



Special Service Area #42

**SPECIAL SERVICE AREA #42 71st St. /Stony Island
Special Commissioners Meeting
Thursday, January 15, 2014 – 10:00 a.m.
South Shore Chamber Offices
1750 E. 71st Street- Chicago, IL 60649**

AGENDA

**Commissioners Present: Suellen Hurt Ayesha Karim- Chairman, Martha Peters
Commissioners Absent: Judy Jackson- Secretary, Martha Peters, Lynn Small, Diane Brown
Staff: Tonya Trice SSA#42 Program Manager, Ciera Whitaker- SSA#42 Assistant,
Teyonda Wertz- Executive Director**

Aldermanic Office: Kim Webb

**Guests: Lisa Kidd & Brady Gott- Cleanslate , Brian Taylor & Delores Thibodeaux-Allpoints,
Stephen Hall-PLS Service, Mark Bratton, Mr. Smith, Yolanda Irving-Chicago Police Department**

- I. Call to Order: 10:15 A.M.**
- II. Invite selected vendors. They will be asked to give perspective on the first few weeks in their roles particularly the snow removal vendor:** Each vendor provided a 15 minutes perspective on the first few week of services of service on 71st street/ Stony Island Corridor. Monthly Report will be provided at the next commissioners meeting.
- III. Financials:** The reconciliation and bank statements were presented to the commissioners and showed that December 15, 2014 the Harris Bank account had a balance of \$67,031.02. This amount does reflect the vendors who were paid in December 31, 2014.
- IV. Police Commissioner to give a report on community crime stats:** The 003rd District provided a report on the South Shore Community crime stats.
- V. Go over budget for 2015:** The 2015 review budget was provided to the Commissioners. The 2015 budget needs to be update to reallocate funds earmarked for security. The 2015 budget was tabled until the next commissioner meeting.
- VI. Address the city's budget analysis: Tabled**
- VII. 2015 Chamber of Commerce Roadmap:** The 2015 roadmap was provide with a schedule of events and ideas of things that are taking place in 2015 for the South Shore Chamber Inc. . The South Shore board has to approve the schedule of events at the next board on January 22, 2015.

VIII. Alderman's team to give a year-end recap on neighborhood, which includes but not limited to her meetings with the community: Tabled The 5th ward will have a community meeting on January 27, 2015 at 6:00 P.M. to discuss a year-end recap of the neighborhood .

IX. The Reconstitution status: January 24, 2015 is the 2nd community meeting for the reconstitution. The 2nd letter of support was sent out to 553 taxpayers of record. The SSA#42 has 553 pins and support from 20% of the taxpayers of record are needed to reconstitute. A letter was sent to Mark Roschen, Chicago Department of Planning and Development requesting a 30 days extension to submit the SSA#42 reconstitution application. Extension was granted until February 16, 2015.

X. Commissioners application status: Diane Brown, Martha Peters, and Lynn Small are still inactive. We're awaiting approval from the City of Chicago.

*Commissioner Suellen Hurt declared the meeting adjourned at 11: 42 A.M.
Without objection it was so ordered Adjournment*

This Meeting is Open to the Public



Special Service Area #42

**SPECIAL SERVICE AREA #42 71st St. /Stony Island
Commissioners Meeting
Thursday, March 5, 2015 – 10:00am
South Shore Chamber Offices
1750 E. 71st Street- Chicago, IL 60649**

Commissioners Present: Suellen Hurt, Martha Peters, Ayesha Karim- Chairman, Lynn Small,

