

**Lincoln Avenue SSA #35**  
**Meeting Minutes**  
**September 17, 2009 – Koenig & Strey, 2626 N. Lincoln Avenue**

**Present:** Neer Patel, Joe Quartana, Sam Sanchez, Jay Kelley

**Absent:** Jeannine Simkus

**Guests:** Adam Woodcock-Brickman

**LPCC Staff:** Schilf, Dinneen

**Call to Order**

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

**Approval of Minutes**

- II. Approval of 6/3/09 meeting minutes.

Motion to approve the meeting minutes from 6/3/09. Motion Seconded. Unanimously Approved.

**Public Forum**

- III. Adam Woodcock from Brickman
  - A. Woodcock thanked the commission for their business over the last several years and for the opportunity to bid on the 2010 contract. If the commission has any issues with Brickman's service they should be sent to Dinneen and Brickman will address them immediately.
  - B. Patel asked goes into the design of a planter.
  - C. Woodcock explained that Brickman tries to design a planter that will compliment the SSA and will bloom at the appropriate times throughout the year, with a color scheme that will look nice.
  - D. Patel then asked how many SSA's they do business with.
  - E. Woodcock said four currently but they are trying to expand that part of their business.
  - F. Quartana asked if Brickman gets assessed an easement from the City for the planters. Woodcock said no.

**Reports**

- IV. Financial
  - A. The Commission reviewed the Profit & Loss, Profit & Loss vs. Actual and Balance sheet.
  - B. Dinneen explained the email from Gina Caruso of the City that expressed the property tax assessments will be going out later than usual and that may affect when we receive the rest of the 2009 funding.
  - C. Quartana asked if we will get as much funding as we had budgeted.
  - D. Schilf explained that we will be around \$20,000-\$30,000 short and will have to work out a payment plan with our current vendors. Quartana asked if the Chamber thought we can differ payments. Schilf thinks that we can.
  - E. Sanchez expressed concern that he thought it would be irresponsible if we did not pay vendors as per our contracts.
  - F. Schilf said that we could try and get a line of credit from the bank.
  - G. Quartana expressed that we should look at the budget and see if we can cut any unnecessary services or we could contact vendors to see if we could establish a partial payment plan.

- H. It was decided that Dinneen would evaluate all options, contact vendors to make them aware of the funding situation and determine the most appropriate solution. If necessary he would research

#### **Action Items**

- V. 2010 Landscaping Contract
  - A. Dinneen presented and reviewed bids for the 2010 Landscaping contract. Dinneen explained that Brickman was the recommended provider due to great service in past years and the reduction in price of the contract from the previous year.

Motion to approve Brickman as 2010 Lincoln Ave SSA #35 landscaping vendor. Motion seconded. Motion unanimously approved.

- VI. 2010 Sidewalk Cleaning Contract
  - A. Dinneen presented and reviewed bids for the 2010 Sidewalk Cleaning contract.
  - B. Patel asked why the bid from Cleanstreet was so low as compared to the others and can we learn more about this company?
  - C. Sanchez expressed his concern that he did not understand how Cleanstreet could perform the scope of services outlined for the amount that was quoted.
  - D. Quartana expressed that he would rather spend the extra money with a vendor that he was comfortable with and knew first hand could deliver the desired service.
  - E. Patel believed that the quote was so low that we should at least explore it further.
  - F. Schilf explained that the Commission could extend Cleanslate's contract for the first quarter in 2010, investigate the Cleanstreet bid further and vote on the remainder of the 2010 contract at the next Commission meeting.

Motion to extend Cleanslate's sidewalk cleaning contract for the first quarter of 2010. Motion Seconded. Unanimously approved.

- VII. 2009 Holiday Decorations Contract
  - A. Dinneen presented and reviewed bids for the 2009 Holiday Decorations contract
  - B. Quartana expressed his satisfaction with past years decorations and that he would like to see velvet roping.
  - C. Patel had no problem with the past vendor, Folgers Flag. Sanchez said they do great work.

Motion to approve Folgers Flag as the 2009 Holiday Decorations vendor. Motion seconded. Unanimously approved.

- VIII. 2009-2010 Snow Removal Contract
  - A. Dinneen presented and reviewed bids for the 2009-2010.
  - B. Quartana expressed his interest in an annual contract.
  - C. Patel informed Kelley that snow removal is a big concern of the SSA and that it is the most commented on service that we provide.
  - D. Quartana asked Dinneen to see ask if Tim's snow removal service to drop the 45" cap on the contract. Dinneen agreed that he would pursue that.

Motion to approve an annual contract with Tim's Snowplowing for 2009-2010 snow removal services. Motion Seconded. Unanimously approved.

### **New Business**

- IX. 2010 Meeting Schedule
  - A. Dinneen asked the Commission what days of the month work the best to schedule commission meetings. It was decided that the third Thursday of the month will work the best. Dinneen will send the Commission the proposed dates.
  - B. Patel expressed that he would like to have Alderman Daley and Waguespack attend one meeting next year.

### **Old Business**

- X. Surplus Streetscape and Marketing Funds
  - A. Dinneen presented examples of ways that the surplus funds could be spent to benefit the SSA. Such examples included website updating, street pole banners, bike racks, promotional print pieces and special events.
  - B. Sanchez asked if there were any issues with the current website. Schilf said no.
  - C. Schilf explained in greater detail the idea of producing a walking map to market the surrounding businesses. Patel expressed that area residents are aware of the businesses.
  - D. Kelley brought up the idea of advertising in local publications.
  - E. Sanchez expressed that he did not want to spend the money on a walking map because it would not benefit the residents. Patel stated that he understood both sides of the argument but in the end didn't think that the target audience would be reached with this map.
  - F. Quartana stated that he didn't think the money should be spent in this fashion.
  - G. Sanchez discussed the benefits of bike racks and how they are appreciated by both residents and merchants. Kelley agreed that there are not currently enough places to park bikes with the removal of the parking meters.
  - H. Quartana expressed that he thought the SSA was biked more often than some other areas.
  - I. Sanchez asked how much they would cost. Dinneen explained that they a product can range anywhere from \$150 installed to \$1000 installed.
  - J. Quartana asked if there was anyway to co-op the cost with local merchants. Sanchez did not think that the merchants would be willing to pay for bike racks in this economy.
  - K. Quartana asked how we would determine where the racks would go and how we would choose a product this year in this meeting, as it is the last meeting of the year. Dinneen explained that the Commission would have to motion to install bike racks and give the Chamber the authority to choose locations and the product.
  - L. Quartana asked if the businesses would have a say in the location of the racks. Schilf explained that we would have to reach out to them as well as work with the Aldermen to find suitable locations. Even then, there would be no guarantee that the permits for the proposed locations would be chosen.
  - M. Patel stated that he was in favor of not spending the funds this year.

- N. Quartana asked Schilf if the funds could be escrowed. Schilf was not aware of the possibility.
- O. Quartana is in favor of installing bike racks but does not think it is a feasible work load with the time that is left in the year.
- P. It was decided that due to time constraints and additional questions that the funds should not be spent this year, but that an investigation into how to move forward and budget for this activity in 2011 should take place and begin in early 2010.

Meeting was adjourned at 10 a.m. by Patel

*Minutes respectfully submitted by Loren Dinneen.*