



**DEPARTMENT OF PLANNING AND DEVELOPMENT  
CITY OF CHICAGO**

**MEMORANDUM**

**TO:** All Special Service Area Commissions

**FROM:** Mark E. Roschen  
Assistant Commissioner

**DATE:** January 22, 2014

**RE:** New SSA Commissioner Appointments

Effective immediately, any applicant who wishes to be considered for appointment as a Special Service Area commissioner cannot be an active director on the board of the Service Provider agency. This policy ensures the independence, transparency, and accountability between the SSA Commission and its Service Provider.

Please contact me at 312-744-1083 or Jennifer Magallanes at 312-744-0842 if you have any questions about this policy.