

**Lincoln Avenue SSA #35-2015**  
**Commission Meeting Minutes**  
**April 26, 2017 9:00 a.m.**  
**Lincoln Station, 2432 N. Lincoln Ave.**

**Commissioners Present:** Kenneth Dotson, Mark Davis, Ben Hamm, Edda Coscioni

**Commissioners Absent:** Oz Sozen, Brent Holten

**LPCC Staff:** Frank Kryzak, Kim Schilf, Bryan Biello

**Public Forum:** Darwin Mintu

**Alderman's Office:** Steve Spagnolo

**Call to Order**

- I. Call to order by Dotson at 9:06 a.m.

**Approval of Minutes**

- II. Dotson asked for and received approval of the minutes from the February 2, 2017 meeting.

Motion to approve the February 2 meeting minutes. Motion seconded. Motion unanimously approved.

**Public Forum**

- III. None

**Reports**

- IV. Financial Report (Schilf)
  - a. Overall we are on track with our budget, with nothing outstanding to report.
  - b. We've received nearly half of our tax levy.

**Action Items**

- V. 2016 Audit Presentation (Mintu)
  - a. Darwin Mintu from Ripple Tax reviewed the audit standards with the commission and walked through the 2016 audit document.
  - b. Mintu conducts the audit report for both SSA #23 and #35, as well as for the Lincoln Park Chamber of Commerce.
  - c. Ripple Tax found the financial statements to be correct and no exceptions were noted in the report.
  - d. There was a positive variance from 2015 to 2016 in the budget due to more revenues (tax levy) with the reconstitution, vendors charging less, and no reconstitution costs in 2016.

Motion to approve the 2016 Audit. Motion seconded. Motion unanimously approved.

- VI. Pressure Washing Vendor Selection (Kryzak)
  - a. Four bids were received for power washing the sidewalks within the SSA boundaries.
    - i. Pressure Washing Systems
    - ii. Cleanslate
    - iii. Pressure Washing Unlimited
    - iv. Quality Pressure Washing

- b. The timing of completion varies between each company, some are 3-4 days while others are up to two weeks.
- c. Kryzak recommends going with Pressure Washing Systems because they have been great to work with, their timing will be under a week, and they fall within our budget.
- d. Schilf let the commission know that prior to pressure washing we will deliver flyers to businesses to inform them of the work being done.

Motion to approve Pressure Washing Systems as the 2017 sidewalk pressure washing vendor. Motion seconded. Motion unanimously approved.

VII. Business Vandalism Repair Rebate Program

- a. Due to some occurrences of vandalism in Lincoln Park, we've developed a Business Vandalism Repair Rebate Program. Approved applicants who make repairs and follow the guidelines of the program may receive a rebate.
- b. The rebate is meant to cover windows and/or doors vandalized that face the public way, up to \$500 based on the costs incurred for repairs.
- c. Kryzak will be updating the paperwork to include language about the applicant's insurance deductible to ensure that there is no "double dipping."
- d. The rebate will be funded through the façade rebate line item.

Motion to approve Business Vandalism Repair Rebate Program. Motion seconded. Motion unanimously approved.

VIII. Program Manager's Report (Kryzak)

- a. Public Way Aesthetics
  - i. Landscaping - Brightview
    - 1. Displays from hanging baskets were removed a few weeks ago and summer plantings will be installed in the hanging baskets towards the end of May.
    - 2. Kryzak will be checking up on Brightview's work, because they didn't provide great displays in 2016.
  - ii. Litter abatement – Cleanstreet
    - 1. Kryzak has noticed they've been doing a good job.
    - 2. They were just given six SSA branded vests and should be wearing them when out on the street.
    - 3. They are cleaning sidewalks and emptying trash bins five days a week again.
    - 4. We still have not heard back about getting garbage cans for the corner of Webster and Lincoln.
    - 5. Dotson mentioned that there is a Reader newspaper box on the corner of Lincoln and Webster that looks unsightly. Spagnolo, from the Alderman's office, mentioned he would look into it.
  - iii. Snow removal – Christy Webber
    - 1. Our snow removal contract for this year is live through April.
    - 2. Although we've had minimal snow this year, Kryzak thinks they've done a great job.
- b. Façade Rebate
  - i. The 2017 façade rebate application is available and SSA Commissioners are now allowed to apply for a façade rebate.

