



**SSA 48 Old Town –Commission Meeting MINUTES**  
**Tuesday, October 7th, 2025**

**5:30 pm**

*Hybrid Meeting: In person at Moody Church (1635 N. LaSalle) or via  
Zoom: <https://us02web.zoom.us/j/87939196709>*

**AGENDA**

**1. Call to Order**

On May 11, 2023, the last statewide disaster proclamation relating to the COVID-19 pandemic expired. The OMA now requires that a quorum of members of a public body must be physically present at the location of an open meeting, allowing for other members to be remote; also allowing for the public to attend meetings in person or virtually

**2. Roll Call**

Jennifer Tremblay, Chair - present

Peter O'Brien, Vice-Chair - present

Mark Proesel, Treasurer - present

Judy Erwin, Secretary - absent

Caroline Shoenberger - present

Alex Christenson - resigned from his seat on SSA #48 Commission prior to this meeting

Don Klugman - absent

Bob Block - present

*\*At the start of the meeting, Chair Jennifer Tremblay announces that Alex Christenson has resigned from his position as a Commissioner on SSA #48\**

**Staff:**

Marcy Huttas; Executive Director

Colleen Sweeney; Program Manager

**Members of the Public:**

Bob Friedman - Resident, (in person)

Brad Summers - Wells Fargo, (in person)

James Dattalo - Fudge Pot / OTMRA Board (remote)

Brian Pelrine - 2nd ward office (remote)

Ed Enriquez - Senestech (remote)

Bryan DiMenna - Senestech (remote)

**3. Public Comment**

Guidelines for Public Comments

1. 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
2. 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.

3. 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)**
4. 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. Review and Approval of Commission meeting minutes** from the July 10, 2025 SSA #48 Commission meeting

##### **MOTION 1 TO APPROVE 7/10/25 SSA 48 Commission Meeting Minutes**

*Motion to approve the 7/10/25 minutes made by Caroline Shoenberger, Bob Block seconds, motion passes*

#### **5. Financial Report** – Mark Proesel, Treasurer

#### **6. Committee Reports & Motions**

##### **Executive Committee**

**MOTION 2** To approve 2nd reimbursement for personnel expenses for \$57,498 to OTMRA as Sole Service Provider

*Motion to approve the second reimbursement made by Peter O'Brien, Mark Proesel seconds, motion passes*

##### **Residential Committee** - Chair, Mark Proesel

No motions

##### **Public Way Committee** - Chair, Alex Christenson

**MOTION 3** To approve the 2025-2026 snow removal contract

*Motion to approve the 2025-26 snow removal contract with company B&B for \$109,850 made by Peter O'Brien, Caroline Shoenberger seconds, motion passes*

**MOTION 4** To approve the 2026 sticker removal and litter abatement contracts

*Motion to approve the 2026 litter abatement and sticker removal contracts with Clean Slate made by Mark Proesel, Caroline Shoenberger seconds, motion passes*

**MOTION 5** To move \$19,810 from line item 2.05 (streetscape elements) to line item 1.06 (holiday decorations)

*Motion to move \$19,810 made by Caroline Shoenberger, Peter O'Brien seconds, motion passes*

**MOTION 6** To approve the 2025 holiday decor contracts

*Motion to approve the 2025 holiday decor contracts with Illuminight for \$31,600 and Old Town Gardens for \$26,710, made by Peter O'Brien, Caroline Shoenberger seconds, motion passes*

**MOTION 7** To approve an additional 3-month trial with Senestech for Burton Place rat birth control

*Motion to approve the additional 3-month trial made by Mark Proesel, Caroline Shoenberger seconds, motion passes*

**Economic Development Committee** - Chair Caroline Shoenberger

**MOTION 8** To move \$20,000 from line item 2.05 (streetscape elements) to line item 2.04 (wayfinding)

*Motion to move \$20,000 made by Jennifer Tremblay, Mark Proesel seconds, motion passes*

**MOTION 9** To approve up to \$28,000 from line item 2.04 (wayfinding) for signage within the SSA

*Motion to approve up to \$28,000 made by Peter O'Brien, Mark Proesel seconds, motion passes*

**MOTION 10** To move \$2500 from line item 4.01 (site marketing) to line item 4.07 (economic impact study)

*Motion to move \$2500 from line item 4.01 to line item 4.07 made by Jennifer Tremblay, Peter O'Brien seconds, motion passes*

**MOTION 11** To approve \$5000 from line item 4.07 (economic impact study) for a neighborhood market study, cost shared with OTMRA, contingent on two SSA commissioners being on the committee choosing the firm

*Motion to approve \$5000 made by Peter O'Brien, Bob Block seconds, motion passes*

**Marketing & Communications Committee** - Chair Don Klugman

No motions

7. Old Business

8. New Business

9. Adjournment

6:31 pm

**Proposed Commission meeting dates for 2026:**  
January 15th, April 21st, July 8th, October 13th