

Lakeview SSA 27

Streetscape Committee Meeting Minutes

January 24, 2019, 8:30 AM

Lakeview Chamber of Commerce, 1409 W. Addison St., Chicago, IL 60613

Present: Paul Leamon, Terese McDonald, Luis Monje, Chuck Stewart, Doug Zylstra

Absent: None

Staff: Lee Crandell, Dillon Goodson

Guests: None

Call to Order

Luis Monje called the meeting to order at 8:36 AM.

Public Comment

There was no public comment.

Reading and Approval of Minutes

Terese McDonald motioned to approve the minutes from the December 20, 2018 Streetscape Committee meeting, seconded by Chuck Stewart; motion carries.

Streetscape Enhancements

- **Public Seating Survey:** Dillon Goodson shared the results of a survey that gathered recommendations from businesses and community members about where the SSA should invest in seating in the future. According to the survey, more respondents suggested People Spots than sidewalk seating, and the most popular locations included the 2900 block of N. Lincoln Ave., near the Paulina Station and along Southport Ave. More than ten businesses that responded offered to sponsor public seating along their block. The Committee discussed the survey findings and suggested that the SSA should find a solution that every commercial street within the SSA could accommodate, noting some of the limitations of People Spots and sidewalk seating. Committee members envisioned a more compact, integrated seating element that would include a table, chairs and planters that could easily be replicated and deployed in multiple locations, sitting on sidewalks of various widths. Based on the results of the survey, they thought the SSA should begin by piloting the new seating area on the 2900 block of N. Lincoln Ave. near Heritage Bicycles + Coffee as early as this year, but acknowledged that the design process could take longer depending on whether there is an off-the-shelf product that could accomplish the SSA's vision or whether a custom option is necessary. Terese McDonald motioned for the SSA to work with a designer to propose options for an integrated sidewalk seating configuration, seconded by Paul Leamon; motion carries.
- **Lincoln/Roscoe/Paulina Sidewalk Seating Area:** Dillon Goodson shared PORT Urbanism's revised design recommendations for the new curb extension at the intersection of Lincoln/Roscoe/Paulina. He asked the Committee to confirm its intention to install a second sidewalk seating area on the 3600 block of N. Southport Ave. in 2019, noting that the SSA budget probably couldn't accommodate a third sidewalk seating area at the intersection of Lincoln/Roscoe/Paulina this year. Committee members liked the revised drawings and acknowledged that they wanted to prioritize the second sidewalk seating area on Southport Ave. this year. Chuck Stewart motioned to approve the drawings for the Lincoln/Roscoe/Paulina sidewalk seating area, with the addition of more modern umbrellas if possible, seconded by Terese McDonald; motion carries.
- **2019 People Spot Locations:** Committee members continued their conversation about a new integrated sidewalk seating configuration and suggested that a portion of the funds typically allocated for the installation of the SSA's People Spots could be reallocated to support a pilot of this new seating project. They asked staff to create a plan for phasing out the People Spot program entirely, but indicated that they would still like to install one People Spot in 2019 at a location to be determined at a future meeting.

Adjourn

Terese McDonald motioned to adjourn the meeting, seconded by Chuck Stewart; meeting adjourned at 9:48 AM.

Lakeview SSA 27

Streetscape Committee Meeting Minutes

February 28, 2019, 8:30 AM

Lakeview Chamber of Commerce, 1409 W. Addison St., Chicago, IL 60613

Present: Paul Leamon, Terese McDonald, Luis Monje, Chuck Stewart, Doug Zylstra

Absent: None

Staff: Lee Crandell, Dillon Goodson

Guests: Sean McKay

Call to Order

Luis Monje called the meeting to order at 8:30 AM.

Public Comment

There was no public comment.

Reading and Approval of Minutes

Terese McDonald motioned to approve the minutes from the January 24, 2019 Streetscape Committee meeting, seconded by Paul Leamon; motion carries.

