

Lincoln Avenue SSA #35-2015
Commission Meeting Minutes
May 26, 2016 9:00 a.m.
Lincoln Station, 2432 N. Lincoln Ave.

Commissioners Present: Brent Holten, Kenneth Dotson, Mark Davis, Ben Hamm, Edda Coscioni, Oz Sozen

Commissioners Absent: None

LPCC Staff: Martin Sorge, Kim Schilf, Bryan Biello

Public Forum: Allan Mellis

Alderman's Office: Matthew Allee (43rd Ward)

Call to Order

- I. Call to order by Dotson at 9:04 a.m.

Approval of Minutes

- II. Dotson asked for and received approval of the minutes from the April 7, 2016 meeting.

Motion to approve the April 7, 2016 meeting minutes. Motion seconded. Motion unanimously approved.

Public Forum

- III. Allan Mellis
 - a. Mellis received a letter from McCaffrey that the former Children's Memorial parking lot is going to start charging for parking on July 1st. Mellis asked the commission to write back to McCaffrey about getting a validation program in place with neighborhood merchants.
 - b. Wrightwood Neighbors Association is working on a program to promote restaurants to construction workers where they can eat lunch at businesses nearby the construction projects. The idea is focused on having quick service restaurants that offer food to go.
 - c. The Taste of Lincoln Avenue has moved to the first weekend in August.
- IV. Matthew Allee, 43rd Ward office
 - a. Development Updates:
 - i. Children's Memorial Hospital (CMH) is slated to begin demolition on June 7th.
 - ii. Lincoln Center scaffolding is in the process of going up.
 - iii. There is a community meeting coming up on June 1st, to review a development proposal at the corner of Lincoln and Montana. The proposal calls for demolition of two buildings and replacing them with a 9-unit building and a 22-unit building with ground level retail.
 - iv. For both the Lincoln Center and CMH projects, the developers have established regular meetings and periodic construction updates.

Reports

- V. Financial Report (Holten)
 - a. The Lincoln Park Chamber of Commerce (LPCC) has secured a line of credit to pay for services that we need to pay before the tax levy comes in.
 - b. The LPCC loaned the SSA account \$3,000 to open the account, which will be paid back after the SSA receives the tax levy.

- c. The tax levy funds should be received in late summer or early fall.
 - d. The SSA struck deals with many vendors to delay payment so that we would not need to pull from our line of credit as much.
 - e. The LPCC typically invoices for SSA management fees quarterly, but has not yet invoiced the SSA for Q1 fees.
- VI. Program Manager's Report (Sorge)
- a. Sidewalk Cleaning
 - i. Crews are out five times per week picking up litter and emptying trash bins.
 - ii. Some commissioners noted that they've been doing a good job.
 - b. Sidewalk Pressure Washing
 - i. Crews completed service last week.
 - ii. There were not any issues with the process.
 - iii. We received several compliments on the work.
 - c. Landscaping
 - i. Barring any weather issues, Brickman will be installing hanging baskets this week or next week.
 - ii. Brickman landscaping has rebranded and will be called Brightview from now on.
 - d. Infrastructure
 - i. We have many missing or damaged tree grates in the area. CDOT is able to replace some of these grates.
 - ii. Sorge suggested using our extra landscaping budget to replace grates that can be replaced and have Brickman mulch or fill with stones the ones that cannot be replaced.
 - iii. Our 2016 budget for Landscaping was \$46,869, and our contract with Brickman is for \$38,762, which means we have \$8,201 remaining in the budget.
 - iv. Sorge recommends spending \$4,000 to have CDOT replace the grates that they can and have Brickman mulch the grates that cannot be replaced.
 - v. Mellis commented that people are stealing grates, so they should have a way to secure them if we are spending that much money.
 - vi. Dotson mentioned that some tree grates are pushed up and cause people to trip.
 - vii. Commissioners are interested in mulching by Brickman.
 - viii. Commission agrees to replace grates that can be replaced and mulch the others.
 - ix. As part of the corridor plan, Sorge will converse with the consultants about other options for covering tree pits that are more attractive and are also healthy for the trees.
 - e. Façade Rebate Program
 - i. The commission has granted one façade rebate, for \$5,000 to Joe Pionke for tuck-pointing and other masonry and window work in his building.
 - ii. The SSA will continue to market this program to area businesses and property owners. Possibly sending out a mailing to our list of property owners and businesses in the district.
 - iii. A new application came in very recently. Sorge will go back and request a second quote, which was missing from the application.
 - f. Corridor Plan

- i. The Lakota Group, Sam Schwartz, and Goodman Williams, have been doing a lot of work collecting data for the corridor plan.
 - ii. They have met with around 40 local stakeholders during this first round.
 - iii. Next Wednesday, June 1st, is the first of two community open houses, which is part of the plan. Sorge encouraged all commissioners to attend the meeting and tell their neighbors about this event.
 - iv. The open house is not a “community meeting” with planned speakers, but more of an interactive event. Attendees do not need to stay for the entire time, and can get in-and out quickly.
 - v. Sometime after this meeting, the Corridor Plan Steering Committee will reconvene.
- g. Public Relations
- i. The SSA has received a few quotes for public relations to help assist with the marketing and PR around the corridor plan.
 - ii. Since the quote for holiday décor came in way under budget, the commission agreed to reallocate the remaining funds to the PR line item.

Motion to move \$10,000 from line item 1.06 Holiday Decoration to line item 1.09 PR/Media Relations. Motion Seconded. Unanimously approved.

Motion to move \$4,000 from 2.05 Streetscape Installation to 6.12 Banking Fees. Motion Seconded. Unanimously approved.

Motion to move \$1,000 from 2.11 Sidewalk Power washing to 6.12 Banking Fees. Motion Seconded. Unanimously approved.

Action Items

VII. Draft 2017 Budget Approval (Sorge)

- a. Sorge reviewed the city budget template and then went line by line to review the proposed budget for 2017.
- b. Sorge explained the change in admin expenses and asked commissioners to communicate that although admin costs are 25% of the budget, we are not solely doing admin work as the service provider.

Motion to approve the 2017 budget draft. Motion seconded. Motion unanimously approved.

Adjournment

Motion to adjourn meeting. Motion seconded. Unanimously approved.

Meeting adjourned at 9:57 a.m.

Minutes respectfully submitted by Bryan Biello.