

## UPTOWN SPECIAL SERVICE AREA #34

ADVISORY COMMISSION MEETING - TUESDAY, MAY 24<sup>th</sup> 2016

First Floor Conference Room - Bridgeview Bank Building (4753 N. Broadway)

### MEETING MINUTES

**Commissioners Present:** Terry Tuohy (Chair), Noreen Keeney (Secretary), Kelly Cheng, Jacob Karaca, Chip Long, Warren Preis, Marc Vuong

**Commissioners Absent:** Josh Reitman (Vice-Chair), David Rettker (Treasurer)

**Other in Attendance:** Justin Weidl, Business District Manager (Uptown United)  
Greg Carroll, Director of Partnerships and Events (Uptown United)  
Jared Dolan, Resident

*Meeting called to order at 4:35pm*

### PUBLIC INPUT

Jared Dolan introduced himself and shared interest in becoming an Uptown SSA #34 Commissioner. He attended the meeting in order to learn more about the Commission and SSA.

### MINUTES

On acceptance of minutes for the below meeting:

*Motion to accept April 26, 2016 minutes.*

**VOTE: Cheng, Motion; Keeney, 2<sup>nd</sup>. Unanimous by voice vote.**

### MOTIONS

To ratify motions included in the minutes for the below meeting:

*Motion to ratify April 26, 2016 motions.*

**VOTE: Karaca, Motion; Keeney, 2<sup>nd</sup>. Unanimous by voice vote.**

### BUDGET AND FINANCIAL REPORT

Statement of Financial Position and Budget vs. Actuals through April 2016 were presented by Justin Weidl. Jacob Karaca inquired about the snow removal billing period. Justin replied that December snow removal services are typically billed for and paid in January of the following year.

### 2016 BUDGET AMENDMENT

Carry over funds for 2016 is presented in the 2015 audit and is higher than anticipated. A 2016 budget amendment is needed in order to authorize spending more carry over than originally budgeted. A revised 2016 budget was presented by Justin Weidl. If approved by the Advisory Commission, Justin will submit a 2016 budget amendment to the City of Chicago.

*Motion to approve 2016 revised budget.*

**VOTE: Karaca, Motion; Cheng, 2<sup>nd</sup>. Unanimous by voice vote.**

## 2017 SERVICES, BUDGET AND SERVICE PROVIDER AGENCY

Justin Weidl presented a 2017 work plan, budget and services to be provided by Uptown United as the sole service provider of SSA #34. Warren Preis inquired about the bike rack budget. Justin explain that the \$10,000 budget would still be enough for approximately 10 new bike racks in 2017.

*Motion to approve 2017 work plan, 2017 budget, 2017 services and for Uptown United to be the sole service provider of SSA #34.*

**VOTE: Cheng, Motion; Karaca, 2<sup>nd</sup>. Unanimous by voice vote.**

## CLEANSLATE CONTRACT AMENDMENT

Justin Weidl gave an overview of the SSA's existing contracts for litter abatement and snow removal with Cleanslate. He presented a contract amendment that would combine the two services and expand Cleanslate's services to seven days a week, twelve months a year. The amendment would replace sidewalk snow plowing with shovel and blower snow removal. Terry Tuohy expressed concern that shovels and blowers may not be enough during larger snow events. Justin to inquire about "per occurrence" pricing for larger snow events. Noreen Kenney asked if the litter abatement services include emptying trash cans and if the SSA can contract with Cleanslate to empty trash cans and provide additional trash cans.

*Justin to report additional information at the June 21<sup>st</sup> meeting.*

## IFF PROPOSAL (GERBER BUILDING STUDY)

Justin Weidl presented a proposal from IFF to conduct a study regarding Uptown United's involvement in the re-use and tenant selection of the CTA's Gerber Building. The SSA has a \$6,500 budget for Master Planning and the IFF proposal comes in under that budget. Terry Tuohy inquired about the liabilities that Uptown United would face if it purchased the building or engaged in a master lease of the building. Justin explain that the IFF proposal includes a risk assessment of those scenarios.

## DESIGNATION OF OFFICERS

Justin Weidl reviewed the Uptown SSA #34 bylaws asked for nominations for the Vice-Chair and Secretary positions. Josh Reitman had accepted a nomination earlier in the week for Vice-Chair. Noreen Keeney nominated herself for the Secretary position.

*Motion to approve Josh Reitman as Vice-Chair and Noreen Keeney as Secretary.*

**VOTE: Cheng, Motion; Karaca, 2<sup>nd</sup>. Unanimous by voice vote.**

## COMMISSIONERS STATUS

Warren Preis announced that he will be resigning from the Uptown SSA #34 Advisory Commission.

## NEXT MEETING

Next meeting originally scheduled for Tuesday, July 12th is to be rescheduled to Tuesday, June 21st.

## ADJOURNMENT

*Motion to adjourn at 5:41pm. VOTE: Tuohy, Motion; Cheng, 2<sup>nd</sup>. Unanimous by voice vote.*

*Meeting minutes approved at June 21, 2016 meeting*