

Committee Members:

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

AGENDA

**CITY OF FAIRVIEW HEIGHTS
BUSINESS ALLIANCE COMMISSION
Tuesday, February 16, 2021 – 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 video bridge or conference call
Phone Number: 1-650-215-5226 Access Code: 175 333 0699**

1. CALL TO ORDER
2. CITIZENS' COMMENTS
3. APPROVAL OF MINUTES – **January 19, 2021**
4. ECONOMIC DEVELOPMENT – **Director's Report**
5. LAND USE AND DEVELOPMENT – **Director's Report**
6. ROUND ROBIN REPORTS
 - Commission Members
7. SET NEXT MEETING – March 16, 2021, 1:30 p.m.
8. ADJOURN

MINUTES

THE CITY OF FAIRVIEW HEIGHTS BUSINESS ALLIANCE COMMISSION (BAC) Tuesday, January 19, 2021 – 1:30 p.m.

Committee Members in attendance – Chuck Daily, Don Barkley, Bill Poletti, Van Johnson, Charlie Kassly, Richard Avdoian, and Michael Hagen

Committee Members absent – Robert Triplett, Samantha Carter

Other Aldermen and Elected Officials in attendance – Pat Baeske

Staff in attendance – Paul Ellis, Andrea Riganti

Recorder – Kathy Frawley

Citizen's Comments

None

Approval of Minutes

Don Barkley made a motion to approve the November 17, 2020 Business Alliance Commission minutes. Seconded by Richard Avdoian. Roll call to approve the Business Alliance Commission minutes was unanimous. Motion carried.

Economic Development Director's Report

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

- Addressing Economic Distress
 1. The New Normal
 2. Communication with Local Businesses in need
 3. All In Program
 4. Fairview First Campaign
- Business Creation
 1. Metro East Business Incubator (formal kick-off for mid-March)
 2. Redevelopment of Underperforming Commercial Properties
- Business Recruitment
 1. Facilitate Retail Tenants (good response but slow process)
 2. Working with Retail Space Property Owners
 3. Long Term Projects
- Business Retention

1. Retail & Hospitality Training (funding available for training)
2. Fairview First Campaign to boost sales

Director Paul Ellis gave a Power Point Presentation on Business Traffic, Sales Tax, and Food and Beverage Tax.

Questions and comments were discussed.

Land Use and Development Director's Report

Director Andrea Riganti presented her report and touched base on the following items:

- Planning and Zoning
 1. No meetings in January
 2. Landscaping with Ascend Health and MJP holdings
 3. Huck's Landscaping Plan
 4. Demographics 2019
- Code Enforcement
 1. Hot Spot List
 2. Exterior Property Maintenance
- Building Division
 1. Major Construction Projects

Questions and comments were discussed.

Round Robin Reports

- Commission member Don Barkley was concerned about how the citizens would be informed on when they would receive the COVID-19.
- Commission member Chuck Daily stated that he spoke with Michael Burgdorf about the Beautification Award. Mr. Burgdorf will get with his Committee to get some guide lines and get back to the group.

The next meeting is scheduled for Tuesday, February 16, 2021, 1:30 p.m.

Meeting was adjourned at 2:34 p.m.

Submitted By:

Kathy Frawley, Recorder

MEMORANDUM

TO: Elected Officials

FROM: Paul A. Ellis, Director of Economic Development

DATE: February 11, 2021

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

Addressing Economic Distress

The continued impact of the pandemic and associated business restrictions continues to stress many businesses. The Director continues to facilitate 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.

This week's re-opening of indoor dining caps a long period where restaurants have needed community support, and many local restaurateurs credit City-led efforts such as the "All In" and Fairview First campaigns as having paid a crucial role in their survival.

Local lodging and conference facilities have been particularly hard hit with most currently seeing only about 40% of the business that they saw pre-COVID. The Director has re-instituted the Lodging & Conference Roundtable to enhance communication and has committed to hold meetings monthly for the near future. ♥

Indoor recreation centers have been hardest hit with now an entire year of enforced shutdown; nevertheless, Urban Air Adventure Park is planning to re-open in April and Sky Zone expects to follow a similar schedule.

