



Chatham Business Association, SBDI Service Provider for SSA #51
800 E. 78th St.
Chicago, Illinois 60619

**(SSA) Area #51 Open Commissioners
Meeting Minutes**

Wednesday, March 16, 2022 – 12:00p.m. – 2:00 p.m.
Zoom Link: <https://us02web.zoom.us/j/88064179771>

Meeting was called to order at 12:13 p.m., by Karletta Kelly, Program Manager, Chatham Business Association, SBDI, Service Provider for Special Service Area #51.

SSA Commissioners in attendance were: Chairman, Veta Caldwell-Charles (Tailo-rite Cleaners), Pat McCoy (Help At Home), Clarence Glover (Majestic Florist), SSA Commissions not in attendance: Lamont Smith (Sizzlin Skillet).

SSA Staff in attendance were: Karletta Kelly, SSA #51 Program Manager, Jennipher Atkins, Service Provider's Interim Executive Director, Charles Edwards, Chief IT Ambassador. Cliff Borner, Field Program Manager, Cynthia Love, Real Estate Program Manager, Roll Call done by SSA#51 Program Manager, Karletta Kelly.

SSA #51 Chairman Veta Charles motions the reading of December 15th, 2021 Open Meeting minutes and enter into record, Commissioner Pat McCoy seconds. Minutes were approved.

Pursuant to the applicable law and my determination that attendance by remote means is necessary because an in-person meeting is not practical or prudent due to the declared public health disaster cause by COVID-19, this meeting is conducted by videoconference.

SSA #51 Program Manager Karletta Kelly covers agenda topics with Commissioners. **Services Usage last quarter Report:**

Advertising and Promotions

Important information, such as Business Workshops, Financial Assistance and Technology Development are distributed weekly to the SSA #51 businesses. Communications are sent to SSA #51 Businesses of SSA #51 Services, Monthly Membership Meetings, SSA Quarterly Meetings and GET Connected Program.

SSA #51 Service Provider takes all event opportunities to highlight their business. During the 4th-1st quarters. Their services and business cards were displayed.

<https://forms.gle/SVA2aXWPo9vAMKfA6>

CBA, SBDI is also adamantly promoting the SSA businesses on their social media. CBA will promote SSA #51 business deals and promotion on their Social Media sites (Facebook.com/ @ChathamCottageGroveSSA51 Instagram: Followers (@Chathamcottagessa51) 7 posts, 51 followers, 14 following

Attached Social Media Report

Overview of Local Buy

Service Provider's Interim Executive Director Jennipher Adkins implement: Target implementation after Mother's Day in May. Currently working with App Creator, to track, measure and monitor. The Plan is to do two Local Buy Campaign's 2nd Quarter and 4th Quarter.

Public Way Maintenance

December 2021 – March 2022

Service Provider's Field Program Manager Cliff Borner reports: 3 new street cleaning Staff has been added.. Cleaning will go from 5 days a week to 7 days to compensation for garbage increase in corridor.

Street Cleaning

Between December til March 2022 and December 2021,

301 bags (36 Gallon bags) of garbage were collected. In other words, 10,002 Gallons of garbage have been collected and removed from the streets of SSA #51 in the last three months. We lost one street cleaning staff member and re-hired a previous staff member.

Areas within the SSA #51 that were cleaned include: 75th Street (Indiana to Drexel), 79th Street (Cottage to 95th Street), 79th Street (Greenwood to Indiana), Cottage Grove (75th Street to 95th Street), and Vacant lots located on 75th Street, 79th Street, 95th Street and Cottage Grove Avenue.

Snow Removal:

The SSA #51 businesses were surveyed in order to find out the timings they would prefer their snow to be removed. 132 businesses have been surveyed so far, of that 5 businesses wanted snow removed between the hours of Noon – 3:00pm, 118 businesses, would like their snow removed between 8:30AM and Noon.

2022 1st Quarter Snow Removal Photos [link](#)

Public Way Aesthetics

Program Manager Karletta Kelly has requested RFP for Banners installation to replace damaged SSA51 banners in corridor.

SSA #51 Service Provider will promote the SSA# 51 businesses corridor with Banners, Custom Trash Containers and Planters. Five Custom Trash Receptacles permits were renewed along with 6 Planters within the Corridor.

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SSA #51 Businesses were surveyed about planter and Street Pole planters were favored overall. Based on City guidelines, CBA will draw up a plan for the best placement for planters. Negotiate replacement of damaged SSA 51 banners with Temple Display in accord with SSA#51 budget. Damaged banners per Field Supervisor are included: 6 on 95th, 19 on Cottage Grove from 75th and 95th, 12 on 79th St Corridor, and 9 on 75th St

Holiday Decorations

Jennifer Adkins Reports: CBA, SBDI and My Block, My Hood, My City with Jamal Cole will partner to install Holiday Decorations within the corridor.

Service Provider is negotiating Holiday wreaths and ribbons purchase and Community Partnership installation for 2022-2021 Holiday install

Façade Improvements

No New projects this quarter.

Safety Programs

CBA, SBDI contracted AGB Investigatives for Special Event Security. (June 2019 – til now is currently on pause). Service Provider is currently investigation Aggression Sensor program, if in the best interest of the corridor.

Meeting Adjourned at: 12:45 p.m.

Minutes taken by:

Program Manager Karletta Kelly _____ Chairman, Veta Charles _____