

**SSA #48 Old Town – Commission Meeting
Kamehachi (1531 N. Wells)
Tuesday, October 10, 2017 | 5:30pm**

Minutes

Commissioners and Staff present: Ian M Tobin - Executive Director, Mary McMahon - Associate Director, Dino Lubbat, Peter O'Brien, Don Klugman, Mark Proesel, Judy Erwin

Commissioners Absent: David Stone and Caroline Schoenberger

Call to Order and Approval of Minutes

The meeting was called to order at 5:37pm by Peter O'Brien.

Roll Call

Quorum

Introduction of Guests

Jennifer Tremblay, Giulia Sindler, Bob Friedman, Alex Christenson

Review of DRAFT MINUTES from SSA 48 Commission Meeting on 07/11/2017

MOTION TO APPROVE 07/11/17 SSA 48 Commission Meeting Minutes Mr. Lubbat. Seconded by Mr. Klugman. The motion carries.

Review of DRAFT MINUTES from SSA 48 Commission Meeting on 08/29/2017

MOTION TO APPROVE 08/29/17 SSA 48 Special Commission Meeting Minutes Mr. Proesel. Seconded by Ms. Erwin. The motion carries.

This meeting was to approve the RPF for reconstitution. PLACE Consulting won the bid. It was announced that the first meeting related to reconstitution will take place tonight following this SSA Commission Meeting.

Financial Report

Mr. Proesel reported on SSA #48 Old Town's Financials as of September 30, 2017.

SSA 48 continues to remain in a strong financial position with \$162,942.03 in our bank account.

Income as of September 30, 2017: \$183,187.59

Money Spent year-to-date includes the following:

Operations & Administrative Support: \$17,262.47

Public Way Maintenance: \$30,154.60

Public Way Aesthetics: \$16,720.00

Parking/Transit/Accessibility: \$6,382.44

Contract Services: \$300

Safety Programs: \$30,428.52

Net balance to date is: \$76,063.31

Committee Reports

Executive Committee – Mr. Peter O'Brien, Chairman

1. Review of Re-submission of 2018 SSA 48 Workplan and Budget – the City of Chicago contacted OTMRA stating that the 2018 budget will need to be resubmitted due to changes in State Statute. This proposed budget and workplan reduces carry over from line items 1.06 Holiday decorations, 1.08 Marketing, 2.02

Landscaping, 2.05 Streetscape Elements, 4.09 SSA Designation, 5.03 Security Patrol Services. This will go before the council in November for approval. Mr. Tobin made note that he has been in contact with staff from the City of Chicago to ensure everything is in line and worked with PLACE Consulting to ensure that our recommended changes to the 2018 budget and workplan were strong.

