



SSA Meeting Minutes: March 13, 2019

ATTENDEES

SSA Commissioners present: Stephanie Fishel, Saima Causevic, Mark Aistrope, David Maletin, Tom Guagliardo, Kareeshma Ali

Staff present: Alexa Schutz, Thomas Applegate

SSA Commissioners absent: Andrew Levin

Meeting called to order at 5:37pm by Chair, Mark Aistrope followed by introductions.

Approval of minutes: 1st Fishel, 2nd Maletin; all in favor.

Approval of financials: 1st Fishel, 2nd Causevic; all in favor.

2018 Facade Applications: Schutz presented before-and-afters for the 2018 facade projects as a review of recent projects; three projects are substantially complete and are expected to finish in the upcoming weeks to then received their rebate.

2019 Facade Applications for Review & Approval:

1. 4545 N. Kedzie Ave./Little Feet Big Steps Daycare: application includes tuckpointing and business awning.
 - o **MOTION:** 1st by Fishel, 2nd by Causevic; all in favor of \$7,500 rebate.
2. 4829 N. Kedzie Ave./Kim's Home Cooking: application includes backlit signage in Korean lettering for their new business in the former Cafe Orient space.
 - o **MOTION:** 1st by Ali, 2nd by Maletin; all in favor of \$1,750 facade rebate.
3. 4648 N. Kedzie Ave./Kedzie Leland LLC: application includes backlit business signage for two businesses and security cameras.
 - o **MOTION:** 1st by Fishel, 2nd by Aistrope; all in favor of \$10,500 rebate.
4. 4640 N. Kedzie Ave./Dukan International Market: application includes existing signage repair, security cameras, and repair of brick from door to the corner of the property/parking spots by neighboring business. After much discussion, Commissioners request a more competitive application that can include painting of the entire strip mall, plus commitments to declutter the windows of product-specific window graphics.

2018 SSA Audit: auditor Joy Coombes of Eilts & Associates presented on the SSA's 2018 audit. Discussion was had; auditor's main recommendation is for the SSA to either have (a) a separate policy and procedures from NRC's, or (b) adapt NRC's policy and procedures for the SSA's work by incorporation of SSA-specific language.

- **MOTION:** 1st by Fishel, 2nd by Guagliardo; all in favor for draft approval.
- Final 2018 audit submission deadline is May 1, 2019.



Tastes & Tours of Albany Park Sponsorship: Schutz reviewed the proposal she previously sent requesting consideration from the Commissioners for SSA 60 sponsorship of Tastes & Tours 2019. After review and discussion, Commissioners in support of sponsoring this event for \$4,000 for the first time, which covers an event coordinator, marketing materials (posters/postcards), social media marketing, and PR contractor for media alert/press release.

- **MOTION:** 1st by Aistrope, 2nd by Ali; all in favor, approved for \$4k event sponsorship.

2019 Flavors of Albany Park: Schutz advised on Flavors updates, could potentially have upwards of 3 routes (2 minimum) if we have commitments from businesses on Lawrence west of Spaulding and Kimball portion of SSA. Piloting sponsorship packages that dually sponsor tickets for families of nearby schools. Save the date - Wednesday June 19!

2019 Landscaping Vendor Selection: review of the one bid from Patch Landscaping & Snow Removal; their bid was \$7,804 for two seasonal plantings (spring/summer & fall/winter/holiday) and watering/maintenance 2-4 times a week. Patch is the current landscape vendor. As we add more landscaping boxes to the district this year concentrated on Kedzie and Lawrence, Patch will provide another bid for the new boxes.

- **MOTION:** 1st by Aistrope, 2nd by Maletin; all in favor, approved as 2019 landscaping vendor.

END

Meeting concluded at 7:07pm.

The next meeting will be held on 4/10 at Meeting Tomorrow (2901 W. Lawrence Ave).