

Lakeview SSA 27

Commission Meeting Minutes

April 13, 2017, 8:30 AM

Zed Architects, 3522 N. Lincoln Ave., Chicago, IL 60657

Present: Darian Campise, Terese McDonald, Luis Monje (pending confirmation), Erin Schwartz, Chuck Stewart (pending confirmation), Nabil Zahrah

Absent: Jill Heise, Melissa Salvatore

Staff: Lee Crandell, Dillon Goodson

Guests: Doug Havrilla, Naia Ithurritze, Robert Wissmann

Nabil Zahrah called the meeting to order at 8:39 AM.

Public Comment

Doug Havrilla, a Lakeview resident and Lakeview Chamber of Commerce Board chair, introduced himself. Nia Ithurritze, a student, introduced herself. Robert Wissmann, the SSA's auditor, introduced himself.

2016 SSA Audit

Robert Wissmann from the SSA's accounting firm, The A.C.T. Group, shared the results of the 2016 audit of the SSA. He noted no unusual findings in the audit and commented that the SSA has good internal financial controls and maintains a separate bank account for the SSA as required. Terese McDonald motioned to accept the findings of the 2016 audit, seconded by Nabil Zahrah; motion carries.

Reading and Approval of Minutes

Terese McDonald motioned to approve the meeting minutes from March 9, 2017, seconded by Erin Schwartz; motion carries.

Facade Improvement Program

- Extension Request: Nabil Zahrah presented an extension request from Doña Tola for their improvements at 3751 N. Southport Ave. The applicant hired a new general contractor and requested an extension through June 15, 2017. Terese McDonald motioned to approve the extension request, seconded by Darian Campise; motion carries.

Security Rebate Pilot Program – Draft Guidelines and Application

Nabil Zahrah presented draft guidelines and an application for a Security Rebate Pilot Program, which would provide incentives in the form of rebates to property owners and tenants who install or upgrade security camera systems or exterior lighting. Luis Monje commented that at least one camera should face down the sidewalk to capture people in the public way. Darian Campise suggested that one application per property should be allowed. Erin Schwartz motioned to approve the Security Rebate Pilot Program application and guidelines with minor changes, seconded by Darian Campise; motion carries. Dillon Goodson said that he would share the document with residents and businesses who indicated through the SSA's security survey that they would be interested in applying for funding.

Dillon also updated the Commission on other progress related to the security plan presented at the September 2016 Commission meeting. The SSA completed a survey of street conditions to identify and paint or repair unsightly street infrastructure, began regular graffiti abatement within the service area through its new litter abatement contract, and surveyed local businesses and residents about their security systems to identify the areas of greatest need. The Chamber has expanded its safety listserv and rolled out a phone tree for businesses to communicate with one another after experiencing safety concerns. Dillon shared that he has also met with local community members to develop a broader strategy for addressing safety concerns via an educational campaign and neighborhood watch program.

Low-Line Committee Report

- **Community Meeting:** Nabil Zahrah reported on the Low-Line community meeting held on March 28, 2017. Approximately 75 people attended the meeting and provided input to the project team from PORT, which summarized the responses at the latest Low-Line Committee meeting on April 4. Nabil shared that PORT is currently soliciting additional community feedback online via a survey posted at www.lakeviewchamber.com/lowlinevision and is preparing design concepts for the Committee to review.

Streetscape Committee Report

Terese McDonald reported on the Streetscape Committee meeting held on March 23, 2017.

- **Sidewalk Seating Areas:** Terese shared that Site Design presented three different site furnishing options for the Committee to consider for sidewalk seating areas throughout the SSA. Committee members preferred the second and third options they presented, which included modern benches and patches of raised grass that could be planted along the sidewalk, and provided feedback on the concepts. Terese said that Site Design was planning to present drawings for these options at the next Committee meeting.
- **Spring Tree Planting:** Terese shared that spring tree planting was moving forward, with new trees scheduled to be planted throughout the SSA in April or May, depending on the weather. Dillon Goodson updated the Commission that the Bureau of Forestry would not plant any trees along portions of the SSA covered by CDOT's forthcoming Lincoln/Ashland/Belmont streetscape project, so they suggested planting trees elsewhere along Belmont, Southport and Lincoln.

Treasurer's Report

- **2018 Budgeting Process:** Chuck Stewart shared a timeline for the budgeting process, noting that a draft of the SSA's 2018 budget was due to the City in June and a final budget was due by July. He shared that Commissioners would have several opportunities to provide input on the budget during upcoming Commission meetings.

President's Report

- **Review of LAMP and 3-Year Plan (2015-2017):** Nabil Zahrah shared a document tracking the SSA's progress on the 3-Year Plan, which was established by the Commission in 2015. He encouraged the Commission to continue prioritizing the development of the Low-Line at Southport, Ashland

and Paulina, and to consider new programs to activate Belmont and Ashland. He suggested that Commissioners should bring their ideas to a special budget meeting held in May.

Staff Report

Dillon Goodson shared the staff report. He reminded Commissioners that their 2017 annual ethics filings for the City and County were due by May 1 and shared that Colleen Daley resigned from the Commission. He reported that the Chamber was combining Sunday Spot with Lakeview Live: Concerts on the Curb in 2017, and that SSA funding would only be required if revenue goals were not met. He also shared details about a pop-up retail and art program to activate vacant storefronts near the Lincoln Hub area, which has approximately 24 vacancies. Finally, he shared that the Chamber is exploring a co-promotion with Raise.com to sell the Lakeview Gift Card on their platform and updated the Commission about ongoing conversations happening between Lakeview-area chambers of commerce about partnering on a common brand for the neighborhood. Luis Monje asked to see a report on the Lakeview Gift Card program at an upcoming Commission meeting, noting that the Commission should consider its investment in the program.

Adjourn

Terese McDonald motioned to adjourn the meeting, seconded by Darian Campise; meeting adjourned at 9:49 AM.