

## **Lakeview SSA 27**

Commission Meeting Minutes

February 9, 2017, 8:30 AM

St. Luke, 1500 W. Belmont Avenue, Chicago, IL 60657

**Present:** Jill Heise, Matt Lederer, Terese McDonald, Luis Monje, Melissa Salvatore, Chuck Stewart, Nabil Zahrah

**Absent:** Darian Campise, Colleen Daley, Erin Schwartz, Jeremy Wechsler

**Staff:** Lee Crandell, Dillon Goodson, Michael Podgers

**Guests:** Amy Novotny

Nabil Zahrah called the meeting to order at 8:35 AM.

### **Public Comment**

Amy Novotny, franchisee and studio director of Arthur Murray Lakeview, and Michael Podgers, Lakeview Chamber urban planning intern, introduced themselves.

### **Reading and Approval of Minutes**

Matt Lederer motioned to approve the meeting minutes from January 12, 2017, seconded by Terese McDonald; motion carries.

### **Commission Nominations**

Nabil Zahrah informed the Commission that terms were expiring for three existing Commissioners, Colleen Daley, Luis Monje and Chuck Stewart, and that each individual had prepared applications to serve a second term. Terese McDonald motioned to nominate Colleen Daley, Luis Monje and Chuck Stewart to second terms, seconded by Matt Lederer; motion carries.

### **Proposed Amendment to the Bylaws**

Following its initial introduction at the January 12, 2017 Commission meeting, Nabil Zahrah re-introduced a proposed change to the SSA 27 Bylaws, Article V, Committees:

The Commission may through resolution designate any number of special committees they deem necessary. The Commission shall determine terms and duties of committees and designate committee members to serve on committees. Committees must be chaired by a member of the Commission and may be comprised of non-Commission members. Committees must comply with the Illinois Open Meetings Act.

Matt Lederer motioned to adopt the proposed change to the SSA 27 Bylaws as presented, seconded by Terese McDonald; motion carries.

### **Committee Appointments**

Terese McDonald motioned to appoint Darian Campise to serve on the Low-Line Committee, seconded by Matt Lederer; motion carries.

### **Low-Line Committee Report**

Jill Heise reported on the Low-Line Committee meeting held on January 17, 2017.

- **Low-Line Design Firms:** Three firms were interviewed in response to the RFPs that were issued in December for a designer to envision the Low-Line spaces at Ashland and Paulina. Based on the Committee's feedback, Jill Heise recommended the selection of PORT to oversee the project, noting that

selecting one designer would ensure a consistent design at both project sites. Melissa Salvatore motioned to authorize a \$36,450 contract with PORT, seconded by Matt Lederer; motion carries.

### **Streetscape Committee Report**

Terese McDonald reported on the Low-Line Committee meeting held on January 27, 2017.

- **People Spot Locations:** Terese McDonald shared that the Committee recommended two locations for People Spots in 2017: 3422 N. Lincoln Ave. and 3114-3120 N. Lincoln Ave. She noted that both locations offered ample shade and were situated near businesses that could potentially drive traffic to the People Spots. Dillon Goodson informed the Commission that there was an existing food truck zone near 3422 N. Lincoln Ave. that may need to be relocated, and that a portion of Lincoln Avenue north of Belmont would be repaved in 2017, which could interfere with the People Spot at that location. Terese suggested that a food truck zone located near a People Spot was a benefit, and that it should be preserved if possible and promoted. Luis Monje motioned to approve People Spots near 3422 N. Lincoln Ave. and 3114-3120 N. Lincoln Ave., seconded by Terese McDonald; motion carries.
- **Sidewalk Seating Areas:** Terese McDonald reported that the Committee was interested in working with a landscape designer to propose readymade site furnishing arrangements for sidewalk seating areas at four locations, and that a request for quotation had been released. Nabil Zahrah commented that the design contract should not exceed \$5,000.
- **Streetscape Maintenance:** Terese McDonald shared a list of streetscape maintenance projects, including painting and cleaning of street poles, bike racks, and other miscellaneous street furniture. Three vendors submitted quotes, including Cleanslate, Dad's Home Services and Pressure Washing Systems. Jill Heise motioned to approve spending up to \$10,000 with Cleanslate for this work, seconded by Melissa Salvatore; motion carries.

### **Treasurer's Report**

Chuck Stewart reported that the financials for the 2016 fiscal year had been closed out. The SSA ended the year under budget in every budget category as required by the City, and the carryover amount (\$78,506.16) was slightly higher than anticipated due to some expenses coming in lower than budgeted. He shared that the SSA's annual audit is underway and the findings will be presented for Commissioner approval at the April Commission meeting.

### **President's Report**

- **Public Relations Proposals:** Nabil Zahrah reported that five public relations firms submitted proposals in response to an RFP released in early January. He asked for two volunteers to review the proposals, interview select firms, and make a recommendation to the Commission at the March Commission meeting. Terese McDonald and Chuck Stewart offered to assist.

### **Staff Report**

Dillon Goodson shared the staff report. He reminded new Commissioners of a required forum on February 22, and that all Commissioners must submit City and County ethics statements no later than May 1 or risk a fine. He also shared that the SSA was gathering community feedback about security via an electronic survey, and that survey results would be presented at a future Commission meeting. He invited Commissioners to attend the Belmont Theater District Open House tour on February 13 and an SSA Commission social on February 16.

### **Adjourn**

Matt Lederer motioned to adjourn the meeting, seconded by Chuck Stewart; meeting adjourned at 9:17 AM.