- ii. There hasn't been much interest as of yet and what the commissioners have been hearing is that many businesses are waiting until some of the developments are closer to being done before businesses improve their façade.
    - iii. We continue to communicate with new business owners, commercial brokers, and landlords about this program. Kryzak delivered applications in person to businesses in February.
    - iv. Commissioners should remind neighbors about the façade rebate program, especially if there is a business in need of a new awning, sign, windows, etc.
  - c. Placemaking and Events sub-committee
    - i. At the last meeting it was discussed to form a committee for brainstorming placemaking initiatives and events along the corridor.
    - ii. Several of the commissioners agreed with this, but asked about recommendations from the Lincoln Avenue Corridor Plan.
      - 1. Schilf mentioned that the findings from the Corridor Plan will certainly play into the brainstorming and planning efforts for this sub-committee and we'll want to run with the recommendations as soon as they come out of the Plan.
    - iii. Coscioni commented that there are actually lots of events and activities going on along the corridor, but it's a matter of figuring out who we can partner with and how we can best represent the SSA.
  - d. Lincoln Avenue Corridor Plan
    - i. We are in the process of setting up a meeting with Lakota Group and McCaffery, and their designers, to make sure we are all on the same page.
      - 1. McCaffery has been provided dates and is working to confirm what's best for their schedule.
  - e. Safety
    - i. The safety rebate program is set and ready to go.
    - ii. Kryzak delivered copies of the rebate program to business along the street.
    - iii. We hosted two safety seminars last week on Tuesday and Wednesday. Wednesday's seminar was held at Tobacco Road and went well.
    - iv. Coscioni suggests setting a regularly scheduled date for SSA safety and information meetings, so people can put it on their calendars way in advance.
    - v. Hamm mentioned to Spagnolo that there was a shooting at the convenience store on the 2400 block of Lincoln as well as an attempted robbery at the liquor store on Lincoln and Wrighwood. Hamm asked if the Alderman could help step up late night police presence on the street since there are so many vacancies right now.

#### IX. Events & Marketing Report (Biello)

- a. Don't forget to promote the #11 bus. Its trial period has been extended through June.
  - i. Coscioni mentioned that a lot of her customers aren't using it because of the hours.
- b. Lincoln Avenue Events & Marketing
  - i. Went to an SSA forum on April 25 and there were some great ideas shared between SSAs. Kryzak and Biello will looking into ways to activate underutilized areas on the commercial corridor in a recurring fashion, places like Julia Porter Park or vacant storefronts.
  - i. We plan to coordinate social media updates specifically for Lincoln Avenue events and activities through the LPCC's social media platforms.
- a. Upcoming LPCC Events
  - i. Lincoln Park Uncorked: An Armitage-Halsted Wine Stroll is on Thursday, May 11 from 6:00-9:00pm
  - ii. Business After Hours at Birch Road Cellars on May 18 at 5:30pm
  - iii. Keep on your radar for later in the year:
    - 1. Cravings on Clark – June 14
    - 2. Lincoln Avenue Wine Stroll returning on September 21.

3. Lincoln Park Top 10 Awards returning in November and will most likely take place at Victory Gardens Theater on Lincoln Avenue.
    - a. Coscioni and Dotson would like to meet with the LPCC to brainstorm ways to enhance the event.
- X. Economic Development (Kryzak)
- a. Newly opened:
    - i. Broken English Taco Pub (2576 N. Lincoln)
  - b. Recently closed:
    - i. Bunches (2448 N. Lincoln) moved to 1501 W. Fullerton
    - ii. Elana Nail Salon (2458 N. Lincoln)
    - iii. Two Birds One Stone (2476 N. Lincoln)
  - c. Developments:
    - i. McCaffery/Hines Lincoln Common groundbreaking is on May 4.
    - ii. The Elevate project is progressing nicely.
    - iii. The Lincoln and Montana development will begin soon.
    - iv. Dotson asked about the former Snarf's space on the corner of Lincoln and Webster, but we do not have information on this yet.
    - v. Coscioni asked about the former Mrs. Green's space and Kryzak let her know that it's rumored to become an urban Target concept. However, there is no official word on this yet.
- XI. Budget Preparation
- a. We are working on a draft 2018 budget, and it will likely be a max budget because we are going to put as much funding as we can into implementing some of the recommendations from the Corridor Plan.
  - b. At the May 18<sup>th</sup> meeting, we will provide a draft 2018 budget that will be submitted to DPD.
    - i. DPD may come back with some modifications to that budget and at the July meeting the commission will approve the final 2017 budget.
    - ii. The Corridor Plan will definitely inform the budget and once the Plan is complete, the commissioners can discuss priorities and re-allocate funds as necessary.
    - iii. The Commission is able to move funds between funded categories as necessary, but as long as it does not change the total amount of the levy/budget.

## **Adjournment**

Motion to adjourn meeting. Motion seconded. Unanimously approved.

Meeting adjourned at 10:24 a.m.

*Minutes respectfully submitted by Bryan Biello.*