Commissioners Absent: Judy Jackson- Secretary, Diane Brown

**Staff: Tonya Trice-SSA #42 Program Manager, Ciera Whitaker- Office Manager,
Teyonda Wertz- Executive Director,**

Aldermanic Office: 5th Ward Alderman Leslie Hairston, Kim Webb

Guests: Brian Taylor-Allpoints, Eddie Jones-Allpoints, Stephen Hall PLS Service

- I. Call to Order: 10:21A.M – Ayesha Karim Chairman**
- II. Minute from January Meeting:** Ayesha Karim made a Motion to accept February minutes.
- III. PLS Snow Removal and Allpoints Security:** Input on job performance and challenges/Vendors Report: Each vendor provided perspective on the February services along 71st Street/ Stony Island Corridor. Each vendor gave input on job performance and challenges. Monthly reports were provided to the commissioners. The contact name and phone number for street and sanitation was provided to Stephen Hall to coordinate snow removal services. The commissioners want SSA#42 and Allpoints to partner with the 003rd district police department to have a property owners meeting to discuss safety measures.
- IV. Financial Report:** The reconciliation and bank statements were presented to the commissioners. As of January 31, 2015 the Harris Bank account had a balance of \$19,903.50. All vendors have been paid.
- V. Announcement of Re-instated Commissioners:** Diane Brown, Martha Peters and Lynn Small have been re-instated. Suellen Hurt, Ayesha Karim, and Judy Jackson were provided commissioners' applications for renewal. The commissioners' application and ethics statements were completed and will be dropped off at the city of Chicago. Alderman Leslie Hairston will reach out to Alderman Michelle Harris to see if she would like to nominate someone from the 8th ward to become an SSA#42 commissioner.
- VI. Board of Ethics 2015 Statement of Financial Interests:** The board of ethics application was provided to the commissioners. The Ethics statements are due June 1, 2015 and have to be hand deliver to the City of Chicago. There is a late fee of \$250.00 if the application is not complete.

- VII. **Election of new Treasurer:** Ayesha Karim made a motion with general consent for Commissioner Lynn Small to be interim treasurer for SSA#42 .
- VIII. **Reconstitution Update/Review of District Plan:** On February 16, 2015 the district plan was submitted to DPD. The district plan needs 111 signatures of support and is short 11 signatures. Alderman Leslie Hairston will reach out to Leon Walker, Larry Huggins, Starbucks, Robert Brown and Bank of America for letters of support. Once DPD approves our district plan, there will be a public hearing scheduled.
- IX. **South Shore Summer Festival:** SSA#42 has \$67,000 that can be reallocated from the security line because the security contract awarded was only \$132,000. The commissioners want to look into bike patrol, beautification and maintenance before moving the funds to another category within the budget
- X. **South Shore Summer Festival.** The summer festival will take place on Sunday, August 23, 2015. Ayesha Karim motion to send out the RFP for a full service event planner. Commission Judy Jackson seconds the motion.
- XI. **Community update from Alderman's office/Grocery Store:** Alderman Leslie Hairston informed the commissioners that the proposed grocer and the owner of Jeffery Plaza are in the final stages of negotiating the lease agreement. When the lease is signed an announcement will be made to the community.
- XII. **How we better leverage partnerships with nearby SSA's:** Tabled will be discuss on March 19, 2015 at the brainstorming meeting.
- XIII. **Shop Local Easter Campaign:** Tabled will be discuss on March 19, 2015 at the brainstorming meeting.
- XIV. **New Businesses in SSA #42:** A coffee shop is scheduled to open on 71st St. Teyonda will check into city ordinances that will stop any additional convenient stores, nail shop, beauty supplies, and pawnshop from opening in the South Shore community.
- XV. **SSA Services within residential areas:** When SSA#42 was created the condos on 71st were not built yet. Alderman Leslie Hairston will follow up with DPD and the law department in regards to proving services to the residential taxpayers within the SSA#42 boundaries.

Commissioner Ayesha Karim declared the meeting adjourned at 12:10 P.M.

