

## **Lakeview SSA 27**

Streetscape Committee Meeting Minutes

January 28, 2021, 8:30 AM

Virtual Meeting via Zoom Conferencing

**Present:** Matt Lederer, James Miller, Chuck Stewart

**Absent:** Luis Monje

**Staff:** Dillon Goodson, Nicole McLellan

**Guests:** None

### **Call to Order**

Matt Lederer called the meeting to order at 8:33 AM and performed a roll call to confirm attendance for the record.

### **Public Comment**

There was no public comment.

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

Chuck Stewart motioned to approve the minutes from the SSA 27 Commission meeting on December 9, 2020, seconded by James Miller; motion carries.

### **Streetscape Enhancements**

- **2021 Curbies:** Nicole McLellan provided a reminder that based on the feedback received by the Committee, architect Port Urbanism updated the curby framework map to include SSA side streets. Nicole McLellan walked the Committee through the updated framework and noted that areas including Scooter's Frozen Custard, the intersection of Ashland/Lincoln/Belmont, and residential properties are potentially wide enough to host curbies. Nicole McLellan opened the floor to questions. Chuck Stewart inquired about the status of the Lincoln Ave construction in 2021, and Dillon Goodson noted that construction will take place in 2021, which will include a reconstruction of the Ashland/Lincoln/ Belmont intersection. The Committee agreed to table seating elements at this location until there was more information on the construction plans. James Miller inquired about next steps on the project, and Nicole McLellan confirmed that the budget has been allocated, but each site needs to be measured in advance of pursuing permits and finalizing the order.
- **Other 2021 Seating Initiatives:** The Committee discussed the Paulina Seating initiative, which is an extension of the Low-Line with creative seating elements adjacent to Paulina Station. Nicole McLellan provided a reminder that this initiative was discussed back in 2018-2019, and was put on hold while the Commission pursued the curby seating elements. The Committee confirmed they are interested in returning to this initiative and Nicole McLellan confirmed she would reach out to Port Urbanism to discuss a revival of this project.
- **2020 Holiday Decor Feedback:** Nicole McLellan provided an overview of 2020 holiday decor, noting that SSA 27 pursued lighting elements by working with property owners to access their private outlets. Nicole McLellan added she did not recommend accessing private outlets again in the future due to challenges that were presented. Chuck Stewart noted that the large-scale lighting elements were a nice addition to the holiday decor, and the Committee is interested in pursuing large elements in the future. Matt Lederer added that in the future, the Commission should consider allocating budget for installation of outlets and transformers in light poles. Matt Lederer also noted that a timeline should be assembled to decide holiday decor in 2021.

**Streetscape Maintenance**

- **2021 Furniture Replacements & Additions:** Nicole McLellan informed the Committee that there is \$10,000 allocated in the 2021 budget for street furniture replacements and collected feedback on potential furniture orders.

**2021 Budget Ideas**

Matt Lederer noted the Commission should consider a plan for redecoration of the Lincoln/Southport/Wellington intersection.

**New Business**

There was no new business.

**Announcements**

There were no announcements.

**Adjourn**

Chuck Stewart motioned to adjourn the meeting, seconded by James Miller; meeting adjourned at 9:30 AM.

## **Lakeview SSA 27**

Streetscape Committee Meeting Minutes

March 25, 2021, 8:30 AM

Virtual Meeting via Zoom Conferencing

**Present:** Matt Lederer, Luis Monje

**Absent:** James Miller, Chuck Stewart

**Staff:** Nicole McLellan

**Guests:** Helen Bailey

### **Call to Order**

Matt Lederer called the meeting to order at 8:35 AM and noted a quorum was not present.

### **Public Comment**

There was no public comment.

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

Nicole McLellan noted the Committee minutes from January 28, 2021 can be approved at the next Commission meeting on April 8th, 2021.

### **Streetscape Enhancements**

- **2021 Curby Locations:** The Committee reviewed a presentation provided by Port Urbanism on potential sites on Belmont for 2021 curbies. Nicole McLellan presented on the below potential locations, noting feasibility:
  - 1705 W Belmont (Higgins Animal Clinic): Feasible
  - 1650-1658 W Belmont (Scooter's Frozen Custard / Celene & Gigi Boutique): Feasible
  - Intersection of W Belmont & N Southport (Byline Bank/Schubas): Feasible
  - 1248-1258 W Belmont (Pescadero/Outdoor Mall): Not feasible
- The Committee confirmed their interest in the locations at 1650-1658 W Belmont and the intersection of W Belmont & N Southport, but noted that 1705 W Belmont was too close to 1650 W Belmont. Matt Lederer inquired whether a location near the intersection of Ashland & Belmont was possible, and the Committee reviewed the area. The Committee agreed that St. Luke's at 1500 W Belmont Ave has a wide walkway, and should be measured for curbies. The Committee confirmed their interest in moving forward with the below three locations:
  - 1500 W Belmont (St. Luke's)
  - 1650-1658 W Belmont (Scooter's Frozen Custard / Celene & Gigi Boutique)
  - Intersection of W Belmont & N Southport (Byline Bank/Schubas)
- **2021 Landscaping Schedule:** Nicole McLellan confirmed the winter landscaping rotation was removed from planters and hanging baskets during the past week, and the new spring rotation will be installed in the first week of May, prior to Mother's Day.

### **Streetscape Maintenance**

- **Annual Maintenance Projects:** Nicole McLellan noted that she will provide an update on this topic via email.