- a. **MOTION TO APPROVE 2018 SSA 48 2018 Workplan and Budget by Ms. Erwin. Seconded by Mr. Lubbat. The motion carries.**
 - b. **MOTION TO MAINTAIN our levy for 2018 at the 2017 level of 0.29% by Mr. Lubbat. Seconded by Ms. Erwin. The motion carries.**
2. Discussion of Payment to OTMRA for Administrative Services – Mr. Tobin made a correction on the agenda that this is for the second half of 2017 and not the first half of 2017. This pays for OTMRA staff that works on SSA #48 throughout the year.
- a. **MOTION TO APPROVE Disbursement of the second half of SSA Non-Service Personnel \$12,816.50 to OTMRA by Mr. Proesel. Seconded by Mr. Klugman. The motion carries.**
3. Discussion of 2017 SSA 48 Regular Commission Meeting Schedule – Ms. Erwin will be gone on January 9. Mr. Klugman spoke of his conflicts for the scheduling on Tuesdays. It is discussed that the meetings will take place on Wednesdays at 5:30 pm – January 10, April 11, July 11, October 10
- a. **MOTION TO APPROVE 2018 SSA 48 Regular Commission Meeting Schedule by Ms. Erwin. Seconded by Mr. Klugman. The motion carries.**
 - b. Chair notes that the location is TBD. Thanks were given to the OTMRA President for allowing the SSA #48 to host at Kamehachi, but other venues are open to host.
4. Discussion of SSA 48 Reconstitution – Members were nominated to the reconstitution committee and the first meeting would be taking place immediately following this SSA Commission meeting. Mr. Tobin listed the names of the individuals who are on the reconstitution committee. This is an advisory committee to provide residents and business input on the reconstitution process. PLACE Consulting was the firm that was hired to help guide the SSA #48 through the reconstitution. They were chosen for the first constitution process. There will be community meetings once the reconstitution committee meets. Moody Bible has been asked to host these meetings in the future once dates are chosen. Franklin School is another location that meetings may be hosted at. The kickoff is November 1, 2017 and would go to the City in October or November 2018. Ms. Erwin asked a question about the 20% signatures. Mr. Tobin said that this is voted on by pin numbers. Mr. Lubbat asked a question about the approval in 2018 and asked about how it would affect the budget process. Mr. Tobin noted that he will talk to PLACE Consulting to ask about the process. Mr. O'Brien noted that there are rules and laws that dictate this process. Ms. Erwin asked about the money that is not spent from carryover. Mr. Tobin made note that he would ask about this inquiry.

Residential Committee – Mr. Mark Proesel, Committee Chair

5. Discussion of Security Services – Security provider is AGB and they are contracted for Friday and Saturday nights. Over the last six months, they have brought out more staff, but only charged us for our standard rate. Ubers, Lyfts, crowds and party buses are attended to. Mr. Proesel noted that there was a party bus that was illegally parked in front of 1414 N. Wells on September 29 around 9:00 pm, and the driver was aggressive, but this was too early for AGB to be out to handle this. Mr. O'Brien noted that AGB attended our last meeting and there was a restaurant committee, and all said that they do not encourage party buses. Ms. Sindler noted that it was unanimous from all attending the restaurant committee meeting that they do not work with trolley companies and bar crawls/organized groups due to congestion and based on how they run their own businesses to regular congestion. Mr. O'Brien is asking OTMRA to reach out to the trolley company. Mr. Lubbat asked about requesting extra security during the Cubs games, as it was done last year and noted that it was appreciated. Mr. Proesel asked about the connection with the OTMRA and the Commander. Mr. O'Brien noted that we meet monthly. Mr. Proesel noted that the security RPF went out and interviews are occurring now.
6. Mr. Klugman left the meeting at 6:20 pm.

Public Way Committee – Mr. Dino Lubbat, Committee Chair

7. Discussion of 2016-2017 Sidewalk Snow Removal Services – Met with two RPF responders. The committee is going with the TSI contract including the rebate and zero tolerance clauses. Ms. Sindler asked a question about housing of equipment. Mr. Lubbat noted that they will request to have TSI find their own storage area with hopes that there are no expenditures.
 - a. **MOTION TO APPROVE 2016-2017 Snow Removal Services Contract by Ms. Erwin. Seconded by Mr. Proesel. The motion carries.**
8. Discussion of Street Element Enhancements to SSA 48 Old Town – In addition to snow plowing, improvement of the gates with lighting and increasing funds for holiday decorating has been recommended. The committee asked that this is expanded to an extra \$10,000.
 - a. **MOTION TO APPROVE the additional money to spend on street element enhancements by Ms. Erwin. Seconded by Mr. Proesel. The motion carries.**

Communications Committee – Mr. Don Klugman, Committee Chair – Mr. Ian Tobin gave the report

9. Discussion of Marketing and Communications
 - a. The SSA report was sent out to all property owners in August.
 - b. The OTMRA is working on leading the charge on rebranding, website redesign based on funds from the SSA #48.

New Business

Adjournment

Ms. Erwin made a motion to adjourn and was seconded by Mr. Proesel. The motion carries and the meeting was adjourned at 6:30pm.