

**Regular Meeting - Wednesday, January 26<sup>th</sup> 2022 8:30am – 10:00am**

**Zoom Meeting:** <https://us06web.zoom.us/j/88279475691?pwd=cHFkcXFwaE1KTDBBZXIwcEdiWFhWQQT09>

**Meeting ID:** 882 7947 5691 | **Password:** 015860

Commissioners Present: David Israel, Stan Razny  
Commissioners Absent: Joe Lombardo  
Others in Attendance: Gina Caruso (Oak St Council/The Lord Companies, L.L.C.);  
Rick Tannenbaum, SSA Commissioner Candidate; Duke  
Miglin, SSA Commissioner Candidate; representatives from  
Gensler, The Lakota Group and Smithgroup/All Together

Minutes

**1. Welcome and Call to Order**

- a. Razny called meeting to order at 8:30am.

**2. Public Input**

*No public present.*

**3. Approval of Minutes**

- a. On acceptance of minutes for the following meeting:  
*Motion to accept December 8, 2022 Annual Meeting minutes.*  
**Motion:** Razny                      **Second:** Israel  
**VOTE:** Approve – ALL      **Motion Passes.**
- b. On acceptance of minutes for the following meeting:  
*Motion to accept December 8, 2022 Regular Meeting minutes.*  
**Motion:** Razny                      **Second:** Israel  
**VOTE:** Approve – ALL      **Motion Passes.**

**4. SSA Commissioner Candidates**

- a. Caruso reported that the appointments for new SSA Commissioner candidates Duke Miglin and Rick Tannenbaum were introduced to City Council 1/26/22 and are anticipated to pass out of the February City Council meeting which has yet to be scheduled. They will then be fully confirmed Commissioners.

**5. Communications – Website, Constant Contact Campaigns, Annual Report, Media Relations, Social Media Management**

- a. Caruso reported that Webbappclouds is targeting to have the updated website completed by early February. The SSA Commission decided to put a pause on media relations and social media management at this time.
- b. Caruso reported that a Constant Contact account is active for SSA communications. The SSA Commission requested an email go out to SSA businesses about the challenges with snow removal and plans for improvement.
- c. Caruso reported that the 2021 Annual Report design and production will start in early February to have a digital report completed by March.

6. **Security Strategies Update**

- a. Three responding firms presented their proposals and approach for the Street Closure & Activation RFP: Gensler, The Lakota Group and Smithgroup/All Together. The SSA Commission discussed the merits of all three proposals and the criteria of having a strong relationship with the Chicago Department of Transportation (CDOT) is a critical need of a selected firm. The Commission requested Caruso send redacted scopes to Gensler for Gensler to revise their proposal to align with the preferred scope. The Commission intends to decide on a firm at the February 2022 SSA Commission meeting.

7. **SSA Financials**

- a. Caruso asked if the Commission had any questions about the financials in the meeting packet. She also reported the Carry Over amount of approx. \$60,000 is on target with what was estimated in the 2022 budget. Caruso asked Razny status of getting cancelled checks for OSC to be reimbursed for SSA startup costs. Razny indicated OSC's bookkeeper, BBIG have access to the account.
- b. Caruso reported that the 2023 budgeting process will begin in March/April so the Commission can determine the budget preparation process at their February meeting.

8. **Stakeholder Engagement & Advocacy**

- a. No further discussion about the Illinois Retailers Association.

9. **New Business**

- a. None.

10. **Future Oak St SSA Commission Meetings**

- a. Next Regular Meeting: Tuesday, February 8<sup>th</sup>, 2022 8:00am-10:00am via Zoom.

11. **Adjournment**

*Motion to adjourn at 10:15am*

**Motion:** Israel      **Second:** Razny

**VOTE:** Approve – All    **Motion:** Passes

**Minutes Submitted By:** Gina Caruso, SSA Program Manager

**Approved:** 2/10/22