### **New Business**

Nicole McLellan provided an overview of the new City of Chicago Alfresco Dining Project, noting that the City of Chicago is accepting applications for consideration. Nicole McLellan added that SSA 27 may want

to consider submitting an application, as it would benefit local restaurants and businesses, and would create additional outdoor seating for the community to enjoy. Matt Lederer inquired how the city was collecting ideas, and Nicole McLellan confirmed they are requesting formal proposals with design concepts. Helen Bailey asked about the benefit to getting involved at the outset, as opposed to later in the process. The Streetscape Committee agreed to delay involvement for the time being.

**Announcements**

There were no announcements.

**Adjourn**

The meeting was adjourned at 9:34 AM.

## **Lakeview SSA 27**

Streetscape Committee Meeting Minutes

April 22, 2021, 8:30 AM

Virtual Meeting via Zoom Conferencing

**Present:** Helen Bailey, Matt Lederer, James Miller, Luis Monje, Chuck Stewart

**Absent:** None

**Staff:** Dillon Goodson, Nicole McLellan

**Guests:** None

### **Call to Order**

Matt Lederer called the meeting to order at 8:32 AM and performed a roll call to confirm attendance for the record.

### **Public Comment**

There was no public comment.

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

Luis Monje motioned to approve the Streetscape Committee minutes from March 25, 2021, seconded by Chuck Stewart; motion carries.

### **Streetscape Enhancements**

- **2021 Curby Order:** Matt Lederer informed the Committee that the SSA 27 Commission approved the following curby installations in 2021:
  - St. Luke's, 1500 W Belmont Ave (4 curbies)
  - Byline Bank, 1401 W Belmont (3 curbies)
  - Celene & Gigi Boutique, 1650 W Belmont (3 curbies)

Matt Lederer added that staff are confirming the order with vendor Landscape Forms and the installation will take place in August or September, which is similar to the 2020 timeline.

- **2021 Holiday Decor Planning:** Nicole McLellan noted that there are two main routes for deciding holiday decor options in 2021, both of which can be viewed in the tentative timeline she shared. Nicole McLellan stated that the Committee may either select a vendor based on their past experience and knowledge of SSA 27, or the committee can opt to issue a new RFP for the 2021 holiday decor season. Nicole McLellan added that a decor RFP was issued in 2020, and going this route again would leave the committee with less time to consult directly with the vendor.

Matt Lederer noted that in 2020, the Committee aimed to implement a different style of holiday decor, and Luis Monje added that it depends on what the Committee wants to accomplish this year. Luis Monje also noted that in the past, Southport Construction did a great job with installing and decorating the community tree. Nicole McLellan added that Southport Construction is also a local vendor and has a lot of experience working in SSA 27.

Chuck Stewart commented he enjoyed working with Southport Construction in the past and would like to work with them in 2021 for all aspects of holiday decor. Luis Monje added that if the Committee starts working with a vendor now, there is increased opportunity to work with them directly to bring the Committee's vision to life. Matt Lederer motion to recommend

Southport Construction as the SSA 27 holiday decor vendor in 2021, seconded by Chuck Stewart; motion carries.

The Committee noted that the below items should be included on the next Streetscape Committee meeting agenda:

- pole decor
- lighting
- tree decor
- storefront decor

Helen Bailey added that she has worked with the decorating company Ultimate Elf and that they could be a resource for photo booths, street theme decor, and other seasonal decor needs.

Nicole McLellan also confirmed that she will invite Carisa Marconet to attend a future committee meeting to discuss holiday events and programming.

### **Streetscape Maintenance**

- **Furniture Additions:** Nicole McLellan informed the Committee that SSA 27 has \$20,000 allocated for new street furniture in 2021. Nicole McLellan provided an overview of current street furniture inventory, noting that it has been several years since SSA 27 ordered new bike racks. Chuck Stewart stated that additional trash cans would be beneficial, and Nicole McLellan agreed this would be a good use of funds. The Committee agreed to hold off on recommending new furniture additions until furniture maintenance has been addressed.
- **Furniture Maintenance:** Nicole McLellan informed the Committee that SSA 27 has \$20,000 allocated for street furniture maintenance in 2021. Nicole McLellan presented updates on current street furniture condition, noting that litter receptacles and wayfinding kiosks are in rusted and poor condition. Chuck Stewart motioned to recommend prioritizing litter receptacle and wayfinding kiosk maintenance in 2021, seconded by Helen Bailey; motion carries.
- Matt Lederer recommended reallocating \$20,000 for street furniture additions to street furniture maintenance, seconded by Chuck Stewart; motion carries.

### **New Business**

Luis Monje inquired about the status of the Paulina Station seating initiative, and whether this could be implemented in 2021. Nicole McLellan confirmed that a Public Way Use permit would be required, and she would need to confirm lead time for the bench fabrication. Dillon Goodson confirmed that in the past, lead time for these seating elements has taken 8-10 weeks. Nicole McLellan noted it might not be possible to execute this project in 2021, but she will get in touch with the project architect Port Urbanism and related vendors to discuss options for implementation.

Chuck Stewart motioned to approve \$2500 from SSA budget category 2.05 Streetscape Elements for signage, sandbags and materials for Dine Out Southport, seconded by Helen Bailey; motion carries.

### **Announcements**

There were no announcements.

### **Adjourn**

Chuck Stewart motioned to adjourn the meeting, seconded by Luis Monje; meeting adjourned at 9:31 AM.

## **Lakeview SSA 27**

Streetscape Committee Meeting Minutes

May 20, 2021, 8:30 AM

Virtual Meeting via Zoom Conferencing

**Present:** Helen Bailey, Matt Lederer, James Miller, Luis Monje, Chuck Stewart

**Absent:** None

**Staff:** Dillon Goodson, Nicole McLellan

**Guests:** Katie Buino, Sean Buino, Paula Hahne

### **Call to Order**

Matt Lederer called the meeting to order at 8:32 AM and performed a roll call to confirm attendance for the record.