Streetscape Enhancements

- **Compact Sidewalk Seating Area:** Sean McKay from PORT Urbanism presented examples of projects similar to the SSA's proposed compact sidewalk seating area. He noted how the SSA's concept calls for a design that is unique enough that off-the-shelf seating elements from a streetscape furnishing vendor might not be available, so he suggested exploring custom options. Committee members discussed their vision for the compact sidewalk seating areas, noting that they should be cost-effective, low-maintenance, utilitarian, compact, and visually impactful, possibly incorporating artwork on the sides or having the individual seating structures serving as art themselves. The Committee commented that they would like to see two or three elements on the 2900 block of North Lincoln Ave. near Heritage Bicycles this fall. PORT said that they would develop custom designs to present to the Committee, but cautioned that it could take six months or more to engineer and fabricate the seating elements once the Committee has approved a design.
- **People Spots:** The Committee discussed potential People Spot locations for 2019 and revisited previous conversations about phasing out the program. They explored an option that would see Friends of Lakeview entering into a memorandum of understanding with the SSA to manage the People Spot program in 2019, with the SSA covering storage costs and helping subsidize other costs, depending on whether the People Spot is ultimately installed. Friends of Lakeview could accept donations from businesses or other entities to offset the costs of installing and maintaining People Spots, reducing the SSA's overall expenses. Paul Leamon motioned to approve a one-year agreement with Friends of Lakeview for the management of the People Spot program, seconded by Luis Monje; motion carries.
- **Chicago Sculpture Exhibit Sponsorship:** Having reviewed sculptures prior to the meeting, the Committee discussed whether to sponsor a Chicago Sculpture Exhibit installation in 2019. Committee members liked the artwork that was submitted, but felt like the SSA should continue focusing on two-dimensional murals this year. They indicated that they would like to take a pass on program sponsorship in 2019.

- **Sheil Park Playground Canopy Sponsorship:** Lee Crandell presented a proposal from the Sheil Park Advisory Council for sponsorship of a shade canopy they are planning to install over the park's playground. Committee members commended the effort, but noted that the SSA did not have funding to support the project since it needed to prioritize its own projects like the new compact sidewalk seating areas.

Streetscape Maintenance

- **Tree Inventory & Management Plan RFP:** Dillon Goodson presented a draft RFP outlining the SSA's request to have a tree care vendor survey the street trees within the SSA's survey area and create a management plan for how the trees should be maintained. The Committee discussed the RFP and how they would like to review pricing before deciding whether the SSA should move forward with this project. Doug Zylstra motioned to approve the RFP for release, seconded by Chuck Stewart; motion carries.

New Business

Dillon shared the proposed flower palettes for the SSA's landscaped planters and asked for Committee feedback. Committee members liked the proposals, but asked for the palette used in the hanging baskets to tie more closely into the sidewalk planters.

Adjourn

Paul Leamon motioned to adjourn the meeting, seconded by Chuck Stewart; meeting adjourned at 9:52 AM.

Lakeview SSA 27

Streetscape Committee Meeting Minutes

April 25, 2019, 8:30 AM

Lakeview Chamber of Commerce, 1409 W. Addison St., Chicago, IL 60613

Present: Paul Leamon, Luis Monje, Chuck Stewart, Doug Zylstra

Absent: Terese McDonald

Staff: Isabella Downes, Dillon Goodson

Guests: Brandon Biederman

Call to Order

Luis Monje called the meeting to order at 8:30 AM.

Public Comment

There was no public comment.

Reading and Approval of Minutes

Doug Zylstra motioned to approve the minutes from the Streetscape Committee meeting on February 28, 2019, seconded by Chuck Stewart; motion carries.

Streetscape Enhancements

- **Compact Sidewalk Seating Area:** Brandon Biederman from PORT Urbanism presented compact sidewalk seating area design options that combine seating with landscaping and other elements to create visual interest along SSA sidewalks. He discussed how the design is influenced by the narrowness of the public way along streets like Lincoln Ave. with the desire to introduce elements that start to establish a visual identity across the neighborhood, noting that the proposed designs draw inspiration from the yellow seating cubbies at the Paulina Plaza. He shared preliminary pricing from manufacturer Landscape Forms, noting their prior experience working with the SSA as part of the Lakeview Low-Line project. Committee members shared positive feedback about PORT's designs and discussed potential costs and next steps. They asked to explore multiple suppliers, including another round of research to determine whether any companies offer off-the-shelf solutions that could accomplish the same goals as PORT's design concepts. PORT said that they would bid the project out to different manufacturers and continue their research into similar site furnishings that might already exist. They asked Committee members to consider where they would like to see the seating areas installed, indicating that they might be able to increase the width of some of the seating elements based on this feedback. Paul Leamon motioned to approve the design direction as-presented, seconded by Doug Zylstra; motion carries.
- **People Spot Transition Plan:** Luis Monje asked Dillon Goodson to walk the Committee through a proposal outlining potential scenarios for transitioning the SSA's two People Spots over to another entity or phasing the program out, noting a desire to reduce the SSA's share of costs related to the program and so the Commission can explore the next phase of placemaking projects to benefit West Lakeview. Dillon presented on several different scenarios, factors that could be used to evaluate each scenario, and an action plan to guide future discussions. Committee members commented that if the SSA decides to phase out either of the People Spots, they should have a solution ready to roll out as a replacement for the People Spot program so the neighborhood maintains the benefit of public seating. Dillon discussed next steps and said that he would aim to have preliminary research completed before the SSA finalized its 2020 budget this summer. Paul Leamon motioned to approve the People Spot transition plan as presented, seconded by Chuck Stewart; motion carries.
- **Holiday Decorations:** Discussion deferred to a future meeting.

