

**Special Service Area #38 Commission Meeting Minutes**

June 26, 2013

Northcenter Chamber of Commerce Office

4054 N. Lincoln Ave.

Chicago, IL 60618

<p>Present:</p> <p>Commissioner Warren Silver, Chair Commissioner Tom Fencl Commissioner Jerry Jakubco Brad Ball, Staff Garrett FitzGerald, Staff</p>	<p>Absent: None</p> <p>Guests: Simon Stein, Commissioner Applicant Julia Kim, Active Transportation Alliance</p>
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Chair Silver called the meeting to order at 12:30 p.m.

The commission accepted the agenda with no amendments and the previous meetings minutes met approval without comment or change.

**Julia Kim of Active Transportation Alliance** gave a presentation about the Open Streets program. *Commissioner Fencl motioned to refer Open Streets program participation to staff for evaluation, cost effectiveness, programming appropriateness and report a recommendation to the commission. Commissioner Jakubco seconded. The motion carried.*

**New Financial Manual from the City of Chicago** – Brad Ball updated the commission on the new manual distributed by the City last week. Staff will review and make recommendations to procedure if necessary.

**Budget Amendment** – Brad presented a request to amend the 2013 budget. Staff recommended moving \$30,000 of carryover to line item 3.01 Streetscape Maintenance for upcoming projects. \$10,000 will move from line 2.01 carryover and \$20,000 will move from line 3.05 carryover. *Commissioner Fencl motioned to approve the budget amendment as presented to allocate \$30,000 to line item 3.01 Streetscape Maintenance. Commissioner Jakubco seconded. The motion carried.*

**Permeable Pavers Cleaning & Sealing RFP** – Garrett presented a single proposal for services despite personally reaching out to several companies for bids and publishing the RFP in Crain’s Chicago Business. *Commissioner Jakubco motioned to defer a vote until the next commission meeting and have staff reissue the RFP to attempt to obtain competing bids. Commissioner Fencl seconded. The motion carried.*

**Retail Northcenter RFP** – Garrett presented a single proposal for management of Retail Northcenter, a local program to increase business tenancy and networking opportunities for entrepreneurs, building owners and commercial real estate brokers. The RFP was in Crain’s Chicago Business and sent to several businesses likely to manage this kind of program. No other company submitted a service proposal. *Commissioner Jakubco motioned to defer a vote until the next commission meeting and have staff reissue the RFP to attempt to obtain competing bids. Commissioner Fencl seconded. The motion carried.*

**Old Business** - None

**New Business** – None

**Public Comment – None**

Commissioner Jakubco motioned to adjourn. Commissioner Silver seconded. The motioned carried and the meeting adjourned at 1:56 p.m.

Respectfully Submitted,



Brad Ball  
Associate Director  
Northcenter Chamber of Commerce