### **Public Comment**

Matt Lederer asked Paula Hahne to introduce herself. Paula Hahne noted that she is a Lakeview area resident and expressed an interest in getting involved with the Streetscape Committee.

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

Luis Monje motioned to approve the minutes from the SSA 27 Commission meeting on April 22, 2021, seconded by James Miller; motion carries.

### **Streetscape Enhancements**

- **2021 Holiday Decor Planning:** Katie and Sean Buino introduced themselves to the Committee and provided information on their background working in holiday decor.

Chuck Stewart joined the meeting at 8:38 AM.

Katie Buino presented on pole decor, pole lighting, tree decor and storefront decor opt-in options for various decor themes, including:

- Let it Snow
- Colors of the Holiday
- Hallmark Christmas in Lakeview

Dillon Goodson left the meeting at 9:00 AM.

Matt Lederer inquired about next steps, and Nicole McLellan specified that the Committee should take time to consider the presented themes and provide their feedback via email.

Katie and Sean Buino left the meeting at 9:12 AM.

- **Paulina Station Seating Initiative:** Matt Lederer noted that the project architect Port Urbanism has provided three different seating options. Nicole McLellan presented the three seating options, including providing information on bench type, layout and pricing. Nicole McLellan noted that the bench options include a combination of carousel tables and vector benches, and Luis Monje noted that he preferred the option with vector benches only, since there was no uniformity between the two different designs. Helen Bailey agreed with Luis Monje, adding that

the vector benches are attractive and that there are a lot of different vector bench options available.

- Matt Lederer inquired whether either seating option would align with the theme of the Low-Line furniture, and James Miller noted that fabricating the vector benches in traffic yellow to match the Paulina Station cubbies would address this. Nicole McLellan added that the wooden element in the vector benches, Paulina Station cubbies and nearby curbies would create a uniformity across the different seating elements, and confirmed she will check with the vendor on color options for the vector benches.
- Matt Lederer noted that the current available budget for this project is \$26,000, and Nicole McLellan recommended that the Committee vote on a recommendation for the budget do-not-exceed. Luis Monje recommended a budget do not exceed of \$30,000, noting that this was one of the SSA's major placemaking initiatives for 2021. Luis Monje motion to approve a budget not to exceed of \$30,000 for benches, planters and other furniture for the Paulina Station Bumpout seating area and a budget not to exceed of \$3,000 for installation, seconded by James Miller; motion carries.
- James Miller inquired about the timeline, and Nicole McLellan responded that the lead time on vector benches is 6-8 weeks. Nicole McLellan added that she will provide feedback to the project architect to complete additional layout options for the vector benches with multiple styles of bench, and the layouts will be ready for the Committee's review by the next meeting on Thursday, June 24th, 2021. Nicole McLellan added that if the Committee makes a layout recommendation at that time, the Commission could vote to approve the final design at the Commission meeting on Thursday, July 8th, 2021.

Helen Bailey left the meeting at 9:29am.

#### **Streetscape Maintenance**

- **Furniture Maintenance:** Nicole McLellan provided a reminder that the Committee previously recommended conducting wayfinding kiosk and receptacle maintenance in 2021, and presented the cost proposals received from various vendors. James Miller recommended litter receptacle and kiosk maintenance with Cleanslate, seconded by Matt Lederer; motion carries.
- **Street Cleaning:** The Committee agreed to table this discussion for a future meeting.

#### **Other Project Updates**

- **2021 Curby Order:** The Committee agreed to table this discussion for a future meeting.

#### **New Business**

There was no new business.

#### **Announcements**

There were no announcements.

#### **Adjourn**

Matt Lederer motioned to adjourn the meeting, seconded by Luis Monje; meeting adjourned at 9:32 AM.



## **Lakeview SSA 27**

Streetscape Committee Meeting Agenda

June 24, 2021, 8:30 AM

Virtual Meeting via Zoom Conferencing

**Present:** Helen Bailey, James Miller, Luis Monje, Chuck Stewart

**Absent:** Matt Lederer

**Staff:** Colton Davis, Dillon Goodson, Nicole McLellan

**Guests:** None

### **Call to Order**

Luis Monje called the meeting to order at 8:37 AM.

### **Public Comment**

There was no public comment.

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

Luis Monje motioned to approve the Streetscape Committee minutes from May 20th, 2021, seconded by Chuck Stewart; motion carries.

### **Streetscape Enhancements**

- **Furniture Additions - Bike Corrals:** Nicole McLellan reminded the Committee that SSA 27 has a \$20,000 budget for new and replacement street furniture in 2021. Colton Davis noted that due to the increase in cyclists and scooter riders over the past year, he recommends bringing 2-3 bike corrals to SSA 27 boundaries. Luis Monje asked for clarification on the difference between a bike rack and bike corral, and Colton Davis confirmed bike corrals can host closer to 10+ bikes. Chuck Stewart commented that due to the current Expanded Outdoor Dining permit program, there is currently less parking available in SSA 27. Colton Davis clarified that the corrals do not necessarily have to take a parking spot, and can be designated in “no parking” zones. Luis Monje inquired about potential pilot locations, and Colton Davis recommended the CTA Southport Brown Line. Luis Monje recommended saving this conversation for a future bringing so the Committee can explore additional locations for bike corrals that would have low impact on parking.
- **2021 Holiday Decor:** Nicole McLellan reminded the Committee that Southport Construction presented on different themes at the May 20th, 2021 Streetscape Committee meeting: 1.) Christmas in Lakeview, 2.) Let it Snow and 3.) multi-colored lighting. Luis Monje added that Matt Lederer wants to ask Southport Construction for further creativity and have another design meeting to discuss additional options. Paula Hahne said she is leaning towards the Let it Snow theme for 2021 holiday decor, and James Miller and Chuck Stewart agreed. Chuck Stewart inquired if SSA 27 owns any of their own decor and Nicole McLellan confirmed that SSA 27 owns its holiday tree ornaments. Luis Monje recapped that the Committee is in favor of moving forward with the Let it Snow theme but will meet again with Southport Construction to review additional ideas. Chuck Stewart motioned to approve the Let it Snow theme for 2021 holiday decor and increase the 1.06 holiday decor budget to \$73,000, seconded by Luis Monje; motion carries.
- **Paulina Station Seating Initiative:** Nicole McLellan presented three layout options from Port Urbanism for the bump out at Lincoln / Roscoe / Paulina, featuring vector benches and planters, and recommended option A. Luis Monje agreed he prefers option A, but asked whether the

