Site Plan Review application, *including copies of any Site Development Plans, Maps, or any other supporting documentation*. If No, contact the Director of Land Use, Planning, and Development to obtain and complete all necessary applications.

3. What is the current zoning classification of the property? C

Will the proposed project require a zoning amendment, variance, or special use permit?

If Yes, provide application numbers and dates for each application: No

4. What is the nature of the proposed project? Improvement

New Construction Expansion Occupancy of Existing Building

If new construction specify as: Commercial; Residential; Industrial

5. Provide a narrative description of the proposed project (attach additional pages if necessary). Applicant must be as specific as possible in describing: (1) the type of business proposed to be conducted at the site; (2) current condition of the site including size and condition of any existing structures, environmental conditions, and past uses of the site; (3) proposed development/redevelopment activities, scope of work, type of construction, etc.; (4) financing; (5) why Business Assistance Program monies are necessary for completion of the project; and (6) how the project is consistent with the goals and objectives identified in the TIF Redevelopment Plan or Business District Plan.

Description of existing planter / border area. Addition of curb, storm drainage, and new asphalt lot. There will be additional sidewalk added to property, perimeter landscaping and planters for improved appearance, additional parking and directional signage, a new building sign / digital marquee, flag poles added in a new courtyard area. Changes require removal of old landscaping, signage, etc. We will also re-paint (acid wash / tarpaint) the building and add signage on the gym.

6. Are any public infrastructure improvements required for this project to proceed?

YES NO. If Yes, describe improvements required:

7. Will the applicant obtain competitive bids from local contractors and sub-contractors?

YES NO - *Using a performance contract, which was bid. Independent contractor bids done by my performance contractor. All work is prevailing wage, per statute and district resolution.*

8. Identify: Project Start Date: 8/15/2017 and Project Completion Date: 10/31/2017

Project Costs

1. Estimated Total Project Cost: complete the following worksheet

Remodeling/Rehabilitation/Expansion (TOTAL):	\$ <u>421,595</u>
Labor	\$
Materials	\$
New Construction (TOTAL):	\$
Labor	\$
Materials	\$
Capital Equipment:	\$
Site Improvements (Acquisition/Preparation, etc.):	\$
Other:	\$
TOTAL ESTIMATED PROJECT COST:	\$ <u>421,595</u>

* Attach evidence (such as commitment letters or terms sheets) evidencing that the portion of the project funded by private investment will be financed, as well as the source of the funding.

Public Benefits

Provide the Property Identification Number (PIN) for each parcel of property comprising the proposed project area, as well as the current equalized assessed value (EAV) and property taxes as stated on the most recent tax bill for each parcel. Please provide an estimated projection of the EAV and taxes resulting from the project.

PIN	EAV	TAXES	Projected EAV	Projected TAXES
	<u>NA</u>	<u>NA</u>	<u>NA</u>	<u>NA</u>

Existing sales subject to sales tax: NA

Proposed sales subject to sales tax: NA

Existing number of FTE jobs: 70

Proposed number of FTE jobs: _____

Indicate the total amount of financial assistance requested (in current dollars): \$ 100,000 .00

* Attach data supporting the financial feasibility of the project, the projected performance outcomes of the requested financial assistance, or any professional studies or reports supporting the viability of the project.

Describe the public benefits that will be realized by the completion of this project. Examples of public benefits include, but are not limited to, creation of affordable housing, creation of new permanent jobs, creation of new retail choices in an underserved neighborhood, rehabilitation of a historic building, catalyst for new private investment in a neighborhood, re-occupancy of a vacant building, elimination of blight, incorporation of environmentally-friendly features, job training opportunities (attach additional sheets if necessary):

Miscellaneous

1. Does project involve a move from another location? NO YES

If Yes, indicate City and State _____

2. Applicant acknowledges that, to obtain benefits under the City of Fairview Heights' Business Assistance Program, the proposed project must be of a nature that a building permit must be obtained through the City of Fairview Heights. As such, the applicant agrees that such a permit must be obtained prior to disbursement of any funding under the Business Assistance Program.

