



**Greater Ravenswood-SSA #31
Commissioner Meeting Minutes
Thursday, June 29, 2017 at 2:00 p.m.
1770 West Berteau Ave, Suite 207**

Meeting called to order at 2:04 p.m.

- 1) Welcome commissioners Barbara Bolsen, Paul Kartcheske, and Nick Yassan; and GRCC staff Megan Bunimovich and Michael Sewall.
- 2) Review meeting minutes (motion). **Motion to approve June 8, 2017 meeting minutes made by Barb, seconded by Paul. Motion carried.**
- 3) New Business:
 - a. **Landscaping service (motion):** Michael asked the commissioners to consider two proposals for landscaping services outside of the regular contracted service. The first proposal was for planting new perennial hostas that didn't grow back in the flower planters at the Irving Park, Montrose, and Damen CTA stations, which cost \$1,430. The second proposal was to install a low-growing sumac in the eight pedestrian medians on Lawrence Avenue, which cost \$9,904. The SSA Commission budgeted about \$68,000 for landscaping, and its contracted services cost \$55,800. Megan said that if the Commission wanted both of these services, the SSA might not be able to pay for weeding tree pits in August. The Commissioners agreed to install new plants at the CTA stations, and directed GRCC staff to explore cheaper options for the Lawrence medians, including half with the sumac and half with mulch. If the desired budget of \$7,000 could not be met, GRCC staff will bring back additional proposals to the Commission. **Motion to approve \$1,430 for CTA planters, provided a one-year guarantee is included in the contract, and motion to approve up to \$7,000 for Lawrence Avenue medians made by Barb, seconded by Nick. Motion carried.**
 - b. **Holiday décor RFP:** Michael reminded Commissioners that to provide enough carryover for the 2018 budget, GRCC staff is exploring options to reduce the budget for holiday decorations in 2017. The Commission originally budgeted \$30,000 for holiday decorations, but is looking to spend closer to \$15,000 this year. Michael met with the 2016 vendor, Patch landscaping, to learn about different décor options and pricing. He presented various cost estimates that included options to decorate every other street pole, or to decorate all street poles with cheaper materials. The Commission gave GRCC staff direction to

issue an RFP in the ballpark of \$15,000 and to see what is possible. They preferred one option in which every other pole would be decorated with red velvet wrap and ribbon, and the other poles would be decorated with wreaths.

- c. **2018 Final Budget (motion):** Michael reported that the EAV in the area increased by about \$6 million, which would allow the SSA to increase its levy by about \$13,000 while maintaining a .031% tax rate, still below its cap of .032%. The Commissioners discussed options that included keeping the draft levy or what categories to increase. The final proposed budget is \$526,018 with a levy of \$427,507. The Commission opted to increase the levy by \$3,000 to the Banner Program, which would allow the SSA to proceed with rebranding Clark Street and Ravenswood Avenue, and by \$10,000 to the Landscaping line item, which would allow for additional beautification requests along Lawrence Avenue. Three motions were made:
 - i. **Motion to approve the 2018 services plan made by Barb, seconded by Paul. Motion carried.**
 - ii. **Motion to approve 2018 final budget made by Nick, seconded by Barb. Motion carried.**
 - iii. **Motion to approve the Greater Ravenswood Chamber of Commerce as the Sole Service Provider for SSA #31 made by Paul, seconded by Barb. Motion carried.**

- d. **Next Meeting:** The next SSA Commission meeting will be Thursday, Aug. 24 to review and approve requests for proposal for 2017 snow removal and holiday décor services.

Meeting adjourned at 2:39 p.m.