planters were too intrusive. James Miller confirmed he liked the use of planters as a barrier against traffic and Chuck Stewart agreed. The Committee asked if the planters could be moved slightly and Nicole McLellan confirmed she will review this with Port. Paula Hahne agreed she prefers option A and Luis Monje asked if the architect can make slight adjustments to allow for more space. Luis Monje and Paula Hahne asked if there were other planter options that would offer a warmer look and Nicole McLellan confirmed she will explore other options with Port. Nicole McLellan added that powdercoating the vector benches would add a \$2600 charge and the Committee agreed they prefer the standard color options to match the vector benches at Sheil Park. James Miller motioned to approve layout option A for the seating elements at the Lincoln / Roscoe / Paulina bump out with potential minor tweaks to the seating locations and potential change to the planter, seconded by Helen Bailey; motion carries.

### **Streetscape Maintenance**

- **Street Cleaning:** Nicole McLellan reminded the Committee that there is \$10,000 allocated to a street cleaning in 2021 and Nicole McLellan asked if the Committee still wants to move forward with this initiative. Paula Hahne noted she is in favor of street cleaning in 2021. Nicole McLellan recommended focusing on Lincoln Avenue, due to the maintenance and construction that took place earlier in 2021. The Committee agreed to bring recommendations to the next meeting.

### **New Business**

Paula Hahne inquired when trash pick up takes place, and Nicole McLellan confirmed that street litter abatement takes place every Monday, Thursday Saturday and Sunday and that trash receptacle pickup takes place every Monday, Thursday and Saturday.

### **Announcements**

There were no announcements.

### **Adjourn**

James Miller motioned to adjourn the meeting, seconded by Chuck Stewart; meeting adjourned at 9:33 AM.

## **Lakeview SSA 27**

Streetscape Committee Meeting Minutes

July 29, 2021, 8:30 AM

Virtual Meeting via Zoom Conferencing

**Present:** Helen Bailey, Paula Hahne, Matt Lederer, James Miller, Luis Monje, Chuck Stewart

**Absent:** None

**Staff:** Colton Davis, Riley Kelly, Nicole McLellan

**Guests:** None

### **Call to Order**

Matt Lederer called the meeting to order at 8:32 AM.

### **Public Comment**

There was no public comment.

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

James Miller motioned to approve the Streetscape Committee meeting minutes from June 24, 2021, seconded by Chuck Stewart; motion carries.

### **Streetscape Enhancements**

- **Furniture Additions - Bike Corrals:** Colton Davis renewed the conversation to implement two, ten-space neighborhood-branded bike corrals in SSA 27 boundaries. Colton Davis proposed placing one corral in front of the Lululemon on Southport to serve the traffic at the Southport & Addison intersection, and placing another corral in front of Corridor Brewery. Chuck Stewart and Matt Lederer raised concerns over bike corral maintenance, car parking loss, and street cluttering. Helen Bailey noted that she has experienced lack of bike parking and that piloting bike corral locations would help address this issue.

Luis Monje joined the meeting at 8:40 AM.

Colton Davis explained that only one parking space would be required for each corral, and added that providing bike parking could encourage drivers to bike instead of drive. Colton Davis also noted that each bike corral would cost \$3,300 in total, excluding maintenance costs. James Miller motioned to approve implementing one bike corral at Corridor Brewery not to exceed \$3300, seconded by Chuck Stewart; motion carries with Matt Lederer in opposition.

**2021 Holiday Decor:** Nicole McLellan presented four different holiday decor options maximizing the approved 2021 budget of \$74,000. Nicole McLellan noted that each option focuses on different priorities:

- Option 1: Prioritizes equitable and widespread decor
- Option 2: Maximizes electric decor throughout SSA 27
- Option 3: Maximizes focal points / instagrammable areas
- Option 4: Maximizes different focal points / instagrammable areas

The Committee agreed to remove Options 1 and 4 from consideration, due to lack of interest in unlit snowflakes and purchasing a large-scale structural snowflake. Chuck Stewart motioned to approve

option 3 for holiday decor in 2021, including the below elements, seconded by Luis Monje; motion carries.

- Community tree + tree lights + tree topper + red and silver ornaments
- 24 LED snowflake ornaments on the community tree
- 30" RGB snowflakes on 30 poles across N. Lincoln and W. Belmont
- Red and silver deco mesh pole decor on 114 poles
- Two 10' hanging snowflake clusters at Paulina Plaza
- In-ground sparkler snowflake clusters lining the walkway at Southport Plaza and/or Paulina Plaza
- One 6' gateway arches at Southport Plaza
- Six 2' gateway arches at Southport Plaza

**Paulina Station Seating Initiative:** Nicole McLellan provided a recap from the June 24th, 2021 Streetscape Committee meeting, noting that the Committee approved Layout Option A with minor adjustments. Nicole McLellan presented 3 additional layout options provided by Port Urbanism for seating arrangements at Paulina Station Seating initiative, and the Committee provided feedback. Luis Monje and Helen Bailey noted that they liked layout option 1, as it provides the most seating options. James Miller motioned to approve seating Option 1 at Paulina Station containing the following elements, seconded by Chuck Stewart; motion carries.