Without objection it was so ordered

Adjournment

This Meeting is Open to the Public



Special Service Area #42

**SPECIAL SERVICE AREA #42 71st St. /Stony Island
Commissioners Meeting
Thursday, April 23rd – 10:00am
South Shore Chamber Offices
1750 E. 71st Street- Chicago, IL 60649**

**Commissioners Present: Suellen Hurt, Martha Peters, Lynn Small-Interim Chairman,
Judy Jackson Minor-Secretary, Diane Brown**

Commissioners Absent: Ayesha Karim

**Staff: Tonya Trice-SSA #42 Program Manager, Ciera Whitaker- Office Manager,
Teyonda Wertz- Executive Director,
Aldermanic Office: 5th Ward Alderman Leslie Hairston, Kim Webb-Chief of Staff
Guests: Robin Clark, Val Free, Stephanie Roddy, John Davis, Carl McKenzie, Judith Jean-Baptiste**

- I. Call to Order: 10:20a.m. –Ayesha Karim**
- II. Minute from January Meeting:** Ayesha Karim made a motion to accept February minutes.
- III. PLS Snow Removal and Allpoints Security:** Input on job performance and challenges/Vendors Report: Each vendor provided perspective on the February services along 71st Street/ Stony Island Corridor. Each vendor gave input on job performance and challenges. Monthly reports were provided to the commissioners. The contact name and phone number for street and sanitation was provided to Stephen Hall to coordinate snow removal services. The commissioners want SSA#42 and Allpoints to partner with the 003rd district police department to have a property owners meeting to discuss safety measures.
- IV. Financial Report:** The reconciliation and bank statements were presented to the commissioners. As of January 31, 2015 the Harris Bank account had a balance of \$19,903.50. All vendors have been paid.
- V. Announcement of Re-instated Commissioners:** Diane Brown, Martha Peters and Lynn Small have been re-instated. Suellen Hurt, Ayesha Karim, and Judy Jackson were provided commissioners' applications for renewal. The commissioners' application and ethics statements were completed and will be dropped off at the city of Chicago. Alderman Leslie Hairston will reach out to Alderman Michelle Harris to see if she would like to nominate someone from the 8th ward to become an SSA#42 commissioner. The Alderman does not want SSCI to assist with the recruitment of new commissioners.

- VI. **Board of Ethics 2015 Statement of Financial Interests:** The board of ethics application was provided to the commissioners. The Ethics statements are due June 1, 2015 and have to be hand deliver to the City of Chicago. There is a late fee of \$250.00 if the application is not complete.
- VII. **Election of new Treasurer:** Ayesha Karim made a motion with general consent for Commissioner Lynn Small to be interim treasurer for SSA#42.
- VIII. **Reconstitution Update/Review of District Plan:** On February 16, 2015 the district plan was submitted to DPD. The district plan needs 111 signatures of support and is short 11 signatures. Alderman Leslie Hairston will reach out to Leon Walker, Larry Huggins, Starbucks, Robert Brown and Bank of America for letters of support. Once DPD approves our district plan, there will be a public hearing scheduled.
- IX. **South Shore Summer Festival:** SSA#42 has \$67,000 that can be reallocated from the security line because the security contract awarded was only \$132,000. The commissioners want to look into bike patrol, beautification and maintenance before moving the funds to another category within the budget
- X. **South Shore Summer Festival.** The summer festival will take place on Sunday, August 23, 2015. Ayesha Karim motion to send out the RFP for a full service event planner. Commission Judy Jackson seconds the motion.
- XI. **Community update from Alderman's office/Grocery Store:** Alderman Leslie Hairston informed the commissioners that the proposed grocer and the owner of Jeffery Plaza are in the final stages of negotiating the lease agreement. When the lease is signed an announcement will be made to the community.
- XII. **How we better leverage partnerships with nearby SSA's:** Tabled will be discuss on March 19, 2015 at the brainstorming meeting.
- XIII. **Shop Local Easter Campaign:** Tabled will be discuss on March 19, 2015 at the brainstorming meeting.
- XIV. **New Businesses in SSA #42:** A coffee shop is scheduled to open on 71st St. Teyonda will check into city ordinances that will stop any additional convenient stores, nail shop, beauty supplies, and pawnshop from opening in the South Shore community.
- XV. **SSA Services within residential areas:** When SSA#42 was created the condos on 71st were not built yet. Alderman Leslie Hairston will follow up with DPD and the law department in regards to proving services to the residential taxpayers within the SSA#42 boundaries.

