

**Clark Street SSA #23
Meeting Minutes
April 22, 2020 | 4:00 p.m.
Zoom Video Conference**

Commissioners Present: Chris Ramsey, Jim Kroeger, Steve Quick, Priyanka Patel, Matt Johnson, Holly Lodarek

Commissioners Absent:

LPCC Staff: Frank Kryzak, Kim Schilf, Bryan Biello

43rd Ward Alderman's Office: None

Public Forum: McKay Murphy, Joana Zaidan

Call to Order

- I. Called to order by Quick at 4:03 p.m.

Approval of Minutes

- II. Quick asked for and received approval of the minutes from the February 5, 2020 meeting, the March 24, 2020 meeting, and the April 3, 2020 meeting.

Motion to approve February 5, 2020 meeting minutes, the March 24, 2020 meeting minutes, and the April 3, 2020 meeting minutes. Motion seconded. Unanimously approved.

Action Items

- III. 2019 Audit Presentation (Mintu)
 1. Darwin Mintu from Ripple Tax reviewed the audit standards with the commission and walked through the 2019 SSA audit document.
 2. Mintu conducts the audit report for both SSA #23 and #35, as well as for the Lincoln Park Chamber of Commerce.
 3. There were no findings related to the 2019 audited financial statements and everything appeared consistent.
 4. There was an adjustment made to the 2018 receivable tax levy, as well as an adjustment made to the 2019 tax levy.
 5. The letter included in the audit reflects no exceptions and no findings.

Motion to approve the 2019 Audit. Motion seconded. Unanimously approved.

- IV. Pressure Washing Vendor Selection (Kryzak)
 1. Two bids were received: one from Pressure Washing Systems and the other from Quality Pressure Washing.
 2. The bid from Quality Pressure Washing is significantly less than Pressure Washing Systems. Quality Pressure Washing is offering a disinfectant and if the disinfectant is added in, it would be about the same price as Pressure Washing Systems.
 3. Kryzak received a positive recommendation the from Old Town Merchants & Residents Association for Quality Pressure Washing.
 4. While Pressure Washing Systems has been great in the past, Kryzak recommends Quality Pressure Washing, without the disinfectant, due to the significant cost difference and the positive feedback from Old Town.

Motion to approve Quality Pressure Washing as the 2020 pressure washing vendor. Motion seconded. Unanimously approved.

Reports

- V. Financial Report (Johnson)

1. Currently expenses and income look to be on track with the exception of moving funds from decorative banners to security patrols.
2. Kroeger asked about what happens if businesses are not able to pay their 2020 property taxes due to the COVID-19 crisis and Kryzak mentioned that this is something that will need to be taken into consideration when creating 2021 budgets.

New Business

VI. Program Manager's Report (Kryzak)

1. Art on Clark Sculpture Program
 - i. Kryzak provided commissioners with a listing of the 6 permanent sculptures to be installed on the street and their proposed locations.
 - ii. The 10 sculptures currently on the street will be uninstalled or moved in May or early June at the latest, leaving the 6 sculptures on the street in their permanent locations.
2. Security Patrols
 - i. As a reminder, patrols are currently in place from 10:00 p.m. to 5:00 a.m. daily through April 30.
 - ii. Kryzak reviewed updates from the officers reported on Group.me.
 - iii. The security company suggested using one patrol car with two officers in it between the two SSAs (Lincoln Avenue and Clark Street), if the commission were to decide to extend services through the month of May.
 - iv. If the commissioners decide to extend security through May then they would need to move about \$8,000 from the Public Art line item.
 - a. Quick shared information about a mural that could be painted on the side of his building. Kryzak stated that the mural could receive funding from the SSA because installation of public art was a goal of the 2020 budget. More information will be shared at the next SSA meeting.
 - b. DPD is allowing grant programs on SSAs to financially assist businesses facing hardship during the COVID-19 outbreak.
 - c. Kroeger is not in agreement with having security on the street and thinks the money can be better-spent helping businesses directly.
 - d. Lodarek suggested only extending security services through May 15 with only one patrol car between the two SSAs. Most commissioners like Lodarek's idea and agree to that compromise.

