



**SSA#34 – Advisory Commission  
Special Meeting  
January 28, 2008  
Aon Insurance, 1<sup>st</sup> Floor  
5050 N. Broadway, Chicago, Illinois**

**Minutes (Final)**

Commissioners Present:

Marty Kelly (President), Terry Tuohy (Vice President), Margaret Haywood (Secretary), David Rettker (Treasurer), Eric Cheng, Chip Long, Jennifer Martin, Steve Milford, Warren Preis, Ray Rickert

Commissioners Absent:

Tom Cameron, Peter Holsten

Others in attendance:

Joyce Dugan, CEO, Uptown United  
Lynn Kardasz, SSA #34 program Manager, Uptown United  
Mitch Schneider, property owner/employee within SSA

Meeting called to order at 3:30pm

No Public Input

1. **Meeting Conduct:**  
Secretary Haywood noted that commission is required to tape record meetings and asked that speakers to identify themselves, speak clearly, and minimize rustling of papers.
2. **Approval of November 2007 Minutes**  
Motion to accept by Long, seconded by Preis, approved unanimously by voice vote
3. **Approval of December 2007 Special Meeting Minutes**  
Motion to accept by Preis, seconded by Rettker, approved unanimously by voice vote
4. **Cleanslate Contract Revote**  
Discussion on whether Long and Tuohy should recuse themselves from votes on budget matters due to perceived conflicts of interest. Kardasz expressed opinion that both should recuse due to Long's spouse and Tuohy holding positions on Uptown

United board of directors. Kardasz felt that Cleanslate contract vote in December must be revoted. With Tuohy and Long recused, Milford moved and Rettker seconded motion to revoke in Cleanslate contract as presented in December. Motion passed unanimously by voice vote.

**5. 2008 Meeting Dates**

Motion by Preis to accept schedule of regular meeting dates on 3<sup>rd</sup> Monday of alternate months in 2008 (March, May, July, September, November), 3:30 pm at Aon/Combined offices, 5050 N. Broadway. For meetings after May, a new location may be considered due to change of management for 5050 building. Motion seconded by Milford, approved unanimously by voice vote.

**6. Uptown United Presentation**

Although some initial research had been undertaken, it was felt that the proposed street festival would be too large an undertaking and that there is not enough organizational capacity at this time. There remain other opportunities to promote the community and/or SSA. Concern with involvement and need for volunteers was expressed.

**7. Signature of SSA Checks**

**8. Disclosure**

Discussion about possible limitations as to designation of eligible check signers, potential/perceived conflicts of interest. Agreed to table the matter until the SSA representative from Planning & Development could attend to clarify several issues.

**9. RFP Procedure**

Discussion as to whether additional RFP procedures are required given that the City already holds the commission to a set of RFP guidelines. The issue of additional procedures was referred to Audit Workgroup.

**10. Festival Update**

In addition to what had been discussed under #6, Kardasz felt that, due to budget carryovers and a beneficial snow removal contract, that 2008 was financially the best year in which to undertake a festival. Discussion took place about the budget categories and activities the commission could reallocate the budgeted festival dollars.

Formal motion to cancel planning for a 2008 festival by Preis, seconded by Rettker. Motion passed unanimously by voice vote. Reallocation of festival budget was tabled until the next meeting.

**11. Rules & Regs**

Discussed under #9

**12. Work Group Assignments**

Since the scope of the SSA is centered around cleaning and snow removal, the commissioners discussed the most efficient ways to organize and hold workgroup meetings in terms of topics and how to remain in compliance with the Illinois Open Meetings Act. Kelly would work with Kardasz on logistics to schedule necessary workgroup meetings in February.

**13. Mid-Year Assessment**

Kardasz distributed mid-year assessment. Preis moved to accept it, Rickert seconded. Motion to accept mid-year assessment as distributed approved unanimously by vice vote.

**14. Work Groups Updates**

a. Banners

There is money in the budget to produce additional banners that will fill in gaps with the SSA. Workgroup needs to address the text to be placed in the banners.

b. Marketing/Open Houses

Kardasz discussed the potential of holding open houses in various parts of the community to present the SSA and what it does as a way of involving businesses and residents.

c. Audit

Rettker and kardasz will meet with CPA Bart Eilts.

d. Safety

Letter included in commissioners' packets regarding Wilson El station project. This is on hold in order to possibly include it within the larger context of public participation with redesign of the CTA station.

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Motion to adjourn, seconded, and approved unanimously at 4:45 pm.