

SSA Commission Meeting/ Special Service Area #60
Tuesday, January 21, 2014
North River Commission Office
3403 W. Lawrence Ave Ste. 201, Chicago, IL 60625
Minutes

Attendance:

SSA Commissioners Present: Angela Bowman, Stephanie Fishel, Jim Karagianis, Frank Kern, Andrew Levin, David Maletin, Mir Naghavi and John Tunnell (via phone)

SSA Advisory Committee Members Present: Scott Berman, Co-Chair of SSA Advisory Committee

SSA Advisory Committee Members Absent: State Representative Jaime Andrade, Joel Bookman, Inchul Choi, Ron Duplack and John Friedman.

North River Commission Staff Present: Carla Agostinelli, Duka Dabovic, Perry Gunn, Melissa McDaniel

Other Attendees: Kimberly Bares, PLACE Consulting; Anne Coakley, Asst. to the Commissioner, Chicago Department of Planning & Development (DPD); Mark Roschen, Asst. Commissioner, DPD; Oneida Pate, Project Manager, DPD; Carol Maher, People of East Albany Park Block Club; Ruth Broder, Jensen Park, Gretchen Helmreich, NRC Board member; Annisa Wanat, Albany Park Resident; Eric Filson, Albany Park Neighbors; Saima Causevic, Property Owner/Landlord; Dana Fritz, Chief of Staff to Alderman Deb Mell and Shelby Bremer of State Rep. Jamie Andrade's Office.

Call to Order:

The meeting was called to order at 5:10 p.m. by SSA Advisory Committee Chair Scott Berman.

Commissioner Orientation Presentation:

Annie Coakley, Asst. to the Commissioner, DPD presented a slideshow with an overview of the SSA program, including the scope of services available through the program. Annie highlighted a number of key points: DPD (formerly DHED) has the right to terminate services for the year if contracted agency is not providing services properly; Commissioners have a right to contact DPD if they are not satisfied with the North River Commission as the SSA service provider; Funds can be moved from one allocated line item/category to another, but not a new service (i.e. a line item/category not previously approved by the City); If a new service is to be funded, the SSA service provider must submit a budget revision request to NRC's SSA Project Manager at DPD, Oneida Pate; In the RFP process for service vendors, no vendor can be owned by a City employee; SSA audit for FY2013 is due May 1, 2014 and is to be completed by an independent auditor; an Evaluation of SSA services is to be included in the Annual Report at the end of the year; Per DPD's requirements of SSA funding, there must be less than 25% rollover every year; Re-constitution is started 15 months before the SSA expires.

Review and Approval of SSA By-Laws: After an overview of the SSA By-Laws, the SSA Commissioners unanimously passed the following suggested amendments to the SSA By-Laws:

- a. **SSA Commissioner Eligibility:** A motion was unanimously passed that SSA Commissioners shall be owners or lessees of property in the Area or representatives of community organizations that include, or are adjacent to the boundaries of SSA #60 as of the date of his/her appointment; The number of non-PIN holders and/or lessees of PIN holders on the Commission shall not exceed two at any time.
- b. **Public Input:** A motion was unanimously passed that any person or group wishing to address an item on the agenda shall be given an opportunity to speak at the beginning of each regular meeting where input from the public shall be heard.
- c. **Title of Officers:** All officer titles should be gender neutral

Election of Officers: Scott Berman, Co-Chair of SSA Advisory Committee, asked Duka Dabovic, SSA Manager, to present the slate of nominees for SSA Commission Officers:

- Andrew Levin for Commission Chair
- Stephanie Fishel for Commission Vice-Chair
- Angela Bowman for Commission Secretary
- David Maletin for Commission Treasurer

Jim Karagianis nominated himself for Commission Treasurer and David Maletin withdrew his nomination. Scott Berman made the motion to vote on the Commission officers as presented and placing Jim Karagianis as Treasurer. Motion was unanimously passed.

Adoption of 2014 meeting dates:

A motion was unanimously passed that all SSA Commission meetings, for 2014, will be held on Wednesday's at 5 p.m. at North River Commission's Office, unless otherwise stated. The meeting dates are as follows:

- February 19th
- April 2nd
- May 7th
- June 4th
- August 6th
- October 1st
- November 5th

Review and Approval of 2014 Budget:

A motion was unanimously passed to move approval of the budget and vendors to the next meeting being held on February 19, 2014.

Adjournment: A motion was unanimously passed to adjourn the meeting. The meeting was adjourned at 7:15 pm.