



SSA #18 COMMISSION MINUTES – December 4, 2019
Approved - February 5, 2020
Center on Halsted, 3656 N. Halsted Street, Chicago, Illinois

1. Call to Order & Roll Call

Commissioner Jim Ludwig called the meeting to order at 9:07 am and the following Commissioners were in attendance: Jim Ludwig, Dave Gassman, Kearby Kaiser, Tim Klump, Mike Raffety, and Cindy Rudman. Commissioners awaiting city approval Elizabeth Fuld and Ryan Basile.

Northalsted Treasurer Lake Alen. Also in attendance Northalsted Executive Director Kevin Richards and Director of Operations Eric Santiago.

Not in attendance: Randy Shingledecker

Public attendance: Jake Wittrock

2. Approval of the October 2, 2019 Meeting Minutes

MOVED by Kearby Kaiser SECONDED by Mike Raffety to approve the minutes from October 2nd Commission Meeting. MOTION CARRIED.

3. Budget Update

Northalsted Treasurer Lake Alen informs the Commissioners that fraudulent activity was found on our SSA checking account. This was an external operation where our account number was used to create unauthorized checks. We have since closed the account and are working with the bank to reclaim these funds. The location of the fraudulent checks have all been tracked to outside of Illinois. The Department of Planning of Development is also aware of the situation and has placed a hold on deposits until we open a new checking account.

MOTION by Jim Ludwig SECONDED by Mike Raffety That we verify that Northalsted is following the formal process for reporting fraud within an SSA bank account to the city and that all city departments who need to be informed are made aware of the situation. AMENDED – that Northalsted will enhance its financial policies and procedures to ensure that bank accounts are regularly monitored and reviewed. MOTIONED CARRIED.

Eric presents a summary of our spending from January through November and states that he will be working with our accountant to correct some areas where the SSA has been overcharged for services.

4. SSA Programs Update

Eric provides a summary of our holiday decoration installations, which was completed through services from four contractors. This includes work funded from the SSA and NBA accounts.

SSA Snow Removal season has started and our contractor Cleanstreet will shovel sidewalks once 2 inches of snow has accumulated on the ground.

RFPs for Broadway/Clarendon triangle design services are due December 10th. Once designs are submitted, they will be shared with all commissioners for feedback. The Bike Rack Removal RFP is due on December 16th.

5. Northalsted Business Alliance Update

Kevin provides a summary of our Northalsted week of Halloween programming. This year we had family programming in addition to the parade. Although the weather on Halloween Night was very cold we still had a high attendance of parade marches and spectators.

We will be offering Diversity and Inclusion workshops in the new year as educational programs for our businesses.

Kevin reports that we are examining our options for new first quarter programming, this includes a reimagined Frost Fest event and continuing the popular Soup Walk.

The Northalsted Business Alliance Annual Holiday will be held on Tuesday, December 10th from 6-8pm at Roscoe's. All commissioners are welcome to attend.

6. 2020 Schedule

Eric presents our proposed 2020 meeting schedule. All meetings will be held at the Center on Halsted in conference room 200.

February 5

April 1

July 8

October 7

December 9

7. New Business

Jim and Mike inform the commission the old Belmont Harbor Neighbors organization area has been divided and shared with Triangle Neighbors and East Lake View Neighbors. Triangle Neighbors has been expanded to include both sides of Halsted Street. On the east side of Halsted Street it will go to the 700 W and Elaine Place.

8. Public Comment

No comments.

9. Adjournment

There being no further business,

**It was MOVED by Dave Gasman and
SECONDED by Mike Raffety to adjourn
the meeting at 10:18 a.m.
MOTION CARRIED.**

Next meeting will be held on February 5, 2020.