Applicant Agrees Applicant Disagrees

SIGNATURE OF PROJECT REPRESENTATIVE

I hereby certify I have read and understand the content of the Business Assistance Program Document and to the best of my ability present the above information as true and accurate.

Matthew Daniel Superintendent 7/31/17
NAME TITLE DATE

NOTE: Applications will not be considered for approval until they are completed in full and signed by the applicant.

LEGAL DISCLAIMER: completion of this application does not entitle the applicant to financial assistance under the Business Assistance Program. Any such assistance must be approved by the Fairview Heights City Council.

All applications shall be submitted to Mike Malloy, AICP, at the address listed below. If you have any questions, please contact:

Mike Malloy, AICP
Director of Economic Development
City of Fairview Heights
10025 Bunkum Road
Fairview Heights, IL 62208
618.489.2033 (Direct)
618.791.3980 (Cell)
618.489.2067 (Fax)
malloy@cofh.org

AMENDMENT (PRELIMINARY) - JUNE 6, 2017

1. COUNTY CODE			2. DISTRICT CODE/NAME					3. FACILITY CODE/NAME					
082, Saint Clair			1100, Grant CCSD 110					Grant Middle School					
Item I.D.	Location(s) (Room No.)	Rule Violated	Description of the violation	Recommendation to correct violation	Action I.D.	Priority Code	Specification(s)	Units of Measure	Quantity	Labor Code	Estimated Cost	Estimated Completion Date	Funding Type
1	Exterior - asphalt parking lot and driveways	105 ILCS 5/17-2.11	Existing asphalt parking lot and driveways are deteriorated and are in need of repair. East end of parking lot is severely deteriorated. Excessive ponding and erosion at north side of building at main entry at bus/vehicular lanes and pedestrian pathways from bus/vehicles into school is causing vehicles and pedestrians to routinely navigate standing water. Existing grading and drainage has contributed to excessive ponding at playground areas at south side of site as drainage is currently directed into and through playground rather than around it. Ramp access at existing sidewalks adjacent to handicapped accessible parking spaces for accessible route to the main entry is currently accessed by traveling into oncoming traffic lanes.	Modify existing grades as required to reduce the amount of ponding at existing bus/vehicular and pedestrian pathways at main entry at north side of building and at existing playground areas at south side of building. Replace poured concrete curbs and modify existing storm sewer inlets as required to assist with drainage channeling and collection and place 1-1/2" to 2" thick hot-mix asphalt surface course over existing asphalt paving to remain. Provide accessible route from handicapped accessible parking spaces into building that avoids crossing oncoming traffic in conjunction with grading and paving work.	e.	c.	Place 1-1/2" to 2" thick hot-mix asphalt surface course over existing asphalt paving to remain. Cracked and deteriorated areas of existing asphalt paving to remain are to be filled/sealed or reinforced with mat mesh prior to placement of surface course. Replace poured concrete curbs and provide curb cuts as required to assist with drainage and erosion control. Regrade middle of drop off area at main entry and modify existing storm sewer inlets as required to increase drainage efficiency and reduce ponding and icing. Regrade middle of existing parking lot to direct drainage through east end of parking lot toward north end of existing drainage area rather than southward through playground to existing drainage area. Regrade crown of existing parking lot to decrease amount of drainage flowing westward toward drop-off area at main entry and promote drainage through east end of regraded parking lot to existing drainage area. Revise existing grade along edge of existing asphalt driveway along southeast side of building and redirect drainage from south side of building to increase drainage around rather than through playground area. Access to accessible routes to main entry will be provided in conjunction with grading and paving work to eliminate travel into oncoming traffic lanes.	S.F.	70,600	2	\$421,595.00	10/1/2017	F

HLS Total	\$421,595.00
contingency & fees	\$84,319.00
Total	\$505,914.00

Ameresco has developed a list of projects Grant Community Consolidated School District to consider. The costs will be finalized as the district develops final scope.

