



SSA Commissioners Meeting

Zoom: <https://us02web.zoom.us/j/82807671489>

Dial in: +1 312 626 6799 ; Meeting ID: 828 0767 1489

Thursday, August 20, 2020 at 8:30am

Commissioners present: Heather Hill, Chris Bell,
Jennifer Clark, Sara Lukens
Commissioners absent: Nick Andersen, Tony Fox
Others present: Cindy Plante & Sandi Price, RPBA

1. Call to order

Meeting called to order at 8:40am

Pursuant to the applicable law and my determination that attendance by remote means is necessary because an in-person meeting is not practical or prudent due to the declared public health disaster caused by COVID-19, this meeting is conducted by videoconference.

2. Public comment

There was no public comment

3. Approve minutes from July

Jennifer moved approval of the minutes, Sara seconded. APPROVED.

4. BellaWrap update

Cindy shared that we have secured the permit from CDOT for installing the wraps, however, due to travel restrictions, the vendor isn't able to send anyone to install them, so they're pivoting to a DIY approach and shared videos and instructions with us on how to do it. We're finalizing measurements to order the stuff and hope to put it up before winter.

Chirs asked if there would be a cost savings on the project due to the shift to DIY installation. Cindy isn't sure but will ask the vendor. Hopefully yes.

Cindy also reminded commissioners that they should have received a report with pictures from our landscaping vendor in response to some of the questions from last time about planings. These were also presented on screenshare.

Sara asked for clarification as to whether fall plantings were included. Sandi said that most of our landscape contracts include 3: Spring, Summer and Winter and skip fall because it's typically planted in October and doesn't stay in place long before the winter/holiday rotation.

Chris asked how many planters are included in the scope. Cindy said that the count was 27 ground planters between Devon and the corner by the New 400 and Flatts & Sharps.

Sara asked staff to follow up with the vendor as to whether spring planting was included and whether we can substitute in a fall rotation if it wasn't done. Cindy will follow up.

5. SSA Renewal update

Cindy shared that the district plan and supplemental documentation for SSA renewal was submitted to the city on Friday, along with completed signature forms to date. We're still at only 11 signature forms of the 25 needed. Our application can't proceed to the legislative approval (council) phase until we have the remaining signature submitted. Heather asked who we have signatures from as of now.

Cindy listed Hampton Inn, Tony Fox, Allen Smith, Giordano's, Keith Lord, and several condo unit owners among the signatures submitted so far. If we can get Loyola we'll be finished because they have so many PINs. Also reached out to Bruno's. Chris asked about Scott Eggers. Cindy will follow up. Heather will try to reach out to fellow condo owners for additional condo signatures and Sandi is going to see Betty Griswold later today.

6. 2020 Holiday Decorations

Cindy screenshared the proposal from Illuminight for holiday tree lights. The key decision points are whether to go for LED or incandescent lights and whether or not to include the block between Columbia and North Shore which has had power access problems in the past. The canopy lights at the CTA plaza are separate and cost \$5000. These are typically paid out of Customer Attraction, which is a small portion of the budget this year. We don't have updated financials for this month though because our CPA was out sick.

Sandi shared financials from May that reflect more spending in the customer attraction category than we expected to see, so we'll follow up on that. Public Way aesthetics shows a budget of \$47,000 with \$20,000 of YTD spending (mostly landscaping and snow removal).

Chris proposed including the CTA plaza and trying to narrow the scope of work on the tree lights by including fewer blocks and focusing primarily on blocks or sides of blocks where there are businesses and available power access.

Commissioners narrowed the scope down to including both sides of the street between Devon and the CTA tracks, the CTA plaza, the West side of the blocks b/t Loyola and North Shore, and both sides of the block between Pratt and Columbia. Cindy will go back to Scott about the narrowed scope of work, and suggest that in the meantime commissioners approve a "not to exceed" amount for the contract. Chris moved to approve up to 20,000.

Cindy asked if this was intended to include the CTA plaza or just the streets.
Chris withdrew this motion and made a separate motion to approve the \$5,000 for the CTA plaza. Sara seconded. APPROVED.

Sara made a motion to approve up to \$20,000 for tree lights on streets.
Chris seconded. APPROVED.

7. Adjournment

Jennifer moved to adjourn. Sara seconded.
meeting adjourned at 9:45