

Commissioners:

Andersonville SSA #22

Rolando Esparza
Property owner, 5643 N. Clark

Farah Essa
*Lake Shore Schools/
Property owner, 5611 N. Clark*

Mike Sullivan
*The SOFO TAP, 4923 N. Clark/
Property Owner*

Andy Peters
TrueNorth, 5507 N. Clark

Pete Valavanis
Property owner, 5225 N. Clark

Nadeen Kieren
Property owner, 5357 N. Ashland

Staff:

Sara Dinges
Executive Director

Joelle Scillia
Director of Marketing

David Oakes
Business Services Manager

Laura Austin
Community and Events Manager

Commissioners attending: Farah Essa, Andy Peters, Rolando Esparza, Mike Sullivan, Pete Valavanis, and Nadeen Kieren.

Andersonville Chamber Staff: Sara Dinges and David Oakes
Andersonville Chamber Board Member: Dean Hervochon

Guests: Frank Uhler - Honore Storage and Amy Pooley - The A.C.T Group

Call to Order at 9:31 AM

January 29, 2019 Meeting Minutes: Minutes were not in this month's SSA packet. January 29th minutes will be reviewed at the beginning of May 21st meeting along with April 9th meeting minutes.

Financial Report

Mike Sullivan- SSA #22 Treasurer- Cash flow is on track with the levy starting to come in. The levy was slightly increased in our 2019 budget, so we should start to see that reflected soon. All expenses are on track.

Review of 2019 Budget Worksheet

2019 SSA Budget – This budget worksheet varies from what was submitted to the City, since we also submit a larger income than we accrue. The amount that is approved and what we actually receive varies on the tax levy and TIF rebate collected. \$212,000 is based on the tax levy of 2017 & 2018 budget that includes a carryover of an average of ~\$30,000 and \$11,000 from our TIF rebate. These numbers reflect our conservative approach to cash flow.

P&L

P&L is on target for mostly everything. \$15,000 has been spent for sidewalk maintenance for snow removal (second installment of 2018-19 winter). Our snow removal contract ends April 15, 2019.

Motion to approve Financial Report by Essa. Second by Valavanis. All in favor. Financial Report approved.

Service Report

Customer Attraction

Construction- Park on Clark signs were used for the Water Main project. Positive feedback from business owners and from customers.

Neighborhood Guide is off and running. It will be going to print in a few weeks and may be in our hands by the next meeting. Now it is up to 80 pages. Success rate of the guide-The ads sold out almost immediately, customers try to buy it and have had really positive comments. We are almost out of last year's copies. We will include more stand-alone maps in this year's print run. Next year, we'll look into if the chamber can fund the guide without SSA funding.

Special events

- Andersonville Farmers Market
- Sidewalk Sale
- Midsommarfest
- Outdoor movie night

Water Main Project-The Clark to Bryn Mawr Water Main Project has officially started. We have scheduled meetings with the contractor every Wednesday, as well as set up great communication with the 48th Ward's office by sending out newsletters and text alerts to anyone that signs up to receive them. We have a business liaison, Peter Anderson who will be in contact with all of our businesses.

Public Way Aesthetics

Bright View-has started their contract with landscaping the planters by clearing out the winter greens. They have worked with staff and Nadeen to pick out some wonderful summer flowers that will brighten up the neighborhood. Streetscape elements- After the water main project, we will work to inventory all of our furniture and restore the nature of the street back how it was pre-construction. Restore crosswalks, pavers, resurface curb-to-curb, and fix any trees damaged. Construction will continue after the tree conflict issue is resolved.

Following the construction CDOT will implement a "rapid delivery project" to create safer infrastructure for bikers. This plan will expand areas and safety for biking commuters. We will follow up with more information.

Public Art Rebate Program-Stone Fox Public Art Application-For a \$1000 rebate for a south facing wall that will cover the entire wall. The public Art program is to the commission to vote on to approve.

Motion to approve funding for Stone Fox Public Art by Sullivan

Second by Esparza

All approve

Façade Rebate Program-Stone Fox Sidewalk Café Application- For \$2,500 rebate for a sidewalk café that is on public property, but the café will drastically affect the public way in a positive way that is should include this project. There is no verbiage in our current application that would prevent it from receiving funding. We can change the guidelines to exclude private patios that are not in the public way and strengthen the language that funds projects that affects projects that enhances the public right of way.

**Motion to approve funding for Stone Fox Sidewalk Cafe by Sullivan
Second by Valavanis
All Approve**

2018 Draft Auditor Report

Amy from The A.C.T Group presenting

Page 1 Table of Contents

Page 2 Independent Audit Report-basic report that is similar to all other SSAs. This report includes: Report of the Financial Statements (Comparative of the past two years ending in December 2018 and 2017), Management's Responsibility for the Financial Statements, Auditor's Responsibility, Opinion, and Other Matters.

Page 3 Statement-Balance Statement of SSA #22-Positive ending balance and findings are similar to last year's audit. Allowance is always included for uncollected taxes.

Page 4 Statement to Actual which includes revenues and expenses.

Page 5 Budget to Actual expenses report. We were just over in our Personnel category by \$3,500.

Page 6 Notes

Page 7 Allowance 3.2%

Page 8 Related party to Andersonville Chamber of Commerce

Page 9 Findings Summary-Just one category exceeded. The city requires you to update the percentage to accommodate changes in percentage.

Page 10 Once The A.C.T Group finalizes there merge with then they will issue the audit.

Question-Administrative Personnel \$3,500 over budget. May be a mistake in which the funding was attributed to this personnel instead of non administrative personnel. We will check into this before we submit the draft to the city.

Motion to approve pending the change and update of the draft budget to reflect the change or no change to the audit adjustment by Sullivan
Second Valavanis
All in favor.

Sustainability-CDOT and the 48th Ward is working with the Andersonville Chamber of Commerce to do a rapid deliver project that will restore bike lanes to Clark Street and include bump out to help with bike safety. The project will be from Winnamac to Hollywood. This project should be finished by Summer Sidewalk Sale.

Economic Development and Business Development-
Economic & Business Development

Consumer Survey-We have historically done a retail consumer survey paid for by the SSA. We have done one in 2010, 2012 and 2014. We have a proposal from Place Consulting to create, execute, and provide the consumer survey. It is a

great way to reach out to consumers in the neighborhood, those that work in the neighborhood, or visitors of the neighborhood to find out trends what they would like to see in Andersonville. We include this information in our Business Attraction Guide that help with neighborhood development. We have asked about dropping their line item of a focus group because we do keep a pulse on our businesses through Third Thursday round tables and talking with our businesses.

Currently our Consumer survey is live. We have post cards throughout the district as well have posted through different social media channels. We are releasing prizes weekly to hopefully increase interest. The survey will close at the end of April.

Mapping- Place Consulting currently hosts our available properties and is linked through our website so that all vacancies show zoning and contact information. David will follow up with Sara Dinges to see if there was any addition information about this category. Valvanis mentions that SSA #43 has Place Consulting to keep track of everything within their SSA including furniture, planters, and wayfinding signage.

Safety Programs: Nothing to report at this time.

Personnel-Nothing to report at this time.

*Please note that on May 30th we are looking to invite all three of our Alderman to do a meet-and-greet at the Swedish American Museum to welcome our new Aldermanic lineup.

Next meeting –May 21, 2019.

Up Coming Meetings:

- May 21
- July 9
- September 10
- November 12

Motion to adjourn by Valavanis at 10:34AM.

Peters second the motion

All in Favor