***Commissioner Ayesha Karim declared the meeting adjourned at 12:10 P.M.
Without objection it was so ordered
Adjournment***

This Meeting is Open to the Public



Special Service Area #42

**SPECIAL SERVICE AREA #42 71st St. /Stony Island
Commissioners Meeting
Thursday, May 21st, 2015 – 10:00am
South Shore Chamber Offices
1750 E. 71st Street- Chicago, IL 60649**

**Commissioners Present: Suellen Hurt On Phone, Martha Peters On Phone, Judy Jackson- Secretary,
Diane Brown, Lynn Small**

Commissioners Absent: Ayesha Karim- Chairman

**Staff: SSA#42 Program Manager Tonya Trice, Ciera Whitaker- SSA#42 Assistant,
Teyonda Wertz- Executive Director,**

**Guests: Oneida Pate-DPD, Kim Milton, Donald Lighthfoot, Sarina Shane, Lisa Taylor, Julia Hunter,
Eddie Jones, Don Rashid**

- I. Call to Order: 10:20 A.M.- Interim Chairman Lynn Small
- II. Adoption of Agenda: Diane Brown made a motion to adopt the agenda. Unopposed
- III. Reading and Adoption of Minutes: Diane Brown made a motion to accept March 5, 2015, April 23, 2015 and April 30, 2015 minutes with corrections to March 5, 2015 minutes under item five. Motion was adopted
- IV. Officers Report
 - Financial Report: The reconciliation and bank statement were presented to the commissioners. As of April 10, 2015 the Harris Bank account had a balance of \$191,849.11. All vendors have been paid.
- V. Committee Report
 - Teyonda Wertz, SSCED Executive Director
 - Discussion of South Shore Chamber Economic Development, Inc.: A letter from the federal government was provided to the commissioners stating that the South Shore Chamber Inc. will have to obtain a 503(C)6 status to operate SSA#42. The South Shore Economic Development Inc. is under the umbrella of the South Shore Chamber Inc. Diane Brown made a motion to adopt the documents and the name for South Shore Chamber Economic Development Inc.
 - Oneida Pate, DPD
 - Status of SSA Commissioners: All commissioners will have to take the open meetings act training online and once the training is complete you will receive a certificate. The certificates must be sent to DPD. All the ethic statements have been submitted for SSA#42 commissioners.
 - Program Manager Report
 - Review of Special Event Proposals: Carl McKenzie of Artwork Chicago and Hank Zemola of Chicago Special Event Management both made presentations for the 2015 Summer Festival Event Planner RFP. Commissioner Lynn Small made a motion to adopt Chicago Special Events Management for SSA#42 event planner for the 2015 Summer Festival and commissioners Diane Brown seconded the motion.
 - Discussion on selecting videographer to record SSA meetings : Videographer Julie Hunter's made a presentation to the commissioners. The videographer proposal was tabled.

- Discussion of SSA Advertising in South Shore Current Magazine: Lisa Taylor presented to the commissioners for the South Shore Current Magazine.
- Discussion of potential projects for SSA #42 (reallocation of funds): Commissioner Diane Brown made a motion to approve the South Shore Chamber Inc. to sign the contract for CDOT to install the first set of flowers and the maintenance of the flowers is the responsibility of the SSA#42.
- Discussion of potential projects for SSA 42 by Tonya Trice was tabled.
- SSA #42 Vendor Update: Vendors monthly reports was provide to the commissioners.

