



— OLD TOWN —  
SPECIAL SERVICE  
— AREA 48 —

## SSA 48 Old Town – Special Commission Meeting Agenda & meeting Minutes

Tuesday, March 14, 2023 4:00PM

Register was required in advance for this meeting at:

[https://us02web.zoom.us/meeting/register/tZ0qf-2srjkjH90\\_rfkQ8Aa-HKJCYJZy9Q3](https://us02web.zoom.us/meeting/register/tZ0qf-2srjkjH90_rfkQ8Aa-HKJCYJZy9Q3)

### AGENDA

Call to Order 4:00 PM per Chairman Peter O'Brien

Pursuant to the applicable law and determination that attendance by remote means is necessary because an in-person meeting is not practical or prudent due to the declared public health disaster caused by COVID-19, this meeting is conducted by videoconference

#### 1. Roll Call

Commissioners In Attendance:

Chair Peter O'Brien, Vice Chair Judy Erwin, Treasurer Mark Proesel, Secretary Jennifer Tremblay, Commissioners Don Klugman, Alex Christianson, Caroline Schoenburger

Absent: Paul Purewal,

Staff: Marcy Huttas, Executive Director, OTMRA

Members of the public: Pam Farley (OTMRA Board President), Adam Silverstein (Garfield's Beverage)

#### 2. Public Comment

##### Guidelines for Public Comments

- A. The goal of public comment is to ensure that the voices of the community are heard on matters pertaining to the work of SSA #48. The SSA #48 Commission is not required to provide immediate response to questions or concerns presented
- B. Public input will be available at the start of the committee meeting. The opportunity to speak will be available for all in attendance, however, speaking time may be limited depending on the number of attendees wishing to speak. The commission will aim to limit this portion of the meeting to no more than 15 minutes.
- C. All those wishing to speak during the public input portion of the meeting **should make a request in advance by contacting OTMRA at [otmra@oldtownchicago.org](mailto:otmra@oldtownchicago.org)**

- D. The public input section of any SSA meeting will proceed according to Robert's Rule of Order, most importantly:
  - a. No attendee may speak twice until everyone else wishing to speak has spoken once
  - b. All remarks must be directed to the meeting chair
  - c. Remarks must be courteous in language and department avoiding all personal remarks and never alluding to others by name or to motives
  - d. One person may speak at a time. If not, the presiding officer may call them out of order

#### 4. Committee Reports and Motions

##### A. Executive Committee – Peter O'Brien, Chairman

##### 1. MOTION 1: SSA #48 Audit services for 2022

**Chair Peter O'Brien made a MOTION TO APPROVE the audit contract with Cary J Hall & Associates, totaling \$3,100 for the SSA 48 2022 audit (6.02)**

Judy Erwin seconded the motion. All voted in favor. The motion unanimously passed.

Chair Peter O'Brien made a request on behalf of the commission that Cary Hall come to the next meeting. ED Marcy Huttas will make the request.

##### 2. MOTION 2 & 3: Movement of available funding in the Budget to provide adequate funding for 2023 Landscaping Contract (One landscaping proposal received for 2023 for \$78,966; current budget is \$70,988)

**MOTION 2: Chair Peter O'Brien made a MOTION to move up to \$5,000 from Public Way Vandalism Repair Rebate (2.13) to Public Way Landscaping (2.02)**

Don Klugman seconded the motion. All voted in favor. The motion unanimously passed.

**MOTION 3: Chair Peter O'Brien made a MOTION to move \$4,800 from Sidewalk Cafe Permit Rebate Program (4.11) to Landscaping (2.02)**

Judy Erwin seconded the motion. All voted in favor. The motion unanimously passed.

B. **Public Way Committee** – Alex Christenson, Committee Chair

**MOTION 4: MOTION to approve landscaping contract for 2023**

Old Town Gardens was the only respondent to the 2023 landscaping RFP. Alex gave an explanation for the cost increase from last year: inflation & cost increases, need for additional watering, the need to replace some evergreens that have died.

**Alex Christianson made a MOTION to approve a landscaping contract with Old Town Gardens per the RFP response, for up to \$78,966.00 for 2023 (2.02) subject to the contract breaking out charges and COIs being provided as needed.**

Judy Erwin seconded the motion. All voted in favor. The motion unanimously passed.

5. New Business

Reminder to Commissioners that :

City of Chicago Statement of Financial Interests form must be submitted by May 1, 2023

Cook County Statement of Economics Interests form will also be due in early May (Notice with exact date has not yet been sent out by the County)

6. Adjournment

Peter O'Brien made a motion to adjourn. Don Klugman. seconded the motion. All voted in favor. The motion unanimously passed and the meeting adjourned at 4:24PM.