

Advisory Commission Meeting

Wednesday, January 26, 2016

Conference Room, Ground Floor, Uptown Bank Building, 4753 N. Broadway, Chicago, IL

Meeting Minutes

Commissioners Present:

Terry Tuohy (Chair). David Rettker (Treasurer), Jacob Karaca, Chip Long

Commissioners Absent:

Kelly Cheng, Noreen Keeney, Warren Preis, Josh Reitman, Marc Vuong

Others in Attendance:

Sara Dinges, President/CEO, Uptown United

Greg Carroll, Interim Director, Uptown Business Partners

Kimberly Bares, President, PLACE Consulting

Meeting called to order 4:37 p.m.

Public Input

Introduction of Kimberly Bares

Minutes

On acceptance of minutes for the below meeting:

To accept December 2, 2015 minutes.

Karaca, Motion; Rettker, 2nd. Unanimous by voice vote.

Budget & Financials

-Review 2015 Budget - Discussion of financial report through December 31, 2015.

- We have more money than we should. Look to spend down in 2016. 100k in American Metro account – 75k should be transferred to checking account for operating expenses in January.
- Net income of 46k – Planters vendor has been slow to respond. Budget revision is needed.
- Carryover: 3-4 months of operating costs is a good amount. Increasing carryover will help avoid going through City Council process which takes 3-4 months. Allowed to carryover 25% of total budget.
- Joy Coombes was approved to perform SSA audit, but she is also the SSA accountant. Will be looking for new accountant to avoid conflict of interest.

Commission vacancies/make-up

-We've lost Jay Michael who passed away and Jenny Martin who resigned in December. 7 vacancies total out of 16 possible. Sara will research potential candidates.

-Commissioner terms have lapsed. Only 3 out of 9 are current. Terry Tuohy and Chip Long need to complete new applications along with others who have lapsed. Current quorum is 2 out of 3.

Maintenance Agreements

-Argyle Shared Street: Project will be completed this year. Need a vote on the CDOT maintenance agreement. Talking with contractors to get quotes on paver maintenance.

-Lawrence/Broadway: We're getting pressured to get this one signed. Preliminary numbers indicate the maintenance expenses are within range for what we can afford. Morse Avenue Streetscape is a similar project being handled by the Rogers Park Business Alliance. Sara will create one-pager and budget analysis for this project. We will vote on this at the next meeting.

Workplan Projects

-Curb appeal rebate

- Dalia Food Mart: They've been blocked by a construction zone green screen for 4-5 months and will be until January 2017. Safety issue due to lack of lights. New LED lights have been placed in the window and they're asking for a reimbursement. SSA cost is \$2,730 (50%) and comes out of 2015 funding.
VOTE: Karaca, Motion; Rettker, 2nd. Unanimous by voice vote.

- ABC & Me Day Care: Requesting reimbursement for a sign that will cost somewhere in the range of \$5,700 - \$6,000. Commissioners asked for a better rendering before funding is approved.

-Community grants/special event sponsorship: 30k budget for 2016 Special Events. Need a vision on how to spend this money. 20k spent on Uptown events coordinated by Chamber, Uptown United, SSA. 10k dedicated to other community events such as Pivot Arts, Buena Park Open Day, Bezazian.

- Bezazian – History panel/book on the film industry in Uptown. Asking for \$300. Uptown United will cover the cost of this event.
- Pivot Arts – Proposal has been submitted requesting 5k grant. Staff is currently updating the community events grant application form. Commission would like to revisit the application at the next meeting.

-Approvals moving forward: Subcommittee can meet with applicants, vet the proposals, and report back. Chose 3 application deadlines per year.

Uptown United/Business Partners restructuring update

-Board retreat: Wednesday, March 2, 8am -1:30 p.m. at the Admiral. Facilitated by Kimberly Bares. Three way split on the costs.

-New hires: Greg Carroll, Director of Partnerships & Events, and Ally Brisbin, Director of Business Services.

-Business District Manager: Sara is having one-on-ones with candidates this week. Dave Rettker and Terry Tuohy will participate in interviews on February 9. Start date for this position is March 1.

New Business

-Tent City under viaducts

- Businesses and SSA Commissioners should be at the table on conversations aimed at solving this issue. It's a Chamber issue because businesses will start to suffer. Sara suggested the idea of a Business Roundtable centered around this issue.

Adjournment - Motion to adjourn at 5:38 pm.

VOTE: Karaca, Motion; Rettker, 2nd. Unanimous by voice vote.