

**Lincoln Avenue SSA #35  
DRAFT Meeting Minutes  
September 12, 2007**

**Present:** Patel, Quartana, Sanchez, Keegan

**LPCC Staff:** Gallagher, Schilf

**Guests:** Alderman Vi Daley

**Call to Order**

- I. The meeting was called to order at 8:35 a.m. by Keegan

**Approval of Minutes**

- II. Approval of 6/9/07 meeting minutes

Motion to approve 6/9/07 meeting minutes. Motion seconded. Unanimously approved.

**Public Forum**

- III. Alderman Vi Daley
  - a. The Alderman gave an update on Lincoln Ave to the commissioners and there was discussion regarding traffic and parking along Lincoln Ave. The Alderman noted that she is working on installing cameras at all intersections on Lincoln Ave. that have traffic lights. Her office is also looking into permanent signs to be placed on meters in valet zones noting parking times. It was suggested by the commission that a study be conducted regarding parking patterns on the street to see if they need to be addressed. Gallagher to follow up with this information, the Lincoln Park Chamber of Commerce may have a parking study already for this section of Lincoln.
  - b. The issue of tagging was discussed and it was suggested by the commissioners to Alderman Daley that there be stiffer penalties for taggers, including community service.
  - c. The issue of gum on the street was brought up by Sanchez. Keegan discussed a gum disposal system she observed in Scotland. The Alderman expressed interest in this system and Sanchez and Keegan agreed to look into it further for the next meeting.

**Reports**

- IV. Financial
  - a. Patel reported that the SSA is under budget thus far for the year 2007 and estimated \$20,000 to \$30,000 could remain by the end of the year, depending on variable costs such as snow plowing.

**New Business**

- V. Sidewalk Trash Removal Contract Renewal
  - a. A new three month contract extension was presented to the commission by Gallagher. It was discussed that the current cleaning schedule of two days a week is still sufficient.

Motion to approve a contract extension with Search Development Corp from October 1 – December 31, 2007. Motion seconded. Unanimously approved.

- VI. Snowplow Vendor
  - a. Gallagher noted that snow Plow vendors have been slow to respond to RFP's for the 2007-2008 season. Issue has been tabled until next meeting when there will be more information available.
  - b. Sanchez asked the status of the 2006-2007 snowplow invoice disputes and requested the information forwarded to him by Gallagher.
  
- VII. Holiday Decoration Vendor
  - a. Bids from Temple and Folgers were discussed. Gallagher explained possible extra labor costs associated with Folgers if poles need to be wrapped from both the top and the bottom. It was discussed whether or not all poles need to have wreaths on them. It was suggested that only poles without baskets have wreaths hung on them. Gallagher to do a site survey with Folgers to determine the exact number of wreaths needed based on this suggestion and report on the final cost at the November meeting.

Motion to approve the expenditure for holiday decorations and Folgers Flag as the vendor.  
Motion seconded. Unanimously approved.

- VIII. Yearly Meeting Schedule
  - a. Commissioners discussed having a yearly meeting schedule based on a sample schedule showing when items need to be decided on, such as vendors and requirements of the Department of Planning and Development (DPD). Keegan suggested meeting 6 times per year in 2008. Keegan also suggested that both Alderman Daly and Alderman Waguespack are invited to at least one meeting per year to update the commission on ward issues related to Lincoln Ave. Gallagher to invite Waguespack to the November meeting. This item is tabled until the next meeting.

#### **New Business**

- IX. Hanging Baskets
  - a. The commission would like to move forward with additional hanging baskets on Lincoln Ave. Gallagher to do a site survey with landscaper to determine how many additional baskets are feasible and report the additional cost of installation and maintenance at the November meeting.
  
- X. Pressure Washing
  - a. A bid from Pressure Washing Systems was provided for power washing business awnings on Lincoln Ave. No discussion took place regarding this issue, it will be tabled until the next meeting.
  
- XI. Commissioner Nominees
  - a. The commissioners discussed how they would like to address vacant commissioner seats. Keegan and Patel suggested that a nominee from the north end of the street would be preferable to replace Stamp. The commission agreed that the overall balance between business and residents on the commission is satisfactory and either a business or resident could fill

the vacant seat. Keegan suggested that the seat not be filled by another bar or restaurant.

- b. Gallagher to call applications on file to confirm they are still interested in being considered. Notification of a vacant commissioner seat went out with the SSA Annual letter and the deadline for applications is September 30<sup>th</sup>. Gallagher to forward all applications to the commission for review. Quartana volunteered to help contact applicants by phone if necessary prior to the November meeting. Keegan suggested that the commissioners interview applicants at the November meeting. Schilf noted that she and Gallagher would check with the DPD on this issue.

XII. Annual Letter and Survey Update

- a. Gallagher reported that the annual letter and survey were mailed on Monday, September 10<sup>th</sup> to all property owners on Lincoln Ave. She also reported plans to hand deliver the letter and survey to business owners on the street since they may not receive it in the mail. Sanchez expressed concern that residents would not receive the mailing and volunteered to hand out copies to local residents and businesses. He suggested that Gallagher contact Condo Association presidents on the street to facilitate distribution to condo residents. Schilf noted we do not have this information and would need to contact the Alderman's office or local neighborhood organizations to obtain it.

Motion to adjourn the meeting at 9:55 a.m. Motion seconded. Unanimously approved.

**Next Meeting:**

**Wednesday, November 14<sup>th</sup> at 8:30 am at Realty Executives City, 2626 N. Lincoln**

*Minutes respectfully submitted by Sarah Gallagher.*