

**SSA #48 Commission Meeting
Final Minutes
O'Briens Restaurant
Second Floor, Oak Room
Monday, January 13, 2014
5:30 pm**

COMMISSIONERS PRESENT: Dean Lubbat, Mark Proesel, Don Klugman, John Barney Flanagan, Mary Quincannon, Gary Niemand

COMMISSIONERS ABSENT: Peter O'Brien, David Stone

STAFF PRESENT: Kevin Barbeau (OTMRA), Jessica Papp (OTMRA)

ATTENDING PUBLIC: David Dattalo (Business), Jennifer Tremblay (OTMRA President)

CALL TO ORDER

In Peter O'Brien's absence, Dean Lubbat chaired the meeting and called the meeting to order at 5:40 p.m. Mr. Lubbat requested a Roll Call and **asked that the record show a Quorum was achieved** at the start of the meeting.

Vice Chair Dean Lubbat asked that the Commission review the DRAFT minutes from the 10/21/13 Regular Commission meeting.

Mr. Gary Niemand MOTIONED TO APPROVE the minutes of the 10/21/13 Regular Commission meeting. Mr. Barney Flanagan SECONDED. ALL IN FAVOR. The minutes for the 10/21/13 Regular Commission meeting were adopted.

REVENUE REPORT – Mr. Gary Niemand, Treasurer

Mr. Gary Niemand shared SSA 48's to-date revenue. He mentioned that the projected carryover is a good position going into 2014. Mr. Lubbat also pointed out two invoices from 2013 were pending and on hold. The third and final snow clearing payment to Illinois Municipal is on hold, based on lack of services received. The SSA 48 Public Way Committee will meet with Illinois Municipal representatives to discuss possibly recovering some funds incurred by property owners within SSA 48, as a result of the lack of services provided by Illinois Municipal according to the 2013/2014 snow clearing contract.

EXECUTIVE COMMITTEE – Mr. Dino Lubbat, Vice Chair

Discussion of Actual Outcomes for 2013 Q3-4/Full-Year Workplan & Assessment – Kevin Barbeau shared the July through December 2013 Outcomes; Mr. Klugman stated the website looks good and meets qualifications. Mr. Barbeau noted the 2013 mid-year was approved at the July 15, 2013 SSA 48 Commission Meeting.

Ms. Mary Quincannon MOTIONED TO APPROVE the Actual Outcomes for 2013 Q3-4/Full-Year Workplan and Assessment. Mr. Don Klugman SECONDED. ALL IN FAVOR. The Actual Outcomes for 2013 Q3-4/Full-Year Workplan and Assessment were approved.

Discussion of 2014 SSA 48 Audit Services – Treasurer Gary Niemand discussed two audit proposals, one from Helen J. Ajder CPA PC and the second from Eilts & Associates, Inc., and stated the Executive Committee recommended Helen Ajder CPA PC based on pricing, continuity with OTMRA books, and past audits performed for SSA 48. Ms. Quincannon also stated Helen Ajder has always done a great job on the past audits.

Mr. Gary Niemand MOTIONED TO APPROVE 2014 SSA 48 Audit Service Contractor. Mr. Mark Proesel SECONDED. ALL IN FAVOR. 2014 SSA 48 Audit Service Contractor will be Helen Ajder CPA PC.

Vice Chair Lubbat would like the minutes to note the presence of Jennifer Tremblay, OTMRA President, and David Dattalo, OTMRA Chairman, at the SSA 48 Commission Meeting.

PUBLIC WAY COMMITTEE – Mr. Dean Lubbat

Discussion of Cab Stand Program – Mr. Dean Lubbat reminded the Commission the cab stand program is up and running. He continues to recognize it is a work in progress and that it will take a coordinated effort amongst businesses – particularly Old Town Pour House and Benchmark – to ensure customers are being directed to the stands. He mentioned that the Security Service will be encouraged to check in with the taxi cab stand staff regularly. Mr. Lubbat also mentioned the Public Way Committee will meet with organizers from Old Town Social to learn about their successful Cab Stand Program.

