



MINUTES

SSA #18 COMMISSION – April 4, 2018

Nookies Tree, 3334 N. Halsted Street, Chicago, Illinois

1. Call to Order & Roll Call

Chairman Jim Ludwig called the meeting to order at 9:04 a.m. and the following Commissioners were in attendance: Jim Ludwig, Dave Gassman, Kearby Kaiser, Randy Shingledecker and Mark Zipperer.

Commissioner pending city approval in attendance: Matthew Jackowiak and Michael Raffety

A quorum was present.

Also in attendance were Northalsted Business Alliance Director of Operations Eric Santiago and Joy Coombes from Eilts & Associates, Inc.

2. Approval of the Minutes

Minutes from the February 7th meeting were distributed and reviewed.

MOVED by Kearby Kaiser

And SECONDED by Randy Shingledecker

to approve the minutes from February 7th.

MOTION CARRIED.

3. Commissioner Updates

Eric states that we have found two candidates to fill the vacancies left by Nicholas Cocalis and Nichol Vargas.

MOVED by Dave Gassman

And SECONDED by Mark Zipperer

to approve the advancement of Matthew Jackowiak and Michael Raffety as our next SSA Commissioners.

MOTION CARRIED

All commissioner applications have been submitted to the city for approval. Commissioners are reminded to complete their City of Chicago Ethics Statements.

Jim, Mark, and Mike volunteer to attend the City of Chicago SSA Forum at the end of April being held at Harold Washington Library.

4. Budget Review

Eric presents 1st Quarter P&L and Budget vs Actual for review. Overall most categories are in line with projected spending. Some under budget areas are due to March bills not yet being processed. Overage in section 1.01 due to website redesign and event website buildout, a project not originally planned for when budget was created.

Eric reports that we have met our seasonal cap for snow removal for this winter season. Any future snow removals through April 30th will be covered at no additional cost.

5. Program Management

Eric reports that we have a new account manager at BrightView that we will be working with on future landscaping installations. Eric distributes renderings of our upcoming spring and summer plans which will focus on creating a lush display. The winter/holiday season installation will be a separate RFP and will be tied into an overall holiday décor plan.

Drew's on Halsted will receive façade rebate for \$4,218 for their new awnings.

Eric reports that the security committee had a meeting with the Chinatown Chamber of Commerce to learn about their private surveillance camera network and see their equipment in use. Vintech, the company that installed their system is the same company we are working with on the development of our camera network.

**MOVED by Dave Gassman
And SECONDED by Mark Zipperer
to advance the development of the private surveillance camera network with
cameras mounted on buildings throughout our district.
MOTION CARRIED.**

We are getting quotes to remove the 13 Wi-Fi boxes located in our district on the light poles. This equipment is currently covered under our insurance and removing these will allow us to save on our insurance policy.

Eric provides update on our streetscape improvements which includes the removal of the light pole base covers, trash can refresh on Broadway, tree grate leveling and new planter railings. Once these projects are completed \$18,037.50 will be left remaining for future streetscape improvements. Commissioners are asked to send ideas on how they would like these funds spent to Eric.

There is discussion over the role of the commission and the board to determine how these funds are spent and which group is responsible for approval.

Randy Shingledecker leaves meeting.

6. Audit Presentation

Joy Coombes from Eilts & Associates, Inc. presents our 2017 audit findings to the commission.

Jim asks that the business name used in the audit reflect the organizations legal name. Eric will research if the names legal name for this purpose is the Northalsted Business Alliance of the Northalsted Area Merchants Association.

**MOVED by Kearby Kaiser
And SECONDED by Dave Gassman
to approve the 2017 SSA Audit.
MOTION CARRIED.**

Joy will share recommendations with NBA staff on areas of improvement for the future.

7. Public Comment

No comments.

8. Adjournment

There being no further business,

**It was MOVED by Mark Zipperer
and SECONDED by Kearby Kaiser
to adjourn the meeting at 10:40 a.m.
MOTION CARRIED.**

Next meeting will be held on July 11th.