- 1 Oblique Configuration with 6-foot Bench with 3 seat backs attached
- 3 Tri-hub Configuration
- 1 6-foot Bench with 3 seat backs
- 1 6"H x 96"W x 18"D Planter (planter design and vendor TBD)
- 1 36"H x 48"W x 18"D Planter (planter design and vendor TBD)

Nicole McLellan added that the Committee expressed an interest in replacing the proposed corten steel PlanterWorx planters with a wood option, and Nicole McLellan brought forth feedback from architect Port Urbanism that a custom wooden option would have a higher cost and less durability. Nicole McLellan also recommended moving forward with the PlanterWorx corten steel planters to match the adjacent Low-Line entrance in order to create a sense of cohesion between the two places. Luis Monje and Paula Hahne noted they would like to see a planter option with more visual appeal, and James Miller suggested painting the planters yellow to match the adjacent Low Line. Matt Lederer added that the current Low-Line planters could be moved throughout the community and replaced with alternative planters. Luis Monje recommended tabling the conversation for a future meeting, and Nicole McLellan noted that this will result in the planters and seating elements being installed at different times.

#### **Streetscape Maintenance**

- **Street Cleaning:** The Committee agreed to table this conversation for a future meeting.

**SSA 27 Contracts:** The Committee agreed to table this conversation for a future meeting.

- 2022 Litter Abatement
- 2022-2023 Landscaping

#### **New Business**

There was no new business.

#### **Announcements**

There were no announcements.

**Adjourn**

Matt Lederer motioned to adjourn the meeting, seconded by Chuck Stewart; meeting adjourned at 9:30 AM.

## **Lakeview SSA 27**

Streetscape Committee Meeting Minutes

August 26, 2021, 8:30 AM

Virtual Meeting via Zoom Conferencing

**Present:** Helen Bailey, Paula Hahne, Matt Lederer, James Miller, Luis Monje, Chuck Stewart

**Absent:** None

**Staff:** Colton Davis, Becca Girsch, Carisa Marconet, Nicole McLellan

**Guests:** None

### **Call to Order**

Luis Monje called the meeting to order at 8:30 AM. Luis Monje noted that Matt Lederer's tenure on the SSA 27 Commission has come to an end, and since all SSA 27 Committees must be chaired by an SSA 27 Commissioner, the Committee will select a new Chair in the coming months.

### **Public Comment**

There was no public comment.

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

Matt Lederer motioned to approve the Streetscape Committee meeting minutes from July 29th, 2021, seconded by Chuck Stewart; motion carries.

### **Streetscape Enhancements**

- **Curby Updates:** Luis Monje informed the Commission that vendor Landscape Forms provided an update that the curbies will be delivered during the week of September 13th, and after reconfirming the install date with adjacent properties, there were concerns about adding seating at the intersection of Southport and Belmont. Luis Monje added that there is an alternative site at Whole Foods near the intersection of Ashland & Melrose that would work well, and Nicole McLellan presented photos and drawings of the area. Nicole McLellan also noted there are few alternative sites on Belmont that would work as seating locations, due to narrow sidewalks. Luis Monje noted the Committee should revisit the long term goals for the curby seating elements at a future meeting, and Nicole McLellan confirmed this can be discussed during the September Committee meeting. Matt Lederer motioned to approve locating 3 curbies to 3201 N Ashland in front of Whole Foods, seconded by Helem Bailey; motion carries.
- **2021 Holiday Decor & Programming:** Carisa Marconet shared ideas for 2021 holiday programming, presenting the below ideas:
  - Donut, coffee and cider programming at the Low-Line during Small Business Saturday
  - Offering handouts such as holiday-themed face masks, candy canes and other items during the Tree Lighting Ceremony
  - Menorah lighting ceremony, partnered with Chabad of Lakeview, at the intersection of Lincoln and Marshfield.
  - Coordinating carolers and holiday characters to walk around during the Southport Cocktail Crawl
  - Ice sculpting at 2-3 locations

Luis Monje noted that including a variety of vendors for hot chocolate, coffee, cider and donuts will help make the program successful, and will provide a foundation for larger-scale programming in the future. Chuck Stewart agreed a variety of offerings made sense, and inquired if beer and wine tastings could be included. Carisa Marconet noted that CTA will not

allow alcohol consumption along the Low-Line, but could potentially be incorporated in different programming in the future. Luis Monje inquired about the specifics of the ice sculpting programming, and proposed including multiple sculptures in a concentrated area. Carisa Marconet recommended including an estimated 3 sculptures in different parts of the neighborhood, to encourage foot traffic to different areas, and free hot chocolate could be provided. James Miller and Nicole McLellan supported having multiple locations to encourage walking around the neighborhood. Luis Monje confirmed the next steps will be scouting locations and confirming electricity access. Nicole McLellan confirmed, and added that she recommended placing these sculptures on private property to negate the need for permits. Nicole McLellan provided an update that she had a site visit with Southport Construction regarding 2021 holiday decor, and recommended hosting the hanging snowflake clusters on the yellow cubbies to have a higher visual impact, as opposed to hanging them on adjacent walls. Helen Bailey agreed that utilizing the cubbies for decor was a great option, and Nicole McLellan confirmed she will confirm with Southport Construction. Luis Monje suggested coordinating giveaways for children and families at the Tree Lighting Ceremony.