Possible Projects

Grant Middle School

ECM 1 – Parking Lot, Pavilion Upgrades and Site Drainage

Ameresco proposes the following site work upgrades for the Grant Middle School.

1. Ameresco will excavate the existing soil along the oil and chip pavement for new curb installation.
2. Ameresco will install new concrete B6.18 Curb and Gutter. Locations identified in drawing A1. Curb and Gutter will be broom finish.
3. Ameresco will demo the existing planter border area in the circle drive area and excavate to accommodate new curb and concrete pavilion. Location identified in drawing A1.
 - a. Form and pour 5" deep concrete in circle drive island and apply a broom finish.
4. Ameresco will install new sidewalks on the South side of the entrance road. Locations identified in drawing A1.
 - a. Form and pour 4" deep concrete sidewalk and apply a broom finish.
 - b. Remove and replace ADA ramps at the front entrance of the school building.
5. Ameresco will install 2" deep Hot C Surface Mix Asphalt overlay to existing oil and chip lot. Location identified in drawing A2.
 - a. Parking lot blocks will be removed and reused after parking lot resurfacing. Additional parking blocks will be added and damaged blocks will be replaced as needed.
 - b. Installation of a single coat of oil and chip to fill cracked surfaces.
6. Ameresco will install 1.5" deep Hot C Surface Mix Asphalt overlay to existing pavement on the East side of the school. Location identified in drawing A3.
7. Ameresco will grade and seed turf drain swale East of the parking lot and east overlay area to promote parking lot drainage and proper run off.
8. Ameresco will backfill and seed all disturbed work areas and curbing.
9. Ameresco will stripe Parking Lot and install parking blocks previously set aside.
10. Ameresco will excavate new parking lot location identified in drawing A3.
11. Ameresco will install a new asphalt parking lot.
 - a. Installation of 8" deep CA6 aggregate for parking lot.
 - b. Installation of 2" deep Asphalt Binder Mix for parking lot.
 - c. Installation of 2" deep Hot C Surface Mix Asphalt for parking lot.
 - d. Stripe Parking in accordance to local building requirements.

Asphalt resurfacing will be installed with the proper slope and elevation to promote efficient drainage that will minimize puddling and icing.

Lincoln Trail Corridor Development Standards – Checklist

See the Development Design Standards for a description of each of the following improvement items.

A. EXTERIOR BUILDING ELEMENTS

- WALLS -Changes to exterior wall materials/colors
- PARAPET WALLS -Addition of ornamental/architectural panels to emulate parapet walls.....
- BUILDING FAÇADES - Articulating building facades for functional/visual architectural interest
- ARCHITECTURAL ORNAMENTATION - Addition of exterior building elements (faux columns/beams, etc.)
to break up long homogeneous facades
- ROOFING - Changes to exterior roof materials/colors.....
- DOORS & WINDOWS - Adding and/or enhancing doors and windows
- AWNINGS - Addition of architecturally compatible awnings.....
- SHUTTERS - Addition of architecturally compatible shutters
- BUILDING FAÇADE LIGHTING – Addition of architectural façade lighting.
- EQUIPMENT SCREENING - Screening visual clutter on roofs such as HVAC Units, cooler towers or electrical
equipment.

B. SITE ENHANCEMENT ELEMENTS

- PARCEL ASSEMBLY
- STRUCTURE DEMOLITION
- DRIVEWAYS - Sharing of Driveways and/or reducing curb cut widths.
- PERIMETER LANDSCAPE – For aesthetics and screening of parking lots and service areas..... Show
- PARKING LOT LANDSCAPE - Landscape islands on the interior of parking lots Show
- PARKING LOT LIGHTING
- PERMEABLE PAVEMENTS
- SIDEWALKS - Installation of sidewalks in ROW and/or sidewalk connection from ROW sidewalk
to front door.
- BUILDING ENTRY AREAS – Developing pedestrian areas at building entrances with color and/or imprinted
paving or pavers. Show
- BUILDING ENTRY LANDSCAPE PLANTINGS - Addition of landscape plantings (above ground or in-ground)
at building entrances Show
- FLAG POLES AND SITE FURNISHINGS Show
- WATER FEATURES
- UNDERGROUNDING UTILITIES - Placement of utilities underground