VI. Adjournment

This Meeting is Open to the Public



Special Service Area #42

**SPECIAL SERVICE AREA #42 71st St. /Stony Island
Commissioners Meeting
Thursday, June 18th, 2015 – 10:00am**

**South Shore Chamber Offices
1750 E. 71st Street- Chicago, IL 60649**

**Commissioners Present: Ayesha Karim- Chairman, Martha Peters, Lynn Small
Commissioners Absent: Judy Jackson- Secretary, Suellen Hurt, Diane Brown**

Alderman' s Office: Kimberly Webb

**Guests: Donald Lightfoot, Yvette Moyo, Gilbert Thompson, Brian Taylor,
Eddie Jones**

**Staff: Tonya Trice-SSA#42 Program Manager, Ciera Whitaker- SSA#42
Assistant, Teyonda Wertz- Executive Director**

- I. Call to Order 10:20 A.M. – Chairman Ayesha Karim
- II. Adoption of Agenda: Lynn Small made motioned to adopt the agenda.
Unopposed
- III. Reading and Adoption of Minutes: Lynn Small made a motion to accept May 21,
2015 & May 29, 2015 minutes and Martha Peters second the motion.
- IV. Officers Report
 - Financial Report: The reconciliation and bank statement were presented to the commissioners. As of June 15, 2015 the Harris Bank account had a balance of \$129,804.50. All vendors have been paid.
- V. Committee Report- Tonya Trice, Program Manager
 - Tonya will contact the Illinois Restaurant Association to schedule the outdoor sanitation classes for food vendors to participate in the South Shore Summer Festival. The class is \$25.00.00 for members and \$30.00 for nonmembers, and the certificate will be good until April 2016. A list of all vendors who participated in the SSSF in 2013 will be provided to CSEM. Tonya Trice will follow up with Allpoints Security for estimate to provide security at the SSSF.
 - Comm. Karim suggested that when emails are sent to the commissioners that require action, they should be highlighted to suggest such, ie –ACTION REQUIRED.
 - Update on Budget: A copy of the updated budget was provided to the commissioners. The security line was reduced from \$200,000.00 to \$132,094.00. \$2,300.00 was added to the landscaping line item to provide maintenance and watering for the plants. The summer festival line item was

increased to \$70, 000.00 for 2015. An addendum will be provided at the next commissioners meeting.

- Update on South Shore Summer Festival: Hank Zemola should attend the next commissioners meeting to provide an update on all vendors, sponsors, performances and price negotiations for Terisa Griffin.
 - Update from Alderman's office (neighborhood news, etc.): 5th ward meeting is on June 23, 2015 at 6:00 P.M. at Larida Hospital.
 - SSA #42 Vendor Updates: Crime is happening away from the SSA boundaries. Allpoints is having rollcall meetings within the SSA boundaries every Thursday at 4:30 P.M. Commissioner Ayesha Karim would like a list of the rollcall locations to be provided to the commissioners.
 - Cleanslate's monthly report was provided to the commissioners.
- VI. Unfinished Business: There is no unfinished business.
- VII. New Business: The chamber needs to contact Donovan Pepper, Customer relations for Walgreens. Walgreens need have their sidewalks cleaned as soon as possible.
- VIII. Announcements: The 5th ward is having a shredding Day on June 30, 2015 from 11:00 A.M. -2:00 P.M. Location at Dominick's parking lot.
- IX. Adjournment: At 11:35 A.M.

This Meeting is Open to the Public



Special Service Area #42

**SPECIAL SERVICE AREA #42 71st St. /Stony Island
Commissioners Meeting
Thursday, July 16th, 2015 – 10:00am**

**South Shore Chamber Offices
1750 E. 71st Street- Chicago, IL 60649**

**Commissioners Present: Ayesha Karim- Chairman, Judy Jackson-Vice
Chairman, Lynn Small-Secretary, Diane Brown-Treasurer,
Martha Peters, Suellen Hurt**

