

**Special Service Area #61**  
**SSA Board of Commissioners Minutes**  
**Tuesday, June 28, 2022**  
**Virtual Meeting**

**Present:** Greg Guttman, Angie Marks, Mike McGarry, Shaka Mitchell, Charles Newsome, James Nurss, Mary Rogel, George Rumsey, Eric Thompson, and Wendy Williams

**Absent:** Anthony Beach and Nancy Stanek

**Also Present:** Rod Sawyer (SSA Program Manager), Diane Burnham (SECC Executive Director), JoAnn Newsome (SECC), Sue Freehling (SECC), Isaac Greene (Accountant), Jared Kelly (CEI Media Group), and Karen Forte (DPD)

A quorum being present, Chairman Guttman called the meeting of SSA #61 to order at 11:05am. Pursuant to the applicable law and his determination that attendance by remote means is necessary because an in-person meeting is not practical nor prudent due to the declared public health disaster cause by COVID-19, this meeting was conducted by videoconference. The meeting was recorded and is available at <http://www.downtownhydeparkchicago.com/> and on YouTube.

**Reading/Approval of the Minutes:**

The minutes for the May 24th SSA meeting were accepted with the necessary corrections.

**Questions and Comments from Guests** *(per the city should occur at beginning of meetings 3-minute limit).*

None were presented by the audience

**Chairman's Updates**

- Viaducts

The discussion of exploring the viaduct lighting project through an RFP. Commissioner Marks made a motion to issue an RFP to further explore the renovation of viaduct and the cost involved. The motion was seconded by Commissioner Rumsey and passed unanimously.

Commissioner Rumsey suggested that there be a discussion on the matter before moving forward in relation to who should be included in the analysis of how this should be done, i.e. SECC, aldermanic offices, University of Chicago, other major stakeholders before making any such commitment. Commissioner Guttman responded that he thinks that is what the RFP process needs to identify.

Commissioner Williams questioned who is going to be tasked with writing the RFP and how will the process be implemented. What is the capacity level of those who will be responsible for writing the RFP? Commissioner Rumsey clarified for the group that the motion was to explore the RFP, not issue one. Upon clarification Commissioner Williams amended her question to ask does the team that is currently place have the capacity to explore the process. The program manager and executive director confirmed that the program and service provider have the capacity to do so.

The motion on the floor passed unanimously.

- Upcoming Meetings

Chairman Guttman suggested that meetings be held in-person for more engagement/participation.

**SSA Financials w/Budget Tracker – R. Sawyer/D. Burnham/G. Rumsey/I. Greene**

Statement of Financial position – as of May 31<sup>st</sup>, accounts receivable \$294K (2022) vs \$135K (2021). The amount will decrease as more tax collections are received. The difference in the increase for the line item due to SECC relates to the budget modification for the program manager salary for the period covering January through April for which the service provider was to be compensated.

Budget vs Actual – there were no revenues or collections during the month and expenses were minimal. From a liquidity standpoint the organization is very healthy. Commissioner Rumsey brought to Mr. Greene’s attention that there was a typo to the equipment lease and maintenance category that needed to be corrected.

Budget Tracker – the line item highlighted for this month’s report is the Farmers Market. SSA funds have been properly allotted and are not expected to change. To date 22% of the SSA budget has been spent.

2022/2023 Budgets – A new column was added to calculate the percentage of the budget spent within that category. Goals worksheet to track where the SSA is in relation to the agreement with the city. This will be tracked on a quarterly basis.

**Programs Update – R. Sawyer**

HPFM – The market season is going well. In terms of the vendors and attendance – it’s been fantastic!

4<sup>th</sup> on 53<sup>rd</sup> Parade – The event is next week and if you would like to volunteer there is still an opportunity to do so. Commissioner Guttman questioned if the SSA 61 was one of the organizers. Rod stated that the SSA 61 is a major sponsor with the \$5k donation and we are in more of an advising role.

Committee Meetings – will resume monthly beginning Tuesday, July 5<sup>th</sup>, 10am, via Zoom.

**Questions and Comments from Commissioners**

Commissioner Rumsey – We will have to have a special meeting to take a vote on the budget to be submitted to the city? *We will have to schedule a special meeting to vote on the budget once we receive the EAV.*

The next meeting will be July 26<sup>th</sup>, 2022 @ 11:00am via Zoom.

The meeting was adjourned 11:51am.

Respectfully submitted,  
Raymonde Vance, Secretary, SSA 61