



SSA #18 COMMISSION MINUTES
Special Meeting - April 21, 2021
Video Conference via Zoom

1. Call to Order & Roll Call

Commissioner Jim Ludwig called the meeting to order at 9:04 am and the following Commissioners were in attendance: Jim Ludwig, Elizabeth Fuld, Kearby Kaiser, Tim Klump, Mike Raffety, and Dave Gassman.

Not in attendance: Cindy Rudman

Also in attendance Joy Coombes, SSA Auditor from Elits and Associates. From the Northalsted Business Alliance: President Ramesh Ariyanayakam, Treasurer and Acting Executive Director Lake Alen, Business Development Coordinator Robert Morvay and SSA Operations Consultant Eric Santiago.

Pursuant to the applicable law and my 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. This meeting is being recorded and a copy will be placed online following the meeting.

2. Public Comment

No public comment

3. SSA Audit

Update on the 2020 Audit from Joy from Elits and Associates. Joy states that she and Lake spoke to Mark Roschen at the City of Chicago about our audit findings. Mark stated that at this point in the year it is too late to submit a formal 2020 budget modification. Because of the unique situations in 2020 this type of finding in our audit is not a major concern as the city was aware of our increased rebate programs for

COVID business assistance. Joy states that Northalsted did not exceed our budget, we only exceeded spending within two line items. Overall we were under budget in 2020.

MOTION by Mike Raffety that Northalsted will submit a letter as part of our audit submission stating that the commission was aware of the two findings in advance and that the omission of a 2020 budget modification was a procedural oversight.

SECOND by Tim Klump.

MOTION CARRIED.

Joy presents the remainder of her Audit findings, she highlights what changed from our April 14th SSA Commission meeting. Working with the city she was able to find that the city of Chicago owes us an additional approximately \$36,000. These funds were previously held during the brief time when our Bank of America account was closed due to fraud and the new checking account had yet to be opened. This is income that was held by the city because there was no open active bank account at that time for deposits. Approximately \$11,000 is still being held by the city, Joy is working on collecting these funds. The city is expected to deposit \$25,149.00 of these missing funds within the week.

Joy will create an additional journal entry on our budget reflecting the \$11,000 is missing funds from the city that is yet to be deposited from 2020.

MOTION by Dave Gassman that he will contact the City Comptroller's Office and Mark Roshen to follow up on the disbursement of these missing funds.

SECOND by Mike Raffety.

MOTION CARRIED.

MOTION by Dave Gassman to approve the 2020 Audit as presented.

SECOND by Tim Klump.

MOTION CARRIED.

Lake asks that a committee be formed to share input on the development of the 2022 SSA budget. Commissioners Mike, Dave, and Kearby volunteer to serve on this committee.

MOTION by Mike Raffety that a Budget Review Committee meet in May to provide feedback on the development of the 2022 SSA budget which will be formally reviewed during the July SSA Commission meeting.

SECOND by Kearby Kaiser.

MOTION CARRIED.

The Budget Review Committee will meet on the morning of either May 5th or 12th. Meeting details to be shared in advance to the full commission.

Joy leaves the meeting.

4. Northalsted Update

Eric states that two contractors submitted proposals for our Electrical Services RFP to maintain the light bulbs within the pylons. Eric suggests advancing Horizon Contractors, Inc to submit a formal estimate.

MOTION by Dave Gassman for Horizon Contractors to submit a formal estimate to work on the pylons.

SECOND by Kearby Kaiser.

MOTION CARRIED.

5. Adjournment

There being no further business,

MOVED by Kearby Kaiser to adjourn meeting.

SECOND by Dave Gassman

MOTION CARRIED.

Special SSA meeting ends at 9:33 AM

Next regularly scheduled SSA Commission meeting will take place on Wednesday, July 14th to approve the 2022 SSA Budget.