Alderman's Office: Leslie A. Hairston, Lanita Ross

**Guests: Lisa Diggs, Delores Thibodeaux, Young Pate, Joyce Gibson,
Darell Barnes**

**Staff: Tonya Trice-SSA#42 Program Manager, Ciera Whitaker- SSA#42
Assistant, Teyonda Wertz- Executive Director**

- I. Call to Order 10:10 A.M. – Chairman Ayesha Karim
 - II. Adoption of Agenda: Suellen Hurt moved to adopt agenda, Judy Jackson seconded the motion. It was adopted.
 - III. Reading and Adoption of Minutes: Ayesha Karim made a motion to accept the June 18th, 2015 minutes with no corrections.
 - IV. Correspondence: None
- Officers Report
- Ayesha Karim was re-elected as Chairperson
 - Judy Jackson was elected Vice Chairperson
 - Diane Brown was elected Treasurer
 - Lynn A. Small was elected as Secretary
 - Commissioner Jackson asked for additional explanation for the Wi-fi installation and Façade Enhancement line items in the 2016 budget. She asked that Tonya provide the Commissioners with a proposal to define specific geographical areas and how it will impact those specific corridors and to do an assessment of which businesses would be best candidates for the façade enhancement program; what type of improvements the property owners would like to see and those that are interested in participating.
- Financial reports read by Tonya Trice. As of June 30th, 2015 there was \$118,016.22 in the BMO Harris account. There was 1 deposit of \$6,660 which is the reimbursement from SSCI to SSA #42 for the intern line item in the 2014 budget. There were 8 withdrawals including \$20,000 for Chicago Special Events Management. Teyonda Wertz informed Diane Brown that as the new treasurer she can come into the office and review the bank statements and reconciliations.

V. Committee Report- Tonya Trice, Program Manager

- Tonya asked for a vote on the 2016 budget, 2016 service provider agency, 2016 services and to have SSA #42 extended for 10 years.
- Commissioner Karim motioned to maintain the services of security, litter abatement, snow removal and landscaping for 2016, Judy Jackson seconded the motion. Motion was approved and adopted.
- Commissioner Jackson motioned to approve the 2016 workplan and budget. Commissioner Hurt seconded the motion. Motion was adopted and approved.
- Commissioner Brown motioned to extend the SSA #42 for 10 years effective January 2016. Commissioner Hurt seconded the motion. It was adopted and approved.
- Commissioner Peters motioned that South Shore Chamber Economic Development Inc. will be the service provider agency for SSA #42 for the 2016 calendar year. It was adopted and approved.
- Tonya to provide the addendum to the 2015 budget at the next meeting.
- South Shore Summer Festival: Tonya provided the update she received from CSEM to the SSA Commissioners. Alderman Hairston has raised \$18,000 from sponsors. CSEM also submitted the Comcast TV package and contracts for the following entertainers: TL Williams, Terisa Griffin, Slick Rick, Yemi Marie and Doug E. Fresh.
- Allpoints Security provided and update on the security plan for the Summer Festival. Their total budget is \$2,694.37 for 4 unarmed officers and 2 off duty police officers. Traffic control should be a priority.
- Commissioner Karim suggested we schedule a separate meeting with the event planner to include staff and security.
- Chatham Business Association provided SSCED with a proposal of \$925 for website development, logo creation and maintenance for SSA #42. Alderman Hairston recommended we try to identify web designers from the South Shore community. Teyonda recommended we have a pre-workshop for all RFP's that will be issued. Workshop can be held in September and all RFP ready to be released in October. Date for RFP workshop tabled.
- Tonya reviewed the Cleanslate monthly report. They have incorporated the job placements into the regular monthly report. Alderman Hairston suggested that Cleanslate's monthly report should read SSA #42 and not SSCED.
- Allpoints Security presented their monthly report. Mrs. Thibodeaux stated that the main hotspots are the Dollar Junction, Dollar Station and 68th Street Mall. They continue to monitor these businesses and also CPD monitors this store as well. Alderman Hairston suggested that Allpoints work with Ibrahim in her office and make sure he's aware of all the trouble businesses and trouble buildings.

