

**Clark Street Special Service Area #23
Commission Meeting
Basil Leaf Cafe, 2465 N Clark
Agenda for November 13, 2019 4:00 - 5:30 p.m.**

Topic	Presenter	Report	Action	Time
Call to Order	Ramsey	None	None	4:00 p.m.
Approval of Minutes	Ramsey	None	Motion	4:01 p.m.
Public Forum				4:02 p.m.
Reports				
Financial	Gallanis	Verbal	None	4:05 p.m.
Action Items				
2020 Landscaping vendor	Kryzak	Verbal	Motion	4:10 p.m.
2020 Weed removal vendor	Kryzak	Verbal	Motion	4:20 p.m.
Recycling bin replacement	Kryzak	Verbal	Motion	4:30 p.m.
Wayfinding Sign Replacement	Kryzak	Verbal	Motion	4:40 p.m.
2020 Art on Clark Update	Kryzak	Written	None	4:45 p.m.
New Business				
Program Manager's Report	Kryzak	Verbal	None	5:00 p.m.
Events and Marketing Report	Biello	Verbal	None	5:15 p.m.
Meeting Adjournment	Ramsey	None	Motion	5:30 p.m.

Proposed Motions

- To approve September 4, 2019 meeting minutes
- To approve 2020 landscaping vendor
- To approve 2020 weed removal vendor
- To approve purchase of 15 new recycling bins
- To approve moving \$8,000 from line item 2.03 (façade enhancement rebate program) to line item 3.01 (garbage/recycling material program) for design, fabrication, shipment, and installation of new recycling bins.
- To approve moving \$2,000 from line item 4.07 (economic study, market study, branding study, etc.) to line item 2.04 (wayfinding/signage) for replacement of wayfinding sign base

Next Meeting: TBD

Mission: To maintain and strengthen Clark Street as a vibrant commercial and residential district. To ensure that SSA District #23 is a clean and attractive environment for the community while fostering a collaborative partnership among all stakeholders.

Guidelines for the public forum:

- The goal of the public forum is to ensure that all voices of the community are heard on matters pertaining to the work of the Clark Street SSA #23. The commission is not required to provide immediate response to questions nor concerns presented.
- The public forum will be available at the start of each Clark Street SSA #23 meeting.
- The opportunity to speak at the public forum will be available for all those 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 no more than 15 minutes.
- All those wishing to speak during the public forum portion of the meeting must complete an information form including name, address, phone number, stake in the SSA and topic to be addressed and present the completed form to the secretary prior to the start of the meeting.
- The public forum portion of SSA #23 commission meetings, as with all portions of the meeting, will proceed according to Robert's Rules of Order, most importantly:
 - No attendee may speak twice until everyone else wishing to speak has spoken once.
 - All remarks must be directed to the Chair. Remarks must be courteous in language and deportment avoiding all personal remarks and never alluding to others by name or to motives.
 - One person may speak at a time. If not, the presiding officer can call them out of order.