Streetscape Maintenance

- **Tree Inventory & Management Plan:** Discussion deferred to a future meeting.

Adjourn

Paul Leamon motioned to adjourn the meeting, seconded by Doug Zylstra; meeting adjourned at 9:38 AM.

Lakeview SSA 27

Streetscape Committee Meeting Minutes

May 23, 2019, 8:30 AM

Lakeview Chamber of Commerce, 1409 W. Addison St., Chicago, IL 60613

Present: Paul Leamon, Luis Monje, Doug Zylstra

Absent: Terese McDonald, Chuck Stewart

Staff: Dillon Goodson

Guests: None

Call to Order

Luis Monje called the meeting to order at 8:31 AM.

Public Comment

There was no public comment.

Reading and Approval of Minutes

Doug Zylstra motioned to approve the minutes from the Streetscape Committee meeting on April 25, 2019, seconded by Paul Leamon; motion carries.

Streetscape Enhancements

- **Compact Sidewalk Seating Areas:** The Streetscape Committee reviewed additional details and specifications for the compact sidewalk seating areas first presented by PORT Urbanism at the May Committee meeting, including products available through custom and off-the-shelf site furnishing manufacturers. Committee members discussed how custom options would do the best job of meeting the neighborhood's specific design needs, but indicated that they would like PORT to provide a full evaluation of all options, including estimated pricing. The Committee also considered whether different materials, such as aluminum or composite lumber, would have cost advantages. Dillon Goodson said he would communicate this feedback to PORT and ask them to expand their research. Committee members deferred a conversation about preliminary locations for the new seating areas to a future meeting, once the design is finalized.
- **People Spot Transition Plan:** Dillon Goodson updated the Streetscape Committee on staff's exploration of the different scenarios outlined in the People Spot transition plan. He estimated that he'd have responses from the City of Chicago and the SSA's accountant, along with a draft of the bid document for prospective buyers and sponsors, by the June meeting.
- **Holiday Decorations:** Luis Monje invited Streetscape Committee members to share any changes they would like to see incorporated in the SSA's plans for holiday decor in 2019. The Committee indicated that they wanted to continue installing a lit tree on the sidewalk adjacent to St. Alphonsus Church, but thought that the SSA should purchase additional large ornaments for the tree and keep the lights lit at all hours of the day. They also said that they wanted the SSA to continue its partnership with the Chabad of Lakeview to light the menorah at the intersection of Lincoln/Southport/Wellington. Throughout the district, Committee members wanted to explore a red and silver color palette instead of blue and silver, and suggested using red bows on street poles. Finally, the Committee discussed expanding programming throughout the holiday season, focusing on growing the tree and menorah lighting ceremonies and possibly launching a scavenger hunt involving a holiday character appearing in public spaces throughout the neighborhood. Dillon Goodson said that he would share feedback with the SSA's holiday decor vendor, Southport Construction, and finalize a contract for SSA Commission approval.

- **Lincoln/Roscoe/Paulina Sculpture:** Dillon Goodson updated the Streetscape Committee on conversations with artist Christopher Newman about reinstalling his SSA-owned sculpture at a different location. Citing challenges with the surface material at the intersection of Lincoln/Roscoe/Paulina, he asked for input from the Committee on alternate locations. Streetscape Committee members said they liked the idea of installing the sculpture at the corner of Diversey and Racine next to Gino's East, where it could serve as a gateway at the entrance to Lakeview. Dillon said he would pursue the installation of the sculpture at this new site, pending stakeholder feedback.

