

Chinatown SSA#73

September 25, 2018

Commissioner Meeting Minutes

Attendance: Helen Lee, Jennifer Lee, Steven Lin, Stephen Moy, Paul Poy, Darryl Tom

Absent: Matthew Chiu, Bernie Wong

Also present: Simon Leung, Emma Yu, Mark Roschen (City of Chicago), Gina Caruso (PLACE Consulting)

Paul Poy called the meeting to order at 6:30 p.m.

1. Helen Lee moved to approve the minutes of August 28, 2018, Darryl Tom seconded, and the motion was approved by unanimous consent.
2. Administration matters
 - a. Status of Commissioners: Jennifer Lee has been approved as a commissioner
 - b. Treasurer: Helen Lee nominated, Jennifer Lee as Treasurer. Steven Lin, moved, and Stephen Moy seconded to close nominations. Jennifer Lee is elected.
 - c. Secretary: Paul Poy nominated Darryl Tom, Steven Lin, moved, and Stephen Moy seconded to close nominations. Darryl Tom is elected.
 - d. Financial Reports: Emma Yu reported that the SSA has received \$92,888.73 in taxes. \$18,570 (\$18,550 + \$20) has been transferred to the Chinatown Chamber of Commerce for management fees, and \$1,000 to Special Events for the Summer Fair.
 - e. Revision to 2018 Budget: none
 - f. Revision to 2019 Budget (\$23,400 = max carryover from 2018)

Darryl Tom moved to move \$1,000 from Customer Attraction (category 1) to Economic/Business Development (category 4), and to split the \$23,400 carryover equally among categories 1, 2, 4. Helen seconded. The motion passed by unanimous consent.

3. Signage/branding update (Coalition for a Better Chinese American Community)
Different iterations of designs from fish to buildings to text are being considered.
4. Current RFPs: Vendor responses and vendor selection for trash receptacle installation and trash removal services (Cleanslate and Cleanstreet)

Steven Lin moved to approve Cleanstreet as vendor for trash removal and installation. Stephen Moy seconded. Motion passed by unanimous consent.

5. Other RFPs:
 - a. RFP for Sidewalk Snow Removal

- b. RFP for Sidewalk Pressure Washing
 - c. RFP for Banners
 - d. Proposal from Bluestone & Associates for Banner Design
6. Any other business
7. Public comment

Steven Lin moved to adjourn the meeting, and Stephen Moy seconded. The meeting was adjourned at 8:10 p.m. by unanimous consent.