Meeting Minutes
Special Service Area #17
March 20, 2024
Lakeview East Chamber of Commerce
In Person and via (Zoom) Meeting

ATTENDANCE:

IN PERSON: Jim Schuman, John Bucksbaum, David Gassman, Todd Hyatt, Eric Kirsammer, Andrew Rizzo, Juliana Montebello – Roman, Jeanne Saliture, Rocky Albazi

ZOOM: David Blitz

STAFF: Maureen Martino, Nata Wier

GUESTS: DLA Piper; Adam Friedberg, Anthony Hrusovsky, Jacob Wahler and Katie C. Jahnke Dale, Joy Coombes, Almanza and Coombes, LLC

CALL TO ORDER: Jim Schuman called the meeting to order at 10:05 AM.

AGENDA APPROVAL: Motion to approve the meeting agenda by Jeanne Saliture and seconded by Eric Kirsammer and was unanimously approved.

APPROVAL OF MINUTES: Motion to approve the meeting minutes of January 24, 2024, by Jeanne Saliture and seconded by David Gassman and was unanimously approved.

Presentation by DLA Piper, LLC Development to be located at 909 W. Belmont was presented and discussed by the Commission.

Review of the 2023 Audit: Joy Coombes of Almanza and Coombes presented the 2023 audit for approval and noted findings due to an increase in carryover funds 10% over the levy. Motion to approve by John Bucksbaum and seconded by Jeanne Saliture and was unanimously approved.

Maureen Martino discussed the reconstitution in 2026 and the elimination of some pins on Wilton and Sheffield. We would like to start the process early. There may be a need to modify some of the language in the State Statute due to these eliminations and the flow of pins to accomplish this task.

Maureen Martino discussed the BIDs process and a vote to continue as an SSA and not change to a Business Improvement District (BID) by David Gassman and Seconded by Jeanne Saliture and was unanimously approved.

FINANCIAL REPORT: Maureen Martino presented the 2024 financial reports and 2023 end of the year report. Maureen noted that the Chamber paid for many of the invoices until the tax collections came in. A discussion ensued and a motion to approve the 2023 financial report, by Jeanne Saliture and seconded by Todd Hyatt and was unanimously approved.

2024 balance sheet, 2024 year-end report, and the 2024 financials as presented, by John Bucksbaum and seconded by David Gassman and was unanimously approved.

Maureen Martino presented the reallocations for the planters and lighting on Clark Street. The following amounts will be reallocated from Carryover; $5,000 Special Events, $4,000 Public Art, $15,000 SSA Reconstitution,$3000 Snow removal, $5000 Landscaping, $6000

Placemaking, and $1000 Travel and Tourism. Motion to approve the reallocations at year-end as presented by John Bucksbaum and seconded by Jeanne Saliture was unanimously approved.

2023 AUDIT CONTRACT: A motion to approve Joy Coombes of Almanza & Coombes to prepare the SSA#17 2023 Audit in the amount of $5,100.00 by David Gassman and seconded by Jeanne Saliture was unanimously approved.

2024 LANDSCAPING CONTRACT: Nata Wier discussed the landscaping contracts that have been received to date. We have received proposals from Christy Webber, Semmer and Brightview and will be sending over the proposals for approval of the contract next week.

SOLE SERVICE PROVIDER UPDATES:

FAÇADE REBATE for Uncommon Ground approved in 2023 and work completed in 2024. Motion to approve the façade in the amount of $12,000 by David Gassman and seconded by Jeanne Saliture and was unanimously approved.

MAINTENANCE: Maureen Martino reviewed the maintenance report included in the packet.

COMMISSIONER APPLICATIONS: Nata Wier reminded the commissioners to complete their Ethics statements online by May 1st, to avoid any daily penalty fees.

BEAUTIFICATION AND BUSINESS DEVELOPMENT:

Maureen Martino discussed the vacancy listing which was provided in the packet and Maureen Martino went on to discuss new businesses, closures and coming soon businesses.

ADJOURNMENT: A Motion to adjourn the meeting by Jeanne Saliture and seconded by Todd Hyatt and was unanimously approved and Jim Schuman adjourned the meeting at 11:05 am.