Streetscape Maintenance

- **Tree Inventory & Management Plan:** The Streetscape Committee reviewed proposals from two different vendors to conduct a comprehensive inventory of all trees within SSA 27 and create a three-year management plan for the trees. Committee members cited the cost advantages and prior experience of Bartlett Tree Experts. Paul Leamon motioned to recommend Bartlett Tree Experts' proposal, with a total cost of \$8,360.00, seconded by Doug Zylstra; motion carries. Dillon Goodson noted that the contract would need the final approval of the SSA Commission.

New Business

- **2020 SSA Budget Feedback:** Luis Monje and Dillon Goodson summarized new projects that the SSA Commission proposed for the 2020 SSA Budget & Work Plan. Committee members affirmed the project ideas, noting no additional feedback.

Announcements

Dillon Goodson updated the Streetscape Committee that the SSA's contractor shortened the length of the People Spot deck outside Loba Pastry + Coffee during installation to accommodate an additional parking space on the north end. He also shared that the new sidewalk seating area envisioned by the SSA has been installed on the sidewalk outside the CVS on Southport.

Adjourn

Paul Leamon motioned to adjourn the meeting, seconded by Luis Monje; meeting adjourned at 9:28 AM.

Lakeview SSA 27

Streetscape Committee Meeting Minutes

June 27, 2019, 8:30 AM

Lakeview Chamber of Commerce, 1409 W. Addison St., Chicago, IL 60613

Present: Paul Leamon, Luis Monje, Chuck Stewart, Doug Zylstra (by phone)

Absent: Terese McDonald

Staff: Dillon Goodson

Guests: None

Call to Order

Luis Monje called the meeting to order at 8:35 AM.

Public Comment

There was no public comment.

Reading and Approval of Minutes

Paul Leamon motioned to approve the minutes from the Streetscape Committee meeting on May 23, 2019, seconded by Chuck Stewart; motion carries.

Streetscape Enhancements

- **Holiday Decorations:** Committee members reviewed ribbon options for the street pole decorations. There was a strong preference for a wider ribbon. The Committee indicated that they wanted to move forward with a red ribbon lined in silver for the poles, with the added layering of a candy cane striped ribbon for the bows at the top. Dillon Goodson said that he would communicate this feedback to the SSA's holiday decor vendor, Southport Construction, and ask them to finalize a contract for the full SSA Commission to review.
- **People Spot Transition Plan & Bid Document:** Committee members discussed a draft of the bid document for prospective buyers and sponsors of the SSA's two People Spots. Dillon Goodson noted that he was awaiting feedback from the City of Chicago before finalizing the document. The Committee asked for the operating budget to be clarified and suggested that they wanted to focus first on the sale of the People Spot within the bid document and hold the sponsorship pitch for future outreach. Paul Leamon motioned to approve the document with the changes outlined above, seconded by Chuck Stewart; motion carries. Dillon indicated that he would update the document but would wait to distribute it until after he receives all feedback from the City of Chicago on the SSA's request to sell the People Spots or seek sponsorship.
- **Compact Sidewalk Seating Areas:** Dillon Goodson presented a full cost analysis from PORT Urbanism on three prospective vendors to fabricate the new compact sidewalk seating areas previously discussed by the Streetscape Committee. Based on the pricing and offerings of each vendor, Committee members discussed the advantages of Landscape Forms, including the 5-year warranty they offered. They questioned whether the seating elements could be fabricated out of aluminum instead of steel to prevent rust, and for that reason, also suggested raising the seating elements off the ground to prevent the build up of snow and debris around the base. Chuck Stewart motioned to move forward with Landscape Forms for the SSA's compact sidewalk seating areas, seconded by Paul Leamon; motion carries. The Committee ended by discussing potential locations for the installations, suggesting that the SSA should prioritize locations on Lincoln and Belmont avenues and situate them in front of coffee shops, like Heritage Bicycles & Coffee, and other places people gather.

Adjourn

Paul Leamon motioned to adjourn the meeting, seconded by Chuck Stewart; meeting adjourned at 9:28 AM.

Lakeview SSA 27

Streetscape Committee Meeting Minutes

July 25, 2019, 8:30 AM

Lakeview Chamber of Commerce, 1409 W. Addison St., Chicago, IL 60613

Present: Paul Leamon, Luis Monje, Chuck Stewart, Doug Zylstra

Absent: Terese McDonald

Staff: Dillon Goodson, Carisa Marconet

Guests: None

Call to Order

Luis Monje called the meeting to order at 8:34 AM.