- **Paulina Station Planters:** Nicole McLellan provided a reminder that the Committee asked for alternative planter options, and shared a recommendation to order PlanterWorx planters powder coated sky blue to match the nearby curby seating area. Helen Bailey motioned to approve purchasing two sky blue planters by PlanterWorx not to exceed \$7,000 for the Paulina Station Seating Area, seconded by James Miller; motion carries.
- **Furniture Additions - Bike Corrals & Bike Racks:** Colton Davis informed the Committee that the bike corral for Corridor Brewery has been ordered and opened the floor for discussion on installing a second bike corral. The Committee agreed to collect data from the first bike corral location before moving forward on a second location, and recommended bringing potential locations for a second bike corral to a future meeting.

**SSA 27 Contracts:** Luis Monje noted that SSA 27's litter abatement and landscaping contracts expire at the end of the year, and asked Nicole McLellan to provide additional updates.

- **2022 Litter Abatement:** Nicole McLellan reminded the Committee that a litter abatement RFP was issued in 2020 for services in 2021, and added that the current litter abatement contract with Cleanslate can be renewed for the same cost in 2021. Nicole McLellan recommended forgoing issuing a RFP and continuing services with Cleanslate, with the possibility of adding additional service days. Paula Hahne agreed that additional service days would be beneficial, since litter receptacles are frequently full. Nicole McLellan also noted that the Committee could explore placing additional litter receptacles to help support increased litter.
- **2022-2023 Landscaping:** Nicole McLellan recommended issuing a landscaping RFP for 2022-2023, since the last RFP was conducted in 2019. Nicole McLellan noted that current landscaping vendor BrightView has been a great partner and she has not noticed any issues with services.

**Other Updates:** Nicole McLellan confirmed she would provide the below updates via email.

- Street Cleaning
- Tree Care
- Bike Rack & Wayfinding Kiosk Maintenance

#### **New Business**

There was no new business.

**Announcements**

There were no announcements.

**Adjourn**

Chuck Stewart motioned to adjourn the meeting, seconded by Matt Lederer; meeting adjourned at 9:31 AM.



## **Lakeview SSA 27**

Streetscape Committee Meeting Minutes

September 30, 2021, 8:30 AM

Virtual Meeting via Zoom Conferencing

**Present:** Helen Bailey, James Miller, Luis Monje, Chuck Stewart

**Absent:** Paula Hahne, Matt Lederer

**Staff:** Colton Davis, Becca Girsch, Nicole McLellan

**Guests:** None

### **Call to Order**

Luis Monje called the meeting to order at 8:31 AM. Nicole McLellan

### **Public Comment**

There was no public comment.

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

James Miller motioned to approve the Streetscape Committee meeting minutes from August 26th, 2021, seconded by Luis Monje; motion carries.

### **Streetscape Enhancements**

- **2021 Seating Updates:** Nicole McLellan provided the following project updates:
  - Curbies: The 2021 curby order experienced delays, but is shipping this Friday, October 1st and will be delivered and installed early next week.
  - Paulina Station: The seating elements are estimated to be installed at the end of October.
- **2022 Curby Locations:** Nicole McLellan noted the Committee should begin discussing 2022 curby locations in order to secure a summer installation. Nicole McLellan added that curbies have been installed on Lincoln and Belmont Avenues, and recommended focusing on either Ashland or Southport in 2021. Luis Monje added the committee should confirm they want to move forward with additional curby locations in 2022, since there were issues with finding placements in 2021. Nicole McLellan noted that securing placements in 2021 was challenging since Belmont has a narrower sidewalk than typical streets. Nicole McLellan confirmed that there is currently a \$40,000 budget for curbies in 2022, and added that there will be less issues securing placements on Southport or Ashland. James Miller recommended focusing on Southport, since there is more traffic and takeaway food options in this area. Nicole McLellan presented on potential curby locations along Southport Avenue, recommending that the Committee approve 5-7 locations for the project architect Port to measure and explore. The Committee recommended further exploration of the following locations for curbies:
  - Intersection of Addison & Southport
  - 3700 Block of Southport / Mercury Theater + Music Box
  - Southport Station Brown Line
  - Blaine Elementary: 3828 N Southport
  - Fleet Feet: 3359 N Southport
- **Tree Care:** Nicole McLellan began conversations with the Committee on tree pruning and care in 2021. Similar to previous years, Nicole McLellan recommended allocating \$60,000 in tree care and pruning and focusing work on Southport and Belmont, due to construction along Ashland and Lincoln in 2021.

## SSA 27 RFP Updates

- **2022 Litter Abatement:** Nicole McLellan provided a reminder that at the August 26th, 2021 Committee meeting, the Committee confirmed not to reissue a litter abatement RFP in 2021, but to explore pricing for increased services with current vendor Cleanslate. Nicole McLellan presented the below pricing options for feedback:
  - Option 1: Continue current service frequency
    - Litter Abatement Service: January - March, 3 days a week
    - Litter Abatement Service: April - December, 4 days a week
    - Garbage & Recycling Collection: January - December, 3 days a week
    - Cost: \$93,288
  - Option 2: Increase garbage collection to 4 days a week from April - December
    - Litter Service: January - March, 3 days a week
    - Litter Service: April - December, 4 days a week
    - Garbage & Recycling Collection: January - March, 3 days a week
    - Garbage & Recycling Collection: April - December, 4 days a week
    - Cost: \$94,965
  - Option 3: Increase garbage collection to 5 days a week from April - December
    - Litter Service: January - March, 3 days a week
    - Litter Service: April - December, 4 days a week
    - Garbage & Recycling Collection: January - March, 3 days a week
    - Garbage & Recycling Collection: April - December, 5 days a week
    - Cost: \$99,723
  - Nicole McLellan relayed feedback from Paula Hahne that she was in favor of option 3, due to high levels of litter in recent months. Nicole McLellan also recommended option 3, due to feedback received from business owners in 2021 about high levels of litter. Chuck Stewart and Helen Bailey agreed that option 3 offered the best value for service level. Helen Bailey motioned to approve recommending option 3 for 2022 litter abatement services not to exceed \$99,723, seconded by Chuck Stewart; motion carries.
- **2022-2023 Landscaping:** Nicole McLellan informed the Committee that the 2022-2023 landscaping RFP has been issued and all proposals are due by October 13th, 2021. Nicole McLellan added that the Committee will plan to review proposals and conduct vendor interviews during the next Committee meeting on October 28th, 2021.

