**SSA #48 Old Town – Commission Meeting
Wintrust Bank Old Town (100 W North Ave)
Wednesday, January 9, 2019 | 5:30pm**

**Minutes**

Commissioners and Staff present: Ian M Tobin - Executive Director, Dino Lubbat, Peter O’Brien, Judy Erwin, Mark Proesel, Caroline Schoenberger, and Alex Christenson

Commissioners Absent: Don Klugman

Call to Order and Approval of Minutes

The meeting was called to order at 5:40pm by Peter O’Brien.

Roll Call

Quorum

Introduction of Guests

Bob Friedman, Amy Lemar of Wintrust Bank, and Horacio Restrepo of TSI.

Review of DRAFT MINUTES from SSA 48 Commission Meeting on 10/10/2018

**MOTION TO APPROVE 10/10/18 SSA 48 Commission Meeting Minutes Ms. Judy Erwin. Seconded by Mr. Klugman. The motion carries.**

Financial Report

Mr. Proesel reported on SSA #48 Old Town’s Financials as of November 30, 2018.

Income as of November 30, 2018: $190,781.32

Expenses in 2018 includes the following:

Advertising and Promotion: $4,317.00

Operations & Administrative Support: $23,195.40

Public Way Maintenance: $49,438.91

Public Way Aesthetics: $33,669

Parking/Transit/Accessibility: $10,267.92

Safety Programs: $29,643.45

District Planning: $25,920.00

Total Expenses: $192,106.68

Net balance to date is: $1,325.36

Committee Reports

Executive Committee – Mr. Peter O’Brien, Chairman

1. Discussion on appointed and reappointed Commissioners – Peter O’Brien announced that Dino Lubbat, Mark Proesel, and Don Klugman were all successfully reappointed. Alex Christenson was appointed to the Commission.
2. Discussion on SSA Reconstitution – Mr. O’Brien explained to the Commission how the final steps of the SSA Reconstitution went. He talked about the November 1, 2018 Finance Committee hearing and passed on word that City Staff felt that our presentation before the Finance Committee was one of the best reconstitution presentations they had seen.
3. Discussion on 2018 Audit Services Contract—Mr. O’Brien stated that it was the Executive Committee’s recommendation to renew the contract with Eilts & Associates.
	1. **MOTION TO RENEW Contract with Eilts & Associates by Ms. Caroline Schoenberger. Seconded by Ms. Judy Erwin. The motion carries.**
4. Announcement of Department of Planning and Development Auditor Training – Mr. Ian M Tobin announced to the Commission that SSA 48 Old Town and the Old Town Merchants and Residents Association would be co-hosting with the City of Chicago an Auditor Training Breakfast in January.

Public Way Committee – Mr. Dino Lubbat, Committee Chair

1. Discussion of 2018 Sidewalk Snow Removal Services – Mr. Lubbat discussed the snow removal service that ended on December 31, 2018 before the 2019 Contract started. Horacio Restrepo from TSI presented on how snow removal ended for the year. He announced that we went over our cap for the end of 2018. Mr. O’Brien asked if they would consider waiving that overage as a courtesy for the bumpy beginning to the snow removal season.
2. Discussion on Contract for Litter Abatement – Mr. Lubbat presented the two bids before the Commission. He noted that the Public Way Committee did not make a recommendation. The Commission discussed the two bids.
	1. **MOTION TO APPROVE Clean Slate’s contract for 2019 was motioned by Mr. Lubbat. Seconded by Ms. Erwin. The motion carries.**

Residential Committee – Mr. Mark Proesel, Committee Chair

* + - 1. Discussion on Contract for Security Services – Mr. Proesel talked about the Committee’s recommendation to approve AGB Investigative Services contract for 2019 with the addition of Thursday Night security and one staggered weekday service for the SSA. Alex Christenson asked a clarifying question why the contract includes armed officers. Mr. O’Brien explained that SSA 48 has hired armed officers since the first contract and assured the Commission that AGB’s recruitment and training is above board to ensure that they are used properly.
	1. **MOTION TO APPROVE AGB Investigative Services 2019 Contract was motioned by Mr. Proesel. Seconded by Ms. Erwin. The motion carries.**

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

Discussion of Marketing and Communications—Mr. Tobin explained that the OTMRA has begun writing a new annual report with the hopes of presenting it at the OTMRA Member’s Reception on March 27th. He also stated that the OTMRA would look into Mr. Don Klugman’s recommendation of hosting an SSA Meet N’ Greet in the Expansion Area in 2019. Ms. Erwin recommended that it should happen at House of Glunz.

New Business

Mr. O’Brien stated that the SSA will be searching for more people to become active in the Committees. He directed Commissioners to email Mr. Tobin to let them know about which committees on which they would like to serve.

Adjournment

Ms. Erwin made a motion to adjourn and was seconded by Mr. Proesel. The motion carries and the meeting was adjourned at 6:33pm.