Business Creation

1. The Metro East Business Incubator (MEBI) has established a virtual hub, and incubator staff members are training on the Startup Space virtual platform, developing client service protocols, and finalizing agency partnerships with the formal kick-off anticipated for April. ♥
2. The Director is working with real estate brokers and investors to identify and facilitate redevelopment of underperforming commercial properties so as to make more space available for startups emerging through the MEBI. ♥

Business Recruitment

CA Jones, Inc. is nearing completion of the new design center at 10890 Lincoln Trail and only needs warmer weather allowing the stone to be installed on the façade for renovation to be completed.

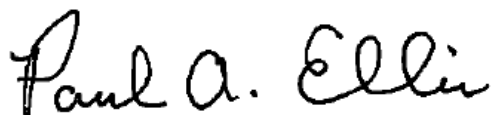
The Director continues to work with property owners and real estate brokers to find and/or facilitate retail tenants as spaces become available.

1. Projects that have progressed to signed lease or purchase contract this month include:
 - a. 15 Ludwig Dr. – restaurant space vacated by TBD Social;
 - b. East side of N. Illinois St. – the developer has closed on a single parcel and is reviewing this potential location with several retailers

2. For the longer term, the Director has been working with property owners to increase the amount of retail space available by means of division of parcels consolidation of smaller lots and/or new construction, including:
 - a. 4101 N. Illinois St. – subdivision of an existing parcel to support new uses;
 - b. 6100 N. Illinois St. – construction of a new retail box in the parking lot adjacent to Kohl’s;
 - c. 6118 N. Illinois St. – two different developers have expressed interest during the past week in pursuing purchase of the former Smokey Bones Restaurant from the Texas REIT that currently holds title
3. The Director is working with Sustainable Solutions Funding, LLC (the City’s PACE incentive contractor) to bring a leading national PACE financing group into St. Clair County with the benefit of connecting them with smaller value projects (less than \$250,000) that comprise most likely candidates in Fairview Heights.
4. The Director is also working on even longer term projects with significant potential retail sales impact, including:
 - a. ArtSculpt International, a ceramic arts district near Grant School that will include a retail component;
 - b. Project Caravan, a large scale redevelopment project supporting a significant new retail use;
 - c. Project Pantry, a big box retailer exploring new development in the 72 acres across from The Fountains; and
 - d. Project Vagabond, a large acreage sales facility hoping to consolidate parcels near Exit 12 (I-64)

Business Retention

1. The Director is working with regional brokers to catalog office space utilization and expand efforts to maintain healthy commercial tenancy in office centers north of I-64. ♥
2. Arrowhead Building Supply has vacated its location at 9969 IL-161 and the Director is working with local brokers to advertise the vacancy and attract a new tenant.
3. The Director is working with brokers and the property owner at Crossroads Centre to retain a key anchor tenant.
4. The Director has been working to inform local retailers about the new retail and hospitality training programs offered through the CALC Institute of Technology. ♥



Paul A. Ellis
Director of Economic Development



DEPARTMENT OF LAND USE AND DEVELOPMENT

INTEROFFICE MEMORANDUM

To: City Council
From: Andrea Riganti, Land Use and Development Director
Subject: Director's Report
Date: February 10, 2021

Major Department Activities.

Planning and Zoning

- There was no Plan Commission meeting in February.
- There was no Zoning Board of Appeals meeting in February.
- A landscaping plan has been developed and agreed upon between Ascend Health and MJP holdings (property to the south of the marijuana dispensary).
- A landscaping plan continues to be developed between the Huck's developer and the property owners to the north.
- Staff continues to refine a neighborhood stabilization project to include education, outreach and physical improvements. The program will help ensure residential properties are well maintained, crime and rates of vandalism surrounding abandoned properties are reduced, and property values are stable. A grant is being sought through the state to reimburse the city for operational and demolition costs associated with vacant, foreclosed and abandoned residential properties.

Staff began tracking foreclosed properties in 2018. The source of information is St. Clair County notification of property foreclosure, and is an estimate only. Staff also began tracking vacant residential properties in 2018. The source is visual observation and verification by various city departments, and is an estimate only. Foreclosed and vacant properties are found throughout the City.

ABANDONED RESIDENTIAL PROPERTIES: ESTIMATES

	2018	2019	2020
Foreclosures	37	25	10
Vacant Residential Properties	132	102	71

Source: Staff information; all figures are estimates.

