

GREEKTOWN SSA#16

January 23, 2020 MEETING MINUTES

Commissioners Attending

Frank J. Caputo, (FC)
Eve Moran, (EM)
Nick Kriarakis, (NK)
Alex Theoharis, (AT)
Anastasia Makridakis, (AM)
Marc Washor, (MW)

Others Attending

Rod Burch, (RB), Exec. Director WCA
Dean T. Maragos, (DTM), Advisor
Claire Naughton, Zapwater
Officer Jesus Cantu, CPD
Leo Louchios, Greektown Educ. Found.
Maria Tsourapas

Commissioners Absent

Tom Paspalas
Lorraine Rieff Liakouras

I. Call to Order, Roll Call – The meeting was called to order at 2:10 p.m. A quorum was present.

II. Community Participation – There was no community participation other than the introduction of Officer Cantu who is the new Greektown Police Patrolman.

III. Review and Vote on Approval of December 12, 2019 Meeting Minutes – Minutes from the December 12, 2019 Meeting were reviewed. There was a motion by MW, seconded by FC, to approve the December 12, 2019 meeting minutes as written. The motion passed unanimously.

IV. Old Business

- A. Receptacles** – There was a proposal for new garbage cans and budget adjustment for receptacles. Motion made by AM and seconded by EM. The motion passed unanimously.
- B. Christmas Tree Lighting Ceremony Event Expenses** –
- a. \$1,500.00 was paid for the tent, \$4,400.00 was paid to 9 Muses for the food and Mr. Pulopoulos was paid \$6,700.00 for marketing materials.
 - b. Commissioner Alex Theoharis requested that we have an accounting for all the additional expenses and to review the November 21, 2019 meeting minutes. The meeting minutes of November 21, 2019 read the following:
 - 1) There was a motion by FC and seconded by AT to approve \$843.00 for the bus proposal to the churches,
 - 2) There was a motion by FC and seconded by AT to approve \$1,100.00 for Christmas Tree decorations,
 - 3) There were a total of eight banners (five inside, two outside and one step & repeat banner) for a cost of \$3,000.00. Motion made by AM, seconded by FC to approve the \$3,000.00. The motion passed unanimously,
 - 4) The Event Planner will cost \$300.00. Motion made by AT and seconded by AM to approve the \$300.00. The motion passed unanimously.

The banners were approved and will be stored for future use. There was a photo booth invoice of \$300.00 paid to Tom Claxton. The SSA wanted to review all the approved items on the November budget and the November budget will be attached to these meeting minutes.

- C. Greektown SSA - Program Director – There was a recommendation by the Committee of Chairman Frank Caputo, Director Rod Burch and Dean Maragos to review ten applications for Program Director per the RFP. The salary and benefits will be less than \$60,000.00. There were three finalists; Tia Angelos, Leslie Senne and Hannah Bader. The three finalists will be interviewed by FC, RB, EM and AM at 11:00 a.m. at the SSA office on Tuesday, January 28, 2020.

V. New Business

- A. 2020 Planter & Hanging Basket Flower Proposal – RB explained the planters had been installed in 2019. There is a proposal for the 2020 summer and winter plantings. EM said Moore Landscaping did a great job. The amount for landscaping in 2020 is \$37,198.00 which includes water and maintenance. Moore will take seven installments for the payment. There was a motion by EM and seconded by AM to approve payment of \$37,198.00 for planters for 2020. The motion passed unanimously. RB explained the hanging baskets. AT stated that we should buy the floral hanging baskets from the City.
- B. 2019 Budget Revisions: - RB presented the 2019 Budget Revision (See attached Budget Revision Chart). Motion made by EM and seconded by FC to approve the Budget Revision. The motion passed unanimously.
- C. Audit RFP – RB explained that there is a 40 page RFP as required by the City for Independent Auditors. The current independent auditor made revisions to our 2019 financial statements per the City's request according to GASB & GAAP and the audit report is now in legal compliance. There will be a new RFP each year required for a new SSA audit. There was a motion to authorize RB to issue a new RFP for SSA independent auditor made by AM and seconded by FC. The motion passed unanimously.
- D. 2020 Greektown Art Committee Budget – EM reported that there will be a sculpture at Monroe and a sculpture at Van Buren. The cost for each sculpture is \$3,500.00 x 2 for a total cost of \$7,000.00 - \$9,000.00. Motion made by AT and seconded by MW to approve \$7,000.00 - \$9,000.00 for the sculptures. The motion passed unanimously.

EM discussed the sculptures. There are twenty painted sculptures of fish for a cost of \$24,000.00. There was a motion by FC and seconded by NK to pay the \$24,000.00. The motion passed unanimously. There was a motion by AT seconded by AM to pay \$5,000.00 for the artists' costs. The motion passed unanimously. There was a motion to pay Connie Hinkle at an amount to be determined at the next meeting.

Leo Louchios stated there are 8 fish to be given to the school to be painted by the children. There was a motion made by FC and seconded by MW to pay

\$24,000.00 and \$5,000.00 and a comparable amount paid to Connie Hinkle. The motion passed unanimously.

EM stated all the buildings and organizations participated in the Karavakia program last year and they stored the Karavakia at Connie Hinkle's studio between January and November. Motion by EM to pay 2020 storage to Connie Hinkle of \$1,000.00 and seconded by AM. The motion passed unanimously.

There was a motion by FC and seconded by NK to move the fish sculptures and Karavakia sculptures to the Educational Foundation from November of 2020 to January of 2021. The motion passed unanimously.

EM stated she is discussing moving these sculptures to the Temples on Van Buren and Halsted.

VI. Reports & Updates

A. Chairman Report

- a. FC said we are getting a new electric meter on February 1, 2020.

B. Program Manager/Sole Service Provider Updates

- a. Commissioner Approvals - RB stated that the SSA commissioners that were approved were Frank Caputo, Anastasia Makridakis and Nick Kriarakis and they are working on Maria Tsourapas, Thanos Markakis and Marc Washor.
- b. Contracts Executed – RB reported on the AGB vendor contract and no report was given.
- c. 2020 Project Overview – No report was given.
- d. Shopper's Reward Update – RB reported there were 16 responses to the Shopper's Reward as of January 23, 2020.

VII. Adjournment – Next SSA #16 Commissioner Meeting is February 27, 2020 - At 4:05 p.m. there was a motion by AT, seconded by FC, to adjourn the meeting. The motion passed unanimously. The next SSA #16 Commission Meeting is February 27, 2020 at 2:00 p.m.

Account From	Account To	Amount	Reason:
1.01 Website	1.02 Special Events	5000	Additional expense for Christmas Tree Lighting Ceremony
2.03 Facade Enhancement Program	2.02 Landscaping	6000	Additional cost for planters and 2 plantings.
4.03 Supplemental Transit	2.05 Streetscape Elements	55,000	Receptacles
4.01 Site Marketing	2.05 Streetscape Elements	2,000	Receptacles
6.05 Office Utilities	6.06 Office Supplies	200	Additional ink for printing
5.02 Safety Improvement Program	5.03 Security Patrol	9,000	Additional days of service/holidays/event
Prepared By Rod Burch, WCA Executive Director for SSA Commissioner meeting on 1/23/2020			
Note:			
1.02 Special Event increased by 5,000 due to Christmas Ceremony			
2.02 Landscaping increase by 6,000 due to cost of plantings			
2.05 Streetscape Elements increase by 57,000 to cover cost of new receptacles 66,000 cost			
6.60 Office Supplies increase by 200 to cover additional printing cost			
5.03 Security Patrol increased by 9,000 to cover additional days Sunday, Holidays, and event			