

**Lincoln Avenue SSA #35-2015
Commission Meeting Minutes
September 14, 2017 9:00 a.m.
Lincoln Station, 2432 N. Lincoln Ave.**

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

Commissioners Absent: none

LPCC Staff: Frank Kryzak, Kim Schilf, Bryan Biello

Public Forum: Allan Mellis, Denice Bocek

Alderman's Office: none

Call to Order

- I. Call to order by Dotson at 9:05 a.m.

Approval of Minutes

- II. Dotson asked for and received approval of the minutes from the July 13, 2017 meeting.

Motion to approve the July 13, 2017 meeting minutes. Motion seconded. Motion unanimously approved.

Public Forum

- I. Allan Mellis:
 - a. Children's Memorial Hospital is planning to sell their research facility at Lincoln and Halsted. In 2019 they will be moving downtown. They are also proposing to have a new building built to the south of the current building for offices with potential retail on the bottom floor.
 - b. A restaurant is going to be signing a lease as one of the major tenants in the new Elevate development.

Reports

- I. Financial (Schilf)
 - a. We've received 98% of our tax revenue for the year.
 - b. We currently have money in our account that will help pay for initial recommendations from the Lincoln Avenue Corridor Plan.

Action Items

- II. New SSA #35 Treasurer
 - a. The commission nominates Mark Davis to be the new SSA #35 Treasurer.

Motion to approve Mark Davis as Lincoln Avenue SSA #35-2015 Treasurer. Motion seconded. Motion unanimously approved.

- III. Garbage Can Replacement at Webster and Lincoln (Kryzak)
 - a. The cost for a decorative garbage can is \$1,800, but the City may be able to provide two garbage cans.
 - b. Marty Casey has forwarded the request for cans to the Division Superintendent for review. Casey will get back to Kryzak next week.

Motion to purchase garbage cans if the City does not provide them by November 1, 2017. Motion seconded. Motion unanimously approved.

IV. Tree Grate Replacement (Dotson)

- a. A resident in the SSA reached out and requested that a missing tree grate near 2463 N. Lincoln be replaced.
- b. Kryzak reviewed the tree grate inventory and there are 17 broken and missing grates. Some grates are completely broken others are only half broken.
- c. Kryzak recommends replacing tree grates at 2457 N. Lincoln and 2463 N. Lincoln. The cost for each grate is \$1,500.

Motion to replace two tree grates at 2457 N. Lincoln and 2463 N. Lincoln. Motion seconded. Motion unanimously approved.

V. 2017 Holiday Décor Vendor (Kryzak)

- a. We received bids from Brightview and Liberty Flag and Banner to decorate street poles with garland, ribbon, and wreaths. The quote received was for decorations on every pole, as well as every other pole.
- b. In 2016 the SSA used Liberty Flag and Banner and put wreaths/garland on every pole.
- c. Brightview came in at \$26,720 for every pole.
- d. Liberty Flag and Banner came in at \$17,510 for every pole.
- e. The holiday décor budget this year is \$16,000, but commissioners would still like to have decorations on every pole.

Motion to approve Liberty Flag and Banner as the 2017 Holiday Décor Vendor for every pole on Lincoln Avenue and to move \$2,000 from the Façade Rebate Improvement Program (line item 2.03) to the Holiday Decorations (line item 1.06). Motion seconded. Motion unanimously approved.

VI. 2018 Landscaping Vendor

- a. We previously had Brightview for a two-year contract for landscaping, which is up at the end of 2017.
- b. There were some challenges with landscaping in 2016 but 2017 has gone very well.
- c. We've been very satisfied with Christy Webber in the past as well.
- d. Christy Webber came in at about \$40,000.
- e. Brightview came in at \$43,000.

Motion to approve Christy Webber as the 2018 Landscaping Vendor on Lincoln Avenue. Motion seconded. Motion unanimously approved.

VII. 2017-2018 Snow Removal Vendor

- a. For the 2016-17 winter season, the SSA used Christy Webber and received good feedback about their service.
- b. This year, even though the RFP was sent out to over 8 companies, the SSA received only one bid for 2017-18 snow removal vendor and it was from Christy Webber again.

- c. Christy Weber quoted the SSA at \$25,250 for a 1-inch tolerance, which is the same as last year.

Motion to approve Christy Webber as the 2017-2018 Snow Removal Vendor at a 1" tolerance. Motion Seconded. Motion unanimously approved.

VIII. 2018 Litter Abatement Vendor

- a. Since 2015 the SSA has used Cleanstreet as our Litter Abatement Vendor. This year we've received bids from Cleanstreet again, as well as Cleanslate
- b. Cleanstreet has been good, but they haven't been wearing our Lincoln Ave SSA #35 vests every day.
- c. We will write it into the contract for whichever vendor is chosen that if they are not wearing the vests we provide them, they will not get paid for that day.
- d. Cleanstreet came in at about \$31,000.
- e. Cleanslate came in at about \$33,500.

