SSA 48 Old Town – Commission Meeting MINUTES
July 8, 2026

5:30 pm

Hybrid Meeting: In person at Moody Church (1635 N. LaSalle) or via Zoom: https://us02web.zoom.us/j/83113967334

1. Roll Call

Jennifer Tremblay, Chair - *present*
Peter O'Brien, Vice-Chair - *present*
Mark Proesel, Treasurer- *present*
Judy Erwin, Secretary- *present*
Caroline Shoenberger- *present*
Don Klugman - *present*
Bob Block- *present*
John Brady- *present*

Staff:
Marcy Huttas, Executive Director - *present*
Colleen Sweeney, Program Manager - *present*

Members of the Public:
Sean Sullivan, Burton Place Plaza resident, via Zoom
Amy Keller, Burton Place Plaza resident, via Zoom
James Datallo, OTMRA Board / Fudge Pot via Zoom

2. 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 an 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 15 minutes or less.
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**
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

3. **Review and Approval of Commission meeting minutes**

MOTION 1 To approve the minutes from the May 27, 2026, SSA #48 Special Commission Meeting

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

4. Committee Reports & Motions

Executive Committee

MOTION 2 To approve the 2027 budget

Motion to approve the 2027 budget made by Peter O'Brien, Caroline Shoenberger seconds, motion passes

MOTION 3 To approve Old Town Merchants & Residents Association as the Sole Service Provider for SSA #48 for 2027

Motion to approve OTMRA as the SSP made by Peter O'Brien, Bob Block seconds, motion passes

Public Way Committee - Chair, Bob Block

MOTION 4 To approve up to $5,000 from line item 2.05 (streetscapes) to fund a contractor for the continuous deployment of the rat birth control
Motion to approve up to $5000 for a contractor made by Judy Erwin, Caroline Shoenberger seconds, motion passes

Marketing Committee - Chair, Don Klugman

MOTION 5 To approve up to $500 from line item 1.07 (print materials) for the cost share of printing the Bastille Day "passports" and Bastille Day signage within the SSA
Motion to approve up to $500 for a contractor made by Peter O'Brien, Caroline Shoenberger seconds, motion passes

MOTION 6 To approve up to $500 from line item 4.01(marketing) for a SSA sponsorship of the 2027 OTMRA ornament
Motion to approve SSA sponsorship for the 2027 ornament made by Judy Erwin, Peter O'Brien seconds, motion passes

MOTION 7 To approve up to $2000 from line item 1.05 (decorative banners) for up to 6 new streetpole banners within the SSA
Motion to approve up to $2000 for decorative banners made by Caroline Shoenberger, Bob Block

seconds, motion passes

5. New Business

6. Adjournment : meeting adjourned at 6:21

FYI Committee and Commission meeting dates for 2026:

Commission: 10/13

Committee meetings: Scheduled as needed