

**Lincoln Avenue SSA #35
Meeting Minutes
April 9, 2008**

Present: Patel, Quartana, Keegan, Sanchez

Absent: None

LPCC Staff: Gallagher, Schilf

Call to Order

- I. The meeting was called to order at 8:35 by Patel

Approval of Minutes

- II. Approval of 2/21/08 meeting minutes.

Motion to approve the meeting minutes from 2/21/08. Motion Seconded. Unanimously Approved.

Public Forum – None

Special Reports

- III. 32nd Ward Update
 - a. Gallagher reported that Alderman Waguespack was unable to attend due to a last minute meeting. She also noted the commission meetings are often held on the same day as City Council. The Commission asked Gallagher to reschedule the June meeting to ensure it did not fall on the same day as City Council so Alderman Waguespack could attend.

Action Items

- IV. Sidewalk Power Wash Vendor
 - a. Gallagher provided three vendor proposals for sidewalk power washing and recommended Pressure Washing Systems based on their prior service with the Lincoln Avenue SSA.
 - b. The Commission discussed the differences in service of Pressure Washing Systems and Ace of Spray, who had also been used in the past. They were concerned with the high cost of Pressure Washing Systems.
 - c. Sanchez recommended a vendor he had used in his business that had done a superior job and was cost effective.
 - d. The Commission agreed to postpone choosing a vendor until a bid could also be received from Sanchez's contact. Gallagher agreed to forward the RFP to Sanchez so he could contact his vendor.

Motion to authorize the LPCC to choose a sidewalk power wash vendor. Motion Seconded. Unanimously Approved.

- V. 2007 Audit
 - a. Schilf reviewed the audit process, costs and the final copy of the audit included in the meeting packet. The Commission also reviewed this information and found no discrepancies.

Motion to approve the 2007 Audit. Motion Seconded. Unanimously Approved.

Reports

- VI. Financial
 - a. The Commission reviewed the Profit & Loss and Balance sheet.
- VII. Program Manager's Report
 - a. Gallagher reported she was still waiting on Baikauskaite to complete her DPD paperwork so it could be turned into the alderman's offices. She also noted that Keegan, Quartana and Sanchez's terms would be expiring in July and asked if they would like to continue as commissioners. All responded they would like to continue. Gallagher will re-submit their paperwork to the DPD for renewal.
 - b. New hanging baskets will be installed by the end of April and the plantings will be installed in early May. Gallagher explained that the 12 new basket locations were chosen to round out intersections. She estimated that there were about 12 additional poles that could accommodate baskets.
 - c. Two Big Belly Trash Compactor Units will be delivered to the LPCC by the middle of April and installed no later than June, based on permit completion. The Commission discussed possible locations and decided that one unit should go on the corner of Fullerton and Lincoln, in front of the McDonalds, and the other unit should be located at Webster and Lincoln in front of White Hen. Gallagher confirmed she would meet with Alderman Daley and Streets & Sanitation to confirm these locations and secure the necessary permits.
 - d. Initial Ad Panels on the Big Belly's would be generic but would mention SSA #23. Gallagher asked the Commission if they would like to look into creating any type of logo for the district to include on these units or future ones. Keegan suggested working with LP High School to sponsor an art contest to create a logo. The Commission agreed and asked Gallagher to look into setting this up with the high school to create logo and/or "litter free" campaign that can be used with the Big Belly units or the gum removal receptacles. Keegan also proposed using the high school's mandatory social service hours to help clean up gum on Lincoln Avenue.
 - e. The Commission asked Gallagher to ask Children's Memorial Hospital if they would purchase two Big Belly units in lieu of contributing funds to the SSA yearly. Gallagher and Schilf will create a proposal and set up a meeting with Children's.
 - f. Gallagher reported she would be working on a pilot proposal for the gum receptacles over the next few months to present to the city for possible partnership.
 - g. Gallagher reported that she had submitted a draft 2009 Budget and Work Plan to the DPD and they had received approval of it pending Commission and Aldermanic approval.

New Business

- VIII. 2009 Budget and Work Plan
 - a. Gallagher presented the Commission with the draft 2009 Budget and Work Plan and confirmed that costs were estimated based on 2008.
 - b. The Commission asked if there was any way to lower the cost of landscaping. Gallagher confirmed that an RFP for vendors would be sent out and the Commission would have a chance to meet vendors and explore ways to cut costs. She also confirmed she would speak with current vendors when contracts are up and ask for a discount.
 - c. The Commission discussed potential issues on the street and if there was anything they could be addressing that they currently were not. It was

discussed that the north end of the street definitely did not have as many trash issues as the south end.

- d. The Commission was concerned about how to gauge public approval of projects and how to get more input from the public. The Commission agreed to send out more communications to the residents and businesses throughout the year to solicit more feedback.
- e. Gallagher confirmed to the Commission that there are many more programs and services that can be offered by SSA districts, however, Lincoln's budget does not allow for much program expansion. Some examples were security programs, marketing and advertising, façade rebate, and business retention.
- f. Keegan asked if it would be possible to purchase one of the self propelled side walk cleaners and hire someone to run it, possibly collaborating with the Clark SSA on this service. The other Commissioners agreed that the current sidewalk vendor was doing a good job.

Meeting was adjourned at 10:20 a.m. by Patel

Next Meeting:

Wednesday, June 12 at the offices of Koenig & Strey at 2626 N. Lincoln

Minutes respectfully submitted by Sarah Gallagher.