Discussion of snow removal contract with Illinois Municipal – Mr. Dean Lubbat shared that his committee discussed Illinois Municipal's performance this contract season and they are not pleased with the way the contract has been implemented. The Committee noticed, among other issues, tardy attendance on snow days, lack of clearing snow around parking meter pay boxes, lack of clearing around fire hydrants, no paths from street to sidewalks, lack of pre-emptive salting, and lack of manpower. Mr. Lubbat also shared the Public Way Committee met with Illinois Municipal's owner and discussed the many issues; the third and final payment as required in the contract will be held pending further discussions between the Public Way Committee and Illinois Municipal's owner.

Discussion of sidewalk cleaning contract with Cleanstreet – Mr. Dean Lubbat noted that the current sidewalk cleaning contract ended at the end of 2013. The Public Way Committee reviewed two proposals, one from CleanStreet and the second from CleanSlate, and recommended renewing contract with CleanStreet. Commissioners noted CleanStreet takes direction well and takes into consideration community and Committee suggestions.

Ms. Mary Quincannon MOTIONED TO APPROVE the 2014 Sidewalk Cleaning Service Contractor as CleanStreet. Mr. Gary Niemand SECONDED. ALL IN FAVOR. SSA 48 Commission approved the 2014 Sidewalk Cleaning Service Contractor as CleanStreet.

RESIDENTIAL COMMITTEE – Mr. Mark Proesel

Discussion of AGB Investigative Services – Mr. Mark Proesel discussed AGB security services with the Commission; noted AGB has been receptive to feedback given by the Residential Committee. Most important is AGB assist with keeping noise level down when bar patrons leave. Mr. Proesel also noted AGB hired more to maintain "quality of life" versus other neighborhoods with hire levels of crimes. David Dattalo (Public Attendee) mentioned the initial reason security services were needed was to appease neighbors and inquired whether security services have helped. Mr. Barbeau reported neighbors appear to be happy with the security firm. Mr. Klugman stated AGB used to have stronger presence; Mr. Lubbat commented security officers drove around in cars during the winter, but were on foot patrol in the summer. Ms. Quincannon questioned if Burton Place noise and issues have also been reduced; Mr. Klugman stated they had gotten a little better; Mr. Barbeau also noted Burton Place's door men are more noticeable than in the past. Mr. Niemand also stated it needs to be recognized patrons are in a bar; AGB controls what they can, within reason.

Discussion of 2014 Security Proposals- Mr. Mark Proesel noted two proposals, one from AGB Investigated Services and the second from LawDog Security, have been submitted for security services beginning May 1, 2014 thru January 1, 2015. Mr. Proesel stated a Residential Committee meeting will be held prior to the April 7, 2014 SSA Commission Meeting, to discuss proposals for the contract.

Mr. Lubbat discussed the need to extend the security contract services beginning March 14, 2014 thru April 30, 2014.

Mr. Don Klugman MOTIONED TO APPROVE the extension of the security contract with AGB Investigative Services. Mr. Gary Niemand SECONDED. ALL IN FAVOR. SSA 48 Commission approved the extension of the security contract with AGB Investigative Services from March 14, 2014 thru April 30, 2014.

COMMUNICATION COMMITTEE – Mr. Don Klugman

Discussion of SSA 48 Old Town Brochure – Mr. Don Klugman reminded the commission the SSA Brochures were mailed to individual property owners in the SSA 48 district. The effort to place brochures in businesses continues; Mr. Klugman encourages business owners to pick-up brochures from the OTMRA office. Mr. Barbeau indicated the brochures will be updated with the 2014 meeting dates. Mr. Klugman also reminded the Commission he would like to continue working on the Prominent Citizen/Business video to raise awareness about Old Town and the SSA 48. Mr. Barbeau noted OTMRA will be discussing the possibility of hiring a publicist to assist with marketing campaigns in 2014.

NEW BUSINESS

Mr. Barbeau informed the Commission numerous residents and business owners South of Schiller on Wells Street contacted the OTMRA office inquiring about lack of snow clearing services on the sidewalks in front of their residences and businesses.

Mr. Gary Niemand MOTIONED TO ADJOURN the January 13, 2014 SSA 48 Old Town Commission Meeting. Mr. John Barney Flanagan SECONDED. ALL IN FAVOR. The motion passed.

Vice Chair Lubbat would like the record to show the Commission thanks O'Brien's Restaurant for hosting and providing food and beverages for the Commission Meeting.

The meeting was adjourned at 6:15 p.m. p.m. on January 13, 2014.