

Albany Park & Irving Park Special Service Area #60

SSA Commission Meeting

Wednesday, April 13, 2016, 5:30 pm

Meeting Minutes

Attendance

- **SSA Commissioners Present:** Andrew Levin (Chair), Stephanie Fishel (Vice Chair), Saima Causevic, John Tunnell, David Maletin, Tom Guagliardo
- **SSA Commissioners Absent:** Jimmy Karagianes, Frank Kern
- **North River Commission Staff Present:** Thomas Applegate, Executive Director; Duka Dabovic, SSA manager; Indira Orozco, Program Intern; Shannon Campbell, Program Intern
- **Community:** Carol Maher, Sue Waland, Annissa Wannat

Call to Order: The meeting was called to order at 5:37 by Commissioner Andrew Levin. Quorum was present. All present introduced themselves.

Old Business

Minutes: Minutes were reviewed. John motioned to approve, Saima seconded. All in favor.

Financials: Stephanie motioned to approve. David seconded. Minutes approved; no opposition or abstention.

Deferred Façade Projects:

Montrose projects (Rany Management): Contractor who put in a bid for the work does not have a good recommendation for tuckpointing. Submitted a new proposal; extra \$4,000 per building. Rany does not want to go with a different contractor because of established relationship. Thomas explained that Rany being paid by SSA is contingent on their final approval after project is completed; Rany is taking a risk by going with a contractor who does not have a good reputation. Rany is aware of this. Andrew said that Rany has a building at Lawrence and Elston, where the second floor is gutted but no work is being done. David motioned to approve; Stephanie seconded. Proposal approved; no objection or abstentions.

Single-family house on Montrose: Concern over fence. Contractor is not willing/able to create a rendering of how all the changes will look. White trim will be on windows. Stephanie feels hesitant to approve without a rendering. Annissa suggests that they just send a picture of the fencing style rather than a rendering. Everything else has been agreed to. Andrew suggests approving proposal, subject to Duka's final approval of fencing. Stephanie motioned; Saima seconded. No objection or abstentions.

Jafer Sweets: Hannah said that window condensation is worse throughout the winter. Duka passed around signage for input. 3 issues: glass, signage, and security. Stephanie motioned to approve plan; John seconded. Proposal approved; no opposition or abstentions.

Joy Coombes stated that the Façade Program seems to be a point of contention for SSA districts across the city—the more objective, the better.

Audit:

Joy Coombes presented the 2015 audit. Opinion is unqualified/unmodified. Spending was done according to what was voted on. No findings on the audit. Stephanie suggested starting earlier for contracts. Joy recommends adding another column for “encumbered” expenses (Duka had already started doing this). Also recommends showing detailed budget by month, with a year-to-date summary and a summary of the previous year. Any budget revisions/movement between line items—even if total budget remains the same—should be voted on and **very detailed** in minutes. Motion to approve the audit by John. Stephanie seconded. Audit approved; no objection or abstention.

New Business:

Security Patrol RFP. Duka presented the new RFP for security patrols. Discussion followed. To be released this Friday (4/15), with proposals due back (when?). Stephanie motioned to approve RFP; David seconded. RFP approved; no objection or abstention.

Security Camera Rebate program. Duka consulted Nick Kollias regarding their program, and it was revealed that they didn’t have an RFP process for approved vendors. Rather, they met with companies who presented at SSA meetings, and those companies were listed as approved vendors for applicants to use. Discussion followed. Duka will invite two or three vendors to speak briefly at the next meeting.

Strategic Planning RFP. Duka presented RFP. Discussion followed. Timeline is important. Annissa pointed out that RFP might have opportunities for overcharging; recommends setting a more specific timeframe and perhaps an extended meeting or retreat focused only on planning. Duka will ask for consultants to suggest structure. Stephanie motioned to approve; David seconded. RFP approved; no objection or abstention.

Stephanie voiced concerns (shared by Alderman Mell) about rope lights and mannequins on sidewalks (Galaxy). Recommends vinyl window images for vacant storefronts. Saima has had issues with tenants playing loud music and putting merchandise out on sidewalk; seeking enforcement from City.

Public Input: None.

Next Meeting: Wednesday, May 11th at 5:30PM. Location to be determined.

Adjournment at 6:48 PM.