

Special Service Area #60
Commissioner Meeting
Wednesday, March 14, 2018
3403 W. Lawrence Ave. Ste. 201

Commissioners in Attendance: Saima Causevic, Stephanie Fishel, Tom Guagliardo, David Maletin, Andrew Levin, Mark Aistroppe, Hannah Moses

Residents/Business Owners in attendance: Jeff Sobczyk, Carol Maher, Colette Wright Adams, Enriquez Morales, Joy Coombes

NRC staff: Duka Dabovic, Thomas Applegate, Alexa Schutz

1. Meeting called to order at 5:33 pm by Andrew Levin

2. Commission Officer Election

In compliance with SSA by laws, Commission must elect a new slate of officers every two years, for the positions of Chair, Vice-Chair, Treasurer, and Secretary. New slate of officers was introduced: Mark Aistroppe, Chair; Tom Guagliardo, Vice-Chair; Andrew Levin, Treasurer; Stephanie Fishel, Secretary. David Maletin made the motion to approve the slate as presented, Tom seconded. All in favor.

3. Old Business

a. Approval of Minutes

February meeting minutes were reviewed. Saima moved to approve the minutes as presented, David seconded. Andrew abstained. All other commissioners in favor.

b. Approval of Financials

February financials were presented and reviewed. Tom made a motion to approve the financials, Andrew seconded. All in favor.

4. New Business:

a. Presentation and Approval of 2017 SSA Audit, Joy Coombes, Eilts & Associates

SSA auditor Joy reminded the Commission that the budget is reviewed annually by an external auditor; 2017 audit is due May 1st. Joy noted that the SSA is carrying over \$86,688.00 of it's 2017 budget into 2018 which is an average for SSA across the City. She recommends setting up documenting processes for policies and procedures, and get NRC to approve this which will likely be done by 2019, especially now that the SSA Commissioners has the foundation down and can graduate to setting forth better accounting documentation and processes. NRC already has documented accounting processes, but it is important to incorporate SSA's accounting processes in that documentation as well. No findings for the 2017 SSA audit.

David made the motion to approve the 2017 SSA audit as presented; Hannah seconded. All in favor.

b. **Review and approval of ArtSpotBox design concept and prototype**, Colette Wright-Adams & Enrique Morales, Northwest Arts Connection

Colette review the pilot project to activate two storefronts with a box which will contain artwork curated by the ArtSpotBox team. The material for the box will be wood with slight variations in the dimensions (H30"xW40"xD15"). The business could display the art for under \$1,000 for on an annual basis, with new artwork being displayed every 6 months. The sponsors for the boxes would be the Northwest Arts Connection, Albany Park & Irving Park SSA with the North River Commission.

Discussion followed on the selection process for the art, and the input from the business owner on the theme of the art. The box will have a stand, and internal lighting will be considered if budget allows. Initial ask was pilot for spring and then business sponsorships will cover the expenses of the boxes going forward.

Stephanie made the motion to approve \$660 for ArtSpotBox for 2 projects, David seconded. Andrew did not approve as he felt that the project should be exclusive to Albany Park & Irving Park, and that Commission & participating business owner should have more of a say in the artwork which will be installed in their establishment. All other commissioner voted in favor.

c. **Façade Improvement Program, recommendation to amend eligibility**

While not required, DPD has made a recommendation that applicants who have received funding in the past, cannot re-apply for 3 years. The SSA60 guidelines took the recommendation and are currently active. SSA staff made the recommendation to pull the eligibility requirement back to 1 year, as some applicants simply cannot afford to do the entire project in one year. With the new recommendation, applicants who received funding in 2017 will not be able to re-apply until 2019 (*i.e.* one year from the date of their reimbursement).

Andrew made the motion to approve the SSA staff recommendation to the eligibility requirement for returning applicants to 1 year. Tom seconded the motion. All in favor.

d. **Façade Improvement Projects,**

Saima Causevic recused herself from the meeting, as her future tenant Great Sea Restaurant is a facade applicant.

- i. 3254 W. Lawrence Ave, Great Sea Chinese Restaurant (new location), signage. Total cost, \$6,205, eligible \$3102.50. Applicant had already addressed the concerns of the façade review committee with respect to the original size of sign, which covered up the decorative terra-cotta band. Commission is deferring the project, with a recommendation to consider a color that is not so bright; color of signage on existing establishment (red) is preferred.
- ii. 3300 W. Montrose Ave, currently vacant, bi-fold aluminum storefront windows and vinyl 2nd story windows. Total cost \$24,300, eligible \$7,500. Façade review committee

strongly urged applicant to opt for aluminum windows for the 2nd story, as south-facing vinyl windows will warp/sag quickly. Commission agreed with committee's recommendation on window material and color, in addition to removal of the band of siding and replacement of signage—new but similar type restaurant opening soon. Project is deferred until applicant gets pricing for aluminum 2nd story windows.

- iii. 2925 W. Montrose Ave, Twisted Hippo Brewing, painted on signage, raised/back-lit signage, and building corner blade-sign. Total cost \$22,041, eligible \$7,500. Andrew motion to approve the project as is, David seconded. All in favor.
- iv. 4639 N. Kedzie Ave, Semiramis Lebanese Restaurant, channel letter signage. Total cost \$7,150, eligible \$3,575. Hannah made the motion to approve the project as is, Tom seconded. Andrew abstained. All other commissioners in favor.
- v. (2017 project) 3250 W. Irving Park Rd, Rainbow Day Care, awnings, lighting, repairing/repainting stucco, replacing protective glass frosting. Stephanie moved to approve the renewed proposal, Andrew seconded. All in favor.

5. PUBLIC INPUT

- Carol Maher, resident, encourages everyone to vote in the March 20th Primary Election.
- Residents raised concerns regarding a new liquor store on Kedzie Ave, Shirabi Mini Mart. Jeff Sobczyk, 33rd Ward, there was a gap in the packaged goods moratorium which allowed that business to open without being brought up to the community. City council will be reviewing the moratorium to remove surprises going forward.
- NRC Arts Committee can review future marketing projects for input in future so the committee can recommend.

Meeting adjourned at 7:17pm.