

**SSA #48 Commission Meeting
FINAL Minutes
O'Briens Restaurant
Second Floor, Oak Room
Monday, March 2, 2016
5:30 pm**

COMMISSIONERS PRESENT: Dean Lubbat, Mark Proesel, Don Klugman, Caroline Shoenberger, David Stone, Judy Erwin

COMMISSIONERS ABSENT: Margie Smagacz, Peter O'Brien

STAFF PRESENT: Kevin Barbeau (OTMRA)

ATTENDING PUBLIC: Jennifer Tremblay (OTMRA Chairman)

CALL TO ORDER

Vice Chairman Dean Lubbat called the meeting to order at 5:40pm. Mr. Lubbat initiated a roll call and **asked that the minutes show a Quorum was achieved** at the start of the meeting.

Mr. Lubbat asked the attending public to introduce themselves.

Mr. Lubbat asked that the Commission review the DRAFT minutes from the 01/11/16 SSA 48 Regular Commission meeting.

Ms. Judy Erwin MOTIONED TO APPROVE the minutes of the 01/11/16 SSA 48 Regular Commission meeting. Mr. David Stone SECONDED. ALL IN FAVOR. The motion was APPROVED.

REVENUE REPORT – Mr. Mark Proesel, Treasurer

Mr. Mark Proesel shared SSA 48's to-date financials.

EXECUTIVE COMMITTEE – Mr. Peter O'Brien, Chairman

Discussion of 2015 SSA 48 Audit and Financial Statements – Mr. Dean Lubbat shared that SSA 48's DRAFT 2015 audit and financial statements were completed by contractor Helen J. Ajder CPA P.C. and directed the Commissioners to review the materials. Mr. Kevin Barbeau detailed the report, explaining the City requirements and the discovery process.

Mr. Don Klugman MOTIONED TO APPROVE the 2015 SSA 48 Audit and Financial Statements as FINAL. Ms. Judy Erwin SECONDED. ALL IN FAVOR. The motion was APPROVED

Discussion of 2016 1st Half Administrative Fees to Sole Service Provider (OTMRA) – Mr. Dean Lubbat shared that the current year Workplan and Budget includes payment to OTMRA as Sole Service Provider, of two equal payments totaling \$25,633.00. Mr. Lubbat noted that the first of these two payments is issued in Q1 or Q2 of the operating year.

Mr. Mark Proesel MOTIONED TO APPROVE payment of \$12,816.50 to its Sole Service Provider (OTMRA) for 1st half administrative fees. Mr. Dino Lubbat SECONDED. ALL IN FAVOR. The motion was APPROVED.

RESIDENTIAL COMMITTEE – Mr. Mark Proesel, Committee Chair

Discussion of 2016 Security Services Contract – Mr. Mark Proesel shared that his committee created an RFP for 2016 security services and that, after interviewing several respondents, recommends contracting with AGB Investigative Services. Mr. Proesel explained that the contracted security service would commence on March 11th.

Ms. Caroline Shoenberger MOTIONED TO APPROVE a 2016 contract with AGB Investigative Services to provide security services. Mr. Don Klugman SECONDED. ALL IN FAVOR. The motion was APPROVED.

PUBLIC WAY COMMITTEE – Mr. Dean Lubbat, Committee Chair

Discussion of 2016 Sidewalk Litter Abatement Services – Mr. Dean Lubbat shared that his committee created an RFP for 2016 sidewalk litter abatement services and that, after interviewing several respondents, recommends contracting with Cleanstreet. Mr. Lubbat explained that the contracted sidewalk litter abatement services would commence on March 12th.

Ms. Judy Erwin MOTIONED TO APPROVE a 2016 contract with Cleanstreet to provide sidewalk litter abatement services. Ms. Caroline Shoenberger SECONDED. ALL IN FAVOR. The motion was APPROVED.

Discussion of Landscaping and Holiday Decorations – Mr. Dean Lubbat shared that, pending a Board vote at its 03/16/16 Board Meeting, OTMRA intends to renew its contract for Landscaping and Holiday Decorations with Old Town Gardens, and has requested reimbursement of \$40,000 from SSA 48 for its share.

Mr. David Stone MOTIONED TO APPROVE payment of \$40,000 to OTMRA for reimbursement of 2016 Landscaping and Holiday Decoration services contracted with Old Town Gardens, pending contract approval by OTMRA's Board of Directors. Ms. Judy Erwin SECONDED. ALL IN FAVOR. The motion was APPROVED.

Discussion of 2016 Taxi Cab Stand Management – Mr. Dean Lubbat shared that the taxi cab stand program will continue in 2016 and asked that the Commissioners re-approve the amount to be disbursed as reimbursement for these services.

Ms. Caroline Shoenberger MOTIONED TO APPROVE reimbursement of \$12/hour to cab stand contractors, not to exceed \$14,000 in 2016. Mr. David Stone SECONDED. ALL IN FAVOR. The motion was APPROVED.

COMMUNICATION COMMITTEE – Mr. Don Klugman, Committee Chair

Discussion of SSA 48 Marketing: – Mr. Don Klugman shared that SSA 48 will be working with OTMRA to support and manage its 2016 marketing programs, events and initiatives.

NEW BUSINESS

Ms. Judy Erwin shared that she has noticed free-standing, wrought-iron flower boxes in other districts.

Mr. Kevin Barbeau reminded SSA 48 Commissioners of due dates for City and County Ethics Statements, as well as Commissioner Renewal deadlines.

Jennifer Tremblay shared that the 18th District Chicago Police Department is hosting its monthly "Coffee with the Commander" at Eva's Café (1447 N. Sedgwick) on Wednesday, March 9th, 2016.

Mr. Dean Lubbat thanked O'Brien's Restaurant for hosting the SSA 48 Regular Commission Meeting.

Ms. Caroline Shoenberger MOTIONED TO ADJOURN the Monday, March 2nd, 2016 SSA 48 Regular Commission Meeting. Mr. DAVID STONE SECONDED. ALL IN FAVOR. The motion was APPROVED.

The meeting was adjourned at 6:25pm on Monday, March 2nd, 2016.