



SSA Commissioner Meeting Minutes: December 9, 2020

Attendees

SSA Commissioners present:

Mark Aistrope - Chair, Andrew Levin, David Maletin, Kareeshma Ali, Saima Causevic, Stephanie Fishel

SSA Commissioners absent: Daniella Cornue

NRC Staff: Alexa Schutz, Marisabel Pozo, Thomas Applegate

Guests: Henrik Christensen, Benjamin Corpuz

Note: Pursuant to the applicable law and city determination that attendance by remote means is necessary because an in-person meeting is not practical or prudent due to the declared public health disaster caused by COVID-19, this meeting is conducted by videoconference.

Meeting was called to order at 5:32 pm by Chair, Mark Aistrope. A quorum of commissioners was present. Alexa Schutz initiated introductions of all attendees. In particular, Marisabel Pozo and Benji Corpuz introduced themselves as new economic development staff with North River Commission.

Approval of Minutes

1) October 14, 2020 Meeting Minutes: Motion to approve by first Saima Causevic and second by Kareeshma Ali. Voice vote was called, minutes were adopted unanimously, no abstentions.

2) November 11, 2020 Meeting Minutes: Motion to approve by first David Maletin and second by Saima Causevic. Voice vote was called, minutes were adopted unanimously, no abstentions.

Financial Reports

Schutz presented the October and November financial reports including a) profit & loss, b) balance sheet, and YTD v. budget. Receipt of tax levy is effectively 100% of budget, in spite of concerns earlier this year and earlier in the pandemic that revenue may be negatively impacted. The SSA is financially on track with the plan established in February 2020. Re-allocation of funds in response to pandemic impacts and serving the businesses in the SSA has been effective. SSA priority services have continued including façade rebates, litter abatement, beautification, tree maintenance, and marketing of the district. In the October P&L, the board up expenses included in the security line will be moved to the façade rebate line, as discussed in November.

VOTE: Aistrope asked for any discussion on the October report, hearing none he called for a motion to accept the report. Andrew Levin moved for acceptance, seconded by Maletin. Voice vote was called, and the motion was adopted unanimously without abstention.

Schutz moved on to November financial reports, and she noted that the November P&L shows the art installation expense that needs to be moved from façade rebates to the public art line where it belongs. The 2021 carryover is projected to exceed the budgeted \$40,000 (largely due to the \$26k in levy received in October) and so 2021 carryover is expected to come in at between \$65,000 and \$70,000 after December's expenses.

VOTE: Aistrope asked for any discussion on the November report, hearing none he called for a motion to accept the report. Andrew Levin moved for acceptance, seconded by Ali. Voice vote was called, and the motion was adopted unanimously without abstention.



Approval of 2021 Commission Meeting Dates

Schutz proposed the following dates for Commission meetings in 2021, which will all be on Zoom until further notice from the City. Schutz asked if there were any objections to the dates and to a request to move the meetings to 6:00pm. No objections were heard.

Except for June, the ten 2021 SSA60 meetings will be the 2nd Wednesday of the month at **6:00pm**. There are no meetings in January nor August.

- February 10
- March 10
- April 14
- May 12
- June 2 (1st Wed)
- July 14
- September 8
- October 13
- November 10
- December 8

Cleanslate – Litter Abatement in 2021

Schutz presented the Cleanslate’s 2021 proposal for litter abatement, which is almost \$30,000 over the 2021 budgeted amount of \$56,000 for litter services. Cleanslate was the only company to respond to the RFP. Schutz reminded the group that Cleanstreet ceased their litter abatement program city-wide this fall, and Cleanslate has taken over their contracts including ours through Dec 2020. Schutz raised concerns that accommodating this increase would require cuts to other valued services and suggested reducing the days of service enough to cut the over-budget amount to about \$15,000. Schutz noted that SSA service is coordinated with the City’s Streets & Sanitation team schedules, so that the garbage cans are emptied daily in the warmer months. Commissioners discussed the importance of litter abatement and the positive impact it makes on the look of the district. Levin suggested that the Cleanslate proposal, with the days of service for winter and summer be adopted without modification. **VOTE:** Aistrophe called for a motion to accept the proposal as submitted without modification. Levin moved the motion, and Maletin seconded. A unanimous voice vote adopted the motion, without abstention. The approved 2021 litter contract is for litter only not for leaf or weed removal which we could purchase a la carte in the future with Cleanslate or another company. The contract will be signed for:

- 5x week in “peak” summer season (7 months) being April - October
- 3x week in “off peak” winter season (5 months) being January - March, November - December

SSA Reconstitution and Expansion

Thomas Applegate reported on progress toward reconstitution and expansion of the SSA. North River Commission’s application to initiate the process was approved on December 1, 2020 by DPD. The next steps are to issue an RFP for the research consultant and form an advisory committee. Research on the properties in the existing and expansion area will begin in January 2021, followed by outreach to PIN holders businesses. Community meetings are required, and 20% of all PIN holders need to approve the SSA as proposed. Starting in 2021 allows the process to continue into 2022 if needed to reach the 20% support. DPD informed NRC on Monday, December 7th that an SSA is being proposed within the 39th Ward by PEBA/Pulaski Elston Business Association. Their proposed area overlaps with North River Commission’s proposed area along Pulaski north of Lawrence. DPD’s decision is to include that section in the PEBA-proposed SSA. Applegate stated that the removal of that area would not seriously impact the services of NRC’s proposed SSA.

2020 SSA Highlights

Schutz highlighted the many accomplishments of the SSA in 2020, particularly the adaptations to pandemic impacts. A list of highlights by service area was provided including photos of public art and marketing items.



**Albany Park & Irving Park
SSA #60**

**Albany Park & Irving Park
Special Service Area (SSA) #60
Commissioner Meeting
Virtual Meeting via Zoom**

Meeting concluded at 7:08 pm. **Next SSA60 meeting is Wednesday, February 10, 2021 via Zoom at 6:00pm.**