NOTE: Abandoned Residential Property is generally defined as residential real estate that is not occupied by any mortgager or lawful occupant, AND the structure is in need of maintenance, repair, or demolition.

- Staff is working with the city attorney to draft a vacant building registration program. This program is part of the broader neighborhood stabilization efforts described above.
- Staff is working with the Economic Developer Director on conceptual plans for underutilized parcels throughout the City, and attracting developers for same.
- 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 Plan Commission and Zoning Board of Adjustment applications and processes, and investigating zoning code violations.
- Staff continues to work with the Department of Economic Development on various projects, including business assistance programs, Business Alliance Commission and TIF.

Code Enforcement


- Staff continues to perform hot spot, complaint driven and sweep property maintenance inspections.
- Staff continues to respond to animal control calls.
- St. Clair has temporarily canceled court due to new COVID-19 restrictions. Therefore, all housing court cases have been postponed.
- Attached is the most recent hot spot list.
- Attached is a flyer regarding temporary signs. Please share with anyone who might be interested.

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, Raising Cane’s, Chase Bank, and Ascend Health.

DEPARTMENT ACTIVITY						
	2021	2020				
	<i>January</i>	<i>December</i>	<i>November</i>	<i>October</i>	<i>September</i>	<i>August</i>
Residential Occupancy Permits Issued	56	64	68	79	90	91
Building Permits Issued	32	32	37	30	38	39
Commercial Occupancy Permits Issued	2	2	3	5	3	2
Special Event Permits	0	0	3	4	1	2

Please let me know if there are questions or comments.

 Weekly Patrol Hot Spots

Week of Feb. 1 - 5							
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.				2/1/2021		No change
405 Anita Drive	Compliance	& VIVIAN LENZ	Felicia W				2/1/2021		No change
213 Candlelight Drive	Compliance	CANDLELIGHT DI	Ed. F				2/1/2021		No change noted, appears vacant on today's visit
233 Candlelight Drive	Compliance	GARY E ADAMS	Ed. F				2/1/2021		No change noted, appears vacant on today's visit
*** Chateau Plaza	Abatement Period	ATEAU PLAZA II	Justin W.				2/1/2021		Dollar General still not in compliance
*** 95 Circle Drive	In Progress	Evelyn Bilye	Justin W.	Yes	Yes	12/10/2020	2/1/2021	sw pics taken	be getting worse with trash/debris
*** 101 Circle Drive	Compliance	Scott May	Justin W.				2/1/2021		Letter sent for trash/debris
66 Concord Drive	Compliance	ELENA LEH	Ed. F	No	No	N/A	2/1/2021		No change noted, property appears as vacant
Crossroad Centre	Abatement Period	EAST CAPITAL I	Justin W.	No	No	N/A	2/1/2021		Citations sent for trash
408 David Drive	Abatement Period	James Turn	Felicia W	No	Pending	Pending	2/1/2021		No change
*** 208 Elvira Drive	In Progress	Sean King	Felicia W	Yes	Yes		2/1/2021	COVID cont.	No change still a mess
9755 Greenridge Hts. Rd.	In Progress						2/1/2021		Citations sent for trash
*** 60 Hollandia Dr. (Dumpsters)	Severe	L S RENTAL PROPERTY INC	Ed. F				2/1/2021		Jumpster empty but is placed partially outside of enclosure. Sent email to owner advising of same.
*** Huntleigh Drive (Berm) & Guard Shack	Compliance	Rich Shelton	Justin W.				2/1/2021		In compliance
417 Kim Drive	Compliance	HISHA R LETTIE	Felicia W	No	No	N/A	2/1/2021	Have permit	Actively working on house
245 Lakeland Hills Drive	Abatement Period		Ed. F	Yes	No		2/1/2021		It called again (vmail no return #) to report car lot type sales activities but I have been unable to confirm any as of this date. It appears the vehicles on-site are the same vehicles as previous weeks visits
14 Lindenleaf Drive	Abatement Period		Ed. F	Yes			2/1/2021		No violations noted
29 Lexington Dr.	In Progress	EVEN K ATKINS	Felicia W	Yes	Pending		2/1/2021		No change 2/1/2021
*** 10319 Lincoln Trail	In Progress	Vista Securi	Justin W.	Yes	Yes	11/5/2020	2/1/2021	sw letter sent	No change
Lowe's	Compliance	DEPT LOWES H	Ed. F	No			2/1/2021		is noted. Chic Fil A continues to manage high vehicle volume to the best of their ability
208 Oulvey Drive		MARTIN P SCHAEFER	Tom/Felicia				2/1/2021		No change 2/1/21
Phillips Drive	Abatement Period		Ed. F	Yes			2/1/2021		- trash issues remain better, situation appears as a continual work in progress, will continue to monitor and act accordingly
8 Pine Trail	compliance		Ed. F	No	No	N/A	2/1/2021		trash appears as being removed regularly, no issues noted
45 Potomac Drive	Compliance	ANCHOR FUND LL	Ed. F	No	No	N/A	2/1/2021		For Sale sign is removed, property appeared vacant at time of visit
54 Potomac Drive	Compliance	& JENNIFER M	Ed. F	No	No	N/A	2/1/2021		No change noted, property appears as vacant
*** Smokey Bones	Compliance	ASTER FUNDING	Felicia W				2/1/2021		No change 2/1/2021
9951 South Road	Compliance	Dorian Baue	Justin W.	Yes	Yes		2/1/2021		Seems to be in compliance