Public Comment

There was no public comment.

Reading and Approval of Minutes

Paul Leamon motioned to approve the minutes from the Streetscape Committee meeting on June 27, 2019, seconded by Chuck Stewart; motion carries.

Streetscape Enhancements

- **Holiday Programming:** Luis Monje recapped the conversation from the SSA Commission meeting on July 11 about ensuring that any holiday programming is inclusive of all holidays. Carisa Marconet offered programming suggestions, including ideas for growing the tree and menorah lighting events. She mentioned that staff is planning to work with the Chabad again in 2019, and suggested relocating the menorah closer to the Paulina Station to provide for different programming opportunities. Committee members liked these suggestions and recommended adding a charitable component, such as a food or toy drive, and a themed scavenger hunt. They asked staff to consider surveying community members about the types of programming they would like to see in the neighborhood.
- **People Spot Transition Plan:** Dillon Goodson updated the Committee on ongoing conversations with the City of Chicago about the feasibility of selling or seeking sponsorships to support transitioning the People Spots from the SSA to another entity. He noted that the People Spot bid documentation would be released once the new SSA program staff is hired.
- **Compact Sidewalk Seating Areas:** Committee members continued a conversation from the previous meeting about potential locations for the compact sidewalk seating areas designed by PORT Urbanism. They recommended the following locations: 2823 N. Lincoln Ave., near Coffee Lab & Roasters; 2959 N. Lincoln Ave., near Heritage Bicycles; 2909 N. Lincoln Ave., near Car Care Specialist; on the 3300 block of N. Lincoln Ave., on the new sidewalk bumpout near Target; 3316 N. Lincoln Ave., near Wishbone and Chicago Music Exchange; 3356 N. Lincoln Ave., on the new sidewalk bumpout near Starbucks; 3358 N. Paulina St., near Frasca Pizzeria & Wine Bar; 3501 N. Lincoln Ave. near Paulina Meat Market; 1225 W. Belmont Ave., near Stage 773 and Theater Wit; and at the intersection of Belmont and Southport near the new developments. Commissioners suggested entering into maintenance and programming agreements with adjacent businesses.

Adjourn

Paul Leamon motioned to adjourn the meeting, seconded by Doug Zylstra; meeting adjourned at 9:30 AM.

Lakeview SSA 27

Streetscape Committee Meeting Minutes

August 22, 2019, 8:30 AM

Lakeview Chamber of Commerce, 1409 W. Addison St., Chicago, IL 60613

Present: Luis Monje, Chuck Stewart, Doug Zylstra

Absent: Paul Leamon, Terese McDonald

Staff: Dillon Goodson, Nicole McLellan

Guests: None

Call to Order

Luis Monje called the meeting to order at 8:32 AM.

Public Comment

There was no public comment.

Reading and Approval of Minutes

Chuck Stewart motioned to approve the minutes from the Streetscape Committee meeting on July 25, 2019, seconded by Doug Zylstra; motion carries.

Streetscape Enhancements

- **Holiday Decorations & Programming:** Dillon Goodson provided an update on holiday programming plans, including enhancements to the menorah and tree lighting ceremonies. He followed up on a suggestion from the last Streetscape Committee meeting about surveying the community to get their feedback on what kind of programming the SSA should present, indicating that staff would release this survey after the holidays so the community could respond based on their observations of the SSA's 2019 holiday programming. Committee members recommended incorporating a toy or food drive to support local charities.
- **Compact Sidewalk Seating Areas:** Dillon Goodson reported on feedback he received from CDOT about the compact sidewalk seating areas designed by PORT Urbanism. Committee members narrowed down a list of recommended locations to include the following: 2959 N. Lincoln Ave., near Heritage Bicycles; 2909 N. Lincoln Ave., near Car Care Specialist; 3356 N. Lincoln Ave., on the new sidewalk bumpout near Starbucks; 1225 W. Belmont Ave., near Stage 773 and Theater Wit; at the intersection of Belmont and Southport near the new developments; and at a to-be-determined location on Belmont Ave. west of Ashland Ave. Commissioners suggested having PORT Urbanism recommend site plans for each of these six locations so the fabricator, Landscape Forms, can begin engineering the seating elements prior to the end of 2019.

Streetscape Maintenance

- **Maintenance Priorities:** Nicole McLellan shared a spreadsheet showing the streetscape elements most in need of maintenance and asked for the Committee's input on which elements the SSA should prioritize. Committee members recommended getting cost estimates to repair and paint bike racks throughout the SSA, conducting the work in the winter when there are fewer bikes on the street.