Motion to move \$4,000 from line item 2.06 (public art) to line item 5.03 (security patrol) to cover the cost of one security officer through May 15. Motion to seconded. Five approve; Kroeger disapproves.

3. Recycling
 - i. Recycling bins have been ordered and fabricated and will be installed before the end of the month.
 - ii. The bins will replace the current recycling bins on the street and be installed next to select garbage cans.
4. Sidewalk Cleaning (Cleanslate)
 - i. Crews are now out 5 times per week picking up litter and emptying trash bins.
 - ii. Since the Stay at Home Order remains in effect through the end of May, Kryzak will be contacting Cleanslate to discuss options for reduction in service on the street.
5. Landscaping (Moore Landscapes)
 - i. Summer plantings are scheduled to be installed around late May.
6. Snow Removal (Christy Webber)
 - i. The snow removal contract is live until May 15.
7. Façade Rebate Program

- i. The 2020 façade rebate application is open.
 - ii. As a reminder, SSA Commissioners are eligible to apply for a façade rebate.
 - i. We continue to communicate with new business owners, commercial brokers, and landlords about this program.
 - 8. Security Rebate Program
 - i. The 2020 application is open.
 - 9. There are three commissioner spots to fill for 2020.
- VII. Economic Development Report (Kryzak)
 - 1. Items of note:
 - i. Coming Soon
 - a. Maison Parisienne (2564 N. Clark)
 - b. Stray Hen Café (2423 N. Clark – replacing Drawl)
 - c. Jibaritos y Mas (2616 N. Clark)
 - ii. Recently Opened
 - a. Mr. Dumpling (2485 N. Clark)
 - b. Guidepost Montessori School (2301 N. Clark)
 - iii. Recently Closed
 - a. Side by Side Pet (closing next month)
 - b. Snow Dragon Shavery (2618 N. Clark)
 - c. Duncan Rae Designs (2544 N. Clark)
- VIII. Marketing and Events (Biello)
 - i. New Events for 2020
 - 1. Our contract with the Heron Agency has been put on hold until May 1 due to coronavirus.
 - 2. Puppy Portrait and Playtime was originally scheduled for Sunday, April 19 and has tentatively been postponed until Sunday, July 12. We will be reviewing guidance from the city, state, and CDC before confirming this date.
 - 3. On a similar note, our Young Professional Networking Mixer is still tentatively scheduled for Thursday, June 25th, but we will be discussing the feasibility of holding this event in June.
 - ii. Upcoming LPCC Events
 - 1. LPCC Legislative Roundtable: Local Officials Update
 - a. Thursday, April 23, 1:00 – 2:00 p.m.
Zoom Video Call
 - 2. LPCC Legislative Roundtable: Local Officials Update
 - a. Thursday, April 30, 1:00 – 2:00 p.m.
Zoom Video Call

Public Forum

- IX. McKay Murphy from the Alderman's Office
 - 1. Construction is still happening in the neighborhood. Some projects include:
 - i. Alley resurfacing at 617 W. Drummond.
 - ii. Tree plantings will also take place on Clark.
 - iii. Peoples Gas restoration project will take place on the 2300 block of Clark.
 - iv. Electrical work occurring on Arlington will be taking place soon.
 - 2. As a reminder, currently DCASE is not issuing any special event permits through May 15th.
- X. Joanna Zaidan from the Alderman's Office
 - 1. Alderman Smith would like commissioners to explore the possibility of providing grants to businesses affected by COVID-19.

2. Kroeger thinks we should support businesses financially, whether that be covering professional services or providing a grant or rebate to businesses within the SSA.
3. Kryzak mentioned that the SSA might be able to give small grants and he will begin doing research to develop some plans to share with commissioners. He will schedule an interim meeting to discuss before the next regularly scheduled commission meeting.

Meeting Adjournment

Motion to adjourn meeting. Motion seconded. Unanimously approved.

Meeting adjourned at 5:10 p.m.

Minutes respectfully submitted by Bryan Biello.