

**Uptown Special Service Area (SSA#34)
Advisory Commission Meeting
January 19, 2010, 3:30 pm
Sun Wah BBQ Restaurant
5039-41 N. Broadway, Chicago, IL**

Minutes

Commissioners Present:

Terry Tuohy (Chair), Steve Milford (Vice Chair), David Rettker (Treasurer), Margaret Haywood (Secretary), Tom Cameron, Kelly Cheng, Noreen Keeney, Jenny Martin, Marco Morales

Commissioners Absent:

Chip Long, Warren Preis, Mitch Schneider

Others in Attendance:

Joyce Dugan, President/CEO, Uptown United

Wally Rozak, SSA #34 Administrator, Uptown United

Michael Harrington, Litter Free Uptown Coord., Public Allies/Uptown United

Meeting called to order at 3:39 pm.

- I. Public Input:** None
- II. Review of Minutes:** from the November 2009 meeting were approved unanimously. Moved, Martin, seconded Morales.
- III. 2010 Schedule:** Meeting times were set for the third Tuesday @ 3:30 in the following months: May, July, August, and December. Meetings will be at the Sun Wah BBQ. The February meeting was set for the 9th. The dates were approved unanimously. Moved, Rettker, seconded, Martin.
- IV. Finance Update:** The report was given by David Rettker, Treasurer. He indicated that the SSA the tax receipts from the 2nd installment of 2008 (due December 2009) been doing better than expected in revenues, and that 90% of funds were in. Other SSAs have had to use lines of credit to ensure their contracted obligations could be met. Rozak will look into what the City suggests for best practices as to levels of carried over mounts as "rainy day" funds to serve as a cushion for delayed tax payments, foreclosures, bad economy, etc.
- V. Holiday Decorations:** Touhy reported that 160 wreaths were distributed and only about \$2,000 was spent for the program. That dollar total does not reflect the staff time involved in working with volunteers & distribution of the wreaths. The wreath project generated a lot of good will and the wreaths allowed us to have holiday decorations while being fiscally conservative. We will price artificial wreaths for next year so they can be used year to year. Dugan reported that there was no vandalism of wreaths. Rozak stated that when the

streetscaping is done on Broadway from Montrose to Wilson. Those streetpoles will be more conducive to eye-level holiday decorations. Milford added that he liked the wreath program.

VI. Security Rebate Pilot Program:

Rozak stated that there were three applications for rebates to date. There is no deadline; the pilot phase allows for up to five applicants. The committee is scheduled to review the three applications. Rozak & Hahn from Uptown Business Partners are looking into cohosting a spring seminar on how to choose a security system for businesses.

VII. Committee Meetings

Several Committee should be set up over the next month or two, specifically:
Nominating – early to mid-February, and Finance – mid-February
These can be scheduled at the February meeting.

VIII. Public Ally/Recycling Initiative:

Michael Harrington reported on activities for America Recycles Days held last November at Truman College. About 180 kids from three grammar schools participated. He is working with the schools to have competitions around promoting recycling education.

Currently, more effort is being placed on reinstating our public schools' in-house paper recycling programs. In our initial discussions with teachers, staff & principals last fall, all noted the ineffective paper recycling in the schools. We have the ongoing support of the principals and teachers in addition to the support of the head of recycling for the Chicago Public Schools for our project.

IX. New Business:

Rozak has been sending out RFPs for the required 2009 audit. The deadline to submit the audit to the City of Chicago is May 1. He also discussed the need to engage a consultant to research the Property Index Numbers (PINs) within the SSA to accomplish two main goals: update our contact information for property owners and ensure/verify that the County/City have accurate records resulting in the SSA receiving all the money that it should. When the SSA was instituted, there were originally 800 to 900 PINs, but in the intervening years a number of these PINs have been split via mixed-use developments, etc. An RFP will be sent out to conduct this research.

Midway through 2010, streetscaping on Broadway from Montrose to Wilson will be complete and the SSA will take over maintenance of new planters and other items. We will also need to discuss options for signage to help promote businesses on the street to let the public know that they are still open during the streetscape construction.

X. Old Business:

Cameron & Cheng asked if Cleanslate could plow paths to the street every 25 feet. Rozak would follow up but noted that this extra service was not in the current year's contract. He also indicated that he needs to follow up about plowing for absentee landlords who aren't caring for their own properties.

XI. Adjournment:

Cameron moved to adjourn, Morales seconded, and it was passed unanimously.