Adjourn

Doug Zylstra motioned to adjourn the meeting, seconded by Chuck Stewart; meeting adjourned at 9:24 AM.

Lakeview SSA 27

Streetscape Committee Meeting Minutes

September 26, 2019, 8:30 AM

Lakeview Chamber of Commerce, 1409 W. Addison St., Chicago, IL 60613

Present: Paul Leamon, Luis Monje, Chuck Stewart, Doug Zylstra (via phone)

Absent: None

Staff: Dillon Goodson, Nicole McLellan

Guests: None

Call to Order

Luis Monje called the meeting to order at 8:36 AM.

Public Comment

There was no public comment.

Reading and Approval of Minutes

Luis Monje motioned to approve the minutes from the Streetscape Committee meeting on August 22, 2019, seconded by Chuck Stewart; motion carries.

Streetscape Committee Appointment

Nicole McLellan shared that Terese McDonald officially stepped down from her role as a Streetscape Committee member on September 19, 2019. She added that Commissioners Jason Aragon and Matt Lederer (Treasurer) are interested in joining the Committee, and she will follow up with them ahead of the next committee meeting.

Streetscape Enhancements

- **Holiday Decorating & Programming:** Nicole McLellan informed the Committee that the SSA's decorating contract with Southport Construction was executed, and that the tree-lighting ceremony will take place on Sunday, November 24 and the menorah-lighting ceremony will take place Sunday, December 22. Luis Monje said that last year, the popularity of the tree-lighting ceremony resulted in spill-out into the street. Nicole McLellan confirmed that Chamber staff are looking into securing a street closure permit for this event. Luis Monje also noted that the tree should remain lit throughout the day.
- **People Spot Transition Plan:** Nicole McLellan presented the final draft of the People Spot bid document and updated transition timeline. Friends of Lakeview will accept bids for purchase or sponsorship, and the bidding process will begin at the end of September and run until the submission deadline on October 21. Paul Leamon recommended adding live photos of each people spot into the bid document. Luis Monje inquired into the timeline regarding gaining aldermanic support, and Nicole McLellan clarified that the target is to receive approval from the SSA Commission in December, then proceed with securing aldermanic support and introducing an ordinance to City Council during the months of January - March.
- **Compact Sidewalk Seating Areas:** Nicole McLellan updated the committee on PORT's recommendations around location for the seating elements. The top locations include 2909 N. Lincoln Ave., near Car Care Specialist, and 3356 N. Lincoln Ave., on the new sidewalk bumpout near Starbucks. Nicole McLellan followed up on a previous suggestion from the Committee to consider aluminum as an alternative to steel for the seating elements, and clarified that steel is stronger and more durable than aluminum, making steel the best option. As a next step, Nicole

McLellan will present the contract with Landscape Forms to the Commission for review and approval.

Streetscape Maintenance

- **Maintenance Priorities:** The SSA will move forward with bike rack repairs following November budget discussions. Luis Monje suggested that the SSA look into pricing of adding a soft dip / rubberizing to bike racks. Paul Leamon suggested the SSA consider transitioning bike racks from black to Lakeview green, and inquire with the maintenance contractor whether changing the bike rack colors would be the same fee as the usual repainting.

Upcoming RFPs

- **Landscaping:** Nicole McLellan informed the committee that the landscaping contract with BrightView will expire on November 31, 2019, and she will assemble an RFP to issue next month.
- **Snow Removal:** Nicole McLellan updated the committee that the SSA's previous snow removal vendor Moore Landscapes is no longer providing services in the city of Chicago. If the SSA wishes to continue providing snow removal at the Lincoln/Wellington hub, they need to find an alternative vendor before October. The committee suggested looking into whether current vendors such as Cleanstreet or BrightView offer snow removal as an add-on service.

Adjourn

Chuck Stewart motioned to adjourn the meeting, seconded by Paul Leamon; meeting adjourned at 9:16 AM.

Lakeview SSA 27

Streetscape Committee Meeting Minutes

November 21, 2019, 8:30 AM

Lakeview Chamber of Commerce, 1409 W. Addison St., Chicago, IL 60613

Present: Paul Leamon, Matt Lederer, Luis Monje, Doug Zylstra

Absent: Chuck Stewart

Staff: Nicole McLellan

Guests: None

Call to Order

Luis Monje called the meeting to order at 8:31 AM.