## Project Updates

- **Bike Corrals and Racks:** Colton Davis provided a reminder that the Committee approved installing one bike corral at Corridor Brewery, and added that he recommended placing an additional bike corral in SSA 27 boundaries in accordance with the area's status as a bike friendly business district. Colton Davis specified that On the Route has hosted a bike corral in front of their store in the past, and is in favor of SSA 27 installing a new corral at their location. Chuck Stewart motioned to approve placing a bike corral at On the Route on Lincoln Avenue, seconded by Helen Bailey; motion carries.
- **Pressure Washing:** Nicole McLellan confirmed that pressure washing will begin next week at the below locations:
  - Southport from Byron to Belmont
  - Belmont from Racine to Ravenswood

## New Business

There was no new business.

**Announcements**

James Miller inquired about Taco Fest

**Adjourn**

James Miller motioned to adjourn the meeting, seconded by Chuck Stewart; meeting adjourned at 9:39 AM.

## **Lakeview SSA 27**

Streetscape Committee Meeting Agenda

October 28, 2021, 8:30 AM

Virtual Meeting via Zoom Conferencing

**Present:** Helen Bailey, Matt Lederer, James Miller, Luis Monje, Chuck Stewart

**Absent:** Paula Hahne

**Staff:** Colton Davis, Nicole McLellan

**Guests:** None

### **Call to Order**

Helen Bailey called the meeting to order at 8:39 AM. Nicole McLellan announced that following the Streetscape Committee's recommendation to select Helen Bailey as Streetscape Committee Chair at the September 30th, 2021 Committee meeting, the Commission affirmed this vote. Nicole McLellan welcomed Helen Bailey and thanked her for taking on this role.

### **Public Comment**

There was no public comment.

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

Matt Lederer motioned to approve the Streetscape Committee meeting minutes from September 30th, 2021, seconded by James Miller; motion carries.

### **SSA 27 RFP Updates**

- **2022-2023 Landscaping:** Nicole McLellan recapped the 2022-2023 landscaping RFP process, noting that proposals were due on October 8th, 2021. Nicole McLellan added the RFP was sent to six vendors, three of which opted to send a proposal. Nicole McLellan provided a comparison of the three proposals, and noted that she recommended continuing working with BrightView, due to their knowledge of the neighborhood and existing relationship working with SSA 27. James Miller and Chuck Stewart agreed they preferred to continue working with BrightView. Chuck Stewart motioned to recommend a 2022 contract with BrightView not to exceed \$54,880, seconded by Matt Lederer; motion carries.
- **2021-2022 Snow Removal:** Helen Bailey announced that the SSA 27 Commission voted to approve a 2021-2022 contract with BrightView for snow removal at the Lincoln Hub for \$12,800. Nicole McLellan noted this is a higher contract than in previous years, and that SSA 27 can perform another RFP for the 2022-2023 snow season to see if costs have decreased. Matt Lederer joined the meeting at 8:40 AM.
- **2022 Litter Abatement:** Helen Bailey announced that following the Committee's recommendation, the SSA 27 Commission approved increasing the scope of the 2022 litter abatement contract with vendor Cleanslate. Helen Bailey added that the 2022 litter abatement contract will include the following:
  - Litter Service: January - March, 3 days a week
  - Litter Service: April - December, 4 days a week
  - Garbage & Recycling Collection: January - March, 3 days a week
  - Garbage & Recycling Collection: April - December, 5 days a week
  - Cost: \$99,723

### **Streetscape Enhancements**

- **2021 Curby Installations:** Helen Bailey informed the Committee that 2021 curby installations at Whole Foods, St. Luke's and 1650 W Belmont are complete, and that signage has been installed and the plantings will go in with the winter plant rotation in November. Helen Bailey added that in terms of 2022 curby planning, Port is exploring dimensions of the sites previously identified by the Committee and the Committee will go over these at a future meeting.
- **Holiday Decor & Programming**
  - **Holiday Decor:** Nicole McLellan reminded the Committee that 2021 holiday decor will include the following items:
    - Community tree + tree lights + tree topper + red and silver ornaments at St. Alphonsus
    - 24 LED snowflake ornaments on the community tree
    - 30" RGB snowflakes on 30 poles across N. Lincoln and W. Belmont
    - Red and silver deco mesh pole decor on 114 poles on Southport, Belmont and Lincoln
    - Two 10' hanging snowflake clusters at Paulina Plaza on the yellow cubbies
    - In-ground sparkler snowflake clusters lining the walkway at Southport Plaza
    - One 6' gateway arches at Southport Plaza
    - Six 2' gateway arches at Southport Plaza
  - **Tree Lighting Ceremony:** Nicole McLellan noted this event will take place Sunday, November 21st at 6pm at St. Alphonsus. Nicole McLellan added that the event will include giveaway bags for attendees, including hot coco, cookies, a craft activity and a stuffed toy. Nicole McLellan added that Sierra Buffum is putting together the program, which will include items like Santa, carolers, a photographer and holiday characters.
  - **Menorah Lighting Ceremony:** Nicole McLellan noted this event will take place Sunday, November 28th at 5:30pm at the intersection of Marshfield and Lincoln. Nicole McLellan noted the giveaway bag will include similar items.
  - Nicole McLellan opened the floor to the Committee for additional programming ideas, such as having characters like the grinch at the events. James Miller liked the idea of including characters and noted that Buddy the Elf would be a good addition. Matt Lederer added that a costume contest would be fun. Helen Bailey added that she also liked the idea of the characters.

