

Special Service Area #38  
Commissioner Meeting Minutes  
Tuesday, July 30, 2013

Location: Northcenter Chamber of Commerce office, 4054 N. Lincoln Ave. Chicago, IL 60618

Present: Commission Chairman Warren Silver, Commissioner Tom Fencl, Commissioner Jerry Jakubco, Northcenter Chamber Executive Director Garrett FitzGerald, Northcenter Chamber Associate Director Brad Ball.

Absent: None

Also Present: Commissioner applicants Mike Kane and Dan Scott

Call to order at 12:29 p.m.

Commissioner Jakubco motioned to approve the agenda and the previous meeting's minutes. Commissioner Fencl seconded. The motion carried.

Permeable Pavers Cleaning and Sealing RFP: Garrett presented proposals from two companies. Brad noted a change in the proposal scope since the last meeting: only pavers on Irving Park between Western and Damen need repair/maintenance since the outside areas were still under construction. Commissioner Fencl motioned to approve the contract from Illinois Municipal Services as presented. Commissioner Jakubco seconded. The motion carried.

Retail Northcenter RFP: Garrett presented a single proposal from Northwest Community Corporation. The commissioners discussed the scope of the RFP and determined they would reasonably fall into responsibilities of the SSA Sole Service Provider. Commissioner Fencl motioned to cancel the RFP and to direct the service provider agency, Northcenter Chamber of Commerce, to commence with the related services. Commissioner Jakubco seconded. The motion carried.

2014 Budget & Work Plan: Brad presented the proposed 2014 work plan and budget. Commissioner Jakubco motioned to approve the 2014 Work Plan and Budget as presented by staff with no amendments. Commissioner Fencl seconded. The motion carried.

2014 Sole Service Provider: Commissioner Jakubco motioned to retain Northcenter Chamber of Commerce as 2014 Sole Service Provider to SSA #38 Northcenter. Commissioner Fencl seconded. The motion carried.

Old Business: None

New Business: Weeding – Brad presented a \$4,950 proposal from Cleanstreet for sidewalk and tree grate weeding throughout the SSA. Chairman Silver voiced a concern about potential scope overlap with the paver maintenance contract with Illinois Municipal Services. Commissioner Fencl motioned to task staff with hiring the best-priced and most qualified weed removal vendor after obtaining no less than one additional bid at a cost not to exceed \$4,950. Commissioner Jakubco seconded. The motion carried.

Commissioner Fencl motioned to adjourn. Commissioner Jakubco seconded. The motion carried and the meeting adjourned at 1:17 p.m.

Respectfully Submitted,

Brad Ball  
Associate Director  
Northcenter Chamber of Commerce