Public Comment

There was no public comment.

Reading and Approval of Minutes

Matt Lederer motioned to approve the minutes from the Streetscape Committee meeting on September 26, 2019, seconded by Paul Leamon; motion carries.

Streetscape Enhancements

- **Holiday Decoration & Programming:** Luis Monje updated the Committee that the tree installation and holiday decor is complete and that he and Nicole McLellan performed a final tree evaluation earlier in the week to ensure everything was in place for the Tree Lighting Ceremony on Sunday, November 24. Nicole McLellan gave an overview of the event programming. In addition to handing out stuffed elves and candy canes to children, the event will feature an appearance by Santa and the Three Kings, complimentary hot chocolate handed out at S&G Restaurant, and an ornament-making arts & crafts project hosted by KidCreate Art Studio. Luis Monje asked if VIP invites had been extended to community leaders, and Nicole McLellan confirmed Carisa Marconet previously sent out VIP invites.
- Nicole McLellan also updated the Committee on the Menorah-Lighting Ceremony, which will take place at the intersection of Lincoln and Marshfield on Sunday, December 22. The Committee discussed different options for lighting the menorah, including locating an outlet in the vicinity, using a generator, or using solar bulbs.
- **People Spot Transition Plan:** Luis Monje asked for an overview of the bids received for the People Spots and next steps in the process. Luis Monje notes that the Commission should have a firm grasp on next steps in the city approval process before moved forward with any bids, and the rest of the Committee members agreed. Nicole McLellan informed the Committee that one bid had been received for The Cafe People Spot and she was undergoing efforts to solicit bids for The Wave People Spot, and that any next steps would need formal approval through the city. However, Nicole McLellan suggested the Committee discuss a contingency plan in the case no bids are received for The Wave. Nicole McLellan informed the Committee that there is interest among businesses in the SSA to have a People Spot in front of their location, so continuing an annual installation is an option. Doug Zylstra motioned to recommend a 2020 installation for The Wave if no bids are received, seconded by Matt Lederer; motion carries. Matt Lederer added that the Committee will need to discuss tentative installation location in early 2020.
- **Compact Sidewalk Seating Areas:** Nicole McLellan informed the Committee that she met with Landscape Forms for a project kick-off meeting, and discussed available color options. She

informed the Committee that a color from their stock could be used free of charge, or a RAL color or custom color could be selected for an additional fee per order. Doug Zylstra inquired how many colors are available in Landscape Forms stock, and the Committee requested to see all available colors before making a selection.

- Luis Monje asked for an update on curby locations, and Nicole McLellan informed the Committee that several locations had been identified at a previous meeting. She noted that starting with a few locations on Lincoln made sense due to the past installation of sidewalk seating on Southport and the Low-Line project adjacent to Ashland. The Committee agreed to begin with installations at locations in Lincoln to ensure equal dispersion of seating elements throughout SSA boundaries.

Streetscape Maintenance

- **Tree Care Plan:** Nicole McLellan reviewed a tree care proposal from Bartlett Tree Experts, who also performed a tree health survey in the SSA earlier in the year. Matt Lederer asked that the proposal cost be decreased and then brought to the December Commission meeting for discussion.
- **Landscaping RFP:** Nicole McLellan informed the Committee that she was working on creating a landscaping RFP. She suggested adding a clause requiring landscaping services to provide a monthly report on work completed, and to specify a frequency of weeding, particularly during spring and summer months.
- **Maintenance Priorities:** Nicole McLellan updated the Committee that she was planning on moving forward with an order on streetscape elements in early 2020. Nicole McLellan also added that she explored the cost of Big Belly relocation, and would bring recommendations on Big Bellies to relocate to communal areas to the next meeting. Luis Monje noted that bringing these to major intersections would work well.

New Business

There was no new business.

Announcements

Luis Monje welcomes Matt Lederer to the Streetscape Committee.

Adjourn

Doug Zylstra motioned to adjourn the meeting, seconded by Matt Lederer; meeting adjourned at 9:35 AM.

Lakeview SSA 27

Streetscape Committee Meeting Minutes

December 18, 2019, 8:30 AM

Lakeview Chamber of Commerce, 1409 W. Addison St., Chicago, IL 60613

Present: Paul Leamon, Matt Lederer, Luis Monje (via phone), Doug Zylstra (via phone), Chuck Stewart

Absent: None

Staff: Nicole McLellan

Guests: None

Call to Order

Luis Monje called the meeting to order at 8:32 AM.

