



**Greater Ravenswood-SSA #31  
Commissioner Meeting Minutes  
Thursday, January 18, 2018 at 2:00 p.m.  
1770 W. Berteau Ave, Suite 207**

**Meeting called to order at 2:07 p.m.**

- 1) Welcome commissioners Barbara Bolsen and Nick Yassan; proposed commissioner Kate Hayes; GRCC staff Megan Bunimovich and Michael Sewall; and guest Kasey Eaves.
- 2) Public comment: Kasey Eaves, garden leader for the Montrose Metra Community Gardens, presented a proposal to the SSA commission requesting \$3,400 from the SSA to assist with mulching the community garden. She said the community garden already raise \$2,250 and is getting about \$900 donated, but they need the remaining funds to mulch the entire garden. Commissioner Yassan asked if there was money available in the landscaping budget. Michael said there is about \$24,000 available, however the SSA is looking to spend a majority of that on Lawrence Avenue median landscaping and Clark Street flower planters. Commissioner Yassan also asked if other community groups would be asking for money for their gardens.
- 3) **Review meeting minutes and financials (motion).** Commissioners reviewed the meeting minutes from the previous meeting. **Motion to approve minutes made by Commissioner Yassan, second by Commissioner Bolsen. Motion carried.**
- 4) Old business
  - a. **Annual events sponsorship (motion):** Michael presented a proposal to the commissioners requesting approval for \$30,000 in community events sponsorships, which would help fund the Ravenswood On Tap, Ravenswood ArtWalk, and Taste of Ravenswood events. Commissioner Yassan said the events have been received well and it would be good to continue supporting them. **Motion to approve community events sponsorship made by Commissioner Yassan, second by Commissioner Bolsen. Motion carried.**
  - b. **Officer appointment (motion):** Michael reported that new SSA officers must be appointed following the departure of chairman Paul Kartcheske. **Motion to appoint Commissioner Yassan as SSA chairman and Commissioner Bolsen as SSA treasurer made by Commissioner Yassan, second by Commissioner Bolsen. Motion carried.**

- c. **Lawrence Ave. median landscaping (motion):** Michael presented two options to commissioners for landscaping the medians on Lawrence Avenue. One would match the test median planted in 2017, with 32 sumac plants per median, and a less expensive option would plant 16 plants per median. Commissioner Yassan said he preferred to wait until the season changed so they could see how the test median grew back. **Motion to table the vote made by Commissioner Yassan, seconded by Commissioner Bolsen. Motion carried.**
- d. **Sidewalk pressure washing:** Michael reported that there is \$9,000 budgeted for sidewalk pressure washing and asked commissioners if they preferred a certain scope of service presented in the RFP. Commissioner Yassan said pressure washing is an important service that he hears a lot of comments about. Michael reviewed the scope and cost from 2014 through 2016 and noted no pressure washing was done in 2017. Commissioner Yassan said that because of the budget, the scope should focus on the CTA and Metra station areas, with a slightly expanded scope. Michael said he would prepare an RFP with the commission's feedback.

5) New business

- a. **Metra Community Gardens proposal:** Michael said most discussion about this was covered during public comment. The commission might need to schedule a special meeting to address this proposal in old business, as the next meeting isn't scheduled until April.
- b. **SSA Services survey results:** Michael reported on the annual SSA services survey, which received 153 responses.
- c. **2019 preliminary budget discussion:** Michael asked commissioners to think about what programs and services they might want to see in the 2019 budget, because this will give him an opportunity to get cost estimates by the April meeting. At that meeting, Michael said the commission will prioritize items in advance of the draft budget deadline in June.
- d. **Program Coordinator report:** Michael shared updates on other items the SSA is working on. He reported the SSA was officially reconstituted in December. He also said the chamber is beginning a planning process for the Ravenswood industrial corridor through the City of Chicago. The SSA is also looking to conduct a market study and increase the vacancy listings on its website to help connect more brokers with potential tenants and help fill vacancies in the neighborhood. The Unwrap Ravenswood promotion, sponsored by the SSA, had 20 applicants showing receipts of \$7,500 spent at local businesses for holiday shopping.

**Meeting adjourned at 3:05 p.m.**