

**Clark Street SSA #23
Meeting Minutes
November 14, 2018 | 4:00 p.m.
Basil Leaf Café | 2465 N Clark**

Commissioners Present: Peigi Jean-Blanc, Jim Kroeger, Cathy Gallanis, Joy Simmons, Holly Lodarek, Steve Quick

Commissioners Absent: Chris Ramsey

LPCC Staff: Kim Schilf, Frank Kryzak, Bryan Biello

43rd Ward Alderman's Office: None

Public Forum: None

Call to Order

- I. Called to order by Jean-Blanc at 4:11 p.m.

Approval of Minutes

- II. Jean-Blanc asked for and received approval of the minutes from the September 5, 2018 meeting.

Motion to approve September 5, 2018 meeting minutes. Motion seconded. Unanimously approved.

Public Forum

- III. None

Reports

- IV. Financial Report (Gallanis)
 1. We are on schedule with expenses and received most of the tax levy for the year.

New Business

- V. Wayfinding Plan Updates
 1. Kryzak handed out a sheet to go over wayfinding elements, designs, and locations.
 2. Lodarek wanted to make sure we have a maintenance plan in place. Kryzak confirmed they will be working with the sign manufacturer on a plan for maintenance.
 3. Phase 2 of the wayfinding plan will occur north of Fullerton.

Motion to approve Phase 2 of the Wayfinding Plan. Motion seconded. Unanimously approved.

- VI. 2019 Landscaping Vendor (Kryzak)
 1. This year we received three bids.
 - i. Christy Webber Landscapes bid the lowest amount, but we have been unsatisfied with their performance.
 - ii. Brightview is our current vendor and bid, but we have also not been satisfied with their service the past few years.
 - iii. Moore Landscapes, who the City of Chicago uses for their landscaping contract downtown, bid the highest amount but has very good references. We would be a part of the City of Chicago's contract with Moore Landscapes.
 1. Kryzak went over the amount of money the SSA has paid for landscaping over the past 5 years.

Motion to approve Moore Landscapes as the 2019 landscaping vendor for Clark Street SSA #23. Motion seconded. Unanimously approved.

- VII. 2019 Weed Removal Vendor (Kryzak)
 1. We received two bids for weed removal.
 - i. Cleanslate bid for bi-weekly weed removal, including weed spray.

- ii. Brightview bid for monthly weed removal, including weed spray.

Motion to approve Cleanslate as the 2019 weed removal vendor for Clark Street SSA #23. Motion seconded. Unanimously approved.

Motion to approve moving \$5,000 from line item 1.05 (Decorative Banners) to line item 2.02 (Landscaping) in the 2019 budget for landscaping and weed removal contracts. Motion seconded. Unanimously approved.

VIII. Program Manager's Report (Kryzak)

1. Sidewalk Cleaning
 - i. Crews are now out 3 times per week picking up litter and emptying trash bins.
2. Landscaping
 - i. Winter basket displays are up and the standing planters will be going up soon.
3. Holiday Decorations
 - i. These will be installed soon.
 - ii. South of St. James there have been lots of electrical issues with the light poles. We are working with the City of Chicago to find a solution for the light pole festoon lighting south of St. James.
 - iii. Kryzak will also be working with an electrician to adjust the timer so the lights come on earlier.
4. Façade Rebate Program
 - i. We continue to communicate with new business owners and with commercial brokers and landlords about this program.
 - ii. As always, please share information about the façade rebate program with neighboring business owners.
5. Art on Clark
 - i. Sculpture submissions will be reviewed during the first meeting in 2019.
6. Commissioners
 - i. There are 3 spots to fill for 2019.
7. 2019 Meeting Schedule
 - i. Commissioners agree that this day and time work well for all of them.
 - ii. The 2019 schedule will be set soon and shared with commissioners.

IX. Marketing and Events (Kryzak)

1. Events
 - i. Spooktacular
 1. The 10th annual Spooktacular was held on Sunday, October 28, 2018 from 1:00 – 4:00 p.m.
 2. HopCat was overrun by children for the costume contest, which went very well.
 3. 53 businesses participated and about 1500 people were out on the street.
 4. We used the former Akira space on Diversey as a location for some businesses off of Clark Street to participate in the event. We were able to work with Acadia Realty on obtaining the space.
 5. A wrap-up meeting with Big Buzz is scheduled in December.
 - ii. Holidays
 1. The LPCC is developing a holiday passport marketing campaign to encourage residents and visitors to the neighborhood to shop local.
 2. In addition to the physical booklet, the LPCC plans to have a coinciding webpage listing out all holiday promotions and events in the neighborhood.

3. The LPCC will also be holding a Holiday Pre-Lighting event at Oz Park on Saturday, December 1 from 3:00 – 5:00 p.m. The Lincoln Central Association and Oz Park Advisory Council will be hosting the 2nd annual Oz Park Tree Lighting that day beginning at 5:00 p.m.
 - a. The LPCC will be distributing holiday passports during the Pre-Lighting event.
 - iii. 2019 Events
 1. Commissioners are encouraged to share any ideas for 2019 events or feedback on 2018 events.
 2. Kroeger suggests providing parking and shuttle service in December between the Zoo and Clark Street for the annual Zoo Lights festivities.
 - iv. LPCC Events
 1. November Coffee Connection
 - a. Thursday, November 29, 8:30 – 9 :30 a.m.
 - b. DePaul School of Music, Halsted, Lincoln and Fullerton
 2. Currently developing the 2019 event schedule.
- X. Economic Development Report (Kryzak)
2. Items of note:
 - i. Recently Closed:
 1. Domicile Furniture (2717 N. Clark)
 2. Big Bop Ramen (2439 N. Clark)
 - ii. Recently Opened:
 1. TJ Maxx (part of Acadia Development)
 2. Warm Belly (2470 N. Clark)
 3. Side by Side (2444 N. Clark)
 4. Fat Shallot (2468 N. Clark)
 5. Elegant Nails (2320 N. Clark)
 - iii. Coming Soon:
 1. Taco Bell
- XI. Today is Jean-Blanc's last commission meeting. The group congratulated Jean-Blanc and wished her well.

Meeting Adjournment

Motion to adjourn meeting. Motion seconded. Unanimously approved.

Meeting adjourned at 5:22 p.m.

Minutes respectfully submitted by Bryan Biello.