Luis joined the meeting at 8:55 AM. Luis Monje agreed having characters would be a nice addition to the Tree Lighting and Menorah Lighting Ceremonies.

Matt Lederer left the meeting at 9:01 AM.

- **2021 Tree Care:** Helen Bailey confirmed the SSA 27 Commission approved \$60,000 in tree care, pruning and other treatment in 2021.
- **Belmont + Southport Pressure Washing:** Helen Bailey informed the Committee that the pressure washing on Southport and Belmont has been in progress for the past couple weeks and is expected to be completed this week. Helen Bailey added that the community has provided positive feedback on the project, and the Commission may consider performing a pressure washing next year on Ashland and Lincoln.
- **Bike Corral Update:** Colton Davis noted that On the Route decided not to move forward with a bike corral in front of their location.

#### Other 2021 Maintenance Projects

Helen Bailey opened the floor to Committee members for feedback on streetscape projects to execute before the end of the year and there was no additional feedback.

**New Business**

There was no new business.

**Announcements**

There were no announcements.

**Adjourn**

Chuck Stewart motioned to adjourn the meeting, seconded by James Miller; meeting adjourned at 9:07 AM.

## **Lakeview SSA 27**

Streetscape Committee Meeting Minutes

December 2, 2021, 8:30 AM

Virtual Meeting via Zoom Conferencing

**Present:** Helen Bailey, Matt Lederer, James Miller, Luis Monje, Chuck Stewart

**Absent:** Paula Hahne

**Staff:** Becca Girsch, Nicole McLellan

**Guests:** None

### **Call to Order**

Helen Bailey called the meeting to order at 8:33 AM.

### **Public Comment**

There was no public comment.

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

Chuck Stewart motioned to approve the Streetscape Committee meeting minutes from October 28th, 2021, seconded by James Miller; motion carries.

### **Streetscape Enhancements**

- **2021 Holiday Decor:** Helen Bailey announced that the holiday decor installation was completed in mid-November, and there has been great community feedback on the Southport and Paulina focal points. Nicole McLellan presented decor photos and Helen Bailey asked the Committee if they had any feedback. Luis Monje recommended reaching out to 32nd Ward regarding additional outlets on poles, and inquired if CDOT can install outlets when they reconstruct the Lincoln/Ashland/Belmont intersection and Lincoln Hub. Nicole McLellan confirmed she will reach out to the relevant parties about this.
- **2022 Curby Sites:** Helen Bailey provided a reminder that at the September meeting, the committee reviewed Southport locations and made recommendations on 5 areas to explore for curby sites in 2022:
  - Intersection of Addison & Southport
  - 3700 Block of Southport / Mercury Theater + Music Box
  - Southport Station Brown Line
  - Blaine Elementary: 3828 N Southport
  - Fleet Feet: 3359 N Southport
- Helen Bailey added that in 2022, there is a \$40,000 budget which is enough for about 6 curbies across two locations. Nicole McLellan presented several installation options from architect Port Urbanism across the above locations, noting that the Committee should pare down to 4-5 top locations. The Committee selected the following as their top locations for 2022 installation on Southport:
  - Fleet Feet: 3359 N Southport
  - Gap: 3416 N Southport
  - Steingold's: 3737 N Southport or Click Shoes: 3729 N Southport Ave
- Nicole McLellan confirmed she would work on outreach to the adjacent properties and Alderman's office to ensure there are no potential issues with the above locations, and will have updates at the next meeting.

### **Streetscape Programming**

- **2021 Tree Lighting Ceremony:** Helen Bailey announced that the Tree Lighting on November 21st at St. Alphonsus went well, and there were about 350-400 people in attendance. Helen Bailey noted the program included handing out gift bags, complimentary donuts from Stan's food truck, carolers and Santa / characters from Frozen in attendance.
- **2021 Menorah Lighting Ceremony:** Helen Bailey noted that SSA 27 partnered with the Chabad of Lakeview for this event on November 28th outside of Arthur Murray. Helen Bailed added that the program included gift bags for attendees as well as other performers, and there was great feedback overall from the Chabad that the event went well and there were about 50 people in attendance.
- **2022 Ice Sculpting Program:** Nicole McLellan provided an overview of plans for the ice sculpting program, including that the event is planned for January 29th-30th outside of St. Alphonsus. Nicole McLellan noted that this is the most feasible location, since the sculptor will need about a 10'x10' space and access to electricity. Luis Monje inquired if the event could take place at Southport Plaza, and Nicole McLellan noted that CTA was unlikely to give approval for this but she will look into it.

Matt Lederer left the meeting at 9:34 AM.

James Miller asked about the area outside of Bank of America at the intersection of Lincoln/Ashland/Belmont, since there is a large space and SSA 27 previously used electricity here for holiday decor. Nicole McLellan confirmed she will further explore this location.

### **New Business**

There was no new business.

### **Announcements**

There were no announcements.

### **Adjourn**

James Miller motioned to adjourn the meeting, seconded by Chuck Stewart; meeting adjourned at 9:36 AM.