VI. Unfinished Business: None

VII. New Business: None

VIII. Announcements: None

IX. Adjournment: 12:05 P.M.

This Meeting is Open to the Public



Special Service Area #42

**SPECIAL SERVICE AREA #42, 71st /STONY ISLAND
Commissioners Meeting
Thursday, August 20th 2015-10:00am**

**South Shore Chamber Offices
1750 E. 71st Street, Chicago, IL 60649**

**Commissioners Present: Ayesha Karim-Chairman Judy Jackson-Vice
Chairman, Diane Brown Treasurer,
Martha Peters, Suellen Hurt
Alderman's Office: Leslie A. Hairston, Kim Webb
Guests: Brian Taylor, Delores Thibodeaux, Crini McCarthy,
Hank Zemola, John Davis
Staff: Tonya Trice, Teyonda Wertz, Ciera Whittaker**

- I. Call to Order 10:17am-Chairman Karim**
- II. Adoption of Agenda- Commissioner Hurt moved to adopt the agenda with permission to change order of items. Commissioner Peters seconded. Motion passed.**
- III. Reading and Adoption of Minutes**
- IV. Correspondence-None**
- V. Committee Reports- Tonya offered two items that required action by the commissioners. First was a revised budget for 2016 that reflects an increase of \$22,301 anticipated in late collections. To accept these funds a public hearing is required. The commissioners voted to accept these funds and add them to the \$22,331 already existing in the façade enhancement program, making a total of \$44,631 for the year. Staff will make a recommendation later in the year on the distribution of these funds. The second action was to approve Cleanslate as the vendor to remove weeds from the base of the trees on 71st Street. Commissioner Hurt moved and Commissioner Jackson seconded.**
- VI. Treasurer Diane Brown reviewed the financial statements. At the end of July the BMO Harris account had a balance of \$140,241.26. All vendors were paid.**
- VII. Unfinished Business-None**
- VIII. New Business- None**
- IX. Announcements-None**
- X. Adjournment: By Ayesha Karim at 11:37am**

This Meeting is Open to the Public



Special Service Area #42

SPECIAL SERVICE AREA #42 COMMISSIONERS MEETING

Thursday, October 15, 2015

South Shore Chamber Economic Development, Inc.

1750 E. 71st Street, Chicago, 60649

Commissioners Present: Ayesha Karim-Chair, Diane Brown-Treasurer,
Lynn Small-Secretary,
Suellen Hurt, Martha Peters

Commissioners Absent: Judy Jackson-Co-chair

Staff: Tonya Trice-SSA #42 Program Manager, Ciera Whitaker SSA #42 Assistant,
Teyonda Wertz, Executive Director

Alderman's Office: Kim Webb

Guests: Yvette Mayo

MINUTES

- I. Call to order. Commissioner Karim called the meeting to order at 10:21am.
- II. Adoption of agenda. Commissioner Small moved to adopt the agenda with leave to change the order. Commissioner Peters seconded.
- III. Minutes. The minutes were approved with no corrections.
- IV. Correspondence. None
- V. Officer's reports. A vote was taken to reduce the 2016 budget by \$16,539, as the current level would put us over the 5% increase that triggers another public meeting on the budget. It was proposed that the reduction be accomplished by reallocating monies in the following categories: power washing by \$6,000, security by \$7,000, and the summer festival by \$3,539. Commissioner Hurt moved to accept the motion and Commissioner Peters seconded. The motion was approved unanimously.
- VI. Budget discussion: see above.
- VII. Review of RFP's. The commissioners reviewed the wording of RFP's to be issued for the following services: Landscaping/Weed Removal, Security, Web Design and Social Media Services, Snow Removal, Event Planner and Coordinator and Auditor. The commissioners made corrections and additions to the wording of the documents. They are to be amended and issued in two days, which provide time for responses by the November meeting, in time for our review and disposition at that meeting.
- VIII. Correspondence: None
- IX. New Business: None
- X. Announcements: None
- XI. Questions/Concerns: None
- XII. Adjournment: The meeting was adjourned at 12:02pm.