

Six Corners Association  
 SSA 28 Commissioners Meeting Minutes  
 December 6, 2018  
 Portage Arts Lofts, 4041 N. Milwaukee Ave., #302

Item	Information	Action
<b>Introductions</b>	<p><b>Commissioners present:</b> Brenna Beato, Gale Fabisch, Franklin Jones, Anna Zolkowski.</p> <p>Joining at 1:45 PM: Scott Hollander.</p> <p><b>Commissioners Absent:</b> Emanuel Zwick</p> <p><b>SSP Staff:</b> Jessica Vasquez, Kelli Wefenstette</p> <p><b>Guests:</b> Marc Sussman, Alexa Schultz</p>	<p>GF called the meeting to order at 1:33pm.</p>
<b>Minutes</b>	<p>Minutes from 10-11-18 SSA meeting reviewed.</p>	<p>Motion to accept minutes as presented by FJ; BB seconds. All in favor, minutes approved.</p>
<b>2018 Workplan and Budget</b>	<p><b>Financial Reports:</b> to date, everything on target &amp; within budget. No disbursements from Facade Enhancement Program because no applicants completed process as required. Funds will be reserved for snow removal as needed. Security camera rebate program still in process; funds transferred to SCA to continue to administer program.</p> <p><b>2018 Budget Modifications &amp; carryover approval:</b></p> <p>2.0 Public Way Aesthetics: higher cost of cleaning than anticipated because of switch from LM Cleaning to CleanSlate. Remaining 4.0 economic development funds moved to 2.0 Facade Enhancement. Contract approved to repurpose BBQ Fest not completed; \$10,000 allocation moved to 2019.</p> <p>Recommendation to carryover all remaining funding in 2018 budget (estimated around \$20,000) to 2019 budget, earmarked for Facade Enhancement Program in 2.0.</p> <p><b>Workplan Progress: Economic Vitality updates</b></p> <p>Report on occupied &amp; vacant commercial spaces. Additional \$500,000 allocated from PP TIF to fund all waiting SBIF proposals. ZBA meeting in January 2019:</p>	<p>Motion to accept Financial Reports as submitted by BB; FJ seconds. All in favor, reports approved.</p> <p>Motion to carryover all remaining funds from 2018 to 2019, earmarked for Facade Enhancement Program, made by AZ; FJ seconds. All in favor, carryover approved.</p> <p>Motion to accept Economic Vitality report as amended made by FJ; SH seconds. All in favor,</p>

change to The Pointe PUD on agenda. Correction: new business AOM Barbershop s/b 3942 ½ N Cicero. New owner & concept at Portage Bar & Grill, formerly Ray's Roundup; permits pending.

**Rebate Program Applications:** facade and security camera rebate applicants did not complete grant requirements by deadlines; can reapply in 2019. Program will continue in 2019 based on the availability of carryover funds. Sidewalk cafe permit rebate: MCM Pub completed. Tata's Tacos just got permit in December and will submit for reimbursement.

**TIF Proposals & updates:** two TIF's at Six Corners sunset in 2021. Streetscape Improvement Proposal in process as previously voted on, including \$127,000 from previous SSA surplus.

**Cuyler St. cul de sac proposal:** CDOT recommended a permanent closure of Cuyler from Milwaukee Ave. west to alley because of low use. SCA advocated for a temporary closure to serve as trial run of this proposed pedestrian plaza. Public meeting with surrounding residents/property owners is planned.

**RFP's (Requests for Proposals)**

**Lighting:** extend RFP deadline to April SSA meeting, so time for more contractors to submit.

**Metal street signs/banners:** working on cost estimates & city requirements

**Bike racks, benches, trash cans & directional kiosks:** based on business survey requests, recommend purchase, installation & maintenance of trash cans & benches.

Commissioning artwork for existing kiosks: 10 reusable & moveable mini-murals being created for kiosks by Arts Alive at a cost of \$4000. No RFP required. Working with landscaper installation of kiosk planters.

**Design:** planter repairs damaged by city contractor. Final report, no other reimbursement recourse.

**Promotion:** BBQ Fest reboot--extended to 2019.

report approved.

Motion to buy trash cans & benches privately instead of through city because of cost savings, made by FJ; BB seconds. All in favor, motion approved.

	County Fair Report: initial calculations show that event was in the black with possible profit. Small Business Saturday feedback: very successful.	
<b>2019 Workplan and Budget</b>	Planning for 2019 toolkits and 2019 business & property owner surveys in process.	
<b>Review &amp; approve contracts using SSA funds</b>	Hands to Help Ministries: did not submit contract for 2019 by deadline and have not submitted required performance reports. If a contract is received, it will be reviewed at the next meeting. Nothing to approve.	
<b>Old Business</b>	Commissioner vacancies & renewals. One current opening. Reaching out to owner of Tata's Tacos to gauge interest.	
<b>New Business to be added to 2019 agenda + meeting dates</b>	<p>2019 SSA meeting dates: January 17; April 18; July 18 or 25; October 17; December 12.</p> <ul style="list-style-type: none"> <li>● 2018 Q4 Report</li> <li>● approve audit contract</li> <li>● input for 2020 budget</li> <li>● County Fair report</li> <li>● Hands to Help contract</li> </ul>	
<b>Public Commentary + Adjournment</b>	No public input. Adjournment at 2:57 PM.	Motion to adjourn made by FJ; BB seconds. All in favor.