

Old Town SSA #48 Commission Meeting
September 13, 2010
O'Briens Restaurant, 1528 N. Wells Street
FINAL Minutes

Present:

Commissioners: John Flanagan, Linda Gits, Don Klugman, Dean Lubbat, Gary Niemand, Peter O'Brien, Mark Proesel, Mary Quincannon, David Stone

Staff: John Blick

Additional: Executive Director, Steven Berlin, City of Chicago Board of Ethics;
Assistant Commissioner Gina Caruso, DCD

Absent:

None

Chairman Peter O'Brien called the meeting to order at 5:36pm.

Mr. O'Brien introduced Mr. Berlin, Executive Director of the City of Chicago Board of Ethics. Mr. Berlin mentioned there is a link to the governmental ethics ordinance that staff can pass on to Commissioners. He went on to describe the Board of Ethics. The Board of ethics is comprised of seven individuals and has four primary functions:

- A completely confidential advisory agency
- A regulatory body that collects and reviews forms required of all public officials
- An enforcement agency that receives and reviews complaints
- And educational body that conducts training courses

Mr. Berlin stresses that Commissioners should feel free to call his office at any time.

He reviewed conflicts of interest and mentioned that if anyone has an economic interest in a city decision, they should recuse themselves from the vote. He went further to say volunteer Commissioners *can* have interest in City business as long as it has nothing to do with the Board of Commission they are serving on (typically applies if you are the owner or part owner in the business).

There is a \$5,000 limit for Commissioner/Board-owned businesses to enter into contracts with the City. The contract amount is a cumulative over a one-year period.

Gifts and money were discussed – it is illegal to accept gifts or money for advice or assistance if you are serving on a Commission or Board and can effect change. It was noted that any gifts accepted while wearing the “SSA hat” should be reported.

It was mentioned that appointed officials can represent anyone in front of the City as long as it has nothing to do with the work of the SSA.

Mr. Berlin went over the “key principals” document.

There was clarification that starting January 1, 2011; there will be a \$5,000 limit for political contributions to single candidates.

In the matter of recusal, it was wondered if it is mandatory for the Commissioner to step out of the room. There is no hard and fast rule for this. If the minutes record that the Commissioner in question left the room, it would eliminate any further issues.

The Chairman thanked Mr. Berlin for joining the Commission and Mr. Berlin stepped out of the meeting.

The chair asked for a motion to discuss the minutes from the meeting on 8/17/2010. Gary Niemand motioned to approve the minutes from 8/17/2010. Linda Gits seconded. All in Favor, motion carries.

The Chairman called for a review of General Services – specifically the cost allocation plan.

Ms. Caruso went through schedule C through A and explained the cost allocation plan. She mentioned the next City Council meeting is on October 8th, which will be a quick turnaround for approving a 2010 amended workplan and budget as well as a 2011 workplan and budget. The Commission should aim to have everything set for a November Council Introduction.

The chairman mentioned that discussion would jump to committee structure and the need to add further committees, but first it was suggested the Board call a vote on recommending OTMRA as the service provider. Mary Quincannon moved that OTMRA be recommended as the service provider for 2011. Gary Niemand seconded. All in favor, motion carries.

The Chairman presented the figures from the start up cost packet created by the office for reimbursement. Mr. Klugman asked Ms. Caruso if all the costs were commensurate with other comprehensive SSA development budgets. She confirmed that they were. Dino Lubbat moved that the Commission commit to reimbursing OTMRA \$56,646.25 for the district planning charged incurred by OTMRA since January of 2008. David Stone seconded. All in favor, motion carries.

There was a question regarding liability insurance for Commissioners. Ms. Caruso explained that as appointed officials, Commissioners are indemnified by the City and their council is the City's corporate council. The DCD does not recommend additional insurance for Commissioners; though additional insurance can be purchased for Commissioners through the service provider's insurance policy.

Staff is directed to check in with the current provider of OTMRA D&O insurance, share with them the ordinance, and see what additional coverage may be recommended.

The Chairman directed the conversation of committee structure. The executive committee is recommending there be three additional committees formed. The committees are:

Residential Committee

Public Way Committee

Advertising/Promotion Committee

It is recommended that each board member serve on one or two committees. Per the bylaws, SSA stakeholders are eligible for committee service.

Don Klugman wondered about the work plan for residential stakeholders. The scope and function of the residential committee is that of an informational committee. The residential committee will collect feedback from the community: presidents of condo boards and stakeholders at large. It was mentioned that both the Public Way Committee and the Advertising and Promotion Committee will rely heavily on feedback from the Residential Committee. Linda Gits suggests changing the name of the Advertising/Promotion committee to the Communications Committee. Mary Quincannon moved that the committees formed by the Commission will be the Executive Committee, Residential Committee, Public Way Committee, and Communication Committee. Barney Flanagan seconded
All in favor, the motion carries.

Gary Niemand made a motion to approve the chairs of the committees as follows:

Residential: Mark Proesel

Communication: Linda Gits

Public Way: Dino Lubbat

Linda Gits seconded.

All in favor, the motion carries.

Staff has been directed to collect interest for serving on committees.

Ms Caruso outlined the next steps for the Commission to take before the October 18th meeting. The 2010 budget needs to be amended, but not approved by council. The Commission should be ready to approve the 2011 budget at the October 18th meeting so it can be introduced to council.

It was mentioned that the executive committee will meet one week prior to the full Commission.

There was additional discussion about the upcoming budget target. Mary Quincannon mentioned interest in the Public Way and Communication Committee. Barney Flanagan mentioned interest in the Residential Committee.

Mary Quincannon moved to adjourn the meeting

Dino Lubbat seconded.

All in favor, the meeting is adjourned at 7:05pm

