

Regular Meeting - Monday, April 10th, 2023 8:00am – 9:30am

Zoom Meeting: <https://us06web.zoom.us/j/88279475691?pwd=cHFkcXFwaE1KTDBBZlIwcEdlWFhWQT09>

Meeting ID: 882 7947 5691 | Password: 015860

Commissioners Present: Pam Farley, David Israel, Duke Miglin, Stan Razny, Rick Tannenbaum

Others in Attendance: Gina Caruso (Oak St Council/The Lord Companies, L.L.C.); Robert Kearney, Ald. Reilly's Office; Mark Roschen, DPD; Joy Coombes, Almanza Coombes

Minutes

1. Welcome and Call to Order

- a. Razny called the meeting to order at 8:05am

2. Public Input

- a. No public in attendance.

3. Approval of March 14, 2023 Meeting Minutes

- a. On acceptance of the March 14, 2023 Meeting Minutes:

Motion to accept the March 14, 2023 Meeting Minutes:

Motion: Razny

Second: Tannenbaum

VOTE: Approve – ALL

Motion Passes.

4. SSA Financials

- a. The SSA Commission reviewed the financials prior to the meeting. Tannenbaum discussed having a clear idea about budget amendment activity, specifically identifying line items with funds to shift to other line items. Caruso reported she's attending the City's 2024 budget training and will coordinate budget amendments and 2024 budgeting with Tannenbaum once the 2022 Audit is finalized. Coombes discussed the 2022 Oak St SSA budget. Overall, the finances are in good order. She identified a common finding for most SSAs regarding Carry Over due to the County late second installment tax collection. Coombes also recommends OSC create a separate SSA QuickBooks account. The final audit will be issued in time for OSC to submit by the City's May 1 deadline.

5. Safety & Security

- a. Caruso reported that HLSA Security is going well with over 55 participants in the GroupMe security chat. The Commission wants to lock in the HLSA security scope/pricing through the remainder of 2023.

6. Special Events

- a. Caruso reported the second survey received eight responses and reviewed key feedback with the Commission. Razny requested a meeting with Ollmann to discuss the OSC scope for working on a special event.

7. Public Way & Traffic

- a. Kearney reported he will check with the City's 50/50 Sidewalk Program on the status of our application. Kearney reported that the order of magnitude cost for sidewalk replacement per the Aldermanic menu is \$105,000 per block face. Kearney confirmed that CDOT only funds CDOT-approved sidewalk materials and does not apply the CDOT funding to a project with a different scope. Kearney suggested staining the sidewalks post-CDOT installation. The Commission is weighing options for new sidewalk materials.
- b. Kearney is checking to see if any further utility work is planned for Oak St. that would result in further spray paint or work on Oak prior to the scheduled sidewalk pressure washing the first week of May.
- c. Caruso reported that the City confirmed there is no active permit for the kiosk at Oak and Rush. Next step is to devise a scope/plan for the kiosk and present the plan to the Alderman.
- d. Kearney stated there are no updates on the City's Traffic Study at this time, but that it's in process.
- e. Kearney reported that he can put the order into CDOT to repair street poles missing parts. Caruso will take photos and make a list of poles needing repair and send it to Kearney.
- f. The Commission wants an RFP done for sidewalk maintenance with a scope of Monday's and Thursdays, 1-2 staff.
- g. Caruso presented the proposal for adding landscaping to the two new planters in front of 70 E. Oak. The landlord paid for the construction of the planters and the SSA will add the plantings to its landscaping scope.

On acceptance of the Christy Webber Landscapes proposal

Motion to accept the Christy Webber Landscapes proposal:

Motion: Farley

Second: Miglin

VOTE: Approve – ALL

Motion Passes.

8. New Meeting Business

- a. Miglin reported he and Caruso attended the last Michigan Ave. SSA Commission meeting and Caruso is working to get a meeting set up with both Commissions.

9. Next Oak St SSA Commission Meeting

- a. The Commission requested moving the April meeting to April 10 or 11. Caruso will follow up with the Commission to confirm a date.

10. Adjournment

- a. *Motion to adjourn the April 10, 2032 Regular Meeting*

Motion: Farley **Second:** Razny

VOTE: Approve – ALL **Motion Passes.**

Minutes Submitted By: Gina Caruso, SSA Program Manager
Approved 5/9/23