

SSA Commission Meeting/ Special Service Area #60
February 19, 2014
5:00 P.M.
North River Commission Office
3403 W. Lawrence Ave Ste. 201
Chicago, IL 60625

SSA Commission Meeting Minutes

Attendance:

SSA Commissioners Present: Andrew Levin, Stephanie Fishel, Jim Karagianes, Angela Bowman, Frank Kern, David Maletin, Mir Naghavi, John Tunnell

SSA Advisory Committee Members Present: Joel Bookman

SSA Advisory Committee Members Absent: Scott Berman, Inchul Choi,

North River Commission Staff Present: Duka Dabovic, Carla Agostinelli, Melissa McDaniel, Rebecca Rico

Other Attendees: Carol Maher, People of East Albany Park Block Club; Gretchen Helmreich, NRC Board member; Tim Ryan, commissioner applicant; Saima Causevic, commissioner applicant; Jennifer Zacarias, I Am Logan Square; Eric Filson, Albany Park Neighbors; Ruth Broder, Jensen Park; Annissa Wanat, Albany Park resident; Brady Gott, CleanSlate representative

Call to Order:

The meeting was called to order at 5:10 p.m. by SSA Commission Chair Andrew Levin.

1. Welcome/Introductions:

Andrew Levin welcomed everyone to the meeting and asked participants to introduce themselves and their affiliations.

2. Approval of January Minutes:

Minutes from January 21, 2014 meeting were unanimously approved.

3. Presentation of Brady Gott, Managing Director of Clean Slate:

Clean Slate is one of two companies that has bid on the service contract for litter abatement. It is an LLC owned by a nonprofit, the Cara Program. They serve primarily business districts and work with a lot of different SSAs in Chicago. It is also a job-training program; their cleaning crews are staffed by interns who have been homeless or otherwise impoverished. Their work with Clean Slate is a transition; after six months with the company, if successful, they move into the private sector. They are constantly being evaluated by their supervisors and competing against their peers, so they have an incentive to perform well. Right now Clean Slate has about 70 interns plus 16 permanent staff members. They have 20 vehicles and an in-house master mechanic.

A sample crew might have 4–5 members and may work more than one territory in a day, depending on the community and the size of the contract. The interns are trained to interact with community members, giving a customer service pitch about the SSA. They can also hand out flyers or door hangers to spread the word about the SSA. If we want, they can also wear SSA-branded vests (at about \$20/vest, we pay half and CS pays the other half. A vest lasts about a year and a half). We can also co-brand the trash cans that the crews carry around; we'd just have to share the cost of the stickers.

The interns are required to greet 100 people a day; they are meant to be building social skills as well as other work skills. Clean Slate does its best to hire people who live in the SSA community. They do not do any subcontracting. They haul away all of the trash they pick up; they don't put it on the streets or in the alleys.

Discussion about CleanSlate:

A discussion was had, and Brady Gott responded to questions from the Commissioners and the public.

- Commission Chair Andrew Levin asked about the amount of man-power required to cover seven miles, for which Brady recommended a four-man crew to start at 7:45 and work until noon.
- Melissa McDaniel mentioned that two SSAs recommended Clean Slate. They acknowledge that other vendors costs less but provides less service; you get what you pay for.
- David Maletin asked about communication between the SSA and CleanSlate: Ideally, anyone in the SSA would call Duka, who would be the point person for the vendor. This is how it usually works and seems best.
- Snow Removal: Although this is not a snow removal contract, the litter contract includes removing snow over two inches from sidewalks and bus stops.
- There was some discussion about how many days per week to have litter crews on the street. At issue is how much can actually be accomplished in a few days per week and what will make a visible difference. All agreed that it's important for the community to see some improvement right away.

VOTE: David Maletin moved, Angela Bowman seconded a motion to contract four days a week of litter removal service. Motion approved 6 to 2.

VOTE: Angela Bowman moved, David Maletin seconded a motion to reduce service in November and December to two days per week. The motion was approved unanimously.

4. SSA Budget:

Andrew Levin referred the group to schedule A of the draft budget. He explained that we'll be getting \$432,368 in tax funds, but we don't know exactly when, so for now we can only spend \$275,000. We can carry over the balance until next year or spend it after it comes in this year.

Andrew noted that the current emphasis is getting litter crews on the street. The city empties trash cans only weekly and they don't pick up any trash off the sidewalk. He feels this is a big priority in the first year in order to have a visible impact. The proposed frequency is 4 days/week until November, when it drops down to 2 days.

a) SSA Start-Up Expenses

The other largest budget item (\$102,173) is paying the North River Commission for their work in planning the SSA. Questions were asked and answered about consultants and SSA staff. Andrew said that he ran into a commissioner from another SSA, John Veranis, who thought that these start-up costs seem reasonable. It's comparable to what other SSAs have spent.

VOTE: Angela Bowman moved; David Maletin seconded a motion to approve the \$102,173 start up cost for NRC. The motion was unanimously approved.

VOTE: Angela Bowman moved; David Maletin seconded a motion to approve the rest of the budget. The motion was approved unanimously.

b) Vendor Selection

There was a discussion about whether to hire CleanSlate. Jimmy Karagianes expressed concern that we do not have three bids to choose from. Duka explained that he requested bids from several companies, but we got just one other bid besides CleanSlate. Stephanie commented that she likes CleanSlate's mission. Jimmy was not ready to approve the bid without seeing a formal contract with final numbers.

VOTE: Frank Kern moved to hire with CleanSlate pending attorney review; David Maletin seconded the motion. The motion was approved unanimously.

It was decided to have a special meeting to approve the final contract. Rebecca Rico said she would talk to Scott Berman to make sure he's available to negotiate a real contract. He will work with Jimmy on the contract negotiation and final details. Special meeting was scheduled for March 12 at 5:00 P.M. at NRC to approve a negotiated contract.

c) Approval of NRC as SSA Service Provider

Duka Dabovic has been hired by NRC to manage the SSA.

VOTE: Stephanie Fishel moved to hire NRC as the service provider. Jimmy Karagianes seconded the motion, which was approved unanimously

5. Disbursements

Rebecca Rico explained that all checks from the SSA must be signed by two people: one must be an NRC board officer. Others could be the NRC executive director or another NRC board member. Quarterly reports are required for all transactions.

6. SSA Website

Andrew led a brief discussion about the SSA website. All agreed it should be basic and functional, and could reside on the NRC website, at least for now. The website should post meeting minutes, meeting schedule, commissioner bios, and a forum for feedback from the public.

7. New Business

a) SSA Audit

Andrew noted that we need an audit: it's due to the city in May of 2015. Rebecca proposed we use the NRC auditor. Andrew asks Rebecca for three proposals to audit the SSA.

b) Timeline

Andrew also noted that we need a timeline of various deadlines, to the city and otherwise (e.g. the audit, budget, bids, etc.) He requested such a timeline from Duka.

Adjournment

A motion was unanimously passed to adjourn the meeting. The meeting was adjourned at 6:45 P.M.