

**Meeting Minutes**  
**Greater Ravenswood SSA #31 Commissioners' Meeting**  
**May 5<sup>th</sup>, 2011 3:00 p.m.**  
**1756 W. Wilson Ave.**

**Attending**

Jerry Cuzelis  
Stephanie Spiegel (Via Conference Call)  
Diane Walch  
Paul Puttrich  
Bill Helm (via Conference Call)

**RCC staff**

Chris Shickles  
Ryan Lowry

**Guests**

Joe Karson (City of Chicago)

**Call to Order:** The SSA #31 Commissioners' meeting is called to order at 3:15 p.m. by D. Walch. Seconded by P. Puttrich. **Motion carried.**

**Review of March meeting minutes**

G. Cuzelis motions to approve the March meeting minutes, with the date for the next meeting removed at the bottom of the draft. P. Puttrich seconds. **Motion Carried.**

**Budget Variance and Cashflow**

G. Cuzelis indicated that cash is very good with \$321,000 currently in the bank with expenditures expected in May for RCC Invoice, Audit, Landscaping and Sidewalk sweeping. The SSA incurred more expenses in snowplowing than expected due to the blizzard and the budget variance shows \$2600 over budget in that category. Currently, 88-percent of the total budget is allocated with a budget surplus of \$2500.

**2010 SSA Audit**

On Page 3, Section 3.0 Public Way Aesthetics was mis-allocated due to an oversight in the final 2010 budget as budget shows line item 3.01 (Decorative Banner Purchase/Install/Maintenance) having \$24,000 in the budget. That amount should have been in 3.02 (Holiday Decorations). Audit shows over budget in 3.02, but should actually be \$6,255 Carry Over, with the \$1,100 the same amount in 3.01. It does not affect the overall category. If the oversight can be corrected, Commission will make the change. D. Walch motions to approve the Audit. S. Spiegel seconds. **Motion Carried.**

**Clark Streetscape planters**

RFPs were sent out for landscape/maintenance and planting of the Clark Streetscape planters. Due to the planters not being planted, the Commission decided to wait until planters are full to review any proposals. City stated mid to late May the planters will be planted, and Commission will meet in early June to choose a vendor.

### **Sidewalk pressure washing**

Commission received three bids for pressure washing sidewalks on Montrose and Lawrence. After reviewing the bids, B. Helm motions to approve Cleanslate. G. Cuzelis seconds. **Motion carried.** Work to begin in June once People's Energy project on Montrose is completed.

### **RCC Invoice #2**

The RCC has presented Invoice No. 2 to the SSA in the amount of \$7,230. S. Spiegel motions to approve. D. Walch seconds. **Motion Carried.**

### **Acid etching removal/film installation discussion**

Commission decides to have program cover 75-percent of graffiti removal and 50-percent of film installation (not required) and 50-percent window replace with a cap of \$1,000 per business. Property owners or tenants will contact vendor to do work and SSA #31 will reimburse once work is completed. RCC will have policy, application and vendor list online and available to pass out in community. Program will get underway spring 2011.

### **New Business**

RCC has reached out to four businesses for possible new Commissioners and will continue working to have applications completed and submitted to the City.

2012 rough draft workplan and budget will be turned in during May with final budget and workplan discussed and approved at July meeting.

Motion to adjourn by P. Puttrich at 4:20p.m. **Motion carried.**

The next SSA #31 Commissioners meeting is scheduled for Thursday, July 14, 2011.

Recorder: CS