Motion to approve Clean Street as the 2018 Litter Abatement Vendor. Motion Seconded. Motion unanimously approved.

New Business

IX. Program Manager Report (Kryzak)

- a. Sidewalk Cleaning
 - i. Crews are out five times per week picking up litter and emptying trash bins.
 - ii. Kryzak asked commissioners to take photos of crew members to make sure they are wearing their vests.
 - iii. Coscioni asked if the crew would be able to clean up flower boxes in front of vacant buildings. Kryzak made a note to share with Cleanstreet.
- b. Landscaping
 - i. We have received positive feedback about the hanging baskets this year.
 - ii. Brightview has weeded tree grates as per their contract. Kryzak recently reminded them to weed some of the grates that look shabby and to mulch tree pits without grates.
 - iii. Just like last September, Brightview will be coming out to de-weed the sidewalks and curbs for \$1,595.
- c. Façade Rebate Program
 - i. No applications have been received this year. We will continue to market this program to businesses and property owners.
- d. Security Rebate Program
 - i. No applications have been received this year. We will continue to market this program to businesses and property owners.
 - ii. This fall, Kryzak will once again deliver a one-sheeter that has information about façade rebate, security rebate, and vandalism rebate programs to all businesses within the SSA.
 - iii. Mellis commented that the 7-11 at Lincoln and Schubert is changing owners, so the Wrightwood Neighbors Association sent a letter to suggest installing a security camera.
 - iv. Davis mentioned that security information can be overwhelming for small business owners and suggested to have a security professional come in and give comprehensive guidance.

- e. Corridor Plan
 - i. A second draft of the Corridor Plan has been received with recommendations and Schilf had a meeting with the Lakota Group. They will provide an updated draft soon, which will then be shared with the steering committee.
 - ii. In the last draft there was no unifying theme for Lincoln Avenue and not enough specific recommendations. Schilf felt that it needs to be something we are proud of and it's not there yet. We have provided Lakota with many pages of feedback.
- f. Commissioners
 - i. There are two vacant commissioner spots to fill, so commissioners should let Kryzak know if they have any recommendations.
 - ii. Kyle from Tobacco Road will be joining, as well as a member from McCaffrey-Hines.
- X. Events and Marketing Report (Biello)
 - a. Holiday Event on Lincoln
 - i. Aiming for Saturday, December 2 from 1:00 – 3:00 p.m., but details are still being worked out.
 - ii. Hoping to have a station for Santa, free hot chocolate, and roving carolers.
 - iii. Dotson suggested coordinating with Lincoln Central on doing a tree lighting ceremony.
 - b. Public Art Event
 - i. There is going to be a public art display on Lincoln Avenue. It is planned to be a light projection tentatively on the boiler room building at the McCaffrey Hines development. The theme of the projection would be prairie themed.
 - ii. As more details become available, we would like to organize a small kick off and community gathering either on a Thursday or Friday night.
 - c. Upcoming LPCC events:
 - i. Tech Tuesday: Google Adwords – How and Why?
 - 1. Tuesday, September 19, 2:00 – 3:00 p.m.
 - 2. Register online for free
 - ii. Lincoln Park Uncorked
 - 1. Thursday, October 5 along Lincoln Avenue from Fullerton to Diversey
 - 2. 13 businesses will be participating along Lincoln and Diversey
 - 3. We are currently working to finalize the participating restaurants
 - 4. The SSA agreed to assist in marketing efforts to help draw neighbors and visitors to the corridor
 - iii. Networking Extravaganza
 - 1. Wednesday, October 25, 5:30-7:30 p.m.
 - 2. WhirlyBall, 1825 W. Webster
 - iv. Best of Lincoln Park Awards
 - 1. Monday, November 5, 5:30 – 8:30 p.m.
 - 2. Victory Gardens Theater, 2433 N. Lincoln
 - 3. Nominations open on Thursday, October 5
 - 4. There are a few new categories this year
- XI. Economic Development Report
 - a. Items of note:
 - i. Recently Opened
 - 1. Fuji Sushi (2235 N. Lincoln)
 - 2. Aloha Poke (818 W. Fullerton)
 - 3. Farmers Insurance (2770 N. Lincoln)
 - 4. Philly Bros. (734 W. Fullerton)
 - ii. Coming Soon
 - 1. Printers Row Coffee (2480 N. Lincoln)
 - iii. Recently closed
 - 1. Twisted Baker (2475 N. Lincoln)

- iv. Developments:
 - 1. McCaffery/Hines Lincoln Common recently started construction and they are moving along nicely.
 - a. Bocek noted that they are 3 weeks ahead of schedule. Working on foundation.
 - 2. The Elevate development is progressing nicely and nearing completion.
 - 3. The Lincoln and Montana developments are moving along as well.
 - 4. There's been no information released about the former Mrs. Greens property.

Adjournment

Motion to adjourn meeting. Motion seconded. Unanimously approved.

Meeting adjourned at 10:29 a.m.

Minutes respectfully submitted by Bryan Biello.