Task	Status	Owner	Assigned to	Letter sent	Citation Sent	Court Date	Checked this week	Bills/Liens	Additional Notes
9964/66 South Road	Abatement Period	Jeff Stratma	Justin W.	Yes	No	No	2/1/2021		ner contract for work left to be done most likey early spring
St. Clair Square	Abatement Period	ASSOCIATES PF	Ed. F	No	No	N/A	2/1/2021		Work in progress with property management
9125 Summit Drive	In Progress	DSV SPV2 LLC	Justin W.	Yes	No	1/21/2020	2/1/2021		Issues still remain waiting on court appearances
1415 Magdalena Ave.	In Progress		Justin W.	Yes	Yes		2/1/2021		No Changes Issues pending with P.D.myself and Tom G.



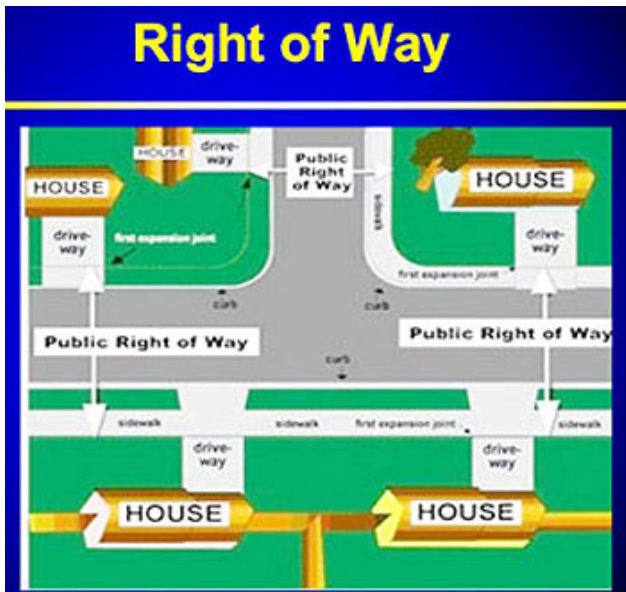
CITY OF FAIRVIEW HEIGHTS

10025 BUNKUM ROAD. FAIRVIEW HEIGHTS. IL. 62208
618.489.2060. WWW.COFH.ORG

Dear Candidate:

The City of Fairview Heights would like to make you aware of regulations for placement of signs.

- Signs can be placed on private property, with the property owner's permission.
- One sign per street frontage is allowed.
- Signs should not block vehicular visibility.
- Signs should not be placed on City or other government property, such as parks, government buildings, bridges, and utilities.
- Signs should not be placed in the right of way of the City, St. Clair County, or Illinois Department of Transportation. See examples below of "right of way". Generally, the location of telephone poles, sidewalks, and other utilities are good indicators of right of way.



Signs observed in prohibited locations may be removed without prior notification.

Thank you in advance for your cooperation!