C. SIGNING

- BUILDING SIGNS - Addition of signing compatible with building architecture..... Show
- SITE SIGNS - Site signage enhancements Show
- SIGN REMOVAL - Removal of pole signs Show

TOTAL NUMBER OF IMPROVEMENT ITEMS CHECKED

Grant CCSD #110

AMERESCO

Green • Clean • Sustainable



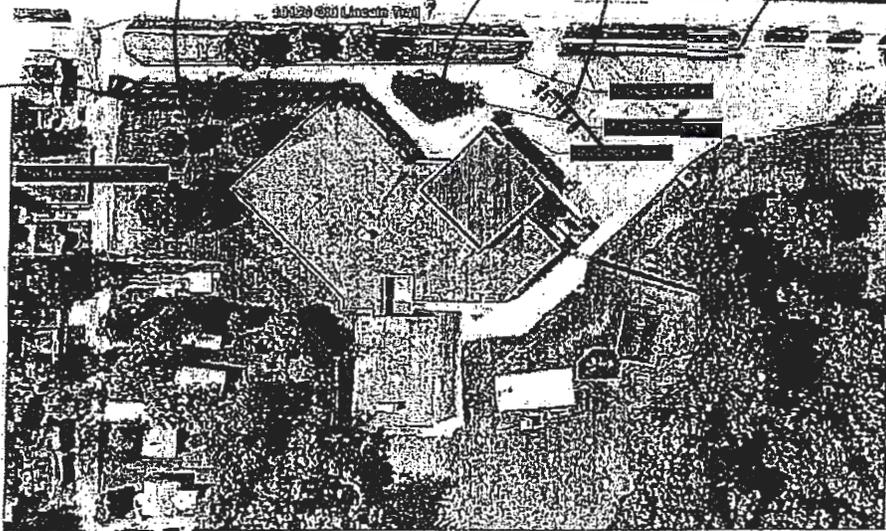
Drawing A1

Building Entrance/
Sidewalk

Parking
Landscape

Perimeter Landscape

Perimeter
Landscape

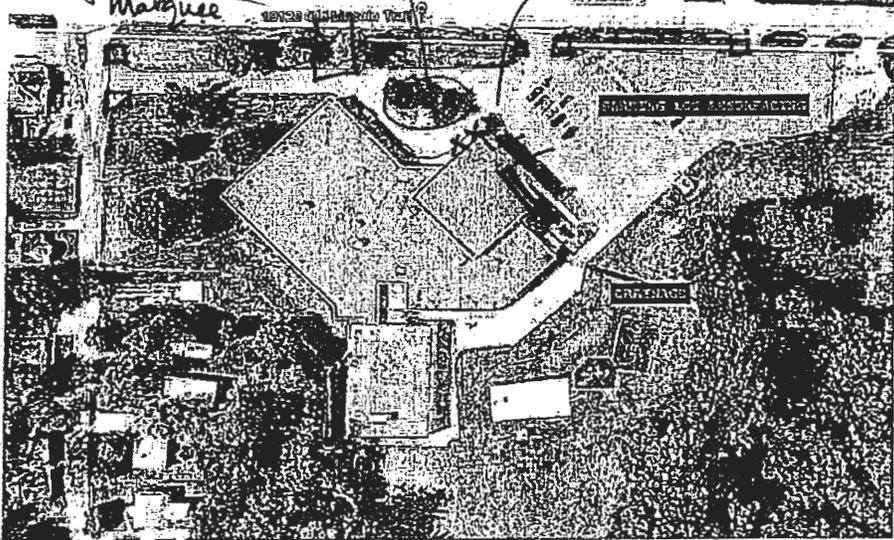


Drawing A2

Digital
Manuree

3 Agendas

Landscape plantings



□/□ are new signage for entrance/exist
and building identification.