

Oak St SSA #75 Commission Meeting Minutes

Regular Meeting - Tuesday, April 16th, 2024 12:00pm – 1:30pm

In-Person: 109 E. Oak St. Chicago, IL 60611

Zoom Meeting:

<https://us06web.zoom.us/j/88279475691?pwd=cHFkcXFwaE1KTDBBZlwcEdIWFhWQT09>

Meeting ID: 882 7947 5691 | Password: 015860

Commissioners Present In-Person: Pam Farley, Duke Miglin
Commissioners Present Virtual: Rick Tannenbaum
Commissioners Absent: Stan Razny, David Israel
Others in Attendance In-Person: Gina Caruso (Oak St Council/The Lord Companies, L.L.C.), Anthony Ollmann, ASAIA & Oak Street Council; Eileen Sweeney, DPD
Others in Attendance – Virtual: Robert Kearney, Ald. Reilly’s Office
Public in Attendance In-Person and/or Virtual: None

Minutes

1. **Welcome and Call to Order**
 - a. Caruso called the meeting to order at 12:05pm in Razny’s absence.
2. **Public Input**
 - a. No public in attendance.
3. **Approval of March 12, 2024 Meeting Minutes**

On acceptance of the March 12, 2024 Meeting Minutes:
Motion to accept the March 12, 2024 Meeting Minutes:
Motion: Farley **Second:** Miglin
VOTE: Approve – ALL **Motion Passes.**
4. **SSA Financials** Caruso reported that Almanza & Coombes, CPAs PLLC completed 2023 Oak St SSA Audit. Tannenbaum and Caruso met with the CPA firm to review the audit. Only finding was to approve amended budgets closer to the end of the fiscal year moving forward. Caruso will work with the City on process to amend the 2024 budget while working on the 2025 budget.

Approval of 2023 Oak St SSA 75 Audit
On acceptance of the 2023 Oak St SSA 75 Audit:
Motion to accept the 2023 Oak St SSA 75 Audit:
Motion: Tannenbaum **Second:** Farley
VOTE: Approve – ALL **Motion Passes.**
5. **Customer Attraction**
 - a. Caruso reported that the 2024-2025 holiday lighting scope/cost is within the 2024 budget. Commissioners discussed doing different/more dynamic lighting

program in the future, but since the Oak Street Council owns the lights, and that the holiday lights are wrapped with the Couture for the Cause pink lights, decided to use the existing lights again this year.

Approval of 2024-2025 Illuminight Lights Holiday Lighting Agreement:

On acceptance of the 2024-2025 Illuminight Lights Holiday Lighting Agreement:
Motion to accept the 2024-2025 Illuminight Lights Holiday Lighting Agreement:

Motion: Miglin **Second:** Farley

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

- b. Caruso reported that she is working on an updated business card and pitch for the Concierge Ambassador program. Farley offered Gibson’s gift cards to the concierges at an Oak St appreciation event with the concierges.
- c. Caruso reported that RUSH will work with OSC again for the 2nd Annual Couture for the Cause campaign. Expenses will be significantly lower this year due to other budget priorities and adjusting the scope of the campaign to be less on OSC events and more on promoting store events.
- d. Caruso report a partnership OSC started with Chicago Fashion Week October 9-20, which will offer significant exposure and promotion to Oak Street businesses.

6. Public Way Aesthetics & Maintenance

- a. Caruso reported that a working group met with the three Streetscape planning firm finalists and walked the district to get an idea of how they would approach planning the district streetscape. Two of the three firms accepted the offer to prepare a sample plan. The Commission will make a decision on which firm to select at their next Commission meeting.

Approval of allocating 25% of Carry Over to the 2024 budget for streetscape planning

On acceptance of allocating 25% of Carry Over to the 2024 budget for streetscape planning:

Motion to accept allocating 25% of Carry Over to the 2024 budget for streetscape planning:

Motion: Farley **Second:** Miglin

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

- b. Farley requested the sidewalk maintenance staff do a detailed cleaning and clean out the tree grates (no moving of the grates, just cleaning the debris from the grates).
- c. Caruso reported the City will continue its watermain project in the area and are targeting to start Oak St. before the end of April.

7. Safety & Security

- a. Caruso reported on the progress made since the last SSA Commission meeting on researching options for sidewalk barriers and requested discussion by the Commission to decide what direction they want to go with

this project. The Commission wanted to keep barriers to a minimum (less than 50) and want them placed in the appropriate locations. The Commission saw the benefit in retaining MKSK Studios to conduct the Safety Amenity Planning (including, but not limited to: site analysis, prepare a dimensioned site plan, recommend products, do construction supervision).

Approval of MKSK Agreement to do a Safety Amenity Plan

On acceptance of the MKSK Studios Safety Amenity Plan

Motion to accept the MKSK Studios Safety Amenity Plan

Motion: Farley **Second:** Miglin

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

- b. Farley requested HLSA Security to do patrol the last day of Chicago Public Schools.

8. New Business Agenda Items

- a. None

9. Next SSA Commission Meeting

- a. Tuesday, May 21, 2024 Noon-1:30pm Razny Jewelers 1089 E Oak and Virtual

10. Adjourn

Approval of meeting adjournment

On acceptance of meeting adjournment

Motion to adjourn

Motion: Farley **Second:** Miglin

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

Minutes Approved 5/28/24