Public Comment

There was no public comment.

Reading and Approval of Minutes

Matt Lederer motioned to approve the minutes from the Streetscape Committee meeting on November 21, 2019, seconded by Chuck Stewart; motion carries.

Streetscape Enhancements

- **Compact Sidewalk Seating Elements:** Nicole McLellan presented the color palette available free of charge through curby vendor Landscape Forms, as well as a book of RAL colors available for a \$670 fee. Committee members observed that the complimentary color palette options did not possess the vibrancy the Committee envisioned, and that a RAL option might be preferable. Discussion ensued on color options, and Nicole McLellan stated the recommendation from PORT Urbanism to use RAL 6018 (Lakeview green) to enforce brand identity. Luis Monje noted that introducing a new color could create a diverse mix throughout the SSA, and Matt Lederer added that the Committee could introduce different colors at different locations. The Committee agreed that blue would fit well in the SSA and there is a precedent of sky blue in the SSA through projects like the Lincoln Hub. Paul Leamon asked how many curbies will be purchased for 2020, and Nicole McLellan clarified that there is allocated budget for 6-7 curbies at 2-3 locations. Matt Lederer motioned to recommend the below color options to the SSA 27 Commission for consideration, seconded by Chuck Stewart; motion carries.
 - RAL 6018 (Lakeview green): \$670 fee
 - RAL 5050 (sky blue): \$670 fee
 - Flambe orange: \$0 fee
- **Holiday Programming:** Nicole McLellan informed the Committee that staff arranged to handout stuffed snowflakes to attendees at the Menorah Lighting Ceremony, which is taking place Sunday, December 22. She also announced the discovery of electrical outlets on the light poles on Lincoln, which opens avenues for expanded holiday programming in the future.

Streetscape Maintenance

- **Litter Abatement Contract:** Nicole McLellan updated the Committee that Cleanstreet's litter abatement contract expires on December 31, 2019, and is available for renewal through 2020. Nicole McLellan informed the Committee that Cleanstreet is a proactive vendor that fulfills all contractual obligations, and the Committee agreed they had a positive impression of the work

performed by Cleanstreet. Nicole McLellan recommended bringing the 2020 contract to the SSA 27 Commission for approval. There were no objections.

- **Landscaping RFP:** Nicole McLellan updated the Commission that the 2020-2021 Landscaping RFP is undergoing updates and will be issued in the coming weeks. Nicole McLellan added she will provide information on the corresponding proposals at the January 23, 2020 Streetscape Committee Meeting.
- **Big Belly Relocation:** Following the request at the November 2, 2019 Streetscape meeting to explore relocating Big Belly trash compactors to communal areas, Nicole McLellan made the below recommendations. Chuck Stewart motioned to approve the below Big Belly relocations, seconded by Matt Lederer; motion carries.
 - Relocate the Big Belly located at 2959 N. Lincoln Avenue to 3001 N. Lincoln Avenue
 - Relocate the Big Belly located at 3356 N. Lincoln Avenue to 3410 N. Lincoln Avenue
 - Relocate the Big Belly located at 3400 N. Southport Avenue to 1402 W. Belmont Avenue

2020 Streetscape Committee Meeting Schedule

Chuck Stewart motioned to approve the SSA 27 Commission 2020 Meeting Schedule, below, seconded by Paul Leamon; motion carries.

- Thursday, January 23 at 8:30 AM
- Thursday, February 27 at 8:30 AM
- Thursday, March 26 at 8:30 AM
- Thursday, April 23 at 8:30 AM
- Thursday, May 28 at 8:30 AM
- Thursday, June 25 at 8:30 AM
- Thursday, July 23 at 8:30 AM
- Thursday, August 27 at 8:30 AM
- Thursday, September 24 at 8:30 AM
- Thursday, October 22 at 8:30 AM
- Thursday, November 19 at 8:30 AM
- Thursday, December 17 at 8:30 AM

Matt Lederer left the meeting at 9:02 AM.

New Business

There was no new business.

Announcements

Nicole McLellan reminded the Committee that the position of Streetscape Committee Chair will become vacant when Luis Monje's term on the SSA Commission ends in February, and that Committee members should submit their interest.

Adjourn

Chuck Stewart motioned to adjourn the meeting, seconded by Luis Monje; meeting adjourned at 9:08 AM.